

****ATTENTION****

Due to the COVID-19 health concerns, the format of the City Council meeting will be held in a virtual videoconferencing environment. In order to honor the Right of Participation and the Right to Know in Article II, sections 8 and 9, of the Montana Constitution, the City of Billings and City Council are making every effort to meet the requirements of the open meeting laws:

- The Agenda Packet is available for viewing on the City's website at:
<https://ci.billings.mt.us/117/Agendas-Minutes>
- Councilmembers will attend the meeting via a remote location, using a virtual meeting method. City Hall and the Council Chambers will be closed during the meeting.
- The Public may view the meeting on the Community 7 TV - Channel 7 or Channel 507 – Spectrum Cable. The Public may also view online at www.comm7tv.com and click on the "Watch Live" icon. Community 7 also has links to their Facebook page and YouTube channel in which to view the meeting.
- Public comment will be taken only during the Public Comment periods as indicated on the agenda, and during the Public Hearings under the Regular agenda. Comments may be sent to Council via email before 3:00 PM, on Tuesday, May 26, at:
<https://ci.billings.mt.us/1538/City-Council-E-mail-Messages>
- Emails received after 3:00 PM and prior to 5:00 PM, may be read during the meeting.
- The Public may call in during specific Public Comment periods at **406.237.6196**. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to 3 minutes of testimony as is customary.

Future delivery methods may be explored as best practice is learned.

Please contact Denise Bohlman, City Clerk, bohlmand@billingsmt.gov, with any questions.

REVISED ON 5/21/2020
CITY OF BILLINGS

CITY OF BILLINGS VISION STATEMENT:

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

AGENDA

Council Chambers are Closed.
The meeting will be held remotely via
virtual meeting room. Please see
coversheet for details and instructions
for viewing and participation.

May 26, 2020 (Tuesday)

5:30 P.M.

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Councilmember Boyett

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

MINUTES: May 11, 2020 - Pending

COURTESIES:

- Police - Certificate of Award for Mike Nelson, Northern Hotel

PROCLAMATIONS:

- June - Men's Health Month

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on “NON-PUBLIC HEARING” Agenda Items: ALL items.

Speaker sign-in required. (Comments are limited to three (3) minutes or as set by the Mayor. During COVID-19, the method to take and hear public comment has changed. Individuals wishing to give public comment will call a dedicated phone line (237.6196) and held in queue until it is their turn to comment. Comments on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item. For items not on this agenda, public comment will be taken at the end of the agenda.)

1. **CONSENT AGENDA** -- Separations:

A. **Bid Awards:**

1. **W.O. 18-32: Landfill Slope Stability.** (Opened 5/12/20) Recommend Dan Hart Patrol Service, LLC, base bid only; \$527,904.

2. **Three Compact Track Loaders.** (Opened 5/12/20) Recommend Tractor and Equipment; \$247,830.

B. **Agreement** with Yellowstone County Sheriff's Department to provide FY2021 data processing services; annual revenue \$131,181.

C. **Consultant Services Agreement** with Sanderson Stewart for the 5th Avenue North Corridor Feasibility Study; not to exceed \$97,000.

D. **Donation** to the City of Billings from Exxon for fuel for Public Safety vehicles.

E. **Acknowledge receipt of petition to vacate** the alley right of way adjacent to Lots 1-6, Block 1 of La Ray Subdivision, Propiedad, LLC, petitioner, and set a public hearing for June 22, 2020.

F. **Utility Easement** with Vision Net to install fiber optic line in the Galaxy Subdivision.

G. **Approval** of City Administrator's moving expenses with King Transfer and Storage Company; \$7,087.80.

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

1. April 20, 2020

2. April 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. **WITHDRAWAL** of the unexecuted Development Agreement with WC Commercial. Staff and Downtown Business Partnership (DBP) recommend approval. (Action: approval or disapproval of staff and DBP recommendation.)

• *Presented by: Brent Brooks, City Attorney*

Recommended Motion: I move to approve the withdrawal of the unexecuted Development Agreement with WC Commercial, as recommended by staff and DBP.

3. **RESOLUTION** authorizing the issuance and negotiated sale of Tax Increment Bonds. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

• *Presented by: Andy Zoeller, Finance Director*

Recommended Motion: I move to approve a Resolution authorizing the issuance and negotiated sale of Tax Increment Bonds, as recommended by staff.

4. **RESOLUTION** ordering improvements for the 2020 Missing Sidewalk Program. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

• *Presented by: Dave Mumford, Public Works Director*

Recommended Motion: I move to approve a Resolution ordering improvements for the 2020 Missing Sidewalk Program, as recommended by staff.

5. **PROPOSED ORDINANCE** amending City Charter by repealing and replacing Section 1.05.1, Public Safety 2 (PS2) and **PROPOSED RESOLUTION** with ballot language, providing for a permanent mill levy to fund fire, police, and related public safety expenses to be referred to the voters.

• *Presented by: Chris Kukulski, City Administrator*

Recommended Motion: I move to direct City Administrator, Chris Kukulski, to proceed with preparing all documents necessary to propose to voters a Charter amendment to Section 1.05.1, Public Safety 2 (PS2) and schedule a Public Hearing and First Reading of the required ordinance at the June 8, 2020 Council meeting, as recommended by staff.

6. **PROPOSED ORDINANCE** amending City Charter by providing a new dedicated, permanent and non-cumulative mill levy to fund Parks, Cemeteries, Recreation, Trails, Public Lands and its operations and maintenance and **PROPOSED RESOLUTION** with ballot language, to be referred to the voters.

• *Presented by: Chris Kukulski, City Administrator*

Recommended Motion: I move to direct City Administrator, Chris Kukulski, to proceed with preparing all documents necessary to propose to voters a Charter amendment establishing a new dedicated, permanent and non-cumulative PRPL mill levy and schedule a Public Hearing and First Reading of the required ordinance at the June 8, 2020 Council meeting, 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 call 237-6196 to make public comment.)*

COUNCIL INITIATIVES:

ADJOURN:

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: 05/26/2020

TITLE: W.O. 18-32, Landfill Slope Stability, Bid Award

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

The Landfill slope south of and above Jellison Road experienced failures in 2018. The City had a hazard assessment and mitigation alternatives analysis completed, and has bid the construction of the chosen means of mitigation. W.O. 18-32, Landfill Slope Stability, is intended to remove a substantial amount of the slope made up of unfavorable landslide deposits, compact and regrade the new surface, place topsoil, and fertilize and seed the area to develop new vegetation. The project also includes cleaning and reconstructing existing and new stormwater channels, making improvements to that stretch of Jellison Road, and installing new erosion control devices.

The project was advertised on April 17, April 24, May 1, and May 8, 2020, in *The Yellowstone County News* and on the City's website. Bids were opened on May 12, 2020, and six (6) bids were received. Dan Hart Patrol Service, LLC submitted the lowest, responsible bid.

ALTERNATIVES ANALYZED

The Council may:

- Award W.O. 18-32, Landfill Slope Stability, to Dan Hart Patrol Service, LLC in the amount of \$527,904.00; or
- Do not award a contract and reject all bids. Rejecting bids would delay the work needed to stabilize the north slope, increasing the potential of another failure that could create property damage.

FINANCIAL IMPACT

The following bids were received:

Contractor (Bidder)	Base Bid Amount	Alternate #1 Bid Amount
Dan Hart Patrol Service	\$ 527,904.00	\$ 172,000.00
Youderian Construction	\$ 636,420.00	\$ 50,250.00
KLE Construction	\$ 769,420.00	\$ 20,000.00
FirstMark Construction	\$ 803,644.00	\$ 35,700.00
Donnes, Inc.	\$ 808,755.00	\$ 35,000.00
Knife River Billings	\$2,026,550.00	\$ 38,000.00

The project was budgeted in FY 20 using Solid Waste funds. The amount budgeted was \$1,800,000. This bid was lower than the budget amount because the scope of the project was unknown at the time the project was budgeted and because there was a competitive bid environment, as evidenced by so many bidders.

RECOMMENDATION

Staff recommends the City Council award a contract for W.O. 18-32, Landfill Slope Stability, to Dan Hart Patrol Service, LLC, for the base bid only, in the amount of \$527,904.00.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Three Compact Track Loaders

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

As programmed with operations of the new Transfer Facility at the Landfill, Public Works is scheduled in our budget to purchase three compact track loaders to operate the new drop off facility at the Landfill. The equipment is designed to move garbage inside the drop off facility. The equipment needs to be ordered now as there is several months lead time in receiving it. The loaders are necessary in order for the drop off center to be functional when construction is complete this fall. The equipment was advertised on May 1st and May 8th, 2020 in the *Yellowstone County News* and the City's website. Bids were opened on May 12th and 3 bids were received. Tractor and Equipment submitted the lowest, responsible bid.

ALTERNATIVES ANALYZED

City Council may:

- Approve purchasing the three compact track loaders from Tractor and Equipment.
- Disapprove the purchase and reject all bids, If not approved the new drop off facility will not work efficiently or as intended.

FINANCIAL IMPACT

The following bids were received:

Company	Bid Amount
Tractor and Equipment	\$247,830.00
Bobcat of Big Sky	\$278,400.00
United Rentals (North America), Inc.	\$227,821.50 (Did not meet specs)

This purchase is included in the FY 2020 budget for the Solid Waste Division in the amount of \$350,000.00.

RECOMMENDATION

Staff recommends that the City Council award the bid for the three compact track loaders to Tractor and Equipment in the amount of \$247,830.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: City of Billings/Yellowstone County Agreement to Provide Law Enforcement Data processing

PRESENTED BY: David Watterson, IT Director

Department: City Hall Administration

Presentation: No

PROBLEM/ISSUE STATEMENT

The City of Billings has contracted with Yellowstone County Sheriff's Department for over 20 years to provide application hosting services including servers, storage, security, software maintenance, and support for the Public Safety Software that they use in their offices, patrol cars and in the County Jail. Under an annual agreement, Information Technology bills the Sheriff's Office for the actual resources that were used in the prior calendar year. Council is being asked to approve the FY 2021 agreement in the amount of \$131,181.

ALTERNATIVES ANALYZED

City Council may:

Approve the annual agreement with Yellowstone County Sheriff's Office Department, or;

Not approve the annual agreement

FINANCIAL IMPACT

The annual charge for July 1, 2020 through June 30, 2021, is \$131,181. Information Technology is an internal service fund, whose budget is dependent on charging customers for the services that it provides.

RECOMMENDATION

Staff recommends that the City Council approve the agreement to provide FY2021 data processing services for the Yellowstone County Sheriff's Department in the amount of \$131,181.

APPROVED BY CITY ADMINISTRATOR

Attachments

YCT Agreement

AGREEMENT

This Agreement, made and entered into on May 5, 2020, by and between the Yellowstone County Sheriff, hereinafter called the "SHERIFF", and the City of Billings, Montana, hereinafter called the "CITY".

WITNESSETH:

Whereas, the SHERIFF is desirous of using the CITY's Computer Facility to support their existing law enforcement data processing requirements; and

Whereas, the CITY maintains and operates a Computer Facility with appropriate capabilities, capacity and security; and

Whereas, the CITY is willing to allow the SHERIFF to have access to the Computer Facility at all normal operating times which are seven (7) days a week, twenty-four (24) hours a day except for necessary back-ups and maintenance.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS between the parties hereto, it is mutually agreed that:

1. The CITY will provide to the Yellowstone County Sheriff's department the following described computer access, disk storage, computer processing, system/data backups, and maintenance support to support their existing Law Enforcement data processing system:
 - A. Communication capabilities allowing 24 hr computer access;
 - B. On-site & Off-site disk storage shared with Billings Police Dept.;
 - C. Computer processing, program maintenance, operations to support data processing system, system replication & backups, disaster/recovery services;
2. The SHERIFF agrees to pay CITY the sum of One Hundred and Thirty-One Thousand, One Hundred and Eighty-One (\$131,181) specified in Paragraph Three below. This charge is based on actual computer usage for the period of January 1, 2019 thru December 31, 2019.
3. This Agreement shall be in effect for twelve (12) months beginning July 1, 2020, and continuing until June 30, 2021.
4. Payment shall be made in two (2) equal installments of \$65,590.50. The first installment is due and payable on or before October 20, 2020, and the second is due and payable on or before April 15, 2021.

AGREEMENT DATED _____ May 5, 2020.

YELLOWSTONE COUNTY

CITY OF BILLINGS

BY: 
Sheriff Mike Linder

Mayor William A. Cole

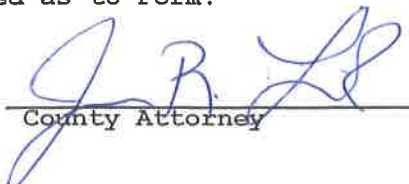

Chair, County Commissioners

City Clerk

ATTEST: 
Clerk and Recorder

City Attorney

Approved as to Form:


County Attorney

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Consulting Agreement with Sanderson Stewart - 5th Ave N Corridor Feasibility Study

PRESENTED BY: Scott Walker

Department: Planning & Community Services

Presentation: No

PROBLEM/ISSUE STATEMENT

The City Council is being asked to approve a contract with Sanderson Stewart to develop a 5th Avenue North Corridor Feasibility Study. The study was approved by the City Council and ultimately the Policy Coordinating Committee last fall as part of the 2020 Unified Planning Work Program (UPWP) for the Billings Metropolitan Planning Organization (MPO).

The study will analyze opportunities to develop transportation connections to, from, and within the corridor for non-traditional motorized and non-motorized facilities and identify connectivity opportunities to the existing transportation system in the area. This project is located in downtown Billings along the 5th Avenue North Corridor between North 32nd Street and Main Street (approximately 2 miles), including the railroad spur at North 23rd extending southeast to Montana Avenue. Through a competitive RFP and selection process conducted in March 2020, five proposals were returned, one from Sanderson Stewart (Billings) for \$97,000; KLJ (Billings) for \$100,000; Burton Planning Services (Westerville, OH) for \$90,784; Orion Planning + Design (Missoula) for \$100,000; and Alta Planning + Design (Salt Lake City, UT) for \$94,000. Based on the Scope of Work advertised in the RFP, Sanderson Stewart was recommended by the selection committee to complete the 5th Avenue North Corridor Feasibility Study.

The full scope of work proposed by the Consultant is outlined in Exhibit A of the contract (Attachment 1). The contract requires the Scope of Work and Document package to be completed in draft form within 10-months of contract signing with a not to exceed amount of \$97,000. This project is identified in the 2020 Billings UPWP. The UPWP is developed each year and identifies tasks to be completed through the use of Federal Planning dollars allocated to the MPO.

ALTERNATIVES ANALYZED

The City Council may:

- Approve the consultant contract as proposed; or
- Not approve the consultant contract. Not approving the agreement means the City Council is not approving completion of a funded project in the 2020 UPWP that was approved by the Policy Coordinating Committee in September 2019; or
- Direct staff to negotiate specific changes with Sanderson Stewart and return a revised contract for approval.

FINANCIAL IMPACT

The cost of the 5th Avenue Corridor Feasibility Study under the contract is in an amount not to exceed \$97,000. The costs are detailed in Exhibit B of the consultant contract. The majority of the source of funding is through the Billings Urban Area Metropolitan Planning Organization's Federal PL (planning) funds. PL funds for this project require a 40% local match, which is planned for and provided through the Planning Division's FY20 and FY21 Budget utilizing its County-Wide Planning Mill Levy revenues.

RECOMMENDATION

Staff recommends the City Council approve the Consultant Agreement with Sanderson Stewart to complete the 5th Avenue North Corridor Feasibility Study.

APPROVED BY CITY ADMINISTRATOR

Attachments

Consultant Agreement



CONSULTANT AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 2020, 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 Sanderson Stewart, 1300 Transtech Way, Billing, Montana 59102, hereinafter referred to as "**CONSULTANT**."

WITNESSETH:

WHEREAS, the **CITY** proposes to obtain information regarding the development of a 5th Avenue North Corridor Feasibility Study 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 complies 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 comply at all times 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 10 months, from the execution of this **AGREEMENT**. This **AGREEMENT** may be extended on a month-to-month basis for up to 6 months by mutual agreement of both parties, in writing, thirty (30) days prior to termination.



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 \$97,000.00 as described in the Project Cost attached hereto as Exhibit "B".

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.

CONSULTANT shall invoice City monthly for work completed by the **CONSULTANT**. **CITY** shall pay undisputed invoices within thirty (30) days of the invoice date. The final payment shall be made only after acceptance of final invoice by the **CITY**, and determination has been made by the **CITY** that the scope of work has been satisfactorily completed.

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 shall not indemnify, defend, save and hold Billings harmless from claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses or attorneys' fees and costs arising from wrongful or negligent acts, error or omission solely of Billings occurring during the course of or as a result of the performance of the **AGREEMENT**.
- B. 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.
- C. Where claims, lawsuits or liability, including attorneys' fees and costs arise from wrongful or negligent act of both Billings and the Consultant, the Consultant shall indemnify, defend, save, and hold Billings harmless from only that portion of claims, causes of action, lawsuits, damages, judgments, liabilities, and litigation costs and expenses including attorneys' fees and costs, which result from the 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. Commercial 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. **CONSULTANT** may use an Excess Limits policy that drops down and follows form to meet the required insurance limits.

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 Billings.

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 of Billings' 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 of Billings. For this project, the Project Manager for **CONSULTANT** designated is Michael Sanderson and the Project Manager for **CITY** designated is Scott Walker.



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.
- 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 (Exhibit "C").

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. **DECLARATION OF NO FINANCIAL INTEREST:** The **CONSULTANT** hereby declares that he does not have any interest (including that of real estate agent or broker), direct or indirect, present or prospective, in any property described in Section 1 or in its sale, or any other interest, whether or not in connection with the property, which would conflict in any manner or degree with the performance of the services and the submission of impartial reports, and has not employed and will not employ, in connection with the services to be furnished under this **AGREEMENT**, any person having any such interest. Until the property is acquired by the **CITY** or excluded from its project by resolution of its governing body, the **CONSULTANT** and any employees of the **CONSULTANT**, so long as they are employed by the **CONSULTANT**, will not acquire any such interests and will not, for their own account or for other than the **CITY**, negotiate for any of the property, perform services in connection with the property, or testify voluntarily as a witness in a condemnation or other proceeding with respect to the property.
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**. If one of the parties fails to comply with the terms and conditions of the Agreement, written notice may be provided describing the default. If the defaulting party fails to cure and correct the claimed default within a reasonable period specified in the notice, the non-defaulting party may terminate its services under the Agreement.

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. **CONSULTANT** shall not be liable for modifications to documents prepared by **CONSULTANT** which are made without **CONSULTANT'S** advice after delivery to **CITY**, nor shall **CONSULTANT** be liable for their use in projects other than the Project outlined within this Agreement.
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**. Pre-existing works created by **CONSULTANT** outside of the services for **CITY** but utilized in connection with such services shall continue to be owned by **CONSULTANT**.
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

Sanderson Stewart
CONSULTANT (Print Name Above)

By _____
WILLIAM A. COLE,
MAYOR

By 
Print Name MICHAEL P. SANDERSON
Print Title PRESIDENT/CEO

APPROVED AS TO FORM:

By _____
BRENT BROOKS, CITY Attorney



EXHIBIT A SCOPE OF WORK

5th Avenue North Corridor Feasibility Study

The Yellowstone County Board of Planning (YCBP) is the designated Metropolitan Planning Organization (MPO) for the Billings Urban Area. The MPO has identified the need to conduct a feasibility study to analyze opportunities to develop transportation connections to, from, and within the corridor for non-traditional motorized and non-motorized facilities and identify connectivity opportunities to the existing transportation system in the area. This project is located in downtown Billings along the 5th Avenue North Corridor between North 32nd Street and Main Street (approximately 2 miles), including the railroad spur at North 23rd extending southeast to Montana Avenue. The plan will include review and incorporation of elements from adopted studies/plans and local government goals and should include but may not be limited to:

- Billings City Council Strategic Plan
- Downtown Billings Strategic Plan
- Billings Area Bikeway & Trail Master Plan
- East Billings Urban Renewal District Master Plan
- Exposition Gateway Master Plan
- Hospitality Corridor Study

SCOPE OF WORK

The intent of this scope of work is to develop a vision for the corridor, which will be used to determine the look and feel of the transportation corridor and how it fits into the community, more specifically as follows:

ASSESS

Existing Conditions Analysis

This task will review and record existing land use, physical conditions, right of way, ownership and land entitlement along the corridor.

Scope of work tasks:

- *Project kick-off meeting:* We will conduct a project kick-off meeting by touring the corridor with the staff.
- *Adjacent land uses along the corridor:* Using existing public information, we will review and record existing land use, access, corridor use, existing entitlement, and other conditions.
- *Identify and document existing right-of-way:* Using existing data, a base map of the right-of-way conditions will be developed.
- *Opportunities and constraints:* Based on the analysis, opportunities and constraints of the corridor will be developed, both in written and graphic form.



