CITY OF BILLINGS

CITY OF BILLINGS VISION STATEMENT:

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

AGENDA

COUNCIL CHAMBERS **February 10, 2020** **5:30 P.M.**

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Councilmember Yakawich

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

MINUTES: January 27, 2020

COURTESIES:

PROCLAMATIONS:

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items: 1, 4 and 5 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:**

1. **W.O. 20-03: Contract No. 1, City Chip Seal.** (Opened 1/28/20) Recommend Hardrives Construction Inc.; $1,282,220.30.

B. **Approving** Wayfinding Signage Plan and recommending approval to the Policy Coordinating Committee.

C. **Grant Application Request** to submit FY20-FY21, Montana State Historic Preservation Office Certified Local Government (CLG) grant application; $5,500.

D. **Declaring** surplus property and authorizing the Airport to sell SCBA equipment to Dalmatian Fire Equipment, Inc.; approximately $2,350.

E. **Amending Subdivision Plats** for Western Sky Subdivision Amended and Western Subdivision Amended.

F. **Final Expedited Minor Plat** of Essmann Subdivision.

G. **Second/Final Reading Ordinance for Zone Change 975:** a zone change to allow a modification to the existing Western Sky Planned Development zoning to add some uses to the underlying Neighborhood Commercial (NC) zone on a 9.128 acre parcel of land described as: Lots 2 and 3, Block 1, Western Sky Subdivision Amended, generally located at 4600 Block of King Ave. West - Crescent Street (internal street). Mont Vista, LLC - Tracy Haag, owner; Sanderson Stewart - Rick Leuthold, P.E. and Bill Morgan, P.E., agents. Approval of the Zone Change and adoption of the findings of the 10 criteria.

H. **Second/Final Reading Ordinance for Zone Change 976:** a zone change from Residential-7000 (R-70) to Highway Commercial (HC), on a 25,200 square foot parcel of land described as: Lots 1 and 2, Block 2, Bede Subdivision, generally located at 727 Lincoln Lane. 4 the Store, LLC - Rich Miller, owner; Scott Aspenlieder, Performance Engineering, agent. Approval of the Zone Change and adoption of the findings of the 10 criteria.

I. **Bills for the Weeks of:**

1. January 6, 2020

2. January 13, 2020

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. **PUBLIC HEARING AND RESOLUTION** vacating a portion of the alley within Block 81, of Original Town of Billings, and the north/south alley within Block 120, of Original Town of Billings, J & S Properties, owner. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

    - *Presented by: Dave Mumford*

    Recommended Motion: I move to approve the resolution vacating a portion of the alley within Block 81, of Original Town of Billings, and the north/south alley within Block 120, of Original Town of Billings, as recommended by staff.

3. **PUBLIC HEARING AND RESOLUTION** approving and adopting budget amendments for FY2020. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

    - *Presented by: Andy Zoeller*

    Recommended Motion: I move to approve and adopt a Resolution authorizing budget amendments for FY2020.

4. **TAX INCREMENT FINANCE ASSISTANCE** from Downtown Urban Renewal District to 704 Properties, LLC, for Wise Wonders Children's Museum redevelopment project at 3024 2nd Ave North; $100,000. Downtown Billings Partnership Board recommends approval. (Action: approval or disapproval of DBP Board recommendation.)

    - *Presented by: Mehmet Casey, DBP Board Member*

    Recommended Motion: I move to approve Tax Increment Finance Assistance from Downtown Urban Renewal District to 704 Properties, LLC, for Wise Wonders Children's Museum redevelopment project; in the amount of $100,000, as recommended by DBP Board.

5. **TAX INCREMENT FINANCING ASSISTANCE** from Downtown Urban Renewal District to Mitchell and Tracy Partnership for 123 North 28th Street development project; $196,771. Downtown Billings Partnership Board recommends approval. (Action: approval or disapproval of DBP Board recommendation.)

    - *Presented by: Mehmet Casey, DBP Board Member*

    Recommended Motion: I move to approve Tax Increment Finance Assistance from Downtown Urban Renewal District to Mitchell and Tracy Partnership for 123 North 28th Street development project; in the amount of $196,771, as recommended by DBP Board.

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.)

Council meetings may be viewed at any time by accessing Community 7 Television online at www.comm7tv.com and clicking on archived programs.

Consent **1. A. 1.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Bid Award: W.O. 20-03: Contract No. 1, City Chip Seal

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

This project is part of the on-going Street Preventative Maintenance Program that has been in place since 1985. Annually, staff identifies streets proposed for preventative maintenance which typically includes chip/scrub seal resurfacing, overlay resurfacing, and crack sealing. Chip/scrub sealing is an economical surface treatment designed to protect and prolong the life of the pavement and is typically used on local, collector, and low traffic volume arterial streets. The project will provide a chip/scrub seal on approximately 16 miles of streets throughout the City. The attached maps show the locations of the proposed work. Staff opened bids on January 28, 2020, for the Work Order 20-03: Contract No. 1, City Chip Seal. The contract was advertised on January 10, 17, and 24 in *The Yellowstone County News* and on the City's website. Hardrives Construction, Inc. submitted the lowest responsible bid.

ALTERNATIVES ANALYZED

The Council may:

- Award W.O. 20-03: Contract No. 1, City Chip Seal, to Hardrives Construction, Inc. in the amount of $1,282,220.30; or
- Do not award a contract and reject all bids. If this project is not awarded, the deferred maintenance of City streets will increase.

FINANCIAL IMPACT

The following bids were received and evaluated:

Contractor	Base Bid
Hardrives Construction Inc.	$1,282,220.30
Knife River - Billings	$1,296,962.55
Riverside Contracting Inc.	$1,943,158.40

The funding for the project was budgeted in FY21 in the gas tax and arterial funds.

Project Budget	$2,570,000.00
Previously Encumbered	$0.00
This Contract	$1,282,220.30
Budget Remaining	$1,287,779.70

RECOMMENDATION

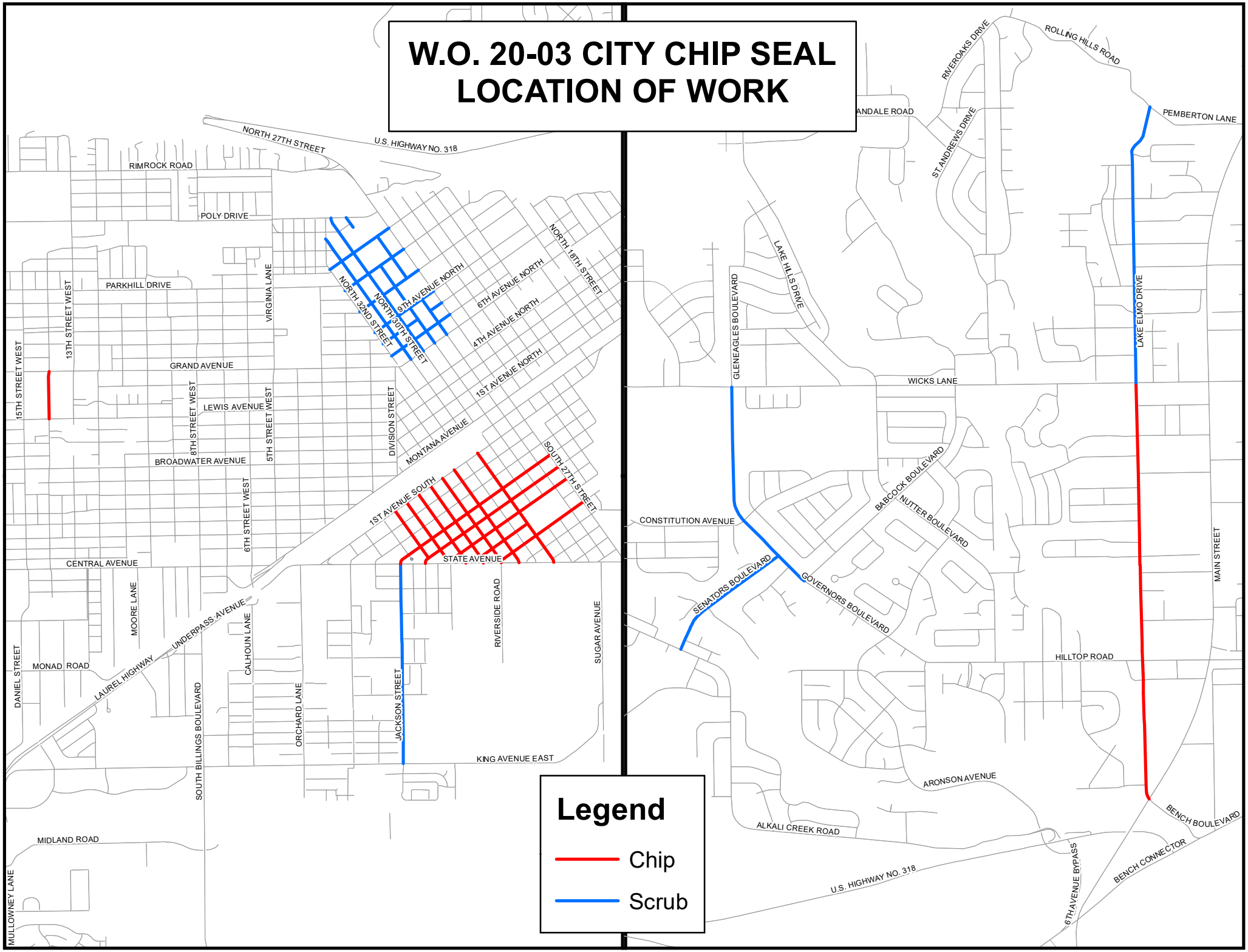
Staff recommends the City Council award a contract for W.O. 20-03: Contract No. 1, City Chip Seal to Hardrives Construction Inc. in the amount of $1,282,220.30.

APPROVED BY CITY ADMINISTRATOR

Attachments

Location of work

W.O. 20-03 CITY CHIP SEAL LOCATION OF WORK



Consent **1. B.**

Regular City Council Meeting

Meeting Date: 02/10/2020
TITLE: Wayfinding Signage Plan
PRESENTED BY: Wyeth Friday
Department: Planning & Community Services
Presentation: No

PROBLEM/ISSUE STATEMENT

The Planning Division is presenting to the City Council the Wayfinding Signage Plan to support bicycle and pedestrian travel with the intent to have the Council make a recommendation to the Policy Coordinating Committee (PCC). The City Council received a presentation by Alta Planning & Design about the Wayfinding Plan components, the planning process, and implementation at its Work Session on February 3.

Alta Planning + Design, Inc. was the successful consultant selected to complete the plan. The development of the plan was managed by a project steering committee comprised of representatives from Planning, Engineering, Parks, MET Transit, Downtown Billings Alliance, Billings TrailNet, Chamber of Commerce, Healthy by Design Coalition, Bike/Pedestrian Advisory Committee, and the Montana Department of Transportation. The project steering committee held several deep dive meetings to discuss design, routes, destinations and safety related to wayfinding. The benefits of a good wayfinding sign program is:

- 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 ii 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.

This transportation planning project was identified in the Metropolitan Planning Organizations 2019 Unified Planning Work Program (UPWP) that was approved by Billings City Council on August 27, 2018 and the Policy Coordinating Committee on September 11, 2018. The total budget for the plan was $50,000.

ALTERNATIVES ANALYZED

City Council may:

- Approve the Wayfinding Signage Plan and forward a recommendation of approval to the Policy Coordinating Committee, or;
- Disapprove the Wayfinding Signage Plan and forward a recommendation of denial to the Policy Coordinating Committee.

FINANCIAL IMPACT

This project was identified and approved in the 2019 UPWP at a cost of $50,000. The funding for this plan was provided at 60% Federal Planning funds and 40% local funds. The local funding was provided through the Planning Division.

There should be no direct financial impact to the City from the adoption of this plan, however, there will be costs associated with the implementation of the wayfinding plan as existing routes are designated and signed, and as new pedestrian and bicycle infrastructure is completed.

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 on page 56 (shown below) of the Wayfinding Plan 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.

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		?

*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).

RECOMMENDATION

Staff recommends that the City Council approve the Wayfinding Signage Plan and forward a recommendation of approval to the Policy Coordinating Committee.

APPROVED BY CITY ADMINISTRATOR

Attachments

Wayfinding Plan



BILLINGS, MONTANA

Wayfinding Signage Plan

DECEMBER 2019



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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 Wayfindining 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 phased 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

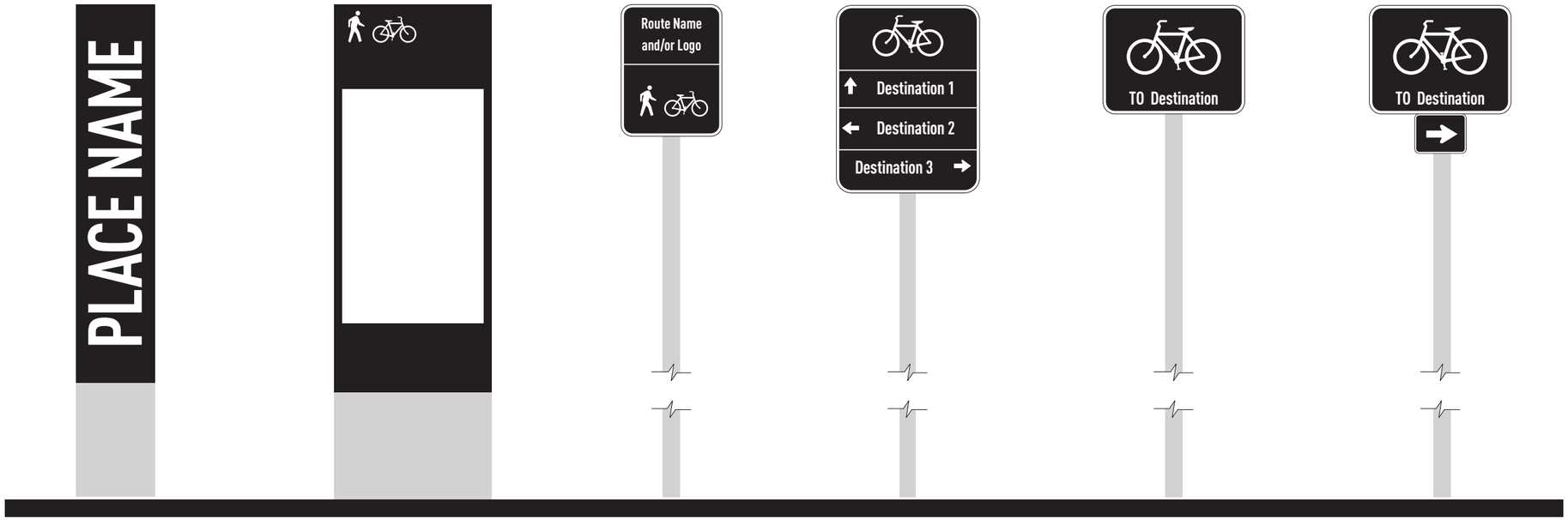
FUNDAMENTAL NAVIGATIONAL ELEMENTS

- 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.

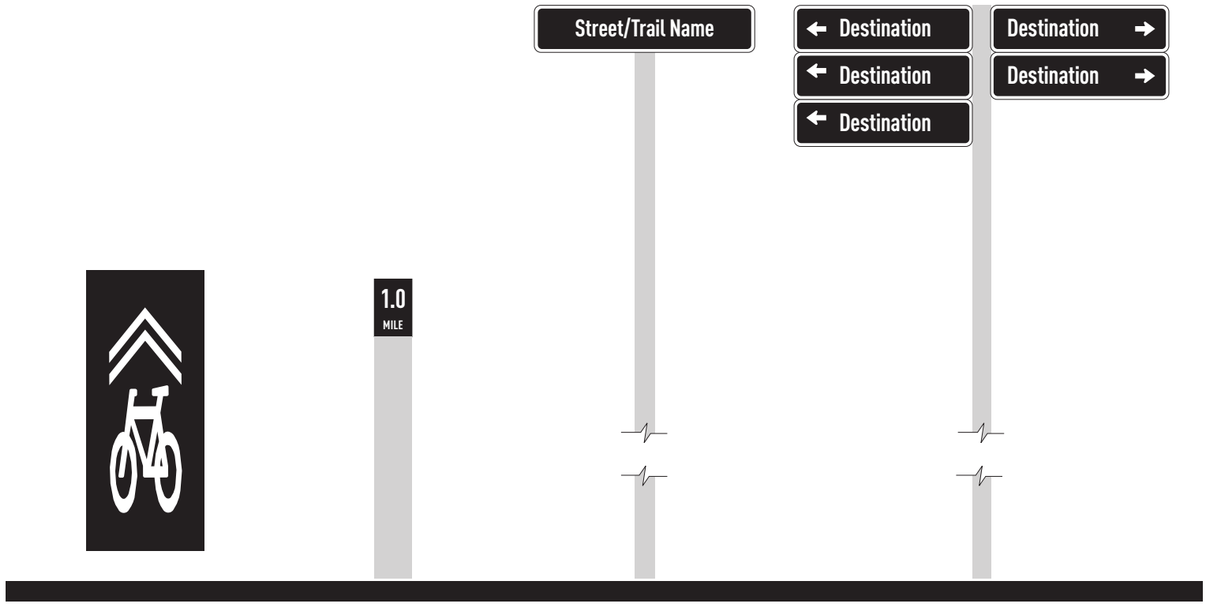
CONFIRMATION

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

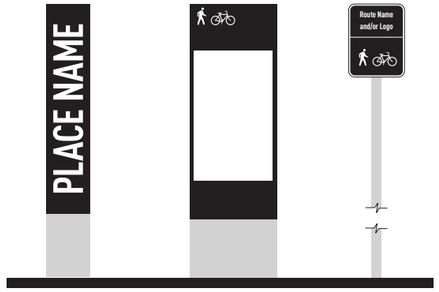
Reinforce system branding and orient users along off-street trails or paths

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



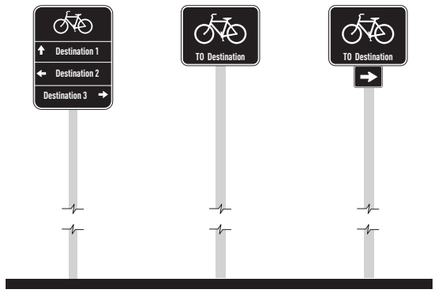
Secondary access signs can be simple, branded confirmation signs



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.

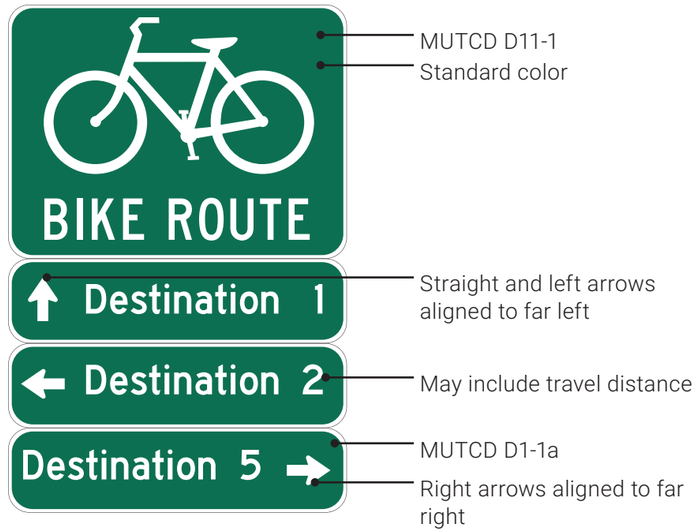
CHARACTERISTICS OF DECISION SIGNS

- 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.

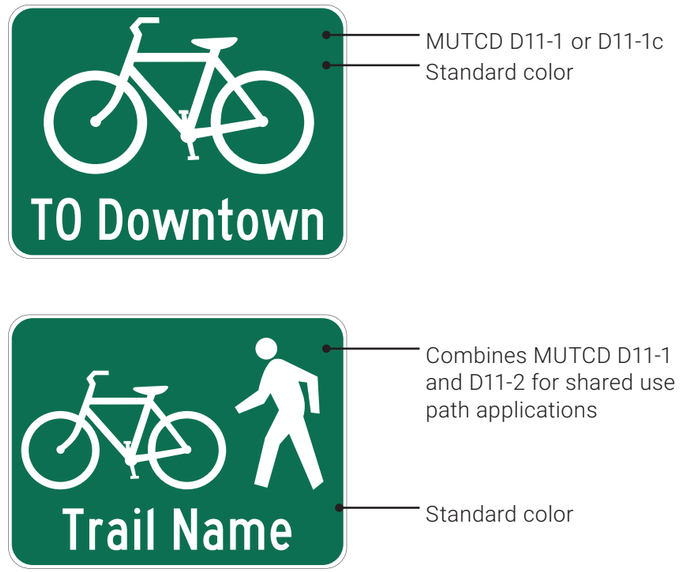
CHARACTERISTICS OF CONFIRMATION SIGNS

- 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.

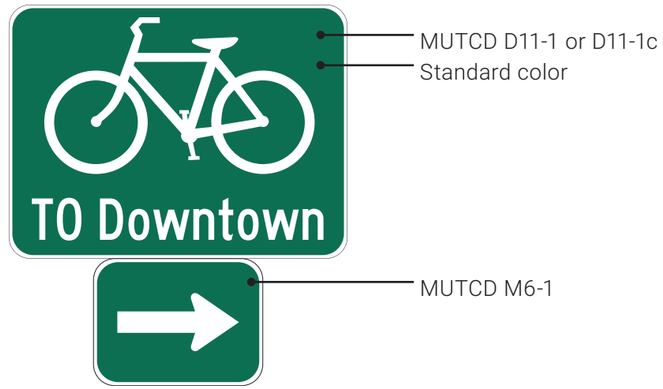
CHARACTERISTICS OF TURN SIGNS

- 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.

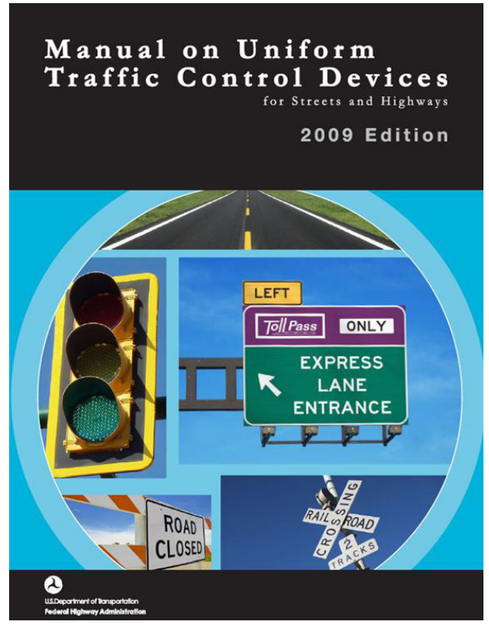
BICYCLE SIGN STANDARDS

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.

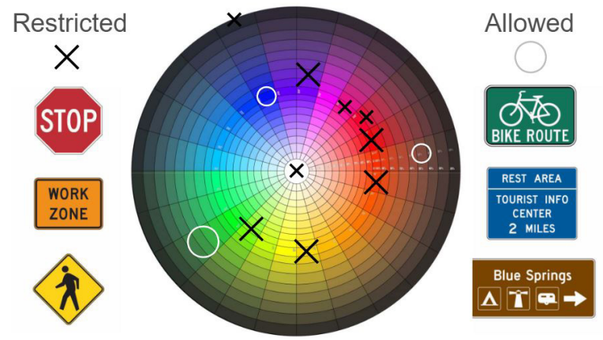
COLOR

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”.

Figure 5. **MUTCD color standards**



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.



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

Figure 6. **MUTCD compliance spectrum**

RIGID — FLEXIBLE



- 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



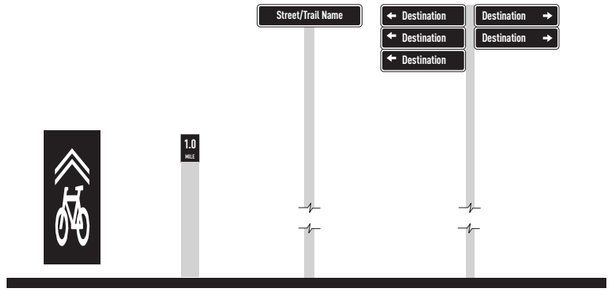
- Unique system or municipality identifiers or enhancement markers
- Custom color variations as allowed by MUTCD Community Wayfinding standards



- 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:

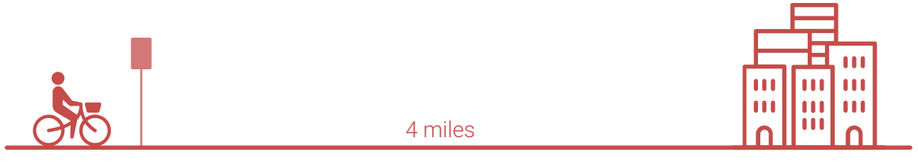
- Regionally recognized destination
- Open at least 40 hours per week
- Open at least 9 months out of the year

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.

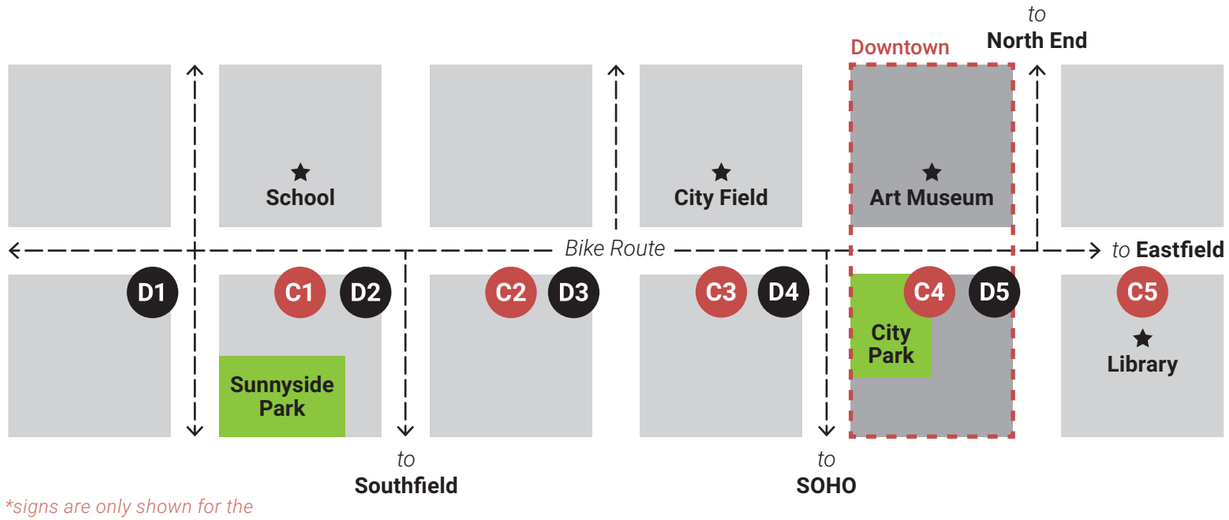
A straight-ahead location should always be placed in the top slot followed by the destination to the left and then the right, even if destinations to the right or left are closer. If two destinations occur in the same direction, the closer destination should be listed first followed by the farther destination.

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**



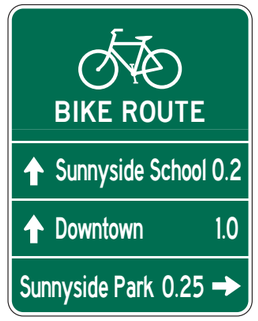
**signs are only shown for the eastbound direction along the primary route*

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

Decision Signs

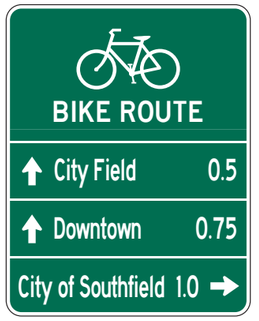


D1

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.

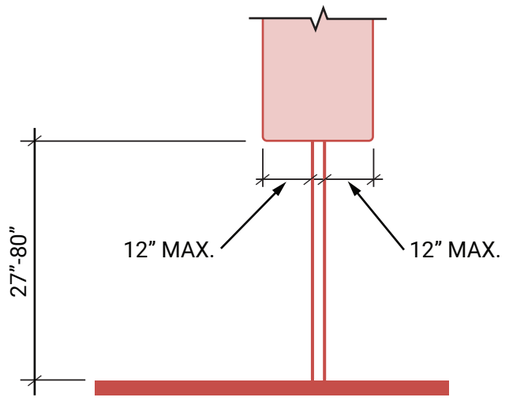
PROTRUDING OBJECTS

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.

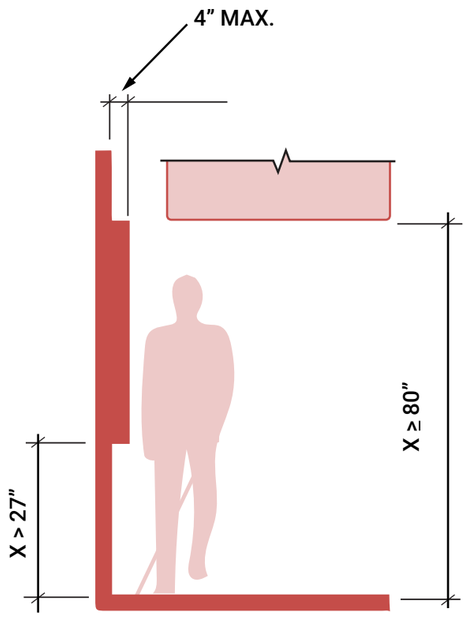
REQUIRED CLEAR WIDTH

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.

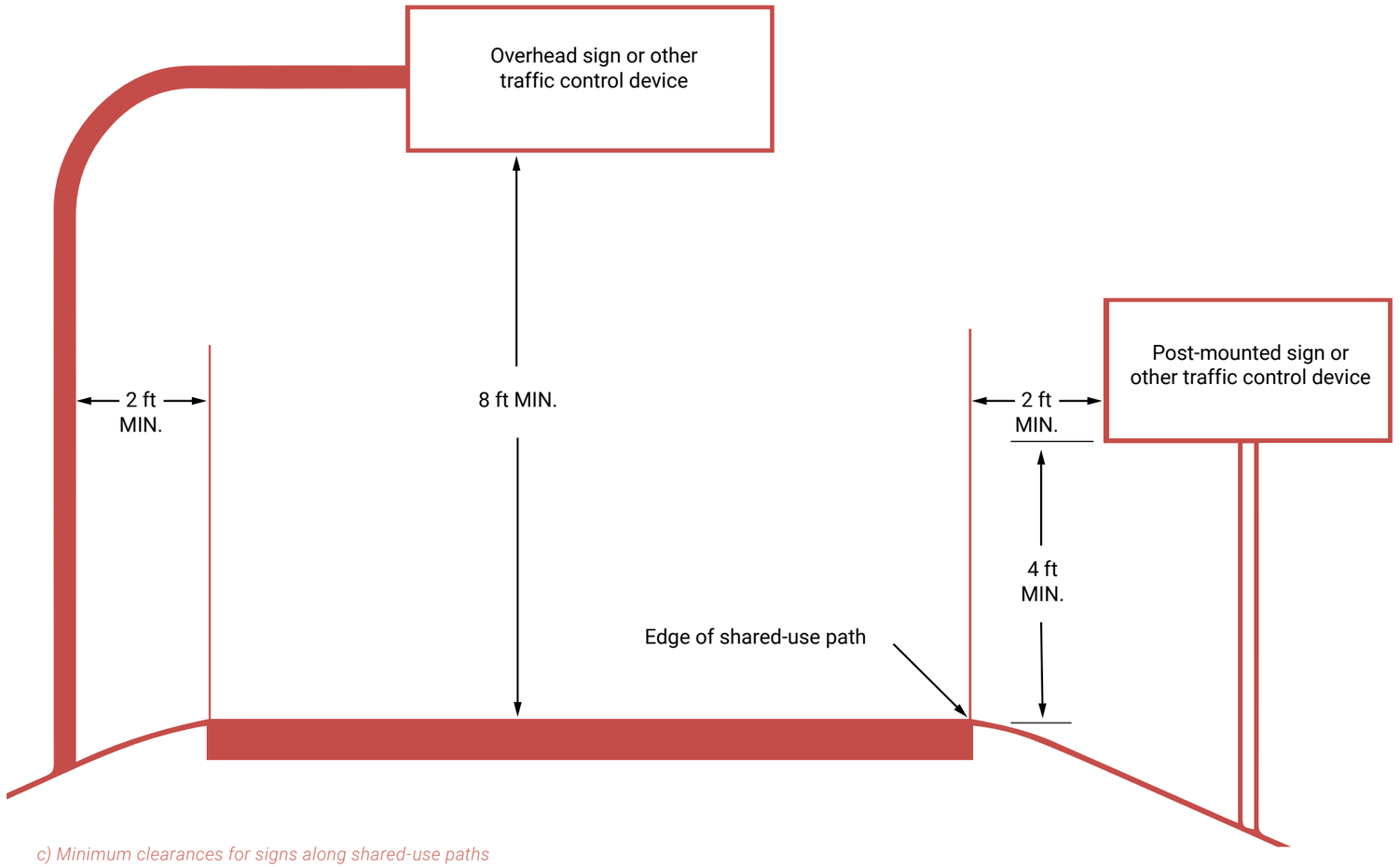
Figure 10. **AASHTO guidance for sign placement**



a) Minimum clearance for post-mounted objects

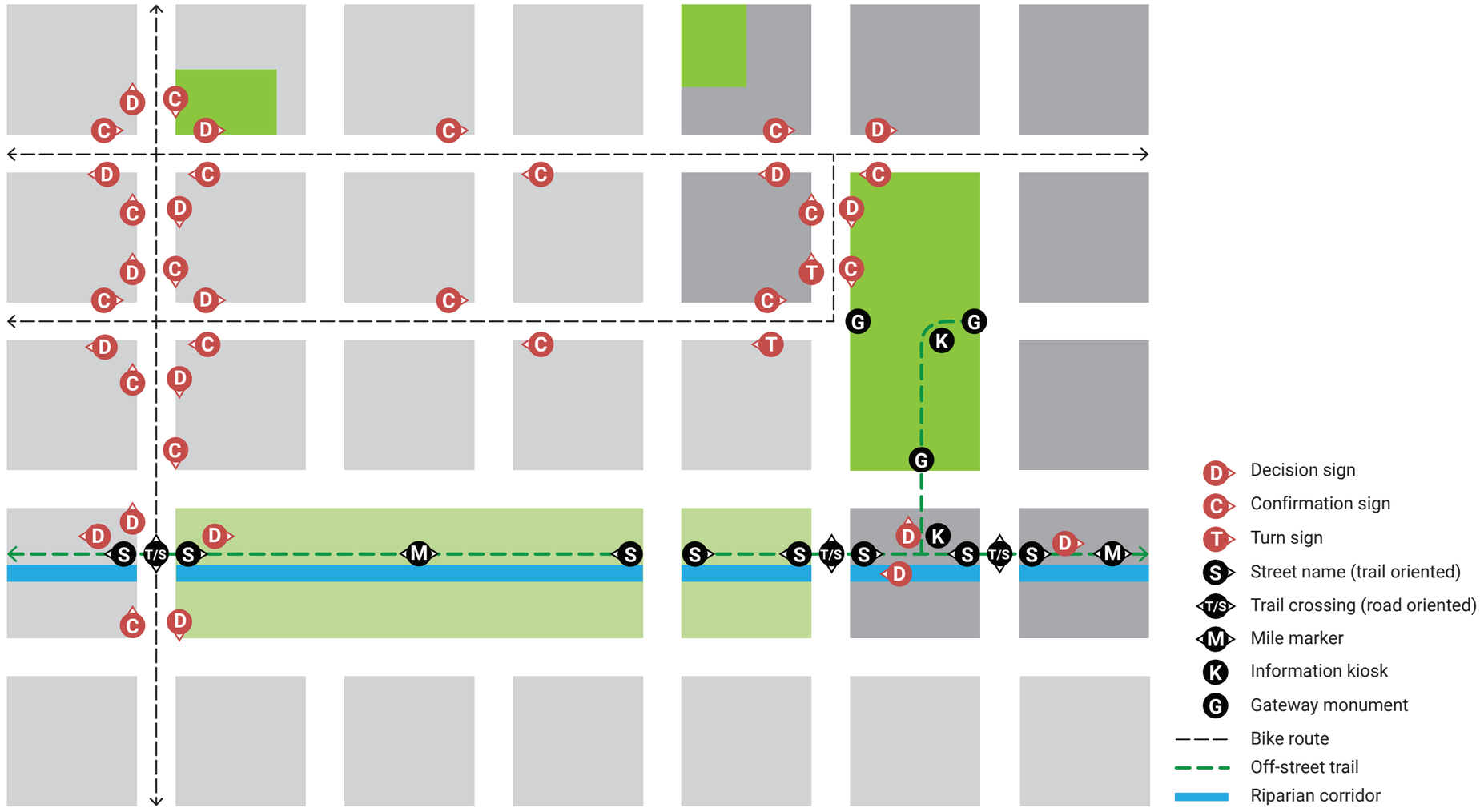


b) Minimum clearances for protruding objects



c) Minimum clearances for signs along shared-use paths

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.

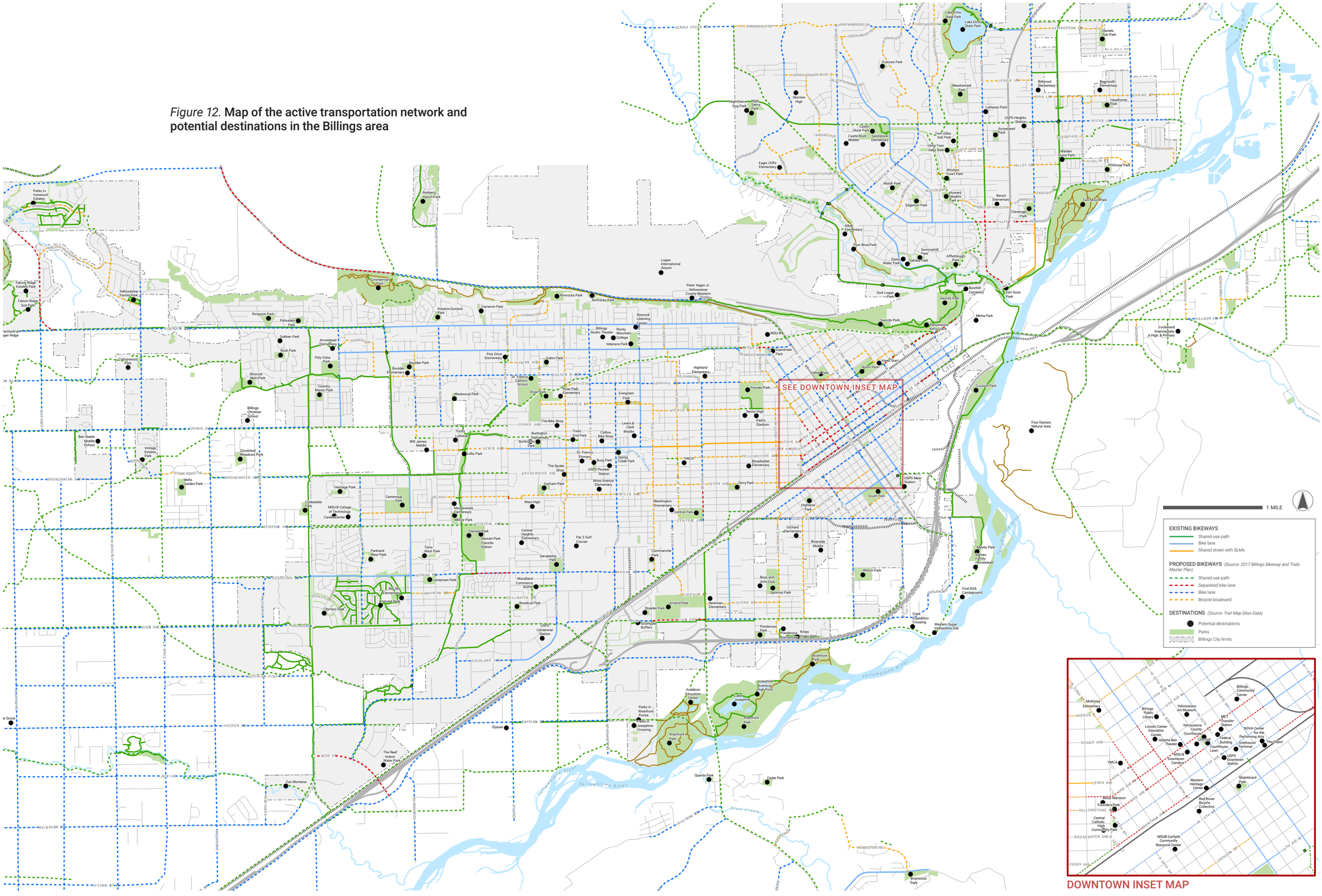
NO ENCOMPASSING BRAND

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**

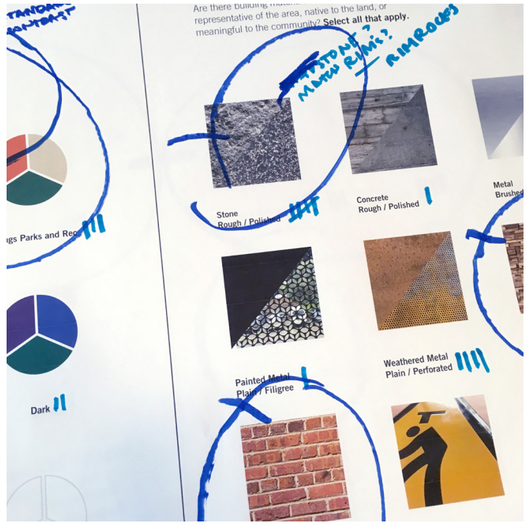




04 Stakeholder Involvement

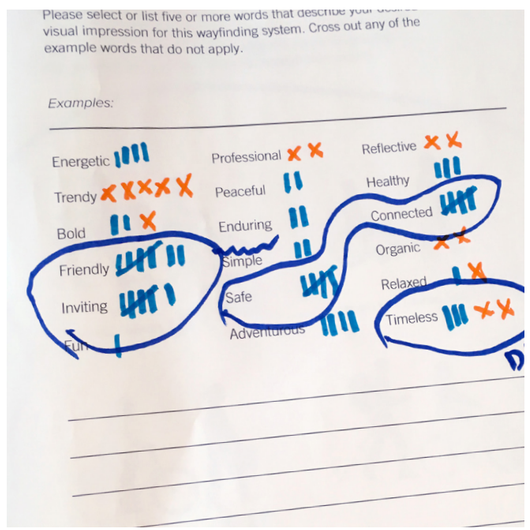
Through team meetings and individual correspondence, key stakeholder groups collaborated to bring local knowledge from varying fields and interests to this plan.













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

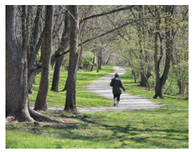
Out of Town Visitors ◐

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 ◐

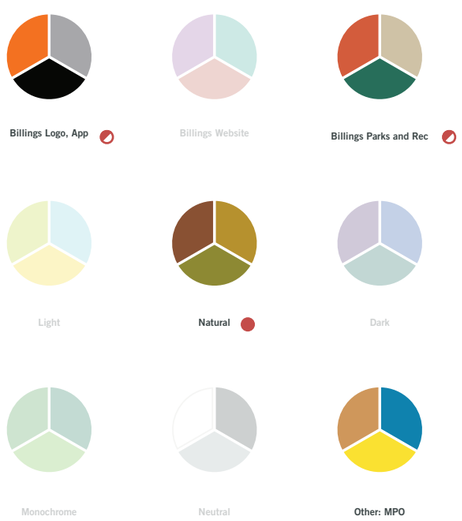
Other

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*

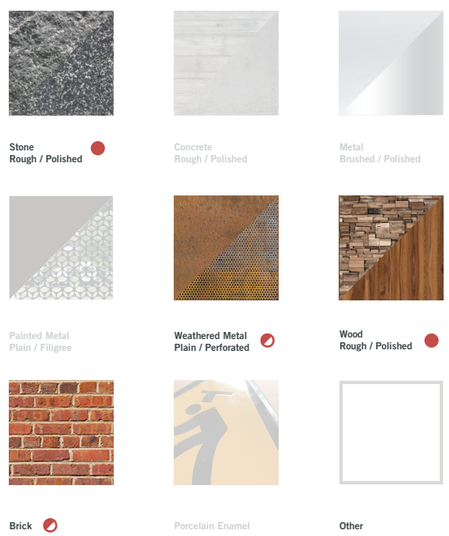
Color Palette



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

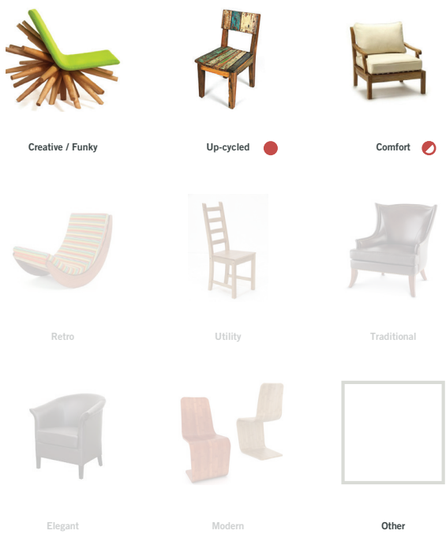
Material Selection



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



Historic / Railroad



Rustic Modern



International



Industrial / Adaptive Reuse



Modern



Ranch



Eclectic



Prairie

Other

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



Billings Heritage Trail App



Historic District Sign



ig Ditch Heritage Trail sign



Billings Logo

Billings Seal



27th Street District sign



Parks and Recreation sign

Other

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

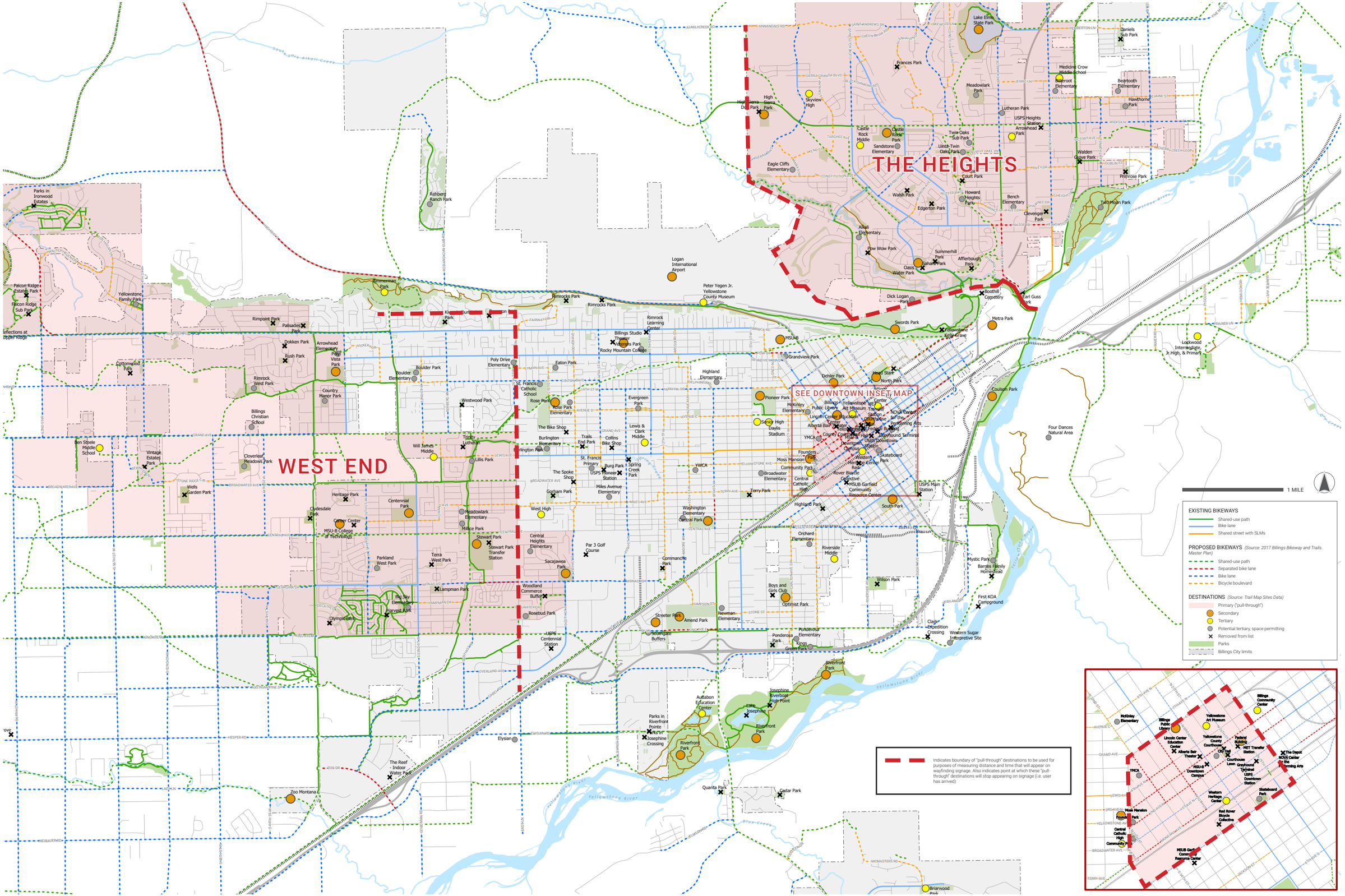
During the first Steering Committee meeting, stakeholders were presented with large maps of the existing active transportation network and asked to identify and categorize destinations based on regional significance. Included on the maps were point data such schools, parks, civic landmarks, and other 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 hierarchal 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.

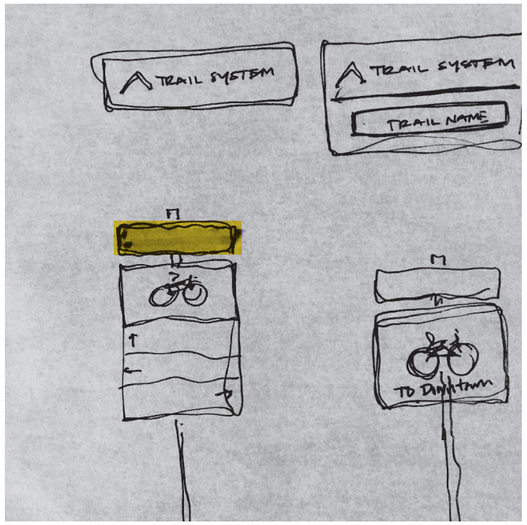
Downtown destinations were significantly simplified to include only two secondary destinations - Billings Public Library and MET Transfer Station - and three tertiary destinations - Yellowstone Art Museum, Western Heritage Center, and Billings Community Center. While several other notable destinations 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 wayfidnding system to navigate to destinations of highest regional significance and rely on gateway and frontage signage to locate other destinations.

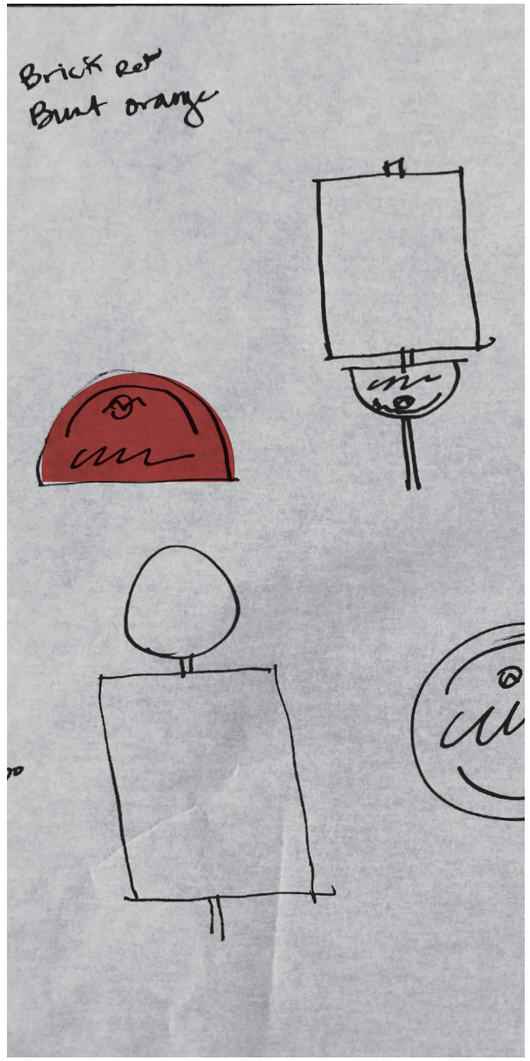
When programming signage and determining which destinations to include, judgements will have to be made on a case-by-case basis; however, the finalized destination list and map provides meaningful guidance to streamline the sign programming process.

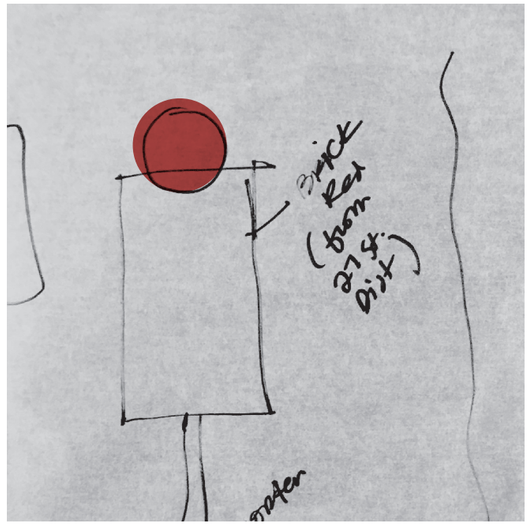

THE HEIGHTS
WEST END
SEE DOWNTOWN INSET MAP
Indicates boundary of "pull-through" destinations to be used for purposes of measuring distance and time that will appear on wayfinding signage. Also indicates point at which these "pull-through" destinations will stop appearing on signage (i.e. user has arrived)
1 MILE
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
Lake Elmo State Park
Daniels Sub Park
Frances Park
Medicine Crow Middle School
Beartooth Elementary
Hawthorne Park
Meadowlark Park
Lutheran Park
USPS Heights Station
Arrowhead Park
Skyview High
High Sierra Park
Castle Rock Middle
Castle Rock Park
Sandstone Elementary
Twin Oaks Sub Park
Linda Twin Oaks Park
Eagle Cliffs Elementary
Walden Grove Park
Primrose Park
Court Park
Howard Heights Park
Walsh Park
Edgerton Park
Bench Elementary
Clevenger Park
Two Moon Park
Alkali Elementary
Pow Wow Park
Summerhill Park
Afflerbough Park
Oasis Water Park
Sahara Park
Dick Logan Park
Boothill Cemetery
Earl Guss Park
Metra Park
Swords Park
Yellowstone Kelly Grave
Lockwood Intermediate, Jr.High, & Primary
Logan International Airport
Peter Yegen Jr. Yellowstone County Museum
Rimrocks Park
Zimmerman Park
Rehberg Ranch Park
Parks in Ironwood Estates
Falcon Ridge Estates Park
Falcon Ridge Sub Park
Yellowstone Family Park
Reflections at Upper Ridge
Rimpoint Park
Palisades Park
Dokken Park
Rush Park
Cottonwood Park
Arrowhead Elementary
Poly Vista Park
Rimrock West Park
Country Manor Park
Billings Christian School
Ben Steele Middle School
Vintage Estates Park
Cloverleaf Meadows Park
Wells Garden Park
Heritage Park
Cludesdale Park
Center Center
MSU-B College of Technology
Centennial Park
Meadowlark Elementary
Milce Park
Stewart Park
Stewart Park Transfer Station
Parkland West Park
Terra West Park
Lampman Park
Big Sky Elementary
Harvest Park
Olympic Park
Woodland Commerce Buffer
Rosebud Park
USPS Centennial Station
Central Heights Elementary
Par 3 Golf Course
Sacajawea Park
Commanche Park
Gorham Park
West High
The Spoke Shop
Miles Avenue Elementary
USPS Pioneer Station
Burg Park
Spring Creek Park
St. Francis Primary
Washington Elementary
Central Park
Orchard Elementary
Riverside Middle
Boys and Girls Club
Optimist Park
Wilson Park
Mystic Park
Barnes Family Homestead
First KOA Campground
Clarke Expedition Crossing
Western Sugar Interpretive Site
Ponderosa Park
Ponderosa Elementary
Kings Green Park
Newman Elementary
Streeter Park
Amend Park
Solarpark Buffers
Riverfront Park
Josephine Riverboat Point
Lake Josephine
Audubon Education Center
Parks in Riverfront Pointe
Parks in Josephine Crossing
Elysian
Quarita Park
Cedar Park
Briarwood Park
The Reef - Indoor Water Park
Zoo Montana
Rimrock Learning Center
Billings Studio Theater
Veterans Park
Rocky Mountain College
MSUB
Grandview Park
Dehler Park
Head Start North Park
Coulson Park
Four Dances Natural Area
Boulder Park
Boulder Elementary
Poly Drive Elementary
Eaton Park
St. Francis Catholic School
Rose Park
Rose Park Elementary
Highland Elementary
Pioneer Park
McKinley Elementary
Senior High
Daylis Stadium
Billings Public Library
Yellowstone Art Museum
Lincoln Center Education Center
Alberta Bair Theater
MET Transfer Station
NOVA Center for the Performing Arts
Yellowstone County Courthouse
City Hall
Courthouse Lawn
Greyhound Terminal
USPS Downtown Station
MSU-B Downtown Campus
YMCA
Billings Downtown Transit Center
Skateboard Park
Western Heritage Center
Red Rover Bicycle Collective
MSUB Garfield Community Resource Center
Central Catholic High School
Moss Mansion
Founders Park
Community Park
Broadwater Elementary
Terry Park
Highland Park
South Park
USPS Main Station
Evergreen Park
Lewis & Clark Middle
Trinity Lutheran
Will James Middle
Lillis Park
Burlington Park
Burlington Elementary
The Bike Shop
Trails End Park
Collins Bike Shop
St. Francis Primary
YWCA
Westwood Park
Yellowstone River
Blue Creek
Logan International Airport
Four Dances Natural Area

