

CITY OF BILLINGS

CITY OF BILLINGS VISION STATEMENT:

“THE MAGIC CITY: A DIVERSE, WELCOMING COMMUNITY WHERE PEOPLE PROSPER AND BUSINESS SUCCEEDS.”

AGENDA

COUNCIL CHAMBERS

January 13, 2020

5:30 P.M.

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Mayor Cole

ROLL CALL: Councilmembers present on roll call were: Shaw, Yakawich, Neese, Ewalt, Joy, Choriki, Purinton, Ronning, Boyett, Brown

MINUTES:

- December 9, 2019
- December 16, 2019

COURTESIES:

PROCLAMATIONS:

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on “NON-PUBLIC HEARING” Agenda Items: 1 and 2 ONLY. Speaker sign-in required. (Comments are limited to three (3) minutes. Please sign the roster at the cart located at the back of the Council chambers or at the podium. Comments on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item. For items not on this agenda, public comment will be taken at the end of the agenda.)

1. **CONSENT AGENDA** -- Separations:
 - A. **Bid Awards**: None
 - B. **Consultant Services Agreement** with HDR Engineering, Inc. for the GIS Services project; \$196,495.
 - C. **Services Agreement** with Novatime Technology, Inc. for a time and attendance system; \$270,511.
 - D. **City-County Special Investigations Unit (CCSIU) Agreement** with Yellowstone County for 2020.
 - E. **Grant Application Request** to submit Recreational Trails Program grant application for trail wayfinding signage; \$25,680.
 - F. **Plains First Responder Grant** for the Fire Department for technical rescue equipment; \$8,350.
 - G. **Treacy Foundation Grant** for the Parks Department to purchase and construct one of five planned steel shade structures in the new Centennial Park Dog Park Area; \$5,000.
 - H. **2017 State Homeland Security Program (SHSP) Award** for the Police Department to purchase a hostage negotiation van; \$85,000.
 - I. **2019 High Intensity Drug Traffic Area (HIDTA) Award** from Executive Office of the President, Office of National Drug Control Policy; \$431,796.
 - J. **Purchase** of playground equipment for Ponderosa Park; \$139,267.45.
 - K. **Revolving Loan Fund** to Shawna Bonini of Wise Wonders; no more than \$200,000.
 - L. **Donation** to the Police Department for the K-9 Program: anonymous donor; \$15,000, Phillips 66; \$1,000, and Scheels; \$10,000.
 - M. **Donation** to the Police Department for overtime funding from the Yellowstone County DUI Task Force; \$4,000.

- N. Resolution** approving an extension of the Cable Franchise Agreement with Bresnan Communications, LLC, through January 14, 2020.
- O. Acknowledge receipt of petition to vacate** the alley within Block 81 of Original Town and the north/south alley within Block 120 of Original Town, J & S Properties, Inc., petitioner; and set a public hearing for February 10, 2020.
- P. Bills for the weeks of:**
1. December 2, 2019
 2. December 9, 2019
 3. December 16, 2019

Recommended Motion: I move to approve the items of the Consent Agenda as submitted, with the exception of items moved for separation.

REGULAR AGENDA:

- 2. NOMINATION AND ELECTION OF DEPUTY MAYOR PRO TEMPORE.** Staff recommends Council nominate and elect a Councilmember as Deputy Mayor Pro Tempore.

Recommended Motion: I nominate _____ and move that he/she be elected to serve as Deputy Mayor Pro Tempore, per Section 2-204 of the Billings, Montana City Code (BMCC).

- 3. PUBLIC HEARING** to receive input on the need for low income housing at 1301 Industrial Avenue. No action is necessary.

• *Presented by: Kevin Iffland*

- 4. PUBLIC HEARING AND RESOLUTION** authorizing filing of the Annual Federal Transit Administration Section 5307 and Section 5339(B) Grant Applications. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

• *Presented by: Kevin Ploehn*

Recommended Motion: I move to approve and adopt a Resolution authorizing filing of the Annual Federal Transit Administration Section 5307 and Section 5339(B) Grant Applications as recommended by staff.

5. **PUBLIC HEARING AND FIRST READING ORDINANCE** amending BMCC, Section 24-503, Parade Routes. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

• *Presented by: Debi Meling*

Recommended Motion: I move to approve and adopt an Ordinance amending BMCC Section 24-503, Parade Routes as recommended by staff.

PUBLIC COMMENT on “NON-AGENDA ITEMS”. **Speaker Sign-in required.** (*Restricted to ONLY items not on this printed agenda. Comments are limited to 3 minutes. Please sign the roster at the cart located at the back of the Council chambers or at the podium.*)

COUNCIL INITIATIVES:

ADJOURN:

Council Chambers are readily accessible to individuals with physical disabilities.

For more information or to make requests for special arrangements, please contact the City Clerk’s Office at 657-8210 or e-mail bohlmand@billingsmt.gov, 72 hours prior to the meeting date.

Please exit the chambers as quickly as possible. (Chamber doors will be **CLOSED** 10 minutes after adjournment of the meeting.)

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Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Consultant Agreement: W.O. 20-33: Public Works GIS Services

PRESENTED BY: Jennifer Duray

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

The Public Works Department (PWD) has identified the need to refine and enhance the City's enterprise Geographic Information Systems (GIS) to respond to changing needs and maximize financial investments in the system. The primary objectives of the project are to extend a straightforward and easy to access GIS system that will improve the productivity and efficiency of Public Work's staff as they conduct business operations and to improve the GIS system in ways that will enhance community engagement and open data access.

City Council is asked to award a consultant services agreement to HDR Engineering, Inc. for all phases of the GIS Services project. Project scoping and fees for phase 1 in the amount of \$196,495 are under current consideration. Project scoping and fees for phase 2, the implementation phase, will be presented to City Council through future contract amendment proposals.

Phase 1 of this project includes

- An evaluation of the City's current enterprise GIS infrastructure;
- A needs assessment conducted by reviewing current GIS data, structure, standards, and enterprise systems integrations;
- A roadmap that leverages the results of the needs assessment that will outline clear steps to optimize the City's enterprise GIS system; and
- A standard and quality assurance/quality control plan for maintaining enterprise GIS database systems and establishing data accuracy and cartographic criteria.

A Request For Proposal (RFP) was publicly advertised on October 11th, 18th, and 25th, 2019. Eighteen proposals were evaluated and the committee selected HDR Engineering, Inc. as the firm that could best meet the specifications and requirements identified in the RFP.

ALTERNATIVES ANALYZED

City Council may:

- Approve the Agreement with HDR Engineering Inc, or;
- Disapprove the Agreement.

FINANCIAL IMPACT

The GIS Services project was approved in the FY 2020 budget in the amount of \$1 million. Phase 1 is in the amount of \$196,495, leaving \$803,505 budget remaining. The project will use water, wastewater, storm, streetlight, street maintenance, and solid waste funds.

RECOMMENDATION

Staff recommends that Council approve a professional services Agreement with HDR Engineering, Inc. in the amount of \$196,495 for the GIS Services project.

APPROVED BY CITY ADMINISTRATOR

Attachments

Agreement

Contract for Professional Architectural and Engineering Services
City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

In consideration of the mutual promises herein, City of Billings and HDR Engineering agree as follows. This Contract consists of:

- Part I, consisting of 15 Sections of Special Provisions;
- Part II, consisting of 11 Sections of General Provisions;
- Appendix A consisting of 7 pages (Basic Services of Contractor);
- Appendix B consisting of 2 pages (Methods and Times of Payment);
- Appendix C consisting of 1 page (Additional Services of Contractor);
- Appendix D consisting of 1 page (Schedule of Professional Fees);
- Appendix E consisting of 1 page (Project Schedule);
- Appendix F consisting of 19 pages (Certificate(s) of Insurance); and

PART I
SPECIAL PROVISIONS

Section 1. Definitions.

In this Contract:

- A. "Administrator" means the Deputy Director of the Public Works Department or her designee.
- B. "Billings" means the City of Billings.
- C. "Contractor" means HDR Engineering, Inc.

Section 2. Scope of Services.

- A. The Contractor shall perform professional services in accordance with Appendix A, which is attached hereto and incorporated in this Section by reference.
- B. Billings shall pay the Contractor in accordance with Section 4.
- C. Billings shall not allow any claim for services other than those described in this Section. However, the Contractor may provide, at its own expense, any other services that are consistent with this Contract.

Section 3. Time for Performance.

- A. This Contract becomes effective when signed on behalf of Billings.
- B. The Contractor shall commence performance of the Work described in Section 2 on receipt of written Notice to Proceed and complete that performance in accordance with the schedule set forth in Appendix E.
- C. This Contract shall terminate at midnight on January 31, 2021.

Section 4. Compensation; Method of Payment.

- A. Subject to the Contractor's satisfactory performance, Billings shall pay the Contractor no more than One Hundred Ninety-Six Thousand Four Hundred and Ninety-Five dollars (\$196,495) in accordance with this Section and Appendix B.
- B. Each month, or at the conclusion of each phase of the Work for which payment is due, as negotiated on a per-task basis, the Contractor shall present a bill to the Administrator describing the Work for which it seeks payment and documenting expenses and fees to the satisfaction of the Administrator. If any payment is withheld because the Contractor's performance is unsatisfactory, the Administrator must, within ten (10) days of the payment denial, notify the Contractor of the payment denial and set forth, with reasonable specificity, what was unsatisfactory and why. Billings will pay Contractor within 30 days of receiving an acceptable invoice.
- C. The Contractor is not entitled to any compensation under this Contract, other than is expressly provided for in this Section.
- D. As a condition of payment, the Contractor shall have paid all City taxes currently due and owing by the Contractor.

Section 5. Termination of the Contractor's Services.

The Contractor's services under Section 2 of this Part may be terminated:

- A. By mutual consent of the parties.
- B. For the convenience of Billings, provided that Billings notifies the Contractor in writing of its intent to terminate under this paragraph at least 10 days prior to the effective date of the termination.
- C. For cause, by either party where the other party fails in any material way to perform its obligations under this Contract. Termination under this Subsection is subject to the condition that the terminating party notifies the other party of its intent to terminate, stating with reasonable specificity the grounds therefor, and the other party fails to cure the default within 30 days after receiving the notice.

Section 6. Duties Upon Termination

- A. If Billings terminates the Contractor's services for convenience, Billings shall pay the Contractor for its actual costs reasonably incurred in performing before termination and Billings shall pay for services rendered prior to termination. Payment under this Subsection shall never exceed the total compensation allowable under Section 4 of this Part. All finished and unfinished documents and materials prepared by the Contractor shall become the property of Billings.

- B. If the Contractor's services are terminated for cause, Billings shall pay the Contractor the reasonable value of the services satisfactorily rendered prior to termination, less any damages suffered by Billings because of the Contractor's failure to perform satisfactorily. The reasonable value of the services rendered shall never exceed ninety percent (90%) of the total compensation allowable under Section 4 of this Part. Any finished or unfinished documents or materials prepared by the Contractor under this Contract shall become the property of Billings at its option.
- C. If the Contractor receives payments exceeding the amount to which it is entitled under Subsections A or B of this Section, he shall remit the excess to the Administrator within 30 days of receiving notice to do so.
- D. The Contractor shall not be entitled to any compensation under this Section until the Contractor has delivered to the Administrator all documents, records, Work product, materials and equipment owned by Billings and requested by the Administrator.
- E. If the Contractor's services are terminated for whatever reason the Contractor shall not claim any compensation under this Contract, other than that allowed under this Section.
- F. If a final audit has not been performed before the Contractor's services are terminated, Billings may recover any payments for costs disallowed as a result of the final audit.
- G. Except as provided in this Section, termination of the Contractor's services under Section 5 of this Part does not affect any other right or obligation of a party under this Contract.

Section 7. Insurance.

- A. The Contractor shall maintain in good standing the insurance described in Subsection B of this Section. Before rendering any services under this Contract, the Contractor shall furnish the Administrator with proof of insurance in accordance with Subsection B of this Section.
- B. The Contractor shall provide the following insurance:
 - 1. Workers' compensation and employer's liability coverage as required by Montana law.
 - 2. Commercial general liability, including contractual and personal injury coverage's -- \$1,500,000 per occurrence.
 - 3. Commercial automobile liability -- \$1,500,000 per accident.
 - 4. Professional liability in the amount of \$1,500,000 per claim.
- C. Each policy of insurance required by this Section shall provide for no less than 30 days' advance notice to Billings prior to cancellation.
- D. Billings SHALL be listed as an additional insured on all policies except Professional Liability and Worker's Compensation Policies. In addition, all policies except Professional Liability and Worker's Compensation shall contain a waiver of subrogation against Billings.

Section 8. Assignments.

Unless otherwise allowed by this Contract or in writing by the Administrator, any assignment by the Contractor of its interest in any part of this Contract or any delegation of duties under this Contract shall be void, and an attempt by the Contractor to assign any part of its interest or delegate duties under this Contract shall give Billings the right immediately to terminate this Contract without any liability for Work performed.

Section 9. Ownership; Publication, Reproduction and Use of Material.

- A. Except as otherwise provided herein, all data, documents and materials produced by the Contractor under this Contract shall be the property of Billings, which shall retain the exclusive right to publish, disclose, distribute and otherwise use, in whole or in part, any such data, documents, or other materials. Exclusive rights shall not be attributed to portions of such materials presently in the public domain or which are not subject to copyright. Contractor shall retain rights to pre-existing proprietary property including but not limited to interactive models. The Contractor shall have the right to include photographic or artistic representations of the design and construction of the Project among the Contractor's promotional and professional materials. The Contractor's materials shall not include Billings' confidential or proprietary information regardless of whether Billings has previously advised the Contractor in writing of the specific information considered by Billings to be confidential and proprietary.
- B. Equipment purchased by the Contractor with Contract funds: See Appendix A, Section 3. Scope of Work.
- C. Should Billings elect to reuse Work products provided under this Contract for other than the original project and/or purpose, Billings will indemnify and hold harmless the Contractor from any and all claims, demands and causes of action of any kind or character arising as a result of reusing the documents developed under this contract. Additionally, any reuse of design drawings or specifications provided under this Contract must be limited to conceptual or preliminary use for adaptation, and the original Contractor's or subcontractor's signature, professional seals and dates removed. Such reuse of drawings and specifications, which require professional seals and dates removed, will be signed, sealed, and dated by the professional who is in direct supervisory control and responsible for adaptation.

Section 10. Notices.

Any notice required pertaining to the subject matter of this Contract shall be either sent via facsimile (FAX) or mailed by prepaid first class registered or certified mail, return receipt requested to the following addresses:

Billings: Jennifer Duray
City of Billings
Public Works
2224 Montana Avenue
Billings, MT 59101

FAX: (406) 237-6291

Contractor: Bridget Brown
HDR Engineering, Inc.
970 South 29th St. W

Notices are effective upon the earlier of receipt, proof of good transmission (facsimiles only), or 5 days after proof of proper posting.

Section 11. Contract Budget.

In connection with its performance under this Contract, the Contractor shall not make expenditures other than as provided in line items in the Contract budget.

Section 12. Force Majeure.

- A. Any failure to perform by either party due to force majeure shall not be deemed a violation or breach hereof.
- B. As used in this Contract, force majeure is an act or event of substantial magnitude, beyond the control of the delayed party, which delays the completion of this Contract, including without limitation:
 - 1. Any interruption, suspension or interference resulting solely from the act of Billings or neglect of Billings not otherwise governed by the terms of this Contract.
 - 2. Strikes or Work stoppages.
 - 3. Any interruption, suspension or interference with the project caused by acts of God, or acts of a public enemy, wars, blockades, insurrections, riots, arrests or restraints of governments and people, civil disturbances or similar occurrences.
 - 4. Order of court, administrative agencies or governmental officers other than Billings.

Section 13. Financial Management System.

The Contractor shall establish and maintain a financial management system that:

- A. Provides accurate, current, and complete disclosure of all financial transactions relating to the Contract;
- B. Maintains separate accounts by source of funds for all revenues and expenditures and identifies the source and application of funds for the Contractor's performance under this Contract, including information pertaining to subcontracts, obligations, unobligated balances, assets, liabilities, outlays and income;
- C. Effectively controls and accounts for all municipal funds and Contract property;
- D. Compares actual expenditures with budgeted amounts and relates financial information to performance or productivity data including unit cost information where applicable;
- E. Allocates administrative costs to direct service delivery units;
- F. Minimizes the time between receipt of funds from Billings and their disbursement by the Contractor;
- G. Provides accounting records supported by source documentation; and
- H. Provides a systematic method assuring the timely and appropriate resolution of audit findings and recommendations.

Section 14. Funding Requirements.

In the event that any funding source for this Contract should impose additional requirements upon Billings for the use of those funds, the Contractor agrees to abide by those additional requirements immediately upon receipt of written notice thereof from Billings.

Section 15. Subcontracts.

The Contractor may enter into subcontracts for the purchase of goods and services necessary for the performance of this Contract, provided:

- A. Every subcontract shall be reduced to writing and contain a precise description of the services or goods to be provided and the nature of the consideration paid therefor.
- B. Every subcontract under which the Contractor delegates the provision of services shall be subject to review and approval by the Administrator before it is executed by the Contractor.
- C. Every subcontract in an amount exceeding \$1,000 shall require reasonable access to business records of the subcontractor relating to the purchase of goods or services pursuant to the subcontract.

PART II GENERAL CONTRACT PROVISIONS

Section 1. Relationship of Parties.

The Contractor shall perform its obligations hereunder as an independent Contractor of Billings. Billings may administer the Contract and monitor the Contractor's compliance with its obligations hereunder. Billings shall not supervise or direct the Contractor other than as provided in this Section.

Section 2. Nondiscrimination.

- A. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, or marital status or who is a "qualified individual with a disability" (as that phrase is defined in the Americans With Disabilities Act of 1990). The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, or mental or physical impairment/disability. Such action shall include, without limitation, employment, upgrading, demotion or transfer, recruitment or recruiting advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Contractor agrees to post, in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- B. The Contractor shall state, in all solicitations or advertisements for employees to Work on Contract jobs, that all qualified applicants will receive equal consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex or marital status, or mental or physical impairment/disability.
- C. The Contractor shall comply with any and all reporting requirements that may apply to it which the City of Billings may establish by regulation.
- D. The Contractor shall include the provisions of Subsections A through C of this Section in every subcontract or purchase order under this Contract, so as to be binding upon every such subcontractor or vendor of the Contractor under this Contract.
- E. The Contractor shall comply with all applicable federal, state, and city laws concerning the prohibition of discrimination.
- F. The Contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a), which prohibit discrimination against qualified protected veterans and/or qualified individuals on the basis of disability, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and individuals with disabilities.

Section 3. Permits, Laws, and Taxes.

The Contractor shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to its performance under this Contract. All actions taken by the

Contractor under this Contract shall comply with all applicable statutes, ordinances, rules and regulations. The Contractor shall pay all taxes pertaining to its performance under this Contract.

Section 4. Nonwaiver.

The failure of either party at any time to enforce a provision of this Contract shall in no way constitute a waiver of the provision, nor in any way affect the validity of this Contract or any part hereof, or the right of such party thereafter to enforce each and every provision hereof.

Section 5. Amendment.

- A. This Contract shall only be amended, modified or changed by a writing, executed by authorized representatives of the parties, with the same formality as this Contract was executed.
- B. For the purposes of any amendment modification or change to the terms and conditions of this Contract, the only authorized representatives of the parties are:

Contractor: Jared Harris (Area Manager) or Authorized Signatory

Billings: City Council or Authorized Designee

- C. Any attempt to amend, modify, or change this Contract by either an unauthorized representative or unauthorized means shall be void.

Section 6. Jurisdiction; Choice of Law.

Any civil action rising from this Contract shall be brought in the District Court for the Thirteenth Judicial District of the State of Montana, Billings. The law of the State of Montana shall govern the rights and obligations of the parties under this Contract.

Section 7. Severability.

Any provision of this Contract decreed invalid by a court of competent jurisdiction shall not invalidate the remaining provisions of the Contract.

Section 8. Integration.

This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein; and this Contract shall supersede all previous communications, representations or agreements, either oral or written, between the parties hereto.

Section 9. Liability.

The Contractor shall indemnify, defend, save, and hold Billings harmless from any and all claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and

expenses including reasonable attorneys' fees and costs, arising from any wrongful or negligent act, error or omission of the Contractor or any agent, employee or subcontractor as a result of the Contractor's or any subcontractor's performance pursuant to this Contract.

- A. The Contractor shall not indemnify, defend, save and hold Billings harmless from claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses or attorneys' fees and costs arising from wrongful or negligent acts, error or omission solely of Billings occurring during the course of or as a result of the performance of the Contract.
- B. Where claims, lawsuits or liability, including attorneys' fees and costs arise from wrongful or negligent act of both Billings and the Contractor, the Contractor shall indemnify, defend, save, and hold Billings harmless from only that portion of claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses including attorneys' fees and costs, which result from the Contractor's or any subcontractor's wrongful or negligent acts occurring as a result from the Contractor's performance pursuant to this Contract.

Section 10. Inspection and Retention of Records.

The Contractor shall, at any time during normal business hours and as often as Billings may deem necessary, make available to Billings, for examination, all of its records with respect to all matters covered by this Contract for a period ending three years after the date the Contractor is to complete performance in accordance with Section 2 of the Special Provisions. Upon request, and within a reasonable time, the Contractor shall submit such other information and reports relating to its activities under this Contract, to Billings, in such form and at such times as Billings may reasonably require. The Contractor shall permit Billings to audit, examine and make copies of such records, and to make audits of all invoices, materials, payrolls, records of personnel, and other data relating to all matters covered by this Contract. Billings may, at its option, permit the Contractor to submit its records to Billings in lieu of the retention requirements of this Section.

Section 11. Availability of Funds.

Payments under this Contract may require funds from future appropriations. If sufficient funds are not appropriated for payments required under this Contract, this Contract shall terminate without penalty to Billings; and Billings shall not be obligated to make payments under this Contract beyond those which have previously been appropriated.

IN WITNESS WHEREOF, the parties have executed this Contract on the date and at the place shown below.

City of Billings

Contractor

City Council or Designee

Date: _____

Name: _____

Title: _____

Date: _____

ATTEST:

IRS Tax ID # 47-0680568

APPROVED AS TO FORM:

City Clerk

By _____

Date: _____

BRENT BROOKS, City Attorney

Appendix A

Basic Services of Engineer City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

Section 1. Engineer's Rights and Duties.

- A. To furnish all labor, materials, equipment, supplies, and incidentals necessary to conduct and complete the Engineer's portion of the project as defined in the scope of work and to prepare and deliver to Billings all plans, specifications, bid documents, and other material as designated herein.
- B. Ascertain such information as may have a bearing on the work from local units of government, utility companies, and private organizations and shall be authorized to procure information from other authorities besides Billings, but shall keep Billings advised as to the extent of these contacts and the results thereof.
- C. Prepare and present such information as may be pertinent and necessary in order for Billings to pass critical judgment on the features of the work. The Engineer shall make changes, amendments or revisions in the detail of the work as may be required by Billings. When alternates are being considered, Billings shall have the right of selection.
- D. Engineer's work shall be in accordance with the standards of sound engineering and present City, State, and National standards and policies currently in use.
- E. Conform to the requirements of the Montana Code Annotated Title 18 "Public Contracts" and more particularly Sections 18-2-121 and 18-2-122, and all other codes of the State of Montana applicable to providing professional services including codes and standards nationally recognized.
- F. The Engineer shall certify with the submission of final plans that the plans are in conformance with applicable sections of Title 69, Chapter 4, Part 5, of the Montana Code Annotated as pertaining to existing utilities.
- G. To perform professional services in connection with the project and will serve as Billings' representative in those phases of the project to which this agreement applies.
- H. Where Federal funds are involved, the necessary provisions to meet all requirements will be complied with and documents secured and placed in the bidding documents.
- I. Submit an estimated progress schedule as to time and costs at the beginning of the work, and monthly progress reports thereafter until complete. The reports will include any problems, potential problems, and delays as foreseen by the Engineer. Reports will be submitted in a timely manner to permit prompt resolution of problems.
- J. Contract administration duties will include review of contractor certified payrolls for wage rate compliance. Discrepancies in certified payrolls will be resolved with the

Contractor. A signed Engineer's Payroll Check Sheet (included in the Standard Modifications to MPWSS) will be submitted as proof of this review with one copy of each payroll.

- K. Name a Task Director who shall be the liaison between Billings and the Engineer. For this project the Task Director designated for the Engineer is Bridget Brown working under the Principal-in-Charge, Jared Harris.

Section 2. Billings Rights and Duties.

- A. To furnish all labor, materials, equipment, supplies, and incidentals necessary to conduct and complete Billings' portion of the project as designated in the scope of work.
- B. Name a Task Director who shall be the liaison between the Engineer and Billings. For this project, the Task Director designated is Jennifer Duray.

Section 3. Scope of Work.

The City of Billings currently has a well-developed GIS that supports the Public Works Department. As the technology spectrum continues to evolve, further refinement and enhancement of the City's enterprise GIS environment is key in handling changing needs and maximizing financial investments in the system. The primary objective of the project is to extend a straightforward and easy to access GIS system that will improve the productivity and efficiency of Public Work's staff as they conduct business operations. Community engagement and open data access will also be improved through the enterprise GIS system. HDR understands the City wishes to accomplish this project in two phases, this approach outlines Phase I.

Phase I will include an evaluation of the City's current enterprise GIS infrastructure, conducting a needs assessment by reviewing current GIS data structure, standards, and enterprise systems integrations. HDR will develop a roadmap leveraging the results of the needs assessment that will outline clear steps to optimize the City's enterprise GIS system. The roadmap will include a Standards and Quality Assurance/Quality Control Plan for maintaining enterprise GIS database systems and establishing data accuracy and cartographic criteria.

DETAIL SCOPE OF SERVICES

The Basic Services of the Engineer that will be utilized on the City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) services is presented in the summaries for Tasks 1 through 4. The scope of services is organized as follows:

<u>Task</u>	<u>Description</u>
100	Project Management
200	Project Kick-Off Presentation
300	GIS Environment Needs Assessment
400	Roadmap Development

Task 100: Project Management

101 Project Management

Project management includes project communications with the City related to scope, schedule, and budget as well as HDR's internal management of quality, scope, schedule, budget, and invoices. HDR's project manager will also participate in bi-weekly (every two weeks) meetings with the City's project management team. As part of project management, HDR will invoice the City monthly for the services rendered.

Deliverables:

- Monthly status reports and invoices
- Status reports that compare work accomplished with scheduled activities

Assumptions:

- One-hour bi-weekly check in calls/meetings for two HDR staff for the duration of Phase I. The HDR Project Manager will be on-site for one meeting per month during the first three months.

Task 200: Project Kick-Off

201 Kick Off Presentation

The project will begin with a kick-off presentation to introduce our core team to the City. HDR will cover our project scope, milestones, schedule, and an outline of our technical approach. Next, to help the City's GIS stakeholders understand current industry best practices when it comes to GIS, HDR will present on implementation of enterprise GIS solutions, workflows, data models, mobile tools, systems integration, and cloud infrastructure. The goal of this presentation is to provide City GIS stakeholders with a foundational understanding of the capabilities of a more mature GIS and the investment needed to build and sustain such a system. HDR will provide a SharePoint and Teams site, or a City solution that can be leveraged to share information and data.

Deliverables:

- Presentation materials
- Project Kick Off Presentation Meeting Summary Memorandum
- Project collaboration site with project document library, contacts and schedule

Assumptions:

- One full-day in person (8 hour) meeting with up to five HDR staff and up to 8 key Public Works GIS Stakeholders.
- Scope includes travel for four HDR staff for up to two nights.

Task 300: GIS Environment Needs Assessment

To evaluate an Enterprise GIS environment a thorough understanding of Public Works operational needs and roadblocks must be understood. HDR will conduct a GIS Needs Assessment by interviewing and job shadowing key department staff, evaluating and documenting existing conditions. Based on this research HDR will identify recommendations and options for enhancing the City's GIS.

301 Interviews and Field Visits

HDR will conduct interviews with key staff from each pertinent department as well as interviews with City leadership. These interviews will include office meetings and field visits. An example of a field visit is to accompany City stormwater staff for routine maintenance or a water service call.

Office based interviews will have standard questions and reporting for ease in comparing and analyzing results. Questions will be provided to the City prior to interviews. The focus of interviews will be to gain an understanding of current workflows, data gaps, and opportunities for improvements. HDR will conduct interviews and relay debriefs highlighting takeaways and questions to the Public Works Project Manager and GIS Stakeholders.

Interviews and field visits will occur with each of the following departments and divisions at the City:

Table 1:

Task 301 Interviews and field visits		
Division/Department	Onsite Interviews	Field Visits
Public Works Management	2 hours	
Distribution and Collection	2 hours	2 days
Water Quality	4 hours	2 days
Engineering Division	8 hours	2 days
Solid Waste	1 hour	
Street-Traffic	4 hours	2 days

Deliverables:

- Draft and Final Technical Memorandum that includes interview and field visit summaries

Assumptions:

- Key Public Works GIS Stakeholders from divisions in table 1 will be made available for in office interviews with HDR GIS staff.
- Key Public Work teams will be available from distribution and collection, water quality, and engineering divisions to host HDR GIS staff during field visits to evaluate current data consumption and dissemination methods.
- City GIS Stakeholders will provide comments on the technical memorandum two weeks after its draft submittal.
- Cost estimate for this task includes travel to Billings for 2 staff to participate in interviews and field visits.

302 GIS Environment and Systems Integration Overview

A top to bottom review of the City GIS and IT infrastructure will be undertaken and documented. HDR will work with the City to review and document the existing GIS environment. This will include documentation of software, hardware, security, data storage, disaster and recovery plans, and system integration. The HDR team will evaluate current GIS platforms being utilized by the city including but not limited to ArcGIS Desktop and its extensions, ArcGIS Enterprise, ArcGIS Online, Collector, and other packages noted within the addendum provided by the City. During evaluation HDR staff will meet with City IT staff in an online half day workshop session. Workshop will include comprehensive review of the City’s Enterprise GIS architecture and

supporting systems.

HDR's Cityworks implementation lead, will work with the HDR team and the City to review and evaluate existing conditions and challenges. Existing (and potential) integrations will be included in the documentation.

Deliverables:

- Draft and Final Existing GIS Environment and Systems Integration Schematic and Summary Memorandum

Assumptions:

- HDR staff will have access to the City's enterprise systems and/or will have the support of City IT staff as needed.
- HDR will be permitted to facilitate meetings and other communication methods including emailing with the Public Works Asset Management team and selected consultant for the current Asset Management Needs assessment project.
- One half-day in person (4 hour) meeting with up to two HDR staff and up to four key City IT and GIS Stakeholders.
- Scope for this task includes travel to Billings for 2 staff.
- City GIS Stakeholders will provide comments on the schematic and summary memorandum two weeks after its draft submittal.

303 GIS Data Review

This subtask is the more detailed review of GIS data. HDR will focus on these outcomes for the data review: a comprehensive library of data with documented positional and attribute accuracy, and an understanding of data gaps.

Coordinate system and datum assignment will be reviewed for consistency and HDR's survey sub consultant will provide oversight in evaluating the ability of existing data to meet location accuracy needs for public works.

Data attributes will be reviewed for completeness and consistency. HDR will summarize the results and data gaps. The City's current feature class domains and descriptions will also be evaluated to help streamline data entry.

Deliverables:

- Draft and Final Data Review Technical Memorandum including data catalog and data gaps.

Assumptions:

- HDR staff will have access to GIS datasets within the City's Production and Publication GIS environments.
- HDR staff will have access to as-built records referenced in the GIS data update process.
- Current data interaction platforms and hardware including GPS devices will be compiled. HDR will be permitted to use these devices and platforms along with Public Works staff in the field and in the office to understand workflows and potential roadblocks with data interaction.

- Assets to be evaluated for existing accuracy and consistency will be identified by the City and represent areas of known issues and a good cross sector of assets from distribution and collection, water quality, and engineering divisions and includes no more than five 8-hour days of field time, and includes data processing and office analysis.
- Deliverables will consist of a PDF report provided by subcontractor assessing horizontal and/or vertical accuracy of as-surveyed features against spatial GIS information provided by others, and an AutoCAD drawing of as-surveyed features on MT State Plane grid, international foot units.
- City GIS Stakeholders will provide comments on the technical memorandum two weeks after its draft submittal.

304 Needs Assessment Report

The conclusion of the Needs Assessment is the final report. The report will consolidate and summarize the technical memorandums generated throughout this task for reference. The report is expected to include the following:

- GIS staff roles and responsibilities
- Summary of GIS needs by department
- GIS Environment Schematic – hardware/software/ systems integration
- GIS Data Library including condition and gaps
- Overview of existing GIS data works flows and QA/ QC practices
- ArcGIS Online/Portal needs and user account allocation
- Public Works internal business processes affecting GIS data
- Recommendations

HDR will provide the draft report and then follow with a review meeting with the City to go over comments for the final. The review meeting will be hosted in an online session; remote HDR staff will attend virtually.

Deliverables:

- Draft and Final Needs Assessment Report

Assumptions:

- City GIS Stakeholders will provide comments on the report two weeks after its final submittal.

Task 400: Roadmap Development

401 Roadmap

HDR will develop a Roadmap outlining recommendations for optimizing the City's GIS system. Each recommendation or initiative will have defined goals, associated investment, schedule, dependencies and benefits. HDR will lead a prioritization exercise with the City Project Manager and key GIS stakeholders. HDR will help the City objectively prioritize projects for inclusion in the Roadmap. The Roadmap will be organized to clearly communicate goals and benefits to executive management and will include enough detail for technical execution. A proposed timeline including estimated investment to complete each initiative will be visualized within the report. After initial feedback from Public Works, HDR will refine the report to incorporate comments and recommendations.

Deliverables:

- Draft and Final Roadmap Report
- Roadmap Prioritization Workshop

Assumptions:

- Two day workshop session for three on-site HDR staff and Public Works GIS Stakeholders.
- Scope for this task includes travel to Billings for two staff to participate in two day workshop session.
- This scope of services does not include outreach efforts for City Council meetings, or additional stakeholder meetings to help the City communicate and implement the roadmap.

402 Standards and QA/QC Plan

Two predetermined Roadmap initiatives will be addressed during Phase I; the development of the Standards and QA/AC Plan. It is assumed these standards and plans are dynamic and will be updated as Roadmap initiatives are rolled out during Phase 2.

Standards Development: A section of the Roadmap Report will outline a proposed standards implementation throughout GIS and Public Works. The specifics of these standards will in large part be dependent on the results of the Needs Assessment.

Quality Assurance/Quality Control Plan Development: A section of the Roadmap will outline a comprehensive QA/QC process for the City of Billings GIS group to implement. HDR will reference existing industry and local government standards in relation to geospatial data upkeep, while also incorporating the information gathered during the Needs Assessment to construct this plan.

- Standards and QA/QC Plan is expected to include:
 - Field data collection industry practices and GPS device location tolerance thresholds
 - Field data collection workflows
 - Workflows for integration of data with Cityworks and other systems
 - Database schema and domain construction methodologies
 - Metadata framework and requirements
 - Map production standards and style guides
 - Web feature service publication standards

Deliverables:

- Draft and Final Standards and QA/QC Plan Reports

Assumptions:

- City GIS Stakeholders will provide comments on the reports two weeks after its final submittal.

Appendix B

Methods and Times of Payment City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

Section 1. Payments for Basic Services.

Billings shall authorize payment to the Engineer for services performed under Appendix A of this Agreement. Partial payment shall be due the Engineer upon receipt of the Engineer's pay estimate, said estimate being proportioned to the work completed by the Engineer.

Partial payment shall be made to the Engineer upon receipt of the Engineer's pay estimate, said estimate being proportioned to the work completed by the Engineer. Billings shall deduct five percent (5%) from each monthly pay estimate to be held until the completion of the final scope of work. The final payment shall be made only after acceptance of final documents by Billings, and determination that the scope of work has been satisfactorily completed.

A. For services rendered prior to construction, Appendix A, the Engineer shall be paid based upon actual time accrued, but not to exceed the total amount:

1. Project Management	\$27,607
2. Kick Off Presentation	\$29,247
3. GIS Environment Needs Assessment	\$82,291
4. Roadmap Development	\$57,350
Total	\$196,495

B. Final payment shall be the above stated basic fee less all previous payments.

Section 2. Payments for Extra Services when Authorized by Billings.

Requests made or conditions identified by interested groups at the agency or public meetings, which are beyond the scope and intent of this study shall be paid for based on a negotiated fee.

Section 3. Corrections.

Costs of Billings work that is required for corrections to the Engineer's work which requires redoing by Billings shall be deducted from any payments due the Engineer, if the Engineer fails to make the required corrections.

Section 4. Fee Increases

For contracts and services that are expected to require more than one (1) year to complete, the above stated basic services payments may be reviewed and adjusted annually by mutual agreement of the parties, based upon documented evidence that the Engineer's costs have increased for all comparable clients.

Appendix C

Additional Services of Engineer City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

Extra Services of the Engineer will be paid only with written prior authorization by Billings.

- A. Requests made or conditions identified which are beyond the scope and intent of the services identified under Appendix A.

Appendix D

Schedule of Professional Fees City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

Not used on this Contract.

Appendix E

Project Schedule City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

Based on a notice to proceed by Billings dated no later than January 13, 2020, the completion date for the Engineer's work shall be on or before December 3, 2020 based on the following estimated schedule for major deliverables:

- A. Kick-off Presentation – March, 2020
- B. Needs Assessment Report – July, 2020
- C. Roadmap Report and Standards and QA/QC Plan – October 2020
- D. Implementation Workshop – November 2020

Delays affecting the completion of the work within the time specified of more than ninety (90) days, not attributable to or caused by the Parties hereto, may be considered as cause for the renegotiation or termination of this Contract.

If the Engineer is behind on this Contract due to no fault of Billings, then the Engineer hereby acknowledges the right of Billings to withhold future Contracts to the Engineer in addition to any other remedy until this Contract is brought back on schedule or otherwise resolved.

Appendix F

Certificate(s) of Insurance City of Billings W.O. 20-33: Public Works Professional Geographic Information Systems (GIS) Services

(Attach Certificate(s) of Insurance)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/17/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. fka Willis of Minnesota, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: PHONE (A/C No. Ext): 1-877-945-7378		FAX (A/C No.): 1-888-467-2378
	E-MAIL ADDRESS: certificates@willis.com		
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A: Liberty Mutual Fire Insurance Company			23035
INSURER B: Ohio Casualty Insurance Company			24074
INSURER C: Liberty Insurance Corporation			42404
INSURER D:			
INSURER E:			
INSURER F:			

COVERAGES

CERTIFICATE NUMBER: W11280240

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	TB2-641-444950-039	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	AS2-641-444950-049	06/01/2019	06/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	Y	Y	EUO(20) 57919363	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	WA7-64D-444950-019	06/01/2019	06/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: City of Billings Projects with HDR.

Certificate Holder is named as Additional Insured on General Liability, Automobile Liability and Umbrella/Excess Liability on a Primary, Non-contributory basis where required by written contract. Waiver of Subrogation applies on General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation where required by written contract. Umbrella/Excess policy is Follows Form over General Liability, Auto Liability and Employers Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Billings, Montana Attn: Will Robbins 2224 Montana Avenue Billings, MT 59101-2418	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Time and Attendance System Service Agreement

PRESENTED BY: Jennifer Duray

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

The City of Billings has identified the need to improve the timekeeping and reporting abilities available to staff. Public Works, Aviation and Transit, the Library, Parks and Recreation, and Facilities Management staff will be implementing the system initially. Additional Departments may be added at any time during the contract period. Procuring a more robust system will enhance operational efficiencies, employee access, accountability, reporting and tracking practices. The new service will provide biometric time-clock hardware, and mobile access in addition to a web-portal with administrative and supervisor dash-boards. It will also eliminate antiquated paper timekeeping practices.

A Request for Proposals (RFP) was publicly advertised on August 30 and September 6 of 2019. There were five responses evaluated by the selection committee. The committee determined that Novatime Technology, Inc was the respondent best qualified to meet the specifications and requirements set forth in the RFP. City Council is asked to award the service contract to Novatime Technology, Inc.

ALTERNATIVES ANALYZED

City Council may:

- Approve the Service Agreement with Novatime Technology, Inc. or;
- Disapprove the Service Agreement

FINANCIAL IMPACT

First year costs for implementation will be \$118,263 with on-going annual service costs at \$38,062 for service years 2-5. Human Resources has budgeted \$50,000 in the FY 2020 budget for the time and attendance system and the remaining costs will be allocated to Public Works and Aviation and Transit based on employees and number of time clocks. Both departments have also budgeted sufficient funds in the FY 2020 budget.

RECOMMENDATION

Staff recommends that council approve the Service Agreement with Novatime Technology, Inc in the amount of \$270,511 for a service term of 5 years for the participating City Departments to receive Time and Attendance System services.

APPROVED BY CITY ADMINISTRATOR

Agreement
Novatime



NOVAtime Purchase Agreement
(Product Purchase; Software License Summary; Scope of Work; Pricing; Terms and Conditions)

Customer Information		Shipping Information	
Company:	City of Billings	Company:	City of Billings
Address:	2251 Belknap Ave, Billings, MT 59101	Address:	2251 Belknap Ave Billings, MT 59101
Contact:	Amanda Skewis	Contact:	Amanda Skewis
Phone:	406-657-8320	Phone:	406-657-8320
Fax:		Fax:	

Sales Representative:	Jamie Blundell	Sales Engineer:	Scott Larson
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Qty	Part#	Description	Unit Price	Amount
615	Nova5000-635	Novatime Software License - Employees	\$2.40/ee/mo	\$18,288/yr
80	Nova5000-Users	Novatime Software License – Users		Included
21	NT7000FP	NT7000 Biometric Terminal	\$2,061	\$39,159
5	NT7000FPH	NT7000 Biometric & HID Terminal	\$2,590	\$12,950
1	Gold HW Maintenance	Gold Annual Hardware Maintenance	\$7,150/yr	\$7,150/yr
1	Nova5000-DS	Implementation	\$23,970	\$23,970
1	Nova-SFTP	Novatime Hosted SFTP Site	\$50/mo	\$600/yr
200	Nova-IVR	Phone Entry IVR	\$1/ee/mo	\$2400/yr
1	PhoneLine	Phone Line	\$150/mo	\$1800/yr
200	Nova-ASM	Advanced Scheduling Manager	\$3.50/ee/mo	\$8,400/yr

- A. Pursuant to the NOVAtime Master Services Agreement attached and made a part hereof by this reference (the “MSA”), and per Section 2 thereof, NTI (as defined in the MSA) grants limited access to Customer (as defined in the MSA) and Customer agrees to abide by and is subject to the MSA and all applicable Schedules, Addendums, and Exhibits attached thereto or referenced therein, if any, in connection with Customer’s (and Customer Employees’) use of the herein described software (the “Software”); and to acquire the herein associated described hardware and equipment collectively (the “Hardware”) and services as described further herein (the Software and the Hardware are collectively referred to herein as the “Products”).
- B. Customer agrees that the acquisition and/or license(s): (i) of the Products; (ii) support and maintenance for the Products; and (iii) and training in the use and operation of the Products; and (iv) financial obligations, and non-payment of customer obligations concerning the Products are governed by the MSA.

Scope of Work

The Scope of Work (“SOW”) between **NOVAtime Technology, Inc.** ("NTI") and **City of Billings**, ("Customer") lists all Products, supplies, services, prices and payments subject to the MSA and referenced documents.

NTI will utilize its *SurePath*™ methodology to ensure successful transition from phase to phase. *SurePath*™ will also accommodate the communications, issue and risk management, and all associated change and acceptance orders.

Product and Subscription Term

Product: NOVAtime Software as a Service (Nova5000 SaaS)
Subscription Term: 5 Years
Effective Date: Date of Execution
Other: Hardware, Software, and Services (listed below)

Phase 1 - Pre-Implementation

System Parameter Discovery	System Configuration & Testing
Hardware Configuration and Testing	System configuration/Operation Review
System Approval	Remote Pre-Install access by Customer
HR Interface Testing/Certification	Payroll Interface Testing/Certification

Web Delivery of 615 NOVAtime Employee Licenses, 80 Administrative & Supervisor Licenses, 200 IVR Licenses, 200 ASM Licenses, 1 Novatime Hosted SFTP Site.

21 NT7000II Biometric Clocks will be delivered. 5 NT7000II Biometric & HID Terminals will be delivered.

Phase 2 - Implementation

NOVAtime SaaS Software

<ul style="list-style-type: none"> ○ MS SQL Compatible Application ○ Employee Scheduling ○ Employee History ○ Timecard Archiving 	<ul style="list-style-type: none"> ○ Scheduled E-mail Reports ○ Automatic Data Collection Processes ○ Payroll / HRIS (Batch) Interface
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NT7000II Biometric Terminals

- **Includes Five (5) Year Warranty**

System Delivery	Software Installation / Environment Testing
Terminal Installation Assistance	Program Terminals
IT Environmental Testing and Certification	Train Payroll/HR Departments
Train Administrator	Train IT Personnel
Train the Trainers	Training Follow-up
System Operations Follow-up	System signoff
Training Plan Development & Delivery	

Phase 3 – Post-Implementation

System Operations Group Discussion	On-Going Training Schedule Deployment
Implement Maintenance	Final System Review
Implement Other Schedules	PIER (Post Implementation Evaluation Report)

Ongoing Software Support During Subscription Period

1. Services Provided by NTI. Provided that Customer has paid the required fees for Software support, NTI agrees to provide the following support services in connection with all Software components of the Products purchased hereunder after the Warranty Period:
 - a. Unlimited telephone support for single point of contact and/or system administrator is provided through our Premium Support option 24 hours a day, 7 days a week.
 - b. On-line support during normal business hours (Customer is required to have Internet Access).
 - c. Support services to the Core NOVAtime System, as defined in the MSA under Section 1.
2. Customer Obligations. NTI retains and reserves the right, and Customer agrees to provide to and hereby consents for NTI, direct access upon notification from NTI that such access is necessary, to the NTI database and related applications.

Additionally, Customer agrees to use the SMARThelp online assistance designed to pinpoint where the Customer (or its Employees) is situated within the SaaS system and to guide Customer in navigating the desired avenue or path within the system.

3. Limitation on Support Obligation. NTI's support obligations are limited, excluded, or otherwise restricted pursuant to the terms defined in the MSA.
4. Renewal Option. Subject to Customer compliance with and performance under the MSA, the NTI Software Support services shall continue and Customer shall pay for such services at the rate and time duration as listed on the Summary for successive one-year periods unless Customer notifies NTI in writing no later than thirty (30) days prior to the termination of the last year of software support (or of each succeeding anniversary date thereafter) that Customer intends to terminate the NTI services.

Pricing Overview

Fixed, One-time Charges:

Implementation fee	\$ 23,970
21 NT7000 FP Clocks	\$ 43,281
5 NT7000 FPH Clocks	\$12,950

Total: One-time Charges **\$80,201**

Recurring, Annual Charges:

NOVAtime 5000 SaaS _615_ Employees	\$ 2.40 pepm (per employee per month), Billed \$17,712/yr, Annually in Advance
<u>1</u> Novatime Hosted SFTP	\$50 per month, Billed \$600 per year annually in advance
<u>200</u> Phone Entry IVR	\$1 pepm, Billed \$2,400/yr annually in advance
<u>1</u> Phone Line	\$150/mo, Billed \$1800/yr annually in advance
<u>80</u> Supervisors/ Administrators	Included
<u>200</u> Advanced Scheduling	\$3.50 pepm, Billed \$8,400/yr annually in advance.
Annual Hardware Maintenance	\$7,150/yr, Billed Annually in Advance
Total: Recurring Charges	\$38,062.00 per year

Variable Professional Services TBD (See Table 1)
(Implementation, Training,
documentation, etc.)

Customer agrees that pricing quote is valid through Jan 31, 2020.

1. Corporate Approval. All orders, SOW, and Customer Transactions (defined in the MSA) are subject to the approval of the NOVAtime Technology Inc. (“NTI”) Corporate Office in California and are non-cancelable and non-refundable.
2. Title and Delivery.
 - a. All Products will be delivered by NTI to Customer.

- b. NTI agrees to use commercially reasonable efforts to fill orders placed by Customer in accordance with Customer's requested delivery schedule for such Products.
 - c. NTI shall have no liability whatsoever for delays in delivery due to *force majeure* or causes beyond its control. See Section XXII of the MSA for further provisions.
3. Restocking Fee. Customer agrees that if any portion or the entirety of the Product ordered is returned to NTI, with or without NTI's prior consent, Customer shall pay a restocking fee equal to twenty percent (20%) of the Purchase Price of such returned Product(s) in addition to Customer's obligation to pay the entirety of the Product ordered as the same are non-cancelable and non-refundable.
4. Warranty. Subject to the MSA, NTI warrants that all NTI Products shall be free from defects in materials and workmanship for a period of ninety (90) days from the date of installation and all Products shall be free of defects for a period of ninety (90) days from date of acquisition (the "Warranty Period"). This warranty is extended to the original Customer only and is subject to all the conditions and limitations, in addition to Section the MSA, as follows:
- a. Any part(s) found to be defective (except as specifically excluded below) shall be replaced or repaired by NTI, without charge to the Customer for parts or labor, subject to and provided that the Product has been used in accordance with the NTI manual and has not been subject to any Customer or nonaffiliated NTI third party mishandling, neglect, misapplication, overburdening, abuse or tampering. NTI shall pay for the shipment of the Product(s) from NTI if the defect is covered by warranty; otherwise Customer is responsible and shall pay all shipment and repair costs. Customer is responsible for all shipment costs from Customer to NTI.
 - b. Only NTI and its designated personnel are authorized to make repairs or replacements under this warranty, and made, if applicable or appropriate, only after NTI is notified in writing of and determines that the repair requirement resulted from defective materials or workmanship covered under this warranty.
 - c. In the event a defective Product cannot be repaired or replaced and such defect is material to the operation of the Product in accordance with its specifications, NTI agrees to refund to Customer the Purchase Price paid by Customer for such defective Product. The non-repaired/defective Product must be timely returned to NTI. See Sections XIII and XIV of the MSA for further provisions.
 - d. THE REMEDIES OF REPAIR, REPLACEMENT OR REFUND SET FORTH HEREIN SHALL BE CUSTOMER'S SOLE AND EXCLUSIVE REMEDIES IN THE EVENT OF A CUSTOMER EXERSIZED REMEDY OR A BREACH OF THIS WARRANTY. See Section XII of the MSA for further provisions.

The above Warranty shall not apply to any Product(s) or parts thereof in the event of:

- (i) Damage, defects or malfunctions resulting from misuse, accident, neglect, tampering unusual physical or electrical stress or causes other than normal and intended use (including modification or replacement of any NTI components on any boards supplied with the Products or any use that is inconsistent with any user documentation);
- (ii) Failure of the Customer to provide and maintain a suitable installation and maintenance environment for the Products; (iii) Malfunctions resulting from the use of non-NTI approved supplies with the Product; or (iv) Any defect not promptly communicated in writing to NTI prior to the expiration of the Warranty Period. No representation or other affirmation of fact including, but not limited to, statements regarding capacity, suitability for use or performance of the Product(s) shall be or deemed to be a warranty or representation by NTI for any purpose whatsoever or impose any NTI liability or obligation whatsoever. Further, this Warranty does not cover or apply to batteries, bar code wands, bulbs, distribution boxes, light bulbs, or third-party software contained in, or associated with, the Products, the same of which are provided by NTI to Customer in "AS IS" condition without any warranty, expressed or implied.

5. Termination

If either party materially breaches the NPA, the other party may give the breaching party written notice of the breach. The notice shall specify the details of the alleged breach of the NPA. If the breaching party does not cure the breach within 90 days, the non-breaching party may terminate the NPA. Customer may terminate the NPA if it does not appropriate funding to continue the NPA or related services. To so terminate, Customer must give NTI written notice of the non-appropriation at least 90 days before the next annual billing following the non-appropriation.

Billing Overview

NTI invoicing will be as follows:

Year 1: \$118,263.00

- \$82,784.10 Due Upon Contact Execution
- \$23,652.60 Due 45 Days from Date of Execution
- \$11,826.30 Due 90 Days from Date of Execution

Year 2: \$38,062.00

- \$38,062.00 Due on 1st Year Anniversary from Contract Execution.

Year 3: \$38,062.00

- \$38,062.00 Due on 2nd Year Anniversary from Contract Execution.

Year 4: \$38,062.00

- \$38,062.00 Due on 3rd Year Anniversary from Contract Execution.

Year 5: \$38,062.00

- \$38,062.00 Due on 4th Year Anniversary from Contract Execution.

Payment Terms - Detail

-Initial Payment: Initial payment shall be for **\$82,784.10 is due upon contract execution**. NTI has agreed to begin implementation while this initial deposit is pending. **\$23,652.60** is due 45 Days from Date of Execution. **\$11,826.30** is due 90 Days from Date of Execution.

-Ongoing Fees - Years 2 through 5: This NPA shall have a term of 5 years unless it is extended or terminated. Reoccurring costs are guaranteed at the same rate in years 2 through 5. The cost is **\$38,062.00** (Annual Vendor Hosting Fee and Annual Hardware Maintenance) per year.

All fees and charges due per NPA are non-cancelable and any Customer deposits or payments to NTI are nonrefundable, except as otherwise specified in this NPA SaaS Agreement. NTI's fees and charges are exclusive of all applicable taxes, levies, or duties imposed by all governmental taxing authorities. Customer shall be fully responsible for payment of all such taxes, levies, and duties even if such amounts are not listed on any NTI ordering document, SOW, or NPA. Customer must reimburse NTI for all reasonable expenses incurred relating to providing the NTI services or Product(s).

Customer agrees that all monetary obligations and payments under this NPA SaaS Agreement preferably shall be made by electronic funds transferred through the Automated Clearing House network (ACH). Customer authorizes NTI to bill such ACH: (i) at the time that Customer orders any NTI Product(s) or services, and for all Products and services set forth in the NPA, the ordering document, and/or SOW and (ii) at the time of any renewal, for the amount charged for any renewal Subscription Term(s) as set forth herein. Customer will have the option of being invoiced and paying by check if desired.

Corporate Approval. All orders, SOW and Customer Transactions (defined in the NPA SaaS Agreement) are subject to NTI's approval at its Corporate Office in California and are non-cancelable and non-refundable. However, no invoices for transactions shall be accepted by the customer unless the work order or other billable event is mutually agreed upon in writing and the written agreement shall include an estimate of all anticipated costs.

MSA.

This NPA is subject to the provisions, agreements, and understandings per the MSA attached hereto and made a part hereof by reference.

Customer acknowledges and agrees that this NPA [which is understood to be a material part of the Customer Transaction (as defined in the MSA)] and the MSA shall not be binding on NTI until signed and authorized by NTI and delivered to Customer. The MSA, as well as this NPA, constitutes the entire understanding of the parties with respect to the purchase/acquisition of the Products and the providing of services, and shall govern in the event any inconsistent terms and conditions as set forth in any Customer purchase order, confirmation, or memorandum, unless specifically agreed to differently or to the contrary signed and authorized by NTI representative.

NOVAtime Technology Inc.

Customer: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Signature: _____

Signature: _____



SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____, 20 __, by and between the **CITY OF BILLINGS, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 1178, Billings, Montana 59103, hereinafter referred to as “City,” and Ascentis Corporation as Novatime Technology, Inc. of 11995 Singletree Lane, Suite 400, Eden Prairie, MN. 55344 hereinafter referred to as “Contractor.”

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

1. **Purpose:** City agrees to hire Contractor as an independent contractor to perform the services of Time and Attendance Systems software and hosting as described in the Scope of Work attached hereto as Exhibit “A” and by this reference made a part hereof.

2. **Effective Date:** This Agreement is effective upon the date of its execution and will terminate on January 31, 2026. The parties may extend this agreement, by mutual concurrence, for two (2) one year options, in writing, thirty (30) days prior to its termination.

3. **Scope of Work:** The Contractor shall perform the services outlined in Exhibit “A”. In performing these services, the Contractor shall at all times comply with all federal, state and local statutes, rules and ordinances applicable. These services and all duties incidental or necessary therefor, shall be performed diligently and completely and in accordance with professional standards of conduct and performance.

4. **Payment:** City agrees to pay Contractor at the rates described and for the work described in the Scope of Work in Exhibit “A”. Any alteration or deviation from the described work that involves extra costs will be executed only upon written request by the City to Contractor and will become an extra charge over and above the contract amount. The parties must agree upon any extra charges in writing.

Except as otherwise specified herein, the Contractor shall invoice the City monthly (or on such other basis as the Parties may mutually determine) for all services rendered pursuant to this Agreement. Such invoices shall specify the services provided to the City during the preceding month and identify the applicable fees, and shall be accompanied by reasonable documentation or other reasonable explanations supporting such charges.

Except as otherwise specified herein, the City shall pay, net of applicable withholding tax, if any, the Contractor for said invoice within thirty (30) days after receipt.



5. **Independent Contractor Status:** The parties agree that Contractor is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Contractor is not subject to the terms and provisions of the City's personnel policies handbook and may not be considered a City employee for workers' compensation or any other purpose. Contractor is not authorized to represent the City or otherwise bind the City in any dealings between Contractor and any third parties.

Contractor shall comply with the applicable requirements of the Workers' Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Contractor shall maintain workers' compensation insurance coverage for all members and employees of Contractor's business, except for those members who are exempted as independent contractors under the provisions of §39-71-401, MCA.

Contractor shall furnish City with copies showing one of the following: (1) proof of registration as a registered contractor under Title 39, Chapter 9, MCA; (2) a binder for workers' compensation coverage by an insurer licensed and authorized to provide workers' compensation insurance in the State of Montana; or (3) proof of exemption from workers' compensation granted by law for independent contractors.

6. **Indemnity and Insurance:** Contractor agrees to indemnify, defend and save City, its officers, agents and employees harmless from any and all losses, damage and liability occasioned by, growing out of, or in any way arising or resulting from any intentional or negligent act on the part of Contractor or its agents or employees. **For this purpose, Contractor shall provide City with proof of both Commercial General liability and automobile insurance each issued by a reliable company or companies for personal injury and property damage, in an amount not less than \$1.5 million per occurrence. The City shall be listed as an additional insured on all policies except Professional Liability and Worker's Compensation Policies. The insurance must be in a form suitable to City.**

7. **Warranty:** Contractor warrants that all services and work will be performed in a good workman-like manner. Contractor acknowledges that it will be liable for any breach of this warranty for the lesser period of one (1) year from the time services are completed or any warranty described in the Scope of Work in Exhibit "A".

8. **Compliance with Laws:** Contractor agrees to comply with all federal, state, and local laws, ordinances, rules and regulations. Contractor agrees to purchase a City business license.



10. **Nondiscrimination:** Contractor agrees that all hiring by Contractor of persons performing this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.

The Contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a), which prohibit discrimination against qualified protected veterans and/or qualified individuals on the basis of disability, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and individuals with disabilities.

11. **Default and Termination:** If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party may, at its option, terminate this Agreement and be released from all obligations if the default is not cured within thirty (30) calendar days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

12. **Liaison:** City's designated liaison with Contractor is Amanda Skewis and Contractor's designated liaison with City is Jamie Blundell.

13. **Governing Law and Venue:** This Agreement shall be construed and enforced in accordance with the laws of the State of Montana. Venue for any suit between the parties arising out of this Agreement shall be the State of Montana Thirteenth Judicial District Court, Yellowstone County.

14. **Severability:** Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Contractor, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

15. **Successors and Assigns:** Neither the City nor the Contractor shall assign, transfer or encumber any rights, duties or interests accruing from this Agreement without the written consent of the other.



16. Ownership of Documents: All documents, data, drawings, specifications, software applications and other products or materials produced by the Contractor in connection with the services rendered under this Agreement shall be the property of the City whether the project for which they are made is executed or not. All such documents, products and materials shall be forwarded to the City at its request and may be used by the City as it sees fit. The City agrees that if the documents, products and materials prepared by the Contractor are used for purposes other than those intended by the Agreement, the City does so at its sole risk and agrees to hold the Contractor harmless for such use. All or any portions of materials, products and documents produced under this Agreement may be used by the Contractor upon confirmation from the City that they are subject to disclosure under the Public Disclosure Act. All services performed under this Agreement will be conducted solely for the benefit of the City and will not be used for any other purpose without written consent of the City. Any information relating to the services will not be released without the written permission of the City. The Contractor shall preserve the confidentiality of all City documents and data accessed for use in Contractor’s work product.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

CITY OF BILLINGS, MONTANA

BUSINESS NAME

By _____
WILLIAM A. COLE, Mayor

Signature

APPROVED AS TO FORM:

Print Name

By _____
BRENT BROOKS, CITY Attorney

Print Title



EXHIBIT 'A'

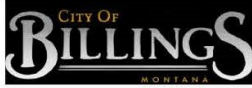
Novatime Technology, Inc.

9680 Haven Avenue

Rancho Cucamonga, CA 91730

Jamie.Blundell@novatime.com

(909) 895-8137 Fax: (909) 475-4028



VENDOR HOSTED ORDER FORM

Invoice To: City of Billings		Hosted By: Vendor	
Ship To: TBD		Terms: 5 Year Term	
Account Executive: Jamie Blundell		70% Upon Execution	
		20% 45 Days from Date of Execution	
		10% 90 Days from Date of Execution	
Qty	Description	Item	Monthly
Novatime Web-Based Time & Attendance System			
615	Novatime Web-Based Time & Attendance Software	\$3.00	1,845
615	Employee Web Services (PC Entry & Smart Phone Application)	Included	Included
80	Supervisor Module: Approval/Reporting/Review/Modification	Included	Included
1	Harris Innoprise Bidirectional Payroll Interface (100% Guaranteed Interface)	Included	Included
1	Electronic In-Out Board	Included	Included
1	Labor Tracking (Activity Based Reporting - 8 Levels)	Included	Included
1	Accrual Module (Includes Sick, Vacation, Personal, etc.)	Included	Included
1	Affordable Care Act Module	Included	Included
1	Notification Module	Included	Included
1	Dashboard	Included	Included
5 Year Government Software Discount		20%	-\$369
1	Novatime Hosted SFTP Site	\$50.00	50
200	Phone Entry IVR	\$1.00	200
1	Phone Line	\$150.00	150
200	Advanced Scheduling	\$3.50	700
Monthly Total			\$2,576
		Annual Vendor Hosting Total	\$30,912
21	NT7000 Biometric Terminal	\$2,290	\$48,090
5	NT7000 Biometric & HID Terminal	\$2,590	\$12,950
26	NT7000 Communication: (Ethernet, POE, Wireless)	Included	Included
5 Year Government Hardware Discount		10%	-\$4,809
Implementation			23,970
Annual Software Maintenance			Included
Annual Hardware Maintenance			\$7150/yr 7,150
12 Month System Total			\$118,263
One Time Implementation Fees			
Initial Planning Session		Included	
Rules Questionnaire Assistance		Included	
Install Novatime Web-Based Software		Included	
Install Payroll Rules and Employee File		Included	
Administrative/Supervisor Training		Included	
Program Hardware		Included	
Install Hardware		Customer	
System Test/Go Live		Included	
Total One Time Fees			\$23,970

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: City-County Special Investigations Unit (CCSIU) Agreement for 2020

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

In order to continue its operations, the City-County Special Investigations Unit (CCSIU) Agreement with Yellowstone County must be approved each calendar year. The 2019 agreement expired on December 31, 2019. This agreement has been reviewed by the Yellowstone County Sheriff's Office and has been submitted for approval by the County Commissioners.

ALTERNATIVES ANALYZED

Council may:

- Approve the CCSIU Agreement for calendar year 2020; or
- Not approve the CCSIU Agreement for calendar year 2020.

FINANCIAL IMPACT

There will be no additional financial impact to the City since the costs for the officers assigned to the CCSIU are included in the Police Department budget and all other expenses for CCSIU are budgeted in Fund 718 - Drug Forfeitures and Fines.

RECOMMENDATION

Staff recommends that the City Council approve the City-County Special Investigations Unit (CCSIU) Agreement with Yellowstone County for calendar year 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

CCSIU Agreement

AGREEMENT

CITY-COUNTY SPECIAL INVESTIGATIONS UNIT (CCSIU)

This Agreement establishes and governs the operation of the ***CITY-COUNTY SPECIAL INVESTIGATIONS UNIT (CCSIU)***:

The undersigned public agencies are charged with enforcing the law and protecting their citizens from illegal activity. Recognizing that resources are limited and that such limitations are detrimental to combating crime within Yellowstone County and the City of Billings, and recognizing that the problem can be most effectively resolved by pooling of resources and the joint exercise of respective authorities, a joint CCSIU is established.

PARTIES: This Agreement is between:

- (1) Billings Police Department
- (2) Yellowstone County Sheriff's Office

DURATION: This Agreement is in effect from January 1, 2020 through December 31, 2020.

PROJECT DESCRIPTION:

It is proposed that a joint City-County Special Investigations Unit be established. This Unit will be comprised of personnel assigned from the Yellowstone County Sheriff's Office and the Billings Police Department. It is agreed that full-time investigative personnel will be assigned to the Unit. The CCSIU will be a component of the Rocky Mountain High Intensity Drug Traffic Area (RMHIDTA). Either agency may withdraw from the Unit at any time with 30 days notice.

STRUCTURE AND ORGANIZATION:

The Unit Supervisor and Unit members will be determined by mutual agreement between both agencies. The Unit Supervisor shall be responsible to keep both agencies informed on all matters relating to the operations, including expenditures, accomplishments, problems and all other issues involving the CCSIU.

All persons assigned to the Unit shall work under the immediate supervision and direction of the Unit Supervisor. City Detectives will be indirectly supervised and evaluated by the Captain of Investigations or his designee. All persons assigned to the Unit shall adhere to the rules and regulations as set forth in the Unit's Policy and Procedures Manual, as well as their individual departmental rules, policies and procedures.

For the purpose of indemnification of participating jurisdictions against losses, damages, or liabilities arising out of the services and activities of the Unit, the personnel so assigned by any

jurisdiction shall be deemed to be continuing under the employment of that jurisdiction and its police department.

Each agency contributing personnel to the Unit will continue that employee as an employee of the contributing agency and will be solely responsible for that employee, including wages and benefits.

Any duly sworn peace officer, while assigned to duty with the Unit as herein provided and working at the direction of the Unit Supervisor, shall have the same powers, duties, privileges, protections and immunities as are conferred upon him/her as a peace officer in his/her own jurisdiction. Billings Police Officers will be deputized as Yellowstone County Sheriff's Deputies while assigned, even on a temporary basis, to the CCSIU.

CONTEMPLATED UNIT TASKS:

At the direction of the Unit Supervisor, the CCSIU will concentrate efforts on local cases. Investigations will center around narcotics trafficking and organized criminal activities. In circumstances where a determination of specific priorities of these investigations must be made, the Unit Supervisor will make the determination in consultation with the Sheriff and Police Chief, or their designees.

UNIT OBJECTIVES:

This section identifies specific targeted objectives to be attained by the CCSIU during the program year.

- 1) Disrupt illegal drugs, drug/gang and organized criminal activities within the City, County and State.
- 2) Gather and report intelligence data relating to illegal drugs, drug/gang and organized criminal activities within the City, County and State.
- 3) Make arrests that will impact all levels of drug and organized criminal activities.
- 4) Effectively prosecute drug traffickers and organized criminal activity participants.
- 5) Promote law enforcement cooperation through joint investigations and close coordination with other police agencies and task forces.

PETTY CASH AND FORFEITURE FUND:

Agencies involved in the City-County Special Investigations Unit will each place SIX *THOUSAND DOLLARS* (\$6,000.00) into the Petty Cash Fund. The monies will be utilized by the Unit for buys and informants. As financial transactions take place, an equal amount of monies will be deducted from each agency's monies. The Supervisor of the Unit will be responsible for administering the monies as needed and keeping a running log of all expenditures, to include incident numbers and reason for purchase(s). The money log will be

audited by the Yellowstone County Auditor or his/her representative, on a quarterly basis. A copy of the audit will be submitted to the Captain of Investigations or his designee.

Replacement of the Petty Cash Fund will be accomplished by the following procedures:

CITY OF BILLINGS:

The Unit Supervisor will make a written request through the Captain in charge of Investigations or his designee, who, in turn, will approve the request and submit it to the City Finance & Administrative Services Department. The City Financial Services Manager will direct monies to the Unit Supervisor, who will deposit the reimbursement back to the Petty Cash Fund.

YELLOWSTONE COUNTY:

The Unit Supervisor will make a written request to the Yellowstone County purchasing department to replenish their portion of the fund.

Forfeiture vehicles that are to be sold at auction will be sold at either the Yellowstone County Sheriff's Sale or at auction by the Billings Police Department. Any forfeiture monies acquired by the Unit from any source will be split equally between the agencies. Each entity is responsible for requesting their share. All forfeiture procedures will be handled by the Unit Supervisor and the Yellowstone County Attorney's Office, at no cost to the City.

ASSET SHARING:

Any non-signatory state or local law enforcement agency that directly participates in an investigation or prosecution that results in a federal forfeiture may request an equitable share of the net proceeds of the forfeiture. The proceeds from the forfeiture shall be divided equally amongst agencies.