ENGAGE

Public Involvement

This task will involve seeking the input and building support from project leaders, stakeholders, and the community.

Scope of work tasks:

- *Public Involvement Plan.* A Public Involvement Plan will be prepared, consistent with the Yellowstone County Board of Planning Public Participation Plan, including:
- *Public meetings:* Two (2) open house-type meetings providing an opportunity for the public to learn, explore and provide feedback on the project. Depending on COVID-19 related restrictions on public gatherings, these meetings may be held virtually or using a combination of in-person and online formats.
- *Property owner meetings:* Up to six (6) individual and/or small group meetings with property owners along the corridor will be scheduled as needed to evaluate corridor constraints and opportunities.
- *Project website:* A project website will be developed consisting of not more than three (3) unique pages hosted by Sanderson Stewart to provide a source for information and engagement for the project.
- *Innovative community engagement and project communication:* Recognizing that participation needs to be convenient and relevant, the Public Involvement Plan will include the use of emails, social media, newsletters and other direct communication techniques designed to reach multiple constituencies.
- *Incorporate environmental justice (EJ) considerations:* Opportunities to participate and to seek out that participation from all people, including minorities, low-income residents, and others adjacent to the corridor, will be integral to the overall public involvement process and will be incorporated into the Public Involvement Plan.
- *Steering Committee:* We will work with City staff to invite a dedicated group of key stakeholders that can focus on providing input and direction throughout the project. We will hold up to six (6) project steering committee meetings, which depending on COVID-19 related restrictions may be held via web conference versus in-person.

ENVISION

Transportation and Land Use Analysis

This task will develop an understanding of the current transportation needs and the future opportunities within, along and adjacent to the 5th Avenue Corridor.

Scope of work tasks:

- *Corridor Re-development Opportunities:* Evaluate land use redevelopment opportunities based on current and projected land use. We will use comparable redevelopment in Billings and similar communities, as well as input from adjacent property owners to inform redevelopment scenarios.



- *Transportation elements:* Review of types, costs, benefits and risks associated with non-traditional motorized and non-motorized transportation alternatives including transit and micro-mobility options for the corridor.
- *Access management for the corridor:* Evaluate strategies for integrating innovative transportation elements in the corridor with safety, efficiency, and convenience as primary objectives.
- *Street intersections and mid-block crossings:* Develop strategies for how multi-modal users of the corridor will safely interface with adjacent, vehicle-centric streets and intersections.

Corridor Vision & Aesthetics

Using the opportunities and constraints identified above and input from adjacent property owners, steering committee and the broader community, this task will be a collaborative effort to apply Placemaking and Community Transportation principles to develop a vision that re-imagines the corridor as a place for people and commerce, as well as transportation.

Scope of work tasks:

- *Corridor Aesthetics:* We will develop concepts to implement the vision with creative yet feasible land use scenarios, streetscape and placemaking strategies while also meeting transportation requirements.
- *Graphics:* Concepts will be illustrated with a corridor site map, and illustrations of two (2) typical cross-sections, a typical intersection, a typical street crossing, and up to two (2) perspective renderings of the corridor.

DEVELOP

Funding Options & Implementation

The complexities of working within an existing built environment require financially feasible solutions while minimizing impacts on adjacent businesses. This task will evaluate funding strategies to implement the vision.

Scope of work tasks:

- *Funding options:* Identify realistic opportunities that focus on partnerships and the strengths of the Billings community. We will explore and evaluate creative public-private funding opportunities, and grant, tax and bonding strategies at the local, state and federal levels.
- *Implementation strategy:* Understanding that businesses rely on the active rail service in this corridor will influence how it is developed and priority activities. The feasibility of funding strategies, some of which may require Council or Legislative approvals, will also be considered.
- *Phasing and project priorities:* A phased and priority implementation approach will be developed, which weighs wants/needs against cost/funding (i.e. biggest impacts vs low hanging fruit).



Study Documentation and Final Report

The final document will bring together all the previous phases into one comprehensive document.

Scope of work tasks:

- *Planning Study:* The Study will be a comprehensive document of the project summarizing the study purpose, methods and conclusions. Preliminary maps and drawings that illustrate existing and recommended transportation improvements, pathways, trails and safety improvements will be included. Corridor renderings will be used to demonstrate before and after views of the corridor. A project priority summary, outlining long-term and short-term projects and phasing for improvement of the corridor.
- *Final Document:* 15 full color copies of the study will be provided, as well as electronic submittal of the document, and an executive summary that includes a web-based version.
- *Presentations:* Attendance and presentations at public meetings and meetings with the Technical Advisory Committee (TAC) and the Policy Coordinating Committee (PCC) and Governing Bodies, as required to make progress reports and to achieve final plan approval.

Project Management and Coordination

This task will include meeting, correspondence and communication to manage the project scope, schedule and budget and to coordinate with Client.

Scope of work tasks:

- *Project work plan and schedule*
- *Weekly progress reports sent via email*
- *General correspondence as needed with City staff and project stakeholders*
- *Up to six (6) meetings with Steering Committee and meeting summary*
- *Contract management and billing*



EXHIBIT B Project Cost

Phase:	Fee:
1. Assess a. Existing Conditions Analysis	\$20,000.00
2. Engage a. Public Involvement	\$28,000.00
3. Envision a. Transportation & Land Use Analysis b. Corridor Vision & Aesthetics	\$31,000.00
4. Develop a. Funding Option & Implementation b. Study Documentation & Final Report	\$18,000.00
Total:	\$97,000.00



EXHIBIT C

DBE AND NON-DISCRIMINATION NOTICE

DBE Goals

There are no DBE/WBE goals for this work, but firms are strongly encouraged to utilize DBE firms if applicable. A Montana certified DBE consultant list is available and can be found on the MDT web page, <http://www.mdt.mt.gov/business/contracting/civil/dbe.shtml>

Nondiscrimination Compliance

Consultants will be subject to Federal and Montana nondiscrimination laws and regulations (see attached notice).

NON-DISCRIMINATION NOTICE

During the performance of this Agreement, the Consultant (hereafter in this Section “the Party”), for itself, its assignees and successors in interest, agrees as follows:

A) COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 FOR FEDERAL-AID CONTRACTS

(1) Compliance with Regulations: The Party shall comply with all Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, 49 Code of Federal Regulations (CFR), Part 21, as they may be amended (hereafter referred to as the Regulations), which are incorporated by reference and made a part of this Agreement, even if only state funding is here involved.

(2) Nondiscrimination: The Party, with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of sex, race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Party shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR 21.5.

(3) Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations, whether by competitive bidding or negotiation by the Party for work to be performed under a subcontract, including procurement of materials or leases of equipment, any potential subcontractor or supplier shall be notified by the Party of the Party's obligations under this Agreement and the Regulations relative to nondiscrimination.

(4) Information and Reports: The Party will provide all reports and information required by the Regulations, or directives issued pursuant thereto, and permit access to its books, records, accounts, other sources of information and its facilities as may be determined by State or



the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with Regulations or directives. Where any information required of the Party is in the exclusive possession of another who fails or refuses to furnish this information, the Party shall so certify to the Department or the FHWA as requested, setting forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the Party's noncompliance with the nondiscrimination provisions of this Agreement, State may impose sanctions as it or the FHWA determines appropriate, including, but not limited to,

(a) Withholding payments to the Party under the Agreement until the Party complies, and/or

(b) Cancellation, termination or suspension of the Agreement, in whole or in part.

(6) Incorporation of Provisions: The Party will include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Party will take such action with respect to any subcontract or procurement as the State or the FHWA may direct to enforce such provisions including sanctions for noncompliance: Provided, however, that in the event the Party is sued or is threatened with litigation by a subcontractor or supplier as a result of such direction, the Party may request the State to enter into the litigation to protect the interests of the State, and, in addition, the Party or the State may request the United States to enter into such litigation to protect the interests of the United States.

B) COMPLIANCE WITH THE MONTANA GOVERNMENTAL CODE OF FAIR PRACTICES, §49-3-207, MCA

In accordance with Section 49-3-207, MCA, the Party agrees that for this Agreement all hiring will be made on the basis of merit and qualifications and that there will be no discrimination on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the Agreement.

C) COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA)

(1) The Party will comply with all regulations relative to implementation of the AMERICANS WITH DISABILITIES ACT.

(2) The Party will incorporate or communicate the intent of the following statement in all publications, announcements, video recordings, course offerings or other program outputs: "The Party will provide reasonable accommodations for any known disability that may interfere with a person in participating in any service, program or activity offered by the Party. In the case of documents, recordings or verbal presentations, alternative accessible formats will be provided. For further information call the Party."



All video recordings produced and created under contract and/or agreement will be closed-captioned.

D) COMPLIANCE WITH PARTICIPATION BY DISADVANTAGED BUSINESS ENTERPRISES IN DEPARTMENT OF TRANSPORTATION FINANCIAL ASSISTANCE PROGRAMS, 49 CFR §26

Each Agreement the Department signs with a Party (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The Party, sub-recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Party shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the Party to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.



EXHIBIT D CERTIFICATE OF LIABILITY INSURANCE



ENGINC-02

CTHELEN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/5/2020

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

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

PRODUCER Billings Office PayneWest Insurance, Inc. P.O. Box 30638 Billings, MT 59107-0638	CONTACT NAME: PHONE (A/C, No, Ext): (406) 238-1900 FAX (A/C, No, Ext): (406) 245-9887 E-MAIL ADDRESS:
INSURED Sanderson Stewart 1300 North Transtech Way Billings, MT 59102	INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company NAIC # 10677 INSURER B: Montana State Fund 15819 INSURER C: Travelers Casualty Insurance Co of Amer 19046 INSURER D: INSURER E: INSURER F:

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSTR LTR	TYPE OF INSURANCE	ADDL IND	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X	X	EPP 0318062	4/1/2020	4/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000 EMPLOYEE BENEFIT \$ 3,000,000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED ☐ AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	X	X	EPP 0318062	4/1/2020	4/1/2021	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR CLAIMS-MADE DED: ☒ RETENTION \$ 0	X	X	EPP 0318062	4/1/2020	4/1/2021	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	031048770	7/1/2019	7/1/2020	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liabli			105269194	4/17/2020	4/17/2021	Each Occurrence 2,000,000
C	Pollution Liab.			105269194	4/17/2020	4/17/2021	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Umbrella policy extends over the General Liability, Automobile Liability, and Employer's Liability Coverage on the Work Comp policy.

Project: 6th Avenue North Corridor Feasibility Study

CERTIFICATE HOLDER

City of Billings, Montana
P.O. Box 1178
Billings, MT 59103

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Cindy Thelen

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Donation of Fuel from Exxon for Public Safety Vehicles

PRESENTED BY: Kevin Iffland, Assistant City Administrator

Department: City Hall Administration

Presentation: No

PROBLEM/ISSUE STATEMENT

Exxon has donated 3,000 gallons of unleaded gasoline for use in public safety vehicles. The fuel will be delivered by Story Distributing on behalf of Exxon.

ALTERNATIVES ANALYZED

City Council may:

- Approve, the donation of fuel from Exxon or;
- Disapprove the donation of fuel from Exxon

FINANCIAL IMPACT

The unleaded gasoline will offset fuel costs for public safety vehicles, thus lowering expenditures out of the public safety fund.

RECOMMENDATION

Staff recommends approval of the donation of the fuel from Exxon.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Acknowledge Receipt of Petition to Vacate Alley within La Ray Subdivision and Set a Public Hearing

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

Propiedad, LLC has petitioned to vacate the alley right of way adjacent to Lots 1-6, Block 1 of La Ray Subdivision. The alley has not been constructed nor are there any public utilities in it. The property owners adjacent to the alley right of way would like to purchase it and utilize it along with their property to develop a dry storage facility. The area of the land proposed to be vacated is 4,730 square feet.

ALTERNATIVES ANALYZED

The Council may:

- Approve acknowledgment of petition to vacate the above-mentioned right-of-way and set a public hearing for June 22, 2020.
- Do not acknowledge the petition and terminate the right-of-way vacation process. If not approved, future development would need to be designed to accommodate the alley right of way.

FINANCIAL IMPACT

There is no financial impact to acknowledge the petition and set a public hearing.

RECOMMENDATION

Staff recommends that Council acknowledge the receipt of petition to vacate the alley right of way adjacent to Lots 1-6, Block 1, La Ray Subdivision, and set a public hearing for June 22, 2020.

APPROVED BY CITY ADMINISTRATOR

Attachments

Petition
Exhibit

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

Description of Right-of-Way to be vacated:

The alleyway directly south of FRAC 175x490' IN S2NWSENE4, Section 27
Township 01N Range 26E (Unplatted) and directly north of Lots 1-6, Block 1 of Laray
Subdivision, Section 27 Township 01N Range 26E, consisting of 4,730 square feet,
more or less.

See attached exhibit.

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

 Street

 X **Alley**

 Other R/W

 SIGNATURE

 DATE

 PROPERTY OWNERSHIP

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

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

	Approved By/Date	Disapproved By/Date
City Public Works		
Heights Water	<u> 2-27-2020</u>	
Montana Dakota Utilities		
Northwestern Energy		
Charter		
CenturyLink		
City/Co. Planning		

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

Petitioner's interest in vacating the public right-of-way: To develop a dry
storage facility that will be located on both areas currently
separated by the alley right-of-way

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

ATTACHMENTS:

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

**REQUEST TO VACATE PUBLIC RIGHT-OF-WAY
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SIGNATURE

DATE

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

	Approved By/Date	Disapproved By/Date
City Public Works	_____	_____
Heights Water	_____	_____
Montana Dakota Utilities	BRENT DIMLEY	_____
Northwestern Energy	DWY 2/25/20	_____
Charter	_____	_____
CenturyLink	_____	_____
City/Co. Planning	_____	_____

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ATTACHMENTS:

- X Title Report(s)
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AN APPLICATION FEE OF \$200 MUST ACCOMPANY THIS PETITION.

Fee Received By: _____ **Date:** _____
City Engineers Office

A DEPOSIT FOR AN APPRAISAL MUST ALSO ACCOMPANY THIS REQUEST.

Deposit Amount: _____

Received By: _____ **Date:** _____
City Clerk

Copies of City of Billings Ordinance No. 80-4269 and 90-4822, establishing the procedure and compensation to the City of Billings for Discontinuance and Vacation of City Streets, Alleys, and Rights-of-Way, are attached for reference.

The application fee, as stated in BMC 22-602, will be set by the City Administrator after review by the staff. The City Clerk will advertise the public hearing at least one week before the petition is acted upon by the City Council.

This petition is to be returned to the City Clerk, PO Box 1178, Billings, MT 59103. (First Floor, City Hall)

This petition must be accompanied by the statements and reports as listed in BMC 22-601 (a), (b), (c), (d), (e), and (f). (Copy attached)

CONTACT PERSON FOR PETITION:

Propiedad, LLC - Rob Morehead

Telephone No.: (406) 208 - 7691

Mailing Address: P.O. Box 20853

Billings, MT 59104

Date: _____

CITY COUNCIL ACTION: _____

DATE: _____

Description of Right-of-Way to be vacated:

See attached exhibit.

Street

 X Alley

Other R/W

SIGNATURE

DATE _____

PROPERTY OWNERSHIP

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

Approved By/Date

Disapproved By/Date

**City Public Works
Heights Water**

**Montana Dakota Utilities
Northwestern Energy
Charter
CenturyLink
City/Co. Planning**

Archie M. Boy - 3/17/20

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SIGNATURE

DATE

PROPERTY OWNERSHIP

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

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

	Approved By/Date	Disapproved By/Date
City Public Works	_____	_____
Heights Water	_____	_____
Montana Dakota Utilities	_____	_____
Northwestern Energy	_____	_____
Charter	_____	_____
CenturyLink	_____	_____
City/Co. Planning	_____	_____

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

Petitioner's interest in vacating the public right-of-way: To develop a dry
storage facility that will be located on both areas currently
separated by the alley right-of-way

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

ATTACHMENTS:

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

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☒ Comments from all Utilities
☒ Map of R/W to be Vacated
☒ Traffic Accessibility Study (When required by the City)

AN APPLICATION FEE OF \$200 MUST ACCOMPANY THIS PETITION.

Fee Received By: _____ **Date:** _____
City Engineers Office

A DEPOSIT FOR AN APPRAISAL MUST ALSO ACCOMPANY THIS REQUEST.

Deposit Amount: _____

Received By: _____ **Date:** _____
City Clerk

Copies of City of Billings Ordinance No. 80-4269 and 90-4822, establishing the procedure and compensation to the City of Billings for Discontinuance and Vacation of City Streets, Alleys, and Rights-of-Way, are attached for reference.

The application fee, as stated in BMC 22-602, will be set by the City Administrator after review by the staff. The City Clerk will advertise the public hearing at least one week before the petition is acted upon by the City Council.

This petition is to be returned to the City Clerk, PO Box 1178, Billings, MT 59103. (First Floor, City Hall)

This petition must be accompanied by the statements and reports as listed in BMC 22-601 (a), (b), (c), (d), (e), and (f). (Copy attached)

CONTACT PERSON FOR PETITION:

Propiedad, LLC - Rob Morehead

Telephone No.: (406) 208 - 7691

Mailing Address: P.O. Box 20853
Billings, MT 59104

Date: _____

CITY COUNCIL ACTION: _____

DATE: _____

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

Description of Right-of-Way to be vacated:

The alleyway directly south of FRAC 175x490' IN S2NWSENE4, Section 27
Township 01N Range 26E (Unplatted) and directly north of Lots 1-6, Block 1 of Laray
Subdivision, Section 27 Township 01N Range 26E, consisting of 4,730 square feet,
more or less.

See attached exhibit.

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

 Street

 X Alley

 Other R/W

SIGNATURE

DATE

PROPERTY OWNERSHIP

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

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

	Approved By/Date	Disapproved By/Date
City Public Works	_____	_____
Heights Water	_____	_____
Montana Dakota Utilities	_____	_____
Northwestern Energy	_____	_____
Charter	_____	_____
CenturyLink	 3/3/10	_____
City/Co. Planning	_____	_____

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SIGNATURE

DATE

PROPERTY OWNERSHIP

Betty Pinnick Feb. 26, 2021 LOT 1, Lot 2-4, Lot 5, Lot 6
trust of LARAY SUB.

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

**WE, the utility companies and governmental departments, listed below, approve,
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Heights Water	_____	_____
Montana Dakota Utilities	_____	_____
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Propiedad, LLC - Rob Morehead

Telephone No.: (406) 208 - 7691

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Date: _____

CITY COUNCIL ACTION: _____

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Subdivision, Section 27 Township 01N Range 26E, consisting of 4,730 square feet,
more or less.

See attached exhibit.

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vacation of the above described:**

____ Street

 X Alley

____ Other R/W

 SIGNATURE

 DATE

 PROPERTY OWNERSHIP



2/26/20

517 Lincoln

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

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

	Approved By/Date	Disapproved By/Date
City Public Works	_____	_____
Heights Water	_____	_____
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Billings, MT 59104

Date: _____

CITY COUNCIL ACTION: _____

DATE: _____

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Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Utility Easements at Galaxy Subdivision Park

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

Department: Parks/Rec/Public Lands

Presentation: No

PROBLEM/ISSUE STATEMENT

Vision Net a Montana communications company is seeking a 10 foot wide easement in the Galaxy Subdivision within parkland between Senators Boulevard and Capricorn Place to install a new fiber optic line. See Easement Documents in Attachments A. This easement is located along the edge of the parkland to avoid potential conflicts with park use.

ALTERNATIVES ANALYZED

City Council may:

- Approve the requested utility easements within the parkland in the Galaxy Subdivision or;
- Disapprove the easements and provide staff with additional direction.

FINANCIAL IMPACT

There will be no financial impact to the City.

RECOMMENDATION

Staff recommends that Council approve the utility easement in the Galaxy Subdivision Parkland to allow Vision Net to install a new fiber optic line.

APPROVED BY CITY ADMINISTRATOR

Attachments

Galaxy Sub. Easement
Vision Net Ins. Cert.

Return to:
City Clerk
City of Billings
PO Box 1178
Billings, MT 59103

CITY OF BILLINGS
DEPARTMENT OF PARKS, RECREATION AND PUBLIC LANDS

UTILITY RIGHT-OF-WAY EASEMENT

The **City of Billings**, for and in consideration of One Hundred Dollars \$ 100.00 in hand paid by the **Grantee**, the receipt whereof is hereby acknowledged, as agreed, hereby grants and conveys to **Vision Net, 222 N 32nd St, Ste 402, Billings, Mt 59102**
Mailing address: PO Box 1016 Billings, Mt 59103-1016, Grantee, a Utility Right-of Way Easement on the following described City property:

A tract of land _____ located in **Un-named** Park, _____, of _____, Situated in the **Galaxy Subdivision** and the _____ of Section **21**, Township **01 N**, Range **26 E**, P.M.M. Yellowstone County, Montana. Said tract and easement strip located as shown on Exhibit "A" attached hereto and made a part hereof.