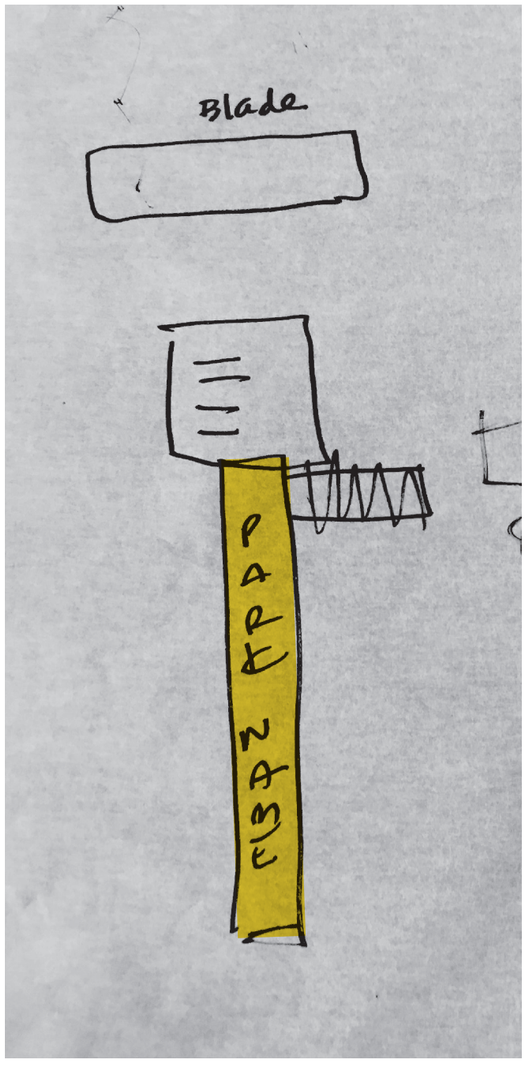


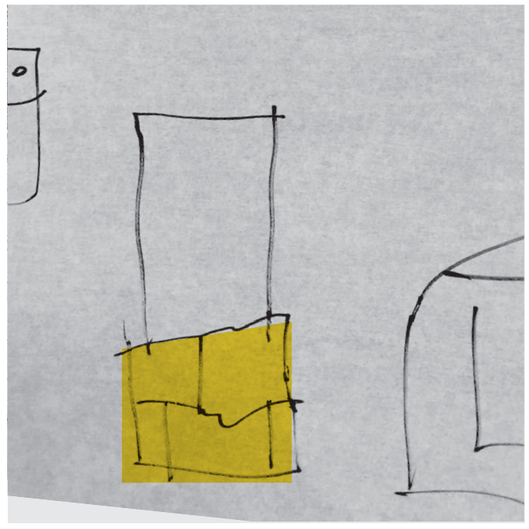
05 Design Concept Development

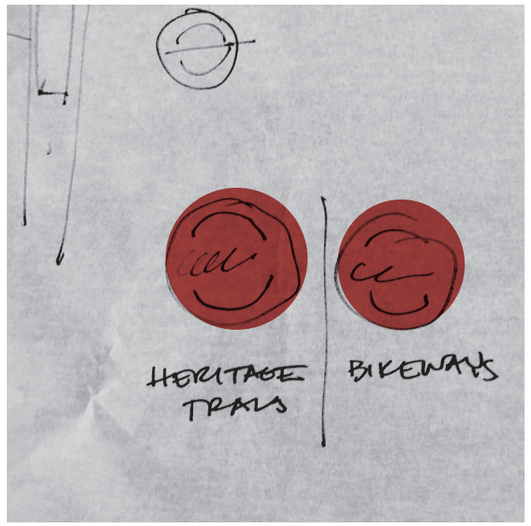


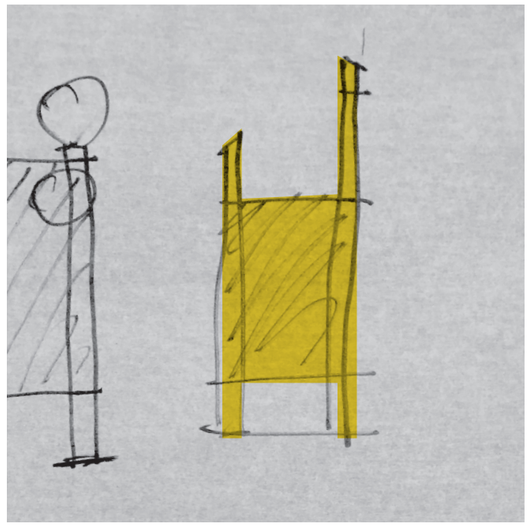












Sign Concepts

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



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

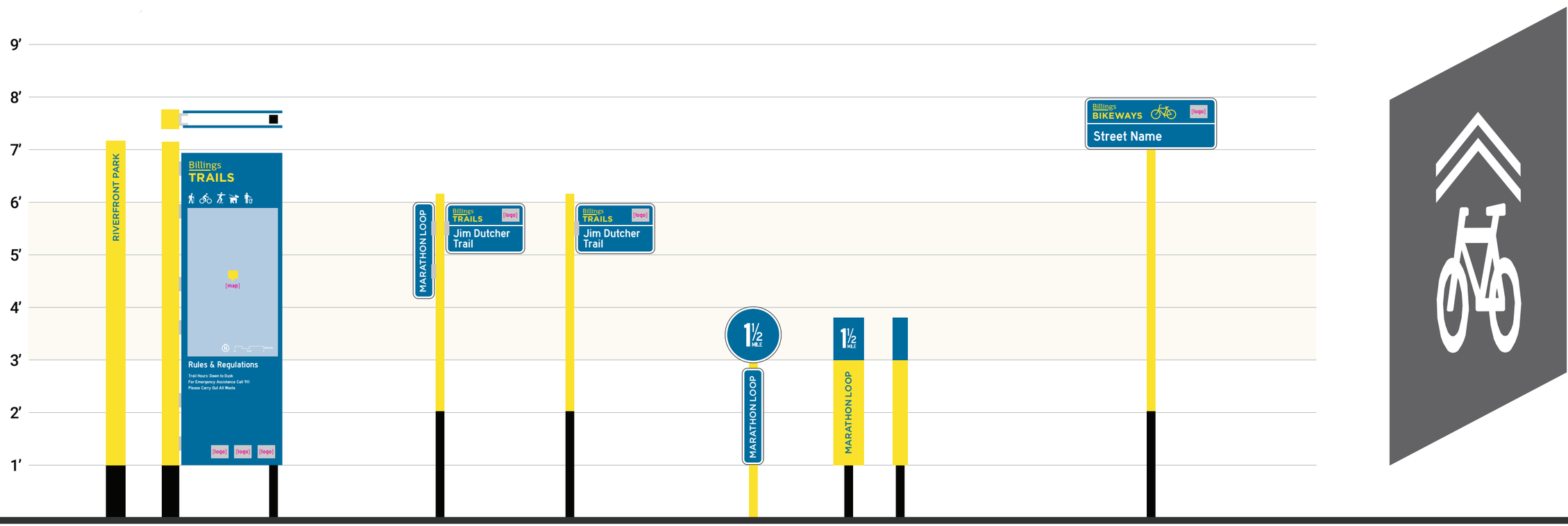
Friendly, inviting, bold

BRANDING INSPIRATION

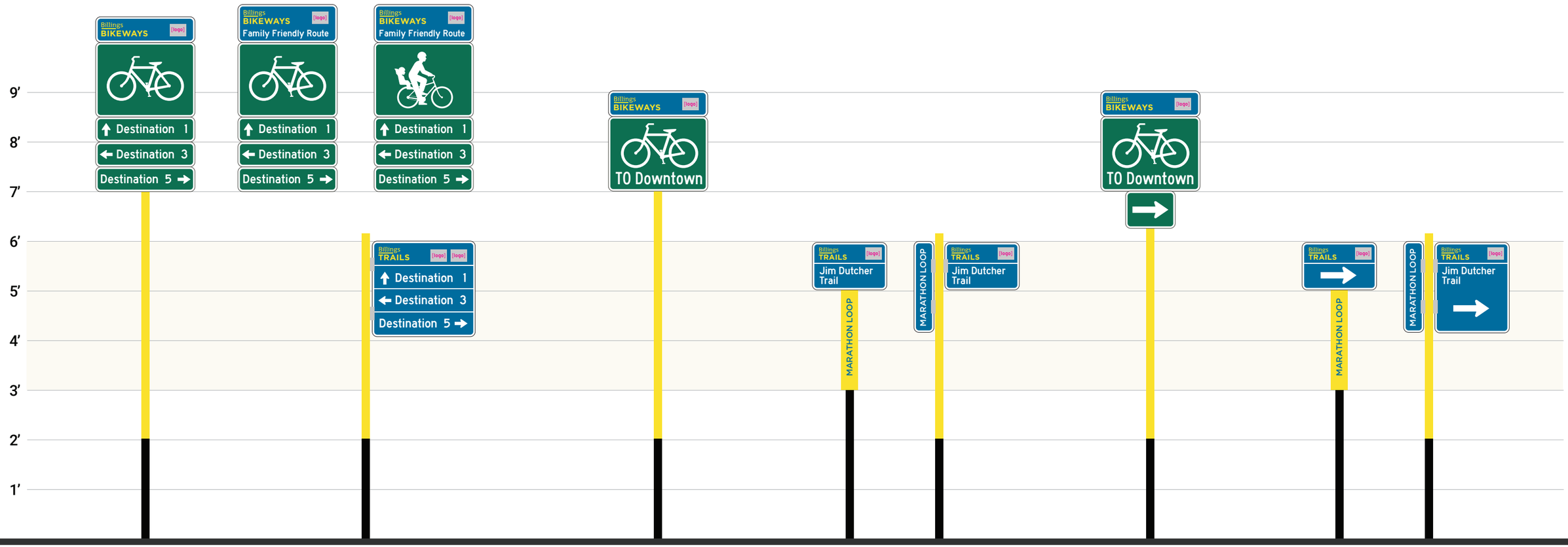
Billings • Yellowstone County MPO, Non-motorized Transportation app

ACCESS ELEMENTS

ENHANCED NAVIGATIONAL ELEMENTS



FUNDAMENTAL NAVIGATIONAL ELEMENTS



Decision

On Street *Off Street*

Confirmation

On Street *Off Street*

Turn

On Street *Off Street*

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

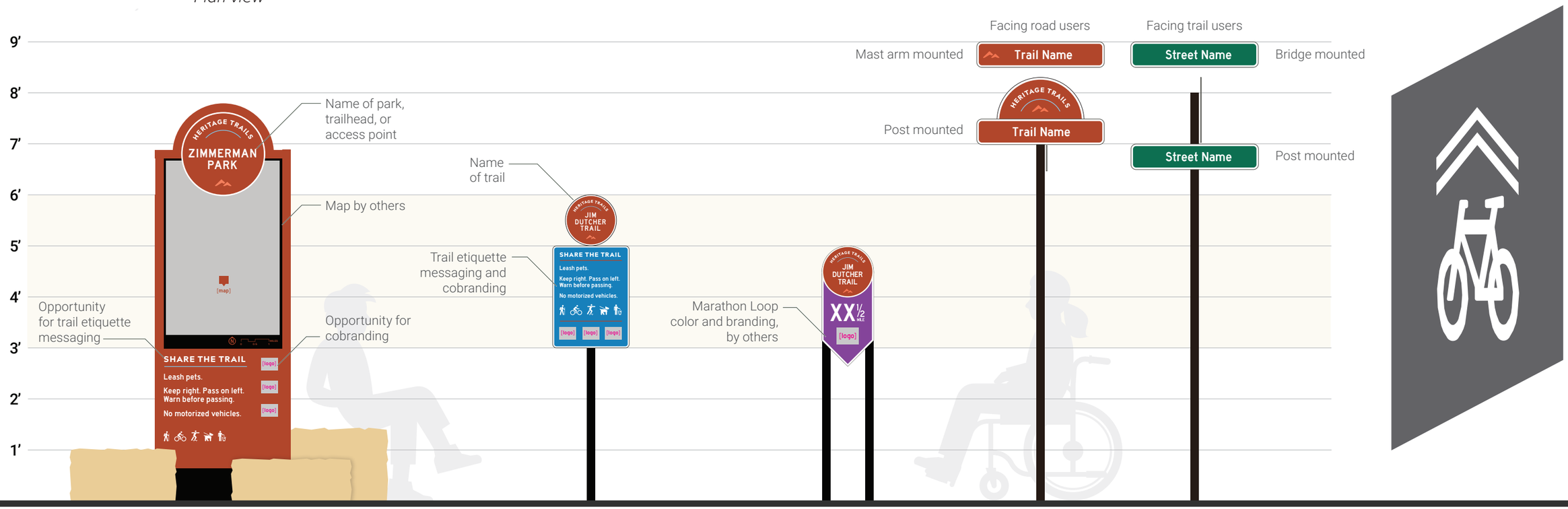
ACCESS ELEMENTS

ENHANCED NAVIGATIONAL ELEMENTS



Optional sandstone pedestal enhances the sense of arrival; provides seating

Plan view



Kiosk

Secondary Access

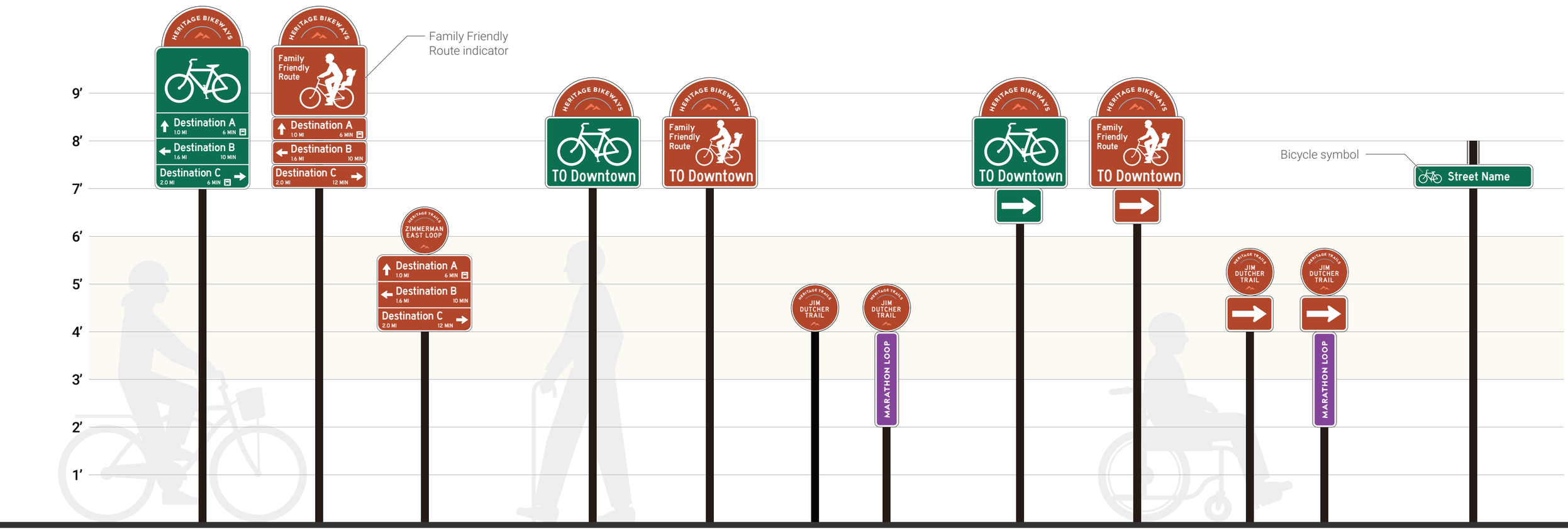
Alternates with optional cobranding blades

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*

Street Name

For streets that contain bikeways

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.

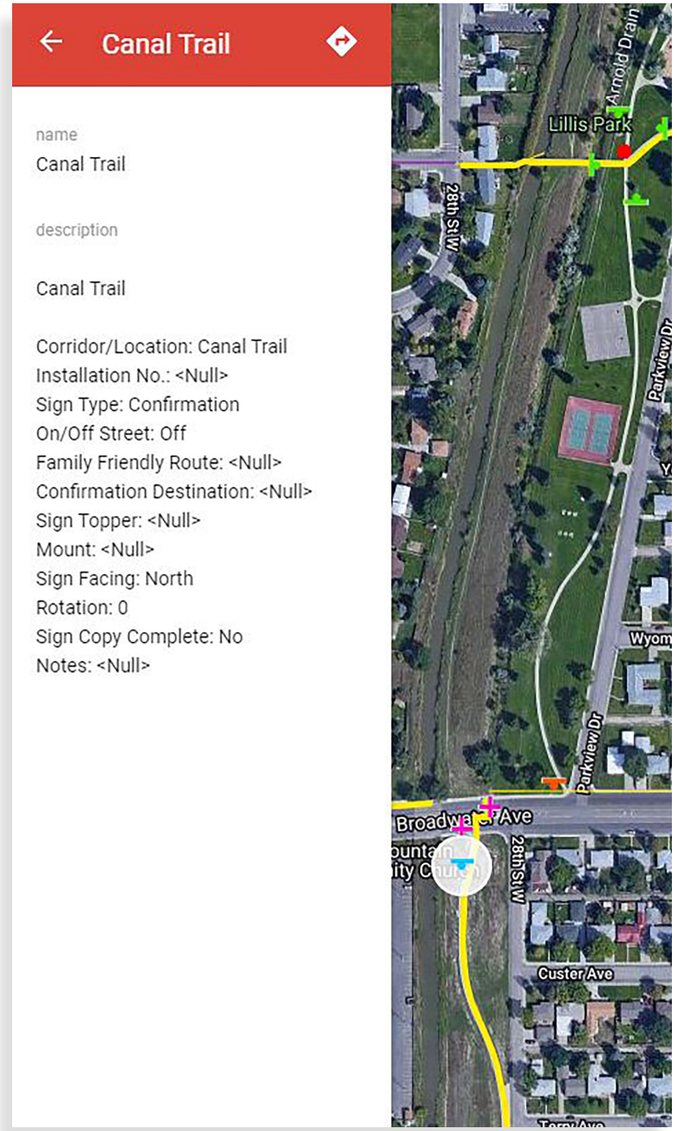
FUTURE PLACEMENT AND PROGRAMMING

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

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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:



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-Graffitti coating. All retroreflective material to receive UV/Anti-Graffiti overlaminate, 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.

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PROJECT

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Graphic Standards
SHEET TITLE

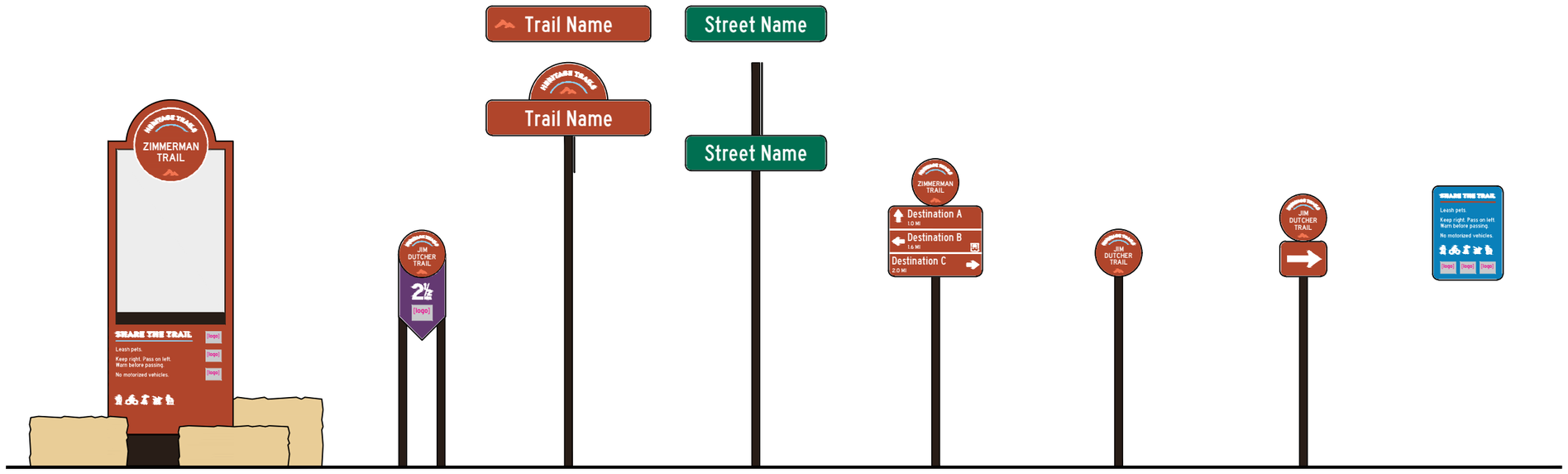
2
SHEET NUMBER

ON-STREET SIGNAGE



DECISION | CONFIRMATION | TURN | STREET NAME

OFF-STREET SIGNAGE



KIOSK | MILE MARKER | TRAIL / STREET CROSSING | DECISION | CONFIRMATION | TURN | TRAIL ETIQUETTE

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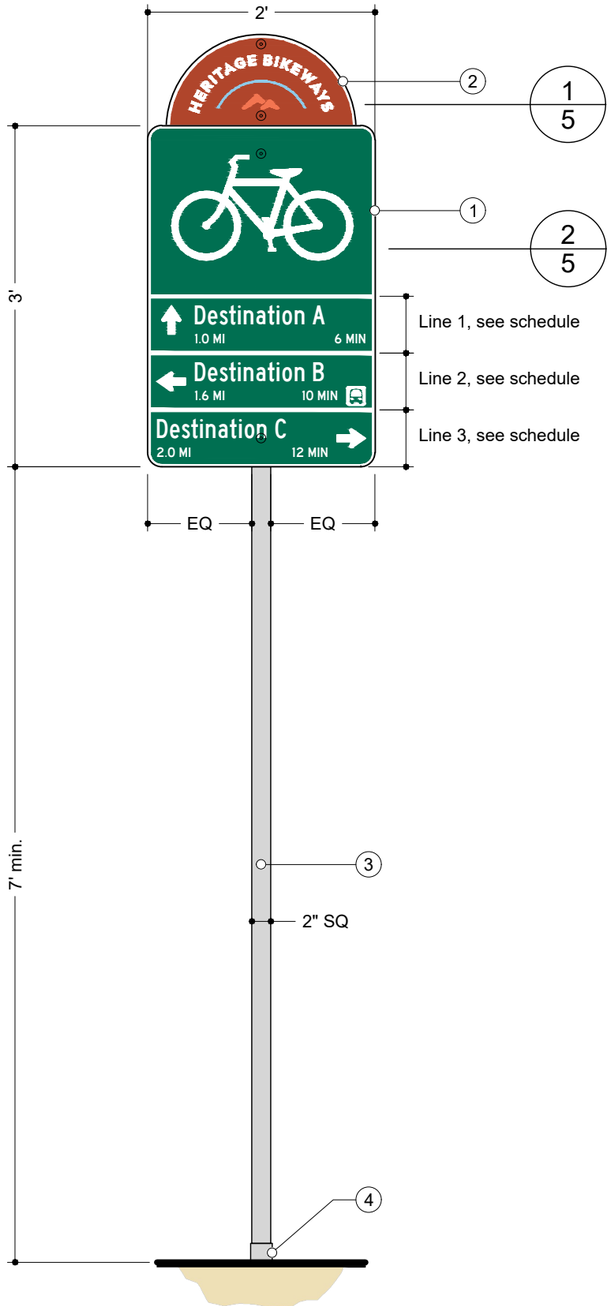
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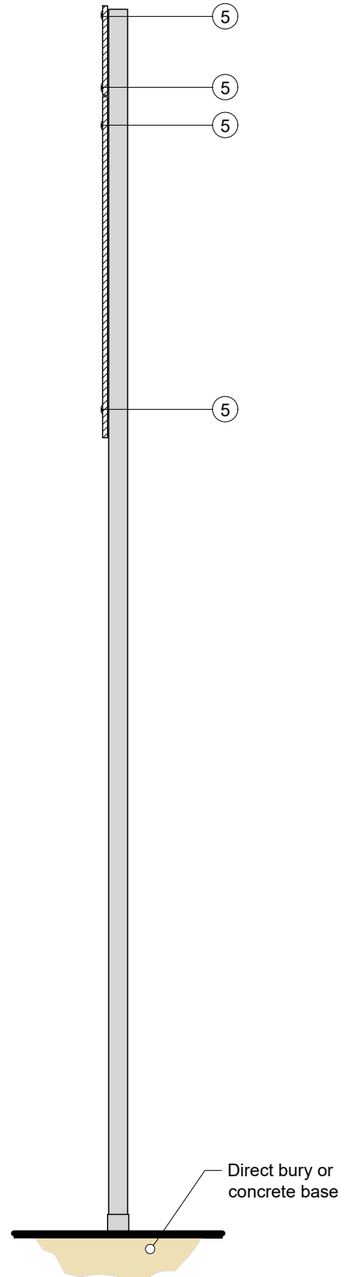
System Overview
SHEET TITLE

3
SHEET NUMBER



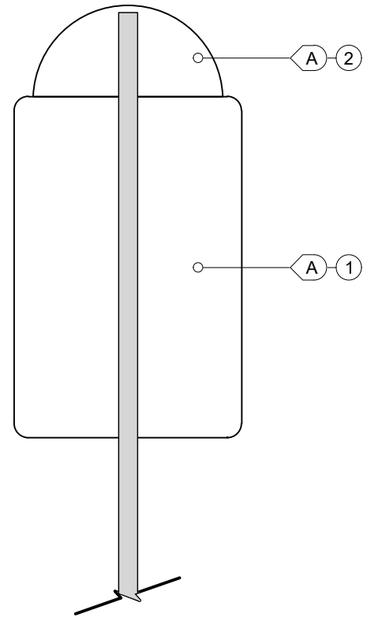
1 FRONT ELEVATION

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



2 RIGHT ELEVATION

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



3 REAR ELEVATION

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
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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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

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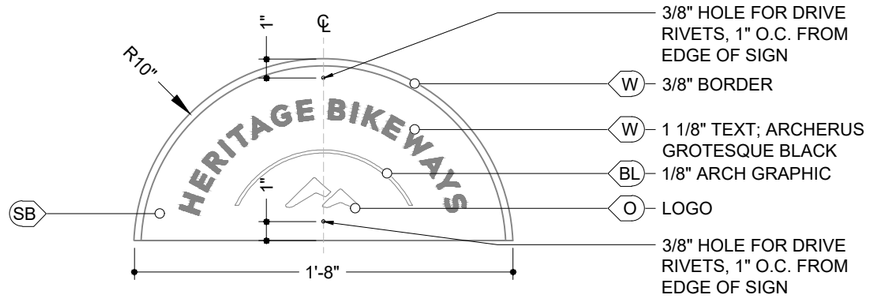
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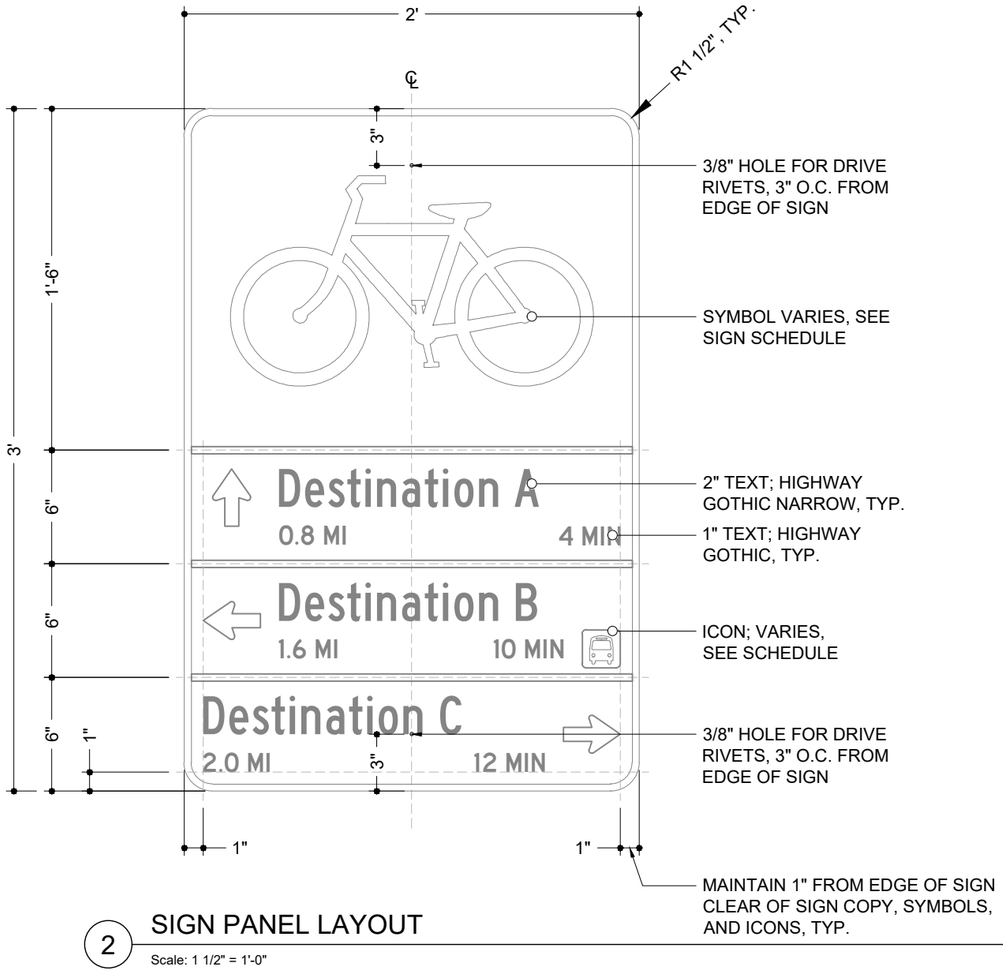
On-street Decision Sign
SHEET TITLE

4
SHEET NUMBER



1 BIKEWAY SIGN TOPPER / FINIAL LAYOUT

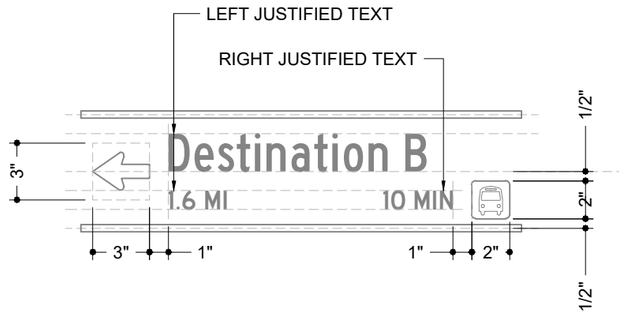
Scale: 1 1/2" = 1'-0"



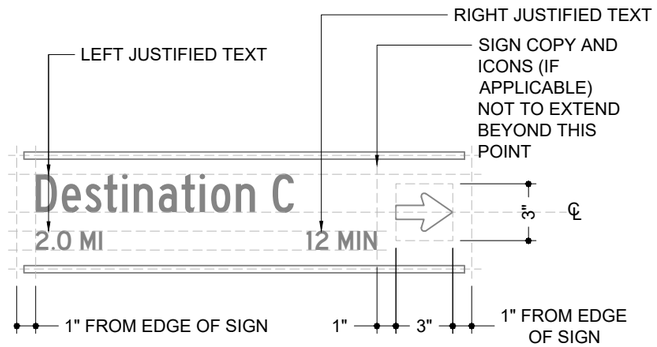
2 SIGN PANEL LAYOUT

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

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STRAIGHT/LEFT TURN LAYOUT



RIGHT TURN LAYOUT

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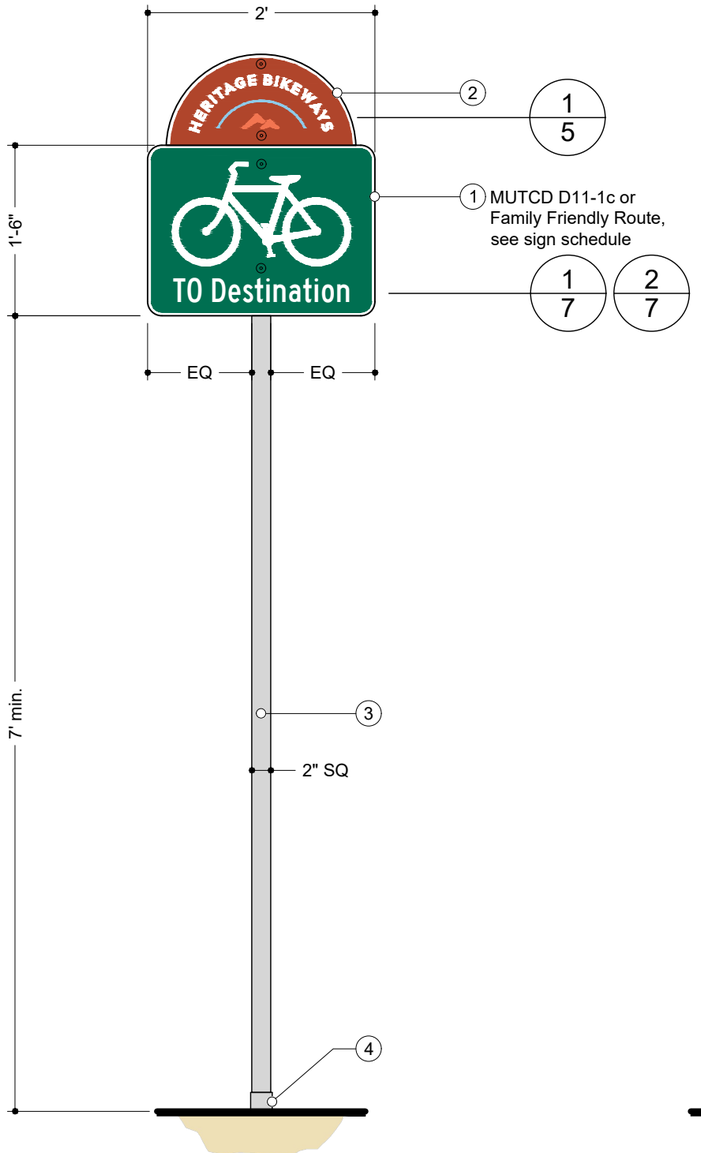
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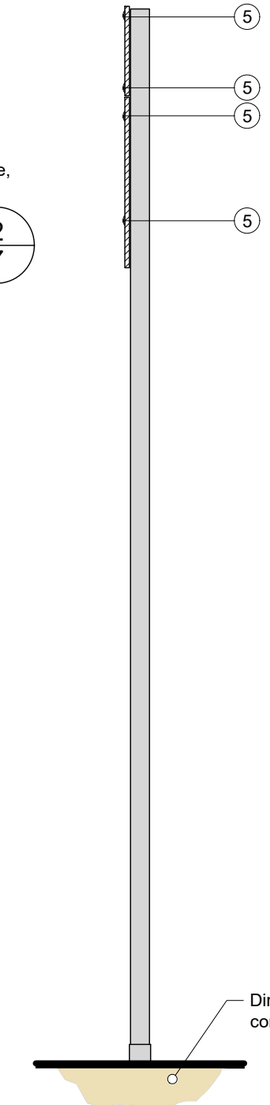
On-street Decision Sign Detail
SHEET TITLE

5
SHEET NUMBER



1 FRONT ELEVATION

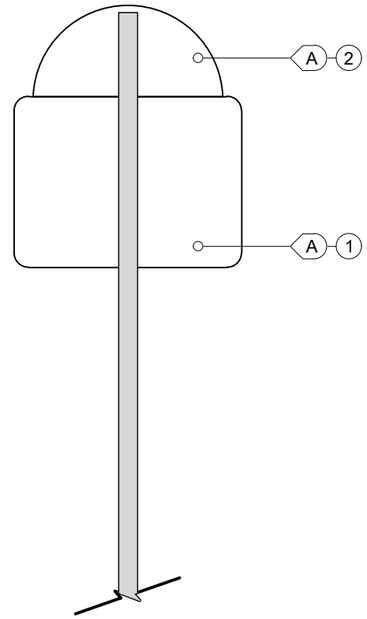
Scale: 3/4" = 1'-0"



2 RIGHT ELEVATION

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

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



3 REAR ELEVATION

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

KEY NOTES

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

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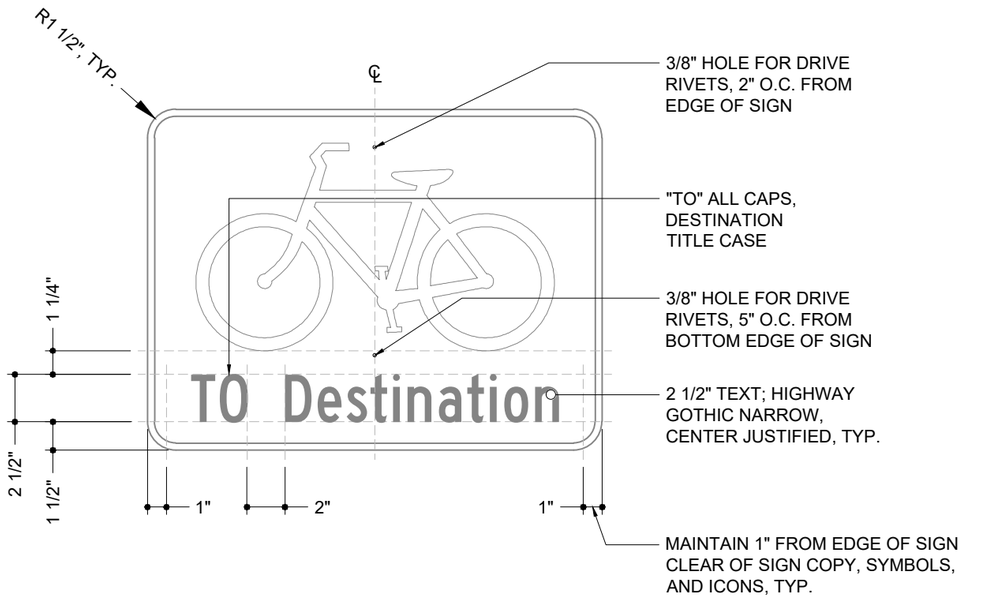
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

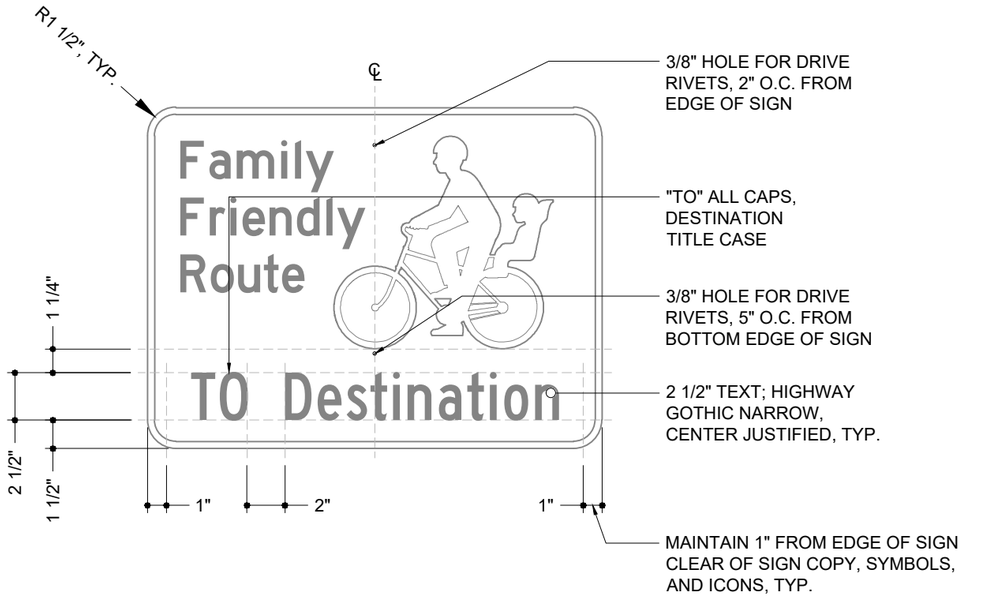
On-street Confirmation Sign
SHEET TITLE

6
SHEET NUMBER



1 SIGN PANEL LAYOUT - MUTCD D11-1c

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



2 SIGN PANEL LAYOUT - FAMILY FRIENDLY

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

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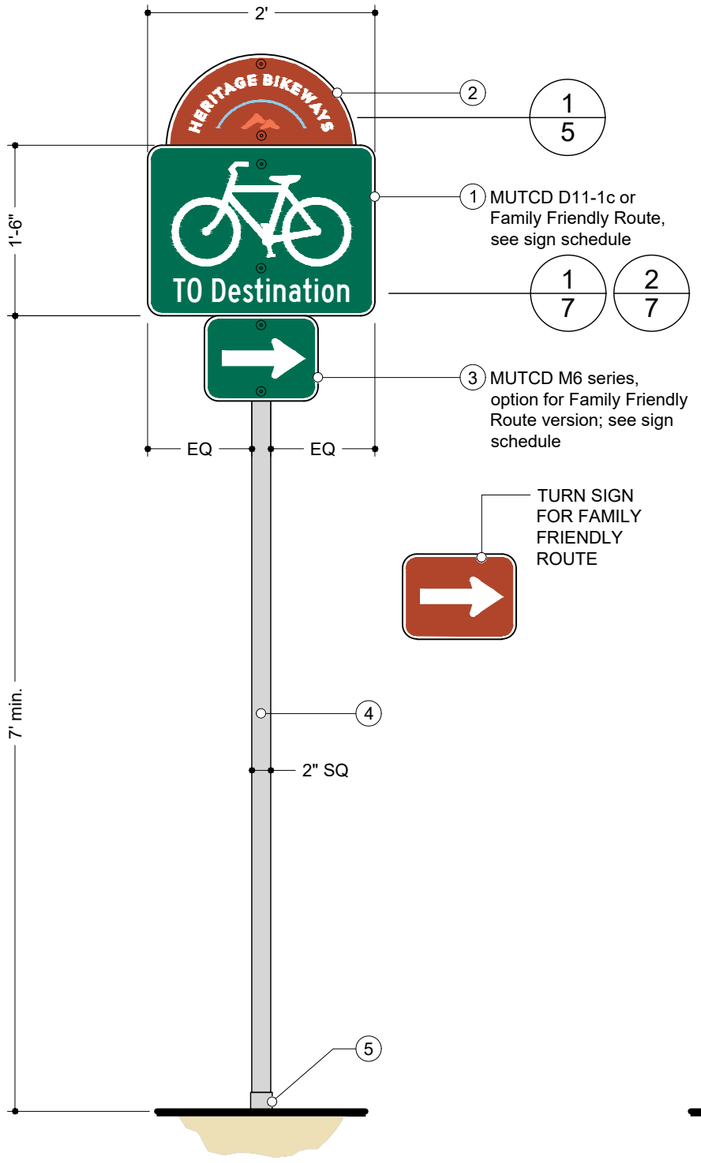
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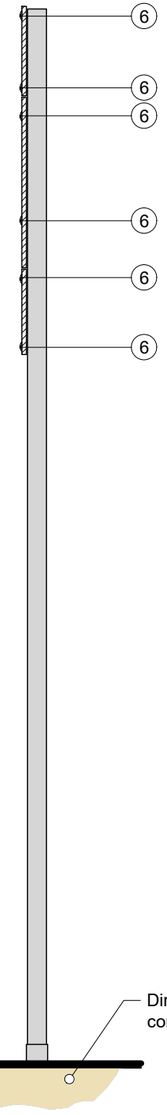
On-street Confirmation Sign Detail
SHEET TITLE

7
SHEET NUMBER



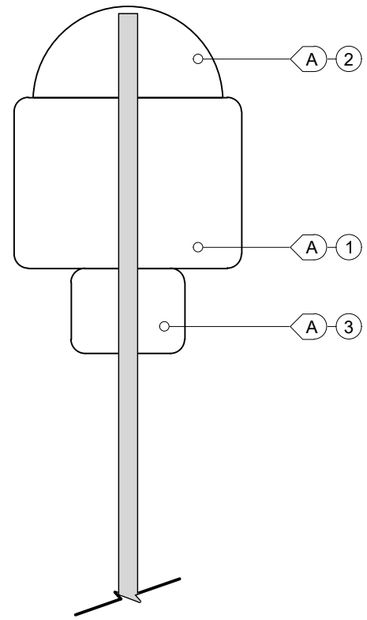
1 FRONT ELEVATION

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



2 RIGHT ELEVATION

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



3 REAR ELEVATION

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

NOTES:
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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

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

KEY NOTES

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.

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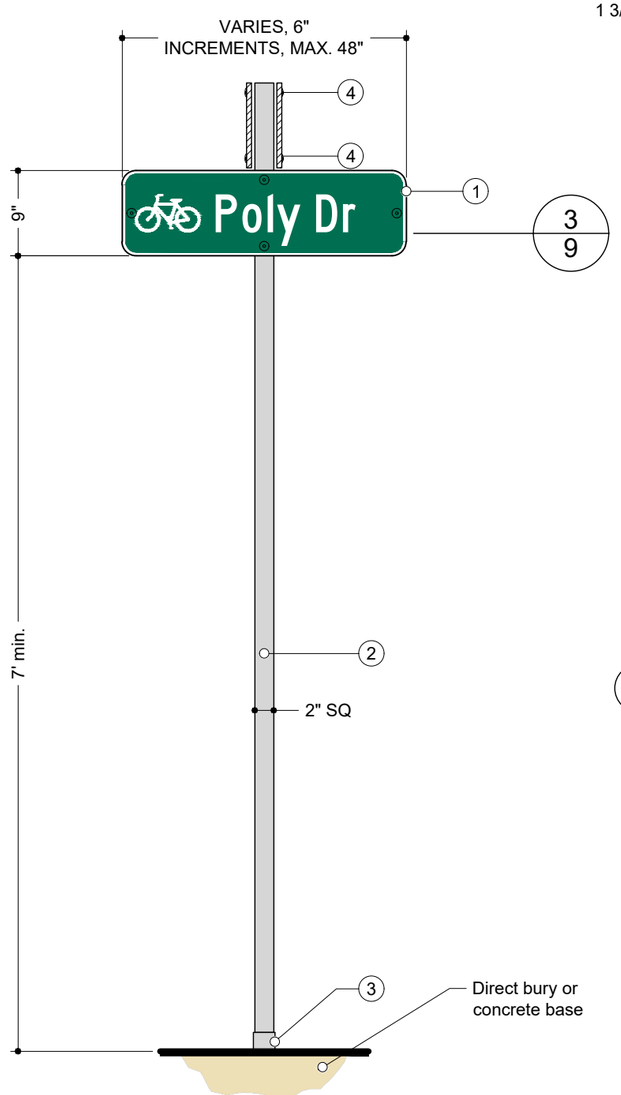
Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

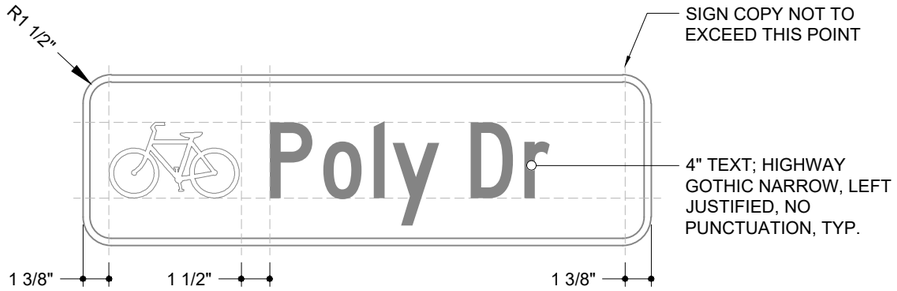
On-street Turn Sign
SHEET TITLE

8
SHEET NUMBER

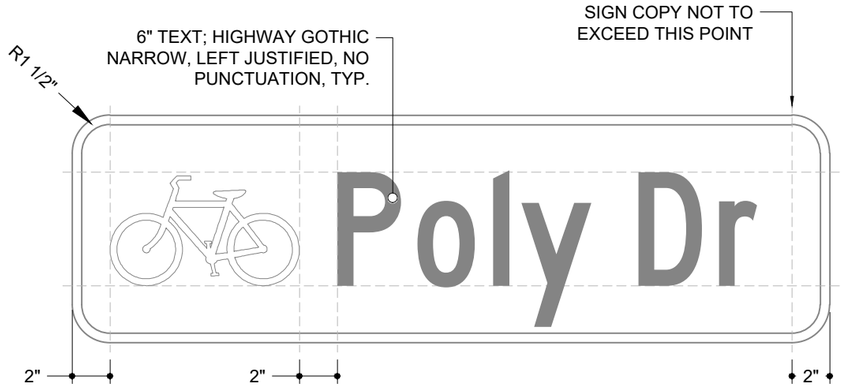
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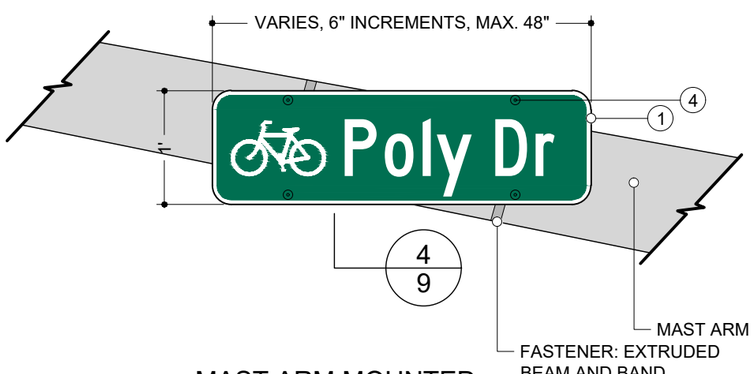
1 POST MOUNTED
Scale: 3/4" = 1'-0"



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



4 MAST ARM MOUNTED - SIGN LAYOUT
Scale: 1 1/2" = 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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

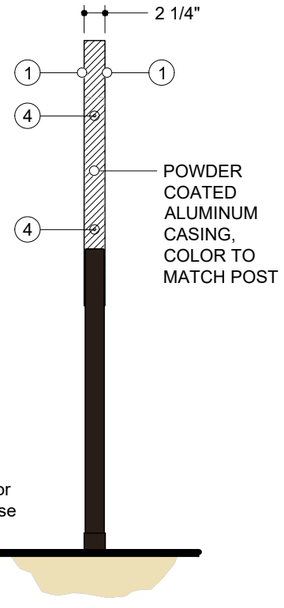
Street Name Sign
SHEET TITLE

9
SHEET NUMBER

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

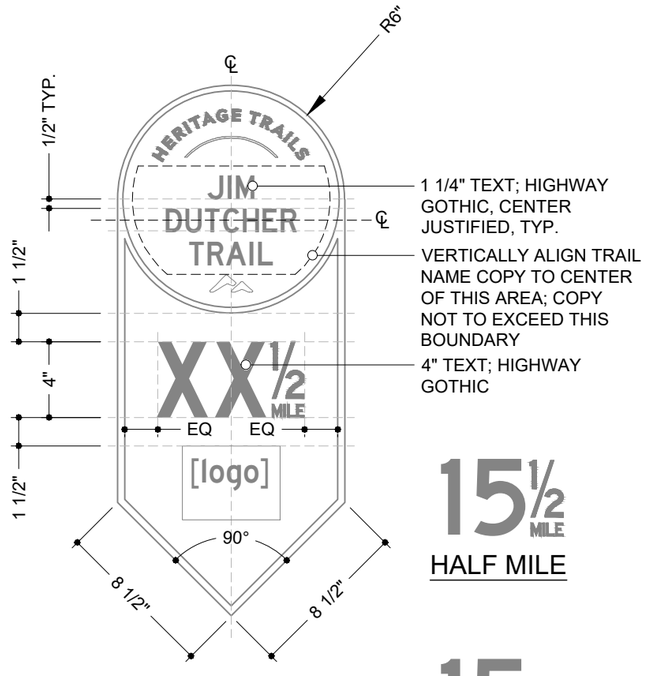
1 FRONT & REAR ELEVATION

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



2 RIGHT ELEVATION

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



3 SIGN LAYOUT

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

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
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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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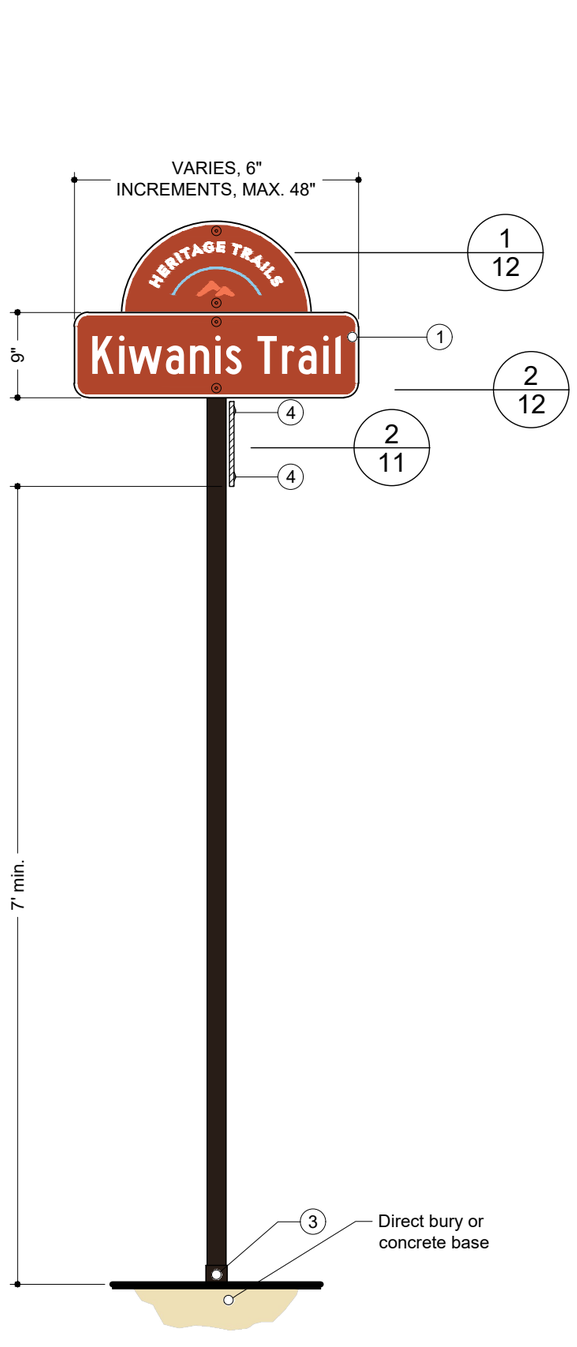
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PROJECT

November 2019
DOCUMENT ISSUE

Trail Mile Marker
SHEET TITLE

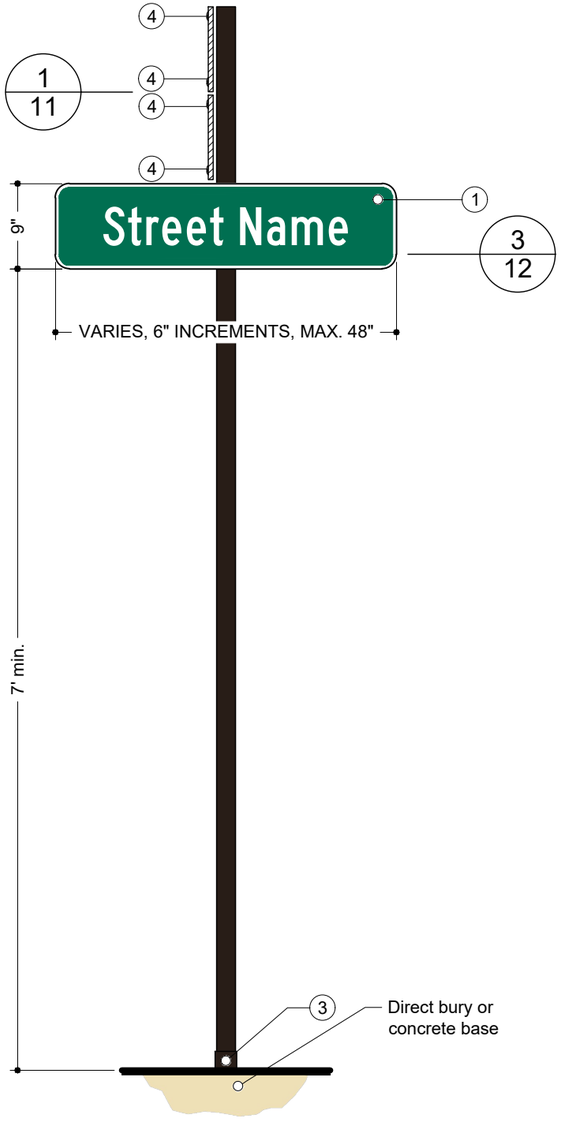
10
SHEET NUMBER



1 STREET ORIENTED - POST MOUNTED

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





2 TRAIL ORIENTED - POST MOUNTED

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

All attachment details to be verified and engineered by contractor.

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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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DRAFT

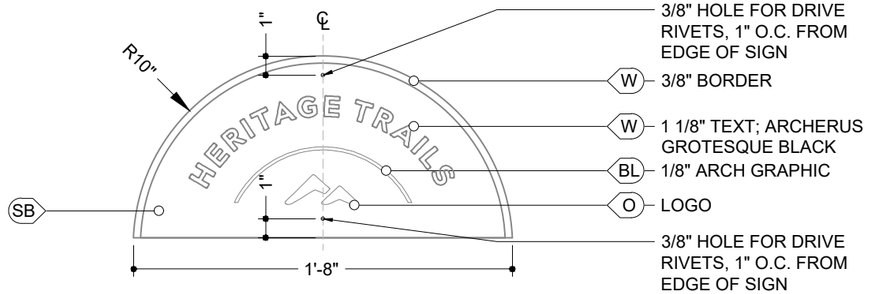
Billings Metropolitan Planning Orgnization
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Billings Wayfinding Signage Plan
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November 2019
DOCUMENT ISSUE

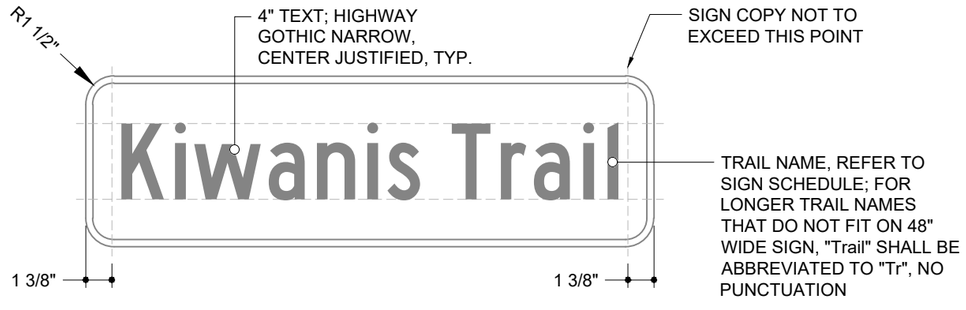
Street/Trail Intersection Sign - Post Mounted
SHEET TITLE

11
SHEET NUMBER



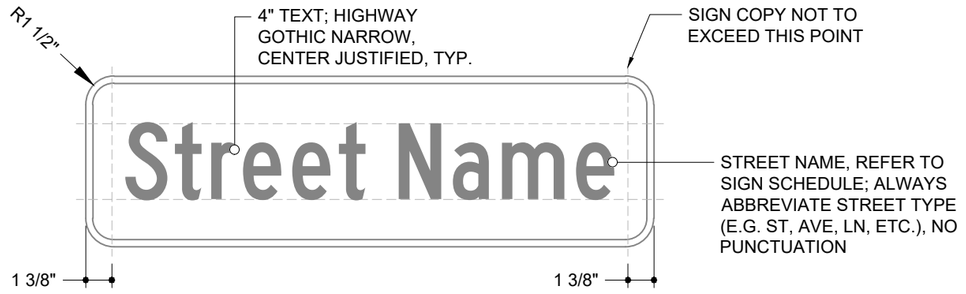
1 TRAIL SIGN TOPPER / FINIAL LAYOUT

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



2 STREET ORIENTED - POST MOUNTED - SIGN LAYOUT

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



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

3 TRAIL ORIENTED - POST MOUNTED - SIGN LAYOUT

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

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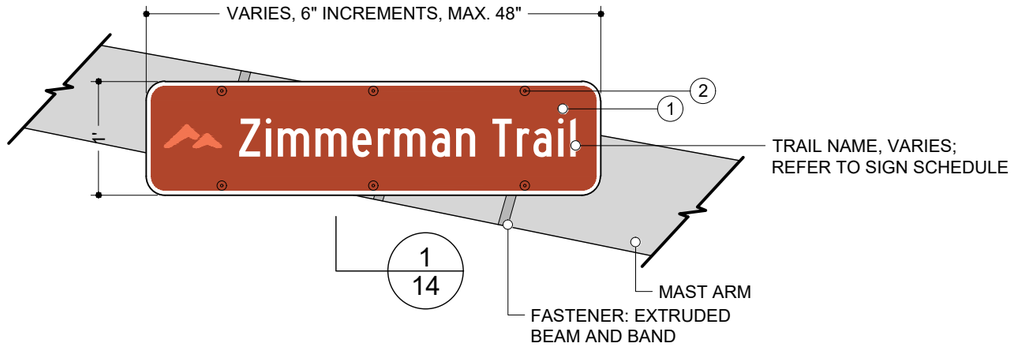
Billings Metropolitan Planning Orgnization
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

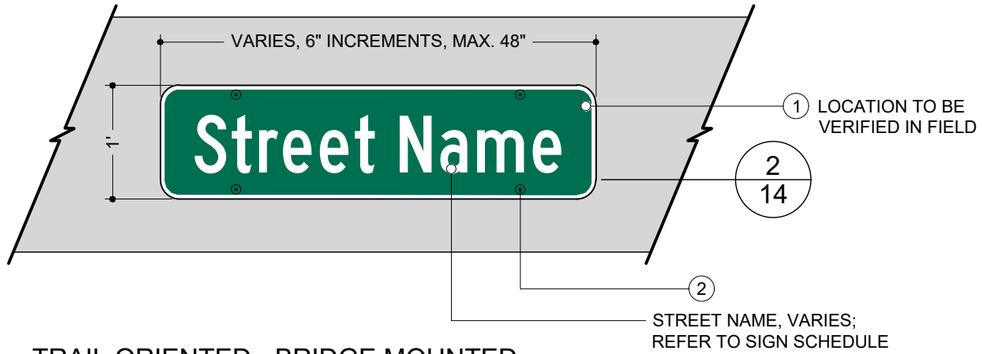
Street/Trail Intersection Sign - Post Mounted - Detail
SHEET TITLE

12
SHEET NUMBER



1 STREET ORIENTED - MAST ARM MOUNTED

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



2 TRAIL ORIENTED - BRIDGE MOUNTED

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

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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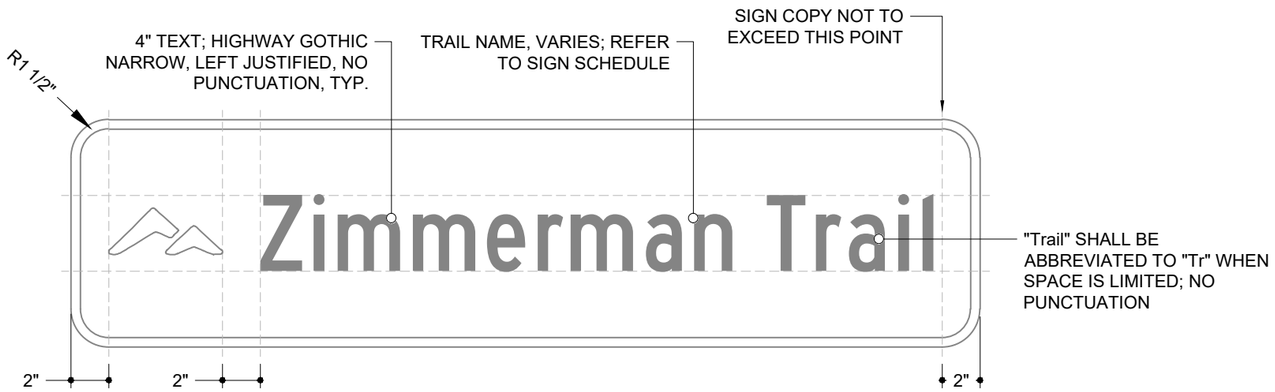
Billings Metropolitan Planning Orgnization
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Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Street/Trail Intersection Sign - Mast Arm or Bridge Mounted
SHEET TITLE

13
SHEET NUMBER



1 MAST ARM MOUNTED - SIGN LAYOUT

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



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"

KEY NOTES

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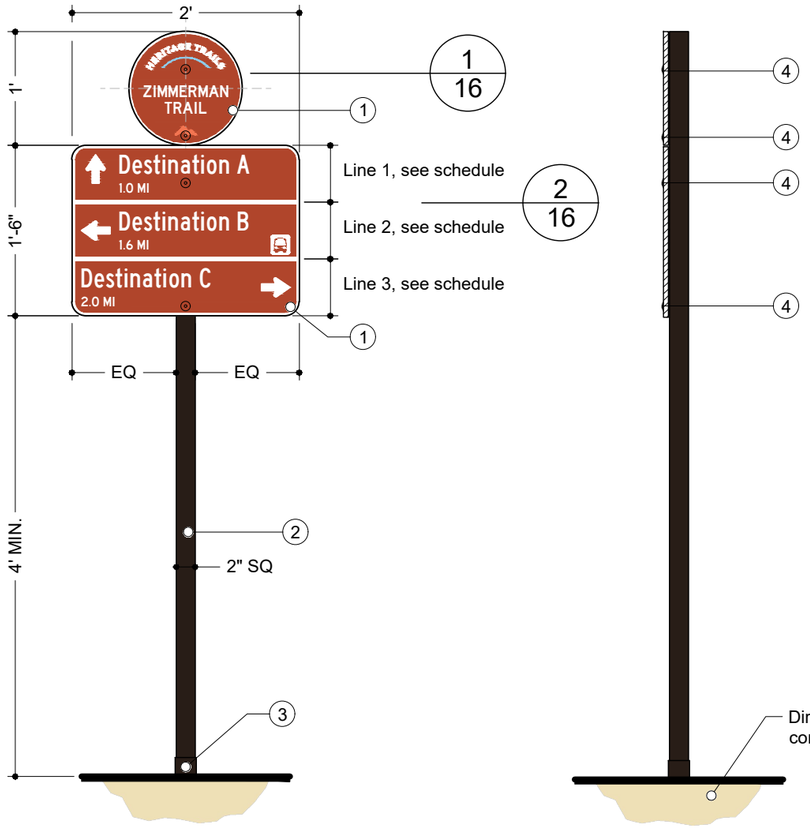
Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

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

14
SHEET NUMBER

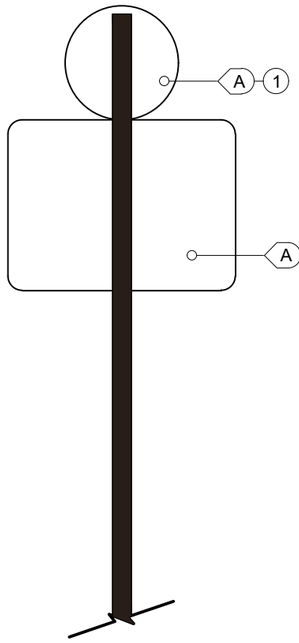


1 FRONT ELEVATION

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

2 RIGHT ELEVATION

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



3 REAR ELEVATION

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
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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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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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DRAFT

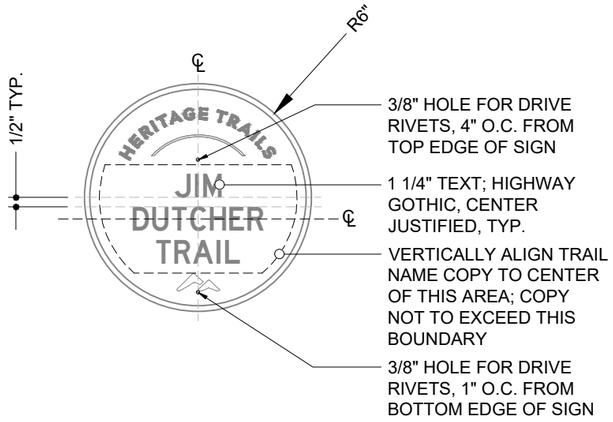
Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trail Decision Sign
SHEET TITLE

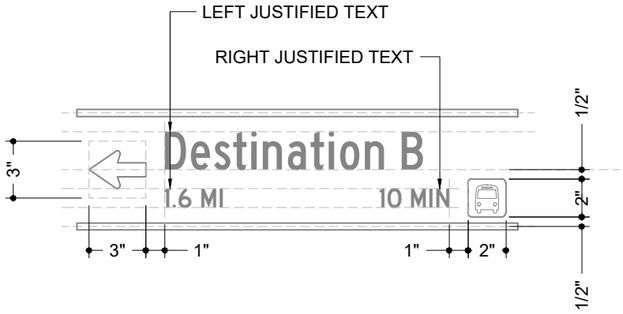
15
SHEET NUMBER



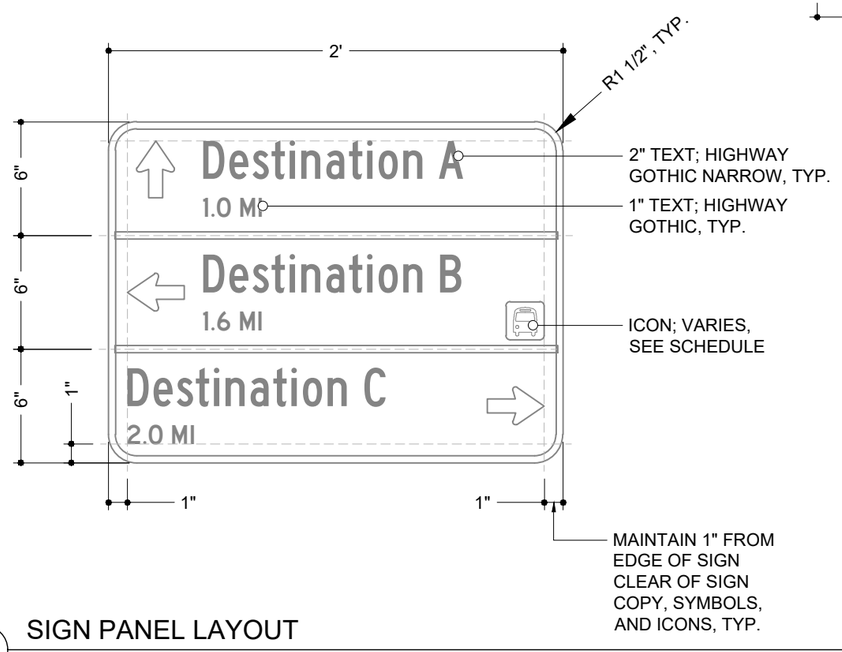
1 SIGN PANEL LAYOUT - MEDALLION TRAIL MARKER

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

All attachment details to be verified and engineered by contractor.

