

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 24, 2020

5:30 P.M.

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Councilmember Neese

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

MINUTES: February 10, 2020 - *Pending*

COURTESIES:

PROCLAMATIONS:

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on “NON-PUBLIC HEARING” Agenda Items: 1, and 4 ONLY. Speaker sign-in required. (Comments are limited to three (3) minutes or as set by the Mayor . 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. **Mayor Cole recommends that Council confirm the following appointments:**

1.

| | Name | Board/Commission | Term | |
|----|-----------------|--------------------------------|----------|----------|
| | | | Begins | Ends |
| 1 | No Applications | Billings BID | 02/24/20 | 12/31/23 |
| 2 | No Applications | Billings BID* | 02/24/20 | 12/31/20 |
| 3 | No Applications | Board of Appeals - Electrician | 02/24/20 | 12/31/21 |
| 4 | No Applications | Board of Appeals - Engineer | 02/24/20 | 12/31/22 |
| 5 | No Applications | Board of Appeals* | 02/24/20 | 12/31/22 |
| 6 | No Applications | City Zoning Commission | 02/24/20 | 12/31/23 |
| 7 | No Applications | Community Development Low Mod | 02/24/20 | 12/31/23 |
| 8 | No Applications | Community Development Low Mod | 02/24/20 | 12/31/22 |
| 9 | No Applications | Billings Parking Board | 02/24/20 | 12/31/23 |
| 10 | No Applications | Planning Board - Ward II | 02/24/20 | 12/31/23 |

* 2 Unexpired term of Eddie Schmidt

* 5 Unexpired term of Brian Hoerner

B. **Bid Awards:**

1. **W.O. 20-27: WRF Fill Material Removal Project.** (Opened 2/11/20) Recommend Warren Transport; \$128,853.

C. **Change Order No. 3,** Centennial Park Development, FirstMark Construction; \$4,543.90.

D. **Amendment No. 1,** Scheduled Airline Operating Agreement and Terminal Building Lease with American Airlines, Inc.; Approx. \$172,000.

F. **Professional Services Contract** for Billings Adult Misdemeanor Treatment Courts for one (1) year with four (4) one-year options to renew; Community Solutions, Inc.; not to exceed \$44,400 per year.

G. **Purchase and Installation** of compatible CCTV camera system components for Police Evidence Facility, TelNet Systems; \$159,144.92.

- H. **Donation** to the Fire Department from Zimmerman Ace Hardware Store of three (3) Traeger pellet grills; \$3,599.97.
- I. **Perpetual Right-of-Way Easement** from Judith Deines to the City for construct a turn lane at the intersection of Grand Avenue and Grand Peaks Drive.
- J. **Resolution of Intent** to create SID 1408, Wanigan Subdivision Paving, and set a public hearing date for March 23, 2020.
- K. **Resolution of Intent** to create SID 1413, Winged Foot Road and Greenbriar Road Improvements, and set a public hearing date for March 23, 2020.
- L. **Resolution of Intent** to create SILMD 326, King Avenue East Streetlights, and set a public hearing date for March 23, 2020.
- M. **Bills for the Weeks of:**
 - 1. January 21, 2020
 - 2. January 27, 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 FIRST READING ORDINANCE** amending Section 2-551-552, Billings, Montana City Code (BMCC). Human Relations Commission (HRC) recommends approval. (Action: approval or disapproval of HRC recommendation.)

Presented by: Kody Christensen-Linton, HRC Chair

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the First Reading Ordinance to amend Section 2-551-552, BMCC, as recommended by the Human Relations Commission.

3. **PUBLIC HEARING AND RESOLUTION FOR ANNEXATION 20-01:** property described as Lot 22-A of Amended Lots 1 and 22, Block 2 of Certificate of Survey No. 2727M, generally located northwest of the intersection of Shiloh Road and Central Avenue. Amy Iwata, Trustee of Amy Iwata Revocable Trust, owner and petitioner. Staff recommends conditional approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Monica Plecker, Planning Division Manager

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the Resolution approving Annexation 20-01, as recommended by staff.

4. **DEVELOPMENT AGREEMENT** with Buggy Bath Car Wash for infrastructure improvements at the northwest corner of Central Avenue and Shiloh Road. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Chris Hertz, Staff Engineer

Recommended Motion: I move to approve the development agreement with Buggy Bath Car Wash, as recommended by staff.

5. **PUBLIC HEARING AND FIRST READING ORDINANCE** expanding the boundaries of Ward V to include recently annexed property in Annexation 20-01: an approximate 5.818 gross and 4.708 net acres more or less, described as Lot 22-A of Amended Lots 1 and 22, Block 2 of Certificate of Survey No. 2727M, generally located northwest of the intersection of Shiloh Road and Central Avenue. Amy Iwata, Trustee of Amy Iwata Revocable Trust, owner. Staff recommends conditional approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Monica Plecker, Planning Division Manager

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve First Reading Ordinance expanding the boundaries of Ward V, as recommended by staff.

6. **PUBLIC HEARING AND SPECIAL REVIEW 981:** a special review to allow a stand-alone car wash facility, in a Neighborhood Commercial (NC) zone, on a 4.708 acre parcel of land, described as Lot 22A, Block 2 of Certificate of Survey 2727M, and generally located on the Northwest corner of Shiloh Road and Central Avenue. Amy Iwata, Trustee, owner; Bryan Alexander, Sanderson Stewart, agent. Zoning Commission recommends conditional approval and adoption of the findings of the 3 criteria. (Action: approval or disapproval of Zoning Commission recommendation.) *Quasi-Judicial

Presented by: Karen Husman, Planner

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, and review of the Zoning Commission's

recommendation for conditional approval and adoption of the findings of the 3 criteria, I move to approve Special Review 981.

*** Quasi-Judicial** – Caution must be exercised concerning any potential ex parte communications with interested parties. This policy-making body may exercise approval or other adjudication authority which is "judicial" because it directly affects the legal rights of a person.

- 7. PUBLIC HEARING AND RESOLUTION** creating SID 1410, Annafeld Subdivision, 2nd Filing, Parks and Streetlights. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Chris Hertz, Staff Engineer

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the Resolution to create SID 1410.

- 8. PUBLIC HEARING AND RESOLUTION** approving and adopting the budget amendment moving the Castle Rock Master Plan into FY2020 from FY2021 per Council Initiative. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Andy Zoeller, Finance Director

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the Resolution to adopt the budget amendment, per Council Initiative, which moves the Castle Rock Master Plan from FY2021 to FY2020.

- 9. PUBLIC HEARING AND RESOLUTION** assessing the cost of cutting and/or exterminating weeds. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Andy Zoeller, Finance Director

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the Resolution assessing weed cutting and extermination costs.

- 10. PUBLIC HEARING AND RESOLUTION** assessing the cost of abatement for property located at 101 N. 24th Street. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

Presented by: Andy Zoeller, Finance Director

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve the Resolution assessing abatement costs for the property located at 101 N. 24th Street, as recommended by staff.

PUBLIC COMMENT on “NON-AGENDA ITEMS”. **Speaker Sign-in required.** *(Restricted to ONLY items not on this printed agenda. Comments are limited to 3 minutes or as set by the Mayor. 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.

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Boards & Commissions Appointments

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Presentation: No

PROBLEM/ISSUE STATEMENT

The Mayor is requesting that the City Council confirm appointments for Board and Commission positions that are vacant due to resignations and unfilled vacancies.

ALTERNATIVES ANALYZED

Council may:

- Confirm the proposed appointments; or
- Not confirm the appointments.

FINANCIAL IMPACT

The proposed action has no financial impact.

RECOMMENDATION

Mayor Cole recommends that the City Council confirm the appointments to the following boards and commissions.

| | Name | Board/Commission | Term | |
|----|-------------------------|--------------------------------|----------|----------|
| | | | Begins | Ends |
| 1 | Becky Rogers | Billings BID | 02/24/20 | 12/31/23 |
| 2 | George Maragos | Billings BID* | 02/24/20 | 12/31/20 |
| 3 | David Ruff | Board of Appeals - Electrician | 02/24/20 | 12/31/21 |
| 4 | Miles Borges | Board of Appeals - Engineer | 02/24/20 | 12/31/22 |
| 5 | Thomas Staycheff | Board of Appeals* | 02/24/20 | 12/31/22 |
| 6 | Trina White | City Zoning Commission | 02/24/20 | 12/31/23 |
| 7 | Shane Noble | Community Development Low Mod | 02/24/20 | 12/31/23 |
| 8 | Hannah Olson | Community Development Low Mod | 02/24/20 | 12/31/22 |
| 9 | Larry Mathew | Billings Parking Board | 02/24/20 | 12/31/23 |
| 10 | Heidi Jensen-Christison | Planning Board - Ward II | 02/24/20 | 12/31/23 |

* 2 Unexpired term of Eddie Schmidt

* 5 Unexpired term of Brian Hoerner

APPROVED BY CITY ADMINISTRATOR



Regular City Council Meeting

Meeting Date: 02/24/2020
TITLE: W.O. 20-27: WRF Fill Material Removal Project
PRESENTED BY: David Mumford, Public Works Director
Department: Public Works
Presentation: No

PROBLEM/ISSUE STATEMENT

City Council is asked to consider awarding a construction contract to Warren Transport in the amount of \$128,853.00 for W.O. 20-27: WRF Fill Material Removal Project. This project would remove approximately 30,000 cubic yards of stockpiled fill, dirt and gravel material generated during project construction at the Water Reclamation Facility (WRF) and staged on MetraPark property.

Nearly all of the stockpiled fill material to be removed was generated during construction of the City's three (3) new 140-foot diameter secondary clarifiers as part of the W.O. 14-11: WRF Nutrient Upgrade, Expansion and Improvements project. In coordination with MetraPark staff, the project subcontractor staged the material near the WRF just south of Alkali Creek on MetraPark property. A portion of the material was hauled back to the WRF for use on the project. The remaining material must be permanently removed from the site and the work to remove the material was not included in the WRF Nutrient project as it was originally planned to remain on the Metra site for their use. The successful bidder will haul the material to a site of their choosing for productive use and/or disposal.

The project was advertised in the *Yellowstone County News* and on the City website January 31st and February 7th, 2020, and the city received bids from nine (9) contractors on February 11, 2020. Warren Transport was determined to be the lowest responsible bidder.

ALTERNATIVES ANALYZED

City Council may:

- Approve awarding a contract to Warren Transport, or;
- Disapprove awarding a contract to Warren Transport. If the project is not completed, the City will not fulfill its obligation to remove the material from MetraPark property.

FINANCIAL IMPACT

The following bids were received on February 11, 2020 for W.O. 20-27: WRF Fill Material Removal Project:

| Contractor | Bid |
|-----------------------------|--------------|
| Warren Transport | \$128,853.00 |
| JBF | \$149,900.00 |
| Winkler Excavating | \$150,000.00 |
| Askin Construction | \$237,614.02 |
| Firstmark Construction | \$254,665.00 |
| KLE Construction | \$275,000.00 |
| Knife River | \$299,949.00 |
| Peck Transport | \$349,000.00 |
| Riverside Contracting, Inc. | \$460,000.00 |

This project was not budgeted in FY20 as staff did not anticipate this work needing to be done. There is sufficient sanitary sewer funds budgeted in FY20 for the WRF Nutrient Project to fund this project.

RECOMMENDATION

Staff recommends that City Council award a construction contract for W.O. 20-27: WRF Fill Material Removal Project to Warren Transport in the amount of \$128,853.00.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 02/24/2020
TITLE: Centennial Park Development - Change Order No. 3, FirstMark Construction
PRESENTED BY: Mike Whitaker, Parks, Recreation & Public Lands Director
Department: Parks/Rec/Public Lands
Presentation: No

PROBLEM/ISSUE STATEMENT

On June 25, 2018, as part of the FY2019 Budget, Council approved funding in the amount of \$2,460,000.00 to develop the first phase of Centennial Park. As part of the budgeting process for FY2020, Council approved \$176,204.00 to fund the completion of the parking lot at Centennial Park. This amount was paid for with PD1 funds as a part of the FY2020 budget process. Also, the Friends of Billings Dog Parks donated \$80,000.00 to aid in the development of the dog off leash area at the park. The total budget for the first phase of development of Centennial Park grew to \$2,716,204.

| | General Fund | Cash-in-Lieu | Park District 1 | Donations | Total |
|--|------------------|----------------|-----------------|---------------|---------------------|
| Steiner Thuesen Consulting Fee | 278,614 | 64,085 | | | 342,699 |
| City Building Department Review Fee | 1,058 | 243 | | | 1,301 |
| Construction - FirstMark General Contractor | 1,581,712 | 363,813 | | | 1,945,525 |
| Change Order #1 (Pave Parking Lot) | | | 176,204 | | 176,204 |
| Change Order #2 (Dog Park Fencing, Drinking Fountains) | 2,087 | 480 | | 80,000 | 82,567 |
| Utility Fee | 4,472 | 1,029 | | | 5,500 |
| Public Works System Development Fee | 45,577 | 10,483 | | | 56,060 |
| Pre-manufactured Restroom | 63,981 | 14,716 | | | 78,697 |
| Change Order #3 (Pending Approval) | 3,694 | 850 | - | - | 4,544 |
| TOTAL | 1,981,194 | 455,699 | 176,204 | 80,000 | \$ 2,693,097 |
| Budget Amount | 2,000,000 | 460,000 | 176,204 | 80,000 | 2,716,204 |
| Budget Remaining | 18,806 | 4,301 | 0 | 0 | 23,107 |

Change Order No. 3, to FirstMark Construction, in the amount of \$4,543.90, accounts for minor additions to pay for items that were unexpected as part of the construction operation. Also it contains deductions taken out of the project that were not essential in the first phase of construction and would be in the way or damaged as part of future phases of construction. See Change Order No. 3, Attachment A. Change Order #3 is coming before Council for consideration and approval because it exceeds the signing authority of the City Administrator for this project. If Change Order No. 3 is approved, the remaining project budget will be \$23,107.

ALTERNATIVES ANALYZED

City Council may:

- Approve Change Order No. 3, to FirstMark Construction, for the amount of \$4,543.90, or;
- Disapprove Change Order No. 3 and provide staff with additional guidance.

FINANCIAL IMPACT

Sufficient budget authority exists to cover the cost of this change order, approval will not require additional budget authority. If the Change order #3 is approved, the remaining project budget will be \$23,000.

RECOMMENDATION

Staff recommends that Council approve Change Order No. 3, to FirstMark Construction, in the amount of \$4,543.90.

APPROVED BY CITY ADMINISTRATOR

Attachments

Change Order #3

Change Order

No. 03

Date of Issuance: January 16, 2020

Effective Date: January 16, 2020

| | | |
|------------------------------------|-------------------------|--------------------------------|
| Project: Centennial Park | Owner: City of Billings | Owner's Contract No.: |
| Contract: General Construction | | Date of Contract: May 14, 2019 |
| Contractor: FirstMark Construction | | Engineer's Project No.: |

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

| | | | | |
|----|--|--------|----|-------------|
| 1 | 27" CMP Culvert Remove & Replace | Add | \$ | 1,200.00 |
| 2 | PR #3- Gate Valve at Backflow & Connection to new 6" supply from Arnold Drain | Add | \$ | 5,360.00 |
| 3 | PR #4- Irrigation replacement at Triplex SW field | Add | \$ | 4,765.00 |
| 4 | PR #4- Irrigation between Triplex and new driveway off of 32nd | Add | \$ | 4,332.00 |
| 5 | PR #4- Enclosure at Triplex controller | Add | \$ | 1,685.00 |
| 6 | PR #5- Remove 2,299 SF of sidewalk on Alternate 6 | Deduct | \$ | (17,111.80) |
| 7 | PR #5- Drill seed sidewalk south of Triplex where sod was previously removed | Add | \$ | 92.80 |
| 8 | PR #5- Remove sleeves at pump controls | Deduct | \$ | (148.00) |
| 9 | PR #5- Remove 2 Isolation valves and DI tee | Deduct | \$ | (1,900.00) |
| 10 | Remove 252 SF of concrete from Alt 6 (walkway from basketball court to Musberger) | Deduct | \$ | (1,876.00) |
| 11 | PR #7- Repair power supply to scoreboard at Triplex | Add | \$ | 1,692.00 |
| 12 | PR #7- Relocate flagpole at Triplex | Add | \$ | 2,560.00 |
| 13 | Adjust Seed Mix | Add | \$ | 3,892.90 |
| 14 | 57 Additional Calendar Days (15 weather days and 11 calendar days prior to winter shutdown Dec 2019. An additional 31 calendar days to achieve substantial completion in spring of 2020) | | | N/A |

Attachments (list documents supporting change):

1. None

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$1,945,525.00

Increase [~~Decrease~~] from previously approved Change Orders No. 2 to No. 2:

\$ 258,771.00

Contract Price prior to this Change Order:

\$2,204,296.00

Increase [~~Decrease~~] of this Change Order:

\$4,543.90

Contract Price incorporating this Change Order:

\$2,208,839.90

Original Contract Times: Working days Calendar days

Substantial completion (days or date): 150 days

Ready for final payment (days or date): 14 days after SC

Increase [~~Decrease~~] from previously approved Change Orders No. 1 to No. 2:

Substantial completion (days): 3 days

Ready for final payment (days): 14 days after SC

Contract Times prior to this Change Order:

Substantial completion (days or date): 153 days

Ready for final payment (days or date): 14 days after SC

Increase [~~Decrease~~] of this Change Order:

Substantial completion (days or date): 57 days

Ready for final payment (days or date): 14 days after SC

Contract Times with all approved Change Orders:

Substantial completion (days or date): 210 days

Ready for final payment (days or date): 14 days after SC

RECOMMENDED:

By: [Signature]
Landscape Architect (Authorized Signature)

Date: January 16, 2020

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 01/17/2020

Date: _____

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Approval of Amendment One to Scheduled Airline Operating Agreement and Terminal Building Lease with American Airlines Inc.

PRESENTED BY: Kevin Ploehn, Director of Aviation and Transit

Department: Airport

Presentation: No

PROBLEM/ISSUE STATEMENT

On February 28, 2019, the Airport held a meeting with the airlines to discuss the Airport's upcoming Terminal Expansion Project and the next Passenger Facility Charge application. In this meeting, the participating airlines and Airport staff discussed the June 30, 2019 expiration of the existing Scheduled Airline Operating Agreement and Terminal Building Lease and changes that the document might require during the construction of the Terminal Expansion Project. It was agreed that the first thing that should be completed is to extend the term of the existing Airline Agreement until the project start date, providing additional time to put in place an interim agreement to cover the timeframe of the construction project. Amendment One to the Airline Agreement extends the term to March 31, 2020. Airlines that have signed and returned Amendment One to their Airline Agreements are: Allegiant Air, LLC, United Airlines, Inc., Horizon Air Industries, Inc., and Delta Air Lines, Inc. Amendment One for these airlines was approved by the City Council on November 12, 2019. Since Frontier Airlines returned to the Airport after the current Airline Agreements were implemented, Frontier Airlines' Agreement already included the March 31, 2020 expiration date, so no amendment was required for Frontier's Agreement. American Airlines Inc. had not yet signed and returned Amendment One to its Airline Agreement for the November 12, 2019 City Council action. American Airlines Inc. has now signed and returned Amendment One to its Airline Agreement, and the Amendment now requires approval by the City Council.

ALTERNATIVES ANALYZED

City Council may:

- Approve Amendment One to the Scheduled Airline Operating Agreement and Terminal Building Lease with American Airlines, Inc.; or
- Disapprove Amendment One to the Scheduled Airline Operating Agreement and Terminal Building Lease with American Airlines, Inc. and provide direction to staff on how to proceed.

FINANCIAL IMPACT

The revenue the City will receive from the four airlines for operating under Amendment One to the Airline Agreement for lease space, joint use space, common use space, and landing fees for the term July 1, 2019 to March 31, 2020, was estimated to be \$1,228,000. The revenue the City will receive from American Airlines, Inc. operating under Amendment One to the Airline Agreement for space and landing fees for the term July 1, 2019 to March 31, 2020, is estimated to be \$172,000.

RECOMMENDATION

Staff recommends that the City Council approve and the Mayor sign Amendment One to the Scheduled Airline Operating Agreement and Terminal Building Lease with American Airlines, Inc.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 02/24/2020
TITLE: Community Solutions, Inc. Contract Approval
PRESENTED BY: Sheila Kolar, Municipal Court Judge
Department: Court
Presentation: No

PROBLEM/ISSUE STATEMENT

Community Solutions, Incorporated (CSI) of Billings, Montana has been selected through the Request for Proposal (RFP) process to provide participant services for the (3) Billings Adult Misdemeanor Treatment Courts (Drug Treatment Court, DUI Treatment Court, Co-Occurring Treatment Court) (BAMTC).

The RFP was posted on December 5th, 2019 and closed on January 10th, 2020. Two proposals were submitted to the City of Billings from CSI, and Friedel, LLC. The selection committee met on Wednesday, January 20th at 2:00 PM and consisted of Judge Sheila Kolar, Purchasing Agent Liz Kampa, Court Administrator Brittania Park, Officer Sean Wanchena, and BAMTC Case Manager Laura Neil. Chris Friedel of Friedel, LLC was present for questions.

CSI meets the evaluation criteria outlined in the RFP. They stand out due to their 15 years of treatment court experience and expansive knowledge of the SAMHSA 10 Guiding Principles of Recovery and Knowledge.

The contract allows payment for (2) urinalysis tests a month for current BAMTC Participants and (1) surprise home visit a month for current BAMTC participants. BAMTC currently has a total of 35 participants, and can take a maximum of 65.

ALTERNATIVES ANALYZED

City Council may:

- Approve, the contract with Community Solutions, Incorporated (CSI) or;
- Disapprove the contract with CSI

FINANCIAL IMPACT

The proposed contract with CSI for participant services will not exceed \$44,400 per year and is contingent on grant funding. The term is for one (1) year with four (4) one-year options to renew.

RECOMMENDATION

Staff recommends Council approve the contract with Community Solutions, Inc. for Billings Adult Misdemeanor Treatment Courts.

APPROVED BY CITY ADMINISTRATOR

Attachments

CSI Contract



CONSULTANT AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between the **CITY OF BILLINGS, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 1178, Billings, Montana 59103, hereinafter referred to as “**CITY**,” and Community Solutions, Inc. of Billings, MT, hereinafter referred to as “**CONSULTANT**.”

WITNESSETH:

WHEREAS, the **CITY**'s **BILLINGS ADULT MISDEMEANOR TREATMENT COURT (BAMTC)** proposes to order supervision/drug and alcohol testing services and desires to hire **CONSULTANT** as an independent contractor to perform the services as described in the Scope of Work attached hereto as Exhibit “A” and by this reference made a part hereof.

WHEREAS, the **CITY** has authority to contract for such services, and;

WHEREAS, the **CONSULTANT** represents that he/she is fully qualified to perform such services personally and is in compliance with the Montana Statutes relating to the provisions of such services.

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

1. PURPOSE: **CITY** agrees to hire **CONSULTANT** as an independent contractor to perform the services as described in the Scope of Work attached hereto as Exhibit “A” and by this reference made a part hereof. In performing these services, the **CONSULTANT** shall at all times comply with all federal, state and local statutes, rules and ordinances applicable. These services and all duties incidental or necessary therefore, shall be performed diligently and completely and in accordance with professional standards of conduct and performance.



2. **TERM:** This **AGREEMENT** shall be for a period of (1) years, from the execution of this **AGREEMENT**. This **AGREEMENT** may be extended for (4) one year options by mutual agreement of both parties, in writing, thirty (30) days prior to termination of each term.

3. **PAYMENT:** In consideration of the services provided by the **CONSULTANT** under this **AGREEMENT**, the **CITY** agrees to pay **CONSULTANT** a price not to exceed \$44, 400 per year, contingent upon continued grant funding.

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

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

In the event scope of work issues arise, the **CONSULTANT** shall immediately discuss them with the Project Manager for the **CITY**. It is understood that the **CONSULTANT** will not perform any work that the **CITY** deems outside the scope prior to receiving written approval from the **CITY**, and at a rate agreed upon by both parties. Any payment for work not agreed upon by the **CITY** shall be denied.

4. **INDEPENDENT CONTRACTOR STATUS:** The parties agree that **CONSULTANT** is an independent contractor for purposes of this **AGREEMENT** and is not to be considered an employee of the **CITY** for any purpose. **CONSULTANT** is not subject to the terms and provisions of the **CITY**'s personnel policies handbook and may not be considered a **CITY** employee for workers' compensation or any other purpose. **CONSULTANT** is not authorized to represent the **CITY** or otherwise bind the **CITY** in any dealings between **CONSULTANT** and any third parties.

5. **INDEMNITY AND INSURANCE:**

- A. The **CONSULTANT** agrees to indemnify, defend and save **CITY**, its officers, agents and employees harmless from any and all losses, damage and liability occasioned by,



growing out of, or in any way arising or resulting from any intentional or negligent act on the part of **CONSULTANT** or its agents or employees.

- B. The **CONSULTANT** shall not indemnify, defend, save and hold the **CITY** harmless from claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses or attorneys' fees and costs arising from wrongful or negligent acts, error or omission solely of the **CITY** occurring during the course of or as a result of the performance of the **AGREEMENT**.
- C. Where claims, lawsuits or liability, including attorneys' fees and costs arise from wrongful or negligent act of both the **CITY** and the **CONSULTANT**, the **CONSULTANT** shall indemnify, defend, save, and hold the **CITY** harmless from only that portion of claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses including attorneys' fees and costs, which result from the **CONSULTANT'S** or any subcontractor's wrongful or negligent acts occurring as a result from the **CONSULTANT'S** performance pursuant to this **AGREEMENT**.
- D. The **CONSULTANT** shall maintain in good standing the insurance described in this Section. Before rendering any services under this **AGREEMENT**, the **CONSULTANT** shall furnish the **CITY** with proof of insurance in accordance with this Section.

The **CONSULTANT** shall provide the following insurance:

1. Workers' compensation and employer's liability coverage as required by Montana law.
2. Commercial general liability, including contractual and personal injury coverage's -- \$750,000 per claim and \$1,500,000 per occurrence.
3. Automobile liability -- \$1,500,000 per accident.
4. Professional liability in the amount of \$1,500,000 per claim.

Each policy of insurance required by this Section shall provide for no less than 30 days' advance written notice to the **CITY** prior to cancellation.

The **CITY** shall be listed as an additional insured on all policies except Professional Liability and Worker's Compensation Policies.

In addition, all policies except Professional Liability and Worker's Compensation shall contain a waiver of subrogation against the **CITY**.

CONSULTANT shall comply with the applicable requirements of the Workers' Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. **CONSULTANT** shall maintain workers' compensation insurance coverage for all members and employees of



CONSULTANT's business, except for those members who are exempted as independent **CONSULTANTS** under the provisions of §39-71-401, MCA.

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



6. **AGREEMENTS OF CONSULTANT:** As an inducement to the execution of this **AGREEMENT** by the **CITY** and in consideration of the agreements to be performed by the **CITY**, the **CONSULTANT** agrees that:

A. Qualifications

The **CONSULTANT** is qualified to perform the services to be furnished under this **AGREEMENT** and is permitted by law to perform such services, and all personnel engaged in the work shall be qualified and so permitted to do the work they perform.

B. Solicitation of Agreement

The **CONSULTANT** has not employed any person to solicit this **AGREEMENT** and has not made, and will not make, any payment or any agreement for the payment of any commission, percentage, brokerage, contingent fee, or other compensation in connection with the procurement of this **AGREEMENT**.

C. Facilities and Personnel

The **CONSULTANT** has and will continue to have proper facilities and personnel to perform the services and work agreed to be performed.

D. Subcontracting

None of the work or services covered by this **AGREEMENT** shall be subcontracted without the prior approval of the **CITY**.

E. Affidavits of Compliance

The **CONSULTANT** will, if requested by the **CITY**, furnish the **CITY** affidavits certifying compliance with the provisions of this Section.

7. **AGREEMENTS OF CITY:**

A. To furnish all labor, materials, equipment, supplies, and incidentals necessary to conduct and complete the **CITY'S** portion of the project as designated in the scope of work.

B. Name a Project Manager who shall be the liaison between the **CONSULTANT** and the **CITY**. For this project, the Project Manager for **CONSULTANT** designated is Greg Pohle and the Project Manager for the **CITY** designated is Brittania Park.



8. NONDISCRIMINATION:

- A. The **CONSULTANT** will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, or marital status or who is a "qualified individual with a disability" (as that phrase is defined in the Americans With Disabilities Act of 1990). The **CONSULTANT** will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, or mental or physical impairment/disability. Such action shall include, without limitation, employment, upgrading, demotion or transfer, recruitment or recruiting advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The **CONSULTANT** agrees to post, in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- B. The **CONSULTANT** shall state, in all solicitations or advertisements for employees to work on jobs, that all qualified applicants will receive equal consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex or marital status, or mental or physical impairment/disability.

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

- C. The **CONSULTANT** shall comply with any and all reporting requirements that may apply to it that the **CITY** may establish by regulation.
- D. The **CONSULTANT** shall include the provisions of Subsections A through C of this Section in every subcontract or purchase order under this **AGREEMENT**, so as to be binding upon every such sub-consultant or vendor of the **CONSULTANT** under this **AGREEMENT**.
- E. The **CONSULTANT** shall comply with all applicable federal, state, and city laws concerning the prohibition of discrimination.
- 9. PERMITS, LAWS, AND TAXES:** The **CONSULTANT** shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to its performance under this **AGREEMENT**. All actions taken by the **CONSULTANT** under this **AGREEMENT** shall comply with all applicable statutes, ordinances, rules and



regulations. The **CONSULTANT** shall pay all taxes pertaining to its performance under this **AGREEMENT**.

10. **NONWAIVER:** The failure of either party at any time to enforce a provision of this **AGREEMENT** shall in no way constitute a waiver of the provision, nor in any way affect the validity of this **AGREEMENT** or any part hereof, or the right of such party thereafter to enforce each and every provision hereof.
11. **CONFLICT OF INTEREST:** **CONSULTANT** shall exercise reasonable care and diligence to prevent any actions or conditions which could result **in** a conflict with **CITY'S** interest. During the term of this Agreement, **CONSULTANT** shall not accept any employment or engage in any consulting work which creates a conflict of interest with **CITY** or in any way compromises the services to be performed under this Agreement. **CONSULTANT** shall immediately notify **CITY** of any and all violations of this Section upon becoming aware of such violation.
12. **SUCCESSORS AND ASSIGNS:** This **AGREEMENT** and all of the covenants hereof shall inure to the benefit of and be binding upon the **CITY** and the **CONSULTANT** respectively and his partners, successors, assigns, and legal representatives. Neither the **CITY** nor the **CONSULTANT** shall have the right to assign, transfer, or sublet his interest or obligations hereunder without written consent of the other party.
13. **CHANGES IN WORK:** Any change in the scope of **CONSULTANT'S** services as stated in this **AGREEMENT** for whatever reason, will be negotiated between the **CITY** and the **CONSULTANT** and an amendment to this **AGREEMENT** will be issued with the appropriate change of services and **AGREEMENT** fee noted.
14. **LEGAL RELATIONS:** The **CONSULTANT** shall comply with all Federal, State, and local laws and ordinances applicable to the work to be done.



15. **TERMINATION OF AGREEMENT:** The right is reserved by the **CITY** to terminate this **AGREEMENT** at any time upon not less than thirty (30) days written notice to the **CONSULTANT**.

In the event the **CITY** terminates this **AGREEMENT**, the **CONSULTANT** shall be paid for the amount of work performed or services rendered to date of termination per the **AGREEMENT** fee.

16. **ENDORSEMENTS:** The **CONSULTANT** shall furnish signatures, statements, or other suitable means to signify responsible endorsement of work on all reports furnished by him.
17. **OWNERSHIP OF DOCUMENTS:** All information relating to the project and prepared under the terms of this **AGREEMENT**, including reports, data, recommendations, exhibits, analyses, and plans shall be deemed the property of the **CITY**. Reproducibles of all notes, reports, and plans shall be made available at the **CITY'S** request.
18. **PUBLIC INFORMATION:** The **CONSULTANT** shall not issue any statements, releases, or information for public dissemination without prior written approval of the **CITY**.
19. **PROPRIETARY RIGHTS:** If patentable discoveries or inventions should result from work required herein, all rights accruing from such discoveries or inventions shall be the property of the **CITY**.
20. **RECORDS:** The **CONSULTANT** shall maintain accounting records and other evidence pertaining to the cost incurred and to make the records available at all times during the **AGREEMENT** term and for three (3) years from the date of final payment. Such accounting records and other evidence pertaining to the cost incurred will be made available for inspections authorized by the **CITY** and copies thereof shall be furnished if requested.
21. **ATTORNEY'S FEES AND COSTS:** That 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 the **AGREEMENT** or to give any notice required herein, then the prevailing Party or the Party giving notice shall be entitled to reasonable attorney's fees and costs.



22. **LITIGATION LOCATION:** The parties agree that this **AGREEMENT** shall be governed in all respects by the laws of the state of Montana, and the parties expressly agree that venue shall be in the Montana Thirteenth Judicial District County for Yellowstone County and there shall be no other venue for resolution of disputes arising from the **AGREEMENT** or the performance of its terms.
23. **MODIFICATION AND AMENDMENTS:** That any amendment or modification 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**.

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

CITY OF BILLINGS, MONTANA

CONSULTANT (Print Name Above)

By _____
WILLIAM A. COLE, MAYOR

By _____

Print Name _____

Print Title _____

APPROVED AS TO FORM:

By _____
BRENT BROOKS, CITY Attorney



EXHIBIT A

Scope of Work

- 1) Misdemeanor Probation/Supervision
 - Pursuant to MCA 46-23-1012, Consultant agrees to provide client supervision services for up to 65 BAMTC (Billings Adult Misdemeanor Treatment Court) participants per year.
 - Probation officers must be certified through the Montana Law Enforcement Academy according to state statutory requirements.
 - Cost is \$30.00 per week and is billed to and collected directly from the client by Consultant.

- 2) House Arrest/Electronic Monitoring/GPS
 - Provide house arrest/ electronic monitoring and GPS to BAMTC participants. Monitoring is administered through sanctions placed on participants by the BAMTC Judge.
 - Cost is SCRAM \$10 per day with no admin fee, CheckBAC \$2.00 per day with \$100 admin/device fee, GPS \$15.00 per day. Cost is billed directly to the client and collected by the Consultant.

- 3) Drug and Alcohol Testing
 - Consultant agrees to provide a minimum of (2) urinalysis tests a month for BAMTC participants.
 - Cost is \$25.00 per test per individual billed to the City of Billings on a monthly basis.

- 4) Home Visits
 - Provide one surprise home visit per month to each BAMTC participant. Cost is billed to the City at \$15.00 per visit

- 5) Reporting Requirements
 - Participant services will maintain probation, house arrest/electronic monitoring, drug and alcohol testing, and home visits information in the DCCM data collection system
 - Maintain all files relating to BAMTC participants while under the jurisdiction of BAMTC.
 - Attend Wednesday weekly BAMTC staff meeting and court hearings.

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Evidence Facility CCTV Security System

PRESENTED BY: Rich St. John, Police Chief

Department: Police

Presentation: No

PROBLEM/ISSUE STATEMENT

Evidence Facility expansion requires the purchase of additional components for the existing CCTV Security System. TelNet Systems was awarded the original camera system contract via a request for proposals (RFP) on 6/27/2016 for the existing evidence facility. The additional new components must be compatible with existing equipment installed under the RFP from June 2016.

The expanded Camera system will be used to monitor the interior and exterior of the evidence building for security purposes and internal controls.

ALTERNATIVES ANALYZED

City Council may:

- Approve the purchase of the compatible CCTV camera system installation and components from TelNet Systems in the amount of \$159,144.92, or;
- Disapprove the purchase of compatible CCTV camera system installation and components from TelNet Systems in the amount of \$159,144.92 and provide additional guidance to staff.

FINANCIAL IMPACT

This project has been budgeted for in the public safety fund.

RECOMMENDATION

Staff recommends that the City Council approve the purchase and installation of compatible CCTV camera system components from TelNet Systems in the amount of \$159,144.92.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Donation Traeger Grills from Ace Hardware-Zimmerman

PRESENTED BY: William Rash, Fire Chief

Department: Fire

Presentation: No

PROBLEM/ISSUE STATEMENT

Ace Hardware, Zimmerman Store contacted the Fire Department and expressed an interest in donating three (3) Traeger pellet grills for the general use by the Fire Department. Each grill is valued at \$1,199.99 each or a total of \$3,599.97.

ALTERNATIVES ANALYZED

City Council may approve or disapprove accepting the three (3) Traeger Pellet grills valued at \$1,199.99 each donated by Ace Hardware-Zimmerman Store.

FINANCIAL IMPACT

There is no financial impact to the Fire Department.

RECOMMENDATION

Staff recommends accepting the three (3) Traeger pellet grills valued at \$1,199.99 each from Ace Hardware, Zimmerman Store.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Acceptance of Perpetual Public Road Easement from Judith Deines

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

The developer of Grand Peaks Subdivision, 5th Filing, is required to construct a right turn lane entering the subdivision from Grand Avenue. In order to construct the turn lane, it is necessary to obtain a small easement from the adjacent property owner, Judith (Judy) Deines. The developer has negotiated the easement with Ms. Deines. The total area of the easement is 406 square feet. There is no cost to the City for the easement or the construction of the turn lane.

ALTERNATIVES ANALYZED

The City Council may:

- Approve the easement; or
- Do not approve the easement. This would make construction of the turn lane difficult as there is not enough right-of-way in this area to construct the turn lane.

FINANCIAL IMPACT

There is no cost to the City in acceptance of the easement.

RECOMMENDATION

Staff recommends that Council accept the perpetual public road easement from Judy Deines.

APPROVED BY CITY ADMINISTRATOR

Attachments

Road Easement

PERPETUAL PUBLIC ROAD EASEMENT

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged on this _____ day of _____, 20 __, the undersigned, JUDITH D. DEINES, 5043 Grand Avenue, Billings, MT 59106, hereinafter called "Grantor", hereby grant and convey unto THE CITY OF BILLINGS, a municipal corporation and political subdivision of the State of Montana, of the address of City Hall, Billings, Montana 59101, hereinafter called "Grantee", a perpetual public road easement over, across, under and through the following described tract of real property in Yellowstone County Montana:

An easement situated within a parcel of land described as Tract 2A of Amended Tracts 1 & 2, Certificate of Survey 3279, located in the southwest quarter of Section 32, Township 1 North, Range 25 East, P.M.M., Yellowstone county, Montana, according to the official plat thereof on file in the office of the Clerk and Recorder of said county as document No. 3401372, more particularly described as follows:

Commencing at the southwest corner of said Tract 2A, thence N 00°06'24"E, a distance of 30.00 feet to the Point of Beginning; Thence from said Point of Beginning, N 00°06'24"E, a distance of 9.85 feet along the west line of said Tract 2A; Thence S 83°02'15" E, a distance of 82.51 feet; Thence N 89°53'36" W, a distance of 81.92 feet to the Point of Beginning, containing 403 square feet, all according to the attached Exhibit A.

This Perpetual easement to Grantee is for the purpose of constructing, reconstructing, maintaining, operating, servicing, repairing and replacing public road access over, across, under and through the said real property, together with the right of free ingress and egress at all times for the purpose of constructing, reconstructing, maintaining, operating, servicing, repairing and replacing said public road access and appurtenances.

Grantor shall continue to have the right to use and enjoy the above-described property, except as to the rights herein granted, subject to the following restrictions:

1. Grantor and their successors agree not to construct, nor cause to be constructed, within the easement, any type of building or structure, such as, but not limited to, houses, garages, sheds, kennels, fences, nor any other fixed objects of any kind, shape or form, except as many be licensed by Grantee.
2. Grantor agree not to plant, nor cause to be planted within the easement any trees, bushes, shrubs, hedges nor any other plantings of a similar nature, except as may be licensed by Grantee.
3. Grantor agree that authorized representatives of the City of Billings can freely travel within the easement with their equipment in the performance of their duties at any time, day or night, regardless of outside weather conditions.
4. Grantor agree to obtain the permission of the Public Works Department or Grantee prior to placing or removing any fill dirt within the easement and, in addition, in the event such permission is granted, the Grantor agree to perform any work necessary to modify the existing sanitary sewer lines and appurtenances, which work may be required prior to placing or removing any fill dirt within the easement and all such work shall be done at the Grantor's expense and without expense to the City.

5. Grantor agree that the sole responsibility of the City of Billings for any surface restoration due to any construction, replacement, repair or service work to the sanitary sewer lines by the City of Billings, shall be limited to trench backfill compaction and placement of backfill material to existing grade by the City of Billings.

6. HOLD HARMLESS AGREEMENT:

- Grantor agree that the owner or owners of the above described property shall at all times fully relieve and save harmless the City of Billings and its authorized representatives for any and all damages of property that may be caused within said easement, such as, but not limited to, ruts or deep tracks in lawns, gardens, or flower beds, broken or crushed shrubs, bushes, hedges, trees or any other type of plantings; crushed, cracked split or otherwise damaged, irrigation piping and appurtenances; and, any other damage to any other type of object, material or equipment located within the easement which cannot, with a minimum of human effort and within a few minutes time period, be removed from easement by authorized representatives of the City of Billings in exercise of any of their rights under this easement.
- Grantor agree the owners of the above described real property shall reimburse the City of Billings for any and all damage claims paid by the City for damages of any type or nature to any and all persons and entities in the event such damage results from or was caused to happen by such owner's failure to comply with any portion of the rights, restrictions, obligations or responsibilities contained in this agreement.

7. The restrictions, Covenants and Hold Harmless Agreements herein contained shall attach to and run with the land and shall bind the parties hereto and all persons claiming thereunder.

Grantor warrant and covenant that there are no liens or other encumbrances on the described tract or tracts.

JUDITH D. DEINES

By: _____ Title: _____

STATE OF MONTANA)
) ss.
County of Yellowstone)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public for the State of Montana, personally appeared _____, known to me to be the person that executed the within instrument as owner of Tract 2A of Amended Tracts 1 & 2, Certificate of Survey 3279 and acknowledged to me that such executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Signature of Notary

(SEAL)

RETURN TO:
City of Billings
City Hall
Billings, MT 59101

ACKNOWLEDGMENT AND ACCEPTANCE OF CONVEYANCE

The Mayor and City Council of the City of Billings acknowledges receipt and hereby accepts the property interest conveyed through this instrument.