INDEMNITY CLAUSE:

The City shall have the duty to defend Yellowstone County and shall indemnify and hold harmless Yellowstone County and its agents and employees from and against all claims, liabilities, damages, losses, judgments and expenses, including attorney's fees, arising out of or resulting from this contract provided that any such claims, liability, damage, loss, judgment or expense is caused in whole or in part, by a negligent act, error or omission of the City, its employees or agents.

Yellowstone County shall have the duty to defend the City and shall indemnify and hold harmless the City and its agents and employees from and against all claims, liabilities, damages, losses, judgments and expenses, including attorney's fees, arising out of or resulting from this contract provided that any such claim, liability, damage, loss or expense is caused in whole or in part by any negligent act, error, or omission of Yellowstone County, its employees, officials or agents.

RESOURCES:

All available resources that are currently available in the City of Billings Investigations Division and in the Yellowstone County Investigations Division will be made available to the CCSIU. Any specialized equipment that is not being kept at the location of the CCSIU office will need to be borrowed by an assigned CCSIU detective from that agency.

THIS AGREEMENT IS EXECUTED THIS ____ DAY OF _____, 20.

SIGNED:

MAYOR, CITY OF BILLINGS

DATE _____

COUNTY COMMISSIONER

DATE _____

COUNTY COMMISSIONER

DATE _____

COUNTY COMMISSIONER

DATE _____

ATTEST:

DENISE BOHLMAN, CITY CLERK
CITY OF BILLINGS

JEFF MARTIN
CLERK AND RECORDER
YELLOWSTONE COUNTY

APPROVED AS TO FORM:

BRENT BROOKS, CITY ATTORNEY
CITY OF BILLINGS

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Recreational Trails Program Grant - Trail Wayfinding signage

PRESENTED BY: Elyse Monat

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

The City of Billings is seeking Recreational Trails Program (RTP) grant funding for the installation of 71 wayfinding signs along trails located in City-owned parkland. Currently, there is very little signage on the trail system to help pedestrians, runners, bikers, and people traveling by any non-motorized mode find their way. Lack of signage on trails has also been an issue for emergency services. Within the past year, there have been several accidents on the trails where 911 callers did not know how to describe their location to dispatch, resulting in delays in receiving help.

The wayfinding signage will help residents and visitors better navigate the existing trail system connecting Coulson Park to Swords Park and the Kiwanis Trail. The Billings Chamber of Commerce often sends visitors to these trails so there is likely a high percentage of people using these trail corridors who are not familiar with the area. In addition, this area can be confusing even for residents as there are several trails that diverge and roadways are not always visible from the trail to help orient users. A map of specific locations for the signage is attached. Signage will be designed according to the *Billings Wayfinding Signage Plan* which is proposed to be considered and adopted by the Billings City Council in February 2020 (See draft plan attached).

The RTP grant is designated for the development of recreational trails and facilities to serve those trails. Grants are available for up to \$69,999 in the Standard Grant category. The RTP grant provides reimbursement after monies have been expended for construction and requires a 20% minimum local match. This application requests up to \$25,680. The match, which is valued at approximately \$6,420 of in-kind donation will be provided by the City of Billings Parks, Recreation, and Public Lands Department. The match will be the result of PRPL staff installing the signs. PRPL will use staff that are already employed by the City and equipment that the department already owns. As a result, there will not be any additional expenditures by the Department to provide this match aside from staff time. PRPL staff will also assume the responsibility for maintenance for the signs which is expected to be minimal.

ALTERNATIVES ANALYZED

City Council may:

- Approve the submittal of a Recreational Trails Program Grant for trail wayfinding signage, or;
- Disapprove the submittal of a Recreational Trails Program Grant for trail wayfinding signage.

There is no disadvantage to the City in submitting this grant application. If the grant is

not awarded, staff will continue to look for other options for funding wayfinding signage.

FINANCIAL IMPACT

This Recreational Trails Program grant application is being written to provide funding for the installation of 71 wayfinding signs along the trail system. This project is estimated to have a base cost of \$32,100. The application will request up to \$25,680. The grant provides reimbursement after monies have been expended for development and requires a minimum 20% match. The match, which is valued at approximately \$6,420 of in-kind donation, will be provided by the City of Billings Parks Recreation, and Public Lands Department. PRPL will provide the match by installing the signs with staff already employed and equipment already owned by the Department. As a result, there will not be any additional expenditures by PRPL to provide this match aside from staff time. PRPL staff will also assume the responsibility for maintenance for the signs, which is expected to be minimal.

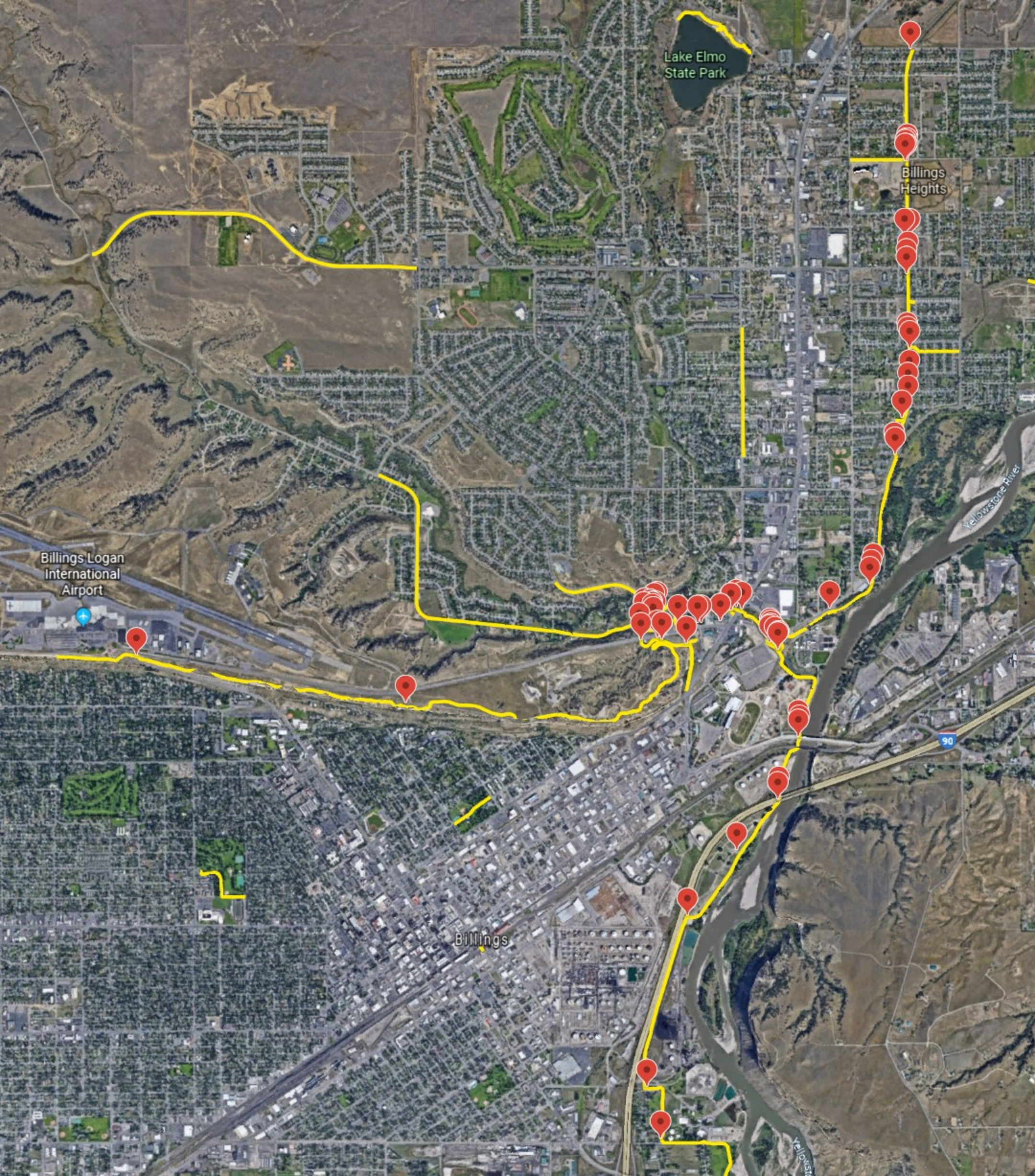
RECOMMENDATION

Staff recommends the City Council approve submitting a Recreational Trails Program grant to provide funding for trail wayfinding signage and authorize the Planning Division to submit the grant application due January 31, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Wayfinding Signage Locations for RTP grant
Wayfinding Plan



Lake Elmo State Park

Billings Heights

Billings Logan International Airport

Yellowstone River

90

Billings

Yellowstone River

BILLINGS, MONTANA

Wayfinding Signage Plan

DECEMBER 2019



Table of Contents

INTRODUCTION

THE IMPORTANCE OF WAYFINDING	5
ABOUT THIS PLAN	6
VISION AND GOALS	7

WAYFINDING BEST PRACTICES

WAYFINDING PRINCIPLES	9
WAYFINDING ELEMENTS	11
DESTINATION SELECTION & PROGRAMMING	24
GENERAL PLACEMENT GUIDANCE	28

EXISTING CONDITIONS

EXISTING CONDITIONS	33
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STAKEHOLDER INVOLVEMENT

DEEP DIVE WORKING SESSIONS	37
VISUAL PREFERENCE SUMMARY	38
DESTINATION ID EXERCISE	42

DESIGN CONCEPT DEVELOPMENT

SIGN CONCEPTS	45
PREFERRED CONCEPT	50

IMPLEMENTATION

SIGN PLACEMENT AND PROGRAMMING	55
HOLD FOR MYMAPS SCREENSHOT	55
COST ESTIMATES	56

APPENDICES

A - SIGN PLACEMENT PLAN (DIGITAL)	
B - SIGN SCHEDULES (DIGITAL)	
C - DESIGN INTENT DRAWINGS	
D - ART FILES FOR FABRICATION (DIGITAL)	



01 Introduction

Wayfinding is more than simply guiding an individual from A to B

The Importance of Wayfinding

Wayfinding can be defined as an information system that helps people orient themselves in a physical space and navigate from place to place. In the built environment, it typically takes the form of signage, maps, or environmental graphics - such as pavement markings - and is all around us, whether we consciously recognize it or not. But wayfinding is so much more than the strategic placement of messages in the built environment to guide an individual from A to B.

A cohesive, well-designed wayfinding system can create a recognizable identity for a given place or network and can significantly influence people's perceptions of the navigability and overall convenience of a place, thus increasing its use/visitorship. In the case of this plan, which focuses on pedestrian and bicycle wayfinding throughout the Billings area, wayfinding has the potential to a) get more people walking and bicycling, b) increase the safety of pedestrians and bicyclists, and c) normalize walking and bicycling as legitimate modes of transportation.

- **Encouraging people to consider more sustainable and healthy modes of transportation (getting more people to walk and bike):** For many people, the decision to walk or ride a bike is made difficult by a variety of perceived barriers. For instance, someone who is new, visiting, or otherwise unfamiliar with the bicycle network may not be aware of how connected it is (or that it even exists), and that it can be used to get to useful destinations. In addition to connectivity/feasibility, the perceived barrier of time and distance can discourage active transportation use. Wayfinding can bring to light network connectivity and

proximity of destinations, helping to minimize the tendency to overestimate the amount of time it takes to travel by bicycle.

- **Increasing the safety of pedestrians and bicyclists:** Perceived safety is continually one of the primary factors in one's decision to travel by foot or bicycle. While signage, maps, and pavement markings should never replace the need for safe infrastructure (e.g. separated facilities, streets designed to manage speed, etc.), the thoughtful design and placement of wayfinding elements increases the visibility of vulnerable road users to those in motor vehicles and promotes a culture of intermodal awareness and cooperation.
- **Normalizing walking and bicycling as legitimate modes of transportation:** Because wayfinding elements can make walking and bicycling more visible to all road users, it communicates that active modes belong in and are an integral part of the overall transportation system. Furthermore, an intentional, region-wide wayfinding system is a visible investment that sends a message that the City or regional jurisdiction recognizes the importance and validity of walking and bicycling as modes of transportation - equal in legitimacy to driving a car or taking public transit.

It is important to remember that while wayfinding plays a significant role in promoting active transportation, as stated above, it should not be considered a replacement for safe infrastructure, and should only be implemented along corridors where appropriate pedestrian/bicycle accommodations are made.

BENEFITS OF WAYFINDING

- » **Orients and guides locals and visitors from place to place with minimal stress**
- » **Identifies best routes to destinations**
- » **Creates a recognizable brand and identity for the jurisdiction and/or active transportation network**
- » **Overcomes barriers to entry, such as negative perceptions of connectivity, safety, the time it takes to travel by bicycle, and overall convenience**
- » **Improves safety by increasing the visibility of pedestrians and bicyclists and heightening the awareness of motor vehicle drivers**
- » **Normalizes walking and bicycling as legitimate modes of transportation**

About This Plan

The Billings Wayfinding Signage Plan ultimately provides the Billings MPO and City of Billings with all the necessary guidelines and tools to program and install signage as soon as funding is secured. It was prepared using a process that included extensive input from the Steering Committee, which was made up of City/County staff and key stakeholder groups, including:

- **Montana Department of Transportation (MDT)**
- **MET Transit**
- **Public Works Engineering**
- **Downtown Billings Alliance**
- **Department of Parks, Recreation, and Public Lands**
- **Billings TrailNet**
- **Chamber of Commerce**
- **Healthy by Design**
- **Billings Bicycle/Pedestrian Committee**

The planning process consisted of five phases: initial outreach, assessment of existing wayfinding in Billings, destination identification, signage design, sign placement and programming, and developing design intent drawings and capital cost estimates. Each phase involved feedback from the Steering Committee.

INITIAL OUTREACH

In the beginning stages of the project, the Alta team met in person with the Steering Committee during a three-day, intensive workshop, to provide stakeholders with an overview of wayfinding best practices in order to establish a baseline understanding of effective wayfinding planning and design. Participants discussed the existing active transportation network, branding and navigational challenges, and the vision and goals for the wayfinding system.

EXISTING CONDITIONS ASSESSMENT

During this phase, Alta used available GIS data and related planning initiatives to understand the active transportation network and previous wayfinding or branding efforts. Additionally, an inventory of the various branding and wayfinding signage currently present in the Billings area was collected.

DESTINATION IDENTIFICATION

Fortunately, the City of Billings had already compiled an extensive database of destinations from previous mapping efforts. The planning team made a map of these destinations as a starting point for stakeholders to begin to identify and prioritize regional and local destinations and their importance in the wayfinding experience.

WAYFINDING SIGNAGE DESIGN

Working closely with the Steering Committee during the initial three-day workshop, Alta's planning and graphic design teams developed two concepts for the look and feel

of wayfinding signage for Billings. In a group workshop and discussion, stakeholders gave input on visual preferences and feedback on the draft concepts, ultimately helping the team arrive at a preferred signage design concept.

SIGN PLACEMENT AND PROGRAMMING

To give Billings a head start in implementing the wayfinding principles outlined in this plan, select priority corridors were identified for which the planning team created sign placement maps and sign programming (i.e. sign copy to be printed on signs). For these corridors, the only remaining steps for implementation include securing funding and fabricating and installing the signs as specified. For future implementation beyond these priority corridors, the Wayfinding Best Practices chapter of this plan should be used as guidance.

DESIGN INTENT DRAWINGS AND COST ESTIMATES

To streamline implementation and construction bidding, design intent drawings for fabrication were developed, along with planning level capital cost estimates. These drawings specify dimensions, colors, text, and mounting methods.

The planning process culminates with this Wayfinding Signage Plan, compiling the above efforts into one set of deliverables that can be implemented whenever funds for installation are secured.



Vision and Goals

In 2017, the Billings MPO made an update to their Billings Area Bikeway and Trails Master Plan, which proposes an extensive network of comfortable, connected bicycle and pedestrian infrastructure, including on-street bikeways and off-street trails. Local government recognizes the importance of establishing a unified wayfinding system to enhance the growing active transportation network. In fact, in addition to this plan, the City concurrently worked with software developers to create an app that helps people explore Billings and track personal physical activity.

In the initial outreach phase, stakeholders were able to discuss together what they hope the project will accomplish when the system is implemented. Some intended outcomes of the Billings wayfinding signage system include:

- **Inspire confidence**
- **Promote trail etiquette**
- **Navigate gaps in active transportation network**
- **Raise awareness of the trail system**
- **Provide iconic, attractive signage**
- **Consolidate the variety of current signs/brands into a more cohesive system**
- **Find a way to integrate the mobile app into the physical signage**



02 Wayfinding Best Practices

A cohesive, attractive wayfinding system can greatly contribute to a place's legibility and identity

Wayfinding Principles

The built environment should be designed so that people can quickly orient themselves, recognize areas of different character, and intuitively locate and navigate to destinations. The degree to which a place accomplishes these things determines its legibility, or how easily both locals and visitors can understand where they are and where they're going. A cohesive, attractive wayfinding system can greatly contribute to a place's legibility and identity by better enabling individuals to:

- Easily and successfully find their destination
- Understand where they are with respect to other key locations
- Orient themselves in an appropriate direction with little misunderstanding or stress
- Discover new places and services

The following guiding principles, based on best practices from around North America, will help create an effective wayfinding system in the Billings region.

CONNECT PLACES

An effective wayfinding system should directly connect to places locals and visitors want to go and enable them to discover new destinations that can be reached by walking or bicycling. Wayfinding connects neighborhoods and provides navigational assistance to both local and regional destinations, and is an extension to the bicycling and walking network, providing a seamless travel experience for

non-motorized users. Wayfinding provides benefits that go beyond physical signage. It can create a deeper connection to a place, cultivate a sense of pride by reflecting community values, and support local economic development by encouraging residents and visitors to use local services.

KEEP INFORMATION SIMPLE

Wayfinding should provide clear information in a logical succession, and not overburden users with excess information. Information should be presented in as clear and logical format as possible. Wayfinding signage should be both universal and usable for the widest possible demographic and with special consideration for those without high educational attainment, English language proficiency, or spatial reasoning skills. It is important to provide information in manageable amounts. Too much information can be difficult to process quickly; too little, and decision-making becomes impossible. Information should be provided in advance of where major changes in direction are required, repeated as necessary, and confirmed when the maneuver is complete.

MAINTAIN MOTION

Wayfinding information should be presented in a way that is quickly understood. Walking and bicycling require physical effort, and frequent stopping and starting to check directions may lead to frustration and discourage use. Wayfinding information that can be quickly and easily grasped contributes to a more enjoyable environment for walking and bicycling. Consistent, clear, and visible wayfinding



CONNECT PLACES

Facilitate travel between destinations and provide guidance to new destinations and transit.



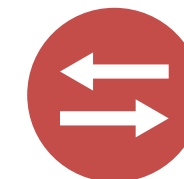
KEEP INFORMATION SIMPLE

Present information simply, using clear fonts and simple designs, so that it can be understood quickly.



MAINTAIN MOTION

Be legible and visible for people moving so that they can read the signage without stopping.



BE PREDICTABLE

Standardize the placement and design of signs so that signage patterns become predictable.



PROMOTE ACTIVE TRAVEL

Encourage increased rates of active transportation by helping people to realize they can walk and roll to the places they want to go.

elements allow active transportation users to navigate while maintaining movement.

BE PREDICTABLE

Wayfinding should be predictable and consistent. When information is predictable, it can be recognized and quickly understood. Predictability should relate to all aspects of wayfinding placement and design (i.e., sign materials, dimensions, colors, forms, and placement). Design consistency also contributes to a continuity of experience as landscapes and context change along bicycling and walking routes. Once users trust that they will encounter consistent and predictable information, their level of comfort is raised and new journeys become easier to attempt and complete, thereby promoting an experience that is welcoming and friendly. Similarly, maps should employ consistent symbology, fonts, colors, and style.

PROMOTE ACTIVE TRAVEL

Wayfinding should encourage active transportation by creating an accessible, clear, and attractive system that is intuitive to navigate by walking and bicycling. Whether directed towards people walking and bicycling or indirectly seen by passing vehicles, the system should integrate into the cultural environment and should be easy to understand. An effective wayfinding system has the potential to validate walking and bicycling as viable transportation options by communicating network connectivity and addressing perceived barriers such as time and distance to destinations.

Wayfinding should also expand the awareness and use of bicycle and pedestrian facilities by the whole community. The installation of wayfinding has the potential to increase walking and bicycling on existing facilities with low levels of use. This is an efficient use of active transportation investments on infrastructure already in place. Wayfinding also helps expand the use of the existing transportation network without costly infrastructure improvements. In many cases, streets with low speeds and volumes may be good candidates for walking or cycling routes and simply need the installation of wayfinding to raise the awareness of these route options.



Wayfinding Elements

The goal of a wayfinding system is to simplify navigation in urban environments. This section describes the spectrum of elements that may be used in the Billings Wayfinding Signage Plan. These elements are listed below and outlined in further detail on subsequent pages.

ACCESS ELEMENTS

- Gateway monuments
- Information kiosks
- Secondary access signage

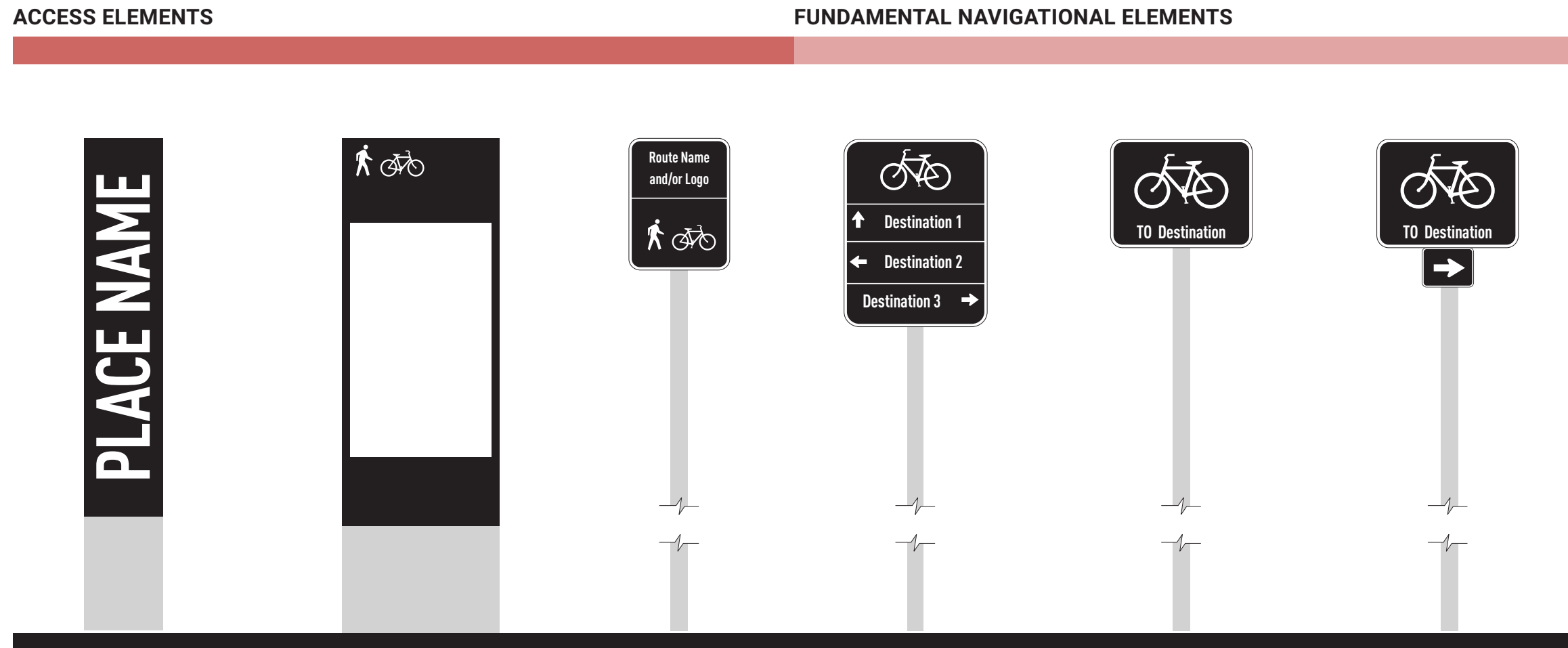
FUNDAMENTAL NAVIGATIONAL ELEMENTS

- Decision signs
- Confirmation signs
- Turn signs

ENHANCED NAVIGATIONAL ELEMENTS

- Pavement markings
- Mile markers
- Street/trail intersection signs
- Fingerboard signs

Figure 1. Wayfinding Elements



GATEWAY MONUMENT

Define the entry into a distinct neighborhood, or mark trailheads, access points, and landmarks. Opportunity for community-directed placemaking and integrated artwork.

INFORMATION KIOSK

Provide system map and navigational information; most effective when placed in plazas, rest areas, or other locations where users may congregate, rest, or enter a trail or path.

SECONDARY ACCESS

Mark entry to trails or paths at locations where limited user traffic may not necessitate as much information as information kiosks

DECISION

Clarify route options where two or more routes converge, or at complex intersections.

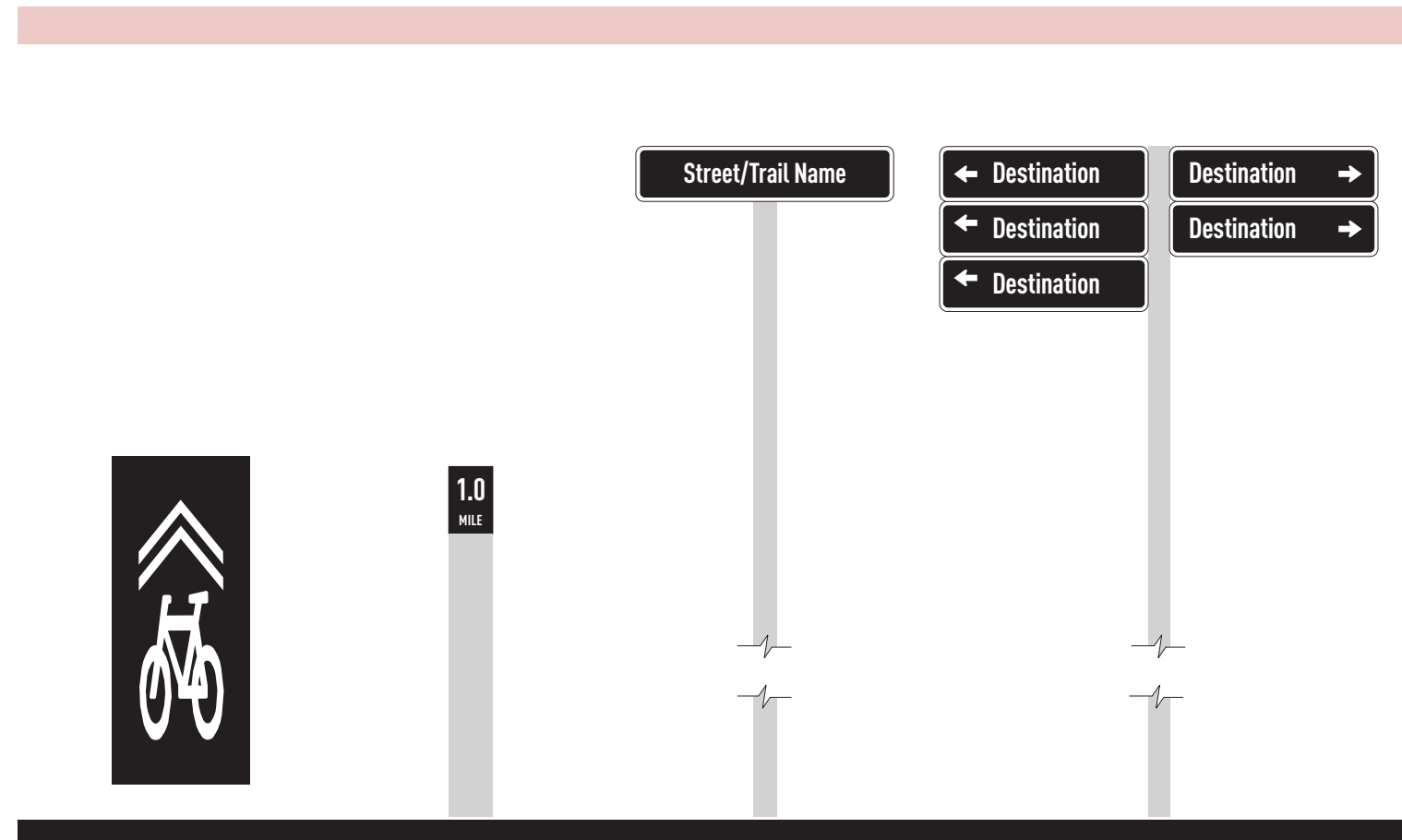
CONFIRMATION

Placed after a turn or intersection to reassure path users that they are on the correct route.

TURN

Placed before a turn or intersection to help users stay on the designated path.

ENHANCED NAVIGATIONAL ELEMENTS



PAVEMENT MARKER

Reinforce route direction, bicyclist positioning, intermodal cooperation, and/or system branding

MILE MARKER

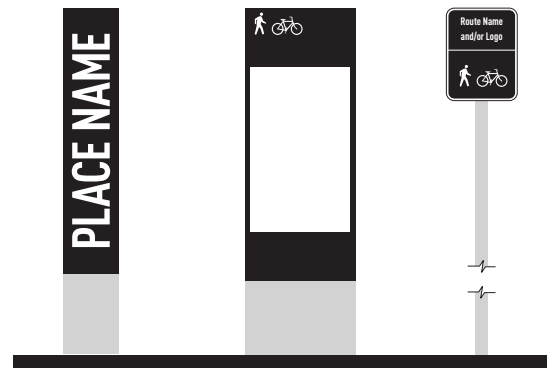
Reinforce system branding and orient users along off-street trails or paths

STREET/TRAIL INTERSECTION

Orient off-street trail users at street crossings and inform vehicular traffic of trail crossing

FINGERBOARD

Clarify route options where two or more routes converge, or at complex intersections.



Access Elements

Access elements guide users into the network served by the wayfinding system either by marking physical entry to trails, pathways, or other facilities, or by providing information to new or potential users in a clear and understandable way that encourages participation in active travel. The most common application of access elements is for off-street trails and paths, but are also effective in downtown areas or in conjunction with transit hubs, or other multimodal transfer locations. Access elements can include gateway monuments, information kiosks, and secondary access signage. Note that it may be possible to combine multiple access elements in some cases; or, for instance, kiosks may serve the purpose of gateway monuments, and vice versa.

GATEWAY MONUMENTS

Gateways define the entry into a distinct place with a defined identity. They are the first communication and introduction to a physical place, issuing a feeling of arrival. Gateways can be scaled for pedestrian and bicyclist experiences or vehicular experiences.

INFORMATION KIOSKS

Kiosks that include area or regional maps provide helpful navigational information, especially where users may be stopping long enough to digest more information (i.e., transit stations or stops, busy intersections, trailheads). Kiosks should be located in conspicuous areas along the primary route from parking areas to the trail. Sufficient space should be provided around the kiosk to allow people to observe the information without obstructing adjacent walkways and meet ADA clear zone requirements.

Typical elements to include on information kiosks are:

- City or regional map, including bicycle and pedestrian facilities, transit stations, bus stops, bike share or micromobility stations, and common destinations
- Community branding
- Regulations, etiquette, and safety information
- Trail name (if applied to a specific trail)

Additionally, per the Americans with Disabilities Act (ADA) standards, trailhead facilities built with federal funds shall include the following information:

- Length of the trail or trail segment
- Surface type/firmness/stability
- Typical and minimum width
- Typical and maximum running slope
- Typical and maximum cross slope

SECONDARY ACCESS SIGNAGE

Secondary access points with limited parking, services, or user traffic may not necessitate the same level of information and signage as formal access points with greater use. Signage at these locations may vary from a simple confirmation sign stating the name of the trail to a scaled down trailhead kiosk complete with user map, rules and regulations, permitted and restricted uses, and destination information.



Bold gateway elements give visitors a sense of arrival



Trail gateway monument



Information kiosk



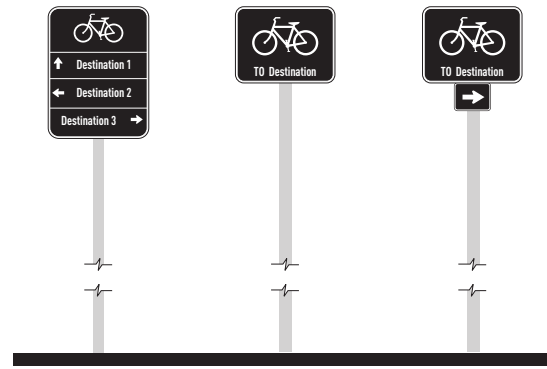
Secondary access signs can be simple, branded confirmation signs



Information kiosk



Secondary access signage (scaled down kiosk)



Fundamental Navigational Elements

Fundamental navigational elements are the foundation of a wayfinding system to guide bicyclists and pedestrians to their destinations along designated facilities. These fundamental elements as they pertain to on-street bicycling are found in the Manual of Uniform and Traffic Control Devices (MUTCD) (Section 9B.20) and include decision signs, confirmation signs, and turn signs. While MUTCD standards relate directly to on-street bicycle networks, the same sign types and design considerations apply to off-street shared use paths. Fundamental navigation elements for off-street facilities differ from on-street, MUTCD-regulated facilities in that they consider multiple modes beyond just bicycles (e.g. pedestrians, skateboards, scooters, etc.) and opportunities exist for more flexible sign design and branding.

DECISION SIGNS

Decision signs mark and are placed prior to the junction of two or more bikeways. These signs also inform users how to access nearby destinations. These signs include destinations that can be paired with distances in time and/or mileage, and arrows. Users can orient themselves within the bikeway system based on key destinations including culturally significant landmarks, shopping districts, and other recreational facilities. These signs provide direction and distance to key destinations.

CHARACTERISTICS OF DECISION SIGNS

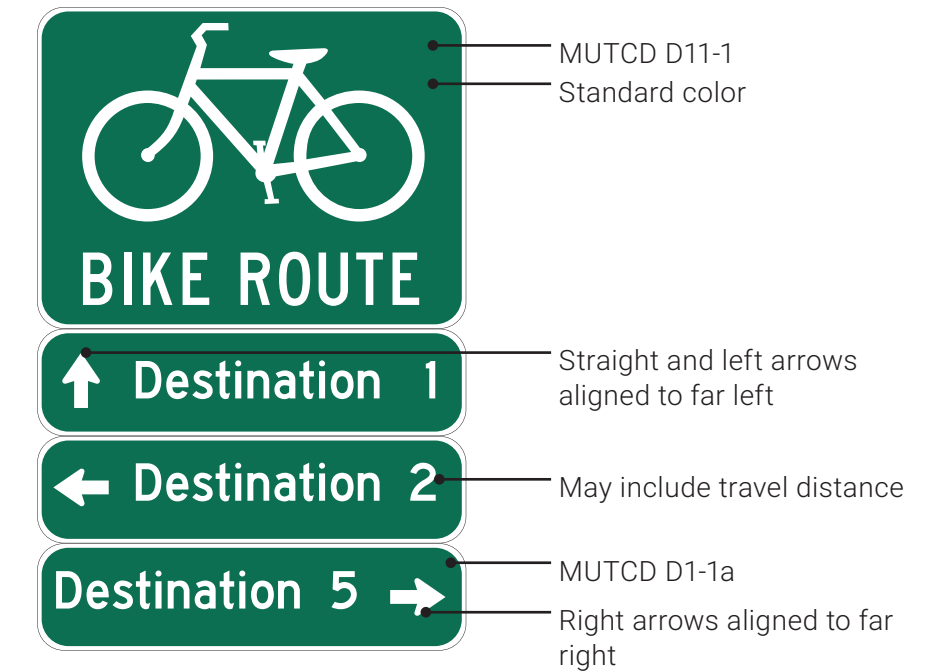
- Mark the junction of two or more bikeways
- Inform users of designated routes to access key destinations

- Provide direction and distance to destinations
- May include travel times to destinations

PLACEMENT CRITERIA FOR DECISION SIGNS

- For on-street applications, place 50-100 feet prior to a decision point; for off-street: 25-50 feet. These are adequate distances for bicyclists and pedestrians to see and respond to sign messaging. Exact distances will vary depending on context.
- Placed at key junctions alongside a bike route to indicate nearby destinations.
- Left turns for bicyclists require special consideration. The decision sign should be located within various distances before the intersection based on the number of lanes the bicyclist must merge across in order to make a legal left turn. The following distances should be used to allow adequate notification of left turns:
 - Zero lane merge: 50'
 - One lane merge: 100'
 - Two lane merge: 200'
- Signs should have a maximum of three destinations
- Signs should have a 2-foot minimum lateral offset of from edge of path or curb to edge of sign to prevent clipping from traffic.

Figure 2. MUTCD standard decision sign



CONFIRMATION SIGNS

Confirmation signs identify designated bike routes. This builds confidence that the user is on the correct path or route. In addition, these signs increase awareness of bicyclists by informing motorists of their presence. Confirmation signs are an integral component of any trail or bike system that crosses roads, changes direction, and has intermediate access points between trail or route beginning or end.

CHARACTERISTICS OF CONFIRMATION SIGNS

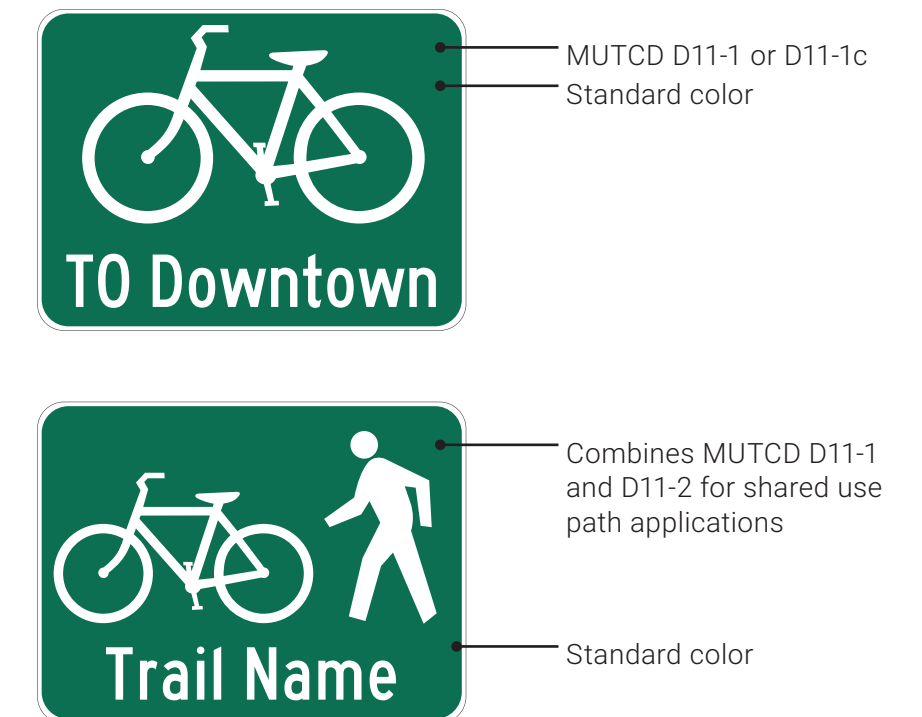
- Placed after access points along a trail or on-street bikeway, as well as after decision or turn signs
- Spaced periodically along a route or trail to maintain a consistent level of confidence that users are still traveling along the same route
- Do not indicate a change in direction
- May have informational or branding content such as the name of the route
- May include up to one directional destination (e.g. downtown)

PLACEMENT CRITERIA FOR CONFIRMATION SIGNS

- After decision signs and decision points
- Locations where a designated route is not linear as well as after complex intersections (e.g. intersections with more than four approaches, roundabouts, or indirect routing)

- Approximately every 1-2 miles on off-street facilities, unless another type of bicycle-specific sign (such as a turn, decision, or other bicycle regulatory sign) or pavement marking is present within the 1-2 mile interval.
- Within 50-100 feet immediately following turns to confirm designated bicycle route.
- Signs should have a 2-foot minimum lateral offset of from edge of path or curb to edge of sign to prevent clipping from traffic
- Mounting height should be a minimum of 7' from the bottom of the sign to finished grade for on-street signs and a minimum of 4' for signs along off-street facilities
- If the signed route is approaching a turn, turn signs or decision signs should be used instead of confirmation signs

Figure 3. MUTCD standard confirmation signs



TURN SIGNS

Turn signs indicate where a bikeway turns from one street onto another street, and only one route option is available. Turn signs are at key points of navigation for bikeway users. Turn signs direct the cyclist where to turn to remain on the designated route, allowing the cyclist to dedicate most of his or her attention to riding safely and responsibly.

CHARACTERISTICS OF TURN SIGNS

- Clear direction for bicyclists and pedestrians to turn when a route transitions from one roadway or trail to another.
- May be a combination of a confirmation sign (MUTCD D11-1) and directional arrow (MUTCD M6-1) or a stand-alone decision plaque (MUTCD D1-1, D1-1b)
- May include travel distance to destination (MUTCD D1-1a, D1-1c)

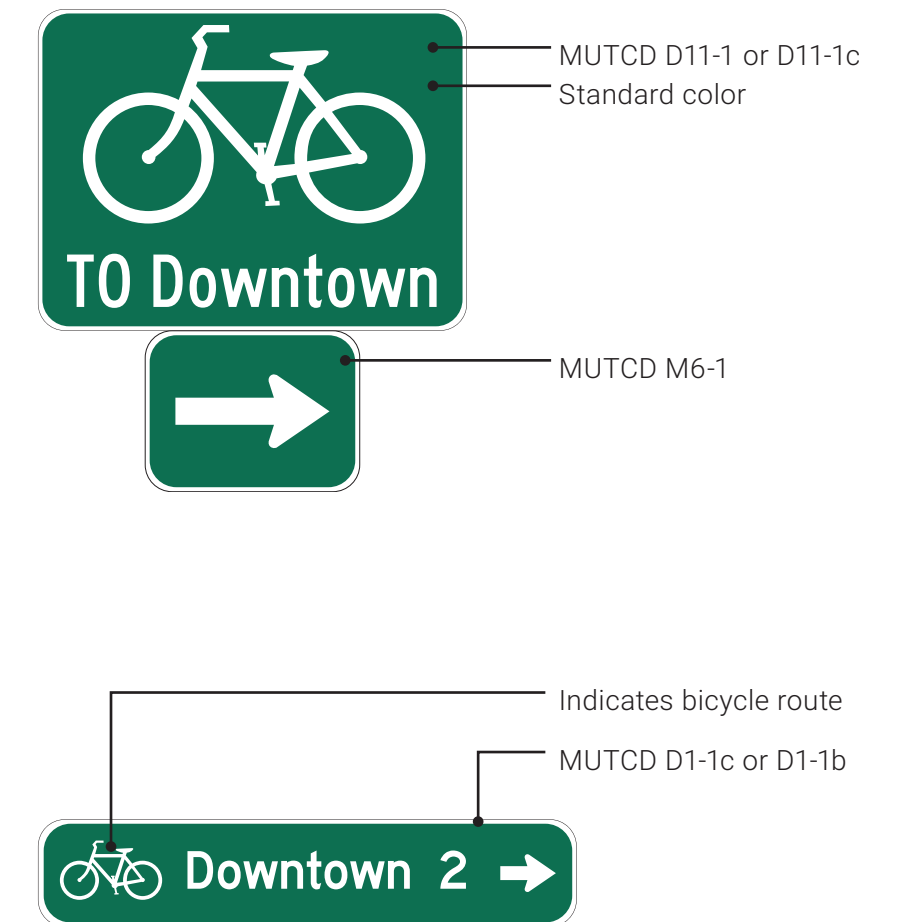
PLACEMENT CRITERIA FOR TURN SIGNS

- The turn sign should be located in the block immediately preceding the turn.
- When a bikeway turns, a turn sign will be located at 50-100 feet (on-street) or 25-50 feet (off-street) in advance of the turn, or near side of the intersection).
- Left turns for bicyclists require special consideration. The turn sign should be located within various distances before the intersection based on the number of lanes the bicyclist must merge across in order to make a legal left turn. The

following distances should be used to allow adequate notification of left turns:

- Zero lane merge: 50'
- One lane merge: 100'
- Two lane merge: 200'
- Signs should have a 2-foot minimum lateral offset from edge of path or curb to edge of sign to prevent clipping from traffic.
- Mounting height should be a minimum of 7' from the bottom of the sign to finished grade for on-street signs and a minimum of 4' for signs along off-street facilities
- In locations where there are two or more bike routes, a decision sign, rather than two turn signs, should be used.

Figure 4. MUTCD standard turn signs



Conformance with MUTCD Standards

The Manual on Uniform Traffic Control Devices, or MUTCD, is a document issued by the Federal Highway Administration (FHWA) of United States Department of Transportation. The MUTCD specifies the standard for all traffic control devices installed on any street, highway, bikeway, or private road open to public travel. The MUTCD was established in order to achieve uniformity and consistency in traffic control devices (wayfinding signage is considered a traffic control device) so that information would be readily recognized and understood by travelers.

BICYCLE SIGN STANDARDS

The fundamental navigational elements in this plan, as well as pavement markings on public streets, are the only wayfinding elements whose standards are dictated by the MUTCD. Access elements, enhanced navigational elements, and interpretive elements allow for more flexibility and customization. However, trail and on-street wayfinding and signage elements that are not strictly compliant or not addressed by the MUTCD may be implemented at the local jurisdiction's discretion. In extreme circumstances state DOTs have required removal of non-compliant signage as a condition for federal funding. Coordination with MDT on flexible approaches to bikeway wayfinding is encouraged. Per the MUTCD, devices should be designed so that:

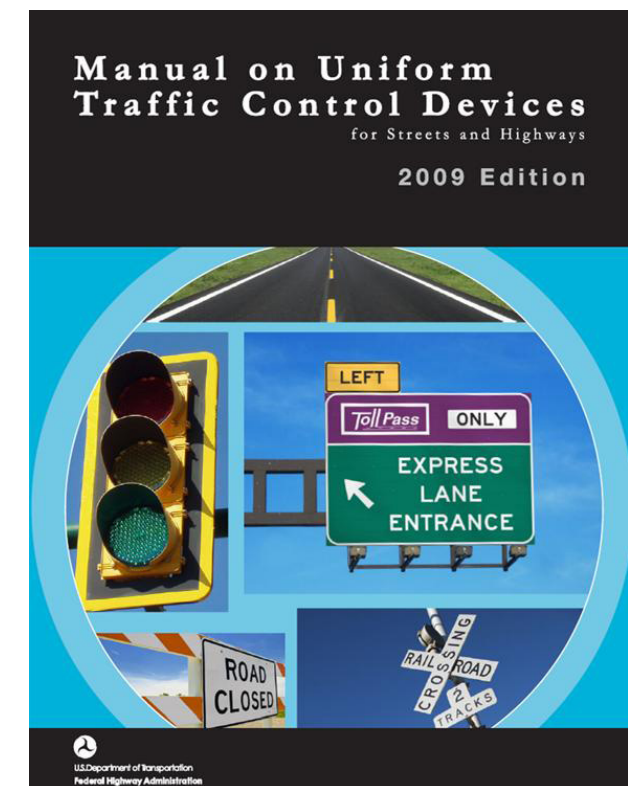
- Size, shape, color, composition, lighting or retro-reflection, and contrast are combined to draw attention to the devices; simplicity of message combine to produce a clear meaning

- Legibility and size combine with placement to permit adequate time for response
- Uniformity, size, legibility, and reasonableness of the message combine to command respect

The MUTCD also recommends the arrangement and amount of text, or legend, on each section of each sign:

- Guide signs should be limited to no more than three lines of destinations, which include place names, route numbers, street names, and cardinal directions
- A straight ahead location should always be placed in the top slot followed by the destination to the left and then the right. If two destinations occur in the same direction, the closer destination should be listed first followed by the farther destination
- Arrows shall be depicted as shown in Figures 2 and 4 for glance recognition, meaning straight and left arrows are to be located to the left of the destination name, while an arrow indicating a destination to the right shall be placed to the right of the destination name. The approved arrow style must be used
- 19 characters (including spaces) in title case should be considered a maximum length for a single destination title. 10-14 characters (including spaces) in title case should be considered an ideal maximum length for a single destination title

- In situations where two destinations of equal significance and distance may be properly designated and the two destinations cannot appear on the same sign, the two names may be alternated on successive signs
- Approved fonts include the Federal Series (series B, C, or D), also known as Highway Gothic. Clearview is also currently approved for use.
- A contrast level of 70% needs to be achieved between foreground (text and graphics) and background



Cover of the Manual on Uniform Traffic Control Devices

FLEXIBILITY IN COMMUNITY WAYFINDING

Section 2D.50 (Community Wayfinding Signs) of the MUTCD recognizes the desire of some communities to incorporate supplemental information and/or community branding in addition to the minimum standards outlined for bicycle signs in Section 9B. The Community Wayfinding Sign standards allow for customization by permitting the use of enhancement markers, a common color other than the standard MUTCD green, and color coding of destinations.

COLOR

Per the community wayfinding standards, color coding may be used on wayfinding guide signs to help users distinguish between multiple potentially confusing traffic generator destinations located in different neighborhoods or subareas within a community or area. Community wayfinding guide signs may use background colors other than green in order to provide a color identification for the wayfinding destinations by geographical area within the overall wayfinding guide signing system.

The MUTCD prohibits the use of some colors for wayfinding signs, these colors are known as “assigned colors”. The “assigned colors” consist of the standard colors of red, orange, yellow, purple, or the fluorescent versions thereof, fluorescent yellow-green, and fluorescent pink. They cannot be used as background colors for community wayfinding guide signs, in order to minimize possible confusion with critical, higher-priority regulatory and warning sign color meanings readily understood by road users.

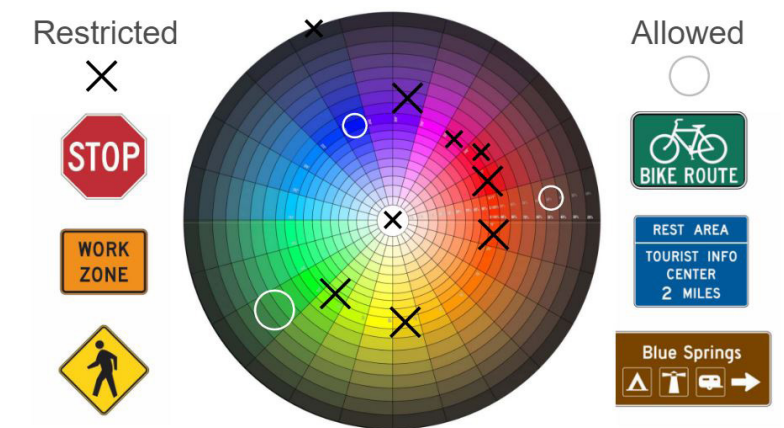
The color wheel diagram in Figure 5 depicts colors which are already assigned specific meanings and thus shall not be used on community wayfinding signs. Green is the standard color for guide signs. Blue and brown are also used for traveler information including destination and street name signs. The remaining colors are eligible for use on community wayfinding signs as long as they are sufficiently different from the “assigned colors”.

SUPPLEMENTAL INFORMATION

DISTANCE AND TIME

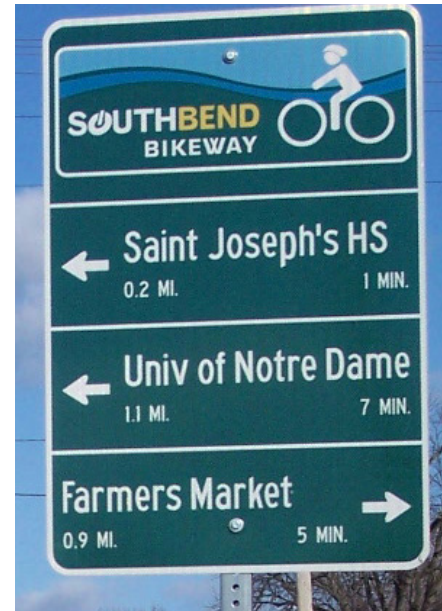
The addition of measuring distance in terms of miles and minutes has been employed by a number of cities in the United States and has been explicitly allowed by the Oregon state supplement to the MUTCD. Although this strategy is not explicitly permitted in Montana, adding distance in familiar units has been found to be an effective encouragement tool. For some, two miles may sound like a daunting distance to ride a bike, while twelve minutes sounds approachable. A pace of 10 miles per hour or 6 minutes per mile is the typical pace used for bicyclists, which is lower than typical bicycle design speed in order to best reflect and encourage the riding speed of the casual rider and to take into account traffic signals and other delays.

Figure 5. MUTCD color standards



Decision sign with distance and time information (source: nacto.org)

Figure 6. MUTCD compliance spectrum



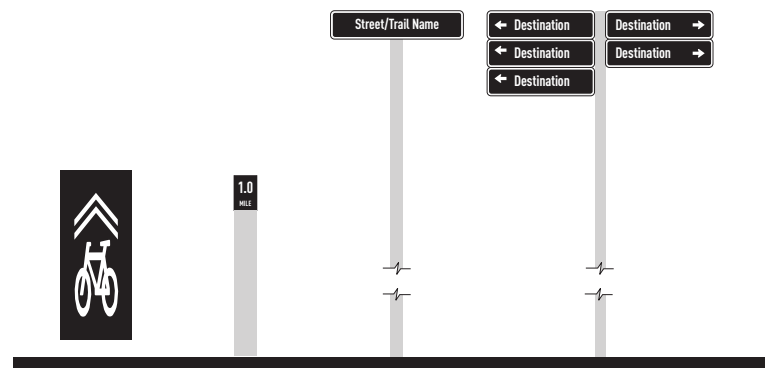
- MUTCD standard
- Information is clear and consistent
- No regional or local identity modifications
- Some variation in size and shape
- No encouragement information

- Information consolidated into a single sign
- Variation in size and shape
- Travel times included

- Unique system or municipality identifiers or enhancement markers
- Custom color variations as allowed by MUTCD Community Wayfinding standards

- Custom sign post
- Variation in size and shape
- Decorative elements
- Arrows are not MUTCD standard

- Custom framing and support structures
- Unique sign shapes
- Non-standard colors and layout



Enhanced Navigational Elements

Enhanced navigational elements provide additional wayfinding assistance beyond fundamental signage, improving the user experience and providing more opportunities for system branding and identity. Enhanced navigational elements could include pavement markings, mile markers, street/trail intersection signs, and fingerboard signs.

PAVEMENT MARKINGS

For on-street bikeways, pavement markings typically function to position bicyclists in the proper lane location and communicate to motor vehicle drivers the presence of bicyclists. But pavement markings can also serve a variety of wayfinding purposes along on-street bikeways and trails. They can often be utilized to communicate direction, route name, community branding, mile markers, and street crossings. Pavement markings may be provided in lieu of, or in addition to standard signs, thus limiting sign clutter. Common materials used for pavement markings include pre-formed thermoplastic, paint, stamped concrete, or embedded metal.

SHARED LANE MARKINGS

Shared lane markings, or “sharrows”, are standardized in the MUTCD. In some places in the U.S., the chevrons at the top of shared lane markings are used to indicate the direction of intended travel. Although this practice is not approved by the FHWA or eligible for federal funding, many local transportation engineers are confident that the benefits of the turned, directional chevrons outweigh the risks. Portland,

OR, for example, installs standards shared lane markings with federal funds, and then makes modifications later with local monies to add the directional wayfinding component.

MILE MARKERS

Mile markers are a series of numbered markers that may be placed alongside a trail at defined intervals to help users understand how far they have gone, and how far they have to go to their next destination. Furthermore, mile markers provide pathway managers and emergency response personnel points of reference to identify field issues such as maintenance needs or locations of emergency events. Mile marker locations should be geo-located and supplied to emergency responders so that responders can efficiently respond to incidents on the trail. System brand mark, path name, and distance information in miles may be included as well as jurisdiction identification. It is important that mile markers are spaced at consistent intervals, such as every 1/4 to 1/2 mile, along a pathway network. Point zero should begin at the southernmost and/or westernmost terminus points of a pathway. Mile markers on regional trails should be coordinated to continue across municipal boundaries when possible. Pavement marking mile markers can also be used in lieu of post-style mile markers.

STREET/TRAIL INTERSECTION SIGNS

There are several benefits to including signage at trail and street intersections. The primary reason is to orient the trail user to which street the user is crossing. Additionally, trail signage at these locations facing motorists (in addition to

standard regulatory signage) can help bring attention to the trail crossing. Decision signage should be present if needed to communicate directions to destinations accessible from the cross-street. Street/trail intersection signage should also be included where trails cross over or under streets via grade-separated intersections. Riparian trails, rail trails, or other trails with infrequent connections to the street network make it difficult for trail users to orient themselves. Simple street signage on overcrossing or undercrossing structures can help trail users determine their location.

FINGERBOARD SIGNS

Fingerboard signs serve a purpose similar to decision signs in that they provide wayfinding to multiple destinations located in multiple directions from the junction at which the sign is located. They provide an efficient way to give direction at a junction that is approached from multiple angles, and are not as limited in the amount of destinations that can be included. Because they are not standard MUTCD wayfinding assemblies and can contain more than three destinations, fingerboards are better applied in pedestrian or off-street trail contexts where people have time and space to process more information.



Pavement marking / mile marker



Fingerboard sign



Motor vehicle-oriented signage indicating trail crossing



Modified shared lane marking to show direction



Mile marker



Trail/street undercrossing

Destination Selection & Programming

Following the principle of “connect places,” this section describes an approach for selecting potential destinations to which people traveling along Billings’ bicycle and pedestrian network may want to go. Wayfinding signs typically only allow for a limited number of destinations per sign. Thus, a consistent approach to selecting destinations for inclusion on wayfinding elements is necessary, given the multitude of potential destinations possible. Signs should follow the same approach throughout the Billings area so that the system is clear and predictable. Destinations and their names should be referred to consistently on all relevant wayfinding signs. As a general rule, only destinations that are open and accessible to the public should be signed.

DESTINATION HIERARCHY

Due to the number of destinations in the Billings region that are accessible by bicycle and walking, it is best to organize these destinations into a hierarchy. A hierarchy of destinations is necessary in order to determine which destinations to include when there are too many possible destinations. Such a hierarchy allows information to be layered through a series of decision points as a visitor enters the City and makes his or her way to destinations. The concept is simple—it is giving the right information at the right time.

Prioritizing and categorizing destinations into hierarchies also helps determine the physical distance from which the locations are signed. Note there is flexibility in these hierarchies as locations may not fit neatly into each.

PRIMARY DESTINATIONS

Destinations in this category are of primary importance and receive directional information to their locations on directional signs from a large radius throughout the City. They serve as “pull through” destinations because they draw visitors through the City from longer distances. These destinations serve a primary visitor function, such as a visitor center or convention center. Examples of destinations that fall into this category are downtowns, statewide or regional trails, districts (of regional significance), major and regional parks, arenas and stadiums, culturally significant landmarks, major institutions, universities, and other municipalities. To be categorized into this tier, a destination will meet two or more of the following criteria:

- Nationally recognized destination
- Governmental, historical, or cultural institution
- Not-for-profit or publicly-owned institution
- Includes a visitor information center or kiosk with personnel

SECONDARY DESTINATIONS

Destinations in this category are of major importance and receive directional information to their locations on signs from a smaller radius surrounding their locations. Typically this is limited to the decision points located closest to the point of interest. These are generally recognized destinations that have access to the bikeway or trail system nearby. Examples of destinations that fall into this category are transit stations, community parks, secondary schools, and

neighborhood shopping districts. To be categorized into this tier, a destination will meet two or more of the following criteria:

- Regionally recognized destination
- Open at least 40 hours per week
- Open at least 9 months out of the year

TERTIARY DESTINATIONS

Destinations in this category are minor, or exclusively civic destinations, and are primarily accessed by pedestrians, non-motorized vehicles or offer non-motorized activity such as trails, skate park, and water activities. These destinations are generally local attractions or activities such as community and recreation centers. To be categorized into this tier, a destination will meet one or both of the following criteria:

- Locally recognized destination
- Primarily accessed via non-motorized vehicle

Figure 7. Destination hierarchy and signing distances



SIGNING DISTANCES

Signing distances suggest the maximum distance that destinations should appear on directional signs. This process ensures that information is spread along the journey in manageable amounts according to users’ immediate needs.

Distances may be measured either to a destination boundary or center, as long as the approach is consistent throughout the region. Cities typically have a well-defined edge and thus should be measured to boundary lines. Districts are less defined in terms of their boundaries and can be measured to their centers or widely recognized/perceived boundaries such as streets or landmarks. Parks, schools, are other specific destinations typically have a street address and thus distances should be measured to the main entrance of the specific location. If a destination is large or has several access points, distance should be measured to the point at which the bicyclist or pedestrian will most likely arrive.

PRIMARY DESTINATION SIGNING DISTANCE

Primary destinations provide navigational guidance to the widest spectrum of system users and thus should be prioritized on signs. In the case of Billings, primary destinations should appear on signs up to four miles away, but may be signed for distances longer than four miles if they have a strong regional pull.

SECONDARY DESTINATION SIGNING DISTANCE

Secondary destinations appeal to a broad spectrum of users and should be included on signs up to two miles away.

TERTIARY DESTINATION SIGNING DISTANCE

Tertiary destinations are typically places local or neighborhood interest and should be signed up to one mile away.

DESTINATION ORDER

Decision signs should be limited to no more than three lines of destinations, which include place names, route numbers, street names, and cardinal directions.

A straight-ahead location should always be placed in the top slot followed by the destination to the left and then the right, even if destinations to the right or left are closer. If two destinations occur in the same direction, the closer destination should be listed first followed by the farther destination.

Arrows should be placed for glance recognition, meaning straight and left arrows are located to the left of the destination name, while a right arrows are placed to the right of the destination name.

ABBREVIATIONS

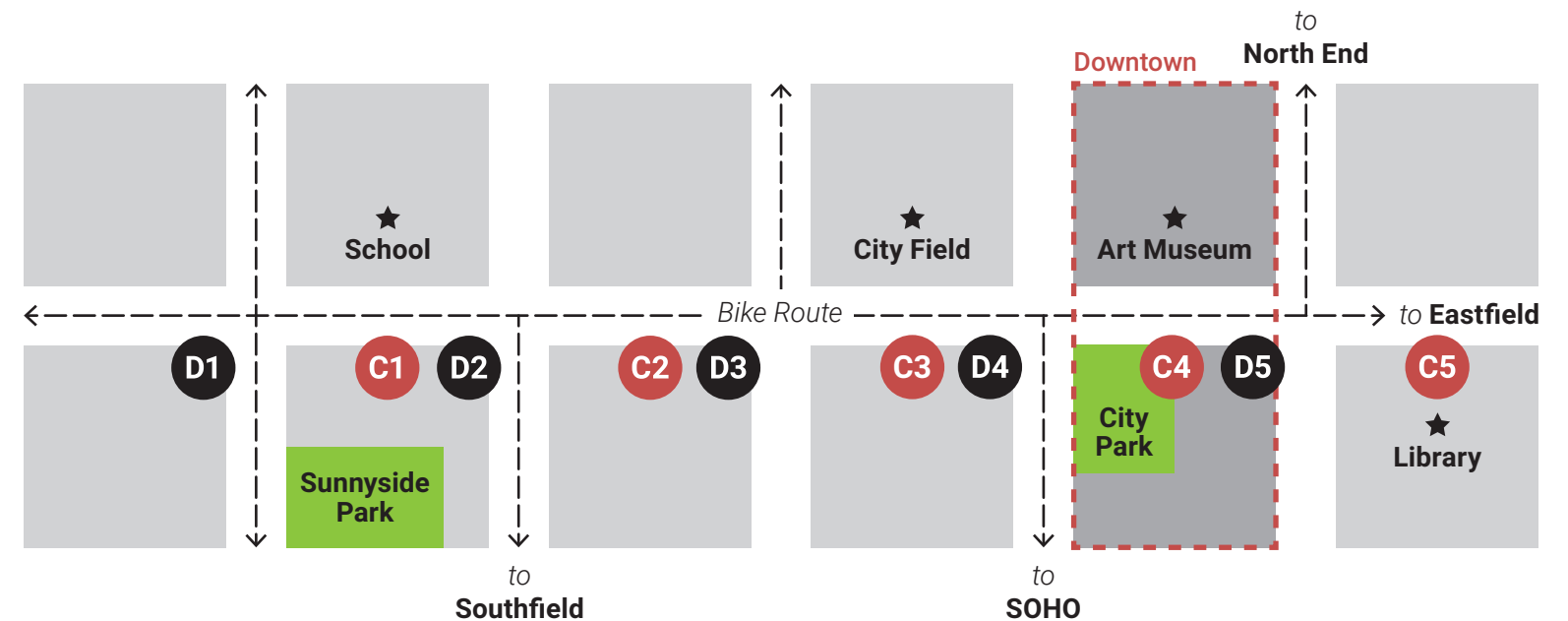
When placing destination names on signs, names and routes should not exceed a maximum of 19 characters (including spaces and icons). When insufficient space is available for full wording, abbreviations may be used. Unless necessary to avoid confusion, periods, commas, apostrophes, question marks, ampersands, and other punctuation marks or characters that are not letters or numerals should be avoided.

Figure 8. Process for destination programming and general sign placement

This diagram displays how destinations are applied to decision and confirmation signs along a hypothetical route.*

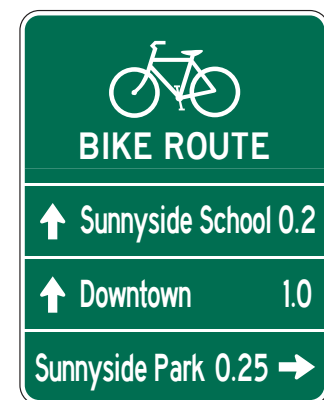
It displays how:

- Destinations are selected by distance and hierarchy
- How destinations are ordered according to direction and distance
- How destinations are added and removed from west to east



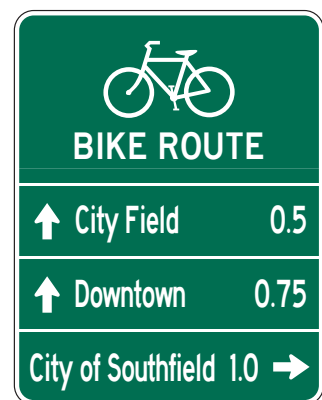
*signs are only shown for the eastbound direction along the primary route

Decision Signs



D1

Three miles west of Downtown, there are few Primary and Secondary destinations. Due to this, two local (Tertiary) destinations appear on the sign. Even though Downtown is a Primary destination, it is placed below Sunnyside School because the school is closer.



D2

Downtown is the pull through destination. Sunnyside School and Park drop from the sign, because the bicyclist has past them. City of Southfield (Primary) and City Field (Secondary) replace these destinations.



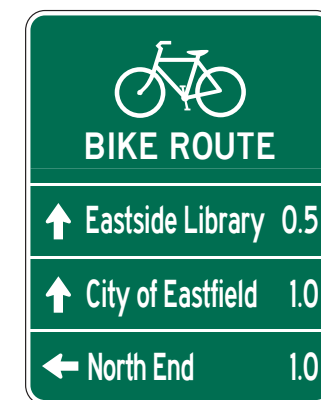
D3

Since City Field has been reached, it is dropped from the sign, replaced by the Art Museum (Secondary). City Field, which is directly off the Bike Route is signed to using a left arrow. Downtown being the closest straight destination, moves to the top of the sign.



D4

Downtown remains on the sign, but no mileage is given since downtown is reached. City Park (Secondary) is included on the sign, even though SOHO District (Primary) is within the signing threshold; This shows planner discretion in determining destinations. The Art Museum remains.



D5

Since Downtown has been reached, Downtown is replaced by City of Eastfield as the pull through destination for the bike route. Fewer destinations exist east of Downtown, so a Secondary (North End District) and a Tertiary (Eastside Library) make the sign.

Confirmation Signs



C1-C4

Downtown is the pull through destination, remaining on each sign until Downtown is reached.



C5

Eastfield replaces Downtown as the pull through destination.

Table 1. MUTCD compliant abbreviations

Message	Abbreviation
Alternate	ALT
Avenue	Ave, Av
Bicycle	BIKE
Boulevard	BLVD
Bridge	BR
Center (as part of a place name)	CTR
Circle	CIR
Court	CT
Crossing (other than highway)	X-ING
Drive	DR
East	E
Hospital	HOSP
Information	INFO
International	INTL
Junction / Intersection	JCT
Mile(s)	MI
Miles Per Hour	MPH
Minute(s)	MIN

Message	Abbreviation
Mount	MT
Mountain	MTN
National	NATL
North	N
Parkway	PKWY
Pedestrian	PED
Place	PL
Road	RD
South	S
Street	ST
Telephone	PHONE
Terrace	TER
Trail	TR
West	W

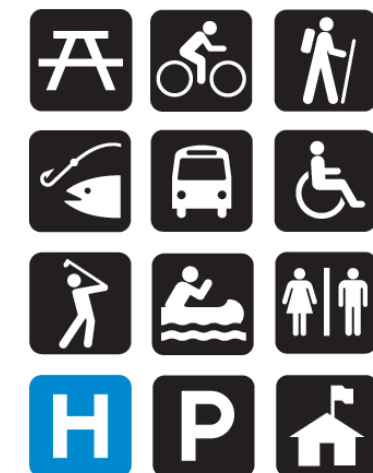
For a comprehensive list, standards, and guidelines for MUTCD compliant abbreviations, refer to MUTCD Section 1A.15 (Abbreviations Used on Traffic Control Devices)

ICONS AND SYMBOLS

Icons and symbols can be beneficial additions to a wayfinding signage design toolkit because they help to communicate information simply and expand comprehension beyond those with English language proficiency. Where proficiency is low, icons and symbols can substitute for words or concepts that are hard to explain or translate, like trailhead, transit, school, etc.