This easement to **Vision Net, Inc.**, Grantee, is for the purpose of constructing, operating, maintaining, replacing and removing utility systems as described in attached Exhibit(s) concerning the above-described property, together with the right of free ingress and egress over and across said property for the above stated purpose subject to the conditions provided below. However, the **City of Billings** reserves the right to occupy and/or use the property in question for all purposes not inconsistent with the rights herein granted.

It is understood and agreed that the following conditions shall apply to this easement:

1. All utility installation located within this easement shall be located as required in the **Policy and Procedures on Utility Easements in City Parks** of the City of Billings.
2. **Grantee** shall install the underground utility and restore the lot to its original condition as approved by the **City of Billings**. Installation and restoration shall be completed within 45 days after construction.

3. **Grantee** shall notify the PRPL offices 48 hours in advance of any construction, maintenance or repairs. In the event of an emergency **Grantee** shall provide notice within 24 hours after access.
4. During operations in the easement **Grantee** shall keep site clear of any debris. The area shall be left in a condition equal to or better than the existing condition prior to access satisfactory to the Parks, Recreation and Public Lands (PRPL). **Grantee** shall coordinate all access routes with Grantor's Park Superintendent or designee.
5. **Grantee** shall take all necessary precautions to protect existing infrastructure including but not limited to structures, vegetation, utilities, irrigation, fencing, sidewalks and paths. Any and all damage shall be repaired at **Grantee's** expense to the satisfaction of PRPL. Damage not repaired in a reasonable time period shall be undertaken by PRPL and all expenses shall be billed to the **Grantee**.
6. To allow travel over and across the park by **Grantee**, linear portions of the utility installation shall be ten (10) feet in width (sufficient to allow access to necessary equipment for installation and repair purposes).
7. Protection of trees and facilities in the vicinity of the utility during installation and during any replacement, maintenance, or repairs shall comply with the **Policy and Procedures on Utility Easements in City Parks**.
8. **Grantee** shall maintain any surface equipment in such a manner as to preserve or enhance the safety and aesthetics of the surrounding park area and private housing lots as approved by the City of Billings.
9. All underground wire and cable installation shall be in conduit.
10. The easement shall not be assignable by the Grantee to any other utility for any use other than that specifically described in the easement.
11. Subject to the condition in # 10 above, this easement shall run with the land and be binding upon successors in interest should ownership of said described tract change in the future.
12. **Indemnity and Insurance:** As partial consideration for the permission to obtain this easement across City parkland, **Grantee** agrees to indemnify, defend and save the City, its officers, agents and employees harmless from any and all losses, damages, judgments, causes of action and liability, including reasonable attorney's fees occasioned by, growing out of, or in any way arising or resulting from any intentional or negligent act or omission on the part of **Grantee** or its contractors, subcontractors, agents or employees. For this purpose, Contractor shall provide City with proof of Commercial General Liability insurance issued by a reliable company or companies for personal injury and property damage, in an amount not less than \$750,000 per claim, and in an amount not less than \$1.5 million per occurrence, and naming the City as an additional insured. The insurance must be in a form suitable to and approved by City.
13. Noncompliance with any of the above terms and conditions, may result in the City exercising any or all available remedies up to and including termination of this easement if **Grantee** fails to initiate action to remedy the non-compliance after fifteen (15) calendar days written notice from the City.

Dated this _____ day of _____, 20_____.

By: _____
Mayor

Attest:

By: _____
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 duly executed the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year first above written.

Notary Public for the State of Montana

Printed Name

Residing at _____

My commission expires _____

EXHIBIT A

10' WIDE FIBER OPTIC EASEMENT LOCATED IN
GALAXY SUBDIVISION, PARK LAND NORTH OF SENATORS BLVD
SECTION 20, T. 1 N., R. 26 E., YELLOWSTONE COUNTY, MONTANA
COS No. 3698531

BASIS OF BEARING:
BEARINGS ARE GRID NORTH BASED ON GPS
OBSERVATIONS, DISTANCES ARE GROUND.

SURVEYOR'S NOTE:
THIS EXHIBIT IS FOR REFERENCE PURPOSES ONLY
AND DOES NOT REPRESENT A PROPERTY SURVEY.

FIBER OPTIC EASEMENT DESCRIPTION:

BEGINNING AT THE WEST 1/4 CORNER OF SECTION 21,
T. 1 N., R. 26 E., YELLOWSTONE COUNTY, MONTANA;
THENCE S42°01'36"E, 256.33 FEET TO THE SW CORNER
OF GALAXY SUBDIVISION PARK THE TRUE POINT OF
BEGINNING; THENCE ALONG THE SOUTH LINE OF SAID
PARK S45°49'56"E, 772.00 FEET; THENCE ALONG THE
NORTH RIGHT-OF-WAY OF SENATORS BLVD S54°28'27"W,
10.16 FEET; THENCE N45°49'56"W, 783.70 FEET ALONG
THE NORTH LINE OF 10' WIDE FIBER OPTIC EASEMENT;
THENCE S0°30'33"E, 14.06 FEET TO THE TRUE POINT OF
BEGINNING. EASEMENT IS A 10 FEET WIDE FIBER OPTIC
EASEMENT.
CONTAINING 7778.50 SQFT MORE OR LESS



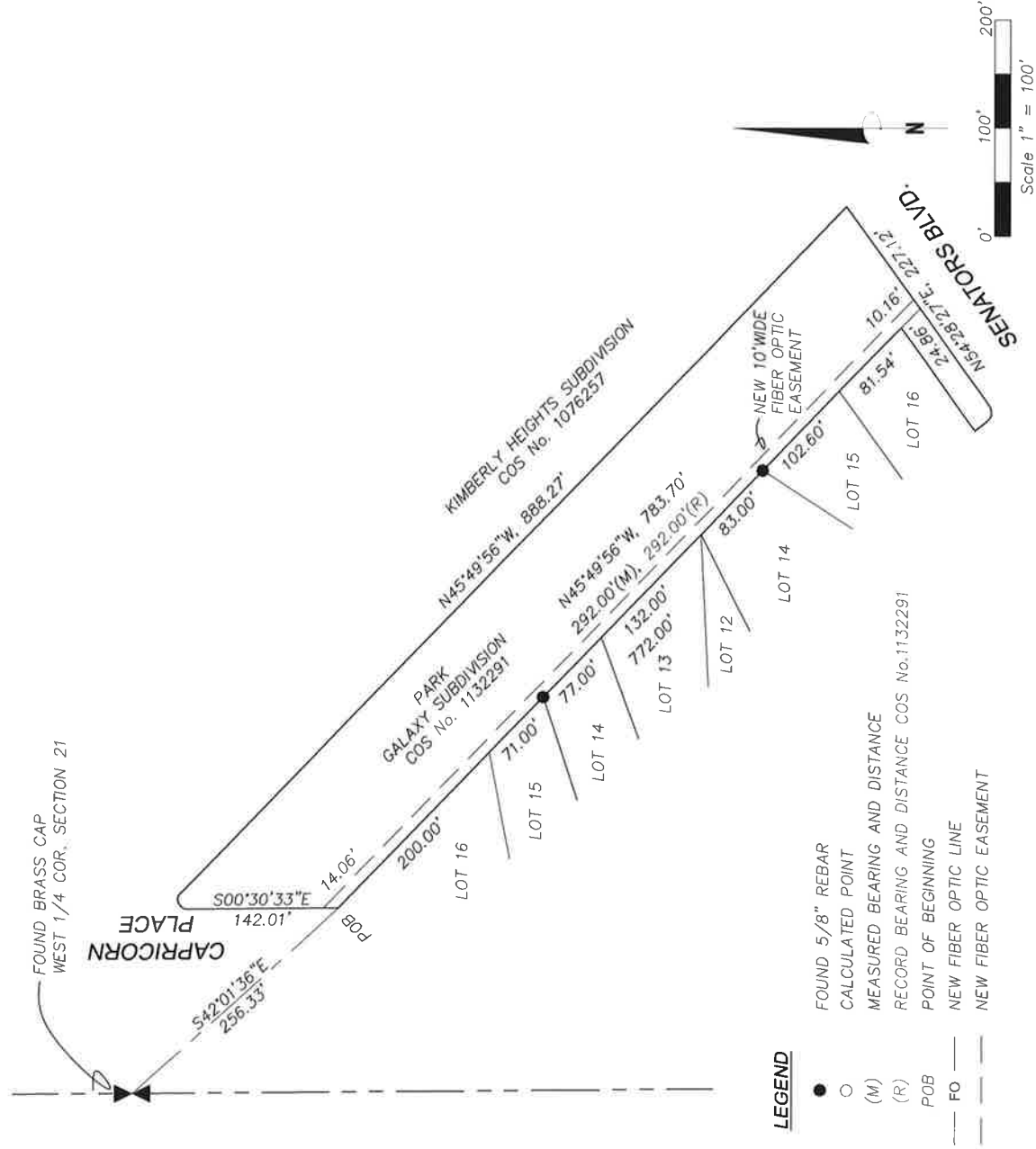
SCW SURVEYING
1409 HAUSER BLVD.
HELENA, MT 59601
(406) 868-0232

EXHIBIT A FIBER OPTIC EASEMENT, GALAXY SUBDIVISION
PARK LAND NORTH OF SENATORS BLVD., COS No. 1132291
BILLINGS, MONTANA, YELLOWSTONE COUNTY.

PREPARED FOR:
VISION NET, INC., 222 N. 32nd STREET, SUITE 402
BILLINGS, MT. 59101

DRAWN BY: CHECKED BY: DATE:

STEVE WINDLE STEVE WINDLE FEBRUARY 18, 2020





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/06/2020

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

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

PRODUCER UNITEL 1128 Lincoln Mall Suite 200 Lincoln NE 68508	CONTACT NAME: Tracy Abbott PHONE (A/C, No, Ext): (402) 434-7200 E-MAIL ADDRESS: tabbott@unitelinsurance.com FAX (A/C, No): (402) 434-7272
INSURED Vision Net Inc. 1309 NW Bypass Great Falls MT 59404-1757	INSURER(S) AFFORDING COVERAGE INSURER A: Union Insurance INSURER B: Phoenix Insurance Co INSURER C: Principal INSURER D: INSURER E: INSURER F:
	NAIC # 25844 25623

COVERAGES**CERTIFICATE NUMBER:** 19/20 ALL LINES**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			RUP3042788-28	10/01/2019	10/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			RUP3042788-28	10/01/2019	10/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB DED RETENTION \$			RUP3042788-28	10/01/2019	10/01/2020	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	UB-8H843613-20-I5-G	01/01/2020	01/01/2021	☒ PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Technology E&O			ZPL-15T96809	10/01/2019	10/01/2020	Each Wrongful Act \$3,000,000 Retention \$25,000

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

Certificate Holder is listed as an Additional Insured with respect to General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Billings 210 North 27th St Billings MT 59101	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: City Administrator Moving and Relocation Expenses

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Presentation: No

PROBLEM/ISSUE STATEMENT

Per Chris Kukulski's Employment Contract, Section 16: Moving and Relocation Expenses Part A. Employer shall pay directly for the expenses of moving employee and his family and personal property from their current residence in Bozeman, MT to employee's permanent residence in Billings, MT. Said moving expenses include packing, moving, storage costs, unpacking and insurance charges. The employee shall provide evidence of actual moving expenses by securing quotations from three (3) companies.

ALTERNATIVES ANALYZED

City Council may:

- Approve the King Transfer & Storage Co. bid, or;
- Approve one of the other bids from Baker Transfer & Storage or Suhr Transport or;
- Disapprove all three bids which would violate the Employment Contract.

FINANCIAL IMPACT

This expense has been allocated to the City Council Recruitment expense account.

King Transfer & Storage Co.	\$7,087.80
Baker Transfer & Storage	\$7,002.82
Suhr Transport	\$7,110.34
U-Haul expenses	\$ 556.48

Approximate moving cost \$7,644.28

RECOMMENDATION

I would like to recommend King Transfer & Storage Co. for the move of personal property from my current residence in Bozeman, MT to my permanent residence in Billings, MT.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Payment of Claims for the week of April 20, 2020

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$2,414,549.74 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 04202020

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/20/2020	832620	A & I Distributors	Fleet	\$ 3,691.85	3435253 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 145.56	3437940 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 574.31	3441158 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 1,419.63	3441158 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 78.41	3444628 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 1,415.19	3444628 PO NUM 309586
04/20/2020	832620	A & I Distributors	Fleet	\$ 1,575.66	3447052 PO NUM 309586
04/20/2020	832620	A & I Distributors	Public Safety	\$ 243.15	3440619
04/20/2020	832620	A & I Distributors	Public Safety	\$ 39.79	3441158
04/20/2020	832620	A & I Distributors	Solid Waste	\$ 83.88	3437940
04/20/2020	832620	A & I Distributors	Solid Waste	\$ 39.79	3441158
04/20/2020	832620	A & I Distributors	Solid Waste	\$ 557.70	DEF for Solid Waste 3435351/52
04/20/2020	832620	A & I Distributors	Solid Waste	\$ 152.15	Grease for the Landfill 3443732
04/20/2020	832620	A & I Distributors	Solid Waste	\$ 986.28	Oil for the Landfill 3437422
04/20/2020	832620	A & I Distributors	Street/Traffic	\$ 40.33	3441158
04/20/2020	832620	A & I Distributors	Street/Traffic	\$ 412.50	3448952
04/20/2020	832620	A & I Distributors	Transit	\$ 92.95	3437513
04/20/2020	832620	A & I Distributors	Transit	\$ 119.95	3447575
04/20/2020	832620	A & I Distributors	Transit	\$ 92.95	3449086
04/20/2020	832620	A & I Distributors	Transit	\$ 35.00	Drum deposit is payable on spent Antifreeze.
04/20/2020	832620	A & I Distributors	Wastewater	\$ 106.24	NONSTOCKING ITEMS-P.U.D.
04/20/2020	832620	A & I Distributors	Water	\$ 79.66	NONSTOCKING ITEMS-P.U.D.
04/20/2020	832620	A & I Distributors	Water	\$ 92.61	WATER PARTS AND SUPPLIES PO NUM 309949
04/20/2020	832621	Alfa Laval	Wastewater	\$ 26,605.85	Refurbish Rotating Assembly for a DS-401 Centrifuge
04/20/2020	832625	Altitude Signal LLC	Arterial Streets	\$ 102,315.00	WO 20-99 City Wide Traffic Signal Replacement
04/20/2020	832625	Altitude Signal LLC	Arterial Streets	\$ 8,750.00	WO 20-99 City Wide Traffic Signal Replacement
04/20/2020	832629	Armcor Cartridge Inc	Public Safety	\$ 7,979.25	Armcor Invoice 11313, 12 gauge, 9mm and 40 ammo
04/20/2020	832636	Big Sky Linen & Uniform	Facilities	\$ 646.32	March 2020
04/20/2020	832636	Big Sky Linen & Uniform	Facilities	\$ 417.40	March 2020
04/20/2020	832636	Big Sky Linen & Uniform	Fleet	\$ 302.61	03/30/20 Invoices for laundry service.
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 27.00	431270
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 27.00	432237
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 27.00	433197
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 27.00	434173
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 18.00	435121
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 9.00	436083
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 9.00	437034
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 9.00	437992
04/20/2020	832636	Big Sky Linen & Uniform	Library	\$ 9.00	438904
04/20/2020	832636	Big Sky Linen & Uniform	Public Safety	\$ 43.00	March 2020
04/20/2020	832636	Big Sky Linen & Uniform	Street/Traffic	\$ 931.60	inv#2300-00001 march uniforms

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/20/2020	832636	Big Sky Linen & Uniform	Transit	\$ 45.00	Uniform cleaning, mops and mats for March
04/20/2020	832636	Big Sky Linen & Uniform	Transit	\$ 131.16	Uniform cleaning, mops and mats for March
04/20/2020	832636	Big Sky Linen & Uniform	Transit	\$ 39.14	Uniform cleaning, mops and mats for March
04/20/2020	832636	Big Sky Linen & Uniform	Transit	\$ 269.92	Uniform cleaning, mops and mats for March
04/20/2020	832636	Big Sky Linen & Uniform	Transit	\$ 32.64	Uniform cleaning, mops and mats for March
04/20/2020	832655	Chicago Title of Montana	CDBG	\$ 10,000.00	FTHB Jordan Hill 2709 Poly Drive
04/20/2020	832657	Connect Phone & Computer	Airport	\$ 2,645.00	Service Agreement for Digital Advertising and Support Work
04/20/2020	832659	Cummins Rocky Mountain	Fleet	\$ 995.86	24628 PO NUM 310243
04/20/2020	832659	Cummins Rocky Mountain	Fleet	\$ 427.75	25158 PO NUM 310274
04/20/2020	832659	Cummins Rocky Mountain	Fleet	\$ 161.12	25281 PO NUM 310274
04/20/2020	832659	Cummins Rocky Mountain	Fleet	\$ 85.55	25339 PO NUM 310274
04/20/2020	832659	Cummins Rocky Mountain	Library	\$ 847.88	24709
04/20/2020	832659	Cummins Rocky Mountain	Library	\$ 18.60	24712
04/20/2020	832659	Cummins Rocky Mountain	Solid Waste	\$ 89.86	24712
04/20/2020	832659	Cummins Rocky Mountain	Solid Waste	\$ 397.18	24905
04/20/2020	832659	Cummins Rocky Mountain	Solid Waste	\$ 746.35	24914
04/20/2020	832659	Cummins Rocky Mountain	Solid Waste	\$ 2,150.08	25168
04/20/2020	832664	Desert Mt Corporation	Street/Traffic	\$ 4,264.66	inv#19-74087 ice slicer used to melt snow on streets
04/20/2020	832664	Desert Mt Corporation	Street/Traffic	\$ 4,304.62	inv#19-74088 ice slicer used to melt snow on streets
04/20/2020	832665	Diesel Xtreme Inc	Public Safety	\$ 6,800.00	Shipping/Storage container, 40-FT - Fire Training/Burn Building
04/20/2020	832666	DOWL	Arterial Streets	\$ 66,800.00	WO 20-12 S 32nd St W (King Ave W to Gabel); Pmt 4
04/20/2020	832668	EBMS	Health Ins Fund	\$ 1,260.00	May 2020
04/20/2020	832668	EBMS	Health Ins Fund	\$ 1,375.50	May 2020
04/20/2020	832668	EBMS	Health Ins Fund	\$ 3,270.00	May 2020
04/20/2020	832668	EBMS	Health Ins Fund	\$ 27,928.97	May 2020
04/20/2020	832668	EBMS	Health Ins Fund	\$ 4,806.35	May 2020
04/20/2020	832668	EBMS	Health Ins Fund	\$ 53,805.14	May 2020
04/20/2020	832668	EBMS	Payroll Clearing	\$ 10,240.05	May 2020
04/20/2020	832679	Flathead County Sheriff	Police Programs	\$ 28,486.44	Reimburse ICAC Donation Expense-3/31/2020
04/20/2020	832684	Graybar Electric Co	Wastewater	\$ 1,352.97	LIGHTS FOR HEADWORKS, SCUM PUMP & OLD DECANT
04/20/2020	832684	Graybar Electric Co	Water	\$ 1,013.37	LED LIGHTS FOR HIGH SERVICE & #2 INTAKE
04/20/2020	832684	Graybar Electric Co	Water	\$ 373.14	Parts for setting up temp work stations @ WTP
04/20/2020	832685	Hach Company	Water	\$ 3,422.83	REPLACE PH SENSORS FOR L-STRUCT & HIGH SERVICE
04/20/2020	832689	HDR, Inc.	Light Maint	\$ 369.28	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Light Maint	\$ 621.47	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Solid Waste	\$ 61,829.50	WO 17-12 Landfill Drop-off Facility; 120025914 Pmt 33
04/20/2020	832689	HDR, Inc.	Solid Waste	\$ 21,763.59	WO 20-07 Solid Waste CNG Station Expansion; Pmt 2
04/20/2020	832689	HDR, Inc.	Solid Waste	\$ 1,242.94	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Solid Waste	\$ 738.57	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Storm Sewer	\$ 1,477.13	WO 20-33 Public Works GIS Services; 1200257633 Pmt 3
04/20/2020	832689	HDR, Inc.	Storm Sewer	\$ 2,485.88	WO 20-33 Public Works GIS Services; 120046266 Pmt 2