Mayor, City of Billings

ATTEST: _____
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 of Billings, respectively, and acknowledged to me that they executed the foregoing instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Signature of Notary

(SEAL)

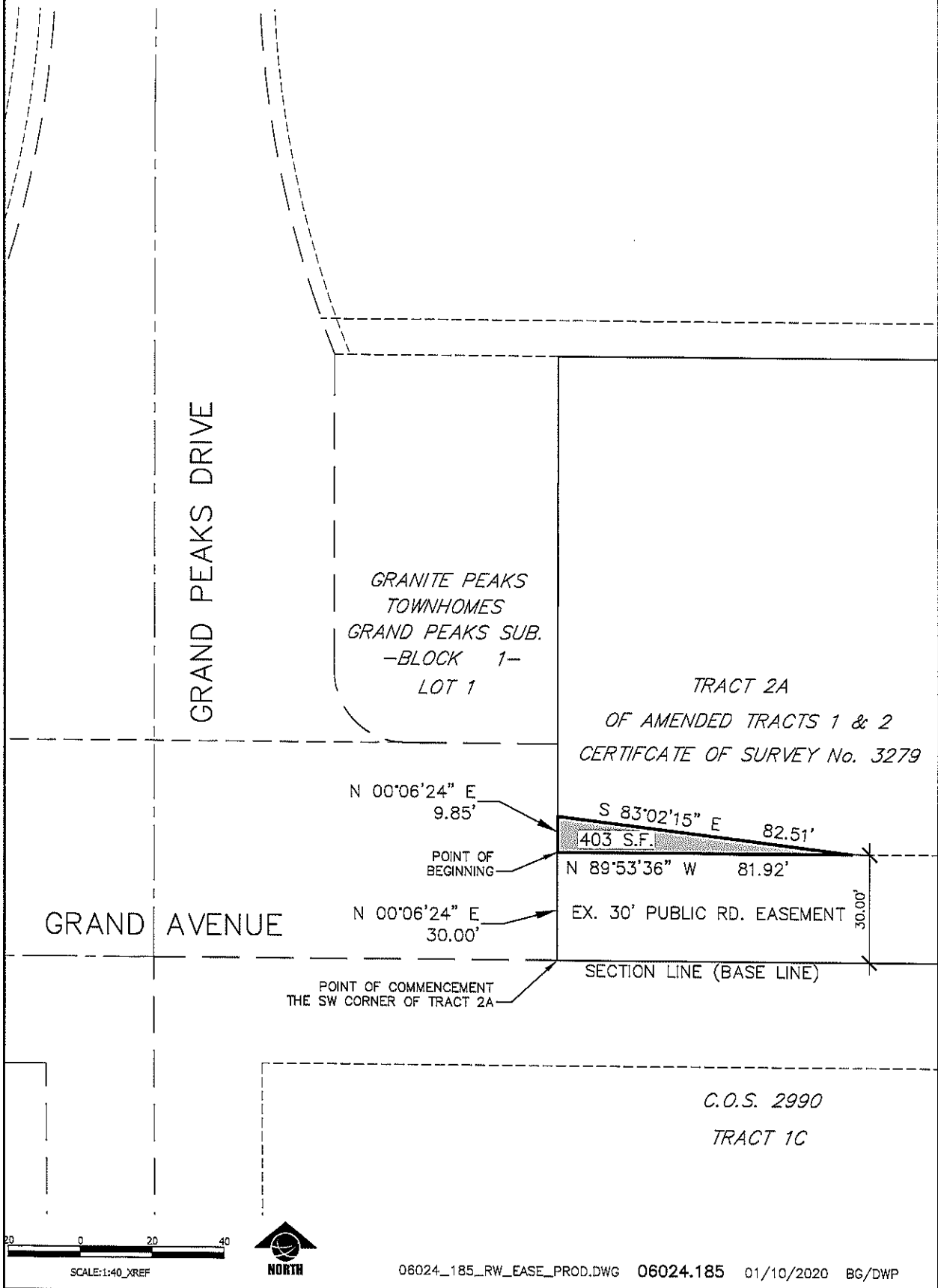
EXHIBIT A
 PERPETUAL PUBLIC ROAD EASEMENT
 ACROSS
 TRACT 2A OF AMENDED TRACTS 1 & 2
 CERTIFICATE OF SURVEY No. 3279

PREPARED FOR : THE CITY OF BILLINGS

JANUARY 2020

PREPARED BY : **SANDERSON STEWART** 

BILLINGS, MONTANA



Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: SID 1408 Wanigan Sub Improvements Resolution of Intent to Create District and Set a Public Hearing

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

The objective of the Gravel Streets Paving Program is to bring all streets in the City up to urban standards, which includes asphalt, curb, sidewalk, and storm drain systems. Streets that are a part of the program are constructed through the Special Improvement District (SID) process with assessments paid by property owners for the newly developed curbing, road, sidewalk, and any restoration behind the sidewalk. Gas tax funds are used for corner lot subsidies per the city's SID policy (Resolution No. 04-18204).

City staff sent out an interest survey to the Wanigan Subdivision. While most of the neighborhood was interested in pursuing an SID to construct improvements on their street, several properties on the eastern half of Shawnee Drive responded that they were not interested in moving forward with the SID process. City staff has developed a project concept that will exclude the eastern Shawnee Drive properties from the project while installing a viable roadway for the interested portion of the neighborhood.

ALTERNATIVES ANALYZED

City Council may:

- Approve the Resolution of Intent to Create SID 1408 and set a public hearing for the March 23, 2020, City Council Meeting , or;
- Not approve the Resolution of Intent to Create SID 1408. If not approved the SID cannot move forward.

FINANCIAL IMPACT

The project is funded through direct property assessments and gas tax and is estimated at \$1,252,862.51.

| | |
|-----------------------|--------------|
| Estimated Assessments | \$830,245.27 |
| Gas Tax Funds | \$422,617.24 |

Funding budgeted in FY 20 is sufficient for the proposed project.

RECOMMENDATION

Staff recommends that Council approve the Resolution of Intent to Create SID 1408 and set a public hearing for the March 23, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Boundary Map

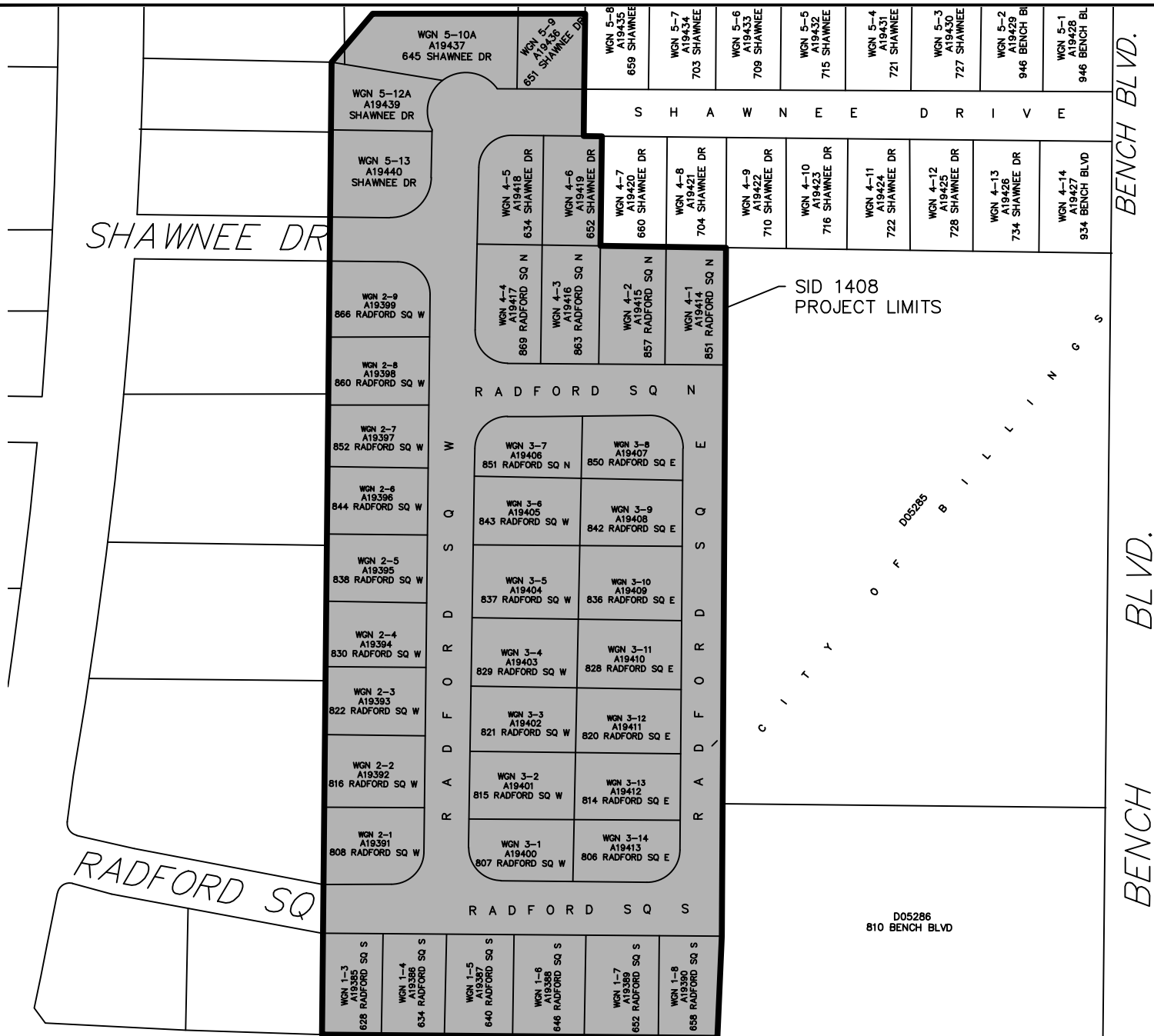
Boundary Description

Property Descriptions

Improvements Description

Property Value and Delinquency

Resolution of Intent



General Notes

Billings Pride
City - Wide

S.I.D. 1408 WANIGAN SUB IMPROVEMENTS
RESOLUTION EXHIBIT A

| No. | Revision Issue | Date |
|-----|----------------|----------|
| 1 | | 12/25/19 |

CITY OF BILLINGS
500 WEST WYOMING
2224 MONTANA AVENUE
BILLINGS, MT 59101
PHONE (406) 237-5331
FAX (406) 237-5293

Project Sheet
SID 1408

Date
2/10/2020

BY
NONE

SID 1408 EXHIBIT B

SID 1408 includes Wanigan Subdivision, Block 1, Lots 3-8; Block 2, Lots 1-9;
Block 3, Lots 1-14; Block 4, Lots 1-6; Block 5, Lots 9, 10A, 12A, and 13.

S.I.D. 1408 Wanigan Sub Improvements
Exhibit C - Property Owner Description and Assessment
Prepared By: City of Billings

| TAX ID | OWNER | OWNER | MAILING ADDRESS | CITY | STATE | ZIP CODE | TOTAL ASSESSMENT |
|--------|--|--------------------------------|--------------------|----------|-------|------------|------------------|
| A19385 | STAGEBERG, ALAN V 628 RADFORD SQ S BILLINGS, MT 59105-3396 | STAGEBERG, ALAN V | 628 RADFORD SQ S | BILLINGS | MT | 59105-3396 | \$ 21,288.34 |
| A19386 | JOHNSTON, ROGER D & LOUISE N 634 RADFORD SQ S BILLINGS, MT 59105-3396 | JOHNSTON, ROGER D & LOUISE N | 634 RADFORD SQ S | BILLINGS | MT | 59105-3396 | \$ 21,288.34 |
| A19387 | KRAMER, JESSIE F 640 RADFORD SQ S BILLINGS, MT 59105-3396 | KRAMER, JESSIE F | 640 RADFORD SQ S | BILLINGS | MT | 59105-3396 | \$ 21,288.34 |
| A19388 | PLUMAGE, KEEFE F 646 RADFORD SQ S BILLINGS, MT 59105-3396 | PLUMAGE, KEEFE F | 646 RADFORD SQ S | BILLINGS | MT | 59105-3396 | \$ 21,288.34 |
| A19389 | EKSTROM, JACK W & DONNA J 652 RADFORD SQ S BILLINGS, MT 59105-3396 | EKSTROM, JACK W & DONNA J | 652 RADFORD SQ S | BILLINGS | MT | 59105-3396 | \$ 21,288.34 |
| A19390 | GOLL, CLARENCE W & MARJORIE D PO BOX 50745 BILLINGS, MT 59105-0745 | GOLL, CLARENCE W & MARJORIE D | PO BOX 50745 | BILLINGS | MT | 59105-0745 | \$ 21,288.34 |
| A19391 | ANDERSON, THEORE R & DEBORHA D 851 GOVERNORS BLVD BILLINGS, MT 59105-2105 | ANDERSON, THEORE R & DEBORHA D | 851 GOVERNORS BLVD | BILLINGS | MT | 59105-2105 | \$ 21,288.34 |
| A19392 | SCOTT, SANDEE M 816 RADFORD SQ W BILLINGS, MT 59105-3392 | SCOTT, SANDEE M | 816 RADFORD SQ W | BILLINGS | MT | 59105-3392 | \$ 21,288.34 |
| A19393 | JAEGER, CARL & PATSY L 822 RADFORD SQ W BILLINGS, MT 59105-3392 | JAEGER, CARL & PATSY L | 822 RADFORD SQ W | BILLINGS | MT | 59105-3392 | \$ 21,288.34 |
| A19394 | CATHEY, BRENT & CHERYL 2120 MAIN ST BILLINGS, MT 59105-4028 | CATHEY, BRENT & CHERYL | 2120 MAIN ST | BILLINGS | MT | 59105-4028 | \$ 21,288.34 |
| A19395 | KIMMELL, GREGORY P & CARLA J 916 MARY ST BILLINGS, MT 59105-4145 | KIMMELL, GREGORY P & CARLA J | 916 MARY ST | BILLINGS | MT | 59105-4145 | \$ 21,288.34 |
| A19396 | STEIBER, DONNA J 844 RADFORD SQ W BILLINGS, MT 59105-3392 | STEIBER, DONNA J | 844 RADFORD SQ W | BILLINGS | MT | 59105-3392 | \$ 21,288.34 |
| A19397 | SOLEM, CURT & SHIRLEY 852 RADFORD SQ W BILLINGS, MT 59105-3392 | SOLEM, CURT & SHIRLEY | 852 RADFORD SQ W | BILLINGS | MT | 59105-3392 | \$ 21,288.34 |
| A19398 | GRANT, BEATRICE & IAN 860 RADFORD SQ W BILLINGS, MT 59105-3392 | GRANT, BEATRICE & IAN | 860 RADFORD SQ W | BILLINGS | MT | 59105-3392 | \$ 21,288.34 |
| A19399 | JOB, BRAD & ANETTE 1022 CALENDULA CIR BILLINGS, MT 59105-2370 | JOB, BRAD & ANETTE | 1022 CALENDULA CIR | BILLINGS | MT | 59105-2370 | \$ 21,288.34 |
| A19400 | BARE, EDWARD D & MARLENE M 807 RADFORD SQ W BILLINGS, MT 59105-3393 | BARE, EDWARD D & MARLENE M | 807 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19401 | WASSMANN, MELVA J & 815 RADFORD SQ W BILLINGS, MT 59105-3393 | WASSMANN, MELVA J & | 815 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19402 | JOHNSTON, ROGER D & LOUISE N 1131 NUGGET PL BILLINGS, MT 59105-1641 | JOHNSTON, ROGER D & LOUISE N | 1131 NUGGET PL | BILLINGS | MT | 59105-1641 | \$ 21,288.34 |
| A19403 | OSBORNE, PHYLLIS 829 RADFORD SQ W BILLINGS, MT 59105-3393 | OSBORNE, PHYLLIS | 829 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19404 | LANGELIERS, IRENE L TRUSTEE 837 RADFORD SQ W BILLINGS, MT 59105-3393 | LANGELIERS, IRENE L TRUSTEE | 837 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19405 | BRAZELTON, HAROLD R & BARBARA 843 RADFORD SQ W BILLINGS, MT 59105-3393 | BRAZELTON, HAROLD R & BARBARA | 843 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19406 | HIEB, WALTER D & JODIE L 851 RADFORD SQ W BILLINGS, MT 59105-3393 | HIEB, WALTER D & JODIE L | 851 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19407 | BARE, EDWARD D & MARLENE M 807 RADFORD SQ W BILLINGS, MT 59105-3393 | BARE, EDWARD D & MARLENE M | 807 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19408 | GONZALEZ, EDGAR F & KIM 842 RADFORD SQ E BILLINGS, MT 59105-3365 | GONZALEZ, EDGAR F & KIM | 842 RADFORD SQ E | BILLINGS | MT | 59105-3365 | \$ 21,288.34 |
| A19409 | SCHLECHT, WAYNE E 836 RADFORD SQ E BILLINGS, MT 59105-3365 | SCHLECHT, WAYNE E | 836 RADFORD SQ E | BILLINGS | MT | 59105-3365 | \$ 21,288.34 |
| A19410 | ANN M GEORGE REVOCABLE TRUST 828 RADFORD SQ E BILLINGS, MT 59105-3365 | ANN M GEORGE REVOCABLE TRUST | 828 RADFORD SQ E | BILLINGS | MT | 59105-3365 | \$ 21,288.34 |
| A19411 | BROYLES, DIANA K 820 RADFORD SQ E BILLINGS, MT 59105-3365 | BROYLES, DIANA K | 820 RADFORD SQ E | BILLINGS | MT | 59105-3365 | \$ 21,288.34 |
| A19412 | BARE, EDWARD D 807 RADFORD SQ W BILLINGS, MT 59105-3393 | BARE, EDWARD D | 807 RADFORD SQ W | BILLINGS | MT | 59105-3393 | \$ 21,288.34 |
| A19413 | HOFFMANN, JOYCE A 2021 CUSTER AVE BILLINGS, MT 59102-4826 | HOFFMANN, JOYCE A | 2021 CUSTER AVE | BILLINGS | MT | 59102-4826 | \$ 21,288.34 |
| A19414 | BOUCHER, ALICE L & DEAN A 851 RADFORD SQ N BILLINGS, MT 59105-3368 | BOUCHER, ALICE L & DEAN A | 851 RADFORD SQ N | BILLINGS | MT | 59105-3368 | \$ 21,288.34 |
| A19415 | STEBBINS, FRANK T & BONITA R 857 RADFORD SQ N BILLINGS, MT 59105-3368 | STEBBINS, FRANK T & BONITA R | 857 RADFORD SQ N | BILLINGS | MT | 59105-3368 | \$ 21,288.34 |
| A19416 | GEORGE, SCOTT 863 RADFORD SQ N BILLINGS, MT 59105-3368 | GEORGE, SCOTT | 863 RADFORD SQ N | BILLINGS | MT | 59105-3368 | \$ 21,288.34 |
| A19417 | GALO, JENNIFER C 869 RADFORD SQ N BILLINGS, MT 59105-3368 | GALO, JENNIFER C | 869 RADFORD SQ N | BILLINGS | MT | 59105-3368 | \$ 21,288.34 |
| A19418 | GROSSMAN, JAN & BETTY A 634 SHAWNEE DR BILLINGS, MT 59105-3318 | GROSSMAN, JAN & BETTY A | 634 SHAWNEE DR | BILLINGS | MT | 59105-3318 | \$ 21,288.34 |
| A19419 | PERUSICH, EDWARD P 652 SHAWNEE DR BILLINGS, MT 59105-3318 | PERUSICH, EDWARD P | 652 SHAWNEE DR | BILLINGS | MT | 59105-3318 | \$ 21,288.34 |
| A19436 | MILLER, CARL E 451 SAHARA DR BILLINGS, MT 59105-2821 | MILLER, CARL E | 451 SAHARA DR | BILLINGS | MT | 59105-2821 | \$ 21,288.34 |
| A19437 | WATSON, GERALD W 1005 MAIN ST BILLINGS, MT 59105-2543 | WATSON, GERALD W | 1005 MAIN ST | BILLINGS | MT | 59105-2543 | \$ 21,288.34 |
| A19439 | BEL, LLC PO BOX 56 TOSTON, MT 59643-0059 | BEL, LLC | PO BOX 56 | TOSTON | MT | 59643-0059 | \$ 21,288.34 |
| A19440 | BEL, LLC PO BOX 56 TOSTON, MT 59643-0059 | BEL, LLC | PO BOX 56 | TOSTON | MT | 59643-0059 | \$ 21,288.34 |

S.I.D. 1408 Wanigan Sub Improvements

Exhibit D - Description of Improvements

Prepared by: City of Billings

Special Improvement District No. 1408 shall construct street, storm drain, curb and gutter, and sidewalk improvements for Radford Square N, Radford Square S, Radford Square E, Radford Square W and a portion of Shawnee Drive within the City of Billings.

S.I.D. 1408 Wanigan Sub Improvements
Exhibit E - Property Market Value and Delinquency
Prepared By: City of Billings

| TAX I.D. NUMBER | PREVIOUS SID # | PREVIOUS SID PAY-OFF | DELINQUENT | SID 1408 ASSESSMENT | SID PAY-OFF + DELINQUENT + SID 1408 ASSESSMENT | ESTIMATED MARKET VALUE | ESTIMATED MARKET VALUE AFTER IMPROVEMENTS |
|--------------------|-------------------|----------------------------|---------------|------------------------|---|------------------------------|--|
| A19385 | | | | \$21,410.26 | \$21,410.26 | \$86,814.00 | \$108,224.26 |
| A19386 | | | | \$21,410.26 | \$21,410.26 | \$112,013.00 | \$133,423.26 |
| A19387 | | | | \$21,410.26 | \$21,410.26 | \$58,834.00 | \$80,244.26 |
| A19388 | | | | \$21,410.26 | \$21,410.26 | \$117,515.00 | \$138,925.26 |
| A19389 | | | | \$21,410.26 | \$21,410.26 | \$78,531.00 | \$99,941.26 |
| A19390 | | | | \$21,410.26 | \$21,410.26 | \$102,038.00 | \$123,448.26 |
| A19391 | | | | \$21,410.26 | \$21,410.26 | \$106,993.00 | \$128,403.26 |
| A19392 | | | | \$21,410.26 | \$21,410.26 | \$69,479.00 | \$90,889.26 |
| A19393 | | | | \$21,410.26 | \$21,410.26 | \$93,369.00 | \$114,779.26 |
| A19394 | | | | \$21,410.26 | \$21,410.26 | \$68,669.00 | \$90,079.26 |
| A19395 | | | | \$21,410.26 | \$21,410.26 | \$52,289.00 | \$73,699.26 |
| A19396 | | | | \$21,410.26 | \$21,410.26 | \$126,549.00 | \$147,959.26 |
| A19397 | | | | \$21,410.26 | \$21,410.26 | \$61,979.00 | \$83,389.26 |
| A19398 | | | | \$21,410.26 | \$21,410.26 | \$49,989.00 | \$71,399.26 |
| A19399 | | | | \$21,410.26 | \$21,410.26 | \$59,084.00 | \$80,494.26 |
| A19400 | | | | \$21,410.26 | \$21,410.26 | \$175,800.00 | \$197,210.26 |
| A19401 | | | | \$21,410.26 | \$21,410.26 | \$104,399.00 | \$125,809.26 |
| A19402 | | | | \$21,410.26 | \$21,410.26 | \$67,849.00 | \$89,259.26 |
| A19403 | | | | \$21,410.26 | \$21,410.26 | \$127,039.00 | \$148,449.26 |
| A19404 | | | | \$21,410.26 | \$21,410.26 | \$74,739.00 | \$96,149.26 |
| A19405 | | | | \$21,410.26 | \$21,410.26 | \$107,589.00 | \$128,999.26 |
| A19406 | | | | \$21,410.26 | \$21,410.26 | \$65,687.00 | \$87,097.26 |
| A19407 | | | | \$21,410.26 | \$21,410.26 | \$127,837.00 | \$149,247.26 |
| A19408 | | | | \$21,410.26 | \$21,410.26 | \$250,800.00 | \$272,210.26 |
| A19409 | | | | \$21,410.26 | \$21,410.26 | \$189,200.00 | \$210,610.26 |
| A19410 | | | | \$21,410.26 | \$21,410.26 | \$69,739.00 | \$91,149.26 |
| A19411 | | | | \$21,410.26 | \$21,410.26 | \$143,249.00 | \$164,659.26 |
| A19412 | | | | \$21,410.26 | \$21,410.26 | \$63,359.00 | \$84,769.26 |
| A19413 | | | | \$21,410.26 | \$21,410.26 | \$57,097.00 | \$78,507.26 |
| A19414 | | | | \$21,410.26 | \$21,410.26 | \$69,149.00 | \$90,559.26 |
| A19415 | | | | \$21,410.26 | \$21,410.26 | \$69,016.00 | \$90,426.26 |
| A19416 | | | | \$21,410.26 | \$21,410.26 | \$108,843.00 | \$130,253.26 |
| A19417 | | | | \$21,410.26 | \$21,410.26 | \$117,585.00 | \$138,995.26 |
| A19418 | | | | \$21,410.26 | \$21,410.26 | \$50,192.00 | \$71,602.26 |
| A19419 | | | | \$21,410.26 | \$21,410.26 | \$67,848.00 | \$89,258.26 |
| A19436 | | | | \$21,410.26 | \$21,410.26 | \$50,950.00 | \$72,360.26 |
| A19437 | | | | \$21,410.26 | \$21,410.26 | \$87,678.00 | \$109,088.26 |
| A19439 | | | | \$21,410.26 | \$21,410.26 | \$42,056.00 | \$63,466.26 |
| A19440 | | | | \$21,410.26 | \$21,410.26 | \$47,625.00 | \$69,035.26 |
| AVERAGE | | \$0.00 | \$0.00 | \$21,410.26 | \$21,410.26 | \$91,781.28 | \$113,191.54 |
| MEDIAN | | \$0.00 | \$0.00 | \$21,410.26 | \$21,410.26 | \$74,739.00 | \$96,149.26 |
| LOW | | \$0.00 | \$0.00 | \$21,410.26 | \$21,410.26 | \$42,056.00 | \$63,466.26 |
| HIGH | | \$0.00 | \$0.00 | \$21,410.26 | \$21,410.26 | \$250,800.00 | \$272,210.26 |

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the City of Billings, Montana (the City), hereby certify that the attached resolution is a true copy of Resolution No. _____, entitled: **RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. 1408; DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO CREATE THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND** (the "Resolution" was duly adopted by the City Council of the City at a meeting on February 24, 2020 that the meeting was duly held by the City Council and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.)

I further certify that, upon vote being taken on the Resolution at said meeting, the following Councilmembers voted in favor thereof: _____;
voted against the same: _____;
or were absent: _____.

WITNESS my hand officially this _____ day of _____, 20____.

Denise Bohlman City Clerk

RESOLUTION NO. 20-_____

RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. 1408; DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO CREATE THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND

BE IT RESOLVED by the City Council of the City of Billings (the City), Montana, as follows:

Section 1. Proposed Improvements; Intention To Create District. The City proposes to undertake certain local Improvements (the "Improvements") to benefit certain property located in the City. The Improvements consist of the paving of Wanigan Subdivision, as more particularly described in Section 5. The total estimated costs of the Improvements are \$1,252,862.51. The costs of the Improvements are to be paid from the following sources: (1) \$830,245.27 of Special Improvement District bonds hereinafter described; and (2) \$422,617.24 of cash contribution by the City of Billings. It is the intention of this Council to create and establish in the City under Montana Code Annotated, Title 7, Chapter 12, Parts 41 and 42, as amended, a Special Improvement District (the "District") for the purpose of financing costs of the Improvements and paying costs incidental thereto, including costs associated with the sale and the security of Special Improvement District bonds drawn on the District (the "Bonds"), the creation and administration of the District, the funding of a deposit to the City's Special Improvement District Revolving Fund (the "Revolving Fund"). The total estimated costs of the Improvements, including such incidental costs, to be financed by the Bonds are \$830,245.27. The Bonds are to be payable primarily from special assessments to be levied against property in the District, which property will be specially benefited by the Improvements.

Section 2. Number of District. The District, if the same shall be created and established, shall be known and designated as Special Improvement District No. 1408 of the City of Billings, Montana.

Section 3. Boundaries of District. The limits and boundaries of the District are depicted on a map attached as Exhibit A hereto (which is hereby incorporated herein and made a part hereof) and more particularly described on Exhibit B hereto (which is hereby incorporated herein and made a part hereof), which boundaries are designated and confirmed as the boundaries of the District. A listing of each of the properties in the District is shown on Exhibit C hereto (which are hereby incorporated herein and made a part hereof).

Section 4. Benefited Property. The District and territory included within the limits and boundaries described in Section 3 and as shown on Exhibits A, B, and C are hereby declared to be the Special Improvement District and the territory which will benefit and be benefited by the Improvements and will be assessed for the costs of the Improvements as described in Section 7.

Section 5. General Character of the Improvements. The general character of the Improvements, as shown in Exhibit D, is the construction of local improvements fronting Lots on Radford Square and Shawnee Drive between Main Street and Bench Boulevard.

Section 6. Engineer and Estimated Cost. The Engineer for this project will be the City Engineer's Office. The City Engineer's Office has estimated that the costs of the Improvements, including all incidental costs, as shown in Section 1.

Section 7. Assessment Methods.

7.1. Property to be Assessed. All properties within the district are to be assessed for the costs of the Improvements, as specified herein. The costs of the Improvements shall be assessed against the property in the District benefiting from the Improvements based on the equal amount methods described in Section 7-12-4162, M.C.A., as particularly applied and set forth in this Section 7.

7.1.1 Equal Amount Method.

Assessment will include the construction of local improvements to Radford Square and Shawnee Drive. The properties to be assessed for these improvements are identified in Exhibit B. For the purposes of equitably apportioning special benefit to each lot, tract or parcel of land in the District, as above-mentioned, the Engineer has determined that each lot, tract, or parcel of land, receiving local improvements, shall equally bear the costs of the local improvements as set forth in Exhibit C hereto to arrive at an equal cost for the local improvements. The total estimated cost of Assessment is shown in Section 1 and shall be assessed against each lot, tract, or parcel of land within the District, as above-mentioned, receiving local improvements, on an equal amount basis based on the bid price to be received. The equal amount assessment is estimated to be \$21,288.34. If an increase occurs in the number of properties within the boundaries of the District (due to the subdivision of any one or more properties or otherwise) during the term of the Bonds, the assessment per property then in the District will be recalculated as provided in M.C.A. 7-12-4162(3)(b).

7.2. Assessment Methodologies Equitable and Consistent With Benefit. This Council hereby determines that the methods of assessment and the assessment of costs of the specific improvements against the properties benefited thereby as prescribed in this Section 7 are equitable in proportion to and not exceeding the special benefits derived from the respective improvements by the lots, tracts, and parcels to be assessed therefore within the District.

Section 8. Payment of Assessments. The special assessments for the costs of the Improvements shall be payable over a term not exceeding 15 years, each in equal semiannual installments of principal, plus interest, or equal semiannual payments of principal and interest, as this Council shall prescribe in the resolution authorizing the issuance of the Bonds. Property Owners have the right to prepay assessments as provided by law. Further, all owners shall have the opportunity to prepay their assessments prior to sale of the SID bonds.

Section 9. Method of Financing; Pledge of Revolving Fund; Findings and Determinations. The City will issue the Bonds in an aggregate principal amount not to exceed the amount shown in Section 1 in order to finance the costs of the Improvements. Principal of and interest on the Bonds will

be paid from special assessments levied against the properties in the District. This Council further finds it is in the public interest, and in the best interest of the City and the District, to secure payment of principal of and interest on the Bonds by the Revolving Fund and hereby authorizes the city to enter into the undertakings and agreements authorized in Section 7-12-4225 in respect of the Bonds.

In determining to authorize such undertakings and agreements, this Council has taken into consideration the following factors:

(a) **Estimated Market Value of Parcels.** The estimated market value of the lots, parcels, or tracts in the District as of the date of adoption of this resolution, as estimated, by the County Assessor for property tax purposes ranges from \$42,056.00 to \$250,800.00 and is set forth in Exhibit E. The average market value is \$91,781.28 with the median being \$74,739.00. The special assessments to be levied under Section 7 against each lot, parcel, or tract in the District is less than the increase in estimated value of the lot, parcel, or tract as a result of the construction of the Improvements.

(b) **Diversity of Property Ownership.** There are a total of 39 parcels within the district boundaries. No improvements, public or private, are located on any of the parcels within the District. Three (3) property owners own two (2) parcels and the remaining 33 parcels are owned by separate owners.

(c) **Comparison of Special Assessments and Property Taxes and Market Value.** Based on an analysis of the aggregate amount of the proposed, any outstanding special assessments (whether or not delinquent), and any delinquent property taxes (as well as any known industrial development bonds theretofore issued and secured by a mortgage against a parcel in the District) against each lot, parcel, or tract in the District in comparison to the estimated market value of such lot, parcel, or tract after the Improvements, the City concludes that, overall, the estimated market value of the lots, tracts, or parcels of land in the District exceeds the sum of special assessments, delinquent property taxes, and current assessments and is set forth in Exhibit E.

(d) **Delinquencies.** An analysis of the amount of delinquencies in the payment of outstanding special assessments or property taxes levied against the properties in the District shows that of 39 properties, zero (0) properties were delinquent, and is set forth in Exhibit E.

(e) **The Public Benefit of the Improvements.** The total estimated costs of the Improvements is shown in Section 1. The costs of the Improvements are to be paid from the following sources identified in Section 1. The local improvements contemplated under the terms of this proposed District are required by the City Subdivision, Site Development and Zoning Ordinances. All of the properties except two (2) are developed.

Section 10. Reimbursement Expenditures.

10.01. Regulations. The United States Department of Treasury has promulgated final regulations governing the use of proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City for project expenditures paid by the City prior to the date of

issuance of such bonds. Those regulations (Treasury Regulations, Section 1.150-2) (the “Regulations”) require that the City adopt a statement of official intent to reimburse an original expenditure not later than 60 days after payment of the original expenditure. The Regulations also generally require that the bonds be issued and the reimbursement allocation made from the proceeds of the bonds within 18 months (or three years, if the reimbursement bond issue qualifies for the “small issuer” exception from the arbitrage rebate requirement) after the later of (i) the date the expenditure is paid or (ii) the date the project is placed in service or abandoned, but (unless the issue qualifies for the “small issuer” exception from the arbitrage rebate requirement) in no event more than three years after the date the expenditure is paid. The Regulations generally permit reimbursement of capital expenditures and costs of issuance of the bonds.

10.02. Prior Expenditures. Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds, (ii) expenditures permitted to be reimbursed under the transitional provision contained in Section 1.150-2(j)(2) of the Regulations, (iii) expenditures constituting preliminary expenditures within the meaning of Section 1.150-2(f)(2) of the Regulations, or (iv) expenditures in a “de minimus” amount (as defined in Section 1.150-2(f)(1) of the Regulations), no expenditures for the Improvements have been paid by the City before the date 60 days before the date of adoption of this resolution.

10.03. Declaration of Intent. The City reasonably expects to reimburse the expenditures made for costs of the Improvements out of the proceeds of Bonds in an estimated maximum aggregate principal amount shown in Section 1 after the date of payment of all or a portion of the costs of the Improvements. All reimbursed expenditures shall be capital expenditures, a cost of issuance of the Bonds or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Regulations.

10.04. Budgetary Matters. As of the date hereof, there are no City funds reserved, allocated on a long-term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside) to provide permanent financing for the expenditures related to the Improvements, other than pursuant to the issuance of the Bonds. The statement of intent contained in this resolution, therefore, is determined to be consistent with the City’s budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof.

10.05. Reimbursement Allocations. The City’s financial officer shall be responsible for making the “reimbursement allocations” described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make prior payment of the costs of the Improvements. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds or the Improvements and shall specifically identify the actual original expenditure being reimbursed.

Section 11. Public Hearing Protests. At any time within fifteen (15) days from and after the

date of the first publication of the notice of the passage and approval of this resolution, any owner of real property within the District subject to assessment and taxation for the cost and expense of making the Improvements may make and file with the City Clerk until 5:00 p.m., M.T., on the expiration date of said 15-day period (March 16, 2020), written protest against the proposed Improvements, or against the extension or creation of the District or both, and this Council will at its next regular meeting after the expiration of the fifteen (15) days in which such protests in writing can be made and filed, proceed to hear all such protests so made and filed; which said, regular meeting will be held on Monday the 23rd day of March, 2020, at 5:30 p.m., in the Council Chambers, at 220 North 27th Street, in Billings, Montana.

Section 12. Notice of Passage of Resolution of Intention. The City Clerk is hereby authorized and directed to publish or cause to be published a copy of a notice of the passage of this resolution in the Yellowstone County News, a newspaper of general circulation in the county on February 28 and March 6, 2020, in the form and manner prescribed by law, and to mail or cause to be mailed a copy of said notice to every person, firm, corporation, or the agent of such person, firm, or corporation having real property within the District listed in his or her name upon the last completed assessment roll for state, county, and school district taxes, at his last-known address, on or before the same day such notice is first published.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, this 24th day of February 2020.

Mayor

Attest:

City Clerk

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: SID 1413 Winged Foot and Greenbriar Resolution of Intent to Create District and Set a Public Hearing

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

Ron Hill, owner of 21 of the 24 lots proposed in the SID 1413 district boundary, desires to construct public improvements on Winged Foot Road and Greenbriar Road. These improvements generally consist of water, sanitary sewer, storm drain, curb and gutter, and street improvements. Ron Hill will pay a cash contribution for 21 of his lots. Ron Hill's cash contribution represents 66.6% of the total project costs. This is necessary to meet the 50% requirement of the City's Raw Land District Requirements (Resolution No. 05-18234). The City will be making a cash contribution in the amount of \$243,212.23 for the portion of Greenbriar Road that has no lot frontage.

ALTERNATIVES ANALYZED

The Council may:

- Approve the Resolution of Intent to Create SID 1413 and set a public hearing for the March 23, 2020, City Council Meeting; or
- Not approve the Resolution of Intent to Create SID 1413. If not approved, Winged Foot Road and Greenbriar Road will not be constructed by adjacent property owners. Both of these streets need to be constructed to make the 24 lots constructible.

FINANCIAL IMPACT

The total estimated costs of the improvements are \$1,162,537.61. The costs of the improvements are to be paid from the following sources: (1) \$144,754.73 of Special Improvement District bonds; (2) \$774,570.65 of cash contribution by Ron Hill, which is the assessment for 21 of the 24 lots in the District; and (3) \$243,212.23 of cash contribution from the City of Billings from gas tax, water and sewer funds.

RECOMMENDATION

Staff recommends that Council approve the Resolution of Intent to Create SID 1413 and set a public hearing date for March 23, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the City of Billings, Montana (the City), hereby certify that the attached resolution is a true copy of Resolution No. _____, entitled: **RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. 1413; DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO CREATE THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND** (the Resolution" was duly adopted by the City Council of the City at a meeting on February 24, 2020 that the meeting was duly held by the City Council and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.)

I further certify that, upon vote being taken on the Resolution at said meeting, the following Councilmembers voted in favor thereof: _____;
_____;
voted against the same: _____;
_____;
or were absent: _____.

WITNESS my hand officially this _____ day of _____, 20_____.

Denise Bohlman City Clerk

RESOLUTION NO. 20-_____

RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. 1413; DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO CREATE THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND

BE IT RESOLVED by the City Council of the City of Billings (the City), Montana, as follows:

Section 1. Proposed Improvements; Intention To Create District. The City proposes to undertake certain local Improvements (the "Improvements") to benefit certain property located in the City. The Improvements consist of the construction of Winged Foot Road and Greenbriar Road, as more particularly described in Section 5. The total estimated costs of the Improvements are \$1,162,537.61. The costs of the Improvements are to be paid from the following sources: (1) \$144,754.73 of Special Improvement District bonds hereinafter described; (2) \$774,570.65 of cash contribution by Ron Hill, the owner of 21 of the 24 lots in the District; and (3) \$243,212.23 of cash contribution by the City of Billings, as more particularly described in Sections 6 and 9(f). It is the intention of this Council to create and establish in the City under Montana Code Annotated, Title 7, Chapter 12, Parts 41 and 42, as amended, a Special Improvement District (the "District") for the purpose of financing costs of the Improvements and paying costs incidental thereto, including costs associated with the sale and the security of Special Improvement District bonds drawn on the District (the "Bonds"), the creation and administration of the District, the funding of a deposit to the City's Special Improvement District Revolving Fund (the "Revolving Fund"). The total estimated costs of the Improvements, including such incidental costs, to be financed by the Bonds are \$144,754.73. The Bonds are to be payable primarily from special assessments to be levied against property in the District, which property will be specially benefited by the Improvements.

Section 2. Number of District. The District, if the same shall be created and established, shall be known and designated as Special Improvement District No. 1413 of the City of Billings, Montana.

Section 3. Boundaries of District. The limits and boundaries of the District are depicted on a map attached as Exhibit A hereto (which is hereby incorporated herein and made a part hereof) and more particularly described on Exhibit B hereto (which is hereby incorporated herein and made a part hereof), which boundaries are designated and confirmed as the boundaries of the District. A listing of each of the properties in the District is shown on Exhibit C hereto (which are hereby incorporated herein and made a part hereof).

Section 4. Benefited Property. The District and territory included within the limits and boundaries described in Section 3 and as shown on Exhibits A, B, and C are hereby declared to be the Special Improvement District and the territory which will benefit and be benefited by the Improvements and will be assessed for the costs of the Improvements as described in Section 7.

Section 5. General Character of the Improvements. The general character of the Improvements, as shown in Exhibit D, is the construction of Winged Foot Road and Greenbriar Road. This includes construction of water, sanitary sewer, storm drain, curb and gutter, and street improvements. Sidewalk will be constructed along streets with no lot frontage.

Section 6. Engineer and Estimated Cost. The Engineer for this project will be WWC Engineering who was chosen from proposals. WWC Engineering has estimated that the costs of the Improvements, including all incidental costs, are \$1,162,537.61.

Section 7. Assessment Methods.

7.1. Property to be Assessed. All properties within the district are to be assessed for the costs of the Improvements, as specified herein. The costs of the Improvements shall be assessed against the property in the District benefiting from the Improvements based on the equal amount methods described in Section 7-12-4162, M.C.A., as particularly applied and set forth in this Section 7.

7.1.1 Area Option Method.

Assessment #1 will include the construction of water and water service, sanitary sewer and sanitary sewer services, storm drain and street improvements to Winged Foot Road and Greenbriar Road. The properties to be assessed for these improvements include Lake Hills Subdivision 21st Filing, Block 51, Lots 1-9, Block 52, Lots 6-11, 1, Block 54, Lots 2-5 and Lake Hills Subdivision 33rd Filing, Block 1, Lots 1-4. The total estimated cost of Assessment #1 is \$144,754.73 and shall be assessed against each lot, tract, or parcel of land within the District, as above-mentioned, receiving water, sanitary sewer, storm drain and street improvements and not paying a cash contribution, for that part of the costs of the Improvements that the assessable area of such lot, tract, or parcel bears to the total assessable area of the lots, tract, or parcels of land within the District. The total assessable area of lots to be assessed is 48,893 square feet. The costs of the improvements and the incidental costs to be financed by the Bonds assessable to the District parcels per square foot of assessable area are estimated to be \$2.960643. The remaining parcels within Assessment #1 are owned by Ron Hill, which will be making a cash contribution for their assessment for a total of \$774,570.65.

7.2. Assessment Methodologies Equitable and Consistent With Benefit. This Council hereby determines that the methods of assessment and the assessment of costs of the specific improvements against the properties benefited thereby as prescribed in this Section 7 are equitable in proportion to and not exceeding the special benefits derived from the respective improvements by the lots, tracts, and parcels to be assessed therefore within the District.

Section 8. Payment of Assessments. The special assessments for the costs of the Improvements shall be payable over a term not exceeding 15 years, each in equal semiannual installments of principal, plus interest, or equal semiannual payments of principal and interest, as this Council shall prescribe in the resolution authorizing the issuance of the Bonds. Property Owners have the right to prepay assessments as provided by law. Further, all owners shall have the opportunity to prepay their assessments prior to sale of the SID bonds.

Section 9. Method of Financing; Pledge of Revolving Fund; Findings and Determinations.

The City will issue the Bonds in an aggregate principal amount not to exceed \$144,754.73 in order to finance the costs of the Improvements. Principal of and interest on the Bonds will be paid from special assessments levied against the properties in the District. This Council further finds it is in the public interest, and in the best interest of the City and the District, to secure payment of principal of and interest on the Bonds by the Revolving Fund and hereby authorizes the city to enter into the undertakings and agreements authorized in Section 7-12-4225 in respect of the Bonds.

In determining to authorize such undertakings and agreements, this Council has taken into consideration the following factors:

(a) **Estimated Market Value of Parcels.** The estimated market value of the lots, parcels, or tracts in the District as of the date of adoption of this resolution, as estimated, by the County Assessor for property tax purposes ranges from \$11,646.00 to \$15,180.00, and is set forth in Exhibit E. The average market value is \$13,369.08 with the median being \$13,422.00. The special assessments to be levied under Section 7 against each lot, parcel, or tract in the District is less than the increase in estimated value of the lot, parcel, or tract as a result of the construction of the Improvements.

(b) **Diversity of Property Ownership.** There are a total of 24 parcels within the district boundaries. No improvements, public or private, are located on any of the parcels within the District. Twenty-one (21) of these parcels are owned by Ron Hill. The remaining 3 parcels are owned by separate owners.

(c) **Comparison of Special Assessments and Property Taxes and Market Value.** Based on an analysis of the aggregate amount of the proposed, any outstanding special assessments (whether or not delinquent), and any delinquent property taxes (as well as any known industrial development bonds theretofore issued and secured by a mortgage against a parcel in the District) against each lot, parcel, or tract in the District in comparison to the estimated market value of such lot, parcel, or tract after the Improvements, the City concludes that, overall, the estimated market value of the lots, tracts, or parcels of land in the District exceeds the sum of special assessments, delinquent property taxes, and current assessments and is set forth in Exhibit E.

(d) **Delinquencies.** An analysis of the amount of delinquencies in the payment of outstanding special assessments or property taxes levied against the properties in the District shows that of 24 properties, zero (0) properties were delinquent, and is set forth in Exhibit E.

(e) **The Public Benefit of the Improvements.** The total estimated costs of the Improvements are \$1,162,537.61. The costs of the Improvements are to be paid from the following sources: (1) \$144,754.73 of Special Improvement District bonds hereinafter described; (2) \$774,570.65 of cash contribution by Ron Hill, the owner of 21 of the 24 lots in the District; and (3) \$243,212.23 cash contribution by the City of Billings. All of the properties within the District are zoned Residential 9600. The public improvements contemplated under

the terms of this proposed District are required by the City Subdivision, Site Development and Zoning Ordinances in order for the parcels to develop.