Universal symbology and iconography that have been developed by the American Institute of Graphic Arts (AIGA) and the National Park Service (NPS) are familiar to most people and translate across most languages and cultures. Use of symbols and icons on wayfinding signage, especially within names of destinations, can save space and improve legibility and comprehension.

Figure 9. Examples of NPS icons and symbols



General Placement Guidance

Consistent and appropriate placement of wayfinding elements helps to provide a legible wayfinding system while ensuring the signage elements do not create undue safety hazards. The Guide for the Development of Bicycle Facilities by the American Association of State Highway Transportation Officials (AASHTO) provides information on the physical infrastructure needed to support bicycling facilities. Most of this guidance applies to off-street, shared-use paths as well. The AASHTO Guide largely defers to Part 9 of the MUTCD for basic guidelines related to the design of wayfinding systems. Additional information provided by AASHTO regarding sign placement is as follows:

- Wayfinding guidance may be used to provide connectivity between two or more major facilities, such as a street with bike lanes and/or sidewalks and a shared-use path
- Wayfinding may be used to provide guidance and continuity in a gap between existing sections of a facility, such as a bike lane or shared-use path
- Road/path name signs should be placed at all path-roadway crossings to help users track their locations
- Reference location signs (mile markers) assist path users in estimating their progress, provide a means for identifying the location of emergency incidents, and are beneficial during maintenance activities
- On a shared-use path, obstacles, including signs, shall be placed no closer than 24" from the near edge of the travel way and no more than 6' away. For pole-mounted signs,

the lowest edge of the sign shall be 4' above the existing ground plane

ACCESSIBILITY STANDARDS

As wayfinding systems often relate to accessible routes or pedestrian circulation, it is important to consider technical guidance from the Americans with Disabilities Act (ADA) in order to implement wayfinding signs and other elements that do not impede travel or create unsafe situations for pedestrians, bicyclists, and/or those with disabilities. The Architectural and Transportation Barriers Compliance Board and the AASHTO Guide for the Development of Bicycle Facilities also provide guidance for safe and accessible design for the built environment. The following are standards that should be considered when designing and placing wayfinding signs.

VERTICAL CLEARANCE

On-Street: Vertical clearance shall be a minimum of 84" when adjacent to a sidewalk or on-street environment.

Off-Street: Vertical clearance shall be 96" high maximum (when overhanging the path), or 48" minimum from the grade of the path to the bottom of the sign and 24" from the edge of the path tread to the edge of the sign when the sign is mounted adjacent to the trail.

POST-MOUNTED OBJECTS

Where a sign or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12", the lowest edge of such sign or

obstruction shall be 27" minimum or 80" maximum above the finished floor or ground.

PROTRUDING OBJECTS

Objects with leading edges more than 27" and not more than 80" above the finished floor or ground shall protrude 4" maximum horizontally into the circulation path.

REQUIRED CLEAR WIDTH

Protruding objects may not, in any case, reduce the clear width required for accessible routes. Generally, this requirement is met by maintaining 4' minimum clear width for people maneuvering mobility devices. This requirement applies to sidewalks and other pedestrian circulation paths.

Figure 10. AASHTO guidance for sign placement

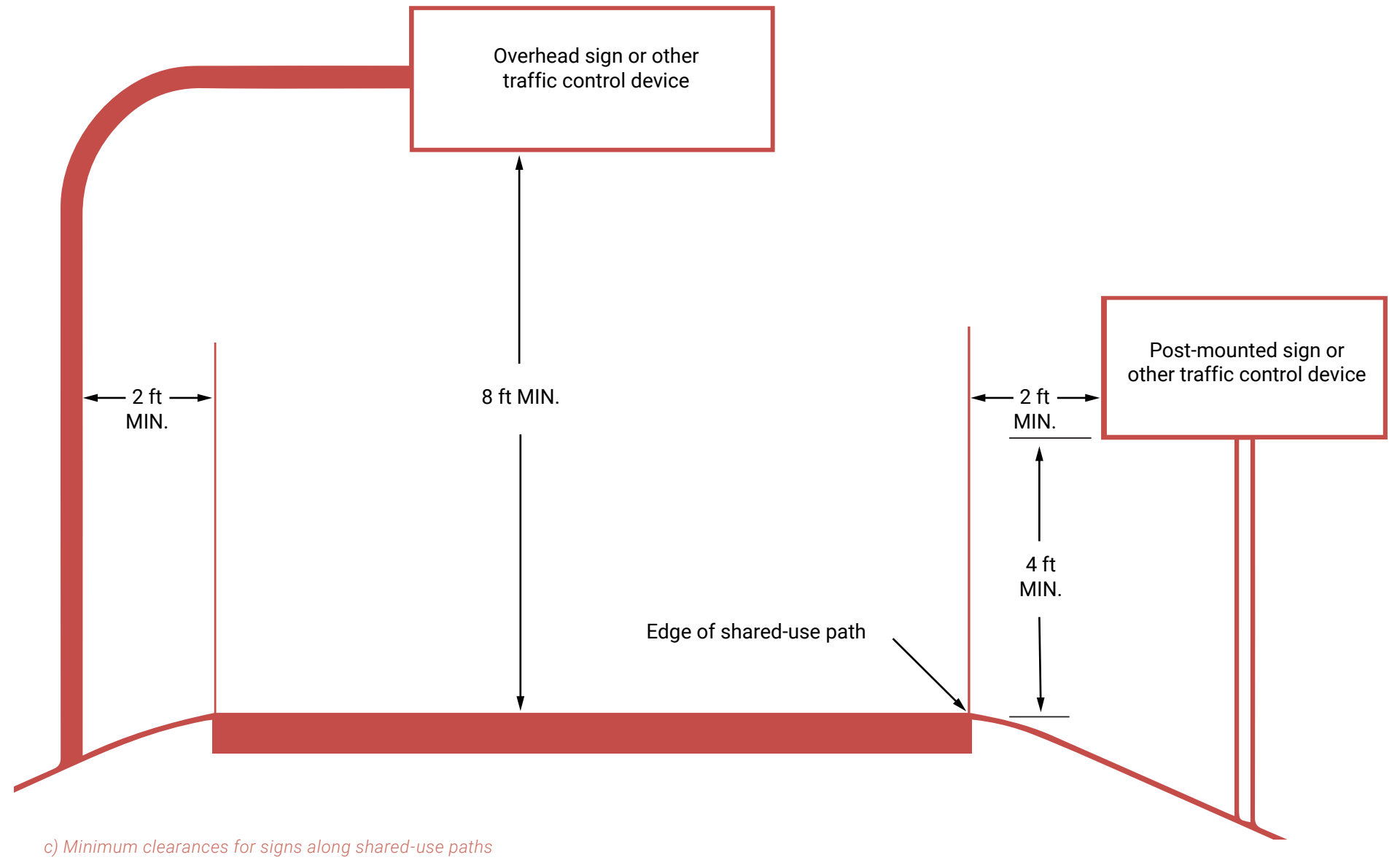
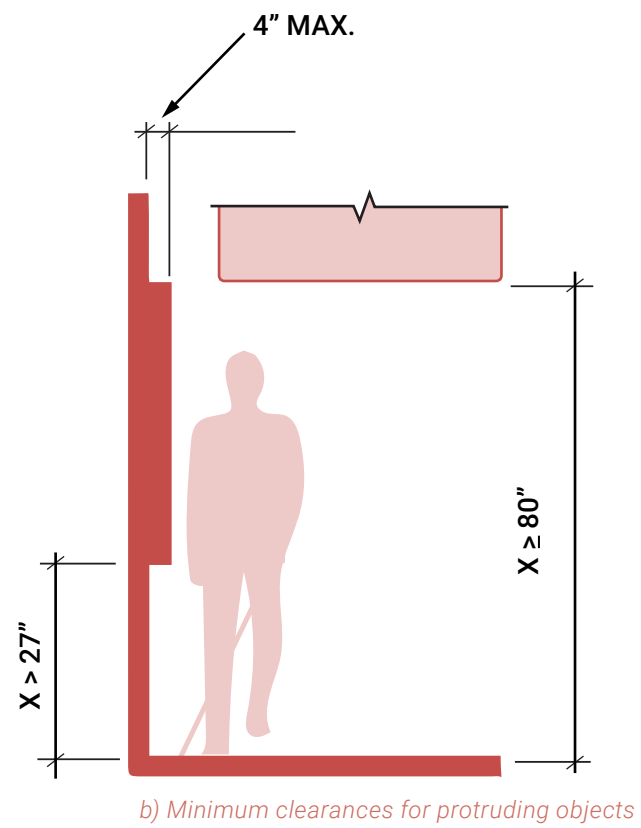
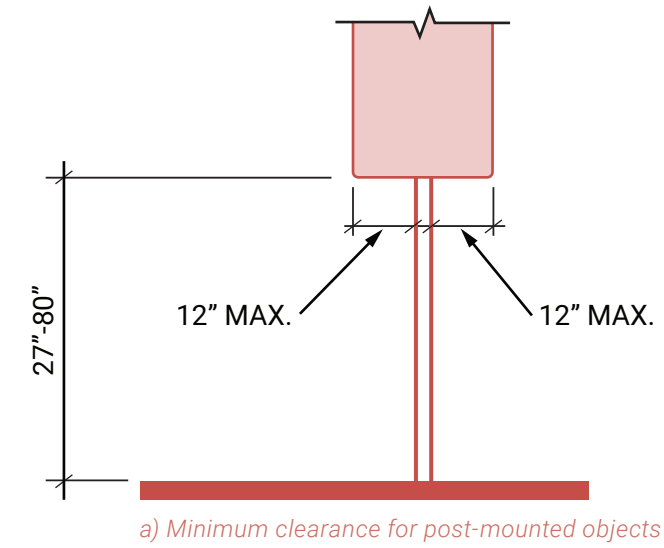
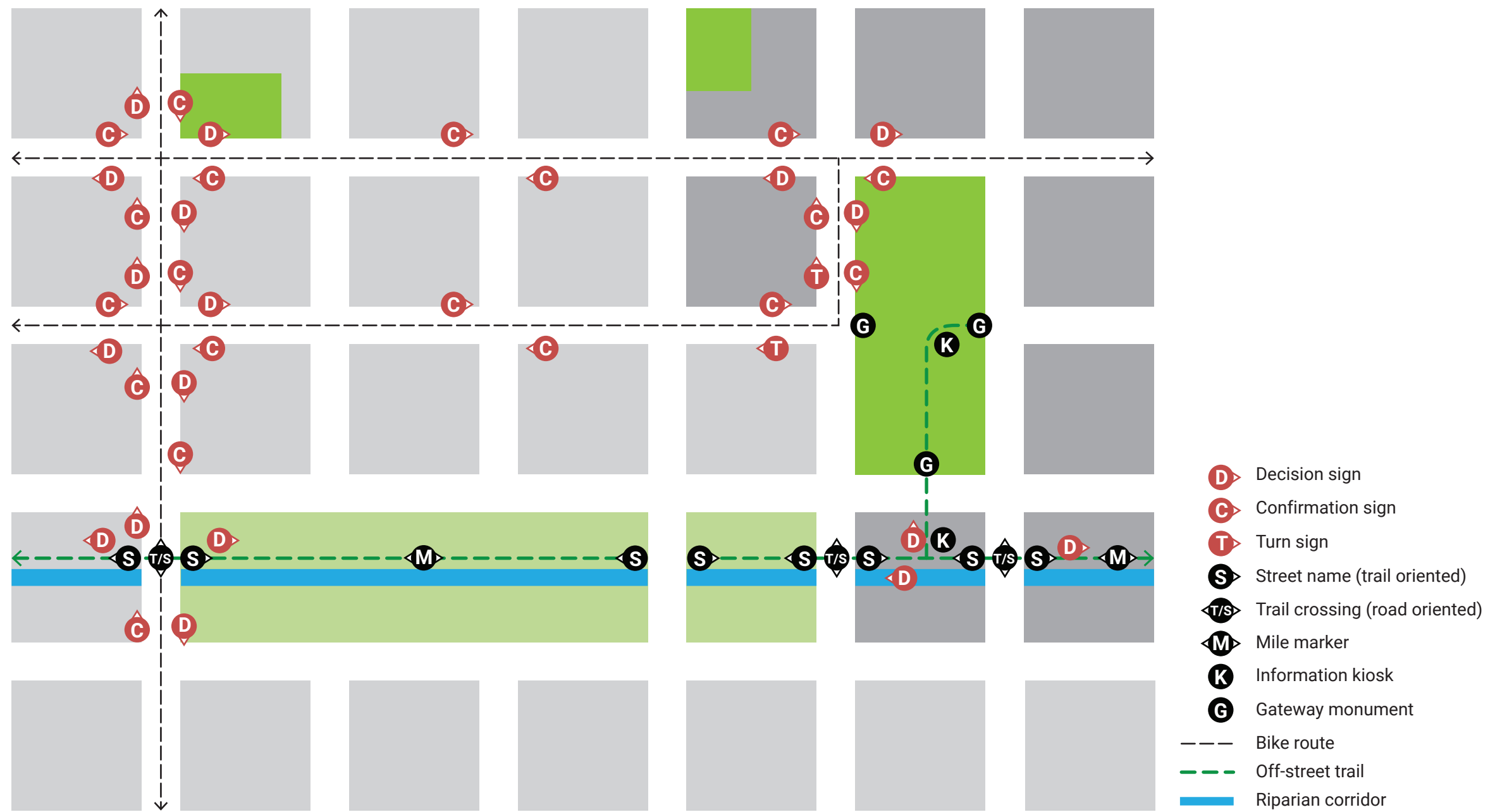


Figure 11. General sign placement guidance



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03 Existing Conditions

Existing Conditions

PREVIOUS PLANNING EFFORTS

Prior to the kickoff of the Billings Wayfinding Signage Plan, other planning efforts were made that directly influence the outcomes of this plan. In particular, the 2017 Billings Area Bikeway & Trails Master Plan and the 2011 Signage Framework Plan (developed for Billings Parks, Recreation, and Public Lands) were reviewed during the planning process.

BILLINGS AREA BIKEWAY & TRAILS MASTER PLAN

Recommendations from the Billings Area Bikeway & Trails Master Plan are largely focused on network connections and infrastructure types based on context and the goals established by the planning team to make the Billings area more walkable and bikeable for people of all ages and abilities. A portion of the plan, however, included general wayfinding recommendations. The Billings Wayfinding Signage Plan came about as a result from the 2017 master plan, which recommended a future wayfinding plan be established. The master plan also included a project prioritization methodology for determining which projects to implement in the near term. The 9th Ave N / Avenue C bicycle boulevard surfaced as a priority project and is included in the sign placement plans of this document.

SIGNAGE FRAMEWORK PLAN

In 2011, the Billings Parks, Recreation, and Public Lands division worked with consultants to develop a framework for future environmental graphic elements, including gateway signage, interpretive and educational signage, and directional

signage for parks in the Billings area. The plan did not include guidance for on-street facilities. Recommendations were made for colors and materials, which were included in visual preference discussions for the Billings Wayfinding Signage Plan.

DESIGN CHALLENGES

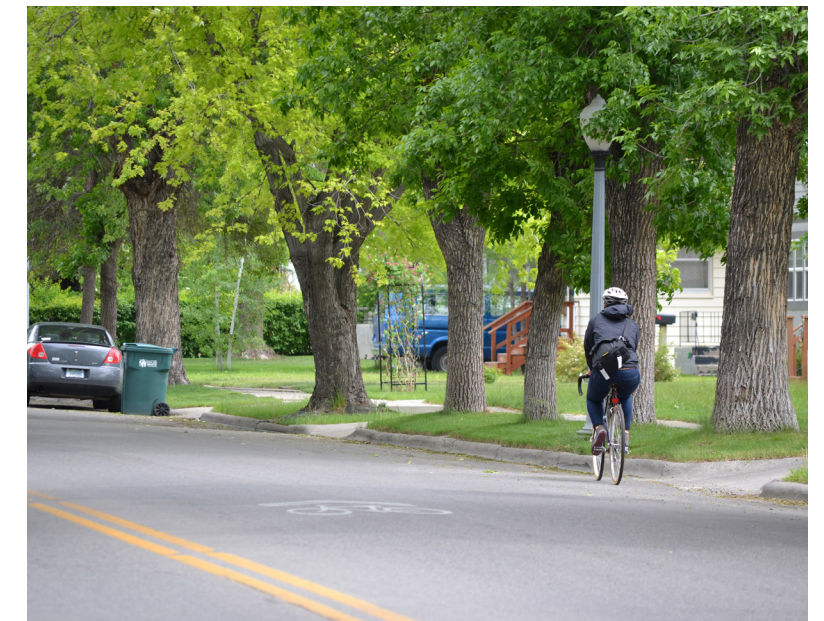
Developing a region-wide wayfinding plan that achieves the vision and goals established by the Steering Committee presents a handful of challenges outlined below.

VARYING CONTEXTS

Billings' active transportation network spans varying contexts from urban to suburban to rural settings. As regulated by the Manual of Uniform Traffic Control Devices (MUTCD) and the Montana Department of Transportation (MDT), certain standards need to be met for on-street signage with regards to color, content, assembly, and mounting methods. Flexibility for branding and enhanced signage design is limited when compared to off-street signage. Given that reality and the desire to create a strong brand that carries throughout the entire system (on- and off-street), the planning team established that the wayfinding system must function and achieve a cohesive aesthetic across varying contexts.

AN EXPANDING NETWORK

Another challenge in the context of Billings when implementing a cohesive wayfinding system is the fact that the active transportation network is continually expanding



Wayfinding should function and achieve a cohesive look in both on-street and off-street contexts

as new bikeways and trails are constructed based on the recommendations from the 2017 Billings Area Bikeway & Trails Master Plan. The map in Figure 12 illustrates the amount of proposed active transportation infrastructure to be implemented in the future. As new destinations become accessible via active transportation, existing signage will need to be updated to reflect new routes, and sound guidance for sign placement and programming in this plan is crucial for the success of the final product. Therefore, the wayfinding system and how it's implemented must have a certain degree of flexibility built in to adapt to the changing network.

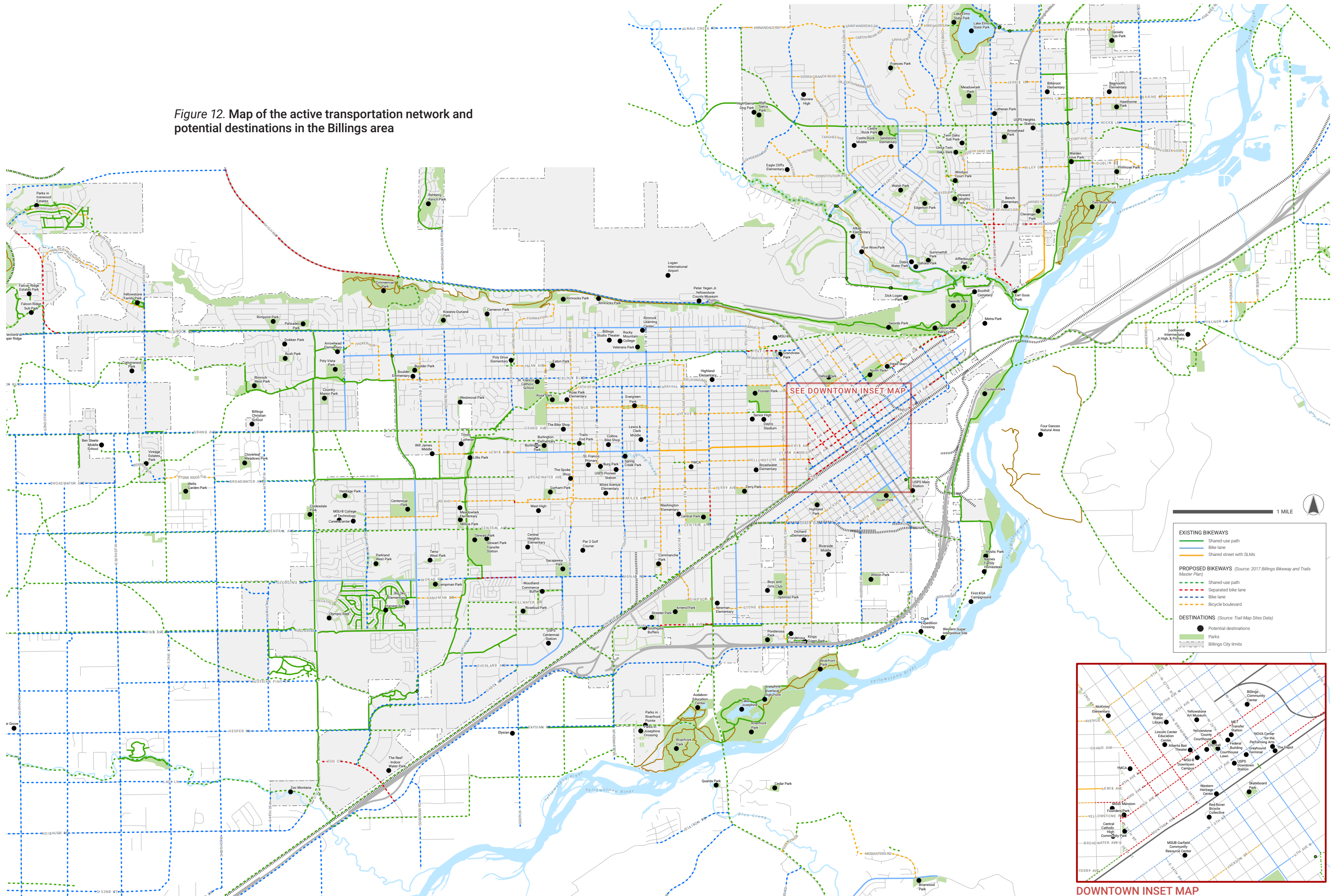
NO ENCOMPASSING BRAND

One of the bigger challenges faced in this plan is the many entities at play and their competing brands. The City of Billings, Billings Chamber of Commerce, individual trails, Billings Parks, and other entities have been branded independent of one another, resulting in a wide variety of aesthetics. The proposed wayfinding system strives to achieve a cohesive look and feel while leaving room for customization and branding of individual entities.



A variety of brands and aesthetics exist throughout Billings' parks, trails and streets

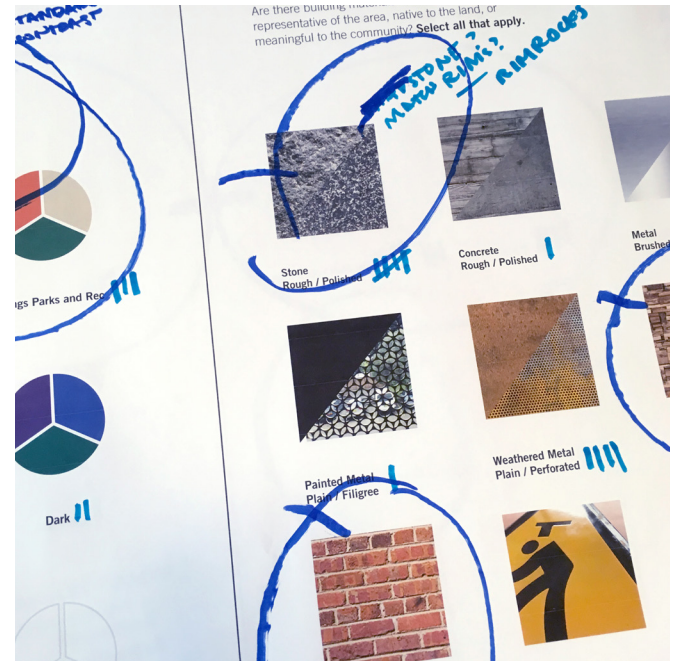
Figure 12. Map of the active transportation network and potential destinations in the Billings area





04 Stakeholder Involvement

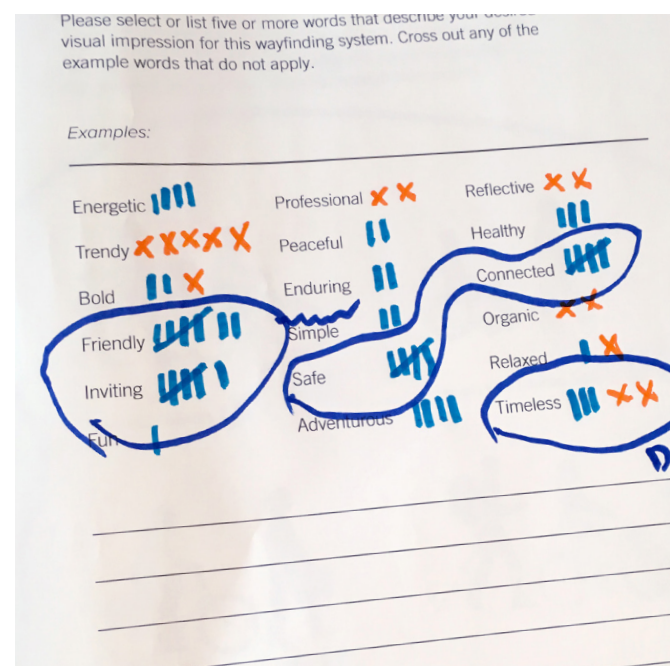
Through team meetings and individual correspondence, key stakeholder groups collaborated to bring local knowledge from varying fields and interests to this plan.



Deep Dive Working Sessions

Early in the planning process, the planning team convened with Steering Committee members during a three-day, intensive workshop (Deep Dive) to establish project goals and desired outcomes, discuss signage design and preferred aesthetics through a visual preference survey, and to organize potential wayfinding destinations into tiers of regional significance. Alta team members used time between Steering Committee meetings to familiarize themselves with the local active transportation network, conduct one-on-one interviews with stakeholders, and flesh out concept designs for stakeholder feedback.

Stakeholders were again brought together midway through the project to give feedback on progress and discuss implementation strategies.



Visual Preference Summary

Emerging themes:

- The brand should strike a balance between historic and modern
- Consider accessibility for users of all ages and abilities; consider users with limited English language skills, and people with lower sight lines
- Prioritize / celebrate the natural setting over the “big city” context; trails are a refuge for many
- Natural colors and materials are preferred
- An iconic, memorable system is desired
- The wayfinding system should reference local history, materials, and existing brands, should have a sense of place, and “look like Billings”

Intended Audience



Kids and Families ●



People with Limited Mobility ●



Commuters ●



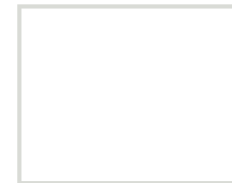
Light or Moderate Exercisers ●



Serious Athletes



Out of Town Visitors ●

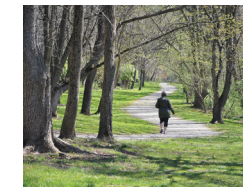


Other

NOTES:

- I see them **all** every day
- The wayfinding system should serve many groups and abilities
- We want to make active transportation a “norm”

User Experience



Peace and Quiet ●



Vibrant and Urban



Adventure and Nature ●



Family Fun



Point to Point Connectivity ●



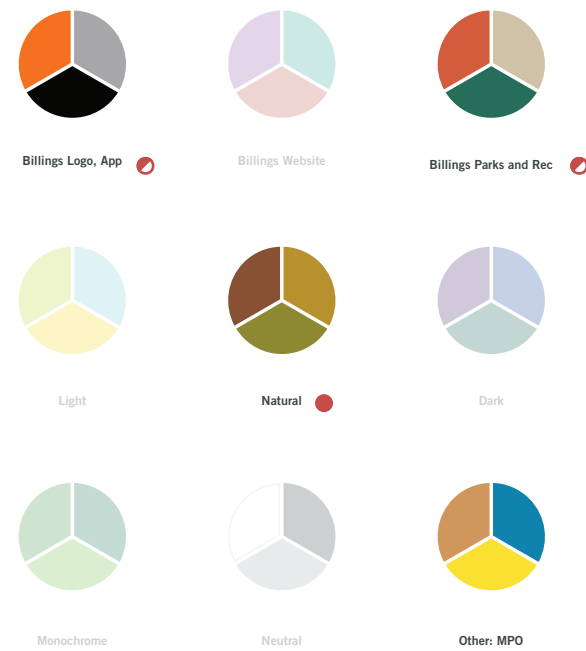
Other

NOTES:

- You’re not coming to Montana to experience the “big city”
- Focus on preserving and celebrating natural environment
- Improve / support the development of point-to-point connectivity and vibrant / urban experiences

Visual Preference Summary *cont'd*

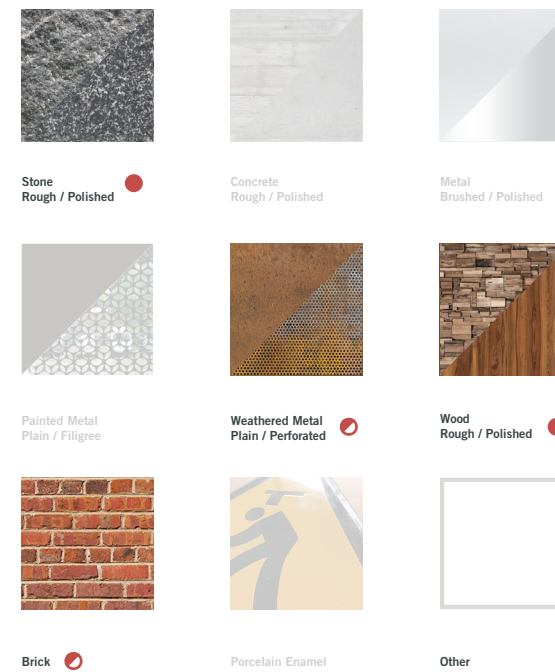
Color Palette



NOTES:

- Color should integrate with the app(s) (non-motorized transportation app colors are changing; transit app can change to match wayfinding colors)
- Colors should family with Parks and Rec, but not match
- MPO logo is a good starting place for colors

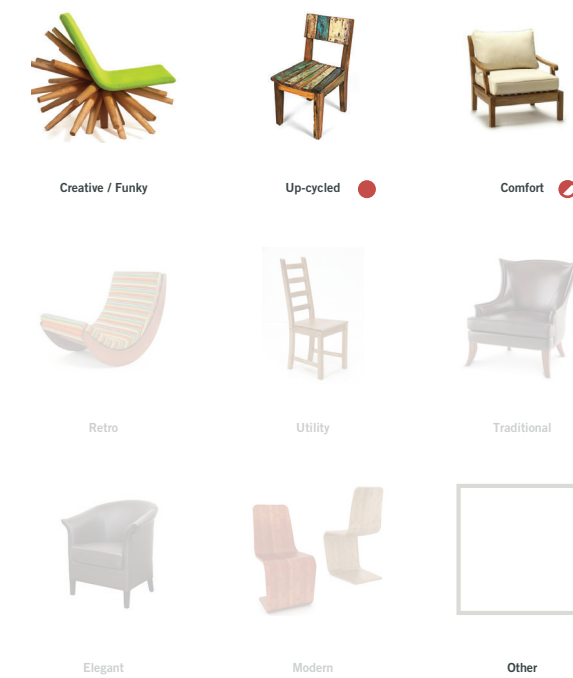
Material Selection



NOTES:

- Brick is used throughout downtown and is well liked
- Sandstone reflects the Rimrocks
- Natural, weathered materials strike the right note

Typology

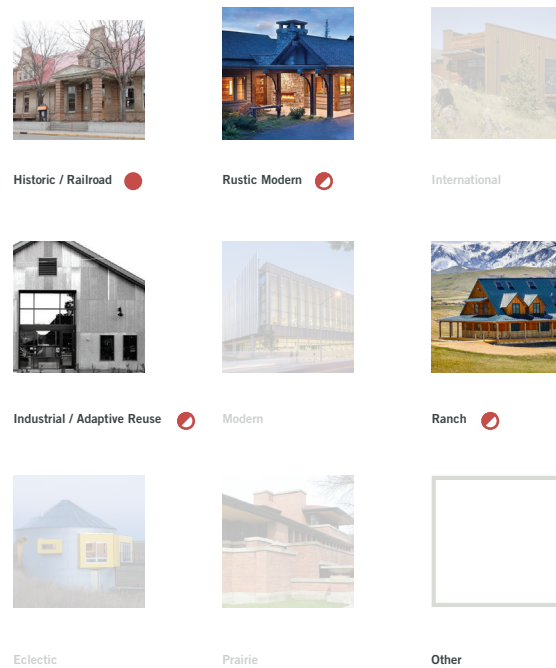


NOTES:

- The wayfinding system should be unique
- It should be comfortable and accessible for locals as well as newcomers and visitors to the area
- It should have a sense of place

Visual Preference Summary *cont'd*

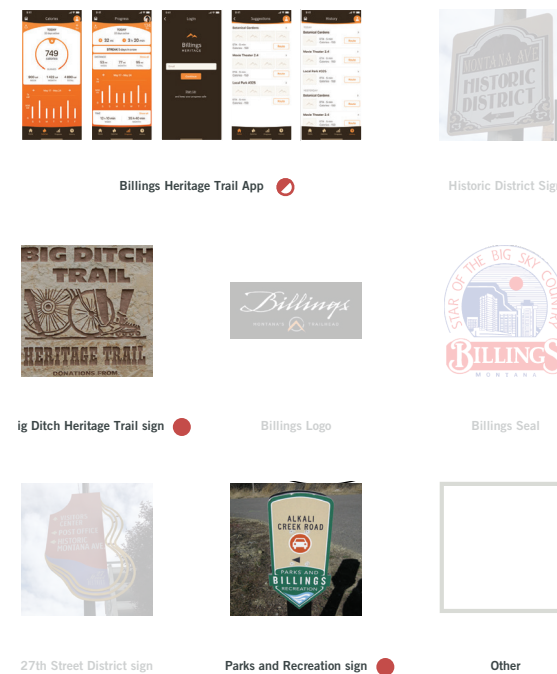
Character



NOTES:

- A blend of historic and modern is preferred
- Historic references give the design a sense of place
- Eclectic / Modern / International styles are “too odd”

Precedent



NOTES:

- MPO logo is a good starting point for colors, ties to redesigned non-motorized transportation app
- Big Ditch Heritage trail sign is iconic, incorporates local materials and historic / modern aesthetic
- Don't want to “match” any of these, but should family with Parks and Rec, MPO

Themes



- **Friendly**
- **Inviting**
- **Safe**
- Connected
- Energetic
- Bold
- Adventurous
- Healthy
- Peaceful
- Enduring
- Simple



- Trendy
- Professional
- Organic



Destination ID Exercise

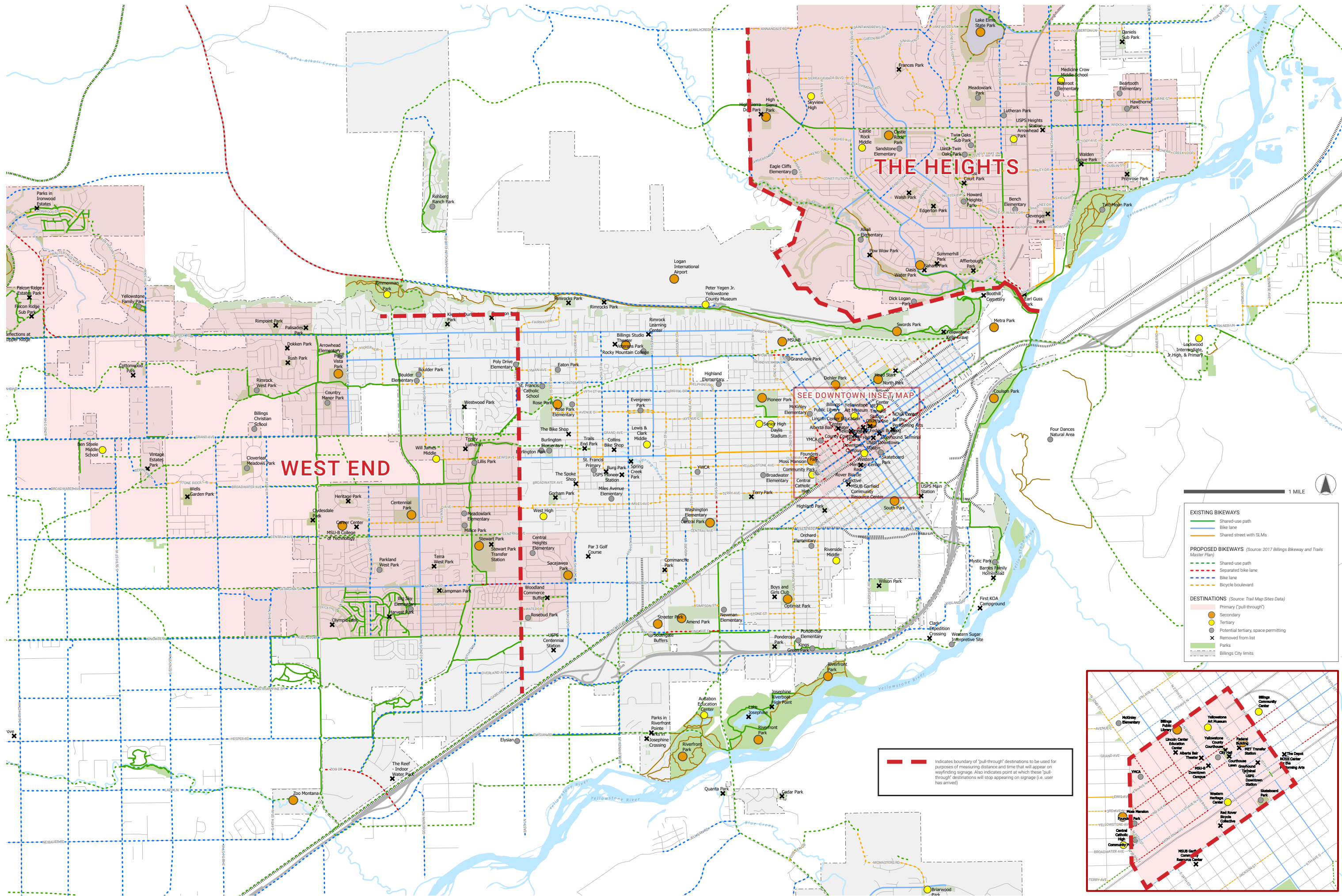
During the first Steering Committee meeting, stakeholders were presented with large maps of the existing active transportation network and asked to identify and categorize destinations based on regional significance. Included on the maps were point data such as schools, parks, civic landmarks, and other destinations that could potentially be included in the wayfinding system. Using the guidance from the Destination Selection and Programming section of Chapter 2 (Wayfinding Best Practices), stakeholders identified destinations based on hierarchy (primary, secondary, or tertiary). This initial vetting of potential destinations was followed by further refinement and resulted in a final destination list to be included in sign programming efforts. These destinations are shown by hierarchy on the map opposite this page.

Due to the small- to medium-sized scale of the Billings area and in an effort to simplify the system for legibility and ease of use, primary destinations were limited to three districts: West End, Downtown, and The Heights. These destinations serve as “pull-through” landmarks that will help bikeway and trail users quickly orient themselves in the City by knowing the general direction in which they are traveling. As is the case with most urban districts or neighborhoods, the boundaries of these districts are not well-defined; therefore, stakeholders played a crucial role in identifying perceived boundaries to be used for the sake of wayfinding. That said, these boundaries are flexible and do not need to be strictly adhered to when programming signage.

In addition to primary, secondary, and tertiary destinations, a fourth tier of destinations was designated for potential destinations of lower hierarchical value than tertiary, but that may be appropriate to sign to if no other competing destinations are nearby. This is most applicable to the outskirts of Billings where destination density is relatively low.

Downtown destinations were significantly simplified to include only two secondary destinations - Billings Public Library and MET Transfer Station - and three tertiary destinations - Yellowstone Art Museum, Western Heritage Center, and Billings Community Center. While several other notable destinations exist in the Downtown area, the density of destinations presents the potential to overcomplicate the wayfinding system and create unwanted sign clutter in an already visually stimulating environment. Thus, users will rely on the wayfinding system to navigate to destinations of highest regional significance and rely on gateway and frontage signage to locate other destinations.

When programming signage and determining which destinations to include, judgements will have to be made on a case-by-case basis; however, the finalized destination list and map provides meaningful guidance to streamline the sign programming process.



THE HEIGHTS

WEST END

SEE DOWNTOWN INSET MAP

EXISTING BIKEWAYS

- Shared-use path
- Bike lane
- Shared street with SLMs

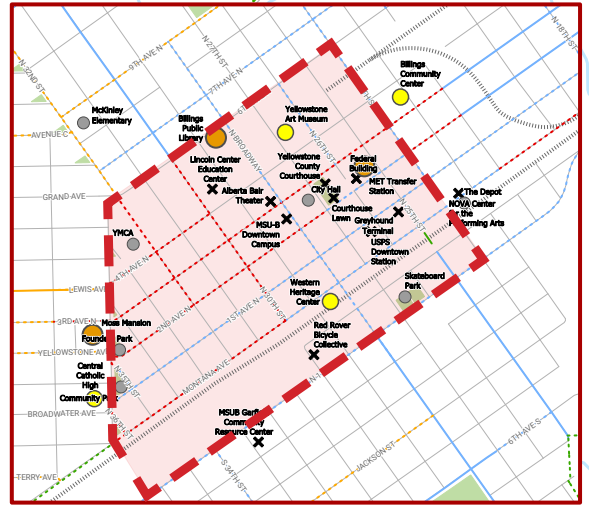
PROPOSED BIKEWAYS (Source: 2017 Billings Bikeway and Trails Master Plan)

- Shared-use path
- Separated bike lane
- Bike lane
- Bicycle boulevard

DESTINATIONS (Source: Trail Map Sites Data)

- Primary (pull-through)
- Secondary
- Tertiary
- Potential tertiary, space permitting
- Removed from list
- Parks
- Billings City Limits

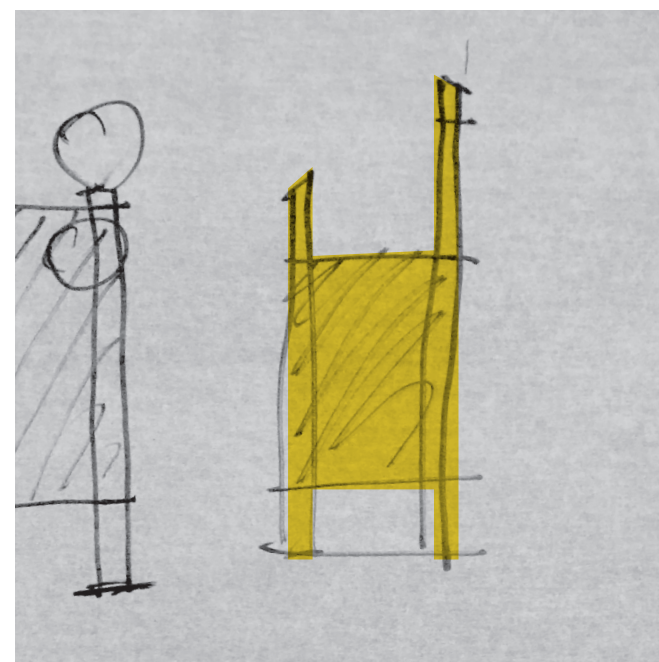
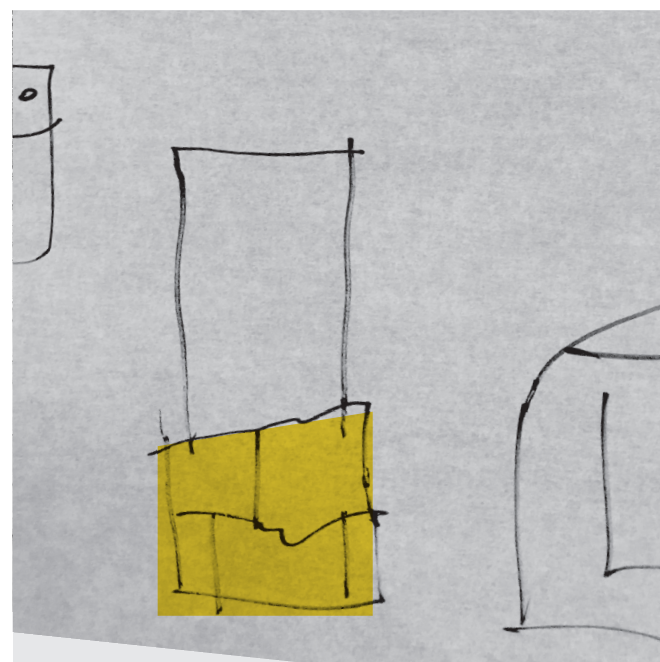
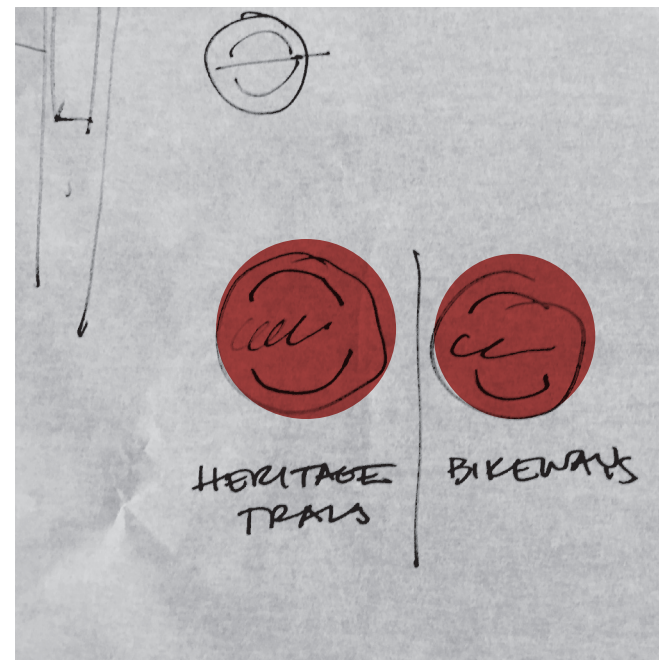
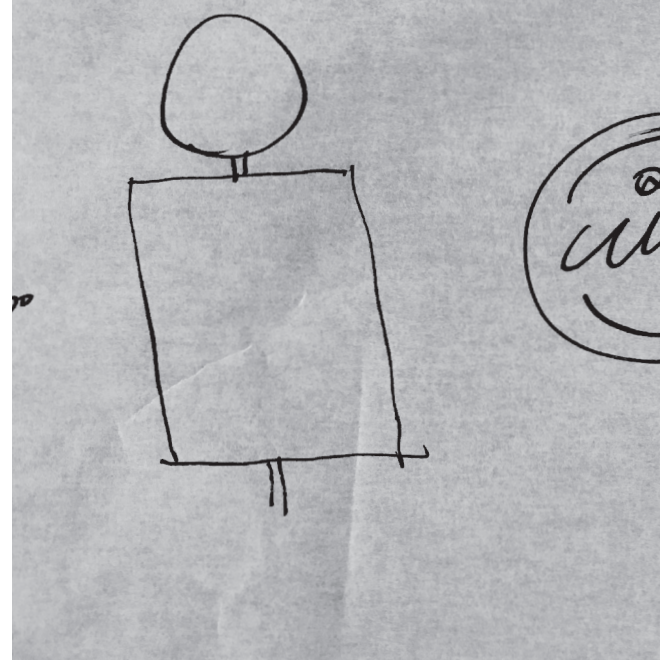
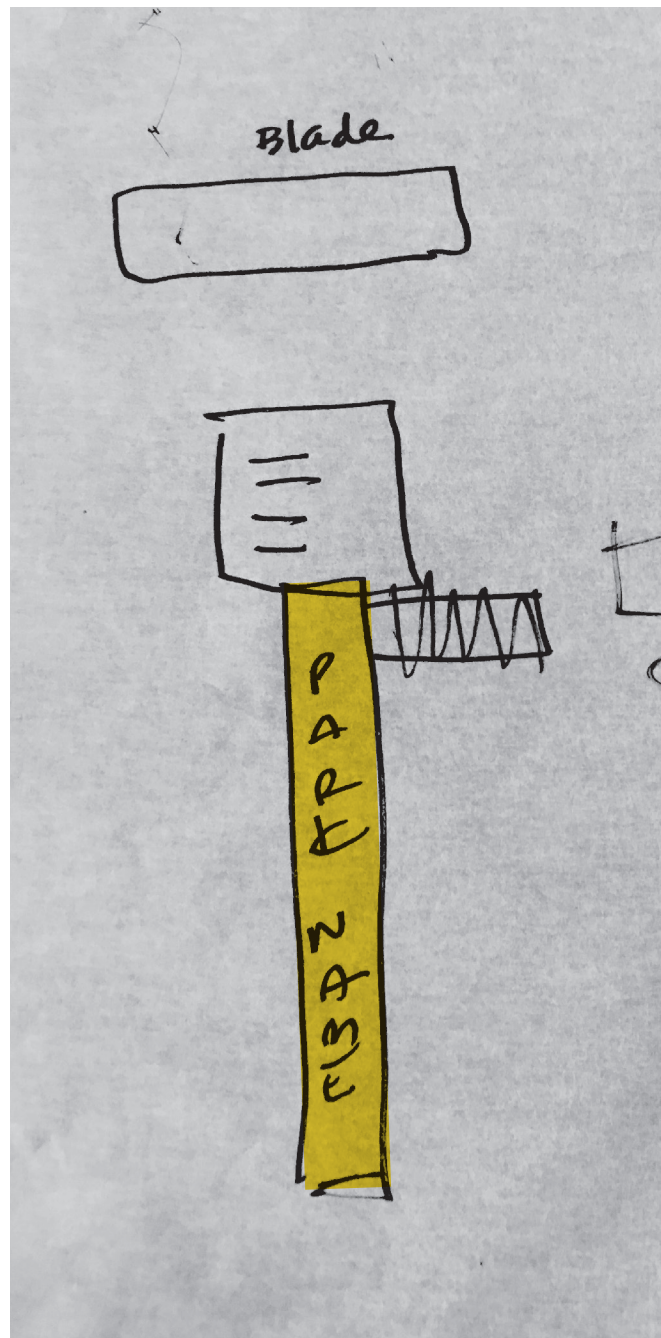
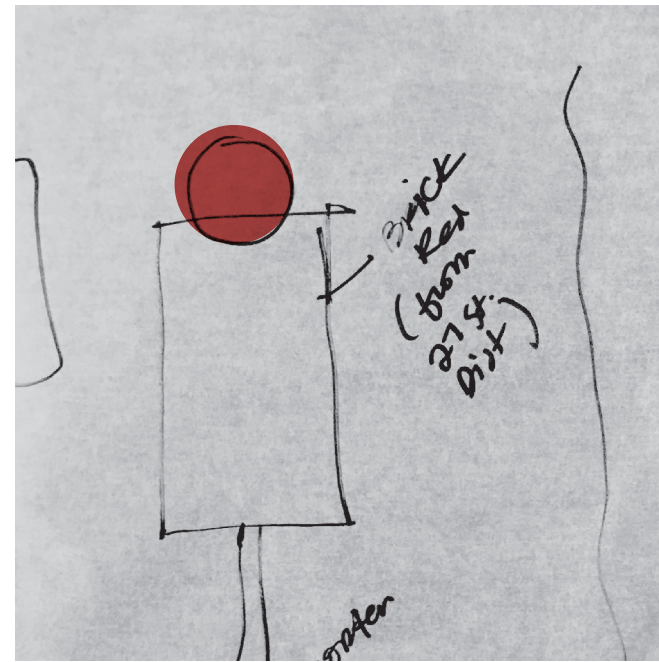
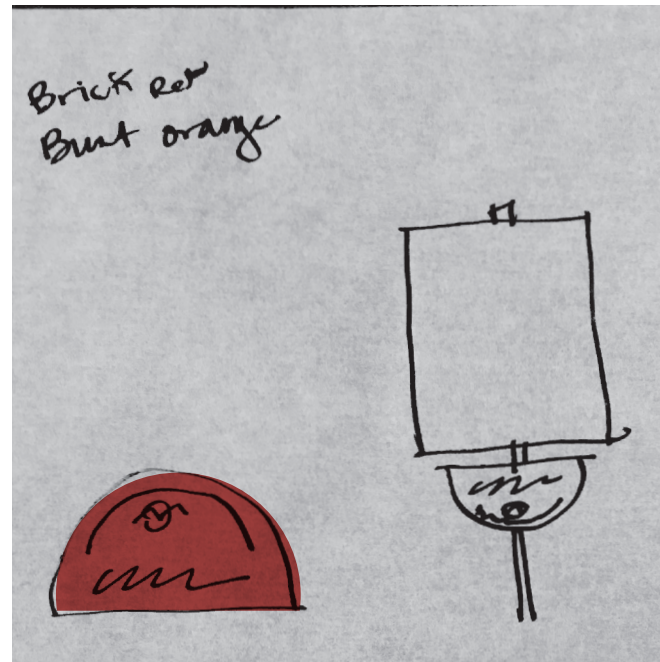
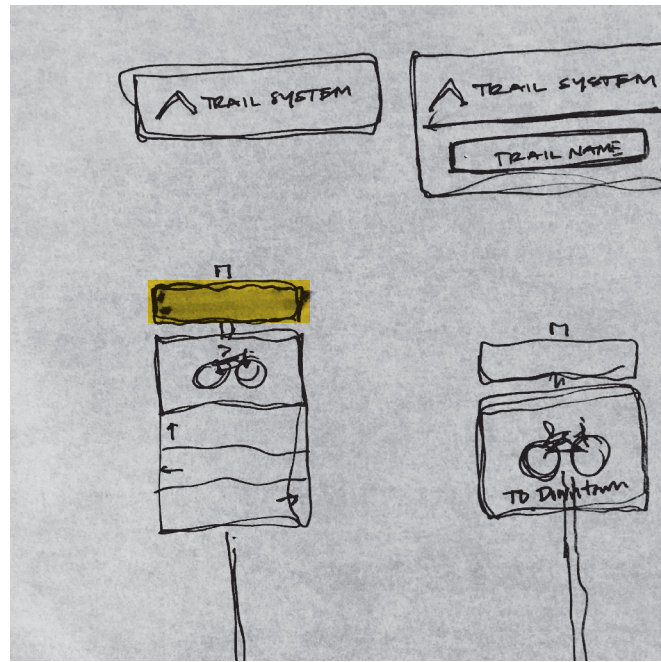
Indicates boundary of "pull-through" destinations to be used for purposes of measuring distance and time that will appear on wayfinding signage. Also indicates point at which these "pull-through" destinations will stop appearing on signage (i.e. user has arrived)



1 MILE



05 Design Concept
Development



Sign Concepts

The visual preference survey, along with Alta's observations and field work, informed the look and feel of the draft sign concepts. Two draft concepts were presented to the Steering Committee for discussion, then refined to one preferred design based on the feedback and guidance of the Steering Committee.

01

MODERN RUSTIC

MATERIALS

Weathered metal / brick red, black painted metal, sandstone

USER EXPERIENCE

Peace and quiet

CHARACTER

Modern Rustic

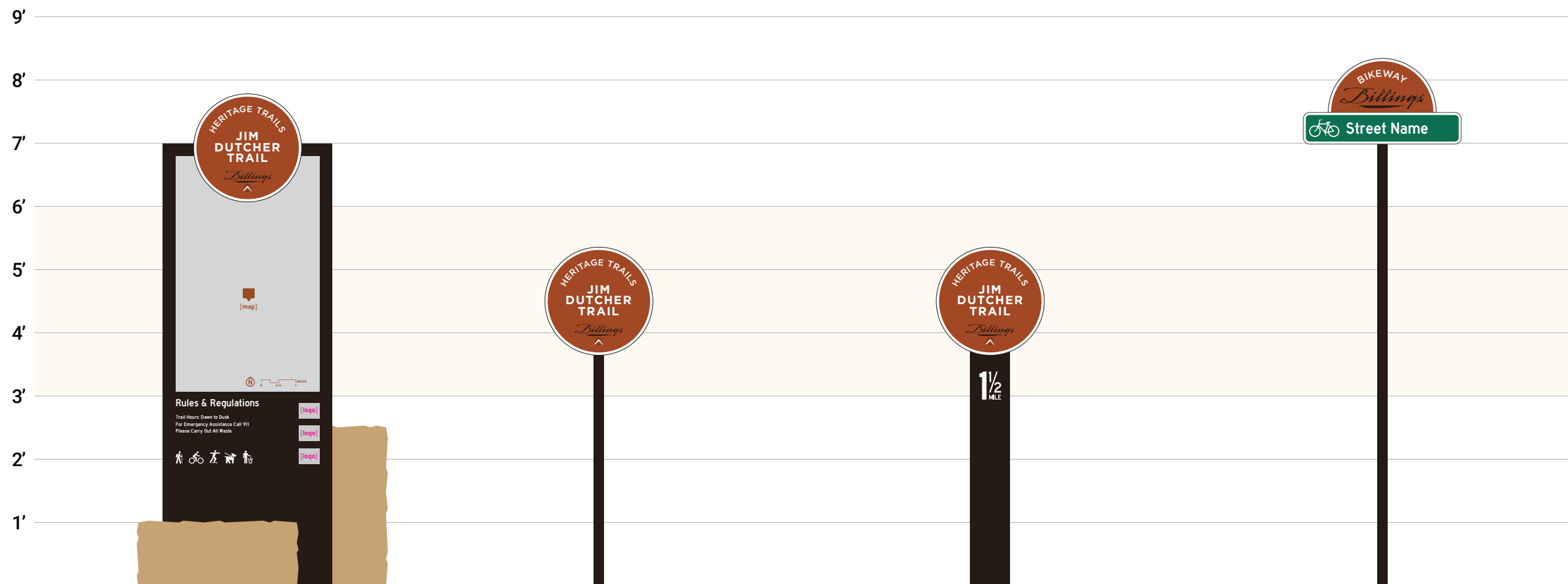
BRANDING INSPIRATION

Heritage Trails, AECOM Parks and Recreation Signage Framework Plan



ACCESS ELEMENTS

ENHANCED NAVIGATIONAL ELEMENTS



Kiosk

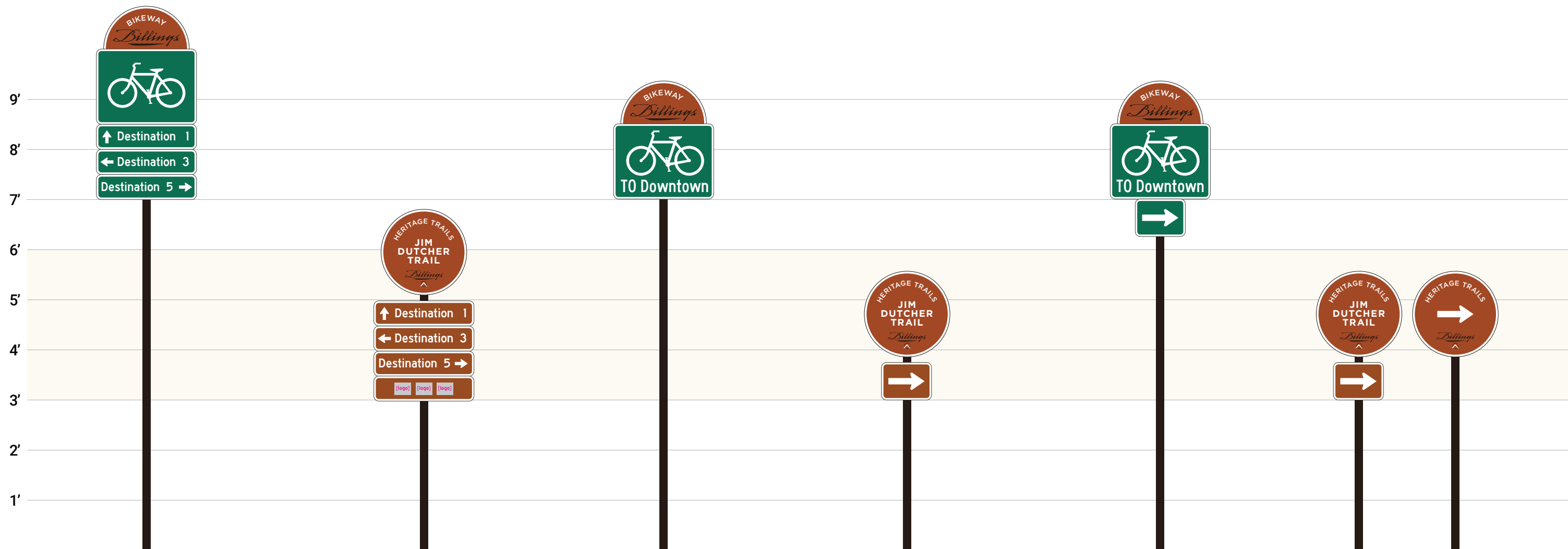
Secondary Access

Mile Marker

Street / Trail Intersection

Pavement Marking

FUNDAMENTAL NAVIGATIONAL ELEMENTS



Decision

On Street

Off Street

Confirmation

On Street

Off Street

Turn

On Street

Off Street

02

WARM WELCOME

MATERIALS

Painted metal

USER EXPERIENCE

Vibrant / Family fun

THEMES

Friendly, inviting, bold

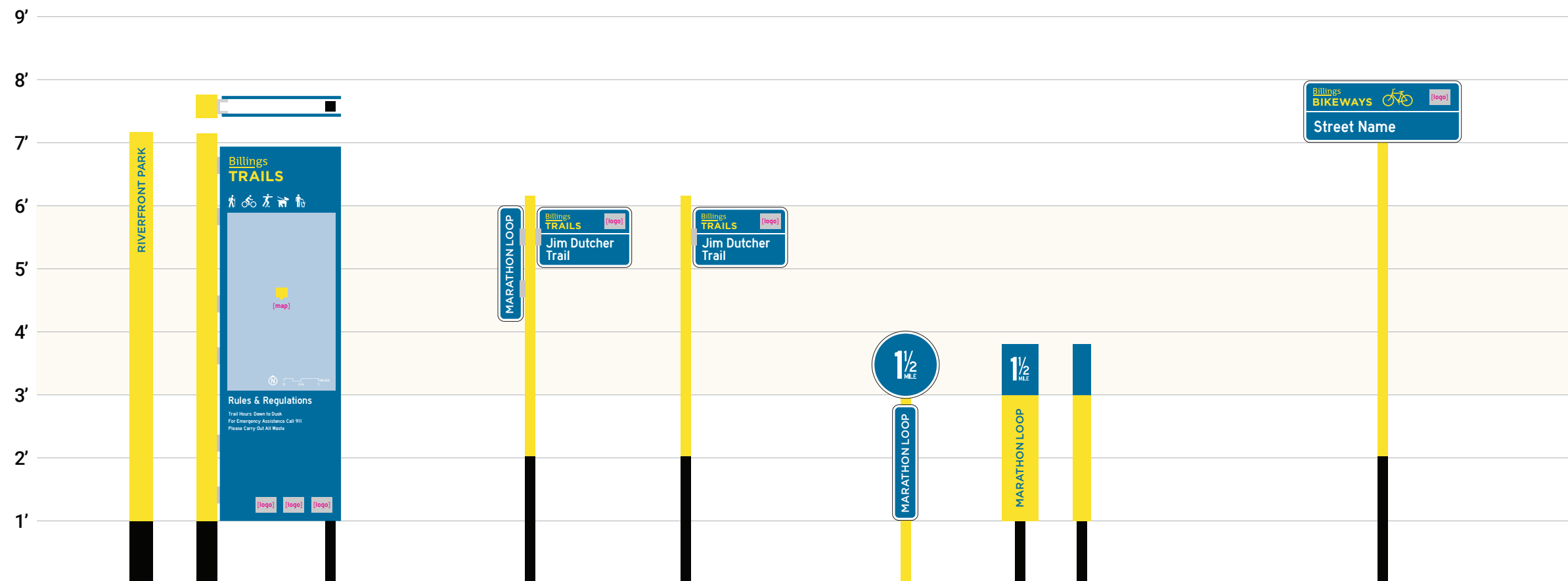
BRANDING INSPIRATION

Billings • Yellowstone County MPO,
Non-motorized Transportation app



ACCESS ELEMENTS

ENHANCED NAVIGATIONAL ELEMENTS



Kiosk

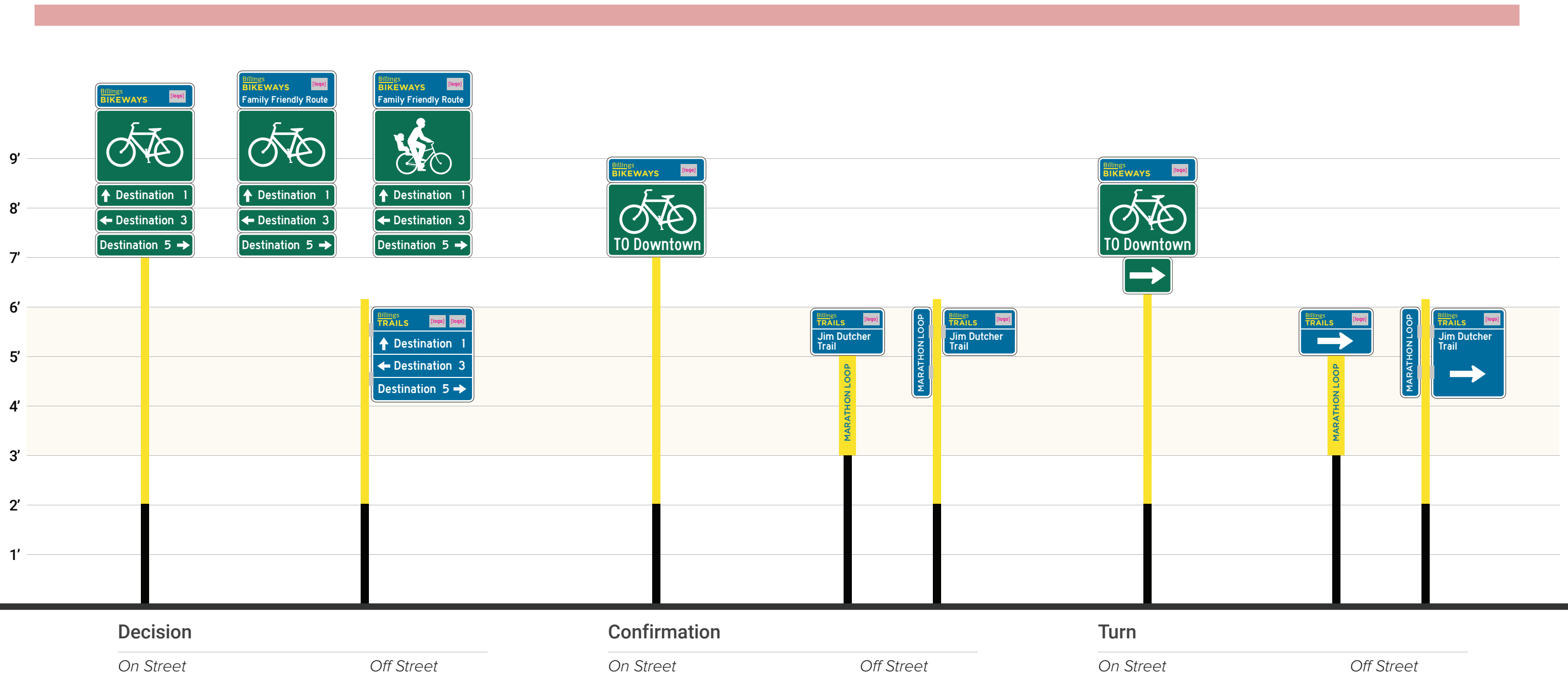
Secondary Access

Mile Marker

Street / Trail Intersection

Pavement Marking

FUNDAMENTAL NAVIGATIONAL ELEMENTS



Preferred Concept

During a Steering Committee working session, stakeholders were able to give feedback on the two concepts that were presented and together discuss aesthetics, functionality, practical issues, and trade-offs of both. The group discussion led to a general preference for the Modern Rustic concept, but stakeholders agreed that bringing in highlights of the brighter colors in concept two would improve the final concept. This section presents the preferred color palette and design concept with specific notes for each element.