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/20/2020	832689	HDR, Inc.	Street/Traffic	\$ 1,864.41	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Street/Traffic	\$ 1,107.85	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Tax Increment N 27th	\$ 12,530.62	WO 20-42 N 29th and N 30th Two Way Conversion; Pmt 1
04/20/2020	832689	HDR, Inc.	Wastewater	\$ 1,846.42	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Wastewater	\$ 3,107.36	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Water	\$ 1,846.41	WO 20-33 Public Works GIS Services
04/20/2020	832689	HDR, Inc.	Water	\$ 3,107.36	WO 20-33 Public Works GIS Services
04/20/2020	832690	Healthy Is LLC	Health Ins Fund	\$ 7,800.00	Inv. 1106 for December 2019 Wellness
04/20/2020	832695	InfoSend Inc	P.W. Admin	\$ 12,784.85	169606; MONTHLY STATEMENT PRINTING AND MAILING
04/20/2020	832695	InfoSend Inc	P.W. Admin	\$ 3,197.45	169606; MONTHLY STATEMENT PRINTING AND MAILING
04/20/2020	832695	InfoSend Inc	P.W. Admin	\$ 2,850.00	170519; NEW PW WEBSITE
04/20/2020	832697	Interstate Power System	General	\$ 10.06	C007052229.01
04/20/2020	832697	Interstate Power System	Library	\$ 166.41	C007052260.01
04/20/2020	832697	Interstate Power System	Public Safety	\$ 45.00	C007052263.01
04/20/2020	832697	Interstate Power System	Public Safety	\$ 998.70	C007052263.01
04/20/2020	832697	Interstate Power System	Transit	\$ 2,398.38	R007050106
04/20/2020	832697	Interstate Power System	Transit	\$ 2,969.52	R00705017:01
04/20/2020	832704	Knife River	Street/Traffic	\$ 2,110.30	inv#670400 1 1/2" crushed base
04/20/2020	832704	Knife River	Street/Traffic	\$ 1,855.25	inv#670411 1 1/2" crushed base
04/20/2020	832714	Lesman Iron Works	Wastewater	\$ 7,983.00	ELECTRICAL TRAY RACK FOR WRF PRIMARY DIGESTER
04/20/2020	832716	Livingston Auto Center	Capital Replace	\$ 25,072.00	2020 full size-1/2 ton 4 wl dr extended drive short box pickup
04/20/2020	832724	Montana Peterbilt	Fleet	\$ 292.62	103841 PO NUM 310260
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 45.88	102965
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 287.69	103352
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 207.69	103413
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 45.11	103415
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 287.69	103462
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 145.96	103474
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 197.70	103487
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 80.00	103529
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 1,049.97	103529
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 1,851.38	103579
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ (45.88)	103715
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 135.23	103744
04/20/2020	832724	Montana Peterbilt	Solid Waste	\$ 384.98	103911
04/20/2020	832727	Morrison Maierle	Wastewater	\$ 25,655.70	WO 20-01 Water/Sewer Replacement Project; 204481 Pmt 4
04/20/2020	832727	Morrison Maierle	Water	\$ 12,793.86	WO1815 Voelker Pump Station Improvements; 204481 Pmt 14
04/20/2020	832723	MT Municipal Interlocal Authority	Payroll Clearing	\$ 633,995.80	January 1, 2020 - March 31, 2020 Workers' Compensation
04/20/2020	832722	MT Municipal Interlocal Authority	Property Ins	\$ 45,550.25	April 2020 Deductible Recovery Invoice
04/20/2020	832731	Neibauer Painting	Property Ins	\$ 5,667.88	Inv. 6601 Repairs to SWD Truck #0062 #2020-025
04/20/2020	832733	Northern Industrial Hygiene	Wastewater	\$ 1,768.40	WO 19-16 Belknap Office Remodel; 28273

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/20/2020	832733	Northern Industrial Hygiene	Water	\$ 2,652.60	WO 19-16 Belknap Office Remodel; 28273
04/20/2020	832734	NorthWestern Energy	General	\$ 45.88	0712387-0
04/20/2020	832734	NorthWestern Energy	General	\$ 170.36	0712536-2
04/20/2020	832734	NorthWestern Energy	General	\$ 40.70	0720818-4
04/20/2020	832734	NorthWestern Energy	General	\$ 173.07	0720821-8
04/20/2020	832734	NorthWestern Energy	General	\$ 22.98	1836666-6
04/20/2020	832734	NorthWestern Energy	Public Safety	\$ 720.60	0871546-8
04/20/2020	832734	NorthWestern Energy	Street/Traffic	\$ 0.35	1740357-7
04/20/2020	832734	NorthWestern Energy	Street/Traffic	\$ 0.60	1748896-6
04/20/2020	832734	NorthWestern Energy	Transit	\$ 2,393.74	Electricity at METroplex for 2/25/20 through 3/26/20
04/20/2020	832734	NorthWestern Energy	Wastewater	\$ 71,418.25	0100591-7
04/20/2020	832734	NorthWestern Energy	Wastewater	\$ 136.30	11759727 MAR 2020; MONTHLY SERVICE FEES
04/20/2020	832734	NorthWestern Energy	Wastewater	\$ 397.44	1756893-2 MAR 2020; MONTHLY SERVICE FEES
04/20/2020	832734	NorthWestern Energy	Wastewater	\$ 110.02	EA Electricity April #3243625-5
04/20/2020	832734	NorthWestern Energy	Water	\$ 2,723.13	0722264-9
04/20/2020	832734	NorthWestern Energy	Water	\$ 2,355.71	0723040-2
04/20/2020	832734	NorthWestern Energy	Water	\$ 24.49	0723059-2
04/20/2020	832734	NorthWestern Energy	Water	\$ 193.97	1142253-2
04/20/2020	832734	NorthWestern Energy	Water	\$ 1,554.78	2082903-2 MAR 2020; MONTHLY SERVICE FEES
04/20/2020	832738	Pioneer Technical Service	Solid Waste	\$ 14,762.58	WO 18-32 Landfill Slope Stability; 13255 Pmt 5
04/20/2020	832744	Richs Modern Flooring	General	\$ 12,471.11	purchase & install flooring for senior community center
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 210.00	20 March RR Drug Ancillary
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 700.00	20 March RR Drug No Ins., Co-Pays, Deduct.
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 200.00	20 March RR Drug Screenings
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 1,620.00	20 March RR DUI Ancillary
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 1,948.64	20 March RR DUI No Ins., Co-Pays, Deduct.
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 330.00	20 March RR ETC Ancillary
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 271.08	20 March RR ETC No Ins., Co-Pays, Deduct.
04/20/2020	832747	Rimrock Foundation	Court Grants	\$ 100.00	20 March RR ETC Screenings
04/20/2020	832748	Rocky Mt Health Network	Health Ins Fund	\$ 15,600.00	Inv. 4I2174
04/20/2020	832752	Schutz Foss Architects	Facilities	\$ -	Amendment #1 Topographics Survey/Soil Geotech Testing
04/20/2020	832752	Schutz Foss Architects	Facilities	\$ 4,608.00	Police Evidence Expansion Final Design Services - Phase II
04/20/2020	832752	Schutz Foss Architects	Facilities	\$ 90.35	Reimbursable Expenses
04/20/2020	832762	Sundown Security	Airport	\$ 2,975.36	Invoice #Q60117. Skycap Services 3/6-3/12/20
04/20/2020	832762	Sundown Security	Airport	\$ 2,243.14	Invoice #Q60118. Skycap Services 3/13-3/19/20
04/20/2020	832762	Sundown Security	Airport	\$ 1,497.02	Invoice #Q60119. Skycap Services 3/20-3/23/20
04/20/2020	832762	Sundown Security	Airport	\$ 1,593.43	Invoice #Q60120. Skycap Services 3/27-3/31/20
04/20/2020	832763	Swank Enterprises	Solid Waste	\$ 863,745.30	WO 17-12 Landfill Reconfiguration; Pmt 13
04/20/2020	832764	T W Enterprises Inc	Water	\$ 2,272.05	Repair Filter Building Engine Generator
04/20/2020	832764	T W Enterprises Inc	Water	\$ 7,311.25	Repair Filter Building Engine Generator
04/20/2020	832768	Titan Machinery Inc	Street/Traffic	\$ 73.61	13742181

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/20/2020	832768	Titan Machinery Inc	Street/Traffic	\$ 2,515.11	13742181
04/20/2020	832768	Titan Machinery Inc	Street/Traffic	\$ 649.82	13759248
04/20/2020	832770	Town & Country Supply	Fleet	\$ 5,086.80	406407 PO NUM 310267
04/20/2020	832770	Town & Country Supply	Fleet	\$ 7,849.26	406781 PO NUM 310255
04/20/2020	832774	UE Compression	Water	\$ 8,945.00	Gardner Denver L11-15 HP Air Compressor
04/20/2020	832774	UE Compression	Water	\$ 1,119.59	Gardner Denver L11-15 HP Air Compressor-Shipping
04/20/2020	832777	Us Bank	Facilities	\$ 1,750.00	Montana Refunding Certificates of Participation Series 2013
04/20/2020	832777	Us Bank	Tax Increment N 27th	\$ 350.00	Urban Renewal Revenue Bonds Series 2013A and 2013B
04/20/2020	832777	Us Bank	Tax Increment N 27th	\$ 350.00	Urban Renewal Revenue Bonds Series 2013A and 2013B
04/20/2020	832777	Us Bank	Wastewater	\$ 350.00	Montana Sewer Revenue Bonds, Series 2017
04/20/2020	832778	Van Arsdale Construction	CDBG	\$ 15,151.95	Demolition Agreement / 930 Steffanich Drive
04/20/2020	832781	Wright Company MT	Water	\$ 1,845.00	3920; WEED CONTROL
04/20/2020	832781	Wright Company MT	Water	\$ 337.50	3921; WEED CONTROL
04/20/2020	832781	Wright Company MT	Water	\$ 225.00	3923; WEED CONTROL
04/20/2020	832781	Wright Company MT	Water	\$ 225.00	KOINONIA LAUNDRY 14F645FB-003; WEED CONTROL
04/20/2020	832782	Yellowstone County	Public Safety	\$ 4,800.00	YCDF February 2020 Jail Boarders
04/20/2020	832782	Yellowstone County	Public Safety	\$ 3,400.00	YCDF March 2020 Jail Boarders

Regular City Council Meeting

Meeting Date: 05/26/2020

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

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: No

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$2,576,208.14 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 04272020

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/27/2020	832784	Ace Electric Inc	Water	\$ 4,500.00	WO 20-35 Rims Waterline Replacement; 50994
04/27/2020	832784	Ace Electric Inc	Water	\$ 9,271.35	WO 20-35 Rims Waterline Replacement; 50995
04/27/2020	832785	AD Creative Group	General	\$ 3,100.00	Inv. 45087-1 City Branding
04/27/2020	832788	Am Medical Response	Public Safety	\$ 5,604.36	ASPIRATOR PUMP S-SCORT III'S
04/27/2020	832788	Am Medical Response	Public Safety	\$ 59.90	SUCTION CANISTERS, 10-PK
04/27/2020	832798	Border States Electric	Wastewater	\$ 1,411.06	919565543; PSP #4 & #5 BREAKER
04/27/2020	832798	Border States Electric	Wastewater	\$ 544.87	919565721; REPAIR OF BASLER RELAY FOR BOXCAR
04/27/2020	832798	Border States Electric	Wastewater	\$ 158.34	919623187; OVERLOAD FOR HEADWORKS COMPACTOR
04/27/2020	832798	Border States Electric	Wastewater	\$ 510.69	919623188; BREAKER FOR #1 SCREEN DEFLECTOR
04/27/2020	832798	Border States Electric	Wastewater	\$ 21.81	919639131; LUG KIT FOR SSP5 BREAKER
04/27/2020	832798	Border States Electric	Wastewater	\$ 74.82	91965523; UV BUILDING
04/27/2020	832798	Border States Electric	Wastewater	\$ 1,766.40	919688155; HEADWORKS COMPACTOR E3 OVERLOADS
04/27/2020	832798	Border States Electric	Wastewater	\$ 3,083.38	919689968; PANEL VIEW REPAIR FOR #2 CENTRIFUGE
04/27/2020	832798	Border States Electric	Wastewater	\$ 214.09	919695425; PARTS FOR CONTROL ROOM LIGHTS
04/27/2020	832798	Border States Electric	Wastewater	\$ 127.67	919702918; RELAYS FOR SSP #5
04/27/2020	832798	Border States Electric	Water	\$ 192.02	919565462; HANGING LIGHTS FOR ELECTRIC SHOP LIGHTS
04/27/2020	832798	Border States Electric	Water	\$ 155.65	919615563; TAPE FOR REPOSING #4 PUMP AT VOELKER
04/27/2020	832798	Border States Electric	Water	\$ 181.90	919615824; UV SUMP PUMPS
04/27/2020	832798	Border States Electric	Water	\$ 93.91	919640326; FOR ELECTRIC SHOP LIGHT PROJECT
04/27/2020	832798	Border States Electric	Water	\$ 21.60	919640412; PLUGS FOR RED DOT BOXES
04/27/2020	832798	Border States Electric	Water	\$ 13.30	919640727; ELECTRIC SHOP LIGHTS PROJECT
04/27/2020	832798	Border States Electric	Water	\$ 1,421.59	919640908; REPLACEMENT PLC CHASSIS FOR FILTER
04/27/2020	832798	Border States Electric	Water	\$ 115.18	919672545; ELECTRIC SHOP LIGHT PROJECT
04/27/2020	832798	Border States Electric	Water	\$ 935.03	EATON PW9130 1000VA TOWER - UPS 120V
04/27/2020	832799	Brenntag Pacific Inc	Street/Traffic	\$ 7,356.74	inv#BPI40538 hicothaw used to melt snow on streets
04/27/2020	832801	Business Tax Section	Airport	\$ 50.24	Install New Avigilon HD NVR4 STD 32TB 2U
04/27/2020	832801	Business Tax Section	CDBG	\$ 153.05	Demolition Agreement / 930 Steffanich Drive
04/27/2020	832801	Business Tax Section	Gas Tax	\$ 66.94	WO 20-17 Laredo Drive Rock Fall
04/27/2020	832801	Business Tax Section	General	\$ 125.97	business tax on Rich's flooring carpet and installation at the BCC
04/27/2020	832801	Business Tax Section	Solid Waste	\$ 8,724.70	WO 17-12 Landfill Reconfiguration; Pmt 13
04/27/2020	832801	Business Tax Section	Wastewater	\$ 5,051.97	WO 14-11 Water Reclamation Facility Nutrient; Pmt 34
04/27/2020	832801	Business Tax Section	Water	\$ 22.95	Repair Filter Building Engine Generator
04/27/2020	832801	Business Tax Section	Water	\$ 73.85	Repair Filter Building Engine Generator
04/27/2020	832801	Business Tax Section	Water	\$ 224.89	WO 19-01 Schedule 3, Southside Triangle Water Line Replace
04/27/2020	832801	Business Tax Section	Water	\$ 93.65	WO 20-35 Rims Waterline Replacement; 50995
04/27/2020	832803	Century Link	Airport	\$ 41.28	406-245-1044 Airport Terminal Power M
04/27/2020	832803	Century Link	Airport	\$ 45.66	406-245-5834 Airport Alarm
04/27/2020	832803	Century Link	Airport	\$ 61.46	406-252-0721 Airport 1FB Line
04/27/2020	832803	Century Link	Airport	\$ 61.67	406-252-0721 Airport 1FB Line
04/27/2020	832803	Century Link	Airport	\$ 61.67	406-256-6014 Airport P9 Building
04/27/2020	832803	Century Link	Airport	\$ 69.46	406-256-6014 Airport P9 Building

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/27/2020	832803	Century Link	Airport	\$ 57.51	406-256-7070 Airport
04/27/2020	832803	Century Link	Airport	\$ 57.35	406-256-7070 Airport
04/27/2020	832803	Century Link	Engineering	\$ 112.10	406-259-7758 Measured Lines Depot
04/27/2020	832803	Century Link	EOC 911	\$ 47.55	406-245-2296 911
04/27/2020	832803	Century Link	EOC 911	\$ 45.65	406-245-3107 911
04/27/2020	832803	Century Link	EOC 911	\$ 45.65	406-245-3108 911
04/27/2020	832803	Century Link	EOC 911	\$ 311.26	406-245-7101 9-1-1 Center Landfill #2
04/27/2020	832803	Century Link	EOC 911	\$ 311.26	406-245-7102 9-1-1 Center Fox Reservoir #2
04/27/2020	832803	Century Link	EOC 911	\$ 7,318.98	406-245-8527 New 9-1-1 Center
04/27/2020	832803	Century Link	Fleet	\$ 58.40	406-256-5047 Motor Pool
04/27/2020	832803	Century Link	Fleet	\$ 58.20	406-256-5047 Motor Pool
04/27/2020	832803	Century Link	Library	\$ 192.99	Library 6 lines
04/27/2020	832803	Century Link	P.W. Admin	\$ 73.97	406-259-7758 Measured Lines Depot
04/27/2020	832803	Century Link	Parking	\$ 51.46	406-252-2041 Park 2 Elevator Phone
04/27/2020	832803	Century Link	Parking	\$ 51.66	406-252-2041 Park 2 Elevator Phone
04/27/2020	832803	Century Link	Phone System	\$ 41.28	406-245-4437
04/27/2020	832803	Century Link	Phone System	\$ 105.83	406-247-8641 PRPL -Fax and 406-657-3052 Senior center fax
04/27/2020	832803	Century Link	Phone System	\$ 228.20	406-248-3049 Main System T1 City/County Tie
04/27/2020	832803	Century Link	Phone System	\$ 84.90	406-248-3329 Airport Measured Lines 406-248-9989
04/27/2020	832803	Century Link	Phone System	\$ 93.48	406-248-9124 Met Measured Lines 406-248-9179
04/27/2020	832803	Century Link	Phone System	\$ 8.00	406-252-0721 Airport 1FB Line
04/27/2020	832803	Century Link	Phone System	\$ 112.78	406-259-7214 CPC
04/27/2020	832803	Century Link	Phone System	\$ 132.22	BOC Alarms 406.247.1276, 406.247.1277, 406.247.1278
04/27/2020	832803	Century Link	Phone System	\$ 124.82	BOC Alarms 406.247.1276, 406.247.1277, 406.247.1278
04/27/2020	832803	Century Link	Phone System	\$ 59.86	CPC 406-259-7121
04/27/2020	832803	Century Link	Phone System	\$ 41.28	Fire Alarm 406.657.3058
04/27/2020	832803	Century Link	Phone System	\$ 41.28	Four Dances 406.657.3040
04/27/2020	832803	Century Link	Phone System	\$ 64.61	Library 6 lines
04/27/2020	832803	Century Link	Phone System	\$ 134.72	MET/WWTP Kenco changed Sept-unauthorized change in line
04/27/2020	832803	Century Link	Phone System	\$ 59.86	Parks and Rec 406-259-7752
04/27/2020	832803	Century Link	Phone System	\$ 41.28	Pioneer Park 406.657.8298
04/27/2020	832803	Century Link	Phone System	\$ 49.08	South Park 406.247.8575
04/27/2020	832803	Century Link	Phone System	\$ 41.28	South Park 406.247.8575
04/27/2020	832803	Century Link	Phone System	\$ 42.45	Streets Fax 406.657.8338
04/27/2020	832803	Century Link	Phone System	\$ 174.32	Water Department Alarm 406-247-8511 5020-74000-403450
04/27/2020	832803	Century Link	Phone System	\$ 166.82	Water Department Alarm 406-247-8511 5020-74000-403450
04/27/2020	832803	Century Link	Phone System	\$ 127.35	WWTP Conference Room 406.247.8564
04/27/2020	832803	Century Link	Planning	\$ 41.28	406-656-9578 Planning Traffic Central Broadwater
04/27/2020	832803	Century Link	Planning	\$ 49.08	406-656-9578 Planning Traffic Central Broadwater
04/27/2020	832803	Century Link	Planning	\$ 41.28	406-656-9604 Planning Traffic Central 9th
04/27/2020	832803	Century Link	Planning	\$ 41.08	406-656-9604 Planning Traffic Central 9th