(f) **Other Factors.** As previously noted, Ron Hill, owner of 21 of the 24 lots in the District will pay a cash contribution of \$774,570.65 and the City of Billings will pay a cash contribution of \$243,212.23 to the project. The cash contribution from Ron Hill represents 66.6 percent of the construction and administrative costs of the Improvements. This condition is necessary to satisfy the City's Special Improvement District Policy regarding raw land subdivision.

Section 10. Reimbursement Expenditures.

10.01. Regulations. The United States Department of Treasury has promulgated final regulations governing the use of proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City for project expenditures paid by the City prior to the date of issuance of such bonds. Those regulations (Treasury Regulations, Section 1.150-2) (the "Regulations") require that the City adopt a statement of official intent to reimburse an original expenditure not later than 60 days after payment of the original expenditure. The Regulations also generally require that the bonds be issued and the reimbursement allocation made from the proceeds of the bonds within 18 months (or three years, if the reimbursement bond issue qualifies for the "small issuer" exception from the arbitrage rebate requirement) after the later of (i) the date the expenditure is paid or (ii) the date the project is placed in service or abandoned, but (unless the issue qualifies for the "small issuer" exception from the arbitrage rebate requirement) in no event more than three years after the date the expenditure is paid. The Regulations generally permit reimbursement of capital expenditures and costs of issuance of the bonds.

10.02. Prior Expenditures. Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds, (ii) expenditures permitted to be reimbursed under the transitional provision contained in Section 1.150-2(j)(2) of the Regulations, (iii) expenditures constituting preliminary expenditures within the meaning of Section 1.150-2(f)(2) of the Regulations, or (iv) expenditures in a "de minimus" amount (as defined in Section 1.150-2(f)(1) of the Regulations), no expenditures for the Improvements have been paid by the City before the date 60 days before the date of adoption of this resolution.

10.03. Declaration of Intent. The City reasonably expects to reimburse the expenditures made for costs of the Improvements out of the proceeds of Bonds in an estimated maximum aggregate principal amount of \$144,754.73 after the date of payment of all or a portion of the costs of the Improvements. All reimbursed expenditures shall be capital expenditures, a cost of issuance of the Bonds or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Regulations.

10.04. Budgetary Matters. As of the date hereof, there are no City funds reserved, allocated on a long-term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside) to provide permanent financing for the expenditures related to the Improvements, other than pursuant to the issuance of the Bonds. The statement of intent contained in this resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof.

10.05. Reimbursement Allocations. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make prior payment of the costs of the Improvements. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds or the Improvements and shall specifically identify the actual original expenditure being reimbursed.

Section 11. Public Hearing Protests. At any time within fifteen (15) days from and after the date of the first publication of the notice of the passage and approval of this resolution, any owner of real property within the District subject to assessment and taxation for the cost and expense of making the Improvements may make and file with the City Clerk until 12:00 p.m., M.T., on the expiration date of said 15-day period (March 16, 2020), written protest against the proposed Improvements, or against the extension or creation of the District or both, and this Council will at its next regular meeting after the expiration of the fifteen (15) days in which such protests in writing can be made and filed, proceed to hear all such protests so made and filed; which said, regular meeting will be held on Monday the 23rd day of March 2020, at 5:30 p.m., in the Council Chambers, at 220 North 27th Street, in Billings, Montana.

Section 12. Notice of Passage of Resolution of Intention. The City Clerk is hereby authorized and directed to publish or cause to be published a copy of a notice of the passage of this resolution in the Yellowstone County News, a newspaper of general circulation in the county on February 28 and March 6, 2020, in the form and manner prescribed by law, and to mail or cause to be mailed a copy of said notice to every person, firm, corporation, or the agent of such person, firm, or corporation having real property within the District listed in his or her name upon the last completed assessment roll for state, county, and school district taxes, at his last-known address, on or before the same day such notice is first published.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, this 24th day of February 2020.

Mayor

Attest:

City Clerk

EXHIBIT A

LAKE HILLS SUBDIVISION
21ST AND 33RD FILING

NOTE: HIGHLIGHTED LOTS NOT INDICATED AS LAKE HILLS SUBD. 33RD FILING
ARE INCLUDED IN LAKE HILLS SUBD. 21ST FILING.



SID 1413 EXHIBIT B

SID 1413 includes Lake Hills Subdivision 21st Filing, Block 51, Lots 1-9, Block 52, Lots 6-11, 1, Block 54, Lots 2-5 and Lake Hills Subdivision 33rd Filing, Block 1, Lots 1-4.

SID 1413 Winged Foot and Greenbriar
Exhibit C Property Owner Description and Assessment
Prepared By: City of Billings

| TAX ID | OWNER | OWNER | MAILING ADDRESS | CITY | STATE | ZIP CODE | LOT AREA | ASSESSMENT #1 |
|---------|--|----------------------------|----------------------|----------|-------|------------|------------|--------------------------------------|
| | | | | | | | | STREETS & UTILITIES \$2.960643/SF |
| A22672 | Pippin, Charles E & Tana D Po Box 786 Colstrip, Mt 59323-0786 | PIPPIN, CHARLES E & TANA D | PO BOX 786 | COLSTRIP | MT | 59323-0786 | 14,634 | \$43,326.05 |
| A22673 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 14,400 | |
| A22674 | Hill, Ron S Trustee Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S TRUSTEE | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 14,400 | |
| A22675 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 14,400 | |
| A22676 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 14,400 | |
| A22677 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 18,788 | |
| A22678 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 20,467 | |
| A22679 | Schneiter Enterprises 1546 E Sienna Oak Ct Sandy, Ut 84092-4604 | SCHNEITER ENTERPRISES | 1546 E SIENNA OAK CT | SANDY | UT | 84092-4604 | 19,859 | \$58,795.42 |
| A22680 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 16,173 | |
| A22681 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 17,380 | |
| A22686 | Ron S Hill Living Trust Po Box 50636 Billings, Mt 59105-0636 | RON S HILL LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 15,763 | |
| A22687 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 12,737 | |
| A22688 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 12,000 | |
| A22689 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 12,000 | |
| A22690 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 12,000 | |
| A22691 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 15,232 | |
| A22698 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 9,600 | |
| A22698A | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 9,600 | |
| A22698B | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 9,600 | |
| A22698C | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 9,600 | |
| A22699 | Ganiron, Sally R Po Box 1308 Pahoa, Hi 96778-1308 | GANIRON, SALLY R | PO BOX 1308 | PAHOA | HI | 96778-1308 | 14,400 | \$42,633.26 |
| A22700 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 14,400 | |
| A22701 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 15,613 | |
| A22702 | Hill, Ron S Living Trust Po Box 50636 Billings, Mt 59105-0636 | HILL, RON S LIVING TRUST | PO BOX 50636 | BILLINGS | MT | 59105-0636 | 19,828 | |
| | | | | | | | 347,274.00 | \$144,754.73 |

SID 1413 Winged Foot and Greenbriar

Exhibit D Description of Improvements

Prepared by: City of Billings

Special Improvement District No. 1413 shall construct street, curb and gutter, water, sanitary sewer, and storm drain improvements to Winged Foot Road and Greenbriar Road within the City of Billings. Sidewalk will be constructed along streets with no lot frontage.

SID 1413 Winged Foot and Greenbriar
Exhibit E Property Market Value and Delinquency
Prepared By: City of Billings

| TAX I.D. NUMBER | PREVIOUS SID # | PREVIOUS SID PAY-OFF | SID 1413 DELINQUENT ASSESSMENT | SID 1413 CASH CONTRIBUTION | SID 1413 ASSESSMENT | SID PAY-OFF + DELINQUENT + ESTIMATED MARKET VALUE | ESTIMATED MARKET VALUE AFTER IMPROVEMENTS |
|-----------------|----------------|----------------------|--------------------------------|----------------------------|---------------------|---|---|
| A22672 | | | \$43,326.05 | \$0.00 | \$43,326.05 | \$13,498.00 | \$56,824.05 |
| A22673 | | | \$0.00 | \$37,381.12 | \$0.00 | \$13,422.00 | \$50,803.12 |
| A22674 | | | \$0.00 | \$37,381.12 | \$0.00 | \$13,422.00 | \$50,803.12 |
| A22675 | | | \$0.00 | \$37,381.12 | \$0.00 | \$13,422.00 | \$50,803.12 |
| A22676 | | | \$0.00 | \$37,381.12 | \$0.00 | \$13,422.00 | \$50,803.12 |
| A22677 | | | \$0.00 | \$48,771.98 | \$0.00 | \$14,732.00 | \$63,503.98 |
| A22678 | | | \$0.00 | \$53,130.52 | \$0.00 | \$15,180.00 | \$68,310.52 |
| A22679 | | | \$58,795.42 | \$0.00 | \$58,795.42 | \$15,020.00 | \$73,815.42 |
| A22680 | | | \$0.00 | \$41,983.68 | \$0.00 | \$13,979.00 | \$55,962.68 |
| A22681 | | | \$0.00 | \$45,116.94 | \$0.00 | \$14,336.00 | \$59,452.94 |
| A22686 | | | \$0.00 | \$40,919.35 | \$0.00 | \$13,854.00 | \$54,773.35 |
| A22687 | | | \$0.00 | \$33,064.12 | \$0.00 | \$12,858.00 | \$45,922.12 |
| A22688 | | | \$0.00 | \$31,150.94 | \$0.00 | \$12,592.00 | \$43,742.94 |
| A22689 | | | \$0.00 | \$31,150.94 | \$0.00 | \$12,592.00 | \$43,742.94 |
| A22690 | | | \$0.00 | \$31,150.94 | \$0.00 | \$12,592.00 | \$43,742.94 |
| A22691 | | | \$0.00 | \$39,540.92 | \$0.00 | \$13,689.00 | \$53,229.92 |
| A22698 | | | \$0.00 | \$24,920.75 | \$0.00 | \$11,646.00 | \$36,566.75 |
| A22698A | | | \$0.00 | \$24,920.75 | \$0.00 | \$11,646.00 | \$36,566.75 |
| A22698B | | | \$0.00 | \$24,920.75 | \$0.00 | \$11,646.00 | \$36,566.75 |
| A22698C | | | \$0.00 | \$24,920.75 | \$0.00 | \$11,646.00 | \$36,566.75 |
| A22699 | | | \$42,633.26 | \$0.00 | \$42,633.26 | \$13,422.00 | \$56,055.26 |
| A22700 | | | \$0.00 | \$37,381.12 | \$0.00 | \$13,422.00 | \$50,803.12 |
| A22701 | | | \$0.00 | \$40,529.97 | \$0.00 | \$13,808.00 | \$54,337.97 |
| A22702 | | | \$0.00 | \$51,471.73 | \$0.00 | \$15,012.00 | \$66,483.73 |
| AVERAGE | #DIV/0! | \$0.00 | \$6,031.45 | | \$6,031.45 | \$13,369.08 | \$51,674.31 |
| MEDIAN | #NUM! | \$0.00 | \$0.00 | | \$0.00 | \$13,422.00 | \$50,803.12 |
| LOW | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$11,646.00 | \$36,566.75 |
| HIGH | \$0.00 | \$0.00 | \$58,795.42 | | \$58,795.42 | \$15,180.00 | \$73,815.42 |

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: SILMD 326 King Ave E Resolution of Intention to Create SILMD 326 and Set a Public Hearing Date

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

W.O. 19-22 King Avenue East Improvements Project is planned to construct water, storm and street improvements between Orchard Lane and Jackson Street. The project will include the installation of street lights within the project area. Passage of this Resolution of Intent is the first step in the legal process of creating a lighting maintenance district to pay the costs of operating and maintaining the new lighting. Passage of this Resolution of Intent will trigger the mailing of legal notices to the affected property owners and set a public hearing at the March 23, 2020, City Council meeting.

The new lighting will use LED lamps and underground wiring. The cost of installing the new lighting will be paid for with project funds. The adjacent property owners will only pay for electrical energy and maintenance, through an assessment on their property tax statements. Light district assessments will range from approximately \$25.99 to \$1,188.48 per year depending on the area of the property within the District boundary.

The properties on Cambridge Drive will not be assessed in this District as they are already being assessed in existing light districts.

ALTERNATIVES ANALYZED

City Council may:

- Pass the Resolution of Intent to create SILMD 326 to provide a source of funding for operation and maintenance of the streetlights and set a public hearing for March 23, 2020; or
- Do not pass the Resolution of Intent or set a public hearing date. If the Council does not adopt the Resolution, the property owners cannot be assessed for operation and maintenance of the streetlights, so the new lighting will not be installed.

FINANCIAL IMPACT

All costs of maintaining and providing energy for the lighting are paid from assessments against the properties within the light district. There are no City owned properties within the district.

RECOMMENDATION

Staff recommends the City Council approve a resolution of intent to create SILMD 326 and set a public hearing for March 23, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution of Intent

Exhibit A

Exhibit B

Exhibit C

RESOLUTION NO. 20-_____

A RESOLUTION OF INTENTION TO CREATE **SPECIAL IMPROVEMENT LIGHTING MAINTENANCE DISTRICT NO. 326** OF THE CITY OF BILLINGS, MONTANA, FOR THE PURPOSE OF PROVIDING ENERGY AND MAINTENANCE FOR STREET LIGHTS, DESIGNATING THE NUMBER OF SAID DISTRICT, DESCRIBING THE BOUNDARIES THEREOF, STATING THE GENERAL CHARACTER OF THE IMPROVEMENTS TO BE MADE, ESTABLISHING THE ESTIMATE OF THE COST OF MAINTAINING SUCH LIGHTS AND SUPPLYING ELECTRICAL CURRENT THEREFOR FOR THE FIRST YEAR, THE PROPORTION OF THE COST TO BE ASSESSED AGAINST THE ABUTTING PROPERTY, AND THE METHOD OF ASSESSMENT OF SAID COSTS.

WHEREAS, the City Council of Billings, Montana, has determined that the public interest and convenience require the creation of a Special Improvement Lighting Maintenance District as hereinafter provided;

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

SECTION 1:

That the public interest and convenience require, and it is deemed necessary, to create a Special Improvement Lighting Maintenance District for the purpose of providing energy and maintenance for new street lights for lighting in said district and the intention of said City Council to create such a district more particularly described hereinafter, is declared.

SECTION 2:

That said newly created district shall be known and designated as "Special Improvement Lighting Maintenance District No. 326", hereinafter called the District, and the boundaries of the District shall include lots, parcels and pieces of land directly abutting King Avenue East between Orchard Lane and Jackson Street as shown on the map designated as Exhibit "A" and as described in Exhibit "B" attached hereto.

SECTION 4:

That the City of Billings, Montana, finds, determines and declares that each of the lots, blocks, pieces and parcels of land situated within the boundaries of the District will be especially benefited and affected by said improvements and that all of the property included within the District is hereby declared to be the property to be assessed for the costs and expenses of obtaining the electrical energy for and maintenance of said street lights.

SECTION 5:

That the general character of the improvements to be made for the District is declared to be as follows: The provision of energy and maintenance for street lighting facilities consisting of sixteen (16) LED luminaires mounted on steel poles with underground wiring. The City of Billings

shall own and install the streetlights and all associated appurtenant structures and materials. The initial cost of installing the lighting will be paid for by the City and shall not be included in the costs assessed to the properties within the District.

SECTION 6:

The City of Billings intends to establish the contract rate for supplying electrical energy in accordance with the rate schedule approved by the Montana Public Service Commission. Said rate is currently estimated at \$7.94 per unit, per month, and that NorthWestern Energy Company shall provide energy to the lighting fixtures. That the City of Billings shall provide normal maintenance to lighting fixtures, poles, cables and other incidental equipment, and shall at all times own said lighting fixtures, poles, cables and other incidental equipment.

SECTION 7:

The estimate of the cost of the District per year, including City administrative costs, is the sum of \$4,045.96; that the entire cost of said District shall be paid by the owners of the property listed in Exhibit "C" attached hereto, with each lot, parcel or piece of land within the District to be assessed for that portion of the whole cost which its assessable area bears to the total assessable area of the entire District, exclusive of public streets, avenues, alleys and other public places. The estimated cost of the District per year for property owners is on the basis of approximately \$ 0.00830852 per square foot of property within the District boundary.

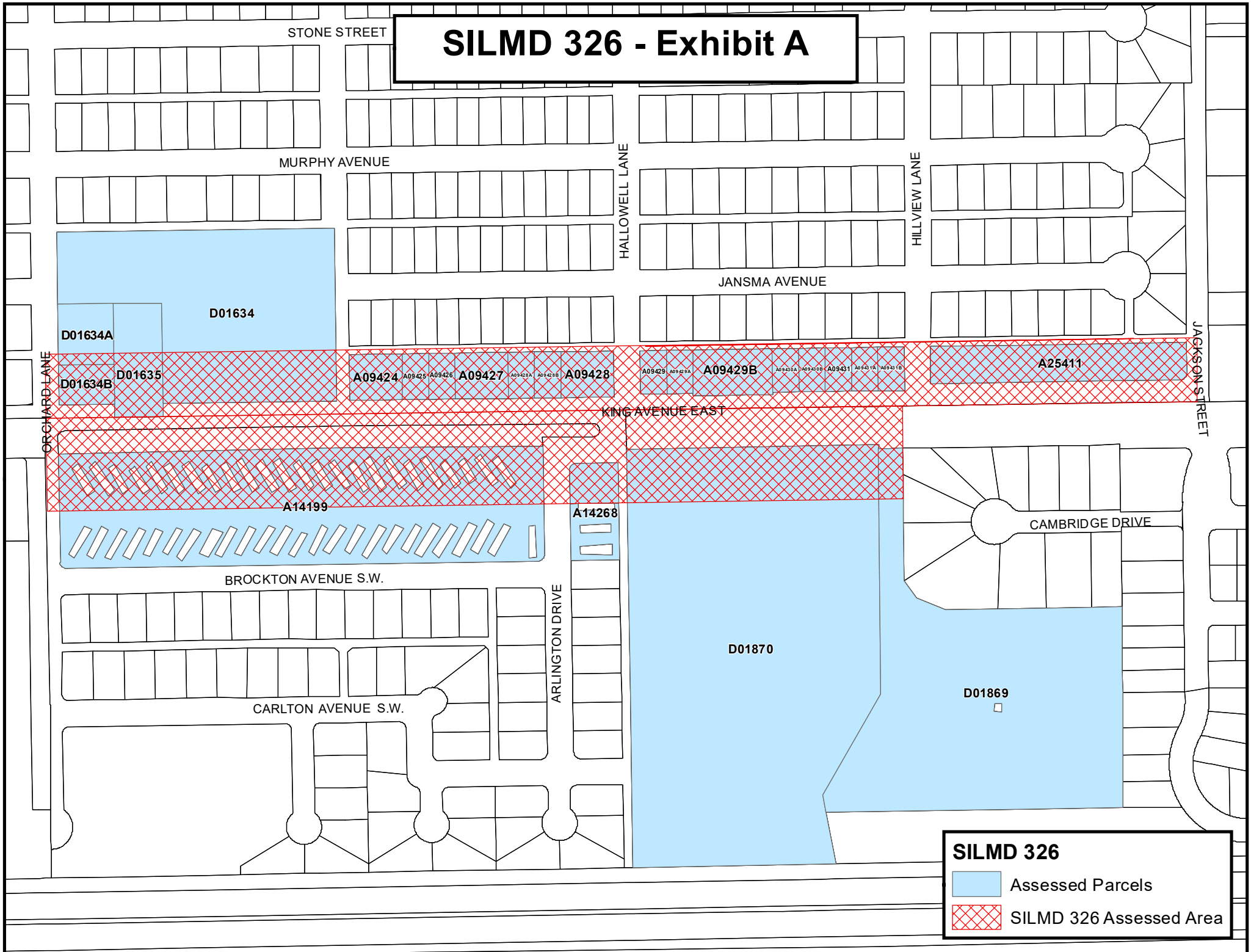
SECTION 8:

That the entire cost of the District shall be paid by an annual assessment against the property in the District; that annually, pursuant to § 7-12-4332, MCA, the City Council shall adopt a resolution estimating the cost of maintaining said lights including a reserve to fund annual maintenance and future costs to replace underground wiring, fixtures, and poles, and furnishing electrical current and assessing all of said property within said District for the annual costs; that all monies derived from the collection of such assessments shall be paid into a fund to be known as "Special Lighting Maintenance District No. 326 Maintenance Fund," and warrants shall be drawn on said fund for the payment of such costs of maintaining such lights and supplying electrical current therefore.

SECTION 9:

That on the 23rd day of March, 2020, at 5:30 o'clock p.m., at the Council Chambers of the City Hall in said City, the City Council intends to create such Special Improvement Lighting Maintenance District No. 326 and will hear objections and protests against the proposed improvements and the extent and creation of such District to be assessed, or any matter pertaining thereto, at said time and place, by any person, firm, or corporation who has filed a

SILMD 326 - Exhibit A



SILMD 326

- Assessed Parcels
- SILMD 326 Assessed Area

EXHIBIT "B"

SILMD 326 – DISTRICT DESCRIPTION

A Special Improvement Lighting Maintenance District encompassing the following parcels of land abutting both sides of King Avenue East between Orchard Lane and Jackson Street in Yellowstone County, Montana. All subdivisions and certificates of survey referenced are as on file in the Office of the County Clerk and Recorder, Yellowstone County, Montana.

Lot 1A, Block 6, Lot 9A, Block 12, Amended Plat of Block 6 and Lots 9 -11, Block 12, Southwest Billings Subdivision, 2nd Filing, as recorded April 24, 1978 under Document Number 1086626;

Tract 1A, of the Amended Tracts 1 & 2 of Certificate of Survey 741, as recorded August 2, 1982, under Document Number 1236396;

Lot 13, of Cambridge Subdivision, as recorded May 29, 2002, under Document Number 3178161;

Lots 22-24, Block 12, Southwest Park Subdivision, 4th Filing, as recorded December 21, 1976, under Document Number 1037482;

Lots 1A-2A, 6A-10A Block 2, Amended Plat Block 2 Jansma Subdivision 2nd Filing, as recorded July, 26, 1983, under Document Number 1274014;

Lots 3-5, Block 2 Jansma Subdivision, 2nd Filing, as recorded October 9, 1961, under Document Number 670441

Lots 1-10 Block 1, Jansma Subdivision 1st Filing, as recorded January 12, 1961 under Document Number 654824;

Tract 2A, 3 & 4 of the Second Amended Certificate of Survey 2128M, as recorded December 28, 1987, under Document Number 1468403;

Tract 1, of the Certificate of Survey 1824, as recorded October 11, 1978, under Document Number 1106899;

Exempting there from all lands which are public street, road, or alley rights-of-way.

**Exhibit C
SILMD 326
King Avenue East**

| TAX_ID | Owner Name | Property Address | Short Legal Description | LOT AREA | Est. Annual Assmt. Sqft |
|---------|------------------------------------|------------------|--|------------|-------------------------|
| A09424 | PEPPIN, COLE A & | 4249 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 1 - 2 | 12466 | \$103.57 |
| A09425 | BLAKE, TRACEY L | 4233 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 3 | 6233 | \$51.79 |
| A09426 | HOFFMANN, JOHN B & COLLEEN F | 4215 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 4 | 6233 | \$51.79 |
| A09427 | KALLEVIG, MICHAEL A | 4211 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 5 - 6 | 12466 | \$103.57 |
| A09428 | THOMALOU LLC | 4203 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 9 - 10 | 12486 | \$103.74 |
| A09428A | SPLITSTONE, TIMOTHY & LUCINDA | 4209 KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 7 | 6233 | \$51.79 |
| A09428B | WHITAKER, ALVIN E | NULL KING AVE | JANSMA SUBD 1ST FILING, S09, T01 S, R26 E, BLOCK 1, Lot 8 | 6233 | \$51.79 |
| A09429 | SCHOENENBERGER, DAVID L & MARGARET | 4149 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 1A | 5933 | \$49.29 |
| A09429A | BULLER, BEN & ASHLEY | 4143 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 2A | 5933 | \$49.29 |
| A09429B | WOOD, SHAWN & | 4135 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 3 - 5, (96) | 17798 | \$147.88 |
| A09430A | HOVLAND, CASSANDRA LYNN | 4129 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 6A, AMENDED | 5933 | \$49.29 |
| A09430B | JOSEPH, JAMAAL | 4123 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 7A | 5933 | \$49.29 |
| A09431 | MIZE, NATHAN & CANDI | 4117 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 8A | 5933 | \$49.29 |
| A09431A | HARTMAN, DONNA J | 4111 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 9A, AMENDED | 5933 | \$49.29 |
| A09431B | WHITEMAN, ZANE & BRIDGET | 4105 KING AVE | JANSMA SUBD 2ND FILING, S09, T01 S, R26 E, BLOCK 2, Lot 10A, AMENDED | 6002 | \$49.87 |
| A14199 | GRAY, GARY A & DIANA M | 820 ARLINGTON DR | SOUTHWEST BILLINGS SUBD 2ND, S16, T01 S, R26 E, BLOCK 6, Lot 1A | 143044 | \$1,188.48 |
| A14268 | GRAY, GARY A & DIANA M | 820 ARLINGTON DR | SOUTHWEST BILLINGS SUBD 2ND, S16, T01 S, R26 E, BLOCK 12, Lot 9A | 9885.9 | \$82.14 |
| A25411 | NOWAK, MARTIN S JR & JOANN J | 4101 KING AVE | SOUTHWEST PARK SUBD 4TH FILING, S09, T01 S, R26 E, BLOCK 12, Lot 22 - 24 | 48941.6 | \$406.63 |
| D01634 | SCHLEINING, GL | NULL NULL NULL | S09, T01 S, R26 E, C.O.S. 2128M, TRACT 2A, 2ND AMND TR 2 4.427 AC | 57076.4584 | \$474.22 |
| D01634A | SCHLEINING, GL | 731 ORCHARD LN | S09, T01 S, R26 E, C.O.S. 2128M, TRACT 3, 2ND AMND TR 1A .399 A | 3128.561 | \$25.99 |
| D01634B | SCHLEINING, GL | NULL NULL NULL | S09, T01 S, R26 E, C.O.S. 2128M, TRACT 4, 2ND AMND TR 1B .260 A | 11325.6 | \$94.10 |
| D01635 | SCHMELING, KEVIN W | 4339 KING AVE | S09, T01 S, R26 E, C.O.S. 1824, TRACT 1 | 15930 | \$132.36 |
| D01869 | PETERSON, LYNELLE | 4140 KING AVE | S16, T01 S, R26 E, C.O.S. 647, TRACT B, AMND & LT 13 CAMBRIDGE SUB (REMAINDER) 6.366 AC (03) | 6355.25 | \$52.80 |
| D01870 | SCHOOL DISTRICT #2 | 4188 KING AVE | S16, T01 S, R26 E, C.O.S. 741, TRACT 1A, AMEND TR 1 & 2 PONDEROSA SCHOOL | 69529.031 | \$577.68 |

\$4,045.96

Total Assesment Basis 486,964.60 Square feet
Assesment Rate 0.00830852

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Payment of Claims for the week of January 21, 2020

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$2,024,975.54 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 wk of 01212020

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|--------------------------|------------------|--------------|---|
| 01/21/2020 | 830028 | A & H Turf | Park District 1 | \$ 19,232.00 | Rainbird IQ central control irrigation clocks and hardware |
| 01/21/2020 | 830028 | A & H Turf | General | \$ 19,232.15 | Rainbird IQ central control irrigation clocks and hardware |
| 01/21/2020 | 830040 | Archie Cochrane | Property Ins | \$ 3,214.12 | Inv. 848553 Parks Truck #1033 |
| 01/21/2020 | 830040 | Archie Cochrane | Property Ins | \$ 1,922.55 | Inv. 848554 Parks Truck #1033 |
| 01/21/2020 | 830040 | Archie Cochrane | Public Safety | \$ 336.65 | 5309070 |
| 01/21/2020 | 830040 | Archie Cochrane | Public Safety | \$ 267.62 | 5308579 |
| 01/21/2020 | 830040 | Archie Cochrane | Water | \$ 72.94 | 5308791 |
| 01/21/2020 | 830040 | Archie Cochrane | Street/Traffic | \$ 97.48 | 5308518 |
| 01/21/2020 | 830040 | Archie Cochrane | Public Safety | \$ 34.24 | 5308792 |
| 01/21/2020 | 830044 | Avery Dennison | Street/Traffic | \$ 463.40 | ink cartridges for sign making machine |
| 01/21/2020 | 830044 | Avery Dennison | Street/Traffic | \$ 2,135.10 | white sheeting/anti graffiti film |
| 01/21/2020 | 830046 | Beartooth Environmental | Solid Waste | \$ 2,550.60 | Hazardous Waste Removal 9702A |
| 01/21/2020 | 830046 | Beartooth Environmental | Solid Waste | \$ 1,332.75 | Hazardous Waste Removal 9702B |
| 01/21/2020 | 830046 | Beartooth Environmental | Solid Waste | \$ 4,086.71 | Hazardous waste removal 9702 |
| 01/21/2020 | 830048 | Big Sky Linen & Uniform | Solid Waste | \$ 1,881.35 | Uniforms for Landfill 0424789 |
| 01/21/2020 | 830048 | Big Sky Linen & Uniform | Solid Waste | \$ 1,548.06 | Uniforms for Solid Waste 0422548 |
| 01/21/2020 | 830048 | Big Sky Linen & Uniform | Fleet | \$ 302.61 | Uniforms for Fleet Services |
| 01/21/2020 | 830050 | Billings Community Cable | General | \$ 46,350.00 | Quarterly Installments |
| 01/21/2020 | 830052 | Billings Depot Inc | Engineering | \$ 10,917.20 | February Rent |
| 01/21/2020 | 830052 | Billings Depot Inc | P.W. Admin | \$ 2,729.30 | February Rent |
| 01/21/2020 | 830053 | Billings Gazette | General | \$ 5,070.71 | Payment for Cause No. DV 18-0556, -0557, -0558 per/Sheehy Law |
| 01/21/2020 | 830056 | Business Tax Section | Rose Pool Const | \$ 403.31 | Centennial Park phase 1 construction |
| 01/21/2020 | 830056 | Business Tax Section | Water | \$ 1,113.98 | WO 15-35 Zone 1 WTP Waterline Improvements; Pmt 1 |
| 01/21/2020 | 830056 | Business Tax Section | General | \$ 4.92 | Finance Remodel |
| 01/21/2020 | 830056 | Business Tax Section | Gas Tax | \$ 1,138.08 | WO 20-17 Laredo Drive Rock Fall; Pmt 1 |
| 01/21/2020 | 830056 | Business Tax Section | General | \$ 131.86 | Vault Remodel |
| 01/21/2020 | 830056 | Business Tax Section | Wastewater | \$ 226.46 | WRF Control Room Remodel; Pmt 2 |
| 01/21/2020 | 830056 | Business Tax Section | General | \$ 426.35 | Finance Remodel |
| 01/21/2020 | 830056 | Business Tax Section | Wastewater | \$ 445.22 | WRF Control Room Remodel; Pmt 1 |
| 01/21/2020 | 830072 | Downtown Billings BID | Downtown BID | \$ 326.26 | Housing Authority of Billings Internal Taxes |
| 01/21/2020 | 830072 | Downtown Billings BID | Downtown BID | \$ 40,307.72 | Paid December Distributed January 2020,Internal Properties |
| 01/21/2020 | 830080 | First Am Title Company | CDBG | \$ 10,000.00 | FTHB Saige Simanton 5252 Golden Hollow Road |
| 01/21/2020 | 830081 | First Montana Title Co | CDBG | \$ 15,000.00 | FTHB Tessa Olson 3423 Poly Drive |
| 01/21/2020 | 830082 | First Montana Title Co | CDBG | \$ 10,000.00 | FTHB Margaret Schmidt 2335 Columbine Drive |
| 01/21/2020 | 830083 | FirstMark Construction | Gas Tax | \$ 16,183.82 | WO 19-02 Missing Sidewalk Project |
| 01/21/2020 | 830083 | FirstMark Construction | Sidewalk Const | \$ 7,955.40 | WO 19-02 Missing Sidewalk Project |
| 01/21/2020 | 830083 | FirstMark Construction | Rose Pool Const | \$ 39,927.69 | Construct phase 1 of Centennial Park |
| 01/21/2020 | 830089 | HDR, Inc. | Water | \$ 24,738.31 | WO 18-23 Water Master Plan Update; 1200234122 Pmt 11 |
| 01/21/2020 | 830089 | HDR, Inc. | Arterial Streets | \$ 809.39 | WO 19-38 Monad 19th - 20th Connection; 1200238568 Pmt 8 |
| 01/21/2020 | 830093 | Iaff | Payroll Clearing | \$ 4,809.66 | Payroll Summary |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.80 | 43322105 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|-------------------------|-----------|-----------|-----------|
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 187.27 | 43322108 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 38.41 | 43322109 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 21.99 | 43322110 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 15.93 | 43336820 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 31.26 | 43336821 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 61.18 | 43301478 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 22.99 | 43322106 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 8.24 | 43322108 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 134.96 | 43349389 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 40.70 | 43322109 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 58.67 | 433349388 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 15.34 | 43391177 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 29.44 | 43391178 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.78 | 43322112 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 29.95 | 43322113 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 16.52 | 43336825 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 14.36 | 43391176 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 26.34 | 43322109 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 471.56 | 43391178 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.77 | 43336821 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.79 | 433349388 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 14.67 | 43349389 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 183.29 | 43391174 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 30.68 | 43301478 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 24.84 | 43322105 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 16.55 | 43322107 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 56.24 | 43322108 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 79.48 | 43322109 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 20.20 | 43322109 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 35.88 | 43391178 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 36.79 | 43391178 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 5.89 | 43322111 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 33.62 | 43391179 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.30 | 43336819 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 17.70 | 43391173 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 7.79 | 43301479 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 15.34 | 43336824 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 39.59 | 43349389 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 15.26 | 43391175 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.59 | 43322107 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.61 | 43336823 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|-------------------------|-----------|-------------|-----------|
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 29.44 | 43391180 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 88.76 | 43322108 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 265.56 | 43336820 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 8.97 | 43336822 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 162.32 | 43391178 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 11.95 | 43139735 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 101.90 | 43186698 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 9.60 | 43139735 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 9.59 | 43229197 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 102.94 | 43229207 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.20 | 43301475 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.60 | 43139732 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 310.83 | 43139734 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 4.79 | 43139735 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 35.88 | 43139734 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 468.43 | 43186699 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 19.24 | 43229200 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 1,242.85 | 43229207 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 23.60 | 43301473 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.32 | 43229198 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.56 | 43229203 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 19.77 | 43229207 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 23.96 | 43301477 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 20.04 | 43301474 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.55 | 43139735 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 32.20 | 43139737 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 27.50 | 43186695 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 60.27 | 43229194 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 26.11 | 43229195 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 9.60 | 43301470 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 65.75 | 43301470 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 74.39 | 43229198 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 21.99 | 43301472 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 26.34 | 43139734 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.19 | 43229199 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 19.24 | 43229201 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 16.51 | 43229205 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 67.35 | 43139734 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 18.12 | 43139736 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.56 | 43229204 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 3.59 | 43301473 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|--------------------------|------------------|---------------|--|
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 95.90 | 43186697 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 796.66 | 43186699 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 25.33 | 4322206 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 237.25 | 43229207 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 16.52 | 43301476 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.79 | 43139732 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 13.19 | 43186696 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 10.97 | 43186699 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 9.59 | 43186700 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 14.74 | 43229203 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 243.93 | 43229207 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 14.71 | 43139733 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 55.38 | 43139735 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 16.52 | 43186694 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 177.82 | 43186699 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 36.80 | 43186699 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 31.46 | 43229196 |
| 01/21/2020 | 830097 | Ingram Library Services | Library | \$ 11.79 | 43301473 |
| 01/21/2020 | 830101 | JC Billion Inc | Street/Traffic | \$ 71,070.00 | 2019 hd 5500, dual rear 4wh dr, regular cab w/service body & liftgate. |
| 01/21/2020 | 830101 | JC Billion Inc | Street/Traffic | \$ (3,400.00) | trade of unit 1117 |
| 01/21/2020 | 830102 | Kadrmass Lee & Jackson | Water | \$ 17,225.08 | WO 19-01 South Side Triangle Water Main Replacement |
| 01/21/2020 | 830104 | KB Commercial Products | Water | \$ 6.26 | 457597; 1 GAL PUMP |
| 01/21/2020 | 830104 | KB Commercial Products | Wastewater | \$ 2.09 | 457597; 1 GAL PUMP |
| 01/21/2020 | 830104 | KB Commercial Products | Water | \$ 2,797.50 | 457044; AUTO SCRUBBER |
| 01/21/2020 | 830104 | KB Commercial Products | Wastewater | \$ 932.50 | 457044; AUTO SCRUBBER |
| 01/21/2020 | 830109 | Knife River | Street/Traffic | \$ 4,505.76 | salt/sand mixture |
| 01/21/2020 | 830109 | Knife River | Street/Traffic | \$ 233.00 | concrete for Grandview and spruce |
| 01/21/2020 | 830110 | KTVQ Communications | P.W. Admin | \$ 1,500.00 | All-inclusive strategic planning for both video & digital display |
| 01/21/2020 | 830110 | KTVQ Communications | P.W. Admin | \$ 150.00 | All-inclusive strategic planning for both video & digital display |
| 01/21/2020 | 830110 | KTVQ Communications | General | \$ 5,070.71 | Payment for Cause No. DV 18-0556- per/Sheehy Law Firm |
| 01/21/2020 | 830123 | Montana CSED | Payroll Clearing | \$ 3,056.82 | Payroll Summary |
| 01/21/2020 | 830125 | Montana Dakota Utilities | General | \$ 379.94 | 902 360 1000 6 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | Public Safety | \$ 1,057.81 | 819 360 1000 8 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | Water | \$ 147.36 | 162 660 1000 4 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | Public Safety | \$ 358.09 | 307 111 5825 0 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | Public Safety | \$ 443.39 | 668 670 1000 2 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | General | \$ 37.07 | 879 660 1000 8 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | General | \$ 114.15 | 112 138 9381 8 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | General | \$ 168.27 | 703 760 1000 8 |
| 01/21/2020 | 830125 | Montana Dakota Utilities | Public Safety | \$ 289.34 | 672 860 1000 3 |
| 01/21/2020 | 830127 | MT Municipal Interlocal | Property Ins | \$ 38,416.51 | Inv. 1219002 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|--------------------------|------------------|---------------|--|
| 01/21/2020 | 830128 | MT Municipal Interlocal | Payroll Clearing | \$ 554,845.54 | Worker's Compensation Program 10/1/2019 to 12/31/2019 |
| 01/21/2020 | 830131 | MT State Fireman | Payroll Clearing | \$ 4,151.42 | Payroll Summary |
| 01/21/2020 | 830132 | MPPA | Payroll Clearing | \$ 3,595.80 | Payroll Summary |
| 01/21/2020 | 830134 | MT Waterworks | Water | \$ 313.72 | 3/4" COPPER PIPE, 3/4" ADAPTOR FLARE & COMP |
| 01/21/2020 | 830134 | MT Waterworks | Water | \$ 2,240.00 | 30957; PIPE COUPLINGS |
| 01/21/2020 | 830142 | Proforce Law Enforcement | Public Safety | \$ 1,123.20 | SLI Stinger DS HPL 740LM w/o charger |
| 01/21/2020 | 830142 | Proforce Law Enforcement | Police Programs | \$ - | Tasers- State of Montana Contract. |
| 01/21/2020 | 830142 | Proforce Law Enforcement | Police Programs | \$ - | Tasers- State of Montana Contract. |
| 01/21/2020 | 830142 | Proforce Law Enforcement | Capital Replace | \$ 20,622.50 | Tasers- State of Montana Contract. |
| 01/21/2020 | 830150 | Riverstone Health | General | \$ 12,150.00 | July-Dec 2019 business license health inspection fees |
| 01/21/2020 | 830154 | SAVECO North Am | Wastewater | \$ 119,191.00 | WO 19-34 WRF Headworks Screen Procurement |
| 01/21/2020 | 830155 | Schaefer Systems | Solid Waste | \$ 50,508.00 | Two Truck Loads 96 gallon carts for black barrels |
| 01/21/2020 | 830162 | Stewart Title Company | CDBG | \$ 15,000.00 | FTHB Ty Carlson 3614 6th Avenue South |
| 01/21/2020 | 830163 | Sundown Security | Airport | \$ 2,960.76 | Invoice #52654. Skycap Services 1/3-1/9/20 |
| 01/21/2020 | 830166 | Terracon Consultants | Gas Tax | \$ 19,756.17 | WO 20-17 Laredo Rock Fall; TD06549 Pmt 3 |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 1,054.00 | Mounting brackets for Fire apparatus |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 2,832.00 | SMS-9002C3, 3-YR KNOX CONNECT CLOUD LICENSE 7-20 DEVICES |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 14,922.00 | 1 MSTR KEY FOR FRONTLINE FIRE APPARATUS |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 62.00 | KLS-FM, FLAT MOUNT BRACKET |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 360.00 | SHIPPING & HANDLING CHARGES |
| 01/21/2020 | 830168 | The Knox Company | Public Safety | \$ 66.00 | KSM-200AC, AC ADAPTER, WALL MOUNT, KEY SECURE 5&6 |
| 01/21/2020 | 830171 | Town & Country Supply | General | \$ 700.16 | diesel fuel charges for Cemetery |
| 01/21/2020 | 830171 | Town & Country Supply | Fleet | \$ 13,447.54 | 405164 PO NUM 309634 |
| 01/21/2020 | 830178 | Van Arsdale Construction | General | \$ 42,208.65 | Finance Remodel |
| 01/21/2020 | 830178 | Van Arsdale Construction | General | \$ 13,054.39 | Vault remodel |
| 01/21/2020 | 830181 | Weiss Electrical Service | Public Safety | \$ 1,747.00 | FIRE 7 - Electrical work to install PPE washer & dryer |
| 01/21/2020 | 830181 | Weiss Electrical Service | Public Safety | \$ 374.00 | FIRE 5: Install washer/dryer & repair issues |
| 01/21/2020 | 830181 | Weiss Electrical Service | Public Safety | \$ 1,668.00 | FIRE 6: Electrical work for W/D & generator |
| 01/21/2020 | 830181 | Weiss Electrical Service | Public Safety | \$ 1,294.00 | 8639 FIRE 5: Install washer/dryer and repair issues |
| 01/21/2020 | 830181 | Weiss Electrical Service | Public Safety | \$ 524.00 | FIRE 6-Electrical work for W/D & generator |
| 01/21/2020 | 830183 | Western Municipal Const | Water | \$ 110,283.99 | WO 15-35 Zone 1 WTP Waterline Improvements; Pmt 1 |
| 01/21/2020 | 830184 | 704 Properties, LLC | Downtown Loan | \$ 199,850.00 | Wise Wonders loan |
| 01/21/2020 | 830185 | HDR, Inc. | Wastewater | \$ 7,518.11 | WO 19-21 WRF Influent Lift Station; 1200234147/6 |
| 01/21/2020 | 830186 | NorthWestern Energy | Public Safety | \$ 799.08 | 0871546-8 |
| 01/21/2020 | 830186 | NorthWestern Energy | Public Safety | \$ 2,879.55 | 1183483-5 |
| 01/21/2020 | 830186 | NorthWestern Energy | Street/Traffic | \$ 0.60 | 1748896-6 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 16.28 | 1849408-8 |
| 01/21/2020 | 830186 | NorthWestern Energy | Street/Traffic | \$ 0.72 | 3590004-2 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 2,554.18 | 0722264-9 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 2,900.88 | 0100606-3 |
| 01/21/2020 | 830186 | NorthWestern Energy | Parks Maint | \$ 1.31 | 1265177-4 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|--------------------------|----------------|---------------|--|
| 01/21/2020 | 830186 | NorthWestern Energy | Public Safety | \$ 329.96 | 0720817-6 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 2,504.62 | 0723040-2 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ - | 0839280-5 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 94.42 | 0723045-1 |
| 01/21/2020 | 830186 | NorthWestern Energy | Building | \$ 23.91 | 1569631-3 |
| 01/21/2020 | 830186 | NorthWestern Energy | Wastewater | \$ 966.95 | 0100606-3 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 163.60 | 0712538-8 |
| 01/21/2020 | 830186 | NorthWestern Energy | Street/Traffic | \$ 0.25 | 1740357-7 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 73,488.93 | 0100606-3 |
| 01/21/2020 | 830186 | NorthWestern Energy | Public Safety | \$ 48.57 | 0712537-0 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 38.05 | 0723059-2 |
| 01/21/2020 | 830186 | NorthWestern Energy | Street/Traffic | \$ 45.01 | 1045820-6 |
| 01/21/2020 | 830186 | NorthWestern Energy | Parks Maint | \$ 5.32 | 2055817-7 |
| 01/21/2020 | 830186 | NorthWestern Energy | Wastewater | \$ 87,885.24 | 0100591-7 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 4.25 | 1346673-5 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 203.76 | 1142253-2 |
| 01/21/2020 | 830186 | NorthWestern Energy | Water | \$ 6.10 | 1160807-2 |
| 01/21/2020 | 830186 | NorthWestern Energy | Parks Maint | \$ 1.07 | 1948667-9 |
| 01/21/2020 | 830186 | NorthWestern Energy | Transit | \$ 537.82 | 0719225-5 |
| 01/21/2020 | 830186 | NorthWestern Energy | Parks Maint | \$ 0.48 | 1045813-1 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 49.58 | 0720818-4 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 147.82 | 0720821-8 |
| 01/21/2020 | 830186 | NorthWestern Energy | Parks Maint | \$ 6.75 | 0881455-0 |
| 01/21/2020 | 830186 | NorthWestern Energy | General | \$ 24.18 | 1836666-6 |
| 01/23/2020 | 830188 | APEX Rockfall Mitigation | Gas Tax | \$ 112,670.12 | WO 20-17 Laredo Drive Rock Fall; Pmt 1 |