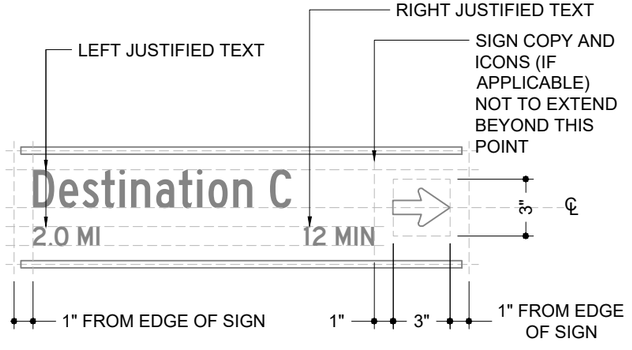


STRAIGHT/LEFT TURN LAYOUT



2 SIGN PANEL LAYOUT

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



RIGHT TURN LAYOUT

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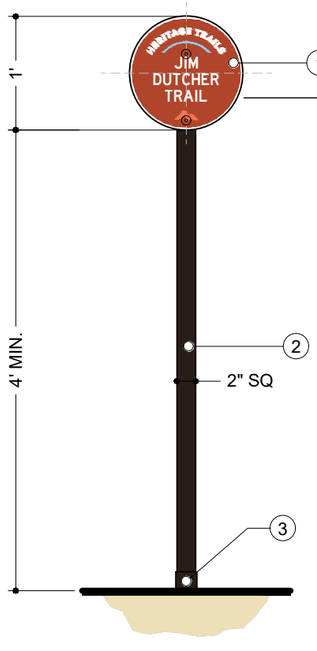
Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

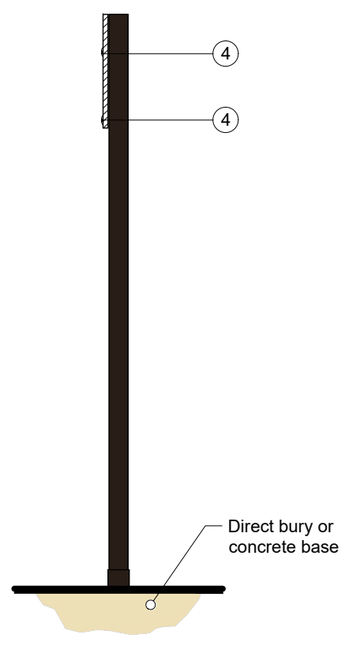
November 2019
DOCUMENT ISSUE

Trail Decision Sign Detail
SHEET TITLE

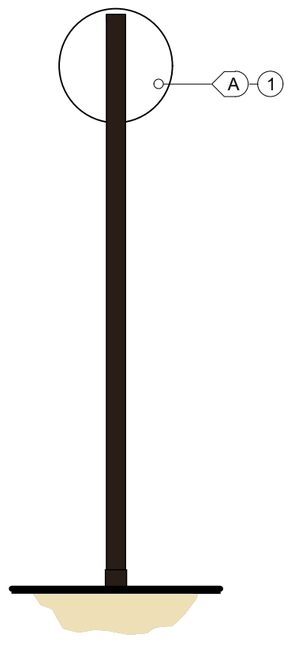
16
SHEET NUMBER



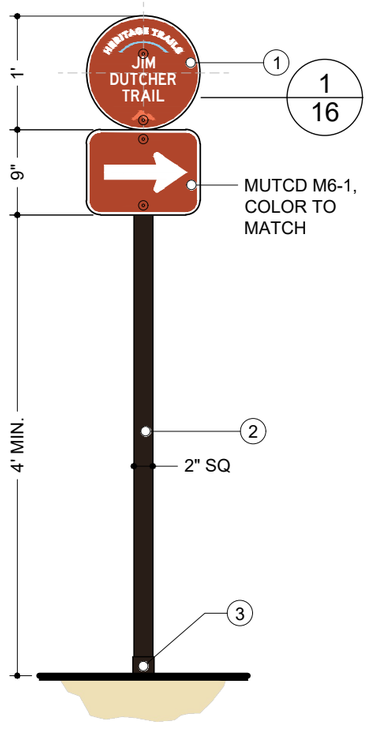
FRONT ELEVATION



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"

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

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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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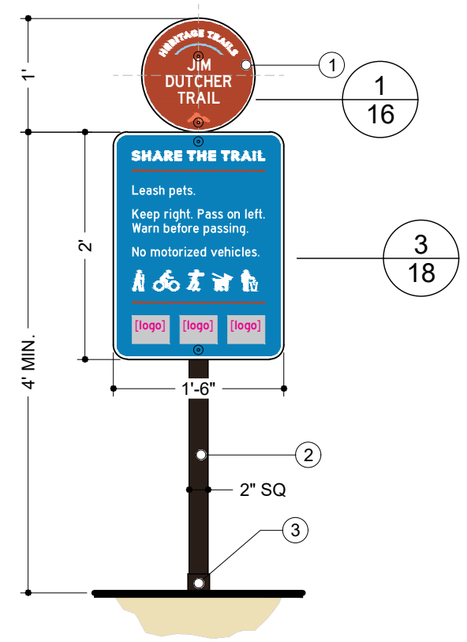
Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

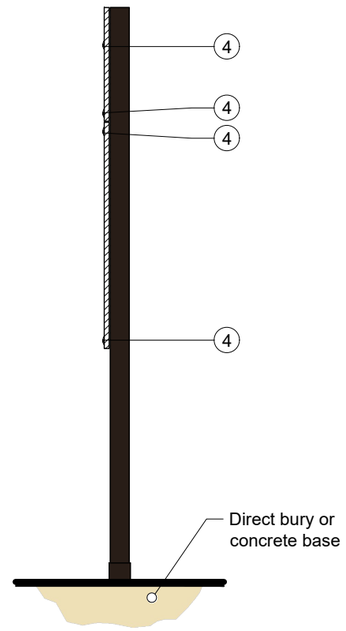
Trail Confirmation & Turn Signs
SHEET TITLE

17
SHEET NUMBER



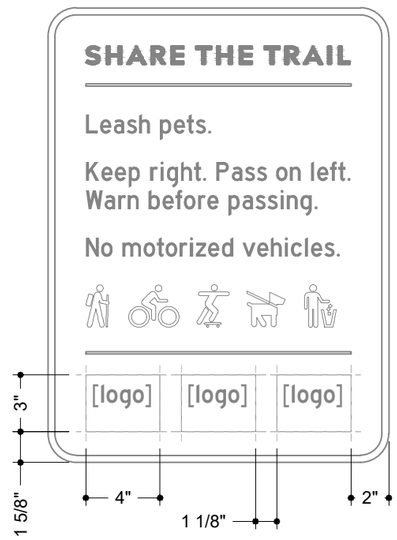
1 FRONT ELEVATION

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



2 RIGHT ELEVATION

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



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

! 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

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; contrcator to locate rivets in locations least likely to obscure sign copy
MATERIAL: stainless steel

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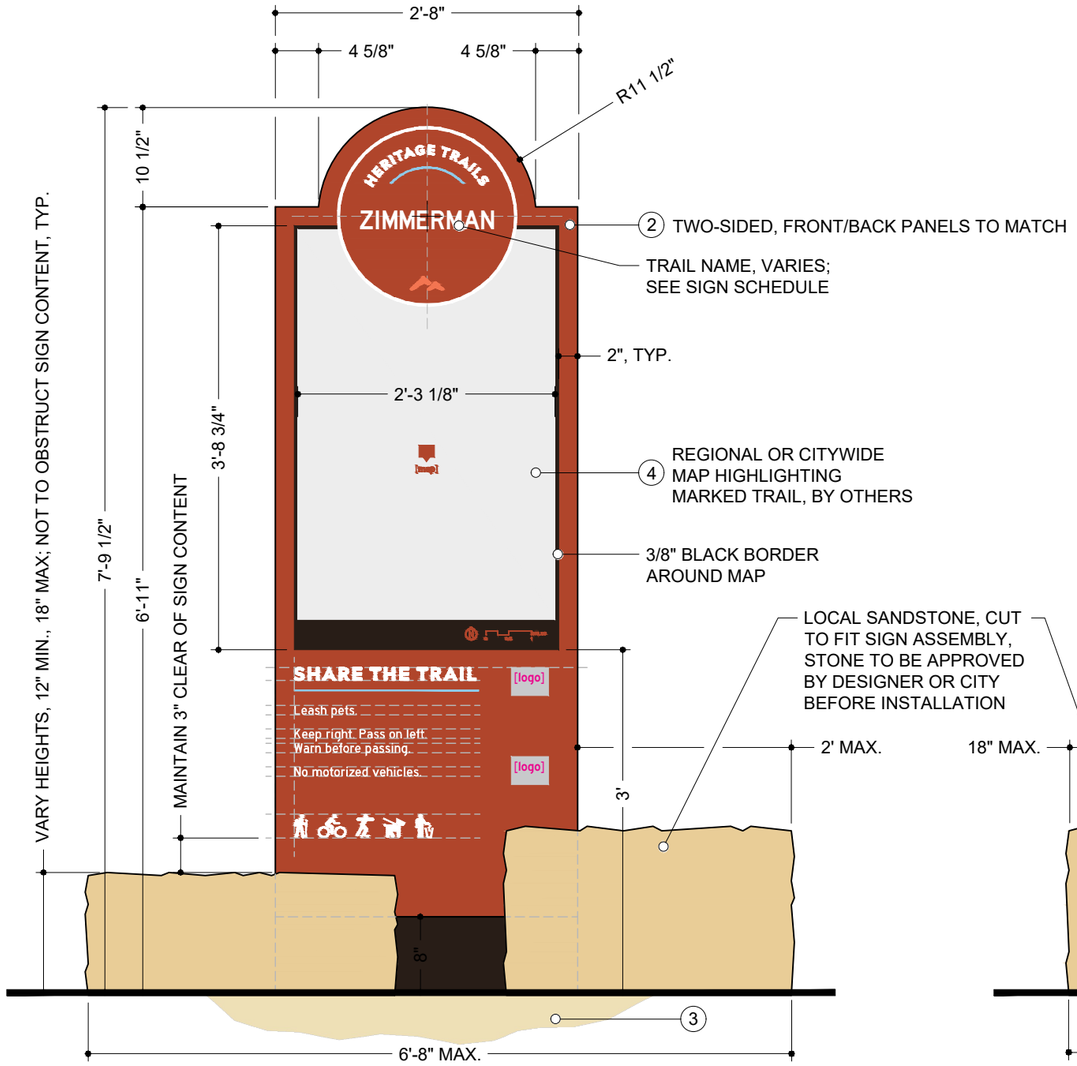
Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trail Etiquette Sign
SHEET TITLE

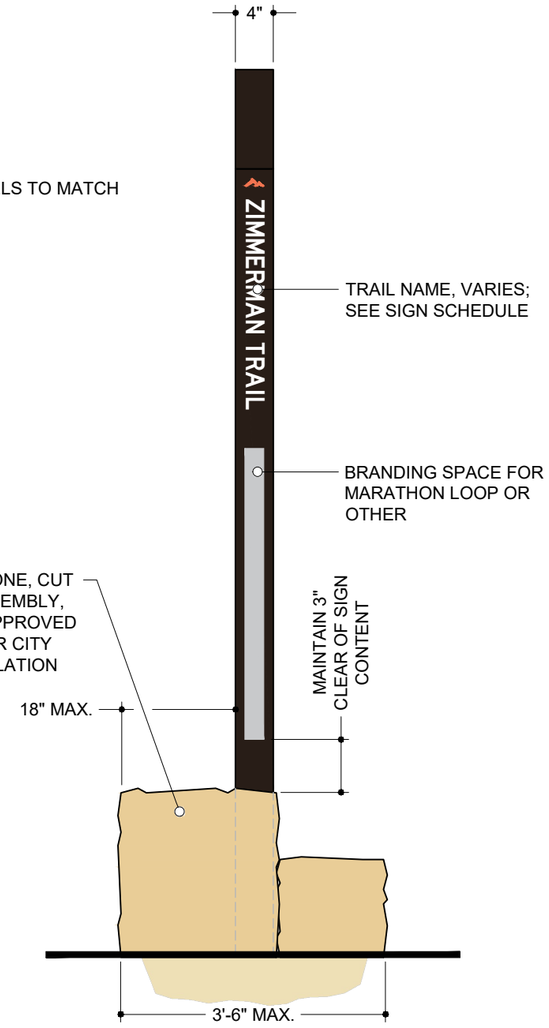
18
SHEET NUMBER

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



1 FRONT ELEVATION

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



2 RIGHT / LEFT ELEVATION

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

KEY NOTES

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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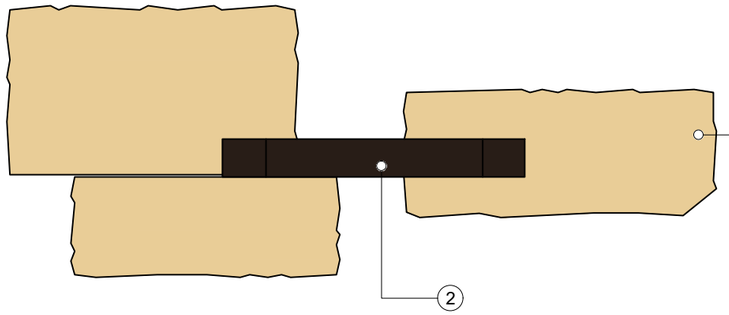
Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trailhead Kiosk
SHEET TITLE

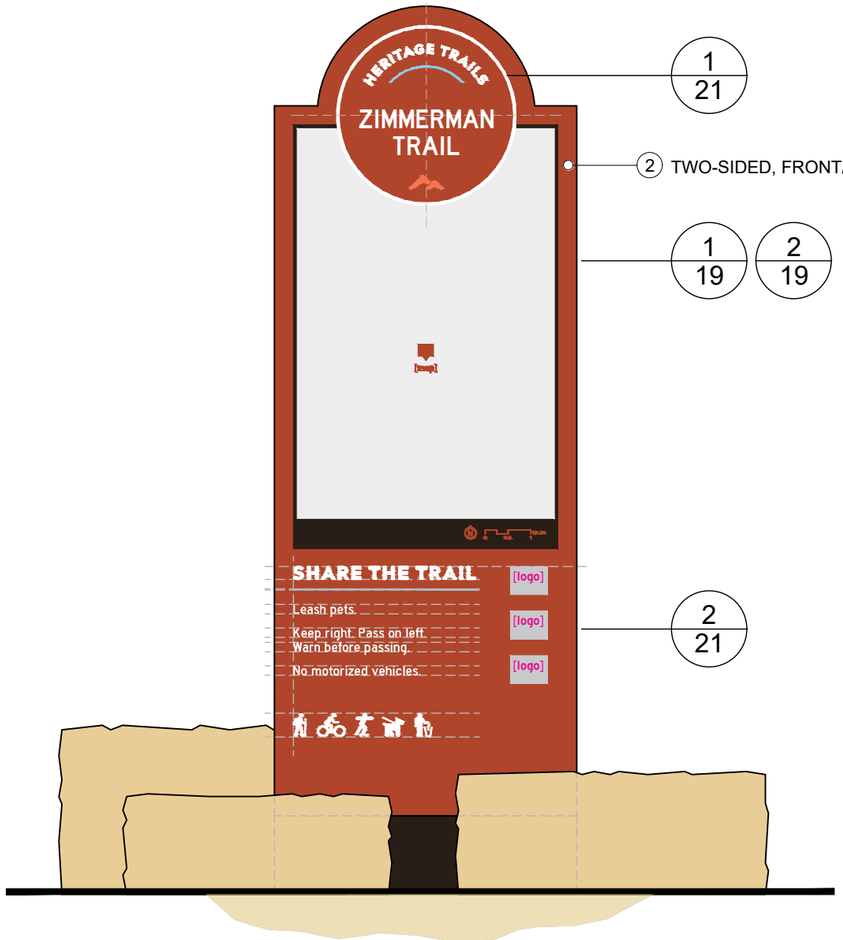
19
SHEET NUMBER



LOCAL SANDSTONE, CUT TO FIT SIGN ASSEMBLY, STONE TO BE APPROVED BY DESIGNER OR CITY BEFORE INSTALLATION

3 PLAN VIEW

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



1/21

2 TWO-SIDED, FRONT/BACK PANELS TO MATCH

1/19 2/19

2/21

4 REAR ELEVATION

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

All attachment details to be verified and engineered by contractor.

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

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
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   Conceal hold down bolts within sign structure

4. **MAP PANEL**
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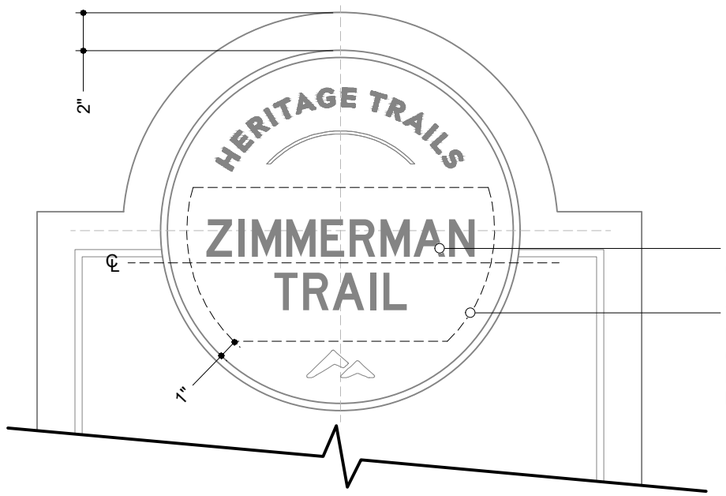
Billings Metropolitan Planning Orgnization
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November 2019
DOCUMENT ISSUE

Trailhead Kiosk
SHEET TITLE

20
SHEET NUMBER



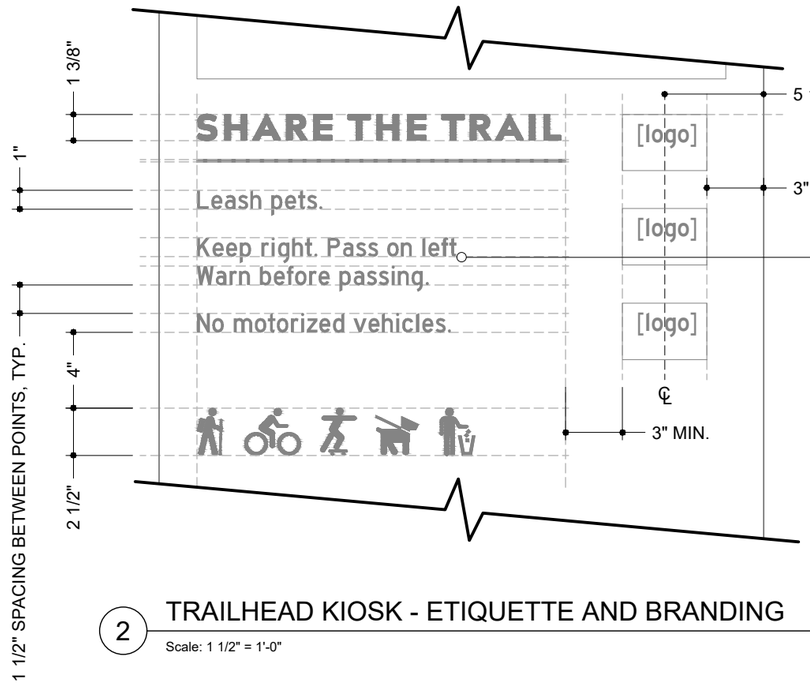
2" TEXT; HIGHWAY GOTHIC, CENTER JUSTIFIED

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"

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DRAFT

Billings Metropolitan Planning Orgnization
CLIENT

Billings Wayfinding Signage Plan
PROJECT

November 2019
DOCUMENT ISSUE

Trailhead Kiosk Detail
SHEET TITLE

21
SHEET NUMBER

Consent **1. C.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Annual Certified Local Government Grant Program for Historic Preservation

PRESENTED BY: Wyeth Friday

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

The City Council is being asked to authorize the application for the FY20-FY21 grant cycle for the Certified Local Government (CLG) grant for historic preservation. The Montana State Historic Preservation Office has designated the City of Billings as a CLG for historic preservation activities. As a CLG, the City is eligible annually to receive state funding to coordinate historic preservation efforts in the area. Applications for the FY20-FY21 funding cycle from the State are due February 14, 2020. The City of Billings has been utilizing CLG funding for activities that support the efforts of the Yellowstone Historic Preservation Board (YHPB) since 1997. A description of these activities is provided in Attachment 2. Recent projects being overseen by the Yellowstone Historic Preservation Board include research and preparation of a National Register nomination for the Billings Communal Mausoleum, the research of Riverside Park in Laurel to gauge interest of applying for listing to the National Register of Historic Places, and holding the annual YHPB Roundtable that brings together many local, state and federal historic preservationist.

ALTERNATIVES ANALYZED

The City Council may:

- Agree to participate in the State CLG program and approve submitting a CLG grant application that provides funding to coordinate historic preservation activities; or
- Decline to participate in the State CLG program and not authorize a CLG grant application. Declining participation would potentially limit historic preservation activities in Billings and Yellowstone County, and/or require other funding sources to be accessed for historic preservation activities.

FINANCIAL IMPACT

City Council approval would allow the City of Billings to apply for $5,500 in State of Montana Certified Local Government funding.

- The local cash match for the Certified Local Government grant will be $44,740. The cash match includes funds from the Planning Division of $43,271, including a portion of the Historic Preservation Officer's salary of $42,240 and $1,031 in cash that will go toward consultant fees. The Yellowstone Historic Preservation Board will request $1,000 from Yellowstone County and $469 from the City of Laurel that will also be used for consultant fees.
- There is also an in-kind match of $3,690.40 generated from board members' time, use of the Planning Division conference room, and other incidentals for a total match of $48,430.40.

- The total funding package is $54,378.80 ($48,430.40 (Match) + $5,500 (CLG Grant))(See attached CLG Application).
- The total cash funding package for the grant program is $8,000 ($5,500+$2,500(local cash contribution)) that is used for consulting services provided by the Western Heritage Center to perform activities identified in the Yellowstone Historic Preservation Board Annual Work Plan.

RECOMMENDATION

Staff recommends the City Council authorize submitting an application to the State Historic Preservation Office for a $5,500 Certified Local Government grant for the FY20-FY21 funding cycle.

APPROVED BY CITY ADMINISTRATOR

Attachments

CLG Grant Application
YCHPB Work Plan

Certified Local Government Grant Application

April 1, 2020 to March 31, 2021

Application Deadline

February 14, 2020

Montana State Historic Preservation Office
PO Box 201202
Helena, MT 59620-1202
(406) 444-7715

2020-2021 GRANT APPLICATION

CERTIFIED LOCAL GOVERNMENT PROGRAM

Certified Local Government: City of Billings

Address: 2825 3rd Avenue North, 4th Floor, Billings, MT 59101

Contact Person: Lora Mattox, AICP, Historic Preservation Officer, Transportation Planner

Tax ID: 816001237

Period of Grant Request: April 1, 2020 to March 31, 2021

Scope of Work: The National Park Service asks we grant funds to CLGs for kinds and levels of work that reflect increasing sophistication, skills, and roles by the Preservation Officers, in other words, tasks that reflect improvement in community thinking. For this section, please itemize regular work duties (not including special projects) – products or projects starting or completing, meetings to be attended, etc., and more specifically, ways in how the federal grant funds will help the local program to grow and develop. Please tie your tasks to your community's Preservation Plan. If not, please explain.
(❒ Check if Scope of Work is continued on additional pages.)

The Cities of Billings and Laurel, Yellowstone County, and the Crow Tribal Council entered into an inter-local agreement in July 1993 establishing the Yellowstone Historic Preservation Board (YHPB). Along with the inter-local agreement, the four governmental entities adopted ordinances setting up a multi-government YHPB, appointed nine (9) qualified board members, and a Historic Preservation Officer. Since that time, the YHPB has been meeting monthly and has continued to develop and refine an encompassing Historic Preservation Program. In 2016, the City of Billings adopted Billings Beyond, a Growth Policy for the Billings Urbanized Area. An area of the policy identified "Place Makers" as a community goal and states, "The Billings area should continue to make places that we all enjoy by preserving and improving public space as well as the natural and historic landscapes to bring the community together where people are comfortable and share activities. These places are ones that you go back to, share with visitors and recall when someone asks you to describe your community". One of the objectives includes protection and preservation such as historic preservation controls, preservation of view sheds, preservation of natural areas and the preservation of historic places.

This year the CLG funding for half-time staff is $5,500. The local cash match for these funds is provided by the City of Billings, City of Laurel, and Yellowstone County in the amount of $2,500. This amount combined with the $5,500 from the CLG provides $8,000 for consulting services provided by the Western Heritage Center. In addition to the local funds, the Planning Division also provides in-kind match through the HPO salary, room usage, and supplies. Also, Historic Preservation Board member's time is also counted toward the in-kind match. As mentioned above, the CLG and local funds are used to contract services with the Western Heritage Center and assist in carrying out the following activities:

- Assist the Board and Historic Preservation officer in undertaking action to meet short and long-range goals established by the Board. See Attachment A.
- Provide professional services to assist the Board, Historic Preservation Officer, and the City in performing duties and responsibility identified in the City's Historic Preservation Ordinance MCA 27-500.

- Act as a historic preservation center by providing technical assistance, direction, and literature on the following:
    - Historic preservation tax credits
    - National Register
    - Federal historic preservation regulations, and
    - Secretary of Interior Standards related to historic preservation activities.
- Attend community meetings related to preservation activities, on behalf of the Board upon request.
- Plan and coordinate activities and publicity during National Preservation Week in May.
- Carry out the responsibilities for the CLG program as outlined in “The Certified Local Government Program in Montana”.
- Submit semi-annual reports on the historic preservation efforts of the community carried out by the City under the CLG grant.

BUDGET

4-1-2020 to 3-31-2021 Budget	Cash Amount	Cash Source	In-kind Amount	In-kind Source	Total
A. Salaries, Wages, Benefits	$42,240.00	HPO-$44/hr x 80 hrs/mo x 12 mos CI/CO			$42,240.00
B. Office Rental			$1,000.00 Conference room @ 2 hrs/mo x $50/hr x 10 mtgs/yr	CI/CO	$1,000.00
C. Equipment			*	CI/CO	
D. Supplies & Materials Itemize major categories			*	CI/CO	
E. Postage			*	CI/CO	
F. Telephone & Internet			*	CI/CO	
G. Photocopies			*	CI/CO	
H. Preservation Commission Number of hours X * rate X number of members X number of meetings			$2,690.40 6 members x 2 hrs/mo x $22.42 x 10 mtgs/year	YHPB	$2,690.40
I. Volunteers Hours X * rate X number of volunteers.					

J. Travel Mileage Number of miles X $**0.58**. **Include funds for HPO and/or Commissioners to attend CLG annual training**			*	CI/CO	
K. Travel Meals # of Meals X rate: Breakfast - $5.00 Lunch - $6.00 Dinner - $12.00			*	CI/CO	
L. Lodging $94.00 plus tax X number of nights			*	CI/CO	
M. Project (s) Expenses – fully itemized	$5,500.00 $2,500.00	F CI/CO			$8,000.00
N. Other Expenses – fully itemized.					
M. Total Expenses	$50,240.00		$3,690.40		$53,930.40

SOURCE KEY:

F-Federal
CI-City
CO-County
NP- Private/Non-Profit

* Federally approved minimum rate for volunteers is $22.42 per hour.

SOURCES OF REVENUE/FUNDING	AMOUNT
Itemized Cash Match Source	
City of Billings (Tax ID #: 816001237	$1,031.00
City of Billings	$42,240.00
City of Laurel	$ 469.00
Yellowstone County	$1,000.00
Itemized In-Kind Match Source	
Room rental for board meetings	$1,000.00
YHPB member time	$2,690.40
Federal HPF Grant Request from SHPO	
CLG Funds	$5,500.00
TOTAL REVENUE	**$53,930.40**

Certified Local Government
Historic Preservation Commission Chairperson or President

Signature _____ Date _____

Name (typed) Blain Fandrich

Address 3120 Smokey Lane

Telephone 406-656-6928

* *

Certified Local Government
Chief Elected Official

Signature _____ Date _____

Name (typed) William A. Cole

Title Mayor, City of Billings

Address Mayor, City of Billings

Telephone 406-657-8433

(The local government administrator may sign **in addition** to the Chief Elected Official.)

* *

Certified Local Government
Historic Preservation Officer

Signature _____ Date _____

Name (typed) Lora Mattox

Address 2825 3rd Avenue North, 4th Floor, Billings, MT 59101

Telephone 406-247-8622

* *

Please attach the meeting minutes (or an alternate way in writing) at which your application was discussed and approved by the Preservation Board/Commission.

Please attach a list of the historic preservation board members' names citizen membership, terms (year ending), their professional discipline or status as a citizen member on the board, and contact information.

Yellowstone Historic Preservation Board Work Plan
2020-2021

Goals & Objectives:

I. Promote the preservation of historic buildings, sites or neighborhoods.

II. Increase community awareness on the benefits of historic preservation activities.

III. Promote increased awareness of preservation activities and the work of the YHPB through the four governing bodies represented on the Board.

IV. Comply with the duties and responsibilities of historic preservation organizations under the State Certified Local Government Program and the requirements of the Inter-local Agreement.

2020-2021 Projects

1. Complete a National Registration for McKinley Elementary School.

Time Frame: August 1, 2020
Who: YHPB Board, HPO/WHC, State Historic Preservation Office (SHPO)
Status: SHPO has allocated an additional $5,000 to the CLG to contract with WHC to complete the nomination. The draft nomination is due July 15, 2020 with the nomination completed and submitted to the State by August 1, 2020.

2. YHPB will continue to explore opportunities to list individual properties/districts to the National Register. The Billings Mausoleum is currently being developed with an anticipated submittal date of March 2020. YHPB continues to work with the City of Laurel on Riverside Park. It is anticipated that the city will make a decision on listing the park in the spring of 2020.

Time Frame: 2020-2021
Who: YHPB, WHC, HPO,
Status: Initial research on Riverside Park is complete; the YHPB is waiting for Laurel to make a decision on whether to move forward with a nomination. The Billings Mausoleum will be submitted for state review this spring.

3. YHPB will continue collaborating with AT&T, SHPO, and the City Parks Department in the preparation of a Memorandum of Understanding and the development of a National Register Nomination for Pioneer Park. This project was developed as part of a mitigating impact to the placement of a cell tower on the Montana Power Building in the downtown.

Time Frame: 2020-2022
Who: YHPB, WHC, HPO, PRPL, Montana SHPO
Status: New MOU finalized, work will continue until nomination is complete.

4. **YHPB will look at offering a program or education opportunity during Preservation Month in May. A suggested subject is the History of Riverside Park, Laurel Montana.**

Time Frame: 2020 - Preservation month (May) is a possible time. Held in Laurel
Who: YHPB, WHC, HPO
Status: Discussion stage

Annual Board Activities

1. **Continue the review of building permits submitted for properties located within the designated historic district.**

Time Frame: Ongoing
Who: Committee and HPO

2. **Continue the review of Community Development Block Grant rehabilitation projects as needed.**

Time Frame: Ongoing
Who: YHPB/WHC

3. **Continue to review and update the information relating to the Downtown Billings Electronic Walking Tour. Discuss with the City of Laurel to include its new downtown historic district in the application.**

Time Frame: Yearly
Who: Committee/WHC

4. **To continually update the local governing bodies of the activities undertaken by the YHPB, annual PowerPoint Presentations will be made to the City of Billings, the City of Laurel and Yellowstone County.**

Time Frame: Yearly
Who: Chair/WHC/HPO
Status: The scheduling of these meetings will take place yearly during spring.

5. **To provide up to date information to the general public, continually update the web site and social media sites on activities and programs.**

Time Frame: Ongoing
Who: WHC

6. **Provide resources to property owners who are interested in listing a property to the National Register. Including State Historic Preservation Office contacts, literature and technical assistance.**

Time Frame: Ongoing
Who: YHPB Board/HPO/WHC

7. **Expand YHPB meetings to alternate locations. To take advantage of some of our many historic venues, the board wishes to expand meetings to alternate locations.**

Time Frame: Ongoing
Who: HPO/WHC

8. **Due to a loss of potential historic buildings within the City of Billings, an effort is being made to notify WHC and a member of the board about upcoming demolitions. The Building Division notifies HPO on the release of demolition permits, HPO notifies members of the demolition and a determination is made to either document/photograph building.**

Time Frame: Ongoing
Who: HPO/WHC/Board

9. **Continue exploration of grant opportunities to provide additional funds to the YHPB for historic preservation projects.**

Time Frame: Ongoing
Who: HPO/WHC

10. **Consultant, Historic Preservation Officer and YHPB will attend training meetings as needed. Historic Preservation Officer will attend the required annual Montana State Historic Preservation Conference.**

Time Frame: Ongoing
Who: WHC/HPO

11. **To provide a forum for Historic Preservationist to share their successes and discuss projects and to present historic preservation awards, continue to host the Historic Preservation Roundtable yearly.**

Time Frame: Yearly
Who: WHC/HPO/Board
Status: Preservation Month - March

12. **Celebrate National Historic Preservation Month. Board will decide on a program, speakers and other events to commemorate this event.**

Time Frame: Yearly
Who: Committee/WHC
Status: This event will occur yearly during May.

Consent **1. D.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Declare as Surplus for Disposal the Old Airport Self-Contained Breathing Apparatus Equipment

PRESENTED BY: Shane Ketterling, Assistant Director of Aviation and Transit

Department: Airport

Presentation: No

PROBLEM/ISSUE STATEMENT

The Airport recently purchased and replaced twelve sets of Self-Contained Breathing Apparatus (SCBA's) Ensembles for the Aircraft Rescue Fire Fighting (ARFF) Division. This SCBA equipment is worn on the back of a firefighter and provides him/her with a supply of fresh air anytime a firefighter is working in a hazardous environment. Safety for our Airport firefighters is a top priority when responding to an aircraft accident and this equipment was needed in order for the ARFF employees to successfully and safely perform their job. The fire fighting equipment was 15–20 years old, had outlived its useful life, no longer complied with National Fire Protection Association (NFPA) safety standards, and needed to be replaced. This SCBA Replacement Project was advertised, proposals were received, and Big Sky Fire Equipment, Inc. was chosen as the successful bidder and awarded the contract at the August 12, 2019 Regular City Council Meeting for a price of $123,367.07. Unfortunately, Big Sky Fire would not accept the old SCBA equipment on trade-in; therefore, staff researched companies who could utilize/dispose of this surplus equipment. Although two companies were discovered that re-purpose old SCBA equipment, only one was willing to accept the entire ensemble that consists of the backpack and cylinder. Subsequently, the Airport would like to sell the old SCBA equipment to Dalmatian Fire Equipment, Inc. who has agreed to purchase it for approximately $2,350, and will most likely remanufacture it or cannibalize the parts to repair other equipment. Additionally, Dalmatian Fire will release the City and Airport from any potential future liability. If the City chooses not to sell this equipment to Dalmatian Fire, the equipment will need to be cut up and discarded into the landfill as there are no other options available to safely dispose of this type of specialized equipment.

ALTERNATIVES ANALYZED

City Council may:

- Approve designating the SCBA equipment as surplus and authorize the sale and disposal of this old SCBA equipment to Dalmatian Fire Equipment, Inc. for approximately $2,350; or
- Decline the sale and subsequently scrap and dispose of the SCBA equipment into the landfill.

FINANCIAL IMPACT

The 15-20 year old SCBA equipment was originally purchased with a combination of Federal and local funds. The Federal Aviation Administration (FAA) has determined that the useful life of this fire fighting equipment has expired, it no longer meets NFPA safety standards, and cannot be used by another fire department in its current condition; therefore, it has little value. The Airport will collect approximately $2,350 in revenue from the sale of this old equipment to Dalmatian Fire Equipment, Inc.

RECOMMENDATION

Staff recommends that the City Council declare the Airport's old SCBA equipment as surplus and approve the disposal, via a sale, to Dalmatian Fire Equipment, Inc. for the amount of approximately $2,350.

APPROVED BY CITY ADMINISTRATOR

Consent **1. E.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Western Sky Subdivision Amended and Western Subdivision Amended

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

Western Sky Subdivision and Western Subdivision are located south of King Avenue West and west of South 44th Street West. They are being developed as multi family developments. The original plats of Western Sky Subdivision and Western Subdivision included no access strips. These no access strips prevented access to South 44th Street West from areas of the developments. No access strips are utilized to control access on collector and arterial streets. Because they are on the plats, council action amending the plats is required to allow access.

The developer has submitted a traffic accessibility study for the development and is requesting accesses to South 44th Street West. City staff reviewed the traffic accessibility study and agree that none of the proposed accesses will have a negative affect on South 44th Street. Attached are the subdivision plats of Western Sky Subdivision Amended and Western Subdivision Amended. These subdivision plats include Lot 3-A-1 and Lot 5A of Western Subdivision Amended and Lot 2A-1-1 of Western Sky Subdivision Amended. Approval of these plats will allow the accesses to South 44th Street in locations shown.

ALTERNATIVES ANALYZED

City Council may:

- Approve the subdivision plats for Western Sky Subdivision Amended and Western Subdivision Amended, or;
- Disapprove the subdivision plats. If not approved, the developer will need to re-design their sites without vehicle access to South 44th Street. This will force the developments to rely solely on access between developments in order to access South 44th Street.

FINANCIAL IMPACT

There is no financial impact to the City with acceptance of these plats.

RECOMMENDATION

Staff recommends that the City Council approve the subdivision plats for Western Sky Subdivision Amended and Western Subdivision Amended.

APPROVED BY CITY ADMINISTRATOR

Attachments

Western Subdivision Amended
Western Sky Subdivision Amended

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AMENDED PLAT OF

WESTERN SUBDIVISION AMENDED

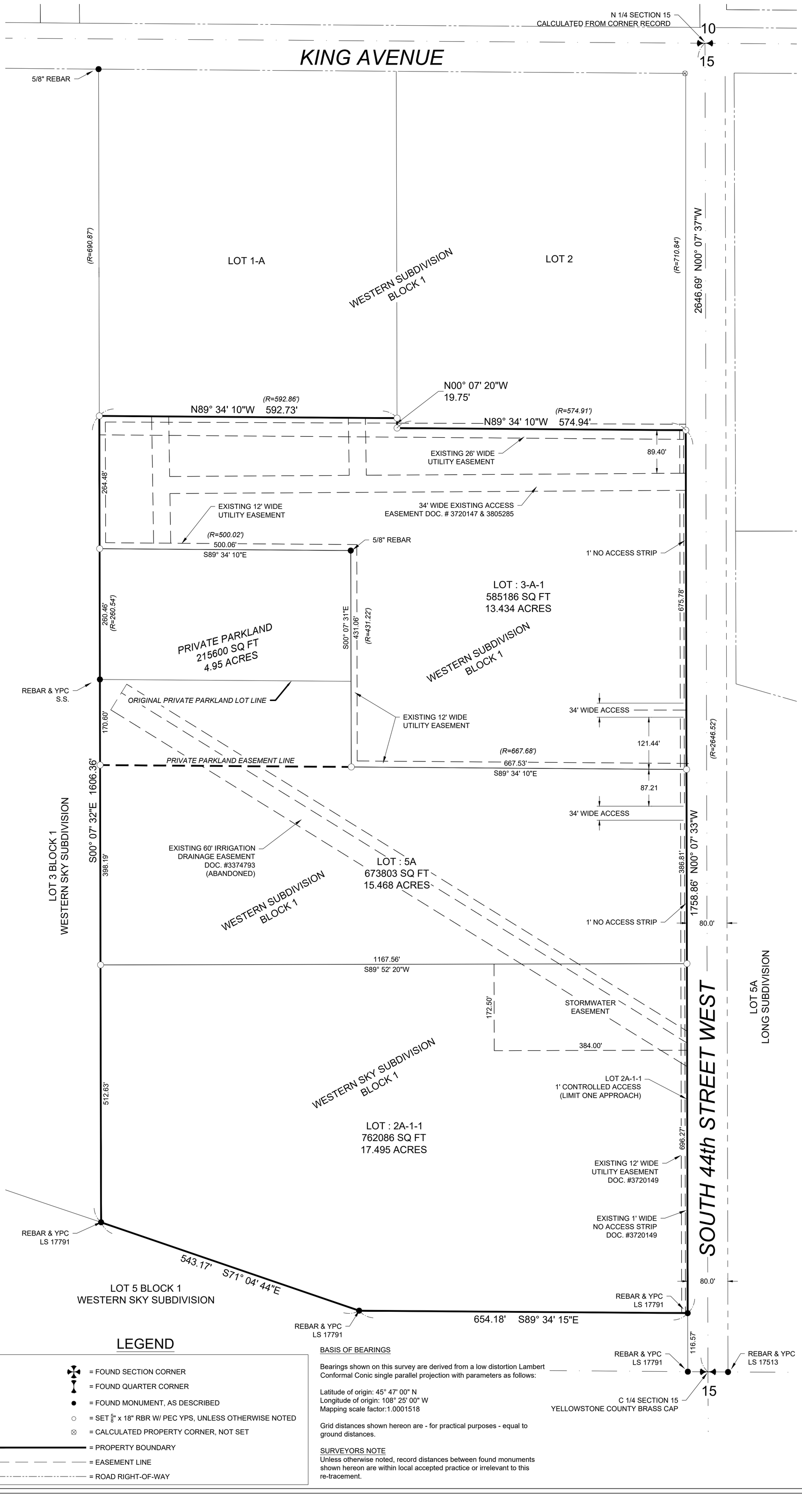
BEING LOT 2A-1, BLOCK 1 OF AMENDED WESTERN SKY SUBDIVISION, LOT 3-A AMENDED WESTERN SUBDIVISION, AND LOT 5 (PRIVATE PARKLAND) OF WESTERN SUBDIVISION LOCATED IN THE NW 1/4 OF SECTION 15, T1.S., R.25E., P.M.M., CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

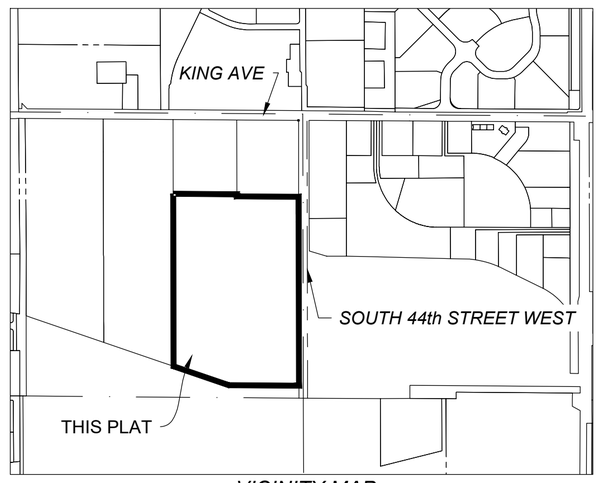
PREPARED FOR : CK LAND LLC

PREPARED BY : PERFORMANCE ENGINEERING, LLC

JANUARY 2020

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IN FEET





VICINITY MAP
SCALE 1"=1000'

LEGEND

- = FOUND SECTION CORNER
- = FOUND QUARTER CORNER
- = FOUND MONUMENT, AS DESCRIBED
- = SET 5/8" x 18" RBR W/ PEC YPS, UNLESS OTHERWISE NOTED
- = CALCULATED PROPERTY CORNER, NOT SET
- = PROPERTY BOUNDARY
- = EASEMENT LINE
- = ROAD RIGHT-OF-WAY

BASIS OF BEARINGS

Bearings shown on this survey are derived from a low distortion Lambert Conformal Conic single parallel projection with parameters as follows:

Latitude of origin: 45° 47' 00" N
Longitude of origin: 108° 25' 00" W
Mapping scale factor:1.0001518

Grid distances shown hereon are - for practical purposes - equal to ground distances.

SURVEYORS NOTE

Unless otherwise noted, record distances between found monuments shown hereon are within local accepted practice or irrelevant to this re-tracement.

PURPOSE OF SURVEY - RELOCATION OF BOUNDARY LINES

The undersigned hereby certifies that the purpose of this survey is to relocate the common boundary line between adjoining properties located inside a platted subdivision and therefore is exempt from subdivision review pursuant to Section 76-3-207(1)(d), M.C.A.

Pursuant to ARM 24.183.1104(1)(f)(iii)(C), the area that is being removed from one tract of record and joined with another tract of record is not itself a tract of record. Said area shall not be available as a reference legal description in any subsequent real property transfer after the initial transfer associated with the amended plat on which said area is described, unless said area is included with or excluded from adjoining tracts of record.

The annexed plat conforms with Section 76-4-125(d) MCA as the said plat is inside a master planning area and adequate storm water drainage and municipal facilities will be provided to the subdivision.

_____
Cal Kunkel, CK Land LLC, Managing Member

_____
Cal Kunkel, Hoop Dreams, LLC, Managing Member

STATE OF MONTANA)
:ss
County of _____)

On this ____ day of _____, 20___, before me, a Notary Public in and for the State of Montana, personally appeared *Cal Kunkel*, known to me to be a managing member of CK Land, LLC and Hoop Dreams, LLC, known to me to be the persons who signed the forgoing instrument and who acknowledged to me that they executed the same. Witness my hand and seal the day and year herein above written.

_____
Notary Public in and for the State of Montana
Printed Name _____
Residing at _____
My commission expires _____

CERTIFICATE OF SURVEYOR

I, the undersigned Mark W. Kadrmas, Registered Land Surveyor, do hereby certify that this survey was done under my direct supervision of a tract of land located in the NW 1/4 of Section 15, T.1 S, R.25 E., P.M.M., Billings, Yellowstone County, Montana, said tract being Lot 2A-1, Block 1 of the Amended Plat of Western Sky Subdivision (Document #3720149), Lot 3-A, Block 1 of the Amended Plat of Western Subdivision (Document #3720146), and Lot 5 (Private Parkland), Block 1 of Western Subdivision (Document #3659541).

Said tract containing a gross and net area of 46.40 acres, more or less.
Said tract includes 4.95 acres, more or less, of Private Parkland.

Said tract subject to all easements and right-of-ways of record or apparent on the ground.

This survey was conducted in accordance with the provisions of the Montana Subdivision and Platting Act, Sections 76-3-101 through 76-3-625 MCA.

Dated this_____day of_____, 20_____.

MONTANA
MARK W. KADRMAS
No. 51414 LS
LICENSED LAND SURVEYOR

_____
Mark W. Kadrmas, PLS 51414LS

ERRORS AND OMISSIONS REVIEW

I hereby certify that I have examined the annexed and forgoing plat for errors and omissions in computations and drafting.

Dated this_____day of _____, 20_____.

_____
Examining Land Surveyor

CERTIFICATE OF CITY ATTORNEY

This document has been reviewed by the City Attorney and it is acceptable as to form:

Dated this_____day of _____, 20_____.

Reviewed by _____

CERTIFICATE OF COUNTY TREASURER

I hereby certify, pursuant to Section 76-3-207(3) MCA, that the accompanying plat has been duly examined and that all real property taxes and special assessments assessed and levied on the land have been paid.

Dated this_____day of _____, 20_____.

_____
Yellowstone County Treasurer

CERTIFICATE OF CITY COUNCIL APPROVAL

STATE OF MONTANA)
:ss
County of Yellowstone)

We hereby certify that we have examined the annexed and foregoing AMENDED PLAT OF WESTERN SUBDIVISION AMENDED, and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of the Yellowstone County Board of Planning. It is therefore approved, and the dedication to public use of any land and all lands shown on this plat as being dedicated to such use as accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this _____ day of _____, 2020.

CITY OF BILLINGS, MONTANA

By:_____
Mayor

Attest:_____
City Clerk

SHEET 1 OF 1

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AMENDED PLAT OF

WESTERN SKY SUBDIVISION AMENDED

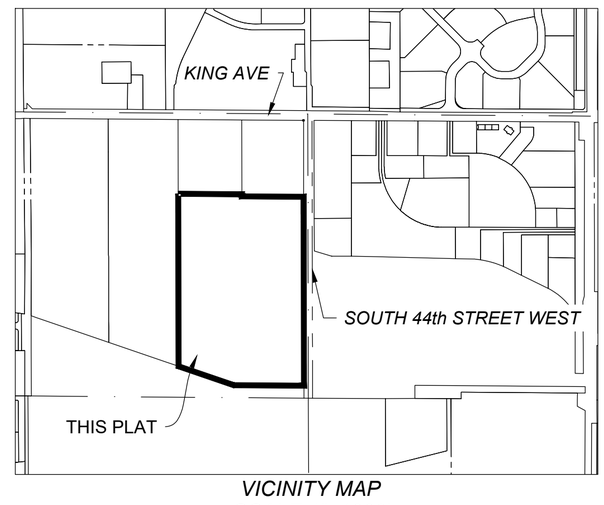
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PREPARED FOR: CK LAND LLC

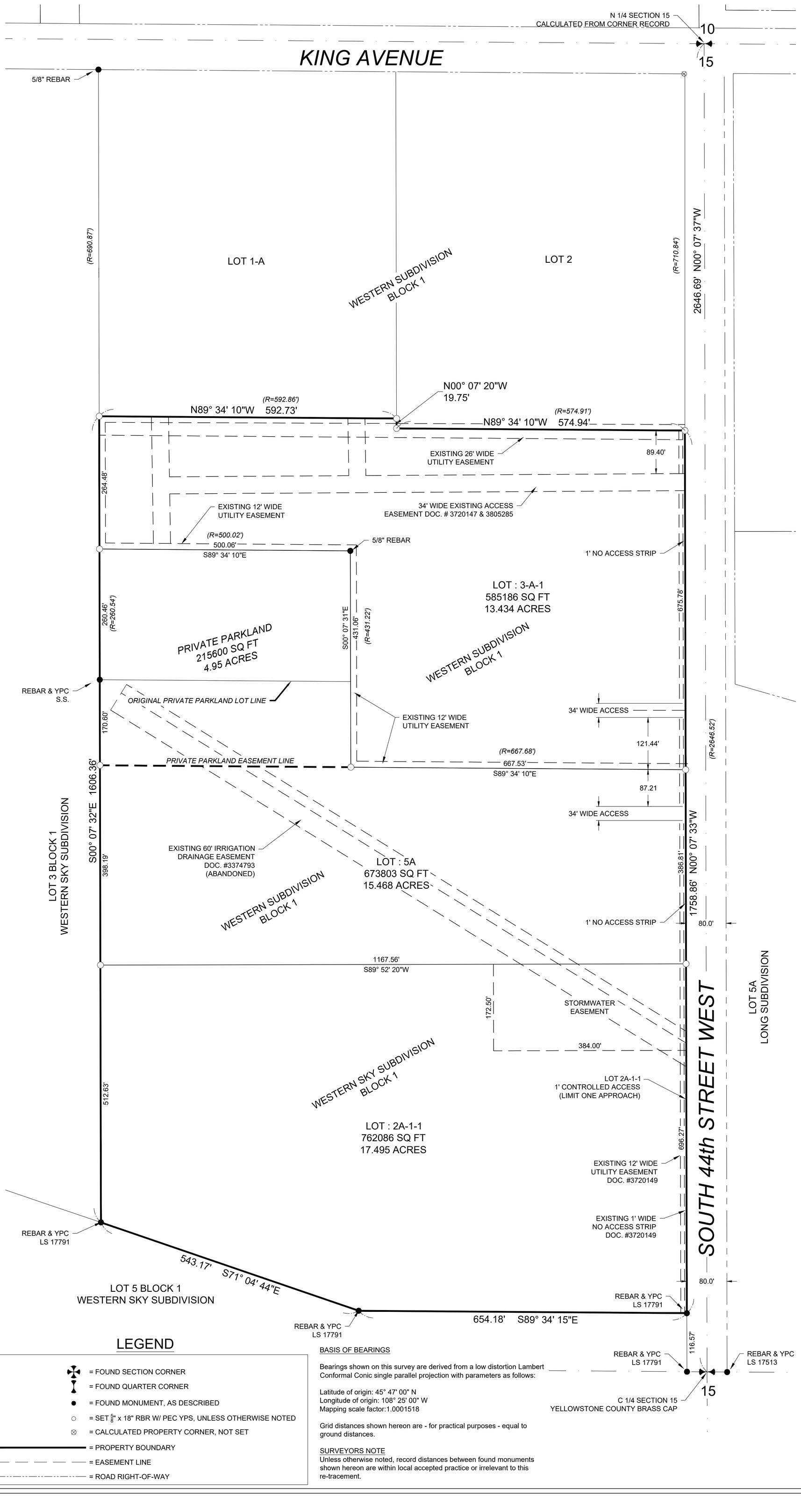
PREPARED BY : PERFORMANCE ENGINEERING, LLC

JANUARY 2020

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VICINITY MAP
SCALE 1"=1000'



LEGEND

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The annexed plat conforms with Section 76-4-125(d) MCA as the said plat is inside a master planning area and adequate storm water drainage and municipal facilities will be provided to the subdivision.

_____
Cal Kunkel, CK Land LLC, Managing Member

_____
Cal Kunkel, Hoop Dreams, LLC, Managing Member

STATE OF MONTANA)
:ss
County of _____)

On this ____ day of _____, 20___, before me, a Notary Public in and for the State of Montana, personally appeared *Cal Kunkel*, known to me to be a managing member of CK Land, LLC and Hoop Dreams, LLC, known to me to be the persons who signed the forgoing instrument and who acknowledged to me that they executed the same. Witness my hand and seal the day and year herein above written.

_____
Notary Public in and for the State of Montana
Printed Name _____
Residing at _____
My commission expires _____

CERTIFICATE OF SURVEYOR

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Said tract includes 4.95 acres, more or less, of Private Parkland.

Said tract subject to all easements and right-of-ways of record or apparent on the ground.

This survey was conducted in accordance with the provisions of the Montana Subdivision and Platting Act, Sections 76-3-101 through 76-3-625 MCA.

Dated this_____day of_____, 20_____.

MONTANA
MARK W. KADRMAS
No. 51414 LS
LICENSED LAND SURVEYOR

_____
Mark W. Kadrmas, PLS 51414LS

ERRORS AND OMISSIONS REVIEW

I hereby certify that I have examined the annexed and forgoing plat for errors and omissions in computations and drafting.

Dated this_____day of _____, 20_____.

_____
Examining Land Surveyor

CERTIFICATE OF CITY ATTORNEY

This document has been reviewed by the City Attorney and it is acceptable as to form:

Dated this_____day of _____, 20_____.

Reviewed by _____

CERTIFICATE OF COUNTY TREASURER

I hereby certify, pursuant to Section 76-3-207(3) MCA, that the accompanying plat has been duly examined and that all real property taxes and special assessments assessed and levied on the land have been paid.

Dated this_____day of _____, 20_____.

_____
Yellowstone County Treasurer

CERTIFICATE OF CITY COUNCIL APPROVAL

STATE OF MONTANA)
:ss
County of Yellowstone)

We hereby certify that we have examined the annexed and foregoing AMENDED PLAT OF WESTERN SKY SUBDIVISION AMENDED, and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of the Yellowstone County Board of Planning. It is therefore approved, and the dedication to public use of any land and all lands shown on this plat as being dedicated to such use as accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this _____ day of _____, 2020.

CITY OF BILLINGS, MONTANA

By:_____
Mayor

Attest:_____
City Clerk

SHEET 1 OF 1

C:\Users\CraigDalton\Dropbox (PEC Billings)\PEC Billings Team Folder\Kunkel\2019-008 WS Twin Home Ph1\CAD\DWG Site\Plats\19-008 WS Plat.dwg

Consent **1. F.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Essmann Subdivision - Final Expedited Minor Plat

PRESENTED BY: Monica Plecker

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

On December 16, 2019, Blueline Engineering, agent for owner Jeff Essmann, applied for Final Expedited Minor Plat approval for Essmann Subdivision. The proposed subdivision creates 2 lots from a single lot for commercial development. The subject property is generally located on the northwest corner of the intersection of Blue Creek Road and Santiago Boulevard. The property is zoned Community Commercial (CC). There is an existing business on the property that will be on Lot 2. Staff has reviewed the application and determined that the proposed plat has met all the requirements of expedited subdivision in Section 23-305, BMCC. An expedited subdivision creates one or two lots from a tract of record, the parcel has never gone through the subdivision process before. With an expedited review there is no preliminary approval or conditions of approval, instead a check print to ensure all documents are correct and then a final mylar submittal are completed. Staff, which includes, City Engineering, City Public Works, City Environmental, City Fire Department and Planning Division, is forwarding a recommendation of final approval to the City Council. Upon City Council approval, these documents are appropriate as to form for filing with the Clerk and Recorder.

ALTERNATIVES ANALYZED

The City Council may approve or disapprove the final expedited plat of Essmann Subdivision. If the City Council chooses to deny the final plat, it must base the denial on the criteria outlined in Section 76-3-611, MCA, and Section 23-307, BMCC.

FINANCIAL IMPACT

The final plat of this subdivision will have no financial impact on the Planning Division.

RECOMMENDATION

Staff recommends the City Council approve the final expedited minor plat and SIA of Essmann Subdivision.

APPROVED BY CITY ADMINISTRATOR

Attachments

SIA and Waiver
Final Plat

SUBDIVISION IMPROVEMENTS AGREEMENT
& WAIVER OF RIGHT TO PROTEST FURTURE SPECIAL IMPROVEMENT DISTRICTS

Essmann Subdivision

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(City of Billings)

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SUBDIVISION IMPROVEMENTS AGREEMENT
& WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL IMPROVEMENT DISTRICTS

Essmann Subdivision

This agreement is made and entered into this 21st day of JANUARY, 2020, by and between *No Cash Water, LLC*, whose address for the purpose of this agreement is **PO Box 80945, Billings, MT 59108** , hereinafter referred to as "Subdivider," and the **CITY OF BILLINGS**, Billings, Montana, hereinafter referred to as "City."

WITNESSETH:

WHEREAS, the plat of *Essmann Subdivision*, located in the City of Billings, Yellowstone County, Montana was submitted to the Yellowstone County Board of Planning as an expedited plat which was deemed to not require preliminary review; and

WHEREAS, a Subdivision Improvements Agreement is required by the City prior to the approval of the final plat.

WHEREAS, the provisions of this agreement shall be effective and applicable to *Essmann Subdivision* upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the City of Billings Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Billings, and the laws and administrative rules of the State of Montana.

THEREFORE, THE PARTIES TO THIS AGREEMENT, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

I. VARIANCES

No Variances have been requested.

II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS

A. Lot owners will not be required to construct that segment of the required sidewalk that fronts their property at the time of lot development. Sidewalks are guaranteed through the Waiver that is attached.

B. Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide

damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.

C. Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction. The geotechnical report that was completed for the site calls for conventional spread and continuous footings and over-excavation and replacement with structural fill.

D. No water rights have been transferred to the lot owners.

E. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.

F. The subdivider and subsequent contractors/builders acknowledge that there must be a Stormwater Pollution and Prevention Plan (SWPPP) filed with the city and the Montana Department of Environmental Quality (MDEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by MDEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Section 28-201, BMCC and the Billings Stormwater Management Manual.

G. Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best Management Practices are defined within Section 28-201, BMCC and detailed in the Billings Stormwater Management Manual.