Color Palette

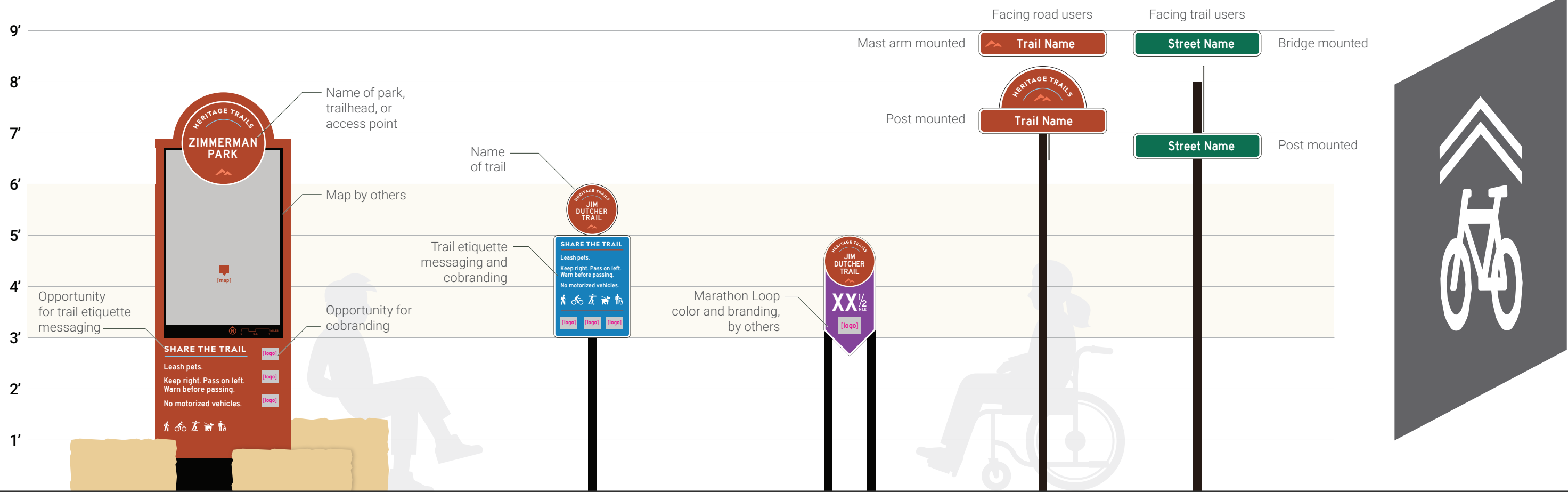
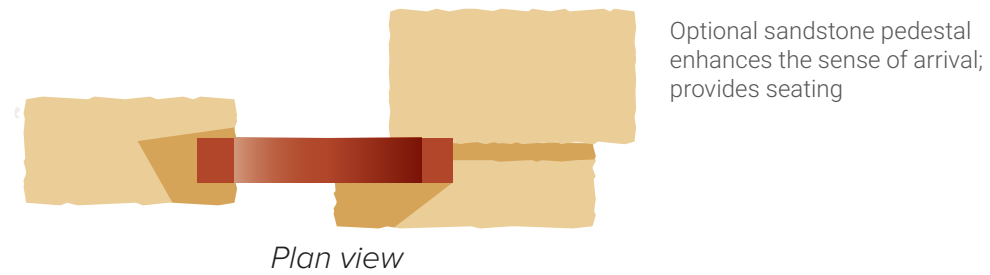
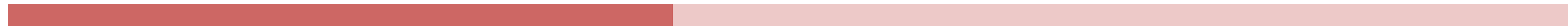
		Brick, saddle, sunset
		Sky
		Scrub, shade, grass, sandstone



Wayfinding Concept: Modern Rustic

ACCESS ELEMENTS

ENHANCED NAVIGATIONAL ELEMENTS



Kiosk

Secondary Access

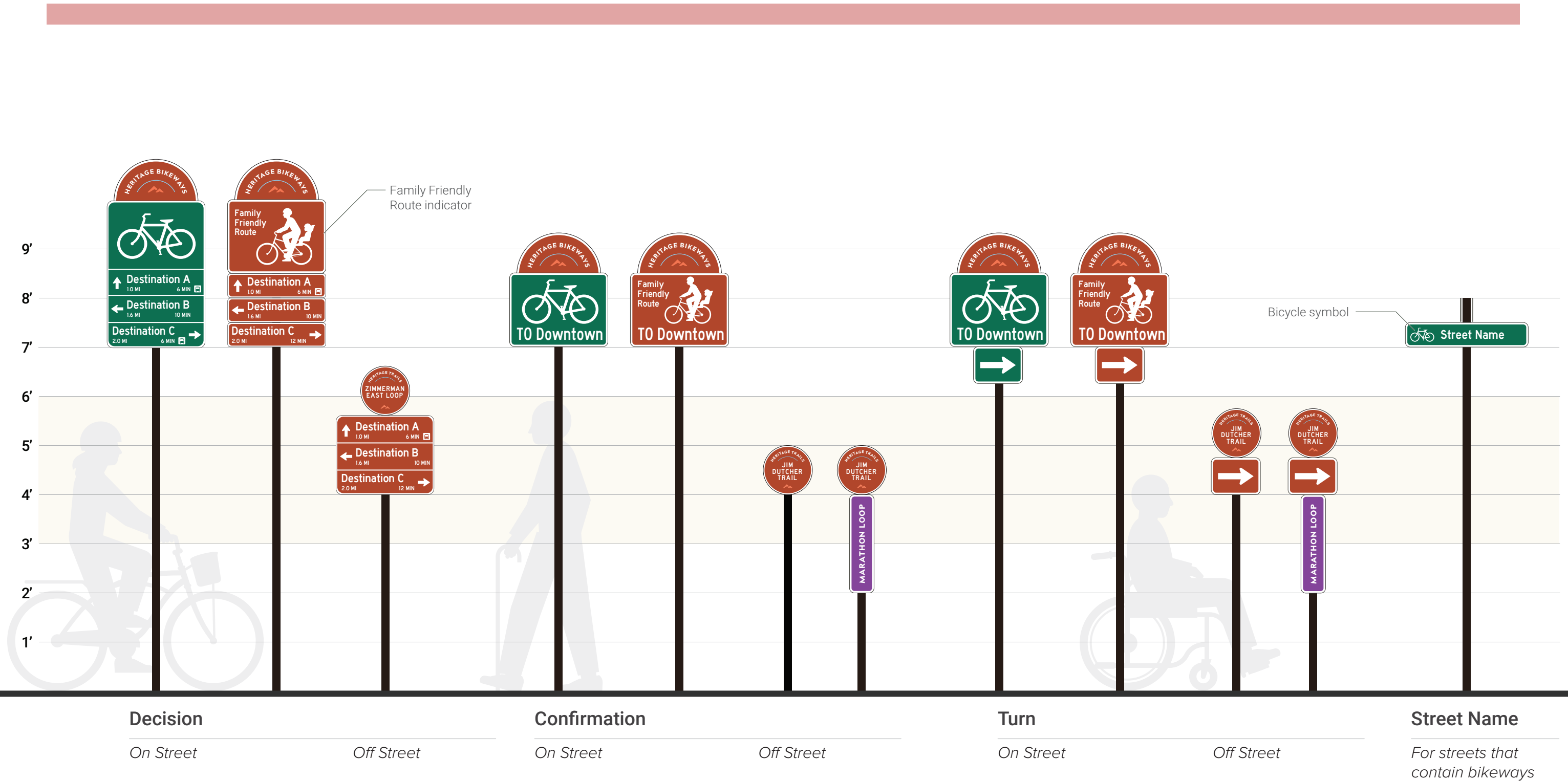
Mile Marker

Street / Trail Intersection

Pavement Marking

Alternates with optional cobranding blades

FUNDAMENTAL NAVIGATIONAL ELEMENTS



Wayfinding Element Descriptions

ACCESS ELEMENTS

KIOSKS

Information kiosks are intended to be placed at major trail junctions, trailheads, or parks in a location that allows for people to gather without obstructing trail use. Information presented on kiosks include network maps (map design is within the scope of this plan but should aim to tie into the established look and feel of the wayfinding system), trail etiquette and emergency information, trail/park name, and any co-branding logos.

SECONDARY ACCESS SIGNS

Trail confirmation signs assembled with a trail etiquette sign are to be placed at more local access points such as neighborhood connections to the trail system.

ENHANCED NAVIGATIONAL ELEMENTS

MILE MARKERS

This plan recommends that mile markers be reserved for the future Marathon Loop only, and thus will receive additional branding unique to the Marathon Loop. If the City decides to implement mile markers throughout the entire trail system, careful consideration should be given to ensure that the branding of Marathon Loop mile markers (i.e., color and logo) are distinguished from other mile markers and that a consistent approach to where numbering starts/ends be achieved.

STREET/TRAIL INTERSECTION SIGNS

Street/Trail Intersection sign assemblies will vary depending on context (e.g. at-grade crossings will differ from grade-separated crossings). For at-grade applications, if mast arms for crossing signals are already in place, trail name signs should be mounted to existing mast arms and street name signs should be mounted on posts or other available features, oriented towards trail users. Otherwise, both street and trail name signs shall be post-mounted on one side of the road. If street widths exceed three lanes, consider installing two post-mounted assemblies on both sides of the street.

STREET NAME SIGNS

This plan recommends that any street containing bikeways have street name signs that include a bicycle symbol to further enhance awareness of the presence of bicycles on that street. For example, Poly Drive street name signs would include a bicycle symbol.

FUNDAMENTAL NAVIGATIONAL ELEMENTS

DECISION SIGNS

Decision signs for on-street bikeways will include enhancement/branding markers, destination information (including travel distance and time), and icons for certain destinations. Off-street decision signs will include the same information but exclude travel times due to the variety of modes that will be using the trails.

CONFIRMATION AND TURN SIGNS

When appropriate, confirmation and turn signs for the on-street network may include destination information for regional destinations (e.g. Downtown). When including a destination is not necessary, the words "BIKE ROUTE" may be used instead. For off-street confirmation and turn signs, a destination is not typically included. Instead, the signs are marked with the trail name; however, in some cases it may be necessary to include the destination name in lieu of the trail name for wayfinding clarity.

ENHANCEMENT MARKERS AND BRANDING

FINIALS/TOPPERS

Used to provide consistent branding throughout the system. On-street finials are semi-circle and will be marked as "Heritage Bikeways", while off-street facilities will be marked as "Heritage Trails".

FAMILY FRIENDLY ROUTE DESIGNATION

For on-street bikeways that meet the City's standards for high-comfort or family friendly routes, the "Family Friendly Route" sign shall be used in place of the standard green bike symbol (MUTCD D11-1), further branding the network as an all-ages-and-abilities network.



06 Implementation

Sign Placement and Programming

Placement plans for the preferred wayfinding family were developed in GIS with specific locations for each wayfinding feature. Placement plans are provided in Appendix C (digital format) in GIS and Google MyMap format to facilitate simple sharing with contractors and partner agencies.

Due to the scale of the overall system, this plan addresses sign placement for 200 signs along priority corridors identified by the Steering Committee, including:

- Avenue C / Avenue D / 9th Ave N / 21st St W / Lyman Ave / Arvin Rd (priority bicycle boulevard from the 2017 Billings Area Bikeway & Trails Master Plan)
- Lewis Avenue
- Jim Dutcher Trail
- Alkali Creek Trail
- Kiwanis Trail
- BBWA Canal Trail Corridor (Canal Trail)
- Rimrock Road
- Poly Drive
- Portions of Shiloh Road

Of the 200 signs located in the placement plan, over 100 signs were fully programmed as part of this plan, meaning sign schedule data fields for sign copy and iconography (if applicable) were populated. Signs that have been

programmed are ready for fabrication and installation at the adoption of this plan.

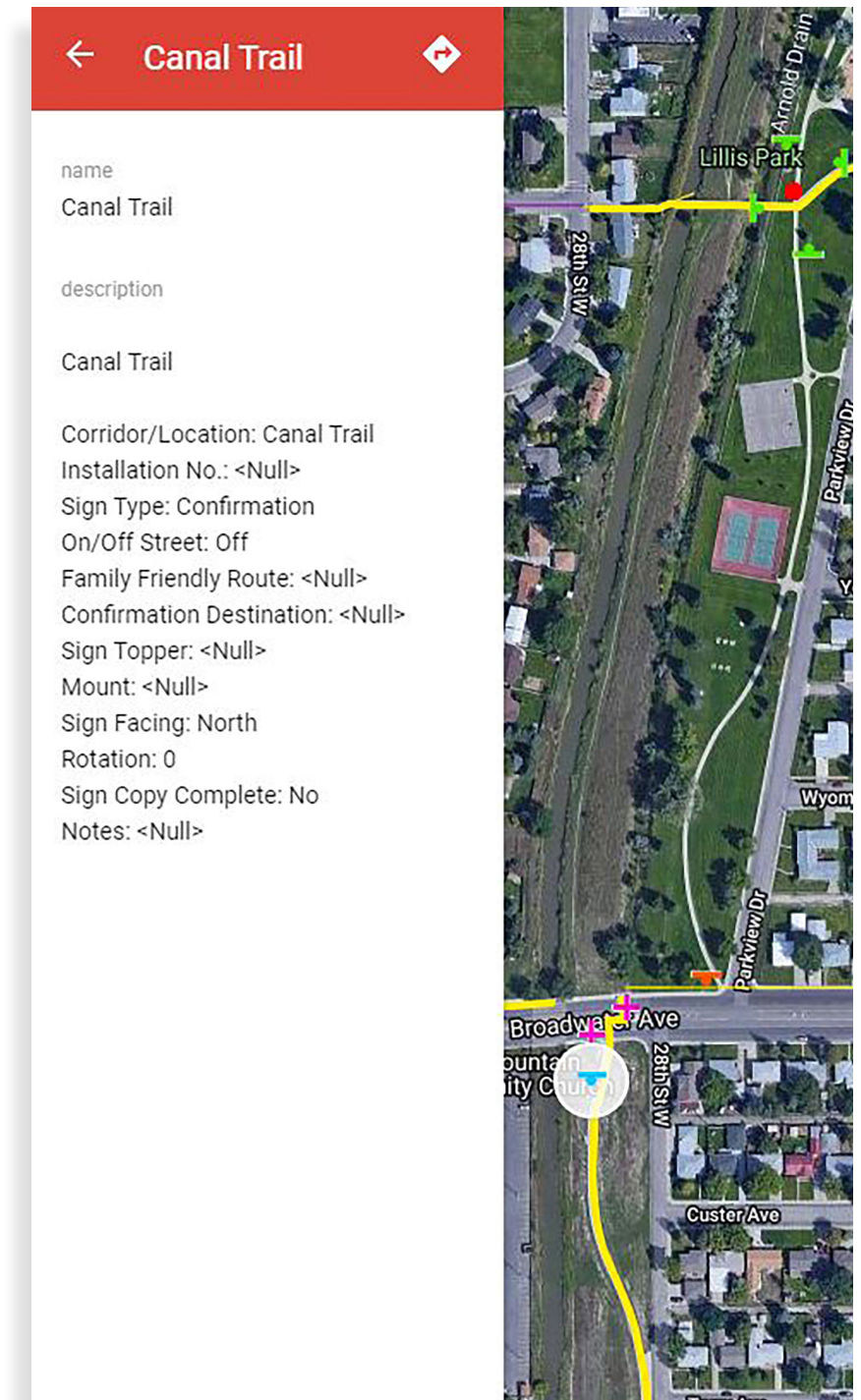
FUTURE PLACEMENT AND PROGRAMMING

Following the guidelines set forth in Chapter 2 (Wayfinding Best Practices) and the sign schedule provided as part of this plan, Billings MPO and City staff can properly locate and program wayfinding signs. This plan recommends that any bikeways or trails that are existing or slated for near-term construction should be prioritized for wayfinding implementation. Moving forward, wayfinding elements should be considered part of the complete implementation of any future bikeways or trails and should be installed at the time of construction. Therefore, wayfinding elements should be considered in cost projections and the design process.

FLEXIBILITY IN SIGN PLACEMENT AND PROGRAMMING

It is important to recognize that flexibility and adaptability will be necessary in future efforts to locate and program wayfinding signage. While the Wayfinding Best Practices chapter of this plan serves as a solid guide, MPO and City staff may need to make judgements regarding which destinations to include, perceived sense of arrival for the sake of dropping destinations from signage (e.g. West End is not well-defined), or the specific location of signs depending on context.

Additionally, as new bikeways and trails are built, existing signage will need to be updated to reflect connections made by new routes.



Screenshot of the online sign placement plan through Google MyMaps, showing location, orientation, and sign schedule information.

Cost Estimates

Working with a local sign fabricator, the planning team developed planning-level implementation costs for the proposed wayfinding system. These per-unit costs include labor, posts, anchors, signs, concrete footings, and installation per City of Billings specifications, but do not include the following:

- Any potential required permitting or engineering fees
- Coring of concrete or any removal of concrete or asphalt required to install signs. Coring of concrete will be an additional \$100 per sign and cutting of asphalt will be an additional \$80.
- Reinforcing steel
- Staking of signs, unless otherwise agreed

The unit costs reflected in Table 2 represent the cost of ordering one unit. Ordering higher quantities will result in a lower per-unit cost (e.g. 25 signs may result in a 5% drop in unit cost). The savings in higher quantities is especially true for kiosks.

Table 2. General Cost Estimates

Wayfinding Element	Unit	Unit Cost
On-Street Elements		
Decision sign	Each	\$425
Confirmation sign	Each	\$395
Turn sign	Each	\$435
Street name sign	Each	\$410
Off-Street Elements*		
Mile marker	Each	\$505
Trail/street intersection sign	Each	\$485
Decision sign	Each	\$450
Confirmation sign	Each	\$420
Turn sign	Each	\$435
Trail etiquette sign	Each	\$450
Kiosk	Each	?

*Assumes powder coated steel tubing with no holes; option to use powder coated Telespar (with holes) posts for a cost savings of approximately \$15/unit (\$20/unit for mile markers).



Appendix C

Design Intent Drawings

DESIGN INTENT

DRAWINGS

Billings Wayfinding Signage Plan



Billings Metropolitan Planning Organization
2825 3rd Avenue North, 4th Floor
Billings, MT 59101

Contact: Lora Mattox
Ph: 406.247.8622

TABLE OF CONTENTS

Graphic Standards	2	Street/Trail Intersection Sign	13
System Overview	3	Street/Trail Intersection Sign	14
On-Street Decision Sign	4	Trail Decision Sign	15
On-Street Decision Sign Detail	5	Trail Decision Sign Detail	16
On-Street Confirmation Sign	6	Trail Confirmation and Turn Signs	17
On-Street Confirmation Sign Detail	7	Trail Etiquette Sign	18
On-Street Turn Sign	8	Trail Kiosk	19
Street Name Sign	9	Trail Kiosk	20
Trail Mile Marker	10	Trail Kiosk Detail	21
Street/Trail Intersection Sign	11		
Street/Trail Intersection Sign	12		

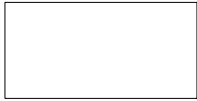
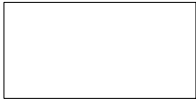









Alta Planning + Design

8 East Broadway, Suite 203
Salt Lake City, UT, 84111
Ph: 801.746.1435

MATERIALS PALETTE

Contractor shall be responsible for supplying samples for all colors and materials within the palette.

									
	(W) White	(Wr) White - Reflective	(B) Saddle Brown	(Ch) Standard Green	(G) Light Blue	(C) Blue	(R) Orange	(Y) Dark Brown	(A) Aluminum
Color:	White	MP18071	Color match: C29, M86, Y100, K6	Color match: C89, M33, Y78, K21	Color match: C45, M7, Y2, K0	Color match: C84, M41, Y6, K0	Color match: C0, M68, Y71, K0	Color match: C62, M68, Y70, K76	-
Materials:	TBD	TBD	TBD	TBD	TBD	TBD	3M 3930 High Intensity Retroreflective	Powder coated	Metal
Process:	TBD	TBD	TBD	TBD	TBD	TBD	TBD	Powder coated, with Prismatic Powders or equal	-

TYPOGRAPHY


Fabricator is responsible for acquiring project related fonts.

Highway Gothic	Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890
Highway Gothic Narrow	Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890
Archerus Grotesque Black	Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890


ARTWORK

All artwork illustrated on this page shall be provided by Project Owner as electronic vector art.

Logos



Bicycle















Typical Arrow

Icons

Standard AIGA Symbols
source: <https://www.aiga.org>

Samples:

 Bus	 Park	 Library	 Bicycle Route
 Airport	 Restroom	 Trash Receptacle	 Hiking
 First Aid	 Telephone	 Skate Park	 Pet on Leash

Contractor is responsible for matching all colors and materials as specified and is required to provide color and material sample for each sign type to the Project Owner for approval.

All painted surfaces to receive Matthews Paint Ultraviolet (UV) and Anti-Graffiti coating. All retroreflective material to receive UV/Anti-Graffiti overlamine, or owner approved equal.

No substitute typefaces will be accepted. Set kerning tracks to visually approximate sign drawings. Kerning shown may vary from exact kerning used to create sign drawings. Refer to specific applications for type sizes and leading requirements.



GENERAL NOTES

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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

Graphic Standards

SHEET TITLE

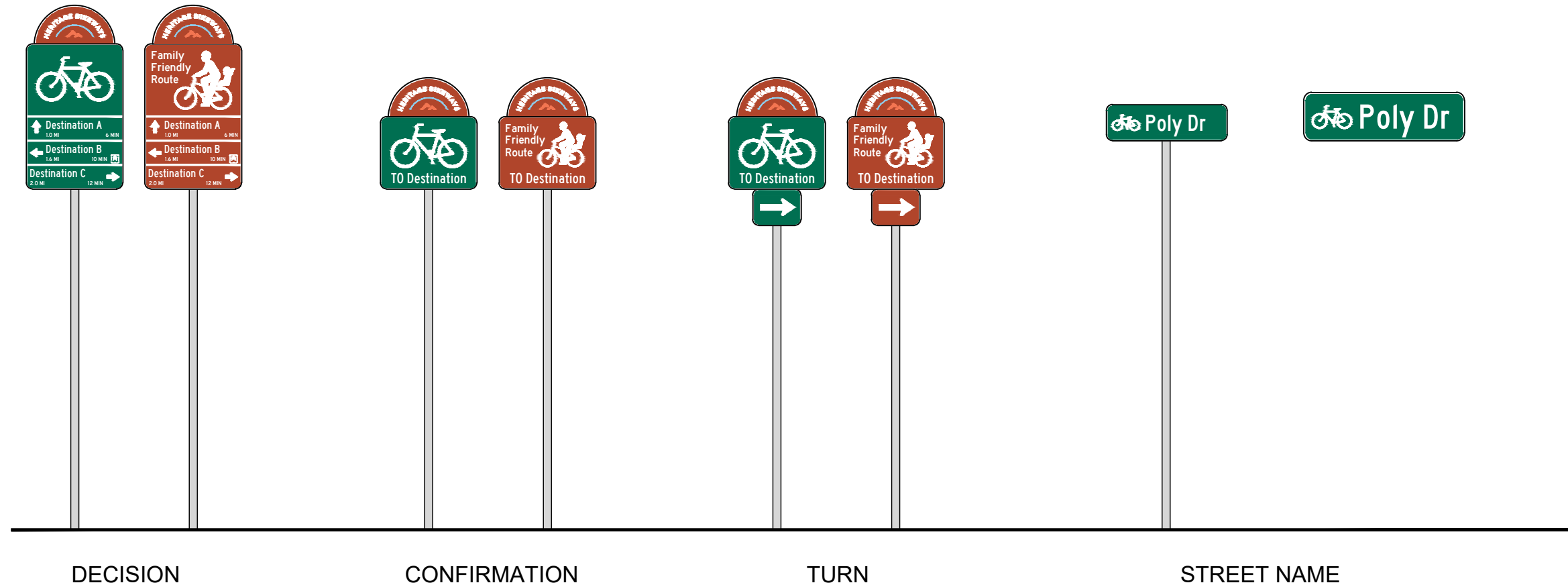
2

SHEET NUMBER

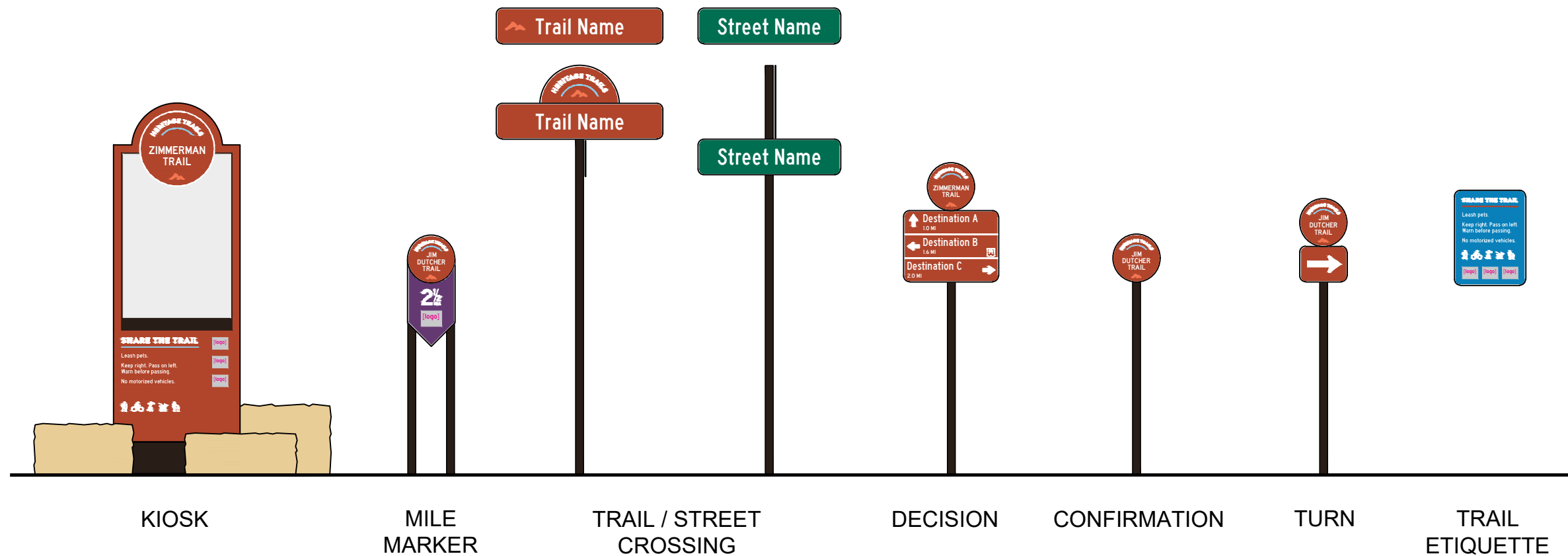
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ON-STREET SIGNAGE



OFF-STREET SIGNAGE



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November 2019
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System Overview
 SHEET TITLE

3
 SHEET NUMBER

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Billings Wayfinding Signage Plan

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November 2019

DOCUMENT ISSUE

On-street Decision Sign

SHEET TITLE

4

SHEET NUMBER

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 FASTENERS: 1" drive rivets, 3/8" shaft

2. SIGN TOPPER / FINIAL

MATERIAL: .080 gauge aluminum sign blank
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 FASTENERS: 1" drive rivets, 3/8" shaft

3. POST

MATERIAL: 2" square galvanized steel tubing with perforated holes on all four sides

4. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

5. RIVETS

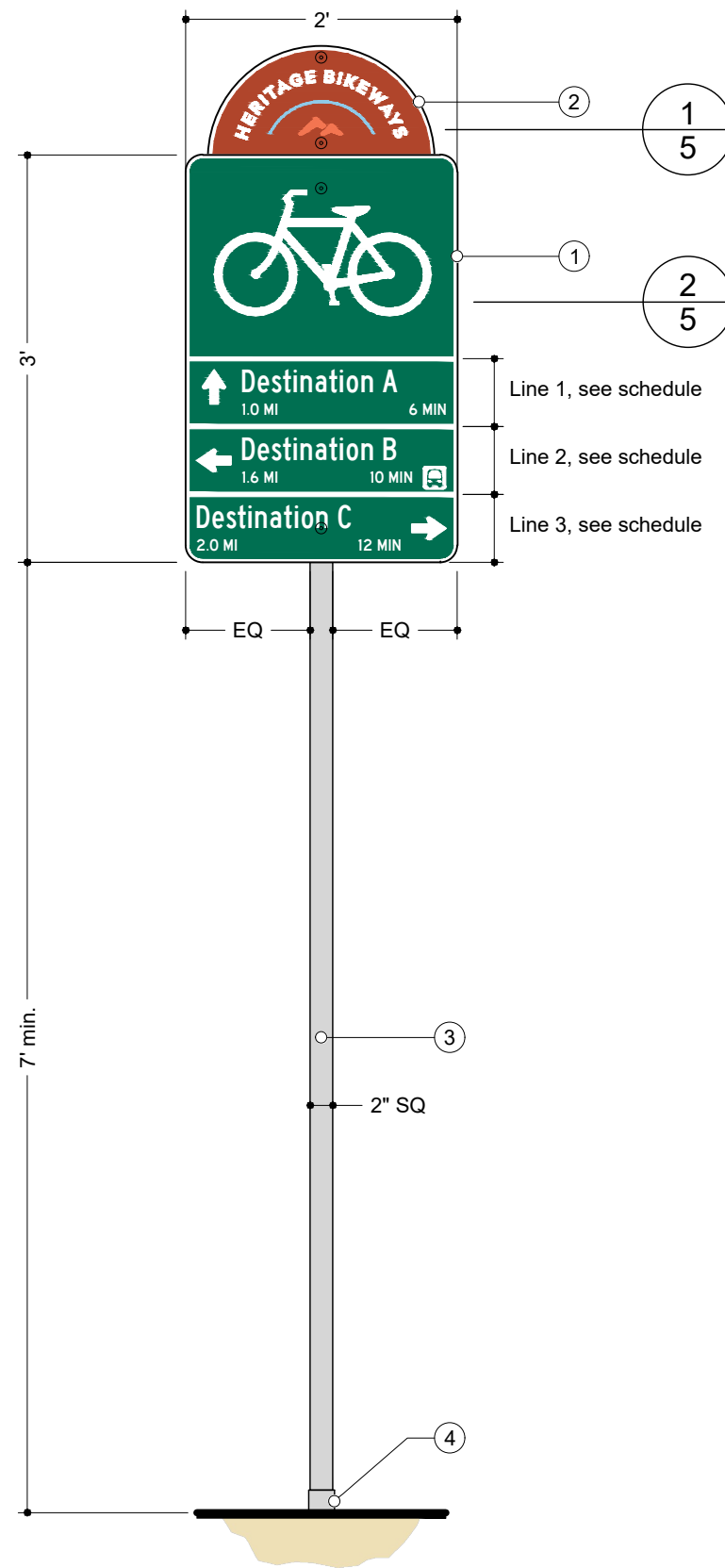
Tamper-proof blind rivets; contractor to determine size; locate rivets as shown or in locations least likely to obscure sign copy
 MATERIAL: stainless steel

NOTES:

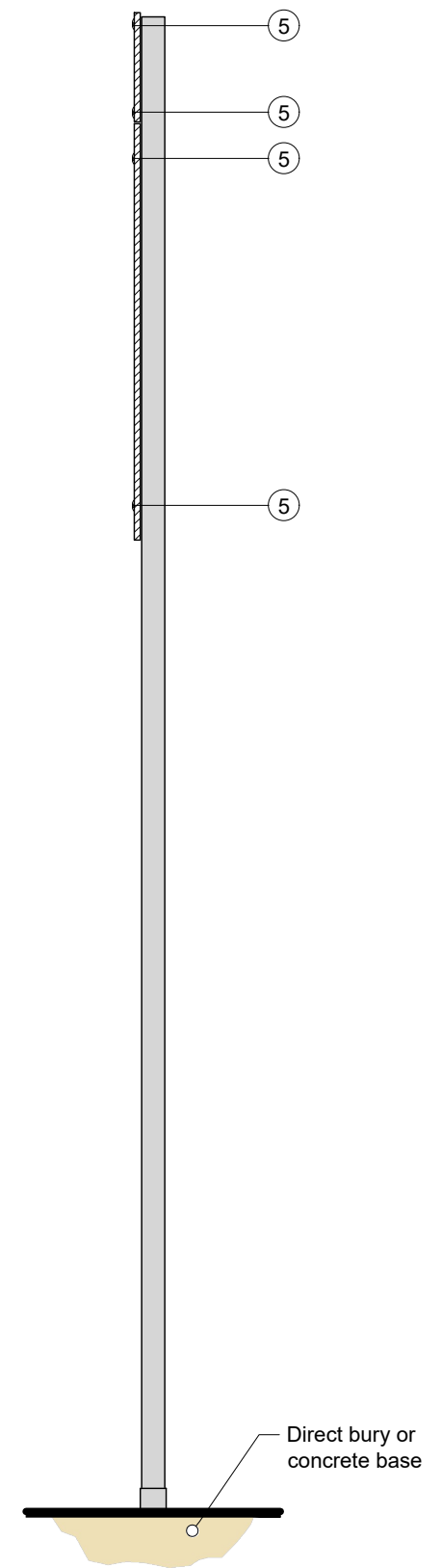
1. THESE DETAILS FOR REFERENCE ONLY; USE ART FILES FOR SIGN COPY EDITING AND PRINTING
2. SEE SIGN SCHEDULE FOR SIGN COPY, SYMBOLS, AND ICONS
3. FOR DESTINATION NAMES THAT EXCEED GIVEN DIMENSIONS/EXTENTS, ADJUST KERNING AND, IF NEEDED, TEXT HEIGHT; ANY ADJUSTMENTS TO TEXT KERNING AND/OR HEIGHT TO BE APPROVED BY CITY BEFORE PRINTING

Design illustrates possible mounting and/or mounting hardware appearance and are for reference only. All hardware to be sized by contractor. Shop drawing submittals shall detail the actual hardware and connections. All connections must be designed for all applicable loads. Shop drawings shall not compromise the visual appearance of the sign shown.

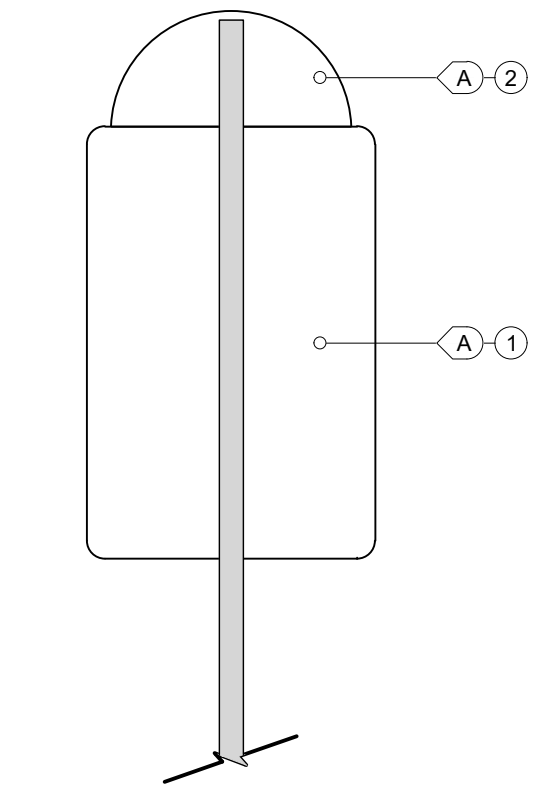
All attachment details to be verified and engineered by contractor.



1 FRONT ELEVATION
 Scale: 3/4" = 1'-0"



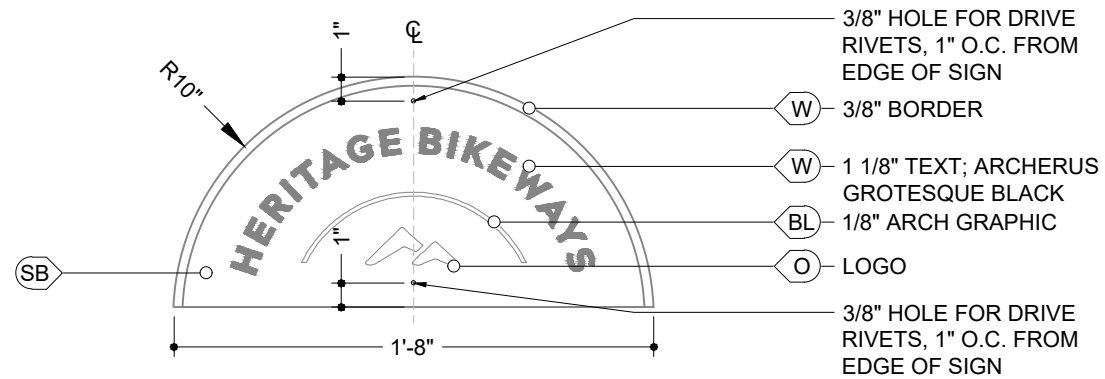
2 RIGHT ELEVATION
 Scale: 3/4" = 1'-0"



3 REAR ELEVATION
 Scale: 3/4" = 1'-0"

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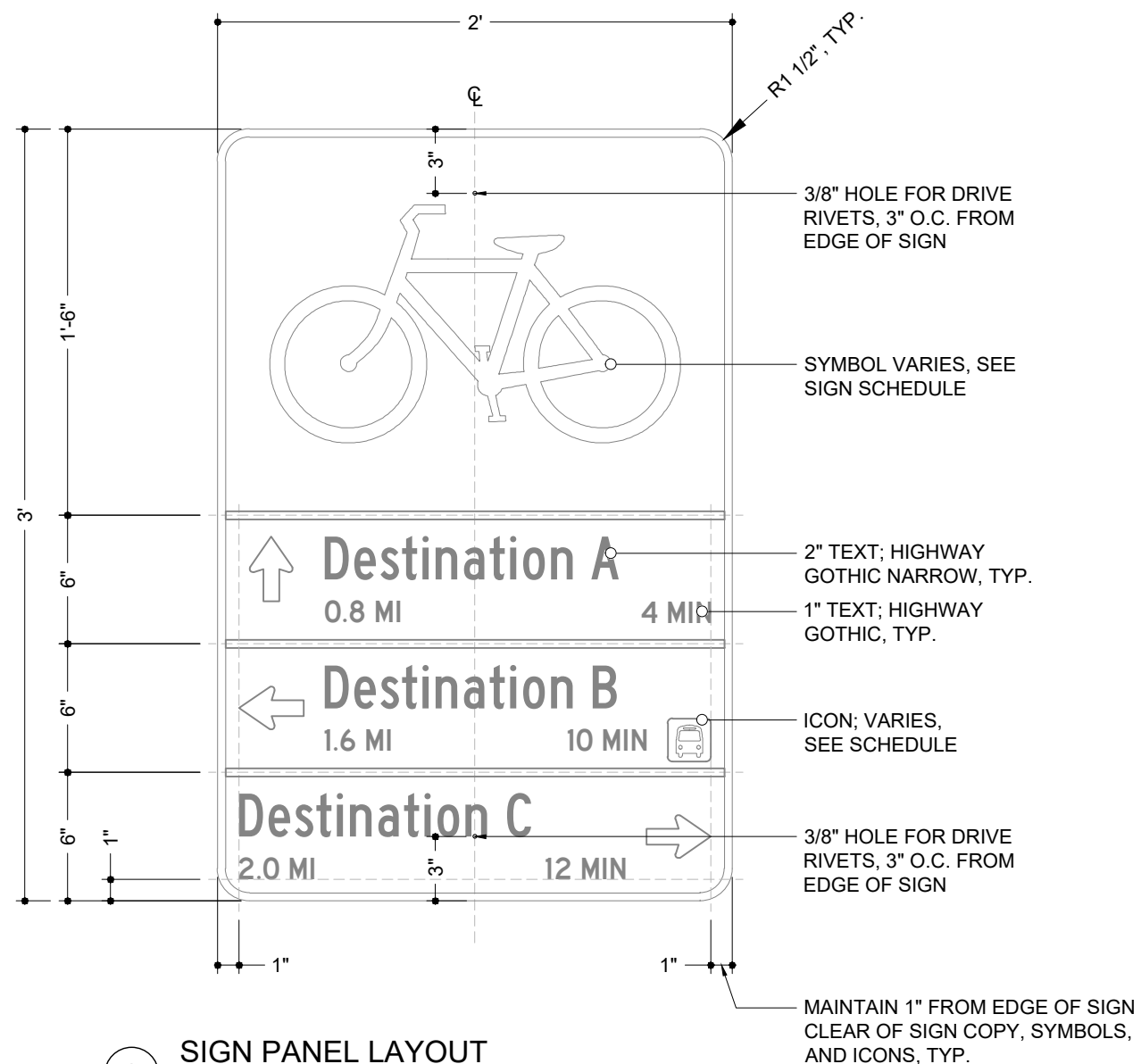


1 BIKEWAY SIGN TOPPER / FINIAL LAYOUT

Scale: 1 1/2" = 1'-0"

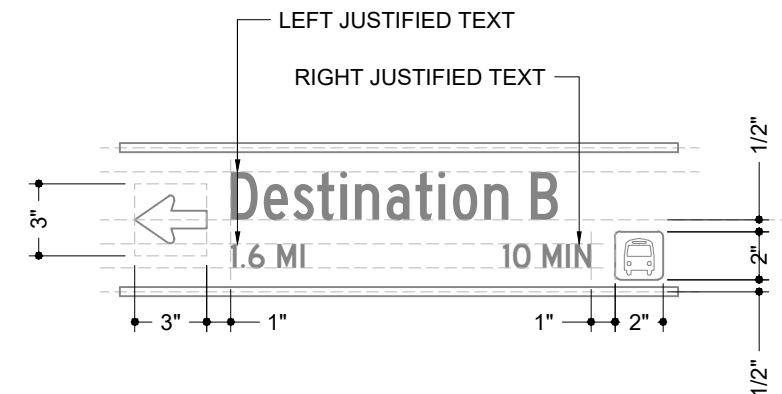
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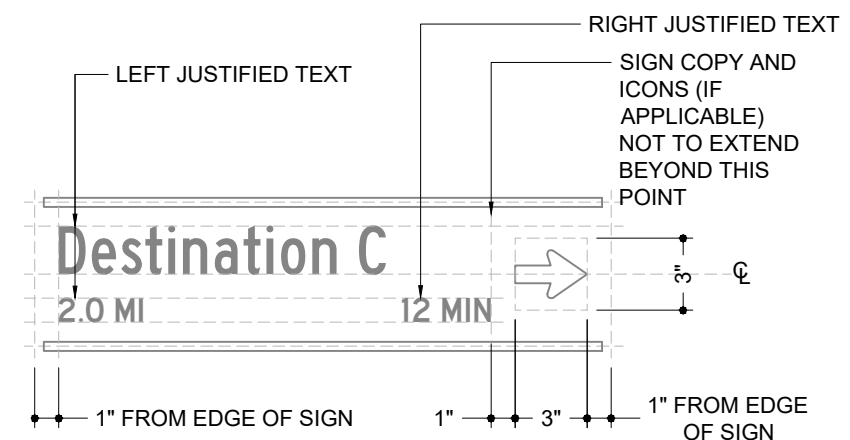


2 SIGN PANEL LAYOUT

Scale: 1 1/2" = 1'-0"



STRAIGHT/LEFT TURN LAYOUT



RIGHT TURN LAYOUT

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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

On-street Decision Sign Detail

SHEET TITLE

5

SHEET NUMBER

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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

On-street Confirmation Sign

SHEET TITLE

6

SHEET NUMBER

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank or MUTCD D11-1c standard (see sign schedule)
FABRICATION PROCESS: printed
EDGES: routed, finished smooth
GRAPHICS: printed latex on high intensity prismatic reflective vinyl
COATING: 3m clear laminate with UV protection and scratch resistance
FASTENERS: 1" drive rivets, 3/8" shaft

2. SIGN TOPPER / FINIAL

MATERIAL: .080 gauge aluminum sign blank
FABRICATION PROCESS: printed
EDGES: routed, finished smooth
GRAPHICS: printed latex on high intensity prismatic reflective vinyl
COATING: 3m clear laminate with UV protection and scratch resistance
FASTENERS: 1" drive rivets, 3/8" shaft

3. POST

MATERIAL: 2" square galvanized steel tubing with perforated holes on all four sides

4. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

5. RIVETS

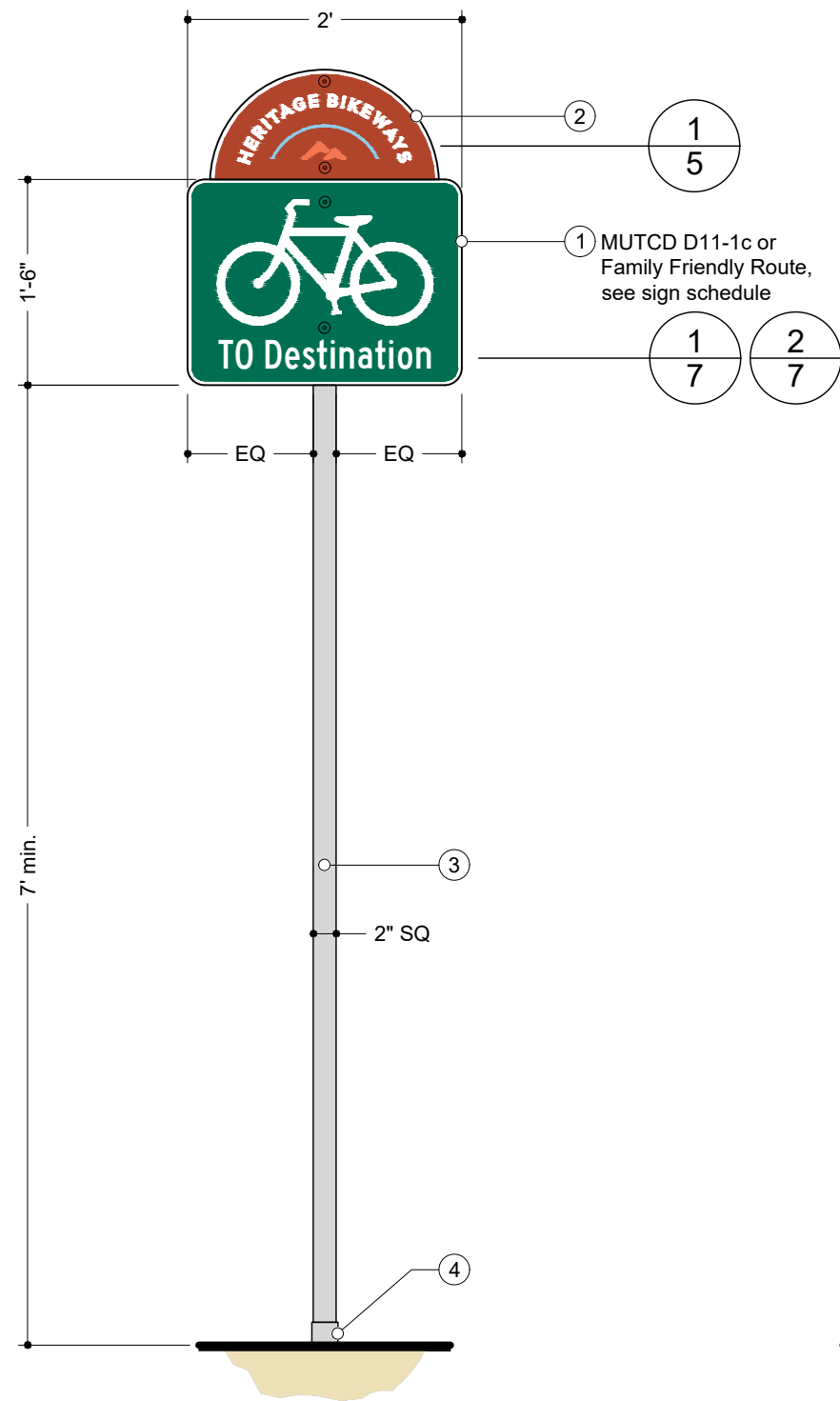
Tamper-proof blind rivets; contractor to determine size; locate rivets as shown or in locations least likely to obscure sign copy
MATERIAL: stainless steel

NOTES:

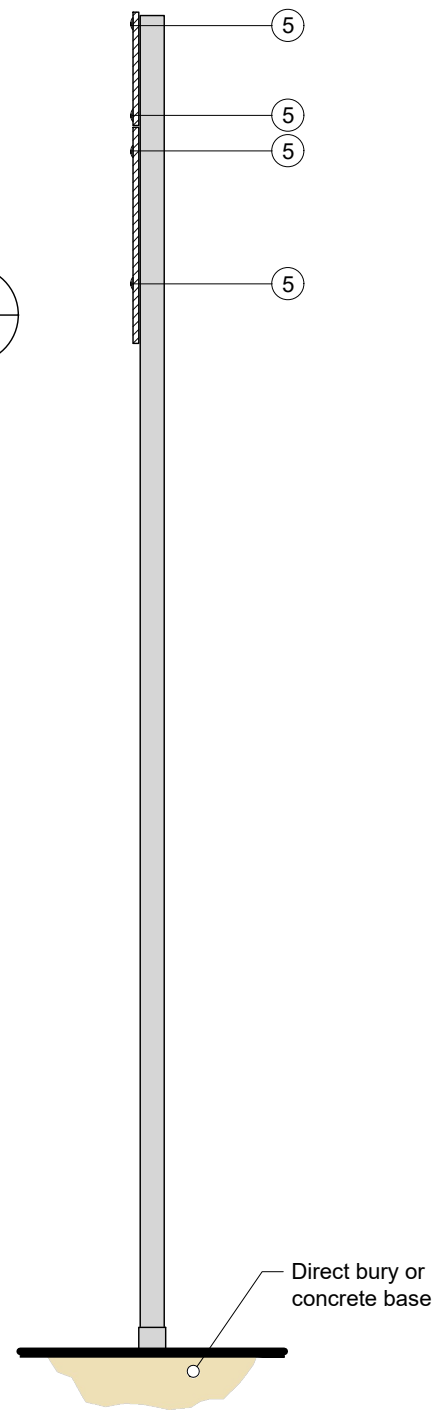
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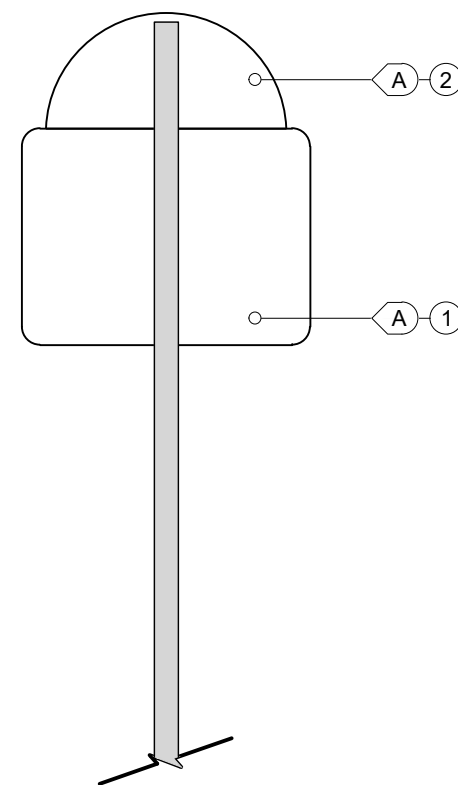
! All attachment details to be verified and engineered by contractor.



1 FRONT ELEVATION
Scale: 3/4" = 1'-0"



2 RIGHT ELEVATION
Scale: 3/4" = 1'-0"



3 REAR ELEVATION
Scale: 3/4" = 1'-0"

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Billings Metropolitan
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Billings Wayfinding Signage Plan

PROJECT

November 2019

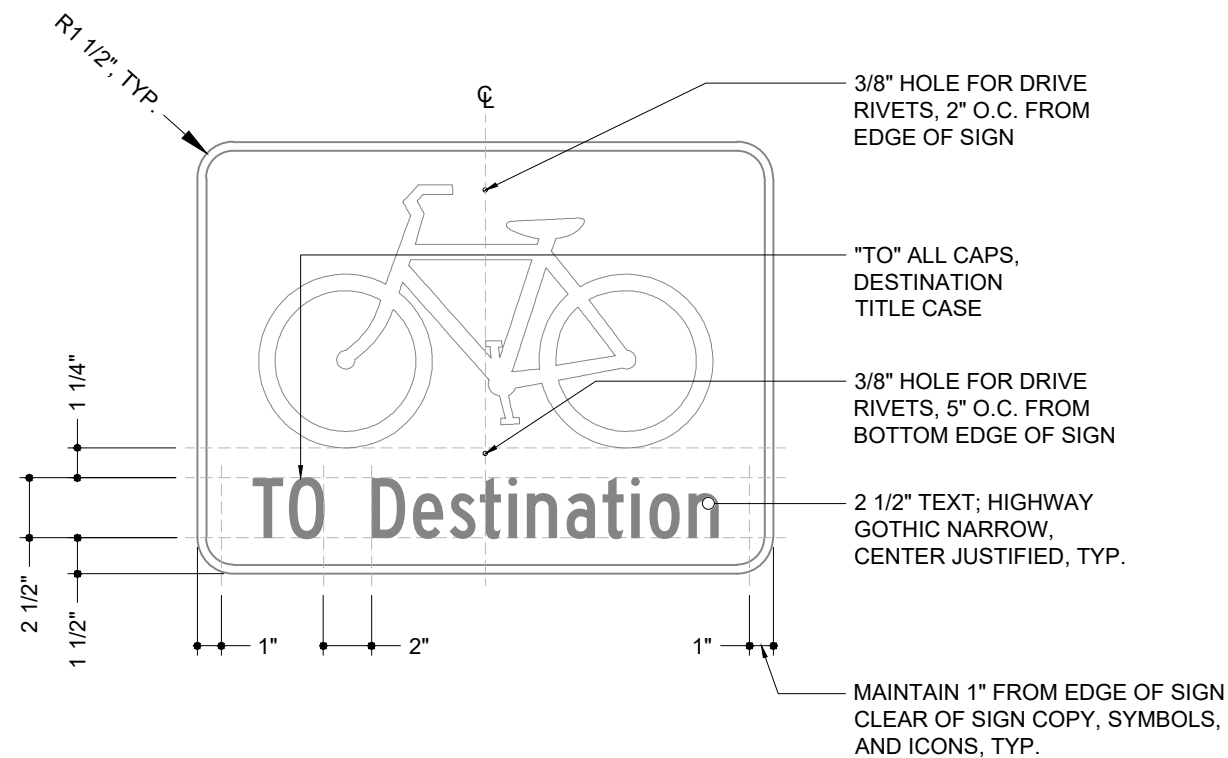
DOCUMENT ISSUE

On-street Confirmation Sign Detail

SHEET TITLE

7

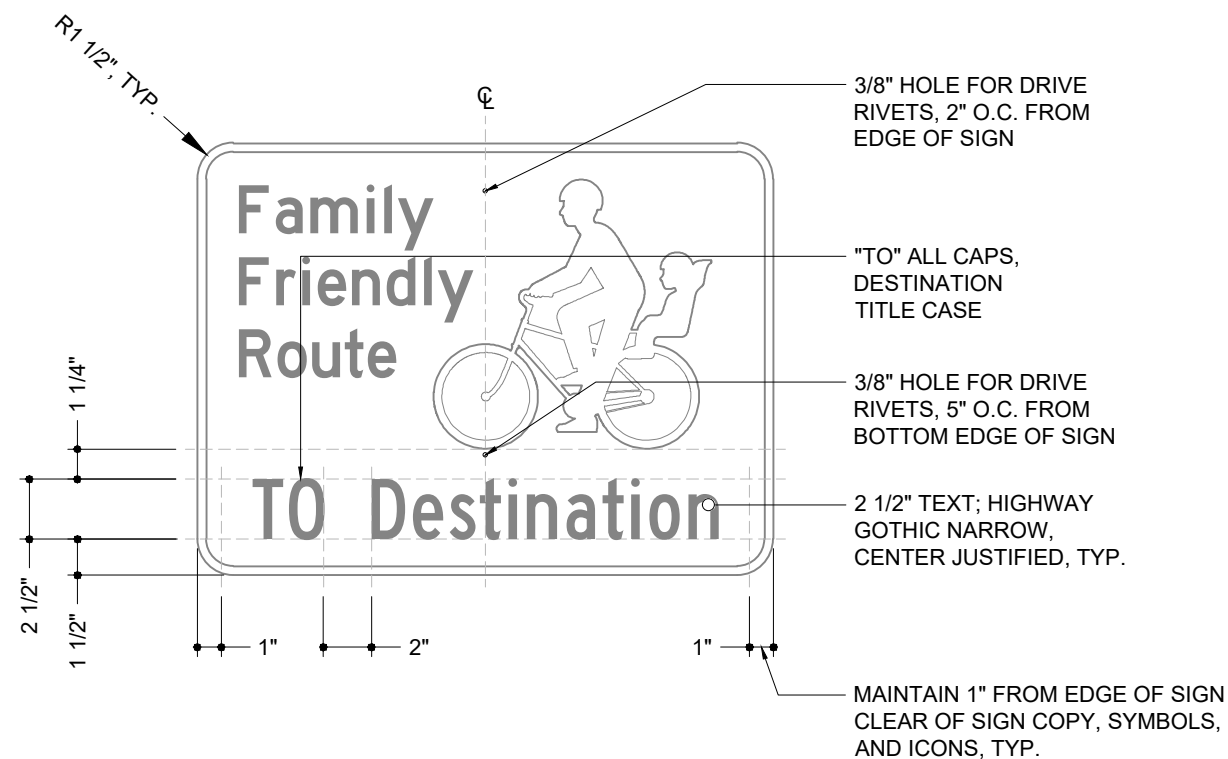
SHEET NUMBER



1 SIGN PANEL LAYOUT - MUTCD D11-1c
 Scale: 1 1/2" = 1'-0"

NOTES:
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 3. FOR DESTINATION NAMES THAT EXCEED GIVEN DIMENSIONS/EXTENTS, ADJUST KERNING AND, IF NEEDED, TEXT HEIGHT; ANY ADJUSTMENTS TO TEXT KERNING AND/OR HEIGHT TO BE APPROVED BY CITY BEFORE PRINTING

! All attachment details to be verified and engineered by contractor.



2 SIGN PANEL LAYOUT - FAMILY FRIENDLY
 Scale: 1 1/2" = 1'-0"

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- Hardware: All exposed hardware shall be tamper proof fasteners.
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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

On-street Turn Sign

SHEET TITLE

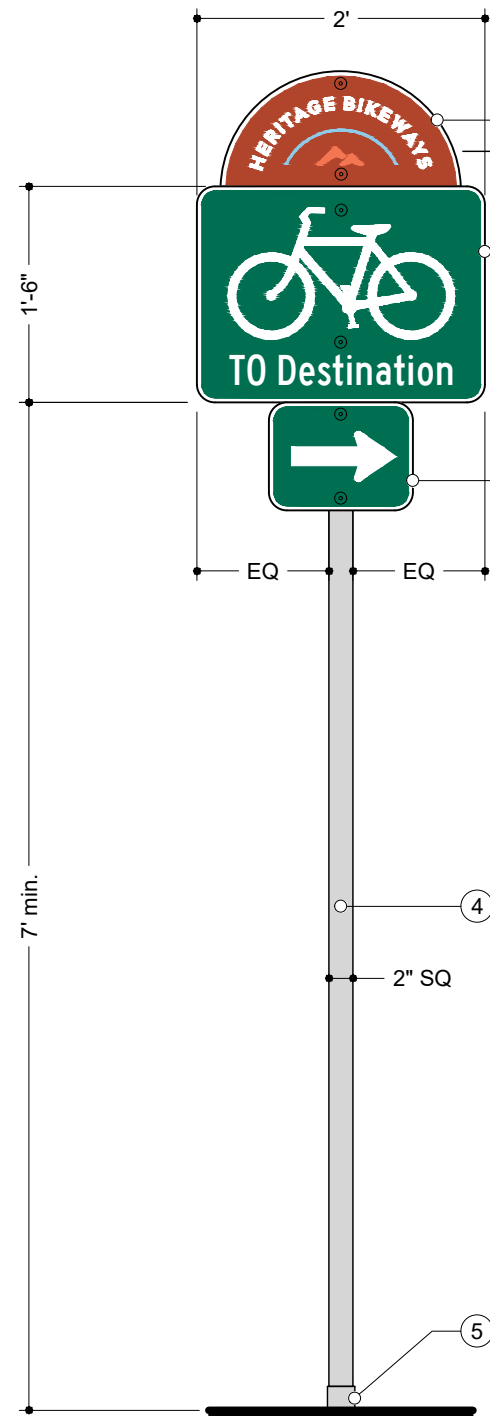
8

SHEET NUMBER

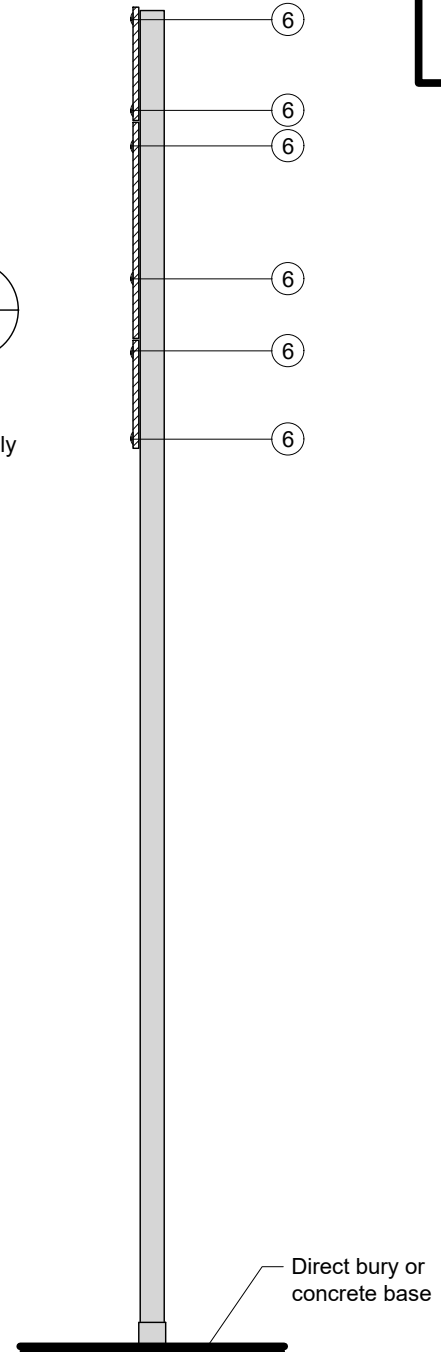
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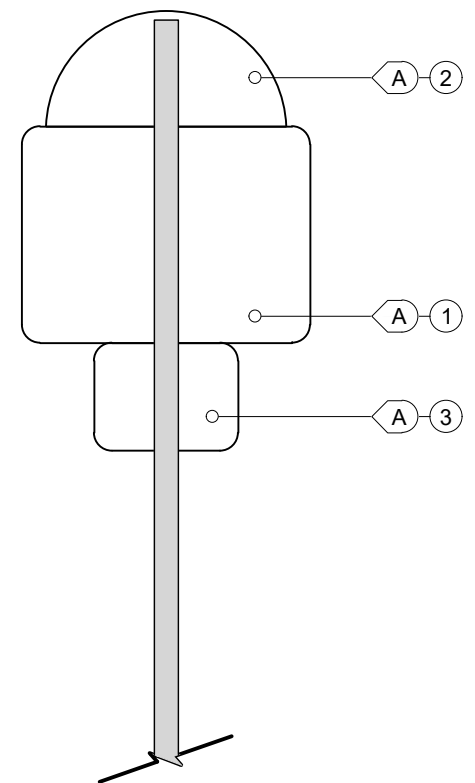
! All attachment details to be verified and engineered by contractor.



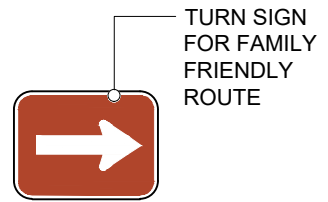
1 FRONT ELEVATION
Scale: 3/4" = 1'-0"



2 RIGHT ELEVATION
Scale: 3/4" = 1'-0"



3 REAR ELEVATION
Scale: 3/4" = 1'-0"



TURN SIGN FOR FAMILY FRIENDLY ROUTE

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank or MUTCD D11-1c standard (see sign schedule)
FABRICATION PROCESS: printed
EDGES: routed, finished smooth
GRAPHICS: printed latex on high intensity prismatic reflective vinyl
COATING: 3m clear laminate with UV protection and scratch resistance
FASTENERS: 1" drive rivets, 3/8" shaft

2. SIGN TOPPER / FINIAL

MATERIAL: .080 gauge aluminum sign blank
FABRICATION PROCESS: printed
EDGES: routed, finished smooth
GRAPHICS: printed latex on high intensity prismatic reflective vinyl
COATING: 3m clear laminate with UV protection and scratch resistance
FASTENERS: 1" drive rivets, 3/8" shaft

3. TURN SIGN: MUTCD M6-1

4. POST

MATERIAL: 2" square galvanized steel tubing with perforated holes on all four sides

5. POST ANCHOR

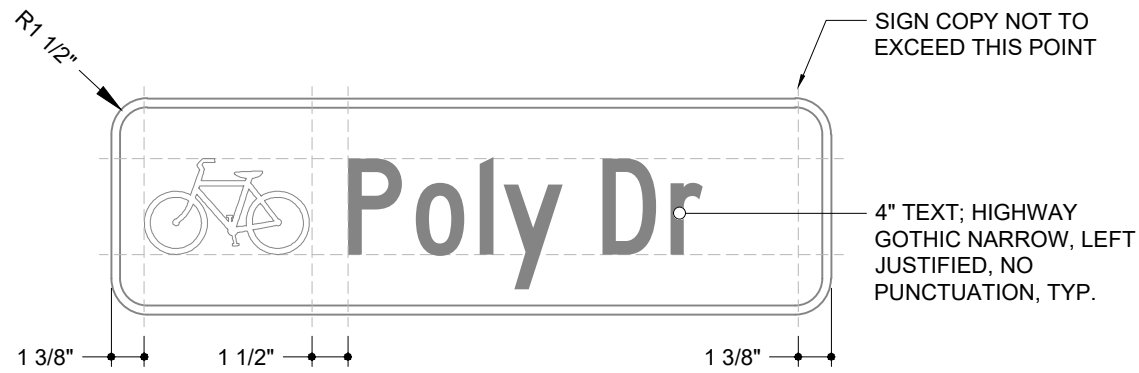
2-1/4" drivable anchor or breakaway post; verify location

6. RIVETS

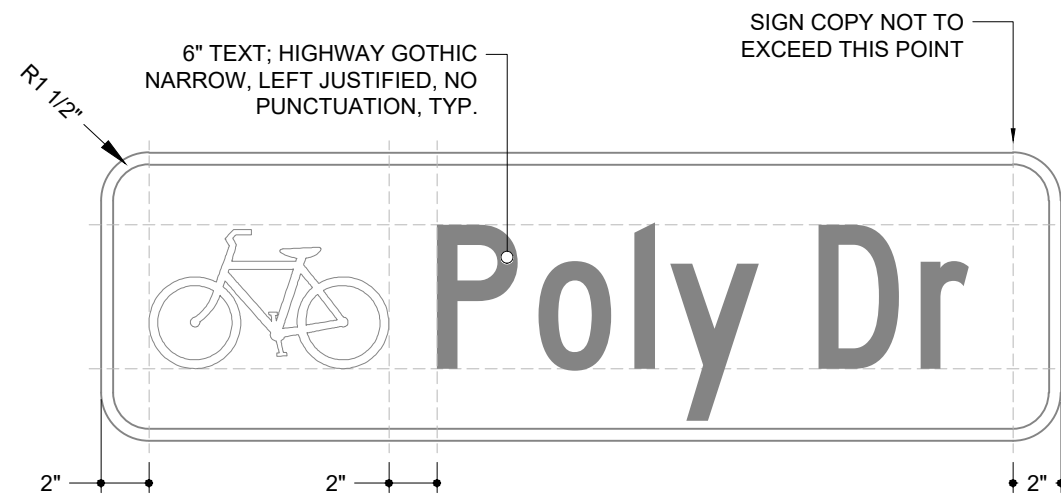
Tamper-proof blind rivets; contractor to determine size; locate rivets as shown or in locations least likely to obscure sign copy
MATERIAL: stainless steel

Design illustrates possible mounting and/or mounting hardware appearance and are for reference only. All hardware to be sized by contractor. Shop drawing submittals shall detail the actual hardware and connections. All connections must be designed for all applicable loads. Shop drawings shall not compromise the visual appearance of the sign shown.