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Payment of Claims for the week of January 27, 2020

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$3,876,221.94 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

councilmemo wk of 01272020

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|------------------------|------------------|--------------|---|
| 01/27/2020 | 830191 | A & E Architects | Water | \$ 21,219.57 | WO 19-16 Belknap Office Remodel |
| 01/27/2020 | 830191 | A & E Architects | Wastewater | \$ 4,977.43 | WO 19-16 Belknap Office Remodel |
| 01/27/2020 | 830193 | A & I Distributors | Solid Waste | \$ 642.37 | DEF for the garbage trucks 3395536 |
| 01/27/2020 | 830193 | A & I Distributors | Water | \$ 111.74 | WATER PARTS AND SUPPLIES PO NUM 309417 |
| 01/27/2020 | 830193 | A & I Distributors | Transit | \$ 92.95 | 3396329 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 3,740.60 | 3406902 PO NUM 309037 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 104.36 | 3398064 |
| 01/27/2020 | 830193 | A & I Distributors | Transit | \$ 334.45 | 3409026 PO NUM 309037 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 2,201.54 | 3400968 PO NUM 309037 |
| 01/27/2020 | 830193 | A & I Distributors | Public Safety | \$ 39.79 | 3400968 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 574.31 | 3400968 PO NUM 309037 |
| 01/27/2020 | 830193 | A & I Distributors | Street/Traffic | \$ 39.79 | 3400968 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 36.37 | 3400969 PO NUM 309037 |
| 01/27/2020 | 830193 | A & I Distributors | Solid Waste | \$ 40.34 | 3400968 |
| 01/27/2020 | 830193 | A & I Distributors | Solid Waste | \$ 83.89 | 3400969 |
| 01/27/2020 | 830193 | A & I Distributors | Airport | \$ 875.13 | Invoice #3400973. 55 Gal Def & 55 Gal 15W40 Chevron for Operations |
| 01/27/2020 | 830193 | A & I Distributors | Public Safety | \$ 216.95 | 3404305 |
| 01/27/2020 | 830193 | A & I Distributors | Public Safety | \$ 216.95 | 3404302 |
| 01/27/2020 | 830193 | A & I Distributors | Fleet | \$ 35.00 | 3406190 |
| 01/27/2020 | 830193 | A & I Distributors | Public Safety | \$ 92.95 | 3404305 |
| 01/27/2020 | 830193 | A & I Distributors | Solid Waste | \$ 991.65 | DEF & Antifreeze for Solid Waste 3408404 |
| 01/27/2020 | 830193 | A & I Distributors | Public Safety | \$ 92.95 | 3404302 |
| 01/27/2020 | 830194 | Ace Electric Inc | Solid Waste | \$ 559.00 | Labor on Compressor at CNG Pumps 50289 |
| 01/27/2020 | 830194 | Ace Electric Inc | IT Resources | \$ 4,250.00 | UPS power from basement thru 4th Floor network switches/racks |
| 01/27/2020 | 830199 | Alta Planning & Design | Planning | \$ 3,552.20 | Wayfinding Signage Plan 00-2019-163-6 |
| 01/27/2020 | 830200 | Altimus Distributing | Public Safety | \$ 3,060.00 | DELIVER AND SET IN PLACE FOR SIX FIRE STATIONS |
| 01/27/2020 | 830200 | Altimus Distributing | Public Safety | \$ 72,870.00 | INDUSTRIAL WASHER/EXTRACTOR W/MICRO CNTRL60/1 OR 3 |
| 01/27/2020 | 830201 | Altitude Signal | Arterial Streets | \$ 43,200.00 | WO 20-99 City Wide Traffic Signal Replacement |
| 01/27/2020 | 830203 | AT & T Corp | Police Prog | \$ 80.28 | CCSIU Toughbook |
| 01/27/2020 | 830203 | AT & T Corp | Facilities | \$ 47.28 | Facilities -Jessica Iverson |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 240.84 | Animal Control -MDT |
| 01/27/2020 | 830203 | AT & T Corp | Transit | \$ 453.60 | MET Transit Tablets |
| 01/27/2020 | 830203 | AT & T Corp | Building | \$ 423.22 | PW-Building Cell Phones |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 312.47 | Comm. Center 9-1-1 |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 89.96 | PW Environmental |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 120.42 | Yellowstone County Cellular Charges -Three cradlepoints -Fire Dept. bills |
| 01/27/2020 | 830203 | AT & T Corp | Building | \$ 361.26 | PW-Building Tablets (Planning) |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 87.39 | ICAC -Campbell and Spare |
| 01/27/2020 | 830203 | AT & T Corp | IT Resources | \$ 47.25 | IT Department -On call Phone |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 283.53 | Animal Control Cell Phones |
| 01/27/2020 | 830203 | AT & T Corp | Airport | \$ 529.03 | Airport |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|-------------|---------------|-------------|---|
| 01/27/2020 | 830203 | AT & T Corp | Police Prog | \$ 47.25 | Domestic Violence -Katie Nash |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 1,158.46 | MDT Fire |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 2,553.72 | Police Department Cell Phone |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 3,658.54 | Police MDT Toughbooks |
| 01/27/2020 | 830203 | AT & T Corp | Parking | \$ 97.63 | Parking Division Meter Maintenance |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 47.25 | Legal Dept -Domestic Violence |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 1,143.51 | Fire Department Cell Phones |
| 01/27/2020 | 830203 | AT & T Corp | Public Safety | \$ 283.49 | Police -Resource Officers |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 677.02 | Parks Dept. |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 856.85 | PWBLNP-WWTRMNT1 Wastewater Treatment Plant |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 407.74 | PWBELKNAP-DIST COLL 60/40 |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 96.69 | PWBLKNP STORES -75/25 |
| 01/27/2020 | 830203 | AT & T Corp | P.W. Admin | \$ 34.21 | PWBLKNP OFFICE -60/40 |
| 01/27/2020 | 830203 | AT & T Corp | Parking | \$ 94.70 | Parking Phones |
| 01/27/2020 | 830203 | AT & T Corp | P.W. Admin | \$ 50.90 | PWBLKNP OFFICE -60/40 |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 118.49 | PW-Distribution Collection Tablets 60/40 |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 315.38 | Code Enforcement |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 32.36 | PWBLKNP STORES -75/25 |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 562.25 | PWBLKNP COMM-METER CityWorks/Neptune |
| 01/27/2020 | 830203 | AT & T Corp | Library | \$ 161.05 | Library Out Reach |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 242.60 | PW-Dis/Coll. Cityworks iPads |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 319.90 | PRPL - Recreation Division |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 161.74 | PW-Dis/Coll. Cityworks iPads |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 94.50 | City Attorney -Legal |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 89.96 | PW Environmental Phones |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 36.04 | PRPL-Parks MiFi 406.850.7416 -West End Shop |
| 01/27/2020 | 830203 | AT & T Corp | Engineering | \$ 329.87 | PW-Engineering Cell Phones and MiFi |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 202.51 | PW-Dis/Coll. Cityworks iPads |
| 01/27/2020 | 830203 | AT & T Corp | Transit | \$ 91.22 | Trans-On Call MET |
| 01/27/2020 | 830203 | AT & T Corp | Facilities | \$ 121.26 | Facilities BOC Plus 70% of 406-672-3027 |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 174.20 | PRPL Parks Tablets |
| 01/27/2020 | 830203 | AT & T Corp | Phone System | \$ 16.96 | TeleComm Manager |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 303.77 | PW-Dis/Coll. Cityworks iPads |
| 01/27/2020 | 830203 | AT & T Corp | Facilities | \$ 103.64 | Facilities City Hall Plus 30% of 406-672-3027 |
| 01/27/2020 | 830203 | AT & T Corp | General | \$ 47.25 | Municipal Court |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 472.10 | PWBLKNP Electricians -Phones |
| 01/27/2020 | 830203 | AT & T Corp | Court Grants | \$ 210.26 | Muni Court DC |
| 01/27/2020 | 830203 | AT & T Corp | Wastewater | \$ 79.00 | PW-Distribution Collection Tablets 60/40 |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 611.61 | PWBELKNAP-DIST COLL 60/40 |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 1,043.16 | PWBELKNAP-WT Water Treatment |
| 01/27/2020 | 830203 | AT & T Corp | Water | \$ 337.90 | PWBLKNP MTRSHOP |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|------------------------|----------------|--------------|---|
| 01/27/2020 | 830203 | AT & T Corp | Library | \$ 317.97 | Library |
| 01/27/2020 | 830204 | Avery Dennison | Street/Traffic | \$ 515.70 | sheeting |
| 01/27/2020 | 830204 | Avery Dennison | Street/Traffic | \$ 1,277.10 | yellow sheeting and anti-graffiti sheeting |
| 01/27/2020 | 830204 | Avery Dennison | Street/Traffic | \$ 657.00 | anti-graffiti sheeting |
| 01/27/2020 | 830204 | Avery Dennison | Street/Traffic | \$ 165.20 | black ink cartridge for sign machine |
| 01/27/2020 | 830205 | Beartooth Enviro | Solid Waste | \$ 3,892.56 | Hazardous Waste Removal 9824 |
| 01/27/2020 | 830210 | Billings Tourism | Tourism BID #2 | \$ 50,429.26 | Paid December Distributed January 2020 |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 230.39 | 919041963; REPLACEMENT AMP METER |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 230.40 | 919041963; REPLACEMENT AMP METER |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 70.01 | WIRING IN HEADWORKS |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 13.56 | 919200574; NEW CONTROL ROOM FIBER CLOSET |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 70.02 | WIRING IN HEADWORKS |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 220.00 | Side panel for fiber optics patch panel - WRF Solids Bldg |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 159.69 | WIRING IN HEADWORKS |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 5.60 | FUSES FOR CONTROL CABINET POWER SUPPLIES-WRF |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 114.98 | PPE |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 114.97 | PPE |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 192.96 | RELAY SENSOR H-5 |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 2,009.16 | 919144244; NETWORK APPLIANCE FOR WRF POLYMER SYSTEM |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 3.70 | 919060662; BULBS FOR MCC |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 396.85 | 919041894; FLUME LEVEL TRANSMITTER |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 31.19 | 919153340; REPLACEMENT AC VOLT DETECTOR |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 31.19 | 919153340; REPLACEMENT AC VOLT DETECTOR |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 583.68 | POWER SUPPLIES FOR NETWORK SWITCH |
| 01/27/2020 | 830212 | Border States Electric | Water | \$ 1,635.62 | 919195231; REPLACEMENT ANALOG INPUT CARD FOR WTP HIGH |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 128.04 | 919108313; Wireway Components for WRF Headworks Intrumentation |
| 01/27/2020 | 830212 | Border States Electric | Wastewater | \$ 228.27 | PSP SLUDGE PUMP #1 |
| 01/27/2020 | 830213 | Brenntag Pacific | Street/Traffic | \$ 7,378.46 | hicothaw liquid used to melt snow on streets |
| 01/27/2020 | 830213 | Brenntag Pacific | Street/Traffic | \$ 6,293.02 | hicothaw liquid used to melt snow on streets |
| 01/27/2020 | 830214 | Bright & Beautiful | Solid Waste | \$ 5,000.00 | Annual Support |
| 01/27/2020 | 830214 | Bright & Beautiful | St Maint Dist | \$ 5,000.00 | Annual Support |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 141.80 | AIP-63 Terminal Expansion Construction Phase 2 - Local Share |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 57.83 | AIP-62 Terminal Expansion Construction Phase 2 - Ineligible Share |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 119.96 | AIP-62 Terminal Expansion Construction Phase 2 - Ineligible Share |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 615.27 | AIP-62 Terminal Expansion Construction Phase 2 - Federal Share |
| 01/27/2020 | 830217 | Business Tax Section | Tax Incre S | \$ 89.28 | Police Evidence Building |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 68.37 | AIP-62 Terminal Expansion Construction Phase 2 - Local Share |
| 01/27/2020 | 830217 | Business Tax Section | Airport | \$ 1,276.16 | AIP-63 Terminal Expansion Construction Phase 2 - Federal Share |
| 01/27/2020 | 830217 | Business Tax Section | Wastewater | \$ 16,658.47 | WO 14-11 Water Reclamation Facility Nutrient; Pmt 29 |
| 01/27/2020 | 830219 | Century Link | General | \$ 48.97 | monthly charges |
| 01/27/2020 | 830219 | Century Link | Solid Waste | \$ 59.52 | 406-256-7001 Solid Waste Scale House |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|-----------------------|----------------|--------------|---|
| 01/27/2020 | 830219 | Century Link | Parking | \$ 51.66 | 406-252-2041 Park 2 Elevator Phone |
| 01/27/2020 | 830219 | Century Link | Airport | \$ 61.67 | 406-252-0721 Airport 1FB Line |
| 01/27/2020 | 830219 | Century Link | Phone System | \$ 41.28 | South Park 406.247.8575 |
| 01/27/2020 | 830219 | Century Link | Phone System | \$ 124.73 | BOC Alarms 406.247.1276, 406.247.1277, 406.247.1278 |
| 01/27/2020 | 830219 | Century Link | Phone System | \$ 166.78 | Water Department Alarm |
| 01/27/2020 | 830219 | Century Link | Phone System | \$ 127.35 | WWTP Conference Room 406.247.8564 |
| 01/27/2020 | 830219 | Century Link | Street/Traffic | \$ 53.60 | PW Traffic 3728 McDougall |
| 01/27/2020 | 830219 | Century Link | Public Safety | \$ 45.66 | 406-245-7481 Police |
| 01/27/2020 | 830219 | Century Link | Wastewater | \$ 41.74 | 406-259-2328 PUD Sahara Sand Lift Station |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 45.65 | 406-245-3107 911 |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 47.84 | 406-245-2296 911 |
| 01/27/2020 | 830219 | Century Link | Airport | \$ 57.51 | 406-256-7070 Airport |
| 01/27/2020 | 830219 | Century Link | Public Safety | \$ 118.32 | 406-373-3742 Fire RR Crossing Alarm |
| 01/27/2020 | 830219 | Century Link | Public Safety | \$ 51.66 | 406-651-0282 Fire 5 911 Line |
| 01/27/2020 | 830219 | Century Link | Planning | \$ 41.28 | Planning Traffic Central Broadwater |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 45.65 | 406-245-3108 911 |
| 01/27/2020 | 830219 | Century Link | Fleet | \$ 58.40 | 406-256-5047 Motor Pool |
| 01/27/2020 | 830219 | Century Link | Airport | \$ 45.66 | 406-245-5834 Airport Alarm |
| 01/27/2020 | 830219 | Century Link | Radio | \$ 311.26 | 406-248-3636 Fire Airport Radio Tower Jellison |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 311.26 | 406-245-7102 9-1-1 Center Fox Reservoir #2 |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 7,318.98 | 406-245-8527 New 9-1-1 Center |
| 01/27/2020 | 830219 | Century Link | Engineering | \$ 111.42 | 406-259-7758 Measured Lines Depot |
| 01/27/2020 | 830219 | Century Link | Water | \$ 39.44 | 406-245-3659 PUD Alarm Water Tower |
| 01/27/2020 | 830219 | Century Link | P.W. Admin | \$ 75.44 | 406-259-7758 Measured Lines Depot |
| 01/27/2020 | 830219 | Century Link | Public Safety | \$ 119.32 | 406-245-7469 Fire |
| 01/27/2020 | 830219 | Century Link | Radio | \$ 311.26 | 406-248-3635 Fire Airport Radio Tower WCK |
| 01/27/2020 | 830219 | Century Link | Airport | \$ 61.67 | 406-256-6014 Airport P9 Building |
| 01/27/2020 | 830219 | Century Link | EOC 911 | \$ 311.26 | 406-245-7101 9-1-1 Center Landfill #2 |
| 01/27/2020 | 830219 | Century Link | Phone System | \$ 228.20 | 406-248-3049 Main System T1 City/County Tie |
| 01/27/2020 | 830219 | Century Link | Planning | \$ 41.28 | Planning Traffic Central 9th |
| 01/27/2020 | 830224 | Conrad | Public Safety | \$ 4,399.50 | Scott Conrad 973071, flight and reg reimbursement for 2020 NW Alcohol |
| 01/27/2020 | 830225 | Cucancic Const | Wastewater | \$ 44,076.78 | WRF Control Room Remodel; Pmt 1 |
| 01/27/2020 | 830225 | Cucancic Const | Wastewater | \$ 22,419.54 | WRF Control Room Remodel; Pmt 2 |
| 01/27/2020 | 830231 | Downtown Billings BID | Downtown BID | \$ 12,281.12 | Paid December Distributed January 2020 |
| 01/27/2020 | 830234 | Empire Garage Owners | Parking | \$ 8,604.61 | 1142020 CITY OF BILLINGS JANUARY ASSESSMENT |
| 01/27/2020 | 830237 | First Montana Title | CDBG | \$ 15,000.00 | FTHB Ty & Michelle Carlson 3614 6th Avenue South |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 194.65 | P-92785.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Public Safety | \$ 16.56 | P92711.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 171.41 | P-92858.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 32.70 | P-92692.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Solid Waste | \$ 187.11 | Parts for the landfill fleet P-92857-01 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
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| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 24.00 | WINDSHIELD WASHER SOLVENT - PREMIXED WINTER MIX/GALL |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 16.81 | FILTERS |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 34.00 | WINDSHIELD WASHER SOLVENT - PREMIXED WINTER MIX/GALL |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 310.33 | P-93136-01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 45.20 | P-92788-03 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 74.46 | WATER PARTS AND SUPPLIES PO NUM 309421 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 147.29 | WATER PARTS AND SUPPLIES PO NUM 309428 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 58.10 | P91625-02 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Public Safety | \$ 3.20 | P-93063.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 41.96 | P-92989.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Solid Waste | \$ 16.17 | T-87012 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 42.01 | P-93081.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 28.13 | P-93091.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 33.68 | P-93092.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 49.68 | P-93082.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 215.18 | P-93092.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Solid Waste | \$ 434.13 | Filters for Landfill Equipment P92690-01 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 91.69 | P-93066.01 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 240.57 | P92691.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 354.31 | P-93137.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Wastewater | \$ 111.23 | NONSTOCKING ITEMS-P.U.D. |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 63.38 | P92610.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 274.92 | P-92788-01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 5.85 | T-86920 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 17.55 | P-92788-02 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Transit | \$ 164.90 | P-92788-01 |
| 01/27/2020 | 830241 | Galles Filter Service | Solid Waste | \$ 210.38 | Filters for Landfill P-92986-01 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 217.47 | P-92940.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 26.50 | T-87050 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Water | \$ 270.85 | INVENTORY |
| 01/27/2020 | 830241 | Galles Filter Service | Wastewater | \$ 261.86 | NONSTOCKING ITEMS-P.U.D. |
| 01/27/2020 | 830241 | Galles Filter Service | Wastewater | \$ 49.35 | NONSTOCKING ITEMS-P.U.D. |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 212.95 | P-93064.01 PO NUM 309040 |
| 01/27/2020 | 830241 | Galles Filter Service | Fleet | \$ 202.26 | P-92987.01 PO NUM 309040 |
| 01/27/2020 | 830244 | Gillig Corporation | Transit | \$ 2,699.54 | 40658508 PO NUM 309704 |
| 01/27/2020 | 830246 | Hansers Automotive | Transit | \$ 3,200.00 | RR008223 |
| 01/27/2020 | 830247 | Harris Systems | P.W. Admin | \$ 4,160.00 | PDF Statements for CIS accounts -WaterSmart & Cloud web apps |
| 01/27/2020 | 830249 | HDR, Inc. | Water | \$ 1,344.90 | WO 18-22 Water Treatment Facility High Service Pump H2-2 |
| 01/27/2020 | 830249 | HDR, Inc. | Water | \$ 21,705.29 | WO 18-22 Leavens Reservoir Expansion & Zone 1 |
| 01/27/2020 | 830251 | High Point Networks | IT Resources | \$ 4,680.00 | Qty- 5 EX3300 Juniper Support |
| 01/27/2020 | 830251 | High Point Networks | IT Resources | \$ 730.00 | Extreme Works Maintenance R-970XX through 4/13/2022 |

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| 01/27/2020 | 830253 | Idexx Distribution Inc. | Water | \$ 3,209.82 | 3058141721; GAMMA IRRAD COLILERT, VESSELS |
| 01/27/2020 | 830261 | Kois Brothers | Street/Traffic | \$ 1,393.25 | henke blades for plows |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 89.55 | 118246 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 615.15 | 118246 |
| 01/27/2020 | 830261 | Kois Brothers | Street/Traffic | \$ 1,483.33 | cutting edges |
| 01/27/2020 | 830261 | Kois Brothers | Fleet | \$ 372.24 | 118246 PO NUM 309041 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 5,774.26 | 117650 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 376.03 | 117650 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 149.91 | 118422 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ (6,760.84) | 8884 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 579.94 | 118422 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ (6,760.84) | 8885 |
| 01/27/2020 | 830261 | Kois Brothers | Solid Waste | \$ 5,549.74 | 118453 |
| 01/27/2020 | 830263 | Kone Inc | Library | \$ 10,076.16 | 959446051 Annual Agreement 1/2020-12/2020 |
| 01/27/2020 | 830264 | L N Curtis and Sons | Public Safety | \$ 545.44 | BLA STEP CHOCK, #SC1 TUR |
| 01/27/2020 | 830264 | L N Curtis and Sons | Public Safety | \$ 115.00 | FLAT DRY GEAR HANGER (THOMPSON) |
| 01/27/2020 | 830264 | L N Curtis and Sons | Public Safety | \$ 3,200.00 | BALL INTAKE VALVES, LOW PROFILE, FRONT CRANK, 5" STZ X 6" |
| 01/27/2020 | 830265 | Land Design Inc | Park District 1 | \$ 4,000.00 | rose park playground design-invoice 015759 |
| 01/27/2020 | 830268 | LSC Environmental | Solid Waste | \$ 30,516.25 | Posi-Shell for the Landfill 41808 |
| 01/27/2020 | 830271 | Mead & Hunt Inc | Airport | \$ 6,899.61 | Invoice #299032. United HQ Meeting 2019 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 116.91 | 329 573 1000 9. Detail Bay 3 Enterprise. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 160.96 | 429 573 1000 8. Detail Bay 4 Avis/Budget. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 1,947.79 | 889 373 1000 6. Car Wash. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 117.49 | 229 573 1000 0. Detail Bay 1 Hertz. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 159.83 | 629 573 1000 6. Detail Bay 2 National/Alamo. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 297.79 | 283 116 0655 3. IP-12 Alpine. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 79.04 | 529 573 1000 7. Detail Bay 5 Thrifty/Dollar. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 182.13 | 295 580 1000 4. Aero Interiors. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 615.96 | 129 573 1000 1. Detail Bay. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 186.04 | 160 723 3573 6. USDA. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 380.99 | 185 580 1000 7. TSA. January 2020 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | General | \$ 156.50 | 501 473 1000 2 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Water | \$ 56.75 | 921 580 1000 6 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 22,276.38 | 595 580 1000 1 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Water | \$ 78.52 | 373 580 1000 9 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | EOC 911 | \$ 37.21 | 082 939 8378 2- 911's standby generator natural gas |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 1,364.61 | 706 580 1000 7 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Wastewater | \$ 38.35 | 596 733 1000 5 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Wastewater | \$ 40.61 | 843 879 2205 1 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Wastewater | \$ 37.81 | 713 064 3190 0 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Water | \$ 78.52 | 373 580 1000 9 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
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| 01/27/2020 | 830274 | Montana Dakota Utilities | Water | \$ 91.88 | 541 380 1000 1 |
| 01/27/2020 | 830274 | Montana Dakota Utilities | Airport | \$ 1,732.26 | 285 580 1000 6 |
| 01/27/2020 | 830275 | MT Dept Of Enviro Quality | Solid Waste | \$ 31,612.70 | License for the Landfill #113 |
| 01/27/2020 | 830277 | Montana Rail Link | Tax Incre-N 27th | \$ 2,916.02 | 2019 Quiet Zone Maintenance |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 2,376.10 | P-62 Terminal Expansion Project Engineering - CA - Note Eligible |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 25,278.06 | AIP-62 Terminal Expansion Project Engineering - CA - Federal Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 2,808.67 | AIP-62 Terminal Expansion Project Engineering - CA - Local Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 243,258.48 | AIP 58 Terminal Expansion-Final Design Phase-Federal Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 5,416.98 | AIP 60 Terminal Expansion-Final Design Phase-Local Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 42,457.37 | AIP 58 Terminal Expansion-Final Design Phase-Local Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 31,036.42 | AIP 60 Terminal Expansion-Final Design Phase-Federal Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 1,120.59 | Reconstruction of Aircraft Concrete Ramps - CA - Local Share |
| 01/27/2020 | 830282 | Morrison Maierle | Airport | \$ 10,085.29 | Reconstruction of Aircraft Concrete Ramps - CA - Federal Share |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 412.29 | 30970 16" BEND DUCTILE IRON |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 20.32 | 30973; FLARE ADAPTER |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 3,446.02 | 16" HYMAX COUPLING - 17.10-19.20 (86056043416P) P/N: |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 1,730.00 | 8" X 15" CI-FC REPAIR CLAMP - F1-939 X 15-SH |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 184.00 | 6 X 15 X CC3 REP CLAMP - F1-72 P/N: F172415SHCC3 |
| 01/27/2020 | 830284 | MT Waterworks | Water | \$ 368.00 | 6" X 15" X CC4 REPAIR CLAMP P/N: F172415SHCC4 |
| 01/27/2020 | 830286 | Musol Limited | Wastewater | \$ 4,860.20 | 13016; CHEMICAL |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 20.65 | Tire pressure gauge for Shop |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 699.99 | Wheel charger for Shop |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 4.27 | 3977-00-170989 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ (45.00) | 3977-00-169969 |
| 01/27/2020 | 830287 | Napa Auto Parts | Public Safety | \$ 24.89 | NTH GAUGE (FIRE 6/ALLARD) |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 144.53 | 3977-00-171645 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ (144.00) | 3977-00-171677 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 449.58 | 3977-00-171645 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 72.54 | 3977-00-169856 PO NUM 309711 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 1,818.87 | 3977-00-169856 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ (288.00) | 3977-00-169969 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ (54.00) | 3977-00-171677 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 199.36 | 3977-00-173261 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 273.61 | 3977-00-169856 |
| 01/27/2020 | 830287 | Napa Auto Parts | Transit | \$ 43.68 | 3977-00-172625 |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 18.18 | 7200379-1; FOR GATEWAY REPAIR |
| 01/27/2020 | 830291 | Northwest Pipe | Wastewater | \$ 142.73 | 7254157; NEW CONTROL ROOM TOILET |
| 01/27/2020 | 830291 | Northwest Pipe | Public Safety | \$ 225.00 | 7251433 |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 608.00 | 3/4" X 1/8" THICK RUBBER COUPLING WASHERS |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 192.44 | 7246195-1; AUTO TOILET FLUSH KIT |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 13,745.00 | 5/8" E-CODER WALL CU.FT. - METER W/RECPT ED2A11REF7 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
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| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 371.79 | 1 1/2" TD T-10 MEASURING CHAMBER COMPLETE |
| 01/27/2020 | 830291 | Northwest Pipe | Wastewater | \$ 645.36 | HEADWORKS CLASSIFIER DRAIN |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 18,564.00 | 3/4" E-CODER WALL CU/FT METER W/RECPT |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 74.25 | PIT ANTENNA WITH 6'CABLE - 12527-200 |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 10.86 | 3/4" T-10 BOTTOM CAP LINER (9832-001) |
| 01/27/2020 | 830291 | Northwest Pipe | Wastewater | \$ 78.00 | 7247873; DRAIN FLUSHER |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 664.54 | 7254333; BACKFLOWS |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 192.44 | 7246195; ELECTRONIC MODULE FOR AUTO FLUSH |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 249.04 | RELOCATE EYE WASH |
| 01/27/2020 | 830291 | Northwest Pipe | Wastewater | \$ 151.57 | 2ND DIGESTER MANHOLE |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 179.10 | 3/4" T-10 MEASURING CHAMBER |
| 01/27/2020 | 830291 | Northwest Pipe | Public Safety | \$ 118.56 | 7247891 |
| 01/27/2020 | 830291 | Northwest Pipe | Public Safety | \$ 39.52 | 5248039 |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 361.25 | 5/8" X 3/4" CHAMBER 2011 STYLE |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 858.48 | 3" BRONZE METER STRAINER |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 4,979.80 | 2" ECODER WALL METER CUFT FLG. |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 2,771.08 | 3" TRUFLO COMPOUND CU/FT METER |
| 01/27/2020 | 830291 | Northwest Pipe | Water | \$ 139.50 | 5/8" CI BOTTOM CAP 2011 |
| 01/27/2020 | 830292 | NorthWestern Energy | Street/Traffic | \$ 14,335.33 | Signal Bills |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 201.51 | SILMD 113 Acct# 0712562-8 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 587.18 | SILMD 116 Acct# 0712565-1 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 492.89 | SILMD 128 Acct# 0712577-6 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 754.97 | SILMD 138 Acct# 0712586-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 440.07 | SILMD 147 Acct# 0712592-5 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 475.37 | SILMD 136 Acct# 0712584-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 1,173.60 | SILMD 183 Acct# 0712621-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 140.84 | SILMD 185 Acct# 0712623-8 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 91.41 | SILMD 210 Acct# 0712647-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 978.67 | SILMD 230 Acct# 0712664-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 13.32 | SILMD 238 Acct# 0712672-5 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 119.49 | SILMD 130 Acct# 0712579-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 1,220.55 | SILMD 154 Acct# 0712598-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 894.77 | SILMD 165 Acct# 0712608-9 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 187.77 | SILMD 122 Acct# 0712571-9 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 512.16 | SILMD 134 Acct# 0712582-6 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 363.50 | SILMD 146 Acct# 0712591-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 46.62 | SILMD 162 Acct# 0712605-5 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 375.56 | SILMD 164 Acct# 0712607-1 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 751.09 | SILMD 193 Acct# 0712631-1 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 237.05 | SILMD 195 Acct# 0712633-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 179.13 | SILMD 290 Acct# 1433921-2 |

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| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 586.72 | SILMD 321 Acct# 3338917-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 751.09 | SILMD 150 Acct# 0712594-1 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 539.83 | SILMD 153 Acct# 0712597-4 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 967.57 | SILMD 159 Acct# 0712602-2 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 1,056.22 | SILMD 161 Acct# 0712604-8 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 328.62 | SILMD 175 Acct# 0712614-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 50.79 | SILMD 212 Acct# 0712649-3 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 140.84 | SILMD 216 Acct# 0712652-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 234.72 | SILMD 167 Acct# 0712609-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 33.32 | SILMD 176 Acct# 0712615-4 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 375.56 | SILMD 207 Acct# 0712644-4 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 278.50 | SILMD 220 Acct# 0712654-3 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 6.67 | SILMD 221 Acct# 0712655-0 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 2,544.52 | SILMD 232 Acct# 0712666-7 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 499.45 | SILMD 234 Acct# 0712668-3 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 382.19 | SILMD 8 Acct# 0712544-6 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 97.79 | SILMD 18 Acct# 0712554-5 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 223.69 | SILMD 115 Acct# 0712564-4 |
| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 418.96 | SILMD 191 Acct# 0712629-5 |
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| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 221.93 | SILMD 133 Acct# 0712581-8 |
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| 01/27/2020 | 830292 | NorthWestern Energy | Light Maint | \$ 2,261.25 | SILMD 14 Acct# 0721277-2 |
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| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 455.67 | 0712792-1. IP-7. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 514.41 | 0712809-3. IP-11(12) Alpine. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Wastewater | \$ 381.08 | 1756893-2 DEC 2019 |
| 01/27/2020 | 830293 | NorthWestern Energy | Water | \$ 3,029.38 | 2082903-2 DEC 2019; MONTHLY SERVICE FEE |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 301.87 | 3446396-8. USDA. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Water | \$ 5,464.87 | 0100540-4 |
| 01/27/2020 | 830293 | NorthWestern Energy | Facilities | \$ 3,348.16 | 1269391-7 |
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| 01/27/2020 | 830293 | NorthWestern Energy | General | \$ 194.68 | 0925496-2 |
| 01/27/2020 | 830293 | NorthWestern Energy | Water | \$ 1,061.59 | 0100485-2 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 643.04 | 1669567-8. TSA. January 2020. |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 237.89 | 2001865-1. Detail Bay 4 Avis/Budget. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 28.74 | 3733186-5. Old Hilsendeger Bldg. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 3,389.07 | 0100483-7. Runway Lights. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 1,446.54 | 1993430-6. Car Wash. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 138.16 | 1138926-9- Aero Interiors. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 141.30 | 1647695-4. De Icer. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 110.43 | 3085107-5. Employee Parking. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 1,706.99 | 0100484-5. ARFF Facility. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 378.55 | 2001855-2. Detail Bay 2 National/Alamo. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 579.33 | 2001848-7. Detail Bay 1 Hertz. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 382.78 | 2001846-1. Mud Wash. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 312.31 | 2001862-8. Detail Bay 3 Enterprise. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 73.24 | 2001867-7. Detail Bay 5. Thrifty/Dollar. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Airport | \$ 1,551.27 | 3477231-9. Airport Parking Zone. January 2020 |
| 01/27/2020 | 830293 | NorthWestern Energy | Wastewater | \$ 296.95 | 1175972-7; DEC 2019 |
| 01/27/2020 | 830297 | PeopleReady Inc | Solid Waste | \$ 4,308.23 | Paper Pickers for the Landfill 25521918/25498048/25498047 |
| 01/27/2020 | 830298 | Peterson Office | CDBG | \$ 970.78 | Office Furniture Invoice #204111 |

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| 01/27/2020 | 830298 | Peterson Office | CDBG | \$ 7,665.11 | Invoice 204105 from Peterson Quality Office |
| 01/27/2020 | 830298 | Peterson Office | CDBG | \$ 7,665.11 | Invoice 204105 from Peterson Quality Office |
| 01/27/2020 | 830301 | Polydyne Inc | Wastewater | \$ 2,975.74 | 1416516; CHEMICAL |
| 01/27/2020 | 830301 | Polydyne Inc | Wastewater | \$ 2,975.74 | 1417207; CHEMICALS |
| 01/27/2020 | 830301 | Polydyne Inc | Wastewater | \$ 2,975.74 | 1416106; CHEMICALS |
| 01/27/2020 | 830303 | Public Utilities | Wastewater | \$ 2,680.05 | 111176 |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 480.00 | 19. Dec. Rimrock Ancillary DC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 4,199.81 | 19 Dec. Rimrock No Insur., copays, ded.,DUI |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 1,530.00 | 19. Dec. Rimrock Ancillary CTC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 200.00 | 19. Dec. Screenings CTC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 2,310.00 | 19. Dec. Rimrock Ancillary DUI |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 200.00 | 19. Dec. Screenings DC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 700.00 | 19 Dec. Rimrock No Insur., copays, ded.,DC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 880.00 | 19 Dec. Rimrock No Insur., copays, ded., CTC |
| 01/27/2020 | 830308 | Rimrock Foundation | Court Grants | \$ 200.00 | 19. Dec. Screenings DUI |
| 01/27/2020 | 830312 | S & S Machine | Water | \$ 4,650.00 | 35225; VOELKER #4 REBUILD |
| 01/27/2020 | 830313 | Safetech, Inc | CDBG | \$ 4,794.00 | Asbestos Abatement Agreement / 930 Steffanich |
| 01/27/2020 | 830314 | Sanderson Stewart | Planning | \$ 19,743.55 | Inner Belt Loop Corridor Study-SW01012019 |
| 01/27/2020 | 830315 | SHI International Corp | IT Resources | \$ 15,752.47 | 1-Remote Support 2/1/2020-1/31/2023 |
| 01/27/2020 | 830315 | SHI International Corp | General | \$ 753.40 | Qty.2 MS Office Professional -Jim Hauck and Donna Hjelm. Finance |
| 01/27/2020 | 830315 | SHI International Corp | Public Safety | \$ 269.56 | MS Office Standard -Mark Balter & Evidence laptop |
| 01/27/2020 | 830315 | SHI International Corp | Public Safety | \$ 269.56 | MS Office Standard -Mark Balter & Evidence laptop |
| 01/27/2020 | 830319 | Sletten Construction | Wastewater | \$ 1,649,188.53 | WO 14-11 Water Reclamation Facility Nutrient |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 6,768.02 | AIP-62 Terminal Expansion Construction Phase 2 - Local Share |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 126,339.32 | AIP-63 Terminal Expansion Construction Phase 2 - Federal Share |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 14,037.70 | AIP-63 Terminal Expansion Construction Phase 2 - Local Share |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 5,725.67 | AIP-62 Terminal Expansion Construction Phase 2 - Ineligible Share |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 11,875.71 | AIP-63 Terminal Expansion Construction Phase 2 - Ineligible Share |
| 01/27/2020 | 830319 | Sletten Construction | Airport | \$ 60,912.25 | AIP-62 Terminal Expansion Construction Phase 2 - Federal Share |
| 01/27/2020 | 830321 | SRS Crisafulli | Water | \$ 3,284.00 | NONSTOCKING ITEMS-P.U.D. |
| 01/27/2020 | 830321 | SRS Crisafulli | Water | \$ 4,635.00 | NONSTOCKING ITEMS-P.U.D. |
| 01/27/2020 | 830326 | St Of MT, Bldg Codes | Building | \$ 4,125.00 | I20-011850 State Of Montana,Bldg Codes Bureau |
| 01/27/2020 | 830328 | Stewart Title Company | CDBG | \$ 15,000.00 | FTHB Steven Holt 4134 Murphy Avenue |
| 01/27/2020 | 830329 | Sundown Security | Airport | \$ 2,927.48 | Invoice #52659. Skycap Services 1/10-1/16/20 |
| 01/27/2020 | 830330 | T.W. Clark Const | Tax Incre S | \$ 176,773.05 | Police Evidence Building |
| 01/27/2020 | 830337 | Tire-Rama | Street/Traffic | \$ 35.00 | 1050332991 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 248.63 | Tire for a Loader at the Landfill |
| 01/27/2020 | 830337 | Tire-Rama | Street/Traffic | \$ 16.95 | 50332347 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 4,301.00 | Tires for Solid Waste 1050332797 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 74.84 | Tire repairs for the Landfill 105032398 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 1,066.02 | Tires for Solid Waste 1050333139 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|-----------------------|----------------|----------------|---|
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 200.00 | Slimed the Loader tires at the Landfill 1050332386 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 4,165.00 | Tire Repairs for the garbage truck 1050332169 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 4,970.50 | Tires for Solid Waste 1050332733 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 3,365.00 | Tires for Solid Waste 1050332383 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 2,033.00 | Tires for Solid Waste 1050333037 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 996.32 | Tires for Solid Waste 1050332798 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 4,477.50 | Tire repairs on the garbage trucks 1050332327 |
| 01/27/2020 | 830337 | Tire-Rama | Solid Waste | \$ 1,158.00 | Recaps 1050333369 |
| 01/27/2020 | 830338 | Titan Machinery | Street/Traffic | \$ 2,940.00 | brooms for sweepers |
| 01/27/2020 | 830341 | Town & Country Supply | Fleet | \$ 15,446.02 | 405186 PO NUM 309712 |
| 01/27/2020 | 830341 | Town & Country Supply | Fleet | \$ 18,129.34 | 405069 PO NUM 309712 |
| 01/27/2020 | 830341 | Town & Country Supply | Transit | \$ 12,817.18 | 405198 PO NUM 309717 |
| 01/27/2020 | 830341 | Town & Country Supply | Public Safety | \$ 609.86 | FIRE 1 - DIESEL, WINTER BLEND - 137 GALS #2; 138 GALS #1 |
| 01/27/2020 | 830341 | Town & Country Supply | Public Safety | \$ 989.08 | 405981 FIRE 1 - UNLEADED |
| 01/27/2020 | 830341 | Town & Country Supply | Fleet | \$ 7,781.57 | 404175 PO NUM 309707 |
| 01/27/2020 | 830341 | Town & Country Supply | Fleet | \$ 7,868.39 | 405461 PO NUM 309707 |
| 01/27/2020 | 830343 | Tractor & Equipment | Solid Waste | \$ 2,926.78 | Parts for Landfill BLCS0723293 |
| 01/27/2020 | 830343 | Tractor & Equipment | Solid Waste | \$ (12,556.36) | BLCR0089836 |
| 01/27/2020 | 830343 | Tractor & Equipment | Water | \$ 266.52 | INVENTORY |
| 01/27/2020 | 830343 | Tractor & Equipment | Solid Waste | \$ 1,600.00 | Dozer Rental B2767002 |
| 01/27/2020 | 830343 | Tractor & Equipment | Street/Traffic | \$ 45.23 | plug/socket/pin/rocker switch for unit 1205 |
| 01/27/2020 | 830343 | Tractor & Equipment | Solid Waste | \$ 684.54 | Parts for the Landfill BLCS0722866 |
| 01/27/2020 | 830343 | Tractor & Equipment | Street/Traffic | \$ 4.53 | knob for unit 1206 |
| 01/27/2020 | 830343 | Tractor & Equipment | Street/Traffic | \$ 122.76 | deflector for unit 1204 |
| 01/27/2020 | 830343 | Tractor & Equipment | Solid Waste | \$ 12,556.36 | PARTS FOR 257 |
| 01/27/2020 | 830345 | USA Bluebook | Wastewater | \$ 4,522.38 | 104944; CLL IN SECTION PUMPS |
| 01/27/2020 | 830346 | Veripic Inc | Public Safety | \$ 3,828.00 | Billings Police Department. 1 year subscription license maintenance |
| 01/27/2020 | 830347 | Veritiv Operating Co | Fleet | \$ 27.75 | 71383975 |
| 01/27/2020 | 830347 | Veritiv Operating Co | Solid Waste | \$ 2,310.00 | 71383980 |
| 01/27/2020 | 830347 | Veritiv Operating Co | Solid Waste | \$ 55.50 | 71383975 |
| 01/27/2020 | 830347 | Veritiv Operating Co | Street/Traffic | \$ 27.75 | 71383975 |
| 01/27/2020 | 830347 | Veritiv Operating Co | Fleet | \$ 308.00 | 71383975 PO NUM 309699 |
| 01/27/2020 | 830351 | Verizon Wireless | Police Prog | \$ 426.05 | CCSIU Cell/PTT |
| 01/27/2020 | 830351 | Verizon Wireless | Water | \$ 64.73 | PW-DIS-COLL Cityworks 60/40 |
| 01/27/2020 | 830351 | Verizon Wireless | Police Prog | \$ 80.02 | CCSIU RAVEN |
| 01/27/2020 | 830351 | Verizon Wireless | Water | \$ 265.84 | PW-Distribution Collection Tablets 60/40 |
| 01/27/2020 | 830351 | Verizon Wireless | Street/Traffic | \$ 161.82 | PW-Streets City Works |
| 01/27/2020 | 830351 | Verizon Wireless | Street/Traffic | \$ 53.94 | PW-Streets iPads |
| 01/27/2020 | 830351 | Verizon Wireless | Police Prog | \$ (50.00) | CCSIU Cell/PTT |
| 01/27/2020 | 830351 | Verizon Wireless | Library | \$ 26.97 | LBRY OTRCH Library Outreach |
| 01/27/2020 | 830351 | Verizon Wireless | Engineering | \$ 134.85 | PW-Engineering |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|------------|--------|------------------|-----------------|---------------|--|
| 01/27/2020 | 830351 | Verizon Wireless | General | \$ 107.46 | City Administrator 0100-13130-403450 |
| 01/27/2020 | 830351 | Verizon Wireless | Wastewater | \$ 177.23 | PW-Distribution Collection Tablets 60/40 |
| 01/27/2020 | 830351 | Verizon Wireless | Police Prog | \$ 49.99 | CCSIU Cell/PTT |
| 01/27/2020 | 830351 | Verizon Wireless | Public Safety | \$ 560.18 | MDT Toughbooks |
| 01/27/2020 | 830351 | Verizon Wireless | Solid Waste | \$ 26.97 | PW Dozer Trimble Dozer |
| 01/27/2020 | 830351 | Verizon Wireless | Airport | \$ 54.00 | Airport |
| 01/27/2020 | 830351 | Verizon Wireless | Parking | \$ 26.97 | Parking 406-690-5822 |
| 01/27/2020 | 830351 | Verizon Wireless | Water | \$ 26.97 | PW Belknap Meter Shop |
| 01/27/2020 | 830351 | Verizon Wireless | Wastewater | \$ 43.15 | PW-DIS-COLL Cityworks 60/40 |
| 01/27/2020 | 830351 | Verizon Wireless | Solid Waste | \$ 107.88 | PW-Solid Waste |
| 01/27/2020 | 830351 | Verizon Wireless | Transit | \$ 308.27 | MET AVL |
| 01/27/2020 | 830351 | Verizon Wireless | Police Prog | \$ 53.94 | CCSIU MDT |
| 01/27/2020 | 830351 | Verizon Wireless | General | \$ 26.97 | Code Enforcement 406.694.2069 Laptop |
| 01/27/2020 | 830351 | Verizon Wireless | Public Safety | \$ 40.01 | Police MiFi 406-633-0820 406-598-6294 |
| 01/27/2020 | 830351 | Verizon Wireless | Solid Waste | \$ 271.85 | PW-SW-ON CALL Solid Waste On Call |
| 01/27/2020 | 830351 | Verizon Wireless | Solid Waste | \$ 429.30 | Solid Waste Tablets -Routware |
| 01/27/2020 | 830351 | Verizon Wireless | Public Safety | \$ 80.02 | Police iPad St John 406-690-5955 Police iPad Lawrence 406-690-2161 |
| 01/27/2020 | 830351 | Verizon Wireless | Water | \$ 26.97 | PWBLKNP Water Treatment Brian Risser 406-696-4245 |
| 01/27/2020 | 830351 | Verizon Wireless | Water | \$ 161.82 | PWBLNP Comm-Meter CityWorks/Neptune |
| 01/27/2020 | 830354 | WatchGuard Video | Capital Replace | \$ 449,999.31 | WatchGuard Cameras for in car patrol. |

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing and First Reading of Ordinance Amending Sec. 2-551-552, BMCC

PRESENTED BY: Karla Stanton, Human Resources Director

Department: Human Resources

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Section 2-551-552, Billings, Montana City Code, (BMCC), established the makeup and role of the City's Human Relations Commission. The current code was reviewed by Human Relations Commission Members in November and December 2019. The members recommend amending this section focusing on updating and simplifying existing language.