H. Lot owners should be aware that portion(s) of this property lie within the floodplain/floodway, as depicted on the FEMA maps for this area. Please be advised that special development restrictions may apply within these specified areas.

III. TRANSPORTATION

A. Streets

Future street improvements to Santiago Boulevard include Curb and Gutter, Sidewalks, Street Widening, etc. No street improvements are required at this time, however, a Waiver is attached to provide for future streets.

B. Sidewalks

Future Sidewalks shall be 5' wide with a 5' wide boulevard. No sidewalk improvements are required at this time, however, a Waiver is attached to provide for future sidewalks.

C. Street Lighting

No street lighting improvements are required at this time, however, a Waiver is attached to provide for future street lighting.

D. Traffic Control Devices

No traffic control devices are required at this time, however, a Waiver is attached to provide for future traffic control devices.

E. Access

The subdivision has access to MT Highway No. 416 (Blue Creek Road) and to Santiago Boulevard.

F. Billings Area Bikeway and Trail Master Plan

The subdivision is adjacent to an arterial bike route, no improvements are required at this time.

G. Public Transit

No bus stops exist or are planned in this subdivision. Bus stops exist north of the subdivision.

IV. EMERGENCY SERVICE

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and water supply (fire hydrants) in place to allow for fire suppression requirements. Prior to the issuance of a building permit for construction using combustible materials (i.e. lumber, plywood, wood trusses, etc.), fire apparatus access roads and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.

An operational fire hydrant is located at the intersection of MT Highway No. 416 and Santiago Boulevard.

V. STORM DRAINAGE

All drainage improvements shall comply with the provisions set forth in Chapter 28, BMCC, and the Stormwater Management Manual in place at the time of development. A complete stormwater management plan shall be submitted to the Engineering Division for review and approval at the time of development.

There are existing storm drain facilities onsite for the existing building. A storm drain inlet and new curb and gutter shall be placed along the eastern boundary of Lot 1.

VI. UTILITIES

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property owner shall make application for extension/connection of water mains and sanitary sewers to the Public Works Department – Engineering Division. The extension/connection of/to water mains and sanitary sewers is subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications.

The Developer/Owner acknowledges that the subdivision shall be subject to the applicable System Development Fees in effect at the time new water and/or sanitary sewer service connections are made.

The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc) shall be in accordance with design standards, specifications, rules, regulations of and as approved by the City of Billings Public Works Department, Fire Department and the Montana Department of Environmental Quality.

A. Water

Lot 1 has a 1" water service stubbed near the North property line of Santiago Boulevard. Lot 2 has two existing 2" water services constructed to the existing building.

B. Sanitary Sewer

Sewer service has been stubbed to Lot 1. Lot 2 has no sewer service. If a sewer service is ever needed for Lot 2, installation of that service will be the responsibility of the lot owner.

C. Power, Telephone, Gas, and Cable Television

All private utilities have been installed to services the subdivision. Existing utility easements have been shown on the plat.

VII. PARKS/OPEN SPACE

There is no parkland requirement for proposed Essmann Subdivision, as this is a minor subdivision [MCA 76-3-621(3)(a)].

VIII. IRRIGATION

There are no irrigation facilities adjacent to the subdivision.

IX. SOILS/GEOTECHNICAL STUDY

A geotechnical study was completed for the subdivision. The geotechnical report that was completed for the site calls for conventional spread and continuous footings and over-excavation and replacement with structural fill.

X. FINANCIAL GUARANTEES

Except as otherwise provided, Subdivider shall install and construct said required improvements with cash or by utilizing the mechanics of a private contract secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said private contract, and the improvements shall be installed as approved by the City Engineer and Utility Department Manager.

XI. LEGAL PROVISIONS APPLYING TO SUBDIVIDER

A. Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by the City of Billings.

B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.

C. The covenants, agreements, and all statements in this Agreement apply to and shall be binding on the heirs, personal representatives, successors and assigns of the respective parties.

D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.

E. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.

F. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

No Cash Water, LLC

Scott Heard

By: Scott Heard

Authorized Representative

Its:

STATE OF MONTANA)
: ss
County of Yellowstone)

On this 21st day of January, 2020, before me, a Notary Public in and for the State of Montana, personally appeared Scott Heard, as Authorized Representative of No Cash Water, LLC, known to me to be the one who executed the foregoing instrument and acknowledged to me that he/she executed the same.

PAMELA J. MULKEY
NOTARY PUBLIC for the
State of Montana
Residing at Billings, Montana
My Commission Expires
May 24, 2023

Pamela J Mulkey

Notary Public in and for the State of Montana
Printed Name: Pamela J. Mulkey
Residing at: Billings MT
My commission expires: 5/24/23

This agreement is hereby approved and accepted by the City of Billings, this ____ day of _____, 2020.

"CITY"
CITY OF BILLINGS
MONTANA

By: _____
Mayor

Attest: _____
City Clerk

STATE OF MONTANA)
: ss
County of Yellowstone)

On this ____ day of _____, 2020, before me, a Notary Public in and for the State of Montana, personally appeared _____ and _____, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

_____
Notary Public in and for the State of Montana
Printed Name: _____
Residing at: _____
My commission expires: _____

Waiver of Right to Protest

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more special improvement district(s) for a period of no more than twenty years from the recording of this waiver, for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals, and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements incident to the above which the City of Billings may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties, and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

Essmann Subdivision

Signed and dated this 21st day of January, 2020.

No Cash Water, LLC

Scott Heard

By: Scott Heard

Authorized Representative

Its:

STATE OF MONTANA)
: ss
County of Yellowstone)

On this 21st day of January, 2020, before me, a Notary Public in and for the State of Montana, personally appeared Scott Heard, as Authorized Representative of No Cash Water, LLC, known to me to be the person who executed the forgoing instrument and acknowledged to me that he/she executed the same.

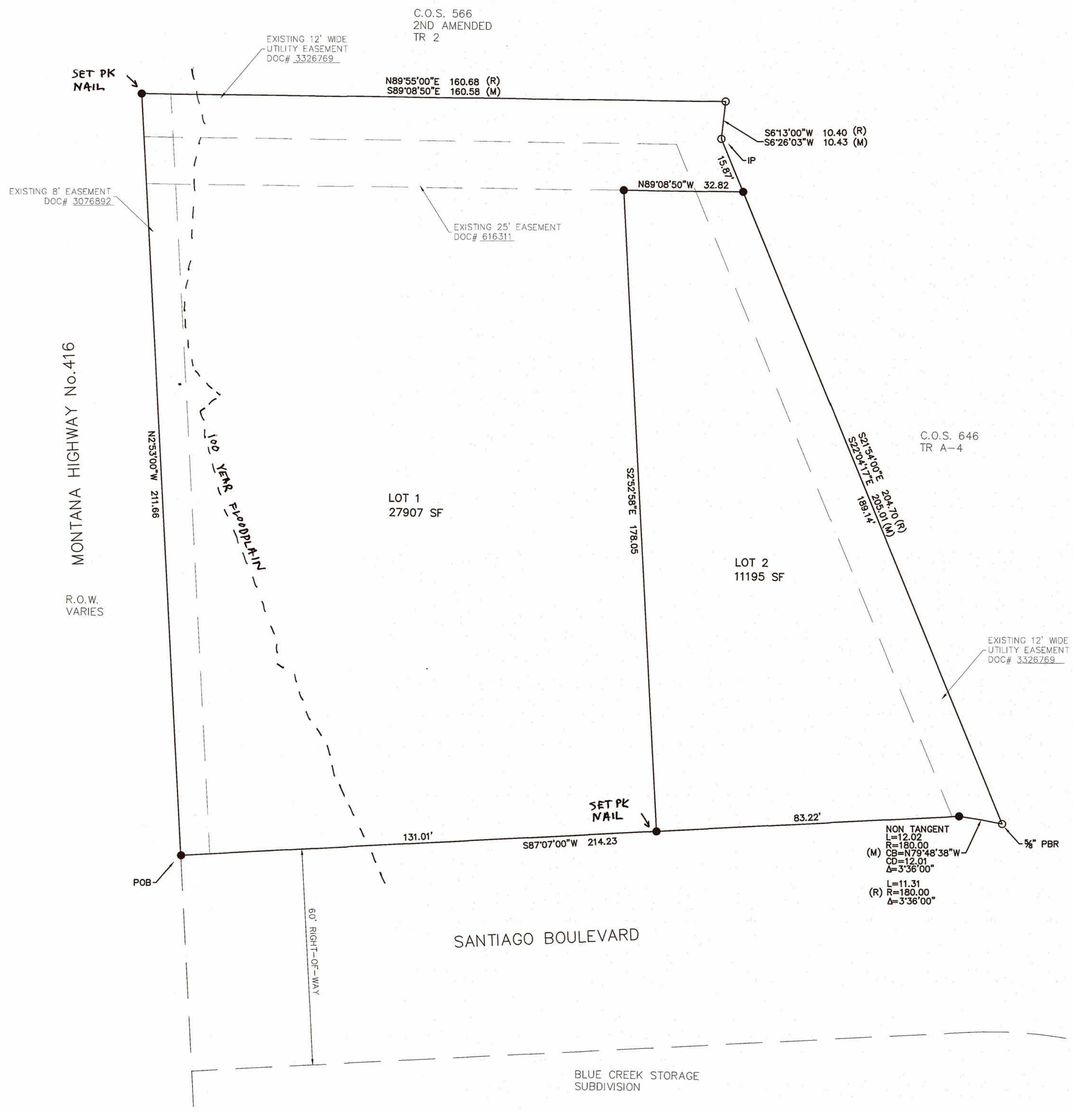
IN WITNESS WHEROF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.

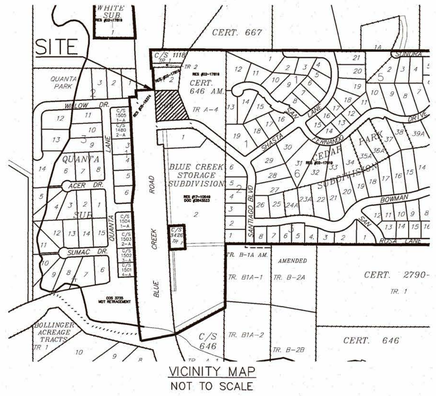
Pamela J. Mulkey

Notary Public in and for the State of Montana
Printed Name: Pamela J. Mulkey
Residing at: Billings, MT
My commission expires: 5/24/23

PAMELA J. MULKEY NOTARIAL SEAL STATE OF MONTANA

PAMELA J. MULKEY
NOTARY PUBLIC for the
State of Montana
Residing at Billings, Montana
My Commission Expires
May 24, 2023





VICINITY MAP
NOT TO SCALE

● = Set 5/8 Rebar with YPC 11291LS or As noted
○ = Found Yellow Capped Rebar or As noted

20 0 20
Scale 1" = 20'

SUBDIVISION DETAILS:

Gross Area	= 0.8977 ACRES
Net Area	= 0.8977 ACRES
Road Area	= 0.000 ACRES
Zoning	= COMMUNITY COMMERCIAL

POB = POINT OF BEGINNING
BASIS OF BEARING: West line of Amended Tract 1 of the Second Amendment To Certificate Of Survey No. 566

CERTIFICATE OF CITY COUNCIL APPROVAL

STATE OF MONTANA)
:ss
County of Yellowstone)

We hereby certify that we have examined the annexed and foregoing Essmann Subdivision, to the City of Billings and find that said amended plat conforms with the requirements of the laws of the State of Montana and the requirements from the Yellowstone County Planning Board. It is therefore approved and the dedication of the public use of any land shown as dedicated to such use is accepted.

By: _____
Mayor

Attest: _____
City Clerk

CERTIFICATE OF SURVEYOR

STATE OF MONTANA)
:ss
County of Yellowstone)

James F. Slehofer, a Registered Land Surveyor in the State of Montana, do hereby certify that I have performed the survey shown on this Plat/Certificate of Survey and that such survey was made in Febuary 2020; that said survey is true and complete as shown and the monuments found and set are of the character and occupy the positions shown theron.

Dated this 29TH day of JANUARY, 2020

James F. Slehofer

James F. Slehofer R.L.S.
Registration Number 11291 LS
1116 Dorothy Lane
Billings, MT 59105

MONTANA * JAMES F. SLEHOFER * No. 11291 LS * LICENSED LAND SURVEYOR

NOTICE OF PLANNING BOARD APPROVAL

STATE OF MONTANA)
:ss
County of Yellowstone)

This amended plat has been approved by the Yellowstone County Board of Planning and conforms to the requirements of that board.
Dated this 23rd day of JANUARY, 2020

Woody Woods
President

Executive Secretary

BILLINGS - YELLOWSTONE COUNTY MONTANA SEAL CITY COUNTY PLANNING BOARD

ESSMANN SUBDIVISION
being AMENDED TRACT 1C, OF THE SECOND AMENDMENT TO CERTIFICATE OF SURVEY No. 566

Situated in the E½, SE 1/4 of Section 20, T1S, R26E, PMM.
City of Billings, Yellowstone County, Montana

Prepared for: No Cash Water, LLC
By: D&J Surveying Febuary 2020
Blueline Engineering LLC

LEGAL DESCRIPTION,
PROPERTY OWNERS CERTIFICATIONS AND DEDICATION

We, the undersigned property owners, hereby certify that we have caused to be surveyed a tract of land, being Amended Tract 1C, of the Second Amendment To Certificate of Survey 566 located in the SE 1/4 of Section 20, T1S, R26E, PMM, City of Billings, Yellowstone County, Montana, more particularly described as follows: Beginning at the southwest corner of Tract 1C, of the Second Amendment To Certificate of Survey 566, thence N2°53'00"W 211.66 feet, thence S89°08'50"E 160.58 feet, thence S6°26'03"W 10.43 feet, thence S22°04'17"E 205.01 feet, thence a non tangent curve to the left for a distance of 12.02 feet and a radius of 180.00 feet with a chord bearing of N79°48'38"W and a chord distance of 12.01 feet containing a delta of Δ3°49'30" to a point, thence S87°07'00"W 214.23 feet to the point of beginning and containing 0.898 acres along with and subject to all existing easements and/or right-of-way of record, apparent on the ground or reserved on this survey.

The above described tract of land is to be known as "Essmann Subdivision". The undersigned hereby grants into each and every person, firm, corporation, whether public or private, providing or offering to provide telephone, telegraph, electric power, gas, television, water or sewer service to the public, the right to joint use of any easement for the construction, maintenance, repair and removal of their lines and other facilities, in, over, under and across designated on this plat as "Utility Easement" to have and to hold forever.

DEPARTMENT OF ENVIRONMENTAL QUALITY EXCLUSION

Lots 1 and 2 are excluded from Department of Environmental Quality review pursuant to ARM 17.36.605(2)(b)(i) "no facilities other than those previously approved exist or will be constructed on the parcel;"

and

ARM 17.36.605 (2)(b)(ii) "the division of land will not cause approved facilities to deviate from the conditions of approval, in violation of 76-4-130, MCA."

No Cash Water, LLC

Scott Heard
By

01/21/20
Date

Authorized Representative
Its

STATE OF MONTANA)
:ss
County of Yellowstone)

On this 21st day of January, 2020 before me a Notary Public for the State of Montana, personally appeared, Scott Heard, as Authorized Representative of No Cash Water, LLC whose name is subscribed to the within instrument and acknowledges to me that he executed the same.

Pamela J. Mulkey
Print
Pamela J. Mulkey
Sign

PAMELA J. MULKEY NOTARIAL SEAL STATE OF MONTANA
PAMELA J. MULKEY
NOTARY PUBLIC for the
State of Montana
Residing at Billings, Montana
My Commission Expires
May 24, 2023

Notary Public in and for the State of Montana
Residing at Billings MT
My commission expires May 24, 2023

CERTIFICATION OF COUNTY TREASURERS

I hereby certify, pursuant to section 76-3-611(1)(b)/76-3-207(3), M.C.A., that all real property taxes and special assessments assessed and levied on the land described below and encompassed by this survey have bee paid.

_____ _____
Yellowstone County Treasurer Date

CITY ATTORNEY'S STATEMENT

This document has been reviewed by the City Attorney's office and is acceptable as to form. Dated this _____ day of _____, 2020

Reviewed by: _____
City Attorney

CERTIFICATE OF APPROVAL BY CITY ENGINEER'S OFFICE
FOR ERRORS AND OMISSIONS

STATE OF MONTANA)
:ss
County of Yellowstone)

I hereby certify that I have examined the here to annexed Essmann Subdivision, to the City of Billings and find that said plat conforms with the requirements of the laws of the State of Montana and said plat conforms to the adjoining additions and plats of the City of Billings already platted as nearly as circumstances will permit, and I have reviewed said plat for errors and/or omissions in calculation and drafting.

IN WITNESS WHEREOF, I have executed the Certificate of Approval by the City Engineer's Office this _____ day of _____, 2020

_____
Examining Land Surveyor for the City of Billings

Consent **1. G.**

Regular City Council Meeting

Meeting Date: 02/10/2020
TITLE: Zone Change 975 - second reading
PRESENTED BY: Nicole Cromwell
Department: Planning & Community Services
Presentation: No

PROBLEM/ISSUE STATEMENT

A zone change request to amend the Planned Development Agreement (PDA) for Western Sky Subdivision, more specifically the underlying Neighborhood Commercial (NC) allowed uses to include certain light manufacturing, ancillary warehousing and preparation facilities. The amendment also clarifies offices and manufacturing facilities shall conform to the setbacks in the Billings zoning code for all NC zone districts, however, any ancillary warehouse facilities shall be set back a minimum of 40 feet from the front property line along King Avenue West. Mini storage facilities will continue to be set back a minimum of 150 feet from the King Avenue West property line. The amendment includes an allowance for a 45-foot building height limit in the NC zone district. The amendment applies to Lots 2 and 3, Block 1, Western Sky Subdivision Amended, a 9.128 acre parcel of land. A pre-application neighborhood meeting was held on November 25, 2019, at the offices of Sanderson Stewart, 1300 N. Transtech Way.

Zone Change applications are reviewed using statutory criteria (MCA, 76-2-304 and BMCC, 27-1502.d) referenced in the Alternatives Analyzed section of this memo. Zone Changes require approval through an ordinance. Zone Changes allow the change from one type of zoning district to another type of zoning – e.g. residential single family to residential multi-family or residential to commercial. A Zone Change cannot have conditions of approval and if approved, permits the owner to use the land for any purpose allowed within the zoning district (MCA, 76-2-302 and BMCC, 27-301).

APPLICATION DATA
OWNER: Mont Vista, LLC - Tracy Haag
AGENT: Sanderson Stewart - Rick Leuthold, P.E. and Bill Morgan, P.E.
LEGAL DESCRIPTION: Lots 2 and 3, Block 1, Western Sky Subdivision amended
ADDRESS: 4600 Block of King Ave West - Crescent Street (internal street)
CURRENT ZONING: Planned Development - Neighborhood Commercial
EXISTING LAND USE: Vacant
PROPOSED USE: Coffee roasting and warehouse (Lot 2), personal storage warehouses (Lot 3)
SIZE OF PARCEL: 9.128 acres

ALTERNATIVES ANALYZED

City Council may:

- Approve the zone change and adopt the findings of the 10 criteria.
- Deny the zone change and adopt different findings of the 10 criteria
- Allow the applicant to withdraw the zone change; or
- Delay action on the zone change request for up to 30 days.

Prior to making a decision on the proposed zone change, the City Council shall consider the findings of the 10 review criteria.

.

1. Is the new zoning designed in accordance with the Growth Policy?

The proposed zone change is consistent with the following guidelines of the 2016 Growth Policy and the West Billings Neighborhood Plan (2001):

The West Billings Neighborhood Plan goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The West Billings Plan adopted a number of Goals, Policies, and Implementation Strategies. The proposed zone change is consistent with the following adopted Policies of Planned Growth.

Goal 1: Establish Development Patterns that Use Land More Efficiently
Policy R "Encourage innovative land-use planning techniques to be used in building higher density and mixed-use developments as well as infill developments."

The proposed adjustments to the PD-NC zone is compatible with goals of the West Billings Neighborhood Plan. The proposed amendment will accommodate uses that are compatible in a mixed-use environment and will fulfill a growing market for locally produced retail goods. The proposed development will also have good access to outdoor activities and is in close proximity to commercial centers and transportation options.

The proposed amendment is also in line with the adopted 2016 Growth Policy goals for:

Prosperity:

1) A diversity of available jobs can ensure a strong Billings' economy
2) Successful businesses that provide local jobs benefit the community
3) Community investments that attract and retain a strong, skilled and diverse workforce also attracts businesses
4) Retaining and supporting existing businesses helps sustain a healthy economy
5) Continued workforce training benefits the community and helps attract and retain businesses

The proposed zoning would accommodate a growing business and retail market for locally produced retail goods including crafted foods. These types of businesses are sustainable and will help create and stabilize the economic base for Billings. Along with the proposed inter-connected system of trails and paths in Western Sky, the diverse housing choices and other commercial service options, Western Sky will help create a solid neighborhood in this area of West Billings. The concept development plan includes cottage court residential areas, a clubhouse and outdoor area, trail connections to the Shiloh Conservation Area and will be compatible with the intended development to the west. The proposed landscaping and streetscape will ensure the livability of this neighborhood.

2. Is the new zoning designed to secure from fire and other dangers?

The new zoning requires minimum setbacks, open and landscaped areas and building separations. The new zoning, as do all zoning districts, provides adequate building separations and density limits to provide security from fire and other dangers.

3. Whether the new zoning will promote public health, public safety and general welfare?

Public health and public safety will be promoted by the proposed zoning. The proposed amendment will allow a limited number of additional uses in the underlying NC zone that will be compatible with the adjacent residential and planned commercial uses.

4. Will the new zoning will facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?
Transportation: The proposed amendment will not have a measurable effect on the transportation system. The city has reviewed a traffic study for the entire subdivision and proposed uses. The developer will be implementing the required mitigation and traffic improvements stipulated by engineering. City Engineering has required the developer to ensure the proposed use will not change the current findings of the traffic analysis.
Water and Sewer: The City will provide water and sewer to the property. There will be no additional impacts to the system from the proposed zoning.
Schools and Parks: Schools and parks will not be effected by the proposed amendment.
Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5. Will the new zoning provide adequate light and air?
The proposed zoning provides for sufficient setbacks to allow for adequate separation between structures and adequate light and air.

6. Will the new zoning effect motorized and non-motorized transportation?
The traffic study prepared by the applicant for the city has been approved and the developer will implement the recommendations of the study. Non-motorized travel – walking and biking – is an essential part of the circulation plan both within the proposed development and connecting to adjacent areas including Hogan's Slough, Hoop Dreams development to the north and the Shiloh Conservation Area Trail system to the east. The Subdivision Improvement Agreement (SIA) for this new subdivision has conditions for trail and sidewalk improvements as well as pedestrian safety measures.

Traffic counts in the area on King Ave West and 48th St West are well below the expected volume on a principal arterial street. King Avenue West has an average daily traffic volume of 8,010 vehicles per day at this location, less than Poly Drive at 13th Street West. 48th Street West is less than most local streets with about 860 vehicles per day. As development increases in the area, these 2 arterial streets will need to build in additional controls, management facilities and safety features. MDT retains jurisdiction over the management of King Avenue West and the City will manage 48th St West where it has been annexed to the City. The accepted traffic analysis includes contributions to improvements as well as improvement required as development phases are initiated.

7. Will the new zoning will promote compatible urban growth?
The new zoning does promote compatible urban growth in this area. The proposed amendment will allow limited crafting and manufacturing in a small area of the proposed development. This will accommodate and support local job creation and will be scaled to be compatible with the surrounding neighborhood.

8. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?
The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. This area between Shiloh Road and 48th St. West is an area undergoing rapid growth and development. The proposed amendment will allow this area to support additional businesses and jobs close to where people live. The property is suitable for the proposed use given its location in the area.

9. Will the new zoning conserve the value of buildings?

The property is currently undeveloped. Approval of the zone change will provide more certainty to surrounding land owners and may help to stabilize property values of adjacent buildings.

10. Will the new zoning encourage the most appropriate use of land throughout the City of Billings?
The proposed zoning may encourage the most appropriate use of this land in Billings. This specific location and use is appropriate.

FINANCIAL IMPACT

Approval of this application will have no direct financial impact on the Planning Division budget.

RECOMMENDATION

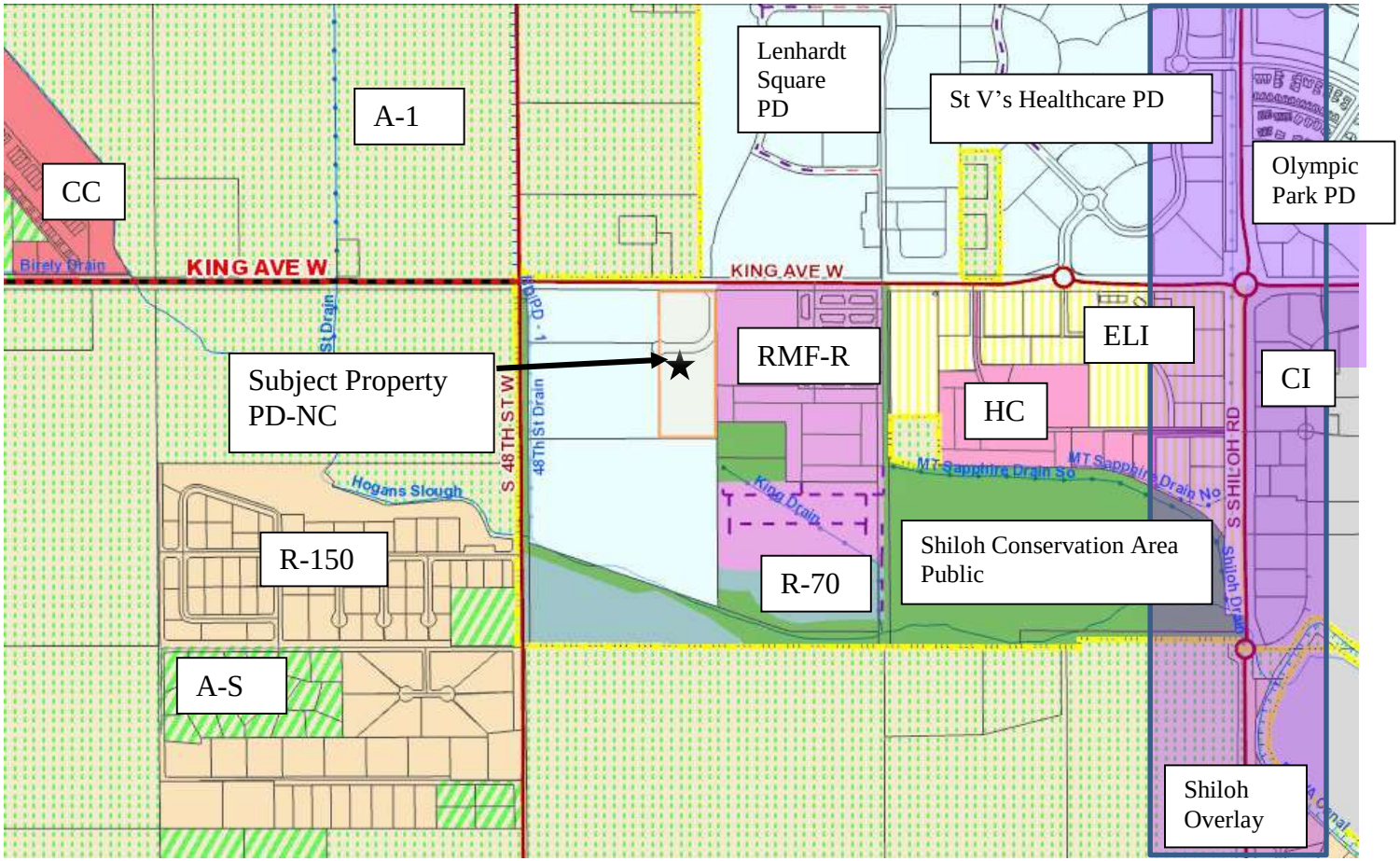
The City Council on first reading approved the zone change by unanimous vote and adopted the findings of the 10 criteria during its January 27, 2020 meeting. Staff recommends Council approve Zone Change 976 on second reading, including adoption of the 10 criteria.

APPROVED BY CITY ADMINISTRATOR

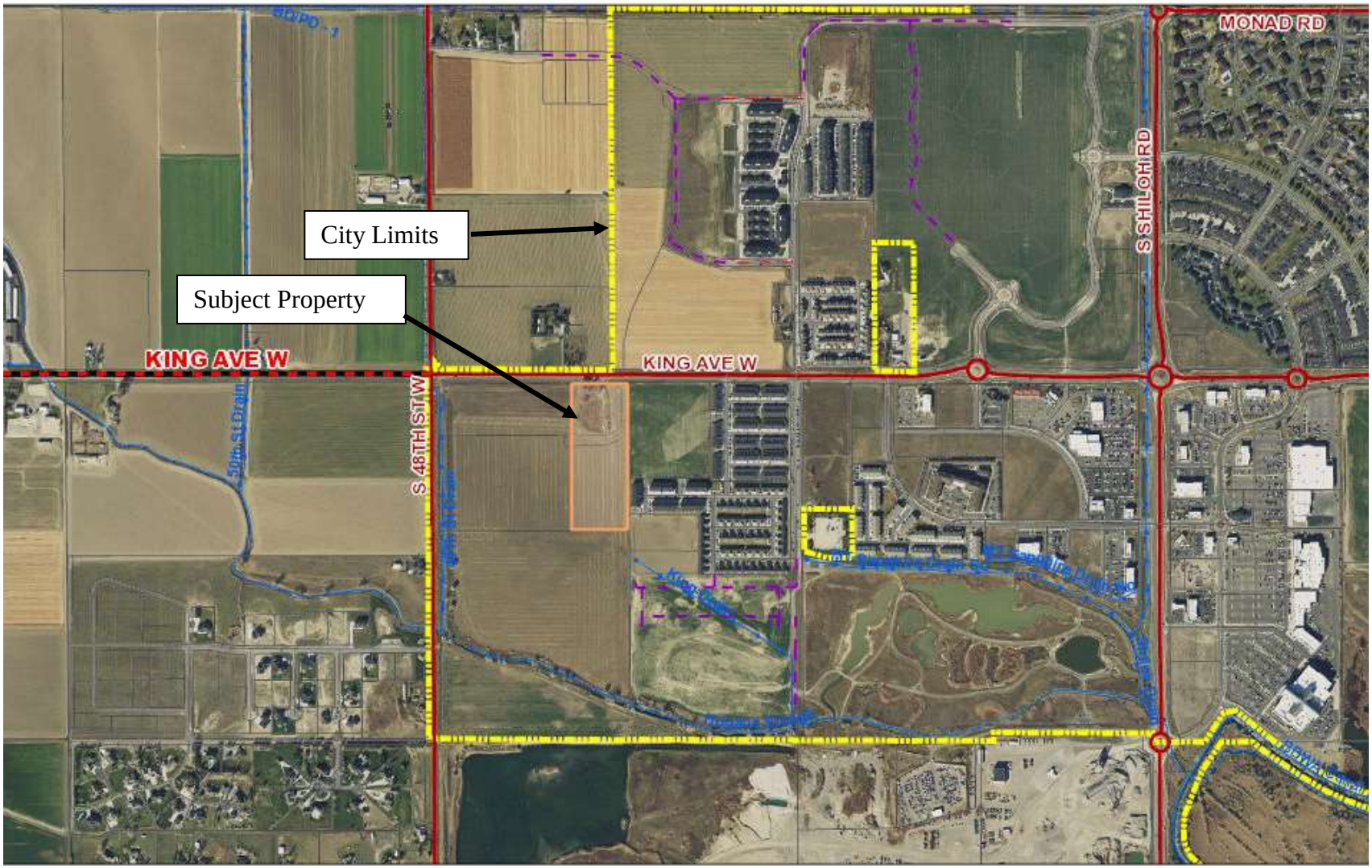
Attachments

Zoning Map and Site Photos
Ordinance and Amended PD

Surrounding Zoning
Zone Change 975 – Western Sky PD



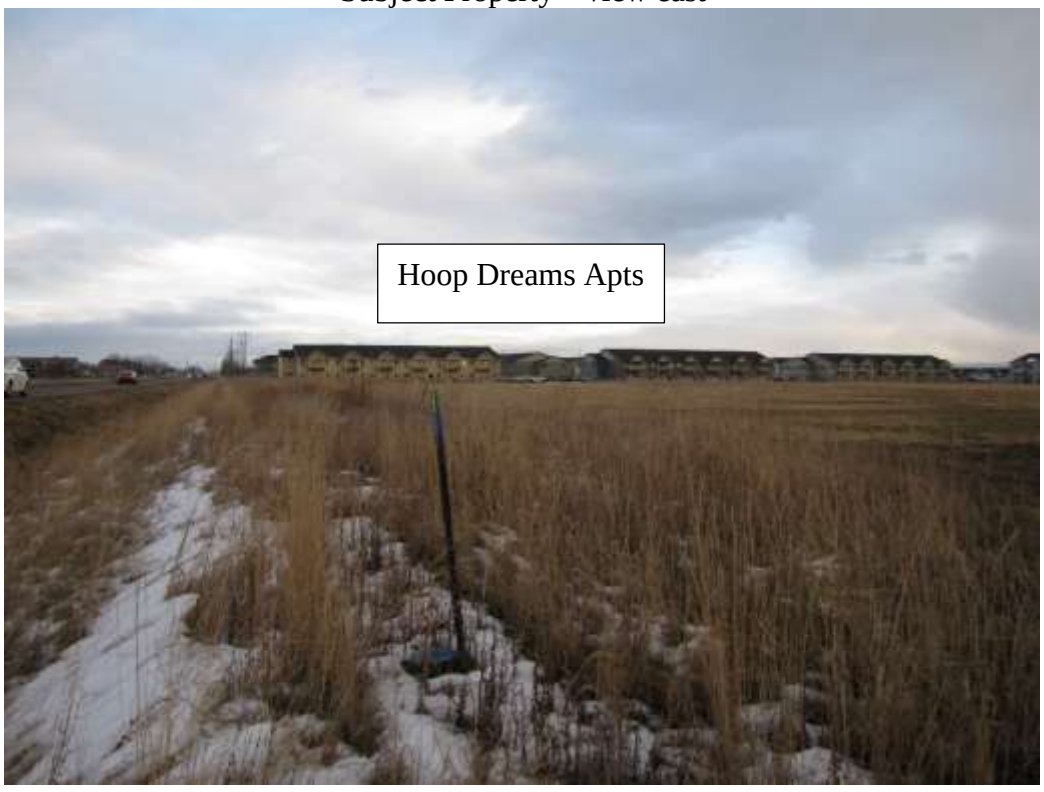
ZC 975


City Limits
Subject Property
KING AVE W
KING AVE W
S 48TH ST W
S SHILOH RD
MONAD RD

Subject Property Photos



Subject Property – view east



View east along King Avenue West

Subject Property Photos



View west along King Avenue West



View north and west across King Avenue West

Subject Property Photos



View north and east across King Avenue West



ORDINANCE NO. 20-

AN ORDINANCE AMENDING THE PLANNED DEVELOPMENT ZONE FOR WESTERN SKY SUBDIVISION

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA:

1. RECITALS. *Title 76, Chapter 2, Part 3, MCA,* and *Sections 27-302 and 27-1502, BMCC,* provide for amendment to the City Zoning Map from time to time. The City Zoning Commission and staff have reviewed the proposed zoning for the real property hereinafter described. The Zoning Commission and staff have considered the ten (10) criteria required by Title 76, Chapter 2, Part 3, MCA. The recommendations of the Zoning Commission and staff have been submitted to the City Council, and the City Council, in due deliberation, has considered the ten (10) criteria required by state law.

2. DESCRIPTION. Lots 2 & 3, Block 1, Western Sky Subdivision Amended, a 9.128 acre parcel of land generally located at the intersection of 46th St West and King Avenue West and is presently zoned **Planned Development (PD)** and is shown on the official zoning map within these zoning districts.

3. PLANNED DEVELOPMENT AMENDMENT. The official **Planned Development** Agreement on file in the office of the Clerk and Recorder for Yellowstone County under document #3830283 is hereby deleted in its entirety and replaced with the new **Planned Development Agreement attached as Exhibit A** as set out in the Billings, Montana City Code.

4. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

5. EFFECTIVE DATE. This ordinance shall be effective from and after final passage and as provided by law.

PASSED by the City Council on first reading January 27, 2020.

PASSED, ADOPTED AND APPROVED on second reading February 10, 2020.

CITY OF BILLINGS:

BY: _____

William A. Cole, Mayor

ATTEST:

BY: Denise Bohlman, City Clerk – Zone Change 975

EXHIBIT A

Return to:
Sanderson Stewart
1300 N Transtech Way
Billings, MT 59102

AMENDED PLANNED DEVELOPMENT AGREEMENT

Western Sky Subdivision, 2nd Amended

This AMENDED **PLANNED DEVELOPMENT AGREEMENT FOR WESTERN SKY** ~~is~~ made and entered into this _____day of _____, 20__, by and between Mont Vista, LLC, a Montana limited liability company ("Developer") whose address for the purposes of this agreement is ~~of~~ PO Box 333, Reed Point, MT 59069, and the City of Billings, a Montana municipality, ("City") whose address for the purposes of this agreement is 210 North 27th Street, Billings, MT 59101.

WITNESSETH:

WHEREAS, MONT VISTA, LLC is the owner of all of Lots 1 through 5, Block 1 of Western Sky Subdivision, 2nd Amended (Subdivision) located in the NW¼ of Section 15, Township 1 South, Range 25 East, P.M.M., Yellowstone County, Montana as recorded on November 14, 2019, under Document Number 3902604:

WHEREAS, the Subdivision is subject to the terms and conditions of a certain Planned Development Agreement recorded on October 13, 2017, under Document Number 3830283; and

WHEREAS, the Developer desires to file an Amended Planned Development Agreement which shall supersede the previously recorded Planned Development Agreement; and

WHEREAS, the Western Sky Subdivision, 2nd Amended may consist of a mixture of community commercial, neighborhood commercial and residential housing and Mont Vista, LLC desires to place certain Planned Development zoning and land use restrictions on the property; and

WHEREAS, Mont Vista, LLC enters into this Agreement with the City of Billings to ensure that the Western Sky Subdivision, 2nd Amended will be developed and maintained consistent with the standards described in this, he Western Sky Planned Development.

NOW, THEREFORE, THE PARTIES TO THIS AGREEMENT, for and in consideration of the mutual promises herein contained and for other and good and valuable considerations, do hereby establish and declare the following Development Plan, which shall apply to all of the real estate described herein and shall bind the present and future property owners to such real property and shall run with the land.

AGREEMENT

ARTICLE I - PURPOSES

Section 1. Greater or Lesser Standards. Many of the requirements described in this Agreement are the same, similar to, or stricter than requirements in the Unified Zoning Regulations. However, to the extent that this Agreement creates greater or lesser standards for density, use, height, lot coverage, parking, signage, traffic circulation, landscaping or other land use conditions, the City has determined in accordance with Section 27-1303 of the Unified Zoning Regulations, these unique standards are appropriately balanced by the inclusion of mitigating features or special amenities not otherwise provided by law or regulation. Some of the amenities that shall be incorporated into the Western Sky Planned Development include:

A. Open Space and Park Land above the minimum of eleven percent (11%) dedicated to the residential portion which is required by the Subdivision Regulations.

B. Construction and landscaping of a functional and attractive pedestrian and bicycle facility that will promote the safe and convenient transportation of children and adults while interfacing with the Private Park Areas located throughout the Western Sky Planned Development.

Section 2. Natural Environment. A natural and healthy environment will be emphasized with ample Park Land and Open Space. Sidewalks, bicycle and walking trails will interconnect with Park Land and Open Space to encourage physical activity.

Section 3. Mixed Residential Use Purpose. The Western Sky Planned Development will effectively define a variety of commercial and residential uses allowing for a planned mix of community and neighborhood commercial and housing types creating a diverse and aesthetically pleasing community.

Section 4. Flexibility for Future Development. The Western Sky Planned Development shall permit maximum flexibility of design and materials to meet commercial and residential demands as they change over time. The planned development zoning described in this Agreement is intended to provide an opportunity for future development that will create an attractive and functional neighborhood community with a variety of living and commercial opportunities.

ARTICLE II – DEFINITIONS

Section 1. The Billings Unified Regulations means, "The Billings Unified Regulation" in effect, June 5, 2017.

Section 2. Unified Zoning Regulation Definitions. All terms used herein shall have the same definition and meaning as specified in the City of Billings Unified Zoning Regulations and the City of Billings Municipal Code unless a contrary definition or meaning is provided herein. If a definition is not provided, the term shall be deemed to have a common and ordinary meaning.

Section 3. Western Sky Planned Development. "Western Sky Planned Development" or "Planned Development" or "development" consists of a portion of the land situated in the NW 1/4 of Section 15, Township 1 South, Range 25 East, P.M.M., Yellowstone County, Montana described as Lot 3 and 4 of Block 1 of Plat of Western Sky Subdivision, recorded in the office of the clerk and recorder, Yellowstone County, under Document No. 3374355 is planned to be in the Western Sky Subdivision plat including commercial and residential lots and space, streets, Open Space and Park Land within in the Western Sky Planned Development. Attached hereto and by reference incorporated herein is the attached **Planned Development Exhibit** illustrating the land and streets included in the Planned Development. The development will feature community, neighborhood commercial and mixed residential uses.

Section 4. Western Sky Homeowners Association. The term "Association" or "Western Sky Homeowners Association" shall mean the association of owners of property within the Western Sky Planned Development that may be organized by Mont Vista, LLC.

Section 5. Design Review Committee. "Design Review Committee" means the person, entity or committee appointed by Mont Vista, LLC to exercise the rights, duties and responsibilities

assigned to it by Mont Vista, LLC under this Planned Development Agreement or under any Declaration of Covenants and Restrictions recorded by Mont Vista, LLC.

Section 6. Developer. "Developer" means Mont Vista, LLC or any person or entity to whom Mont Vista, LLC transfers or assigns its development rights hereunder.

Section 7. Neighborhood Commercial. "Neighborhood Commercial" means commercial centers and limited retail activities conducted in a unified development designed to serve the surrounding neighborhood with facilities consisting of convenience retail, personal service establishments and mini-storage units as permitted uses.

Section 8. Community Commercial. "Community Commercial" means to provide locations for planned and integrated retail, service and office facilities in close proximity to high and medium density residential neighborhoods.

Section 9. Residential Multi-Family. "Residential Multi-Family" means to provide adequate sites for multi-family developments including high-rise apartment complexes. Dwelling unit density is increased in this classification to encourage development in areas where it will complement existing developments. Land within the classification be located with access to major arterial transportation routes plus financial, cultural and retail stores and be served by public water and sewer services.

Section 10. Dwelling Unit. "Dwelling Unit" means one (1) or more rooms designed for or occupied by one (1) family for living or sleeping purposes and may contain kitchen and/or bathroom facilities for use solely by one (1) family. All rooms comprising a dwelling unit shall have access through an interior door to other parts of the dwelling unit. A residence building may contain one (1) or more dwelling units.

Section 11. Grade. "Grade" is the lowest point of elevation of the finished surface of the ground, or the lowest point of elevation of the finished surface of the ground between the exterior wall of the building and the property line, if it is less than five (5) feet distance from the wall. In cases where walls are parallel to and within five (5) feet of a public sidewalk, alley or other public way, the grade shall be the elevation of the sidewalk, alley, or public way.

Section 12. Height. "Height" or "Building Height" means the vertical distance from the highest point of a structure to the "grade".

Section 13. Lot. "Lot" or "lot" means a portion of the Mont Vista Planned Development depicted as a separately identified parcel on a recorded subdivision plat that may be independently owned and conveyed. The term refers to the land, as opposed to any structures or other improvements on the Lot. Multiple Dwelling Units may be located on one Lot. The term does not include Park Land and Open Space or property dedicated to the public.

Section 14. Park Land and Open Space. "Park Land" and "Open Space" means any property or facility that Mont Vista, LLC has identified on the Mont Vista Subdivision plat as Open Space and/or Park Land, except "Public Park Land" as defined below. In addition, Park Land may include but is not limited to park areas, open spaces, common areas, water amenities, bike trails, sidewalks, walking paths, exercise or play areas, sitting areas, picnic areas, landscaped entryways, community sign areas. "Public Park Land" means suitable land dedicated to the City of Billings in a location, size and configuration with amenities acceptable to the Billings Parks and Recreation Department. The park land shall have a minimum of 50% of the park's perimeter adjacent to public streets. Amenities in the park may include playgrounds, exercise areas, picnic

shelters, trails, sidewalks, sport courts, open programmable space, trees, shrubs, grass, irrigation and appropriate park signage etc. Park land shall not include utility easements, Rights of Way, entryways, community or commercial signage areas, stormwater management facilities or ditch, drainage, canal or piping conveyance systems. "Public Park Land" shall be clearly identified on a plat. Land not identified as "Public Park Land" on a plat, and not included as a development parcel, shall be considered "Private Park Land".

Section 15. Owner. "Owner" or "owner" shall mean any person or entity owning a fee simple interest in a lot or a purchaser by a contract, whether one or more persons or entities, owning or purchasing a lot, but excluding Developer and/or those having a mortgage or an interest merely as security for the performance of an obligation.

Section 16. Single Family. "Single Family" or "single family residential" means a building constructed and designed for occupancy by one (1) family and containing one (1) dwelling unit.

Section 17. Story. "Story" means that portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor level directly above a basement, cellar or unused under-floor space is more than six (6) feet above grade as defined herein for more than fifty percent (50%) of the total perimeter or is more than twelve (12) feet above grade as defined herein at any point, such basement, cellar or underused under-floor space shall be considered a story.

Section 18. Town Home. "Town Home" or "town home residential" or "townhouse" means a building or structure that has two (2) or more one (1) family dwelling units erected as a single building, each being separated from the adjoining unit or units by an approved fire wall or walls and providing for fee simple ownership of land and dwelling unit. In contrast to a "condominium" a town home includes deeded ownership of the land underneath the dwelling unit in the town home, whereas a condominium may not.

Section 19. Twin Home. "Twin Home" or "twin home" or "twin home residential" means a building constructed and designed for occupancy by two (2) families living independently of each other, and containing two (2) dwelling units, where the dwelling units share a common separation such as a hallway, covered lane, ceiling, wall, including without limitation, the wall of an attached garage or porch.

Section 20. Residential Manufactured Home Park or Court. "Residential Manufactured Home" means a space designed or used that contains temporary or permanent parking for two (2) or more manufactured homes spaces which are available to the general public for use as residences. The land or parcel is not composed of individually platted lots which contain only one manufactured home per lot.

Section 21. Unit Ownership Act. "Unit Ownership Act" means the Unit Ownership Act of the State of Montana, Section 70-23-101, et seq., Montana Code Annotated. At the discretion of Developer(s), the Unit Ownership Act may be used to develop Patio Homes, Town Homes, and Twin Homes in the Areas identified herein for such use. However, the terms and limitations in this Planned Development Agreement shall remain applicable.

Section 22. Trail Easement. "Trail Easement" means a minimum 20-foot wide corridor for the purpose of establishing a 10-foot wide concrete or asphalt trail in accordance with the most recent Billings Bikeway and Trails Master Plan. The location of Trail Easements shall be

agreeable to the City and clearly identified on a plat. Conditions of the Trail Easement shall be agreeable to the City of Billings.

ARTICLE III – PERSONS BOUND BY THIS AGREEMENT

Section 1. Persons and Entities Bound. The City of Billings and all individuals, corporations or other entities who presently have or shall hereafter acquire any interest in and to any of the real property within the Western Sky Planned Development shall be held to agree to all of the terms of this Agreement, and all such individuals, corporations, and other entities, as well as their heirs, devisees, successors, assigns, tenants, trustees, mortgagees and other persons claiming under them shall be bound by this Agreement, the terms of which shall run with the land unless modified by subsequent zoning amendments approved by the City of Billings.

ARTICLE IV – LAND USES

Section 1. Underlying Land Use Classifications. Lots and underlying land use classifications are illustrated on the attached **Planned Development Exhibit**. The lots are divided into the following Areas with described underlying land use classification.

Underlying Land Use Classification(s)

AREA NO. 1 PD-CC	Community Commercial- no minimum lot size
AREA NO. 2 PD-NC	Neighborhood Commercial- no minimum lot size
AREA NO. 3 PD-RMF	Residential Multi-Family- no minimum lot size
AREA NO. 4 PD-RMH	Residential Manufactured Home - 3300 SF Minimum space area Single Family Home- 4800 SF Minimum lot area Twin Homes- 5300 SF Minimum lot area

Section 2. Permitted Area Uses.

Area No. 1 PD-CC lots may be used for community commercial purposes found in the Unified Zoning Regulations.

Area No. 2 PD-NC lots may be used for neighborhood commercial purposes found in the Unified Zoning Regulations including mini-storage units and certain light manufacturing facilities including the ancillary enclosed and attached warehousing and preparation activities as associated with bakery products, candy, chocolate, salted and roasted nuts, roasted coffee, pretzels, potato and corn chips, meal and meal kit preparations, apparel and other finished products made from fabrics and cloth material, custom furniture, leather products, pottery and custom artwork, as permitted uses.

Area No. 3 PD-RMF lots may be used for residential multi-family purposes.

Area No. 4 PD-RMH lots or spaces may be used for residential manufactured home, single family home, townhome and/or twin home purposes.

Land not described in lots and not identified as Public Park Land or Trail Easement shall be used for Private Park Land/Open Space which may include streets, boulevards, sidewalks, drainage ponds, Hogan's Slough, Irrigation ditches and structures, ingress and egress and utility easements and such other uses as may be reserved or required by Developer. Developer, at its discretion, may transfer Private Park Land/Open Space to a Western Sky Homeowners Association company.

Section 3. Special Review Uses. Special Review Procedures for the underlying land use classifications set forth in Article IV hereinabove are allowed and shall comply with the Unified Zoning Regulations as established by the City of Billings.

Section 4. Special Review Criteria to be Considered. In considering a special review or variance request, in addition to the review criteria in the Unified Zoning Regulations, the City shall consider the following criteria:

A. Mont Vista, LLC must have given its written consent to the special review or variance request.

B. The proposed use meets architectural guidelines as may be established by Mont Vista, LLC.

Section 5. Commercial Uses Prohibited. All lots or spaces located within Area 3 and Area 4 of the Western Sky Planned Development shall only be used for residential purposes which include lots or spaces used for storm drain ponds and parks with the exception of sales offices or club houses. No lot or space may be used at any time for any business, trade, manufacture or other commercial purpose; however, spaces may be rented or leased and in-home business using telephone, internet and other telecommunications is allowed but such in home business shall be regulated as may be required by City zoning regulations or municipal code.

Section 6. Accessory Dwelling Units. Guesthouses, Apartments over garage are not allowed.

Section 7. Overhead Lines. Overhead utility lines including electrical, telephone, cable lines are prohibited.

Section 8. Lot Size. The spaces or lot sizes are varied and will be set forth in the final plat or equivalent of each phase of the Western Sky Subdivision. In no case will the lot or space size be less than the minimums found in Article 4, Section 1.

Section 9. Minimum Setbacks and Landscaping Requirements

Minimum Community Commercial Setbacks, Heights and Landscaping Requirements.

Minimum Building Setback, maximum building height and Landscaping Requirements for lots in all PD-CC area is as follows:

- Building Setbacks - no changes from BMCC - except no personal storage warehouse, general warehouse or storage yard shall be constructed or established within 150 feet of the King Avenue West property line. Ancillary warehousing shall be allowed by must be a minimum of forty (40) feet from King Avenue West.
- Street frontage landscaping - no changes from BMCC
- Perimeter Landscaping - no changes from BMCC

Minimum Neighborhood Commercial Setbacks, Heights and Landscaping Requirements.

Minimum Building Setback, Height and Landscaping Requirements for lots in PD-NC area is as follows:

A. Offices, light manufacturing facilities and other buildings not specifically designated as follows shall conform to the requirements of the BMCC. Any ancillary warehousing facilities shall be set back from King Avenue West a minimum of forty (40) feet. Mini Storage facilities will continue to be required to be set back a minimum one-hundred and fifty (150) feet from King Avenue West. Maximum building height shall be forty-five (45) feet.

B. Street frontage landscaping – no change to BMCC

C. Perimeter Landscaping:

- For buffer yards, along common boundary lines between RMF developments and NC developments, replace perimeter landscaping requirements in BMCC 27-1105, Section b.2 with the following:
  - Provide 30' wide buffer yard with trees spaced diagonal at 20' on center
- For buffer yards, along common boundary lines between RMH developments and NC developments, replace perimeter landscaping requirements in BMCC 27-1105, Section b.2 with the following:
  - No buffer yard is required where adjacent RMH area is to be developed as park land.

Minimum Residential Multi-Family Setbacks, Height and Landscaping Requirements.

Minimum Building Setback Requirements for lots in PD-RMF area is as follows:

- Building setbacks other than garages and accessory buildings – no change from BMCC
- Setbacks for garages:
  - Replace setback requirements in BMCC 27-310, Table 1 with the following:
    - 15 Feet from internal private street
    - 3 Feet Rear Yard
    - 3' Side yards including side adjacent to 48th Street West
- Street frontage landscaping:
  - Replace street frontage landscaping requirements in BMCC 27-1105, Section b.1 with the following:
    - No buffer yard is required along 48th Street West.
    - In lieu of a buffer yard, 116' of right of way shall be provided measured from the centerline of 48th Street West. Right of way is to accommodate construction of a 10' foot wide shared use path, 40' wide drainage ditch, and landscape buffers.
- Perimeter Landscaping:
  - For buffer yards, along common boundary lines between PD-RMF developments and PD-NC developments, replace perimeter landscaping requirements in BMCC 27-1105, Section b.2 with the following:

- No buffer yard is required. Where detached garages are not provided on the property line between the PD-RMF and the PD-NC, the developer will install a solid wall at a minimum height of 8 feet.

Minimum RMH Setbacks, Height and Landscaping Requirements.

Minimum Building Setback Requirements for lots in all Areas is as follows:

The premise of setbacks for RMH is there are no implied lots, only spaces for rent or lease. Setbacks are applied to the external boundaries and not the implied internal lines. Separation between a manufactured home and another manufactured home is 15 feet.

- Building Setbacks –
  - Front yard- no changes from BMCC
  - Side Yard Setback- no changes from BMCC
  - Rear Yard Setback- 8 Feet
- Street frontage landscaping - no changes from BMCC
- Perimeter Landscaping - On the eastern property line, the developer will install a minimum 6-foot high screening fence where building structures are located closer than 100 feet from the property line. On the western property line, the developer will install a minimum 6-foot high decorative wall between the 10-foot wide multi-use path and the manufactured home park.

Section 12. Permitted Projections. With Design Review Committee approval, the following projections may be permitted in the PD-RMH area:

A. Front porches, steps, balconies, stoops, open porches, and covered walkways may encroach 5 feet into the 20 feet front yard setback; Side and Rear porches, steps, balconies, stoops, open porches, and covered walkways may not encroach more than 5 feet on the required 15' separation between manufactured homes and their respective attachments.

B. Roof overhangs, eaves, gutters, cornices or other architectural features not to exceed two (2) feet.

Section 13. Maximum Density. The City calculates density by determining total dwelling units divided by total gross acres. The City has adopted an Annexation Policy to encourage a minimum density of 6 units per acre.

There are no changes to Area 1 and Area 2 to dwelling density requirements. Maximum average dwelling unit density to Area 3 and Area 4 for 487 dwelling units divided by 46.4 gross acres is an average density of 10.5.

The dwelling units are located in Areas shown on the attached **Planned Development Exhibit** as follows:

Area No. 3 Up to and including 312 Multi-family dwelling units

Area No. 4 Up to and including 175 Single family dwelling units

ARTICLE V – BUILDINGS, SIGNS, FENCES DESIGN STANDARDS

Section 1. General Building Design Standards. Unless expressly designated herein, the building design standards of the Unified Zoning Regulations, the Site Development Ordinance and the Building Code shall be followed for properties in this Planned Development.

Section 2. Design Considerations. Design Considerations shall include five (5) of the following considerations in any application to the Design Review Committee and to the City:

A. Relationships to open space, pedestrian circulation, landscape features on and adjacent to the site;

B. Views of the architecture from pedestrian and vehicular perspectives;

C. Satisfaction of physical, psychological, social and functional needs of users;

D. Orientation of buildings in relation to streets;

E. Vehicular versus pedestrian flows.

F. Character of surrounding developments;

G. Solar orientation, climate and solar reflection

H. Potential environmental hazards;

I. Enhancement of the overall landscape;

J. Scale of adjacent facilities and open space;

K. Mountain views.

Section 3. Design Features. Design features shall include three (3) of the following as features of the finished construction:

A. Landscaped entrance drives;

B. Decorative walkways;

C. Dynamic building and roof forms;

D. Window patterns;

E. Light and shadow patterns;

F. Color accent.

Section 4. New Construction Required. Any building or residence erected upon lots in any of Areas 1, 2 and 3 shall be of new construction with concrete footings and foundation walls, mat slabs or other appropriately designed permanent foundation systems.

Section 5. Construction Equipment Time Limit. No construction equipment or materials of any nature shall be moved on to a lot more than sixty (60) days prior to the start of construction to be initiated thereon.

Section 6. Additional and Supplemental Design Guidelines. In addition to the design rules set forth herein, Mont Vista, LLC may record a Declaration of Covenants and Restrictions that provides additions, amendments and supplemental design and restriction guidelines.

Section 7. Signs Comply with Zoning Regulations. All signs shall comply with the Unified Zoning Regulations unless limited herein or as provided in any restrictive covenants recorded by Mont Vista, LLC. Lighted signs are allowed only in Areas 1, 2 and 3.

Section 8. Fences Comply with Zoning Regulations. Fences, walls, berms, hedges and other improvements shall comply with the clear vision standards of the Unified Zoning Regulations. Rear and side yard fences, walls, berms or hedges on a lot and not on a street or Open Space or Parkland shall not exceed eight (8) feet. An earth berm or hill on Private Park Land/Open Space may exceed eight (8) feet.

VI – LANDSCAPING

Section 1. Parkland Landscaping. Developer, at its expense, shall develop all Public Park Land and Trail Easements to City Standards. The Parks and Recreation Department shall be involved with and approve the design and construction of each portion of Public Park Land and Trail Easement development. This landscaping obligation occurs after fifty percent (50%) of the lots or spaces in a filing have been sold or leased. Private Park Land/ Open Space shall be developed at Developer's expense.

VII – PARK LAND

Park land will be created in excess of that required by the City of Billings Subdivision Regulations, through a combination of private parks, public parks, open space and right-of-way dedications for multi-user paths along the Hogan Slough and Shiloh Drain, and Trail Easements.

VIII – BICYCLE AND PEDESTRIAN FACILITIES

Section 1. Bicycle and Pedestrian Paths and Trail Easements. The development shall provide for Trail Easements through lots, and Private Park Land/Open Space. Trails shall also connect to and be part of the Public Park Land. The Trail Easement "system" shall allow pedestrian and bicycle access through the subdivision and reasonably connect to adjacent property and trail corridors on them when identified.

Trail Easements shall be built to City standards which include a minimum of ten (10) feet wide and constructed of concrete or asphalt. Location of Trail Easements shall be as determined by Developer in consultation with and agreeable to the City.

Maintenance of Public Park Land and Trail Easements. To provide proper maintenance of Public Park Land and Trail Easements, a Park Maintenance District (PMD) shall be created by the Developer as part of the first filing including the entire Western Sky development and expanded in each subsequent filings.

IX – SITE DEVELOPMENT STANDARDS

Section 1. Street Types and Standards. In the absence of a contrary agreement, all streets shall be developed to the City of Billings Subdivision Regulations for width, curb, gutter, sidewalk, cross-section, and surface treatment with the exception of Area 4. All streets developed within Area 4 shall be private and conform to the City of Billings Subdivision Regulations for width only. Curb, gutter, sidewalk, cross-section and surface treatment shall be per the PD engineering design.

Section 2. Zone Boundaries. The transitional areas between different commercial and residential use classifications should be designed to complement the adjacent land uses. Use of buffering landscaping is encouraged to achieve a harmonious change between properties and promote the sense of a single, unified neighborhood.

Section 3. Outside Storage. No storage area shall be permitted in the front portion of any lot with the exception of Area 2. Storage areas, shall be screened from the ground-level view of adjacent properties and streets with the exception of Area 2. Screening elements shall be of landscape materials or materials similar to those used to construct the primary structures. Storage areas shall comply with applicable building setbacks as setforth in the PD and must be approved by the Design Review Committee.

Section 4. Parking Area Development Standards. All parking, access drives and loading areas shall be paved and properly graded to ensure adequate drainage. Minimum parking requirements shall meet the City of Billings Subdivision Regulations.

Section 5. Loading and Unloading Areas. Owners may load and unload on their Lot(s) for purposes of their respective uses in accordance City of Billings Subdivision Regulations.

X – INSTALLATION OF IMPROVEMENTS

Section 1. Site Lighting Standards.

A. All outdoor pole lighting shall be as set forth in the engineering design standards and fully shielded (no light emitted by a fixture is projected above the horizontal plane of the fixture) and mounted at heights no greater than twenty (20) feet above grade.

B. All outdoor lighting, except street lights, shall be located and aimed or shielded to minimize stray light going across property boundaries.

C. Security lighting-

- Commercial Corner- structures may be illuminated to address security concerns and measures. Exterior lighting adjacent to residential uses shall be directed away from the residential use and public streets.
- Mini-Storage- structures may be illuminated to address security concerns and measures. Exterior lighting adjacent to residential uses shall be directed away from the residential use and public streets.
- RMF- buildings may be illuminated to address security concerns and measures. Exterior lighting adjacent to residential uses shall be directed away from other residential uses and public streets.

XI – OTHER REQUIRED DOCUMENTS

Section 1. Other Documents.

A. Special Improvements Agreement. The City and Developer shall enter into a Special Improvements Agreement that includes provisions for creation of a Western Sky Park Maintenance District for land dedicated to the City for Park Land.

B. Covenants and Restrictions. Developer may, but is not required to do so, record a declaration of covenants and restrictions that shall supplement this Planned Development Agreement.

C. Other Documents. Any other documents as may be necessary to implement this agreement shall be executed by the parties hereto.

XII – OTHER REGULATIONS

Section 1. Maintenance. Maintenance by lot and spaces Owners between lot and space lines and the street shall include removal and replacement of dead and dying trees, grass and shrubs, removal of trash and weeds, repair and maintenance of drains, mail boxes whether on or off the Owner's lot or spaces, and repair of light standards, fences, walls, surfacing materials and in general maintain a neat and tidy appearance both on the lot and between the lot and the street.