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04/27/2020	832803	Century Link	Public Safety	\$ 42.45	406.245.1743
04/27/2020	832803	Century Link	Public Safety	\$ 41.40	406-245-6600 Crime Prevention Alarm
04/27/2020	832803	Century Link	Public Safety	\$ 119.32	406-245-7469 Fire
04/27/2020	832803	Century Link	Public Safety	\$ 118.32	406-373-3742 Fire RR Crossing Alarm
04/27/2020	832803	Century Link	Public Safety	\$ 51.66	406-651-0282 Fire 5 911 Line
04/27/2020	832803	Century Link	Public Safety	\$ 51.46	406-651-0282 Fire 5 911 Line
04/27/2020	832803	Century Link	Radio	\$ 311.26	406-248-3635 Fire Airport Radio Tower WCK
04/27/2020	832803	Century Link	Radio	\$ 311.26	406-248-3636 Fire Airport Radio Tower Jellison
04/27/2020	832803	Century Link	Solid Waste	\$ 67.96	406-245-7193 Solid Waste Landfill
04/27/2020	832803	Century Link	Solid Waste	\$ 123.34	406-245-9820 Solid Waste Landfil
04/27/2020	832803	Century Link	Solid Waste	\$ 53.13	406-256-7001 Solid Waste Scale House
04/27/2020	832803	Century Link	Solid Waste	\$ 52.92	406-256-7001 Solid Waste Scale House
04/27/2020	832803	Century Link	Street/Traffic	\$ 41.28	406-245-9906 PW Traffic Signal 4th 27
04/27/2020	832803	Century Link	Street/Traffic	\$ 53.13	406-259-3298 PW Traffic 3728 McDougall
04/27/2020	832803	Century Link	Wastewater	\$ 41.28	406-259-2328 PUD Sahara Sand Lift Station
04/27/2020	832803	Century Link	Water	\$ 39.44	406-245-3659 PUD Alarm Water Tower
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 249.79	inv#S507727789 power supply for signals
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 66.10	inv#S507774270 wire holder/cable/wedge
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 31.06	inv#S507788755 lid for signals
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 216.00	S507747160 PO NUM 310301
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 2,574.04	S507747286 PO NUM 310302
04/27/2020	832812	Crescent Electric	Street/Traffic	\$ 691.22	S507763164 PO NUM 310303
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 31.08	Freight
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 30.53	Freight
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 752.00	WEC 100 W Remote 4-Tone Hands Free Siren
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 44.00	WEC Dual Avenger II Headliner Mount Kit
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 96.00	WEC Tone 1/ Off/ Tone 2 Switch plus monetary Air Horn
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ -	WEC Universal Speaker Bracket
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 716.00	Whelen 100W Compact Black Composite 122DB Speaker
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 960.00	Whelen AvengerII Dual Solo Light
04/27/2020	832815	Dana Safety Supply	Public Safety	\$ 1,424.00	Whelen Omni Vertex Directional Lighthead 9' Cable Blue-Red
04/27/2020	832818	Desert Mt Corporation	Street/Traffic	\$ 4,113.00	inv#19-74089 ice slicer used to melt snow on streets
04/27/2020	832819	DHM Design Corp	Park District 1	\$ 178.73	Coulson Park master plan - reimbursables
04/27/2020	832819	DHM Design Corp	Park District 1	\$ 71.33	Coulson Park master plan-change order #1-add public outreach
04/27/2020	832819	DHM Design Corp	Park District 1	\$ 4,817.54	Coulson Park master plan-change order #1-add public outreach
04/27/2020	832821	Ditch Witch West	Water	\$ 6,494.65	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 5.70	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 71.20	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 68.35	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 111.07	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 54.11	legal services regarding light maintenance districts

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04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 336.05	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 88.28	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 139.55	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 74.05	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 102.52	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 45.57	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 3,400.39	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 119.61	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 176.57	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 45.57	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 65.50	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 91.13	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 37.02	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 131.00	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 11.39	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 1,751.46	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 2.85	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 14.24	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 42.72	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 185.11	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 31.33	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 48.41	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 179.42	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 586.67	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 28.48	legal services regarding light maintenance districts
04/27/2020	832822	Dorsey & Whitney	Light Maint	\$ 76.89	legal services regarding light maintenance districts
04/27/2020	832823	DOWL	SID Const	\$ 13,338.50	SID 1410 Annafeld Subdivision-Streetlights and Park Improve
04/27/2020	832823	DOWL	Water	\$ 13,995.52	WO 18-01 2018 Water & Sewer Sch 1 N 27th Watermain
04/27/2020	832832	Fisher Sand & Gravel	Street/Traffic	\$ 1,412.50	inv#12112 asphalt
04/27/2020	832832	Fisher Sand & Gravel	Street/Traffic	\$ 1,209.00	inv#12113 asphalt
04/27/2020	832832	Fisher Sand & Gravel	Street/Traffic	\$ 1,524.50	inv#12114 asphalt
04/27/2020	832832	Fisher Sand & Gravel	Street/Traffic	\$ 502.50	inv#12481 asphalt
04/27/2020	832832	Fisher Sand & Gravel	Street/Traffic	\$ 2,125.50	inv#12486 asphalt
04/27/2020	832834	Galles Filter Service	Fleet	\$ 187.73	P-94494.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 175.32	P-94566.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 284.80	P-94670.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 35.36	P-94741.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 63.93	P-94835.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 126.84	P-94906.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 116.47	P95012.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 168.23	P95070.01 PO NUM 309590

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04/27/2020	832834	Galles Filter Service	Fleet	\$ 155.69	P-95169.01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 69.84	T88885 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Fleet	\$ 10.32	T88902 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Public Safety	\$ 3.20	P-94565.01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 203.15	Filters for the Landfill P94562-01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 194.58	Filters for the Landfill P-95069-01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 144.50	P-94742.01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 28.84	P-94760.01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 10.24	P94776.01
04/27/2020	832834	Galles Filter Service	Solid Waste	\$ 5.12	T-88670
04/27/2020	832834	Galles Filter Service	Street/Traffic	\$ 18.28	T-88632
04/27/2020	832834	Galles Filter Service	Transit	\$ 36.63	P-94162-02
04/27/2020	832834	Galles Filter Service	Transit	\$ 154.66	P-94490-01 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Transit	\$ 40.76	P-94836-01
04/27/2020	832834	Galles Filter Service	Transit	\$ 400.38	P-94836-01 PO NUM 310115
04/27/2020	832834	Galles Filter Service	Transit	\$ 34.60	P-95168-01
04/27/2020	832834	Galles Filter Service	Transit	\$ 101.86	P-95168-01 PO NUM 310115
04/27/2020	832834	Galles Filter Service	Transit	\$ 9.00	P-95168-02
04/27/2020	832834	Galles Filter Service	Transit	\$ (2.63)	T-88502 PO NUM 309590
04/27/2020	832834	Galles Filter Service	Wastewater	\$ 12.37	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Wastewater	\$ 211.67	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Wastewater	\$ 29.30	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Wastewater	\$ 84.61	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Water	\$ 76.33	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Water	\$ 13.67	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832834	Galles Filter Service	Water	\$ 70.76	NONSTOCKING ITEMS-P.U.D.
04/27/2020	832835	Gillig Corporation	Transit	\$ 620.62	40680866
04/27/2020	832835	Gillig Corporation	Transit	\$ 2,616.00	40686836
04/27/2020	832835	Gillig Corporation	Transit	\$ 100.32	40680866 PO NUM 310311
04/27/2020	832838	HDR, Inc.	Wastewater	\$ 166,878.18	WO 14-11 WWTP Nutrient Upgrade Expansion & Improvements
04/27/2020	832838	HDR, Inc.	Wastewater	\$ 20,368.89	WO 19-11 WRF Nutrient Recovery & Biosolids Facilities Plan
04/27/2020	832838	HDR, Inc.	Wastewater	\$ 16,692.37	WO 19-21 WRF Influent Lift Station1200262150 Pmt 10
04/27/2020	832838	HDR, Inc.	Wastewater	\$ 17,044.87	WO 20-11 Lloyd Mangrum & Lake Hills Lift Station
04/27/2020	832838	HDR, Inc.	Water	\$ 8,554.65	WO 18-22 Leavens Reservoir Expansion & Zone 1 Improve
04/27/2020	832838	HDR, Inc.	Water	\$ 12,992.85	WO 18-23 Water Master Plan Update; 1200261962 Pmt 15
04/27/2020	832838	HDR, Inc.	Water	\$ 143,301.59	WO 19-12 West End Reservoir; 1200261959-12
04/27/2020	832838	HDR, Inc.	Water	\$ 53,632.21	WO 20-08 Low Service Pump Station NO. 1 Backup Generator
04/27/2020	832838	HDR, Inc.	Water	\$ 12,260.87	WO 20-20 Walter Pump Station Addition;1200261967 Pmt 2
04/27/2020	832839	High Point Networks	IT Resources	\$ 2,758.00	125 Pack Sonic Wall VPN license
04/27/2020	832841	Iaff	Payroll Clearing	\$ 5,063.88	Payroll Summary
04/27/2020	832842	Integrated Info Solutions	IT Resources	\$ 4,140.00	the IBM Power 8 AIX Server -8286-41A sn016CX, To 5/3/2020

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04/27/2020	832846	Jacobs Eng Group	Airport	\$ 2,904.30	Independent Estimate-Terminal Expansion Phase 2 - Fed Share
04/27/2020	832846	Jacobs Eng Group	Airport	\$ 322.70	Independent Estimate-Terminal Expansion Phase 2 - Local Share
04/27/2020	832846	Jacobs Eng Group	Airport	\$ 273.00	Independent Estimate-Terminal Expansion Phase 2 - Not Eligible
04/27/2020	832847	Jims Electric Service	Wastewater	\$ 4,385.00	rebuild explosion rated motor for gas compressor in digester
04/27/2020	832847	Jims Electric Service	Wastewater	\$ 4,500.00	rebuild explosion rated motor for gas compressor in digester
04/27/2020	832848	Junkermier,Clark,Campanella,Stevens	General	\$ 9,490.00	Completion of June 30, 2019 audit
04/27/2020	832852	KTVQ Communications	P.W. Admin	\$ 7,450.00	All-inclusive strategic plan, create, & product-video& display
04/27/2020	832852	KTVQ Communications	P.W. Admin	\$ 120.00	All-inclusive strategic plan, create, & product-video& display
04/27/2020	832852	KTVQ Communications	P.W. Admin	\$ 5,000.00	All-inclusive strategic plan, create, & product-video& display
04/27/2020	832853	Lamar Companies	General	\$ 3,340.00	billboard advertising for Recreation programs
04/27/2020	832858	Montana CSED	Payroll Clearing	\$ 3,177.59	Payroll Summary
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 457.57	128 573 1000 1. Mud Wash. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 151.35	160 723 3573 6. USDA. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 321.01	185 580 1000 7. TSA Building. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 66.52	229 573 1000 0. Detail Bay 1 Hertz. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 180.89	283 116 0655 3. IP-12 Alpine. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 1,322.80	285 580 1000 6
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 156.28	295 580 10001 4. Aero Interiors. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 55.03	329 573 1000 9. Detail Bay 3 Enterprise. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 93.89	429 573 1000 8. Detail Bay 4. Avis/Budget. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 56.13	529 573 1000 7. Detail Bay 5 Thrifty/Dollar. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 5,941.69	595 580 1000 1
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 103.19	629 573 1000 6. Detail Bay 2 National/Alamo. April 2020
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 1,013.58	706 580 1000 7
04/27/2020	832859	Montana Dakota Utilities	Airport	\$ 1,271.34	889 373 1000 6. Car Wash. April 2020
04/27/2020	832859	Montana Dakota Utilities	General	\$ 121.24	501 473 1000 2
04/27/2020	832859	Montana Dakota Utilities	Wastewater	\$ 35.09	596 733 1000 5
04/27/2020	832859	Montana Dakota Utilities	Wastewater	\$ 34.54	713 064 3190 0
04/27/2020	832859	Montana Dakota Utilities	Wastewater	\$ 36.72	843 879 2205 1
04/27/2020	832859	Montana Dakota Utilities	Water	\$ 70.21	373 580 1000 9
04/27/2020	832859	Montana Dakota Utilities	Water	\$ 70.21	373 580 1000 9
04/27/2020	832859	Montana Dakota Utilities	Water	\$ 74.74	541 380 1000 1
04/27/2020	832859	Montana Dakota Utilities	Water	\$ 37.28	921 580 1000 6
04/27/2020	832861	Montana Peterbilt	Solid Waste	\$ 2,076.69	103898
04/27/2020	832861	Montana Peterbilt	Solid Waste	\$ 43.48	104074
04/27/2020	832861	Montana Peterbilt	Solid Waste	\$ 110.18	104287
04/27/2020	832861	Montana Peterbilt	Solid Waste	\$ 281,441.00	2019 tandom tilt cab,right steer,auto side load
04/27/2020	832865	MPPA	Payroll Clearing	\$ 3,572.75	Payroll Summary
04/27/2020	832863	MT State Fireman	Payroll Clearing	\$ 4,255.84	Payroll Summary
04/27/2020	832869	Napa Auto Parts	Facilities	\$ 6.09	191649
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 39.99	191830

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04/27/2020	832869	Napa Auto Parts	Fleet	\$ 26.74	190567 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 37.34	190807 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 9.08	190829 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 76.07	191511 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 23.85	191511 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 17.52	191953 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 195.30	192251 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 7.10	193404 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	Fleet	\$ 37.82	193935 PO NUM 310287
04/27/2020	832869	Napa Auto Parts	General	\$ 13.67	109153
04/27/2020	832869	Napa Auto Parts	General	\$ 13.67	109299
04/27/2020	832869	Napa Auto Parts	Public Safety	\$ 19.50	190775
04/27/2020	832869	Napa Auto Parts	Public Safety	\$ 157.14	190830
04/27/2020	832869	Napa Auto Parts	Public Safety	\$ 24.34	190987
04/27/2020	832869	Napa Auto Parts	Public Safety	\$ 48.42	191083
04/27/2020	832869	Napa Auto Parts	Public Safety	\$ 48.50	191827
04/27/2020	832869	Napa Auto Parts	Solid Waste	\$ 93.64	190805
04/27/2020	832869	Napa Auto Parts	Solid Waste	\$ 14.14	190846
04/27/2020	832869	Napa Auto Parts	Solid Waste	\$ 39.99	190996
04/27/2020	832869	Napa Auto Parts	Solid Waste	\$ 38.39	191934
04/27/2020	832869	Napa Auto Parts	Solid Waste	\$ 29.29	192483
04/27/2020	832869	Napa Auto Parts	Street/Traffic	\$ 13.38	190633
04/27/2020	832869	Napa Auto Parts	Street/Traffic	\$ 51.64	190868
04/27/2020	832869	Napa Auto Parts	Street/Traffic	\$ 34.45	190880
04/27/2020	832869	Napa Auto Parts	Transit	\$ 377.32	3977-00-192202 PO NUM 310279
04/27/2020	832869	Napa Auto Parts	Transit	\$ 55.00	3977-00-192925
04/27/2020	832869	Napa Auto Parts	Transit	\$ 483.05	3977-00-192925 PO NUM 310279
04/27/2020	832869	Napa Auto Parts	Transit	\$ 45.24	3977-00-193779 PO NUM 310305
04/27/2020	832869	Napa Auto Parts	Transit	\$ 64.56	3977-00-194164
04/27/2020	832869	Napa Auto Parts	Transit	\$ 38.39	3977-00-194700
04/27/2020	832869	Napa Auto Parts	Transit	\$ 123.86	3977-00-194703
04/27/2020	832869	Napa Auto Parts	Transit	\$ 39.84	3977-00-194703
04/27/2020	832869	Napa Auto Parts	Transit	\$ 128.77	3977-00-194703 PO Number 310309
04/27/2020	832869	Napa Auto Parts	Transit	\$ 40.86	3977-00-194759
04/27/2020	832869	Napa Auto Parts	Transit	\$ 163.29	3977-00-194763
04/27/2020	832869	Napa Auto Parts	Transit	\$ 197.60	3977-00-194763
04/27/2020	832869	Napa Auto Parts	Transit	\$ 71.76	Air fresh, push broom,thread sealing tape, seat & glass cleaner
04/27/2020	832869	Napa Auto Parts	Transit	\$ 114.30	Air fresh, push broom,thread sealing tape, seat & glass cleaner
04/27/2020	832869	Napa Auto Parts	Wastewater	\$ 76.89	3977-00-194953; WWTP DOORS
04/27/2020	832872	Northwest Pipe Fittings	Street/Traffic	\$ 74.35	7294671
04/27/2020	832872	Northwest Pipe Fittings	Wastewater	\$ 164.30	729*0080; PRIMARY CLARIFIERS WWTP

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04/27/2020	832872	Northwest Pipe Fittings	Wastewater	\$ 224.03	7294806; MAINTENANCE SHOP SINK
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 6.75	1" T-10 STRAINER - (9831-002)
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 35.88	2 1/2" LIQUID FILLED 0 TO 160 - 1/4" GAUGE
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 44.04	2 1/2" LIQUID FILLED 0 TO 160 - 1/4" GAUGE
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 38.00	3" STRAINER 9399-002 - (9399-002)
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 132.90	3" TRU-FLO CASE GASKET - 8341-312 (8341-312)
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 20,253.12	3/4" E-CODER WALL CU/FT METER W/RECPT ED2C11REF7
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 895.50	3/4" T-10 MEASURING CHAMBER (9826-200)
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 24.20	4 INCH TD TRU-FLO MAIN CA - SE GASKET
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 14,162.00	5/8 X 3/4 E-CODER WALL CU/FT METER
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 400.08	6" BELL JOINT CLAMP 6.90-7.10 P/N: 2211005
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 965.32	7230084; ECODER PITSET
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 1,650.00	7288433; METER READING EQUIPMENT
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 105.78	7292635; PW WATER PLANT CHEMICAL BUILDING CL2
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 248.48	7293856;CHEMICAL BUILDING CL2 SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 18.74	7294577; UV BUILDING C/17
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 331.50	7294765;H.S. POST CHLORINATION SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 66.80	7294765-1; HIGH SERVICE CL2 SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 1,990.70	7295955;HIGH SERVICE AIR SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 183.91	7296870; NEW H.S. TOILET
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 263.40	COLLISION REPAIR KITS FOR GUARDIAN 5" HYDRANT
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 147.60	HIGH SERVICE CL2 SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 101.60	PW WATER PLANT CHEMICAL BUILDING CL2 SYSTEM
04/27/2020	832872	Northwest Pipe Fittings	Water	\$ 16,660.00	R-900 ENHANCED WALL RR
04/27/2020	832874	NorthWestern Energy	Airport	\$ 2,920.97	0100483-7. Runway Lights. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 2,036.79	0100484-5. ARFF Facility. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 453.64	0712792-1. IP-7. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 920.89	0712800-2. IP-9. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 535.02	0712809-3. Aline Maintenance. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 147.92	1138926-9. Aero Interiors. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 123.37	1647695-4. De Icer. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 557.77	1669567-8. TSA Building. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 916.29	1993430-6. Car Wash. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 348.27	2001846-1. Mud Wash. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 461.80	2001848-7. Detail Bay 1 Hertz. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 175.56	2001855-2. Detail Bay 2 National/Alamo. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 218.28	2001862-8. Detail Bay 3 Enterprise. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 157.08	2001865-1. Detail Bay 4 Avis/Budget. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 60.20	2001867-1. Detail Bay 5 Thrifty/Dollar. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 76.06	3085107-5. Employee Parking. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 218.40	3446396-8. USDA. April 2020