ALTERNATIVES ANALYZED

City Council may:

- Approve the amendment to City Code, or;
- Disapprove the amendment to City Code. If the code is not changed, then the existing language will remain in effect.

FINANCIAL IMPACT

There is not a financial impact associated with this ordinance revision.

RECOMMENDATION

Human Relations Commission recommends that the City Council hold a public hearing and approve first reading of this ordinance amending Section 2-551-552, BMCC.

APPROVED BY CITY ADMINISTRATOR

Attachments

BMCC 2-551-552 Code Revision

HUMAN RELATIONS COMMISSION

Section 2-~~524-527~~ 551-552. The Human Relations Commission shall consist of nine (9) members to be appointed by the Mayor with the consent of the City Council. The members shall be broadly representative of all citizens and shall reflect as far as possible the religious, racial, ethnic and minority groups of the community whose training, interest, background or experience will aid the commission in its work.

1. ~~The function and duties of the Human Relations Commission shall be as follows to promote mutual understanding and respect among all racial, religious, nationality and minority groups and work to discourage and prevent discriminatory practices against any such group;~~
2. ~~Inform itself~~ Become informed on all matters concerning human relations and ~~promote foster~~ programs of community education with the object of improving human relations among all citizens of the community;
3. Review, ~~and study, and assist with~~ complaints, problems and specific situations arising between groups or individuals which result ~~or may result~~ in tensions, discriminations, or prejudice in the city; ~~on account of race, sex, age, color, creed, national origin, or ancestry;~~
4. Cooperate with and advise various groups and agencies ~~of the community, as well as governmental agencies~~ in programs devoted to the improvement of human relations; ~~and the elimination of group prejudices, racial or area tensions, intolerance or discrimination;~~
- ~~5. Aid in seeing that no person in this city is deprived of equal services furnished in the city by reason of discrimination or prejudice on account of race, sex, age, color, creed, national origin, ancestry, or being a member of a minority group;~~
- ~~6.~~ 5. Inform and make recommendations to the Mayor and City Council concerning any matters ~~or programs~~ brought before the commission for the furtherance and advancement of human relations and at least once a year submit a report of its work;
6. Refer all matters to the police ~~commission department~~ that are within its jurisdiction.

HUMAN RELATIONS COMMISSION

9 members and 1 City staff member – Meet 1st Thursday of each month, 12:15 p.m.,
City Hall Conference Room

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing - Annexation 20-01, Tract 22A, Block 2, COS 2727M

PRESENTED BY: Monica Plecker

Department: Planning & Community Services

Presentation: Yes

PROBLEM/ISSUE STATEMENT

Amy Iwata, Trustee of Amy Iwata Revocable Trust, submitted a petition to annex land using the provisions of Section 7-2-4600, MCA. The subject property is Lot 22-A of Corrected Certificate of Survey No. 2727M, totaling approximately 4.70 gross acres. The property is zoned Neighborhood Commercial (NC) and is currently vacant. The parcel is located northwest of the intersection of Shiloh Road and Central Avenue. The owners are requesting annexation in order to begin developing the property in the City in conformance with the existing zoning. An application for Special Review 981 to allow a car wash is being processed concurrently with this petition.

The property is located within the annexation petition area of the City's Limits of Annexation Map and appears to meet some of the City's criteria in its Annexation Policy. The City is able to serve the property and further analysis and discussion is provided in the Consistency with Adopted Plans and Policies section of this memo.

ALTERNATIVES ANALYZED

City Council may:

- Approve the petition, or;
- Deny the petition.

FINANCIAL IMPACT

Council's action on the petition on annex property has no direct impact on the Planning Division budget.

BACKGROUND

The subject property is 5.818 gross acres. It is located northwest of the intersection of Central Avenue and Shiloh Road. It is in an area of the County that the City included in its Limits of Annexation Map for future annexation and is adjacent to the already existing city limits.

The annexation petition process is scheduled as follows:

- On January 6, 2020, the annexation petition was submitted to the Planning Division by the owner's agent.
- On February 24, 2020 the City Council will conduct the public hearing for the annexation and may take action on the request.
- On February 24, 2020, if the City Council approves the annexation resolution, a public hearing and first reading of an ordinance to include the property in City Council Ward V will

be conducted.

- On March 9, 2020, the City Council will conduct the second and final reading for the ordinance expanding the Ward V boundary.

It should be noted there are concurrent items associated with this annexation all to be considered by Council at this meeting: Special Review 981, Development Agreement, and Ward Boundary Ordinance.

STAKEHOLDERS

Annexation by petition does not require notification of adjoining landowners; however, it does require that the City Council conduct a public hearing and post the property with information on the annexation petition and public hearing. Notice of the public hearing was posted on the property on January 31 and published in the Yellowstone County News on February 7th and February 14th, 2020. The Planning Division has not received any inquiries about this petition at the time this memo was prepared.

CONSISTENCY WITH ADOPTED POLICIES OR PLANS

Although MCA, Sections 7-2-4400 through 4407 does not require a public services plan, it is the City's custom to have staff prepare a brief analysis of predicted impacts to services and facilities. The proposed annexation complies with the adopted Annexation Policy criteria as follows:

1. The area is located within the City's Annexation Petition Area on its Limits of Annexation Map.
2. The City is able to provide adequate city services within a time period mutually agreed to by the property owners requesting annexation and the City.
3. Existing or proposed public improvements within the area to be annexed will meet City standards.
4. All property owners within the area to be annexed must sign a Waiver of Right to Protest future Special Improvement Districts.
5. If annexed, any proposed land use will comply with the zoning. The property is currently zoned Neighborhood Commercial. Any development of the property would comply with the zoning regulations.

Departmental Response: City and County Departments were given the opportunity to comment on this annexation. City departments responded favorably and detailed responses are provided below. The County Public Works Department did not respond to this annexation request. The Police Department in its comments did note its concerns as additional property is annexed into the City.

- Water: The property will be served by existing facilities. No extension of services is required to service the property. Water is located in both Central Avenue and Shiloh Road.
- Sewer: The property will be served by existing facilities. No extension of services is required to service the property. Sewer is located in Shiloh Road.
- Storm water: All of the storm water runoff from this property will need to meet the City of Billings requirements for storm water management. Any future development will follow the City of Billings storm water regulations.
- Transportation: The subject property is adjacent to Shiloh Road. Proposed access to the site is via a shared existing approach located on Shiloh Road. The developer will be required to

identify and mitigate all traffic impacts at the time of development review. It is likely Public Works will impose access restrictions on the driveway located on Central Avenue.

- **Fire Stations:** The subject property is currently served by the Billings Fire Department through the Billings Urban Fire Service Area and the Billings Fire Department will continue to serve the property upon annexation. The Billings Fire Department stated that as this and other annexations occur, additional fire department resources will be needed. The nearest fire station is Station #7. Response time is estimated at 5 minutes. Additionally, Station #5 is estimated at a 6 minute response time.
- **Police:** The Police Department has stated there would be a need to increase staffing, changes in patrols or shifts or equipment to adequately serve the property, if annexed. Further, it was stated “continued development and annexation without commensurate resources has affected the PD’s ability to deliver service.”
- **Parks:** The subject property is to be developed with a commercial use, therefore parks should be minimally impacted.
- **School facilities:** The subject property is zoned Neighborhood Commercial and the intended development is a car wash. The School District did not provide any concerns related to the request.

General City Services: These are the City services that are provided to all residents and businesses in the City, such as transit, street and storm drain maintenance, and garbage collection and disposal. The service providers that responded did not object to the annexation of this property,

- **Transit:** MET services are available at Shiloh and Central and east of Shiloh and Central.
- **Public Utilities:** The Public Works-- Distribution and Collection Division had no concerns with the annexation request.
- **Public Works -Street and Traffic Division:** The Street and Traffic Division stated that it has no concerns with serving the property.
- **Public Works-Solid Waste:** The Solid Waste Division had no concerns with annexing the property, but pointed out that State Law allows the property owner to choose what garbage hauler may service the property after it is in the City.
- **Ambulance Service:** The City does not provide ambulance service, however it does dictate the level of service provided by American Medical Response (AMR). By City ordinance, 90% of ambulance calls must be answered within 8 minutes. This property may be within the area of acceptable response time.
- **Legal and Finance:** General Fund services, such as the Legal and Finance Departments should not be negatively impacted by this annexation.
- **Other Departments:** City/County services including Library, Planning, and Environmental Health are only slightly affected by the annexation since they will continue to serve the property whether it is in the City or the County. The Planning Division staff supports the annexation because the property is in the City Annexation Petition Area, has access to City services, and is

in an area where urban development in the City is expected in the future.

RECOMMENDATION

Staff recommends that the City Council conduct the public hearing and approve the Resolution annexing the subject property.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution

Petition

Limits of Annexation Map

Zoning Map and Site Photos

RESOLUTION NO. 20 -

A RESOLUTION APPROVING PETITION FOR ANNEXATION AND ANNEXING TERRITORY TO THE CITY.

WHEREAS, one hundred percent (100%) of the freeholders who constitute more than fifty percent (50%) of the resident freeholder electors have petitioned the City for annexation of the territory hereinafter described; and

WHEREAS, the territory was described in the Petition as required by law; and

WHEREAS, annexation of said territory would be in the best interest of the City.

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

1. TERRITORY ANNEXED. Pursuant to Petition filed as provided M.C.A., Title 7, Chapter 2, Part 46, the following territory is hereby annexed to the City of Billings:

A tract of land situated in the SE1/4 of Section 3, T.1S., R.25E., P.M.M.,

Yellowstone County, Montana, more particularly described as:

Being Lot 22-A of Amended Lots 1 and 22, Block 2 of Certificate of Survey No.

2727-M, Recorded February 7TH, 1997, under Document Number 1862477.

Including all adjacent Right-Of-Way of Shiloh Road and, Shiloh Drain.

Containing 5.818 gross and 4.708 net acres more or less.

(# 20-01) See Exhibit "A" Attached

2. CONDITIONS. The annexation is approved, subject to the following condition:
 - Prior to site development, a Development Agreement shall be executed between the owner(s) and the City that shall stipulate specific infrastructure improvements and right-of-way dedication, provide guarantees for said improvements, and

include a Waiver of Right to Protest the Creation of Special Improvement Districts will be recorded;

3. PROCEDURE. All procedures as required under M.C.A., Title 7, Chapter 2, Part 46, have been duly and properly followed and taken.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the 24th day of February, 2020.

CITY OF BILLINGS:

BY: _____

William A. Cole, Mayor

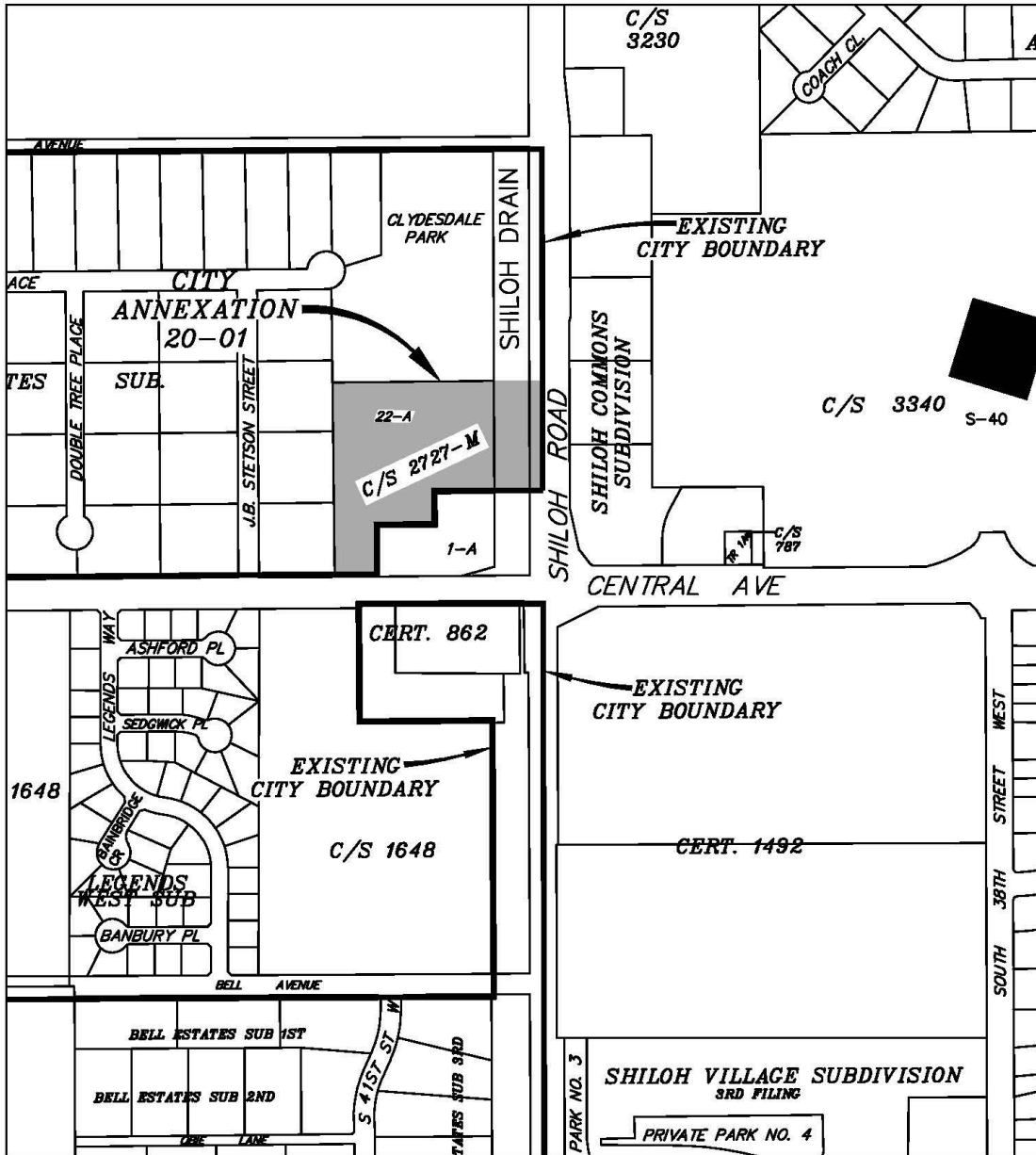
ATTEST:

BY: _____

Denise R. Bohlman, City Clerk

(AN# 20-01)

EXHIBIT "A"



(Should be completed prior to obtaining signatures of resident freeholder electors)
DESCRIPTION OF THE TERRITORY TO BE ANNEXED TO THE CITY OF BILLINGS

| Legal Description | Tax Code | Address of General Location | Use of Property | Legal Property Owners | Address | Phone |
|------------------------------|----------|-----------------------------|-----------------|-----------------------|---|-------|
| C/S 2727M, Lot 22-A, Block 2 | D11892 | Central Ave. | Vacant land | Iwata, Amy Trustee | 16757 Charmel Ln. Pacific Palisades, CA 90272-2213 | |
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ALL ITEMS BELOW SHALL BE COMPLETED BY STAFF

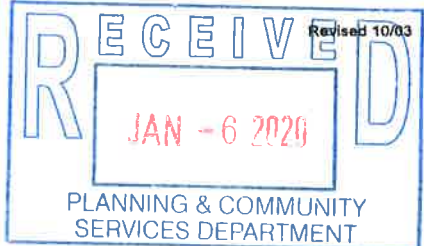
Date Submitted: 1/16/20

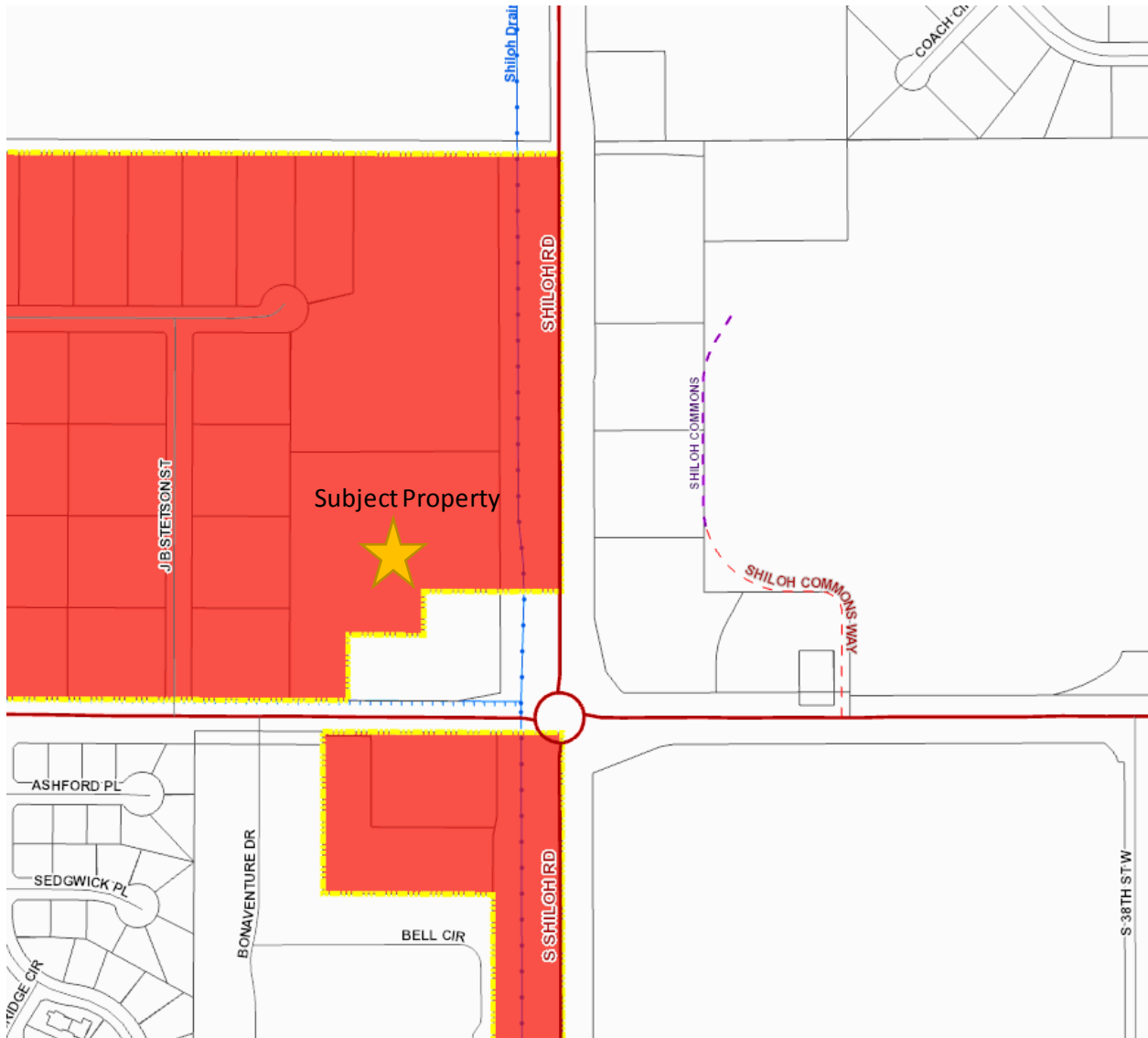
Received By: [Signature]

Petition Number: _____

Fee Paid: 1188.00

P2-20-00005





Limits of Annexation

Zoning Map & Site Photos



Zoning Map



Aerial photo



City Limits





North



East



South



West

Site photos from applicant





Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Development Agreement with Buggy Bath Car Wash for Lot 22-A, Block 2, Certificate of Survey 2727M

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

At the February 24, 2020 meeting, City Council will consider annexation of the Certificate of Survey 2727M, Block 2, Lot 22-A. The property is located in the northwest corner of Central Avenue and Shiloh Road. Buggy Bath Car Wash has purchased the property and desires to be in the City. The property owners desire to construct a car wash on a portion of the property. The remaining portion of the property will remain vacant for the time being. Typically, as a condition of approval of the annexation, the property owner is to enter into a development agreement with the City of Billings outlining necessary public improvements. The property owner has submitted the attached Development Agreement and the Council will consider whether to approve the agreement.

ALTERNATIVES ANALYZED

City Council may:

- If the annexation is approved, then approve the development agreement with the property owner; or
- Disapprove the development agreement. If the agreement is not approved, the responsibility for infrastructure improvements would be in accordance with policies in place at the time of development.

FINANCIAL IMPACT

The financial impact of this agreement is dependent on policy changes that may occur before development. If development occurs before any changes to the City's development policies, there would be no financial impact. If development occurs after City development policies change, the financial impact would be dependent on the changes. In addition, the City does not currently have a policy in place to collect reimbursement for utilities that were installed using City funds adjacent to the property. This development agreement requires the developer to reimburse the City for the water line that was installed in Shiloh Road in 2009. If this agreement is not approved, the developer would not be required to reimburse the City for that portion of water line.

RECOMMENDATION

Staff recommends that the City Council approve the development agreement with Buggy Bath Car Wash.

APPROVED BY CITY ADMINISTRATOR

Attachments

Development Agreement

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

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT is made this _____ day of _____, 2020, by and between Buggy Bath Car Wash., P.O. Box 6262, Sheridan, Wyoming 82801 hereinafter referred to as "DEVELOPER," and THE CITY OF BILLINGS, MONTANA, a municipal corporation, c/o City Hall, 210 North 27th Street, Billings, Montana, 59101, hereinafter referred to as the "CITY."

WHEREAS, DEVELOPER is the owner of certain real property situated in the City of Billings, Montana, more particularly described as follows:

Lot 22-A, Block 2 of Certificate of Survey No. 2727M, situated in the SE 1/4 SE 1/4 of Section 3, T 01S, R 25E, P.M.M., in the City of Billings, Yellowstone County, Montana hereinafter referred to as "Tract".

WHEREAS, DEVELOPER has submitted to the CITY a Petition for Annexation to the CITY for the Tract; and

WHEREAS, DEVELOPER desires to annex the Tract to the CITY; and

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties do hereby agree as follows:

1. Phasing of Improvements. The DEVELOPER intends to construct a car wash facility on the northern portion of the Tract for review and approval by the CITY. A Special Review and building permit shall be obtained prior to construction of the car wash development. The southern portion of the tract is to remain undeveloped during the immediate development proposal and no subdivision of the property is currently proposed; however, future subdivision of the remainder of the property may be contemplated. Future subdivision of the Tract shall be reviewed in accordance with the applicable subdivision regulations at that time.

2. Sanitary Sewer. The Tract will be served by the existing sanitary sewer main adjacent to Shiloh Road. DEVELOPER will be responsible for connecting to the sanitary sewer main fronting the east side of the proposed building at the time of development and shall be responsible for payment of the City wastewater system development fee at the time a building permit is issued for construction.

DEVELOPER will be required to pay for half of the actual costs of the installation of the sanitary sewer main that was constructed in 2009 along Shiloh Road fronting this property. This can be appropriated to reflect actual frontage of the development phases. This money will be due prior to the issuance of any building permits.

No other off-site utility extensions will be required by DEVELOPER.

3. Water. The proposed car wash facility will be served by the existing water main in Central Avenue with the water meter placed in a meter vault just north of the Central Avenue right of way line. If the water services pass through the adjacent Lot 1-A, a water service easement shall be recorded across Lot 1-A. DEVELOPER will be responsible for connecting to the water main at the time of development and shall be responsible for payment of the City water system development fee at the time a building permit is issued for construction.

No other off-site utility extensions will be required by DEVELOPER.

4. Storm Drain. The DEVELOPER will manage storm drainage in accordance with the City of Billings Stormwater Management Manual (2018) or current at time of building permit application and the General Permit for Storm Water Discharges Associated with Small Municipal Separate Storm Sewer Systems (MS4s), Permit Number MTR040000. Storm drainage from the car wash facility will outfall to the Shiloh Drain and future development of the Tract will outfall to the Shiloh Drain or other permitted outfall at the time of development.

DEVELOPER will be required to comply with City's storm drain rules in effect at the time of development.

5. Right of Way. The Shiloh Road and Central Avenue are designated as Principal Arterials. Shiloh Road is located within a 118-foot wide Montana Department of Transportation right-of-way adjacent to the Tract.

Central Avenue is located within a 70-foot City of Billings right-of-way. Adjacent to the Tract, there is a 40-foot half right-of-way for Central

Avenue. DEVELOPER shall dedicate to the CITY an additional 20 feet of right of way along Central Avenue fronting the Tract with an exempt right-of-way plat. DEVELOPER will not be compensated for the right of way dedication.

6. Access. The Tract has two existing and one future access point as shown on Exhibit A. The Tract has reciprocal access for the Tract and Lot 1-A from an existing Grant and Declaration of Reciprocal Right-of-Way Easements (Document 1862442) that is physically constructed from Shiloh Road and from Central Avenue. The access easement from Shiloh Road is 60 feet in width and the access easement from Central Avenue is 50 feet in width. The DEVELOPER shall be allowed a future access along the 135.24 feet of Tract frontage on Central Avenue. The location, width, type (e.g. full, $\frac{3}{4}$ access, or right-in/right-out) and construction, based on traffic analysis, shall be reviewed and approved by the City of Billings at the time of development of the car wash facility or upon future development or subdivision of the Tract. The DEVELOPER shall provide reciprocal access from the future approach to Lot 1-A.

A Traffic Impact Study shall be completed and approved by the City of Billings prior to lot development. Access recommendations from the approved Traffic Impact Study shall be constructed at the time of lot development. Recommendations may include modification of the existing reciprocal access located on Lot 1-A to Central Avenue to right-in/right-out. The DEVELOPER does not own Lot 1-A and this agreement does not obligate the DEVELOPER to make improvements to existing facilities located within Lot 1-A in which the DEVELOPER does not have authority.

7. Street Widening and Utility Extensions. Shiloh Road is designated as a Principal Arterial and is located within a 118-foot right-of-way adjacent to Tract. The CITY shall rely on the attached Waiver filed concurrently herewith to ensure the installation of future street improvements, which shall include widening, curb, gutter, and sidewalk.

Central Avenue is designated as a Principal Arterial and is located within a 70-foot right-of-way adjacent to Tract. For development of the car wash facility, the CITY shall rely on the attached Waiver filed concurrently herewith to ensure the installation of future street improvements, which shall include widening, curb, gutter, sidewalk, and proportionate share of any storm drain. Upon future development of the Tract or at which time Lot 1-A further develops or re-develops, the DEVELOPER shall complete the installation of street improvements along the 135.24 feet of Central Avenue frontage, which shall include widening, curb, gutter, sidewalk,

and proportionate share of any storm drain. Future widening of Central Avenue may consist of up to a 5-lane roadway. The DEVELOPER will not complete those improvements associated with the 350 feet of Lot 1-A frontage.

No other off-site street widening will be required by DEVELOPER.

8. Other Public Improvements. For any other improvements not specifically listed in this Agreement, the CITY shall rely on the attached Waiver filed concurrently herewith, to ensure the installation of any or all remaining public improvements. Said improvements shall include, but not be limited to, street construction and paving, curb, gutter, sidewalks, driveways, storm drainage, and street lighting. The attached Waiver, waiving the right to protest the creation of one or more Special Improvement Districts or Special Improvement Lighting Maintenance Districts, by this reference is expressly incorporated herein and part hereof.
9. Compliance. Nothing herein shall be deemed to exempt the Tract from compliance with any current or future City laws, rules, regulations, or policies that are applicable to the development, redevelopment, or use of the subject property.
10. Runs with Land. The covenants, agreements, and all statements in this Agreement and in the incorporated and attached Waiver shall run with the land and shall be binding on the heirs, personal representatives, successors, and assigns of the respective parties.
11. Attorney's Fees. 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, including those fees and costs of in-house counsel.
12. Amendments and Modifications. Any amendments or modifications of this Agreement 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.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

“DEVELOPER”

BUGGY BATH CAR WASH

By: _____

Title: _____

STATE OF MONTANA)
 : ss
County of Yellowstone)

On this _____ day of _____, 20__, before me, a Notary Public in and for the State of _____, personally appeared _____, known to me to be the person who executed the foregoing instrument as the _____ of BUGGY BATH CAR WASH and acknowledged to me that he/she executed the same.

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

Notary Public in and for the State of Montana

This Agreement is hereby approved and accepted by City of Billings, this ____ day of _____, 20____.

“CITY”

CITY OF BILLINGS, MONTANA

By: _____
Mayor

Attest: _____
City Clerk

STATE OF MONTANA)
 : ss
County of Yellowstone)

On this _____ day of _____, 20____, before me, a Notary Public 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

Approved as to Form:

City Attorney

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing - Ward Boundary Expansion Ordinance First Reading - Annexation 20-01

PRESENTED BY: Monica Plecker

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

City election ward boundaries must be adjusted to conform to city limit amendments resulting from annexation of property into the City. The City Council approved the annexation of property owned by Amy Iwata, Trustee of Amy Iwata Revocable Trust, at its Council meeting on February 24, 2020. The subject property is a tract of land situated in the SE1/4 of Section 3, T.1S., R.25E., P.M.M., Yellowstone County, Montana, more particularly described as: Being Lot 22-A of Amended Lots 1 and 22, Block 2 of Certificate of Survey No. 2727M , Recorded February 7th, 1997, under Document Number 1862477. Including all adjacent Right-Of-Way of Shiloh Road and Shiloh Drain. Containing 5.818 gross and 4.708 net acres more or less.

This annexation requires a change in the boundaries of Ward V. Two readings are required for this action. The first reading of the ordinance is tonight at this Council meeting, along with a public hearing, and the second reading is scheduled for March 9, 2020.

ALTERNATIVES ANALYZED

City Council may:

- Approve the ordinance modifying the boundary of Ward V, or;
- Not approve the ordinance. Disapproval will not modify the boundary of Ward V and will create a problem where property inside the City Limits is not within a City Ward.

FINANCIAL IMPACT

There is no budget/financial impact from this action.

RECOMMENDATION

Staff recommends the City Council hold a public hearing and approve this ordinance on first reading, adding recently annexed property to Ward V.

APPROVED BY CITY ADMINISTRATOR

Attachments

Ward Ordinance

ORDINANCE NO. 20-_____

AN ORDINANCE OF THE CITY OF BILLINGS, AMENDING BILLINGS MUNICIPAL CODE, CHAPTER 11, ELECTIONS, IN PARTICULAR, SECTION 11-102(c), WARD BOUNDARIES; AND CHANGING THE WARD BOUNDARIES ESTABLISHED THEREIN BY ADDING CERTAIN NEWLY ANNEXED REAL PROPERTY TO WARD V PROVIDING FOR CERTIFICATION AND REPEALING OF ALL ORDINANCES AND RESOLUTIONS INCONSISTENT THEREWITH.

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

1. AMENDMENT. Pursuant to Billings Municipal Code, Section 11-102(c) and the State Law, Billings Municipal Code, Section 11-102(c) Ward Boundaries is hereby amended by adding to Ward V the following described real property:

A tract of land situated in the SE1/4 of Section 3, T.1S., R.25E., P.M.M., Yellowstone County, Montana, more particularly described as:

Being Lot 22-A of Amended Lots 1 and 22, Block 2 of Certificate of Survey No. 2727-M, Recorded February 7TH, 1997, under Document Number 1862477.

Including all adjacent Right-Of-Way of Shiloh Road and, Shiloh Drain.

Containing 5.818 gross and 4.708 net acres more or less.

(# 20-01) See Exhibit "A" Attached

2. CERTIFICATION. Pursuant to M.C.A. Section 13-3-103, the above change and alteration is hereby certified to the election administrator by the City Council, and the City Administrator or his designee is hereby directed to certify the changes and alterations and to deliver a map showing the boundaries of the ward, the streets, avenues and alleys by name and the ward by number, to the election administrator not more than ten (10) days after the effective date of this ordinance.
3. REPEALER. All other ordinances, sections of the Billings Municipal Code and ordinances inconsistent herewith are hereby repealed.

PASSED by the City Council on the first reading this 24th day of February, 2020.

PASSED by the City Council on the second reading this 9th day of March , 2020.

THE CITY OF BILLINGS:

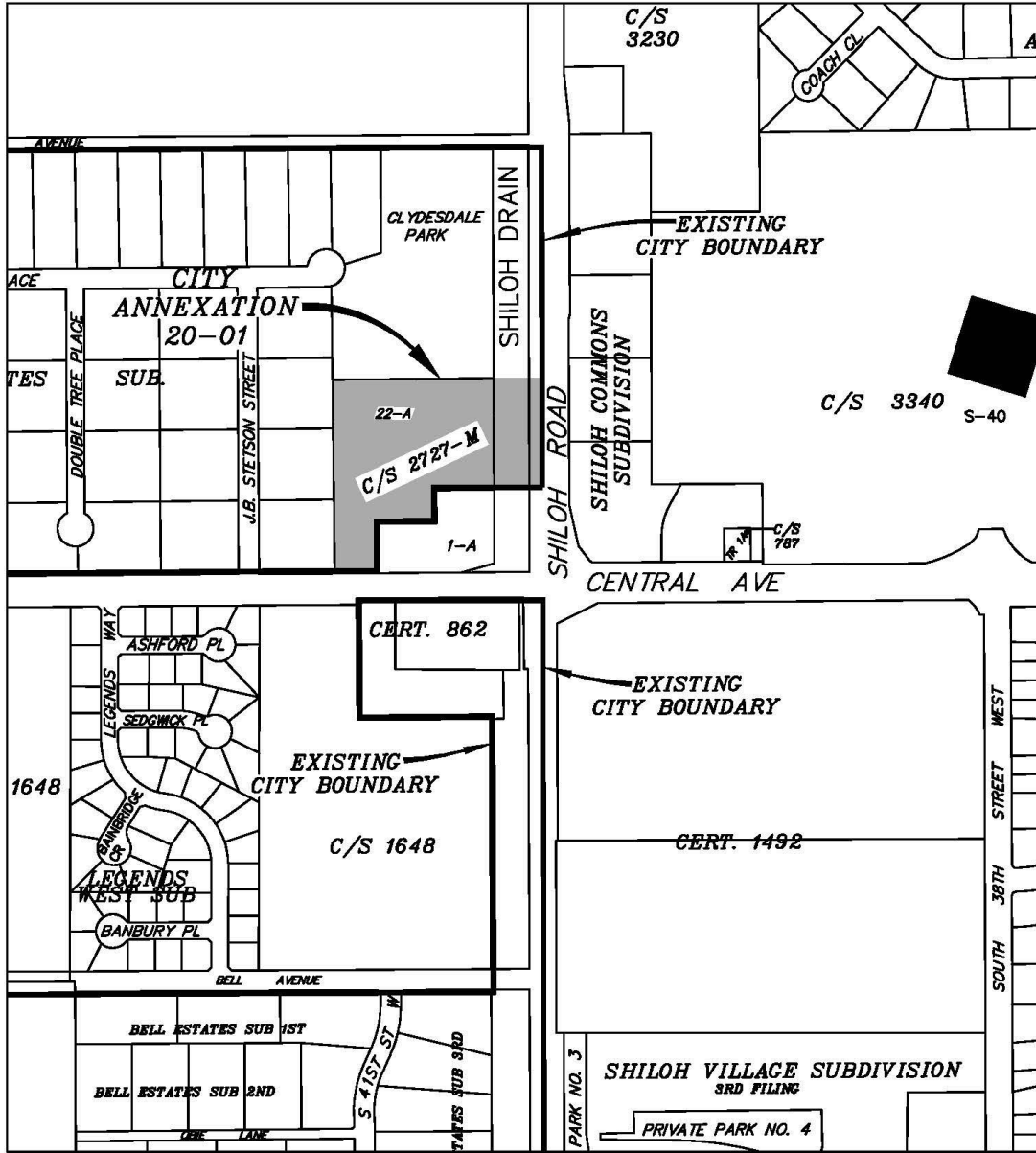
William A. Cole, MAYOR

ATTEST:

BY: _____
Denise Bohlman, CITY CLERK

(AN 20-01)

EXHIBIT "A"



Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: City Special Review 981- To allow a car wash in a NC zone

PRESENTED BY: Karen Husman

Department: Planning & Community Services

Presentation: Yes

PROBLEM/ISSUE STATEMENT

City Special Review 981 – NW Corner of Shiloh Road and Central Ave. – Car Wash – A special review request to allow a stand-alone car wash facility on Lot 22A, Block 2 of Certificate of Survey 2727M, a 4.708 acre parcel of land. The parcel is currently outside the City limits of Billings. There is a pending annexation request. Tax ID: D11892.

Special Review applications are reviewed using BMCC Section 27-1503 criteria referenced in the Alternatives Analyzed section of this memo. Special Reviews do not require an ordinance for approval, are not zone changes on property; rather, are tied to specific uses that are allowed in a given zoning district but are subject to a review by the City prior to the use being allowed. Special Reviews, unlike zone changes, may be conditioned to mitigate possible impacts from the use on the subject property or surrounding properties.

APPLICATION DATA

OWNER: Amy Iwata, Trustee

AGENT: Bryan Alexander, Sanderson Stewart

LEGAL DESCRIPTION: Lot 22A, Block 2 of Certificate of Survey 2727M

ADDRESS: No address/generally located on the NW corner of Shiloh Road and Central Ave

CURRENT ZONING: Neighborhood Commercial

EXISTING LAND USE: Agricultural

PROPOSED USE: Car Wash

SIZE OF PARCEL: 4.708 Acres

ALTERNATIVES ANALYZED

The City Council May:

- Approve the request;
- Conditionally approve the request;
- Deny the request;
- Allow the applicant to withdraw the request; or
- Delay action on the request for up to 30 days.

Before a recommendation of approval or conditional approval can be made, each special review request must demonstrate conformance with three primary criteria (BMCC 27-1503): 1) the application complies with all parts of the Zoning Regulations, 2) the application is consistent with the objectives and purposes of the Zoning Regulations and the 2016 Growth Policy, and 3) the application is compatible with surrounding land uses and is otherwise screened and separated from adjacent land to minimize adverse impacts.

This application conforms to the *first* criteria in so far that the zoning regulations adopted by the City Council have designated all NC zoning districts can have a car wash as long as they go through the special review process. The subject property is also within the Shiloh Overlay District. There are requirements for landscaping and screening from residential uses next to commercial uses within the zoning regulations, and the overlay district has additional requirements for landscaping, signage and building design. The proposed facility meets the requirements of the zoning regulations.

The application meets criteria from the *second* requirement, as it is consistent with some of the objectives of the 2016 Growth Policy:

- **Essential Investments:** Infill development and development near existing City infrastructure may be the most cost effective.

The proposed special review will promote development of a commercial service on a parcel where none currently exists on land zoned appropriately for this commercial use. The property is located on a principal arterial street near an intersection of a principal arterial street. The property has easy access to City services and infrastructure.

- **Strong Neighborhoods:** Neighborhoods that are safe and attractive and provide essential services are much desired.

The proposed development of this land will provide services to the immediately adjacent neighbors as well as capture existing traffic from Shiloh Road and Central Avenue. The proposed use is not expected to generate much new traffic, but does take advantage of current high volume traffic on two arterial streets. Conditions of approval will be proposed to ensure this development does not impact the neighboring properties with excessive noise, light and other intrusions.

- **Prosperity:** A diversity of available jobs can ensure a strong Billings' economy. Successful businesses that provide local jobs benefit the community.

The proposed special review will support a new business, provide employment opportunities at this location, and benefit the community with local services.

The application also meets the *third* criteria in that it is compatible with surrounding land uses in the area. This site is in an area of Billings with commercial zoning and uses to the east and south, and residential zoning and uses to the north and west. There are residential and commercial uses to the east across Shiloh Road. There are impacts from the proposed use that need to be mitigated. The conditions recommended with the special review should mitigate impacts on the site and the surrounding properties.

FINANCIAL IMPACT

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

BACKGROUND

The applicant is requesting a special review to allow a stand-alone car wash facility, on Lot 22A, Block 2 of Certificate of Survey 2727M, a 4.708 acre parcel of land. The parcel is currently outside the City limits of Billings and there is a pending annexation request the Council must act on before considering this Special Review. The contract purchaser, Buggy Bath Carwash, is proposing development of the car wash on the northerly 2.22 acres and keeping the remaining 2.5 acres undeveloped at this time. The existing zoning is Neighborhood Commercial (NC) and

would allow a car wash with a special review approval. A Traffic Impact Study was prepared by the current property owner, and is included with their application. The study concluded the proposed use would have low impact on traffic. No improvements were recommended for the intersection at this time to improve capacity.

A Special Review is necessary for the intended use of a car wash in the existing NC zone. The developer intends to orient the site to minimize impacts on adjacent residential properties by facing dryers away from them, using low-noise dryers in the automatic tunnel and touchless automatic bay, and providing a six foot high block wall adjacent to the residential parcels. The City Zoning Commission held a public hearing for the zone change request on Tuesday, February 4, 2020, and is recommending conditional approval based on the criteria detailed in the alternatives analyzed section of this memo.

STAKEHOLDERS

The Zoning Commission held a public hearing on the zone change request on February 4, 2020, and received Staff recommendation, as well as testimony from the agent. Karen Husman, Planner I, gave a brief presentation, reviewed the proposal and the proposed conditions of approval. Karen reiterated the property is located outside the City limits and a concurrent annexation petition is pending. The applicant's agent Brian Alexander, Sanderson Stewart, reviewed the proposal for the car wash facility, concurring with the staff recommended conditions of approval.

Commissioner King asked if the adjacent properties to the west were all residential and asked for details on the proposed buffering from noise, lighting and hours of operation. He also asked how close the next commercial development was to the west. Nicole Cromwell, Zoning Coordinator, said the adjacent property to the west were all residential, and the next area of commercial development on Central Ave was near 48th Street to the west.