XIII – ENFORCEMENT

Section 1. Right to Enforce by City. The terms of this Agreement may be enforced by the City as provided in the Unified Zoning Regulations.

Section 2. Right to Enforce by Owners. The terms of this Agreement shall run with the land and be binding upon and inure to the benefit of the parties hereto and the owners of property within the Western Sky Planned Development and any person or entity claiming under them. The terms of this Agreement may be enforced by the parties hereto, the Design Review Committee, as well as future property Owners. The parties agree the Design Review Committee shall have standing to enforce this Agreement relative to the City or any property owner regardless of whether the Design Review Committee owns a Lot. In addition to all rights under this Agreement, the parties enforcing this Agreement reserve all rights and remedies available at law or in equity, by statute or otherwise including the right to recover damages, reasonable attorney fees and costs. All such rights and remedies shall be cumulative.

Section 3. Right of Abatement and Suit. If Developer, the Design Review Committee or the City of Billings objects ("the objecting party") to any Owner's or other party's breach of this Agreement ("the defaulting party"), the objecting party shall have, in addition to any other rights and remedies arising at law or in equity, the right to abate the effects of the defaulting party's breach. To exercise the right of abatement the objecting party shall provide the defaulting party with written notice of its objection, specifying the particulars of the objection. If within thirty (30) days of receipt of such notice, the defaulting party fails or refuses to commence to remedy its breach under this Agreement, or if after commencing action the defaulting party fails to cure its default within a sixty (60) day period, the objecting party may perform whatever reasonable maintenance, repair, operation or other curative action as needed to remedy the default. The defaulting party shall pay upon demand to the objecting party the costs of such maintenance, repair, operation or other curative action, together with interest allowed by law from the date of disbursement of such costs until paid in full. The objecting party shall not be responsible for the continued maintenance or repair of any structure or Lot or the performance of the defaulting party's obligation under this Agreement. The objecting party may also prosecute a proceeding at law or in equity to enjoin a violation of the terms of this Agreement, to cause said violation to be remedied or to recover damages for said violation.

Section 4. Limitation on Enforcement. This Agreement is for the benefit of Developer, City, Owners and the Design Review Committee appointed by Developer and their heirs, devisees, assigns, trustees and may only be enforced by such parties. No other person or entity shall be

entitled to claim a breach of this Agreement or to enforce the restrictions contained herein, judicially or otherwise.

XIV– AMENDMENTS AND VARIANCES

Section 1. Amendments or Changes. This Agreement may not be amended, modified or terminated in whole or in part, except with the written consent of Developer and the City. Any modifications requested by Developer, Successors and Assigns, shall be processed using the same procedures as for a new application in accordance with the Unified Zoning Regulations; however, minor modifications may be approved by the zoning coordinator if he/she finds that the change would not:

A. Change the overall character of the development;

B. Change additional allowed uses;

C. Change the approved minimum setbacks, maximum lots coverage or maximum allowed structure height.

D. No increase in the number of residential units greater than two (2) percent; and

E. No reduction in open space greater than two (2) percent.

Section 2. Variance Procedures. Variance procedures shall comply with the Unified Zoning Regulations. However, in no case shall a variance be granted for a use not consistent with this agreement until the requirements of Article 4, Section 4 been complied with.

Section 3. Zone Change Procedures. Zone change procedures shall comply with the Unified Zoning Regulations as established by the City of Billings.

XV– GENERAL PROVISIONS

Section 1. Assignment of Agent. Developer may, in its sole discretion appoint an individual or entity to act as its agent to fulfill the duties and obligations of Developer hereunder. Although not required to be effective, notice of such appointment may be made in writing containing a legal description of the Western Sky Planned Development land, recorded with the real estate records of Yellowstone County, Montana and mailed to the City at the address specified herein for notices.

Section 2. Assignment by Developer. Developer may, in its sole discretion, assign its rights and delegate its duties under this Agreement in whole or in part to any other person or entity. Notice of such assignment shall be made in writing and recorded in the real estate records of Yellowstone County, Montana, and shall contain the legal description for the Western Sky Planned Development, or any portion thereof, affected by the assignment. Notice of assignment and delegation shall also be provided to the City at the address specified herein. Once any notice of delegation has been recorded in the real estate records of Yellowstone County, Montana, Developer shall have no further responsibility or liability for the future performance or non-performance of this Agreement, and the City and all property Owners shall look exclusively to the appointed person or entity.

Section 3. Coordination with Other Regulations. The City Planned Development (PD) Zoning Regulations are considered to be part of this Agreement and by reference are incorporated herein.

If this Agreement or Covenants do not prescribe rules for a particular aspect of the development or use, either by express terms or by implication, then the terms of any other applicable City zoning regulations or development ordinances, including the Unified Zoning Regulations, shall govern. If other zoning regulations or ordinances applicable to the property are subsequently amended, the amended regulations or ordinances shall likewise continue to be applicable to the property to the extent that they are not inconsistent with this Agreement or Covenants. If there is any conflict between this Agreement or Covenants recorded by Developer and Planned Development Zoning Regulations, Unified Zoning Regulations, Subdivision Regulations, or other zoning regulations or ordinances, the terms and conditions of Covenants shall govern.

Section 4. Notices. All notices or demands required to be given hereunder shall be in writing and shall be served upon the other party either personally or by registered or certified mail. Service by registered or certified mail shall be conclusively deemed made three (3) days after deposit thereon in the United States Mail, postage prepaid, addressed to the party to whom service is to be given, as hereinafter provided, and the issuance of the registry or certification receipts therefore. All notices or demands to Developer or the City shall be given at the following addresses or such other addresses as Developer or the City may from time to time designate by written notice given to the other party as hereinabove required.

If to Developer: Mont Vista, LLC
PO Box 333
Reed Point, MT 59069

With copies to: Sanderson Stewart
1300 N Transtech Way
Billings, MT 59102

If to the City: City of Billings
Attn: City Clerk
P.O. Box 1178
Billings, MT 59103

With copies to: Planning Division
2825 3rd Avenue North, 4th Floor
Billings, MT 59101

And copies to: City Attorney's Office
P.O. Box 1178
Billings, MT 59108-1178

Section 5. Waiver. Unless expressly so provided in this Agreement, failure of one party to notify the other party of a default in the manner provided in this Agreement shall not be deemed a waiver of any rights that the non-defaulting party may otherwise have at law or in equity as a result of the default.

Section 6. Force Majeure. Any prevention, delay or stoppage due to strikes, lock outs, labor disputes, Acts of God, inability to obtain labor or materials or reasonable substitutes therefore, governmental restrictions, terrorist acts, governmental regulations and controls, enemy or hostile governmental action, civil commotion, fire or other casualty and other causes beyond the reasonable control of the party obligated to perform, shall excuse the performance by such party for a period equal to any such prevention, delay or stoppage. All parties shall use reasonable efforts to overcome whatever may be impeding their performance of any obligation hereunder.

Section 7. Severability. Should any provision of this Agreement be or become invalid, void, illegal or unenforceable, by a court of competent jurisdiction, shall be considered separate and

severable from this Agreement and the remaining provisions shall remain in force and be binding upon the parties hereto. Venue for matters concerning this PD shall be adjudicated in the 13th Judicial District Court in Yellowstone County, Montana.

Section 8. No Partnership. This Agreement is not intended to create, nor shall it in any way be interpreted to create a joint venture, partnership, or any other similar relationship between the parties.

Section 9. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior agreements, oral or written, with respect to the subject matter hereof. The provisions of this Agreement shall be construed as a whole and not strictly for or against any party.

Section 10. Recordation. This Agreement and any amendments or modifications shall be recorded in the office of the clerk and recorder of Yellowstone County, Montana.

NOTICE

THIS AGREEMENT SHALL SERVE AS NOTICE TO ALL THIRD PARTIES, INCLUDING THOSE PURCHASING OR ACQUIRING AN INTEREST IN ANY OF THE PROPERTY OF THE WESTERN SKY PLANNED DEVELOPMENT LOCATED IN THE WESTERN SKY SUBDIVISION OF THE EXPRESS RESTRICTIONS PLACED UPON THE PROPERTY AND SHALL FURTHER SERVE AS NOTICE THAT, SHOULD THE TERMS OF THIS AGREEMENT BE VIOLATED, THE PARTIES TO THIS AGREEMENT MAY ENFORCE ANY AND ALL LEGAL RIGHTS AND REMEDIES SPECIFIED HEREIN AND PROVIDED BY LAW AND EQUITY.

Section 11. Duties Run with the Land. The duties created by this Agreement shall run with the land and shall be binding upon Mont Vista, LLC, the City of Billings, property Owners, and their heirs, successors and assigns.

Section 12. Contact Person. Developer hereby designates a contact person who may be contacted concerning any questions, comments, or concerns. Initially, at the time of recording, the contact person is Tracy Haag, 299 Stephens Hill Rd, PO Box 333, Reedpoint, MT 59069 (Telephone (406) 855-4168). Upon designation of the Design Review Committee, a member of the committee or an entity appointed by Developer shall be the contact person or entity to replace Tracy Haag.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year indicated by the notarial certifications indicated below.

MONT VISTA, LLC

By: _____

Tracy Haag, Member Agent

STATE OF MONTANA)
: ss.
County of Yellowstone)

On this ____day of _____, 20__, before me, a Notary Public for the State of Montana, personally appeared _____, known to me to be the person who executed the foregoing instrument as the _____of MONT VISTA, LLC and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written

_____
Notary Public in and for the State of Montana

"CITY"

CITY OF BILLINGS, MONTANA:

BY:_____
William A. Cole, Mayor

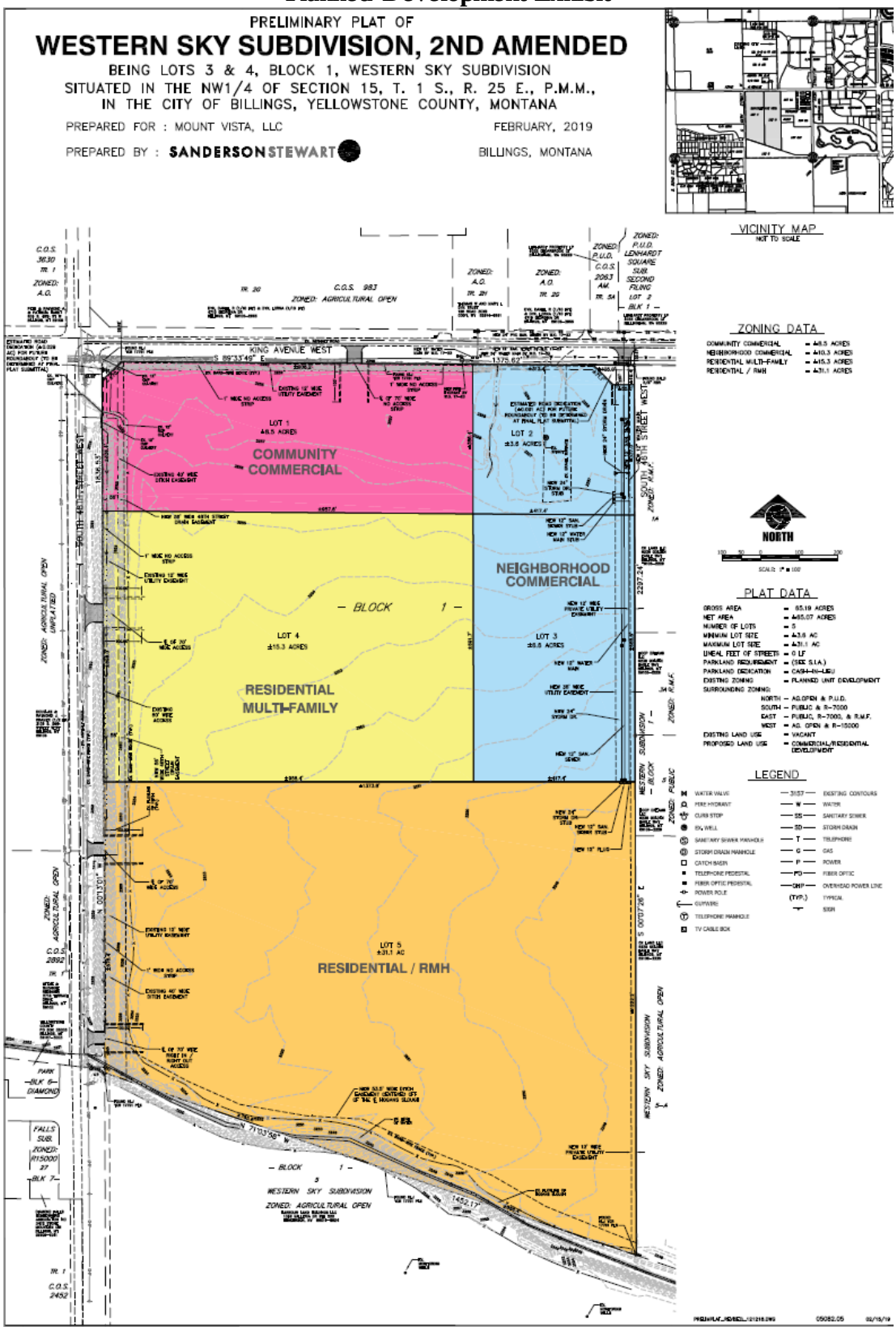
ATTEST:_____
Denise Bohlman, City Clerk

STATE OF MONTANA)
: ss.
County of Yellowstone)

On this ____ day of _____, 20___, before me, a Notary Public in and for the State of Montana, personally appeared _____ and _____, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

_____
Notary Public in and for the State of Montana

Planned Development Exhibit



Consent **1. H.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: City Zone Change 976 - 727 Lincoln Lane- second reading

PRESENTED BY: Wyeth Friday

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

A zone change request from Residential-7000 (R-70) to Highway Commercial (HC), on Lots 1 & 2, Block 2 Bede Subdivision, generally located at 727 Lincoln Lane, a 25,200 square foot parcel of land. A pre-application neighborhood meeting was held on November 21, 2019, at 231 Main Street. Tax ID: A29430.

Zone Change applications are reviewed using statutory criteria (MCA 76-2-304 and BMCC 27-1502.d) referenced in the Alternatives Analyzed section of this memo. Zone Changes require approval through an ordinance. Zone Changes allow the change from one type of zoning district to another types of zoning – e.g. residential single family to residential multi-family or residential to commercial. A Zone Change cannot have conditions of approval and if approved, permits the owner to use the land for any purpose allowed within the zoning district (MCA 76-2-302 and BMCC 27-301).

APPLICATION DATA
OWNER: 4 The Store, LLC- Rich Miller
AGENT: Scott Aspenlieder
LEGAL DESCRIPTION: Lot 1-2, Block 2, Bede Sub.
ADDRESS: 727 Lincoln Lane
CURRENT ZONING: R-70
EXISTING LAND USE: Commercial warehouse/storage
PROPOSED USE: Commercial warehouse/storage
SIZE OF PARCEL: 25,200 sf

ALTERNATIVES ANALYZED

City Council may:

- Approve the zone change and adopt the findings of the 10 criteria.
- Deny the zone change and adopt different findings of the 10 criteria
- Allow the applicant to withdraw the zone change; or
- Delay action on the zone change request for up to 30 days.

Prior to making a decision on the proposed zone change, the City Council shall consider the findings of the 10 review criteria.

1. Is the new zoning designed in accordance with the Growth Policy?

The proposed zone change is consistent with the following guidelines of the Growth Policy:

Predictable land use decisions that are consistent with neighborhood character and land use patterns.
The proposed zoning will allow the clean up on a corner in Billings that has been underused and fallen into disrepair. The area along Main Street and the property adjacent to the west have been used for commercial purposes since the late 1970s. The proposed zoning is consistent with the neighborhood character and land use patterns between Main Street and Bench Boulevard. Development standards are in place to require screening, buffering, and mitigation of any potential conflicts with adjacent residential uses. The proposed zoning is compatible with the existing uses to the north and west.
More housing and business choices with each neighborhood.
The existing zoning is restricted to residential uses. The proposed zoning will allow the retention of the commercial use on Main Street and re-development of the property in the future.
Business development and rejuvenation in the Heights.
The proposed zoning will allow continuation of an existing use and the re-use of land for new business development.

2. Is the new zoning designed to secure from fire and other dangers?
The new zoning requires minimum setbacks, open and landscaped areas and building separations. The new zoning, as do all zoning districts, provides adequate building separations and density limits to provide security from fire and other dangers.

3. Whether the new zoning will promote public health, public safety and general welfare?
Public health and public safety will be promoted by the proposed zoning. The property has an existing structure, a warehouse that would be expanded and used for low impact commercial uses.

4. Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?
Transportation: The proposed zoning may have some impact on the surrounding streets if the property is redeveloped in the future. A traffic impact study may be required depending on the development that is built on the property in the future
Water and Sewer: The City provides sewer to the property and water is provided by Billings Heights Water District.
Schools and Parks: Schools and parks should not be affected by the proposed zoning.
Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5. Will the new zoning provide adequate light and air?
The proposed zoning provides for sufficient setbacks to allow for adequate separation between structures and adequate light and air.

6. Will the new zoning effect motorized and non-motorized transportation?
Traffic generation from a commercial site is dependent on the specific uses within the development. The site is currently developed and the change in zoning should not have any effect on existing traffic patterns.

7. Will the new zoning promote compatible urban growth?
The new zoning does promote compatibility with urban growth. The proposed zoning will allow this parcel to re-develop into a neighborhood service area with low impact commercial services that are compatible with the existing neighborhood.

8. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?
The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. The proposed zoning will allow the re-development of the land as a commercial use and improve the property by updating the existing structure.

9. Will the new zoning conserve the value of buildings?
Approval of the zone change will conserve the value of the property by allowing redevelopment of the property. The existing commercial building and development will be conserved by the new zoning.

10. Will the new zoning encourage the most appropriate use of land throughout the City of Billings?
The proposed zoning will allow re-development of the land as commercial use. The property has been a commercial property for many years and is non-conforming to the R-70 zoning. Commercial development to buffer residential from high traffic on Main Street is the best use of the land.

FINANCIAL IMPACT

Approval of this application will have no direct financial impact on the Planning Division budget.

RECOMMENDATION

The City Council on first reading approved the zone change by a unanimous vote and adopted the findings of the 10 criteria during its January 27, 2020 meeting. Staff recommends Council approve Zone Change 976 on second reading, including adoption of the findings of the 10 criteria.

APPROVED BY CITY ADMINISTRATOR

Attachments

Ordinance
Zoning Map & Site Photos

ORDINANCE NO. 20-_____

AN ORDINANCE AMENDING THE ZONE CLASSIFICATION FOR Lots 1 & 2, Block 2 Bede Subdivision, a 25,200 square foot parcel of land, generally located at 727 Lincoln Lane.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA:

1. RECITALS. *Title 76, Chapter 2, Part 3, MCA,* and *Sections 27-302 and 27-1502, BMCC,* provide for amendment to the City Zoning Map from time to time. The City Zoning Commission and staff have reviewed the proposed zoning for the real property hereinafter described. The Zoning Commission and staff have considered the ten (10) criteria required by Title 76, Chapter 2, Part 3, MCA. The recommendations of the Zoning Commission and staff have been submitted to the City Council, and the City Council, in due deliberation, has considered the ten (10) criteria required by state law.

2. DESCRIPTION That Lots 1 & 2, Block 2 Bede Subdivision, a 25,200 square foot parcel of land, generally located at 727 Lincoln Lane is presently zoned **Residential-7000 (R-70)** and is shown on the official zoning maps within this zone.

3. ZONE AMENDMENT. The official zoning map is hereby amended and the zoning for **the above described parcel** is hereby changed from **Residential-7000 (R-70) to Highway Commercial (HC)** and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining to **Highway Commercial (HC)** as set out in the Billings, Montana City Code.

4. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

5. EFFECTIVE DATE. This ordinance shall be effective from and after final passage and as provided by law.

PASSED by the City Council on first reading January 27, 2020

PASSED, ADOPTED AND APPROVED on second reading February 10, 2020

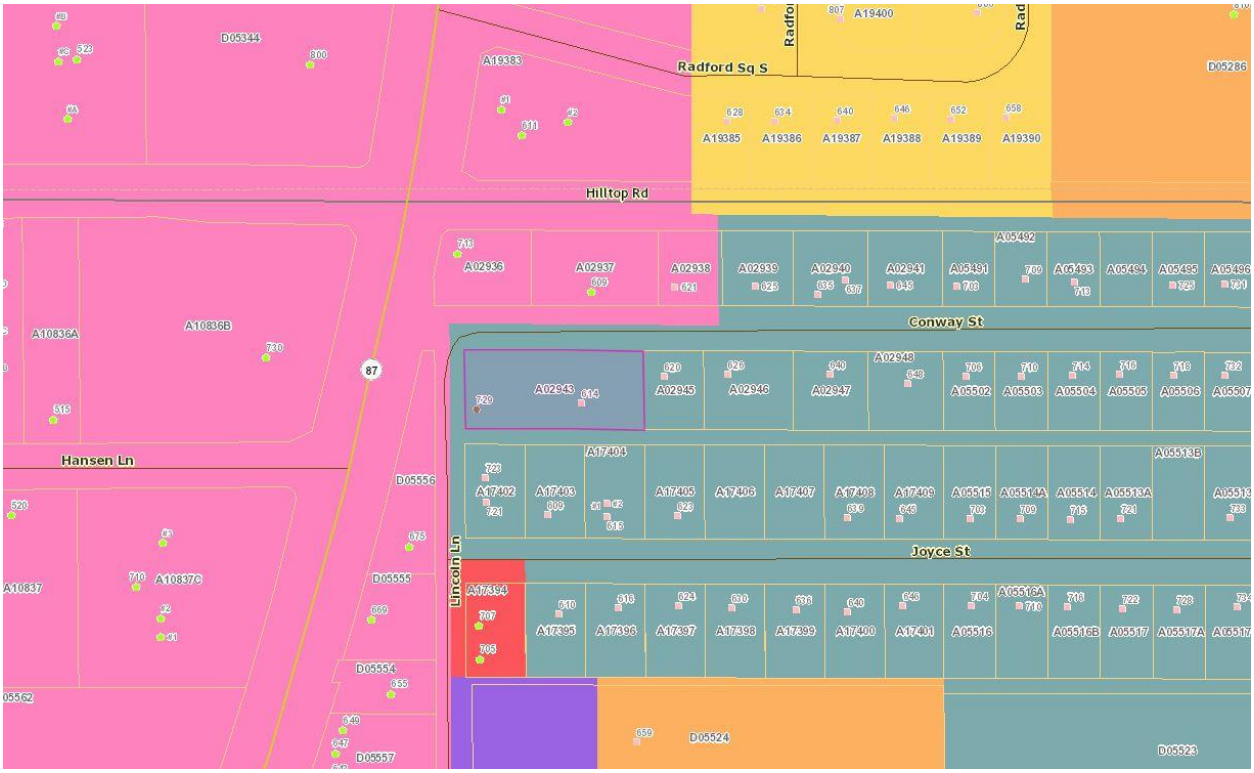
CITY OF BILLINGS:

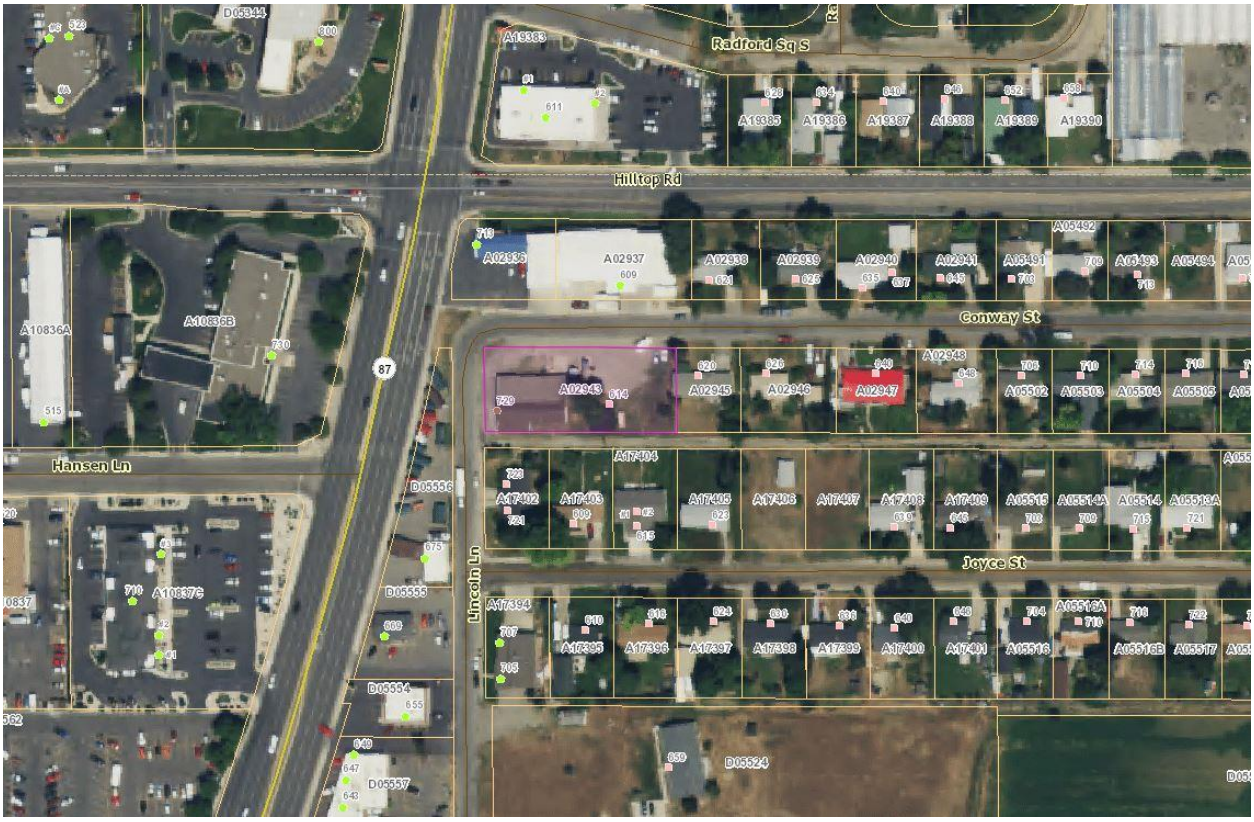
BY:_____
William Cole, Mayor

ATTEST:

BY: Denise Bohlman, City Clerk
Zone Change 976 –727 Lincoln Lane

Zoning Map


Radford Sq S
Hilltop Rd
Conway St
Hansen Ln
Joyce St
Lincoln Ln
87


Radford Sq S
Hilltop Rd
Conway St
Hansen Ln
Joyce St
Lincoln Ln
87

Site Photos



Subject Property



South



South



West


LINCOLN
CONWAY ST
Gainan's
Flowers Gifts Garden Center
Breathe Easy. Naturally.

North



East

Consent **1. I. 1.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Payment of Claims for the week of January 6, 2020

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of $$4,211,039.50 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.

City Check Payment Approval Process

Every invoice for payment is entered into the City's accounting system and the backup documentation is scanned in and attached (physical invoices, additional e-mails explaining payments, bids, contracts, etc.). Each invoice goes through a multi-step approval process depending upon the amount of the payment.

First, invoices are entered by the department requesting the payment and the Department Director or designee must perform an initial review and approval of the purchase. The number of approvals within the Department can vary based upon the size of the Department, but no less than one approver within each Department must verify the payment.

Second, all payments, regardless of size, must be approved by the Purchasing Agent. The Purchasing Agent will review the payment to ensure purchasing procedures are followed and appropriate documentation is attached.

If the payment is greater than $1,000, then it must be approved by the Finance Director.

If that payment is greater than $10,000, then it must be approved by the City Administrator or Assistant City Administrator.

Once all approvals are completed, the payment is able to be made and the Accounts Payable Clerk can print the check. After all checks are printed, a list of all checks in excess of $2,500 is generated and placed on the next City Council meeting for review.

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

citycouncil wk of 01062020

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	829662	Accenture LLP	Property Ins	$ 6,231.00	Inv. 1100596457
01/06/2020	829663	Ace Electric Inc	Water	$ 127,710.00	WO 18-15 Voelker Pump Station Improvements and Staples Generator
01/06/2020	829669	Altitude Signal	Street/Traffic	$ 12,500.00	I001418; Annual Software Maintenance
01/06/2020	829671	Archie Cochrane	Property Ins	$ 7,536.94	Inv. #848283-1 PW Truck #7909 (Hail storm damage)
01/06/2020	829673	AT & T Corp	Wastewater	$ 79.00	PW-Distribution Collection Tablets 60/40
01/06/2020	829673	AT & T Corp	Wastewater	$ 32.36	PWBLKNP STORES -75/25
01/06/2020	829673	AT & T Corp	P.W. Admin	$ 51.38	PWBLKNP OFFICE -60/40
01/06/2020	829673	AT & T Corp	Water	$ 562.25	PWBLKNP COMM-METER CityWorks/Neptune
01/06/2020	829673	AT & T Corp	Wastewater	$ 202.51	PW-Dis/Coll. Cityworks iPads 60/40
01/06/2020	829673	AT & T Corp	Water	$ 616.39	PWBELKNAP-DIST COLL 60/40
01/06/2020	829673	AT & T Corp	Water	$ 340.75	PWBLKNP MTRSHOP
01/06/2020	829673	AT & T Corp	Water	$ 97.19	PWBLKNP STORES -75/25
01/06/2020	829673	AT & T Corp	General	$ 2.13	PRPL -Parks Seasonal
01/06/2020	829673	AT & T Corp	Phone System	$ 17.13	TeleComm Manager
01/06/2020	829673	AT & T Corp	Water	$ 303.77	PW-Dis/Coll. Cityworks iPads 60/40
01/06/2020	829673	AT & T Corp	Wastewater	$ 410.92	PWBELKNAP-DIST COLL 60/40
01/06/2020	829673	AT & T Corp	Facilities	$ 121.66	Facilities BOC Plus 70% of 406-672-3027
01/06/2020	829673	AT & T Corp	Court Grants	$ 210.92	Muni Court DC
01/06/2020	829673	AT & T Corp	Wastewater	$ 858.39	PWBLNP-WWTRMNT1 Wastewater Treatment Plant
01/06/2020	829673	AT & T Corp	Engineering	$ 227.33	PW-Engineering Cell Phones and MiFi
01/06/2020	829673	AT & T Corp	General	$ 174.20	PRPL Parks Tablets
01/06/2020	829673	AT & T Corp	General	$ 316.06	Code Enforcement
01/06/2020	829673	AT & T Corp	General	$ 678.65	Parks Dept.
01/06/2020	829673	AT & T Corp	Wastewater	$ 473.10	PWBLKNP Electricians -Phones
01/06/2020	829673	AT & T Corp	Library	$ 135.20	Library Out Reach
01/06/2020	829673	AT & T Corp	Water	$ 118.49	PW-Distribution Collection Tablets 60/40
01/06/2020	829673	AT & T Corp	General	$ 34.84	PRPL-Parks MiFi 406.850.7416 -West End Shop
01/06/2020	829673	AT & T Corp	Engineering	$ 104.52	Engineering Tablets -three tablets at $119.99 each, plus partial month
01/06/2020	829673	AT & T Corp	Wastewater	$ 49.12	PW Environmental Phones added to account in error. should be receiving
01/06/2020	829673	AT & T Corp	P.W. Admin	$ 34.20	PWBLKNP OFFICE -60/40
01/06/2020	829673	AT & T Corp	Transit	$ (357.96)	Trans-On Call MET -Credit due to phone credit posted
01/06/2020	829673	AT & T Corp	General	$ 320.46	PRPL - Recreation Division
01/06/2020	829673	AT & T Corp	Water	$ 1,045.40	PWBELKNAP-WT Water Treatment
01/06/2020	829673	AT & T Corp	Library	$ 316.61	Library
01/06/2020	829673	AT & T Corp	General	$ 94.70	City Attorney -Legal
01/06/2020	829673	AT & T Corp	Facilities	$ 103.64	Facilities City Hall Plus 30% of 406-672-3027
01/06/2020	829673	AT & T Corp	General	$ 47.35	Municipal Court
01/06/2020	829673	AT & T Corp	Parking	$ 163.51	Parking Phones
01/06/2020	829673	AT & T Corp	Public Safety	$ 240.84	Animal Control -MDT
01/06/2020	829673	AT & T Corp	Public Safety	$ 351.55	Comm. Center 9-1-1
01/06/2020	829673	AT & T Corp	Public Safety	$ 2,534.24	Police Department Cell Phone

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	829673	AT & T Corp	Transit	$ 453.60	MET Transit Tablets
01/06/2020	829673	AT & T Corp	Building	$ 471.48	PW-Building Cell Phones
01/06/2020	829673	AT & T Corp	Airport	$ 532.51	Airport
01/06/2020	829673	AT & T Corp	Public Safety	$ 284.13	Animal Control Cell Phones
01/06/2020	829673	AT & T Corp	Public Safety	$ 87.49	ICAC -Campbell and Spare
01/06/2020	829673	AT & T Corp	Police Programs	$ 47.35	Domestic Violence -Katie Nash
01/06/2020	829673	AT & T Corp	Wastewater	$ 21.59	PWBLNP-ENVIRONMENTAL 406-698-1590 406-850-1016
01/06/2020	829673	AT & T Corp	Public Safety	$ 1,050.54	MDT Fire
01/06/2020	829673	AT & T Corp	General	$ 47.35	Legal Dept -Domestic Violence
01/06/2020	829673	AT & T Corp	Public Safety	$ 120.42	Yellowstone County Cellular Charges -Three cradlepoints -Fire Dept. bills YC
01/06/2020	829673	AT & T Corp	Public Safety	$ 1,145.85	Fire Department Cell Phones
01/06/2020	829673	AT & T Corp	Building	$ 361.26	PW-Building Tablets (Planning)
01/06/2020	829673	AT & T Corp	Parking	$ 97.63	Parking Division Meter Maintenance
01/06/2020	829673	AT & T Corp	Public Safety	$ 284.09	Police -Resource Officers
01/06/2020	829673	AT & T Corp	IT Resources	$ 47.35	IT Department -On call Phone
01/06/2020	829673	AT & T Corp	Police Programs	$ 80.28	CCSIU Toughbook
01/06/2020	829673	AT & T Corp	Public Safety	$ 3,652.74	Police MDT Toughbooks
01/06/2020	829674	Bailey Garage Doors	Water	$ 2,965.00	20501; Staples Garage Door Balance of Door Install
01/06/2020	829676	Bcs Scrip	Health Ins Fund	$ 10,000.00	Healthy IS Incentives for October/November/December 2019
01/06/2020	829678	Billings Tourism	Tourism BID #2	$ 807,066.00	Paid November Distributed December 2019
01/06/2020	829679	Business Tax Section	Storm Sewer	$ 2,482.27	WO 19-08 N 24th & 8th Ave N Storm Drain Replacement
01/06/2020	829679	Business Tax Section	Water	$ 1,290.00	WO 18-15 Voelker Pump Station Improvements and Staples Generator
01/06/2020	829682	CDW Government	Wastewater	$ 1,433.33	VVZ2694; DRIVES AND CADDIES FOR HOST SERVERS WRF
01/06/2020	829682	CDW Government	Wastewater	$ 2,170.05	VWQ0837; DRIVES FOR HOST SERVERS WRF
01/06/2020	829682	CDW Government	Wastewater	$ 28.27	VWK0375; SERVER MEMORY CARD MODULES
01/06/2020	829684	Century Link	Public Safety	$ 41.80	406-245-6600 Crime Prevention Alarm
01/06/2020	829684	Century Link	Solid Waste	$ 68.42	406-245-7193 Solid Waste Landfill
01/06/2020	829684	Century Link	IT Resources	$ 41.74	406-245-4437 Kenco Security Alarm IT Alarm
01/06/2020	829684	Century Link	Public Safety	$ 42.92	406-245-1743 Fire Elevator
01/06/2020	829684	Century Link	Phone System	$ 42.92	406-657-8419 MET Fax and 406-247-8520 Kenco Fax
01/06/2020	829684	Century Link	Transit	$ 53.60	406-254-7038 MET Transit
01/06/2020	829684	Century Link	Street/Traffic	$ 41.74	406-245-9906 PW Traffic Signal 4th 27
01/06/2020	829684	Century Link	Phone System	$ 85.84	406-248-3329 Airport Measured Lines 406-248-9989
01/06/2020	829684	Century Link	Public Safety	$ 52.12	406-655-0728 Fire Maintenance Shop
01/06/2020	829684	Century Link	Airport	$ 41.74	406-245-1044 Airport Terminal Power M
01/06/2020	829684	Century Link	Solid Waste	$ 124.28	406-245-9820 Solid Waste Landfil
01/06/2020	829684	Century Link	Phone System	$ 94.44	406-248-9124 Met Measured Lines 406-248-9179
01/06/2020	829684	Century Link	EOC 911	$ 12,625.29	406-245-8527 New 9-1-1 Center
01/06/2020	829684	Century Link	Phone System	$ 41.74	Pioneer Park 406.657.8298
01/06/2020	829684	Century Link	Phone System	$ 41.74	Four Dances 406.657.3040
01/06/2020	829684	Century Link	Phone System	$ 41.74	Fire Alarm 406.657.3058

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01/06/2020	829684	Century Link	Phone System	$ 42.92	Streets Fax 406.657.8338
01/06/2020	829684	Century Link	EOC 911	$ 7,304.99	New 9-1-1 Center
01/06/2020	829691	CMG AC, LLC	Storm Sewer	$ 40,138.97	WO 17-26 62nd & Rimrock Stormwater Detention Pond
01/06/2020	829692	Community Solutions	Court Grants	$ 1,720.00	19 Dec. CSI EtG's
01/06/2020	829692	Community Solutions	Municipal Court	$ 500.00	19 Dec. CSI Home Visits ETC
01/06/2020	829692	Community Solutions	Municipal Court	$ 500.00	19 Dec. DUI Home Visits
01/06/2020	829694	Cop Construction Co	Wastewater	$ 76,593.55	WO 19-01 Sch 2 Montana Ave Sewer Main Replacement
01/06/2020	829697	Cummins Rocky Mt	Transit	$ 777.44	38-20129
01/06/2020	829697	Cummins Rocky Mt	Transit	$ 7,252.18	38-20029
01/06/2020	829697	Cummins Rocky Mt	Transit	$ 539.71	38-19987
01/06/2020	829697	Cummins Rocky Mt	Transit	$ 46.83	38-20170
01/06/2020	829701	Dell Computer L P	Public Safety	$ 1,890.01	Precision 3630 i7 Processor, 64GB RAM 1TB SSD -Police
01/06/2020	829701	Dell Computer L P	Airport	$ 1,143.74	11 i7 Processors, 13 Monitors, and sound bars -Airport
01/06/2020	829701	Dell Computer L P	Airport	$ 2,180.76	11 i7 Processors, 13 Monitors, and sound bars -Airport
01/06/2020	829701	Dell Computer L P	Airport	$ 7,108.73	11 i7 Processors, 13 Monitors, and sound bars -Airport
01/06/2020	829701	Dell Computer L P	Airport	$ 2,360.37	11 i7 Processors, 13 Monitors, and sound bars -Airport
01/06/2020	829703	Downtown Billings BID	Downtown BID	$ 211,691.15	Paid November Distributed December 2019
01/06/2020	829705	Edwards Jet Center	Airport	$ 4,772.80	2 Rows-Snow Gem Double Rail Guard Fence on Airport Hangar Roof
01/06/2020	829708	First Montana Title	CDBG	$ 15,000.00	FTHB Bobby Snider 4537 Murphy Avenue
01/06/2020	829710	Gaynor's Auto Body	Public Safety	$ 8,083.95	121719
01/06/2020	829711	Gillig Corporation	Transit	$ 48.98	40650698
01/06/2020	829711	Gillig Corporation	Transit	$ 66.78	40652793
01/06/2020	829711	Gillig Corporation	Transit	$ 135.00	40653757
01/06/2020	829711	Gillig Corporation	Transit	$ 1,696.88	40650171 PO NUM 309573
01/06/2020	829711	Gillig Corporation	Transit	$ 3,513.04	40650699 PO NUM 309573
01/06/2020	829715	Great West Eng	Solid Waste	$ 3,604.00	Miscellaneous engineering Services for the Landfill
01/06/2020	829720	HDR, Inc.	Water	$ 141,528.96	WO 19-12 West End Reservoir; 1200233278/8
01/06/2020	829720	HDR, Inc.	Wastewater	$ 18,298.17	WO 19-11 WRF Nutrient Recovery & Biosolids Facilities Plan;
01/06/2020	829720	HDR, Inc.	Wastewater	$ 111,751.30	WO 14-11 WWTP Nutrient Upgrade Expansion & Improvements
01/06/2020	829721	High Point Networks	Phone System	$ 21,112.00	Juniper Switches and Optics -Miller Building for MiTel Migration
01/06/2020	829722	Holland & Hart LLP	Solid Waste	$ 14,910.00	Hillcrest Natural Area Intervention
01/06/2020	829725	Iaff	Payroll Clearing	$ 4,936.23	Payroll Summary
01/06/2020	829727	InfoSend Inc	P.W. Admin	$ 9,923.85	162991; Monthly Statement Printing and Mailing Fees
01/06/2020	829727	InfoSend Inc	P.W. Admin	$ 2,638.78	162991; Monthly Statement Printing and Mailing Fees
01/06/2020	829734	KTVQ Communications	P.W. Admin	$ 3,160.00	strategic planning, creative & production-video content & digital display
01/06/2020	829734	KTVQ Communications	P.W. Admin	$ 1,500.00	strategic planning, creative & production-video content & digital display
01/06/2020	829734	KTVQ Communications	P.W. Admin	$ 1,400.00	strategic planning, creative & production-video content & digital display
01/06/2020	829746	Montana CSED	Payroll Clearing	$ 2,875.57	Payroll Summary
01/06/2020	829747	Montana Dakota Utilities	Fleet	$ 6,023.87	121919 PO NUM 309577
01/06/2020	829748	Montana Dakota Utilities	Water	$ 33.97	076 225 9180 3
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 7,883.93	293 780 1000 2

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01/06/2020	829748	Montana Dakota Utilities	Water	$ 83.31	666 923 1000 7	
01/06/2020	829748	Montana Dakota Utilities	Parking	$ 49.59	799 152 1209 0	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 69.88	868 563 1000 7	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 58.30	110 490 1000 9	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 50.61	600 490 1000 6	
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 748.76	885 880 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Facilities	$ 4,080.09	989 733 1000 0	
01/06/2020	829748	Montana Dakota Utilities	Facilities	$ 660.63	993 733 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 784.08	410 490 1000 6	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 305.58	700 490 1000 5	
01/06/2020	829748	Montana Dakota Utilities	Solid Waste	$ 1,668.04	770 390 1000 2	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 737.80	900 490 1000 3	
01/06/2020	829748	Montana Dakota Utilities	Transit	$ 1,474.27	962 880 1000 0	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 223.31	310 490 1000 7	
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 467.25	533 653 1000 1	
01/06/2020	829748	Montana Dakota Utilities	General	$ 346.88	571 295 3342 8	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 17.01	610 490 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 3,721.94	500 490 1000 7	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 92.02	510 490 1000 5	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 36.82	735 453 1000 2	
01/06/2020	829748	Montana Dakota Utilities	Facilities	$ 246.89	130 733 1000 8	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 3,941.96	293 780 1000 2	
01/06/2020	829748	Montana Dakota Utilities	Parking	$ 89.27	303 725 2591 2	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 261.36	410 490 1000 6	
01/06/2020	829748	Montana Dakota Utilities	General	$ 351.28	437 780 1000 9	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 72.99	527 033 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 92.55	832 001 1000 1	
01/06/2020	829748	Montana Dakota Utilities	General	$ 117.01	927 890 1000 3	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 50.62	600 490 1000 6	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 60.68	800 490 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Wastewater	$ 3,941.96	293 780 1000 2	
01/06/2020	829748	Montana Dakota Utilities	General	$ 71.89	371 101 1000 6	
01/06/2020	829748	Montana Dakota Utilities	Engineering	$ 182.50	595 373 1000 1	
01/06/2020	829748	Montana Dakota Utilities	Facilities	$ 2,843.16	757 633 1000 2	
01/06/2020	829748	Montana Dakota Utilities	Facilities	$ 2,355.23	929 780 1000 4	
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 750.38	169 233 1000 3	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 297.42	210 490 1000 8	
01/06/2020	829748	Montana Dakota Utilities	Library	$ 2,483.50	219 924 4851 0	
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 75.72	514 117 0478 9	
01/06/2020	829748	Montana Dakota Utilities	Water	$ 73.53	566 923 1000 8	
01/06/2020	829748	Montana Dakota Utilities	P.W. Admin	$ 45.63	595 373 1000 1	

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01/06/2020	829748	Montana Dakota Utilities	General	$ 32.92	061 943 1000 6
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 365.52	442 190 1000 4
01/06/2020	829748	Montana Dakota Utilities	Parking	$ 17.59	717 353 1000 6
01/06/2020	829748	Montana Dakota Utilities	Water	$ 203.41	010 490 1000 0
01/06/2020	829748	Montana Dakota Utilities	Water	$ 669.92	310 490 1000 7
01/06/2020	829748	Montana Dakota Utilities	Water	$ 192.00	209 077 5055 6
01/06/2020	829748	Montana Dakota Utilities	Public Safety	$ 38.24	062 907 9494 7
01/06/2020	829750	Montana Peterbilt	Fleet	$ 25.88	94820 PO NUM 309605
01/06/2020	829750	Montana Peterbilt	Solid Waste	$ 511,520.00	6-2019 Tandem tilt cab w/side load compactor body
01/06/2020	829750	Montana Peterbilt	Solid Waste	$ 30.36	94761
01/06/2020	829750	Montana Peterbilt	Solid Waste	$ 30.36	94384
01/06/2020	829750	Montana Peterbilt	Solid Waste	$ 30.36	94655
01/06/2020	829751	MT State Fireman	Payroll Clearing	$ 4,228.13	Payroll Summary
01/06/2020	829753	Morrison Maierle	Wastewater	$ 26,919.59	WO1901 2019 Water/Sewer Replacement Project; 195583/13
01/06/2020	829754	Moulton Bellingham	P.W. Admin	$ 2,902.50	Research on SMD and Storm assessments for airport
01/06/2020	829755	MPPA	Payroll Clearing	$ 3,503.60	Payroll Summary
01/06/2020	829760	NorthWestern Energy	Facilities	$ 6,319.70	0100507-3
01/06/2020	829760	NorthWestern Energy	General	$ 109.76	0712683-2
01/06/2020	829760	NorthWestern Energy	General	$ -	0722261-5
01/06/2020	829760	NorthWestern Energy	General	$ -	0723038-6
01/06/2020	829760	NorthWestern Energy	Facilities	$ 1,326.04	3602454-5
01/06/2020	829760	NorthWestern Energy	Public Safety	$ 569.58	0712537-0
01/06/2020	829760	NorthWestern Energy	Transit	$ 25.55	0712764-0
01/06/2020	829760	NorthWestern Energy	Parking	$ 2,690.57	0720834-1
01/06/2020	829760	NorthWestern Energy	General	$ -	0722260-7
01/06/2020	829760	NorthWestern Energy	General	$ -	0722262-3
01/06/2020	829760	NorthWestern Energy	General	$ 7.65	0723090-7
01/06/2020	829760	NorthWestern Energy	Facilities	$ 74.19	3602453-7
01/06/2020	829760	NorthWestern Energy	General	$ 18.18	0723044-4
01/06/2020	829760	NorthWestern Energy	General	$ -	0723052-7
01/06/2020	829760	NorthWestern Energy	General	$ -	0723170-7
01/06/2020	829760	NorthWestern Energy	Parking	$ 2,658.66	3067416-2
01/06/2020	829760	NorthWestern Energy	Public Safety	$ 414.70	0720840-8
01/06/2020	829760	NorthWestern Energy	Water	$ 256.42	0723043-6
01/06/2020	829760	NorthWestern Energy	General	$ 6.10	0831702-6
01/06/2020	829760	NorthWestern Energy	Parking	$ 1,215.53	1594282-4
01/06/2020	829760	NorthWestern Energy	General	$ -	0723051-9
01/06/2020	829760	NorthWestern Energy	Parking	$ 576.64	3279035-4
01/06/2020	829760	NorthWestern Energy	Public Safety	$ 376.27	1984150-1
01/06/2020	829760	NorthWestern Energy	Public Safety	$ 227.72	1984155-0
01/06/2020	829760	NorthWestern Energy	Wastewater	$ 1,628.97	2132749-9

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01/06/2020	829760	NorthWestern Energy	Parking	$ 177.41	3463478-2
01/06/2020	829760	NorthWestern Energy	Water	$ 1,365.85	0722252-4
01/06/2020	829760	NorthWestern Energy	General	$ -	0722268-0
01/06/2020	829760	NorthWestern Energy	General	$ -	0723027-9
01/06/2020	829760	NorthWestern Energy	General	$ 1,557.33	0100506-5
01/06/2020	829760	NorthWestern Energy	Parking	$ 699.39	0720829-1
01/06/2020	829760	NorthWestern Energy	General	$ 144.80	0722257-3
01/06/2020	829760	NorthWestern Energy	General	$ -	0722265-6
01/06/2020	829760	NorthWestern Energy	Park Maint	$ 179.27	1059093-3
01/06/2020	829760	NorthWestern Energy	Transit	$ 337.52	1784756-7
01/06/2020	829760	NorthWestern Energy	Parking	$ 1,792.87	1569636-2
01/06/2020	829760	NorthWestern Energy	Wastewater	$ 372.21	King Ave & Shiloh Crossing Blvd Lift Station; 1756893-2 Nov 2019
01/06/2020	829760	NorthWestern Energy	P.W. Admin	$ 169.20	Depot Electricity-Parking Lot lights
01/06/2020	829760	NorthWestern Energy	Engineering	$ 676.80	Depot Electricity- Parking Lot lights
01/06/2020	829768	Public Utilities	Wastewater	$ 2,934.20	111176
01/06/2020	829768	Public Utilities	General	$ 94.59	255552
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 235.82	Parts for landfill P56887
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 1,679.53	PARTS FOR 0259
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 383.08	LABOR FOR 0206
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 1,062.38	PARTS FOR 0259
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 2,587.71	LABOR AND PARTS FOR 206
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ (344.43)	Filters for Landfill equipment C24047
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 987.26	Parts for Landfill Vehicles P55777
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 280.60	Parts for Landfill equipment P55850
01/06/2020	829769	RDO Equipment Co.	Solid Waste	$ 275.00	3D Modeling for landfill P06811
01/06/2020	829773	Rimrock Foundation	Municipal Court	$ 185.00	19 Nov. Psy. Ther.
01/06/2020	829773	Rimrock Foundation	Court Grants	$ 1,950.00	19 Nov. DUI Ancillary
01/06/2020	829773	Rimrock Foundation	Court Grants	$ 180.00	19 Nov. Drug Ancillary
01/06/2020	829773	Rimrock Foundation	Municipal Court	$ 1,150.00	19 Nov. CTC No. Ins., copays, deduct.
01/06/2020	829773	Rimrock Foundation	Municipal Court	$ 2,295.69	19 Nov. DUI No. Ins., copays, deduct.
01/06/2020	829773	Rimrock Foundation	Municipal Court	$ 185.00	19 Nov. Psy. Ther.
01/06/2020	829773	Rimrock Foundation	Court Grants	$ 500.00	19 Nov. DC No. Ins., copays, deduct.
01/06/2020	829773	Rimrock Foundation	Municipal Court	$ 1,170.00	19 Nov. CTC Ancillary
01/06/2020	829776	Routematch Software	Transit	$ 22,592.00	Annual Technical Support
01/06/2020	829779	SHI International Corp	IT Resources	$ 37,663.02	Licenses Software Assurance renewal-MS Server thru 10/31/2022
01/06/2020	829781	Springline Construction	Storm Sewer	$ 245,744.43	WO 19-08 N 24th & 8th Ave N Storm Drain Replace;1 WO1908
01/06/2020	829787	Stewart Title Company	CDBG	$ 15,000.00	FTHB Tammy Utter 1328 Concord Avenue
01/06/2020	829789	Sundown Security	Airport	$ 2,979.62	Invoice #52518. Skycap Services 12/13/19-12/19/19
01/06/2020	829791	Tetra Tech, Inc.	Facilities	$ 784.00	Inv. 515.4.87 Police Evidence Pre Reno Asbestos Inspection
01/06/2020	829791	Tetra Tech, Inc.	CDBG	$ 2,386.00	930 Steffanich Drive-Pre-Demo Asbestos Inspection & Lead TCLP
01/06/2020	829793	Town & Country Supply	Airport	$ 18,388.90	Invoice #405039. QTA Car Rental Fuel

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01/06/2020	829793	Town & Country Supply	Fleet	$ 6,966.63	404943 PO NUM 309568
01/06/2020	829793	Town & Country Supply	Fleet	$ 11,572.92	402634 PO NUM 309568
01/06/2020	829793	Town & Country Supply	Transit	$ 13,487.32	405045 PO NUM 309578
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 193.86	PARTS FOR 0258
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 16,382.78	PARTS FOR 0257
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 2,248.52	PARTS AND LABOR FOR 0257
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 12,556.36	PARTS FOR 0257
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 11,006.32	LABOR FOR 0257
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 55.22	PARTS FOR 0255
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 385.24	PARTS AND LABOR FOR 0242
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 929.76	PARTS AND LABOR FOR 0242
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 1,917.76	PARTS FOR 0257
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 193.86	PARTS FOR 0258
01/06/2020	829794	Tractor & Equipment	Solid Waste	$ 1,010,556.00	New Compactor for the Landfill B2775801
01/06/2020	829797	Vermont Systems Inc	General	$ 8,499.49	RecTrac maintenance-64980
01/06/2020	829797	Vermont Systems Inc	General	$ 312.50	RecTrac phone webinar-65116
01/07/2020	829807	Big Sky Fire Equipment	Airport	$ 111,030.36	AIP-61. Self-Contained Breathing Apparatus Ensembles - Federal Share
01/07/2020	829807	Big Sky Fire Equipment	Airport	$ 12,336.71	AIP-61. Self-Contained Breathing Apparatus Ensembles - Local Share
01/07/2020	829808	Bcs Scrip	General	$ 3,725.00	1st Quarter Milestones 2020
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 855.95	E And M Consulting Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 30.04	Midland Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 4.95	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 10.61	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 57.76	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 115.06	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 76.71	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 775.00	The Montana Quarterly - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 36.47	Fire Hose Direct - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 16.95	Advantage Car # 060201 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 4.36	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 825.00	Stanley Steemer/Bllngs - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 339.00	Graphic Imprints Awards - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 911.04	Int'L Code Council Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ (31.28)	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.00	Staleys Tire And Auto - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 42.34	Carquest 3104 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 42.34	Carquest 3104 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 184.61	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 334.18	Frontier Fence - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 120.00	Institute Of Transportati - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 27.99	Harbor Freight Tools 207 - PCard

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01/06/2020	ACH	U.S. Bank PCards	General	$ 89.98	Jcpenney 2810 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 411.54	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 130.00	Red Wing Shoes #998 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 95.97	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 54.98	Shipton'S Big R-West - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 6.50	Universal Awards - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 375.00	Historical Society-Gift - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 130.00	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 732.62	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 84.90	American Library Assn - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 108.00	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 7.15	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 632.50	Overhead Door-S Mont - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 54.00	Conoco - Town Pump 2 Big - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 82.50	Entre Technology Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 784.02	Environmental Resource - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 35.34	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 30.00	Delta Air Baggage Fee - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 30.00	Delta Air Baggage Fee - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 18.99	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 113.91	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 300.00	Pizza Hut #1720 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 298.00	American Planning A - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 29.76	Thomae Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 48.61	Albertsons #4041 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 182.87	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 153.80	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 30.00	Aces - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 13.85	Amazon.Com*Ay24102R3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 19.99	Amazon.Com*Co1N15Kt3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 253.32	Amazon.Com*Ma4Tk4Xx3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 77.94	Amzn Mktp Us*5C9111Gt3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 10.87	Amzn Mktp Us*Av1962Lg3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 310.26	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 331.81	Marketing Specialtites - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 75.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 61.31	A & I Distributors - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 350.00	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 384.88	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 128.50	Billings Construction Sup - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 241.80	Bloedorn Lumber Billings - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	General	$ 130.39	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 1,232.79	Gaylord Bros Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 127.95	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 67.00	Graybar Electric Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 164.71	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 75.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 9.22	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 15.00	Aces - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 26.57	Amazon.Com*4O5F99Qi3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 60.37	Amazon.Com*Ap2Oc6Wt3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 54.96	Amazon.Com*Ug2P42Ai3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 59.80	Amzn Mktp Us*A955A9Tk3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 11.02	Amzn Mktp Us*Ef4Ds7Ql3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 38.40	Amzn Mktp Us*Jx71I6Us3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 376.41	Amzn Mktp Us*Pc4Dy9It3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 216.40	Brodart Supplies - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 3.27	Crescent Electric 054 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 134.91	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 166.25	Entre Technology Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 800.00	Executive Cleaning Co Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 264.08	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 527.10	Graybar Electric Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 198.28	Graybar Electric Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 37.79	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 30.00	Heights Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 120.00	Association Of Pedestrian - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 500.00	Association Of Pedestrian - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 4.99	Apple.Com/Bill - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 128.90	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 26.29	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 349.00	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 21.82	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 181.88	National Emergency Train - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 23.00	0725 Ced - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 93.75	Sprocket'S Mach. & Weld - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 6.00	Lockwood Ace Hardware - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 99.65	Pickle Barrel - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 500.00	Esri - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 791.04	Mcmaster-Carr - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 48.00	Amazon.Com*Bs21U8Kg3 Amzn - PCard

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01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 50.05	Amazon.Com*Kb7Yt0B43 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 27.20	Amzn Mktp Us*4D19Q2Aq3 - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 30.32	Amzn Mktp Us*7N5Ow5263 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 36.46	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 14.75	Amzn Mktp Us*M22J41Je3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 14.48	Amzn Mktp Us*M32Oa9Tn3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 75.67	Amzn Mktp Us*Pk39R01S3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 22.28	Amzn Mktp Us*Xz9Im1Il3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 6.00	Amzn Tradein*Z65Dp76P3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 62.38	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 33.90	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 57.62	Wal-Mart #1982 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 18.76	Wm Supercenter #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 479.00	Billingsgazettethriftynck - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 169.75	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 45.15	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 8.76	Hose & Rubber Supply Blg - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 18.35	Hose & Rubber Supply Blg - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 34.50	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 4.91	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 8.75	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 44.97	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 153.60	Dxp Enterprises - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,003.77	Amazon.Com*Ac07B9Xa3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 95.02	Amazon.Com*Ie0Ks82R3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 35.77	Amazon.Com*Pg9Xb3R93 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 19.94	Amzn Mktp Us*0C3A77Dw3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 149.00	Havis Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 2,271.74	B&H Photo 800-606-6969 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 82.79	B&H Photo 800-606-6969 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 23.26	Amazon.Com*7R7X28Uj3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 679.76	Amazon.Com*Mk0Cp8Yk3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 12.42	Amazon.Com*Yq9Tf7Eq3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 27.78	Amzn Mktp Us*6G4Jk4Pb3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 49.98	Amzn Mktp Us*7Q5I01Do3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 23.99	Amzn Mktp Us*Mx83S16P0 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 8.54	Amzn Mktp Us*Sw4Zx0Wn3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 659.49	Amzn Mktp Us*Xk9Hn6Re3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 3.96	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 124.34	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 38.40	Wm Supercenter #1956 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	EOC 911	$ 909.68	Hyatt Regency Seattle - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 132.26	Meadow Green Sales - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 5.11	Amzn Mktp Us*Ho39L0Qy3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 13.98	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 143.68	Amzn Mktp Us*P86Qy2Kh3 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 8.98	Amzn Mktp Us*R07P98Ob3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 19.57	Amzn Mktp Us*Wq2Qu3Ud3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 152.15	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 200.00	Msu Billings-Main Cmp C - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 695.00	International Parking & M - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 42.04	Sinclair Friendly'S - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 190.06	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 635.89	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ (21.47)	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 72.31	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Central Services	$ 147.28	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 7.25	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 13.08	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	EOC 911	$ 423.30	Hampton Inns - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 136.15	Dmi* Dell Corp Bus - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.99	Adobe Creative Cloud - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 154.16	M-B Companies, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 12.50	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 86.61	A & I Distributors - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 1,349.90	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 570.80	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 246.33	Industrial Communications - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 30.00	Sq *Skyline Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 23.60	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 43.14	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 322.73	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 30.91	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 30.97	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 30.91	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 66.81	Amzn Mktp Us*8B8Y84Dl3 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 24.99	Amzn Mktp Us*Dt8Uz6Hy3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 899.97	Amzn Mktp Us*Ey6Yu8143 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 10.99	Amzn Mktp Us*Hk1Mv3Qv3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 47.82	Amzn Mktp Us*Ms7Ag29M3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 432.24	Amzn Mktp Us*Qg1Ki9Ee3 - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 25.68	Amzn Mktp Us*W69J58Bb3 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 73.73	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 14.62	Amzn Mktp Us*Gv2Py35U3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 69.99	Amzn Mktp Us*Jt59B3Q43 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 346.03	Amzn Mktp Us*Sw2Rp79F3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 9.99	Amzn Mktp Us*Ub9Fy2O33 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 62.20	Amzn Mktp Us*Yf7Gw7463 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 103.43	Arco Interstate - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 11.86	Wal-Mart #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 7.70	Usps Po 2907820108 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 130.12	Six Robblees No 6 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.25	Target.Com * - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 55.00	Western Awards & Engravin - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 19.45	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 51.96	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 273.03	Safety Kleen Corp - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 362.29	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 9.79	Billings Hardware & Se - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 34.99	Target 00013334 - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 1.00	City Of Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 2.24	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 140.72	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 691.23	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 38.50	Montana Seals And Packing - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 80.87	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 872.10	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 170.76	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 184.10	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 1,856.70	Collaborative Summer Libr - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 88.26	Cross Petroleum- Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 14.94	Conoco - Dons Xpress Cent - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 38.00	Conoco - Eddies Corner - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 1,824.10	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 94.72	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 318.46	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 20.48	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 72.88	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 28.42	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 99.98	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 57.60	Wm Supercenter #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 6.50	Wal-Mart #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 12.93	Ups*000000W219W8479 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	General	$ 126.55	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 169.92	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 93.75	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 316.44	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 129.57	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 81.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 17.97	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 53.96	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 20.28	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 2.59	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 248.57	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 104.80	Cafe Rio Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 158.30	Tlo Transunion - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 44.98	Target 00013334 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 124.19	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 46.98	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 269.20	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 14.34	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,077.77	M-B Companies, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 11.60	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 41.35	A & I Distributors - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 185.16	Dmi* Dell Corp Bus - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 179.88	Adobe Acropro Subs - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 26.52	Meadow Green Sales - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 48.87	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 70.27	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 273.86	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 140.94	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 125.03	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 294.51	Ace Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 88.18	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 336.10	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 19.02	Bloedorn Lumber Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 10.73	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Phone System	$ 368.20	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Fleet	$ 750.00	Cummins Inc - 60 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 111.10	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Light Maint	$ 575.00	Lesman Iron Works - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 405.00	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 110.10	Motion Industries Mt01 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 56.25	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 799.45	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 128.50	Billings Construction Sup - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 1,440.00	Executive Cleaning Co Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 11.69	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 35.98	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 680.49	Galls - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 95.06	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 56.00	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 48.86	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 13.37	Johnstone Supply Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 47.80	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 830.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 75.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 74.56	Ah Turf Specialties Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 789.00	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 58.71	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 362.70	Bloedorn Lumber Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 436.81	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 46.90	Tlf*Gainans Floral And G - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 105.50	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 448.00	United 0162484788752 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 2.00	Albertsons #4041 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 99.00	Spic And Span - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 38.94	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 110.63	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 13.99	Amazon.Com*Jr88200P3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 38.54	Amazon.Com*Pf91S55F3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 25.76	Amzn Mktp Us*Bq77P9Qt3 - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 9.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 36.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 609.18	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 140.56	Hach Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 16.98	Hach Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 116.93	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 149.31	Hose & Rubber Supply Blg - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 90.00	Tire Rama 105 It - PCard
01/06/2020	ACH	U.S. Bank PCards	Gas Tax	$ 500.00	Jares Fence Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 2,000.00	Jares Fence Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 7.04	Galles Filter And Exhaust - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 97.00	Hanson Chemical - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	General	$ 49.21	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 51.24	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 23.07	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 3.84	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 675.00	Beartooth Gun - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 404.97	Anixter/Clark/Tri-Ed - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 109.47	Cintas 60A Sap - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 14.75	The Ups Store #4741 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 238.00	Billings Parks Company - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 92.00	Ratco Trailer And Hitch - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 75.00	Reliable Tent Awning Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 62.94	Shipton'S Big R-West - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 63.33	Tractor & Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 78.00	Universal Awards - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 1,256.41	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 41.91	Yellowstone County Treas - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 51.96	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 921.65	Idu*Insight Public Sec - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 4.00	Albertsons #0630 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 5.38	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 7.55	Amzn Mktp Us*Kn5Nc43J3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 21.30	Amzn Mktp Us*Ls8R33V13 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 65.99	Amzn Mktp Us*Xp0Fm3203 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 103.08	Amzn Mktp Us*Yr7Hf0Hy3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 40.99	Bestbuycom805664391322 - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 497.04	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 10.36	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 26.58	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 25.98	Heights Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 147.97	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 65.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 129.95	Amazon.Com*Pv84X7Zx3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 32.22	Amazon.Com*U70Rb79D3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 166.88	Amzn Mktp Us*1J4Qc18Y3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 38.02	Amzn Mktp Us*468Jj2Fm3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 160.21	Amzn Mktp Us*A50Dv09H3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 46.40	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 13.12	Ah Turf Specialties Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 1,071.22	Air Controls-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 216.00	Amerlibassoc Ecommerce - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 151.11	Big Sky Linen And Unif - PCard