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04/27/2020	832874	NorthWestern Energy	Airport	\$ 1,045.96	3477231-9. Parking Zone. April 2020
04/27/2020	832874	NorthWestern Energy	Airport	\$ 8.73	3733186-5. Airport Building (Hillsendegeer). April 2020
04/27/2020	832874	NorthWestern Energy	Facilities	\$ 506.89	0975808-7
04/27/2020	832874	NorthWestern Energy	Facilities	\$ 678.69	1160802-3
04/27/2020	832874	NorthWestern Energy	Facilities	\$ 2,264.91	1160804-9
04/27/2020	832874	NorthWestern Energy	Facilities	\$ 3,082.48	1269391-7
04/27/2020	832874	NorthWestern Energy	General	\$ 5.96	0722237-5
04/27/2020	832874	NorthWestern Energy	General	\$ 5.82	0722247-4
04/27/2020	832874	NorthWestern Energy	General	\$ 98.04	0722255-7
04/27/2020	832874	NorthWestern Energy	General	\$ -	0722263-1
04/27/2020	832874	NorthWestern Energy	General	\$ 107.53	0722266-4
04/27/2020	832874	NorthWestern Energy	General	\$ 15.50	0722269-8
04/27/2020	832874	NorthWestern Energy	General	\$ 12.77	0722292-0
04/27/2020	832874	NorthWestern Energy	General	\$ 20.46	0722293-8
04/27/2020	832874	NorthWestern Energy	General	\$ 8.36	0722905-7
04/27/2020	832874	NorthWestern Energy	General	\$ 107.39	0722933-9
04/27/2020	832874	NorthWestern Energy	General	\$ 108.60	0723035-2
04/27/2020	832874	NorthWestern Energy	General	\$ 7.44	0723036-0
04/27/2020	832874	NorthWestern Energy	General	\$ 43.09	0723042-8
04/27/2020	832874	NorthWestern Energy	General	\$ 15.42	0723045-1
04/27/2020	832874	NorthWestern Energy	General	\$ 11.38	0723055-0
04/27/2020	832874	NorthWestern Energy	General	\$ 10.50	0723056-8
04/27/2020	832874	NorthWestern Energy	General	\$ 9.25	0723057-6
04/27/2020	832874	NorthWestern Energy	General	\$ 20.47	0723058-4
04/27/2020	832874	NorthWestern Energy	General	\$ 5.84	0723162-4
04/27/2020	832874	NorthWestern Energy	General	\$ 22.29	0789437-1
04/27/2020	832874	NorthWestern Energy	General	\$ 168.67	0925496-2
04/27/2020	832874	NorthWestern Energy	General	\$ 47.91	monthly electrical charges for tennis courts at Pioneer
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,052.92	SILMD 10 Acct# 0712546-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,903.91	SILMD 100 Acct# 0712559-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,592.28	SILMD 107 Acct# 0712560-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 3,993.37	SILMD 109 Acct# 0712561-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 194.99	SILMD 113 Acct# 0712562-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 859.33	SILMD 114 Acct# 0712563-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 202.19	SILMD 115 Acct# 0712564-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 530.76	SILMD 116 Acct# 0712565-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,891.61	SILMD 117 Acct# 0712566-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 186.21	SILMD 118 Acct# 0712567-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 113.66	SILMD 119 Acct# 0712568-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,274.70	SILMD 121 Acct# 0712570-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 170.71	SILMD 122 Acct# 0712571-9

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04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 303.29	SILMD 123 Acct# 0712572-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 884.60	SILMD 124 Acct# 0712573-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 353.84	SILMD 125 Acct# 0712574-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 176.94	SILMD 126 Acct# 0712575-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 640.18	SILMD 127 Acct# 0712576-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 448.10	SILMD 128 Acct# 0712577-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 303.29	SILMD 129 Acct# 0712578-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 4,465.00	SILMD 13 Acct# 0721276-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 108.65	SILMD 130 Acct# 0712579-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 783.49	SILMD 131 Acct# 0712580-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 201.76	SILMD 133 Acct# 0712581-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 465.57	SILMD 134 Acct# 0712582-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 469.45	SILMD 135 Acct# 0712583-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 429.67	SILMD 136 Acct# 0712584-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 342.23	SILMD 137 Acct# 0712585-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 682.40	SILMD 138 Acct# 0712586-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 227.50	SILMD 139 Acct# 0712587-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,179.16	SILMD 14 Acct# 0721277-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 530.76	SILMD 143 Acct# 0712588-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 25.24	SILMD 144 Acct# 0712589-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 426.79	SILMD 145 Acct# 0712590-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 328.59	SILMD 146 Acct# 0712591-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 400.31	SILMD 147 Acct# 0712592-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,476.82	SILMD 149 Acct# 0712593-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 682.84	SILMD 150 Acct# 0712594-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 581.29	SILMD 151 Acct# 0712595-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 3,923.27	SILMD 152 Acct# 0712596-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 490.76	SILMD 153 Acct# 0712597-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,109.61	SILMD 154 Acct# 0712598-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 454.94	SILMD 155 Acct# 0712599-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 832.22	SILMD 157 Acct# 0712600-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 732.96	SILMD 158 Acct# 0712601-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 886.76	SILMD 159 Acct# 0712602-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 657.13	SILMD 160 Acct# 0712603-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 960.23	SILMD 161 Acct# 0712604-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 43.45	SILMD 162 Acct# 0712605-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 721.56	SILMD 163 Acct# 0712606-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 341.43	SILMD 164 Acct# 0712607-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 808.79	SILMD 165 Acct# 0712608-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 213.41	SILMD 167 Acct# 0712609-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,053.12	SILMD 17 Acct# 0712553-7

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04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 512.12	SILMD 171 Acct# 0712610-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 465.58	SILMD 172 Acct# 0712611-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,066.92	SILMD 173 Acct# 0712612-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 896.22	SILMD 174 Acct# 0712613-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 298.74	SILMD 175 Acct# 0712614-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 31.02	SILMD 176 Acct# 0712615-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 234.72	SILMD 178 Acct# 0712616-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 469.45	SILMD 179 Acct# 0712617-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 95.37	SILMD 18 Acct# 0712554-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 320.09	SILMD 180 Acct# 0712618-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,541.74	SILMD 181 Acct# 0712619-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 533.48	SILMD 182 Acct# 0712620-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,066.92	SILMD 183 Acct# 0712621-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 341.43	SILMD 184 Acct# 0712622-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 128.03	SILMD 185 Acct# 0712623-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 659.22	SILMD 186 Acct# 0712624-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 213.41	SILMD 187 Acct# 0712625-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 256.06	SILMD 188 Acct# 0712626-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 213.41	SILMD 189 Acct# 0712627-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,109.61	SILMD 190 Acct# 0712628-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 380.85	SILMD 191 Acct# 0712629-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 277.42	SILMD 192 Acct# 0712630-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 682.84	SILMD 193 Acct# 0712631-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 289.15	SILMD 194 Acct# 0712632-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 231.30	SILMD 195 Acct# 0712633-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 73.76	SILMD 196 Acct# 0712634-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 73.76	SILMD 197 Acct# 0712635-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 106.69	SILMD 198 Acct# 0712636-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 98.65	SILMD 200 Acct# 0712637-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 448.10	SILMD 201 Acct# 0712638-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 614.21	SILMD 202 Acct# 0712639-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 19.67	SILMD 203 Acct# 0712640-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 409.74	SILMD 204 Acct# 0712641-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 24.82	SILMD 205 Acct# 0712642-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 298.74	SILMD 206 Acct# 0712643-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 341.43	SILMD 207 Acct# 0712644-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 250.96	SILMD 208 Acct# 0712645-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 490.76	SILMD 209 Acct# 0712646-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 88.51	SILMD 210 Acct# 0712647-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 49.18	SILMD 211 Acct# 0712648-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 49.18	SILMD 212 Acct# 0712649-3

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04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 29.50	SILMD 213 Acct# 0712650-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 345.65	SILMD 214 Acct# 0712651-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 128.03	SILMD 216 Acct# 0712652-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 375.68	SILMD 217 Acct# 0712653-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 268.78	SILMD 220 Acct# 0712654-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 6.20	SILMD 221 Acct# 0712655-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 78.05	SILMD 222 Acct# 0712656-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 118.05	SILMD 223 Acct# 0712657-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,317.15	SILMD 224 Acct# 0712658-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 394.68	SILMD 225 Acct# 0712659-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 319.35	SILMD 226 Acct# 0712660-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 645.88	SILMD 227 Acct# 0712661-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 732.96	SILMD 228 Acct# 0712662-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 379.13	SILMD 229 Acct# 0712663-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 884.60	SILMD 230 Acct# 0712664-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 530.76	SILMD 231 Acct# 0712665-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,299.99	SILMD 232 Acct# 0712666-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 870.53	SILMD 233 Acct# 0712667-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 488.40	SILMD 234 Acct# 0712668-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 546.28	SILMD 235 Acct# 0712669-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 173.49	SILMD 236 Acct# 0712670-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 362.75	SILMD 237 Acct# 0712671-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 12.41	SILMD 238 Acct# 0712672-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 85.35	SILMD 239 Acct# 0712673-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 416.34	SILMD 240 Acct# 0712674-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 534.16	SILMD 241 Acct# 0712675-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 75.83	SILMD 242 Acct# 0712676-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 101.10	SILMD 244 Acct# 0712677-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 67.90	SILMD 245 Acct# 0712678-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 303.29	SILMD 246 Acct# 0712679-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 924.40	SILMD 247 Acct# 0712680-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,561.75	SILMD 248 Acct# 0712681-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,502.18	SILMD 249 Acct# 0718734-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 208.17	SILMD 250 Acct# 0719001-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 3,545.63	SILMD 251 Acct# 0718801-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 505.51	SILMD 252 Acct# 0719162-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,667.56	SILMD 253 Acct# 0719644-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 156.10	SILMD 254 Acct# 0719763-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 182.64	SILMD 255 Acct# 0720813-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 929.22	SILMD 257 Acct# 0720360-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,393.15	SILMD 258 Acct# 0720606-3

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04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,456.92	SILMD 259 Acct# 0720810-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 454.94	SILMD 261 Acct# 0720705-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,829.69	SILMD 262 Acct# 0720937-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,004.79	SILMD 263 Acct# 0720716-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 170.30	SILMD 264 Acct# 0721427-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 331.69	SILMD 265 Acct# 0721556-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 53.01	SILMD 266 Acct# 0721684-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 454.42	SILMD 270 Acct# 0906944-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 875.74	SILMD 271 Acct# 0995095-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 2,586.95	SILMD 272 Acct# 0905005-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 187.93	SILMD 273 Acct# 0926386-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 495.68	SILMD 276 Acct# 0961926-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 779.12	SILMD 277 Acct# 1058710-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 219.75	SILMD 278 Acct# 1087619-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 54.32	SILMD 279 Acct# 1124127-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 748.68	SILMD 280 Acct# 1045653-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 464.77	SILMD 283 Acct# 1172743-5
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 298.95	SILMD 285 Acct# 1206985-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 223.36	SILMD 286 Acct# 1296582-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,696.37	SILMD 288 Acct# 1303978-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 232.14	SILMD 289 Acct# 1685375-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 137.94	SILMD 290 Acct# 1433921-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 556.03	SILMD 292 Acct# 1481532-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 213.41	SILMD 293 Acct# 1481534-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 426.79	SILMD 294 Acct# 1481535-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 101.10	SILMD 295 Acct# 1481536-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,130.95	SILMD 296 Acct# 1481537-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 192.07	SILMD 297 Acct# 1481539-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 170.71	SILMD 298 Acct# 1481540-1
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 373.84	SILMD 300 Acct# 1662840-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 5,013.99	SILMD 301 Acct# 1687005-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 304.64	SILMD 302 Acct# 1607534-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 988.74	SILMD 305 Acct# 1695873-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 192.99	SILMD 306 Acct# 1740353-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 3,018.57	SILMD 307 Acct# 2049005-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 249.44	SILMD 308 Acct# 2072459-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 362.42	SILMD 309 Acct# 2001311-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 252.65	SILMD 310 Acct# 2060519-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 291.19	SILMD 311 Acct# 3014475-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 285.40	SILMD 312 Acct# 3146127-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 456.70	SILMD 315 Acct# 3305804-1

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,111.21	SILMD 316 Acct# 3291842-7
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 90.70	SILMD 317 Acct# 3253826-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 741.88	SILMD 318 Acct# 3372018-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 56.68	SILMD 320 Acct# 0712569-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 413.74	SILMD 321 Acct# 3338917-2
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 86.41	SILMD 322 Acct# 3402033-9
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 732.82	SILMD 323 Acct# 3597170-4
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 336.32	SILMD 324 Acct# 1246537-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 251.34	SILMD 325 Acct# 3587598-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 355.39	SILMD 8 Acct# 0712544-6
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 328.28	SILMD 9 Acct# 0712545-3
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 493.50	SILMD 95 Acct# 0712556-0
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 10,837.08	SILMD 97 Acct# 0712557-8
04/27/2020	832873	NorthWestern Energy	Light Maint	\$ 1,277.91	SILMD 99 Acct# 0712558-6
04/27/2020	832874	NorthWestern Energy	Public Safety	\$ 2,189.88	0100476-1: FIRE 1 MONTHLY ELECTRICAL SERVICE
04/27/2020	832874	NorthWestern Energy	Radio	\$ 213.95	0721580-9
04/27/2020	832874	NorthWestern Energy	Solid Waste	\$ 2,757.51	3252194-0
04/27/2020	832874	NorthWestern Energy	Street/Traffic	\$ 5.84	0723644-1
04/27/2020	832874	NorthWestern Energy	Street/Traffic	\$ 5.84	0723645-8
04/27/2020	832873	NorthWestern Energy	Street/Traffic	\$ 12,604.65	Signal Bills
04/27/2020	832874	NorthWestern Energy	Wastewater	\$ 879.70	0100606-3
04/27/2020	832874	NorthWestern Energy	Water	\$ 736.04	0100485-2
04/27/2020	832874	NorthWestern Energy	Water	\$ 7,199.55	0100540-4
04/27/2020	832874	NorthWestern Energy	Water	\$ 2,639.11	0100606-3
04/27/2020	832874	NorthWestern Energy	Water	\$ 66,857.30	0100606-3
04/27/2020	832874	NorthWestern Energy	Water	\$ 464.70	1116452-2
04/27/2020	832877	PeopleReady Inc	Solid Waste	\$ 880.18	Paper pickers for the Landfill
04/27/2020	832877	PeopleReady Inc	Solid Waste	\$ 3,038.93	Paper pickers for the Landfill 25734080
04/27/2020	832893	Sletten Construction	Wastewater	\$ 500,144.47	WO 14-11 Water Reclamation Facility Nutrient; Pmt 34
04/27/2020	832898	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Jonathon Sualata 1206 Cook Avenue
04/27/2020	832903	Tire-Rama	Public Safety	\$ 1,752.84	1050000842
04/27/2020	832903	Tire-Rama	Solid Waste	\$ 216.00	Recaps for Solid Waste 1050000965/963
04/27/2020	832903	Tire-Rama	Solid Waste	\$ 432.00	Recaps for Solid Waste 1050000965/963
04/27/2020	832903	Tire-Rama	Solid Waste	\$ 1,828.00	Tire repairs for Solid Waste 1050001072
04/27/2020	832903	Tire-Rama	Street/Traffic	\$ 1,440.00	1050000877
04/27/2020	832903	Tire-Rama	Street/Traffic	\$ 40.00	1050001089
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 2,076.76	13767498
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 116.20	13768764
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 130.00	13782093
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 76.75	13784084
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 265.00	13787642

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ 654.73	inv#13810004 brooms for sweepers
04/27/2020	832904	Titan Machinery	Street/Traffic	\$ (45.01)	inv#13810078 correction on price of broom
04/27/2020	832906	Town & Country Supply	Airport	\$ 4,133.97	Invoice #406784. Unleaded & Diesel for Operations
04/27/2020	832906	Town & Country Supply	Fleet	\$ 8,176.31	406796 PO NUM 310299
04/27/2020	832906	Town & Country Supply	Fleet	\$ 4,866.80	406932 PO NUM 310320
04/27/2020	832906	Town & Country Supply	Public Safety	\$ 309.55	407064 FIRE 5: DIESEL #2/DYED
04/27/2020	832906	Town & Country Supply	Public Safety	\$ 433.37	407065 FIRE 3: DIESEL 32/DYED DELIVERED
04/27/2020	832906	Town & Country Supply	Public Safety	\$ 371.46	407066 FIRE 1: DIESEL DELIVERED 4/16/2020
04/27/2020	832906	Town & Country Supply	Public Safety	\$ 2,005.88	407067 FIRE 2: DIESEL FUEL DELIVERED
04/27/2020	832906	Town & Country Supply	Public Safety	\$ 408.61	407068 FIRE 6: DIESEL FUEL DELIVERED
04/27/2020	832906	Town & Country Supply	Transit	\$ 7,773.70	406761 PO NUM 310273
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 182.02	BLCS0729722
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 825.90	BLWO0198553
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 196.69	BLWO0198553
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 1,253.75	BLWO0198561
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 187.09	BLWO0198561
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 413.50	BLWO0198596
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 67.16	BLWO0198596
04/27/2020	832907	Tractor & Equipment	Solid Waste	\$ 659,000.00	New CAT Compactor for the landfill
04/27/2020	832911	United Way Of Yellowstone Co	Police Program	\$ 41,764.82	Services.
04/27/2020	832911	United Way Of Yellowstone Co	Police Program	\$ 1,688.20	Supplies.
04/27/2020	832917	Verizon Wireless	Airport	\$ 53.84	Airport
04/27/2020	832917	Verizon Wireless	Engineering	\$ 134.85	PW-Engineering
04/27/2020	832917	Verizon Wireless	General	\$ 107.26	City Administrator 0100-13130-403450
04/27/2020	832917	Verizon Wireless	Library	\$ 26.97	LBRY OTRCH Library Outreach
04/27/2020	832917	Verizon Wireless	Parking	\$ 26.97	Parking 406-690-5822
04/27/2020	832917	Verizon Wireless	Police Program	\$ 424.51	CCSIU Cell/PTT M Frank Phone
04/27/2020	832917	Verizon Wireless	Police Program	\$ 53.94	CCSIU MDT
04/27/2020	832917	Verizon Wireless	Police Program	\$ 80.02	CCSIU RAVEN
04/27/2020	832917	Verizon Wireless	Public Safety	\$ 560.18	MDT Toughbooks
04/27/2020	832917	Verizon Wireless	Public Safety	\$ 80.02	Police iPad St John & Lawrence
04/27/2020	832917	Verizon Wireless	Public Safety	\$ 40.01	Police MiFi
04/27/2020	832917	Verizon Wireless	Public Safety	\$ 53.84	Police -Mike Robinson
04/27/2020	832917	Verizon Wireless	Solid Waste	\$ 26.97	PW Dozer Trimble Dozer
04/27/2020	832917	Verizon Wireless	Solid Waste	\$ 107.88	PW-Solid Waste
04/27/2020	832917	Verizon Wireless	Solid Waste	\$ 268.99	PW-SW-ON CALL Solid Waste On Call
04/27/2020	832917	Verizon Wireless	Solid Waste	\$ 479.40	Solid Waste Tablets -Routware
04/27/2020	832917	Verizon Wireless	Street/Traffic	\$ 53.94	PW-Streets- 2iPad
04/27/2020	832917	Verizon Wireless	Street/Traffic	\$ 161.82	PW-Streets City Works
04/27/2020	832917	Verizon Wireless	Transit	\$ 308.27	MET AVL
04/27/2020	832917	Verizon Wireless	Wastewater	\$ 43.15	PW-DIS-COLL Cityworks 60/40

Check Date	Check#	Name	Fund Name	Amount	Item Desc
04/27/2020	832917	Verizon Wireless	Wastewater	\$ 145.22	PW-Distribution Collection Tablets 60/40
04/27/2020	832917	Verizon Wireless	Water	\$ 26.97	PW Belknap Meter Shop
04/27/2020	832917	Verizon Wireless	Water	\$ 26.97	PWBLKNP Water Treatment Brian Risser
04/27/2020	832917	Verizon Wireless	Water	\$ 161.82	PWBLNP Comm-Meter CityWorks/Neptune
04/27/2020	832917	Verizon Wireless	Water	\$ 64.73	PW-DIS-COLL Cityworks 60/40
04/27/2020	832917	Verizon Wireless	Water	\$ 217.83	PW-Distribution Collection Tablets 60/40
04/27/2020	832921	Western Municipal Const	Water	\$ 22,264.10	WO 19-01 Schedule 3, Southside Triangle Water Line Replace
04/27/2020	832926	Yellowstone County Sheriff	Police Program	\$ 5,710.69	Overtime.
04/27/2020	832926	Yellowstone County Sheriff	Police Program	\$ 2,478.90	Reimbursement of PE/PI \$\$.
04/27/2020	832927	Yellowstone Electric	Airport	\$ 4,017.02	Install 4- outlets with power and data to admin conference room
04/27/2020	832927	Yellowstone Electric	Airport	\$ 4,973.76	Install New Avigilon HD NVR4 STD 32TB 2U

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Downtown Billings Partnership-Tax Increment Development Agreement Withdrawal-WC Commercial/Stillwater Building

PRESENTED BY: Brent Brooks, City Attorney

Department: Legal

Presentation: Yes

PROBLEM/ISSUE STATEMENT

WC Commercial, owner of the Stillwater Building (former Battin Federal Courthouse), requested tax increment assistance in the amount of \$1.5 million. WC Commercial purchased the building in 2016 and has since completed a significant asbestos abatement. This building site is mentioned specifically in the amended 2008 Urban Renewal Plan. The Downtown Billings Partnership (DBP) board reviewed the application at its September 22, 2017 meeting and made a recommendation to City Council on October 23, 2017 for approval of the expenditure. Council approved the expenditure for the Stillwater Building Project as an Urban Renewal project with the following conditions:

1. Fund 203 will encumber no more than \$500,000.00 per fiscal year, beginning January 1, 2019 (FY19), and again on January 1, 2020 (FY20), and finally on January 1, 2021 (FY21) This is defined as the reimbursement period.
2. Actual reimbursement cannot begin before January 1, 2019. And the building is certified, by the City Planning Department, to be occupied.
3. During the three years of reimbursement the Stillwater Building must have and maintain no less than 50% occupancy. Further, at least 50% of the building must be owned by taxable private sector entity or entities. No more than 50% of the building may be owned by the public sector or non-taxable entities.
4. If at any time during the reimbursement period, tax revenue is held back due to an evaluation appeal, the reimbursement payments will be "on hold" and will resume, in full, when the appeal is resolved and tax payments are released.