Brian said the hours of operation for the automatic bay would depend on the weather, and the maximum hours would be twelve hours a day, and the manual bays would be operational twenty four hours daily. Brian said the plans include the solid wall and landscaping as well as restrictive lighting would be an important part of the development to buffer the residences to the west. Brian said they also plan to have the structure a minimum of 300 feet from the adjacent residential property line to the west with the automatic bay to the east for additional buffering. Brian also reviewed the access for the property, stating there is a reciprocal access easement for the property and the Cenex property, with ingress and egress from Central Avenue and Shiloh Road, and they have no plans to add any additional access.

Brian stated the restrictions in the Shiloh Corridor Overlay District has more restrictive regulations on signage and lighting adjacent to residential uses than the Cenex property because the Cenex business was developed prior to the Shiloh Overlay District. Brian continued stating they would also make an effort to buffer the public space to the north and the pedestrian trail with landscaping as well.

Commissioner Brooks asked staff about the findings in the second criteria if it is "consistent with **some** of the objectives of the Growth Policy". Karen responded that the application may not be consistent with all of the objectives, but it was consistent with enough of the objectives to recommend approval of the application.

There were no members of the public in attendance to speak on the application.

The Zoning Commission closed the public hearing and a motion was made by Commission Member King to forward to the City Council a recommendation of conditional approval and adoption of the findings of the 3 criteria for Special Review 981. The motion was seconded by Commission Member Brooks and the Commission voted three in favor and none in opposition to the motion.

CONSISTENCY WITH ADOPTED POLICIES OR PLANS

Consistency with adopted plans and policies is discussed in the alternatives analyzed section of this memo.

RECOMMENDATION

The Zoning Commission recommends conditional approval and adoption of the findings of the three criteria for Special Review 981, with the following conditions;

1. The special review approval is limited to on Lot 22A, Block 2 of Certificate of Survey 2727M, a 4.708 acre parcel of land generally located near the NW corner of Shiloh Road and Central Ave.
2. The special review is for the construction and operation of a stand-alone car wash. No other use is intended or implied.
3. The site shall be developed in substantial conformance with the site plan submitted.
4. To mitigate the long term impacts of this facility on the residential development to the west, a solid wall will be built to screen the residences from light and buffer noise from the site.
5. There will be no construction activities, including site preparation such as grading or digging, prior to 7 a.m. or after 8 p.m. daily.
6. The proposed development shall comply with all other limitations of Section 27-613 of the Zoning Regulations concerning special review uses, and all other City of Billings regulations and ordinances that apply.
7. These conditions of special review approval shall run with the land described in this authorization and shall apply to all current and subsequent owners, operators, managers, lease holders, heirs and assigns.

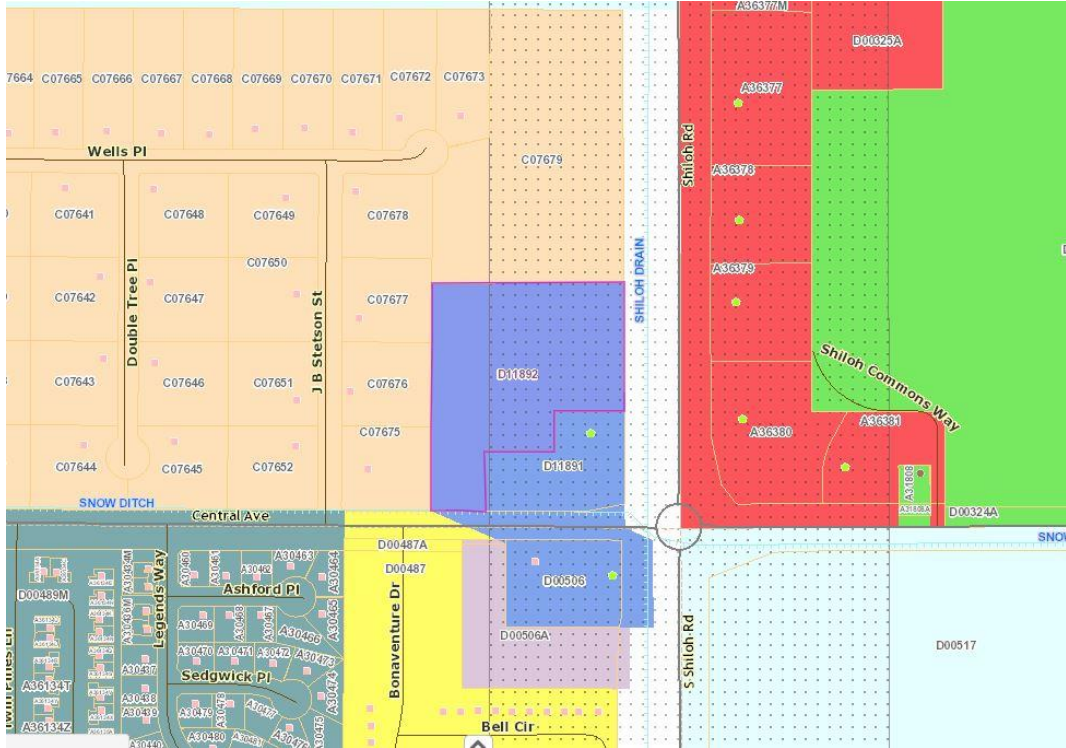
****NOTE**** Approval of this Special Review does not constitute approval of a building permit, sign permit or fence permit. Compliance with all applicable local codes will be reviewed at the building permit level. This application is for a Special Review as noted above and no other request is being considered with this application. The Planning Division points out that the use and development of the property must be in accordance with the submitted site plan.

APPROVED BY CITY ADMINISTRATOR

Attachments

Zoning Map & Site Photos
Application. Appl. Letter
Site Plan
Traffic Impact Study

Zoning Map & Site Photos



Zoning Map



Areal photo



City Limits





North



East



South



West

Site photos from applicant





Application, Applicant Letter



APPLICATION FORM

CITY SPECIAL REVIEW Billings Special Review# _____ - Project # P2-20-0004

The undersigned as owner(s) of the following described property hereby request a Special Review as outlined in the City of Billings Zoning Regulations.

Present Zoning: Neighborhood Commercial
Special Review Requested: Allow use of a stand-alone car wash facility

TAX ID# D11892 CITY ELECTION WARD # Ward 5 upon annexation

Legal Description of Property: Lot 22-A, Block 2 Certificate of Survey 2727M

Address or General Location (If unknown, contact City Engineering): Not addressed at this time.
Northwest corner of Shiloh Road and Central Avenue surrounding Zip Trip site.

Size of Parcel (Area & Dimensions): 4.708 acres (480.73' x 567.58' minus 1.607 acres of Zip Trip site)

Present Land-Use: Vacant/undeveloped

Covenants or Deed Restrictions on Property: Yes _____ No X

If yes, please attach to application

*** Additional information may be required as determined by the Zoning Coordinator in order to fully evaluate the application.

Owner(s): Iwata, Amy Trustee
(Recorded Owner) 16757 Charmel Lane, Pacific Palisades, CA 90272-2213
(Address) (310) 936-8114 dramyiwata@gmail.com
(Phone Number) (email)

Agent(s): Sanderson Stewart (Bryan Alexander)
(Name) 1300 N. Transtech Way, Billings, MT 59102
(Address) (406) 656-5255 balexander@sandersonstewart.com
(Phone Number) (Email)

I understand that the filing fee accompanying this application is not refundable, that it pays for the cost of processing, and that the fee does not constitute a payment for a Special Review. Also, I attest that all the information presented herein is factual and correct.

Signature: [Signature] Date: 1-2-20
(Recorded Owner)



2727-002-022A

Buggy Bath Carwash
SPECIAL REVIEW APPLICATION

Statement of Proposal

The contract purchaser, Buggy Bath Carwash, is seeking a Special Review for the approximate 4.7-acre property located at the northwest corner of Central Avenue and Shiloh Road. The property is legally described as Lot 22-A, Block 2, Certificate of Survey 2727-M, in Yellowstone County, Montana. The purchaser is proposing development of the car wash on the northerly 2.22 acres and keeping the remaining 2.50 acres undeveloped at this time.

The existing zoning is Neighborhood Commercial and the applicant is requesting a Special Review to allow for a new car wash on the property. A conceptual site plan is attached showing the proposed car wash site. The existing lot is located within the County but is going through a concurrent process to Annex into the City. Once annexed, a Special Review is required to allow development of a standalone car wash facility in a Neighborhood Commercial zoned property.

A Traffic Impact Study (TIS) was prepared for the site by the current owner, which is attached and made part of this application. There are no recommended traffic improvements for development of the site for commercial use.

Accompanying Responses to Questions in Special Review Application Form

1A. In what ways is your proposal consistent with the goals and policies of the adopted Growth Policy?

Essential Investments (Relating Public and Private Expenditures to Public Values)

- *Landscaping of public rights-of-way and entryways makes Billings more visually appealing to residents and visitors*

To enhance the visual appeal of the property, landscaping along the property frontages of Shiloh Road and Central Avenue adjacent to the site will comply with the standards established in the Shiloh Corridor Overlay District (Article 27-1400 of City Code). This overlay zoning district is established to promote an aesthetically pleasing and distinct entryway corridor to make Billings more visually appealing.

- *Infill development and development near existing City infrastructure may be the most cost effective*

This property is located at the northwest corner of Shiloh Road and Central Avenue in the Billings West End and is adjacent to existing City infrastructure. This Special Review will allow for efficient infill development near existing City infrastructure improvements.

- *Neighborhoods that are safe and attractive and provide essential services are much desired*

If this Special Review is approved, it will allow development of a car wash that will be safe, attractive and will be able to better serve the nearby community. Also, the above-mentioned landscaping will make the neighborhood far more attractive.

Place Making (Enhance, Maintain, Preserve, and Improve Existing Public Places)

- *Enhancements and maintenance of public spaces and buildings through City stewardship is integral to a vibrant community*

As Billings has continued to grow, development of this property corner is an important part of promoting a vibrant community. By constructing a new building with site and landscaping amenities, the entire neighborhood will be improved visually.

- *The history and heritage of Billings are cornerstones of our community*

The west end of Billings is an integral part of our community and improving the appearance and safety of the properties located there further enhances the overall image of Billings for both local residents and visitors.

Community Fabric (Attractive, Aesthetically Pleasing, Uniquely Billings)

- *Cost-effective landscaping of public rights-of-way and entryways makes Billings more visually appealing to residents and visitors*

Upon development of the site, this property will comply with current City standards on landscaping both within the property and adjacent to the public right-of-way. This property lays within the Shiloh Corridor Overlay District and is an important corridor for Billings.

Strong Neighborhoods (Livable, Safe, Social and Resilient Neighborhoods)

- *Implementation of the Infill Policy is important to encourage development of underutilized properties*

The current property being considered for purchase is considered an undeveloped property along an important corridor in Westend Billings. Infilling will be enhanced if this property is allowed to develop from an undeveloped property.

1B. Why is there a need for the intended use of the property at this location?

West Billings has very few car wash facilities, especially along the Shiloh Road corridor. The nearest car wash to the proposed site is located a mile north at the intersection of Shiloh Road and Grand Avenue and the nearest to the east is located approximately two miles away at the intersection of Central Avenue and 24th Street West. The lack of available car washes in the area leads to long lines and waits at the existing washes.

1C. How will the public interest be served if this application is approved?

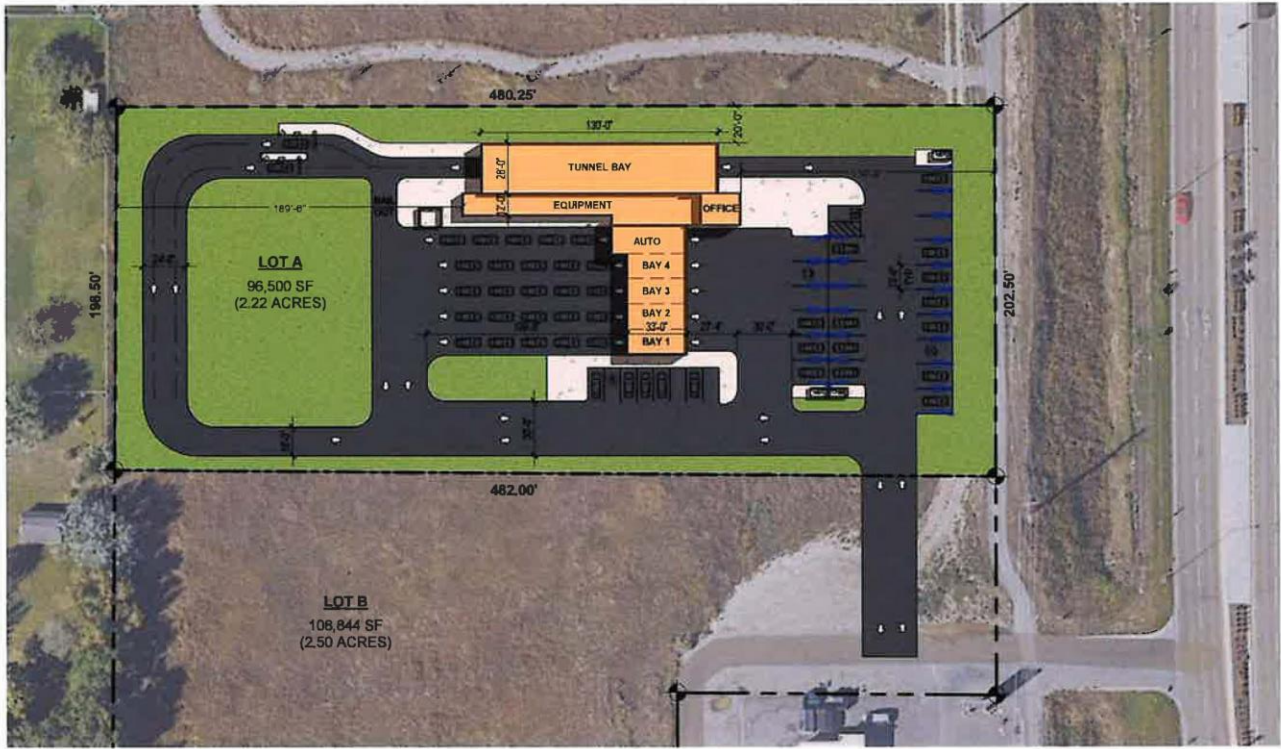
The public will be served by having convenient access from Shiloh Road to wash their vehicles. The new car wash will provide an additional option for a place to receive a car wash and help reduce wait times resulting from the lack of car washes in the area.

1D. Prepare a written statement addressing what is intended to be done with the property, including new construction or change in the use of the property, and why the special review is being sought.

A new car wash facility is proposed on the northerly 2.22 acres of the undeveloped site, which includes an automated tunnel car wash, touchless automatic bay, 4 self-service car wash bays, and vacuum stations. The site will be entirely new construction and will utilize the existing right-in/right-out approach from Shiloh Road as its primary access. The remaining 2.5 acres of the site will remain undeveloped. A TIS was prepared by the property, which recommends no traffic improvements for development of the site. The TIS does discuss a future access from Central Avenue; however, the future access is not proposed as part of this site development.

A Special Review is sought as it is necessary for the intended use of a car wash in the existing Neighborhood Commercial zone. The developer intends to orient the site to minimize impacts of sound on adjacent residential properties by facing dryers away from them, using low-noise dryers in the automatic tunnel and touchless automatic bay (rated at 65 dB at 50 feet away), and providing a 6-foot high block wall adjacent to the residential properties to the west to mitigate impacts to neighbors.

Site Plan



M



Iwata Subdivision Traffic Impact Study

Billings, Montana



Prepared For:

Performance Engineering
608 North 29th Street
Billings, MT 59101

December, 2019

130 South Howie Street
Helena, Montana 59601
406-459-1443

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Iwata Subdivision Traffic Impact Study Billings, Montana

A. EXECUTIVE SUMMARY

The Iwata Subdivision is a 4.7 acre neighborhood commercial development project currently proposed west of Shiloh Road in Billings, MT. Upon completion, the development would include four new neighborhood commercial lots and would produce approximately 700 new daily vehicle trips in this area. The development will be accessed from an existing approach onto Shiloh Road and a new approach onto Central Avenue. The proposed subdivision will benefit considerably from the existing roundabouts on Shiloh Road. All intersections will operate at acceptable levels of service with reserve capacity for future growth. No improvements are recommended for these intersections at this time to improve capacity. The developers should work with the City of Billings as necessary to help with the future widening needs along Central Avenue. The developers should also locate the new southern approach to the development site as far to the east as possible on their frontage of Central Avenue to help maximize the intersection spacing from the existing approaches on the roadway.

B. PROJECT DESCRIPTION

This document studies the possible effects on the surrounding road system from a proposed commercial subdivision located west of Shiloh Road in Billings, MT. The site is located to the northwest of the intersection of Shiloh Road and Central Avenue. The document also identifies any traffic mitigation efforts that the developments may require. The Iwata Subdivision would be developed to include 4.7 acres of neighborhood commercial property. Based on conversations with the City of Billings planning staff, the study area selected for this project includes the intersections of Shiloh Road with Broadwater Avenue, Central Avenue, Monad Road, and the approaches to the proposed development site.

C. EXISTING CONDITIONS

The Iwata Subdivision is currently proposed on a 4.7 acre parcel of land located on the northwest corner of the intersection of Shiloh Road and Central Avenue in Billings. The existing development property currently consists of an undeveloped section of land which is bordered by existing residential subdivisions to the west and commercial properties to the north, south, and east. The Cenex gas station is located southeast of the property. See **Figure 1** for a location map of the proposed development.

Figure 1- Proposed Development Site



Adjacent Roadways

Central Avenue is an east/west principle arterial route that extends west from downtown Billings. The intersection of Central Avenue and Shiloh Road is controlled by a multi-lane roundabout. East of Shiloh Road, Central Avenue has a newly constructed four-lane urban cross-section. West of Shiloh Road, Central Avenue narrows to a 24-foot, two-lane rural cross-section. The posted speed limit along Central Avenue is 45 MPH. Traffic data collected in 2018 by MDT indicates that Central Avenue carries 4,500 Vehicles Per Day (VPD) west of Shiloh Road (40th Street) and 7,900 VPD east of Shiloh Road

Shiloh Road/ 40th Street West is a north/south urban principle arterial route that extends north from Interstate 90. Shiloh Road intersects with Central Avenue, Broadwater Avenue, and

Monad Road at roundabouts. Between Central Avenue and Grand Avenue Shiloh Road has a four-lane urban cross-section with raised medians and left-turn lanes at designated intersections. The posted speed limit in the area is 45 MPH. Traffic data collected in 2018 by MDT indicates that West Main Street carries 19,200 VPD between Central and Grand Avenue.

Traffic Counts

The traffic data used for this report was collected on the surrounding road system by ATS in May and September of 2019. The collected data includes turning movement counts at the intersections of Central Avenue (May), Broadwater Avenue (September), and Monad Road (September) with Shiloh Road. ATS also performed 24-hour volume counts on the existing approach to the site from Shiloh Road. Refer to **Figure 1** for detail of the data collection/acquisition sites. The raw traffic data is included in **Appendix A** of this report.

The raw data collected for this project was adjusted for seasonal variation in accordance with the data collected from MDT's automatic count station located in Billings on Broadwater Avenue between 22nd Street and Gay Place (Station A-051). This count station data indicated that traffic counts collected in May and September are both approximately 103% of the AADT (Average Annual Daily Traffic) volume in this area.

Historic traffic data was collected for Central Avenue and Shiloh Road from the Montana Department of Transportation. The data for this location is presented in **Table 1**. The MDT data indicates that traffic volumes along Central Avenue have increased by an average of 2% over the last ten years, while volumes on Shiloh Road have increased by an average of 6% annually.

Table 1 – Historic Average Daily Traffic Data

| Location | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------------------------|--------|-------|--------|--------|--------|--------|--------|--------|--------|--------|
| Central W of Shiloh #56-4A-058 | 4,380 | 4,630 | 4,120 | 4,080 | 4,980 | 5,070 | 5,200 | 5,264 | 5,222 | 4,512 |
| Central E of Shiloh #56-4A-059 | 6,520 | 6,310 | 5,500 | 5,930 | 6,830 | 6,840 | 5,980 | 7,678 | 7,816 | 7,925 |
| Shiloh N of Central #56-4A-128 | 10,290 | 9,960 | 10,890 | 11,000 | 12,390 | 12,400 | 15,120 | 16,446 | 16,183 | 19,200 |
| Shiloh S of Central #56-4A-127 | 9,750 | 9,440 | 9,850 | 11,020 | 11,440 | 12,450 | 14,610 | 15,679 | 16,440 | 16,670 |

Level of Service

Using the data collected for this project, ATS conducted a Level of Service (LOS) analysis at area intersections. This evaluation was conducted in accordance with the procedures outlined in the Transportation Research Board's *Highway Capacity Manual (HCM) - Special Report 209* and the Highway Capacity Software (HCS) version 7.8. Intersections are graded from A to F representing the average delay that a vehicle entering an intersection can expect. Typically, a LOS of C or better is considered acceptable for peak-hour conditions.

Table 2 shows the existing 2019 LOS for the AM and PM peak hours without the generated traffic from the Iwata subdivision. The LOS calculations are included in **Appendix C**. The analysis indicates that all of the study intersection are currently operating within normal operating limits and have considerable reserve capacity for future growth. No roadway modifications are recommended at this time to improve intersection capacity. Based on future growth projections in this area, the *2018 Billings Urban Area Long Range Transportation Plan* recommends widening Central to three lane from Shiloh Road to 48th Street West (Project R-48, estimated cost \$3,100,000).

Table 2 – 2019 Level of Service Summary

| Intersection | AM Peak Hour | | PM Peak Hour | |
|-------------------------------|--------------|-----|--------------|-----|
| | Delay (Sec.) | LOS | Delay (Sec.) | LOS |
| Shiloh Road & Broadwater Ave. | 7.6 | A | 7.9 | A |
| Shiloh Road & Central Ave. | 8.6 | A | 13.1 | B |
| Shiloh Road & Monad Road | 6.3 | A | 7.6 | A |

Area Crash Data

ATS collected crash data for the study intersections from the MDT public crash database. This system contains records and basic information for all reported crashes which occur on public roads over the past five years. Intersection crashes are typically evaluated by the rate of Crashes per Million Vehicles Entering (MVE). Intersections with higher than normal crash rates are evaluated to determine if any crash trends exists which may be contributing to the observed crash trend. The results of this analysis for the study intersections is shown in **Table 2**. The data indicates that the crash rates for these intersection is 0.7 to 1.4 per MVE, which is in line with anticipated crash rates for urban controlled intersections.

Table 3 – Intersection Crash Rates

| Intersection | Crashes 2013-2018 | Crash Rate |
|-------------------------------|-------------------|------------|
| Shiloh Road & Broadwater Ave. | 64 | 1.4 MVE |
| Shiloh Road & Central Ave. | 26 | 0.7 MVE |
| Shiloh Road & Monad Road | 23 | 0.7 MVE |

D. PROPOSED DEVELOPMENT

The Iwata Subdivision is proposed for the northwest corner of Shiloh Road and Central Avenue adjacent to the existing Cenex gas station. The project would include 4.7 acres of neighborhood commercial property which could include gas stations, restaurants, and light commercial uses. The specific land uses for this have not yet been identified. The property would be developed into four separate lots with an internal loop road constructed to the city of Billings road standards. The site would be accessed from Shiloh Road at an existing approach 200 feet north of Central Avenue and a new approach onto Central Avenue 500 feet west of Shiloh Road. The approach onto Shiloh Road (currently 400 VPD) is restricted by the existing medians on Shiloh Road to right-in/right-out turning movements only. The visibility from these two approach locations is unrestricted. The development would also have access to the existing approach to the Cenex gas station, but this approach was discounted for the purposes of this study to concentrate the potential development traffic to only two intersections and produce a more conservative analysis. The project will be constructed over the next 3-5 years with full build-out expected by 2025. The proposed development site plan is shown in **Figure 2**.

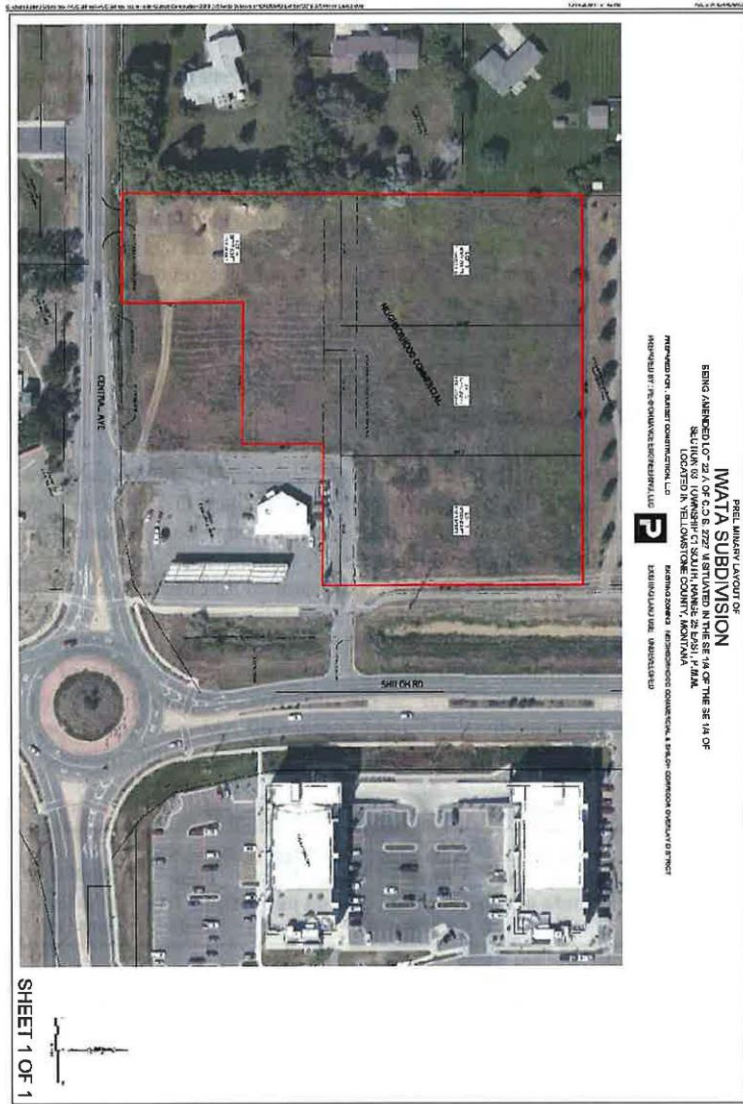
E. TRIP GENERATION AND ASSIGNMENT

ATS performed a trip generation analysis to determine the anticipated future traffic volumes from the proposed development using the trip generation rates contained in *Trip Generation* (Institute of Transportation Engineers, Tenth Edition). These rates are the national standard and are based on the most current information available to planners. A vehicle “trip” is defined as any trip that either begins or ends at the development site. ATS determined that the critical traffic impacts on the intersections and roadways would occur during the weekday morning and evening peak hours. With no specific land uses currently identified for the site, ATS selected the ITE trip generation rate for a business park (use code #770) which closely matches the types of neighborhood commercial development which could occur on the site. According to the ITE trip generation rates, at full build-out the Iwata subdivision would produce 89 AM peak hour trips, 79 PM peak hour trips, and 704 daily trips. See **Table 4** for detailed trip generation information

Table 4 - Trip Generation Rates

| Land Use | Units | AM Peak Hour Trip Ends per Unit | Total AM Peak Hour Trip Ends | PM Peak Hour Trip Ends per Unit | Total PM Peak Hour Trip Ends | Weekday Trip Ends per Unit | Total Weekday Trip Ends |
|---------------------------|-------|---------------------------------|------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------|
| Business Park ITE #770 | 4.7 | 18.86 | 89 | 16.84 | 79 | 149.79 | 704 |

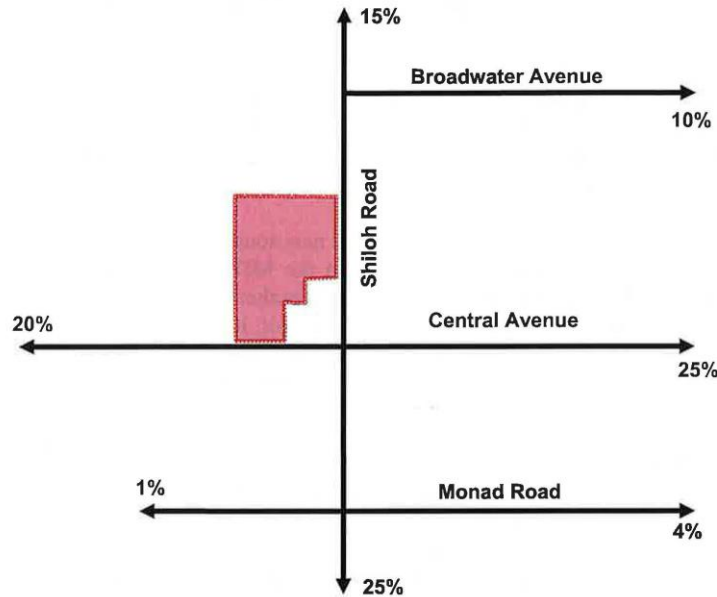
Figure 2 - Proposed Development



F. TRIP DISTRIBUTION

The traffic distribution and assignment for the proposed subdivisions was based upon the existing ADT volumes along the adjacent roadways and the peak-hour turning volumes. Traffic is expected to distribute onto the surrounding road network as shown on **Figure 3**.

Figure 3 – Trip Distribution



G. TRAFFIC IMPACTS OUTSIDE OF THE DEVELOPMENT

Using the trip generation and trip distribution numbers, ATS determined the future Level of Service for the area intersections. The anticipated intersection LOS with the Iwata Subdivision is shown in **Table 5**. The traffic volume calculations are included in **Appendix B** of this report and include a 20% background traffic volume growth rate to forecast regional traffic volume growth trends through 2025. The table indicates that the development of the Iwata Subdivision will not create any operational issues and any existing or proposed intersection with in the study area.

The development will benefit considerably from the placement of the existing roundabouts on Shiloh Road. The roundabout at Central Avenue will allow the drivers exiting the site to use the

right-out only intersection onto Shiloh Road and then use the roundabout to turn in any direction including making a U-turn to proceed to the north. All intersections will operate at acceptable levels of service with reserve capacity for future growth. The Iwata Subdivision will account for a traffic volume increase of 2% at the intersection of Central Avenue and Shiloh Road. No improvements are recommended for these intersections at this time to improve capacity.

Table 5 –Future 2025 Level of Service Summary

| Intersection | AM Peak Hour | | PM Peak Hour | |
|-------------------------------|--------------|-----|--------------|-----|
| | Delay (Sec.) | LOS | Delay (Sec.) | LOS |
| Shiloh Road & Broadwater Ave. | 9.9 | A | 10.4 | B |
| Shiloh Road & Central Ave. | 12.4 | B | 24.7 | C |
| Shiloh Road & Monad Road | 7.6 | A | 9.7 | A |
| Shiloh Road & East Approach | 12.5 | B | 13.2 | B |
| Central Ave. & South Approach | 15.0 | C | 17.6 | C |

*Eastbound/Southbound Side Street LOS and Delay.

ATS also reviewed the left-turn lane warrants for the new south approach to the site from Central Avenue based on the recommended practices from the MDT Road Design Manual with the projected traffic from the Iwata Subdivision. This analysis showed that there will be nearly enough traffic to warrant a left-turn lane at this approach. However, it would be difficult to install a left-turn lane for this location without impacting the adjacent intersections of Bonaventure Drive and JB Stetson Street to the west. Ultimately, this entire section of road will need to be widened to a three-lane cross section with a center left-turn lane to address the future capacity needs of Central Avenue. The *2018 Billings Urban Area Long Range Transportation Plan* recommends widening Central Avenue from Shiloh Road to 48th Street West to a three-lane cross-section (Project R-48, estimated cost \$3,100,000). At this time, it is not recommended that the developers install a left-turn lane for the new south approach to the Iwata Subdivision, but the developers should work with the City of Billings as necessary to help with the future widening needs along Central Avenue. The developers should also locate the new southern approach to the development site as far to the east as possible on their frontage of Central Avenue to maximize the intersection spacing from the existing approaches on the roadway.

H. IMPACT SUMMARY & RECOMMENDATIONS

As proposed the Iwata Subdivision will have a low impact on the traffic operations at the nearby intersections. No improvements are recommended for these intersections at this time to improve capacity. The developers should work with the City of Billings as necessary to help with the future widening needs along Central Avenue. The developers should also locate the new southern approach to the development site as far to the east as possible on their frontage of Central Avenue to maximize the intersection spacing from the existing approaches on the roadway.

APPENDIX A

Traffic Data

Abelin Traffic Services

130 S. Havlic Street
Helena, MT 59601

File Name : ShilohCentraltmc
Site Code : 00000000
Start Date : 5/30/2019
Page No : 1

Groups Printed- Class 1

| Start Time | Shiloh Southbound | | | | | Central Westbound | | | | | Shiloh Northbound | | | | | Central Eastbound | | | | | Int. Total |
|--------------------|-------------------|------|------|------|------------|-------------------|------|------|------|------------|-------------------|------|------|------|------------|-------------------|------|------|------|------------|------------|
| | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | |
| 07:30 AM | 18 | 102 | 35 | 0 | 155 | 17 | 21 | 10 | 0 | 48 | 30 | 97 | 17 | 0 | 144 | 23 | 71 | 36 | 0 | 130 | 477 |
| 07:45 AM | 17 | 149 | 36 | 0 | 202 | 25 | 22 | 18 | 0 | 65 | 30 | 112 | 12 | 0 | 154 | 31 | 72 | 42 | 0 | 145 | 566 |
| Total | 35 | 251 | 71 | 0 | 357 | 42 | 43 | 28 | 0 | 113 | 60 | 209 | 29 | 0 | 298 | 54 | 143 | 78 | 0 | 275 | 1043 |
| 08:00 AM | 19 | 131 | 34 | 0 | 184 | 23 | 27 | 13 | 0 | 63 | 25 | 116 | 25 | 0 | 166 | 47 | 61 | 31 | 0 | 139 | 552 |
| 08:15 AM | 12 | 140 | 31 | 0 | 183 | 18 | 21 | 12 | 1 | 52 | 18 | 115 | 16 | 0 | 149 | 25 | 45 | 29 | 0 | 99 | 483 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| Total | 31 | 271 | 65 | 0 | 367 | 41 | 48 | 25 | 1 | 115 | 43 | 231 | 41 | 0 | 315 | 72 | 106 | 60 | 0 | 238 | 1035 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| 04:30 PM | 20 | 150 | 30 | 0 | 200 | 49 | 30 | 23 | 0 | 102 | 18 | 130 | 40 | 0 | 188 | 18 | 25 | 25 | 0 | 68 | 558 |
| 04:45 PM | 26 | 145 | 32 | 0 | 203 | 36 | 23 | 29 | 0 | 88 | 23 | 153 | 53 | 0 | 229 | 17 | 32 | 18 | 0 | 67 | 587 |
| Total | 46 | 295 | 62 | 0 | 403 | 85 | 53 | 52 | 0 | 190 | 41 | 283 | 93 | 0 | 417 | 35 | 57 | 43 | 0 | 135 | 1145 |
| 05:00 PM | 19 | 151 | 16 | 0 | 186 | 30 | 43 | 30 | 0 | 103 | 13 | 160 | 40 | 0 | 213 | 17 | 28 | 17 | 0 | 62 | 564 |
| 05:15 PM | 26 | 170 | 21 | 0 | 217 | 31 | 33 | 47 | 0 | 111 | 22 | 216 | 50 | 0 | 288 | 10 | 33 | 28 | 0 | 71 | 687 |
| Grand Total | 157 | 1138 | 235 | 0 | 1530 | 229 | 220 | 182 | 1 | 632 | 179 | 1099 | 253 | 0 | 1531 | 188 | 367 | 226 | 0 | 781 | 4474 |
| Apprch % | 10.3 | 74.4 | 15.4 | 0 | | 36.2 | 34.8 | 28.8 | 0.2 | | 11.7 | 71.8 | 16.5 | 0 | | 24.1 | 47 | 28.9 | 0 | | |
| Total % | 3.5 | 25.4 | 5.3 | 0 | 34.2 | 5.1 | 4.9 | 4.1 | 0 | 14.1 | 4 | 24.6 | 5.7 | 0 | 34.2 | 4.2 | 8.2 | 5.1 | 0 | 17.5 | |

Abelin Traffic Services

130 S. Main Street
Helena, MT 59601

File Name : BroadwayTMC
Site Code : 0000000
Start Date : 9/25/2019
Page No : 1

Groups Printed- Class 1 - Class 2

| Start Time | Shiloh Southbound | | | | | Broadwater Westbound | | | | | Shiloh Northbound | | | | | Broadwater Eastbound | | | | | Int. Total |
|---------------|-------------------|------|------|------|------------|----------------------|------|------|------|------------|-------------------|------|------|------|------------|----------------------|------|------|------|------------|------------|
| | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | |
| 07:30 AM | 0 | 234 | 73 | 0 | 307 | 23 | 0 | 40 | 0 | 63 | 39 | 137 | 2 | 0 | 178 | 0 | 0 | 1 | 0 | 1 | 549 |
| 07:45 AM | 0 | 211 | 36 | 1 | 248 | 31 | 0 | 28 | 1 | 60 | 38 | 169 | 7 | 0 | 214 | 0 | 0 | 0 | 0 | 0 | 522 |
| Total | 0 | 445 | 109 | 1 | 555 | 54 | 0 | 68 | 1 | 123 | 77 | 306 | 9 | 0 | 392 | 0 | 0 | 1 | 0 | 1 | 1071 |
| 08:00 AM | 0 | 148 | 40 | 1 | 189 | 18 | 0 | 21 | 2 | 41 | 32 | 137 | 1 | 0 | 170 | 0 | 0 | 0 | 0 | 0 | 400 |
| 08:15 AM | 0 | 192 | 27 | 0 | 219 | 20 | 0 | 24 | 1 | 45 | 16 | 111 | 3 | 0 | 130 | 0 | 0 | 0 | 0 | 0 | 394 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| Total | 0 | 340 | 67 | 1 | 408 | 38 | 0 | 45 | 3 | 86 | 48 | 248 | 4 | 0 | 300 | 0 | 0 | 0 | 0 | 0 | 794 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| 04:30 PM | 0 | 173 | 17 | 0 | 190 | 26 | 0 | 40 | 0 | 66 | 32 | 211 | 0 | 0 | 243 | 0 | 0 | 0 | 0 | 0 | 499 |
| 04:45 PM | 0 | 157 | 25 | 0 | 182 | 39 | 0 | 31 | 0 | 70 | 28 | 220 | 0 | 0 | 248 | 0 | 0 | 0 | 0 | 0 | 500 |
| Total | 0 | 330 | 42 | 0 | 372 | 65 | 0 | 71 | 0 | 136 | 60 | 431 | 0 | 0 | 491 | 0 | 0 | 0 | 0 | 0 | 999 |
| 05:00 PM | 0 | 187 | 24 | 0 | 211 | 37 | 0 | 51 | 0 | 88 | 54 | 235 | 0 | 0 | 289 | 0 | 0 | 0 | 0 | 0 | 588 |
| 05:15 PM | 0 | 201 | 21 | 0 | 222 | 54 | 0 | 43 | 0 | 97 | 38 | 261 | 0 | 0 | 299 | 0 | 0 | 0 | 0 | 0 | 618 |
| Grand Total | 0 | 1503 | 263 | 2 | 1768 | 248 | 0 | 278 | 4 | 530 | 277 | 1481 | 13 | 0 | 1771 | 0 | 0 | 1 | 0 | 1 | 4070 |
| Apprch % | 0 | 85 | 14.9 | 0.1 | 46.8 | 0 | 52.5 | 0.8 | | 13 | 15.6 | 83.6 | 0.7 | 0 | | 0 | 0 | 100 | 0 | | |
| Total % | 0 | 36.9 | 6.5 | 0 | 43.4 | 6.1 | 0 | 6.8 | 0.1 | 13 | 6.8 | 36.4 | 0.3 | 0 | 43.5 | 0 | 0 | 0 | 0 | 0 | |
| Class 1 | 0 1495 | | | | | | | | | | 1475 | | | | | | | | | | |
| % Class 1 | 0 | 99.5 | 96.6 | 0 | 98.9 | 99.6 | 0 | 99.3 | 0 | 98.7 | 99.6 | 99.6 | 0 | 0 | 98.9 | 0 | 0 | 100 | 0 | 100 | 98.9 |
| Class 2 | 0 | 8 | 9 | 2 | 19 | 1 | 0 | 2 | 4 | 7 | 1 | 6 | 13 | 0 | 20 | 0 | 0 | 0 | 0 | 0 | 46 |
| % Class 2 | 0 | 0.5 | 3.4 | 100 | 1.1 | 0.4 | 0 | 0.7 | 100 | 1.3 | 0.4 | 0.4 | 100 | 0 | 1.1 | 0 | 0 | 0 | 0 | 0 | 1.1 |

Abelin Traffic Services

130 S. Hauie Street
Helena, MT 59601

File Name : MonadtMC
Site Code : 00000000
Start Date : 9/25/2019
Page No : 1

Groups Printed- Class 1 - Class 2

| Start Time | Shiloh Southbound | | | | | Monad Westbound | | | | | Shiloh Northbound | | | | | Monad Eastbound | | | | | Incl. Total |
|---------------|-------------------|------|------|------|------------|-----------------|------|------|------|------------|-------------------|------|------|------|------------|-----------------|------|------|------|------------|-------------|
| | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | Right | Thru | Left | Peds | App. Total | |
| 07:30 AM | 0 | 18 | 177 | 0 | 195 | 0 | 1 | 1 | 3 | 5 | 0 | 4 | 172 | 43 | 219 | 4 | 29 | 3 | 23 | 59 | 478 |
| 07:45 AM | 1 | 24 | 133 | 0 | 158 | 0 | 1 | 0 | 0 | 1 | 0 | 6 | 166 | 32 | 204 | 2 | 15 | 0 | 21 | 38 | 401 |
| Total | 1 | 42 | 310 | 0 | 353 | 0 | 2 | 1 | 3 | 6 | 0 | 10 | 338 | 75 | 423 | 6 | 44 | 3 | 44 | 97 | 879 |
| 08:00 AM | 1 | 15 | 131 | 3 | 150 | 0 | 0 | 1 | 4 | 5 | 0 | 4 | 127 | 33 | 164 | 1 | 11 | 2 | 29 | 43 | 362 |
| 08:15 AM | 0 | 16 | 93 | 3 | 112 | 0 | 9 | 10 | 18 | 37 | 0 | 3 | 132 | 27 | 162 | 3 | 11 | 4 | 13 | 31 | 342 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| Total | 1 | 31 | 224 | 6 | 262 | 0 | 9 | 11 | 22 | 42 | 0 | 7 | 259 | 60 | 326 | 4 | 22 | 6 | 42 | 74 | 704 |
| *** BREAK *** | | | | | | | | | | | | | | | | | | | | | |
| 04:30 PM | 3 | 26 | 186 | 0 | 215 | 0 | 0 | 0 | 3 | 3 | 0 | 3 | 168 | 19 | 190 | 1 | 20 | 0 | 28 | 49 | 457 |
| 04:45 PM | 0 | 19 | 203 | 0 | 222 | 0 | 0 | 1 | 3 | 4 | 0 | 4 | 168 | 24 | 196 | 1 | 34 | 1 | 24 | 60 | 482 |
| Total | 3 | 45 | 389 | 0 | 437 | 0 | 0 | 1 | 6 | 7 | 0 | 7 | 336 | 43 | 386 | 2 | 54 | 1 | 52 | 109 | 939 |
| 05:00 PM | 0 | 30 | 247 | 0 | 277 | 0 | 0 | 1 | 1 | 2 | 0 | 5 | 214 | 29 | 248 | 0 | 45 | 1 | 34 | 80 | 607 |
| 05:15 PM | 0 | 14 | 209 | 0 | 223 | 0 | 0 | 0 | 2 | 2 | 0 | 2 | 186 | 26 | 214 | 0 | 29 | 3 | 20 | 52 | 491 |
| Grand Total | 5 | 162 | 1379 | 6 | 1552 | 0 | 11 | 14 | 34 | 59 | 0 | 31 | 1333 | 233 | 1597 | 12 | 194 | 14 | 192 | 412 | 3620 |
| Apprch % | 0.3 | 10.4 | 88.9 | 0.4 | | 0 | 18.6 | 23.7 | 57.6 | | 0 | 1.9 | 83.5 | 14.6 | | 2.9 | 47.1 | 3.4 | 46.6 | | |
| Total % | 0.1 | 4.5 | 38.1 | 0.2 | 42.9 | 0 | 0.3 | 0.4 | 0.9 | 1.6 | 0 | 0.9 | 36.8 | 6.4 | 44.1 | 0.3 | 5.4 | 0.4 | 5.3 | 11.4 | |
| Class 1 | 0 | 150 | 1379 | | | | | | | | | | 1331 | | | | | | | | |
| % Class 1 | 0 | 92.6 | 100 | 100 | 98.9 | 0 | 100 | 92.9 | 100 | 98.3 | 0 | 41.9 | 99.8 | 100 | 98.7 | 0 | 100 | 71.4 | 100 | 96.1 | 98.5 |
| Class 2 | 5 | 12 | 0 | 0 | 17 | 0 | 0 | 1 | 0 | 1 | 0 | 18 | 2 | 0 | 20 | 12 | 0 | 4 | 0 | 16 | 54 |
| % Class 2 | 100 | 7.4 | 0 | 0 | 1.1 | 0 | 0 | 7.1 | 0 | 1.7 | 0 | 58.1 | 0.2 | 0 | 1.3 | 100 | 0 | 28.6 | 0 | 3.9 | 1.5 |