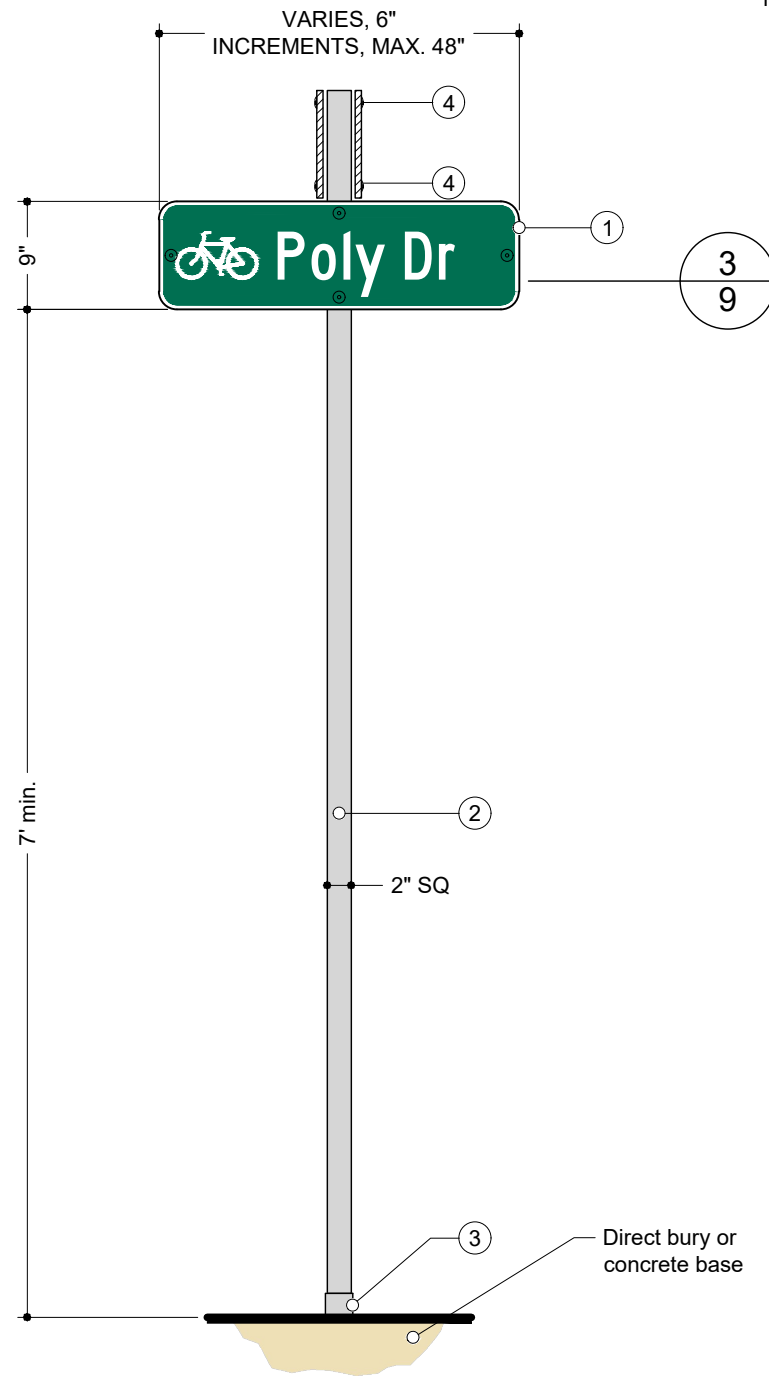
! All attachment details to be verified and engineered by contractor.



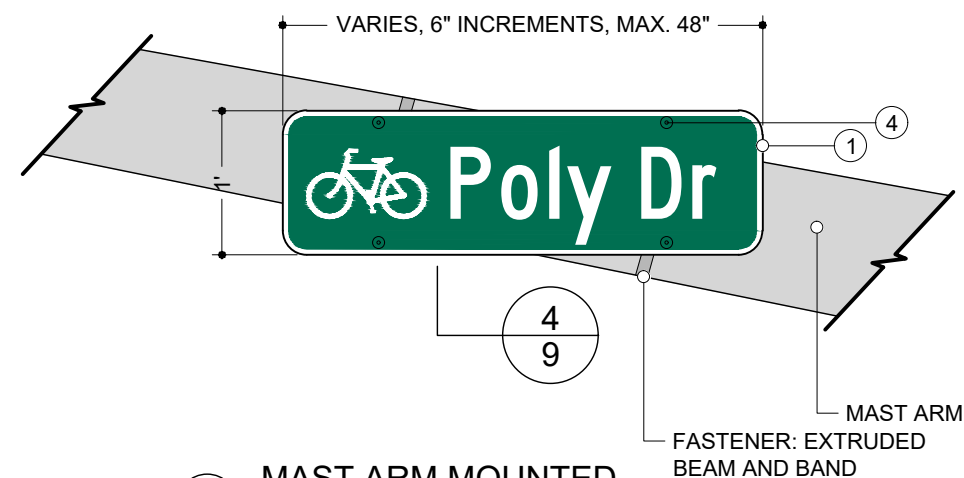
3 POST MOUNTED - SIGN LAYOUT
 Scale: 1 1/2" = 1'-0"



4 MAST ARM MOUNTED - SIGN LAYOUT
 Scale: 1 1/2" = 1'-0"



1 POST MOUNTED
 Scale: 3/4" = 1'-0"



2 MAST ARM MOUNTED
 Scale: 3/4" = 1'-0"

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank, size varies
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 POST MOUNTED FASTENERS: 1" drive rivets, 3/8" shaft
 MAST ARM MOUNTED FASTENERS: Extruded beam and band with 1" drive rivets

2. POST

MATERIAL: 2" square galvanized steel tubing with perforated holes on all four sides

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
 MATERIAL: stainless steel

GENERAL NOTES

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- Hardware: All exposed hardware shall be tamper proof fasteners.
- All exposed edges painted to match adjacent face.
- Colors shown are for reference only and are subject to the limitations of the printing process. Refer to referenced color systems contained within these drawings for actual specifications.
- Scaled examples shown are for reference only, and do not necessarily reflect actual site conditions. Detailed site surveys may be required prior to fabrication and installation.
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November 2019
 DOCUMENT ISSUE

Street Name Sign
 SHEET TITLE

9
 SHEET NUMBER

! All attachment details to be verified and engineered by contractor.

KEY NOTES



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1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank, size varies
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 POST MOUNTED FASTENERS: 1" drive rivets, 3/8" shaft
 MAST ARM MOUNTED FASTENERS: Extruded beam and band with 1" drive rivets

2. POST

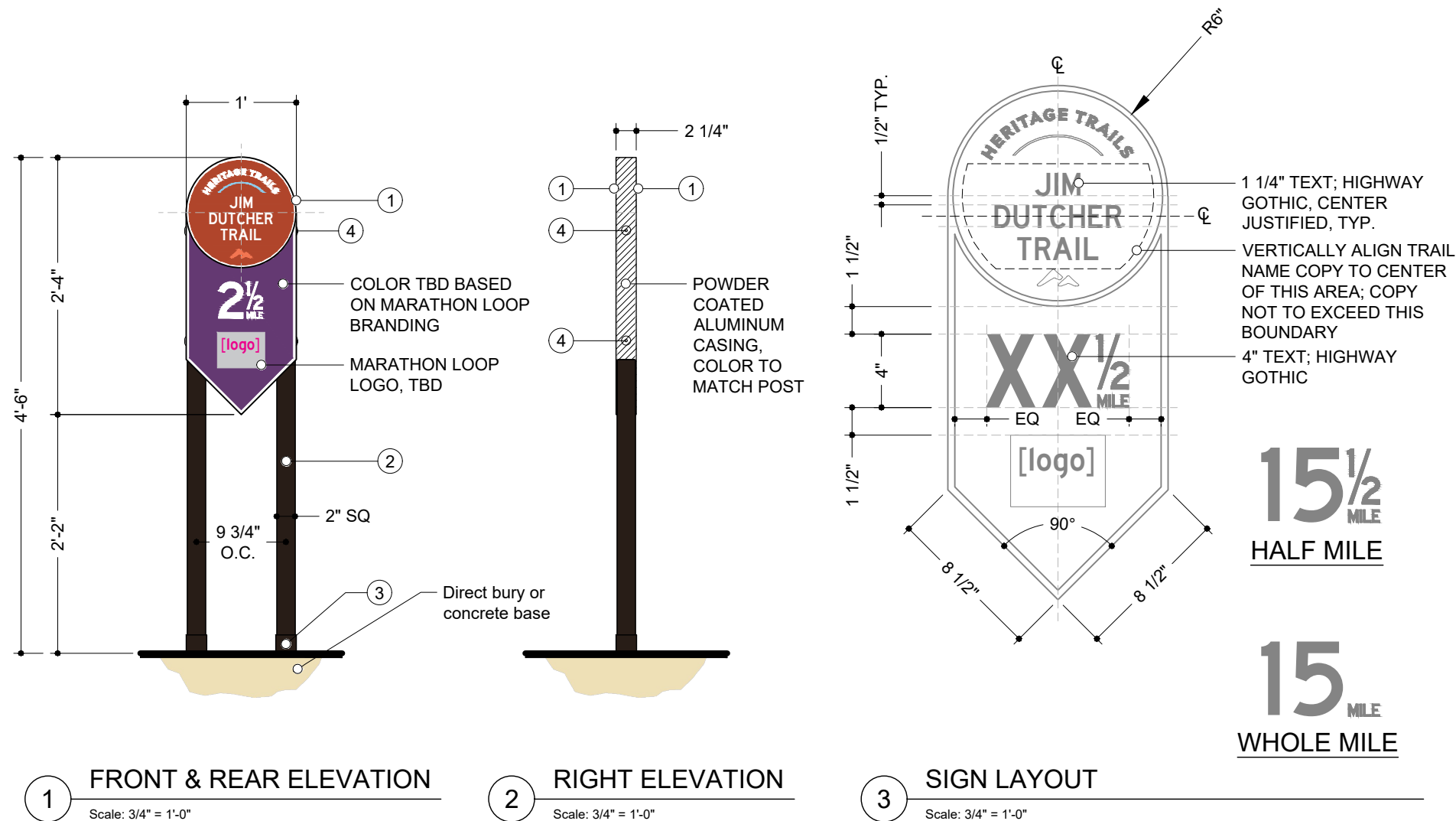
MATERIAL: 2" square steel tubing, powder coated

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
 MATERIAL: stainless steel



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Billings Wayfinding Signage Plan
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November 2019
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Trail Mile Marker
 SHEET TITLE

10
 SHEET NUMBER

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November 2019

DOCUMENT ISSUE

Street/Trail Intersection Sign -
 Post Mounted

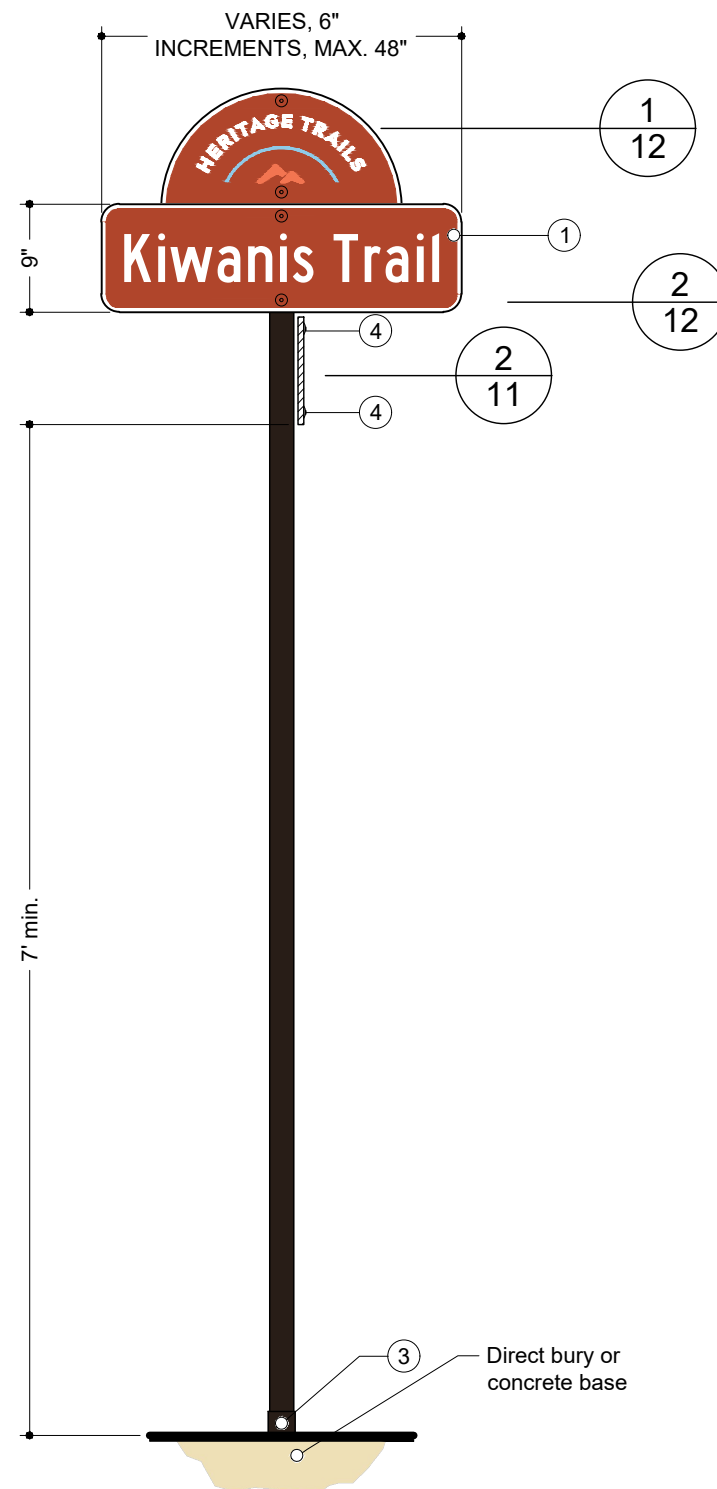
SHEET TITLE

11

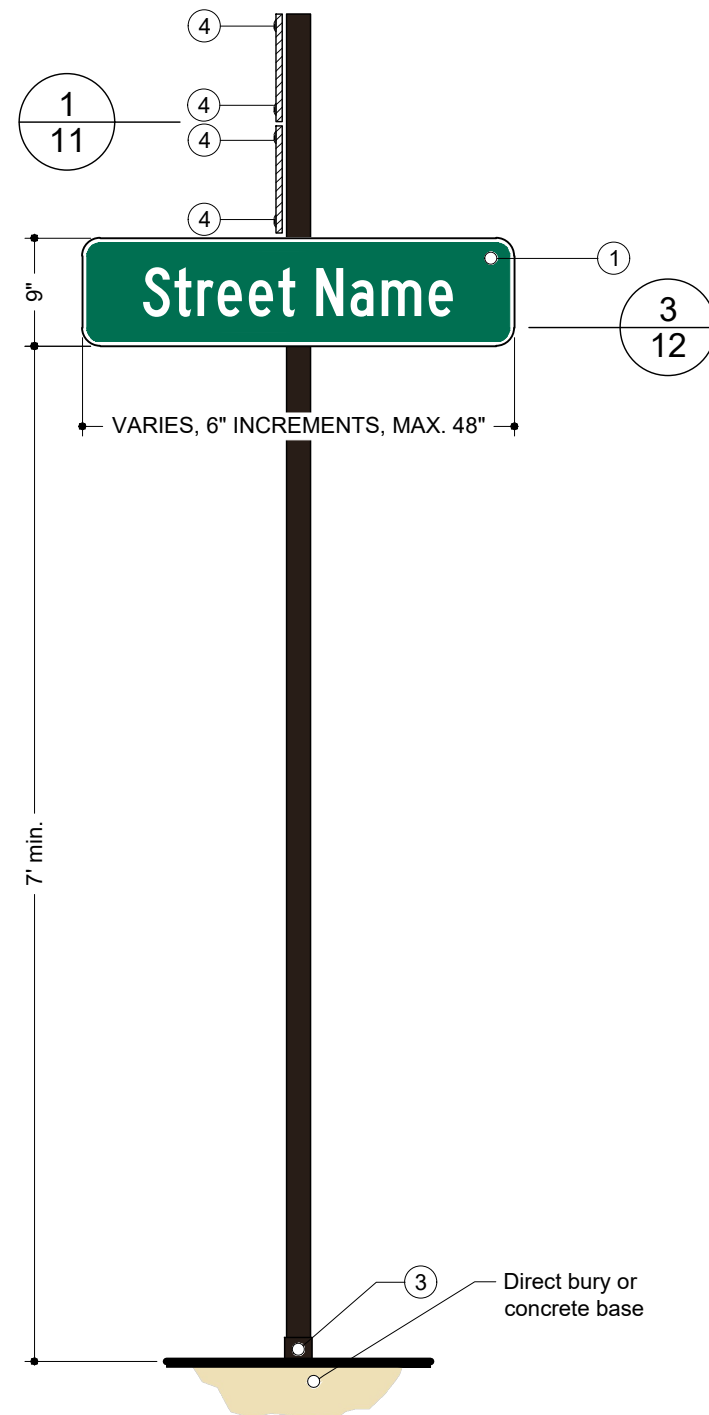
SHEET NUMBER



! All attachment details to be verified and engineered by contractor.



1 STREET ORIENTED - POST MOUNTED
 Scale: 3/4" = 1'-0"



2 TRAIL ORIENTED - POST MOUNTED
 Scale: 3/4" = 1'-0"

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank, size varies
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 POST MOUNTED FASTENERS: 1" drive rivets, 3/8" shaft

2. POST

MATERIAL: 2" square steel tubing, powder coated

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
 MATERIAL: stainless steel

NOTES:

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PROJECT

November 2019

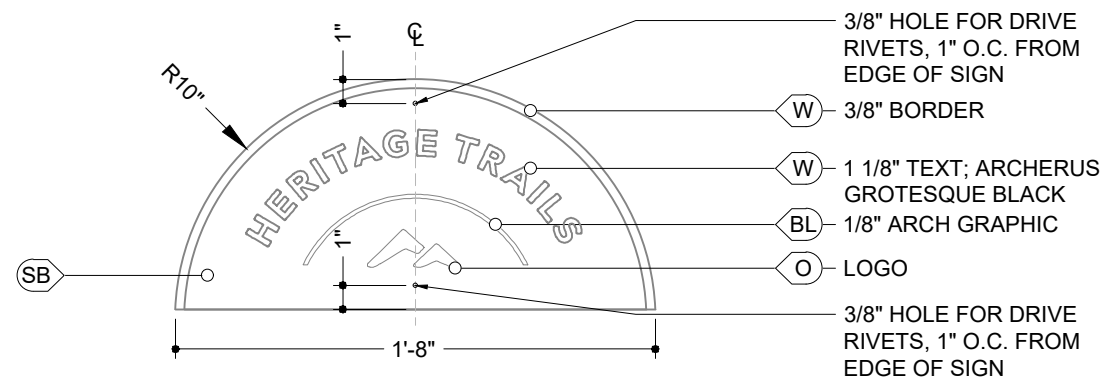
DOCUMENT ISSUE

Street/Trail Intersection Sign -
 Post Mounted - Detail

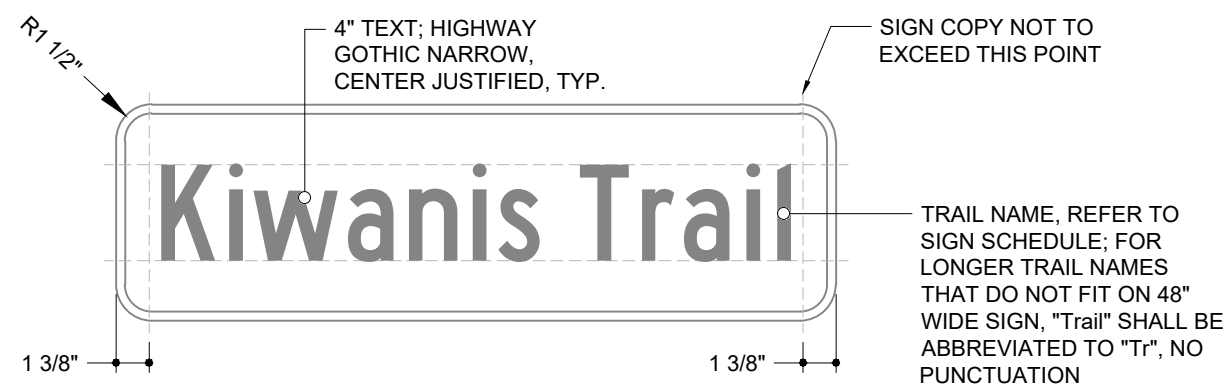
SHEET TITLE

12

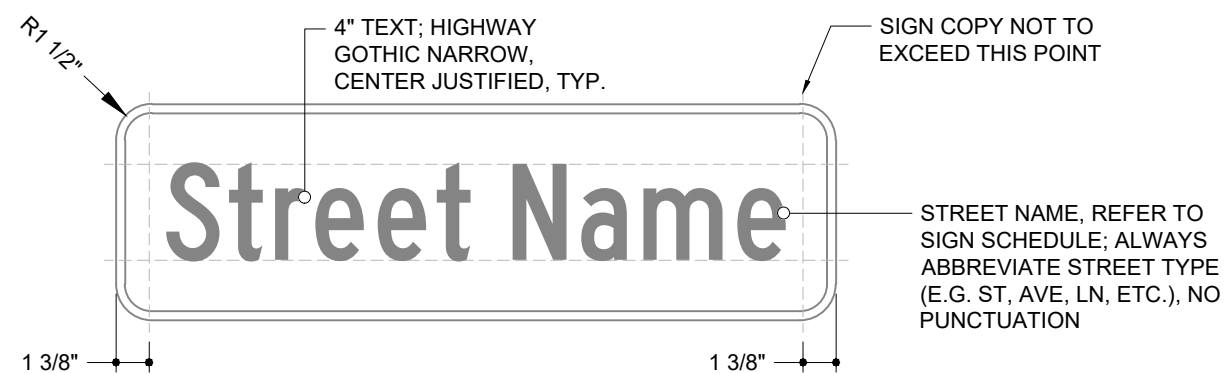
SHEET NUMBER



1 TRAIL SIGN TOPPER / FINIAL LAYOUT
 Scale: 1 1/2" = 1'-0"



2 STREET ORIENTED - POST MOUNTED - SIGN LAYOUT
 Scale: 1 1/2" = 1'-0"



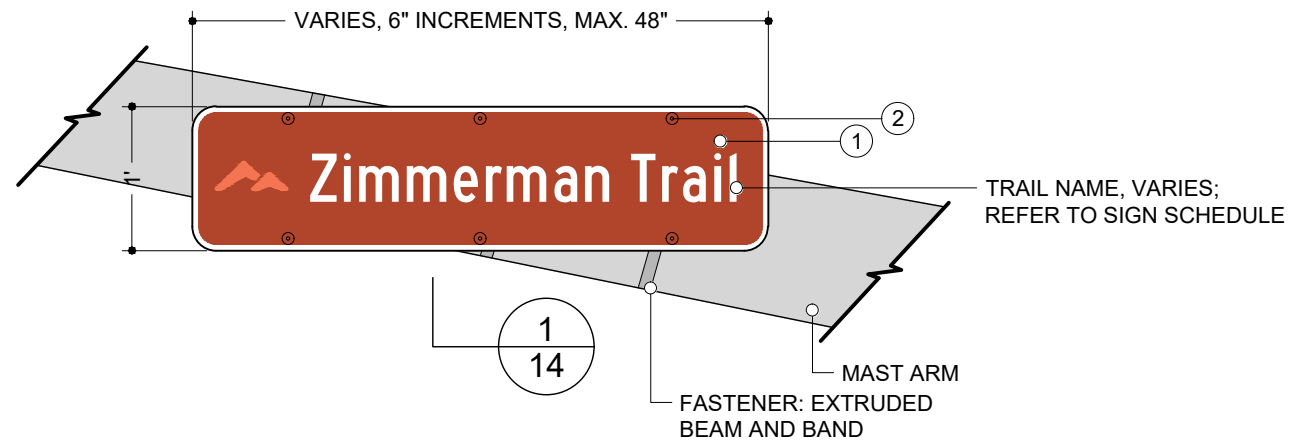
3 TRAIL ORIENTED - POST MOUNTED - SIGN LAYOUT
 Scale: 1 1/2" = 1'-0"

NOTE: WHEN TRAIL CROSSES STREET THAT CONTAINS BIKEWAY, USE STREET NAME SIGN WITH BIKE SYMBOL; SEE DETAIL 1/14

! All attachment details to be verified and engineered by contractor.

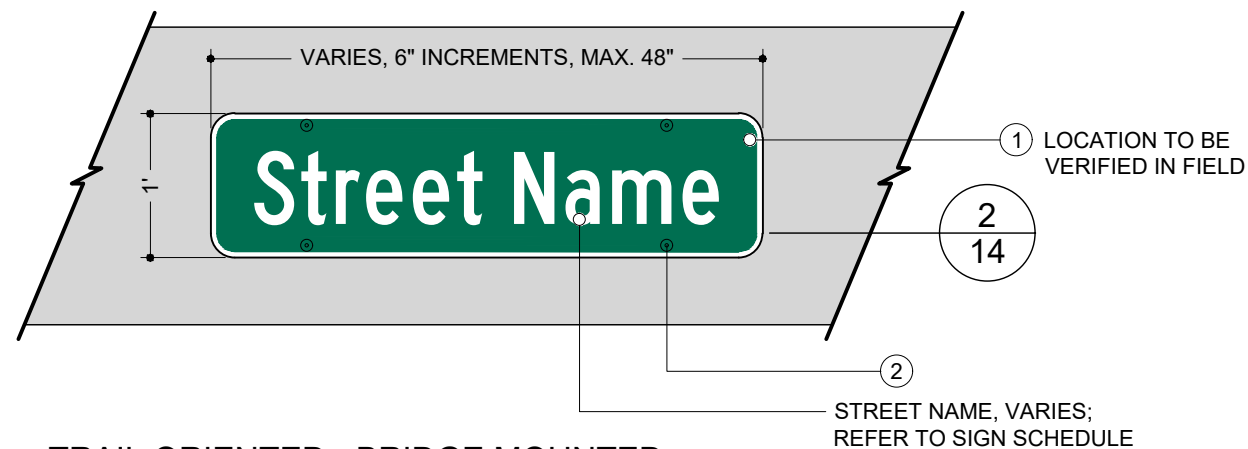
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1 STREET ORIENTED - MAST ARM MOUNTED

Scale: 3/4" = 1'-0"



2 TRAIL ORIENTED - BRIDGE MOUNTED

Scale: 3/4" = 1'-0"

! All attachment details to be verified and engineered by contractor.

KEY NOTES

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank, size varies
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 MAST ARM MOUNTED FASTENERS: Extruded beam and band with 1" drive rivets
 BRIDGE MOUNTED FASTENERS: Contractor to determine mounting details depending on bridge material

2. BOLTS

Tamper-proof anchor bolts, lock washers and nuts; fabricator to determine size; include spacers to prevent bending of sign panel
 MATERIAL: stainless steel



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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

Street/Trail Intersection Sign - Mast Arm or Bridge Mounted

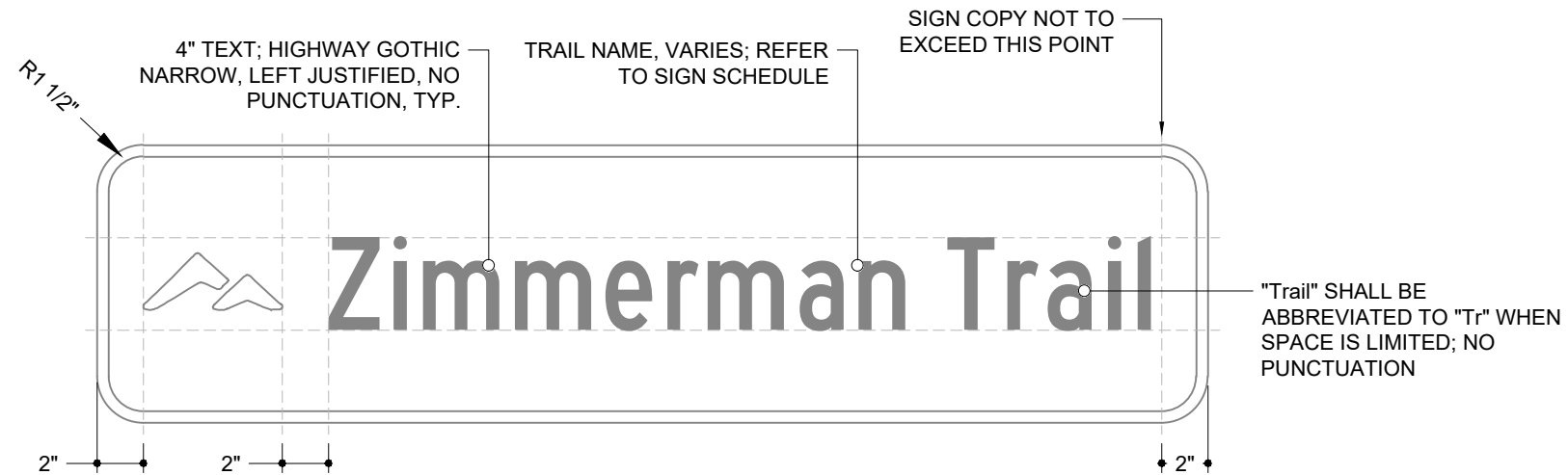
SHEET TITLE

13

SHEET NUMBER

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1 MAST ARM MOUNTED - SIGN LAYOUT

Scale: 1 1/2" = 1'-0"

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NOTE: WHEN OVERCROSSING STREET CONTAINS BIKEWAY, USE STREET NAME SIGN WITH BIKE SYMBOL; SEE DETAIL 2/14

2 BRIDGE MOUNTED - SIGN LAYOUT

Scale: 1 1/2" = 1'-0"

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Billings Wayfinding Signage Plan

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November 2019

DOCUMENT ISSUE

Street/Trail Intersection Sign - Mast Arm or Bridge Mounted - Detail

SHEET TITLE

14

SHEET NUMBER

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November 2019

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Trail Decision Sign

SHEET TITLE

15

SHEET NUMBER

! All attachment details to be verified and engineered by contractor.

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 FASTENERS: 1" drive rivets, 3/8" shaft

2. POST

MATERIAL: 2" square steel tubing, powder coated

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

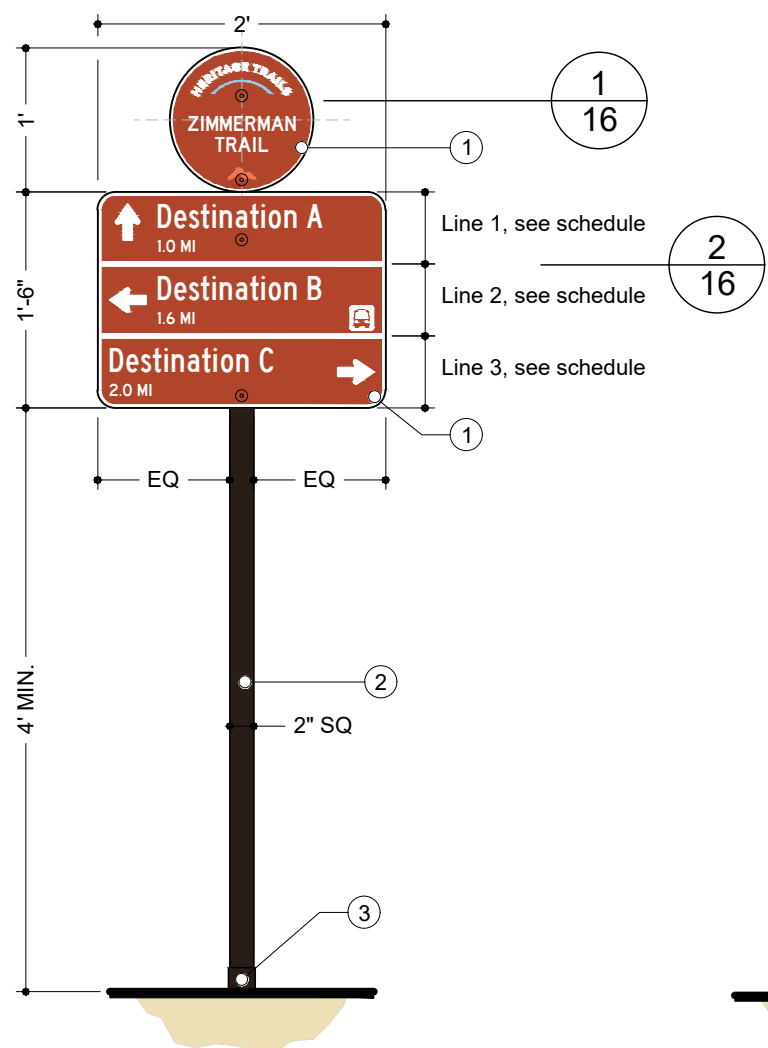
4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
 MATERIAL: stainless steel

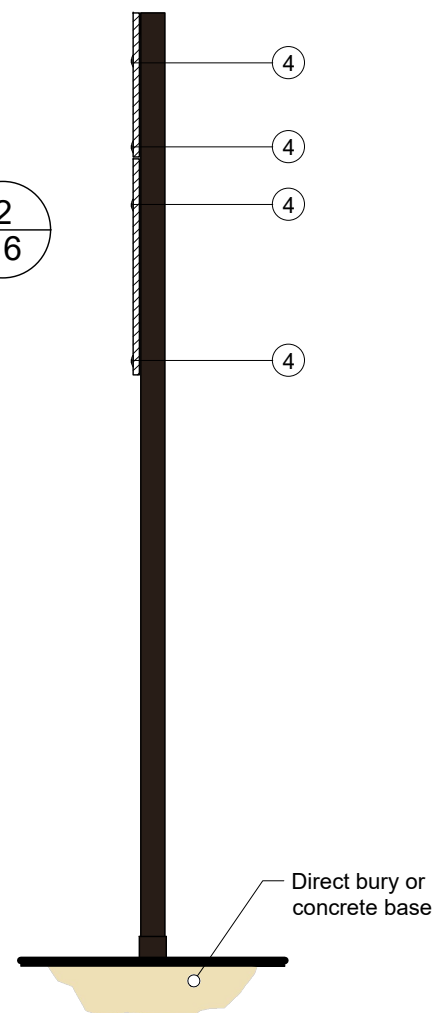
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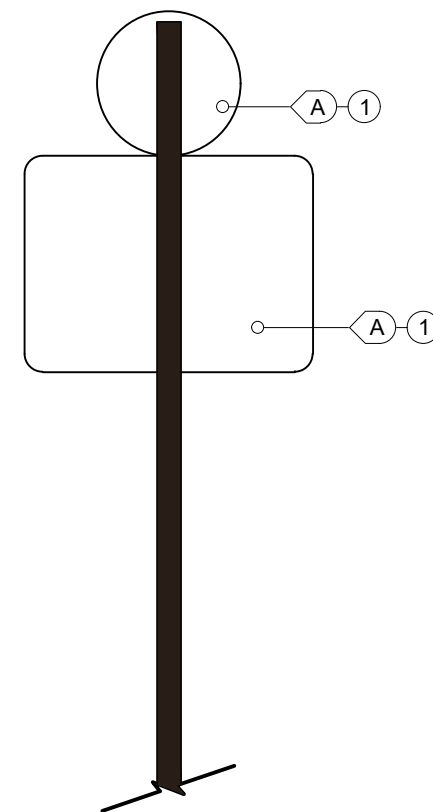
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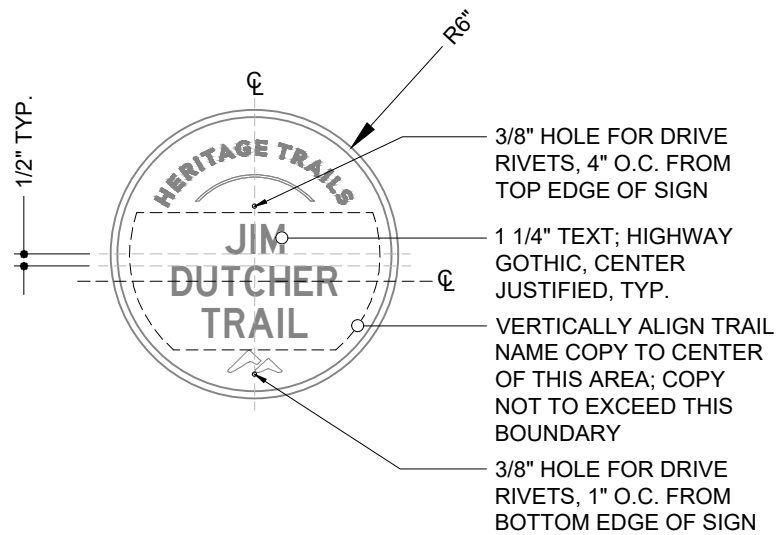
1 FRONT ELEVATION
 Scale: 3/4" = 1'-0"



2 RIGHT ELEVATION
 Scale: 3/4" = 1'-0"

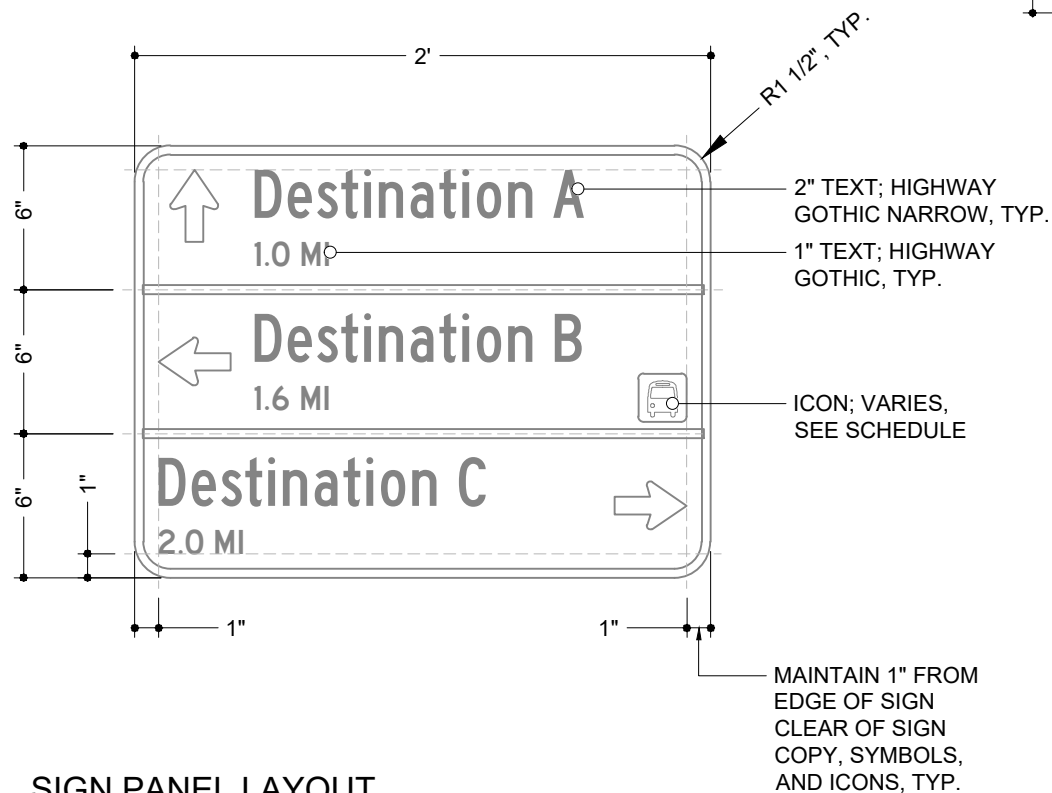


3 REAR ELEVATION
 Scale: 3/4" = 1'-0"

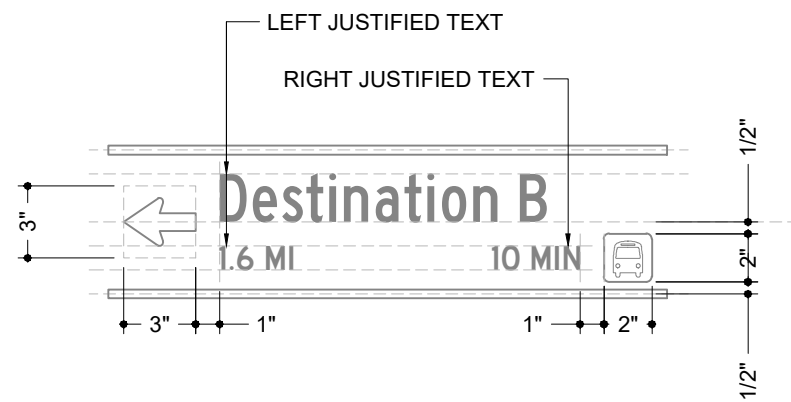


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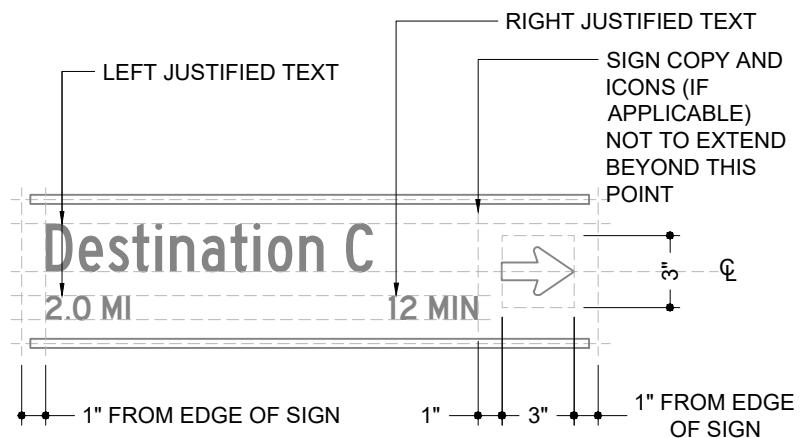
1 SIGN PANEL LAYOUT - MEDALLION TRAIL MARKER
Scale: 1 1/2" = 1'-0"



2 SIGN PANEL LAYOUT
Scale: 1 1/2" = 1'-0"



STRAIGHT/LEFT TURN LAYOUT



RIGHT TURN LAYOUT

NOTES:

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3. FOR DESTINATION NAMES THAT EXCEED GIVEN DIMENSIONS/EXTENTS, ADJUST KERNING AND, IF NEEDED, TEXT HEIGHT; ANY ADJUSTMENTS TO TEXT KERNING AND/OR HEIGHT TO BE APPROVED BY CITY BEFORE PRINTING

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KEY NOTES



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Billings Metropolitan Planning Organization
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trail Decision Sign Detail
SHEET TITLE

16
SHEET NUMBER

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Billings Metropolitan
 Planning Organization

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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

Trail Confirmation & Turn Signs

SHEET TITLE

17

SHEET NUMBER

! All attachment details to be verified and engineered by contractor.

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank
 FABRICATION PROCESS: printed
 EDGES: routed, finished smooth
 GRAPHICS: printed latex on high intensity prismatic reflective vinyl
 COATING: 3m clear laminate with UV protection and scratch resistance
 FASTENERS: 1" drive rivets, 3/8" shaft

2. POST

MATERIAL: 2" square steel tubing, powder coated

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

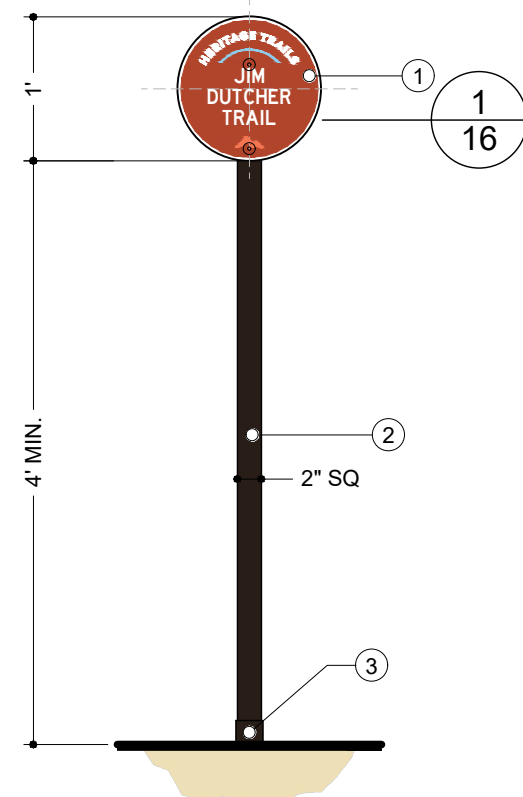
4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
 MATERIAL: stainless steel

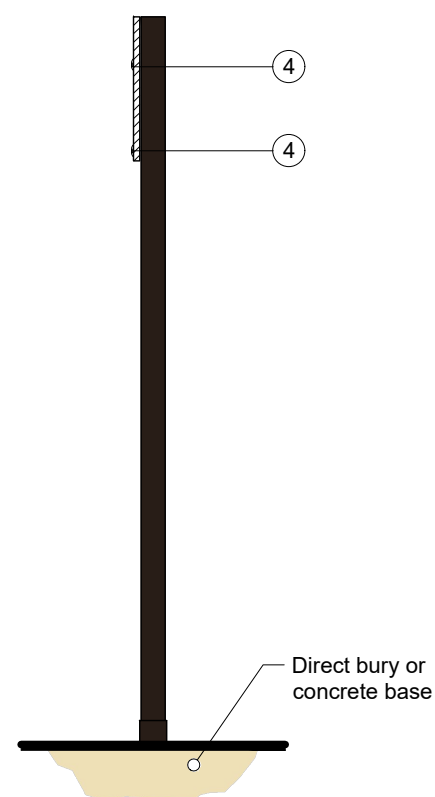
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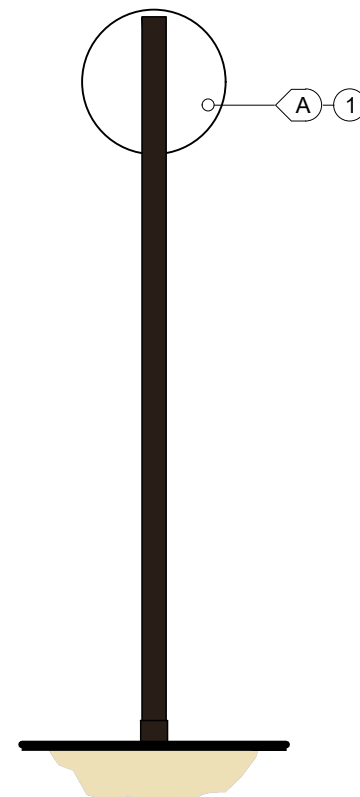
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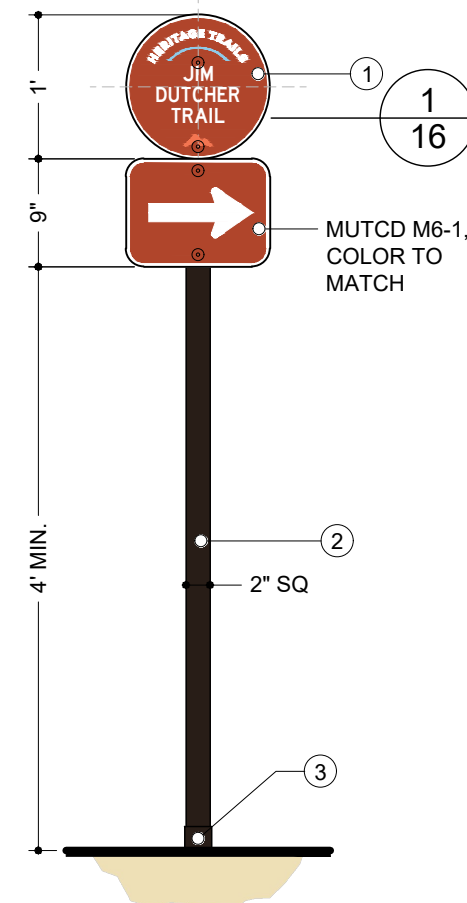
FRONT ELEVATION



RIGHT ELEVATION



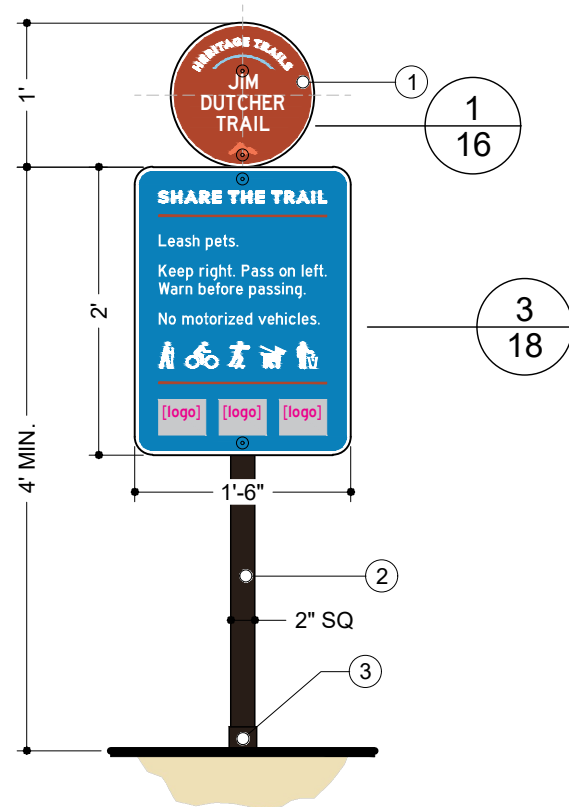
REAR ELEVATION



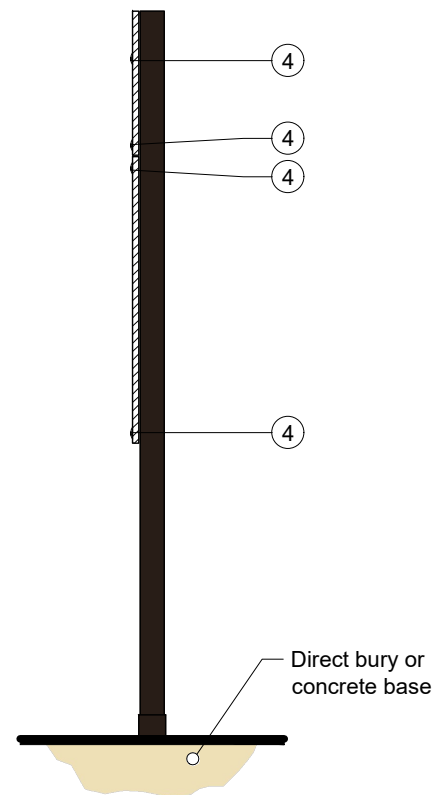
FRONT ELEVATION

1 OFF-STREET CONFIRMATION SIGN
 Scale: 3/4" = 1'-0"

2 OFF-STREET TURN SIGN
 Scale: 3/4" = 1'-0"



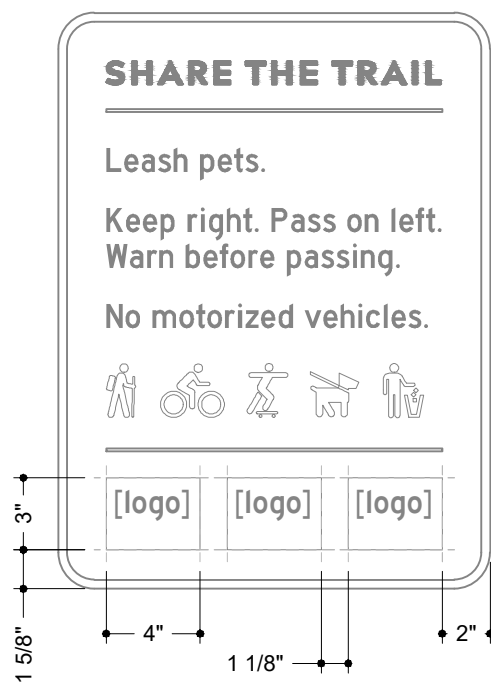
1 FRONT ELEVATION
Scale: 3/4" = 1'-0"



2 RIGHT ELEVATION
Scale: 3/4" = 1'-0"

! All attachment details to be verified and engineered by contractor.

NOTE:
TRAIL ETIQUETTE SIGN TO BE MOUNTED ON SELECT OFF-STREET CONFIRMATION SIGNS AT SECONDARY TRAIL ACCESS POINTS; SEE SIGN SCHEDULE AND SIGN PLACEMENT PLAN FOR LOCATIONS



3 SIGN LAYOUT
Scale: 1 1/2" = 1'-0"

LOGOS
SIZE: 3" x 4"
COLOR: WHITE
QUANTITY: THREE (3) MAX.
POSITION: LOGO GROUP CENTERED ON SIGN, REGARDLESS OF QUANTITY

KEY NOTES

1. SIGN PANEL

MATERIAL: .080 gauge aluminum sign blank
FABRICATION PROCESS: printed
EDGES: routed, finished smooth
GRAPHICS: printed latex on high intensity prismatic reflective vinyl
COATING: 3m clear laminate with UV protection and scratch resistance
FASTENERS: 1" drive rivets, 3/8" shaft

2. POST

MATERIAL: 2" square steel tubing, powder coated

3. POST ANCHOR

2-1/4" drivable anchor or breakaway post; verify location

4. RIVETS

Tamper-proof blind rivets; contractor to determine size; contractor to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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Billings Metropolitan Planning Organization
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trail Etiquette Sign
SHEET TITLE

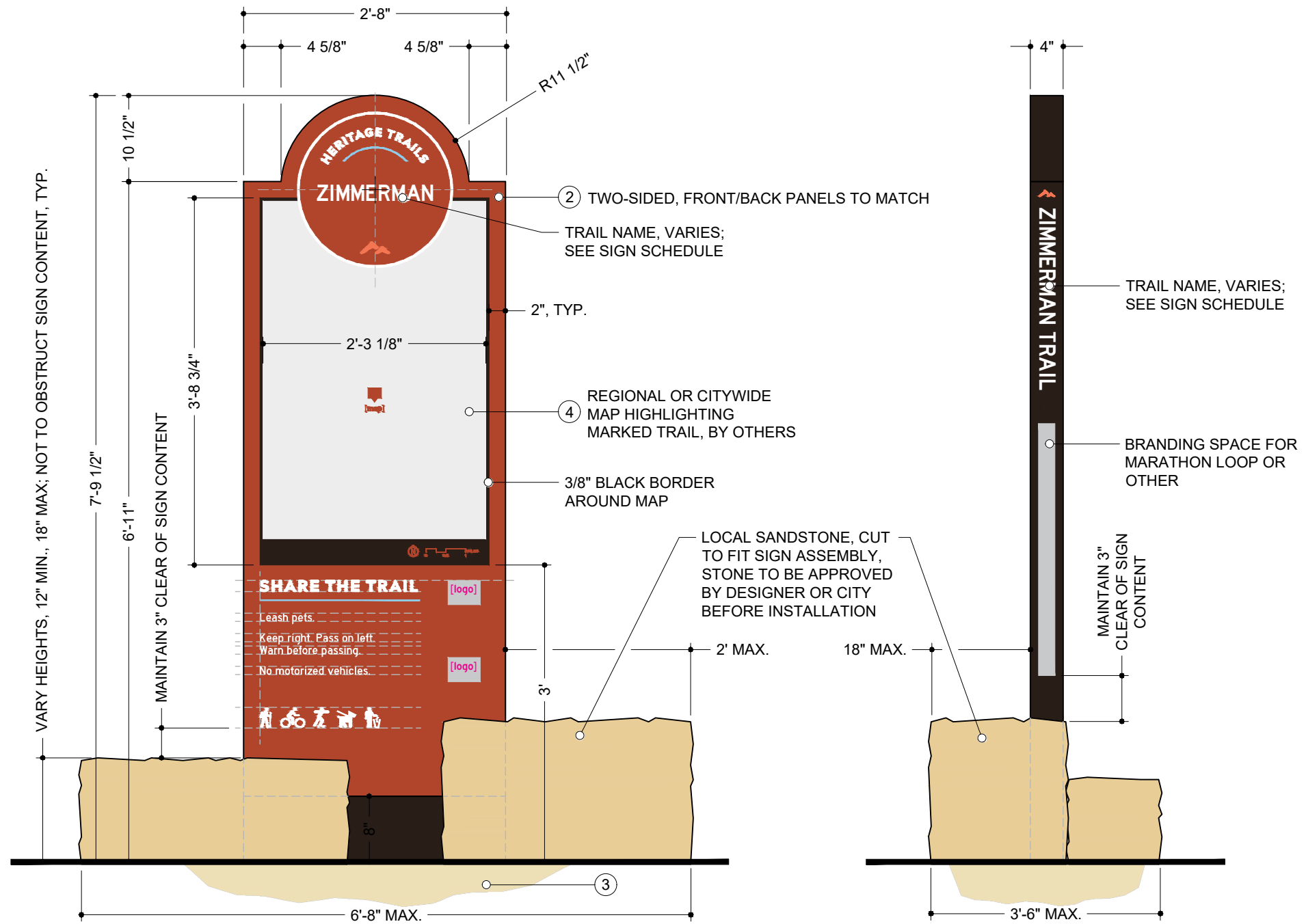
18
SHEET NUMBER

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- 1. ALUMINUM SIGN PANEL FRAME**
Fabricated aluminum channel internal structure to engineer's specification. Frame to be set inside perimeter of sign sleeve
- 2. SIGN PANEL**
MATERIAL: .080 gauge aluminum
FABRICATION PROCESS: router cut
EDGES: routed, finished smooth
GRAPHICS: vinyl
ICONS / TEXT: retroreflective vinyl
COATING: UV protection
FASTENER:
- 3. CONCRETE FOOTING**
Concrete footing to engineer's specifications
Conceal hold down bolts within sign structure
- 4. MAP PANEL**
MATERIAL: .080 gauge aluminum
GRAPHICS: ImageLOC printing or owner-approved equal



1 FRONT ELEVATION
Scale: 3/4" = 1'-0"

2 RIGHT / LEFT ELEVATION
Scale: 3/4" = 1'-0"

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Billings Wayfinding Signage Plan

PROJECT

November 2019

DOCUMENT ISSUE

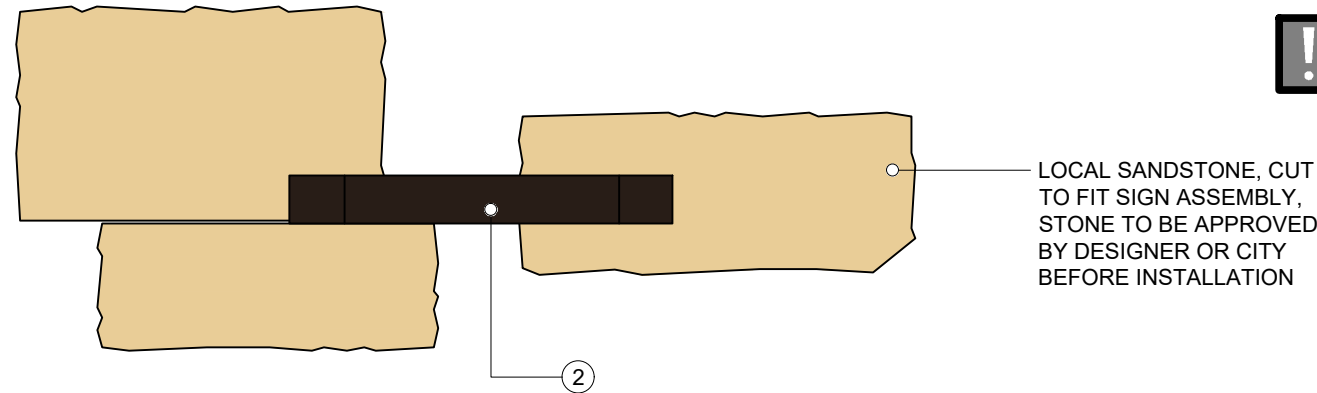
Trailhead Kiosk

SHEET TITLE

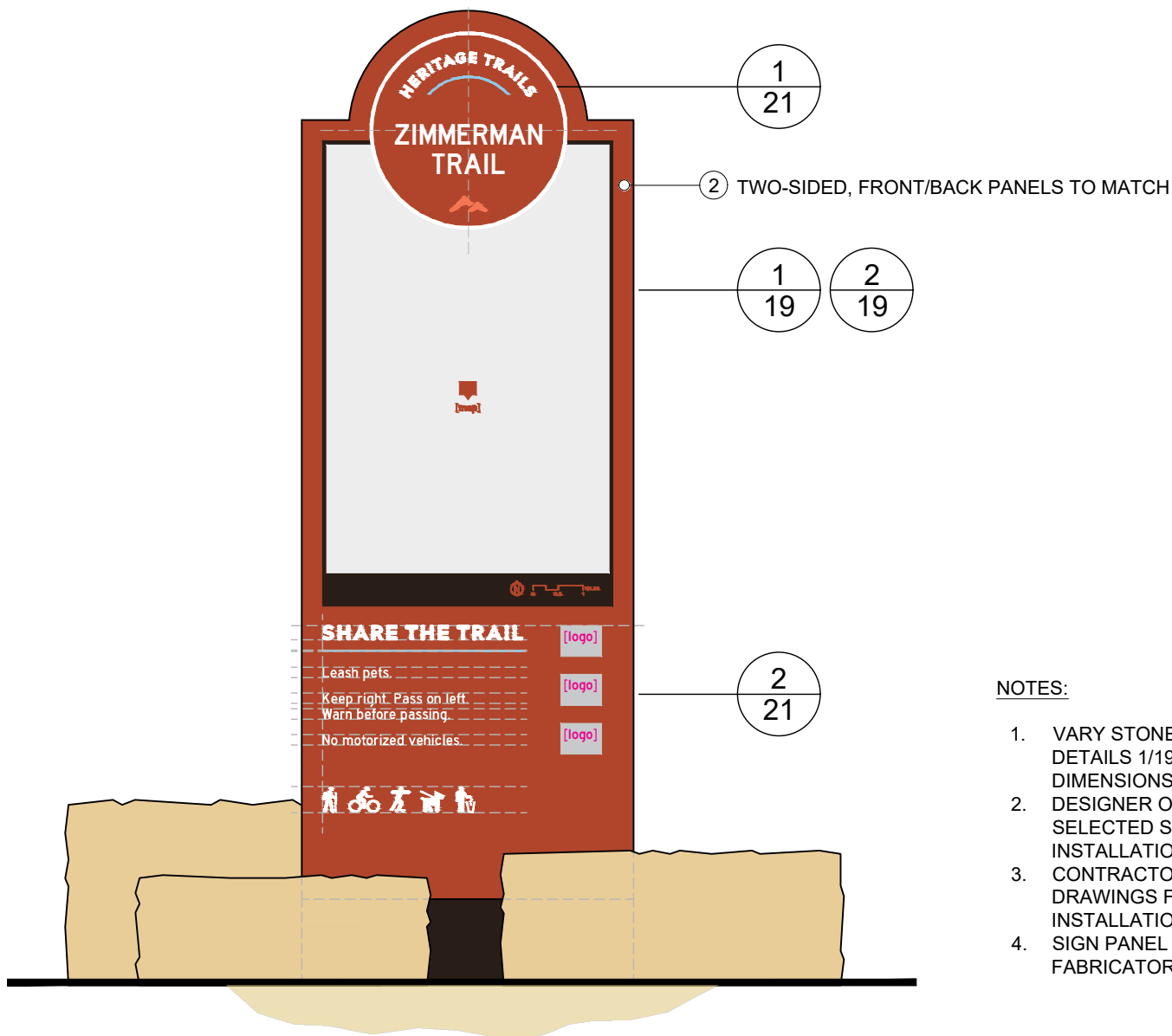
20

SHEET NUMBER

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3 PLAN VIEW
 Scale: 3/4" = 1'-0"



NOTES:

1. VARY STONE BLOCK SIZES, REFER TO DETAILS 1/19 AND 2/19 FOR MIN./MAX. DIMENSIONS
2. DESIGNER OR CITY TO APPROVE SELECTED STONE BLOCKS BEFORE INSTALLATION
3. CONTRACTOR TO SUBMIT SHOP DRAWINGS FOR SIGN AND STONE INSTALLATION FOR APPROVAL
4. SIGN PANEL AND FRAME ASSEMBLY PER FABRICATOR'S SPECIFICATIONS

4 REAR ELEVATION
 Scale: 3/4" = 1'-0"

1. ALUMINUM SIGN PANEL FRAME
 Fabricated aluminum channel internal structure to engineer's specification. Frame to be set inside perimeter of sign sleeve

2. SIGN PANEL
 MATERIAL: .080 gauge aluminum
 FABRICATION PROCESS: router cut
 EDGES: routed, finished smooth
 GRAPHICS: vinyl
 ICONS / TEXT: retroreflective vinyl
 COATING: UV protection
 FASTENER:

3. CONCRETE FOOTING
 Concrete footing to engineer's specifications
 Conceal hold down bolts within sign structure

4. MAP PANEL
 MATERIAL: .080 gauge aluminum
 GRAPHICS: ImageLOC printing or owner-approved equal

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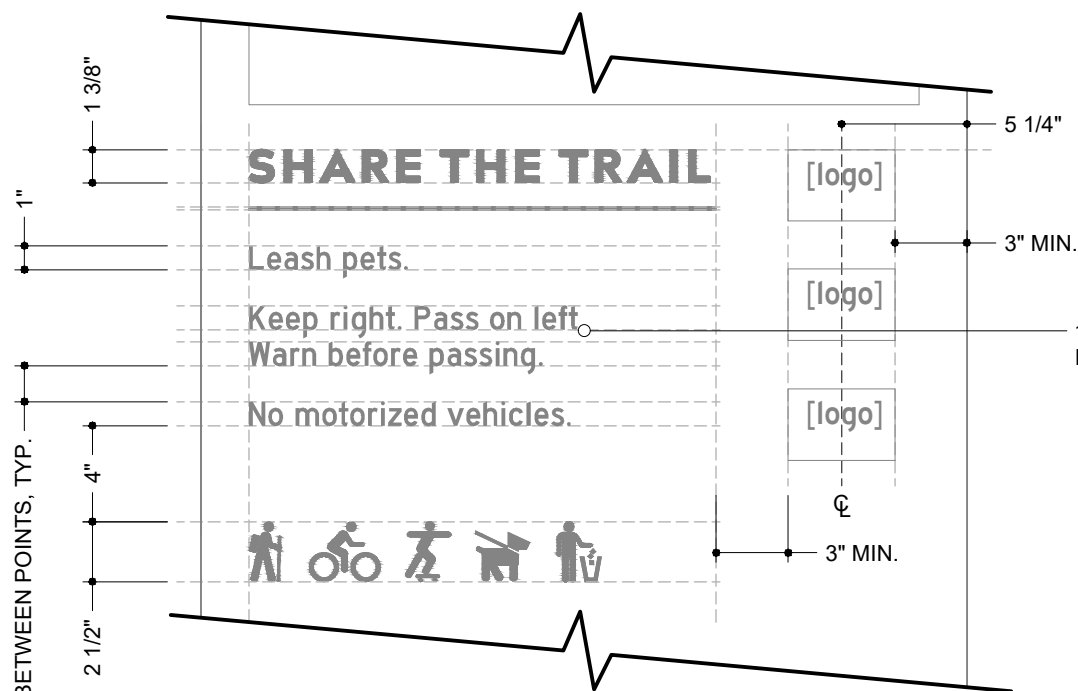


2" TEXT; HIGHWAY GOTHIC, CENTER JUSTIFIED

VERTICALLY ALIGN TRAIL NAME COPY TO CENTER OF THIS AREA; COPY NOT TO EXCEED THIS BOUNDARY

! All attachment details to be verified and engineered by contractor.

1 TRAILHEAD KIOSK - TRAIL NAME
Scale: 1 1/2" = 1'-0"



1" TEXT; HIGHWAY GOTHIC, LEFT JUSTIFIED

LOGOS

SIZE: APROX. 3" x 4.5"
COLOR: WHITE
QUANTITY: VARIES, SEE SIGN SCHEDULE; FOUR (4) MAX.
POSITION: LOGO GROUP CENTERED ON CENTERLINE AS SHOWN

2 TRAILHEAD KIOSK - ETIQUETTE AND BRANDING
Scale: 1 1/2" = 1'-0"

KEY NOTES



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Billings Metropolitan Planning Organization
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trailhead Kiosk Detail
SHEET TITLE

21
SHEET NUMBER

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1 1/2" SPACING BETWEEN POINTS, TYP.

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Grant Award: Plains First Responder Grant Program - \$8,350.00

PRESENTED BY: William Rash, Fire Chief

Department: Fire

Presentation: No

PROBLEM/ISSUE STATEMENT

The Plains First Responder Grant Program funds the resource and training needs of nonprofit emergency response and public safety organizations whose programs align with their values and goals in the communities where Plains All American Pipeline, L.P. operates. It supplies funds for improvements that will have a lasting, measurable impact and a direct benefit to the safety or preparedness of response organizations and is one way for Plains to provide equipment to the men and women who risk their lives daily for their communities.

ALTERNATIVES ANALYZED

City Council may Approve or Disapprove accepting the \$8,350 grant for the purchase of technical rescue equipment for the Billings Fire Department.

FINANCIAL IMPACT

These funds will be used to purchase much needed technical rescue equipment that will be used in incidents that involve confined space, vertical or structural collapse at industrial sites such as refineries or pipeline terminals as well as the west-end of Billings which has a large number of natural and manmade rescue hazards, including miles of cliff and canyon terrain, confined spaces and highways. An organization is eligible to receive a Plains All American First Responder Grant only once every three (3) years.