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01/06/2020	ACH	U.S. Bank PCards	Airport	$ 502.60	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 231.00	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,113.12	Flowmark High Tech Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 26.89	Amzn Mktp Us*Eg61J07Q3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 7.99	Amzn Mktp Us*Hc4Pi7H83 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 20.99	Amzn Mktp Us*Kg9Qb67T3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 239.96	Amzn Mktp Us*Zc43934A3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 12.95	Canva* 02524-10949061 - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 74.12	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 75.96	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 5.61	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 235.40	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 65.88	Wm Supercenter #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 14.35	Usps Po 2907800103 - PCard
01/06/2020	ACH	U.S. Bank PCards	EOC 911	$ 423.30	Hampton Inns - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 12.00	West End Lock And Secur - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 22.50	West End Lock And Secur - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 94.59	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 270.62	Northwest Pipe Fittings, - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 249.95	Lowes #00907* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 93.70	Wm Supercenter #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 65.00	National Recreation & - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 727.65	Meadow Green Sales - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 158.89	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.84	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 174.53	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 29.42	A & I Distributors - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ (9.40)	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 970.40	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 144.43	Ace Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 2,325.00	Air Controls-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 402.70	Air Controls-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 265.00	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 700.00	Lp Anderson Point S Tire - PCard
01/06/2020	ACH	U.S. Bank PCards	Fleet	$ 398.07	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,709.50	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 7.33	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 7.34	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 112.50	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 52.80	Billings Construction Sup - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 231.00	Billings Overhead Door In - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 44.50	Overhead Door-S Mont - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 54.47	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 523.85	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 640.00	Executive Cleaning Co Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 197.84	Graybar Electric Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 139.68	Graybar Electric Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 745.55	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 349.59	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 53.17	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 53.17	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 3.43	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 3.89	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 5.84	Hose & Rubber Supply Blg - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 41.07	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 73.48	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 37.50	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 81.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 18.83	Graybar Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 217.66	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 52.90	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 53.17	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 244.83	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 41.50	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 20.24	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 5.63	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 31.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 11.99	Fedex 778984062951 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 34.93	Fedex 90250191 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 636.72	Thomson West*Tcd - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 9.60	Edge Construction Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 539.51	Travelocity*7100157823319 - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 47.44	Exxonmobil 45948759 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 12.00	Batteries+Bulbs #0253 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 105.60	Holiday Inn Express Jtwn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 105.60	Holiday Inn Express Jtwn - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.00	Harvest Tech-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 150.00	Wpy*Jsec - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 17.00	Billings Clinic Homeox - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,047.65	Wpsg- Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 61.15	Gallaghers Family Restau - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 151.92	Snappyduds - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 20.00	Billing Pizza Ranch - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 69.97	Cab Store Billings, Mt - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 223.15	Cenex Synergy 09899816 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 104.84	Ross Stores #554 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,223.35	Central Electric Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,394.00	National Band And Tag Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 116.28	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 32.55	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 150.00	Nastt North American Soci - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 105.10	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Fire Grants	$ 387.60	Robotronics Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 180.00	Winchell Landscaping In - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 38.00	Aaim Solutions - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ (619.16)	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,000.00	Transportation Security - PCard
01/06/2020	ACH	U.S. Bank PCards	Fire Grants	$ 28.91	Albertsons #4025 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 442.98	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 13.72	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 11.21	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 537.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 163.48	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 384.01	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 31.06	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 19.90	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 27.83	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 43.14	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 13.91	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 40.96	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 21.40	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 9.98	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 13.47	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 13.58	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 71.42	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 205.25	Heartland Paper Company - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 11.69	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 26.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 89.99	Kings Ace Hdwe - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	General	$ 37.00	Smk*Surveymonkey.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 79.99	Spectrum - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 17.10	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 17.48	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 20.00	Textmagic.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 180.24	Truenorth Steel-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 110.00	Sq *Skyline Service - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 623.00	Billings Ink And Toner, I - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 100.00	Billings Parks Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 115.00	Int'L Code Council Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 100.32	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 90.00	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 2.99	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 360.00	Stanley Steemer/Bllngs - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 105.60	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 31.06	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 5.43	Fastenal Company 01Mtbi1 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 55.00	S & P Brake Supply Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 20.60	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 20.60	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.07	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 174.23	Tractor & Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 10.00	Universal Awards - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 19.56	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 70.98	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 130.00	Bighorn Boots - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 330.00	Bighorn Boots - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 90.00	Redd'S Prints And Signs I - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 99.99	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 247.43	State Chemic*State Che - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 420.74	State Chemic*State Che - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.84	Carquest 3103 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 1,308.15	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 328.00	Redd'S Prints And Signs I - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 65.58	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 149.90	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 130.00	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 66.99	Harbor Freight - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 274.95	Harbor Freight - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 79.99	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 676.60	Delta Air 0062408854197 - PCard

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01/06/2020	ACH	U.S. Bank PCards	Water	$ 237.06	Cdw Govt #Vwb7644 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 131.20	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 19.84	Thomae Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 67.49	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 38.47	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 35.40	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 60.00	Independent Lock And Par - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 156.46	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 88.28	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 119.99	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 57.48	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 96.73	Mcmaster-Carr - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ (5.99)	Web*Networksolutions - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 23.44	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.99	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 182.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 11.69	Amazon.Com*0B65G97T3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 17.94	Amazon.Com*Ap27A04M3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 69.02	Amzn Mktp Us*1C5Hx1T63 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 91.99	Amzn Mktp Us*6X0O18Vv3 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 2.63	Amazon.Com*Af0By8Rd3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 37.48	Amzn Mktp Us*0Q5892A93 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 220.70	Amzn Mktp Us*1R7Kd36B3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 56.65	Amzn Mktp Us*Jb73V9043 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 375.00	Amzn Mktp Us*Ny04M32J3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 242.96	Amzn Mktp Us*Ov7Aa63Q3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 49.98	Amzn Mktp Us*Xj25X0W23 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 3.74	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 164.93	Amzn Mktp Us*7N9Dv7Tj3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 22.95	Amzn Mktp Us*9A05F52R3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 179.99	Amzn Mktp Us*Jv5D24K43 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 50.15	Amzn Mktp Us*Me1Mn2U23 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 9.99	Amzn Mktp Us*Pk39R01S3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 121.58	Amzn Mktp Us*Rn10J4Ry3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.99	Amzn Mktp Us*Wh01855Y3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 289.99	Amzn Mktp Us*Xt5Wx9Kr3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 39.06	Wal-Mart #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 14.99	Adobe Acropro Subs - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 19.99	Adobe Creative Cloud - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 503.00	Gunarama Wholesale Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 111.83	Ah Turf Specialties Inc - PCard

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01/06/2020	ACH	U.S. Bank PCards	Airport	$ 326.00	Accent Print Shop - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 261.83	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 350.00	Aaae - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 12.95	Canva* 02533-0266842 - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 162.90	Selby'S - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 680.00	Selby'S - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 41.88	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 50.69	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 93.92	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 79.60	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ (50.00)	Denny Menholt Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 7.33	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 40.05	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 225.00	Crescent Electric 054 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ (82.50)	Entre Technology Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Municipal Court	$ 24.00	City Of Billings Finance - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 5.58	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 247.40	Gaylord Bros Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 332.80	Hcl Truck Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 283.00	Awwa.Org - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 4.94	Wal-Mart #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 289.04	Kimball Midwest Payeezy - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 359.57	Dmi* Dell Corp Bus - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 85.00	Norpac Sheet Metal, Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 11.00	West End Lock And Secur - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 73.30	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 193.42	Northwest Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 57.20	Hcl Truck Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 87.43	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 142.35	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 379.45	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 236.57	Hose & Rubber Supply Blg - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 933.60	Johnstone Supply Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 40.50	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 75.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 54.00	Northwest Pipe Fittings, - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ (1.00)	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.40	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 232.13	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 117.85	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 610.00	Accent Print Shop - PCard

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01/06/2020	ACH	U.S. Bank PCards	Airport	$ 317.00	Alpine Plumbing, Heating - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 48.96	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 212.80	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 885.38	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 166.66	Econo Print - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 119.81	Environmental Resource - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 11.50	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 531.37	Kb Commercial Products - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 376.25	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 13.84	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 34.85	Ups*000000W219W8509 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 126.65	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 40.46	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 5.14	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 142.54	Fedex 778494001052 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 99.50	Ipvm Ip Video Market I - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 31.50	Exxonmobil 45941648 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 1.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 9.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 26.96	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 864.00	In *Book Page - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 100.00	Tactical Technologies - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 10.00	Sq *Rock Creek Coff - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 318.00	Silver Threads - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 483.02	Cityservicevalcon Llc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 93.00	Western Ranch Supply - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 165.28	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 409.90	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 56.00	Bighorn Boots - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 8.99	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 609.61	Npc*New Pig Corp - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 1,451.28	Cdw Govt #Vxf1135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 65.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 152.51	Idu*Insight Public Sec - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 35.97	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 811.73	Montana Broom & Brush Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 379.00	The Home Depot 3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 80.05	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 17.99	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 95.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 729.12	Mcmaster-Carr - PCard

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01/06/2020	ACH	U.S. Bank PCards	Transit	$ 35.77	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 185.39	Sherwin Williams 703429 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 166.53	Sherwin Williams 703429 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 71.76	O'Reilly Auto Parts 1551 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ (182.39)	Rdoce Bil 020112 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 62.90	Tapco - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 28.13	Tapco - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ (46.92)	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 113.80	Mcmaster-Carr - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 38.98	Amazon.Com*Na9047203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 139.00	Amazon.Com*Qe7Qm18Q3 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 9.99	Amzn Mktp Us*545Rg5813 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 26.30	Amzn Mktp Us*8N1Ta4G03 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 16.94	Amzn Mktp Us*Eg61J07Q3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.09	Amzn Mktp Us*Gt4Tw7Jf3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 11.99	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 24.38	Amzn Mktp Us*Mi7X58C33 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 48.55	Amzn Mktp Us*Ow8Wp3L23 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 21.99	Amzn Mktp Us*Ws1Ns6Gb3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 17.83	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 119.40	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 89.98	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 61.10	Wal-Mart #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 34.22	Wal-Mart #2923 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 41.94	Reflex Protect - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 361.43	Dewco Pumps & Equimnet - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,569.90	Ciao Mambo - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 99.00	National Inspection Testi - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 100.00	Nastt North American Soci - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 206.34	The Home Depot 3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 6.57	Holiday Stations 0470 - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 1,115.49	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 91.63	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 530.63	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 6.99	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 11.90	Carquest 3104 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 467.37	Vemco- Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 845.00	Western Office Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 7.90	Usps Po 2907740107 - PCard

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01/06/2020	ACH	U.S. Bank PCards	EOC 911	$ 423.30	Hampton Inns - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 257.09	Dmi* Dell Corp Bus - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 14.00	West End Lock And Secur - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 318.95	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 108.00	Montana Radiator Works - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.40	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 33.46	M-B Companies, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 486.85	High Speed Gear - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 169.07	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 30.97	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 592.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 18.18	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 45.89	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 4.64	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 35.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 63.13	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 54.93	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 18.99	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 10.00	Burger King #11036 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 27.38	Heights Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 21.33	Homedepot.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 55.95	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 267.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 619.45	M-B Companies, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 6.45	Ah Turf Specialties Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 8.74	Ah Turf Specialties Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 11.92	At&T*Bill Payment - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 77.55	Big Sky Linen And Unif - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 28.62	Billings Nursery - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 128.40	Border States Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 76.63	Chalet Market - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.99	Amazon.Com*1B8Xn1Fk3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 15.90	Amazon.Com*Ug2P42Ai3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 51.96	Amzn Mktp Us*5C9111Gt3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 22.06	Amzn Mktp Us*B39031Am3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 44.11	Amzn Mktp Us*G67D91X53 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 30.24	Amzn Mktp Us*H56Cj7K43 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 9.27	Amzn Mktp Us*K228T4T23 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 86.68	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 55.71	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 46.65	Mt Gov Online Trnsctns - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 31.10	Mt Gov Online Trnsctns - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 120.96	Batteries+Bulbs #0253 - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 1,248.00	Dji.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 107.93	Homes To Suites By Hilton - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 48.88	Edge Construction Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 159.80	Wholesale Yoga Mats - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 63.16	Heartland Paper Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 130.37	In *Aqua Knife Precision - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 97.00	Volgistics Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 144.54	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 101.25	The Ups Store 2594 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 89.34	Vermeer Rocky Mtn Billing - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 62.00	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 183.15	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 45.81	Ultra Graphics, Llc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 75.46	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 25.00	Edge Construction Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 65.92	First Tactical - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 109.00	Accounting Professional E - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 105.00	Dewco Pumps & Equimnet - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 14.99	Cenex Zip Trip07082696 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 74.61	Crescent Electric 054 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 126.55	Fishers Technology - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 27.55	Galles Filter And Exhaust - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 130.58	Hanson Chemical - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 13.95	Tire Rama 101 Bc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 11.53	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 81.00	4Te*Kenco Security And Te - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 72.11	Exxonmobil 47650205 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 888.56	Paypal *Shannonstob - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,379.70	Batteries+Bulbs #0253 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 25.98	Batteries+Bulbs #0253 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 144.29	Petro Fuel - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 109.34	Provantage - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 1,150.00	Fitnesszone - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 15.00	Soup And Such - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.00	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 31.98	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 975.00	Act*Tyler Technologies - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 120.00	Sq *Skyline Service - PCard

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01/06/2020	ACH	U.S. Bank PCards	Library	$ 88.00	Sq *Yellowstone Cou - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 24.32	Fire Hose Direct - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 84.63	Cityservicevalcon Llc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 47.67	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 71.13	The Winbag Saloon - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 843.00	Crowder Supply Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 60.66	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 61.25	Jimmy Johns - 1646 - E - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 10.00	Albertsons #0038 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 104.27	Ecolab Pest Cs - PCard
01/06/2020	ACH	U.S. Bank PCards	Fleet	$ 414.00	Oil Price Info Serv - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 60.76	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 142.20	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 30.86	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 46.28	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 54.64	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 43.70	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 890.55	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 61.70	Mt Gov Online Trnsctns - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 31.98	Fedex 940426438421 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 103.59	Prof Plumbing Group - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Municipal Court	$ 44.20	Sober Camel - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 536.97	Zoro Tools Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 85.18	Runnings Of Rapid City - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ (25.42)	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 132.15	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 107.50	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 642.52	Travelocity*7497537854353 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 27.17	Sp * Rubberstamps.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 172.29	Ferguson Ent #3027 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 663.76	Ferguson Ent #3027 - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 111.78	Kum & Go #0934 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.01	Gotprint.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 499.13	Rimage Corp - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 2.57	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 129.54	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 1,091.12	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 840.00	Mt Dor Revenue Pmt - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 92.54	Mt Gov Online Trnsctns - PCard

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01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 15.02	Fedex 90078276 - PCard
01/06/2020	ACH	U.S. Bank PCards	EOC 911	$ (100.00)	Citizen Cpr Foundation - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 150.00	Society Of American Fore - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 410.10	Nextlevel Training - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.53	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 70.99	Dtv*Directv Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 109.70	University Products In - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 370.00	Water Environment Fed - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 894.12	Travelocity*7497568362159 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 100.00	Facebk *Ulvztpwlv2 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 6.10	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 8.15	Fastenal Company 01Mtbi1 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 78.00	Pepsicola Bottling Compan - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 261.16	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 3.99	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 127.00	Tinys Tavern Inc 2 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ (269.99)	Tractor-Supply-Co #0303 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 269.99	Tractor-Supply-Co #0303 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 455.00	2M Company Warehouse - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 101.36	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Central Services	$ 441.68	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 5.08	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 9.99	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.96	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 6.38	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 582.80	Campbell Pet Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 86.92	In *Aqua Knife Precision - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 43.05	Awg 3575 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 129.00	Venngage.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 38.00	Aaim Solutions - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 161.25	Jimmy Johns - 1646 - E - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 110.07	Ecolab Pest Cs - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 23.00	Culligan Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 210.00	Screencast-O-Matic.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 203.49	It-Straps-On Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 140.00	Board Cert Safe Pro - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 99.96	Samsclub #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 120.32	Edge Construction Supp - PCard

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01/06/2020	ACH	U.S. Bank PCards	Airport	$ 187.84	Wpsg- Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 15.99	Wpsg- Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 20.24	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 254.17	House Of Clean - Bozeman - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 8.99	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 55.42	Domino'S 7003 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 65.00	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 637.00	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 38.46	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 299.00	Progressive Business Pub - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 72.35	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 89.92	The Home Depot 3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 63.93	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 280.92	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 46.05	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.53	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 59.51	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 9.93	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 6.47	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ (60.46)	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 367.97	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 75.36	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 23.99	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 96.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 13.49	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 8.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 79.95	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 384.50	Midland Mechanical Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 650.67	Pcm 800-5556255 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 131.49	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 182.39	Rdoce Bil 020112 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 391.73	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 45.95	Shiptons Big R Heights - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ (73.76)	Tractor & Equipment - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 7.98	Billings Hardware & Se - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 110.49	Albertsons #4041 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 47.76	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 55.56	Office Depot #1080 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 66.57	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 48.51	Amazon.Com*066061Dy3 Amzn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 56.39	Amazon.Com*L62Kt2Z73 Amzn - PCard

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01/06/2020	ACH	U.S. Bank PCards	Water	$ 29.90	Amzn Mktp Us*0C3A77Dw3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 281.92	Amzn Mktp Us*A20W13Il3 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 4.86	Amzn Mktp Us*C713Q5Ub3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 31.00	Amzn Mktp Us*N71Z08243 - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 66.78	Amzn Mktp Us*Yb8Ze8S33 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 18.18	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 10.44	Wm Supercenter #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 179.88	Adobe Acropro Subs - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 14.99	Adobe Pdf Pack Subs - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 468.93	Harbor Freight - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 349.00	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ (25.00)	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 35.82	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 36.37	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 11.99	Billings Hardware & Se - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 199.99	Hansen Music - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 122.00	Idu*Insight Public Sec - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,650.00	In *Mjr Industries Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 35.04	Truenorth Steel-Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 1,545.71	Bettymills - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 90.00	Sq *Skyline Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,678.64	Sp * Zephyr Industries - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 120.00	Int'L Code Council Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 61.01	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 64.72	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 1,099.79	Thomson West*Tcd - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 66.00	Lisacs Billingstire Sp - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 45.00	Batteries+Bulbs #0253 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 139.78	Petro Fuel - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 11.92	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 1,215.72	Provantage - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 111.14	Residence Inn Missoula - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 481.05	Michigan Truck Spring - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 1,799.99	Sole Fitness - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.00	Sp * Rubberstamps.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 40.00	Se Background Services - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 331.41	Sherrilltre - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 59.50	Under Armour Direct Virt - PCard
01/06/2020	ACH	U.S. Bank PCards	Radio	$ 87.98	Grid Connect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1,214.86	Tactical Med Solutions - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 31.78	Cenex Farmers 07057862 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Water	$ 3.00	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 150.49	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 60.00	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 20.64	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 29.45	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.99	Shipton'S Big R-West - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 28.68	Carquest 3103 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 28.15	Carquest 3103 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 55.92	Buddy Punch - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 59.50	Under Armour Direct Virt - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,110.00	Billings Clinic Ctc - PCard
01/06/2020	ACH	U.S. Bank PCards	Municipal Court	$ 329.06	Pharmacy 1 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 327.48	Cenex Farmers 07057862 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 26.00	Snappyduds - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 79.00	Bin 119 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 84.18	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 55.30	Amzn Mktp Us*Kb9Cs3Je3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Fleet	$ 44.99	Amzn Mktp Us*Nv5Qk99W3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Engineering	$ 476.43	Amzn Mktp Us*O110I31D3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 12.39	Amzn Mktp Us*Qt6Ce1Er3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Phone System	$ 29.57	Amzn Mktp Us*V224I3C23 - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 58.98	Amzn Mktp Us*Xc71L6N93 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 12.95	Amzn Mktp Us*Xx6Ue7Rk3 Am - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 238.20	United Laboratories Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 349.00	Kone, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 15.45	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 14.55	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 65.00	Isa - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 6.49	Billings Hardware & Ga - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 95.00	Spic And Span - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 70.80	The Home Depot #3101 - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 74.90	Anc*Newspapers.Com - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 393.26	Pryme Radio - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 12.00	Zeecreativeinc - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 50.37	Aaim Solutions - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,000.00	Transportation Security - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 139.94	Ecolab Pest As400 - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 151.20	Ecolab Pest As400 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 80.00	The Iai - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 49.47	Amzn Mktp Us*Zx5Yt7623 Am - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 179.00	B2B Prime*K857F2Dg3 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 1.00	Canva* 02521-22095607 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 7.78	Lowes #00319* - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 19.17	Wal-Mart #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 63.71	Wal-Mart #1956 - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 205.95	Nfpa Natl Fire Protect - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 33.02	Adobe Creative Cloud - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 84.33	Idu*Insight Public Sec - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 34.52	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 82.76	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 84.98	Heights Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 5.00	Hardees 1503934 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 779.81	Montana Broom & Brush Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 275.05	B&H Photo 800-606-6969 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 14.98	Office Depot #2135 - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 35.36	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 397.47	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 43.11	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 6.89	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 6.54	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 30.56	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 4.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 44.95	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 65.00	Facebk *Pxh69Qsrf2 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 4.99	Ross Stores #554 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 562.00	Crowder Supply Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 110.76	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 158.10	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 16.98	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 29.65	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 123.92	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 9.57	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 47.88	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 195.00	In *Arff Working Group In - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 144.20	In *Cynthia Boyer - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 83.95	Jones & Bartlett Learning - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 37.98	Autozone #3772 - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 110.00	Sq *Skyline Service - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 444.93	Spectrum - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 383.00	Gunarama Wholesale Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 7.98	Target 00001719 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Water	$ 3.36	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 212.63	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 340.24	Northwest Pipe Fittings, - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.98	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 250.00	Midland Printing - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 12.35	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 24.24	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 164.98	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 33.82	O'Reilly Auto Parts 1551 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 76.44	Montana Brewing Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 249.90	Tapco - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 731.89	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 390.16	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 30.54	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 55.71	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 95.33	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 26.21	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 247.47	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 60.00	Starbucks Store 28060 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 93.14	Rdoce Bil 020112 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 391.29	Pierce Billings Rv Servic - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 1,605.88	S & P Brake Supply Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 219.00	Ratco Trailer And Hitch - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 47.56	Sherwin Williams 703203 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 89.45	Shipton'S Big R-West - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 2,323.30	State Chemic*State Che - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 7.22	Tractor-Supply-Co #0303 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 856.63	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 19.00	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 221.29	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 198.16	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Building	$ 29.50	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 2.18	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 68.63	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 141.96	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 105.66	Heartland Paper Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 296.01	Knife River 5601 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 144.20	In *Cynthia Boyer - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 24.29	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 56.98	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 9.98	Kings Ace Hdwe - PCard

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01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 130.25	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 60.93	Heartland Paper Company - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 245.00	High Point Networks, Llc - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 19.00	Sq *Ebon Coffee Col - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 232.00	Sq *Rolling Right D - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 440.00	Gunarama Wholesale Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 99.95	Meadow Green Sales - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 5.00	Pacific Steel #02 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 168.48	Napa Store 3547001 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 122.13	Napa - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 133.02	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ (5.00)	Midland Implement Co - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 172.00	Ace Electric - PCard
01/06/2020	ACH	U.S. Bank PCards	Park Maint	$ 260.98	Yellowstone Valley Elect - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 42.23	Yellowstone County Treas - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 19.97	Harbor Freight Tools 207 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 49.99	Jcpenney 2810 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 44.97	Scheels Billings - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 78.24	Costco Whse #0069 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 16.47	Billings Hardware & Se - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 687.94	Billings Hardware & Se - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 94.88	Midland Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 118.95	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ (5.63)	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Legal Grants	$ 324.00	Alaska Air 0272147374682 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 50.63	Ups*000000W219W8489 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 449.28	Peopleready - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 2.69	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 64.24	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 20.23	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 133.14	Fedex 90237054 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 41.00	Exxonmobil 45966801 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 136.76	Tfs*Fishersci Ecom Hus - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,990.86	Northcoast Outfitters - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 38.50	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 218.56	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 124.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 15.00	Dollar Tree - PCard
01/06/2020	ACH	U.S. Bank PCards	Legal Grants	$ 512.61	American Air0012390245626 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 290.00	Rogue - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.02	Sams Club #4805 - PCard

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01/06/2020	ACH	U.S. Bank PCards	General	$ 636.72	Thomson West*Tcd - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 341.46	Hilton Garden Inn - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 17.01	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 18.48	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 14.40	Edge Construction Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 156.44	Travelocity*7497568860130 - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ 4,020.00	Tactical Night Vision Co - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 236.00	Accounting Professional E - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 44.00	Parasol Restaurant - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,070.31	Bobcat Of Big Sky Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Park District 1	$ 649.80	American Swing Products - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 34.10	Conoco - High Country Tra - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 62.91	Reflex Protect - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 840.00	Tableau Software, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 23.53	Facebk *Mbed2Qwjf2 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 190.95	Md Tools, Inc. - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 229.88	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 35.68	Provantage - PCard
01/06/2020	ACH	U.S. Bank PCards	Police Programs	$ (298.04)	Travelocity*7497568362159 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 351.00	Simply Family Magazine, I - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 55.92	Buddy Punch - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 38.08	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 12.92	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 890.55	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 35.58	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 37.86	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 15.93	Fedex 90078276 - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 974.98	Newegg Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 99.50	Ipvm Ip Video Market I - PCard
01/06/2020	ACH	U.S. Bank PCards	Court Grants	$ 9.00	Family Dollar #11231 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 497.70	Sigma Aldrich Us - PCard

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01/06/2020	ACH	U.S. Bank PCards	Water	$ 978.29	Sigma Aldrich Us - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 296.98	Zoro Tools Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 50.84	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 43.50	Tri-Tech/National Law - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 269.61	Battery Brokers Llc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 93.85	Ecolab Pest Cs - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 72.17	Farcountry Press - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 161.00	Medic First Aid Intl Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 41.60	Bin 119 - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 2,058.83	Murray Floor & Window Cov - PCard
01/06/2020	ACH	U.S. Bank PCards	CDBG	$ 17.83	Albertsons #1227 - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 15.11	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 469.68	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Central Services	$ 814.84	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 409.18	Norco Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 6.98	Albertsons #0038 - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 16.96	Albertsons #0038 - PCard
01/06/2020	ACH	U.S. Bank PCards	Health Ins Fund	$ 339.85	Albertsons #4025 - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 166.26	Ecolab Pest Cs - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 21.35	Spencer Fluid Power - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 345.90	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 499.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,197.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 113.00	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 13.34	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Parking	$ 4.72	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 9.52	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 189.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 36.72	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 8.95	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 179.77	Tfs*Fishersci Ecom Hus - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 8.00	Dollar Tree - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 105.60	Holiday Inn Express Jtwn - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 105.60	Holiday Inn Express Jtwn - PCard
01/06/2020	ACH	U.S. Bank PCards	IT Resources	$ 54.42	Sams Club #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 159.84	Samsclub #4805 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 180.48	Edge Construction Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	City/Co Planning	$ 103.00	Pita Pit - 14-025-Mt E - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 39.22	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ 89.38	360 Office Solutions Inc - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 42.72	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 6.90	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 272.85	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 29.75	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 35.33	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 102.94	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 46.40	Buildersfirstsource64021 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 47.40	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 13.02	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 7.43	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 16.43	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 8.83	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ (8.45)	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 100.00	Ak Dept Of Commerce Web - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 540.00	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 40.68	Fastenal Company 01Mtbll - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 906.51	Peterson Quality Off - PCard
01/06/2020	ACH	U.S. Bank PCards	Street/Traffic	$ 227.43	City Of Billings Pud - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 40.00	Ratco Trailer And Hitch - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 2.00	Shipton'S Big R-East - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ (620.00)	2M Company Warehouse - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 2.80	Corporate Translate - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 65.56	Midland Scientific Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 18.08	Tristate Restaurant Suppl - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 25.11	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 30.04	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 14.83	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Library	$ 393.00	Thomas Printing Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 8.40	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 30.14	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 9.99	Lee Newspapers E Pay - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 111.95	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 69.94	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	P.W. Admin	$ 10.94	360 Office Solutions Inc - PCard
01/06/2020	ACH	U.S. Bank PCards	Facilities	$ 19.98	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 20.66	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 131.29	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 32.64	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 8.98	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 29.99	Kings Ace Hdwe - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 31.60	Northwest Industrial Supp - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 87.58	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 13.12	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 1.24	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	General	$ 147.42	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 1.22	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 4.03	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 31.90	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 97.20	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 31.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 32.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 1,400.00	Alpha Overhead Door - PCard
01/06/2020	ACH	U.S. Bank PCards	Legal Grants	$ 216.30	American Air0012390246350 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 126.75	Ups*000000W219W8499 - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 24.64	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 0.82	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 84.92	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 7.10	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 31.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 12.60	Northwest Industrial Supp - PCard
01/06/2020	ACH	U.S. Bank PCards	Wastewater	$ 37.14	Tacoma Screw Products B - PCard
01/06/2020	ACH	U.S. Bank PCards	Transit	$ (35.77)	Grainger - PCard
01/06/2020	ACH	U.S. Bank PCards	Airport	$ 155.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 48.00	Building Code Licpermit - PCard
01/06/2020	ACH	U.S. Bank PCards	Water	$ 17.98	Fedex 778984062951 - PCard
01/06/2020	ACH	U.S. Bank PCards	Public Safety	$ 19.21	Exxonmobil 45972171 - PCard
01/06/2020	ACH	U.S. Bank PCards	Solid Waste	$ 171.00	American Water Technol - PCard

Consent **1. I. 2.**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Payment of Claims for the week of January 13, 2020

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of $2,449,016.70 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.

City Check Payment Approval Process

Every invoice for payment is entered into the City's accounting system and the backup documentation is scanned in and attached (physical invoices, additional e-mails explaining payments, bids, contracts, etc.). Each invoice goes through a multi-step approval process depending upon the amount of the payment.

First, invoices are entered by the department requesting the payment and the Department Director or designee must perform an initial review and approval of the purchase. The number of approvals within the Department can vary based upon the size of the Department, but no less than one approver within each Department must verify the payment.

Second, all payments, regardless of size, must be approved by the Purchasing Agent. The Purchasing Agent will review the payment to ensure purchasing procedures are followed and appropriate documentation is attached.

If the payment is greater than $1,000, then it must be approved by the Finance Director.

If that payment is greater than $10,000, then it must be approved by the City Administrator or Assistant City Administrator.

Once all approvals are completed, the payment is able to be made and the Accounts Payable Clerk can print the check. After all checks are printed, a list of all checks in excess of $2,500 is generated and placed on the next City Council meeting for review.

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_01132020

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/13/2020	829810	A-1 Landscaping & Nursery	Parking	$ 2,460.00	1449
01/13/2020	829810	A-1 Landscaping & Nursery	Parking	$ 2,600.00	1449
01/13/2020	829810	A-1 Landscaping & Nursery	Parking	$ 825.00	1449
01/13/2020	829810	A-1 Landscaping & Nursery	Parking	$ 1,400.00	1449
01/13/2020	829810	A-1 Landscaping & Nursery	Parking	$ 1,950.00	1449
01/13/2020	829810	A-1 Landscaping & Nursery	Urban Renew	$ 750.00	December Snow Removal Inv. #1446
01/13/2020	829810	A-1 Landscaping & Nursery	CDBG	$ 255.00	December Snow Removal Inv. #1446
01/13/2020	829811	Ace Electric Inc	General	$ 9,744.53	Finance Remodel
01/13/2020	829823	ATS Inland NW	Airport	$ 611.00	FY20 Energy Management Services - QTA
01/13/2020	829823	ATS Inland NW	Airport	$ 2,145.00	FY20 Energy Management Services - Terminal
01/13/2020	829823	ATS Inland NW	Airport	$ 611.00	FY20 Energy Management Services - QTA
01/13/2020	829823	ATS Inland NW	Airport	$ 2,145.00	FY20 Energy Management Services - Terminal
01/13/2020	829823	ATS Inland NW	Facilities	$ 4,762.00	Inv. 034327 Police Dispatch VAV U
01/13/2020	829825	Bcs Scrip	City Health Ins	$ 23,400.00	4th Quarter Preventive Wellness Incentive
01/13/2020	829827	Big Sky Linen	Street/Traffic	$ 955.60	a/c#2300-00001 dec
01/13/2020	829827	Big Sky Linen	Public Safety	$ 32.02	1076/FIRE & 911 CENTER LINEN SERVICE, DECEMBER 2019
01/13/2020	829827	Big Sky Linen	Public Safety	$ 277.05	1076/FIRE & 911 CENTER LINEN SERVICE, DECEMBER 2019
01/13/2020	829827	Big Sky Linen	Water	$ 699.30	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Water	$ 33.28	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Water	$ 212.48	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Wastewater	$ 466.20	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Wastewater	$ 605.66	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Water	$ 726.76	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	Wastewater	$ 10.24	2600 12-30-19; MONTHLY UNIFORM FEES
01/13/2020	829827	Big Sky Linen	General	$ 7.15	monthly for cleaning mats at Dehler
01/13/2020	829829	Blgs Bench Water	General	$ 235.00	bench water assessment for 2020-uinta 41271
01/13/2020	829829	Blgs Bench Water	General	$ 1,990.00	bench water assessment for 2020-cemetery 41272
01/13/2020	829829	Blgs Bench Water	General	$ 3,016.00	bench water assessment for 2020-various parks 41270
01/13/2020	829834	Black Box Network	Phone System	$ 19,921.77	Blackbox annual Maintenance -IT
01/13/2020	829834	Black Box Network	Library	$ 1,492.21	Blackbox annual Maintenance -Library
01/13/2020	829836	Brenntag Pacific Inc	Wastewater	$ 6,613.00	BPI7870; CHEMICALS
01/13/2020	829836	Brenntag Pacific Inc	Wastewater	$ 744.55	BPI6047; CHEMICALS
01/13/2020	829839	Business Tax Section	Water	$ 17.68	2019396; Install gutters and downspouts over garage overhead doors
01/13/2020	829839	Business Tax Section	Wastewater	$ 11.78	2019396; Install gutters and downspouts over garage overhead doors
01/13/2020	829839	Business Tax Section	Wastewater	$ 239.47	REROOF EXISTING WATER PLANT D&C SHOP
01/13/2020	829839	Business Tax Section	Solid Waste	$ 5,555.37	WO 17-12 Landfill Reconfiguration; Pmt 10
01/13/2020	829839	Business Tax Section	Water	$ 359.21	REROOF EXISTING WATER PLANT D&C SHOP
01/13/2020	829839	Business Tax Section	Sidewalk Const	$ 80.36	WO 19-02 Missing Sidewalk Project
01/13/2020	829839	Business Tax Section	Gas Tax	$ 163.47	WO 19-02 Missing Sidewalk Project
01/13/2020	829839	Business Tax Section	Airport	$ 69.81	Restripe Airfield Paint Markings. Taxiways and Runway 10L/28R
01/13/2020	829839	Business Tax Section	Arterial Streets	$ 2,008.15	WO 16-05 Central Ave - 32nd St West to Shiloh

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/13/2020	829839	Business Tax Section	Gas Tax	$ 212.95	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829839	Business Tax Section	Sidewalk Const	$ 78.23	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829839	Business Tax Section	Water	$ 81.91	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829839	Business Tax Section	Wastewater	$ 102.83	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829839	Business Tax Section	General	$ 98.43	Finance Remodel
01/13/2020	829839	Business Tax Section	Storm Sewer	$ 74.92	WO 17-05 Monad Rd & Daniel St Traffic Signal; Pmt 3
01/13/2020	829839	Business Tax Section	Tax Increment S	$ -	Police Evidence Building
01/13/2020	829839	Business Tax Section	Street/Traffic	$ 509.33	WO 19-44 Shiloh Roundabouts Landscaping
01/13/2020	829839	Business Tax Section	Public Safety	$ 1,696.31	Police Evidence Building
01/13/2020	829839	Business Tax Section	Arterial Streets	$ 1,683.83	WO 17-05 Monad Rd & Daniel St Traffic Signal; Pmt 3
01/13/2020	829839	Business Tax Section	Solid Waste	$ 1,825.60	WO 19-19 Phase 3 Partial Landfill Closure; Pmt 2
01/13/2020	829839	Business Tax Section	Water	$ 198.25	WO 17-19 Lead Service Replace Project
01/13/2020	829839	Business Tax Section	Tax Increment E	$ 418.79	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 7
01/13/2020	829842	Century Link	Phone System	$ 2,743.16	Main Centrex line
01/13/2020	829842	Century Link	Phone System	$ 68.20	Library 6 lines
01/13/2020	829842	Century Link	Library	$ 204.58	Library 6 lines
01/13/2020	829845	CMG Construction LLC	Water	$ 8,108.72	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829845	CMG Construction LLC	Wastewater	$ 10,179.97	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829845	CMG Construction LLC	Gas Tax	$ 21,082.28	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829845	CMG Construction LLC	Sidewalk Const	$ 7,744.75	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829845	CMG Construction LLC	Arterial Streets	$ 198,808.56	WO 16-05 Central Ave - 32nd St West to Shiloh
01/13/2020	829847	Cop Construction Co	Water	$ 19,626.50	WO 17-19 Lead Service Replace Project
01/13/2020	829849	Crescent Electric Supply	Water	$ 150.76	S507382511.001; ASSORTED CABLE TIES USED AT WILLET
01/13/2020	829849	Crescent Electric Supply	Street/Traffic	$ 2,475.00	STREET LIGHTS PO NUM 309613
01/13/2020	829849	Crescent Electric Supply	Street/Traffic	$ 2,040.00	S507319643.001 PO NUM 309612
01/13/2020	829849	Crescent Electric Supply	Street/Traffic	$ 15.20	photo cell for street lights
01/13/2020	829849	Crescent Electric Supply	Water	$ 629.51	S507382498.001; REPLACEMENT RADIO FOR MT VIEW
01/13/2020	829849	Crescent Electric Supply	Water	$ (608.72)	S507382492.001; CREDIT FOR DEFECTIVE RADIO
01/13/2020	829850	Critelli Glass	General	$ 2,630.00	glass windows and install in the community center
01/13/2020	829852	Cummins Rocky Mt	Transit	$ 2,296.32	38-20228
01/13/2020	829852	Cummins Rocky Mt	Transit	$ (500.00)	38-20405
01/13/2020	829852	Cummins Rocky Mt	Transit	$ 884.39	38-20574
01/13/2020	829852	Cummins Rocky Mt	Transit	$ 69.39	38-19135 PO NUM 309617
01/13/2020	829852	Cummins Rocky Mt	Transit	$ 175.00	38-20412
01/13/2020	829855	Dana Safety Supply Inc	Public Safety	$ 3,822.00	Dana Safety 578034 vehicle parts and equipment
01/13/2020	829855	Dana Safety Supply Inc	Public Safety	$ 59.12	Dana Safety 591350, utility mirror for patrol vehicle
01/13/2020	829855	Dana Safety Supply Inc	Public Safety	$ 587.00	Dana Safety 591614 vehicle lights for patrol car
01/13/2020	829859	Datacomm, Inc	Airport	$ 3,022.19	Install new fiber cable and Cat6 cables for Delta Airlines
01/13/2020	829862	Dept Of Natural Resource	General	$ 5,990.40	Land lease for Norms and Darling island (Riverfront Park)
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 3,703.81	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 5,259.77	ice slicer used to melt snow on streets

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 3,972.27	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 3,830.97	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 4,623.51	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 3,913.62	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 4,049.34	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 4,174.37	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 4,142.26	ice slicer used to melt snow on streets
01/13/2020	829865	Desert Mt Corp	Street/Traffic	$ 4,123.84	ice slicer used to melt snow on streets
01/13/2020	829868	DOWL	Storm Sewer	$ 1,591.25	WO 18-30 City County Drain Flood Mitigation; 4036.21707.01-18
01/13/2020	829868	DOWL	Arterial Streets	$ 5,441.25	WO 20-12 S 32nd St W (King Ave W to Gabel); 1-4051.21836.01
01/13/2020	829871	EBMS	City Health Ins	$ 28,319.48	1-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 4,782.40	2-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 53,398.27	3-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 1,651.50	4-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 1,155.00	5-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 8,672.64	6-Jan-20
01/13/2020	829871	EBMS	City Health Ins	$ 1,280.00	7-Jan-20
01/13/2020	829875	Empire Roofing	Wastewater	$ 23,707.73	REROOF EXISTING WATER PLANT D&C SHOP
01/13/2020	829875	Empire Roofing	Water	$ 35,561.59	REROOF EXISTING WATER PLANT D&C SHOP
01/13/2020	829875	Empire Roofing	Wastewater	$ 1,166.62	2019396; Install gutters and downspouts over garage overhead doors
01/13/2020	829875	Empire Roofing	Water	$ 1,749.92	2019396; Install gutters and downspouts over garage overhead doors
01/13/2020	829882	Fisher's Technology	Public Safety	$ 15.36	COLOR [EST 350/MONTH @ $.0792
01/13/2020	829882	Fisher's Technology	Public Safety	$ 12.37	COPIER BW COPIES [EST. 1,500 COPIES/MONTHLY @ $.0101/EA
01/13/2020	829882	Fisher's Technology	Central Services	$ 19.85	Copy Count- 748704 (2QD04404)
01/13/2020	829882	Fisher's Technology	Central Services	$ 164.19	copy fund- 751454 (2AB05076)
01/13/2020	829882	Fisher's Technology	Central Services	$ 132.97	Copy fund- 756299 (SMJ04140 & JWH13957)
01/13/2020	829882	Fisher's Technology	Central Services	$ 270.65	Copy fund- 757542 (NMC00645,KZZ00927 &QHM01197)
01/13/2020	829882	Fisher's Technology	Central Services	$ 2,728.55	Copy Fund- 748700 (NML03394)
01/13/2020	829882	Fisher's Technology	Central Services	$ 294.11	copy fund- 748705 (NMC00645,KZZ00927 & QHM01197)
01/13/2020	829882	Fisher's Technology	Solid Waste	$ 70.43	Solid Waste-755886 (RRD10421)
01/13/2020	829882	Fisher's Technology	Central Services	$ 3.35	copy fund- 758043 (2QD04404)
01/13/2020	829882	Fisher's Technology	Central Services	$ 61.13	copy fund- 761657 (UMV04657)
01/13/2020	829882	Fisher's Technology	Central Services	$ 162.27	Copy Fund- 748702 (SMJ04140 & JWH13957)
01/13/2020	829882	Fisher's Technology	Public Safety	$ 9.33	Davidson Bld-755881 (NMC01138)
01/13/2020	829882	Fisher's Technology	Central Services	$ 134.16	Copy Fund- 760088 (2AB05076)
01/13/2020	829882	Fisher's Technology	Central Services	$ 61.30	copy fund- 752022 (UMV04657)
01/13/2020	829885	Gaynor's Auto Body	Property Ins	$ 2,136.76	Final invoice for Unit 1445 BPD
01/13/2020	829885	Gaynor's Auto Body	Property Ins	$ 1,772.25	Final invoice on BPD 3100
01/13/2020	829887	Good Earth Works	Street/Traffic	$ 50,423.31	WO 19-44 Shiloh Roundabouts Landscaping
01/13/2020	829891	Great West Eng	Solid Waste	$ 12,362.91	WO 19-19 Landfill Cells 3&4 Partial Closure; 20839 Pmt 8
01/13/2020	829892	Hach Company	Water	$ 4,772.96	11772540; CHLORINE ANALYZ. FOR UV BUILDING

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/13/2020	829892	Hach Company	Water	$ 1,151.24	REAGENT SET CHLORINE FREE CL17 - SIRR PLAN (2556900)
01/13/2020	829892	Hach Company	Water	$ 1,107.41	REAGENT SET CHLORINE FREE CL17 - SIRR PLAN (2556900)
01/13/2020	829896	HDR, Inc.	Tax Increment S	$ 18,385.80	WO 17-06 Midland Road Improvements
01/13/2020	829896	HDR, Inc.	Solid Waste	$ 30,000.00	WO 17-12 Landfill Drop-off Facility
01/13/2020	829896	HDR, Inc.	Solid Waste	$ 47,139.56	WO 17-12 Landfill Drop-off Facility; 1200238337 Pmt 30
01/13/2020	829896	HDR, Inc.	Wastewater	$ 6,993.04	YELLOWSTONE RIVER SAMPLING & ANALYSIS PLAN; 1200234113
01/13/2020	829896	HDR, Inc.	Wastewater	$ 2,634.48	Hydrogen Sulfide Mitigation Plan; Change Order to add Retainage only
01/13/2020	829898	Highmark Traffic	Airport	$ 6,911.19	Restripe Airfield Paint Markings. Taxiways and Runway 10L/28R
01/13/2020	829903	I-State Truck	Street/Traffic	$ 3,401.00	5yr engine/transmission warranty
01/13/2020	829903	I-State Truck	Street/Traffic	$ 197,180.00	2019 58,000 12yd dump truck with snow plow assy and sander
01/13/2020	829903	I-State Truck	Street/Traffic	$ (30,000.00)	trade in of unit 1156/1289/1356
01/13/2020	829903	I-State Truck	Street/Traffic	$ 2,486.32	C251280196.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 415.03	C251279452.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 181.16	C251280224.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ (920.00)	C251280288.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 52.33	C251280164.01
01/13/2020	829903	I-State Truck	Solid Waste	$ 40.14	C251279967.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 57.60	C251280217.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 21.32	C251280326.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 39.47	C251280070.01
01/13/2020	829903	I-State Truck	Solid Waste	$ 28.57	C251279719.02
01/13/2020	829903	I-State Truck	Street/Traffic	$ 145.15	C251279875.01
01/13/2020	829903	I-State Truck	Street/Traffic	$ 167.57	C251280028.01
01/13/2020	829904	InfoSend Inc	P.W. Admin	$ 3,781.52	164619; DEC PROCESSING
01/13/2020	829904	InfoSend Inc	P.W. Admin	$ 15,268.71	164619; DEC PROCESSING
01/13/2020	829908	Jacobs Eng Group	Water	$ 24,700.00	AWIA ASSESSMENT; D3288300
01/13/2020	829916	Kenco Enterprises	Public Safety	$ 2,586.60	video intercome entry system to Fire Prevention Bureau's office area
01/13/2020	829919	KLE Construction	Solid Waste	$ 180,734.01	WO 19-19 Phase 3 Partial Landfill Closure; Pmt 2
01/13/2020	829920	Knife River	Tax Increment E	$ 41,460.04	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 7
01/13/2020	829920	Knife River	Storm Sewer	$ 7,417.57	WO 17-05 Monad Road & Daniel ST Traffic Signal; Pmt 3
01/13/2020	829920	Knife River	Arterial Streets	$ 166,698.78	WO 17-05 Monad Road & Daniel ST Traffic Signal; Pmt 3
01/13/2020	829922	Kone Inc	Airport	$ 63.00	Invoice #959433302. January 2020 Elevator/Escalator Maintenance
01/13/2020	829922	Kone Inc	Airport	$ 25.00	Invoice #959433302. January 2020 Elevator/Escalator Maintenance
01/13/2020	829922	Kone Inc	Airport	$ 1,559.00	Invoice #959433302. January 2020 Elevator/Escalator Maintenance
01/13/2020	829922	Kone Inc	Airport	$ 25.00	Invoice #959433301. December 2019 Elevator/Escalator Maintenance
01/13/2020	829922	Kone Inc	Airport	$ 63.00	Invoice #959433301. December 2019 Elevator/Escalator Maintenance
01/13/2020	829922	Kone Inc	Airport	$ 1,559.00	Invoice #959433301. December 2019 Elevator/Escalator Maintenance
01/13/2020	829930	LN Curtis and Sons	Payroll Clearing	$ 4,000.00	ARFF Turn-Out Gear Bid Security Deposit - BD1246
01/13/2020	829933	MAGUS DEVELOPMENT	Water	$ 3,932.32	CIS CREDIT REFUND 259829
01/13/2020	829934	Mailing Technical Services	Central Services	$ 4,811.12	December 2019 MTS Invoices - Postage Fund
01/13/2020	829948	NorMont Equipment	Street/Traffic	$ 1,922.65	telspar for signs

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01/13/2020	829948	NorMont Equipment	Street/Traffic	$ 4,097.62	telspar, rivets, bolts for signs
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 85.00	7242128/; NEW TURB INSTALLATION
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 1,133.14	7239551; #3 GROUND WATER WELL
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 398.09	7232202; BOILER REPAIR
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 2,716.00	7238067; DEWATERING WELL
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 8.90	7208580-1; FREIGHT CHARGES
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 200.00	7238033; #3 DW WELL
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 96.58	7220343; PRIMARY DIGESTER
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 46.49	7243003; STORM SEWER COUPLINGS JOB # WA-0-019
01/13/2020	829949	Northwest Pipe Fittings	Street/Traffic	$ 86.76	adapter for deice station
01/13/2020	829949	Northwest Pipe Fittings	Street/Traffic	$ 339.00	cement/primer/tee/pipe for the deice station
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 4.26	7238089; #3 DW WELL
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 1,060.00	7223275; HYDRANT VALVE
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 16,660.00	R-900 ENHANCED WALL RR - MIU 13341-200 (RF'S) (2030905)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 33.00	3/4" T-10 BOTTOM CAP GASKET (8340-034)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 173.25	PIT ANTENNA WITH 6'CABLE - 12527-200 (12527-200)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 43.44	3/4" T-10 BOTTOM CAP LINER (9832-001)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 152.00	3/4" X 1/8" THICK RUBBER COUPLING WASHERS
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 111.50	3/4" T-10 BOTTOM CAP CAST - IRON (9833-010)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 45.60	2" LIQUID FILLED 0 TO 160 - 1/4" GAUGE (BOTTOM MOUNT)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 46.00	BRASS BUSHING 1/2 X 1/4 -
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 15.75	3/4" T-10 STRAINERS - (9831-001)
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 182.04	3/4" BALL VALVE - THREADED
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 4.93	7239770; SUMP PUMP FOR EMH #5
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 716.40	3/4" T-10 MEASURING CHAMBER (9826-000)
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 434.07	7240766; AFT SWEEPS
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 1,204.22	7238045; #3 GROUND WATER WELL
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 73.05	7244788; BULK CHEMICAL WATER HEATERS
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 5.60	5/8" CHAMBER O-RINGS 2011 STYLE (9386-004)
01/13/2020	829949	Northwest Pipe Fittings	Wastewater	$ 1,626.00	7240430; #3 DW WELL
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 619.65	1 1/2" TD T-10 measuring chamber complete
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 19.68	2" PVC SCH 80 S X S 45 DEGREE
01/13/2020	829949	Northwest Pipe Fittings	Water	$ 48.94	7241742; RIVER SAMPLE PUMP
01/13/2020	829949	Northwest Pipe Fittings	Street/Traffic	$ 57.84	pvc adapter for deice station rebuild
01/13/2020	829950	NorthWestern Energy	Radio	$ 155.40	1006915-1
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.54	2047011-8
01/13/2020	829950	NorthWestern Energy	General	$ 128.73	0712539-6
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 7.14	0723393-5
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	3020837-5
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	3178260-0
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	3477233-5

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01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.10	0723840-5
01/13/2020	829950	NorthWestern Energy	General	$ 1.09	1692666-9
01/13/2020	829950	NorthWestern Energy	Wastewater	$ 97.24	1704030-4
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 0.83	1797828-9
01/13/2020	829950	NorthWestern Energy	Wastewater	$ 7.65	0723878-5
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	1156527-2
01/13/2020	829950	NorthWestern Energy	Transit	$ 2,523.97	Electricity at METroplex 11/25/19 to 12/26/19
01/13/2020	829950	NorthWestern Energy	Water	$ 9.97	0722249-0
01/13/2020	829950	NorthWestern Energy	Water	$ 2,061.45	0722270-6
01/13/2020	829950	NorthWestern Energy	General	$ 13.96	0978917-3
01/13/2020	829950	NorthWestern Energy	Wastewater	$ 12.78	1704025-4
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.02	3660075-7
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ -	1513796-1
01/13/2020	829950	NorthWestern Energy	Public Safety	$ 29.68	0712532-1
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 6.10	1242222-6
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 68.71	3648861-7
01/13/2020	829950	NorthWestern Energy	Water	$ 707.25	0100478-7
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.10	0723387-7
01/13/2020	829950	NorthWestern Energy	General	$ 21.96	0999807-1
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 15.93	1513804-3
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 7.02	1564209-3
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	0920801-8
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 1.09	0971824-8
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 0.85	1312707-1
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 21.96	1513802-7
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.81	2047018-3
01/13/2020	829950	NorthWestern Energy	General	$ 239.96	0722256-5
01/13/2020	829950	NorthWestern Energy	General	$ 42.86	0722277-1
01/13/2020	829950	NorthWestern Energy	General	$ 125.17	0720841-6
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 72.24	1738989-1
01/13/2020	829950	NorthWestern Energy	General	$ 7.67	1902257-3
01/13/2020	829950	NorthWestern Energy	General	$ 49.39	1941243-6
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.94	0855404-0
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	1230066-1
01/13/2020	829950	NorthWestern Energy	General	$ 9.38	1635289-0
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.02	2047000-1
01/13/2020	829950	NorthWestern Energy	General	$ 8.50	0722258-1
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0722280-5
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0722283-9
01/13/2020	829950	NorthWestern Energy	General	$ 18.23	0722808-3
01/13/2020	829950	NorthWestern Energy	General	$ 6.48	0722976-8

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01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723396-8
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.67	2047017-5
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 7.12	0722272-2
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0723025-3
01/13/2020	829950	NorthWestern Energy	General	$ 18.89	0723065-9
01/13/2020	829950	NorthWestern Energy	General	$ 352.88	0722995-8
01/13/2020	829950	NorthWestern Energy	General	$ 18.89	0723887-6
01/13/2020	829950	NorthWestern Energy	General	$ 371.61	0722273-0
01/13/2020	829950	NorthWestern Energy	General	$ 14.25	0722274-8
01/13/2020	829950	NorthWestern Energy	General	$ 35.55	0722278-9
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723384-4
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.10	0723392-7
01/13/2020	829950	NorthWestern Energy	General	$ 10.70	0722272-2
01/13/2020	829950	NorthWestern Energy	General	$ 119.12	0722275-5
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.10	0723386-9
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	1588262-4
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ -	0723879-3
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723395-0
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0722253-2
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0722281-3
01/13/2020	829950	NorthWestern Energy	General	$ 87.69	0722901-6
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	0723046-9
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.10	0723385-1
01/13/2020	829950	NorthWestern Energy	General	$ 220.21	0723884-3
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 7.02	0723885-0
01/13/2020	829950	NorthWestern Energy	General	$ 6.22	0722284-7
01/13/2020	829950	NorthWestern Energy	General	$ 6.10	0723049-3
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 2.65	0723391-9
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 7.41	1514388-6
01/13/2020	829950	NorthWestern Energy	General	$ 9.11	0722852-1
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.10	0723388-5
01/13/2020	829950	NorthWestern Energy	General	$ 3.97	0723391-9
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723397-6
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 8.50	0723836-3
01/13/2020	829950	NorthWestern Energy	General	$ 91.83	0723005-5
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 37.93	1513800-1
01/13/2020	829950	NorthWestern Energy	Water	$ 6.62	1867265-9
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.28	2047019-1
01/13/2020	829950	NorthWestern Energy	Wastewater	$ -	0723383-6
01/13/2020	829950	NorthWestern Energy	General	$ 15.81	0722259-9
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.75	0723883-5

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01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.14	2047010-0
01/13/2020	829950	NorthWestern Energy	General	$ 8.50	0722862-0
01/13/2020	829950	NorthWestern Energy	General	$ 18.89	0723064-2
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723394-3
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723835-5
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 1.33	2041362-1
01/13/2020	829950	NorthWestern Energy	General	$ 18.23	0722279-7
01/13/2020	829950	NorthWestern Energy	General	$ 13.69	0723053-5
01/13/2020	829950	NorthWestern Energy	Parks Maint	$ 6.22	0723398-4
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.14	2047007-6
01/13/2020	829950	NorthWestern Energy	Street/Traffic	$ 7.41	2047013-4
01/13/2020	829950	NorthWestern Energy	General	$ -	0723039-4
01/13/2020	829950	NorthWestern Energy	Water	$ 426.87	1920951-9 12-27-19; MONTHLY SERVICE FEES
01/13/2020	829950	NorthWestern Energy	Library	$ 6,022.55	3039007-4 Library
01/13/2020	829950	NorthWestern Energy	Airport	$ 32.90	2114868-9. Runway Weather System. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 24.43	0720296-3. Gate 29. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 91.83	0719760-1. Gate 14. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 27.45	0719759-3. Gate 12. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 7.54	0712813-5. Burn Pit. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 25.60	0712791-3. Gate 16. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 40.68	0712795-4. Gate 17. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 17.52	0712534-7. Gate 16 Light. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 24.96	0712797-0. Gate 9. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 27.83	0719761-6. Gate 15. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 30.98	0719762-7. Gate 13. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 6.10	0712805-1. IP-10. December 2019
01/13/2020	829950	NorthWestern Energy	Airport	$ 294.10	0712535-4. Employee Parking. December 2019
01/13/2020	829952	Old Chamber Develop	Police	$ 2,970.00	January-June Parking.
01/13/2020	829956	Performance Eng & Consult	Water	$ 5,754.66	WO 1910 Jellison Road Water Main; RetRel 1F
01/13/2020	829959	Petty Cash CCSIU	Police	$ 3,023.12	Reimbursement of PE-PI money. Receipts on file at the BPD.
01/13/2020	829961	Pioneer Technical	Solid Waste	$ 33,238.61	WO 18-32 Landfill Slope Stability; 12867 Pmt 3
01/13/2020	829964	Public Utilities	Street/Traffic	$ 726.53	repair of fire hydrant our paver trailer hit at Zimmerman and grand
01/13/2020	829964	Public Utilities	Parking	$ 207.49	102980
01/13/2020	829964	Public Utilities	Airport	$ 5,829.18	136516
01/13/2020	829964	Public Utilities	Wastewater	$ 9.45	180645
01/13/2020	829964	Public Utilities	Parking	$ 10.45	102981
01/13/2020	829964	Public Utilities	Facilities	$ 485.54	158260
01/13/2020	829964	Public Utilities	Parking	$ 90.73	102086
01/13/2020	829964	Public Utilities	Airport	$ 114.82	250854-Marchi Hangar
01/13/2020	829964	Public Utilities	Airport	$ 94.59	250831-Zone Dispatch-IP6 & IP7
01/13/2020	829964	Public Utilities	Airport	$ 57.33	250855-Marchi Office

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01/13/2020	829964	Public Utilities	Airport	$ 47.11	250832-Corp Air/Alpine
01/13/2020	829964	Public Utilities	Airport	$ 67.49	250853-Aerotronics
01/13/2020	829964	Public Utilities	Airport	$ 6.31	250842-Executive Hangars USDA APHIS
01/13/2020	829964	Public Utilities	Airport	$ 134.98	250851-Edwards Jet Center 1691 Aviation Place
01/13/2020	829964	Public Utilities	Airport	$ 47.11	250859-TSA
01/13/2020	829964	Public Utilities	Airport	$ 67.71	250828-Alpine Air-Maintenance
01/13/2020	829964	Public Utilities	Airport	$ 94.22	250848-Edwards Jet Center 1871 Aviation Place
01/13/2020	829964	Public Utilities	Airport	$ 143.05	250843-Airfield Maintenance Compactor
01/13/2020	829964	Public Utilities	Airport	$ 114.82	250850-US Postal Service Gate 15
01/13/2020	829964	Public Utilities	Airport	$ 168.64	250834-QTA
01/13/2020	829964	Public Utilities	Airport	$ 84.32	250836-West End T-Hangars
01/13/2020	829964	Public Utilities	Airport	$ 88.28	250842-Executive Hangars
01/13/2020	829964	Public Utilities	Airport	$ 94.59	250857-MT State Lands DEQ/DNRC
01/13/2020	829964	Public Utilities	Airport	$ 41.77	250830-Hilsendeger Bldg
01/13/2020	829964	Public Utilities	Airport	$ 94.59	250849-Rocky Mountain College-EJC
01/13/2020	829964	Public Utilities	Airport	$ 114.82	250840-Edwards Jet Center West
01/13/2020	829964	Public Utilities	Airport	$ 114.44	250845-Airfield Maintenance
01/13/2020	829964	Public Utilities	Airport	$ 255.98	250847-UPS Gate 21
01/13/2020	829964	Public Utilities	Airport	$ 94.59	250858-Billings Fire Center-BLM
01/13/2020	829966	PW-Administration	Water	$ 5,995.00	133711675; ENGINEERING PERMITS 1/2/2020
01/13/2020	829966	PW-Administration	Wastewater	$ 335.00	133711675; ENGINEERING PERMITS 1/2/2020
01/13/2020	829966	PW-Administration	Water	$ 1,620.00	133711675; ENGINEERING PERMITS 1/2/2020
01/13/2020	829971	Rolling Right Door Service	Facilities	$ 2,847.76	Inv. 2322
01/13/2020	829984	St V's Occupational Health	City Health Ins	$ 630.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Street/Traffic	$ 95.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Library	$ 50.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Public Safety	$ 610.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Public Safety	$ 20.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Transit	$ 95.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Airport	$ 190.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	General	$ 1,520.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	General	$ 95.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829984	St V's Occupational Health	Solid Waste	$ 95.00	#56037 Drug Testing, DOT Physicals
01/13/2020	829987	Sundown Security	Airport	$ 2,891.59	Invoice #52521. Skycap Services 12/20-12/26/2019
01/13/2020	829987	Sundown Security	Airport	$ 3,012.40	Invoice #52650. Skycap Services 12/27/19-1/2/20
01/13/2020	829989	Swank Enterprises	Solid Waste	$ 549,981.71	WO 17-12 Landfill Reconfiguration; Pmt 10
01/13/2020	829990	T W Enterprises Inc	Radio	$ 4,441.00	PROPANE TANK: 500 GALLON FOR SWORDS RADIO TWR SITE
01/13/2020	829990	T W Enterprises Inc	Radio	$ (668.00)	CREDIT MEMO 10918, PROPANE - mistakenly added to invoice 43287
01/13/2020	829990	T W Enterprises Inc	Public Safety	$ 1,310.33	Retainage mistakenly w/h from Final Payment
01/13/2020	829990	T W Enterprises Inc	Water	$ 23.36	42175; FOR FOX GENERATOR
01/13/2020	829994	Territorial Landworks Inc	Water	$ 4,389.82	WO 17-14 Grand Ave Water & Sewer Extensions; 14756 Pmt 6

Check Date	Check#	Name	Fund Name	Amount	Item Desc
01/13/2020	829994	Territorial Landworks Inc	Wastewater	$ 4,389.82	WO 17-14 Grand Ave Water & Sewer Extensions; 14756 Pmt 6
01/13/2020	830000	Town & Country Supply	Public Safety	$ 694.72	404976 FIRE 3 BLENDED DIESEL 150 #2; 150 #1
01/13/2020	830000	Town & Country Supply	Public Safety	$ 697.19	404975 FIRE 5 BLENDED DIESEL DELIVERED [150 #2 AND 151 #1]
01/13/2020	830000	Town & Country Supply	Public Safety	$ 938.02	404977 FIRE 1 BLENDED DIESEL 202 #2;203 #1
01/13/2020	830000	Town & Country Supply	Transit	$ 4,207.00	404991 PO NUM 309579
01/13/2020	830000	Town & Country Supply	Public Safety	$ 508.78	405446 FIRE 6, Diesel winter blend-109 GALLS #1; 109 GALLONS #2
01/13/2020	830000	Town & Country Supply	Fleet	$ 9,032.55	404746 PO Num 309584
01/13/2020	830000	Town & Country Supply	Fleet	$ 8,837.15	409978 PO Num 309584
01/13/2020	830000	Town & Country Supply	Fleet	$ 12,372.13	405050 PO NUM 309614
01/13/2020	830000	Town & Country Supply	Fleet	$ 15,976.49	405104 PO NUM 309614
01/13/2020	830000	Town & Country Supply	Public Safety	$ 700.16	404999 FIRE 1 - BLENDED DIESEL (150 GAL #2 AND 150 GAL #1)
01/13/2020	830000	Town & Country Supply	Public Safety	$ 700.16	404996, BLENDED DIESEL 150 GAL #2;150 GAL #1
01/13/2020	830002	Tractor & Equipment	Street/Traffic	$ 194.44	BLCS0719987
01/13/2020	830002	Tractor & Equipment	Public Safety	$ 1,024.11	BLW00196070
01/13/2020	830002	Tractor & Equipment	Solid Waste	$ 1,559.30	Parts for landfill BLCS0721951
01/13/2020	830002	Tractor & Equipment	Street/Traffic	$ 147.49	BLCS0719986
01/13/2020	830006	TTCL Services LLC	Airport	$ 2,538.25	FY20 Window Cleaning Service July 2019-June 2020
01/13/2020	830007	US Conference Of Mayors	General	$ 9,181.00	Inv. 48167 2020 Membership
01/13/2020	830010	Vaisala Inc	Airport	$ 4,410.00	2020 Annual Fee For Runway 10L/28R Pavement Temp. Sensor System
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 282.00	8637 FIRE 2: Replace pressure gauge-main air compressor/basement
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 1,668.00	8638 FIRE 3: PPE WASHER AND GEAR DRYER WIRING
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 294.00	8638 FIRE 3: oven relay,fridge & boot dryer,washer/dryer cord
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 166.00	8636 BUREAU - Marshal's office light fixture
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 220.00	8636 FIRE 1: service call-replace 3way switches
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 1,747.00	8636 FIRE1: PPE EXTRACTOR AND GEAR DRYER WIRING
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 623.00	8640 FIRE4: service calls-oven shutoff,control panel,bathroom fixture
01/13/2020	830011	Weiss Electrical Service	Public Safety	$ 1,747.00	FIRE4: install PPE Washer & Gear Dryer
01/13/2020	830012	Western Water Consult	Storm Sewer	$ 8,213.53	WO 20-18 Morocco Storm Drain
01/13/2020	830012	Western Water Consult	Storm Sewer	$ 765.50	WO 20-18 Morocco Storm Drain
01/13/2020	830017	Yellowstone County GIS	EOC 911	$ 27,500.00	GIS SERVICES FOR 911 CENTER
01/13/2020	830017	Yellowstone County GIS	Public Safety	$ 400.00	MAP BOOKS, YELLOWSTONE COUNTY
01/13/2020	830018	Yellowstone County Lepc	Street/Traffic	$ 20,000.00	2/3 OF SOFTWARE COST FOR CODERED ALERT SYSTEM
01/13/2020	830021	Yellowstone Electric Co	Airport	$ 3,703.64	Invoice #8553. Miscellaneous Electrical Repairs
01/16/2020	830024	MT Waterworks	Water	$ 115.93	30939; HYDRANT FLAG FOR SNOW
01/16/2020	830024	MT Waterworks	Water	$ 7,570.00	3/4" METER LOOPS AKA YOKE

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Public Hearing for Vacation of Alleys within Block 81 and 120 Original Town of Billings

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: Yes

PROBLEM/ISSUE STATEMENT

J & S Properties, Inc. has petitioned to vacate the alley within Block 81 of Original Town of Billings and the north/south alley within Block 120 of Original Town of Billings. 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. Given the lack of use of the alley for public purposes and the desire of the adjacent property owner to purchase the right of way, staff recommends City Council approve the vacation of the alley.