Basic Volume Report: GAS STATION

Station ID : GAS STATION

Info Line 1 : ATS
 Info Line 2 : Unicorn #3

GPS Lat/Lon :

DB File : GAS STATION.DB

Last Connected Device Type : Unic-L

Version Number : 1.41

Serial Number :

Number of Lanes : 1

Posted Speed Limit : 0.0 mph

Lane #2 Configuration

| # | Dir. | Information | Volume Mode | Volume Sensors | Divide By 2 | Comment |
|----|------|-------------|-------------|----------------|-------------|---------|
| 2. | E/W | | Subtract | Axle | Yes | |

Lane #2 Basic Volume Data From: 10:00 - 09/25/2019 To: 08:59 - 09/26/2019

| Date | DW | 0000 | 0100 | 0200 | 0300 | 0400 | 0500 | 0600 | 0700 | 0800 | 0900 | 1000 | 1100 | 1200 | 1300 | 1400 | 1500 | 1600 | 1700 | 1800 | 1900 | 2000 | 2100 | 2200 | 2300 | Total | |
|---------------|----|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|-------|--|
| 092519 | W | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 092619 | T | 0 | 1 | 0 | 0 | 0 | 4 | 21 | 50 | 35 | | 33 | 33 | 17 | 30 | 19 | 35 | 30 | 42 | 15 | 24 | 9 | 7 | 4 | 1 | 299 | |
| Month Total : | | 0 | 1 | 0 | 0 | 0 | 4 | 21 | 50 | 35 | | 33 | 33 | 17 | 30 | 19 | 35 | 30 | 42 | 15 | 24 | 9 | 7 | 4 | 1 | 410 | |
| Percent : | | 0% | 0% | 0% | 0% | 0% | 1% | 5% | 12% | 9% | | 8% | 8% | 4% | 7% | 5% | 9% | 7% | 10% | 4% | 6% | 2% | 2% | 1% | 0% | | |
| ADT : | | 0 | 1 | 0 | 0 | 0 | 4 | 21 | 50 | 35 | | 33 | 33 | 17 | 30 | 19 | 35 | 30 | 42 | 15 | 24 | 9 | 7 | 4 | 1 | 410 | |

| | Sun | Mon | Tue | Wed | Thu | Fri | Sat | | Total | Percent |
|-------------|-----|-----|-----|-----|-----|-----|-----|---------------------|-------|---------|
| DW Totals : | 0 | 0 | 0 | 299 | 111 | 0 | 0 | Weekday (Mon-Fri) : | 410 | 100% |
| # Days : | 0.0 | 0.0 | 0.0 | 0.6 | 0.4 | 0.0 | 0.0 | ADT : | 428 | |
| ADT : | 0 | 0 | 0 | 513 | 296 | 0 | 0 | Weekend (Sat-Sun) : | 0 | 0% |
| Percent : | 0% | 0% | 0% | 73% | 27% | 0% | 0% | ADT : | 0 | |

APPENDIX B

Traffic Model

Iwata Subdivision

Traffic Model

Existing

AM Peak Hour

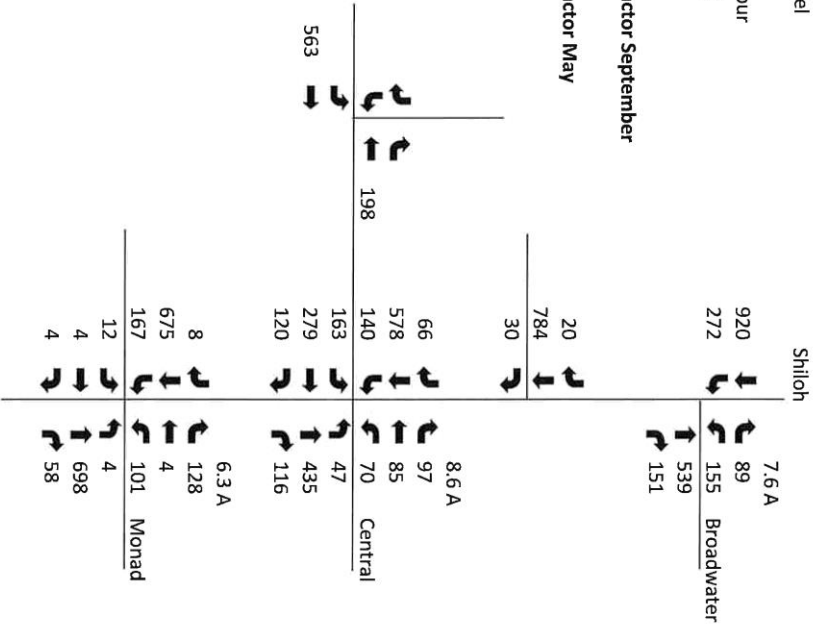
(15 min x 4)

Seasonal Factor September

0.97

Seasonal Factor May

0.97



Iwata Subdivision

Traffic Model

Existing

PM Peak Hour

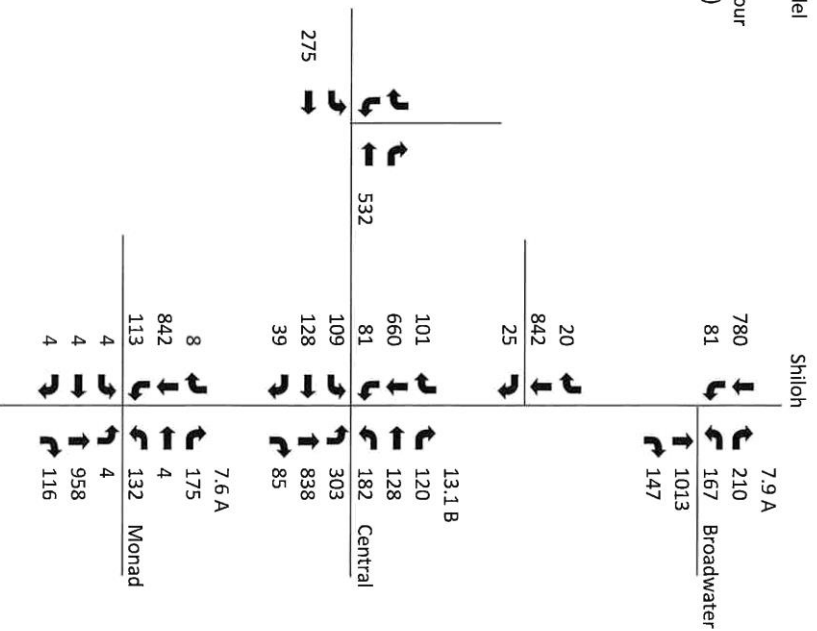
(15 min x 4)

Seasonal Factor September

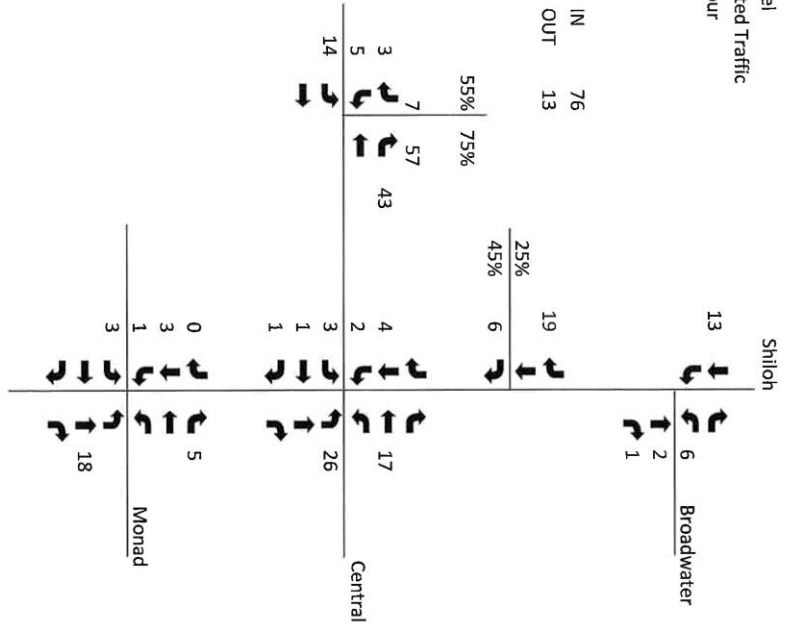
0.97

Seasonal Factor May

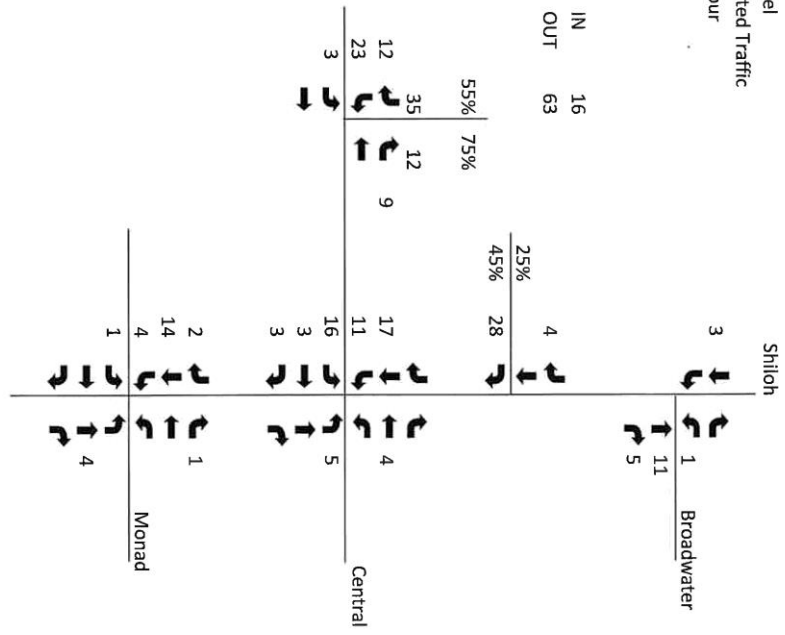
0.97



Iwata Subdivision
 Traffic Model
 Site Generated Traffic
 AM Peak Hour



Iwata Subdivision
 Traffic Model
 Site Generated Traffic
 PM Peak Hour



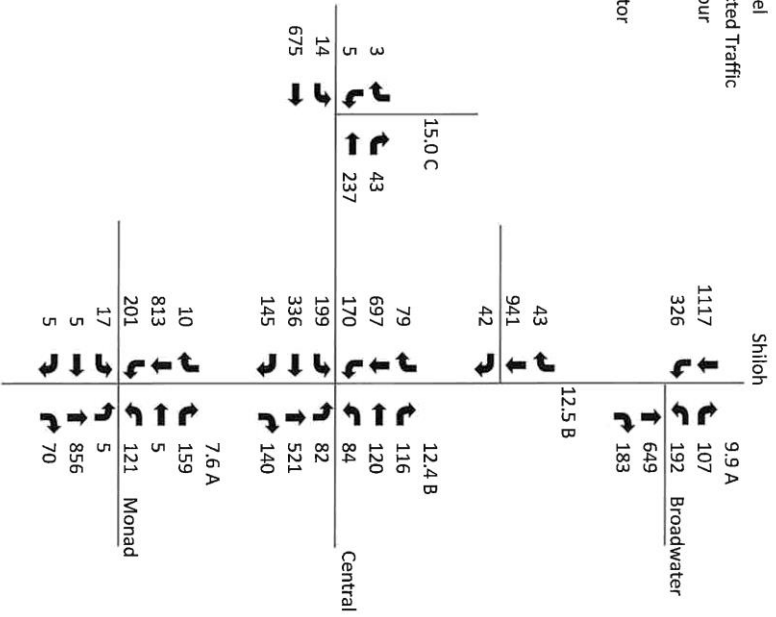
Iwata Subdivision

Traffic Model

Total Projected Traffic

AM Peak Hour

Growth Factor
1.2

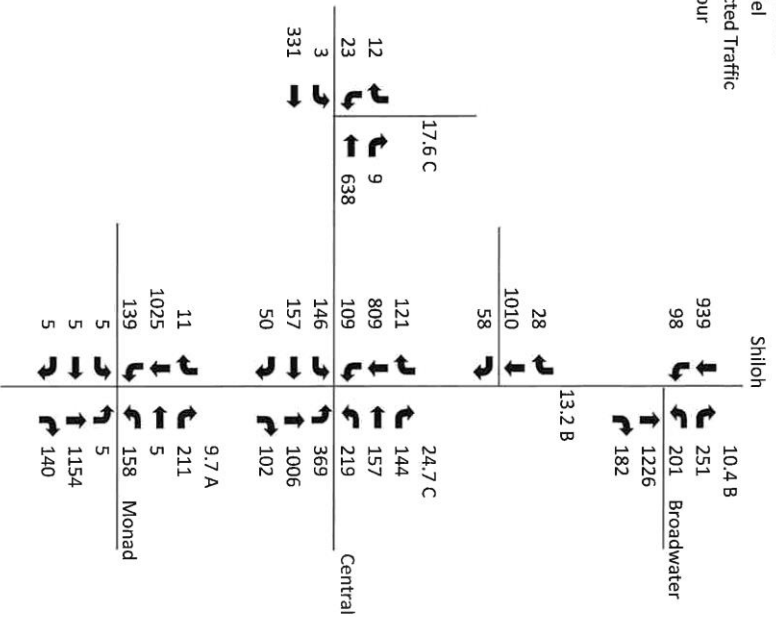


Iwata Subdivision

Traffic Model

Total Projected Traffic


PM Peak Hour



APPENDIX C

LOS Calculations

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|-------------------|--|--|---|----------------------------|---------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Broadwater | | |
| Agency or Co. | ATS | | | | E/W Street Name | Broadwater Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2019 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak Hour | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |

Volume Adjustments and Site Characteristics

| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
|------------------------------------|------|---|---|---|------|-----|---|----|------|---|-----|-----|------|-----|-----|---|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | | | | | L | | R | | T | | TR | | LT | | T | |
| Volume (V), veh/h | | | | | 0 | 155 | | 89 | 0 | | 539 | 151 | 0 | 272 | 920 | |
| Percent Heavy Vehicles, % | | | | | 3 | 3 | | 3 | 3 | | 3 | 3 | 3 | 3 | 3 | |
| Flow Rate (v _{pc}), pc/h | | | | | 0 | 160 | | 92 | 0 | | 555 | 156 | 0 | 280 | 948 | |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | | | | | 0 | | | | 0 | | | | 0 | | | |

Critical and Follow-Up Headway Adjustment

| Approach | EB | | | WB | | | NB | | | SB | | |
|-----------------------|------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | | | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | | | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |

Flow Computations, Capacity and v/c Ratios

| Approach | EB | | | WB | | | NB | | | SB | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | | | | 160 | 92 | | 334 | 377 | | 577 | 651 | |
| Entry Volume, veh/h | | | | 155 | 89 | | 324 | 366 | | 560 | 632 | |
| Circulating Flow (v _c), pc/h | 1388 | | | 555 | | | 280 | | | 160 | | |
| Exiting Flow (v _e), pc/h | 436 | | | 0 | | | 647 | | | 1108 | | |
| Capacity (c _{pcp}), pc/h | | | | 810 | 886 | | 1101 | 1101 | | 1228 | 1228 | |
| Capacity (c), veh/h | | | | 787 | 860 | | 1069 | 1069 | | 1192 | 1192 | |
| v/c Ratio (x) | | | | 0.20 | 0.10 | | 0.30 | 0.34 | | 0.47 | 0.53 | |

Delay and Level of Service

| Approach | EB | | | WB | | | NB | | | SB | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | | | | 6.7 | 5.2 | | 6.3 | 6.8 | | 8.0 | 9.0 | |
| Lane LOS | | | | A | A | | A | A | | A | A | |
| 95% Queue, veh | | | | 0.7 | 0.3 | | 1.3 | 1.5 | | 2.6 | 3.2 | |
| Approach Delay, s/veh | | | | 6.1 | | | 6.6 | | | 8.6 | | |
| Approach LOS | | | | A | | | A | | | A | | |
| Intersection Delay, s/veh LOS | 7.6 | | | | | | A | | | | | |

HCS7 Roundabouts Report

General Information

| | |
|---------------------|-------------------|
| Analyst | RLA |
| Agency or Co. | ATS |
| Date Performed | 12/1/2019 |
| Analysis Year | 2019 |
| Time Analyzed | PM Peak Hour |
| Project Description | Iwata Subdivision |

Site Information

| | |
|----------------------------|---------------------|
| Intersection | Shiloh & Broadwater |
| E/W Street Name | Broadwater Avenue |
| N/S Street Name | Shiloh Road |
| Analysis Time Period (hrs) | 0.25 |
| Peak Hour Factor | 1.00 |
| Jurisdiction | City of Billings |



Volume Adjustments and Site Characteristics

| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
|------------------------------------|------|---|---|---|------|-----|---|-----|------|---|------|-----|------|----|-----|---|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | | | | | L | | R | | T | | TR | | LT | | T | |
| Volume (V), veh/h | | | | | 0 | 167 | | 210 | 0 | | 1013 | 147 | 0 | 81 | 780 | |
| Percent Heavy Vehicles, % | | | | | 3 | 3 | | 3 | 3 | | 3 | 3 | 3 | 3 | 3 | |
| Flow Rate (v _{pc}), pc/h | | | | | 0 | 172 | | 216 | 0 | | 1043 | 151 | 0 | 83 | 803 | |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | | | | | 0 | | | | 0 | | | | 0 | | | |

Critical and Follow-Up Headway Adjustment

| Approach | EB | | | WB | | | NB | | | SB | | |
|-----------------------|------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | | | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | | | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |


Flow Computations, Capacity and v/c Ratios

| Approach | EB | | | WB | | | NB | | | SB | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | | | | 172 | 216 | | 561 | 633 | | 416 | 470 | |
| Entry Volume, veh/h | | | | 167 | 210 | | 545 | 614 | | 404 | 456 | |
| Circulating Flow (v _c), pc/h | 1058 | | | 1043 | | | 83 | | | 172 | | |
| Exiting Flow (v _e), pc/h | 234 | | | 0 | | | 1259 | | | 975 | | |
| Capacity (c _{pc}), pc/h | | | | 517 | 585 | | 1317 | 1317 | | 1214 | 1214 | |
| Capacity (c), veh/h | | | | 502 | 568 | | 1278 | 1278 | | 1179 | 1179 | |
| v/c Ratio (x) | | | | 0.33 | 0.37 | | 0.43 | 0.48 | | 0.34 | 0.39 | |

Delay and Level of Service

| Approach | EB | | | WB | | | NB | | | SB | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | | | | 12.4 | 11.8 | | 7.0 | 7.8 | | 6.4 | 6.9 | |
| Lane LOS | | | | B | B | | A | A | | A | A | |
| 95% Queue, veh | | | | 1.4 | 1.7 | | 2.2 | 2.7 | | 1.5 | 1.9 | |
| Approach Delay, s/veh | | | | 12.1 | | | 7.4 | | | 6.6 | | |
| Approach LOS | | | | B | | | A | | | A | | |
| Intersection Delay, s/veh LOS | | | | 7.9 | | | | | | A | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|-------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Central & Shiloh | | |
| Agency or Co. | ATS | | | | E/W Street Name | Central Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2019 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak Hour | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |

| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|-----|-----|-----|------|----|----|-----|------|----|-----|-----|------|-----|-----|----|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| Movement | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 163 | 279 | 120 | 0 | 70 | 85 | 97 | 0 | 47 | 435 | 116 | 0 | 140 | 578 | 66 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{pc}), pc/h | 0 | 168 | 287 | 124 | 0 | 72 | 88 | 100 | 0 | 48 | 448 | 119 | 0 | 144 | 595 | 68 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 2 | | | | 2 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Entry Flow (v _e), pc/h | 272 | 307 | | 122 | 138 | | 289 | 326 | | 379 | 428 | | |
| Entry Volume, veh/h | 264 | 298 | | 119 | 134 | | 281 | 316 | | 368 | 415 | | |
| Circulating Flow (v _c), pc/h | 811 | | | 664 | | | 599 | | | 208 | | | |
| Exiting Flow (v _e), pc/h | 550 | | | 204 | | | 716 | | | 791 | | | |
| Capacity (c _{pc}), pc/h | 640 | 713 | | 733 | 808 | | 778 | 853 | | 1115 | 1190 | | |
| Capacity (c), veh/h | 622 | 692 | | 712 | 784 | | 755 | 829 | | 1082 | 1155 | | |
| v/c Ratio (x) | 0.43 | 0.43 | | 0.17 | 0.17 | | 0.37 | 0.38 | | 0.34 | 0.36 | | |

| Delay and Level of Service | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Lane Control Delay (d), s/veh | 12.1 | 11.2 | | 6.9 | 6.4 | | 9.4 | 8.9 | | 6.7 | 6.7 | | |
| Lane LOS | B | B | | A | A | | A | A | | A | A | | |
| 95% Queue, veh | 2.1 | 2.2 | | 0.6 | 0.6 | | 1.7 | 1.8 | | 1.5 | 1.7 | | |
| Approach Delay, s/veh | 11.7 | | | 6.6 | | | 9.1 | | | 6.7 | | | |
| Approach LOS | B | | | A | | | A | | | A | | | |
| Intersection Delay, s/veh LOS | 8.6 | | | | | | A | | | | | | |

HCS7 Roundabouts Report

General Information

| | |
|---------------------|-------------------|
| Analyst | RLA |
| Agency or Co. | ATS |
| Date Performed | 12/1/2019 |
| Analysis Year | 2019 |
| Time Analyzed | PM Peak Hour |
| Project Description | Iwata Subdivision |



Site Information

| | |
|----------------------------|------------------|
| Intersection | Central & Shiloh |
| E/W Street Name | Central Avenue |
| N/S Street Name | Shiloh Road |
| Analysis Time Period (hrs) | 0.25 |
| Peak Hour Factor | 1.00 |
| Jurisdiction | City of Billings |

Volume Adjustments and Site Characteristics

| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
|-------------------------------------|------|-----|-----|----|------|-----|-----|-----|------|-----|-----|----|------|----|-----|-----|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 109 | 128 | 39 | 0 | 182 | 128 | 120 | 0 | 303 | 838 | 85 | 0 | 81 | 660 | 101 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{ccs}), pc/h | 0 | 112 | 132 | 40 | 0 | 187 | 132 | 124 | 0 | 312 | 863 | 88 | 0 | 83 | 680 | 104 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 2 | | | | 2 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

Critical and Follow-Up Headway Adjustment

| Approach | EB | | | WB | | | NB | | | SB | | |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | |


Flow Computations, Capacity and v/c Ratios

| Approach | EB | | | WB | | | NB | | | SB | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | 133 | 151 | | 208 | 235 | | 594 | 669 | | 407 | 460 | |
| Entry Volume, veh/h | 130 | 146 | | 202 | 228 | | 576 | 650 | | 396 | 446 | |
| Circulating Flow (v _c), pc/h | 950 | | | 1287 | | | 327 | | | 631 | | |
| Exiting Flow (v _e), pc/h | 303 | | | 548 | | | 1099 | | | 907 | | |
| Capacity (c _{flow}), pc/h | 563 | 633 | | 413 | 476 | | 999 | 1075 | | 755 | 831 | |
| Capacity (c), veh/h | 547 | 615 | | 401 | 462 | | 970 | 1044 | | 733 | 806 | |
| v/c Ratio (x) | 0.24 | 0.24 | | 0.50 | 0.49 | | 0.59 | 0.62 | | 0.54 | 0.55 | |

Delay and Level of Service

| Approach | EB | | | WB | | | NB | | | SB | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | 9.8 | 8.9 | | 20.3 | 17.6 | | 12.0 | 12.1 | | 13.2 | 12.6 | |
| Lane LOS | A | A | | C | C | | B | B | | B | B | |
| 95% Queue, veh | 0.9 | 0.9 | | 2.7 | 2.7 | | 4.1 | 4.5 | | 3.3 | 3.5 | |
| Approach Delay, s/veh | 9.3 | | | 18.9 | | | 12.0 | | | 12.9 | | |
| Approach LOS | A | | | C | | | B | | | B | | |
| Intersection Delay, s/veh LOS | 13.1 | | | | | | B | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|-------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Monad | | |
| Agency or Co. | ATS | | | | E/W Street Name | Monad Road | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2019 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak Hour | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |

Volume Adjustments and Site Characteristics

| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
|------------------------------------|------|----|----|---|------|-----|----|-----|------|---|-----|----|------|-----|-----|---|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 12 | 4 | 4 | 0 | 101 | 4 | 128 | 0 | 4 | 698 | 58 | 0 | 167 | 675 | 8 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{pc}), pc/h | 0 | 12 | 4 | 4 | 0 | 104 | 4 | 132 | 0 | 4 | 719 | 60 | 0 | 172 | 695 | 8 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

Critical and Follow-Up Headway Adjustment

| Approach | EB | | | WB | | | NB | | | SB | | |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |

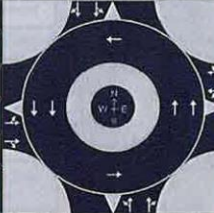
Flow Computations, Capacity and v/c Ratios

| Approach | EB | | | WB | | | NB | | | SB | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | 12 | 8 | | 108 | 132 | | 368 | 415 | | 411 | 464 | |
| Entry Volume, veh/h | 12 | 8 | | 105 | 128 | | 357 | 403 | | 399 | 450 | |
| Circulating Flow (v _c), pc/h | 971 | | | 735 | | | 188 | | | 112 | | |
| Exiting Flow (v _e), pc/h | 236 | | | 16 | | | 863 | | | 803 | | |
| Capacity (c _{pc}), pc/h | 553 | 622 | | 687 | 760 | | 1197 | 1197 | | 1282 | 1282 | |
| Capacity (c), veh/h | 536 | 604 | | 667 | 738 | | 1162 | 1162 | | 1245 | 1245 | |
| v/c Ratio (x) | 0.02 | 0.01 | | 0.16 | 0.17 | | 0.31 | 0.35 | | 0.32 | 0.36 | |

Delay and Level of Service

| Approach | EB | | | WB | | | NB | | | SB | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | 7.0 | 6.1 | | 7.2 | 6.8 | | 6.0 | 6.5 | | 5.9 | 6.3 | |
| Lane LOS | A | A | | A | A | | A | A | | A | A | |
| 95% Queue, veh | 0.1 | 0.0 | | 0.6 | 0.6 | | 1.3 | 1.6 | | 1.4 | 1.7 | |
| Approach Delay, s/veh | 6.6 | | | 7.0 | | | 6.3 | | | 6.1 | | |
| Approach LOS | A | | | A | | | A | | | A | | |
| Intersection Delay, s/veh LOS | 6.3 | | | | | | A | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|-------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Monad | | |
| Agency or Co. | ATS | | | | E/W Street Name | Monad Road | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2019 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | PM Peak Hour | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|---|----|---|------|-----|----|-----|------|---|-----|-----|------|-----|-----|---|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| Movement | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 4 | 4 | 4 | 0 | 132 | 4 | 175 | 0 | 4 | 958 | 116 | 0 | 113 | 842 | 8 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{pc}), pc/h | 0 | 4 | 4 | 4 | 0 | 136 | 4 | 180 | 0 | 4 | 987 | 119 | 0 | 116 | 867 | 8 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | 6 | 6 | | 140 | 180 | | 522 | 588 | | 466 | 525 | | | | |
| Entry Volume, veh/h | 5 | 6 | | 136 | 175 | | 507 | 571 | | 452 | 510 | | | | |
| Circulating Flow (v _c), pc/h | 1119 | | | 995 | | | 124 | | | 144 | | | | | |
| Exiting Flow (v _e), pc/h | 239 | | | 16 | | | 1171 | | | 1007 | | | | | |
| Capacity (c _{pc}), pc/h | 482 | 549 | | 540 | 610 | | 1268 | 1268 | | 1246 | 1246 | | | | |
| Capacity (c), veh/h | 468 | 533 | | 525 | 592 | | 1232 | 1232 | | 1209 | 1209 | | | | |
| v/c Ratio (x) | 0.01 | 0.01 | | 0.26 | 0.30 | | 0.41 | 0.46 | | 0.37 | 0.42 | | | | |

| Delay and Level of Service | | | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | 7.8 | 6.9 | | 10.5 | 10.1 | | 7.0 | 7.7 | | 6.6 | 7.2 | | | | |
| Lane LOS | A | A | | B | B | | A | A | | A | A | | | | |
| 95% Queue, veh | 0.0 | 0.0 | | 1.0 | 1.2 | | 2.0 | 2.5 | | 1.8 | 2.1 | | | | |
| Approach Delay, s/veh | 7.3 | | | 10.3 | | | 7.4 | | | 6.9 | | | | | |
| Approach LOS | A | | | B | | | A | | | A | | | | | |
| Intersection Delay, s/veh LOS | 7.6 | | | | | | | | | | | | | A | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|---------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Broadwater | | |
| Agency or Co. | ATS | | | | E/W Street Name | Broadwater Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|---|---|---|------|-----|---|-----|------|---|-----|-----|------|-----|------|---|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| Movement | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | | | | | L | | R | | T | | TR | | LT | | T | |
| Volume (V), veh/h | | | | | 0 | 192 | | 107 | 0 | | 649 | 183 | 0 | 326 | 1117 | |
| Percent Heavy Vehicles, % | | | | | 3 | 3 | | 3 | 3 | | 3 | 3 | 3 | 3 | 3 | |
| Flow Rate (v _{pc}), pc/h | | | | | 0 | 198 | | 110 | 0 | | 668 | 188 | 0 | 336 | 1151 | |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | |
|---|------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Critical Headway (s) | | | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | | |
| Follow-Up Headway (s) | | | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Entry Flow (v _e), pc/h | | | | 198 | 110 | | 402 | 454 | | 699 | 788 | | |
| Entry Volume, veh/h | | | | 192 | 107 | | 391 | 440 | | 679 | 765 | | |
| Circulating Flow (v _c), pc/h | 1685 | | | 668 | | | 336 | | | 198 | | | |
| Exiting Flow (v _e), pc/h | 524 | | | 0 | | | 778 | | | 1349 | | | |
| Capacity (c _{pc}), pc/h | | | | 730 | 805 | | 1046 | 1046 | | 1186 | 1186 | | |
| Capacity (c), veh/h | | | | 709 | 781 | | 1015 | 1015 | | 1151 | 1151 | | |
| v/c Ratio (x) | | | | 0.27 | 0.14 | | 0.38 | 0.43 | | 0.59 | 0.66 | | |

| Delay and Level of Service | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Lane Control Delay (d), s/veh | | | | 8.3 | 6.0 | | 7.7 | 8.4 | | 10.5 | 12.4 | | |
| Lane LOS | | | | A | A | | A | A | | B | B | | |
| 95% Queue, veh | | | | 1.1 | 0.5 | | 1.8 | 2.2 | | 4.0 | 5.4 | | |
| Approach Delay, s/veh | | | | 7.5 | | | 8.1 | | | 11.5 | | | |
| Approach LOS | | | | A | | | A | | | B | | | |
| Intersection Delay, s/veh LOS | 9.9 | | | | | | A | | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|---------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Broadwater | | |
| Agency or Co. | ATS | | | | E/W Street Name | Broadwater Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | PM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|---|---|---|------|-----|---|-----|------|---|------|-----|------|-----|-----|---|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | | | | | L | | R | | T | | TR | | LT | | T | |
| Volume (V), veh/h | | | | | 0 | 201 | | 251 | 0 | | 1226 | 182 | 0 | 98 | 939 | |
| Percent Heavy Vehicles, % | | | | | 3 | 3 | | 3 | 3 | | 3 | 3 | 3 | 3 | 3 | |
| Flow Rate (v _{pc}), pc/h | | | | | 0 | 207 | | 259 | 0 | | 1263 | 187 | 0 | 101 | 967 | |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | |
|---|------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | | | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | | | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | | | | 207 | 259 | | 682 | 769 | | 502 | 566 | |
| Entry Volume, veh/h | | | | 201 | 251 | | 662 | 746 | | 487 | 550 | |
| Circulating Flow (v _c), pc/h | 1275 | | | 1263 | | | 101 | | | 207 | | |
| Exiting Flow (v _e), pc/h | 288 | | | 0 | | | 1522 | | | 1174 | | |
| Capacity (c _{ped}), pc/h | | | | 422 | 485 | | 1295 | 1295 | | 1176 | 1176 | |
| Capacity (c), veh/h | | | | 410 | 471 | | 1258 | 1258 | | 1142 | 1142 | |
| v/c Ratio (x) | | | | 0.49 | 0.53 | | 0.53 | 0.59 | | 0.43 | 0.48 | |

| Delay and Level of Service | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | | | | 19.4 | 18.7 | | 8.6 | 9.9 | | 7.6 | 8.4 | |
| Lane LOS | | | | C | C | | A | A | | A | A | |
| 95% Queue, veh | | | | 2.6 | 3.1 | | 3.2 | 4.1 | | 2.2 | 2.7 | |
| Approach Delay, s/veh | | | | 19.0 | | | 9.3 | | | 8.1 | | |
| Approach LOS | | | | C | | | A | | | A | | |
| Intersection Delay, s/veh LOS | 10.4 | | | | | | A | | | B | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Central & Shiloh | | |
| Agency or Co. | ATS | | | | E/W Street Name | Central Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|-----|-----|-----|------|----|-----|-----|------|----|-----|-----|------|-----|-----|----|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| Movement | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 199 | 336 | 146 | 0 | 84 | 120 | 116 | 0 | 82 | 521 | 140 | 0 | 170 | 697 | 79 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{PCS}), pc/h | 0 | 205 | 346 | 150 | 0 | 87 | 124 | 119 | 0 | 84 | 537 | 144 | 0 | 175 | 718 | 81 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 2 | | | | 2 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Entry Flow (v _e), pc/h | 329 | 372 | | 155 | 175 | | 360 | 405 | | 458 | 516 | | |
| Entry Volume, veh/h | 320 | 361 | | 151 | 170 | | 349 | 394 | | 444 | 501 | | |
| Circulating Flow (v _c), pc/h | 980 | | | 826 | | | 726 | | | 295 | | | |
| Exiting Flow (v _e), pc/h | 665 | | | 289 | | | 861 | | | 955 | | | |
| Capacity (c _{PCB}), pc/h | 548 | 617 | | 631 | 704 | | 692 | 766 | | 1029 | 1105 | | |
| Capacity (c), veh/h | 532 | 599 | | 613 | 683 | | 672 | 744 | | 999 | 1073 | | |
| v/c Ratio (x) | 0.60 | 0.60 | | 0.25 | 0.25 | | 0.52 | 0.53 | | 0.44 | 0.47 | | |

| Delay and Level of Service | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Lane Control Delay (d), s/veh | 19.5 | 17.7 | | 9.0 | 8.2 | | 13.6 | 12.8 | | 8.7 | 8.6 | | |
| Lane LOS | C | C | | A | A | | B | B | | A | A | | |
| 95% Queue, veh | 3.9 | 4.0 | | 1.0 | 1.0 | | 3.0 | 3.1 | | 2.3 | 2.5 | | |
| Approach Delay, s/veh | 18.5 | | | 8.6 | | | 13.2 | | | 8.6 | | | |
| Approach LOS | C | | | A | | | B | | | A | | | |
| Intersection Delay, s/veh LOS | 12.4 | | | | | | B | | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Central & Shiloh | | |
| Agency or Co. | ATS | | | | E/W Street Name | Central Avenue | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | PM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|-----|-----|----|------|-----|-----|-----|------|-----|------|-----|------|-----|-----|-----|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 146 | 157 | 50 | 0 | 219 | 157 | 144 | 0 | 369 | 1006 | 102 | 0 | 109 | 809 | 121 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{pc}), pc/h | 0 | 150 | 162 | 52 | 0 | 226 | 162 | 148 | 0 | 380 | 1036 | 105 | 0 | 112 | 833 | 125 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 2 | | | | 2 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Entry Flow (v _e), pc/h | 171 | 193 | | 252 | 284 | | 715 | 806 | | 503 | 567 | | |
| Entry Volume, veh/h | 166 | 187 | | 245 | 276 | | 694 | 783 | | 488 | 551 | | |
| Circulating Flow (v _c), pc/h | 1171 | | | 1566 | | | 424 | | | 768 | | | |
| Exiting Flow (v _e), pc/h | 379 | | | 667 | | | 1334 | | | 1111 | | | |
| Capacity (c _{pm}), pc/h | 460 | 525 | | 320 | 375 | | 914 | 990 | | 666 | 739 | | |
| Capacity (c), veh/h | 446 | 510 | | 310 | 364 | | 887 | 961 | | 647 | 718 | | |
| v/c Ratio (x) | 0.37 | 0.37 | | 0.79 | 0.76 | | 0.78 | 0.81 | | 0.76 | 0.77 | | |

| Delay and Level of Service | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Lane Control Delay (d), s/veh | 14.6 | 13.0 | | 47.8 | 38.7 | | 20.8 | 21.8 | | 24.4 | 23.4 | | |
| Lane LOS | B | B | | E | E | | C | C | | C | C | | |
| 95% Queue, veh | 1.7 | 1.7 | | 6.3 | 6.0 | | 8.1 | 9.3 | | 6.9 | 7.3 | | |
| Approach Delay, s/veh | 13.7 | | | 43.0 | | | 21.4 | | | 23.9 | | | |
| Approach LOS | B | | | E | | | C | | | C | | | |
| Intersection Delay, s/veh LOS | 24.7 | | | | | | C | | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Monad | | |
| Agency or Co. | ATS | | | | E/W Street Name | Monad Road | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | AM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |


| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|----|----|---|------|-----|----|-----|------|---|-----|----|------|-----|-----|----|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| Movement | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 17 | 5 | 5 | 0 | 121 | 5 | 159 | 0 | 8 | 856 | 70 | 0 | 201 | 813 | 10 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{pc}), pc/h | 0 | 18 | 5 | 5 | 0 | 125 | 5 | 164 | 0 | 8 | 882 | 72 | 0 | 207 | 837 | 10 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | |

| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | 18 | 10 | | 130 | 164 | | 452 | 510 | | 495 | 559 | | | | |
| Entry Volume, veh/h | 17 | 10 | | 126 | 159 | | 439 | 495 | | 481 | 542 | | | | |
| Circulating Flow (v _c), pc/h | 1169 | | | 908 | | | 230 | | | 138 | | | | | |
| Exiting Flow (v _e), pc/h | 284 | | | 23 | | | 1064 | | | 967 | | | | | |
| Capacity (c _{pc}), pc/h | 461 | 526 | | 586 | 656 | | 1152 | 1152 | | 1252 | 1252 | | | | |
| Capacity (c), veh/h | 447 | 510 | | 568 | 637 | | 1118 | 1118 | | 1216 | 1216 | | | | |
| v/c Ratio (x) | 0.04 | 0.02 | | 0.22 | 0.25 | | 0.39 | 0.44 | | 0.40 | 0.45 | | | | |

| Delay and Level of Service | | | | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | | | | |
| Lane | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | 8.6 | 7.3 | | 9.2 | 8.8 | | 7.2 | 8.0 | | 6.9 | 7.6 | | | | |
| Lane LOS | A | A | | A | A | | A | A | | A | A | | | | |
| 95% Queue, veh | 0.1 | 0.1 | | 0.8 | 1.0 | | 1.9 | 2.3 | | 1.9 | 2.3 | | | | |
| Approach Delay, s/veh | 8.1 | | | 9.0 | | | 7.6 | | | 7.2 | | | | | |
| Approach LOS | A | | | A | | | A | | | A | | | | | |
| Intersection Delay, s/veh LOS | 7.6 | | | | | | A | | | | | | | | |

HCS7 Roundabouts Report

| General Information | | | | Site Information | | | | |
|---------------------|--------------------------|--|--|---|----------------------------|------------------|--|--|
| Analyst | RLA | | |  | Intersection | Shiloh & Monad | | |
| Agency or Co. | ATS | | | | E/W Street Name | Monad Road | | |
| Date Performed | 12/1/2019 | | | | N/S Street Name | Shiloh Road | | |
| Analysis Year | 2025 | | | | Analysis Time Period (hrs) | 0.25 | | |
| Time Analyzed | PM Peak With Development | | | | Peak Hour Factor | 1.00 | | |
| Project Description | Iwata Subdivision | | | | Jurisdiction | City of Billings | | |

| Volume Adjustments and Site Characteristics | | | | | | | | | | | | | | | | |
|---|------|---|----|---|------|-----|----|-----|------|---|------|-----|------|-----|------|----|
| Approach | EB | | | | WB | | | | NB | | | | SB | | | |
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Number of Lanes (N) | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 |
| Lane Assignment | LT | | TR | | LT | | TR | | LT | | TR | | LT | | TR | |
| Volume (V), veh/h | 0 | 5 | 5 | 5 | 0 | 158 | 5 | 211 | 0 | 5 | 1154 | 140 | 0 | 139 | 1025 | 11 |
| Percent Heavy Vehicles, % | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Flow Rate (v _{cs}), pc/h | 0 | 5 | 5 | 5 | 0 | 163 | 5 | 217 | 0 | 5 | 1189 | 144 | 0 | 143 | 1056 | 11 |
| Right-Turn Bypass | None | | | | None | | | | None | | | | None | | | |
| Conflicting Lanes | 2 | | | | 2 | | | | 1 | | | | 1 | | | |
| Pedestrians Crossing, p/h | 0 | | | | 0 | | | | 0 | | | | 0 | | | |

| Critical and Follow-Up Headway Adjustment | | | | | | | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Approach | EB | | | WB | | | NB | | | SB | | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | |
| Critical Headway (s) | 4.6453 | 4.3276 | | 4.6453 | 4.3276 | | 4.5436 | 4.5436 | | 4.5436 | 4.5436 | | |
| Follow-Up Headway (s) | 2.6667 | 2.5352 | | 2.6667 | 2.5352 | | 2.5352 | 2.5352 | | 2.5352 | 2.5352 | | |

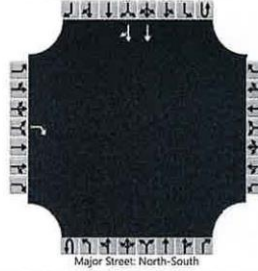
| Flow Computations, Capacity and v/c Ratios | | | | | | | | | | | | |
|--|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Entry Flow (v _e), pc/h | 7 | 8 | | 168 | 217 | | 629 | 709 | | 569 | 641 | |
| Entry Volume, veh/h | 7 | 8 | | 163 | 211 | | 611 | 688 | | 552 | 623 | |
| Circulating Flow (v _c), pc/h | 1362 | | | 1199 | | | 153 | | | 173 | | |
| Exiting Flow (v _e), pc/h | 292 | | | 21 | | | 1411 | | | 1224 | | |
| Capacity (c _{pc}), pc/h | 386 | 446 | | 448 | 512 | | 1235 | 1235 | | 1213 | 1213 | |
| Capacity (c), veh/h | 374 | 433 | | 435 | 498 | | 1199 | 1199 | | 1178 | 1178 | |
| v/c Ratio (x) | 0.02 | 0.02 | | 0.38 | 0.42 | | 0.51 | 0.57 | | 0.47 | 0.53 | |

| Delay and Level of Service | | | | | | | | | | | | |
|---------------------------------|------|-------|--------|------|-------|--------|------|-------|--------|------|-------|--------|
| Approach | EB | | | WB | | | NB | | | SB | | |
| | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass | Left | Right | Bypass |
| Lane Control Delay (d), s/veh | 9.9 | 8.6 | | 15.0 | 14.6 | | 8.6 | 9.8 | | 8.1 | 9.1 | |
| Lane LOS | A | A | | C | B | | A | A | | A | A | |
| 95% Queue, veh | 0.1 | 0.1 | | 1.7 | 2.1 | | 3.0 | 3.8 | | 2.6 | 3.2 | |
| Approach Delay, s/veh | 9.2 | | | 14.8 | | | 9.3 | | | 8.6 | | |
| Approach LOS | A | | | B | | | A | | | A | | |
| Intersection Delay, s/veh LOS | 9.7 | | | | | | A | | | | | |