The reimbursement amount is based on actual dollars invested by the developer and will not be reduced due to any adjustment of taxable value. A development agreement was transmitted to WC Commercial after approval by City Council. A minor change was thereafter made by the DBP which required that no more than 50% of the building may be owned by the public sector or non-taxable entities for a period of twenty one years, rather than permanently.

Despite several inquiries by the DBP, the development agreement was not signed or returned by WC Commercial. The DBP sent letters to WC Commercial on April 26, 2019 and September 26, 2019. The DBP's letters requested the May 15, 2019 Development Agreement be executed and returned by October 31, 2019. This matter was presented to the Council during its March 23, 2020 meeting as Regular agenda item # 5 for withdrawal of the offered development agreement and approved TIFD expenditure. During the discussion on this item Mayor Cole recommended that the item be removed from the agenda and further discussion among City staff and the DBP occur concerning the reason(s) for not achieving a signed Agreement and to investigate any legal issues that could arise if the recommended withdrawal of the Agreement was approved.

City staff and DBP representatives have discussed this matter and believe that there are no legal issues or negative consequences to the City should withdrawal of the agreement be approved. The Development Agreement and its terms were based in part upon the conditional approval noted above by the Council on October 23, 2017. The Agreement remains executory-i.e. unsigned and not agreed upon by WC Commercial. The conditions for the grant of TIFD funds has therefore not been met by WC Commercial.

ALTERNATIVES ANALYZED

City Council may:

- Approve, the DBP recommendation of the withdrawal of the unsigned Development Agreement with WC Commercial, or;
- Disapprove the DBP recommendation of the withdrawal of the proposed Development Agreement with WC Commercial and provide staff and the DBP with further direction.

FINANCIAL IMPACT

Withdrawal of the proposed Development Agreement with WC Commercial will unencumber \$1.5 million in TIF Funding and allow the DBP to accept additional applications for TIF grant funding.

RECOMMENDATION

Staff and Downtown Business Partnership recommends the withdrawal of the unexecuted Development Agreement with WC Commercial. The attached letter will be sent to WC Commercial if approved by City Council.

APPROVED BY CITY ADMINISTRATOR**Attachments**

Stillwater Bldg WC Commercial Development Agreement Withdrawal Letter



March xx, 2020

Via Certified Mail, Return Receipt Requested and First-Class Mail

Mr. Joe Holden
WC Commercial LLC
316 North 26th St
Billings. MT 59101

Dear Mr. Holden:

This will follow up the letters of April 26 and September 26, 2019 from Downtown Billings Partnership to you and your attorney Mr. Noennig regarding the proposed Stillwater Building Development Agreement. The Partnership's September 26 letter requested that the Development Agreement transmitted on May 15, 2019 be executed and returned by October 31, 2019 or the Partnership would assume that WC Commercial no longer wished to be a party to the Agreement.

Given the passage of this deadline and lack of response, Downtown Billings Partnership hereby terminates the Stillwater Building Development Agreement and further consideration of TIF funding for the project described in WC Commercial LLC's funding application.

This will confirm that WC Commercial is certainly welcome to submit another application to the Downtown Billings Partnership for a grant of tax increment funds for an urban renewal project in Billings.

Sincerely,

A handwritten signature in blue ink that reads "Katy Easton". The signature is fluid and cursive.

Katy Easton
Downtown Billings Alliance

Cc: James A. Patten, DBP Board President
Brent Brooks, City Attorney
Jeffery A. Hunnes, DBP counsel

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Resolution Authorizing the Issuance and Private Negotiated Sale of Tax Increment Bonds

PRESENTED BY: Andy Zoeller, Finance Director

Department: Finance

Presentation: Yes

PROBLEM/ISSUE STATEMENT

The City has an opportunity to extend the term of the Expanded North 27th Street tax increment district to the year 2044 by selling bonds to finance two projects in the downtown area.

First, bond proceeds would finance the conversion of one-way to two-way streets at North 29th Street and North 30th Street between 6th Avenue North and Montana Avenue. The project will also include upgrading traffic and pedestrian signals, improvements to off-street parking, and landscaping. The purpose of the project is to facilitate pedestrian safety, improve traffic flow, improve public parking and enhance access to local businesses within the district.

Second, proceeds would be used to upgrade the control gates at Park 1, Park 2 and Park 3. Currently, the City owned parking garages operate on Federal APD gate control equipment, which was last upgraded in phases from 2006-2008. In 2014, 3M, who purchased Federal APD, announced that they would be closing their parking manufacturing operation and would no longer support the Federal APD equipment. During this time, the Parking Division was committed to completing a parking garage restoration project totaling just under one million. The restoration project took precedence over any other capital project, so the gate control replacement had to be put on hold for the time being. In order to maintain parking operations, the Parking Division has stockpiled various equipment parts that were purchased through places like Ebay and other municipalities in the event that the equipment would fail or be damaged. The Parking Division has been able to operate this way since 2014, however the number of equipment replacement parts are deteriorating and locating them has become more difficult. In addition to the equipment replacement challenges, the integrated central management software program has also become a critical concern.

Early in 2019, the City Council approved Walker Consultants, a Parking Access and Revenue Control System (PARCS) consultant to assist the Parking Division with the selection of a PARCS vendor. The RFP was advertised for a month before the proposal due date of November 14, 2019. Four RFP's were submitted and the nine member selection committee recommended Flash Parking as the PARCS provider.

The annual debt payments for these improvements will be paid from the tax increment funds from the District. A parameters resolution has been submitted for approval to set the limits for the principal amounts, the interest rates and the maturity of the bonds.

ALTERNATIVES ANALYZED

City Council may:

- Approve, or;
- Disapprove and cancel the projects and not extend the term of Expanded North 27th Street Tax Increment District

FINANCIAL IMPACT

During the negotiations the interest rate will be determined, which will drive the total cost of borrowing. The parameters authorized by this resolution limit the aggregate principal to \$3.0 million with max interest rate of 5.00%. Sale of these bonds will result in the City entering into 2 contracts. One contract will be for the parking equipment and upgrades in the parking garages, which has gone through an RFP, but is not currently budgeted. The other contract will be for the one-way to two-way street conversion, which is also not a budgeted project.

RECOMMENDATION

Staff recommends that City Council approve the resolution authorizing the issuance of the bonds through a negotiated sale and setting the bond parameters.

APPROVED BY CITY ADMINISTRATOR

RESOLUTION authorizing the issuance of the bonds through a negotiated sale and setting the bond parameters. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Andy Zoeller, Finance Director*

Recommended Motion: I move to approve the Resolution authorizing the issuance of the bonds through a negotiated sale and setting the bond parameters, as recommended by staff.

Attachments

resolution

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 TAX INCREMENT URBAN RENEWAL REVENUE BONDS (EXPANDED NORTH 27TH STREET URBAN RENEWAL AREA), SERIES 2020; AUTHORIZING THE ISSUANCE AND PRIVATE NEGOTIATED SALE THEREOF" (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 regular meeting on May 26, 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 Council Members voted in favor thereof: _____; voted against the same: _____; abstained from voting thereon: _____; or were absent: _____.

WITNESS my hand officially this ____ day of May, 2020.

(SEAL)

City Clerk

RESOLUTION NO. _____

RESOLUTION RELATING TO TAX INCREMENT URBAN
RENEWAL REVENUE BONDS (EXPANDED NORTH 27TH
STREET URBAN RENEWAL AREA), SERIES 2020;
AUTHORIZING THE ISSUANCE AND PRIVATE NEGOTIATED
SALE THEREOF

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

Section 1. Recitals; Prior City Actions.

1.01. Under the provisions of Montana Code Annotated, Title 7, Chapter 15, Parts 42 and 43, as amended (the “Act”), the City is authorized to create urban renewal areas, prepare and adopt an urban renewal plan therefor and amendments thereto, undertake urban renewal projects therein, provide for the segregation and collection of tax increment with respect to property taxes collected in such areas, issue its bonds to pay the costs of such projects and to refund bonds previously issued under the Act and pledge to the repayment of the bonds the tax increment and other revenues derived from projects undertaken within the urban renewal area.

1.02. Pursuant to the Act and Ordinance No. 05-5333, adopted by the Council on July 11, 2005, as amended and supplemented by Ordinance Nos. 06-5394, 08-5483 and 11-5539 adopted on November 13, 2006, December 8, 2008 and July 11, 2011, respectively (as so amended and supplemented, the “Ordinance”), the Council created the Expanded North 27th Street Urban Renewal Area (the “District”) and approved the Expanded North 27th Street Urban Renewal Plan (the “Plan”). The Plan provides for the segregation and collection of tax increment with respect to the District. The District and the Plan have been duly and validly created and adopted in accordance with the Act and are in full force and effect.

1.03. The City proposes to undertake (i) a streetscape and traffic calming project in the District consisting of converting a portion of North 29th Street and North 30th Street (between 6th Avenue North and Montana Avenue) from one-way to two-way streets, including replacing or upgrading traffic and pedestrian signals, improvements to off-street parking, landscaping and other related improvements and (ii) replacement of parking garage access controls and pay stations, improvements to off-street parking and other related improvements (collectively, the “2020 Project”). The purpose of the 2020 Project is to facilitate pedestrian safety, improve traffic flow, improve public parking and enhance access to local businesses within the District. The 2020 Project is authorized under the Plan and constitutes an urban renewal project within the meaning of the Act. Pursuant to the Plan, the Council declared its intention to use tax increment revenue from the District (as defined in the Act, “Tax Increment”) to finance the 2020 Project.

Section 2. Authorizations. Pursuant to the authorizations and findings recited in the Plan and in Section 1 hereof, it is hereby determined that it is in the best interests of the City to offer for sale its Tax Increment Urban Renewal Revenue Bonds (Expanded North 27th Street Urban Renewal Area), Series 2020 (the “Series 2020 Bonds”), for the purpose of financing costs of the 2020 Project, funding a deposit to a debt service reserve account for the Series 2020 Bonds, and

paying costs of issuance of the Series 2020 Bonds, as determined by the officers of the City identified pursuant to, and subject to the limitations set forth in, Section 4 hereof.

Section 3. Adequacy of Tax Increment. In 2013, the City issued its Tax Increment Urban Renewal Revenue Bonds (Expanded North 27th Street Urban Renewal Area), (Tax Exempt) Series 2013A and its Tax Increment Urban Renewal Revenue Bonds (Expanded North 27th Street Urban Renewal Area), (Taxable) Series 2013B (collectively, the “Series 2013 Bonds”), in the aggregate principal amount of \$13,210,000. Upon the issuance of the Series 2020 Bonds, there are no other obligations of the City in respect of the Tax Increment, other than the Series 2013 Bonds and the Subordinate Obligations described below. Based on Tax Increment of \$2,515,755 received by the City in fiscal year 2019 and projected Tax Increment of \$2,925,195 to be received by the City in fiscal year 2020, the City estimates that the Tax Increment to be received by the City each fiscal year will be at least \$2,800,000 per year. Accordingly, the estimated Tax Increment to be received by the City in each fiscal year is expected to be sufficient to pay the maximum aggregate annual debt service on the Series 2013 Bonds and the Series 2020 Bonds and amounts due pursuant to the Subordinate Obligations.

The maximum aggregate annual debt service on the Series 2013 Bonds and the Series 2020 Bonds, assuming with respect to the Series 2020 Bonds an average interest rate of 4.00% per annum and a final maturity of July 1, 2044, is \$1,145,924. Accordingly, the Tax Increment received by the City in fiscal year 2019 (\$2,515,755) was equal to at least 130% of the estimated maximum aggregate annual debt service for any future calendar year (\$1,489,701) with respect to the Series 2013 Bonds and the Series 2020 Bonds.

The Tax Increment received by the City in fiscal year 2019 (\$2,515,755) and the Tax Increment estimated to be received by the City in the next succeeding three fiscal years (\$2,800,000) (adjusted as provided in the Original Resolution) is estimated to be equal to at least 140% of the maximum aggregate annual debt service for any future calendar year (\$1,604,294) with respect to the Series 2013 Bonds and the Series 2020 Bonds.

Pursuant to certain development agreements entered into (or to be entered into) between the City and various developers, the City has agreed to make grant payments to such developers with respect to certain eligible infrastructure expenses, subject to the satisfaction of certain conditions precedent, in the amounts reflected in such agreements. Such grant payments are to be made from of Tax Increment and are payable on a subordinate basis to the Series 2013 Bonds and Series 2020 Bonds (the “Subordinate Obligations”). Schedule 1 attached hereto reflects such Subordinate Obligations and the estimated timing for payment thereof.

Section 4. Negotiated Sale and Terms.

4.01. This Council hereby determines that it would be in the best interests of the City to sell the Series 2020 Bonds through a private negotiated sale to D.A. Davidson & Co., Great Falls, Montana (the “Purchaser”).

4.02. The Series 2020 Bonds shall be sold to the Purchaser on terms and at a purchase price within the following limitations and conditions: (1) the maximum aggregate principal

amount of the Series 2020 Bonds, exclusive of original issue discount or premium, shall not exceed \$3,000,000; (2) the maximum true interest cost on the Series 2020 Bonds shall not exceed 5.00%; (3) the purchase price of the Series 2020 Bonds shall not be less than 98.5% of the principal amount thereof, exclusive of original issue premium or discount; and (4) the final stated maturity of the Series 2020 Bonds shall not be later than July 1, 2044. The Series 2020 Bonds will be payable from Tax Increment on a parity basis with the Series 2013 Bonds and prior to the Subordinate Obligations described Section 3 hereof. All costs of issuing the Series 2020 Bonds (including, without limitation, the fees and expenses of bond counsel, the fees of the paying agent and registrar, the preliminary and final Official Statement costs, and the costs of printing the Series 2020 Bonds) shall be paid by the City.

The form of the Series 2020 Bonds and the final terms and conditions thereof shall be prescribed by a subsequent resolution to be adopted by this Council.

4.03. The City Administrator and the City Finance Director are hereby authorized and directed to approve the principal amount, maturity dates, interest rates and redemption provisions of the Series 2020 Bonds and compensation to the Purchaser, subject to the limitations contained in this Section 4. Upon approving such terms, the City Administrator and the City Finance Director are hereby authorized to approve, execute and deliver to the Purchaser a bond purchase agreement (the "Bond Purchase Agreement"), containing the agreement of the City to sell, and the agreement of the Purchaser to purchase, the Series 2020 Bonds on the terms so approved, and containing such other provisions as such officers shall deem necessary and appropriate. In the event of the absence or disability of the City Finance Director and/or City Administrator, the Mayor and/or the Assistant City Administrator shall make such approvals and execute and deliver the Bond Purchase Agreement. The execution and delivery by appropriate officers of the City of the Bond Purchase Agreement shall be conclusive as to the approval of such officers of the terms of the Series 2020 Bonds and the agreement of the City to sell the Series 2020 Bonds on such terms in accordance with the provisions thereof.

Section 5. Official Statement. The City Finance Director, in consultation with the Purchaser and Dorsey & Whitney LLP, the City's bond counsel, is authorized to prepare on behalf of the City an Official Statement, to be distributed by the Purchaser to prospective purchasers of the Series 2020 Bonds. The Official Statement shall contain such information as shall be advisable and necessary to describe accurately the City and the security for, and the terms and conditions of, the Series 2020 Bonds. The City Finance Director is authorized on behalf of the Council to deem the preliminary Official Statement near "final" as of its date, in accordance with Rule 15c2-12(b)(1) under the Securities Exchange Act of 1934.

Section 6. Continuing Disclosure. To permit the Purchaser and other participating underwriters in the primary offering of the Series 2020 Bonds to comply with paragraph (b)(5) of Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, the City will covenant and agree, for the benefit of the registered holders and beneficial owners from time to time of the outstanding Series 2020 Bonds, to provide annual reports of specified information and notice of the occurrence of certain events.

PASSED AND APPROVED by the City Council of the City of Billings, Montana, this
26th day of May, 2020.

Mayor

Attest: _____
City Clerk

SCHEDULE 1

Subordinate Obligations Estimated Payment Dates

<u>Name</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>
Wendy's Building Development Agreement	\$233,333				
Arthouse Cinema Development Agreement		\$350,000			
Alberta Bair Theater Development Agreement	\$750,000	\$750,000	\$750,000	\$1,000,000	\$250,000
Wise Wonders Development Agreement	\$100,000				
123 North Broadway Building Development Agreement	\$196,777				
Clock Tower Development Agreement	\$116,000				
Stillwater Building Development Agreement	\$500,000	\$500,000	\$500,000		

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Reconsideration of 2020 Missing Sidewalk/Miscellaneous Program - Resolution Ordering Improvements

PRESENTED BY: David Mumford, Public Works Director

Department: Public Works

Presentation: No

PROBLEM/ISSUE STATEMENT

At the March 23, 2020, meeting, council voted to approve the 2020 Missing Sidewalk/Miscellaneous program with the exception of the properties on Aronson Avenue from Nutter Boulevard to Governors Boulevard. At the April 13, 2020, meeting, council voted to bring the 2020 Missing Sidewalk/Miscellaneous program resolution back for discussion. At the May 11, 2020 meeting, council voted to add the resolution to the May 26, 2020 agenda. Council will have the ability to vote to keep the Resolution as originally proposed; to keep it as approved, all sidewalks included with the exception of those on Aronson Avenue; reject the Resolution completely; or any other action desired by council.

The Missing Sidewalk/Miscellaneous project is intended to concentrate on installing sidewalk in areas that are missing pedestrian facilities. As a priority, City staff identified areas that are along arterial streets, collector streets, school routes, or in high pedestrian areas for inclusion in this program. The streets identified as needing sidewalk are Aronson Avenue from Governors Boulevard to Nutter Boulevard; 11th Avenue North from North 22nd Street to North 27th Street, and ADA improvements to the sidewalk on the west side of 24th Street West between Lewis Avenue and Broadwater Avenue. Along with the missing sidewalk, there is miscellaneous concrete work to address problems throughout the city, including ADA improvements, that are too large for the sidewalk tripper repair or replacement projects.

The property owners are responsible for paying for sidewalk on their addressed side and drive approaches on both addressed and non-addressed sides. The City is responsible to pay for curb and gutter replacement, sidewalk on non-addressed sides of properties, and ADA improvements at corners and on sidewalks that are in good condition, but were constructed before ADA requirements were in place. The City also pays for any additional width of sidewalk installed on the addressed side over five feet wide. There are a number of properties within the district that have an assessment of zero. The improvements along their property is either on the non-addressed side or curb, gutter, or ADA improvements only. Identifying the properties in the Resolution allows those property owners to add improvements to the project and be assessed for them which is a common occurrence for this project.

ALTERNATIVES ANALYZED

The Council may:

- Approve the Resolution ordering construction of the improvements; or
- Approve the Resolution ordering construction of the improvements with modifications; or
- Do not approve the Resolution ordering construction of the improvements. If the Council does not approve the Resolution, the property owners cannot be assessed and the work will not occur because there is no other source of funding.

FINANCIAL IMPACT

The project is funded through gas tax and direct property assessments. The assessments included in the resolution are in the amount of \$390,000.

RECOMMENDATION

Staff recommends that Council approve the Resolution Ordering Improvements for the 2020 Missing Sidewalk/Miscellaneous Program.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution Ordering Improvements
Exhibit A
Exhibit B

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: **A RESOLUTION RELATING TO 2020 CITY MISSING SIDEWALK/MISCELLANEOUS PROJECT; ORDERING IN CERTAIN LOCAL IMPROVEMENTS AND DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO FINANCE THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SIDEWALK, CURB AND GUTTER IMPROVEMENT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND AND ESTABLISHING COMPLIANCE WITH REIMBURSEMENT REGULATIONS UNDER THE INTERNAL REVENUE CODE** (the "Resolution") was duly adopted by the City Council of the City at a meeting on May 26, 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 _____, 2020.

Denise Bohlman
City Clerk

RESOLUTION NO. 20 - _____

A RESOLUTION RELATING TO 2020 CITY MISSING SIDEWALK/MISCELLANEOUS PROJECT; ORDERING IN CERTAIN LOCAL IMPROVEMENTS AND DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO FINANCE THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF SIDEWALK, CURB AND GUTTER IMPROVEMENT BONDS SECURED BY THE CITY'S SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND AND ESTABLISHING COMPLIANCE WITH REIMBURSEMENT REGULATIONS UNDER THE INTERNAL REVENUE CODE.