ALTERNATIVES ANALYZED

The Council may:

- After holding a public hearing, approve the vacation of the above-mentioned right-of-way; or
- After holding a public hearing, do not approve the vacation.

FINANCIAL IMPACT

Coldwell Banker completed a brokers property evaluation for the alleys and determined the value to be $74,790. If the vacation is approved, the property owner would pay this amount to the Public Works Department. Administrative Order #56 allows for a comparative sales data instead of a formal appraisal. Engineering reviewed the brokers property evaluation and determined it to be fair compensation for this property. There were three comparative land sales evaluated within the last 6 years within 5 blocks of this alley. The broker determined that the average cost/square foot is $8.33.

RECOMMENDATION

Staff recommends City Council hold a public hearing and approve the vacation of the alley within Block 81 Original Town of Billings and the north/south alley within Block 120 of Original Town of Billings.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution to Vacate

RESOLUTION NO. 20-_____

A RESOLUTION OF THE CITY OF BILLINGS, MONTANA, DISCONTINUING AND VACATING **the alley within Block 81 Orginal Town of Billings and the north/south alley within Block 120 Original Town of Billings.**

WHEREAS, a proper petition was filed with the City Council of the City of Billings, Montana, as per Section 22-601 BMCC, requesting discontinuance and vacation of **the alley within Block 81 Orginal Town of Billings and the north/south alley within Block 120 Original Town of Billings** as described hereinafter; and

WHEREAS, a public hearing was properly noticed and held as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA, AS FOLLOWS:

1. DISCONTINUANCE AND VACATION. Pursuant to Sections 7-14-4114 and 7-14-4115, M.C.A., **the alley within Block 81 Orginal Town of Billings and the north/south alley within Block 120 Original Town of Billings** containing approximately 9,000 square feet. As shown on attached exhibit "A".

   Is hereby discontinued, abandoned and vacated.

2. PUBLIC INTEREST. The discontinuance, vacation and abandonment of the above described **the alley within Block 81 Orginal Town of Billings and the north/south alley within Block 120 Original Town of Billings** is in the best interest of the public and can be done without any public detriment.

PASSED by the City Council and APPROVED this 10th day of February 2020.

THE CITY OF BILLINGS:

BY:_____
William A. Cole MAYOR

ATTEST:

BY:_____
Denise Bohlman CITY CLERK


EXHIBIT A
33
34
3RD AVENUE NORTH
69
79
80
NORTH 15TH STREET
122
6000 sqft
2ND AVENUE NORTH
68
NORTH 16TH STREET
81
NORTH 17TH STREET
3000 sqft
1ST AVENUE NORTH
67
82
121
NORTH 18TH STREET
83
120
MONTANA AVENUE
119
118

ADMINISTRATIVE ORDER NO. 56

Pursuant to Administrative Order, the following procedure is hereby established for determining the valuation of public rights-of-way proposed for vacation.

1. If the City of Billings and the petitioner mutually agree that vacating a public right-of-way is appropriate, and the public has no cost basis in the right-of-way, staff may recommend to the City Council that the right-of-way be returned to the adjacent property from which it was originally dedicated at no cost. This will generally be limited to rights-of-way within platted but undeveloped subdivisions. It would not generally apply to unimproved rights-of-way within otherwise developed parts of the city.

2. In all other cases, the value of public right-of-way to be vacated shall be established in accordance with City Ordinance #90-4922, except the following administrative procedure may be used in lieu of the preparation of a formal appraisal with the mutual agreement of the petitioner and the City.

    a. The value of public right-of-way to be vacated shall generally be considered to have a value equivalent to the adjacent property to which it would become attached. Costs associated with making the right-of-way whole for development (i.e., relocation of utilities, etc.) will be considered a cost of development and will not generally be deducted from the real property value.

    b. The petitioner may elect to submit comparable sales data from recent property transactions within a reasonable proximity of the proposed right-of-way vacation area. The petitioner and the City may mutually agree to a property value based upon comparable sales data in lieu of the preparation of a formal appraisal.

    c. On a case-by-case basis, the petitioner and the City may agree to a lesser value of the vacated right-of-way based upon the proposed use of the acquired land. This would generally involve proposed developments where the vacated right-of-way would be converted to open green space, park area, or other such use that could be construed as an overall public benefit.

This Administrative Order is intended to recognize the stewardship aspect of administering public assets while acknowledging the equity issues associated with vacation of right-of-way within previously undeveloped areas. It is also intended to recognize that public rights-of-way could be vacated for less than appraised value in those cases where the proposed use would reflect a general benefit to the public.

Dated this 25 day of January 1999

Mark Watson

Mark Watson, City Administrator

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Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Public Hearing and Resolution for FY20 Budget Amendments

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Montana Code allows local governments to amend their fiscal year budgets by using the same method as used for the original budget adoption: public notice, public hearing and Council adopting a resolution. The following amendments are proposed for FY 2020:

1. Parks Playground Equipment
On January 13th, 2020 City Council approved the purchase of playground equipment for Ponderosa Park. On the Council memo approving this purchase, it indicated the need for a budget amendment, as this was an approved project for FY19 that was not able to be completed until FY20. The budget amendment will appropriate funds for the purchase and install of the equipment, as well as, provide funds for creating an accessible route and purchasing fall protection. The City's Park District 1 fund has sufficient cash to pay for this amendment.

2. Police E-Cites Program
The Police Department will be seeking the budget authority to spend approximately $9,750 on expanding their Electronic Citation program. This will be paid for through cash that remains from a surcharge that used to be assessed to municipal infractions. The surcharge is no longer being assessed, but the funds that remain will be used to expand the program, as it is an improvement that has been identified. This will utilize all remaining dollars within this fund.

Additional information on each project can be found in the attached Exhibit A.

ALTERNATIVES ANALYZED

The Council will conduct a public hearing and may:

- Approve the requested budget amendments; or
- Not approve the requested budget amendments, which would place the City in violation of Montana law.

FINANCIAL IMPACT

The requested budget amendments will be funded by reserves or new revenues, as described in the budget resolution exhibit. The funds impacted include Police Programs for $9,750 and Park District 1 for $250,000

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing and approve the resolution approving and adopting the budget amendments for Fiscal Year 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Exhibit A

EXHIBIT A

	Revenue	Expenditure

8730 - Park District 1

On January 13th, 2020 City Council approved the purchase of playground equipment for Ponderosa Park. On the Council memo approving this purchase, it indicated the need for a budget amendment, as this was an approved project for FY19 that was not able to be completed until FY20. The budget amendment will appropriate funds for the purchase and install of the equipment, as well as, provide funds for creating an accessible route and purchasing fall protection. The City's Park District 1 fund has sufficient cash to pay for this amendment.

Park District 1 Fund	250,000	Capital Outlay

The Police Department will be seeking the budget authority to spend approximately $9,750 on expanding their Electronic Citation program. This will be paid for through cash that remains from a surcharge that used to be assessed to municipal infractions. The surcharge is no longer being assessed, but the funds that remain will be used to expand the program, as it is a significant efficiency that has been identified.

Police Programs	9,750	Operation and Maintenance

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Downtown Billings Partnership - Tax Increment Assistance - 3024 2nd Ave North - Wise Wonders Children's Museum

PRESENTED BY: Kevin Iffland, Assistant City Administrator

Department: City Hall Administration

Presentation: Yes

PROBLEM/ISSUE STATEMENT

The Downtown Billings Partnership (DBP) Board of Directors is presenting this recommendation to the City Council for allocating up to $100,000 in tax increment finance funds (TIF) from the Downtown Urban Renewal District to 704 Properties, LLC, for its Wise Wonders project. The property is located at 3024 2nd Ave North and funds would be used for parking system public access, signage, metal facade, roof and bathroom construction work on the existing building (See Wise Wonders Application Attachment Page 4 Highlighted items). If approved, the TIF funds will reimburse the applicant for the described costs for the redevelopment of the property. The applicant plans to begin construction this spring and have much of the remodeling work completed by summer. The DBP Board of Directors voted to support funding of this application at its meeting on January 24, 2020, under its authority per the Memorandum of Understanding between the City of Billings, and the DBP approved by the City Council in May 2019.

ALTERNATIVES ANALYZED

The City Council is the final authority in disbursing TIF funding. The City Council may:

- Approve the recommendation from the DBP Board for the expenditure of these TIF funds, or;
- Disapprove the recommendation from the DBP Board for the expenditure of these TIF funds.

FINANCIAL IMPACT

The request is for up to $100,000 to be reimbursed to 704 Properties, LLC, for the identified work (See TIF Application Attachment). The estimated total project cost is $1,015,602, making the private to public investment ratio for this project about 10:1. The funds are payable pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project. If approved, reimbursement funds are available for reimbursement in FY21 at best and FY22 in the worst-case scenario based on completion of impro vements. This project is to start in the spring of 2020 and is likely to be completed in FY21 (after June 30, 2020) under a new project budget cycle. The current cash balance for the DBP is about $2,450,000.

RECOMMENDATION

The DBP Board of Directors recommends that the City Council approve a reimbursement up to $100,000 from the Downtown Urban Renewal tax increment finance district funds to 704 Properties, LLC, for its Wise Wonders redevelopment project at 3024 2nd Ave North.

APPROVED BY CITY ADMINISTRATOR

Attachments

Wise Wonders
DBP Minutes

DOWNTOWN URBAN RENEWAL ASSISTANCE

APPLICATION FORM FOR GRANTS AND REVOLVING LOAN FUND LOANS

BUSINESS CONTACT INFORMATION

Contact Name	Shawna Bonini	Date business commenced:	12/1/2014
Title	Owner	Number of Employees:	1
Company name	704 Properties, LLC.	☐ Sole proprietorship	
Phone/#		☐ Partnership	
E-mail		☐ Corporation	
Company mailing address City, State ZIP Code		■ Other EIN or Soc. S #_____	

CHECK THE MAP ON THE LINKS PAGE (4) BEFORE CONTINUING

Check all that apply: ☑ I am a property owner inside the District ☐ I own and operate a business within the District

☑ I plan to purchase property in District ☑ I plan to move a business into the District

If your proposed project has a different physical address than the mailing address, please fill in the street address, below:

Street Address: 3024 2nd Ave North, 59101

Check all that apply: ☑ I am interested in a **low rate loan** ☑ I am interested in a **reimbursement grant (RG)**

What is the total cost of the project, including property acquisition, if applicable? $ 982,602 1

How much are you wanting to borrow from the Loan Fund **(RLF)**? $ 200,000 2

A Minimum of 20% Equity investment is required and all loans are capped at 20% or less of the total cost (box 1) up to $250,000

How much do you need to make the project "pencil out" **(RG and/or RLF)?** $ 100,000 3

Briefly describe your proposed project:

Convert Good Earth Market (mercantile use) to a building for that will fit the expansion of Wise Wonders Children's museum (change to assembly use)

Wise Wonders Pro Forma Budget (source: WW Feasibility Study)								
Item	**Rate (Variables)**	**Comments**	**Year One (12 Months)**		**Year Two (12 Months)**		**Year Three (12 Months)**	
REVENUE		**Revised 7/1/2019**	**Attendance**	**Revenue**	**Attendance**	**Revenue**	**Attendance**	**Revenue**
			100%		75%		85%	
Total Museum Annual Attendance		Total Estimated family, member, school, groups, and birthday parties attendance	**26,000**		**19,500**		**22,100**	
General (Family) Admissions	$5.00	Average adult and child admission price Family attendance/ revenue	20,800	$104,000.00	15,600	$78,000.00	17,680	$88,400.00
Unpaid General (Family) Admissions	$0.00	Assumes free admission children 0-1	780	$0.00	585	$0.00	663	$0.00
School Group Admissions	$3.00	Ave school group child admission price. Teachers and chaperones free. School Attendance/ Revenue	2,600	$7,800.00	1,950	$5,850.00	2,210	$6,630.00
Day Care and Other Group Admission	$3.00	Day care group admission price. Teachers and Chaperones free. Total attendance/ Revenue	1,820	$5,460.00	1,365	$4,095.00	1,547	$4,641.00
Programs								
Birthday Parties	$9.00	Ave net revenue per child @ $12 ea. TOItal attendance @ ave of 10 children per party	500	$4,500.00	500	$4,500.00	500	$4,500.00
Other Program Revenue		PLACED HOLDER TBD				$0.00		$0.00
Total Admission and Program Revenue								
Membership Sales	$75.00	membership rates/ sales/ revenue. Assumes 12 persons visit per year	500	$37,500.00	500	$37,500.00	500	$37,500.00
Gift Shop	$0.45	Gift shop ave net sale per cap		$11,700.00		$0.00		$0.00
Café Revenue		POTENTIAL		$0.00		$0.00		$6,000.00
Facility Rental		POTENTIAL		$0.00		$0.00		$3,000.00
Total Earned Income				$170,960.00		$129,945.00		$150,671.00
Corporate Membership, Sponsorships, & Donations								
Special Fundraising Events		fundraising net after expenses		$50,000.00		$50,000.00		$50,000.00
In-Kind Contributions		value of in-kind donations		$15,000.00		$15,000.00		$15,000.00
Endowment Earnings				$0.00		$0.00		$0.00
Foundation and Government Grants		POTENTIAL		$0.00		$0.00		$0.00
Total Unearned Income				$65,000.00		$65,000.00		$65,000.00
Total Revenue				$235,960.00		$194,945.00		$215,671.00

Wise Wonders Pro Forma Budget (source: WW Feasibility Study)								
Item **EXPENSES**	**Rate (Variables)**	**Comments** **Revised 7/1/2019**	**Year One (12 Months)**	**Expenses**	**Year Two (12 Months)**	**Expenses**	**Year Three (12 Months)**	**Expenses**
Adminstrative, volunteer, office costs								
Building Mortage or Rent		3024 2nd Ave North Rate		$67,373.16		$73,018.56		$78,661.56
General Liability Insurance								
All Risk Insurance				$1,250.00		$1,250.00		$1,250.00
Building Utilities Gas		included in lease		$0.00		$0.00		$0.00
Building Utilities Electric		included in lease		$0.00		$0.00		$0.00
Building Utilities Water and Sewer		included in lease		$0.00		$0.00		$0.00
Building Cleaning		staff cleaned		$0.00		$0.00		$0.00
Exhibit and Building Maintenance				$8,000.00		$8,000.00		$8,000.00
Exihibit and Program Supplies				$5,000.00		$3,750.00		$4,250.00
Total Building Rent, Maintenance and Utilities				**$81,623.16**		**$86,018.56**		**$92,161.56**
Staff Payroll and Salaries	4.00	FTE @ $30K ave	4.0	$120,000.00	3.2	$96,000.00	3.6	$108,000.00
Benefits	$0.00	Based no staff payroll estimates		$0.00		$0.00		$0.00
Workers Compensation		Placeholder Total TBD						
Total Building Rent, Maintenance and Utilities				**$120,000.00**		**$96,000.00**		**$108,000.00**
Café Expenses		Placeholder Total TBD		$0.00		$0.00		$0.00
Landscaping and Snow Removal		included in lease		$5,000.00		$5,000.00		$5,000.00
Advertising and Donor Recognition		Placeholder Total TBD		$5,000.00		$5,000.00		$5,000.00
Brochures, newletters, copies		promotional materials		$5,000.00		$5,000.00		$5,000.00
Accounting and Legal Fees		Placeholder Total TBD		$5,000.00		$5,000.00		$5,000.00
Special Exhibits and Festivals		Traveling exhibits		$0.00		$0.00		$0.00
Long range capital Maintenance		Placeholder Total TBD		$0.00		$0.00		$0.00
Capital Improvements and Refreshment		Placeholder Total TBD		$0.00		$0.00		$0.00
Other Expenses and Contingency		Placeholder Total TBD		$5,000.00		$5,000.00		$5,000.00
Total Other Expenses				**$25,000.00**		**$25,000.00**		**$25,000.00**
Depreciation exhibits and contents		Placer holder TBD		$0.00		$0.00		$0.00
TOTAL EXPENSES				$226,623.16		$207,018.56		$225,161.56
Surplus/ Deficit				$9,336.84		$6,701.44		$20,454.44
Cost per visitor				$8.72		$10.62		$10.19

Current Estimates in hand for 3024 2nd Ave North Work

Item	Cost	Complete	Notes	TIF	Notes
Painting	$ 9,800.00	Yes		N	
Painting Labor	$ 5,200.00	Yes		N	
Carpet	$ 6,240.00	Yes		N	
Carpet Install	$ 8,750.00	Yes		N	
Concrete Barrier	$ 540.00	Yes		N	
Misc materials	$ 790.00	Yes		N	
Café countertops and cabinets	$ 6,400.00	Yes		N	
Classroom safety adds, etc.	$ 12,150.00	Yes		N	
HVAC Repairs/ Upgrades/ Install	$ 24,333.40	Yes		Y	
Electrical/ LED	$ 1,200.00	Yes		Y	
New Windows, door hardware	$ 7,010.00	Yes		Y	
Electrical Labor	$ 4,695.00	Yes		Y	
Sprinklers (Fire Suppression)	$ 89,904.00	Yes	Costs higher than expected due to city requirements	Y	
Fire monitoring system	$ 23,907.73	Yes	Costs higher than expected due to city requirements	Y	
FRP	$ 2,500.00	Yes		Y	
Building Purchase	$ 700,000.00	Yes	Closing scheduled for Dec 13	N	
Parking System (Public Access)	$ 43,707.00	No	Reduce loitering from Alternatives	Y	qualify for TIF and hasn't commenced yet
Signage	$ 6,375.00	No	Street and building	Y	qualify for TIF and hasn't commenced yet
Metal façade	$ 1,100.00	No	Cosmetics on building	Y	qualify for TIF and hasn't commenced yet
Roof	$ 51,000.00	No	Roof is original, beyond useful life	Y	qualify for TIF and hasn't commenced yet
Bathrooms	$ 10,000.00	No	Bathrooms to allow, public & museum bathrooms	Y	qualify for TIF and hasn't commenced yet
Total	$ 1,015,602.13				

Bonini Construction/ 704 Properties paid expenditures to date:

$ 203,420.13

ABBREVIATIONS

AB	ANCHOR BOLT
A/C	AIR CONDITIONING
ACT	ACOUSTICAL CEILING TILE (PANEL)
ADJ	ADJUSTABLE
AD	AREA DRAIN
AFF	ABOVE FINISH FLOOR
AFG	ABOVE FINISH GRADE
AHU	AIR HANDLING UNIT
ALT	ALTERNATE
ALUM	ALUMINUM
∠	ANGLE
APPROX	APPROXIMATE
ARCH	ARCHITECT (URE) (URAL)
AUTO	AUTOMATIC
BSMT	BASEMENT
BR	BEDROOM
BM	BENCH MARK
BTWN	BETWEEN
BLKG	BLOCKING
BD	BOARD
BJ	BOTTOM OF
BOT	BOTTOM
BTU	BRITISH THERMAL UNIT
BLDG	BUILDING
CPT	CARPET
CAB	CABINET
CB	CATCH BASIN
CLG	CEILING
CL	CENTER LINE
CT	CERAMIC TILE
C.O.	CLEAN OUT
CLR	CLEAR
CLO	CLOSET
CW	COLD WATER
COL	COLUMN
CONC	CONCRETE
CMU	CONCRETE MASONRY UNIT
CONT	CONTINUOUS
CJ	CONTROL JOINT
DEMO	DEMOLISH, DEMOLITION
DTL	DETAIL
DIA	DIAMETER
DIM	DIMENSION
DW	DISHWASHER
DR	DOOR
DBL	DOUBLE
DN	DOWN
DS	DOWNSPOUT
DWR	DRAWER
DF	DRINKING FOUNTAIN
D	DRYER
EA	EACH
E	EAST
EWC	ELECTRIC WATER COOLER
EL	ELEVATION
ELEV	ELEVATOR
ENCL	ENCLOSURE
EQ	EQUAL
EXH	EXHAUST
EXIST OR EX	EXISTING
EJ	EXPANSION JOINT
EXP	EXPOSED
EXT	EXTERIOR
FAB	FABRICATED
FT OR '	FEET/FOOT
FC	FIBER CEMENT SIDING
FIN	FINISH
FF	FINISHED FLOOR
FA	FIRE ALARM
FE	FIRE EXTINGUISHER
FEC	FIRE EXTINGUISHER CABINET
FLR	FLOOR (ING)
FD	FLOOR DRAIN
FTNG	FOOTING
FDN	FOUNDATION
FURN	FURNACE
GALV	GALVANIZED
GA	GAUGE
GL	GLASS
GB	GYPSUM BOARD
HD	HEAD
HDR	HEADER
HVAC	HEATING, VENTILATING & AIR CONDITIONING
HT	HEIGHT
HC	HOLLOW CORE
HM	HOLLOW METAL
HORIZ	HORIZONTAL
HB	HOSE BIBB
HW	HOT WATER
IN OR "	INCH
INCL	INCLUDE (D) (ING)
INFO	INFORMATION
INSUL	INSULATION
INT	INTERIOR
JAN	JANITOR
JT	JOINT
JB	JUNCTION BOX
KIT	KITCHEN
LT	LIGHT
LR	LIVING ROOM
LBS OR #	POUNDS
MH	MANHOLE
MFR	MANUFACTURER
MAS	MASONRY
MO	MASONRY OPENING
MATL	MATERIAL (S)
MAX	MAXIMUM
MECH	MECHANICAL
MTL	METAL
M	METER
MIN	MINIMUM
MISC	MISCELLANEOUS
MTD	MOUNTED
MULL	MULLION
NOM	NOMINAL
N	NORTH
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
NO. OR #	NUMBER
OC	ON CENTER
OPNG	OPENING
OPP	OPPOSITE
OH	OVERHEAD
PNT	PAINT
PR	PAIR
PNL	PANEL
PT BD	PARTICLE BOARD
PLAS	PLASTER
PLAM	PLASTIC LAMINATE
PL OR ℙ	PLATE
PLYWD	PLYWOOD
PVC	POLYVINYL CHLORIDE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
P.L.	PROPERTY LINE
QT	QUARRY TILE
QTR RND	QUARTER ROUND
RAD	RADIUS
R	RISER
REINF	REINFORCEMENT(ING)
REQD	REQUIRED
RA	RETURN AIR
REV	REVISIONED
RD	ROOF DRAIN
RM	ROOM
RO	ROUGH OPENING
RND	ROUND
RB	RUBBER BASE
SHTNG	SHEATHING
STOR	STORAGE
SD	SMOKE DETECTOR
SIM	SIMILAR
SC	SOLID CORE
S	SOUTH
SPEC	SPECIFICATIONS
S.F.	SQUARE FOOT
SPKLR	SPRINKLER
S/S	STAINLESS STEEL
STD	STANDARD
STL	STEEL
STRUCT	STRUCTURAL
SUSP	SUSPENDED
SW	SWITCH
T/	TOP OF
TEL	TELEPHONE
TV	TELEVISION
TEMP	TEMPERATURE
TSTAT	THERMOSTAT
THK	THICK
T & G	TONGUE & GROOVE
T	TREAD
TYP	TYPICAL
UNO	UNLESS NOTED OTHERWISE
VB	VAPOR BARRIER
VTR	VENT THRU ROOF
VERT	VERTICAL
VG	VERTICAL GRAIN
VB	VINYL BASE
VCT	VINYL COMPOSITE TILE
VWC	VINYL WALL COVERING
VOL	VOLUME
W	WASHER
WC	WATER CLOSET
WH	WATER HEATER
WP	WATERPROOF
WT	WEIGHT
WWF	WELDED WIRE FABRIC
W	WEST
WDW	WINDOW
WM	WIRE MESH
W/	WITH
W/O	WITHOUT
WD	WOOD
WB	WOODBASE
W.P.	WORK POINT
XFMR	TRANSFORMER

WISE WONDERS

3024 2ND AVE. N.

CHANGE OF OCCUPANCY PERMIT SET

FOR:

SHAWNA BONINI

PROJECT TEAM

CLIENT

SHAWNA BONINI
8470 LONGMEADOW DR.
BILLINGS, MT 59106
406-690-0068

ARCHITECT

HIGH PLAINS ARCHITECTS
2720 MINNESOTA AVE
BILLINGS, MT, 59101
(406) 896-0250

CONTRACTOR

BONINI CONSTRUCTION
8470 LONGMEADOW DR.
BILLINGS, MT 59106
406-6514585

MATERIAL DESIGNATIONS

- BRICK SECTION
- BRICK PLAN
- CMU SECTION
- CMU PLAN
- STONE PLAN & SECTION
- BATT INSULATION
- RIGID INSULATION
- SIP INSULATION
- BLOWN-IN-INSULATION
- SPRAY FOAM INSULATION
- 3/4" GRAVEL
- 1 1/2" GRAVEL
- UNDISTURBED SOIL
- DISTURBED SOIL
- CONCRETE
- OSB
- PLYWOOD
- PARTICLE BOARD
- GYPSUM BOARD
- WOOD FINISH CARPENTRY
- WOOD BLOCKING
- WOOD FRAMING

SHEET INDEX

ARCHITECTURAL SHEETS

CVR	COVER SHEET & CODE INFORMATION
A0.1	CODE INFORMATION CONT. & SPECIFICATIONS
A1.1	SITE PLAN
A2.1	MAIN FLOOR & MEZZANINE REMODEL PLANS

STATE OF MONTANA
REGISTERED ARCHITECT
RANDY HILLERY
LICENSED ARCHITECT
BILLINGS, MONTANA

OWNER: WISE WONDERS
TITLE: SHAWNA BONINI
PHASE: CHANGE OF OCCUPANCY PERMIT SET

HIGH PLAINS ARCHITECTS
PHONE (406) 896-0250 | FAX (406) 896-0255
2720 MINNESOTA AVE | BILLINGS, MT 59101
REGISTERED IN MT, ND, SD
WWW.HIGHPLAINSARCHITECTS.COM

DRAWN BY: BK
PROJECT#: 21904
DATE: 6/20/19

SET NO:

CVR ©

PLOT STAMP: 6/25/2019 9:02:31 AM

GRAPHIC SYMBOLS

ROOM NAME/NUMBER SYMBOL

ROOM 101 150 SF
ROOM NAME
ROOM NUMBER
ROOM AREA

DETAIL SYMBOL

SIM
A5.1
SIMILAR INDICATOR
DETAIL DRAWING NUMBER
DETAIL SHEET NUMBER

GRID NUMBER/LETTER SYMBOL

A
GRID LINE
LAYOUT GRID
STRUCTURAL OR ARCHITECTURAL GRID REFERENCE LETTER OR NUMBER

CALLOUT SYMBOL

SIM
A5.2
SIMILAR INDICATOR
CALLOUT DRAWING NUMBER
CALLOUT SHEET NUMBER
CALLOUT AREA

DOOR NUMBER /NAME SYMBOL

100
DOOR NUMBER

DRAWING NAME SYMBOL

1
A2.1
DRAWING NUMBER
DRAWING SHEET NUMBER
FLOOR PLAN
DRAWING NAME
1/8" = 1'-0"
DRAWING SCALE

WINDOW NUMBER/NAME SYMBOL

1
WINDOW DESIGNATION

LEVEL SYMBOL

FIRST FLOOR
100' - 0"
LEVEL NAME
LEVEL ELEVATION

EXTERIOR ELEVATION SYMBOL

SIM
A5.1
SIMILAR INDICATOR
ELEVATION DRAWING NUMBER
ELEVATION SHEET NUMBER

NOTE LABEL SYMBOL

1 REVISION NOTE
2 CONSTRUCTION NOTE
5 DEMOLITION SPECIFIC NOTE
W1A WALL TYPE
4/12 ROOF PITCH

INTERIOR ELEVATION SYMBOL

1 A
1B A6.1
1 C
1 D
ELEVATION DRAWING NUMBER
ELEVATION SHEET NUMBER

BUILDING SECTION SYMBOL

SIM
A5.1
SIM
A5.1
SIMILAR INDICATOR
SECTION DRAWING NUMBER
SECTION SHEET NUMBER

DRAWING NUMBERING ON SHEET

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20

BUILDING/ZONING CODE SUMMARY:

I. **ZONING** (CITY OF BOZEMAN ZONING ORDINANCE)

1. ZONING DISTRICT: CBD (CENTRAL BUSINESS DISTRICT)
2. PROPOSED USE:

	ALLOWED	PROPOSED
MEZZANINE	OFFICES	OFFICES
1ST FLOOR	MUSEUM (VARIETY OF SERVICES)	MUSEUM

3. SET BACKS: N/A *PROVIDED:* EXISTING
4. HEIGHT: N/A *PROVIDED:* EXISTING
5. PARKING REQUIREMENTS: N/A *PROVIDED:* 27
6. LOT COVERAGE: 100% COVERAGE ALLOWED
7. SPECIAL REVIEW REQUIRED: N/A

II. **EXISTING BUILDING CODE** (INTERNATIONAL EXISTING BUILDING CODE-2012, PLUS APPLICABLE SECTIONS OF 2012 IBC)

THE FIRST FLOOR AND A PORTION OF THE MEZZANINE WILL BE AN A-3 OCCUPANCY.

1. CLASSIFICATION OF WORK, CHAPTER 5:
   a. CHANGE OF OCCUPANCY (506.1): CHANGE OF OCCUPANCY PROVISIONS APPLY WHERE THE ACTIVITY IS CLASSIFIED AS A CHANGE IN OCCUPANCY AS DEFINED IN CHAPTER 2. THE FIRST FLOOR AND A PORTION OF THE MEZZANINE ARE CHANGING FROM GROUP M TO GROUP A-3 OCCUPANCY. THEREFORE, THE PROJECT SHALL COMPLY WITH THE PROVISIONS OF CHAPTER 10.
2. CHANGE OF OCCUPANCY, CHAPTER 10:
   a. MEANS OF EGRESS (1005.1): MEANS OF EGRESS IN PORTIONS OF BUILDINGS UNDERGOING A CHANGE OF OCCUPANCY CLASSIFICATION SHALL COMPLY WITH SECTION 1012.
   b. ACCESSIBILITY (1006.1): ACCESSIBILITY IN PORTIONS OF BUILDINGS UNDERGOING A CHANGE OF OCCUPANCY CLASSIFICATION SHALL COMPLY WITH SECTION 1012.8.
   c. CHANGE OF OCCUPANCY CLASSIFICATION WITHOUT SEPARATION (1012.1.1.1): WHERE A PORTION OF AN EXISTING BUILDING IS CHANGED TO A NEW OCCUPANCY CLASSIFICATION AND THAT PORTION IS NOT SEPARATED FROM THE REMAINDER OF THE BUILDING WITH FIRE BARRIERS HAVING A FIRE-RESISTANCE RATING AS REQUIRED IN THE IBC FOR THE SEPARATE OCCUPANCY, THE ENTIRE BUILDING SHALL COMPLY WITH ALL OF THE REQUIREMENTS OF CHAPTER 9 APPLIED THROUGHOUT THE BUILDING FOR THE MOST RESTRICTIVE OCCUPANCY CLASSIFICATION IN THE BUILDING AND WITH THE REQUIREMENTS OF THIS CHAPTER.

   PROVIDED: THE ENTIRE BUILDING SHALL COMPLY WITH IBC CHAPTER 9 AND IEBC CHAPTER 10 FOR REQUIREMENTS FOR GROUP A OCCUPANCY.
   d. MEANS OF EGRESS FOR CHANGE TO AN EQUAL OR LOWER HAZARD CATEGORY (1012.4.2): EXISTING ELEMENTS OF THE MEANS OF EGRESS SHALL COMPLY WITH SECTION 905 FOR THE NEW OCCUPANCY CLASSIFICATION. NEWLY CONSTRUCTED OR CONFIGURED MEANS OF EGRESS SHALL COMPLY WITH IBC CHAPTER 10. *PROVIDED:* PER TABLE 1012.4, CHANGE OF OCCUPANCY FROM M TO A OCCUPANCY IS A CHANGE TO AN EQUAL HAZARD CATEGORY AND SHALL COMPLY WITH SECTION 905.
   e. MEANS OF EGRESS GENERAL (905.1): THE MEANS OF EGRESS SHALL COMPLY WITH THE REQUIREMENTS OF SECTION 805 EXCEPT AS SPECIFICALLY REQUIRED IN SECTIONS 905.2 AND 905.3.
   f. MEANS-OF-EGRESS LIGHTING (905.2): MEANS OF EGRESS FROM THE HIGHEST WORK AREA FLOOR TO THE FLOOR OF EXIT DISCHARGE SHALL BE PROVIDED WITH ARTIFICIAL LIGHTING WITHIN THE EXIT ENCLOSURE IN ACCORDANCE WITH THE REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE.
   g. EXIT SIGNS (905.3): MEANS OF EGRESS FROM THE HIGHEST WORK AREA FLOOR TO THE FLOOR OF EXIT DISCHARGE SHALL BE PROVIDED WITH EXIT SIGNS IN ACCORDANCE WITH THE REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE.
   h. 805.2 MEANS OF EGRESS, GENERAL (805.2): THE MEANS OF EGRESS SHALL COMPLY WITH THE REQUIREMENTS OF THIS SECTION.

   EXCEPTIONS:

   1. WHERE THE WORK AREA AND THE MEANS OF EGRESS SERVING IT COMPLIES WITH NFPA 101.

   2. MEANS OF EGRESS CONFORMING TO THE REQUIREMENTS OF THE BUILDING CODE UNDER WHICH THE BUILDING WAS CONSTRUCTED SHALL BE CONSIDERED COMPLIANT MEANS OF EGRESS IF, IN THE OPINION OF THE CODE OFFICIAL, THEY DO NOT CONSTITUTE A DSTINGT HAZARD TO LIFE.

   PROVIDED: THE MEANS OF EGRESS COMPLY WITH THE BUILDING CODE UNDER WHICH THE BUILDING WAS CONSTRUCTED (IBC 2003) AND DO NOT CONSTITUTE A DISTINCT HAZARD TO LIFE.
   i. HEIGHT AND AREA FOR CHANGE TO HIGHER HAZARD CATEGORY (1012.5.1): WHEN A CHANGE OF OCCUPANCY CLASSIFICATION IS MADE TO A HIGHER HAZARD CATEGORY AS SHOWN IN TABLE 1012.5, HEIGHTS AND AREAS OF BUILDINGS AND STRUCTURES SHALL COMPLY WITH THE REQUIREMENTS OF CHAPTER 5 OF THE INTERNATIONAL BUILDING CODE FOR THE NEW OCCUPANCY CLASSIFICATION.

   PROVIDED: THE HEIGHT AND AREA OF THE BUILDING COMPLIES WITH THE REQUIREMENTS OF IBC CHAPTER 5. SEE IBC ITEM 2.
   j. EXTERIOR WALL RATING FOR CHANGE TO AN EQUAL OR LESSER HAZARD CATEGORY (1012.6.2): WHEN A CHANGE OF OCCUPANCY GROUP IS MADE TO AN EQUAL OR LESSER HAZARD CATEGORY AS SHOWN IN TABLE 1012.6, EXISTING EXTERIOR WALLS, NCLUDING OPENINGS, SHALL BE ACCEPTED.

   PROVIDED: PER TABLE 1012.6, CHANGE OF OCCUPANCY FROM M TO A OCCUPANCY IS A CHANGE TO A LOWER HAZARD CATEGORY. EXISTING EXTERIOR WALLS AND OPENINGS ARE THEREFORE ACCEPTABLE.
   k. COMPLETE CHANGE OF OCCUPANCY (1012.8.2): WHERE AN ENTIRE BUILDING UNDERGOES A CHANGE OF OCCUPANCY, IT SHALL COMPLY WITH

VICINITY MAP



1 HARDWARE GROUP SPECIFICATIONS

A0.1 N/A

MANUFACTURERS AND THEIR ABBREVIATIONS USED IN THIS SCHEDULE:

ADA ADAMS RITE
BOM BOMMER INDUSTRIES
IVE H. B. IVES
NSP NATIONAL GUARD PRODUCTS
LCN LCN CLOSERS
SCH SCHLAGE LOCK COMPANY
VON VON DUFRIN

GROUP: 001

EACH TO HAVE:
1 EA (B/O) ALL HARDWARE BY DOOR MFG.

GROUP: 002

EACH TO HAVE:
HINGE 3 (BOM)BB5070-4.5ON VERIFY 626
DEADLOCK 1 (ADA) M51850S 628
MORTISE CYLINDER 1 (SCH) 20-001 IV AR CAM 626
1 EA (B/O) ALL HARDWARE BY DOOR MFG.

GROUP: 003

EACH TO HAVE:
HINGE 3 (BOM)BB5000-4.5ON 626
POWER TRANSFER 1 (VON) EPT2626
PANIC HARDWARE 1 (VON) CX48E0 626
MORTISE CYLINDER 1 (SCH) 20-001 (KEY SWITCH) 626
SURFACE CLOSER 1 (LCN) 4111 EDA626
WALL BUMPER 1 (IVE) W6401GV 626
WEATHERSTRIP 1 (NSP) 127NA (HEAD & JAMBS)628
DOOR SWEEP 1 (NSP) 200NA (WIDTH OF DOOR) 628
THRESHOLD 1 (NSP) 613 (WIDTH OF OPENING) AL
INTERFACE BOX 1 (VON) JB16RY
POWER SUPPLY 1 (VON) PS013GRY

GROUP: 004

EACH TO HAVE:
HINGE 6 (BOM)BB5000-4.5ON 626
MANUAL BOLT HM2 (IVE) FB458N 626
DUST PROOF STRIKE 1 (IVE) DP2 626
STOREROOM LOCK 1 (SCH) L9480P LLL X 06A626
ASTRAGAL 1 (NSP) 9600 628
SURFACE CLOSER 2 (LCN) 4011-3049 628
WEATHERSTRIP 1 (NSP) 127NA (HEAD & JAMBS)628
DOOR SWEEP 2 (NSP) 200NA (WIDTH OF DOOR) 628
THRESHOLD 1 (NSP) 613 (WIDTH OF OPENING) AL

GROUP: 005

EACH TO HAVE:
HINGE 3 (BOM)BB5000-4.5ON 626
STOREROOM LOCK 1 (SCH) L9480P LLL X 06A626
SURFACE CLOSER 1 (LCN) 4011-3049 628
WALL BUMPER 1 (IVE) W6401GV 626
WEATHERSTRIP 1 (NSP) 127NA (HEAD & JAMBS)628
DOOR SWEEP 1 (NSP) 200NA (WIDTH OF DOOR) 628
THRESHOLD 1 (NSP) 613 (WIDTH OF OPENING) AL

GROUP: 006

EACH TO HAVE:
HINGE 2 (BOM)BB5000-4.5O 626
CLASSROOM LOCK 1 (SCH) ND70PD SPA 626
WALL BUMPER 1 (IVE) W6401GV 626
SILENCER 3 (IVE) SR64 GRY

GROUP: 007

EACH TO HAVE:
HINGE 3 (BOM)BB5000-4.5O 626
ENTRANCE LOCK 1 (SCH) ND53PD SPA 626
WALL BUMPER 1 (IVE) W6401GV 626
SILENCER 3 (IVE) SR64 GRY

GROUP: 008

EACH TO HAVE:
HINGE 3 (BOM)BB5000-4.5O 626
CLASSROOM LOCK 1 (SCH) ND70PD SPA 626
WALL BUMPER 1 (IVE) W6401GV 626
SILENCER 3 (IVE) SR64 GRY

GROUP: 009

EACH TO HAVE:
HINGE 3 (BOM)BB5000-4.5O 626
PASSAGE SET 1 (SCH) ND10S SPA626
KICK PLATE 1 (IVE) 8400 10 X 2 LDW630
WALL BUMPER 1 (IVE) W6401GV 626
SILENCER 3 (IVE) SR64 GRY

SECTION 1012.8.1 AND SHALL HAVE ALL OF THE FOLLOWING ACCESSIBLE FEATURES:
1. AT LEAST ONE ACCESSIBLE BUILDING ENTRANCE.
2. AT LEAST ONE ACCESSIBLE ROUTE FROM AN ACCESSIBLE BUILDING ENTRANCE TO PRIMARY FUNCTION AREAS.
3. SIGNAGE COMPLYING WITH SECTION 1110 OF IBC.
4. ACCESSIBLE PARKING, WHERE PROVIDED.
5. AT LEAST ONE ACCESSIBLE PASSENGER LOADING ZONE, WHERE LOADING ZONES ARE PROVIDED.
6. AT LEAST ONE ACCESSIBLE ROUTE CONNECTING ACCESSIBLE PARKING AND ACCESSIBLE PASSENGER LOADING ZONES TO AN ACCESSIBLE ENTRANCE.

WHERE TECHNICALLY INFEASIBLE TO COMPLY WITH THE NEW CONSTRUCTION STANDARDS FOR ANY OF THESE REQUIREMENTS FOR A CHANGE OF GROUP OR OCCUPANCY, THE ABOVE ITEMS SHALL CONFORM TO THE REQUIREMENTS TO THE MAXIMUM EXTENT TECHNICALLY FEASIBLE.

PROVIDED: THE BUILDING IS UNDERGOING A COMPLETE CHANGE OF OCCUPANCY, AND FEATURES AN ACCESSIBLE BUILDING ENTRANCE, ACCESSIBLE ROUTE, ACCESSIBLE PARKING AND LOADING, AND SIGNAGE COMPLYING WITH IBC SECTION 1110.

III. BUILDING CODE (INTERNATIONAL BUILDING CODE-2012)

1. OCCUPANCY GROUPS (CHAPTER 3): PROPOSED BUILDING: FIRST FLOOR, AND PORTION OF MEZZANINE BEING DESIGNED TO ACCOMMODATE A-3 OCCUPANCIES WITH OFFICE SPACE ON THE MEZZANINE.

	EXISTING OCCUPANCIES	PROPOSED OCCUPANCIES
FIRST FLOOR	M (RETAIL)	A-3 (MUSEUM, ACCESSORY STORAGE)
MEZZANINE	M (RETAIL, OFFICES, EQUIPMENT ROOM)	A-3 (MUSEUM) B (OFFICES)

2. ALLOWABLE HEIGHT AND BUILDING AREAS – TYPE III-B (TABLE 503):

EXISTING BUILDING: 9,100 SF ON MAIN FLOOR, 3,022 SF ON MAIN FLOOR MEZZANINE; HEIGHT: 25 FEET.

STORY	OCC.	ALLOWABLE AREA PER STORY		ACTUAL AREA	ALLOWABLE STORIES
		TABLE 503	W/506.3 SPRINKLER INCREASE		W/ 504.2 SPRINKLER INCREASE
MAIN FLOOR	A-3	9,500	28,500	7,662	3
MAIN FLOOR	S-1	17,500	52,500	1,438	3
MEZZ	B	-	-	500	N/A (MEZZ.)
MEZZ	A-3	--	-	1,783	N/A (MEZZ.)
MEZZ	S-1	-	-	190	N/A (MEZZ.)

ALLOWABLE HEIGHT: 55 FEET (75 FEET WITH 504.2)

3. AUTOMATIC SPRINKLER SYSTEM INCREASE (504.2): WHERE A BUILDING IS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903, THE VALUE SPECIFIED IN TABLE 503 FOR MAX. BUILDING HEIGHT IS INCREASED BY 20 FEET AND THE MAX. NUMBER OF STORIES IS INCREASED BY ONE. THESE INCREASES ARE PERMITTED IN ADDITION TO THE BUILDING AREA INCREASE IN ACCORDANCE WITH SECTIONS 506.2 AND 506.3.

PROVIDED: THE PERMITTED SPRINKLER INCREASES FROM SECTIONS 504.2 AND 506.3 ARE REFLECTED IN THE TABLE PROVIDED IN WITH ITEM 2.

4. MEZZANINES (505.2): A MEZZANINE SHALL BE CONSIDERED A PORTION OF THE STORY BELOW. SUCH MEZZANINES SHALL NOT CONTRIBUTE TO EITHER THE BUILDING AREA OR NUMBER OF STORIES AS REGULATED BY TABLE 503. THE AREA OF THE MEZZANINE SHALL BE INCLUDED IN DETERMINING THE FIRE AREA. THE CLEAR HEIGHT SHALL NOT BE LESS THAN 7 FEET.

PROVIDED: THE MEZZANINE IS INCLUDED IN THE FIRE AREA OF THE MAIN AND HAS A 9'-10" CLEAR HEIGHT.

5. MEZZANINE AREA LIMITATION (505.2.1): THE AGGREGATE AREA OF A MEZZANINE WITHIN A ROOM SHALL BE NOT GREATER THAN ONE-THIRD OF THE FLOOR AREA OF THAT ROOM OR SPACE IN WHICH THEY ARE LOCATED. THE ENCLOSED PORTION OF A ROOM SHALL NOT BE INCLUDED IN A DETERMINATION OF THE FLOOR AREA OF THE ROOM IN WHICH THE MEZZANINE IS LOCATED. IN DETERMINING THE ALLOWABLE MEZZANINE AREA, THE AREA OF THE MEZZANINE SHALL NOT BE INCLUDED IN THE FLOOR AREA OF THE ROOM.

PROVIDED: THE MEZZANINE, AT 2,475 SF, IS LESS THAN 1/3 OF THE MAIN FLOOR AREA (1/3 OF UNENCLOSED 7,662 SF = 2,554 SF).

6. MEZZANINE MEANS OF EGRESS (505.2.3): THE MEANS OF EGRESS FOR MEZZANINES SHALL COMPLY WITH THE APPLICABLE PROVISIONS OF CHAPTER 10.

PROVIDED: THE MEZZANINE HAS TWO EXIT ACCESS STAIRWAYS IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 10.

7. MEZZANINE OPENNESS (505.2.3): A MEZZANINE SHALL BE OPEN AND UNOBSTRUCTED TO THE ROOM IN WHICH SUCH MEZZANINE IS LOCATED EXCEPT FOR WALLS NOT MORE THAN 42 INCHES (1067 MM) IN HEIGHT, COLUMNS AND POSTS.

EXCEPTIONS:
1. MEZZANINES OR PORTIONS THEREOF ARE NOT REQUIRED TO BE OPEN TO THE ROOM IN WHICH THE MEZZANINES ARE LOCATED, PROVIDED THAT THE OCCUPANT LOAD OF THE AGGREGATE AREA OF THE ENCLOSED SPACE IS NOT GREATER THAN 10.

PROVIDED: ENCLOSED OFFICE AND BREAK AREAS OF THE MEZZANINE HAVE AN OCCUPANCY OF 5. MECHANICAL AREAS OF THE MEZZANINE HAVE AN OCCUPANCY OF 1 RESPECTIVELY. THESE PORTIONS OF THE EXISTING MEZZANINE ARE THEREFORE PERMITTED TO BE ENCLOSED PER EXCEPTION 1.

8. AUTOMATIC SPRINKLER SYSTEM INCREASE (506.3): WHERE A BUILDING IS EQUIPPED THROUGHOUT WITH AN APPROVED AUTOMATIC SPRINKLER SYSTEM, THE VALUE IN TABLE 503 IS PERMITTED TO BE INCREASED BY 300 PERCENT FOR BUILDINGS WITH NO MORE THAN ONE STORY ABOVE GRADE PLANE.

a. STRUCTURAL FRAME –	REQUIRED:	0
	PROVIDED:	0
b. BEARING WALLS, EXTERIOR –	REQUIRED:	2
	PROVIDED:	2
c. BEARING WALLS, INTERIOR –	REQUIRED:	0
	PROVIDED:	0
d. NON-BEARING WALLS, EXTERIOR --	REQUIRED:	0
	PROVIDED:	N/A: ALL EXTERIOR WALLS BEARING
e. NON-BEARING PARTITIONS –	REQUIRED:	0
	PROVIDED:	0
F. FLOOR CONSTRUCTION –	REQUIRED:	0
	PROVIDED:	0
g. ROOF CONSTRUCTION –	REQUIRED:	0
	PROVIDED:	0

13. SPRINKLERS, GROUP A-3 (903.2.1.3): AN AUTOMATIC SPRINKLER SYSTEM SHALL BE PROVIDED FOR GROUP A-3 OCCUPANCIES WHERE ONE OF THE FOLLOWING CONDITIONS EXISTS:

1. THE FIRE AREA EXCEEDS 12,000 SQUARE FEET (1115 M2);
2. THE FIRE AREA HAS AN OCCUPANT LOAD OF 300 OR MORE;
3. THE FIRE AREA IS LOCATED ON A FLOOR OTHER THAN A LEVEL OF EXIT DISCHARGE SERVING SUCH OCCUPANCIES.

PROVIDED: DUE TO THE PRESENCE OF A-3 (MUSEUM) SPACE ON THE MEZZANINE AND THE NON-SEPARATED MULTI-PURPOSE USE OF THE BUILDING, AN AUTOMATIC SPRINKLER SYSTEM IS PROVIDED THROUGHOUT, IN KEEPING WITH THE REQUIREMENTS FOR THE MOST RESTRICTIVE USE.

14. MANUAL FIRE ALARM SYSTEMS – GROUP A-3 (907.2.1): A MANUAL FIRE ALARM SYSTEM THAT ACTIVATES THE OCCUPANT NOTIFICATION SYSTEM IN ACCORDANCE WITH SECTION 907.5 SHALL BE INSTALLED IN GROUP A OCCUPANCIES WHERE THE OCCUPANT LOAD DUE TO THE ASSEMBLY OCCUPANCY IS 300 OR MORE. GROUP A OCCUPANCIES NOT SEPARATED FROM ONE ANOTHER IN ACCORDANCE WITH SECTION 707.3.10 SHALL BE CONSIDERED AS A SINGLE OCCUPANCY FOR THE PURPOSES OF APPLYING THIS SECTION. PORTIONS OF GROUP E OCCUPANCIES OCCUPIED FOR ASSEMBLY PURPOSES SHALL BE PROVIDED WITH A FIRE ALARM SYSTEM AS REQUIRED FOR THE GROUP E OCCUPANCY.

EXCEPTION: MANUAL FIRE ALARM BOXES ARE NOT REQUIRED WHERE THE BUILDING IS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM INSTALLED IN ACCORDANCE WITH SECTION 903.3.1.1 AND THE OCCUPANT NOTIFICATION APPLIANCES WILL ACTIVATE THROUGHOUT THE NOTIFICATION ZONES UPON SPRINKLER WATERFLOW.

PROVIDED: NO MANUAL FIRE ALARM SYSTEM REQUIRED, NONE PROVIDED.

15. OCCUPANT LOAD CALCULATIONS (TABLE 1004.1.1):

FLOOR	OCC. TYPE	OCC. CLASSIFICATION	AREA (SF)	LOAD FACTOR	OCCUPANT LOAD
FIRST	A-3	MUSEUM	6,397*	30 NET	213*
FIRST	S-1	STORAGE	1,438	300 GROSS	5
MEZZANINE	A-3	MUSEUM	1,602*	30 NET	54*
MEZZANINE	B	OFFICE	502	100 GROSS	5
MEZZANINE	S	MECHANICAL EQUIPMENT	190	300 GROSS	1
				TOTAL	278

*IBC CHAPTER 2 DEFINITION, FLOOR AREA, NET: "THE ACTUAL OCCUPIED AREA NOT INCLUDING UNOCCUPIED ACCESSORY AREAS SUCH AS CORRIDORS, STAIRWAYS, TOILET ROOMS, MECHANICAL ROOMS AND CLOSETS." FLOOR AREAS AND OCCUPANT LOADS FOR A-3 MUSEUM FLOOR SPACE IS CALCULATED MINUS PERMANENT EXHIBIT FURNISHINGS.

16. ADJACENT LEVELS (1004.1.1.2): THE OCCUPANT LOAD OF A MEZZANINE OR STORY WITH EGRESS THROUGH A ROOM, AREA OR SPACE ON AN ADJACENT LEVEL SHALL BE ADDED TO THE OCCUPANT LOAD OF THAT ROOM, AREA OR SPACE.

PROVIDED: THE OCCUPANT LOAD OF THE MEZZANINE (60) IS DIVIDED BETWEEN THE TWO EXIT ACCESS STAIRWAYS FROM THE MEZZANINE AND ADDED TO THE OCCUPANT LOAD OF THE MUSEUM MAIN FLOOR AND S-1 STORAGE AREA, RESPECTIVELY.

17. MINIMUM REQUIRED EGRESS WIDTH (1005.3.1 AND 1005.3.2):
a. STAIRWAYS: 0.3 X 60 (MEZZANINE OCCUPANCY) = 18"; 36" MIN. PER 1009.1. *PROVIDED:* STAIRWAY ONE STAIRWAY IS 52" WIDE IS 36" WIDE.
b. OTHER EGRESS COMPONENTS: 0.15 X 278 = 41"; *PROVIDED:* THE CORRIDOR BETWEEN THE MUSEUM FLOOR AND STORAGE AREA IS 7'-2".

18. MEANS OF EGRESS ILLUMINATION (1006.2): THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE AT THE FLOOR LEVEL.

PROVIDED: EMERGENCY ILLUMINATION IS PROVIDED ALONG THE ROUTE OF EGRESS AND AT EACH EXTERIOR EXIT.

19. ACCESSIBLE MEANS OF EGRESS (1007.1) ACCESSIBLE MEANS OF EGRESS SHALL COMPLY WITH THIS SECTION. ACCESSIBLE SPACES SHALL BE PROVIDED WITH NOT LESS THAN ONE ACCESSIBLE MEANS OF EGRESS. WHERE MORE THAN ONE MEANS OF EGRESS ARE REQUIRED BY SECTION 1015.1 OR 1021.1 FROM ANY ACCESSIBLE SPACE, EACH ACCESSIBLE PORTION OF THE SPACE SHALL BE SERVED BY NOT LESS THAN TWO ACCESSIBLE MEANS OF EGRESS.

EXCEPTION 1: ACCESSIBLE MEANS OF EGRESS ARE NOT REQUIRED IN ALTERATIONS TO EXISTING BUILDINGS.

PROVIDED: ALTHOUGH NOT REQUIRED, AN ACCESSIBLE MEANS OF EGRESS IS PROVIDED (EXISTING) FROM THE MAIN FLOOR.

20. DOOR SWING (1008.1.2): DOORS SHALL SWING IN THE DIRECTION OF EGRESS TRAVEL WHERE SERVING AN OCCUPANT LOAD OF 50 OR MORE PERSONS.

PROVIDED: THE COMBINED HALF-OCCUPANCY OF THE MEZZANINE (SERVED BY TWO STAIRWAYS) AND THE S-1 STORAGE AREA IS LESS THAN 50, THEREFORE, THE EAST (ALLEY) DOOR IS PERMITTED TO SWING IN.

21. STAIRWAY WIDTH (1009.4): THE WIDTH OF STAIRWAYS SHALL BE DETERMINED AS SPECIFIED IN SECTION 1005.1, BUT SUCH WIDTH SHALL NOT BE LESS THAN 44 INCHES (1110 MM). SEE SECTION 1007.3 FOR ACCESSIBLE MEANS OF EGRESS STAIRWAYS.

EXCEPTION 1: STAIRWAYS SERVING AN OCCUPANT LOAD OF LESS THAN 50 SHALL HAVE A WIDTH OF NOT LESS THAN 36 INCHES.

PROVIDED: TWO STAIRWAYS SERVE THE MEZZANINE SPACE. ONE STAIRWAY HAS A WIDTH OF 52", THE OTHER IS 36".