RECOMMENDATION

Staff recommends accepting the \$8,350.00 awarded by the Plains First Responder Grant Program, Plains All American Pipeline, L.P., Houston, TX.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Grant/Donation from Treacy Foundation

PRESENTED BY: Mike Whitaker, Parks, Recreation & Public Lands Director

Department: Parks/Rec/Public Lands

Presentation: No

PROBLEM/ISSUE STATEMENT

Billings Parks and Recreation recently received confirmation of a \$5,000 grant award from the Treacy Foundation in Helena, MT; whose focus “is to support Capital Campaigns and Bricks/Mortar” projects in Montana. The \$5,000 will be used to augment the \$12,000 already raised by the Friends of Billings Dog Parks to purchase and construct one of five planned steel shade structures in the new Centennial Park Dog Park Area. The Treacy Grant Funds bring us closer to the \$22,000 estimated cost of the project.

ALTERNATIVES ANALYZED

City Council may:

- Accept the grant/donation from the Treacy Foundation, or;
- Not accept the donation

FINANCIAL IMPACT

There is no budget/financial impact from this action.

RECOMMENDATION

Staff recommends that the City Council accept this grant/donation of \$5,000.00 from the Treacy Foundation.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Acceptance of the 2017 State Homeland Security Program (SHSP) Award to Purchase a Hostage Negotiation Van in the Amount of \$85,000

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

The State of Montana has \$85,000 available through the FY 2017 State Homeland Security Program (SHSP) and has offered a sub-grant to the Billings Police Department to purchase a Hostage Negotiation Van.

The Billings Police Department Hostage Negotiation Team (HNT) serves a community with a population over 110,000 people. The HNT responds to critical incidents such as hostage situations and suicidal subjects, as well as tactical team operations. In addition to critical incidents the HNT works preparedness details for VIP's and events that could turn into a critical incident.

Currently the HNT uses a bumper pull utility trailer which inhibits mobility and independent operation. This has created some issues. The HNT does not have a designated police vehicle capable of pulling the trailer and the HNT has been forced to use personally owned vehicles to pull the trailer to the critical incident.

Hostage Negotiators are often required to communicate with subjects for several hours during a crisis. Negotiators need an area separate and apart from tactical operations and that provide them protection from the weather. Additionally, sensitive equipment needs to be protected from the environment. Successful negotiating operations requires at least four officers, independence from the tactical command post, and must have the ability to work without distraction and safe from hazards and weather. The requested equipment will meet all of these requirements.

ALTERNATIVES ANALYZED

The City Council may:

- Approve the 2017 State Homeland Security Program (SHSP) Award to Purchase a Hostage Negotiation Van in the Amount of \$85,000; or
- Not approve the 2017 State Homeland Security Program (SHSP) Award to Purchase a Hostage Negotiation Van in the Amount of \$85,000; which would result in using less effective equipment and continue operating status quo.

FINANCIAL IMPACT

There is no financial impact to the City as there is no City match required for this grant.

RECOMMENDATION

Staff recommends City Council approve the 2017 State Homeland Security Program to Purchase a Hostage Negotiation Van in the amount of \$85,000 and authorize the Mayor to sign the award documents.

APPROVED BY CITY ADMINISTRATOR

Attachments

Award



State Homeland Security Program (SHSP)

FFY 2017 Award Letter

Bill Cole
Billings Police Department
1622 W 9th Street
Laurel, MT 59044

Mayor Cole,
Congratulations on behalf of Montana Disaster and Emergency Services (MT DES), your application for financial assistance submitted under the 2017 Federal Fiscal Year (FFY) State Homeland Security Program, Billings Police Department Hostage Negotiation Van Project has been approved in the amount of \$85,000.00. Billings Police Department is not required to match this award with any amount of non-Federal funds.

Before you request and receive any of the Federal funds awarded, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document for Award (attached to this Award Letter)

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award. In order to establish acceptance of the award and its terms, please complete, sign and return the Obligating Document for Award to your MT DES Grant Coordinator.

For additional assistance, please contact your grant appropriate MT DES Grant Coordinator.

Thank you for your consideration,

A handwritten signature in black ink that reads "Delila Bruno".

Delila Bruno
Administrator
Montana Disaster and Emergency Services

Dec. 01, 2019



AGREEMENT ARTICLES
State Homeland Security Program

SUB-RECIPIENT: Billings Police Department
PROGRAM: State Homeland Security Program
STATE GRANT NUMBER: 17HSBLNGPD

TABLE OF CONTENTS

Article I	Reporting Subawards and Executive Compensation
Article II	Procurement of Recovered Materials
Article III	Patents and Intellectual Property Rights
Article IV	Notice of Funding Opportunity Requirements
Article V	Non-supplanting Requirement
Article VI	Lobbying Prohibitions
Article VII	Whistleblower Protection Act
Article VIII	Use of DHS Seal, Logo and Flags
Article IX	USA Patriot Act of 2001
Article X	Universal Identifier and System of Award Management (SAM)
Article XI	Reporting of Matters Related to Recipient Integrity and Performance
Article XII	Rehabilitation Act of 1973

Article XIII	Trafficking Victims Protection Act of 2000
Article XIV	Terrorist Financing
Article XV	SAFECOM
Article XVI	Limited English Proficiency (Civil Rights Act of 1964, Title VI)
Article XVII	Hotel and Motel Fire Safety Act of 1990
Article XVIII	Fly America Act of 1974
Article XIX	Best Practices for Collection and Use of Personally Identifiable Information (PII)
Article XX	Americans with Disabilities Act of 1990
Article XXI	Age Discrimination Act of 1975
Article XXII	Activities Conducted Abroad
Article XXIII	Acknowledgment of Federal Funding from DHS
Article XXIV	Federal Leadership on Reducing Text Messaging while Driving
Article XXV	Federal Debt Status
Article XXVI	False Claims Act and Program Fraud Civil Remedies
Article XXVII	Energy Policy and Conservation Act
Article XXVIII	Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX
Article XXIX	Duplication of Benefits
Article XXX	Drug-Free Workplace Regulations
Article XXXI	Debarment and Suspension
Article XXXII	Copyright
Article XXXIII	Civil Rights Act of 1968
Article XXXIV	Civil Rights Act of 1964 - Title VI
Article XXXV	DHS Specific Acknowledgements and Assurances

Article XXXVI	Assurances, Administrative Requirements, Cost Principles, and Audit Requirements
Article XXXVII	National Environmental Policy Act
Article XXXVIII	Nondiscrimination in Matters Pertaining to Faith-Based Organizations
Article XXXIX	Acceptance of Post Award Changes
Article XL	Prior Approval for Modification of Approved Budget
Article XLI	Disposition of Equipment Acquired Under the Federal Award
Article XLII	Buy American and Hire American
Article XLIII	MT DES Specific Acknowledgements and Assurances
Article XLIV	Accruals
Article XLV	Authorized Representative

Article I - Reporting Subawards and Executive Compensation

All sub-recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article II - Procurement of Recovered Materials

All sub-recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article III - Patents and Intellectual Property Rights

Unless otherwise provided by law, sub-recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. section 200 et seq. All sub-recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article IV - Notice of Funding Opportunity Requirements

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All sub-recipients must comply with all applicable requirements set forth in the program NOFO.

Article V - Non-supplanting Requirement

All sub-recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article VI - Lobbying Prohibitions

All sub-recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under an federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action concerning the award or renewal.

Article VII - Whistleblower Protection Act

All sub-recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. Section 2409, U.S.C. Section 4712, 10 U.S.C. Section 2324, 41 U.S.C. Sections 4304 and 4310.

Article VIII - Use of DHS Seal, Logo and Flags

All sub-recipients must obtain permission from DHS, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article IX - USA Patriot Act of 2001

All sub-recipients must comply with all applicable requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. sections 175-175c.

Article X - Universal Identifier and System of Award Management (SAM)

All sub-recipients are required to comply with all applicable requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference in the terms and conditions.

Article XI - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the sub-recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XII - Rehabilitation Act of 1973

All sub-recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. section 794, as amended, which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XIII - Trafficking Victims Protection Act of 2000

All sub-recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000, (TVPA) as amended by 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference in the award terms and conditions.

Article XIV - Terrorist Financing

All sub-recipients must comply with E.O. 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Sub-recipients are legally responsible to ensure compliance with the Order and laws.

Article XV - SAFECOM

All sub-recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XVI - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All sub-recipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that sub-recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services.

Article XVII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a, all sub-recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. section 2225.

Article XVIII - Fly America Act of 1974

All sub-recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. section 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981 amendment to Comptroller General Decision B-138942.

Article XIX - Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All sub-recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Sub-recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template as useful resources respectively.

Article XX - Americans with Disabilities Act of 1990

All sub-recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, which prohibits sub-recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. (42 U.S.C. sections 12101-12213).

Article XXI - Age Discrimination Act of 1975

All sub-recipients must comply with the requirements of the Age Discrimination Act of 1975 (Title 42 U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XXII - Activities Conducted Abroad

All sub-recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article XXIII - Acknowledgment of Federal Funding from DHS

All sub-recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article XXIV - Federal Leadership on Reducing Text Messaging while Driving

All sub-recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XXV - Federal Debt Status

All sub-recipients are required to be non-delinquent in their repayment of any federal debt. (See OMB Circular A-129.)

Article XXVI - False Claims Act and Program Fraud Civil Remedies

All sub-recipients must comply with the requirements of 31 U.S.C. section 3729 - 3733 which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. section 3801-3812 which details the administrative remedies for false claims and statements made.)

Article XXVII - Energy Policy and Conservation Act

All sub-recipients must comply with the requirements of 42 U.S.C. section 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXVIII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

All sub-recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Article XXIX - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude sub-recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article XXX - Drug-Free Workplace Regulations

All sub-recipients must comply with the Drug-Free Workplace Act of 1988 (41 U.S.C. section 8101 et seq.), which requires all organizations receiving grants from any federal agency agree to maintain a drug-free workplace. You as the recipient must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 CFR part 3001, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101-8107).

Article XXXI - Debarment and Suspension

All sub-recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, and 2 C.F.R. Part 180. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XXXII - Copyright

All sub-recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XXXIII - Civil Rights Act of 1968

All sub-recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits sub-recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. section 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. section 100.201.)

Article XXXIV - Civil Rights Act of 1964 - Title VI

All sub-recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XXXV - DHS Specific Acknowledgements and Assurances

All recipients, sub-recipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

5. If, during the past three years, recipients have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex, age, disability, religion, or familial status, recipients must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS FAO and the DHS Office of Civil Rights and Civil Liberties (CRCL) by e-mail at crcl@hq.dhs.gov or by mail at U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.

6. In the event courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or recipients settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS FAO and the CRCL office by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

Article XXXVI - Assurances, Administrative Requirements, Cost Principles, and Audit Requirements

Sub-recipients must complete the OMB Standard Form 424B Assurances - Non-Construction Assurance. MT DES may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. MT DES financial assistance sub-recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at 2 C.F.R. Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article XXXVII - National Environmental Policy Act

All sub-recipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires sub-recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXXVIII - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by FEMA or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. All sub-recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual programs.

Article XXXIX - Acceptance of Post Award Changes

In the event MT DES determines that changes are necessary to the sub-recipient award document after an award has been made, including changes to period of performance or terms and conditions, sub-recipients will be notified by MT DES of the changes in writing. Once notification has been made, any subsequent request for funds will indicate sub-recipient acceptance of the changes to the award.

Article XL - Prior Approval for Modification of Approved Budget

Before making any change to the MT DES approved budget for this award, you must request prior written approval from MT DES where required by 2 C.F.R. Section 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from MT DES where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget MT DES last approved. You must report any deviations from your MT DES approved budget, regardless of whether the budget deviation requires prior written approval.

Article XLI - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from MT DES to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

Article XLII - Buy American and Hire American

All sub-recipients are required to comply with any applicable provisions of the Buy American Act (41 U.S.C. Sections 8301 - 8305), and any other applicable statutes, regulations, or rules that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States.

Article XLIII - MT DES Specific Acknowledgements and Assurances

All sub-recipients must acknowledge and agree to comply with applicable provisions governing MT DES access to records, accounts, documents, information, facilities, and staff.

1. Sub-recipients must cooperate with any compliance reviews or compliance investigations conducted by MT DES.
2. Sub-recipients must give MT DES access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by MT DES regulations and other applicable laws or program guidance.
3. Sub-recipients must submit timely, complete, and accurate reports to the appropriate MT DES officials and maintain appropriate backup documentation to support the reports.
4. Sub-recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. The State of Montana shall not be liable for any reimbursement amount greater than the award amount available to each county/Tribe.
6. Failure of the County/Tribe to accomplish SHSP objectives may result in the reduction or withholding of funds, or other action, as determined by MT DES.

The State of Montana has the right to seek judicial enforcement of these obligations.



Article XLIV - Accruals

As established within Montana Operations Manual Policy, accrual documentation is required of all sub-recipients by the Montana Department of Administration, State Financial Services Division, and must be submitted to MT DES no later than the second week of June, or as instructed by MT DES.

Article XLV – Authorized Representative

As evidenced by the signatures found in the Letter of Obligation, the Sub-Recipient Signatory Official agrees to appoint the Sub-Recipient Authorized Representative to act on behalf of Billings Police Department. This individual shall be duly authorized with all necessary powers with regard to the administration and oversight of the 2017 State Homeland Security Program grant, 17HSBLNGPD. The Catalog of Federal Domestic Assistance (CFDA) number associated with this grant is 97.067.

Obligating Document for Award

STATE GRANT NUMBER: 17HSBLNGPD	SUB-RECIPIENT NAME AND ADDRESS: Billings Police Department 1622 W 9 th Street Laurel, MT 59044	ISSUING STATE OFFICE AND ADDRESS: Montana Disaster and Emergency Services P.O. Box 4789 1956 MT Majo Street Fort Harrison, MT 59636-4789
AMENDMENT #		
NAME OF SUB-RECIPIENT AUTHORIZED REPRESENTATIVE: Clyde Reid	SUB-RECIPIENT AUTHORIZED REPRESENTATIVE CONTACT INFORMATION: reidcl@billings.mt.us (406)670-8617	NAME AND CONTACT INFORMATION OF MT DES PREPAREDNESS BRANCH MANAGER: Burke Honzel bhonzel@mt.gov (406) 324-4771
EFFECTIVE DATE OF THIS ACTION: 12/01/2019	METHOD OF PAYMENT: EFT	NAME AND CONTACT INFORMATION OF MT DES GRANT COORDINATOR: Amanda Avard (406)324-4785 amanda.avarad@mt.gov
FEDERAL AWARD AMOUNT: \$85,000.00		PERIOD OF PERFORMANCE: From: 12/01/2019 To: 08/31/2020 Budget Period: From: 12/01/2019 To: 08/31/2020
ASSISTANCE ARRANGEMENT: Cost Reimbursement	CFDA #: 97.067	
SUB-RECIPIENT SIGNATORY OFFICIAL (Name and Title)		DATE
SUB-RECIPIENT AUTHORIZED REPRESENTATIVE (Name and Title) 		DATE 12/18
MT DES SIGNATORY (Name and Title)  Burke Honzel, Preparedness Branch Manager, Authorized Organizational Representative		DATE 01 Dec. 2019

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Acceptance and Approval of Additional funds to the 2019 HIDTA Award in the Amount of \$431,796

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

In 2002, Montana was designated as a High Intensity Drug Traffic Area (HIDTA). The Office of National Drug Control Policy (ONDCP) has awarded grants to the Eastern Montana Drug Task Force for sixteen years and the City of Billings is the recipient and administrative agency for the grants. The ONDCP has offered a \$231,796 grant for the calendar year 2019. The HIDTA Task Force consists of personnel from U.S. Marshal's Service, Federal Bureau of Investigation (FBI), Drug Enforcement Administration (DEA), Alcohol, Tobacco & Firearms (ATF), Immigration & Customs Enforcement (ICE), State of Montana Department of Criminal Investigation (DCI), Yellowstone County Sheriff's Office, and the Billings Police Department. The Task Force is managed by a Sergeant from the Billings Police Department. The 2019 HIDTA Award will be used to pay for a Support Specialist position for the HIDTA task force, all task force overtime, administrative and investigative travel, cell phones, copier maintenance agreement, investigative/office supplies, and informant costs.

In November, 2019 the Rocky Mountain HIDTA Executive Board approved additional monies to fund a local coalition of service providers designed to address addiction issues. The Billings Police Department is the fiduciary for Eastern Montana HIDTA. The additional funds awarded are \$200,000 and are earmarked for treatment solutions. The total of the new award is \$431,796.

ALTERNATIVES ANALYZED

The City Council may:

- Approve and accept the new 2019 HIDTA Award in the amount of \$431,796, or
- Not accept the new 2019 HIDTA Award in the amount of \$431,796, which would result in less resources to address addiction issues.

FINANCIAL IMPACT

The 2019 HIDTA Award in the amount of \$431,796 will require no City match.

RECOMMENDATION

Staff recommends that the City Council approve and accept the new 2019 HIDTA award from the Executive Office of the President, Office of National Drug Control Policy, in the amount of \$431,796, and authorize the Mayor to sign the necessary award documents, when they are received.

APPROVED BY CITY ADMINISTRATOR

Attachments

Award



November 8, 2019

Mayor William Cole
City of Billings
210 N 27TH ST
Billings, MT 59101-1938

Dear Mayor Cole:

Grant number G19RM0038A has been increased and now totals \$431,796.00.

The original of Modification 1 is enclosed. If you accept this Modification, sign the Modification and return a copy to the Assistance Center in Miami. Keep the original Modification for your file.

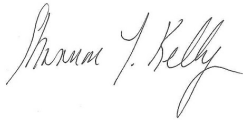
All terms and conditions of the original award apply to the Modification. If you have any questions pertaining to this grant award, please contact Andrew Coffey at (202) 395-4694.

Sincerely,

A handwritten signature in cursive script that reads "Shannon J. Kelly".

Shannon Kelly
National HIDTA Director

Enclosures

Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
1. Recipient Name and Address Mayor William Cole City of Billings 210 N 27TH ST Billings, MT 59101-1938		4. Award Number: G19RM0038A	
		5. Grant Period: From 01/01/2019 to 12/31/2020	
1A. Subrecipient IRS/Vendor No.	6. Date: 11/8/2019	7. Action Initial <input checked="" type="checkbox"/> Supplemental	
Subrecipient Name and Address	8. Supplement Number 1		
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:	\$231,796.00	
3. Project Title	10. Amount of This Award:	\$200,000.00	
	11. Total Award:	\$431,796.00	
12. • The above grant is approved subject to such conditions or limitation as are set forth in the original Grant.			
13. Statutory Authority for Grant: Public Law 113-164			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Shannon Kelly National HIDTA Director		15. Typed Name and Title of Authorized Official William Cole Mayor	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 838638369 EIN: 1816001237A4		19. HIDTA AWARD OND1070DB1718XX OND6113 OND2000000000 OC 410001	

Initiative Cash by HIDTA

FY 2019

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
Rocky Mountain	City of Billings	Eastern Montana HIDTA Drug Task Force	231,796.00	Investigation	G19RM0038A
		SP - Connect Coalition	200,000.00	Prevention	G19RM0038A
	Agency Total : City of Billings		431,796.00		
Total			431,796.00		

Budget Detail

2019 - Rocky Mountain

Initiative - SP - Connect Coalition

Prevention

Award Recipient - City of Billings (G19RM0038A)

Resource Recipient - Billings Police Department

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)		\$200,000.00
Services	Quantity	Amount
Service contracts		\$90,000.00
Total Services		\$90,000.00
Supplies	Quantity	Amount
Office		\$5,000.00
Total Supplies		\$5,000.00
Other	Quantity	Amount
Administrative costs		\$105,000.00
Total Other		\$105,000.00
Total Budget		\$200,000.00

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Purchasing Playground Equipment for Ponderosa Park

PRESENTED BY: Mike Whitaker, Parks, Recreation & Public Lands Director

Department: Parks/Rec/Public Lands

Presentation: No

PROBLEM/ISSUE STATEMENT

The playground equipment at Ponderosa Park has reached the end of its useful life and needs to be replaced. Council approved \$250,000 from Park District 1 (PD1) for this purpose in the FY19 Budget. Staff intends to utilize the State of Montana Cooperative Purchasing Program to purchase the equipment. The Cooperative Purchasing Program negotiates a discounted price with vendors, enabling municipalities to purchase items directly from approved vendors in lieu of the traditional bidding process.

Staff designed and selected the replacement equipment that will be ADA accessible and inclusive for all children to play together no matter their abilities or disabilities. See Attachment A. The equipment will be purchased from a single vendor, Northwest Playground Equipment Inc. This vendor represents manufacturers of play equipment that are distributed nationally and internationally meeting all industry and federal standards. The cost of the equipment including freight charges will be \$139,267.45. Staff is seeking Council approval for this purchase.

The remaining funding will provide for a concrete ADA accessible route from the street to the playground, sub-surface drainage, fall protection, and play equipment installation.

ALTERNATIVES ANALYZED

City Council may:

- Approve purchasing the playground equipment from Northwest Playground Equipment, Inc. for \$139,267.45, or;
- Disapprove the purchase and provide guidance to staff.

FINANCIAL IMPACT

There will be no additional impact on the City. This project was included in the FY19 Capital Improvement Plan (CIP). The project was not able to be completed in FY19, however, the funds are still available in FY20. The project budget is \$250,000 and will need to be reestablished through a quarterly budget amendment.

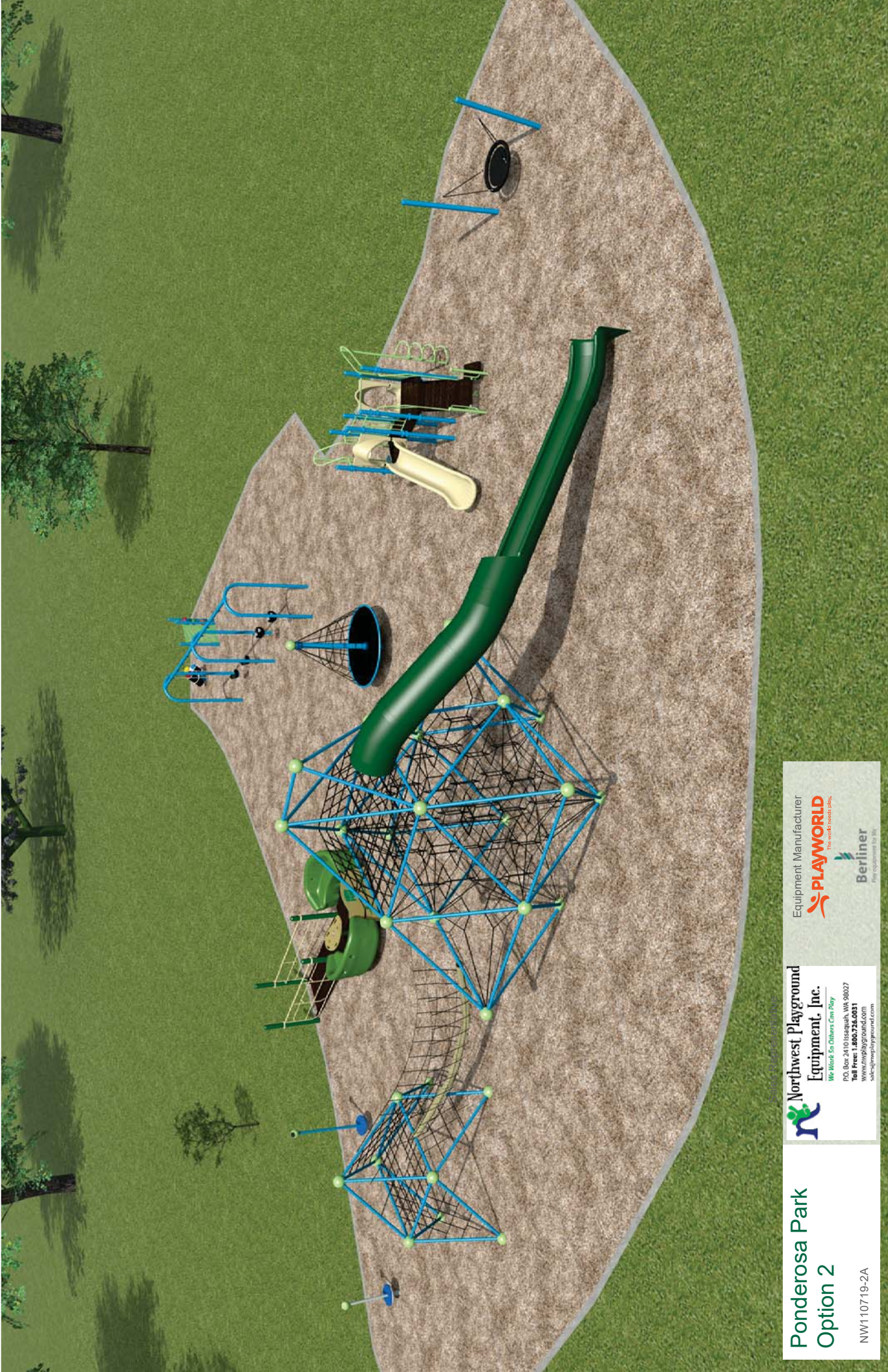
RECOMMENDATION

Staff recommends the Council approve the purchase of playground equipment from Northwest Playground Equipment, Inc. in the amount of \$139,267.45.

APPROVED BY CITY ADMINISTRATOR

Attachments

Ponderosa Park Playground



Ponderosa Park Option 2

NW110719-2A



We Work So Others Can Play

P.O. Box 2410 Issaquah, WA 98027
Toll Free: 1.800.735.0031
www.nwplayground.com
sales@nwplayground.com

Equipment Manufacturer



The World Needs Play.



Play equipment by the

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Downtown Revolving Loan Wise Wonders/704 Properties LLC for \$200,000

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Shawna Bonini of Wise Wonders/704 Properties LLC has requested a loan from the Downtown Revolving Loan fund for the amount of \$200,000. She will be providing a letter of personal guarantee and the City will file a lien on the building. Based upon a title search, the City will be a second position lien holder behind a local lender. The Downtown Revolving loan committee met on December 5 and has recommended this loan be approved by City Council.

ALTERNATIVES ANALYZED

City Council may:

- Approve the loan to Shawna Bonini of Wise Wonders
- Disapprove the loan to Shawna Bonini and she will have to secure additional financing elsewhere.

FINANCIAL IMPACT

Approval of this loan will decrease the balance of the cash in the Downtown Revolving loan fund by \$200,000 leaving the balance of this fund at approximately \$440,000. Current interest rate for loans out of this fund are at 4.25%

RECOMMENDATION

The Downtown Revolving loan committee recommends the City Council approve the loan to Shawna Bonini of Wise Wonders for no more than \$200,000.

APPROVED BY CITY ADMINISTRATOR

Attachments

Wise Wonders

REVOLVING LOAN COMMITTEE LOAN APPROVAL ITEMS
Wise Wonders - 704 Properties LLC
1/13/2020

1	Loan amount	\$ 200,000
2	Ratio of loan to project costs	
3	Percent of owner equity required	20%
4	Interest rate-Prime rate at 9/30/19 was 4.25%. Therefore loan rate is 4.25%	4.25%
5	Interest rate is annually adjusted to Wall Street Journal Prime less 200 basis points as of the last business day in September.	
6	Term of loan in years	10
7	Balloon payment at term	yes - \$121,481
8	Monthly payment based on:	
	Payment calculated	\$1,240 per month
	Calculation term	20 year amortization
	Minimum interest rate if actual loan rate is less than 5%	4.25%
9	Collateralized by a deed of trust	yes
10	What will the deed of trust be subordinate to?	
	Big Sky Floral	\$620,000.00
11	Personal guarantees	
	Personal guarantees of Shawna & Joe Bonini	
12	UCC security interest required on fixtures, furniture, and equipment?	no

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Acceptance of Donations to the Billings Police Department K-9 Program

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

The Billings Police Department wishes to accept donations in excess of \$500. Council policy requires that any donation of more than \$500 must be approved by the City Council. City Council is being asked to accept the following donations for the K-9 program:

An anonymous donor wishes to donate \$15,000, Phillips 66 \$1,000, and Scheels \$10,000. Police canines are essential to law enforcement in detecting drugs and the apprehension of criminals. The police canines are also critical to minimize officer risk.

ALTERNATIVES ANALYZED

The City Council may:

- Accept the donations to the K-9 fund in the amount of \$26,000 to the Billings Police Department; or
- Not accept the donations in the amount of \$26,000 to the Billings Police Department.

FINANCIAL IMPACT

There is no financial impact to the General Fund.

RECOMMENDATION

Staff recommends that the City Council accept the donation as described above.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Donation from the Yellowstone County DUI Task Force in the Amount of \$4,000

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

The Yellowstone County DUI Task Force wishes to donate \$4,000 to the Billings Police Department (BPD) to fund overtime for special DUI shifts during peak DUI hours.

Council policy requires that any donation greater than \$500 must be approved by the City Council. City Council is being asked to accept the \$4,000 donation from the Yellowstone County DUI Task Force.

ALTERNATIVES ANALYZED

The City Council may:

- Accept the \$4,000 donation from the Yellowstone County DUI Task Force; or
- Not accept the \$4,000 donation which will result in the Billings Police Department not running the special DUI patrols, event patrols, and compliance checks.

FINANCIAL IMPACT

There is no impact to the General Fund.

RECOMMENDATION

Staff recommends that the City Council accept the \$4,000 donation from the Yellowstone County DUI Task Force.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Cable Franchise Extension Agreement

PRESENTED BY: Brent Brooks, City Attorney

Department: Legal

Presentation: No

PROBLEM/ISSUE STATEMENT

The City and Bresnan Communications, LLC (known as Charter Communications) are negotiating a renewal of the current cable television franchise agreement that will replace the agreement that expired July 9, 2017. That agreement has been extended by the Council several times to allow continued negotiations and finalization of a franchise renewal with Charter. There have been several exchanges of proposed draft agreements since the last extension. Mayor Cole, Staff and the Community Channel 7 General Manager have met several times and have discussed the franchise renewal terms with a Charter representative from Helena. Mayor Cole and Staff have been refining the remaining unresolved items, and with concurrence from Charter, is recommending what is intended to be a final extension of the current franchise to allow the parties to complete the details on new terms for the next agreement.

ALTERNATIVES ANALYZED

City Council may:

- Approve the extension, or;
- Disapprove the extension, allowing the current agreement to lapse.

FINANCIAL IMPACT

The franchise fee is expected to produce about \$1,420,349 in revenue for the City of Billings for Fiscal Year 2020.

RECOMMENDATION

Staff recommends that the City Council approve the Resolution extending the current Bresnan/Charter franchise agreement term through December 31, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Charter Cable TV Franchise Extension

RESOLUTION 20-_____

**A RESOLUTION OF THE CITY COUNCIL OF
BILLINGS, MONTANA EXTENDING A CABLE FRANCHISE AGREEMENT WITH
SPECTRUM PACIFIC WEST, LLC, formerly doing business as
BRESNAN COMMUNICATIONS, LLC**

WHEREAS, Spectrum Pacific West, LLC, formerly doing business as Bresnan Communications, LLC (“Charter”) currently holds a cable franchise with the City of Billings, granted by Ordinance (“Franchise”), on June 9, 2008; and

WHEREAS, Charter’s Franchise with the City of Billings originally expired on July 9, 2017, but has been extended several periods of time by City Council as City staff and Charter representatives continue to work on a revised franchise renewal agreement

WHEREAS, Charter filed a request for renewal of the Franchise under Section 626 of the Cable Act, and Charter and the City of Billings are engaged in ongoing renewal negotiations in accordance with Section 626(h) of the Cable Act; and

WHEREAS, the parties continue to reserve all rights under the formal procedures of Section 626 of the Cable Act and do not waive any rights related thereto; and

WHEREAS, it is in the public interest to extend the current Franchise for an additional period of time so that cable service to the public will not be interrupted; and

WHEREAS, the parties intend and agree that all provisions of the current Franchise as described and approved in Resolution 13-19291 and the Transfer Agreement, both dated June 24, 2013, should remain in full force and effect during the extension period provided below.

NOW, THEREFORE, the City Council of the City of Billings, Montana, does hereby resolve that the Charter Franchise shall be extended until and through December 31, 2020, to allow finalization of a revised franchise renewal agreement; and

FURTHER, RESOLVES that execution of this extension shall not constitute a waiver of the City of Billings or Charter’s respective rights regarding the Franchise, and that Charter shall not be required to send another request for renewal of the Franchise under Section 626 as a result of this Extension.

APPROVED AND PASSED by the City Council of the City of Billings, this 13th day of January, 2020.

CITY OF BILLINGS

By: _____
William A. Cole, Mayor

ATTEST:

By: _____
Denise R. Bohlman, City Clerk

APPROVED AS TO FORM:

Brent Brooks, City Attorney

ACCEPTED this _____ day of _____, 2020,
subject to applicable federal and State law.

Spectrum Pacific West, LLC
By: Charter Communications, Inc., Its Manager

Name: _____
Title: _____

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Acknowledge Receipt of Petition to Vacate Alleys within Block 81 and 120 Original Town and Set a Public Hearing

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

J & S Properties, Inc. has petitioned to vacate the alley within Block 81 of Original Town and the north/south alley within Block 120 of Original Town. These alleys are located between Montana Avenue and 2nd Avenue North and North 16th Street and North 17th Street. J & S Properties owns all of the properties abutting these two alleys and there are no public utilities within them. J & S Properties is attempting to make the property more viable for future development. Coldwell Banker completed a brokers property evaluation for the alley and have determined the alleys to be valued at \$74,790. The area of the alleys proposed to be vacated is 9,000 square feet.

ALTERNATIVES ANALYZED

The Council may:

- Approve acknowledgment of petition to vacate the above-mentioned right-of-way and set a public hearing for February 10, 2020.
- Do not acknowledge the petition and terminate the right-of-way vacation process. If not approved, future development would need to be designed to accommodate the alley right of way.

FINANCIAL IMPACT

Coldwell Banker completed a brokers property evaluation for the alleys and determined the value to be \$74,790. This will be the total compensation the property owner would pay to the city for vacation of the alleys. Administrative Order #56 allows for a comparative sales data instead of a formal appraisal.

RECOMMENDATION

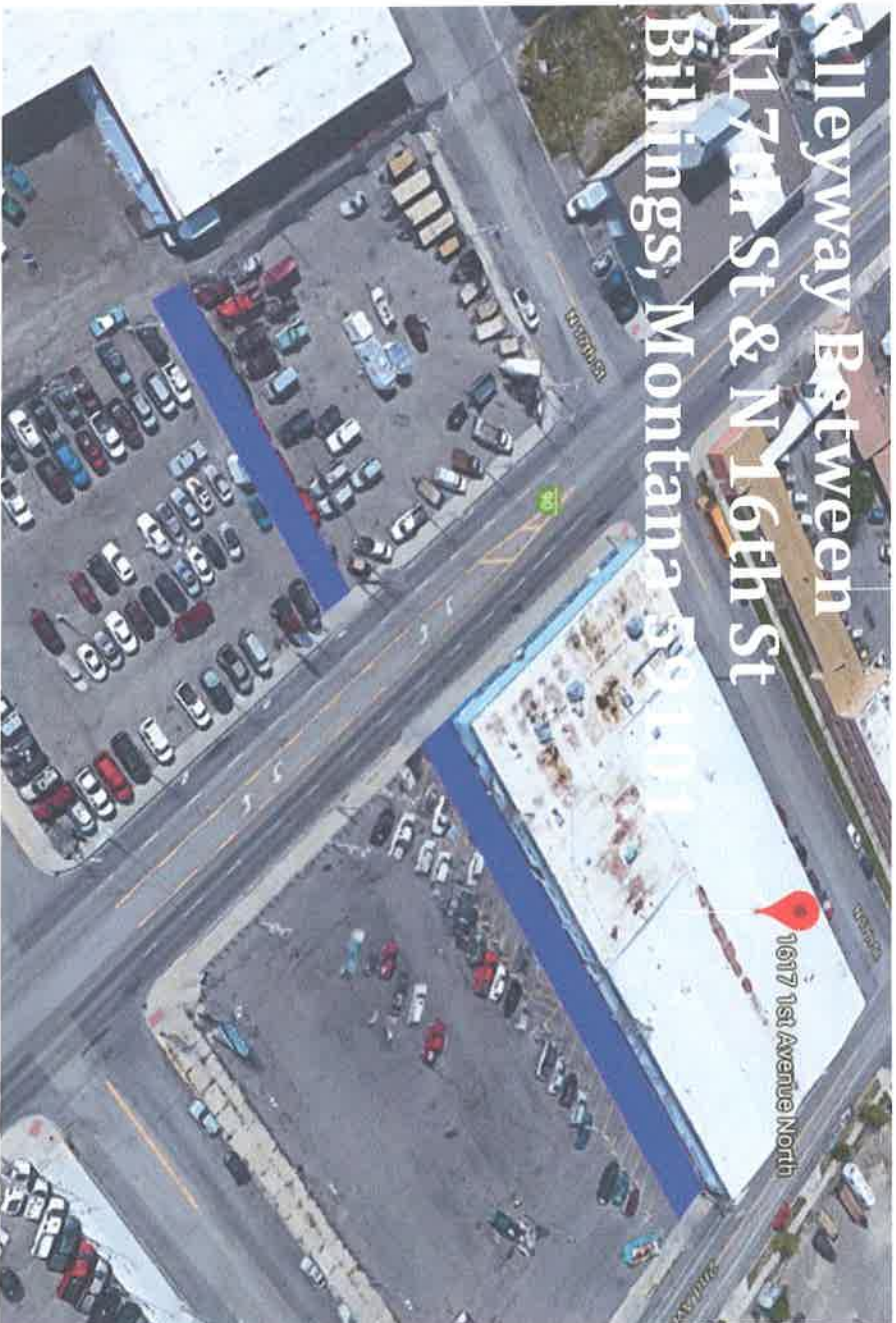
Staff recommends that Council acknowledge the receipt of petition to vacate the alley within Block 81 of Original Town and the north/south alley within Block 120 of Original Town, and set a public hearing for February 10, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Broker Property Evaluation
Exhibit
Petition

Brokers Property Evaluation



George A. Warmer Broker/Owner

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1215 24th Street West

Billings, MT 59102

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**1215 24th St West
Billings, MT 59102
406.656.2001**

Table Of Contents



CBS

3	Engagement letter	16	Section 5
4	Section 1	17	Assumptions
5	Executive Summary	17	Section 6
9	Section 2	18	Orion Details
	Property Summary	18	Section 7
	Section 3	19	Property Tax Details
	Evaluation	19	Broker Profile
15	Section 4		
	Weighted Valuation		

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Engagement Letter



CBS

August 19, 2019

Limit of Liability

The liability of Coldwell Banker Commercial is limited to the fee collected from the client. We assume no responsibility for any costs incurred to discover or correct any deficiencies of any type present in the property...physically, financially or legally. This Opinion should not be used in lieu of a Complete Appraisal Report prepared by a qualified Commercial Appraiser.

Fee:

N/A

George A Warner

Signature _____

George A Warner, Broker Owner
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Executive Summary

Section I



CBS

Alleyway Between N 17th St & N 16th St Billings, MT 59101

The alleyway runs north and south between N 17th St and N 16th ST. The alleyway is approximately 300' long between 2nd ave N and 1st Ave N as well as a 150' long section between 1st Ave N and Montana Ave.

Sales Comparison Evaluation: **\$74,790**

Income Evaluation: **N/A**

Cost Approach Evaluation: **N/A**

INDICATED \$74,790 USD (rounded)

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Property Summary

Section 2



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Overview

Client

J & S Properties Inc

Property Owner

J & S Properties Inc

Property Address

Alleyways with boundaries located between N 17th St & N 16th St and 2nd Ave N and Montana Ave

Property Legal

Alleyway located between BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 81, Lot 1 - 24, (09) and BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 120, Lot 13 - 24

Site Specs

Lot Size

Approx. 9,000 SF

Building

Approx. None

Zoning

East Billings Central Works

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2

Property Summary



Building Specs

Property Type:	City Alleyway
Year Built:	N/A
Building Square Footage:	N/A
Land Square Footage:	9,000
Water:	N/A
Sewer:	N/A
Power:	N/A
Gas:	N/A

Area Description

The subject property is located in the City of Billings, Montana, which is situated in the south central region of Montana State in Yellowstone County.





CBS

Site Details

Subject property borders:

North	East Billings Central Works
South	East Billings Central Works
East	East Billings Central Works
West	East Billings Central Works

Trends, Future Outlook of Billings

The Billings area is a major financial, medical, wholesale and retail center. Agricultural products, natural resources, health care, retail, wholesale trade and tourism have contributed to area growth.

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Valuations

Section 3



CBS

Definitions of Value

As Commercial Agents at Coldwell Banker Commercial, we assist Landlords in an Agency Relationship i.e. the Listing of Property. To establish a lease rate we use the three common methods of appraisal listed below. However, one should be aware that there exists an ebb and flow to Real Estate Transactions in which at any given time, depending on need, properties can and do fluctuate in value. The "Gold Standard" which exists is the consummation of a transaction resulting in a executed lease establishing the actual "Market Rate". (see below) Additionally, one must realize that all methodology is based on the principal of substitution in which like properties are evaluated and graded with respect to the subject.

Market Value

The most probable sale price which a property should bring in a competitive and open market under all conditions requisite to a fair market value. Both buyer and seller are to act prudently, knowledgeably and assuming the value is not affected by undue stimulus.

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Sales Comparison Approach

By analyzing the valuation factors for similar property that is offered for sale in the open market, one can produce a duplicate of the subject property and thus estimate the subject value. It must be realized, no two properties are ever exactly alike and adjustments must be made for the items of dissimilarity.

Income Capitalization Approach (Not Considered)

Analysis of a property in terms of its ability to provide sufficient net annual return on investment capital is an important means of validating the market value indicated by the Lease Comparison Approach. The estimate is developed in the income capitalization approach by capitalizing the projected net income at a rate commensurate with the investment risks inherent to the ownership of the property.

Cost Approach (Not Considered)

The Author makes no representations to the accuracy of the information provide below as said estimate only represents the Author's opinion related to prior construction projects. For specific estimated/actual construction costs, reviewer should consult a licensed contractor, architect, and/or engineer.

The Cost Approach was not used for the purposes of this evaluation

Exclusions

Furnishings, equipment, personal property or business operations have been disregarded with only the improved real estate being considered in the value estimate, unless otherwise stated.

3

Property Comps



Block 257 Lots 2--23



Block 33 Lots 1-6



221 N 18th St



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3

Valuations



Income Approach

The method uses a modified version of the Direct Capitalization Approach by estimating potential gross income and deducting estimated vacancy losses and typical expenses such as real estate taxes, property insurance, utilities, etc., from which NOI (net operating income) is deduced. To calculate value a market derived (lending & equity returns, etc.) overall CAP rate is applied to NOI.

The income approach was not used for this evaluation.

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Valuations



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Cost Approach

The cost approach to value represents a summation of the contributory value of land and factored depreciation of improvements. Land costs are directly extracted from the market. Area land sales that have some similar utility are used as comparables. The properties will have different locations and most likely are of distinct size and shape. They may have dissimilar zoning or even be in varying stages of on and off site improvements i.e. water and sewer, etc. They must be able to be used for similar purposes.

The cost approach was not used for this evaluation.

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Weighted Value

Section 4



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Value Change and Alteration of Opinion

The estimated value is subject to change with market movement over time; value is highly related to exposure, time, promotional effort, terms, motivation and conditions surrounding the offering. The estimate considered the productivity and relative attractiveness of the property physically and economically in the marketplace as it contributes to an economic or social need.

Report of Defined Value

With adequate verified data of information available, we can estimate the lease rate with careful consideration of the two approaches selected for this evaluation. Sometimes relative data regarding the subject property does not exist. When this occurs, we use best judgment and apply those approaches with sufficient data to give relativity to our opinion.

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Assumptions

Section 5



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Nondisclosure State

The client should understand that the State of Montana is a nondisclosure jurisdiction. Consequently, lease rates for real estate transactions are not publicly recorded and no centralized database of comparable leases exists. Additionally, no one associated with a particular transaction is obligated to release or verify lease terms. Therefore, it is possible that there are leases for comparable properties of which we have no knowledge or incomplete knowledge.

Modifications

The author reserves the right to alter statements, analysis, conclusion or any value estimate in the opinion if there becomes known to the author facts pertinent to the process which were unknown to the author at the time of report preparation.

Copies, Publication, Distribution, or Other Use of the Opinion

Possession of this report or any copy thereof does not carry with it the right of publication; the physical report remains the property of the Author for the use of the client, the fee being for the analytical services only.

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BACKGROUND

Local market knowledge and honest and exceptional service are the keys to success for George and his clients. As the Managing Partner of Coldwell Banker Commercial CBS he brings together the most well-known commercial real estate company with one of the industry's leading brokers. As a CCIM designee, George offers his clients industry leading analytical expertise.

AREAS OF FOCUS

Retail, Office, Investment Properties & Development

CREDENTIALS

CCIM

MBA—University of Denver

ICSC Member

Rotarian

Billings Library Foundation Treasurer



George A. Warner Broker/Owner

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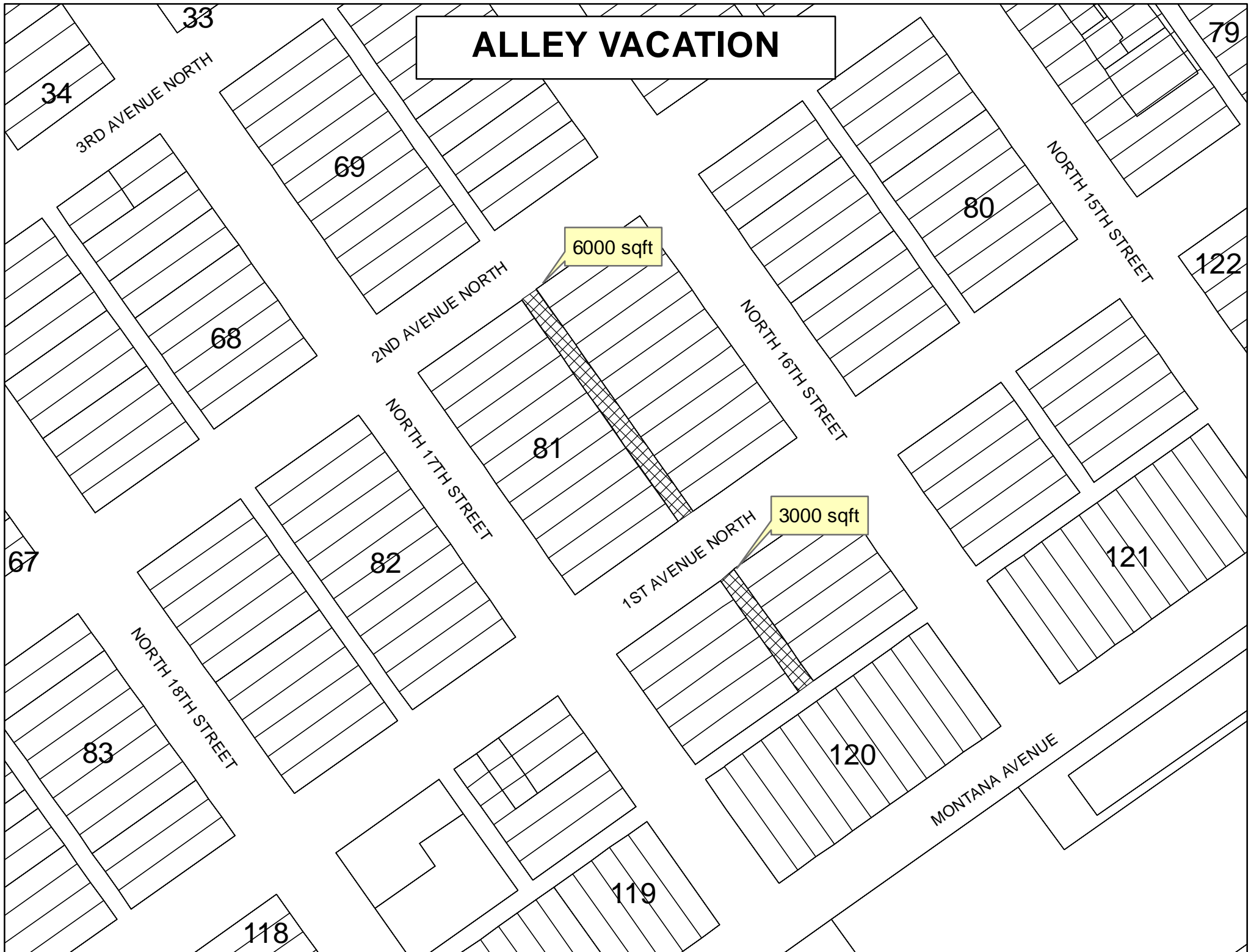
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ALLEY VACATION



**REQUEST TO VACATE PUBLIC RIGHT-OF-WAY
CITY OF BILLINGS**

Description of Right-of-Way to be vacated:

Town. Alley right of way within Block 81 of the Original
North-South Alley right of way within
Block 120 of the Original Town.

We, being all the abutting property owners, request of the City Council the vacation of the above described:

 Street X Alley Other R/W

<u>SIGNATURE</u>	<u>DATE</u>	<u>PROPERTY OWNERSHIP</u>
	12/2/19	J+S Properties Inc

(Additional signatures, if needed, can be on additional sheets.)

WE, the utility companies and governmental departments, listed below, approve, or disapprove this request as noted by our signatures.

	Approved By/Date	Disapproved By/Date
City Public Works	 12/2/19	
Heights Water	NA	
Montana Dakota Utilities	 11/4/19	
Northwestern Energy	see attached letter	
Charter	 11/4/19	
CenturyLink		
City/Co. Planning	 12/17/19	

(A letter of explanation may be attached with "See Attached Letter" entered in the appropriate signature slot.)

Petitioner's interest in vacating the public right-of-way: _____

The petitioner acknowledges and understands that the City will appoint an appraiser to estimate the value of the real property being vacated, and the petitioner agrees that the fee for the appraiser will be borne by the petitioner(s).

ATTACHMENTS: Yellowstone County Owner Information

- X Title Report(s)
- X Comments from all Utilities
- X Map of R/W to be Vacated
- NA Traffic Accessibility Study (When required by the City)

October 16, 2019

Mr. Scott Chesarek, President
J & S Properties, Inc
PO Box, 31292 Billings, MT 59107-1292

Dear Mr. Chesarek,

On October 4th, 2019 NorthWestern Energy (NWE) was approached by your company to relocate an existing distribution overhead facility. The motive behind the relocation is vacating the existing public ROW's (alley's) on the following block:

1600 blocks of 1st Avenue North, including both sides of 1st Avenue North.

The City of Billings will grant the vacation of alleyway provided NWE make alternative arrangements with J & S Properties. On all projects such as these, the Montana utility rate tariff defines the "cost causer" shall pay for any utility relocates that need to be made for said customer jobs. Specifically on this request, NWE does have an existing 12.5 KV distribution overhead feeder that CAN be relocated.

NWE will agree to relocate the existing overhead facilities previously mentioned with the following bullet points needing to take place prior to relocation.

- NWE electrical relocation design must be completed
- NWE quote must be completed and paid in full
- NWE construction agreement must be executed

Please keep in mind that once a quote is completed, and received by said customer, it is valid for 120 days thereafter. At that time if a customer still requests a current quote, a new one can be produced; however, updated costs for materials, labor, tax charges, etc. shall be utilized.

If this arrangement sounds agreeable, please take this letter as NWE providing appropriate/alternate arrangements for the vacation of existing public ROW's (alley's) as mentioned above.

Respectfully,



Kane Claunch
Construction Manager – Billings Division



Yellowstone County, Montana

Disclaimer: Not all fields are currently maintained. The accuracy of the data is not guaranteed. Please notify the Appraisal/Assessment Office of any inaccuracies.

[Back to Search Form](#)

[Full Owner Detail](#)

Owner Information

***Please Note:** Owner information is supplied by the **Montana Department of Revenue**. To request updates to addresses or other ownership information, please **contact the DOR office at 896-4000**. Records for the current year will **not** be updated after tax bills have been sent out, so changes requested after you receive your bill will appear only on next year's records.

Tax ID: A00537

Primary Party

Primary Owner Name: J & S PROPERTIES INC [Ownership History](#)

2019 Mailing Address: J & S PROPERTIES INC
PO BOX 31292
BILLINGS, MT 59107-1292

Property Address: 1617 1ST AVE N

Township: 01 N Range: 26 E Section: 33

Subdivision: BILLINGS ORIGINAL TOWNSITE Block: 81 Lot: 13

Full Legal: BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 81, Lot 13 - 24, (09)

GeoCode: 03-1033-33-4-14-01-0000

[Show on Map](#) (May not work for some newer properties.)

Property Assessment Information

Levy District: EAST BILLINGS URBAN RENEW

2019 Assessed Value Summary

Assessed Land Value = \$ 311,969.00
Assessed Building(s) Value = \$ 0.00
Total Assessed Value = \$ 311,969.00

Assessed Value Detail Tax Year: 2019

Class Code	Amount
2207 - Commercial City or Town Lots =	\$ 311,969.00
Total =	\$ 311,969.00

The values shown for the given tax year are for taxation purposes only. They are supplied by the Department of Revenue. For questions about these values, please contact the Montana Department of Revenue, Appraisal/Assessment Office at [406-896-4000](tel:406-896-4000).

City of Billings SID Payoff Information

Contact the City of Billings for SID pay off information

Rural SID Payoff Information

NONE

Property Tax Billing History

Year	1st Half	2nd Half	Total
<u>2000</u>	10,867.48 P	10,867.48 P	21,734.96
<u>2001</u>	11,675.12 P	11,675.11 P	23,350.23



Yellowstone County, Montana

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Owner Information

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Tax ID: A00537A

Primary Party

Primary Owner Name: J & S PROPERTIES INC [Ownership History](#)

2019 Mailing Address: J & S PROPERTIES INC
PO BOX 31292
BILLINGS, MT 59107-1292

Property Address: 1ST AVE N
Township: 01 N Range: 26 E Section: 33
Subdivision: BILLINGS ORIGINAL TOWNSITE Block: 81 Lot: 1
Full Legal: BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 81, Lot 1
- 12, (09)
GeoCode: 03-1033-33-4-14-20-0000

[Show on Map](#) (May not work for some newer properties.)

Property Assessment Information

Levy District: EAST BILLINGS URBAN RENEW

2019 Assessed Value Summary

Assessed Land Value = \$ 311,969.00
Assessed Building(s) Value = \$ 53,431.00
Total Assessed Value = \$ 365,400.00

Assessed Value Detail Tax Year: 2019

Class Code	Amount
2207 - Commercial City or Town Lots =	\$ 311,969.00
3507 - Improvements on Commercial City or Town Lots =	\$ 53,431.00
Total =	\$ 365,400.00

The values shown for the given tax year are for taxation purposes only. They are supplied by the Department of Revenue. For questions about these values, please contact the Montana Department of Revenue, Appraisal/Assessment Office at [406-896-4000](tel:406-896-4000).

City of Billings SID Payoff Information

Contact the City of Billings for SID pay off information

Rural SID Payoff Information

NONE

Property Tax Billing History

Year	1st Half	2nd Half	Total
<u>2009</u>	1,893.11 P	1,893.07 P	3,786.18



Yellowstone County, Montana

Disclaimer: Not all fields are currently maintained. The accuracy of the data is not guaranteed. Please notify the Appraisal/Assessment Office of any inaccuracies.

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[Full Owner Detail](#)

Owner Information

***Please Note:** Owner information is supplied by the **Montana Department of Revenue**. To request updates to addresses or other ownership information, please **contact the DOR office at 896-4000**. Records for the current year will **not** be updated after tax bills have been sent out, so changes requested after you receive your bill will appear only on next year's records.

Tax ID: A00872

Primary Party

Primary Owner Name: J & S PROPERTIES INC [Ownership History](#)

2019 Mailing Address: J & S PROPERTIES INC
 PO BOX 31292
 BILLINGS, MT 59107-1292

Property Address: 1616 1ST AVE N

Township: 01 N Range: 26 E Section: 33

Subdivision: BILLINGS ORIGINAL TOWNSITE Block: 120 Lot: 13

Full Legal: BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 120, Lot 13 - 18

GeoCode: 03-1033-33-4-11-03-0000

[Show on Map](#) (May not work for some newer properties.)

Property Assessment Information

Levy District: EAST BILLINGS URBAN RENEW

2019 Assessed Value Summary

Assessed Land Value = \$ 158,162.00

Assessed Building(s) Value = \$ 24,538.00

Total Assessed Value = \$ 182,700.00

Assessed Value Detail Tax Year: 2019

Class Code	Amount
2207 - Commercial City or Town Lots	= \$ 158,162.00
3507 - Improvements on Commercial City or Town Lots	= \$ 24,538.00
Total	= \$ 182,700.00

The values shown for the given tax year are for taxation purposes only. They are supplied by the Department of Revenue. For questions about these values, please contact the Montana Department of Revenue, Appraisal/Assessment Office at [406-896-4000](tel:406-896-4000).

City of Billings SID Payoff Information

Contact the City of Billings for SID pay off information

Rural SID Payoff Information

NONE

Property Tax Billing History

Year	1st Half	2nd Half	Total
<u>2000</u>	916.91 P	916.90 P	1,833.81



Yellowstone County, Montana

Disclaimer: Not all fields are currently maintained. The accuracy of the data is not guaranteed. Please notify the Appraisal/Assessment Office of any inaccuracies.

[Back to Search Form](#)

[Full Owner Detail](#)

Owner Information

***Please Note:** Owner information is supplied by the **Montana Department of Revenue**. To request updates to addresses or other ownership information, please **contact the DOR office at 896-4000**. Records for the current year will **not** be updated after tax bills have been sent out, so changes requested after you receive your bill will appear only on next year's records.

Tax ID: A00873

Primary Party

Primary Owner Name: J&S PROPERTIES, INC [Ownership History](#)

2019 Mailing Address: J&S PROPERTIES, INC
 PO BOX 31292
 BILLINGS, MT 59107-1292

Property Address: 9 N 16TH ST

Township: 01 N Range: 26 E Section: 33

Subdivision: BILLINGS ORIGINAL TOWNSITE Block: 120 Lot: 19

Full Legal: BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 120, Lot 19 - 24

GeoCode: 03-1033-33-4-11-02-0000

[Show on Map](#) (May not work for some newer properties.)

Property Assessment Information

Levy District: EAST BILLINGS URBAN RENEW

2019 Assessed Value Summary

Assessed Land Value = \$ 158,162.00

Assessed Building(s) Value = \$ 24,538.00

Total Assessed Value = \$ 182,700.00

Assessed Value Detail Tax Year: 2019

Class Code	Amount
2207 - Commercial City or Town Lots =	\$ 158,162.00
3507 - Improvements on Commercial City or Town Lots =	\$ 24,538.00
Total =	\$ 182,700.00

The values shown for the given tax year are for taxation purposes only. They are supplied by the Department of Revenue. For questions about these values, please contact the Montana Department of Revenue, Appraisal/Assessment Office at [406-896-4000](tel:406-896-4000).

City of Billings SID Payoff Information

Contact the City of Billings for SID pay off information

Rural SID Payoff Information

NONE

Property Tax Billing History

Year	1st Half	2nd Half	Total
<u>2000</u>	916.91 P	916.90 P	1,833.81

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Payment of Claims for the week of December 2, 2019

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$570,898.45 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

ALTERNATIVES ANALYZED

- No other alternative were analyzed

FINANCIAL IMPACT

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

RECOMMENDATION

Staff recommends Council approve the Payment of Claims.

APPROVED BY CITY ADMINISTRATOR

Attachments

councilmemo_12022019

Check Date	Check#	Name	Middle	Amount	Item Desc
12/02/2019	828784	Stewart Title Company	Airport	\$ 33,089.00	Purchase Agreement for Building at 641 North View Dr
12/03/2019	828788	Air Controls-Billings	General	\$ 5,831.10	Finance remodel
12/03/2019	828789	Archie Cochrane	Transit	\$ 30.17	5306238
12/03/2019	828789	Archie Cochrane	Property Ins	\$ 4,630.34	Inv. 847136 Street/Traffic Truck 1111
12/03/2019	828789	Archie Cochrane	Property Ins	\$ 1,187.28	Inv. 847182 Street/Traffic #1111
12/03/2019	828789	Archie Cochrane	Property Ins	\$ 99.99	Inv. 745791
12/03/2019	828804	Chicago Title of MT	CDBG	\$ 15,000.00	FTHB Lee Hoblitzell 1205 N.Ping Circle
12/03/2019	828811	Cummins Rocky Mt	Fleet	\$ 821.64	38-17458 PO NUM 309364
12/03/2019	828811	Cummins Rocky Mt	Fleet	\$ 732.24	38-17152 PO NUM 309364
12/03/2019	828811	Cummins Rocky Mt	Fleet	\$ 40.68	38-17605 PO NUM 309364
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ 464.81	38-17249
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ (250.00)	38-17644
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ 419.91	38-17686
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ 1,285.78	38-17544
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ 426.79	38-17605
12/03/2019	828811	Cummins Rocky Mt	Public Safety	\$ 123.33	38-17163
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ 465.24	38-17710
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ 426.79	38-17725
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ 50.78	38-17749
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ 355.31	38-17829
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ 57.78	38-17713
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ (156.25)	38-17768
12/03/2019	828811	Cummins Rocky Mt	Solid Waste	\$ (156.25)	38-17292
12/03/2019	828811	Cummins Rocky Mt	Street/Traffic	\$ 1,057.52	38-17628
12/03/2019	828815	Data Imaging System	Building	\$ 1,595.00	Inv 5042 Setup & data migration from Image Silo to Questys software
12/03/2019	828815	Data Imaging System	City/Co Planning	\$ 1,595.00	Inv 5042 Setup & data migration from Image Silo to Questys software
12/03/2019	828827	Empire Garage Owners	Parking	\$ 8,604.61	11212019_City of Billings November Assessment
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 460.00	267865; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 345.00	267863; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 370.00	Phillips 66 wastewater anaylsis
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 460.00	270849; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 460.00	271257; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 330.00	267866; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 460.00	271254; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 360.00	271253; RIVER SAMPLING
12/03/2019	828828	Energy Laboratories	Wastewater	\$ 460.00	267862; RIVER SAMPLING
12/03/2019	828832	First Am Title Company	CDBG	\$ 15,000.00	FTHB Augustus Goldberg 226 Alderson Avenue
12/03/2019	828848	Hauf Industries LLC	Public Safety	\$ 80.00	1308: FIRE 1/SNOW BROOM, BROKEN SHEAR BOLTS (EFR)
12/03/2019	828848	Hauf Industries LLC	Public Safety	\$ 238.00	Brush 6/Wildland saw Maint, chain sharpening,
12/03/2019	828848	Hauf Industries LLC	Public Safety	\$ 65.00	FALL MAINTENANCE VENT SAWS
12/03/2019	828848	Hauf Industries LLC	Public Safety	\$ 720.00	FALL MAINTENANCE VENT SAWS

Check Date	Check#	Name	Middle	Amount	Item Desc
12/03/2019	828848	Hauf Industries LLC	Public Safety	\$ 1,402.00	LAWN EQUIP-FALL MAINT, INSPECTIONS, WINTERIZATIONS
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 60.05	E50362.001
12/03/2019	828851	Hose & Rubber Supply	Street/Traffic	\$ 70.06	E49536.001
12/03/2019	828851	Hose & Rubber Supply	Fleet	\$ 36.58	E49782.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 95.19	E49938.001
12/03/2019	828851	Hose & Rubber Supply	Fleet	\$ 36.80	E49642.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 228.56	E49088.001
12/03/2019	828851	Hose & Rubber Supply	Public Safety	\$ 17.54	E49863.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 156.49	E50135.001
12/03/2019	828851	Hose & Rubber Supply	Street/Traffic	\$ 180.41	E49721.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 469.42	E49837.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 1,232.06	E49287.001
12/03/2019	828851	Hose & Rubber Supply	Solid Waste	\$ 152.52	E50351.001
12/03/2019	828851	Hose & Rubber Supply	Street/Traffic	\$ 152.38	E49372.001
12/03/2019	828851	Hose & Rubber Supply	Fleet	\$ 44.42	E49630.001 PO NUM 309369
12/03/2019	828853	Hughes Fire Equipt	Public Safety	\$ 341.84	543985
12/03/2019	828853	Hughes Fire Equipt	Public Safety	\$ 17.89	543985
12/03/2019	828853	Hughes Fire Equipt	Public Safety	\$ 10,100.00	Final Inspection- Travel expenses, two Pierce Enforcer Pumpers
12/03/2019	828856	Ingram Library Service	Library	\$ 89.10	42663086
12/03/2019	828856	Ingram Library Service	Library	\$ 127.36	42747012
12/03/2019	828856	Ingram Library Service	Library	\$ 11.79	42747014
12/03/2019	828856	Ingram Library Service	Library	\$ 16.52	42663081
12/03/2019	828856	Ingram Library Service	Library	\$ 16.49	42663088
12/03/2019	828856	Ingram Library Service	Library	\$ 17.10	42747009
12/03/2019	828856	Ingram Library Service	Library	\$ 30.21	42747011
12/03/2019	828856	Ingram Library Service	Library	\$ 33.11	42747011
12/03/2019	828856	Ingram Library Service	Library	\$ 10.02	42747011
12/03/2019	828856	Ingram Library Service	Library	\$ 15.92	42663084
12/03/2019	828856	Ingram Library Service	Library	\$ 17.40	42663084
12/03/2019	828856	Ingram Library Service	Library	\$ 45.57	42730069
12/03/2019	828856	Ingram Library Service	Library	\$ 22.00	42747010
12/03/2019	828856	Ingram Library Service	Library	\$ 18.29	42747010
12/03/2019	828856	Ingram Library Service	Library	\$ 53.04	42596581
12/03/2019	828856	Ingram Library Service	Library	\$ 100.72	42663084
12/03/2019	828856	Ingram Library Service	Library	\$ 27.54	42730068
12/03/2019	828856	Ingram Library Service	Library	\$ 18.29	42747009
12/03/2019	828856	Ingram Library Service	Library	\$ 15.34	42747010
12/03/2019	828856	Ingram Library Service	Library	\$ 17.10	42747010
12/03/2019	828856	Ingram Library Service	Library	\$ 33.11	42747012
12/03/2019	828856	Ingram Library Service	Library	\$ 17.99	42663080
12/03/2019	828856	Ingram Library Service	Library	\$ 9.60	42730067

Check Date	Check#	Name	Middle	Amount	Item Desc
12/03/2019	828856	Ingram Library Service	Library	\$ 31.18	42747012
12/03/2019	828856	Ingram Library Service	Library	\$ 8.84	42596581
12/03/2019	828856	Ingram Library Service	Library	\$ 17.60	42663081
12/03/2019	828856	Ingram Library Service	Library	\$ 32.41	42663087
12/03/2019	828856	Ingram Library Service	Library	\$ 9.59	42663087
12/03/2019	828856	Ingram Library Service	Library	\$ 30.34	42730067
12/03/2019	828856	Ingram Library Service	Library	\$ 56.99	42663081
12/03/2019	828856	Ingram Library Service	Library	\$ 15.92	42663083
12/03/2019	828856	Ingram Library Service	Library	\$ 84.64	42663085
12/03/2019	828856	Ingram Library Service	Library	\$ 33.60	42663086
12/03/2019	828856	Ingram Library Service	Library	\$ 845.49	42663088
12/03/2019	828856	Ingram Library Service	Library	\$ 22.95	42730068
12/03/2019	828856	Ingram Library Service	Library	\$ 22.00	42747013
12/03/2019	828856	Ingram Library Service	Library	\$ 23.80	42663086
12/03/2019	828856	Ingram Library Service	Library	\$ 156.85	42663088
12/03/2019	828856	Ingram Library Service	Library	\$ 15.63	42730068
12/03/2019	828856	Ingram Library Service	Library	\$ 39.64	42730069
12/03/2019	828856	Ingram Library Service	Library	\$ 68.44	42747013
12/03/2019	828856	Ingram Library Service	Library	\$ 50.23	42747014
12/03/2019	828856	Ingram Library Service	Library	\$ 15.92	42663082
12/03/2019	828856	Ingram Library Service	Library	\$ 11.77	42747014
12/03/2019	828856	Ingram Library Service	Library	\$ 373.17	42663088
12/03/2019	828856	Ingram Library Service	Library	\$ 7.79	42747008
12/03/2019	828856	Ingram Library Service	Library	\$ 10.19	42747009
12/03/2019	828856	Ingram Library Service	Library	\$ 14.97	42747011
12/03/2019	828860	J & H Office Equipt	Central Services	\$ 11,876.00	1.Canon iR Advance C7570i licopier
12/03/2019	828860	J & H Office Equipt	Central Services	\$ 1,407.00	4.Paper Deck Unit Unit-E1 Unit
12/03/2019	828860	J & H Office Equipt	Central Services	\$ 36.00	5.Utility Tray-B1Item Code 0165C001AA
12/03/2019	828860	J & H Office Equipt	Central Services	\$ 498.00	3.2/3 Hole Puncher Unit-A1Unit Code
12/03/2019	828860	J & H Office Equipt	Central Services	\$ (2,500.00)	Trade in of used Xerox 3CQ93403
12/03/2019	828860	J & H Office Equipt	Central Services	\$ 1,759.00	2.Staple Finisher-V2Item Code
12/03/2019	828876	Knife River	Facilities Mngmt	\$ 5,499.25	Inv. #655728
12/03/2019	828877	L P Anderson Tire	Engineering	\$ 16.50	1123826
12/03/2019	828877	L P Anderson Tire	Street/Traffic	\$ 115.00	1123296
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 289.56	1123668
12/03/2019	828877	L P Anderson Tire	Street/Traffic	\$ 130.00	1123606
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 16.50	1123909
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 584.00	1123403
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 584.00	1123404
12/03/2019	828877	L P Anderson Tire	Street/Traffic	\$ 50.00	1123610
12/03/2019	828877	L P Anderson Tire	Street/Traffic	\$ 37.50	1123230

Check Date	Check#	Name	Middle	Amount	Item Desc
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 16.50	1123351
12/03/2019	828877	L P Anderson Tire	Street/Traffic	\$ 76.00	1123606
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 700.00	1123975
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 65.00	1123351
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 1,752.00	1123402
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 438.00	1123658
12/03/2019	828877	L P Anderson Tire	Public Safety	\$ 504.00	1123708
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 1,587.79	91617
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 141.69	91474
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 129.53	90548
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 330.98	90934
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 150.00	91617
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 106.96	91806
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 427.76	91240
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ 271.30	91484
12/03/2019	828894	Montana Peterbilt	Solid Waste	\$ (175.38)	91872
12/03/2019	828895	Morrison Maierle	Airport	\$ 2,046.37	AIP-62 Terminal Expansion Project Engineering - CA - Local Share
12/03/2019	828895	Morrison Maierle	Airport	\$ 18,417.32	AIP-62 Terminal Expansion Project Engineering - CA - Federal Share
12/03/2019	828895	Morrison Maierle	Airport	\$ 1,731.20	AIP-62 Terminal Expansion Project Engineering - CA - Note Eligible
12/03/2019	828895	Morrison Maierle	Airport	\$ 38,299.48	AIP 58 Terminal Building Expansion-Final Design Phase- Local Share
12/03/2019	828895	Morrison Maierle	Airport	\$ 219,435.92	AIP 58 Terminal Building Expansion - Final Design Phase- Federal Share
12/03/2019	828900	NorthWestern Energy	CDBG	\$ 5.56	930 Steffanich Dr. /FORECLOSURE ACQUISITION
12/03/2019	828900	NorthWestern Energy	P.W. Admin	\$ 8.87	Depot Parking Lot Electricity #0698856-2
12/03/2019	828900	NorthWestern Energy	Engineering	\$ 35.47	Depot Parking Lot Electricity #0698856-2
12/03/2019	828900	NorthWestern Energy	Airport	\$ 217.74	2001865-1. Detail Bay 4 Avis/Budget. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 524.54	1669567-8. TSA Building. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 298.72	3446396-8. USDA. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 465.61	2001846-1. Mud Wash. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 345.81	2001855-2. Detail Bay 2 National/Alamo. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 1,127.30	3477231-9. Airport Parking Zones. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 131.42	1138926-9. Aero Interiors. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 86.25	2001867-7. Detail Bay 5 Thrifty/Dollar. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 1,337.86	0100484-5. ARFF Facility. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 83.58	3085107-5. Employee Parking. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 2,873.28	0100483-7. Runway Lights. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 1,437.58	1993430-6. Car Wash. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 276.02	200186-8. Detail Bay 3 Enterprise. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 518.78	2001848-7. Detail Bay 1 Hertz. November 2019
12/03/2019	828900	NorthWestern Energy	Airport	\$ 34,693.94	0100482-9. Airport Vault Main. November 2019
12/03/2019	828920	Sanderson Stewart	Water	\$ 4,975.73	WO 19-01 Water/Sewer Replacement Project; RetRel 2
12/03/2019	828929	Sletten Construction	Airport	\$ 5,231.56	Terminal Expansion-GC/CM-Design Phase. Preconstruction - Local Share

Check Date	Check#	Name	Middle	Amount	Item Desc
12/03/2019	828929	Sletten Construction	Airport	\$ 21,057.71	Terminal Expansion-GC/CM-Design Phase. Preconstruction - Federal Share
12/03/2019	828934	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Nadja Brown 626 S. 38th Street West #10
12/03/2019	828938	Tetra Tech, Inc.	Wastewater	\$ 6,850.00	WO 19-01 W/S Replace Project-Test & Analyze Contaminated Groundwater
12/03/2019	828943	Tractor & Equipment	Solid Waste	\$ 2,162.84	Filters for Landfill equipment BLCS0719465
12/03/2019	828943	Tractor & Equipment	Solid Waste	\$ 2,204.30	Filters for Landfill Equipment BLCS0718912
12/03/2019	828954	Yellowstone Electric	Airport	\$ 4,559.93	Invoice #8478. More Electrical for new hall

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Payment of Claims for the week of December 9, 2019

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$2,030,290.77 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

ALTERNATIVES ANALYZED

No other alternatives were analyzed.