HCS7 Two-Way Stop-Control Report

| General Information | | Site Information | |
|--------------------------|-------------------|----------------------------|------------------|
| Analyst | RLA | Intersection | North Approach |
| Agency/Co. | ATS | Jurisdiction | City of Billings |
| Date Performed | 12/11/2019 | East/West Street | North Approach |
| Analysis Year | 2025 | North/South Street | Shiloh Road |
| Time Analyzed | AM Peak With Dev. | Peak Hour Factor | 1.00 |
| Intersection Orientation | North-South | Analysis Time Period (hrs) | 0.25 |
| Project Description | Iwata Subdivision | | |

Lanes



Vehicle Volumes and Adjustments

| Approach | Eastbound | | | | Westbound | | | | Northbound | | | | Southbound | | | |
|----------------------------|-----------|-----------|----|----|-----------|---|---|---|------------|---|---|---|------------|---|-----|----|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Priority | | 10 | 11 | 12 | | 7 | 8 | 9 | 1U | 1 | 2 | 3 | 4U | 4 | 5 | 6 |
| Number of Lanes | | 0 | 0 | 1 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| Configuration | | | | R | | | | | | | | | | | T | TR |
| Volume (veh/h) | | | | 42 | | | | | | | | | | | 941 | 43 |
| Percent Heavy Vehicles (%) | | | | 3 | | | | | | | | | | | | |
| Proportion Time Blocked | | | | | | | | | | | | | | | | |
| Percent Grade (%) | | 0 | | | | | | | | | | | | | | |
| Right Turn Channelized | | No | | | | | | | | | | | | | | |
| Median Type Storage | | Undivided | | | | | | | | | | | | | | |

Critical and Follow-up Headways

| | | | | | | | | | | | | | | | | |
|------------------------------|--|--|--|------|--|--|--|--|--|--|--|--|--|--|--|--|
| Base Critical Headway (sec) | | | | 6.9 | | | | | | | | | | | | |
| Critical Headway (sec) | | | | 6.96 | | | | | | | | | | | | |
| Base Follow-Up Headway (sec) | | | | 3.3 | | | | | | | | | | | | |
| Follow-Up Headway (sec) | | | | 3.33 | | | | | | | | | | | | |

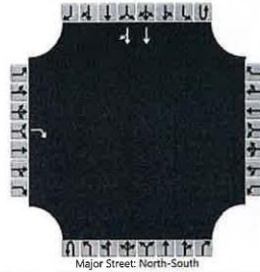
Delay, Queue Length, and Level of Service

| | | | | | | | | | | | | | | | | |
|---|--|------|--|------|--|--|--|--|--|--|--|--|--|--|--|--|
| Flow Rate, v (veh/h) | | | | 42 | | | | | | | | | | | | |
| Capacity, c (veh/h) | | | | 520 | | | | | | | | | | | | |
| v/c Ratio | | | | 0.08 | | | | | | | | | | | | |
| 95% Queue Length, Q ₉₅ (veh) | | | | 0.3 | | | | | | | | | | | | |
| Control Delay (s/veh) | | | | 12.5 | | | | | | | | | | | | |
| Level of Service (LOS) | | | | B | | | | | | | | | | | | |
| Approach Delay (s/veh) | | 12.5 | | | | | | | | | | | | | | |
| Approach LOS | | B | | | | | | | | | | | | | | |

HCS7 Two-Way Stop-Control Report

| General Information | | Site Information | |
|--------------------------|-------------------|----------------------------|------------------|
| Analyst | RLA | Intersection | North Approach |
| Agency/Co. | ATS | Jurisdiction | City of Billings |
| Date Performed | 12/11/2019 | East/West Street | North Approach |
| Analysis Year | 2025 | North/South Street | Shiloh Road |
| Time Analyzed | PM Peak With Dev. | Peak Hour Factor | 1.00 |
| Intersection Orientation | North-South | Analysis Time Period (hrs) | 0.25 |
| Project Description | Iwata Subdivision | | |

Lanes



Vehicle Volumes and Adjustments

| Approach | Eastbound | | | | Westbound | | | | Northbound | | | | Southbound | | | | |
|----------------------------|-----------|-----------|----|----|-----------|---|---|---|------------|---|---|---|------------|---|------|----|--|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R | |
| Priority | | 10 | 11 | 12 | | 7 | 8 | 9 | 1U | 1 | 2 | 3 | 4U | 4 | 5 | 6 | |
| Number of Lanes | | 0 | 0 | 1 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | |
| Configuration | | | | R | | | | | | | | | | | T | TR | |
| Volume (veh/h) | | | | 58 | | | | | | | | | | | 1010 | 28 | |
| Percent Heavy Vehicles (%) | | | | 3 | | | | | | | | | | | | | |
| Proportion Time Blocked | | | | | | | | | | | | | | | | | |
| Percent Grade (%) | | 0 | | | | | | | | | | | | | | | |
| Right Turn Channelized | | No | | | | | | | | | | | | | | | |
| Median Type Storage | | Undivided | | | | | | | | | | | | | | | |

Critical and Follow-up Headways

| | | | | | | | | | | | | | | | | |
|------------------------------|--|--|--|------|--|--|--|--|--|--|--|--|--|--|--|--|
| Base Critical Headway (sec) | | | | 6.9 | | | | | | | | | | | | |
| Critical Headway (sec) | | | | 6.96 | | | | | | | | | | | | |
| Base Follow-Up Headway (sec) | | | | 3.3 | | | | | | | | | | | | |
| Follow-Up Headway (sec) | | | | 3.33 | | | | | | | | | | | | |

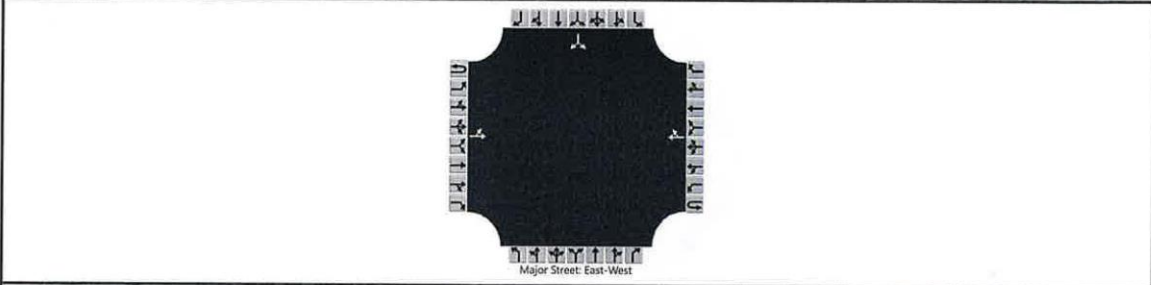
Delay, Queue Length, and Level of Service

| | | | | | | | | | | | | | | | | |
|---|--|------|--|------|--|--|--|--|--|--|--|--|--|--|--|--|
| Flow Rate, v (veh/h) | | | | 58 | | | | | | | | | | | | |
| Capacity, c (veh/h) | | | | 499 | | | | | | | | | | | | |
| v/c Ratio | | | | 0.12 | | | | | | | | | | | | |
| 95% Queue Length, Q ₉₅ (veh) | | | | 0.4 | | | | | | | | | | | | |
| Control Delay (s/veh) | | | | 13.2 | | | | | | | | | | | | |
| Level of Service (LOS) | | | | B | | | | | | | | | | | | |
| Approach Delay (s/veh) | | 13.2 | | | | | | | | | | | | | | |
| Approach LOS | | B | | | | | | | | | | | | | | |

HCS7 Two-Way Stop-Control Report

| General Information | | Site Information | |
|--------------------------|-------------------|----------------------------|------------------|
| Analyst | RLA™ | Intersection | Central Approach |
| Agency/Co. | ATS | Jurisdiction | City of Billings |
| Date Performed | 12/11/2019 | East/West Street | Central Avenue |
| Analysis Year | 2025 | North/South Street | West Approach |
| Time Analyzed | AM Peak With Dev. | Peak Hour Factor | 1.00 |
| Intersection Orientation | East-West | Analysis Time Period (hrs) | 0.25 |
| Project Description | Iwata Subdivision | | |

Lanes



Vehicle Volumes and Adjustments

| Approach | Eastbound | | | | Westbound | | | | Northbound | | | | Southbound | | | |
|----------------------------|-----------|----|-----|---|-----------|---|-----|----|------------|---|---|---|------------|----|----|----|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R |
| Movement | 1U | 1 | 2 | 3 | 4U | 4 | 5 | 6 | | 7 | 8 | 9 | | 10 | 11 | 12 |
| Priority | | | | | | | | | | | | | | | | |
| Number of Lanes | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | | 0 | 0 | 0 | | 0 | 1 | 0 |
| Configuration | | LT | | | | | | TR | | | | | | | | LR |
| Volume (veh/h) | | 14 | 675 | | | | 237 | 43 | | | | | | 5 | | 3 |
| Percent Heavy Vehicles (%) | | 3 | | | | | | | | | | | | 3 | | 3 |
| Proportion Time Blocked | | | | | | | | | | | | | | | | |
| Percent Grade (%) | | | | | | | | | | | | | | 0 | | |
| Right Turn Channelized | | | | | | | | | | | | | | | | |
| Median Type Storage | | | | | Undivided | | | | | | | | | | | |

Critical and Follow-up Headways

| | | | | | | | | | | | | | | | | |
|------------------------------|--|------|--|--|--|--|--|--|--|--|--|--|--|------|--|------|
| Base Critical Headway (sec) | | 4.1 | | | | | | | | | | | | 7.1 | | 6.2 |
| Critical Headway (sec) | | 4.13 | | | | | | | | | | | | 6.43 | | 6.23 |
| Base Follow-Up Headway (sec) | | 2.2 | | | | | | | | | | | | 3.5 | | 3.3 |
| Follow-Up Headway (sec) | | 2.23 | | | | | | | | | | | | 3.53 | | 3.33 |

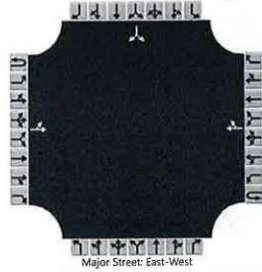
Delay, Queue Length, and Level of Service

| | | | | | | | | | | | | | | | | | |
|---|--|------|--|--|--|--|--|--|--|--|--|--|--|------|------|--|--|
| Flow Rate, v (veh/h) | | 14 | | | | | | | | | | | | | 8 | | |
| Capacity, c (veh/h) | | 1277 | | | | | | | | | | | | | 366 | | |
| v/c Ratio | | 0.01 | | | | | | | | | | | | | 0.02 | | |
| 95% Queue Length, Q ₉₅ (veh) | | 0.0 | | | | | | | | | | | | | 0.1 | | |
| Control Delay (s/veh) | | 7.9 | | | | | | | | | | | | | 15.0 | | |
| Level of Service (LOS) | | A | | | | | | | | | | | | | C | | |
| Approach Delay (s/veh) | | 0.3 | | | | | | | | | | | | 15.0 | | | |
| Approach LOS | | | | | | | | | | | | | | C | | | |

HCS7 Two-Way Stop-Control Report

| General Information | | Site Information | |
|--------------------------|-------------------|----------------------------|------------------|
| Analyst | RLA™ | Intersection | Central Approach |
| Agency/Co. | ATS | Jurisdiction | City of Billings |
| Date Performed | 12/11/2019 | East/West Street | Central Avenue |
| Analysis Year | 2025 | North/South Street | West Approach |
| Time Analyzed | PM Peak With Dev. | Peak Hour Factor | 1.00 |
| Intersection Orientation | East-West | Analysis Time Period (hrs) | 0.25 |
| Project Description | Iwata Subdivision | | |

Lanes



Vehicle Volumes and Adjustments

| Approach | Eastbound | | | | Westbound | | | | Northbound | | | | Southbound | | | | |
|----------------------------|-----------|-----------|-----|---|-----------|---|-----|----|------------|---|---|---|------------|----|----|----|--|
| | U | L | T | R | U | L | T | R | U | L | T | R | U | L | T | R | |
| Movement | 1U | 1 | 2 | 3 | 4U | 4 | 5 | 6 | | 7 | 8 | 9 | | 10 | 11 | 12 | |
| Priority | | | | | | | | | | | | | | | | | |
| Number of Lanes | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | | 0 | 0 | 0 | | 0 | 1 | 0 | |
| Configuration | | LT | | | | | | TR | | | | | | | | LR | |
| Volume (veh/h) | | 3 | 331 | | | | 638 | 9 | | | | | | 23 | | 12 | |
| Percent Heavy Vehicles (%) | | 3 | | | | | | | | | | | | 3 | | 3 | |
| Proportion Time Blocked | | | | | | | | | | | | | | | | | |
| Percent Grade (%) | | | | | | | | | | | | | | 0 | | | |
| Right Turn Channelized | | | | | | | | | | | | | | | | | |
| Median Type Storage | | Undivided | | | | | | | | | | | | | | | |

Critical and Follow-up Headways

| | | | | | | | | | | | | | | | | | |
|------------------------------|--|------|--|--|--|--|--|--|--|--|--|--|--|--|------|--|------|
| Base Critical Headway (sec) | | 4.1 | | | | | | | | | | | | | 7.1 | | 6.2 |
| Critical Headway (sec) | | 4.13 | | | | | | | | | | | | | 6.43 | | 6.23 |
| Base Follow-Up Headway (sec) | | 2.2 | | | | | | | | | | | | | 3.5 | | 3.3 |
| Follow-Up Headway (sec) | | 2.23 | | | | | | | | | | | | | 3.53 | | 3.33 |

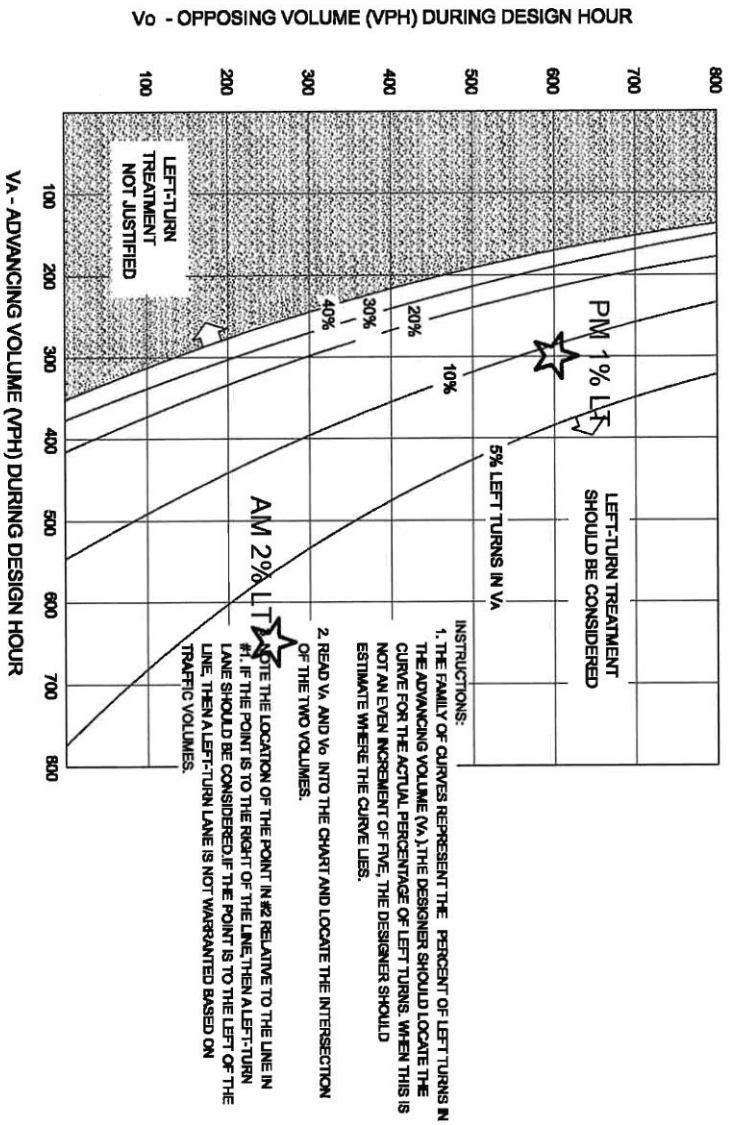
Delay, Queue Length, and Level of Service

| | | | | | | | | | | | | | | | | | |
|---|--|------|--|--|--|--|--|--|--|--|--|--|--|------|--|------|--|
| Flow Rate, v (veh/h) | | 3 | | | | | | | | | | | | | | 35 | |
| Capacity, c (veh/h) | | 934 | | | | | | | | | | | | | | 321 | |
| v/c Ratio | | 0.00 | | | | | | | | | | | | | | 0.11 | |
| 95% Queue Length, Q ₉₅ (veh) | | 0.0 | | | | | | | | | | | | | | 0.4 | |
| Control Delay (s/veh) | | 8.9 | | | | | | | | | | | | | | 17.6 | |
| Level of Service (LOS) | | A | | | | | | | | | | | | | | C | |
| Approach Delay (s/veh) | | 0.1 | | | | | | | | | | | | 17.6 | | | |
| Approach LOS | | | | | | | | | | | | | | C | | | |

APPENDIX D

Turn- Lane Warrants

South Approach To Central Avenue



VOLUME GUIDELINES FOR LEFT-TURN LANES AT UNSIGNALIZED INTERSECTIONS ON 2-LANE HIGHWAYS 45 mph (70 km/h)

Figure 13.3F

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: SID 1410 Annafeld Subdivision 2nd Filing Parks and Streetlights Public Hearing and Resolution Creating District

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: Yes

PROBLEM/ISSUE STATEMENT

McCall Development Inc., developer of Annafeld Subdivision, 2nd Filing, desires to construct public improvements in the subdivision that include street lights and park improvements. They would like to complete these improvements utilizing a special improvement district (SID) which is allowed per their Subdivision Improvements Agreement. Annafeld Subdivision, 2nd Filing, is located south of Elysian Road near Elysian School. The park improvements proposed will be constructed in accordance with the park master plan for the subdivision and the street lights will be installed along each street frontage. McCall Development previously constructed the streets and utilities within Annafeld Subdivision, 2nd Filing, totaling \$1,430,591.15 worth of improvements. These improvements count toward their required improvements in order to meet the requirements of the City's Raw Land District Requirements (Resolution No. 87-15592). The already constructed improvements represent approximately 72% of the total improvement costs when including street, utility, street lights, and parks improvements. A Resolution of Intent to create the district was approved by City Council on January 27, 2020. Protests will be announced at the Council meeting.

ALTERNATIVES ANALYZED

The Council may:

- Conduct a public hearing and approve the resolution creating SID 1410, Annafeld Subdivision, 2nd Filing, Parks and Streetlights; or
- After holding a public hearing, not approve the resolution creating SID 1410, Annafeld Subdivision, 2nd Filing, Parks and Streetlights. If not approved, the parks and streetlights will need to be constructed by the developers. The Subdivision Improvements Agreement approved by City Council November 14, 2019, outlines that these improvements can be constructed utilizing an SID.

FINANCIAL IMPACT

The total estimated costs of the improvements are \$550,000 which will be paid from SID bonds and assessed to the properties within the SID boundaries.

RECOMMENDATION

Staff recommends that Council conduct a public hearing and approve the Resolution creating SID 1410, Annafeld Subdivision, 2nd Filing, Parks and Streetlights.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution Creating District
Boundary Map

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the City of Billings, Montana (the "City"), hereby certify that the attached resolution is a true copy of Resolution No. 20-_____, entitled: "RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. **1410**; CREATING THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND AND ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE" (the "Resolution"), on file in the original records of the City in my legal custody; that the Resolution was duly adopted by the City Council of the City at a meeting on **February 24, 2020**, and that the meeting was duly held by the City Council and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Councilmembers voted in favor thereof: _____

_____;

_____; voted against the same: _____

_____; abstained from voting thereon: _____

_____; or were absent: _____

_____.

WITNESS my hand officially this _____ day of _____.

Denise Bohlman

CITY CLERK

RESOLUTION NO. 20-_____

RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. **1410**; CREATING THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND AND ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE.

BE IT RESOLVED by the City Council of the City of Billings (the "City"), Montana, as follows:

Section 1. Passage of Resolution of Intention. This Council, on **January 27, 2020**, adopted Resolution No. **20-10844** (the "Resolution of Intention"), pursuant to which this Council declared its intention to create a special improvement district, designated as Special Improvement District No. **1410** of the City, under Montana Code Annotated, Title 7, Chapter 12, Parts 41 and 42, as amended, for the purpose of financing the costs of certain local improvements described generally therein (the "Improvements") and paying costs incidental thereto, including costs associated with the sale and the security of special improvement district bonds drawn on the District (the "Bonds"), the creating and administration of the District, the funding of a deposit to the City's Special Improvement District Revolving Fund (the "Revolving Fund").

Section 2. Notice and Public Hearing. Notice of passage of the Resolution of Intention was duly published and mailed in all respects in accordance with the law, and on **February 24, 2020**, this Council conducted a public hearing on the creation or extension of the District and the making of the Improvements. The meeting of this Council at which this resolution was adopted is the first regular meeting of the Council following the expiration of the period ended 15 days after the first date of publication of the notice of passage of the Resolution of Intention (the "Protest Period").

Section 3. Protests. Within the Protest Period, zero protests were filed with the City Clerk and not withdrawn by the owners of property in the District subject to assessment for 0% of the total costs of the Improvements or representing 0% of the area of the District to be assessed for the cost of the Improvements. **The protest represents 0% of the assessed cost.**

Section 4. Creation of the District; Insufficiency of Protests. The District is hereby created on the terms and conditions set forth in, and otherwise in accordance with, the Resolution of Intention. The protests against the creation or extension of the District or the making of the Improvements filed during the Protest Period, if any, are hereby found to be insufficient. The findings and determinations made in the Resolution of Intention are hereby ratified and confirmed.

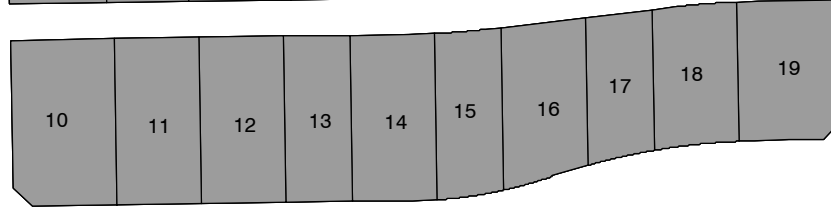
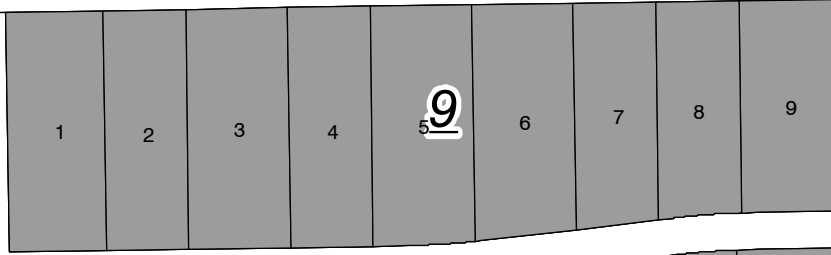
Section 5. Reimbursement Expenditures.

5.01. **Regulations.** The United States Department of Treasury has promulgated final regulations governing the use of proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City for project expenditures paid by the City prior to the date of issuance of such bonds. Those regulations (Treasury Regulations, Section 1.150-2) (the "Regulations") require that the City adopt a statement of official intent to reimburse an original expenditure not later than 60 days after payment of the original expenditure. The Regulations also generally require that the bonds be issued and the reimbursement allocation made from the proceeds of the bonds within 18 months (or three years, if the reimbursement bond issue qualifies for the "small issuer" exception from the arbitrage rebate requirement) after the later of (i) the date the expenditure is paid or (ii) the date the project is placed in service or abandoned, but (unless the issue qualifies for the "small issuer" exception from the arbitrage

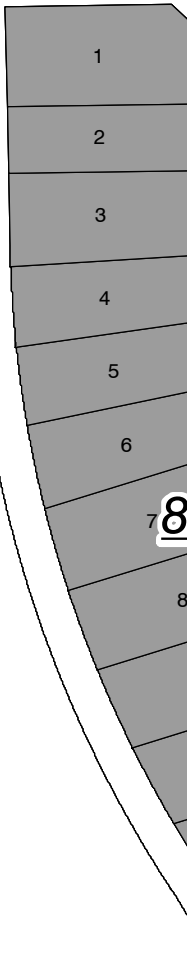
EXHIBIT A

ELYSIAN RD

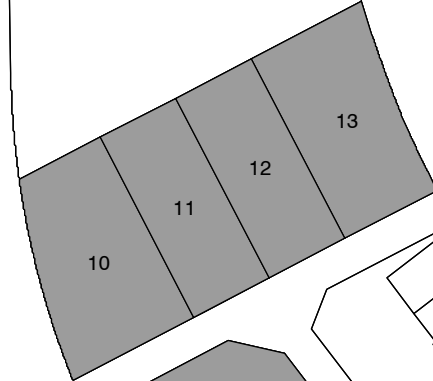
ST GEORGE BLVD



FARMSTEAD AVE

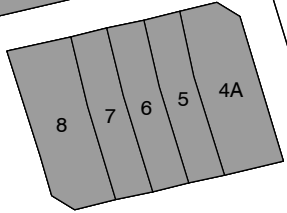


8



ANNAS GARDEN LN

4



WALTER CREEK BLVD

MOLLIE ROSE LN

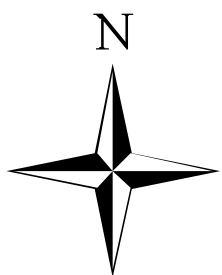
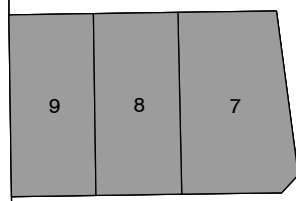
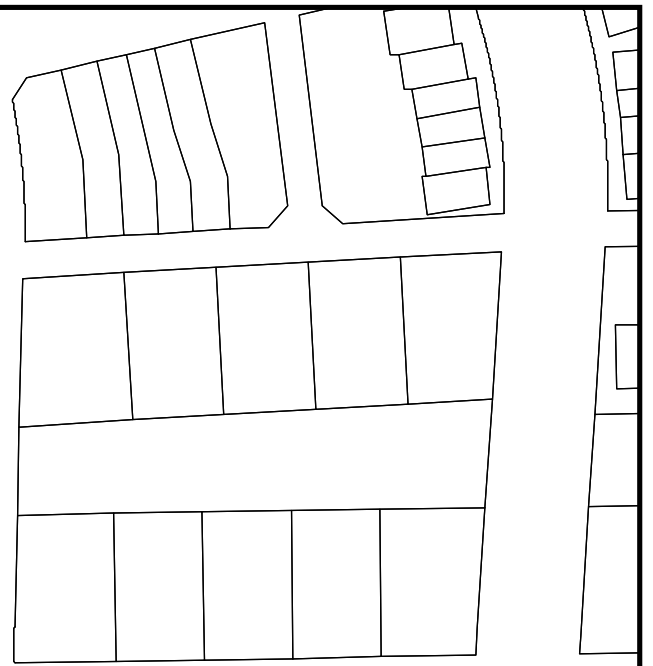
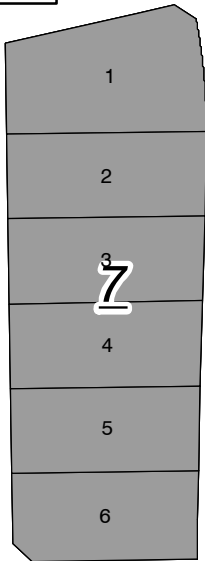
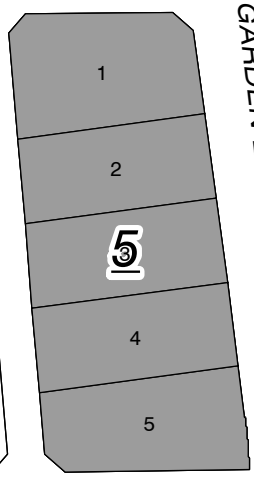


EXHIBIT A

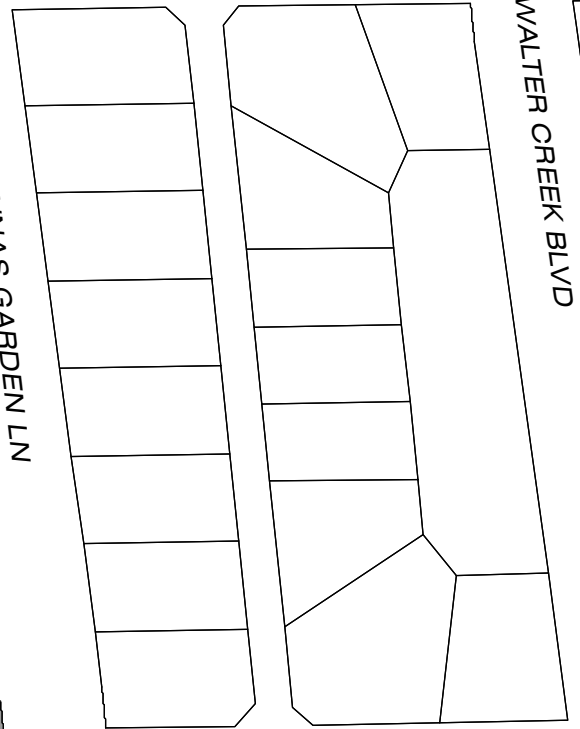
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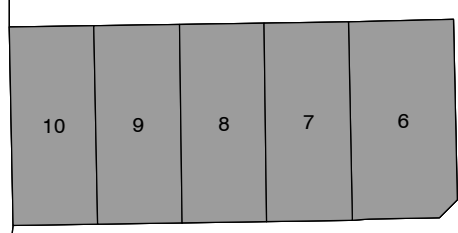
EVA MARIE LN



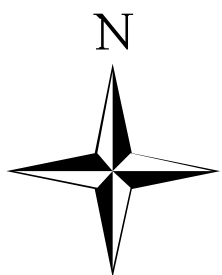
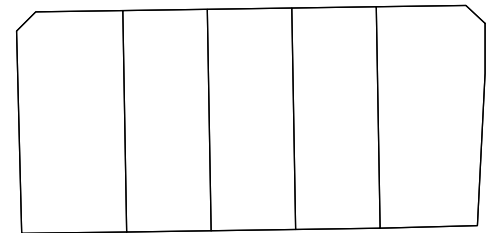
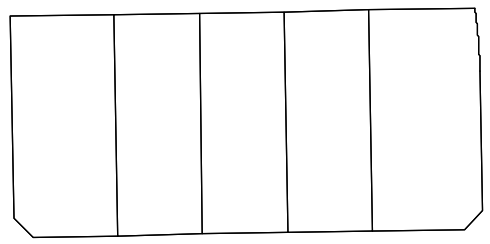
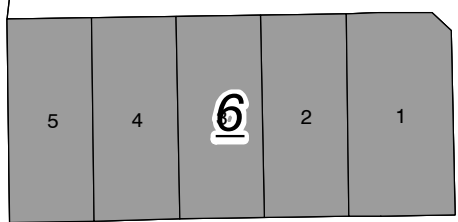
ANNAS GARDEN LN



WALTER CREEK BLVD



NORMA JEAN LN



Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing and Resolution for FY20 Budget Amendments

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

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:

On December 9, 2019, City Council approved the Capital Improvement Plan (CIP) FY21- FY25. The CIP contained in FY21, in the Parks Developer Contributions, the Castle Rock Master Plan. At the January 27, 2020 Council Meeting, Councilmember Neese brought forward a Council Initiative moving the Castle Rock Master Plan from the FY21 budget as outlined in CIP to the FY20 budget. The initiative was voted on and approved. This budget amendment will appropriate \$50,000 for the purpose of a Castle Rock Park Master Plan. The City's Park Programs fund has sufficient cash to pay for this amendment.

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. The funds impacted include Park Programs for \$50,000.

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

Resolution
Exhibit A

RESOLUTION 20-

A RESOLUTION ADOPTING FISCAL YEAR 2020 ADJUSTMENTS TO APPROPRIATIONS PURSUANT TO M.C.A. 7-6-4006 AS AMENDED, AND PROVIDING TRANSFERS AND REVISIONS WITHIN THE GENERAL CLASS OF SALARIES AND WAGES, MAINTENANCE AND SUPPORT AND CAPITAL OUTLAY.

WHEREAS, M.C.A. 7-6-4006 provides that the City Council, upon proper resolution, adopted by said Council at a regular meeting and entered into its Minutes, may transfer or revise appropriations within the general class of salaries and wages, maintenance and support, and capital outlay, and

WHEREAS, based upon a Budget Review (FY 2020), it is necessary to alter and change said appropriations.

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

That the attached transfers or revisions are hereby adopted.

(SEE EXHIBIT A)

PASSED AND APPROVED by the City Council, this 24th day of February, 2020

THE CITY OF BILLINGS:

BY: _____
William A. Cole, MAYOR

ATTEST:

BY: _____
Denise R. Bohlman, CITY CLERK

EXHIBIT A

Revenue Expenditure

7770 - Park Program Fund (Cash-in-lieu)

On December 9, 2019, City Council approved the Capital Improvement Plan (CIP) FY21- FY25. The CIP contained in FY21, in the Parks Developer Contributions, the Castle Rock Master Plan. At the January 27, 2020 Council Meeting, Councilmember Neese brought forward a Council Initiative moving the Castle Rock Master Plan from the FY21 budget as outlined in CIP to the FY20 budget. The initiative was voted on and approved. This budget amendment will appropriate \$50,000 for the purpose of a Castle Rock Park Master Plan. The City's Park Programs fund has sufficient cash to pay for this amendment.

Park Program Fund 50,000 Operation & Maintenance

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing & Resolution for Weed Assessments

PRESENTED BY: Andy Zoeller

Department: Finance

Presentation: Yes

PROBLEM/ISSUE STATEMENT

The annual weed assessments have been completed by the Finance Department and are ready to be spread on the tax rolls by the attached resolution.

Pursuant to the Billings, Montana City Code (BMCC), Section 25-304, property owners are notified in writing and given ten (10) days from the date of the notice of noncompliance to exterminate weeds or tall grass from their property. If owners fail to cut the vegetation, the City may cut it and assess the costs to the real property, together with an additional administrative fee of 25% of the cost of removal, plus a \$25 penalty. If the charges are not paid within a given time, the costs and penalties constitute a lien on the property and special assessments may be levied. The General Fund initially pays the costs, so the collected assessments reimburse those expenses.

The properties on the attached list had weeds removed from them during the growing season, the owners did not pay the charges and the properties may be assessed to recover the costs, penalty and fee.

ALTERNATIVES ANALYZED

The Council must hold a public hearing and then may:

- Approve the resolution; or
- Not approve the resolution, in which case the property owners will not be assessed, and the General Fund will be responsible for paying for the weed removal.

FINANCIAL IMPACT

The assessments total \$6,091.25 and the payments will reimburse the General Fund.

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing and pass the attached assessment resolution.

APPROVED BY CITY ADMINISTRATOR

Attachments

RESOLUTION NO. 20_____

**A RESOLUTION LEVYING A SPECIAL TAX UPON PROPERTY WITHIN
THE CITY OF BILLINGS, MONTANA, TO DEFRAY THE COST OF
CUTTING AND/OR EXTERMINATING WEEDS.**

WHEREAS, Billings, Montana City Code, Section 25-307, provides that the City Clerk shall prepare and present a resolution containing a list of all parcels of land in the City, from which and adjacent to which, the weeds were cut, exterminated and/or removed, and such list shall contain opposite the number of such lots or description of such parcels of land, the name of the owner, if known, and the amount of cost for cutting and removing such weeds.

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

1. LEVYING OF SPECIAL ASSESSMENT. That for the purpose of collecting funds to defray the cost of cutting and removing of weeds, there is hereby levied an assessment upon the owners and the lots or parcels described on the list attached hereto.
2. ASSESSMENT AND COLLECTION. Said assessment shall be placed upon the assessment rolls and collected in the same manner as other assessments.
3. DISPOSITION OF COLLECTIONS. All monies collected from the assessment shall be paid to the General Fund of the City of Billings.

4. NOTICE OF HEARING. On **Monday, February 24th, 2020**, at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council will hear objections to the final adoption of this resolution. The City Clerk is hereby directed to publish notice thereof twice, at least five (5) days prior to the hearing, in the Yellowstone County News.

5. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED and APPROVED by the City Council on the 24th day of February, 2020.

CITY OF BILLINGS:

BY: _____
William A. Cole, MAYOR

ATTEST:

BY: _____
Denise R. Bohlman, CITY CLERK

Exhibit A

| <u>NAME</u> | <u>VIOLATION ADDRESS</u> | <u>TAX CODE</u> | <u>AMOUNT</u> |
|---------------------------|--------------------------|---------------------|-----------------|
| ABSAROKEE INVESTMENTS LLC | 2507 MILES AVENUE | A06029 | 177.50 |
| ARROWHEAD MINERALS LLC | 3733 COLTON | A13040 | 211.25 |
| BAKER, BAYLEE | 1108 PRINCETON AVE | A05266 | 177.50 |
| CARROLL, MELISA | 1643 YELLOWSTONE AVE | A03734 | 177.50 |
| DAWSON, MARK | 4102 HEADWATER LN | A34946M | 222.50 |
| DEINES, GABRIEL | 1532 CLARK AVE | A18264 | 177.50 |
| DEVRIES, CHAD | 2764 PHYLLIS CIR S | A21487 | 177.50 |
| FD GROUP 9 LLC | 4188 STATE AVENUE | A20297 | 316.25 |
| FLETCHER, BRETT M | 2507 LAKE HEIGHTS DRIVE | C08266 | 203.75 |
| H & P INVESTMENTS LLC | UNASSIGNED | A35546 | 188.75 |
| H & P INVESTMENTS LLC | 2607 TULANE | A35545 | 177.50 |
| H & P INVESTMENTS LLC | 5107 AMHERST | A35547 | 181.25 |
| H & P INVESTMENTS LLC | UNASSIGNED | A35458 | 188.75 |
| JONES, BRUCE | 4423 RIMROCK RD | C09171 | 282.50 |
| KELLEHER, ROBERT L. | 230 GRAND AVE | A18075 | 177.50 |
| KELLEY, FRANCIS J. & RUTH | 2206 SHILOH ROAD | C02226 | 222.50 |
| L&L CONSTRUCTION INC | 3364 PIPESTONE DR. | A25055 | 177.50 |
| L&L CONSTRUCTION INC | 351 FORT UNION DR. | A25074 | 177.50 |
| L&L CONSTRUCTION INC | 378 FORT UNION DR. | A25053 | 177.50 |
| L&L CONSTRUCTION INC | 3385 PIPESTONE DR. | A25096 | 177.50 |
| MAYER, KRISTIN & TAYLOR | 2611 HOOVER AVENUE | A06621 | 177.50 |
| MYERS, CHARLES & FLORENCE | 805 N 16TH ST | A12033 | 177.50 |
| NEIFT, JENNIFER | 205 S 33RD ST | A18754 | 177.50 |
| SEVEN LAND HOLDINGS INC. | 5203 AMHERST | A35499 | 222.50 |
| SEVEN LAND HOLDINGS INC. | 5146 AMHERST | A35528 | 222.50 |
| STOCKTON, DANIELE JR | 1503 GRAND AVE | A12622 | 200.00 |
| THOMPSON, CARRA LEE | 718 S 31ST ST | A01676 | 177.50 |
| TULLAR, DALE | 2774 PHYLLIS CIR S | A21488 | 177.50 |
| ULMER, GINO | 3524 TERRY AVE | C02063B | 177.50 |
| WUKOVICH, CHRIS | 624 ALDERSON | A15505 | 233.75 |
| ZITUR, SHALEE | 1524 ST. JOHNS AVE. | A07490 | 177.50 |
| | TOTAL | | 6,091.25 |

Regular City Council Meeting

Meeting Date: 02/24/2020

TITLE: Public Hearing and Resolution for Abatement Assessments

PRESENTED BY: Andy Zoeller

Department: Finance

Presentation: Yes

PROBLEM/ISSUE STATEMENT

A nuisance abatement assessment resolution has been completed by the Finance Department and the assessment is ready to be spread on the tax rolls. The Building at 101 N. 24th Street had boards and graffiti on several windows, the building has been abandoned for several years. The Billings, Montana City Code (BMCC) allows boards to remain on windows for only 180 days maximum. The owner was contacted in February 2017. Over several months there was no response from the owners to correct the violation. A citation was issued in February 2018 to the registered agent, Matt Brosovich, the owner is BCMJ, LLC. The court issued an abatement order for the violation to allow the City to do the work after three hearings and extensions for the completion of the work for over ten months. The work commenced in June 2019 and was completed July 2019. The work included securing all doors and windows on the west and south side of the building with a clear plexiglass-style material, removal of the boarding and covering of graffiti on these areas. The property owner, Mr. Brosovich was sent an invoice in the amount of \$9,200.00 for the window work in August, 2019. The bill remains unpaid.

ALTERNATIVES ANALYZED

The Council must hold a public hearing and then may:

- Approve the resolution; or
- Not approve the resolution, in which case the property owners will not be assessed, and the General Fund will be responsible for paying for the abatement.

FINANCIAL IMPACT

The assessments total \$9,200.00 and will reimburse the General Fund.

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing and pass the attached assessment resolution.

APPROVED BY CITY ADMINISTRATOR

Attachments

RESOLUTION NO. 20 _____

**A RESOLUTION LEVYING A SPECIAL TAX UPON
PROPERTY WITHIN THE CITY OF BILLINGS, MONTANA,
TO DEFRAY THE COST OF ABATEMENT.**

WHEREAS, Billings, Montana City Code, Section 18-301, et seq. sets forth the procedures to be followed (a) to designate property within the City of Billings as a nuisance, and (b) to abate such a nuisance when it constitutes an emergency.

WHEREAS, Section 18-308 provides that the property owner will be sent an abatement expense report for the subject property and will be given notice that any assessment that is not paid shall become a lien upon the property and is enforceable in the same manner as the nonpayment of property taxes. The owner of the property described on Exhibit A has been sent an assessment notice for abatement expenses incurred pursuant to Section 18-301, et seq., but the property owner has not reimbursed the City for its expenses set forth in the report or any part thereof. Further, City policy dictates that the City Clerk shall prepare and present a Resolution containing a list of the properties to be assessed, the recorded owners, and the amount of the cost for abatement.

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

1. LEVYING OF SPECIAL TAX. That for the purpose of collecting funds to defray the cost of abatement, there is hereby levied and assessed a special tax upon the owners and the lots or parcels described on the list attached hereto.
2. ASSESSMENT AND COLLECTION. Said tax shall be placed upon the assessment rolls and collected in the same manner as other taxes.

3. DISPOSITION OF COLLECTIONS. Pursuant to Section 18-308(7)(g) BMCC, monies collected from taxes shall be paid into a special abatement fund established to account for costs, collections, and transactions necessary to the efficient operation of the Nuisance Abatement program. Assessment funds collected will be returned to the designated abatement account for future use on other involuntary property abatements or for transfer back to the city general fund.

4. NOTICE OF HEARING. On Monday, **February 24, 2020**, at 5:30 o'clock p.m., or as soon thereafter as the matter may be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council will hear objections to the final adoption of this resolution. The City Clerk published notice hereof twice, on February 7th, and February 14th 2020 in the Yellowstone County News.

5. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED and APPROVED by the City Council on the 24th day of **February, 2020**.

CITY OF BILLINGS:

BY: _____
William A. Cole, MAYOR

ATTEST:

BY: _____
Denise R. Bohlman, CITY CLERK

Exhibit A

| Owner Name | Address | Tax Code | Assessed Amount |
|--|-------------------------------|----------|-----------------|
| BCJM Properties LLC | 101 N 24 th Street | A00599 | \$ 9,200.00 |
| BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 88, Lot 21 - 24 | | | |