22. COMMON PATH OF EGRESS TRAVEL (1014.3): ACCORDING TO TABLE 1014.3, THE COMMON PATH OF EGRESS TRAVEL SHALL NOT EXCEED 75 FEET FOR A-3 OCCUPANCIES IN A SPRINKLED BUILDING, AND 100 FEET FOR B AND S OCCUPANCIES IN A SPRINKLED BUILDING.

PROVIDED: THE COMMON PATH OF EGRESS TRAVEL FROM EACH SPACE IN THE BUILDING DOES NOT EXCEED 75 FEET.

23. EXITS OR EXIT DOORWAYS FROM SPACES (1015.1): TWO EXITS OR EXIT ACCESS DOORWAYS FROM ANY SPACE SHALL BE PROVIDED WHEN OCCUPANT LOAD EXCEEDS ONE OF THE VALUES IN TABLE 1015.1.

PROVIDED: TWO EXITS OR EXIT ACCESS DOORWAYS, OR MORE, ARE PROVIDED THROUGHOUT THE BUILDING.

24. TWO EXITS OR EXIT ACCESS DOORWAYS (1015.2.1): WHERE TWO EXITS OR EXIT ACCESS DOORWAYS ARE REQUIRED FROM ANY PORTION OF THE EXIT ACCESS, THE EXIT DOORS OR EXIT ACCESS DOORWAYS SHALL BE PLACED A DISTANCE APART EQUAL TO NOT LESS THAN ON-HALF OF THE LENGTH OF THE MAXIMUM OVERALL DIAGONAL DIMENSION OF THE BUILDING OR AREA TO BE SERVED MEASURED IN A STRAIGHT LINE BETWEEN EXIST DOORS OR EXIT ACCESS DOORWAYS. EXCEPTION 2: WHERE A BUILDING IS EQUIPPED THROUGHOUT WITH SPRINKLERS, THE SEPARATION DISTANCE BETWEEN EXITS SHALL NOT BE LESS THAN ONE-THIRD OF THE LENGTH OF THE MAXIMUM OVERALL DIAGONAL DIMENSION OF THE AREA SERVED.

PROVIDED: EXIT ACCESS DOORWAYS (AND STAIRWAYS) ARE PLACED SUCH THAT THE DISTANCE BETWEEN THEM IS GREATER THAN ONE-THIRD OF THE LENGTH OF THE MAXIMUM DIAGONAL DIMENSION OF THE AREA SERVED.

25. EXIT ACCESS TRAVEL DISTANCE (TABLE 1016.1): THE EXIT ACCESS TRAVEL DISTANCE FOR A AND S-1 OCCUPANCIES IN SPRINKLED BUILDINGS IS 250 FEET, AND IS 300 FEET FOR B OCCUPANCIES IN SPRINKLED BUILDINGS.

PROVIDED: NO EXIT ACCESS TRAVEL DISTANCE EXCEEDS 250 FEET.

26. PLUMBING REQUIREMENTS (TABLE 2902.1, ARM 24.301.551):

OCC.	OCC. LOAD	WATER CLOSETS (AND URINALS, WHICH CAN MAKE UP TO 50% OF MALE WC)				LAVATORIES		
		M RATIO	M	F RATIO	F	RATIO	M	F
A-3	267	1/125	1.0 6	1/75	1.78	1:2 WC	1	1
B	10	1/25	0.2	1/25	0.2	1:2 WC	1	1
TOTAL REQ.			1.26		1.98		2	2
PROVD			2		2		2	2

CODE INFORMATION CONT. & SPECIFICATIONS

SHAWNA BONINI

CHANGE OF OCCUPANCY PERMIT SET

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PROJECT#: 21904
DATE: 06/20/12

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GENERAL DEMO NOTES:

A. PRIOR TO BIDDING, THE CONTRACTOR SHALL VISIT THE FACILITY & THOROUGHLY FAMILIARIZE HIMSELF WITH EXISTING CONDITIONS.

B. SCHEDULE DEMOLITION WORK WITH THE OWNER TO MINIMIZE DISRUPTION OF SERVICES & PROVIDE FOR THE UNINTERRUPTED FUNCTIONING OF THE FACILITY.

C. THE CONTRACTOR SHALL PROVIDE ALL DEMOLITION INCIDENTAL TO OR REQUIRED FOR NEW & RENOVATION CONSTRUCTION WHETHER OR NOT IT IS SPECIFICALLY NOTED, INCLUDING, BUT NOT LIMITED TO, ALL OTHER WORK THAT MIGHT REASONABLY BE REQUIRED TO BE REMOVED IN PREPARATION FOR SPECIFIED FINISHES. DEMOLITION SHALL BE PERFORMED IN A MANNER THAT WILL NOT DAMAGE ANY SERVICES INDICATED TO REMAIN. SERVICES SHALL BE PATCHED IF NECESSARY TO PROVIDE A SUITABLE SUB-STRATA FOR NEW FINISHES.

D. REMOVE ALL ITEMS SHOWN AS "DASHED".

E. THE CONTRACTOR SHALL CONSTRUCT DUST BARRIER PARTITIONS AS REQUIRED TO SEPARATE CONSTRUCTION AREAS FROM OCCUPIED AREAS. EXIT PATHS SHALL BE MAINTAINED CLEAR OF EQUIPMENT, MATERIAL & DEBRIS-SEE PHASING PLANS.

F. DEBRIS SHALL BE PROMPTLY REMOVED FROM THE BUILDING & THE SITE & DISPOSED OF IN A LEGAL MANNER. SURFACES IN THE CONSTRUCTION AREA SHALL BE MAINTAINED IN A BROOM CLEAN CONDITION AT THE END OF EACH WORK DAY.

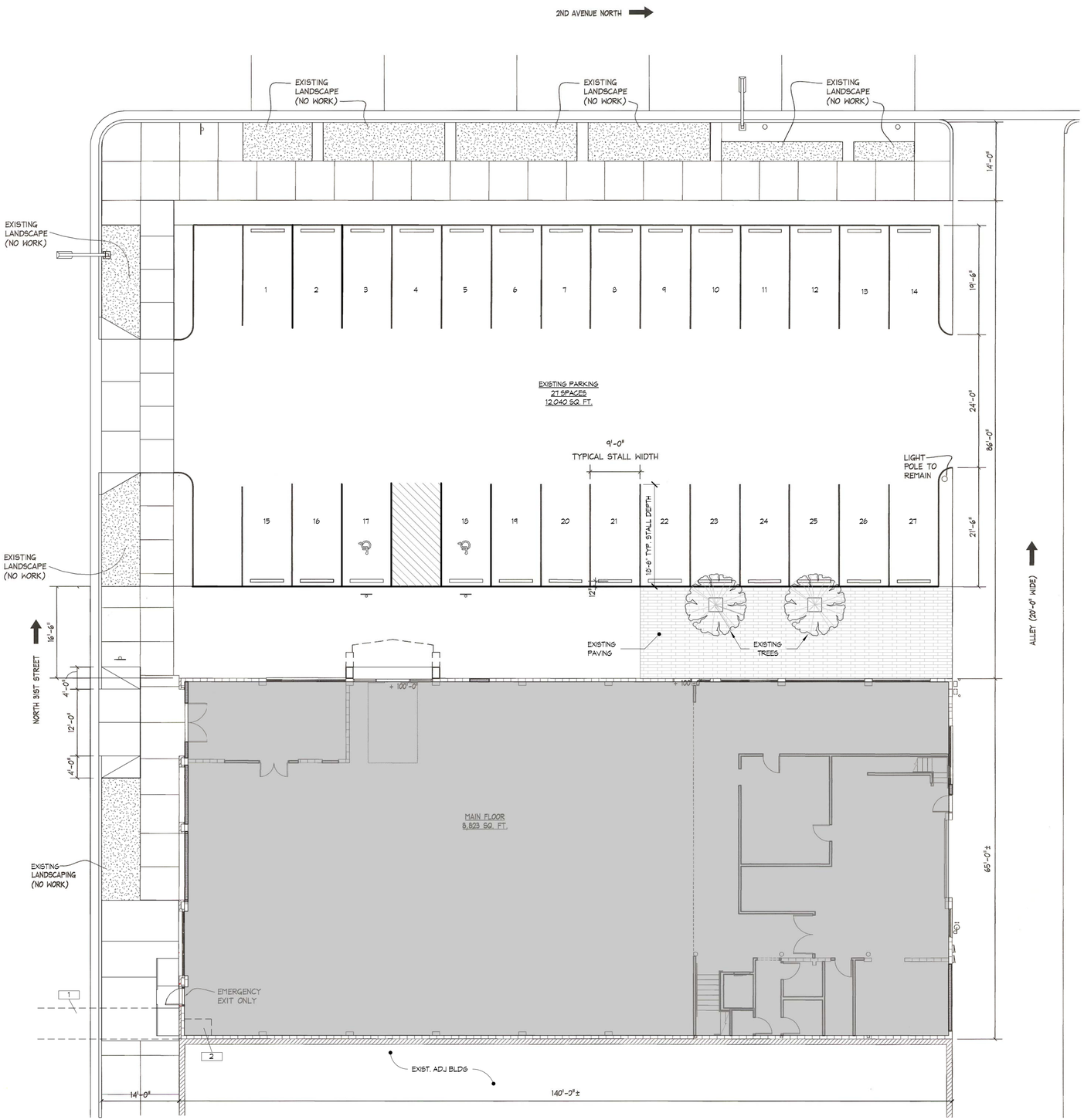
G. PORTIONS OF OCCUPIED AREAS WILL REMAIN IN OPERATION AT ALL TIMES. SECURITY MUST BE MAINTAINED AT ALL TIMES. REVIEW SECURITY PROCEDURES WITH THE OWNER PRIOR TO THE START OF WORK.

H. THE CONTRACTOR SHALL MAINTAIN & ADHERE TO ALL CURRENT LIFE-SAFETY & INTERIM LIFE-SAFETY RULES & REGULATIONS THROUGHOUT THE CONSTRUCTION OF THIS PROJECT.

I. THE CONTRACTOR SHALL PATCH &/OR REPAIR ANY & ALL SURFACES DAMAGED OR REMOVED DURING DEMOLITION TO MATCH EXISTING SURFACES UNLESS SURFACES ARE TO RECEIVE NEW FINISHES OR UNLESS NOTED OTHERWISE. REFER TO & COORDINATE WITH STRUCTURAL.

J. ALL BUILDING SERVICES, INCLUDING MECHANICAL, PLUMBING & ELECTRICAL SHALL NOT BE DISRUPTED FOR ANY LENGTH OF TIME NO MATTER HOW MINIMAL, UNLESS COORDINATED & APPROVED BY THE GENERAL CONTRACTOR & THE OWNER.

K. CONTRACTOR SHALL INSPECT EXISTING CONDITIONS PRIOR TO WORK. PRIOR TO SUBSTANTIAL COMPLETION THE CONTRACTOR WILL REPAIR OR CLEAN DAMAGED OR DIRTY SURFACES ADJACENT TO PROJECT WORK AREAS (CAUSED BY CONSTRUCTION ACTIVITIES) TO MATCH ORIGINAL CONDITION.



1 SELECTIVE DEMOLITION OF STREET PAVING, CURB & GUTTER, SIDEWALK, PORTION OF RAMP AS NECESSARY FOR INSTALLATION OF NEW FIRE SPRINKLER SERVICE - REPAIR AND REPLACE SIDEWALK, CURB, AND STREET TO MATCH ADJACENT PER CITY OF BILLINGS ENGINEERING DIVISION STANDARD MODIFICATIONS.

2 SELECTIVE DEMOLITION OF INTERIOR CONCRETE FLOOR AS NECESSARY TO ACCOMMODATE NEW FIRE SPRINKLER SERVICE RISER - REPAIR AND REPLACE SURFACES TO MATCH ADJACENT

DEMOLITION NOTES

18 A1.1 SITE PLAN 1" = 10'-0"

STATE OF MONTANA — RANDY HILLEY — LICENSED ARCHITECT — BILLINGS, MONTANA

SITE PLAN
SHANNA BONINI
CHANGE OF OCCUPANCY PERMIT SET

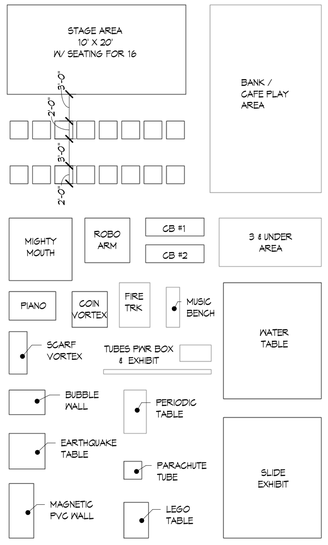
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NOTE: - APPROXIMATELY 1,265 SF OF EXHIBITS / STAGE / PLAY AREAS
- MAINTAIN 48" MIN. CLR AISLES

6 EXHIBITS LEGEND
A2.1 1/8" = 1'-0"

ELECTRICAL LEGEND

SYMBOL	FIXTURE
	EXIST. WALL MOUNTED EXIT SIGN WITH EMERGENCY LIGHTING
	WALL MOUNTED EXIT SIGN WITH EMERGENCY LIGHTING
EXIT	EXIST. WALL MOUNTED EXTERIOR EXIT LIGHTING
EXIT	WALL MOUNTED EXTERIOR EXIT LIGHTING
	EXIST. CEILING MOUNTED EXHAUST FAN
	CEILING MOUNTED EXHAUST FAN
FE	EXIST. FIRE EXTINGUISHER

ELECTRICAL NOTES:
1. SMOKE DETECTORS SHALL RECEIVE THEIR PRIMARY POWER FROM THE BUILDING WIRING.
2. ALL EXTERIOR OUTLETS & FIXTURES TO BE WP.
3. ALL BATHROOMS TO HAVE MIN 50 CFM FAN.

2 ELECTRICAL LEGEND
A2.1 1/4"=1'-0"

DOOR HARDWARE SCHEDULE

GROUP NO.	OPERABILITY	LOCATION	NEW (N)/ EXIST. (E)
01	AUTO SLIDING/ PANIC BREAKAWAY	MAIN ENTRANCE	E
02	PUSH BAR	NORTH EXIT	E
03	RIM EXIT DEVICE	WEST EXIT	E
04	STOREROOM (LEVER, MORTISE)	CLASSROOM DELIVERY	E
05	STOREROOM (LEVER)	EAST (ALLEY) EXIT	E
06	CLASSROOM (LEVER)	MECH. ROOM, JANITOR	E
07	ENTRANCE (LEVER)	OFFICES	E
08	CLASSROOM (LEVER)	KITCHEN DOORS	E
09	PASSAGE (LEVER)	RESTROOMS, RECEPTION	E + (3)N
10	DUAL FREE SWING; NO LATCH	CLASSROOM, STORAGE	E

NOTES:
1. REFER TO SHEET A0.1 FOR HARDWARE GROUP SPECIFICATIONS
2. HARDWARE GROUPS NOTED ON PLANS XX

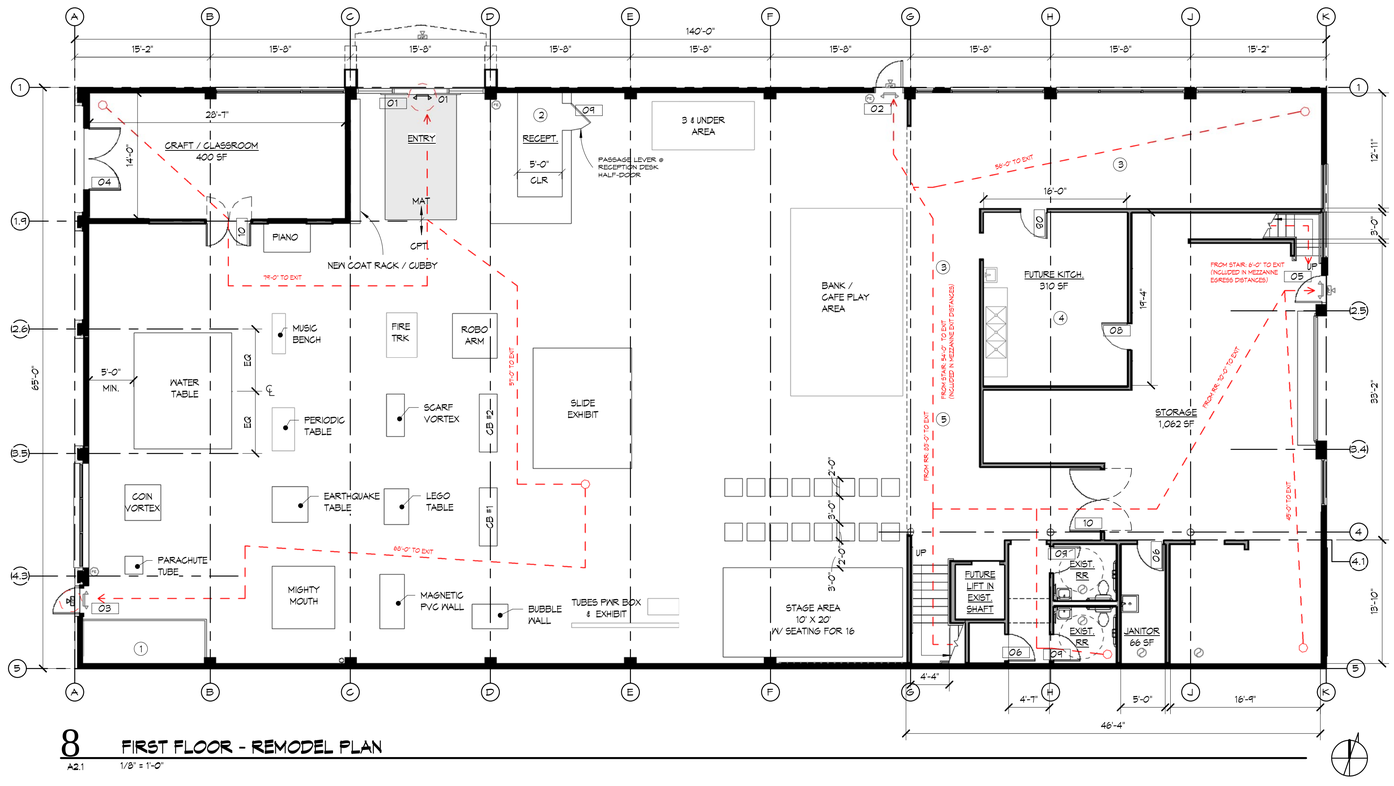
7 DOOR HARDWARE SCHEDULE
A2.1 N/A

1. NEW FIRE SPRINKLER SERVICE W/ GUARD - MAINTAIN 3' - 0" MINIMUM ACCESSIS CLEARANCE FOR MAINTENANCE
2. NEW RECEPTION / FRONT DESK
3. PROPOSED FUTURE COFFEE / SNACK BAR
4. PROPOSED FUTURE KITCHEN @ SAME LOCATION OF PREVIOUSLY EXISTING KITCHEN - NEW 3 BASIN SINK, HAND WASH SINK TO SERVE COFFEE / SNACK BAR
5. PROPOSED FUTURE GIFT SHOP
6. NEW MEN'S & WOMEN'S RESTROOMS @ MEZZANINE

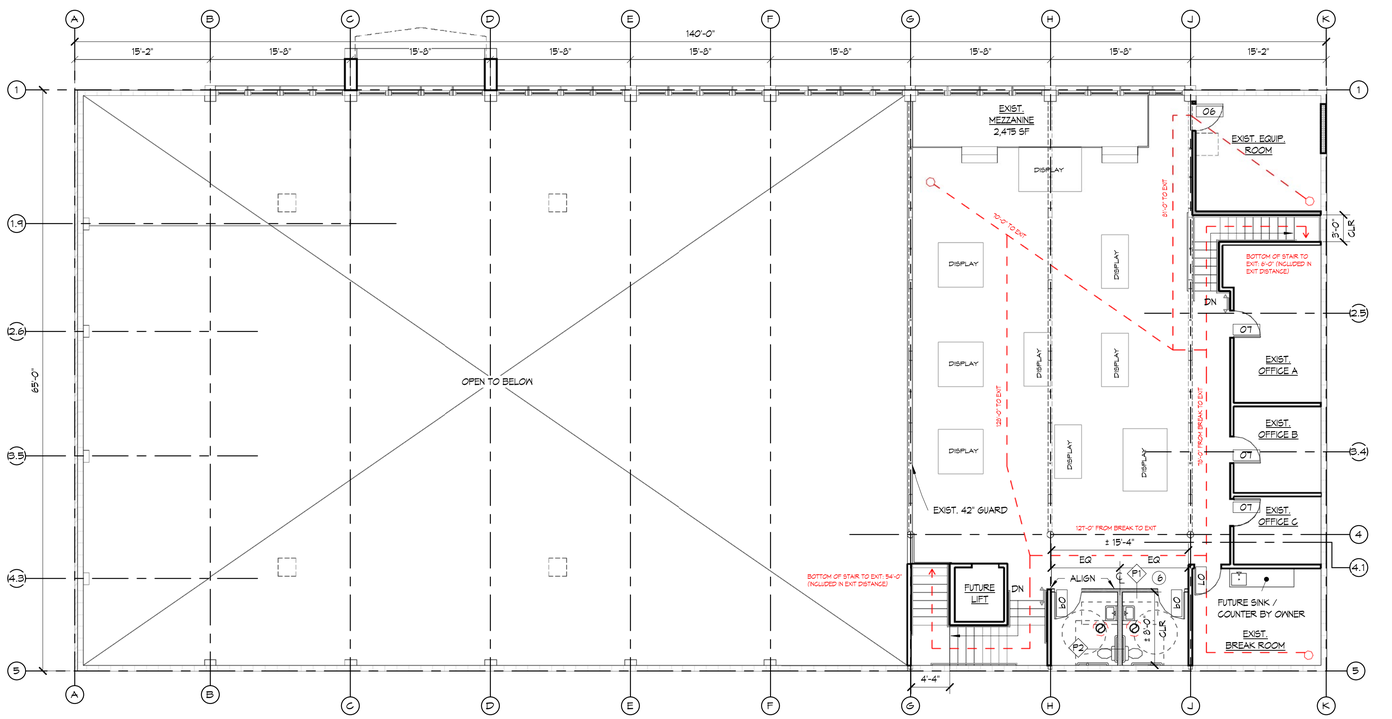
11 REMODEL NOTES
A2.1 3/4"=1'-0"

	EXIST. EXT. WALLS CMU
	EXIST. INT. PARTITIONS TYP.: - 5/8" TYPE 'X" GB - 24 GA. 3 1/2" MTL. STUDS @ 16" O.C. - 5/8" TYPE 'X" GB
P1	RESTROOM PARTITION 1: - 5/8" TYPE 'X" GB - 2X4 WD STUDS @ 16" O.C. - SOUND BATT INSUL. - 5/8" TYPE 'X" GB
P2	RESTROOM PARTITION 2: - 5/8" TYPE 'X" GB - 2X6 WD STUDS @ 16" O.C. - SOUND BATT INSUL. - 5/8" TYPE 'X" GB

17 WALL TYPES
A2.1 3/4"=1'-0"



8 FIRST FLOOR - REMODEL PLAN
A2.1 1/8" = 1'-0"



18 MEZZANINE REMODEL PLAN
A2.1 1/8" = 1'-0"

STATE OF MONTANA
REGISTERED ARCHITECT
RANDY HILBERT
BILLINGS, MONTANA
LICENSED ARCHITECT

MAIN FLOOR & MEZZANINE REMODEL PLANS
SHANNA BONINI
CHANGE OF OCCUPANCY PERMIT SET

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Development Committee Action Item **Agenda Item 6-b**

Meeting Date: Friday, January 24, 2020, 7:30 am

Location: GW Building, 2722 3rd Ave N

RE: Good Earth Market to Wise Wonders TIFD Assistance

Proposal:

704 Properties, LLC. the current owner of what was Good Earth Market, currently leased to Wise Wonders Children's Museum and a 2nd branch of Ebon Coffee Collective, is requesting TIFD assistance in the amount of $100,000 dollars. This TIFD assistance request shall be used to refurbish the interior and exterior of the building to fit the needs of its tenants. These infrastructure upgrades and improvements would include exterior signage and facade, roof, bathrooms, and parking system. These upgrades will help retention efforts of those two establishments, which will raise the taxable value of the building in the future.

The building buy-sell was signed in March of 2019 as a contract for deed. The purchase was being self funded through the contingency to close on December 13, 2019. The owners of 704 Properties also own Bonini Construction Inc. and have already completed several interior improvements including HVAC repairs, installations, upgrades; electrical improvements and labor, windows and door improvements, fire suppression sprinklers, and fire monitoring system.

If approved, the TIFD reimbursement grant will be subject to available Fund 203 cash and will be applied to qualified expenditures such as signage on the building and street, metal facade on the building, repairing the roof, which is original and beyond useful life, parking system accessible to the public, and public bathrooms.

Financials

If approved, reimbursement funds are available for reimbursement in FY21 at best and FY22 in the worst-case scenario based on completion of improvements. The owners intend to own it for at least ten years and have invested heavily in the building with improvements that will increase its value as well as benefit any other future tenants. One of the owners is also a member of the Board of Directors for Wise Wonders and the board intends to keep the museum downtown making sure it's a destination for members of the community.

DBP staff and Development Committee recommend approval of this project by the Board of Directors with the following contingencies:

1. Fund 203 will encumber up to $100,000.00, reimbursed beginning in FY21.
2. DBP and 704 Properties, LLC must sign a development agreement or award letter within 60 days of Council approval.
3. This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project.
4. If project is not completed by June 30, 2020 or funds are not available, reimbursement will be carried over into FY22.

DBP Board Meeting
January 24, 2020
7:30 am, GW Building, 2722 3rd Ave. N.

ATTENDED:				
Andy Patten	Sam Merrick	Mehmet Casey	Steve Wahrlich	Norm Miller
Jock West	Denis Pitman	Kim Olsen	Kevin Iffland	Janna Hafer
Ethan Kanning	Sean Lynch	Steve Arveschoug	Dave Fishbaugh	Marguerite Jodry
Emily Meick	Katy Easton	James Chandler	Zach Dunn	Joni Harman
Penny Ronning				
GUESTS:				
David Mitchell	Shawna Bonini	Travis Dimond	Wyeth Friday	
ABSENT:				
Ignacio Barrón Viela	Steve Tostenrud	Chris Montague		

1. **Call to Order** – Mr. Patten called the meeting to order at 7:30 am and introductions were made.
2. **Regular Agenda**
    a. **Approval of Minutes** – December 13, 2019 – Ms. Jodry motioned to approve minutes. Seconded by Mr. Merrick and approved by all. Date was noted as incorrect and amended.
    b. DBP Staff Updates
        i. Ms. Easton scheduled a meeting with the DBP attorney regarding the Stillwater project and a draft letter discussed at the previous meeting. Mr. Pitman set up a lunch meeting with Mr. Holden. She hopes to convey that the board is ready to move on and there's still the potential for him to come back for future TIF grants. She and Mr. Chandler are drafting a formal TIF policy that will include criteria based on the urban renewal and strategic plans. A draft should be ready by the first week in February and she hopes to approve that process at the February meeting to allow for new TIF applications in March. She apologized for the hurried feeling but stressed that these are all important decisions. Her recommendation is to move through as efficiently and professionally as possible, but she doesn't want to rush input.
    c. **Financials** – Mr. Casey provided a profit and loss for the Partnership. In the interest of time, he asked that any board member reach out with questions or comments.
    d. Presentations (less than 10 min. each)
        i. **123 N. 28th Street Application** – Mr. Mitchell described the project to the board. Detailed information can be found in the DBP Board Packet. They haven't closed on the sale because it is contingent on the TIF application; however, he anticipates they will close in March.
            1. Ms. Easton said the next council business meeting is February 10 should the board approve this application today.
            2. Ms. Hafer asked if there are any parameters and guidelines to the match.
                a. Ms. Easton said that the 5 to 1 match is city policy. She makes every effort to follow that policy for applications and is conservatively going after that ratio.
            3. Mr. Patten asked if the project had enough qualified expenditures.
                a. Mr. Mitchell said yes, they can be found on the last page of the handout for board reference or within the packet.
        ii. **3024 2nd Ave. N. Application** – Ms. Bonini described the project to the board. Detailed information can be found in the DBP Board Packet. She highlighted the attached spreadsheet for project prices with qualified expenditures in yellow.
3. **Old Business**
4. **New Business**
5. **Action Items**
    a. Modify the decision made at December's meeting to stop processing TIF grant applications pending 1) the development of a final TIF grant application form, and 2) the development of criteria by which to score an application. The modification contemplated, if approved during the January 24 board

meeting, will apply the policy to halt TIF grant processing only to those applications submitted after the date of the December meeting.

i. Mr. Casey said all current pending applications received between July and December of 2019 will be "grandfathered" into the previous review and evaluation system if approved, providing applicants direction. All new applicants after December 13, 2019 will be subject to the new review process. It would provide a hard deadline for the grandfathered applications to move forward or modify and apply again.
    1. Mr. Arveschoug thinks it's important to understand why the original decision was made and stressed the need for clarity in the process. There was a legitimate reason for the board to ask for a pause to be more effective. He appreciated Ms. Easton and Mr. Casey for their work in creating a process timeline for the board. He feels much more comfortable in backing away from the December decision.
        a. Ms. Easton said during the past two years, the board had yet to go through this process. It's been assumed that the previous process would continue in the same way now that there's funding; however, it's not working as the community and council wanted. She wants the process to be more transparent. It needs to be updated and she would like trust between staff and the board, as well as between the board and council.
    2. Mr. West commented on past board history and expressed comfort when the process was slowed down. The board was criticized for insider trading and favoring board member interests. People don't know the process, but one thing that was fair was that the board had loose rules. He wants to determine how much is committed to the Stillwater before jumping in, as well as determining how much the board can give. Does the board have a process and is it fair? He worries about the grandfathering portion. He appreciates steps taken today but would like to hold off until the board has hard and fast process. Philosophically, the board doesn't provide money to help toward the purchase of a building.
        a. Ms. Easton said there's $1.9 million available outside all agreements and commitments to date, but she would be conservative with that number. In this fiscal year, Andy Zoeller has agreed with that amount. The board just must address the rules. She plans to provide a binder to board and council with all guidelines to use as a tool.
            i. Mr. Kanning thinks this should become a marketing and education piece to help dispel myths surrounding the process.
        b. Mr. Casey agrees that expenses should not go toward building purchase and that outlined deadlines would help.
        c. Ms. Jodry thanked Mr. West for background regarding problems of the past. She expressed concern about the arbitrary line in the sand regarding fairness. There's a lack of clarity that sends the wrong message to developers, but she worries about punishing the wrong individuals for failures of the board past.
            i. Mr. Lynch expressed agreement.
            ii. Mr. Patten was absent during the last meeting, so he is unaware of what triggered that decision. He expressed concern about stalling the process and thinks the board should get the application going.
            iii. Mr. West said the board has the right to set rules and they should be clear. The board is there to help but not make their project. We had a fair understanding of rules and processes. He would hate to have this loss, but he doesn't find it to be punishment. The board has been tasked

with managing funds. The old rules need updating and it's the board's place to do so.

d. Mr. Merrick asked what rules are out of place.
    i. Ms. Easton said it's more a lack of clarity issue. Her goal is to have a more defined process to have applicants and council better understand the evaluation. Both applications today meet priorities of the urban renewal district and the DBP board, and she has no hesitation to say that they qualify, but the process is nebulous. The state statute is intentionally written broadly.
e. Ms. Harman understands the preference of council. She asked if there are other tools to help clearly state why and how they were chosen, as well as the amounts granted. It can be tenuous from a development perspective and numbers can be thin. It can topple and feel as though the board agreed to what they were proposing. The board should try to find a way forward.
    i. Mr. Casey said there are expectations laid out in the current application and Mr. Krueger cited current state statues in terms of blight and development of vacant spaces, basically feeding off the urban renewal plan; however, it's not clearly stated in a reader-friendly way that outlines parameters and expectations. He spoke of a scoring method that would be outlined in the update to help guide applicants. It was written to be a public-private partnership, which is currently unclear. Clarity is a top priority.
f. Mr. Kanning thinks it's a process versus project conundrum: If the project matches, the board shouldn't have a problem moving forward. He asked where the $196 thousand came from, because it should be $163 thousand with the 5 to 1 match at 16%, not 20%.
    i. Mr. Casey said purchase monies were considered in the match in previous applications, meaning it must be included when grandfathering in these applications.
g. Mr. Wahrlich made a motion to reconsider the affirmative vote on the motion in question from December's meeting. Motion seconded by Mr. Fishbaugh and approved by all.
h. Ms. Jodry made a motion to approve a hold of all TIF grant applications. Motion seconded by Mr. Merrick. Motion failed 15 – 1.
i. Mr.Lynch made a motion not to approve any applications received after December 13, 2019, placing a hold on any pending. Motion seconded by Ms. Jodry and approved by all. Mr. Wahrlich abstained from voting.
    i. Mr. Arveschoug would like for the board to stay committed to the timeline and to move forward thoughtfully.

b. **Recommendation for 3024 2nd Ave. N.** – For more context and full recommendation from DBP staff and the Development Committee, see the DBP Board Packet. Board discussion followed.
    i. Mr. Miller asked about the development agreement if it will be legally reviewed.
        1. Ms. Easton said yes, and it includes a deadline for execution.
    ii. Mr. Patten suggested changing some language to say that reimbursement will be made available once funding is available.
    iii. Mr. Kanning said it looks like a 1 to 1 ratio. When looking at Mr. West's issue, it appears as though the board is funding the whole project.
        1. Mr. Casey said it encompasses the entire project. He provided examples that did include building purchase, which would set precedence when grandfathering.

a. Mr. Dunn agrees and thinks it could be criticized. The board needs to decide whether the building is included or not for clarity.

iv. Mr. Miller made a motion to accept the application as is for $100,000 under the previous criteria. Board discussion followed.

1. Ms. Olsen asked what might happen if it's under that amount.
   a. Ms. Easton said it's up to $100,000 for reimbursable expenses, highlighted in yellow. The ratio does include the entire project.
2. Motion was seconded by Mr. Fishbaugh. Motion passed 13 – 1. Ms. Hafer and Ms. Jodry both recused themselves from the vote.

c. **Recommendation for 123 N. 28th Street** – For more context and full recommendation from DBP staff and the Development Committee, see the DBP Board Packet.

i. Mr. Pitman made a motion to approve the recommendation. Motion was seconded by Mr. Lynch. Board discussion followed.

1. Mr. Patten asked if funds would be carried over as well, if monies aren't available.
   a. Ms. Easton said yes.
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   a. Motion passed 15 – 1.

6. **Partner Reports**
   a. **City of Billings** – Mr. Iffland spoke of two TIF refresher sessions. He attended the Founder's District TIF proposal presentation and spoke of a circulating petition to create a stand-alone district or an addition to the existing district. Their next step will be to present to the Planning Board.
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   e. **Downtown Billings Alliance**
   f. **Business Improvement District**
   g. **Billings Cultural Partners**
   h. **Parking Advisory Board**
   i. **Downtown Billings Property Owners**
7. **Adjournment** – Meeting adjourned at 9:02 am.
   a. **Next scheduled meeting: February 28, 2020 at 7:30 am in the GW Building**

Regular City Council Meeting

Meeting Date: 02/10/2020

TITLE: Downtown Billings Partnership - Tax Increment Assistance - 123 North Broadway

PRESENTED BY: Kevin Iffland, Assistant City Administrator

Department: City Hall Administration

Presentation: Yes

PROBLEM/ISSUE STATEMENT

The Downtown Billings Partnership (DBP) Board of Directors is presenting this recommendation to the City Council for allocating up to $196,771 in tax increment finance funds (TIF) from the Downtown Urban Renewal District to Mitchell & Tracy Partnership for its renovation project. The property is located at 123 North 28th Street and funds would be used for improvements including an updated facade, updated fire system, roof repairs, and window replacement. The main floor will be divided into three suites to encourage new business growth to downtown. (See Application Attachment). If approved, the TIF funds will reimburse the applicant for the described costs for the development of the property. The applicant plans to begin construction this spring and have much of the remodeling work completed by summer. The DBP Board of Directors voted to support funding of this application at its meeting on January 24, 2020, under its authority per the Memorandum of Understanding between the City of Billings, and the DBP approved by the City Council in May 2019.

ALTERNATIVES ANALYZED

The City Council is the final authority in disbursing TIF funding. The City Council may:

- Approve the recommendation from the DBP Board for the expenditure of these TIF funds, or;
- Disapprove the recommendation from the DBP Board for the expenditure of these TIF funds.

FINANCIAL IMPACT

The request is for up to $196.771 to be reimbursed to Mitchell and Tracy Partnership, for the identified work (See TIF Application Attachment). The estimated total project cost is $1,933,855, making the private to public investment ratio for this project about 10:1. The funds are payable pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project. If approved, reimbursement funds are available for reimbursement in FY21 at best and FY22 in the worst-case scenario based on completion of improvements. This project is to start in the spring of 2020 and is likely to be completed in FY21 (after June 30, 2020) under a new project budget cycle. The current cash balance for the DBP is about $2,450,000.

RECOMMENDATION

The DBP Board of Directors recommends that the City Council approve a reimbursement up to $196,771 from the Downtown Urban Renewal tax increment finance district funds to Mitchell and Tracy Partnership, for its development project at 123 North 28th Street.

APPROVED BY CITY ADMINISTRATOR

Attachments

MTP Packet
DBP Minutes

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123 N 28TH ST **REDEVELOPMENT**



DOWNTOWN URBAN RENEWAL ASSISTANCE APPLICATION FOR TIF FUNDING

October 22nd, 2019

Mitchell and Tracy Partnership

DOWNTOWN URBAN RENEWAL ASSISTANCE

APPLICATION FORM FOR GRANTS AND REVOLVING LOAN FUND LOANS

VALID THROUGH 6/30/2018

BUSINESS CONTACT INFORMATION

Contact Name	Ali and David Mitchell	Date business commenced:	
Title	Principal	Number of Employees:	
Company name		☐ Sole proprietorship	
Phone/#		☐ Partnership	
E-mail		☐ Corporation	
Company mailing address City, State ZIP Code		☑ Other EIN or Soc. S #_____	

CHECK THE MAP ON THE LINKS PAGE (4) BEFORE CONTINUING

Check all that apply: ☐ I am a property owner inside the District ☐ I own and operate a business within the District
☑ I plan to purchase property in District ☐ I plan to move a business into the District

If your proposed project has a different physical address than the mailing address, please fill in the street address, below:

Street Address: 123 N 28th Street, 59101

Check all that apply: ☑ I am interested in a **low rate loan** ☑ I am interested in a **reimbursement grant (RG)**

What is the total cost of the project, including property acquisition, if applicable? $1,933,855.00 1

How much are you wanting to borrow from the Loan Fund **(RLF)**? $250,000 2

A Minimum of 20% Equity investment is required and all loans are capped at 20% or less of the total cost (box 1) up to $250,000

How much do you need to make the project "pencil out" **(RG and/or RLF)?** $196,771 3

Briefly describe your proposed project:

Mitchell and Tracy are under contract to purchase the historic Lou Taubert building, a key property within the downtown. The property has been vacant for the last 18 months. Mitchell and Tracy plan to renovate the building into a first-class property. Improvements will include an updated facade, updated fire system, roof repairs, and window replacement. The main floor will be divided into three suites to encourage new business growth to downtown.

See attached documentation for additional detail.

BACKGROUND AND SUMMARY

Mitchell and Tracy Partnership is in the process of purchasing 123 N Broadway, the former location of Lou Taubert Western Wear. This building is in the very heart of the downtown Historic District, under Skypoint. The building has a main level of 6,954 square feet, a second level office space (with a separate entrance) of 1,400 square feet, and a 7,000 square foot basement. The building was built in 1900 and has undergone many transitions. Red Cross Drug Store opened in 1933 and served the community until 1940, at which point Newberry JJ Company Department store opened its doors. This building has also housed a women and children's department store, a CPA's office, and the beloved Lou Taubert store. Lou Taubert was a downtown Billings staple for 38 years providing high-quality western wear to our community. As the city evolves, this location will be a key corner, with numerous possibilities that can enhance the downtown area.



ABOUT MITCHELL & TRACY PARTNERSHIP

Mitchell and Tracy are ambitious entrepreneurs with the plan of investing in Billings real estate for long term growth and improvement. David Mitchell is a leading commercial real estate broker at Coldwell Commercial, working with large developers and national tenants. Working alongside David is his wife Ali Mitchell, who manages their current properties and comes from a family of commercial real estate investors and developers. Their portfolio includes ownership in 4 commercial properties in Billings. Dr. Kyle Tracy is an oral surgeon at Billings Oral Surgery. His wife, Amanda, and he are passionate about investing in Billings' real estate. Downtown is an area where the Tracy's want to see revitalized and they want to be a part of it.

PROJECT DESCRIPTION

The project at 123 North 28th street is a featured corner under Skypoint. The property has been vacant for over 12 months, with the need to be revitalized. With the change of ownership, we will bring back life to this iconic 1900's building. Our objective is 3-fold.

- ☐ Improve the overall façade of the building including new signage
- ☐ Increase foot traffic with street-level retail or dining
- ☐ Create a safer environment

We will achieve our objectives by securing a key retail or restaurant anchor tenant to occupy the corner unit. We will separate the 7,000 square foot street-level space into three smaller spaces. We need to provide fire protection with the installation of sprinklers on the main level and ADD accessible bathrooms

If we secure a restaurant tenant, there will be an additional cost to change the usage of the space from its current retail usage to a restaurant.

The exterior will receive a new inviting façade to enhance the original brick and architecture. We will install new energy-efficient windows, including the addition of larger windows on 2nd avenue to improve exposure. The awnings will be removed and updated, and the installation of new signage to increase tenant visibility. New lighting and cameras will be added to help with crime prevention. The main entrance at the corner of 28th and 2nd avenue will be updated to enhance the new feature "Thicket" sculpture including the energy-efficient door.





Updated Exterior Potential



Main Floor Patio, Second Floor Balcony and Rooftop Patio



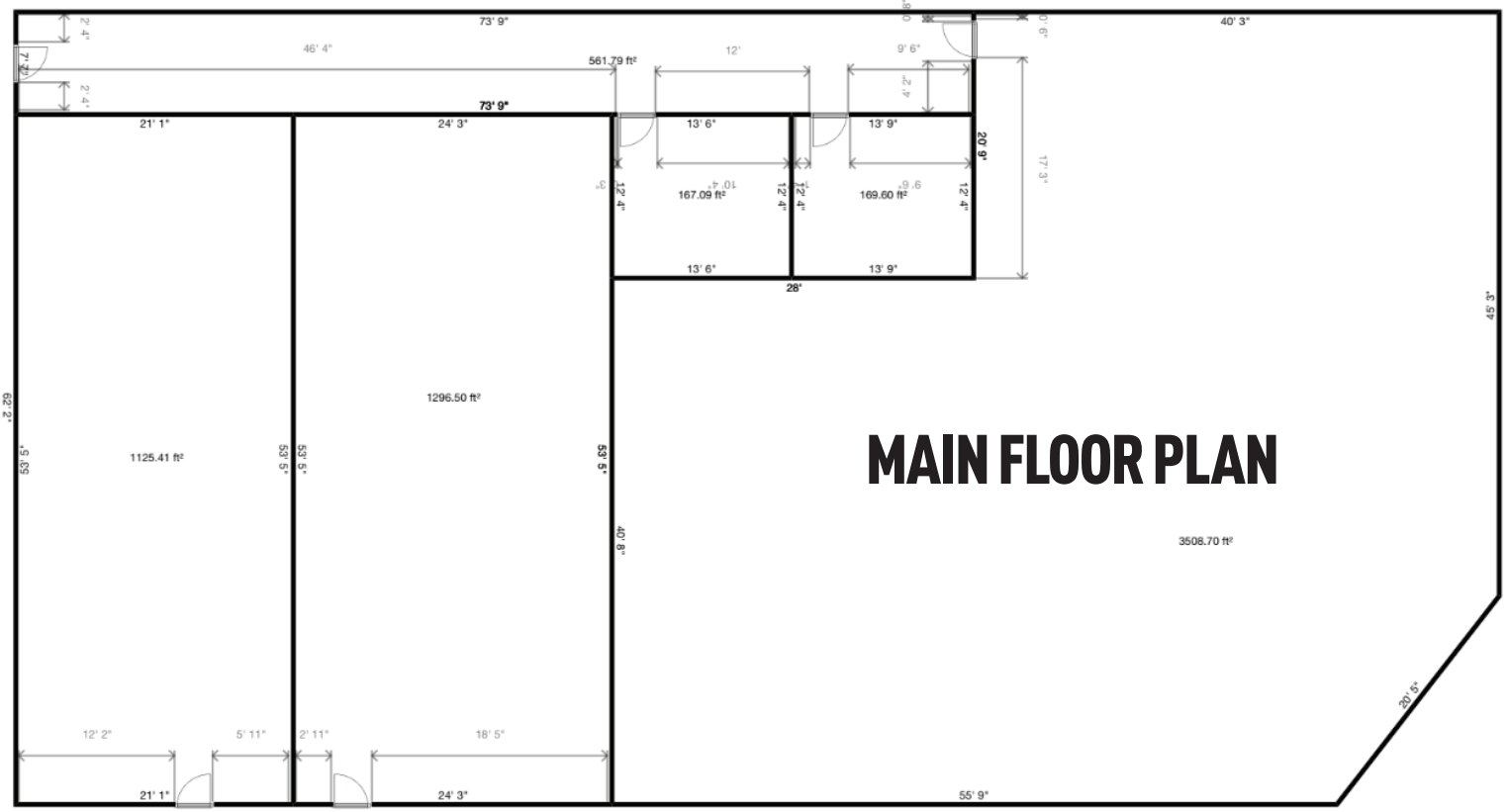
Updated Exterior, Added Vegetation



Updated Exterior, Added Vegetation


Updated Exterior, Added Vegetation


Updated Exterior, Added Vegetation



BUSINESS ACTIVITY

Not only will the new tenants bring life to a vacant building, but it also encourages further improvements and development of the area. It also will bring many visitors to the downtown adding to the goal of the DBA, "transformation of downtown to become a 24-hour vibrant nucleus of connected culture, business, entertainment, and downtown living". As human activity increases, it will create more safety and demand for housing.

Tenants in lease discussion include national and local restaurants, furniture stores, professional offices, and retailers.

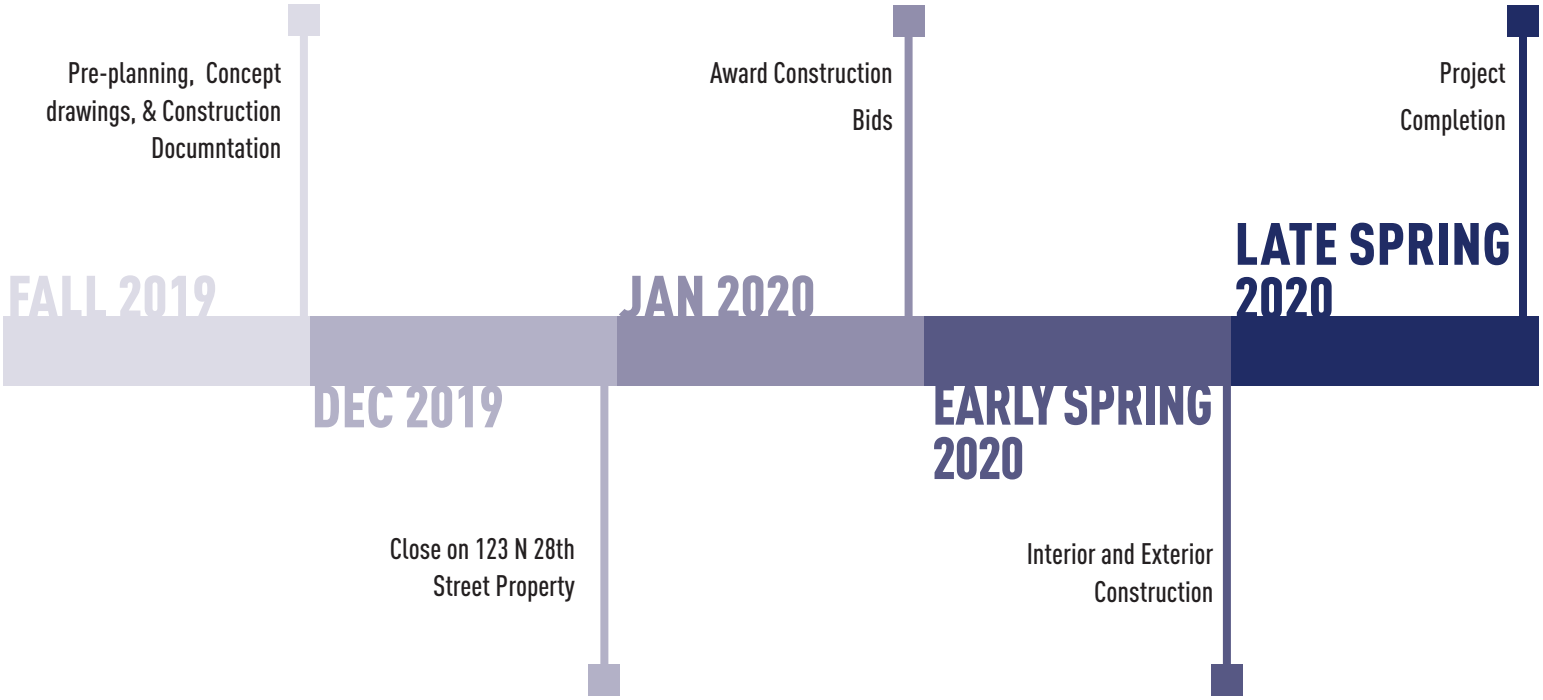
QUALIFIED USES

- ☐ Defective and noncompliance with the current building fire codes
- ☐ Vacant and unused property improvements with the aim of occupancy
- ☐ Enhancement of infrastructure, public or private that improve the pedestrian experience
    - o Building and business signage
    - o Façade stabilization and improvement
    - o Landscaping
    - o Sidewalks
- ☐ Improvements that lead to stabilized and increased the taxable valuation
- ☐ Increased crime prevention and public safety
- ☐ Increased Energy Efficiencies
    - o Exterior windows, doors
    - o HVAC upgrades

TIF ASSISTANCE

ITEM	TIF QUALIFIED USE	TOTAL
Exterior Facade	Enhancement of infrastructure. Façade stabilization and improvement.	$378,755
Exterior building Lighting	Increased crime prevention and public safety and façade improvement.	$49,000
Exterior building signage	Enhancement of infrastructure. Building and business signage	$50,000
Roof Repairs	Deterioration of roof	$39,200
Energy Efficient Windows & Doors	Increased Energy Efficiencies. Exterior windows & doors	$74,400
Sidewalks	Enhancement of infrastructure and pedestrian experience	$29,500
Fire Protection	Not compliant with current building and fired codes	$41,000
Restrooms open to public	Defective and non-compliant with current building code	$109,500
HVAC upgrades	HVAC upgrades	$68,000
Building two walls to divide the vacant space into three rentable spaces.	Vacant and unused property improvements with the aim of occupancy. Improvements lead to increased taxable valuation	$144,500
	TOTAL	$983,855
	TIF ASSISTANCE REQUESTED	$196,771

TIMELINE



Development Committee Action Item **Agenda Item 6-C**

Meeting Date: Friday, January 24, 2020, 7:30 am

Location: GW Building, 2722 3rd Ave N

RE: Lou Taubert Building TIFD Assistance

Proposal:

Mitchell & Tracy Partnership is under contract to purchase the former Lou Taubert location at 123 N Broadway. The property has been vacant for over 12 months. Mitchell & Tracy plan to renovate the building into a first-class property. Improvements will be directed towards overall facade of the building including new signage, increasing foot traffic with street-level retail or dining, and creating a safer environment. The main floor will be divided into three suites to encourage new business growth downtown. Mitchell & Tracy are requesting TIFD assistance in the amount of $196,771 dollars. This TIFD assistance request shall be used towards providing fire protection and the installation of sprinklers as well as adding accessible bathrooms. The exterior will receive a new inviting facade to enhance the original brick and architecture. New energy efficient and larger windows will be installed and added especially on the side parallel to 2nd Ave N. Awnings will be removed and updated, and new signage will be installed to increase tenant visibility. New lighting and security systems will be added to help with crime prevention.

Filling vacancies with tenants will not only bring life to activate a vital corner but it also encourages further development and improvement of the area. It will bring visitors downtown, which aligns with the DBA's goals. Additionally, it will create more safety and demand for housing.

If approved, the TIFD funds will be subject to available Fund 203 cash and will be applied to qualified expenditures such as rectifying defective and noncompliance with building fire codes, enhancement of infrastructure (business and building signage, facade stabilization and improvements, and sidewalk landscaping to improve the pedestrian experience), increased crime prevention and public safety, increased energy efficiency (exterior windows, doors, and interior HVAC), and increased taxable valuation.

Financials

If approved, reimbursement funds are available for reimbursement in FY21 at best or FY22 in the worst-case scenario based on completion of improvements.

DBP staff and Development Committee recommend approval of this project by the Board of Directors with the following contingencies:

1. Fund 203 will encumber up to $196,771.00 to be disbursed in FY21.
2. DBP and Mitchell and Tracy must sign a development agreement or award letter within 60 days of Council approval.
3. This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project.
4. If the project is not completed by June 30, 2020 or funds are not available, reimbursement will be carried into FY22.

DBP Board Meeting
January 24, 2020
7:30 am, GW Building, 2722 3rd Ave. N.

ATTENDED:				
Andy Patten	Sam Merrick	Mehmet Casey	Steve Wahrlich	Norm Miller
Jock West	Denis Pitman	Kim Olsen	Kevin Iffland	Janna Hafer
Ethan Kanning	Sean Lynch	Steve Arveschoug	Dave Fishbaugh	Marguerite Jodry
Emily Meick	Katy Easton	James Chandler	Zach Dunn	Joni Harman
Penny Ronning				
GUESTS:				
David Mitchell	Shawna Bonini	Travis Dimond	Wyeth Friday	
ABSENT:				
Ignacio Barrón Viela	Steve Tostenrud	Chris Montague		

1. **Call to Order** – Mr. Patten called the meeting to order at 7:30 am and introductions were made.
2. **Regular Agenda**
    a. **Approval of Minutes** – December 13, 2019 – Ms. Jodry motioned to approve minutes. Seconded by Mr. Merrick and approved by all. Date was noted as incorrect and amended.
    b. DBP Staff Updates
        i. Ms. Easton scheduled a meeting with the DBP attorney regarding the Stillwater project and a draft letter discussed at the previous meeting. Mr. Pitman set up a lunch meeting with Mr. Holden. She hopes to convey that the board is ready to move on and there's still the potential for him to come back for future TIF grants. She and Mr. Chandler are drafting a formal TIF policy that will include criteria based on the urban renewal and strategic plans. A draft should be ready by the first week in February and she hopes to approve that process at the February meeting to allow for new TIF applications in March. She apologized for the hurried feeling but stressed that these are all important decisions. Her recommendation is to move through as efficiently and professionally as possible, but she doesn't want to rush input.
    c. **Financials** – Mr. Casey provided a profit and loss for the Partnership. In the interest of time, he asked that any board member reach out with questions or comments.
    d. Presentations (less than 10 min. each)
        i. **123 N. 28th Street Application** – Mr. Mitchell described the project to the board. Detailed information can be found in the DBP Board Packet. They haven't closed on the sale because it is contingent on the TIF application; however, he anticipates they will close in March.
            1. Ms. Easton said the next council business meeting is February 10 should the board approve this application today.
            2. Ms. Hafer asked if there are any parameters and guidelines to the match.
                a. Ms. Easton said that the 5 to 1 match is city policy. She makes every effort to follow that policy for applications and is conservatively going after that ratio.
            3. Mr. Patten asked if the project had enough qualified expenditures.
                a. Mr. Mitchell said yes, they can be found on the last page of the handout for board reference or within the packet.
        ii. **3024 2nd Ave. N. Application** – Ms. Bonini described the project to the board. Detailed information can be found in the DBP Board Packet. She highlighted the attached spreadsheet for project prices with qualified expenditures in yellow.
3. **Old Business**
4. **New Business**
5. **Action Items**
    a. Modify the decision made at December's meeting to stop processing TIF grant applications pending 1) the development of a final TIF grant application form, and 2) the development of criteria by which to score an application. The modification contemplated, if approved during the January 24 board

meeting, will apply the policy to halt TIF grant processing only to those applications submitted after the date of the December meeting.

i. Mr. Casey said all current pending applications received between July and December of 2019 will be "grandfathered" into the previous review and evaluation system if approved, providing applicants direction. All new applicants after December 13, 2019 will be subject to the new review process. It would provide a hard deadline for the grandfathered applications to move forward or modify and apply again.
    1. Mr. Arveschoug thinks it's important to understand why the original decision was made and stressed the need for clarity in the process. There was a legitimate reason for the board to ask for a pause to be more effective. He appreciated Ms. Easton and Mr. Casey for their work in creating a process timeline for the board. He feels much more comfortable in backing away from the December decision.
        a. Ms. Easton said during the past two years, the board had yet to go through this process. It's been assumed that the previous process would continue in the same way now that there's funding; however, it's not working as the community and council wanted. She wants the process to be more transparent. It needs to be updated and she would like trust between staff and the board, as well as between the board and council.
    2. Mr. West commented on past board history and expressed comfort when the process was slowed down. The board was criticized for insider trading and favoring board member interests. People don't know the process, but one thing that was fair was that the board had loose rules. He wants to determine how much is committed to the Stillwater before jumping in, as well as determining how much the board can give. Does the board have a process and is it fair? He worries about the grandfathering portion. He appreciates steps taken today but would like to hold off until the board has hard and fast process. Philosophically, the board doesn't provide money to help toward the purchase of a building.
        a. Ms. Easton said there's $1.9 million available outside all agreements and commitments to date, but she would be conservative with that number. In this fiscal year, Andy Zoeller has agreed with that amount. The board just must address the rules. She plans to provide a binder to board and council with all guidelines to use as a tool.
            i. Mr. Kanning thinks this should become a marketing and education piece to help dispel myths surrounding the process.
        b. Mr. Casey agrees that expenses should not go toward building purchase and that outlined deadlines would help.
        c. Ms. Jodry thanked Mr. West for background regarding problems of the past. She expressed concern about the arbitrary line in the sand regarding fairness. There's a lack of clarity that sends the wrong message to developers, but she worries about punishing the wrong individuals for failures of the board past.
            i. Mr. Lynch expressed agreement.
            ii. Mr. Patten was absent during the last meeting, so he is unaware of what triggered that decision. He expressed concern about stalling the process and thinks the board should get the application going.
            iii. Mr. West said the board has the right to set rules and they should be clear. The board is there to help but not make their project. We had a fair understanding of rules and processes. He would hate to have this loss, but he doesn't find it to be punishment. The board has been tasked

with managing funds. The old rules need updating and it's the board's place to do so.

d. Mr. Merrick asked what rules are out of place.
    i. Ms. Easton said it's more a lack of clarity issue. Her goal is to have a more defined process to have applicants and council better understand the evaluation. Both applications today meet priorities of the urban renewal district and the DBP board, and she has no hesitation to say that they qualify, but the process is nebulous. The state statute is intentionally written broadly.
e. Ms. Harman understands the preference of council. She asked if there are other tools to help clearly state why and how they were chosen, as well as the amounts granted. It can be tenuous from a development perspective and numbers can be thin. It can topple and feel as though the board agreed to what they were proposing. The board should try to find a way forward.
    i. Mr. Casey said there are expectations laid out in the current application and Mr. Krueger cited current state statues in terms of blight and development of vacant spaces, basically feeding off the urban renewal plan; however, it's not clearly stated in a reader-friendly way that outlines parameters and expectations. He spoke of a scoring method that would be outlined in the update to help guide applicants. It was written to be a public-private partnership, which is currently unclear. Clarity is a top priority.
f. Mr. Kanning thinks it's a process versus project conundrum: If the project matches, the board shouldn't have a problem moving forward. He asked where the $196 thousand came from, because it should be $163 thousand with the 5 to 1 match at 16%, not 20%.
    i. Mr. Casey said purchase monies were considered in the match in previous applications, meaning it must be included when grandfathering in these applications.
g. Mr. Wahrlich made a motion to reconsider the affirmative vote on the motion in question from December's meeting. Motion seconded by Mr. Fishbaugh and approved by all.
h. Ms. Jodry made a motion to approve a hold of all TIF grant applications. Motion seconded by Mr. Merrick. Motion failed 15 – 1.
i. Mr.Lynch made a motion not to approve any applications received after December 13, 2019, placing a hold on any pending. Motion seconded by Ms. Jodry and approved by all. Mr. Wahrlich abstained from voting.
    i. Mr. Arveschoug would like for the board to stay committed to the timeline and to move forward thoughtfully.

b. **Recommendation for 3024 2nd Ave. N.** – For more context and full recommendation from DBP staff and the Development Committee, see the DBP Board Packet. Board discussion followed.
    i. Mr. Miller asked about the development agreement if it will be legally reviewed.
        1. Ms. Easton said yes, and it includes a deadline for execution.
    ii. Mr. Patten suggested changing some language to say that reimbursement will be made available once funding is available.
    iii. Mr. Kanning said it looks like a 1 to 1 ratio. When looking at Mr. West's issue, it appears as though the board is funding the whole project.
        1. Mr. Casey said it encompasses the entire project. He provided examples that did include building purchase, which would set precedence when grandfathering.

a. Mr. Dunn agrees and thinks it could be criticized. The board needs to decide whether the building is included or not for clarity.

iv. Mr. Miller made a motion to accept the application as is for $100,000 under the previous criteria. Board discussion followed.

1. Ms. Olsen asked what might happen if it's under that amount.
   a. Ms. Easton said it's up to $100,000 for reimbursable expenses, highlighted in yellow. The ratio does include the entire project.
2. Motion was seconded by Mr. Fishbaugh. Motion passed 13 – 1. Ms. Hafer and Ms. Jodry both recused themselves from the vote.

c. **Recommendation for 123 N. 28th Street** – For more context and full recommendation from DBP staff and the Development Committee, see the DBP Board Packet.

i. Mr. Pitman made a motion to approve the recommendation. Motion was seconded by Mr. Lynch. Board discussion followed.

1. Mr. Patten asked if funds would be carried over as well, if monies aren't available.
   a. Ms. Easton said yes.
2. Ms. Olsen asked for clarification on the 5 to 1 match number.
   a. Mr. Kanning said that, if Ms. Bonini's application is awarded, then Mr. Mitchell's should be within the same format.
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   h. **Parking Advisory Board**
   i. **Downtown Billings Property Owners**
7. **Adjournment** – Meeting adjourned at 9:02 am.
   a. **Next scheduled meeting: February 28, 2020 at 7:30 am in the GW Building**