FINANCIAL IMPACT

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

RECOMMENDATION

Staff recommends Council approve the Payment of Claims.

APPROVED BY CITY ADMINISTRATOR

Attachments

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	828957	A & E Architects, PC	Water	\$ 4,492.70	WO 19-16 Belknap Office Remodel; 1900604 Pmt 1
12/09/2019	828957	A & E Architects, PC	Wastewater	\$ 1,053.84	WO 19-16 Belknap Office Remodel; 1900604 Pmt 1
12/09/2019	828958	A+ Electric Motor Repair	Wastewater	\$ 3,504.50	19-1284; #2 SRP PUMP
12/09/2019	828961	Advanced Eng & Enviro	Water	\$ 21,820.50	WO 19-17 Water Plant Drought and Flood Control Plan; 65312 PMT 7
12/09/2019	828961	Advanced Eng & Enviro	Water	\$ 10,919.70	WO 19-17 Water Plant Drought and Flood Control Plan; 64751-6
12/09/2019	828961	Advanced Eng & Enviro	Water	\$ 6,066.99	WO 19-17 Water Plant Drought and Flood Control Plan; 65813 PMT 8
12/09/2019	828961	Advanced Eng & Enviro	Water	\$ 8,375.80	WO 19-17 Water Plant Drought and Flood Control Plan; 64391 PMT 5
12/09/2019	828964	Air Controls-Billings Inc	General	\$ 4,382.73	Vault Remodel - Invoices 147049 & 148114
12/09/2019	828964	Air Controls-Billings Inc	General	\$ 2,073.06	New Steam 2-way control valve with electronic actuator
12/09/2019	828971	Am Water Works	Water	\$ 667.00	7001720703; MEMBERSHIP DUES
12/09/2019	828971	Am Water Works	Water	\$ 4,663.00	7001720703; MEMBERSHIP DUES
12/09/2019	828971	Am Water Works	Wastewater	\$ 667.00	7001720703; MEMBERSHIP DUES
12/09/2019	828977	Beartooth Environmental	Solid Waste	\$ 4,891.00	Hazardous Waste Removal from the Landfill 9559
12/09/2019	828977	Beartooth Environmental	Solid Waste	\$ 4,125.00	Hazardous Waste Removal from the Landfill 9559B
12/09/2019	828978	Big Sky Linen & Uniform	Wastewater	\$ 290.78	9390 12..3..19; FLOOR MATS
12/09/2019	828978	Big Sky Linen & Uniform	Water	\$ 257.30	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Water	\$ 922.57	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Water	\$ 40.30	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Water	\$ 610.65	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Water	\$ 436.17	9390 12..3..19; FLOOR MATS
12/09/2019	828978	Big Sky Linen & Uniform	Wastewater	\$ 12.40	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Wastewater	\$ 775.08	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828978	Big Sky Linen & Uniform	Wastewater	\$ 407.10	2600 12..2..19; MONTHLY UNIFORM FEES
12/09/2019	828984	Brenntag Pacific Inc	Street/Traffic	\$ 7,456.50	hicothaw used to melt snow on streets
12/09/2019	828984	Brenntag Pacific Inc	Street/Traffic	\$ 7,785.50	liquid deicer hicothaw for melting snow on streets
12/09/2019	828984	Brenntag Pacific Inc	Street/Traffic	\$ 6,409.34	liquid hicothaw used to melt snow on streets
12/09/2019	828989	Business Tax Section	Rose Pool Const	\$ -	Change order #1 for FirstMark (176,204)
12/09/2019	828989	Business Tax Section	Rose Pool Const	\$ 1,326.33	Centennial Park phase 1 construction-FristMark Construction
12/09/2019	828989	Business Tax Section	Gas Tax	\$ 832.26	WO 19-03 City Digouts; Pmt 3
12/09/2019	828989	Business Tax Section	Gas Tax	\$ 476.28	Contract Signed_WO 1903 Contract No. 3 City Crack Seal; Pmt 2F
12/09/2019	828989	Business Tax Section	Gas Tax	\$ 2,845.67	WO 19-03 City Digouts; Pmt 3
12/09/2019	828989	Business Tax Section	Gas Tax	\$ 82.38	WO 17-06 Midland Road Improvements; Pmt 10F
12/09/2019	828989	Business Tax Section	Park District 1	\$ 67.67	Stewart Park repairs-change order per Andy Z request
12/09/2019	828989	Business Tax Section	General	\$ 65.21	Vault Remodel
12/09/2019	828989	Business Tax Section	Water	\$ 70.00	WO 19-10 Hillcrest Rd Water Main; Pmt 3F
12/09/2019	828989	Business Tax Section	Storm Sewer	\$ 549.31	WO 19-23 Lincoln Ln Storm Drain Improvements
12/09/2019	828989	Business Tax Section	Solid Waste	\$ 5,849.90	WO 17-12 Landfill Reconfiguration; Pmt 8
12/09/2019	828989	Business Tax Section	Arterial Streets	\$ 20.65	WO 19-03 City Overlay; Pmt 3F
12/09/2019	828993	Castlerock Excavating	Storm Sewer	\$ 54,382.06	WO 19-23 Lincoln Ln Storm Drain Improvements; Pmt 1
12/09/2019	828994	CDW Government Inc	Wastewater	\$ 3,240.50	VT5985; Microsoft server OS Licenses for WFT
12/09/2019	828994	CDW Government Inc	Wastewater	\$ 4,348.05	VVW6875; Hardware Virtualization software for WRF

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	829001	Civicplus	Airport	\$ 564.34	Quarterly Custom Mobile App Fee Airport
12/09/2019	829001	Civicplus	Airport	\$ 287.96	Quarterly Civic Send Airport
12/09/2019	829001	Civicplus	IT	\$ 6,137.77	Quarterly Hosting & Support Fees
12/09/2019	829001	Civicplus	IT	\$ 287.96	Quarterly CivicSend IT
12/09/2019	829001	Civicplus	IT	\$ 78.75	SSL Certificate Quarterly Fee Renewal
12/09/2019	829002	Community Seven	General	\$ 14,153.25	Peg Fees - 1st Qtr 2020
12/09/2019	829003	Community Solutions Inc	Municipal Grants	\$ 500.00	19 Nov. CSI DUI Home Visits
12/09/2019	829003	Community Solutions Inc	Municipal Grants	\$ 500.00	19 Nov. CSI ETC Home Visits
12/09/2019	829003	Community Solutions Inc	Municipal Grants	\$ 820.00	19 Nov. CSI EtG
12/09/2019	829003	Community Solutions Inc	Municipal Grants	\$ 820.00	19 Nov. CSI EtG
12/09/2019	829005	Cotter's Sewer Service	General	\$ 100.00	portable restroom rental - 2539 Amend park
12/09/2019	829005	Cotter's Sewer Service	General	\$ 125.00	portable restroom rental - 2539 Country Manor
12/09/2019	829005	Cotter's Sewer Service	General	\$ 125.00	portable restroom rental - 2537 Poly Vista
12/09/2019	829005	Cotter's Sewer Service	Wastewater	\$ 6,000.00	18925110419; REPAIR SEWER SERVICE LINE
12/09/2019	829013	Cummins Rocky Mountain	Fleet	\$ 244.08	18102 PO NUM 309447
12/09/2019	829013	Cummins Rocky Mountain	Fleet	\$ 165.28	18191 PO NUM 309447
12/09/2019	829013	Cummins Rocky Mountain	Fleet	\$ 488.16	18101 PO NUM 309447
12/09/2019	829013	Cummins Rocky Mountain	Solid Waste	\$ 41.28	18125
12/09/2019	829013	Cummins Rocky Mountain	Solid Waste	\$ 230.40	17892
12/09/2019	829013	Cummins Rocky Mountain	Solid Waste	\$ 280.86	18156
12/09/2019	829013	Cummins Rocky Mountain	Street/Traffic	\$ 162.11	18125
12/09/2019	829013	Cummins Rocky Mountain	Solid Waste	\$ 219.20	18099
12/09/2019	829013	Cummins Rocky Mountain	Transit	\$ 115.95	38-18604
12/09/2019	829013	Cummins Rocky Mountain	Transit	\$ 23.13	38-18467
12/09/2019	829013	Cummins Rocky Mountain	Transit	\$ 34.72	38-18465
12/09/2019	829013	Cummins Rocky Mountain	Transit	\$ (11.25)	38-18361
12/09/2019	829013	Cummins Rocky Mountain	Fleet	\$ 995.43	38-18135 Adapter kit
12/09/2019	829015	Dell Computer L P	Fleet	\$ 3,073.17	3- Dell i5 Processors, 8GB, 128GB SSD, 6- 24" Monitors
12/09/2019	829015	Dell Computer L P	Airport	\$ 1,085.26	Dell i7 Processor, 16GB, 256GB SSD, 24" Monitor
12/09/2019	829015	Dell Computer L P	Public Safety	\$ 5,506.28	4- i5 Processor,8GB,128GB SSD/4 i7 Processor, 32GB, 1TB SSD
12/09/2019	829015	Dell Computer L P	Public Safety	\$ 2,891.85	4- i5 Processor,8GB,128GB SSD/4 i7 Processor, 32GB, 1TB SSD
12/09/2019	829019	Downtown Billings Partners	Tax - N 27th	\$ 23,286.75	Urban Revitalization District operating agreement
12/09/2019	829023	Energy Laboratories	Water	\$ 2,860.00	280517; ORGANICS TESTING
12/09/2019	829023	Energy Laboratories	Wastewater	\$ 1,160.00	279549; METALS TESTING
12/09/2019	829023	Energy Laboratories	Wastewater	\$ 1,235.00	280277; METALS TESTING
12/09/2019	829023	Energy Laboratories	Water	\$ 955.00	281051; METALS TESTING
12/09/2019	829024	ESRI Inc	IT	\$ 3,752.09	Annual ESRI Maintenance -Planning Dept.
12/09/2019	829024	ESRI Inc	General	\$ 468.75	Annual ESRI Maintenance -City Admin
12/09/2019	829024	ESRI Inc	Parking	\$ 156.25	Annual ESRI Maintenance -Parking
12/09/2019	829024	ESRI Inc	General	\$ 968.75	Annual ESRI Maintenance -Parks and Rec
12/09/2019	829024	ESRI Inc	EOC 911	\$ 708.34	Annual ESRI Maintenance -Fire

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	829024	ESRI Inc	IT	\$ 21,243.76	Annual ESRI Maintenance -Public Works
12/09/2019	829024	ESRI Inc	IT	\$ 5,793.72	ESRI Maintenance for license -IT
12/09/2019	829024	ESRI Inc	Public Safety	\$ 1,208.34	Annual ESRI Maintenance -Police
12/09/2019	829028	First Montana Title Co	CDBG	\$ 15,000.00	FTHB Kyle Schmidt purchasing 514 Greenspring Place
12/09/2019	829029	FirstMark Construction	Rose Pool Const	\$ 131,306.66	Construct phase 1 of Centennial Park
12/09/2019	829029	FirstMark Construction	Rose Pool Const	\$ -	Change order #1-increase po (176,204)1% business tax taken out
12/09/2019	829041	Guardian Security Inc	Library	\$ 8,825.13	Invoice 481
12/09/2019	829047	Hawkins Inc.	Water	\$ 27,270.00	AQUA HAWK 457
12/09/2019	829048	HDR, Inc.	Arterial Streets	\$ 4,023.94	WO 19-38 Monad 19th - 20th Connection; 1200229410 Pmt 6
12/09/2019	829048	HDR, Inc.	Water	\$ 29,088.31	WO 18-23 Water Master Plan Update; 1200229022 Pmt 10
12/09/2019	829050	Holland & Hart LLP	Solid Waste	\$ 11,700.00	Hillcrest Natural Area Intervention
12/09/2019	829054	Iaff	Payroll Clearing	\$ 4,936.23	Payroll Summary
12/09/2019	829057	Insight Public Sector	Public Safety	\$ 2,115.60	Qty.4 -with Extended warranty -Fire
12/09/2019	829057	Insight Public Sector	Public Safety	\$ 14,970.80	4-CF 31 Toughbooks i7 Processor, 16GB, 256GB SSD
12/09/2019	829057	Insight Public Sector	General	\$ 1,472.77	2- i7 Processor Surface Pros with keyboard cover and docking station
12/09/2019	829057	Insight Public Sector	Municipal Grants	\$ 1,472.77	2- i7 Processor Surface Pros with keyboard cover and docking station
12/09/2019	829071	Klimate Heat & Cooling	Wastewater	\$ 3,814.00	1860; INSTALL FURNACE
12/09/2019	829072	Knife River	Street/Traffic	\$ 349.30	1 1/2" crushed base
12/09/2019	829072	Knife River	Gas Tax	\$ 8,155.62	WO 17-06 Midland Road Improvements; Pmt 10F
12/09/2019	829072	Knife River	Street/Traffic	\$ 211.45	1 1/2" crushed base
12/09/2019	829072	Knife River	Street/Traffic	\$ 195.15	1 1/2" crushed base
12/09/2019	829072	Knife River	Arterial Streets	\$ 2,044.35	WO 19-03 City Overlay; Pmt 3F
12/09/2019	829072	Knife River	Street/Traffic	\$ 150.87	3/4" crushed base
12/09/2019	829072	Knife River	Street/Traffic	\$ 264.55	3/4" crushed base
12/09/2019	829072	Knife River	Street/Traffic	\$ 141.10	1 1/2" crushed base
12/09/2019	829073	KTVQ Communications	P.W. Admin	\$ 5,600.00	All-inclusive planning, creative & production- video & digital display
12/09/2019	829078	Land Design Inc	Street/Traffic	\$ 3,910.00	WO 19-44 Shiloh Roundabouts Landscaping; 015719 Pmt 6F
12/09/2019	829085	Midland West Manufacture	Solid Waste	\$ 3,580.31	17343
12/09/2019	829090	Montana CSED	Payroll Clearing	\$ 2,935.57	Payroll Summary
12/09/2019	829092	MT Dept of Enviro Quality	Solid Waste	\$ 31,612.70	License for the Landfill #113
12/09/2019	829092	MT Dept of Enviro Quality	Solid Waste	\$ 1,252.58	Title V fees for the Landfill 5A2000381
12/09/2019	829094	MT Legislative Services	General	\$ 350.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	General	\$ 350.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	General	\$ 1,400.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	General	\$ 700.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	General	\$ 350.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	Library	\$ 350.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829094	MT Legislative Services	Airport	\$ 350.00	11 copies of the MCA full sets - \$350/set
12/09/2019	829095	Montana State Fireman	Payroll Clearing	\$ 4,560.72	Payroll Summary
12/09/2019	829096	Moulton Bellingham PC	General	\$ 1,462.50	Watters et al v. COB
12/09/2019	829096	Moulton Bellingham PC	General	\$ 1,080.00	County Water District Contract Dispute

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	829096	Moulton Bellingham PC	General	\$ 6,126.00	Houser et al v. COB WWFF
12/09/2019	829096	Moulton Bellingham PC	General	\$ 13,316.50	McDaniel et al v. COB WWFF
12/09/2019	829096	Moulton Bellingham PC	General	\$ 2,317.50	Abromeit et al v. COB
12/09/2019	829097	MPPA	Payroll Clearing	\$ 3,457.50	Payroll Summary
12/09/2019	829099	MT Waterworks	Water	\$ 340.00	24" POLYWRAP .008 MIL - PIPE WRAP (1881684)
12/09/2019	829099	MT Waterworks	Water	\$ 543.60	WATEROUS 5-1/4" WB67 TRAFFIC REPAIR KIT (WK528)
12/09/2019	829099	MT Waterworks	Water	\$ 10.00	4" TYTON PUSH-ON GASKET P/N: 333-020-00270
12/09/2019	829099	MT Waterworks	Water	\$ 853.62	4 " MJ GATE VALVE -
12/09/2019	829099	MT Waterworks	Water	\$ 696.55	12" HYDRANT EXTENSION - WATEROUS
12/09/2019	829099	MT Waterworks	Water	\$ 65.53	1" BALL CORP STOP CTS - COMPRESSION B25008 (H2500008)
12/09/2019	829099	MT Waterworks	Water	\$ 158.22	2" BRASS COUPLING CTS X FIP NL
12/09/2019	829099	MT Waterworks	Water	\$ 217.75	3/4" BRASS RANGER COUPLING NL
12/09/2019	829099	MT Waterworks	Water	\$ (158.22)	Return Parts
12/09/2019	829099	MT Waterworks	Water	\$ 1,048.00	Collision repair kits- KENNEDY K81A GUARDIAN 5" HYDRANT
12/09/2019	829099	MT Waterworks	Water	\$ 1,115.00	K81 UPPER STEM WITH FERRULE - FOR K81 HYDRANT (2310192)
12/09/2019	829099	MT Waterworks	Water	\$ 103.20	STEM COUPLING K-11 HYDRANT - K1121
12/09/2019	829099	MT Waterworks	Water	\$ 1,747.36	#32-SEAT RING -FOR K11 HYDRANT - (K1132)
12/09/2019	829099	MT Waterworks	Water	\$ 1,060.55	16" HYMAX COUPLING - 17.10-19. P/N: 86056043416P
12/09/2019	829101	Newman Traffic Signs	Street/Traffic	\$ 2,689.50	sign blanks
12/09/2019	829102	Norco Inc	Street/Traffic	\$ 765.08	cold weather gear
12/09/2019	829102	Norco Inc	Solid Waste	\$ 1,783.98	Winter gear for Solid Waste employees 31546609259
12/09/2019	829104	NorthWestern Energy	Water	\$ 386.85	19209*51-9 NOV 2019; MONTHLY SERVICE FEES
12/09/2019	829104	NorthWestern Energy	Library	\$ 7,149.41	Electric usage
12/09/2019	829109	Performance Eng & Consult	Water	\$ 2,025.60	WO 1910 Jellison Road Water Main 2018-086-012
12/09/2019	829109	Performance Eng & Consult	Solid Waste	\$ 912.50	WO 20-05 Landfill Main Access Rd Pavement Distress
12/09/2019	829110	Peterson Office Furniture	General	\$ 5,040.26	Finance Remodel
12/09/2019	829111	Pierce Mfg	Public Safety	\$ 4,588.00	CHANGE ORDER: PIERCE ENFORCER CHASSIS PUMPERS 2020
12/09/2019	829112	Pioneer Technical Services	Solid Waste	\$ 10,527.47	WO 18-32 Landfill Slope Stability; 12656 Pmt 2
12/09/2019	829113	Polydyne Inc	Wastewater	\$ 6,147.90	1406762; CHEMICALS
12/09/2019	829113	Polydyne Inc	Wastewater	\$ 2,975.74	1403688; CHEMICALS
12/09/2019	829118	Public Works-Administration	Water	\$ 4,520.00	131010665-12/02/2019; ENGINEERING PERMITS
12/09/2019	829118	Public Works-Administration	Water	\$ 2,710.00	131010665-12/02/2019; ENGINEERING PERMITS
12/09/2019	829118	Public Works-Administration	Wastewater	\$ 190.00	131010665-12/02/2019; ENGINEERING PERMITS
12/09/2019	829127	Rocky Mt Oilfield Warehouse	Public Safety	\$ 228.15	radio volume knobs(12)and channel knobs(12)
12/09/2019	829127	Rocky Mt Oilfield Warehouse	Public Safety	\$ 20.54	Shipping
12/09/2019	829127	Rocky Mt Oilfield Warehouse	Public Safety	\$ 4,537.50	35W Mobile Radio, Black Control Head, Microphone w/install kit
12/09/2019	829128	Routeware Inc	Solid Waste	\$ 28,064.40	INV-000407; ANNUAL ROUTEWARE SUPPORT
12/09/2019	829128	Routeware Inc	Solid Waste	\$ 112.50	Repair on tablets for the garbage trucks INV-000341
12/09/2019	829133	Solid Waste Systems Inc	Solid Waste	\$ 1,214.20	118583
12/09/2019	829133	Solid Waste Systems Inc	Solid Waste	\$ 1,351.41	118664
12/09/2019	829133	Solid Waste Systems Inc	Solid Waste	\$ 1,574.56	118579

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	829133	Solid Waste Systems Inc	Street/Traffic	\$ 62.38	118706
12/09/2019	829138	Star Service Inc	Park District 1	\$ 6,699.33	repairs to Stewart Park concession building
12/09/2019	829138	Star Service Inc	Solid Waste	\$ 713.50	Repair on the CNG Station 52705
12/09/2019	829140	Steiner Thuesen PLLC	Rose Pool Const	\$ 5,092.70	Centennial Park development
12/09/2019	829141	Stevens Brothers, Inc.	Water	\$ 350.00	B19074; WATER METER REPLACEMENT
12/09/2019	829141	Stevens Brothers, Inc.	Public Safety	\$ 5,382.50	Plumbing for PPE extractor, included removal & widening of doorway
12/09/2019	829142	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Jennifer Speck 4137 Murphy Avenue
12/09/2019	829146	Swank Enterprises	Solid Waste	\$ 579,140.11	WO 17-12 Landfill Reconfiguration; Pmt 8
12/09/2019	829148	The Babcock LLC	Facilities Mngmt	\$ 2,879.60	Unit 1A expenses through November 30,2019
12/09/2019	829152	Town & Country Supply	Fleet	\$ 26,492.25	404222 PO NUM 309445
12/09/2019	829152	Town & Country Supply	Fleet	\$ 8,789.85	403798 PO NUM 309444
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 470.32	403819 FIRE 3 - BLENDED DIESEL (100 GALLONS EACH)
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 587.90	403818 FIRE 5 - BLENDED DIESEL [125 GALLONS EACH]
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 125.29	403820 FIRE1 BLENDED DIESEL
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 527.45	403820: FIRE 1 - UNLEADED
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 175.81	403820: FIRE 1 - UNLEADED
12/09/2019	829152	Town & Country Supply	Public Safety	\$ 277.00	403820 FIRE1 BLENDED DIESEL
12/09/2019	829152	Town & Country Supply	Airport	\$ 18,863.24	Invoice #404213. QTA Car Rental Fuel
12/09/2019	829152	Town & Country Supply	Fleet	\$ 26,501.59	404205 PO NUM 309433
12/09/2019	829154	Trojan Technologies	Wastewater	\$ 37,540.00	WO 19-31 WRF UV Equipment Procurement; 201/8182 Pmt 1
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 664.16	Uniforms2Gear 97175, helmet, helmet cover, and interlocking rails
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 178.20	Point Blank shoulder/trap accessory w/ AXBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 600.32	8800 6X6 Full Sz SC Mil SPEC-Rifle plate
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 30.00	shipping
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 1,367.52	Uniforms2Gear SWAT-point blank SRV Base Vest w/ AXBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 228.42	Point Blank AXBIIIA Lower ab/back protection for SOHPC
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 1,367.52	Point Blank SRV Base Vest w/ ACBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 600.32	8800 6X6 full Sz SC MIL SPEC- Rifle Plate
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 228.42	Point Blank AXBIIIA Lower ab/back protection SOHPC
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 178.20	Point Blank SRV Shoulder/TRap Accessory w/ AXBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 43.20	Point Blank Bicep Adaptor
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 921.62	Uniforms2Gear 10-3-19 invoice 96485, carrier and multi curve plate
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 203.04	Point Blank AXBIIIA Throat Tactical Components for SRV
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 15,042.72	point blank SRV Base VEst w/ AXBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 2,512.62	Point Blank AXBIIIA Lower Ab/ Back Protection for SRV
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 1,960.20	point blank SRV Shoulder/ Trap accessory w/ AXBIIIA Ballistics
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 6,603.52	8800 6X6 Full SZ SC MIL SPEC-Rifle plate
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 216.00	Point Blank AXBIIIA Collar Accessory for SRV
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 810.00	Point Blank AXBIIIA Bicep Accessories for SRV
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 345.60	Point Blank AXBIIIA Groin Protection for SRV
12/09/2019	829156	Uniforms2gear, Inc.	Public Safety	\$ 80.00	Shipping

Check Date	Check#	Name	Middle	Amount	Item Desc
12/09/2019	829164	Wharton Asphalt LLC	Gas Tax	\$ 47,152.23	WO 19-03 Contract No. 3 City Crack Seal/Mastic; Pmt 2F
12/09/2019	829164	Wharton Asphalt LLC	Gas Tax	\$ 82,394.30	WO 19-03 City Digouts; Pmt 3
12/09/2019	829164	Wharton Asphalt LLC	Gas Tax	\$ 281,720.77	WO 19-03 City Digouts; Pmt 3
12/09/2019	829165	White's Civil Contracting	Water	\$ 6,930.00	WO 19-10 Hillcrest Rd Water Main; Pmt 3F
12/09/2019	829166	Yellowstone An Shelter	Public Safety	\$ 22,855.58	contract 8-22-19/9-21-19
12/09/2019	829166	Yellowstone An Shelter	Public Safety	\$ 22,855.58	contract 10-22-19/11-21-19
12/09/2019	829167	Yellowstone Valley Elec	Solid Waste	\$ 28,094.00	WO 17-12 Landfill Reconfiguration; 29216
12/09/2019	829167	Yellowstone Valley Elec	Radio	\$ 141.94	4179004 FOX/TANK TOWER TOWER SITE
12/09/2019	829168	Zayo Group LLC	Phone System	\$ 2,539.94	Bill Account#026770-T1 Ethernet Connection

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Payment of Claims for the week of December 16, 2019

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$1,990,108.60 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

ALTERNATIVES ANALYZED

No other alternatives were analyzed.

FINANCIAL IMPACT

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

RECOMMENDATION

Staff recommends Council approve the Payment of Claims.

APPROVED BY CITY ADMINISTRATOR

Attachments

councilmemo 12162019

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829171	A-1 Landscaping & Nursery	Parking	\$ 780.00	1430 Snow removal and Ic Melt 11/6,7,10,11,29,30/2019
12/16/2019	829171	A-1 Landscaping & Nursery	Library	\$ 510.00	Invoice 1417
12/16/2019	829171	A-1 Landscaping & Nursery	Parking	\$ 630.00	1430 Snow removal and Ic Melt 11/6,7,10,11,29,30/2019
12/16/2019	829171	A-1 Landscaping & Nursery	Parking	\$ 1,305.00	1430 Snow removal and Ic Melt 11/6,7,10,11,29,30/2019
12/16/2019	829171	A-1 Landscaping & Nursery	Parking	\$ 1,045.00	1430 Snow removal and Ic Melt 11/6,7,10,11,29,30/2019
12/16/2019	829171	A-1 Landscaping & Nursery	Parking	\$ 915.00	1430 Snow removal and Ic Melt 11/6,7,10,11,29,30/2019
12/16/2019	829171	A-1 Landscaping & Nursery	CDBG	\$ 170.00	November Snow Removal Invoice #1419
12/16/2019	829171	A-1 Landscaping & Nursery	Urban Renewal	\$ 1,500.00	November Snow Removal Invoice #1419
12/16/2019	829172	Ace Electric Inc	General	\$ 2,864.33	Vault Remodel
12/16/2019	829172	Ace Electric Inc	Fleet	\$ 172.00	49359
12/16/2019	829172	Ace Electric Inc	Fleet	\$ 247.00	48883
12/16/2019	829187	Beartooth Environmental	Solid Waste	\$ 4,921.15	Hazardous Waste Material Removal Landfill 9748
12/16/2019	829192	Billings Depot Inc	Engineering	\$ 10,917.20	December Depot Rent
12/16/2019	829192	Billings Depot Inc	P.W. Admin	\$ 2,729.30	December Depot Rent
12/16/2019	829195	Billings Public Schools	Tax Incre S.	\$ 27,681.75	Orchard School playground and outdoor education improvements
12/16/2019	829197	Brenntag Pacific Inc	Street/Traffic	\$ 7,785.50	liquid deicer for melting snow on streets
12/16/2019	829200	Business Tax Section	Wastewater	\$ 657.16	WO 19-01 Sch 2 Montana Ave Sewer Main Replacement; Pmt 5F
12/16/2019	829200	Business Tax Section	Sidewalk Const	\$ 283.92	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 76.16	WO 19-04 2019 Accessibility Ramps; RetRel1FWO1904 J&J
12/16/2019	829200	Business Tax Section	Wastewater	\$ 18.17	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829200	Business Tax Section	Arterial Streets	\$ 502.06	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 917.34	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829200	Business Tax Section	Water	\$ 178.53	WO 19-10 Hillcrest Rd Water Main; RetRel1FWO1910Whites
12/16/2019	829200	Business Tax Section	Street/Traffic	\$ 658.26	WO 19-44 Shiloh Roundabouts Landscaping; Pmt 5F
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 512.61	WO 19-03 City Overlay; WO1903 KnfR
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 885.06	WO 19-02 Missing Sidewalk Project;4F WO1902 First Mrk
12/16/2019	829200	Business Tax Section	Arterial Streets	\$ 107.54	WO 19-03 City Overlay; WO1903 KnfR
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 167.92	WO 1903 Contract No. 3 City Crack Seal; WO1903 Whrt
12/16/2019	829200	Business Tax Section	Sidewalk Const	\$ 872.83	WO 19-02 Missing Sidewalk Project; 4F WO1902 First Mrk
12/16/2019	829200	Business Tax Section	Airport	\$ 166.95	Temporary Deli.
12/16/2019	829200	Business Tax Section	Storm Sewer	\$ 31.34	WO 20-06 2019 Miscellaneous Drainage Improvements RetRel 1F
12/16/2019	829200	Business Tax Section	Water	\$ 207.67	Water Service Curb Valve Repair Bid List 4/12/19 #5; 19021
12/16/2019	829200	Business Tax Section	Water	\$ 289.75	WATER SERVICE CURB VALVE REPAIR 1/4/19 #4
12/16/2019	829200	Business Tax Section	Public Safety	\$ 264.71	1% CGR - FIRE6: GENERATOR [TW Enterprises PO #19-000768]
12/16/2019	829200	Business Tax Section	Water	\$ 1,022.56	WO 18-01 2018 Water & Sewer Replacement
12/16/2019	829200	Business Tax Section	Gas Tax	\$ 28.76	WO 17-06 Midland Road Improvements;RetRel3F WO1706 KnfR
12/16/2019	829200	Business Tax Section	Airport	\$ 64.49	Replace Make-up Air unites for Airport Terminal Building Kitchen
12/16/2019	829205	CMG Construction	Wastewater	\$ 1,799.09	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829205	CMG Construction	Arterial Streets	\$ 49,706.26	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829205	CMG Construction	Gas Tax	\$ 90,814.38	WO 16-05 Central Ave - 32nd St West to Shiloh
12/16/2019	829205	CMG Construction	Sidewalk Const	\$ 28,108.58	WO 16-05 Central Ave - 32nd St West to Shiloh

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829207	Cop Construction Co	Water	\$ 101,235.36	WO 18-01 2018 Water & Sewer Replacement
12/16/2019	829207	Cop Construction Co	Wastewater	\$ 65,058.94	WO 19-01 Sch 2 Montana Ave Sewer Main Replacement; Pmt 5F
12/16/2019	829209	Crowley Fleck PLLP	Storm Sewer	\$ 4,570.50	Advice Related to Water Use & Drainage
12/16/2019	829218	DOWL	Storm Sewer	\$ 1,125.00	WO 18-30 City County Drain Flood Mitigation; 4036.21707.01-17
12/16/2019	829218	DOWL	Water	\$ 6,055.00	WO 18-01 2018 Water & Sewer Sch 1 N 27th Watermain
12/16/2019	829218	DOWL	Arterial Streets	\$ 1,140.00	24th St W/Central Ave Signal Improvements
12/16/2019	829218	DOWL	Water	\$ 1,468.16	WO 16-05 Central Ave - Shiloh to 32nd St W
12/16/2019	829218	DOWL	Sidewalk Const	\$ 1,160.80	WO 16-05 Central Ave - Shiloh to 32nd St W
12/16/2019	829218	DOWL	Arterial Streets	\$ 8,756.64	WO 16-05 Central Ave - Shiloh to 32nd St W
12/16/2019	829218	DOWL	Gas Tax	\$ 10,716.16	WO 16-05 Central Ave - Shiloh to 32nd St W
12/16/2019	829218	DOWL	Wastewater	\$ 1,851.71	WO 16-05 Central Ave - Shiloh to 32nd St W
12/16/2019	829221	Empire Heating & Cooling	Airport	\$ 6,384.51	Replace Make-up Air unites for Airport Terminal Building Kitchen
12/16/2019	829224	FirstMark Construction	Gas Tax	\$ 87,621.64	WO 19-02 Missing Sidewalk Project; 4F WO1902 First Mrk
12/16/2019	829224	FirstMark Construction	Sidewalk Const	\$ 86,409.93	WO 19-02 Missing Sidewalk Project
12/16/2019	829224	FirstMark Construction	Street/Traffic	\$ 51,136.00	residential snow plowing
12/16/2019	829226	Fisher Scientific Company	Wastewater	\$ 3,449.15	2628265; FOR WRF LAB
12/16/2019	829233	Go Play Golf LLC	Storm Sewer	\$ 40,709.72	Stormwater Improvements & Maintenance-Go Play Golf
12/16/2019	829234	Good Earth Works	Street/Traffic	\$ 65,167.99	WO 19-44 Shiloh Roundabouts Landscaping; Pmt 5F
12/16/2019	829237	Great West Eng	Solid Waste	\$ 5,462.50	Miscellaneous engineering Services for the Landfill
12/16/2019	829237	Great West Eng	Solid Waste	\$ 8,822.08	WO 19-19 Landfill Cells 3&4 Partial Closure; 20680 pMT 7
12/16/2019	829241	HDR, Inc.	Wastewater	\$ 14,676.88	YELLOWSTONE RIVER SAMPLING & ANALYSIS PLAN
12/16/2019	829246	Industrial Commun & Elec	Solid Waste	\$ 29,824.00	Radios for the garbage trucks. 21392
12/16/2019	829247	Ingram Library Services	Library	\$ 22.38	42842588
12/16/2019	829247	Ingram Library Services	Library	\$ 69.52	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 130.19	42939886
12/16/2019	829247	Ingram Library Services	Library	\$ 23.09	42797043
12/16/2019	829247	Ingram Library Services	Library	\$ 90.42	42797047
12/16/2019	829247	Ingram Library Services	Library	\$ 17.10	42783528
12/16/2019	829247	Ingram Library Services	Library	\$ 24.74	42797045
12/16/2019	829247	Ingram Library Services	Library	\$ 91.96	42797045
12/16/2019	829247	Ingram Library Services	Library	\$ 24.83	42797045
12/16/2019	829247	Ingram Library Services	Library	\$ 38.95	42797047
12/16/2019	829247	Ingram Library Services	Library	\$ 35.64	42939880
12/16/2019	829247	Ingram Library Services	Library	\$ 10.61	42287236
12/16/2019	829247	Ingram Library Services	Library	\$ 166.66	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 164.55	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 10.19	42783533
12/16/2019	829247	Ingram Library Services	Library	\$ 551.28	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 30.59	42842594
12/16/2019	829247	Ingram Library Services	Library	\$ 15.93	42939876
12/16/2019	829247	Ingram Library Services	Library	\$ 49.73	42783527

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829247	Ingram Library Services	Library	\$ 42.92	42797047
12/16/2019	829247	Ingram Library Services	Library	\$ 15.33	42842587
12/16/2019	829247	Ingram Library Services	Library	\$ 19.25	42939882
12/16/2019	829247	Ingram Library Services	Library	\$ 606.90	42939886
12/16/2019	829247	Ingram Library Services	Library	\$ 10.17	42939890
12/16/2019	829247	Ingram Library Services	Library	\$ 31.20	42783531
12/16/2019	829247	Ingram Library Services	Library	\$ 20.65	42842585
12/16/2019	829247	Ingram Library Services	Library	\$ 622.90	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 47.27	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 140.20	42783531
12/16/2019	829247	Ingram Library Services	Library	\$ 9.59	42783533
12/16/2019	829247	Ingram Library Services	Library	\$ 36.64	42842589
12/16/2019	829247	Ingram Library Services	Library	\$ 29.50	42939877
12/16/2019	829247	Ingram Library Services	Library	\$ 15.34	42939879
12/16/2019	829247	Ingram Library Services	Library	\$ 17.97	42939884
12/16/2019	829247	Ingram Library Services	Library	\$ 70.10	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 21.99	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 30.90	42797044
12/16/2019	829247	Ingram Library Services	Library	\$ 17.99	42842584
12/16/2019	829247	Ingram Library Services	Library	\$ 5.39	42842591
12/16/2019	829247	Ingram Library Services	Library	\$ 82.47	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 220.87	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 10.59	42783530
12/16/2019	829247	Ingram Library Services	Library	\$ 15.34	42783532
12/16/2019	829247	Ingram Library Services	Library	\$ 21.99	427977042
12/16/2019	829247	Ingram Library Services	Library	\$ 52.77	42797044
12/16/2019	829247	Ingram Library Services	Library	\$ 76.97	42797047
12/16/2019	829247	Ingram Library Services	Library	\$ 16.49	42783532
12/16/2019	829247	Ingram Library Services	Library	\$ 73.26	42797043
12/16/2019	829247	Ingram Library Services	Library	\$ 91.46	42797044
12/16/2019	829247	Ingram Library Services	Library	\$ 206.84	42797045
12/16/2019	829247	Ingram Library Services	Library	\$ 10.19	42797046
12/16/2019	829247	Ingram Library Services	Library	\$ 10.19	42842589
12/16/2019	829247	Ingram Library Services	Library	\$ 10.19	42842590
12/16/2019	829247	Ingram Library Services	Library	\$ 30.57	42842596
12/16/2019	829247	Ingram Library Services	Library	\$ 14.74	42939878
12/16/2019	829247	Ingram Library Services	Library	\$ 139.89	42939885
12/16/2019	829247	Ingram Library Services	Library	\$ 270.42	42939886
12/16/2019	829247	Ingram Library Services	Library	\$ 44.00	42939886
12/16/2019	829247	Ingram Library Services	Library	\$ 17.40	42939886
12/16/2019	829247	Ingram Library Services	Library	\$ 305.97	42842595

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829247	Ingram Library Services	Library	\$ 101.90	42842595
12/16/2019	829247	Ingram Library Services	Library	\$ 12.97	42939885
12/16/2019	829247	Ingram Library Services	Library	\$ 185.94	42939880
12/16/2019	829247	Ingram Library Services	Library	\$ 21.00	42939885
12/16/2019	829247	Ingram Library Services	Library	\$ 15.32	42939889
12/16/2019	829247	Ingram Library Services	Library	\$ 26.68	42783528
12/16/2019	829247	Ingram Library Services	Library	\$ 20.65	42783530
12/16/2019	829247	Ingram Library Services	Library	\$ 10.00	42842586
12/16/2019	829247	Ingram Library Services	Library	\$ 27.00	42842590
12/16/2019	829247	Ingram Library Services	Library	\$ 61.18	42842593
12/16/2019	829247	Ingram Library Services	Library	\$ 9.44	42939883
12/16/2019	829247	Ingram Library Services	Library	\$ 12.98	42939882
12/16/2019	829247	Ingram Library Services	Library	\$ 180.56	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 45.06	42783527
12/16/2019	829247	Ingram Library Services	Library	\$ 18.60	42783529
12/16/2019	829247	Ingram Library Services	Library	\$ 31.86	42939876
12/16/2019	829247	Ingram Library Services	Library	\$ 10.02	42939887
12/16/2019	829247	Ingram Library Services	Library	\$ 8.97	42939888
12/16/2019	829247	Ingram Library Services	Library	\$ 15.90	42939881
12/16/2019	829247	Ingram Library Services	Library	\$ 350.00	41082583
12/16/2019	829250	J & J Concrete Inc.	Storm Sewer	\$ 3,102.46	WO 20-06 2019 Miscellaneous Drainage Improvements RetRel 1F
12/16/2019	829250	J & J Concrete Inc.	Gas Tax	\$ 7,538.64	WO 19-04 2019 Accessibility Ramps; RetRel1FWO1904 J&J
12/16/2019	829252	Jay's Waterline Repair	Water	\$ 2,700.00	Replace Water- main to curb- 912 5TH ST W
12/16/2019	829252	Jay's Waterline Repair	Water	\$ 20,559.33	Water Service Curb Valve Repair Bid List 4/12/19 #5; 19021
12/16/2019	829256	Knife River	Gas Tax	\$ 2,847.58	WO 17-06 Midland Rd Improvements;RetRel3F WO1706 KnfR
12/16/2019	829256	Knife River	Water	\$ 18,061.86	CRUSHED GRAVEL 3/4"---1-1 - /2TON = 1 YARD
12/16/2019	829256	Knife River	Water	\$ 24,534.80	ASPHALT MIX MC250- -
12/16/2019	829256	Knife River	Water	\$ 2,267.14	3/4 " WASHED ROCK - (102)
12/16/2019	829256	Knife River	Arterial Streets	\$ 10,647.16	WO 19-03 City Overlay; WO1903 KnfR
12/16/2019	829256	Knife River	Gas Tax	\$ 50,747.97	WO 19-03 City Overlay; WO1903 KnfR
12/16/2019	829256	Knife River	Street/Traffic	\$ 430.92	asphalt
12/16/2019	829256	Knife River	Street/Traffic	\$ 8,936.55	salt/sand mixture
12/16/2019	829256	Knife River	Airport	\$ 7,756.08	560 Tons of FAA Spec Runway Sand for Winter Operations
12/16/2019	829256	Knife River	Airport	\$ 480.00	560 Tons of FAA Spec Runway Sand for Winter Operations
12/16/2019	829256	Knife River	Airport	\$ 1,544.71	560 Tons of FAA Spec Runway Sand for Winter Operations
12/16/2019	829256	Knife River	Street/Traffic	\$ 8,115.24	salt/sand mixture
12/16/2019	829256	Knife River	Street/Traffic	\$ 219.78	asphalt
12/16/2019	829256	Knife River	Street/Traffic	\$ 69.40	1 1/2" crushed base
12/16/2019	829256	Knife River	Street/Traffic	\$ 69.90	1 1/2" crushed base
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 695.00	HURST HYDRAULIC SYSTEM ANNUAL MAINT CHECKS
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,650.00	HYRST HYDRAULIC SYSTEM: ROUTINE SERVICE ADDL TOOLS

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 24.00	PARTS: SCREW SM 3X6 - KT332814300 HURST
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 600.00	HURST eDRAULIC, ANNUAL SERVICE, PRICE INCLUDES DECALS
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,500.00	HURST eDRAULIC, ANNUAL SERVICE, PRICE INCLUDES DECALS
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 55.00	PARTS: SCREWS 215R109 & 2150076
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 272.00	PARTS: 353R222 HURST 20" 3/16" LP HOSE PIGTAIL
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 330.00	LABOR ONLY, NON CONTRACT / CURTIS SERVICE
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 650.00	HYDRAULIC FLUID: BLUE
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 140.00	PARTS: 121R090 HURST, MALE DUST PROT CAP (NEW STYLE)
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 2,085.00	HURST HYDRAULIC SYSTEM ANNUAL MAINT CHECKS
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,050.00	eDRAULIC HURST TOOLS: FLUID PURGE AND REPLACEMENT
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 70.00	PARTS: 121R091 FEMALE DUST PROT CAP (NEW STYLE)
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 475.00	SL020L BULLEX 20 LITER SMOKE LIQUID (TRAINING)
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 691.80	COBRA CARBON SHIELD HOODS
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 124.00	33060 NUPLA 6# FLATHEAD AXE
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,000.00	PANT: CREW BOSS NOMEX IIA TWILL SWPO104
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,352.00	GLOVES, STRUCTURE FIRE, KANGAROO LEATHER
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,411.00	GLOVES, STRUCTURAL, MEDIUM/LARGE
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 141.00	SHIRT FC104, OVERSIZE SHIRT CHARGE APPLIED (MARTIN)
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 132.00	SHIRT FC104, OVERSIZE SHIRT CHARGE (EVENSON)
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ 1,800.00	SWP0104 PANT: WILDLAND PPE NOMEX IIIA, NAVY BLUE
12/16/2019	829260	L N Curtis and Sons	Public Safety	\$ (400.00)	SUSPENDERS #800721 GLOBE, RETURNED FOR CREDIT
12/16/2019	829262	Mailing Technical Services	Central Services	\$ 5,375.40	Postage Fund (weekly bills)
12/16/2019	829262	Mailing Technical Services	General	\$ 3,065.11	tabbing, inkjet addresses and standard mail letter postage
12/16/2019	829262	Mailing Technical Services	Library	\$ 900.58	October 2019 Mail Service
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 835.08	169 233 1000 3
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 583.10	310 490 1000 7
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 166.90	410 490 1000 6
12/16/2019	829265	Montana Dakota Utilities	Solid Waste	\$ 1,477.29	770 390 1000 2
12/16/2019	829265	Montana Dakota Utilities	Parking	\$ 98.03	799 152 1209 0
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 657.36	885 880 1000 4
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 356.29	442 190 1000 4
12/16/2019	829265	Montana Dakota Utilities	Facilities	\$ 2,444.26	757 633 1000 2
12/16/2019	829265	Montana Dakota Utilities	General	\$ 376.87	902 360 1000 6
12/16/2019	829265	Montana Dakota Utilities	General	\$ 96.89	927 890 1000 3
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 221.35	209 077 5055 6
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 51.89	800 490 1000 4
12/16/2019	829265	Montana Dakota Utilities	Facilities	\$ 3,608.91	989 733 1000 0
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 37.38	076 225 9180 3
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 36.54	470 750 1000 0
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 42.01	527 033 1000 4
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 16.46	610 490 1000 4

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829265	Montana Dakota Utilities	Facilities	\$ 2,005.15	929 780 1000 4
12/16/2019	829265	Montana Dakota Utilities	Parking	\$ 83.35	303 725 2591 2
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 76.22	510 490 1000 5
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 62.67	566 923 1000 8
12/16/2019	829265	Montana Dakota Utilities	General	\$ 264.81	571 295 3342 8
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 43.56	600 490 1000 6
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 43.55	600 490 1000 6
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 17.54	062 907 9494 7
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 2,547.53	500 490 1000 7
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 86.56	832 001 1000 1
12/16/2019	829265	Montana Dakota Utilities	Facilities	\$ 564.43	993 733 1000 4
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 190.37	010 490 1000 0
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 250.69	210 490 1000 8
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 6,999.41	293 780 1000 2
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 361.35	307 111 5825 0
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 399.20	533 653 1000 1
12/16/2019	829265	Montana Dakota Utilities	General	\$ 32.92	061 943 1000 6
12/16/2019	829265	Montana Dakota Utilities	General	\$ 45.26	371 101 1000 6
12/16/2019	829265	Montana Dakota Utilities	General	\$ 243.63	437 780 1000 9
12/16/2019	829265	Montana Dakota Utilities	P.W. Admin	\$ 38.75	595 373 1000 1
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 617.16	900 490 1000 3
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 40.91	110 490 1000 9
12/16/2019	829265	Montana Dakota Utilities	Facilities	\$ 204.49	130 733 1000 8
12/16/2019	829265	Montana Dakota Utilities	Library	\$ 2,115.47	219 924 4851 0
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 3,499.71	293 780 1000 2
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 194.36	310 490 1000 7
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 3,499.71	293 780 1000 2
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 500.73	410 490 1000 6
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 69.15	514 117 0478 9
12/16/2019	829265	Montana Dakota Utilities	Engineering	\$ 155.03	595 373 1000 1
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 34.00	735 453 1000 2
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 159.92	958 650 1000 3
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 52.98	017 739 3911 9
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 16.97	559 250 1000 5
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 256.13	700 490 1000 5
12/16/2019	829265	Montana Dakota Utilities	Parking	\$ 17.01	717 353 1000 6
12/16/2019	829265	Montana Dakota Utilities	Transit	\$ 1,404.08	962 880 1000 0
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 73.53	666 923 1000 7
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 1,095.58	819 360 1000 8
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 277.85	825 150 1000 5
12/16/2019	829265	Montana Dakota Utilities	Wastewater	\$ 64.43	868 563 1000 7

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829265	Montana Dakota Utilities	General	\$ 148.58	703 760 1000 8
12/16/2019	829265	Montana Dakota Utilities	General	\$ 101.49	112 138 9381 8
12/16/2019	829265	Montana Dakota Utilities	General	\$ 35.19	879 660 1000 8
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 223.03	672 860 1000 3
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 17.54	357 004 5071 7
12/16/2019	829265	Montana Dakota Utilities	Water	\$ 120.85	162 660 1000 4
12/16/2019	829265	Montana Dakota Utilities	Public Safety	\$ 423.76	668 670 1000 2
12/16/2019	829267	Montana Radiator Works	Solid Waste	\$ 970.00	57618
12/16/2019	829267	Montana Radiator Works	Street/Traffic	\$ 205.00	57622
12/16/2019	829267	Montana Radiator Works	Solid Waste	\$ 868.00	57627
12/16/2019	829267	Montana Radiator Works	Street/Traffic	\$ 896.00	57611
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 50.39	155128
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 36.00	156000 PO NUM 309471
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 49.00	156000
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 13.45	156352
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 32.71	156586
12/16/2019	829272	Napa Auto Parts	General	\$ 69.10	155103
12/16/2019	829272	Napa Auto Parts	General	\$ 35.87	155728
12/16/2019	829272	Napa Auto Parts	General	\$ (34.55)	156680
12/16/2019	829272	Napa Auto Parts	Solid Waste	\$ 10.64	156826
12/16/2019	829272	Napa Auto Parts	General	\$ 13.00	156036
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 15.00	156438
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 66.55	156647
12/16/2019	829272	Napa Auto Parts	General	\$ 2.85	155635
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 12.34	155953
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 27.00	156961
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 12.16	156328
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 42.36	156375
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 104.56	156693
12/16/2019	829272	Napa Auto Parts	General	\$ 15.92	89414
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 21.37	90116
12/16/2019	829272	Napa Auto Parts	Solid Waste	\$ 21.20	159002
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 145.44	159445
12/16/2019	829272	Napa Auto Parts	General	\$ 4.35	158148
12/16/2019	829272	Napa Auto Parts	General	\$ 25.49	158258
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 29.41	157753
12/16/2019	829272	Napa Auto Parts	General	\$ 1,180.33	157981
12/16/2019	829272	Napa Auto Parts	Solid Waste	\$ 13.28	157987
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 17.30	157729
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 12.24	89258
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 45.12	159751

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 431.25	159335
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 21.76	157742
12/16/2019	829272	Napa Auto Parts	Facilities	\$ 3.46	159745
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 390.44	159749
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 313.85	159490
12/16/2019	829272	Napa Auto Parts	Solid Waste	\$ 19.50	158541
12/16/2019	829272	Napa Auto Parts	Street/Traffic	\$ 35.71	158042
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 38.50	158319
12/16/2019	829272	Napa Auto Parts	Solid Waste	\$ 42.40	158500
12/16/2019	829272	Napa Auto Parts	Public Safety	\$ 69.97	90488
12/16/2019	829272	Napa Auto Parts	Transit	\$ 58.70	3977-00-162519
12/16/2019	829272	Napa Auto Parts	Transit	\$ 164.76	3977-00-162236
12/16/2019	829272	Napa Auto Parts	Transit	\$ 48.70	3977-00-161703
12/16/2019	829272	Napa Auto Parts	Transit	\$ 11.24	3977-00-161089
12/16/2019	829272	Napa Auto Parts	Transit	\$ (11.24)	3977-00-161105
12/16/2019	829272	Napa Auto Parts	Transit	\$ 10.58	3977-00-162589
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 24.50	158117 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 16.47	159390 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 210.49	159445 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 94.55	158117 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 81.90	159488 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 2.95	157684 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 16.90	157753 PO NUM 309513
12/16/2019	829272	Napa Auto Parts	Fleet	\$ 5.84	090377 PO NUM 309513
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 48.00	1740357-7
12/16/2019	829274	NorthWestern Energy	General	\$ 1,676.34	0839280-5
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 125.25	0871546-8
12/16/2019	829274	NorthWestern Energy	Water	\$ 27.71	0723040-2
12/16/2019	829274	NorthWestern Energy	Water	\$ 2,335.75	0723059-2
12/16/2019	829274	NorthWestern Energy	General	\$ 49.33	1836666-6
12/16/2019	829274	NorthWestern Energy	General	\$ 0.60	0712536-2
12/16/2019	829274	NorthWestern Energy	General	\$ 854.63	0720821-8
12/16/2019	829274	NorthWestern Energy	Water	\$ -	0722264-9
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 373.14	0100477-9: FIRE6 MONTHLY ELECTRICAL SERVICE
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 219.17	1748896-6
12/16/2019	829274	NorthWestern Energy	General	\$ 24.43	0712387-0
12/16/2019	829274	NorthWestern Energy	General	\$ 0.25	0720818-4
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 69.58	1175972-7 NOV 2019; MONTHLY SERVICE FEES
12/16/2019	829274	NorthWestern Energy	Water	\$ 2,807.17	2082903-2 NOV 2019
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 2,144.33	0100476-1: FIRE 1 MONTHLY ELECTRICAL SERVICE
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.89	0723393-5

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.75	0723883-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 12.74	1513800-1
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 1.20	2041362-1
12/16/2019	829274	NorthWestern Energy	General	\$ 35.55	0722278-9
12/16/2019	829274	NorthWestern Energy	Airport	\$ 29.68	0719762-7. Gate 13, November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 75.76	0722901-6
12/16/2019	829274	NorthWestern Energy	General	\$ 315.57	0722995-8
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723384-4
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.10	0723388-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 19.98	1513802-7
12/16/2019	829274	NorthWestern Energy	Airport	\$ 30.68	2114868-9. Runway Weather System. November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0722283-9
12/16/2019	829274	NorthWestern Energy	General	\$ 74.86	0722273-0
12/16/2019	829274	NorthWestern Energy	General	\$ 119.12	0722275-5
12/16/2019	829274	NorthWestern Energy	General	\$ 8.58	0722852-1
12/16/2019	829274	NorthWestern Energy	General	\$ 91.83	0723005-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723835-5
12/16/2019	829274	NorthWestern Energy	General	\$ 6.37	0722976-8
12/16/2019	829274	NorthWestern Energy	General	\$ 3.97	0723391-9
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0999807-1
12/16/2019	829274	NorthWestern Energy	General	\$ -	0723039-4
12/16/2019	829274	NorthWestern Energy	General	\$ 18.23	0722279-7
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0722280-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.50	0723836-3
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 2.65	0723391-9
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.10	0723392-7
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723396-8
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723398-4
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.75	0723885-0
12/16/2019	829274	NorthWestern Energy	General	\$ 18.89	0723887-6
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 6.89	2047007-6
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0723025-3
12/16/2019	829274	NorthWestern Energy	General	\$ 24.70	0723049-3
12/16/2019	829274	NorthWestern Energy	General	\$ 18.89	0723065-9
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723394-3
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 6.89	2047010-0
12/16/2019	829274	NorthWestern Energy	Airport	\$ 294.10	0712535-4. Employee Parking. November 2019
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.10	0723385-1
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0722281-3
12/16/2019	829274	NorthWestern Energy	General	\$ 10.70	0722272-2
12/16/2019	829274	NorthWestern Energy	Airport	\$ 26.67	0719759-3. Gate 12. November 2019

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829274	NorthWestern Energy	Airport	\$ 24.70	0720296-3. Gate 29. November 2019
12/16/2019	829274	NorthWestern Energy	Airport	\$ 37.80	0712795-4. Gate 17. November 2019
12/16/2019	829274	NorthWestern Energy	Airport	\$ 17.52	0712534-7. Gate 16 Entrance Light. November 2019
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 7.12	0722272-2
12/16/2019	829274	NorthWestern Energy	Airport	\$ 24.18	0712797-0. Gate 9. November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 14.25	0722274-8
12/16/2019	829274	NorthWestern Energy	Airport	\$ 8.19	0712813-5. Burn Pit. November 2019
12/16/2019	829274	NorthWestern Energy	Airport	\$ 26.27	0719761-9. Gate 15. November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 15.81	0722259-9
12/16/2019	829274	NorthWestern Energy	General	\$ 8.50	0722862-0
12/16/2019	829274	NorthWestern Energy	General	\$ 18.89	0723064-2
12/16/2019	829274	NorthWestern Energy	Airport	\$ 29.02	0712791-3. Gate 16. November 2019
12/16/2019	829274	NorthWestern Energy	Airport	\$ 90.79	0719760-1. Gate 14. November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	0723046-9
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.10	0723386-9
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723395-0
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.22	0723397-6
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.19	1513804-3
12/16/2019	829274	NorthWestern Energy	General	\$ 213.02	0723884-3
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.14	2047013-4
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.54	2047017-5
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.02	2047019-1
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ -	0723879-3
12/16/2019	829274	NorthWestern Energy	General	\$ 13.69	0723053-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ -	1513796-1
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0722253-2
12/16/2019	829274	NorthWestern Energy	General	\$ 8.50	0722258-1
12/16/2019	829274	NorthWestern Energy	Airport	\$ 6.10	0712805-1. IP-10. November 2019
12/16/2019	829274	NorthWestern Energy	General	\$ 6.22	0722284-7
12/16/2019	829274	NorthWestern Energy	General	\$ 18.23	0722808-3
12/16/2019	829274	NorthWestern Energy	Facilities	\$ 6,153.76	0100507-3
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 476.34	0712537-0
12/16/2019	829274	NorthWestern Energy	General	\$ 239.96	0722256-5
12/16/2019	829274	NorthWestern Energy	General	\$ 30.86	0813489-2
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	0920801-8
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 1.18	1265177-4
12/16/2019	829274	NorthWestern Energy	General	\$ 148.98	0712538-8
12/16/2019	829274	NorthWestern Energy	Water	\$ 9.97	0722249-0
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.10	0723840-5
12/16/2019	829274	NorthWestern Energy	General	\$ 15.14	0978917-3
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.89	1564209-3

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829274	NorthWestern Energy	Parking	\$ 1,052.77	1594282-4
12/16/2019	829274	NorthWestern Energy	General	\$ 100.55	0712539-6
12/16/2019	829274	NorthWestern Energy	General	\$ 109.76	0712683-2
12/16/2019	829274	NorthWestern Energy	Water	\$ 3,654.97	0723043-6
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	0831702-6
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.81	0855404-0
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 0.85	0971824-8
12/16/2019	829274	NorthWestern Energy	General	\$ 6.37	1156527-2
12/16/2019	829274	NorthWestern Energy	Water	\$ 6.10	1160807-2
12/16/2019	829274	NorthWestern Energy	General	\$ 0.85	1692666-9
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 84.15	1704030-4
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 32.28	1738989-1
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 0.84	1797828-9
12/16/2019	829274	NorthWestern Energy	General	\$ 302.98	0722257-3
12/16/2019	829274	NorthWestern Energy	General	\$ 42.86	0722277-1
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 278.97	0723878-5
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 6.89	0881455-0
12/16/2019	829274	NorthWestern Energy	General	\$ 7.65	0723090-7
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 235.02	0723383-6
12/16/2019	829274	NorthWestern Energy	Water	\$ 205.43	1142253-2
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	1588262-4
12/16/2019	829274	NorthWestern Energy	Transit	\$ 307.76	1784756-7
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 1.07	1948667-9
12/16/2019	829274	NorthWestern Energy	General	\$ 31.90	3020837-5
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	3178260-0
12/16/2019	829274	NorthWestern Energy	General	\$ -	0722263-1
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	1230066-1
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 6.10	1242222-6
12/16/2019	829274	NorthWestern Energy	P.W. Admin	\$ 162.11	1741314-7
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 193.96	1984155-0
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 7.28	1514388-6
12/16/2019	829274	NorthWestern Energy	Water	\$ 6.75	1867265-9
12/16/2019	829274	NorthWestern Energy	General	\$ 7.54	1902257-3
12/16/2019	829274	NorthWestern Energy	General	\$ 37.58	1904944-4
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.67	2047018-3
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.02	2047000-1
12/16/2019	829274	NorthWestern Energy	Facilities	\$ 999.59	3602454-5
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 0.60	3590004-2
12/16/2019	829274	NorthWestern Energy	Water	\$ 601.50	0100478-7
12/16/2019	829274	NorthWestern Energy	General	\$ 1,502.13	0100506-5
12/16/2019	829274	NorthWestern Energy	Transit	\$ 583.54	0719225-5

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 366.10	0720840-8
12/16/2019	829274	NorthWestern Energy	Water	\$ 1,119.60	0722252-4
12/16/2019	829274	NorthWestern Energy	Building Inspect	\$ 24.96	1569631-3
12/16/2019	829274	NorthWestern Energy	General	\$ 8.98	1635289-0
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 1,983.80	2132749-9
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 0.61	1312707-1
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 348.85	1984150-1
12/16/2019	829274	NorthWestern Energy	Parking	\$ 2,359.50	0720834-1
12/16/2019	829274	NorthWestern Energy	General	\$ 345.16	0720841-6
12/16/2019	829274	NorthWestern Energy	Radio	\$ 150.16	1006915-1
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 288.76	1059093-3
12/16/2019	829274	NorthWestern Energy	Wastewater	\$ 12.78	1704025-4
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 59.13	3648861-7
12/16/2019	829274	NorthWestern Energy	General	\$ 6.10	3477233-5
12/16/2019	829274	NorthWestern Energy	Facilities	\$ 58.48	3602453-7
12/16/2019	829274	NorthWestern Energy	Parking	\$ 1,555.94	1569636-2
12/16/2019	829274	NorthWestern Energy	Engineering	\$ 648.42	1741314-7
12/16/2019	829274	NorthWestern Energy	General	\$ 48.67	1941243-6
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 5.20	2055817-7
12/16/2019	829274	NorthWestern Energy	Parking	\$ 130.93	3463478-2
12/16/2019	829274	NorthWestern Energy	Parking	\$ 461.70	3279035-4
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 9.24	3660075-7
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 24.96	0712532-1
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 33.29	1045820-6
12/16/2019	829274	NorthWestern Energy	General	\$ 2.61	1849408-8
12/16/2019	829274	NorthWestern Energy	Street/Traffic	\$ 7.41	2047011-8
12/16/2019	829274	NorthWestern Energy	Parking	\$ 2,251.65	3067416-2
12/16/2019	829274	NorthWestern Energy	Transit	\$ 25.55	0712764-0
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 298.75	0720817-6
12/16/2019	829274	NorthWestern Energy	Water	\$ 2,486.95	0722270-6
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 0.48	1045813-1
12/16/2019	829274	NorthWestern Energy	Parking	\$ 563.08	0720829-1
12/16/2019	829274	NorthWestern Energy	General	\$ 494.32	0723044-4
12/16/2019	829274	NorthWestern Energy	Parks Maint	\$ 8.10	0723387-7
12/16/2019	829274	NorthWestern Energy	Public Safety	\$ 1,303.29	1183483-5
12/16/2019	829274	NorthWestern Energy	Water	\$ 4.35	1346673-5
12/16/2019	829278	Peterson Office Furniture	General	\$ 4,596.83	Office table & additional chairs for new finance conference room
12/16/2019	829281	Public Utilities	Parking	\$ 10.45	102981
12/16/2019	829281	Public Utilities	Parking	\$ 207.49	102980
12/16/2019	829281	Public Utilities	Parking	\$ 90.73	102086
12/16/2019	829281	Public Utilities	Airport	\$ 6,023.66	136516

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829281	Public Utilities	Wastewater	\$ 9.45	180645
12/16/2019	829281	Public Utilities	Facilities	\$ 485.54	158260
12/16/2019	829281	Public Utilities	General	\$ 94.59	255552
12/16/2019	829287	Rocky Mt Compost	Solid Waste	\$ 20,000.00	Compost Screening for the Landfill 16199
12/16/2019	829287	Rocky Mt Compost	Park District 1	\$ 2,310.00	playground chips for Hawthorne Park
12/16/2019	829288	Rotational Molding	Solid Waste	\$ 26,340.00	300 gallon alley barrels CAINV00045944
12/16/2019	829288	Rotational Molding	Solid Waste	\$ 9,605.00	Lids for 300 gallon alley barrels CAORD004132
12/16/2019	829292	Shelden	Public Safety	\$ 4,030.06	trip to Vegas for New Detective training
12/16/2019	829297	Solid Waste Systems	Fleet	\$ 213.76	119062 PO NUM 309508
12/16/2019	829297	Solid Waste Systems	Fleet	\$ 1,326.00	118929 PO NUM 309508
12/16/2019	829297	Solid Waste Systems	Solid Waste	\$ 1,078.44	118923
12/16/2019	829297	Solid Waste Systems	Solid Waste	\$ 140.96	118929
12/16/2019	829297	Solid Waste Systems	Solid Waste	\$ 64.65	119062
12/16/2019	829297	Solid Waste Systems	Solid Waste	\$ 1,271.68	118931
12/16/2019	829300	Stevens Brothers	Public Safety	\$ 260.00	FIRE5 - Snaked kitchen, Laundry Sewer line-plugged w/food & lint
12/16/2019	829300	Stevens Brothers	Public Safety	\$ 204.85	FIRE 3:replaced flapper & fill valve-Captain's bathroom
12/16/2019	829300	Stevens Brothers	Airport	\$ 16,528.05	Temporary Deli.
12/16/2019	829300	Stevens Brothers	Public Safety	\$ 2,586.25	374325: FIRE 5 - PLUMBING FOR NEW PPE EXTRACTOR WASHER
12/16/2019	829300	Stevens Brothers	Public Safety	\$ 217.50	FIRE 1: Snaked urinal drains, mop sink- flushed out lines
12/16/2019	829302	Sundown Security	Airport	\$ 2,793.16	Invoice #52491. Skycap Services 11/22-11/28/19
12/16/2019	829302	Sundown Security	Engineering	\$ 196.35	Deposit deliveries
12/16/2019	829302	Sundown Security	General	\$ 363.00	mail box deliveries - 1819, 1178, & 30958
12/16/2019	829302	Sundown Security	General	\$ 188.66	Deposit deliveries
12/16/2019	829302	Sundown Security	P.W. Admin	\$ 240.49	Deposit deliveries
12/16/2019	829302	Sundown Security	Airport	\$ 2,957.46	Invoice #52377. Skycap Services 11/15-11/21/19
12/16/2019	829303	Sunset Excavation	Water	\$ 260.00	REPLACE CURB VALVE 325 TABRIZ DR
12/16/2019	829303	Sunset Excavation	Water	\$ 28,685.25	WATER SERVICE CURB VALVE REPAIR 1/4/2019 #4
12/16/2019	829304	T W Enterprises	Public Safety	\$ 26,206.51	FIRE 6:Provide & install standby generator & auto transfer switch
12/16/2019	829310	Tetra Tech, Inc.	Solid Waste	\$ 4,791.64	Environmental Monitoring Services for the Landfill
12/16/2019	829311	The Appraisal Group	Water	\$ 13,000.00	Klamert property appraisal for Westend Reservoir
12/16/2019	829313	Town & Country Supply	Fleet	\$ 15,274.61	404699 PO NUM 309512
12/16/2019	829313	Town & Country Supply	Public Safety	\$ 344.06	404818 FIRE 6: BLENDED DIESEL [75 GALLONS/EACH BLEND]
12/16/2019	829313	Town & Country Supply	Solid Waste	\$ 300.00	Propane for landfill 269371
12/16/2019	829313	Town & Country Supply	Airport	\$ 7,367.94	Invoice #404538. Diesel Fuel for Operations
12/16/2019	829313	Town & Country Supply	Fleet	\$ 8,786.31	404790 PO NUM 309473
12/16/2019	829313	Town & Country Supply	Airport	\$ 19,925.78	Invoice #403719. QTA Car Rental Fuel
12/16/2019	829315	Tractor & Equipment	Fleet	\$ 1,834.14	CAT Software & Cables
12/16/2019	829315	Tractor & Equipment	Street/Traffic	\$ (700.99)	BLCR0089373
12/16/2019	829315	Tractor & Equipment	Street/Traffic	\$ 3,317.18	BLW00195472
12/16/2019	829315	Tractor & Equipment	Street/Traffic	\$ 1,227.56	BLW00195281
12/16/2019	829315	Tractor & Equipment	Street/Traffic	\$ 3,070.54	BLW00195487

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	829315	Tractor & Equipment	Fleet	\$ 7,710.00	B2761101 PO NUM 309472
12/16/2019	829322	Vertiv Corporation	IT	\$ 5,721.48	Service Renewal UPS Power and battery
12/16/2019	829323	Vesta Solutions Inc	Radio	\$ 184,252.53	ANNUAL MAINTENANCE: Radio System- 01/18/2020 thru 01/17/2021
12/16/2019	829323	Vesta Solutions Inc	EOC 911	\$ 78,965.37	ANNUAL MAINTENANCE: Radio System- 01/18/2020 thru 01/17/2022
12/16/2019	829325	Walker Parking Consult	Parking	\$ 2,780.89	Parking Access and Revenue Control System
12/16/2019	829325	Walker Parking Consult	Parking	\$ 2,780.89	Parking Access and Revenue Control System
12/16/2019	829325	Walker Parking Consult	Parking	\$ 2,780.89	Parking Access and Revenue Control System
12/16/2019	829329	Wharton Asphalt LLC	Gas Tax	\$ 16,624.23	WO 19-03 Contract No. 3 City Crack Seal/Mastic; WO1903 Whrt
12/16/2019	829330	White's Civil Contract	Water	\$ 17,673.87	WO 19-10 Hillcrest Rd Water Main; RetRel1FWO1910Whites
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.44	Tst* Bogart'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 34.69	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 164.98	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 12.47	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 5.32	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 636.72	Thomson West*Tcd - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 17.98	Sams Club #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 15.99	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 127.46	Paypal *Tacticalgea - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 15.43	Schnitzer Steel Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 711.00	Central Electric Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 205.00	Nepelra - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 112.00	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 106.22	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 24.45	Tri-Tech/National Law - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 48.89	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 255.00	Tri-Tech/National Law - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 139.94	Ecolab Pest As400 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 166.26	Ecolab Pest Cs - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 236.70	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 37.27	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 24.30	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 136.95	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 6.00	Albertsons #1227 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 116.96	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 265.99	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 254.01	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 75.26	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 71.97	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 6.82	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 48.53	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 450.24	Janway Company - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Police Programs	\$ 258.67	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 7.09	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 76.41	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 6.16	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 27.97	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 18.13	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 46.78	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 518.00	Sq *Rolling Right D - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 85.82	Cintas 60A Sap - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 68.97	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 23.59	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 94.88	Midland Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 393.00	Thomas Printing Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 20.88	Reflex Protect - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 13.15	The Ups Store 2594 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 19.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 13.98	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ (4.77)	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 6.29	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 1,358.38	Heartland Paper Company - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 1,006.40	Abdo Publishing Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 78.41	First Aid Supplies Onl - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 19.10	Lucky S Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 425.00	International Municipa - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 400.00	Stanley Steemer/Blngs - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 47.94	The Ups Store 2594 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.58	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 10.00	The Rubber Stamp Shop, - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 63.90	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 43.97	Shipton'S Big R-West - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 24.98	Tractor-Supply-Co #0303 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 11.94	Party America Billings He - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 26.19	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 765.33	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 1,473.50	Ratco Trailer And Hitch - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 231.95	Sherwin Williams 703203 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 276.83	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 328.00	Yellowstone Electric Comp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 308.00	Silver Threads - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 63.17	Tacoma Screw Products B - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 16.88	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 999.00	Freds Appliance Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,382.00	Sambrownshields.Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 206.92	Mile High Shooting Access - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 30.25	Cenex Zip Trip07082589 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,919.91	Incstores Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 204.94	Tractor-Supply-Co #0303 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 11.50	Tvetene Turf - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 1,425.29	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 49.75	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 15.38	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 254.74	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 367.47	Mcmaster-Carr - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 94.50	Dxp Enterprises - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 19.00	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (30.00)	United 0161528338497 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.18	Allens Tool Repair - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 72.00	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 149.94	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.75	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 13.80	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 37.03	Amzn Mktp Us*1U24B19U3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 6.89	Amzn Mktp Us*2W6Ak0X03 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 30.00	Amzn Mktp Us*7N9U412T3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 119.00	Amzn Mktp Us*A568Y92A3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 5.96	Amzn Mktp Us*Cx18R3Sw3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 11.82	Amzn Mktp Us*Ov5Wf2Q23 - PCard
12/16/2019	ACH	U.S. Bank PCards	Property Ins	\$ 39.99	Amzn Mktp Us*P067316G3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	EOC 911	\$ 225.00	Amzn Mktp Us*Vy6Tp5Pq3 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 53.18	O'Reilly Auto Parts 1548 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 95.46	Reflex Protect - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 36.35	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 368.25	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 44.74	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 15.00	The Rubber Stamp Shop, - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 1,159.75	Sherwin Williams 703203 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 15.00	Universal Awards - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 45.90	Dxp Enterprises - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 989.00	Aces - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 49.95	Amazon.Com*8797W0N03 Amzn - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 159.25	Amazon.Com*Cq6K79U63 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 7.98	Amazon.Com*Ks2Ys4Wp3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 6.76	Amazon.Com*Rr99U8Ue3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 28.99	Amzn Mktp Us*4K39O2J83 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 80.47	Amzn Mktp Us*7G6la6173 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 122.91	Amzn Mktp Us*Ww75M4Ru3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 138.96	Selby'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ (25.00)	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 86.88	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 3.98	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.84	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 8.96	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 39.94	Wm Supercenter #4412 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 22.77	Amzn Mktp Us*B72FI2Hp3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 36.35	Amzn Mktp Us*Bn99E9Ts3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 23.35	Amzn Mktp Us*Ct50I6Mx3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 20.78	Amzn Mktp Us*Ff4J188P3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Amzn Mktp Us*N287T62R3 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 59.95	Amzn Mktp Us*Pw9J471W3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 75.52	Amzn Mktp Us*Xj43X5K13 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 125.86	Amzn Mktp Us*Xj43X5K13 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 361.61	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Central Services	\$ 189.20	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 86.41	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 44.66	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 36.80	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.04	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 25.00	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 38.18	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 22.39	Msu Billings-Main Cmp C - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 203.32	Wingate Helena - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 197.05	Subway 00999912 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 449.00	Billingsgazettethriftynck - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 367.00	Best Friends Animal Hosp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 16.40	Valet Today Cleaners - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 112.34	Uline *Ship Supplies - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 64.98	Target 00001719 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 15.29	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 8.09	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.38	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 35.98	Kings Ace Hdwe - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 202.65	Heartland Paper Company - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 452.15	In *American Incinerators - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 144.20	In *Cynthia Boyer - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 207.00	Cpa Crossings Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 59.80	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 122.18	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 49.48	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 26.96	Lowes #00907* - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 1,717.84	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 23.32	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.97	Wm Supercenter #4412 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 7.40	Usps Po 2907800103 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 39.98	Target 00001719 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 10.29	Target 00013334 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 166.15	Northland Automotive - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 225.00	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 542.59	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 25.05	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 150.00	Billings Overhead Door In - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 29.83	Crescent Electric 054 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 203.32	Wingate Helena - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 853.00	Gunarama Wholesale Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 338.02	Moore Lane Veterinary Hos - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 40.09	Ah Turf Specialties Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 151.00	Amerlibassoc Ecommerce - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 145.80	Border States Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 458.76	Border States Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 1,746.00	Brodart Supplies - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 250.00	Sq *Terri Porta Fin - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 21.50	Ets*Hiset Registration - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 86.78	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 13.63	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 7.58	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 95.49	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 129.73	Best Western Kiva Inn - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 41.74	Distribution Int'L - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 45.01	Conoco - Town Pump Helena - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 7.44	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 268.35	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 195.77	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 450.70	Graybar Electric - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 87.85	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 144.34	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 95.90	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 728.28	Fedex Offic22600022665 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 68.00	Landscape Restoration Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 37.94	O'Reilly Auto Parts 1551 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 127.17	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 303.71	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 3.98	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 29.00	C&B Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 1,724.16	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 266.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 243.90	Demco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 342.47	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 31.80	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 113.58	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 252.17	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 270.45	Hose & Rubber Supply Blg - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 180.24	Johnstone Supply Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 150.63	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 19.00	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 3,329.55	Cdw Govt #Vpz6521 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 33.47	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 531.00	American Planning A - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 681.00	United 0167410572093 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 110.35	Albertsons #4041 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 8.26	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 29.48	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 7.56	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 46.40	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 67.98	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 182.76	Center Point Large Print - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 164.14	Amazon.Com*Of5381Jt3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 45.89	Amazon.Com*Os71F2R43 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 9.96	Amzn Mktp Us*694465No3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 209.80	Amzn Mktp Us*Cm3Fr4U23 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 44.08	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 25.01	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 156.59	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 12.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 6.11	Kings Ace Hdwe - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 32.90	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 8.36	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 23.99	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 21.47	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 69.00	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 356.00	Battery Systems Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 24.95	Msu-Mz-Montanapbs-Cm - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 50.00	Facebk *Snkzxp2Wj2 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 31.90	Wheniwork.Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 62.69	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 41.55	Amzn Mktp Us*Dj5Ux4Oo3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 44.99	Amzn Mktp Us*Ei1lw0Vh3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 18.76	Amzn Mktp Us*Ei1lw0Vh3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 12.71	Amzn Mktp Us*F773Q6Mu3 - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 899.97	Amzn Mktp Us*Km77Z8Rz3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 28.94	Amzn Mktp Us*Ld0061Q63 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 20.49	Amzn Mktp Us*Ta5D001X3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 37.75	Amzn Mktp Us*Xj43X5K13 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 319.99	In *Canyon Creek Nursery - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 1,593.44	Sq *Billings Carpet - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 6.60	Sq *Stuart'S House - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,490.00	Eb Profiling Teen Kil - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 919.40	Hyatt Regency Baltimore - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 348.00	Logmein*Gotomeeting - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 518.00	Martins Industries - PCard
12/16/2019	ACH	U.S. Bank PCards	Property Ins	\$ 375.00	Fmcsa D&A Clearinghouse - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 259.38	Selby'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 450.14	Selby'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 31.15	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 16.50	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 16.24	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 70.00	A1 Jds Lock - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 1,500.00	Caliper Corporation - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	City Of Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 63.16	Heartland Paper Company - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 281.74	4Imprint - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 143.99	In *Canyon Creek Nursery - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 290.00	Ats Inland Nw - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 23.40	Sq *Hotsy Wy-Mont - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 120.00	Sq *Skyline Service - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 855.00	Sq *Skyline Service - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 53.45	First Aid Supplies Onl - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 34.00	Holiday Stations 0285 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 207.23	Fastenal Company 01Mtbll - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 341.05	Northland Automotive - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 25.20	Ah Turf Specialties Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 21.81	Ah Turf Specialties Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 131.89	Ace Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 583.54	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 180.00	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 4.79	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 6.69	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 22.36	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 63.66	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 734.00	Freds Appliance Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 743.52	Altitude Signal Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.00	Icma - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 2,201.69	Pac Tec Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 11.97	At&T*Bill Payment - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 110.12	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 117.05	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 26.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 125.50	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 218.49	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 539.28	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 29.37	Tire Rama 101 Bc - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Programs	\$ 71.98	Paypal *Fantasia - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 143.20	Reflex Protect - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 196.69	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 128.54	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 112.40	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ (3.98)	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 245.25	State Chemic*State Che - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,086.88	Tractor & Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 210.51	Johnstone Supply Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 13.84	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 19.50	Universal Awards - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 403.66	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 66.58	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 19.45	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 100.88	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 68.32	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 730.00	Law Enforcement Seminars - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 8.99	Albertsons #1227 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 151.20	Ecolab Pest As400 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 17.95	Cvs/Pharmacy #05307 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 454.75	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 298.22	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 50.95	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 149.19	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 189.97	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.00	Dollar Tree - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 344.18	Escosupply - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 35.40	Escosupply - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 13.92	Sams Club #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 383.00	Simply Family Magazine, I - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 720.00	Cummins Inc - 40 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 103.59	Prof Plumbing Group - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 151.96	Snappyduds - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 119.60	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 8.59	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 291.58	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 2.85	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 782.80	In *Playspace Designs Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 98.33	First Aid Supplies Onl - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 437.80	Itw Gse - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 55.85	Cintas 60A Sap - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 3.59	Billings Hardware & Ga - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.96	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 38.14	Office Depot #1080 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 10.98	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 55.28	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 34.69	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 182.76	Center Point Large Print - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 35.70	Amazon.Com*O64lo4Ab3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 128.08	Safariland, Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 160.79	Schnitzer Steel Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 48.95	Magic City Floral Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 27.99	The Wave - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 229.00	Fas-Break Glass - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 36.00	Montana Stories - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Water	\$ (69.90)	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 104.27	Ecolab Pest Cs - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 49.50	Amazon.Com*X461c1503 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ (22.65)	Amzn Mktp Us Amzn.Com/Bil - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 10.39	Amzn Mktp Us*6738D01M3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Property Ins	\$ 349.00	Amzn Mktp Us*D87Uw7Xf3 - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 42.77	Amzn Mktp Us*G38Dt2Ze3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 49.97	Amzn Mktp Us*Ip3Hi8Vd3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 43.80	Amzn Mktp Us*Kc38Q8Cn3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 292.99	The Gallery Collection - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 54.81	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 53.14	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (1,706.02)	Incstores Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 18.78	Johnson Distributing - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 10.49	O'Reilly Auto Parts 1548 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 118.64	Filingsupplies - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 97.66	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 240.00	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 69.90	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ (8.80)	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 10.00	Power Service Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.88	Wal-Mart #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 20.90	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 2.99	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.28	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 43.64	Wm Supercenter #4412 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 18.80	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 17.94	Shiptons Big R Heights - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 620.00	2M Company Warehouse - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 13.00	Universal Awards - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (404.26)	Holiday Inn Baltimore In - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 80.63	Cdw Govt #Vtr7904 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 3.99	Target 00013334 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 16.47	Target 00013334 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 25.36	Fastenal Company 01Mtbl - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 202.50	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 332.46	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 45.00	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 35.97	Billings Construction Sup - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 132.95	Chalet Market - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Programs	\$ 82.90	Dfe Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 112.21	Delta Hotels - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 48.33	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 9.77	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 6.52	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 808.28	State Chemic*State Che - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 462.42	Tractor-Supply-Co #0303 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 16.50	Tvetene Turf - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 76.68	C&B Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.24	C&B Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 40.36	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 56.00	Bighorn Boots - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 209.35	Harbor Freight Tools 207 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 987.24	Rock Creek Resort - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 204.40	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 89.00	Ezcaterpita Pit - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.31	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 29.97	Paypal *Reflexredst - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 395.00	Varidesk* 1800 207 2587 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 129.99	Cab Store Billings, Mt - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 86.00	Iron Mountain - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 164.60	Md Tools, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 63.92	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 693.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 99.96	Econo Print - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 295.18	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Central Services	\$ 434.95	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Phone System	\$ 68.79	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 213.95	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 9.22	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 105.00	Albertsons #0047 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 23.93	Albertsons #4025 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 110.07	Ecolab Pest Cs - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 2.00	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 454.75	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 8.13	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 10.91	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,765.51	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 172.50	Precision Plumbing & Heat - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 299.50	Independent Lock And Par - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 54.95	Sunshine Sports Aardvark - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 6.99	Lockwood Ace Hardware - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 640.97	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 167.69	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 219.75	Idexx Distribution Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 79.95	B&H Photo 800-606-6969 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 16.23	Carquest 3103 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 185.71	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 245.48	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.00	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 300.00	Institute Of Transportati - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 505.50	Rock Creek Resort - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 232.51	Rock Creek Resort - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 349.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 222.80	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 8.69	Hose & Rubber Supply Blg - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 159.40	Johnson Controls Ss - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 285.40	Johnson Controls Ss - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 3.84	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 271.10	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 222.67	Kenco Fire Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 27.98	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.74	Billings Hardware & Se - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 85.00	Sports Turf Managers Asso - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 149.00	Havis Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 149.00	Havis Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 9.66	Amazon.Com*7D93V4Yz3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 29.98	Amazon.Com*A94Y49Nh3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 379.78	Amazon.Com*Zi5Ke9Lk3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 87.75	Jimmy Johns - 1646 - E - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 12.65	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 334.90	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 82.86	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 414.55	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 76.35	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 141.18	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 8.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.65	Amzn Mktp Us*1U24B19U3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 79.98	Amzn Mktp Us*694465No3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 22.99	Amzn Mktp Us*Bx1la4Zr3 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 27.00	Amzn Mktp Us*Fk25J8Y93 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 118.00	Amzn Mktp Us*Ge39N7Gu3 - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 299.99	Amzn Mktp Us*K08G65Dw3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 12.00	Amzn Mktp Us*Tc0M70Yg3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 64.75	Amzn Mktp Us*U99Ev0O53 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 419.99	B&H Photo 800-606-6969 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 89.51	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.30	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 287.86	Aces - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 282.94	Aces - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 16.29	Amazon.Com*5A7Ej62X3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 746.52	Amazon.Com*Qs5D059Z3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ (121.68)	Amzn Mktp Us - PCard
12/16/2019	ACH	U.S. Bank PCards	Phone System	\$ 36.96	Amzn Mktp Us*Wa1211Vc3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 293.23	Amzn Mktp Us*Yf7Xs7R23 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 24.44	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ (6.84)	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 78.75	Power Service Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 29.88	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 24.30	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 235.10	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 26.73	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 4.58	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 18.00	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 7.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 12.39	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 184.61	4Imprint - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 7.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 29.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 20.69	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 14.98	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 25.16	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 1,612.21	In *American Incinerators - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 775.50	In *Critelli Glass Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 41.60	Sq *Rocky Mountain - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 110.13	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 2,071.57	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 62.94	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 8.90	360 Office Solutions Inc - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 56.62	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.69	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 22.12	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 4.77	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 127.95	Billings Hardware & Se - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 87.00	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 53.91	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 186.23	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 78.80	Amazon.Com*3B3Px44F3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 40.76	Amazon.Com*7P6Zw3Lp3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 49.40	Amzn Mktp Us*7G6la6173 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 28.99	Amzn Mktp Us*B72FI2Hp3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 90.00	Sq *Skyline Service - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 224.15	Spectrum - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 97.00	Volgistics Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 570.00	Billings Ink And Toner, I - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 29.32	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 29.73	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 677.95	Freds Appliance Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 790.00	Accounting Professional E - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 4.58	Amzn Mktp Us*Dd8Yi2Nk3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Amzn Mktp Us*Kh2D49173 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.95	Amzn Mktp Us*Lj3128663 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 16.99	Amzn Mktp Us*Oq7Sk5L73 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 77.94	Amzn Mktp Us*Vx5Oz51R3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 411.08	Amzn Mktp Us*W83Mx7Mx3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 12.59	Amzn Mktp Us*Xj43X5K13 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 49.96	Amzn Mktp Us*Yi2Ap1Cc3 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 10.78	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 2,420.98	In *American Incinerators - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 185.90	G Code Tactical Holsters - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 284.40	Tlo Transunion - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 2,210.00	Sq *Billings Carpet - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 150.00	Dickeys Mt-619 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,277.00	Pcm 800-5556255 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 111.99	Amzn Mktp Us*Yy73R0Zk3 - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 25.90	Amzn Mktp Us*Z95S77N03 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ (39.98)	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 48.25	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.38	Wm Supercenter #1956 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 6.41	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 19.99	Adobe Creative Cloud - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 358.80	West End Lock And Secur - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.99	Adobe Acropro Subs - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.20	Valet Today Cleaners - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 997.98	Fastenal Company 01Mtbl - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 699.23	Fastenal Company 01Mtbl - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 339.55	Northland Automotive - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 169.71	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 1,145.00	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 11.23	Target 00013334 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 216.00	Bargreen Ellingson #11 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 2,353.10	Nc The Cat Rental St - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 154.00	Billings Parks Company - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 26.60	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 423.74	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 140.00	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 939.22	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 3.21	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 33.81	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 83.70	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ (20.00)	Buildersfirstsource64021 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 129.73	Best Western Kiva Inn - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,277.25	Hie Nashville Dt - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 69.93	Maxi-Aids Po#Rm216-Airpor - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 945.00	Paypal *Edicationpo - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 857.00	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 352.07	Motion Industries Mt01 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 32.64	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 790.00	Billings Overhead Door In - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 462.00	Billings Overhead Door In - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 169.66	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 55.60	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 285.18	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 1,011.60	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 31.20	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 20.80	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 150.00	Billings Overhead Door In - PCard
12/16/2019	ACH	U.S. Bank PCards	Phone System	\$ 28.00	Border States Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 121.70	Chalet Market - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 170.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 7.87	Crescent Electric 054 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 519.40	Johnson Controls Ss - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 439.22	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 46.40	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 83.95	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 32.61	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 429.00	The Sheridan Press - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 29.50	Stacked A Montana Grill - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 7.90	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 63.54	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 59.70	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 196.00	Altitude Signal Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 41.84	Ups*000000W219W8469 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 200.98	All Hands Fire Equipme - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 6.82	Amzn Mktp Us*Ct50I6Mx3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.80	Amzn Mktp Us*Db4Ik9943 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 27.66	Amzn Mktp Us*Gb88J7Lv3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 33.70	Amzn Mktp Us*Ib1R560P3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 18.94	Amzn Mktp Us*S85Dm4R73 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.72	Amzn Mktp Us*Tc0M70Yg3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 116.24	Amzn Mktp Us*X89R339P3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 25.96	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 945.00	Paypal *Edicationpo - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 34.00	Puckett'S Gro & Restaura - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 49.74	Sherwin Williams 703429 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 20.38	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.98	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 26.99	Target.Com * - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 154.13	Tractor-Supply-Co #0303 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 6.90	Tvetene Turf - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 11.56	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 37.31	Bps-Rental A0Mrx - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 4.37	Wal-Mart #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 79.00	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 34.88	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 19.76	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 120.48	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 75.00	A1 Jds Lock - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 655.00	Bevel Gardner Associates - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 179.74	Distribution Int'L - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 23.90	Fire Supply Depot Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 245.00	High Point Networks, Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 309.95	Sherwin Williams 703429 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 380.37	Genesis Lamp Corp - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 1,159.75	Sherwin Williams 703203 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 99.97	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 525.00	Hi Viz Safety Wear - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 51.24	O'Reilly Auto Parts 1549 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 168.78	Sherwin Williams 703429 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 360.00	Stanley Steemer/Blngs - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 46.33	Northwest Pipe Fittings, - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 143.75	Northwest Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 81.04	Ratco Trailer And Hitch - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 19.78	Sherwin Williams 703203 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 84.39	Dude Rancher Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 4.16	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 32.39	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 44.31	Hose & Rubber Supply Blg - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 75.46	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 75.47	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 75.47	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 75.00	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,532.51	H&E Equipment Services - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 33.02	Adobe Creative Cloud - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.99	Adobe Pdf Pack Subs - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 964.00	Gunarama Wholesale Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,777.40	Nc The Cat Rental St - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 13.00	Nc The Cat Rental St - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 32.61	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 17.27	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 148.44	Kenco Fire Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 83.90	Marketing Specialtites - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 187.75	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 51.58	Carquest 3103 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 10.61	Yellowstone County Treas - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 30.00	Delta Air Baggage Fee - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 120.00	Iaai - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 99.50	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 1,696.60	Vernon Library Supplies - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 13.98	Billings Hardware & Se - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 34.79	The Paint Center - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 54.97	Shipton'S Big R-East - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 90.00	Tinys Tavern Inc 2 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 9.20	Tvetene Turf - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 178.02	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 72.01	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 448.00	Redd'S Prints And Signs I - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 637.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 150.00	Shepherd Stainless Incorp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 233.78	Npc*New Pig Corp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 92.32	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 50.37	Billings Hardware & Se - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 7.49	Albertsons #4041 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 24.58	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (14.15)	Amazon.Com Amzn.Com/Bill - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 13.19	Amazon.Com*Nq0E1Lc3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 34.95	Amazon.Com*Oe2Ej9Jz3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 990.00	Accent Print Shop - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 1,071.10	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 63.52	Border States Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,385.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 65.13	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 504.77	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 749.17	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 17.33	Gaylord Bros Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,277.00	State Chemic*State Che - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 8.97	Tractor-Supply-Co #0303 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 74.00	Universal Awards - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 100.00	Western Office Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,996.03	House Of Clean - Bozeman - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 21.98	Scheels Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (119.99)	Scheels Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 46.00	Agent Fee 0167410572093 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 97.50	Spic And Span - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 77.00	Spic And Span - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 235.32	The Home Depot 3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 24.46	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 25.44	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 62.99	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 55.37	Amazon.Com*9C99Z6O83 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 37.23	Amazon.Com*Gu5Rr7Y03 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 56.40	Amzn Mktp Us*7Y8He1W63 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 5.99	Amzn Mktp Us*A48D70Da3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 41.93	Amzn Mktp Us*E60T67Jz3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 95.99	Amzn Mktp Us*Q858Y8523 - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 136.51	Amzn Mktp Us*Sl39S0Dx3 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.98	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 1,675.00	Power Service Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 37.86	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 55.15	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 28.48	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.49	Www Costco Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 8.77	Albertsons #4041 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 90.93	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 19.51	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 627.00	Stop Stick Ltd - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 849.86	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 28.42	Amzn Mktp Us*790Ay7R73 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 15.96	Amzn Mktp Us*Gk5lr82P3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 30.19	Amzn Mktp Us*Im4Ef1Cx3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 33.17	Amzn Mktp Us*Jy4Dx2Vq3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.99	Amzn Mktp Us*Lk36E3Qo3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 11.44	Amzn Mktp Us*Q11Mp91C3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 294.22	Amzn Mktp Us*R08Ho5Hd3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 40.50	Amzn Mktp Us*TU7B76Fg3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 351.75	B&H Photo 800-606-6969 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 11.98	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.76	The Home Depot 3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 97.00	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 70.17	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 25.00	Home Builders Association - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.52	Amzn Mktp Us*Mz5Mn85K3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 293.72	Amzn Mktp Us*Qg8Md4Yj3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 30.50	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 24.95	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 53.06	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 38.70	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 148.77	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 72.05	Amzn Mktp Us*V07Ad3Us3 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.94	Amzn Mktp Us*Vj4Us0J83 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 5.99	Amzn Mktp Us*X22Kk4Tx3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,178.93	Best Buy 00005926 - PCard
12/16/2019	ACH	U.S. Bank PCards	Fire Grants	\$ 64.95	Lowes #00319* - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 9.96	Wal-Mart #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 144.96	Wm Supercenter #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 450.00	National Recreation & - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,008.92	Dmi* Dell Corp Bus - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 573.60	West End Lock And Secur - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 3.99	Target 00001719 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 11.98	Target 00001719 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 8.78	Fastenal Company 01Mtbi1 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 491.35	Fastenal Company 01Mtbi1 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 38.03	Fastenal Company 01Mtbi1 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ (85.41)	Kimball Midwest Payeezy - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 110.00	Mackenzie River Pizza Hel - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,061.90	Meadow Green Sales - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	City Of Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 324.85	Int'L Code Council Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 385.18	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 14.76	Ah Turf Specialties Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 88.00	Ace Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 76.13	Northland Automotive - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 336.35	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 19.32	A & I Distributors - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 669.74	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 240.12	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 144.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 510.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 244.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 281.94	Air Controls-Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 90.00	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 39.14	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 43.00	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 519.00	Creative Monograms Smb - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 81.21	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 224.05	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 15.61	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 288.92	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 352.56	Hcl Truck Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 24.95	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 62.90	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 178.02	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 33.95	Kb Commercial Products - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 40.50	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 36.00	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 1,108.00	Data Imaging Systems - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 76.92	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 2.27	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 5.26	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 17.93	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 8.35	Usps Po 2907800103 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.99	Adobe Creative Cloud - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.11	Crescent Electric 054 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 2.21	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 110.23	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 110.24	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 244.67	Galls - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 294.68	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 972.96	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 694.99	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 1,084.42	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 9.00	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 1,147.50	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 318.25	Meadow Green Sales - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 39.98	Target 00013334 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 2.34	Fastenal Company 01Mtbl - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 448.79	Allegra - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 30.97	Party America Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 10.77	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 22.90	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 281.76	Ah Turf Specialties Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 325.69	Ace Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 606.60	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 382.40	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 108.00	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 7.15	Big Sky Linen And Unif - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 150.00	Billings Overhead Door In - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 1.86	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 95.06	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 496.33	Hose & Rubber Supply Blg - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 106.03	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 11.60	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 75.00	4Te*Kenco Security And Te - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.00	Facebk *Hdxzup2Sf2 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 129.99	Cab Store Billings, Mt - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 20.00	Textmagic.Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 7.49	Albertsons #4025 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 356.67	High Speed Gear - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 385.41	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 395.33	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	IT	\$ 242.28	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 134.78	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 42.51	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 88.32	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 194.01	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 14.69	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 156.71	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 17.82	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 27.11	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 16.18	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 3.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 7.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 143.94	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 89.94	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 60.00	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 53.73	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 1,152.46	In *American Incinerators - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Programs	\$ 250.00	In *Iabti - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 240.00	Sq *Stompin Grounds - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 88.00	Sq *Yellowstone Cou - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.78	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 4.46	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 119.40	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 200.00	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 22.29	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.86	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 15.28	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 235.46	Buildersfirstsource64021 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 682.56	Hyatt Regency Bloomington - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,706.02	Incstores Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	IT	\$ 69.04	Newegg Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 50.01	Red Rooster Cafe - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 31.31	Reflex Protect - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 162.33	Northwest Pipe Fittings, - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	General	\$ 28.01	Pacific Steel #02 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 149.95	Shiptons Big R Heights - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 69.98	Shipton'S Big R-West - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 156.96	State Chemic*State Che - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 645.97	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 76.26	Cdw Govt #Vpp3125 - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 39.86	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 30.00	United 0161543253590 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 60.73	B&H Photo 800-606-6969 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 10.71	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 13.55	The Home Depot #3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 99.98	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 2.99	Office Depot #2135 - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 22.99	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 83.85	Office Depot #450 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 169.00	Amzn Mktp Us*Ap3845Tc3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 10.30	Amzn Mktp Us*Ht5Bt4Sm3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 7.98	Amzn Mktp Us*Nb5Vt1Uh3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 34.33	Amzn Mktp Us*Zm3Xo9S43 - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 31.16	Selby'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 8.00	Lowe's #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 19.94	Wal-Mart #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Attorney Grants	\$ 39.76	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.92	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 55.00	A1 Jds Lock - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 197.67	Dmi* Dell Corp Bus - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 67.96	Shoes For Crews Llc - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 144.00	Bargreen Ellingson #11 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 107.56	Northland Automotive - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 420.00	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 117.05	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 142.85	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 5.00	Econo Print - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 1.31	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 254.58	Hach Company - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,250.00	Hansers Wrecker Company - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 95.06	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 412.00	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 350.94	Hose & Rubber Supply Blg - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 278.88	Kb Commercial Products - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 1,210.76	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Fire Grants	\$ 274.61	The Mail Drop - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 542.12	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 5.37	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 110.97	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 3.99	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 49.35	Knife River 5601 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,150.36	Sq *National Veterinary A - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 320.00	Sq *Skyline Service - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 212.00	Billings Ink And Toner, I - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 9.99	Lee Newspapers E Pay - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 15.78	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 15.78	Northwest Industrial Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 115.39	Midland Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 206.12	Avsoft - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 655.00	Bevel Gardner Associates - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 45.86	Distribution Int'L - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 538.07	General Safety Equipment - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 58.38	Johnson Distributing - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 48.84	Partwarehouse.Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 184.83	Epasales - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 79.46	O'Reilly Auto Parts 1551 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 105.00	Pepsicola Bottling Compan - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 12.35	Sherwin Williams 703203 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 27.98	Shipton'S Big R-West - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 16.99	Shipton'S Big R-West - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 270.72	Yellowstone Electric Comp - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.06	C&B Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 20.12	Yellowstone Valley Elect - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 637.00	Kone, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 30.00	Delta Air Baggage Fee - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 244.33	Costco Whse #0069 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 19.78	Allens Tool Repair - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 32.50	0725 Ced - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 375.00	Sports Turf Managers Asso - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 5.39	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 83.95	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 10.99	Heights Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,164.20	Montana Broom & Brush Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 35.00	Dxp Enterprises - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 11.64	Amazon.Com*Ux1On9Db3 Amzn - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 8.84	Amzn Mktp Us*634Fw07N3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 299.99	Amzn Mktp Us*6S8H37lj3 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 25.09	Amzn Mktp Us*Ai8F144L3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 14.99	Amzn Mktp Us*C65Ks8Dk3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.35	Amzn Mktp Us*C82We1433 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 20.96	Amzn Mktp Us*Ih2Pm3D83 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.98	Amzn Mktp Us*Jd2Ea7Wt3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 83.99	Amzn Mktp Us*Jw1Fa9Qc3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 18.38	Amzn Mktp Us*Kf5802lx3 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 82.59	Amzn Mktp Us*Lj3128663 Am - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 57.80	Selby'S - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 624.00	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 89.64	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 65.32	Lowes #00319* - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 57.74	Wal-Mart #2923 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 32.22	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 19.70	Wm Supercenter #1956 - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 330.06	National Recreation & - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 201.13	Dmi* Dell Corp Bus - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 160.00	West End Lock And Secur - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 3.51	Fastenal Company 01Mtbl - PCard
12/16/2019	ACH	U.S. Bank PCards	Building Inspect	\$ 1,386.32	Int'L Code Council Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 93.00	Rockets Gourmet Wraps - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 300.38	Allegra - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 29.97	Napa Store 3547001 - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 445.00	Alpine Plumbing, Heating - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 291.12	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 12.50	Billings Construction Sup - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 160.00	Trugreen Chemlawn - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 403.51	Crescent Electric 054 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 213.45	Crescent Electric 054 - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 48.00	City Of Billings Finance - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 49.66	Fishers Technology - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 93.49	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 75.24	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 150.48	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 7.70	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Parks Maint	\$ 141.31	Graybar Electric - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 198.06	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 1,371.44	Hanson Chemical - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 83.40	Hanson Chemical - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 23.07	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 11.53	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 12.50	4Te*Kenco Security And Te - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 33.78	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 105.00	Midland Implement Co - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 198.56	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 21.00	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 73.68	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 12.95	Canva* 02493-16322535 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 17.96	Sams Club #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 143.86	Sams Club #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 65.00	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 427.42	In *Ecosolutions - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,300.00	In *Mjr Industries Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 37.00	Smk*Surveymonkey.Com - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 100.00	Sq *Billings Best B - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 31.90	Sq *Rock Creek Coff - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 9.90	Sq *Stuart'S House - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 79.99	Spectrum - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 33.00	Fischer Comm Flooring L - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 41.00	Batteries+Bulbs #0253 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 2,274.64	Nwestco - 003 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 107.30	Sams Club #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 19.98	Paypal *Reflexredst - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 19.12	Paypal *Thunderhaw-Rebill - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 40.83	Conoco - Conomart Iv - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 46.95	Ceuplan - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 37.46	Awg 3575 - PCard
12/16/2019	ACH	U.S. Bank PCards	Fleet	\$ 27.90	Albertsons #0047 - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 6.00	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 31.20	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 233.19	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 454.90	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 8.18	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 17.04	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ (16.31)	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 19.80	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 333.00	Simply Family Magazine, I - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 5.78	Facebk *Vxcz5P2Mv2 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 1,624.73	Lawson Products - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 143.75	Md Tools, Inc. - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 27.42	Scholastic Education - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ (433.90)	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 91.76	The Home Depot 3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 592.74	Usborne Books & More - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 53.29	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 42.05	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 2,177.88	Mt Gov Online Trnsctns - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 206.23	Tfs*Fishersci Ecom Hus - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 37.33	Tfs*Fishersci Ecom Hus - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 99.98	Samsclub #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 234.09	Sirchie Finger Print Labo - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 1,099.36	Ysi - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 8.95	Walmart.Com 8009666546 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 36.00	Sq *Ad Transportati - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 126.06	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 675.04	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 118.86	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 242.96	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 300.00	Alpha Overhead Door - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 91.56	Bobcat Of Big Sky Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 35.90	Batteries+Bulbs #0253 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 117.35	Batteries+Bulbs #0253 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 178.46	Samsclub #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	City Co Planning	\$ 30.46	Conoco - High Country Tra - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 70.99	Dtv*Directv Service - PCard
12/16/2019	ACH	U.S. Bank PCards	Park District 1	\$ 50.00	Facebk *Ywpmcpeuf2 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 146.62	Schnitzer Steel Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 22.50	Cmc Rescue - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,559.34	Pcm 800-5556255 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 20.32	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 95.31	Tacoma Screw Products B - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 74.43	Midland Scientific Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 454.23	Creative Bus Sales Az - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 116.95	Fedex Offic22600022665 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,021.80	Hie Nashville Dt - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 8.35	Albertsons #0047 - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 100.00	Albertsons #1227 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 93.85	Ecolab Pest Cs - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 939.00	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 50.67	360 Office Solutions Inc - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 115.25	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 558.09	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 334.89	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 76.20	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ (22.37)	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 50.00	Paypal *Montanalibr - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 12.95	Canva* 02503-0123335 - PCard
12/16/2019	ACH	U.S. Bank PCards	Health Ins Fund	\$ 261.00	Welcoa - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 51.92	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 471.25	Paypal *Viewcommndr - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 5.99	Web*Networksolutions - PCard
12/16/2019	ACH	U.S. Bank PCards	Parking	\$ 11.49	Albertsons #4025 - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 403.58	High Speed Gear - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 104.24	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 22.08	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 108.50	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 146.78	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 40.66	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 476.00	In *Beartooth Fire Protec - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 411.94	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 340.06	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 12.72	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 3.90	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 1.80	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 88.66	4Imprint - PCard
12/16/2019	ACH	U.S. Bank PCards	Police Prog	\$ 1,163.33	In *American Incinerators - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 260.00	Stalker Radar - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 34.98	Kohl'S #1265 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 34.00	Buddy Punch - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 35.00	Buddy Punch - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 43.05	Awg 3575 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 6.00	Facebk *Lbbfqmwb32 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 136.56	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 87.67	Norco Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 2,460.00	Seon Design Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 5.00	Dollar Tree - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 89.90	Samsclub #4805 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 645.56	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.49	Chick-Fil-A - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 211.25	Sirchie Finger Print Labo - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 46.00	Iron Mountain - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 16.60	Jimmy Johns - 1646 - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 97.64	The Home Depot 3101 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 12.00	Zeecreativeinc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 41.06	Ups*000000W219W8459 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 173.20	Tst* Red Lodge Pizza Co. - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 114.90	Sp * Wholesalebingosup - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 41.60	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 23.84	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 48.00	Building Code Licpermit - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 12.00	Zeecreativeinc - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 45.57	Ups*000000W219W8439 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 115.00	Tsi - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 143.50	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 10.25	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 32.00	Building Code Licpermit - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 32.00	Building Code Licpermit - PCard
12/16/2019	ACH	U.S. Bank PCards	Court Grants	\$ 21.00	Dollar Tree - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 30.44	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 78.42	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Facilities	\$ 11.06	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 2.69	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 21.28	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 46.91	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 19.98	Kings Ace Hdwe - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 88.71	4Imprint - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 400.00	Vrsn Dotgovregistration - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 95.77	Ups*000000W219W8429 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 24.00	Dollar Tree - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 249.04	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 100.00	Paypal *lape - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 28.26	Ferguson Ent #3027 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 4.79	Bed Bath & Beyond #1310 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 359.00	Allpartitions - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 34.69	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 72.65	Mt Gov Online Trnsctns - PCard
12/16/2019	ACH	U.S. Bank PCards	Engineering	\$ 100.00	Mt Prof License Renew - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 179.44	Escosupply - PCard
12/16/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.20	Edge Construction Supp - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,709.95	88050 Amc Group Sales - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 333.00	Simply Family Magazine, I - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 15.33	Gotprint.Com - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 20.00	Se Background Services - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 56.47	Facebk *Csh8Rnnjf2 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 50.37	Aaim Solutions - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 1,000.00	Transportation Security - PCard
12/16/2019	ACH	U.S. Bank PCards	CDBG	\$ 27.46	Albertsons #0038 - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 34.50	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Central Services	\$ 110.46	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ (38.87)	360 Office Solutions Inc - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 25.00	Rock Bottom Nashville - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 22.37	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 147.81	Fedex 99609295 - PCard
12/16/2019	ACH	U.S. Bank PCards	Library	\$ 18.00	Dollar Tree - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 1,099.79	Thomson West*Tcd - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 19.32	Airefco - Billings - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 43.56	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Street/Traffic	\$ 138.90	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 12.47	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Water	\$ 48.00	Building Code Licpermit - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 100.00	Mt Gov Online Trnsctns - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 15.02	Fedex 99929553 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 12.00	Batteries+Bulbs #0253 - PCard
12/16/2019	ACH	U.S. Bank PCards	Airport	\$ 118.15	Direct Auto Distributing - PCard
12/16/2019	ACH	U.S. Bank PCards	Public Safety	\$ 11.77	Ups*000000W219W8449 - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 210.48	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 86.06	Grainger - PCard
12/16/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 125.00	Mt Prof License Renew - PCard
12/16/2019	ACH	U.S. Bank PCards	Transit	\$ 459.99	Alaska Air 0277469146513 - PCard
12/16/2019	ACH	U.S. Bank PCards	General	\$ 9.00	Dollar Tree - PCard

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Nomination and Election of Deputy Mayor Pro Tempore

PRESENTED BY: Kevin Iffland, Assistant City Administrator

Department: City Hall Administration

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Section 2-204 of the Billings, Montana City Code (BMCC) requires a Deputy Mayor Pro Tempore be elected by voice-vote. The election of Deputy Mayor Pro Tempore will be for a two year term. The Deputy Mayor Pro Tempore fulfills the duties of Mayor and Deputy Mayor in the event both are unable to do so.

BMCC Sec. 2-204. - Election and duties of deputy mayor and deputy mayor pro tempore.
At its first regular meeting following each city general election, the city council shall elect by voice vote one of the councilmembers as deputy mayor. At its first regular meeting of the year following each city general election, the city council shall elect by voice vote one of the councilmembers as deputy mayor pro tempore. Both the deputy mayor and deputy mayor pro tempore shall serve two-year terms. In the absence of the mayor, or the mayor's inability from any cause to discharge the duties of his or her office, the deputy mayor shall preside over meetings and exercise all the power and discharge all the duties of the mayor. In case of the absence or inability of both the mayor and the deputy mayor, the deputy mayor pro tempore shall preside and discharge all of the duties of the deputy mayor. The deputy mayor or the deputy mayor pro tempore, while performing the duties of the mayor, shall serve as the acting mayor, and acts performed by such person while acting as mayor shall have the same force and validity as if performed by the mayor.

ALTERNATIVES ANALYZED

There are no viable alternatives for this item.

FINANCIAL IMPACT

There is no direct financial impact associated with this action.

RECOMMENDATION

Staff recommends the City Council nominate and then elect by voice-vote a Deputy Mayor Pro Tempore.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Public Hearing - Rehabilitation of Ponderosa Acres, Low Income Multi Family Housing

PRESENTED BY: Kevin Iffland, Assistant City Administrator

Department: City Hall Administration

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Ponderosa Ownership Entity in partnership with the Foundation for Affordable Housing are proposing to acquire and rehabilitate Ponderosa Acres Apartments, a low income multi-family rental housing complex located at 1301 Industrial Ave, Billings, MT. Ponderosa Acres Apartments is a 120-unit family project, originally built in 1972 that received moderate improvements in 1997. The Project currently operates under a 100% Section-8 U.S. Department of Housing and Urban Development (HUD), Housing Assistance Payment (HAP) contract. The project is laid out over 10 acres, and consists of 15 residential buildings housing studios, ones, twos and three bedroom units, there is also a standalone amenity building for the leasing office, business center and clubhouse. The buildings are two-story garden style and units are currently equipped with AC, an oven, refrigerator, garbage disposal and dishwashers in select 3 bedroom units. Additional site amenities include a playground and laundry facilities.

The project is not a previous Low Income Housing Tax Credit (LIHTC) deal and is only encumbered with HUD restrictions under the HUD Section 8 HAP contact. The Redevelopment Plan contemplates an application submittal in December to the State for Bonds and Tax Credit financing, a January bridge closing to acquire the property, and a tax credit/bond closing sometime at the end of March 2020. The current HUD Section 8 HAP contract will be transferred and renewed for an additional 20 years and the affordability of the project will be maintained for a minimum of 30 years under the new Low Income Housing Tax Credit Regulatory Agreement that will encumber the property.

The rehabilitation plan for the successful revitalization of the property addresses deferred maintenance, capital improvements, site upgrades, security infrastructure and community center enhancements. Total per unit construction related expenditures are more than \$53k per unit. A significant portion of the Redevelopment activities will focus on system upgrades and improvements designed to increase energy efficiency and reduce maintenance expenditures and operate the property as an energy enhanced community. These items include the replacement of central air conditioning in the three-bedroom units, new energy efficient appliances, and new windows. Exterior improvements will also include full paint, stair replacement, significant concrete work to address ADA path of travel and landscape upgrades.

There will also be a large focus of the redevelopment plan to enhance the quality of life for residents through new and improved community amenities and in-home improvements that make the homes more usable and enjoyable. Units will be fully upgraded with new kitchen and bath cabinetry, countertops, flooring, energy efficient appliances and lighting. The rehabilitation will also address accessibility and will modify 6 units to be fully ADA compliant. The new community amenities include converting the existing community room into a media room and

library. In addition, wi-fi will be provided free of charge to the residents and the existing basketball court will be enhanced.

This project anticipates applying for a real estate property tax exemption. Notice of the public hearing was posted in the Yellowstone County News on January 3 and January 10, 2020.

ALTERNATIVES ANALYZED

City Council will conduct a public hearing, there are no viable alternatives.

FINANCIAL IMPACT

There is no direct financial impact from this public hearing. The Montana Department of Revenue may grant a property tax exemption, but the project will pay all City fees and assessments.

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing on the need for low income multi-family housing at this location.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Public Hearing and Resolution Authorizing Filing of the Annual Federal Transit Administration Section 5307 and Section 5339(B) Grant Funds

PRESENTED BY: Kevin Ploehn, Director of Aviation and Transit

Department: Transit

Presentation: No

PROBLEM/ISSUE STATEMENT

Each year the City of Billings MET Transit Division applies for Federal Transit Administration (FTA) grant funds through the U.S. Department of Transportation (USDOT) Federal Transit Act. Section 5307 grant funds can be utilized for operating costs and capital assistance, while Section 5339 grant funds are specifically designated for bus and bus facility purchase, replacement, or rehabilitation. Typically the Section 5339 grants are secured via a pass through program administered by the Montana Department of Transportation (MDT) Transit Division; however, over the past two years MET has applied for competitive funding directly from the FTA, and in 2018 was awarded \$1,360,000 and in 2019 was awarded \$840,000. These competitive 5339(B) grants will come directly from the FTA instead of the MDT. For FY 2020, MET Transit is intending to utilize Section 5307 funding for operating costs, as it has in past years. This is a matching grant, prorated 50% Federal and 50% local dollars. The Section 5339(B) funds will be used for bus purchases and technology upgrades. The Section 5339 grant funding program is typically an 80% grant, 20% local share program; however, due to the conditions of the grant application and structure of the purchase of the equipment, these percentages could change some.

The FTA will reimburse the City up to the apportioned allocation for the year, which will be \$1,851,501 for Section 5307 funds and \$840,000 for Section 5339(B) funds. The grant application for FTA funds requires a public hearing and a Resolution authorizing the Mayor to execute the grant documents with the USDOT. Public hearing notices were published in the *Yellowstone County News* on December 13, 20, and 27, 2019.

ALTERNATIVES ANALYZED

City Council may:

- Approve the Resolution for the City of Billings to apply for and execute the grant agreements to provide Section 5307 operating assistance and Section 5339(B) capital assistance; or
- Disapprove the Resolution and do not file the grant applications. This would reduce MET operating revenue by approximately 33%, possibly require service reductions, and delay the purchase of much needed equipment to replace and improve the MET Transit fleet.

FINANCIAL IMPACT

For FY 2020, the Section 5307 Federal grant application for operating assistance is for \$1,851,501, which represents approximately 33% of MET Transit's operating revenue. The Section 5339(B) Federal grant for capital assistance for \$840,000 will enable MET Transit to make much needed improvements to its bus fleet.

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing and approve the Resolution authorizing the submittal of the Section 5307 and Section 5339(B) grant applications, and allowing the Mayor to execute all Section 5307 and Section 5339(B) documents with the USDOT FTA related to the receipt of grant offers.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution

RESOLUTION 20-_____

A RESOLUTION AUTHORIZING THE FILING OF ALL APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION, AN OPERATING AGENCY OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL TRANSPORTATION PLANNING, CAPITAL, TRAINING, DEMONSTRATION, AND/OR OPERATING ASSISTANCE GRANTS AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE, AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION

WHEREAS, the City of Billings has the power to enter into agreements with the Federal Transit Administration; and

WHEREAS, the Federal Transportation Administration has been delegated authority to award Federal financial assistance for mass transportation projects; and

WHEREAS, all contracts for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA:

1. That the City of Billings Mayor is authorized to execute and file all applications on behalf of the City of Billings with the U.S. Department of Transportation, Federal Transit Administration to aid in the financing of all planning, capital, training, demonstration and/or operating assistance projects authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration.
2. That the City of Billings Mayor is authorized to execute and file with such applications the annual certifications and assurances, and any other documents required by the U.S. Department of Transportation, Federal Transit Administration fulfilling the purpose of the proposed projects, including the local share.
3. That the City of Billings Mayor is authorized to execute grant and cooperative agreements with the U.S. Department of Transportation, Federal Transit Administration, on behalf of the City of Billings.

4. That the Director of Aviation & Transit is designated to furnish such additional information as the U.S. Department of Transportation, Federal Transit Administration may require in connection with all the applications.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana,
on the _____ day of _____, 2020.

CITY OF BILLINGS

By: _____
William A. Cole, Mayor

ATTEST:

By: _____
Denise R. Bohlman, City Clerk

Regular City Council Meeting

Meeting Date: 01/13/2020

TITLE: Public Hearing and First Reading of Ordinance Amending BMCC 24-503 for Parade Routes

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Billings, Montana City Code, (BMCC) Section 24-503 establishes the routes for parades in downtown, downtown-Daylis, and the heights. The current parade routes were reviewed by staff based primarily on concerns about traffic impacts. The downtown and downtown-Daylis routes both staged on the east side of N. 27th Street and proceeded west across N. 27th Street. The existing route not only closes N. 27th Street which is a high volume arterial, but it also impacts the operations of the MET Downtown Transfer Center located on N. 25th Street between 2nd Avenue North and 3rd Avenue North. Both of these impacts are detrimental to the general public as well as people trying to attend the parade and creates unnecessary congestion. The proposed route is completely on the west side of N. 27th Street. The heights route was modified to create a staging area west of Lake Elmo instead of the current staging area on the east side. Allowing Lake Elmo Drive to remain open during the parade will help with congestion in the area.

ALTERNATIVES ANALYZED

City Council may:

- Approve the amendment to City Code, or;
- Disapprove the amendment to City Code. If the code is not changed, the existing parade routes will remain in effect and the impact to traffic, including MET Transit, will not be improved.

FINANCIAL IMPACT

There is not a financial impact associated with this ordinance revision.

RECOMMENDATION

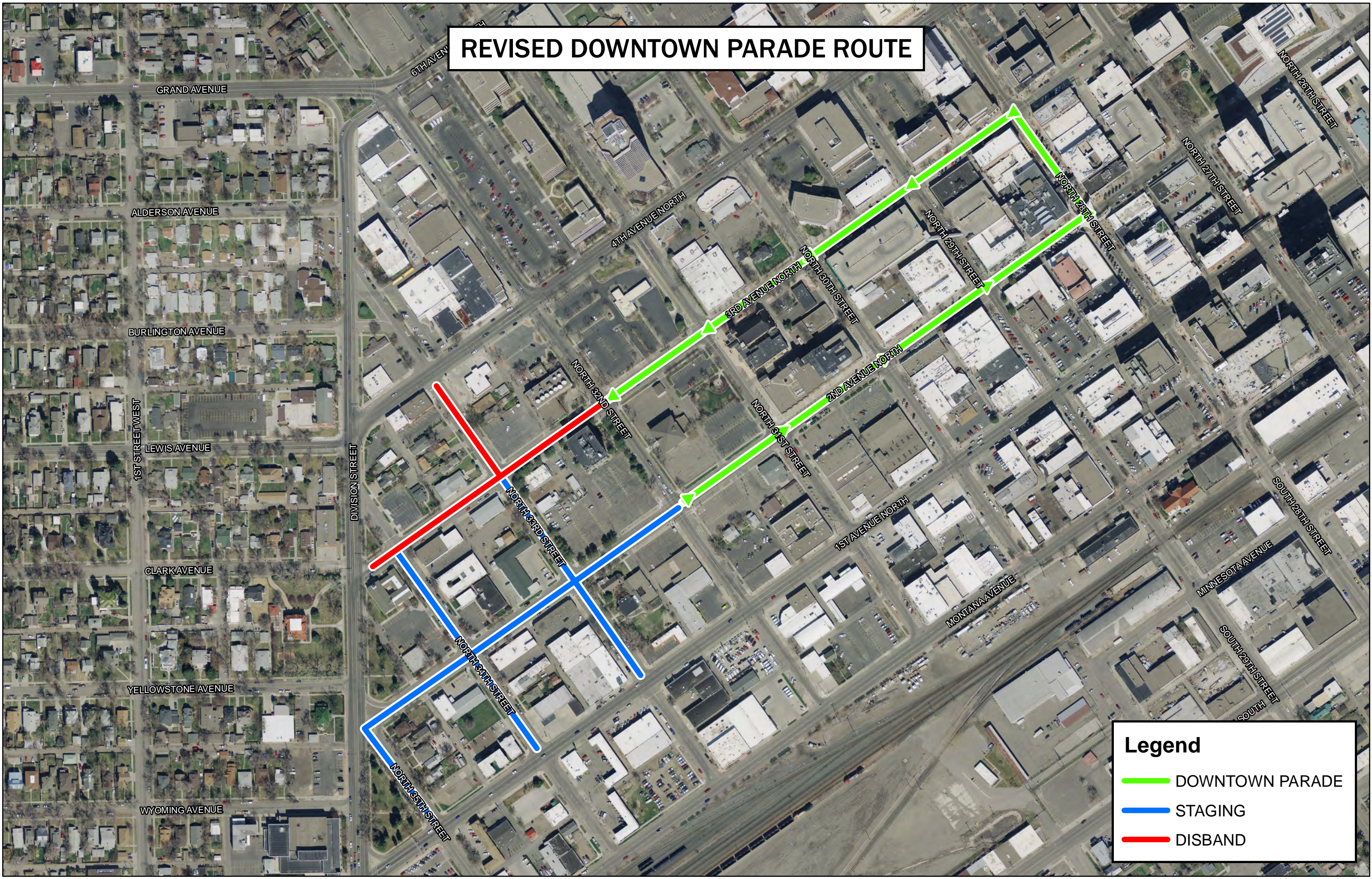
Staff recommends that the City Council hold a public hearing and approve first reading of this ordinance amending BMCC, Section 24-503.

APPROVED BY CITY ADMINISTRATOR




Attachments

Proposed Parade Route Exhibit

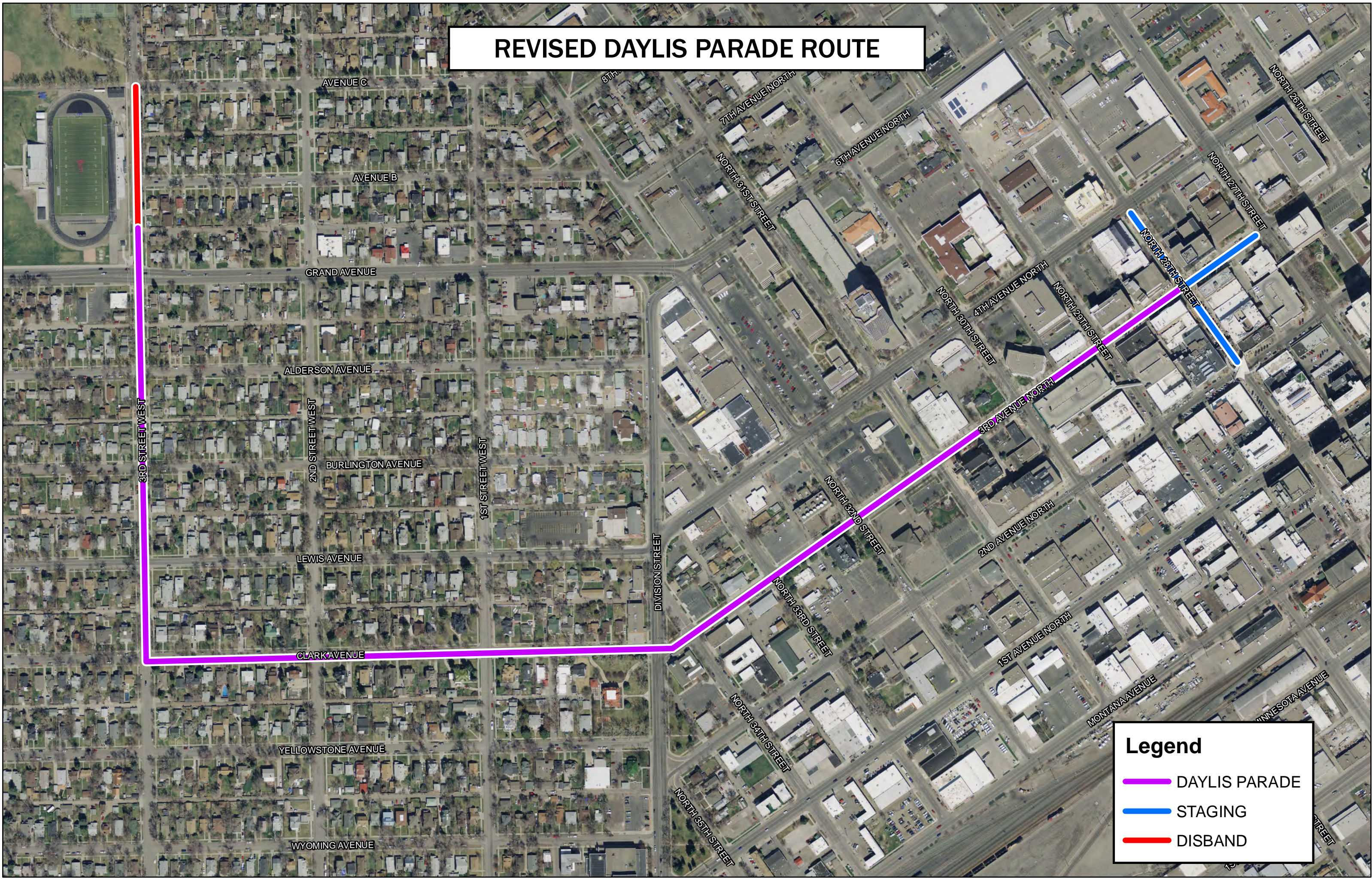
REVISED DOWNTOWN PARADE ROUTE



Legend

-  DOWNTOWN PARADE
-  STAGING
-  DISBAND

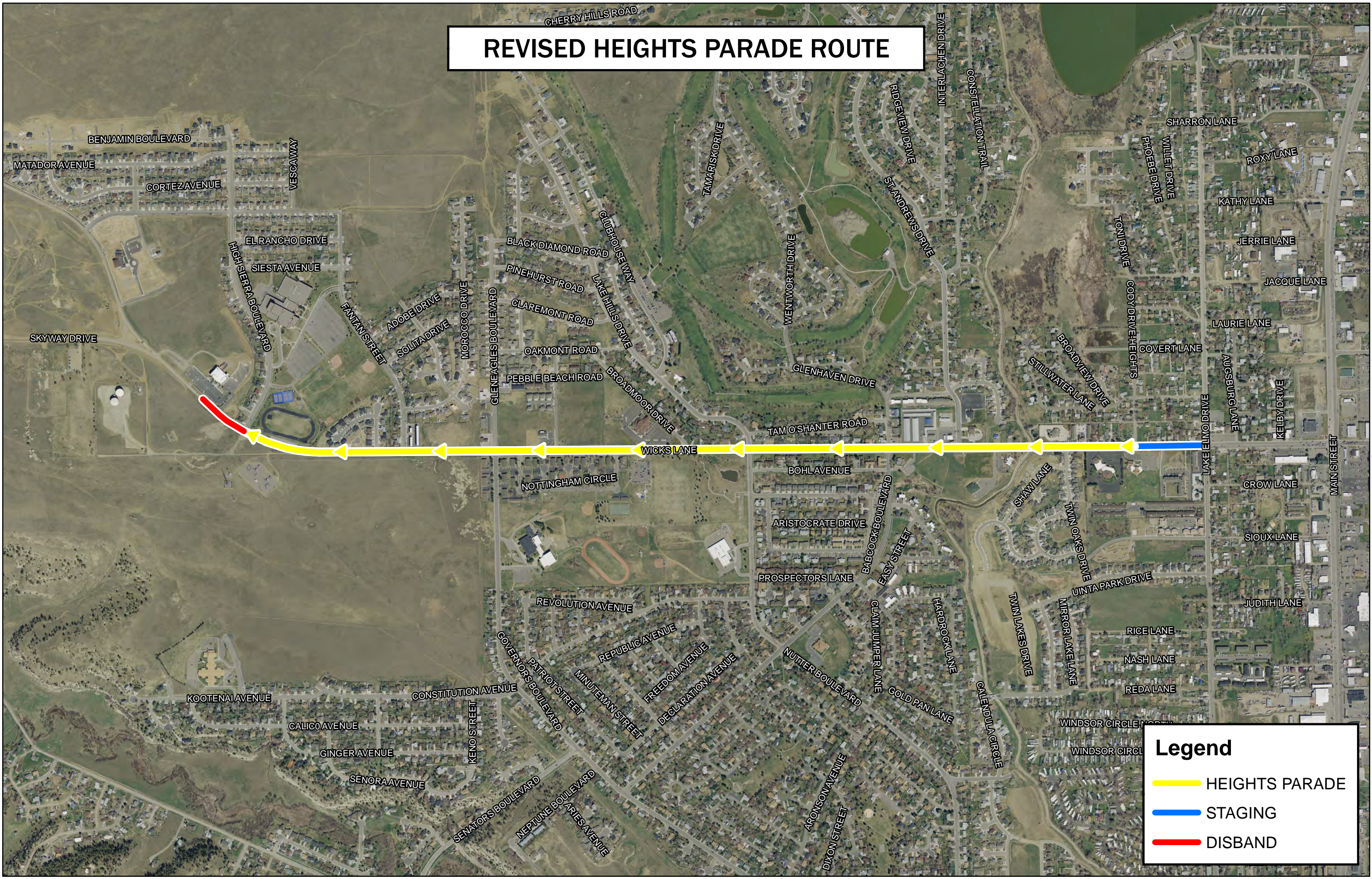
REVISED DAYLIS PARADE ROUTE



Legend

- DAYLIS PARADE
- STAGING
- DISBAND

REVISED HEIGHTS PARADE ROUTE



Legend

- HEIGTS PARADE
- STAGING
- DISBAND

Sec. 24-503. - Established parade routes.

(a) *Downtown parade route.*

- (1) *Staging area.* Staging shall be conducted on ~~Third Avenue North between North 22nd Street and North 27th Street.~~ 2nd Avenue North between North 32nd Street and Division Street. Additional staging shall include North 33rd and North 34th between 3rd Avenue North and 1st Avenue North, and North 35th Street between 2nd Avenue North and 1st Avenue North.
- (2) *Route of travel.* Route of travel shall commence from the staging area and travel ~~west on Third Avenue North to North 32nd Street; then travel south on North 32nd Street to Second Avenue North; then travel east on Second Avenue North to North 26th Street.~~ east on 2nd Avenue North to North 28th Street; then travel north on North 28th Street to 3rd Avenue North; then travel west on 3rd Avenue North to North 32nd Street.
- (3) *Disband area.* Disbanding shall be conducted on 3rd Avenue North between North 32nd and Division Street and on North 33rd Street from 3rd Avenue North to 4th Avenue North. ~~North 26th Street between Third Avenue North and First Avenue North.~~

(b) *Downtown—Daylis parade route.*

- (1) *Staging area.* Staging shall be conducted on ~~Third-3rd Avenue North between North 27th Street and North 28th Street, and North 28th Street between 2nd Avenue North and 4th Avenue North.~~ 22nd Street and North 27th Street.
- (2) *Route of travel.* Route of travel shall commence from the staging area and travel west on ~~Third-3rd Avenue North to division~~Division Street; cross ~~Division Street~~ on to Clark ~~Street~~Avenue; then travel west on Clark ~~Street-Avenue~~ to ~~Third-3rd~~ Street West; then travel north on ~~Third-3rd~~ Street West to Daylis Stadium.
- (3) *Disbanding area.* Disbanding area shall be conducted at Daylis Stadium and ~~Third-3rd~~ Street West north of Grand Avenue.

(c) *Heights parade route.*

- (1) *Staging area.* Staging area shall be conducted on Wicks Lane between ~~Kelby-Cody Drive~~ and Lake Elmo ~~Drive~~Road.
- (2) *Route of travel.* Route of travel shall commence from the staging area and travel west on Wicks Lane to High Sierra Boulevard.
- (3) *Disbanding area.* Disbanding area shall be conducted at Wicks Lane and High Sierra Boulevard.

(Ord. No. 88-4755, § 4, 2-22-88)