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

Section 1. Authorization. Certain curbs, gutters, sidewalks, drive approaches, alley approaches and/or appurtenant features or a combination thereof in certain locations in the City have deteriorated, settled and cracked, or none exist, and the safety and convenience of the public require installation, construction, reconstruction, repair and/or replacement thereof. Pursuant to M.C.A. 7-14-4109, the Council is authorized to order the installation, construction, reconstruction and/or replacements of certain curbs, gutters, sidewalks, drive approaches and/or appurtenant features or a combination thereof (the "Improvements") in certain locations in the City and without creation of a special improvement district.

Section 2. Ordering of Improvements. It is hereby ordered that the Improvements, consisting of the construction and installation of curbs, gutters, sidewalks, drive approaches and appurtenant features as shown on Exhibit A hereto and as more particularly described herein, be installed, constructed, reconstructed, repaired and/or replaced.

Section 3. Estimated Costs of the Improvements. The City estimates that the costs of the Improvements are \$390,000. Costs of the Improvements include costs of the design, engineering, construction and installation of the Improvements, costs of funding a deposit to the City's Special Improvement District Revolving Fund (the "Revolving Fund"), costs associated with the sale of the Bonds (as hereinafter defined), and all other incidental costs as described below:

Construction Costs	\$315,962.84
City Engineering (Project Management)	43,337.16
Finance	1,200.00
Revolving Fund	19,500.00
Issuance Costs	10,000.00
<u>Total Assessed Costs</u>	<u>\$390,000.00</u>

Section 4. Property to be Assessed. The properties which are adjacent to the Improvements will be assessed for costs of the Improvements as shown on Exhibit B hereto. The cost to be assessed against each property will vary depending upon the actual construction that is required adjacent to each such property.

Section 5. Property Owner Option to Construct Improvements. Notice of passage of this Resolution shall be mailed to all affected property owners. Each such owner will have thirty (30) days from the date of said notice in which to install the Improvements with respect to its property at its own expense. In the event that any owner does not install the Improvements with respect to its property, the City will install such Improvements and will assess the costs of the Improvements against such property.

Section 6. Payment for Improvements. Costs of the Improvements (unless paid directly by the affected property owner) are to be paid from the proceeds of Sidewalk, Curb, and Gutter Improvement Bonds (the "Bonds") in an aggregate principal amount not to exceed \$390,000.

Section 7. Bond Financing; Pledge of Revolving Fund; Findings and Determinations. The Bonds will be repaid from the assessments for costs of the Improvements, together with interest thereon calculated pursuant to M.C.A. 7-12-4189, to be levied against the properties to be assessed for the Improvements. Assessments for the costs of the Improvements, together with interest thereon, shall be payable over a term not exceeding 12 years, each in equal semiannual installments as this Council shall prescribe in the resolution authorizing the issuance of the Bonds. Principal of and interest on the Bonds will be paid from such assessments.

After the Bonds are issued, all property owners to be levied for the Improvements shall have the right to prepay assessments as provided by law.

This Council further finds that it is in the public interest, and in the best interest of the City and the properties to be assessed for the Improvements, 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 the issuance of the Bonds and the pledge of the Revolving Fund therefor, this Council has taken into consideration the following factors:

(a) Estimated Market Value of Parcels. The estimated market value of the properties to be assessed for the Improvements as of the date of adoption of this resolution, as estimated by the County Assessor, ranges from \$22,917 to \$1,106,600 and is set forth in Exhibit B. The estimated average market value of the properties to be assessed for the Improvements is \$225,519 and the median market value of the properties to be assessed for the Improvements is \$214,500. The special assessments to be levied against each property listed on Exhibit B hereto are less than the increase

in estimated value of the properties as a result of the construction of the Improvements.

(b) Diversity of Property Ownership. There are a total of 101 properties to be assessed for the Improvements and such properties are owned by separate owners.

(c) Comparison of Special Assessments, Property Taxes and Market Value. Based on an analysis of the aggregate amount of the proposed assessments, any outstanding 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 property to be assessed for the Improvements) against each property to be assessed for the Improvements in comparison to the estimated market value of such property after the Improvements, the City concludes that, overall, the estimated market value of the properties to be assessed for the Improvements exceeds the sum of the proposed assessments, outstanding assessments and delinquent property taxes, and is set forth in Exhibit B hereto.

(d) Delinquencies. An analysis of the amount of delinquencies in the payment of outstanding assessments or property taxes levied against the properties to be assessed for the Improvements is set forth in Exhibit B hereto, which analysis shows that of 101 properties, 0 properties were delinquent.

(e) Public Benefit of the Improvements. The Improvements are required for the safety and convenience of the public. Pursuant to the City's Subdivision and Site Development Ordinances, and under City Council policies, the cost of installation of new sidewalk, curb, gutter, and drive approaches is to be borne by the adjacent property owners.

8.1 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.

8.2 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.

8.3 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 \$390,000 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.

8.4 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.

8.5 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 evidence 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.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, this 26th of May, 2020.

Mayor

Attest:

City Clerk

Exhibit A

Location of Work

2020 Missing Sidewalk/Miscellaneous

- A) **Sidewalk:** 1010 S 29th, 1310 O Malley Dr, 118 S Santa Fe Dr, 2303 Elsa Dr, 2240 Monad Rd
- B) **Curb and Gutter:** 2523 Beth Dr, 37 Monroe St, 2944 Colonial Pl, 1700 block of Virginia Ln (West Side)
- C) **Sidewalk, Curb and Gutter:** 114 S Santa Fe, 2805 Beth Dr, 2737 Beth Dr, 1514 Yellowstone Ave, 1514 Yellowstone Ave, 1512 Yellowstone Ave, 1508 Yellowstone Ave, 2403 Wyoming Ave
- D) **Curb, Gutter, Sidewalk and Drive Aprons:** 2223 8th Ave N, 2337 Yellowstone Ave, 1236 Colton Blvd, 2423 Ash St, 2419 Ash St, 4409 Ryan Ave, 404 18th St W, 537 Avenue B, 3121 Morledge St, 1703 Avenue D, 1702 Avenue F, 1701 Avenue F, 1928 17th St W, 1815 17th St W
- E) **Curb, Gutter and Drive Aprons:** 206 Birchwood Dr
- F) **Sidewalk, Curb, Gutter and ADA Ramps:** 2445 Terry Ave, 2446 Terry Ave, 2502 Terry Ave, 2501 Terry Ave
- G) **Sidewalk, Curb, Gutter, Drive Aprons and ADA Ramps:** 2415 Brook Hollow Dr

Missing Sidewalk Locations

- A) Aronson Ave(Governors Blvd to Nutter Blvd):** 905 Aronson Ave, 909 Aronson Ave, 911 Aronson Ave, 921 Aronson Ave, 931 Aronson Ave, 933 Aronson Ave, 939 Aronson Ave, 943 Aronson Ave, 947 Aronson Ave, 1033 Aronson Ave, 1017 Aronson Ave, 1015 Aronson Ave, 1009 Aronson Ave, 918 Aronson Ave, 914 Aronson Ave, 910 Aronson Ave, 906 Aronson Ave, 934 Aronson Ave, 1018 Aronson Ave, 1014 Aronson Ave, 1010 Aronson Ave, 1032 Aronson Ave, 951 Aronson Ave, 1001 Aronson Ave, 922 Aronson Ave, 950 Aronson Ave, 301 Ecton Cir, 938 Aronson Ave, 301 Stewart Ct N, 202 Ashley Ct N, 979 Dixon Cir, 1028 Aronson Ave
- B) 11th Ave N (N 27th St to N 22nd St):** 2307 11th Ave N, 1101 N 24th St, 2303 11th Ave N, 2415 11th Ave N, 1102 N 25th St, 1048 N 25th St, 1045 N 25th St, 1048 N 23rd St, 2320 11th Ave N, 1036 N 22nd St, 1103 N 23rd St, 2303 11th Ave N, 1033 N 22nd St, 2523 11th Ave N, 1101 N 27th St, 1104 N 26th St, 1045 N 26th St, 1045 N 27th St, 2207 11th Ave N, 1045 N 23rd St
- C) 24th St W (Lewis Ave to Broadwater Ave, West side):** 1018 24th St W, 1012 24th St W, 1008 24th St W, 1004 24th St W, 916 24th St W, 908 24th ST W, 720 24th St W, 1022 24th St W, 808 24th St W, 708 24th St W, 902 24th St W, 824 24th St W, 818 24th St W, 814 24th St W, 922 24th St W, 912 24th St W
- D) Random Locations sidewalk:** Racquet Dr & Zimmerman Trail SW corner
- E) Random Locations, Sidewalk, Curb and Gutter:** 111 Hilltop Rd

Exhibit B

2020 Missing Sidewalk/Miscellaneous

Tax Code	SID #	SID Pay-off (A)	Delinquent (B)	Assessment (C)	A + B + C	Market Value
A01882A				\$3,332.66	\$3,332.66	\$132,200.00
A02112				\$6,290.09	\$6,290.09	\$168,500.00
A02499B				\$2,468.64	\$2,468.64	\$158,700.00
A04106				\$0.00	\$0.00	\$172,600.00
A04477				\$4,748.43	\$4,748.43	\$240,700.00
A04675	2701	\$11.87		\$335.48	\$347.35	\$228,200.00
A04676	2701	\$11.90		\$2,871.03	\$2,882.93	\$176,600.00
A05872				\$3,783.19	\$3,783.19	\$177,600.00
A05997				\$0.00	\$0.00	\$216,200.00
A06047				\$4,480.58	\$4,480.58	\$212,300.00
A06048				\$2,221.78	\$2,221.78	\$202,700.00
A08177				\$7,302.45	\$7,302.45	\$289,300.00
A08178				\$7,445.63	\$7,445.63	\$338,100.00
A08640				\$0.00	\$0.00	\$196,400.00
A09709				\$3,431.41	\$3,431.41	\$184,400.00
A09734				\$5,046.31	\$5,046.31	\$225,500.00
A09795				\$5,046.31	\$5,046.31	\$152,600.00
A09814				\$0.00	\$0.00	\$835,065.00
A10211				\$0.00	\$0.00	\$188,600.00
A10212				\$0.00	\$0.00	\$185,900.00
A10213				\$0.00	\$0.00	\$164,400.00
A10214				\$0.00	\$0.00	\$154,400.00
A10215				\$0.00	\$0.00	\$160,700.00
A10216				\$888.71	\$888.71	\$160,800.00
A10217				\$0.00	\$0.00	\$155,800.00
A10218				\$370.30	\$370.30	\$162,200.00
A10219				\$0.00	\$0.00	\$159,600.00
A10220				\$0.00	\$0.00	\$158,400.00
A10221				\$370.30	\$370.30	\$159,800.00
A10222				\$0.00	\$0.00	\$145,800.00
A10223				\$0.00	\$0.00	\$149,200.00
A10224				\$0.00	\$0.00	\$173,700.00
A10225				\$4,858.28	\$4,858.28	\$212,600.00
A10241				\$0.00	\$0.00	\$172,100.00
A10248				\$0.00	\$0.00	\$215,000.00
A10249				\$0.00	\$0.00	\$86,022.00
A12334				\$7,132.31	\$7,132.31	\$139,100.00
A12678				\$5,046.31	\$5,046.31	\$234,700.00

Exhibit B

2020 Missing Sidewalk/Miscellaneous

Tax Code	SID #	SID Pay-off (A)	Delinquent (B)	Assessment (C)	A + B + C	Market Value
A13575				\$829.46	\$829.46	\$227,200.00
A13901				\$2,863.62	\$2,863.62	\$208,300.00
A13902	2912	\$457.56		\$1,826.79	\$2,284.35	\$196,500.00
A13911				\$0.00	\$0.00	\$242,600.00
A14637				\$2,160.06	\$2,160.06	\$129,800.00
A14888				\$3,461.44	\$3,461.44	\$210,700.00
A16257				\$10,170.80	\$10,170.80	\$189,300.00
A16258				\$5,122.43	\$5,122.43	\$35,459.00
A16271				\$4,947.15	\$4,947.15	\$338,700.00
A16294				\$6,899.85	\$6,899.85	\$184,500.00
A16305				\$866.49	\$866.49	\$168,200.00
A16317				\$1,999.60	\$1,999.60	\$162,500.00
A16328				\$2,424.00	\$2,424.00	\$178,200.00
A16337				\$0.00	\$0.00	\$1,106,600.00
A16348				\$0.00	\$0.00	\$97,900.00
A16359				\$4,779.29	\$4,779.29	\$176,300.00
A16402				\$9,316.03	\$9,316.03	\$219,300.00
A16459				\$1,073.03	\$1,073.03	\$118,800.00
A16469				\$0.00	\$0.00	\$154,584.00
A16491				\$0.00	\$0.00	\$140,600.00
A16501				\$8,948.41	\$8,948.41	\$126,000.00
A16502				\$8,552.20	\$8,552.20	\$174,400.00
A17352				\$1,303.44	\$1,303.44	\$241,800.00
A17353				\$925.74	\$925.74	\$241,800.00
A17354				\$7,479.98	\$7,479.98	\$483,700.00
A19835				\$4,236.19	\$4,236.19	\$224,100.00
A19836				\$4,042.40	\$4,042.40	\$201,100.00
A19837				\$6,511.04	\$6,511.04	\$222,300.00
A19839				\$3,270.95	\$3,270.95	\$243,700.00
A19842				\$8,590.87	\$8,590.87	\$252,500.00
A19843				\$6,671.50	\$6,671.50	\$296,100.00
A19844				\$5,171.80	\$5,171.80	\$232,200.00
A19845				\$6,498.69	\$6,498.69	\$243,000.00
A19846				\$4,350.98	\$4,350.98	\$256,800.00
A19847				\$6,455.49	\$6,455.49	\$181,300.00
A19917				\$3,610.39	\$3,610.39	\$229,200.00
A19921				\$9,417.86	\$9,417.86	\$218,500.00
A19922				\$4,320.12	\$4,320.12	\$217,400.00

Exhibit B

2020 Missing Sidewalk/Miscellaneous

Tax Code	SID #	SID Pay-off (A)	Delinquent (B)	Assessment (C)	A + B + C	Market Value
A19923				\$3,178.37	\$3,178.37	\$292,300.00
A19925				\$7,239.29	\$7,239.29	\$220,900.00
A19966				\$4,782.99	\$4,782.99	\$248,600.00
A19967				\$5,739.59	\$5,739.59	\$243,900.00
A19968				\$6,060.51	\$6,060.51	\$268,300.00
A19969				\$4,844.71	\$4,844.71	\$261,900.00
A19970				\$5,980.28	\$5,980.28	\$221,500.00
A19999				\$10,615.15	\$10,615.15	\$245,200.00
A20000				\$0.00	\$0.00	\$258,100.00
A20010				\$16,750.96	\$16,750.96	\$314,800.00
A20011				\$11,443.38	\$11,443.38	\$243,200.00
A20012				\$0.00	\$0.00	\$240,600.00
A20027				\$0.00	\$0.00	\$241,000.00
A20028				\$7,957.66	\$7,957.66	\$214,500.00
A20029				\$4,196.69	\$4,196.69	\$231,900.00
A20030				\$5,579.13	\$5,579.13	\$258,600.00
A20032				\$4,043.63	\$4,043.63	\$194,300.00
A20075				\$14,158.88	\$14,158.88	\$321,000.00
A20097				\$6,727.04	\$6,727.04	\$223,000.00
A21226				\$4,924.94	\$4,924.94	\$349,800.00
A24359				\$0.00	\$0.00	\$22,917.00
A27718				\$0.00	\$0.00	\$372,400.00
A31058				\$0.00	\$0.00	\$347,100.00
C05611				\$5,628.50	\$5,628.50	\$277,700.00
C08182				\$23,559.06	\$23,559.06	\$245,500.00
Average				\$3,861.00	\$3,866.00	\$225,519.00
Median				\$3,461.00	\$3,461.00	\$214,500.00
Low				\$0.00	\$0.00	\$22,917.00
High				\$23,559.00	\$23,559.00	\$1,106,600.00

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Repeal and Replace Section 1.05.1 of the City Charter to provide 60 mills of support for Public Safety

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Division: Administration

RECOMMENDATION

Determine if the Council will proceed with repealing and replacing Section 1.05.1 of the City Charter by the June 8, 2020 deadline.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

On May 18th, 2020, staff presented the City Council with draft language to repeal and replace Section 1.05.1 of the City Charter. This section of the Charter was approved by the voters in 2004 and is commonly referred to as Public Safety 2 (PS2). PS2 provides \$8.2 million annually to help fund police, fire and related services. At the time voters approved this additional funding, it was estimated to require levying 60 mills to generate the \$8.2 million. Council's direction on May 12, 2020, was to replace this section of the Charter with a 60 mill proposal to the voters. 60 mills in 2020 is estimated to raise \$12.2 million, thus generating more money to help support police, fire and related services. The 2004 levy is capped to generate \$8.2 million. The proposed 2020 levy is capped at 60 mills. As the value of a mill changes, the amount of money raised will also change. This is expected to help offset inflation, thus helping both departments to retain their current levels of services. On May 18th, Council directed the City Administrator to continue to pursue this idea bringing back refined language as soon as possible. In order for any levy request to positively impact the fiscal year 2021 budget, the ballot language must be reviewed and approved on first reading no later than June 8. The attached documents have been refined from the original drafts. These refinements are a result of two meetings the City Administrator held with Mayor Cole, Councilmembers Neese and Choriki and staff between May 19th and 21st. It is critical to be clear and concise on what the voters are being asked to consider.

ALTERNATIVES

City Council may:

- Direct the City Administrator to bring back all documents necessary to propose a Charter amendment to the voters for first reading at their June 8, 2020 Regular Business Meeting; or
- Direct the City Administrator to no longer pursue a Charter amendment for 2020.

FISCAL EFFECTS

If voters approve the proposed Charter amendment, it is estimated to generate an additional \$4,000,000 to help support police, fire and related services.

EXHIBIT A

ORDINANCE NO. 20-____

AN ORDINANCE OF THE CITY OF BILLINGS PROVIDING THAT THE CHARTER OF THE CITY OF BILLINGS BE AMENDED TO REPEAL CURRENT SECTION 1.05.1 AND REPLACE THE SAME WITH A NEW SECTION 1.05.1 PROVIDING FOR A PERMANENT, NON-CUMULATIVE MILL LEVY TO FUND FIRE, POLICE, AND RELATED PUBLIC SAFETY EXPENSES, AND SUBMITTING THE PROPOSED AMENDMENT TO THE ELECTORS OF THE CITY AS PROVIDED BY LAW.

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

Section 1. That Article I of the Charter of the City of Billings be amended to repeal and replace current Section 1.05.1 with a new Section 1.05.1 so that such section shall read as follows:

Section 1.05.1 Mill Levy to Fund Fire, Police, and Related Public Safety Expenses.

For the purpose of funding the operation, maintenance and capital needs of the fire department, police department, and related public safety expenses, the City Council shall levy the following number of mills which will raise the estimated amount of money as follows:

FY 2021	\$12,240,000	60 Mills
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The foregoing mill levy is permanent and shall continue indefinitely in future fiscal years. This levy is not cumulative, which means the number of mills will not increase over time. This levy is in addition to any other mill levies authorized by Charter or law.

Section 2. REFERRAL TO ELECTORS. This ordinance shall be referred to the electors of the City of Billings at a special election by resolution duly and regularly passed by the City Council.

Section 3. EFFECTIVE DATE. This ordinance shall be effective thirty (30) days after Second Reading and final adoption as provided by law, but the amendment to the City Charter shall be effective immediately upon approval by the electors as provided by law.

PASSED by the City Council on First Reading this _____ day of _____, 2020.

PASSED, ADOPTED and APPROVED on Second Reading this _____ day of _____, 2020

RESOLUTION NO. 20-__

A RESOLUTION REFERRING ORDINANCE NO. 20-____, AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF BILLINGS TO PROVIDE FOR A PERMANENT MILL LEVY INCREASE TO FUND FIRE, POLICE, AND RELATED PUBLIC SAFETY EXPENSES, TO A VOTE OF THE PEOPLE AT AN ELECTION TO BE HELD ON _____, 2020.

WHEREAS, on [date of second reading] the Billings City Council adopted Ordinance 20-____ amending the Charter of the City of Billings to provide for a non-cumulative, permanent mill levy to fund fire, police, and related public safety expenses; and,

WHEREAS, by law the ordinance must be submitted to a vote of the people; and,

WHEREAS, a majority of the electors voting on this question must approve the ordinance to amend the Charter of the City of Billings; and,

WHEREAS, the ordinance should be referred to a vote of the people at a special mail ballot election to be held on _____, 2020.

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

1. **REFERENCE:** Ordinance Number 20-____, being an Ordinance amending the Charter of the City of Billings to provide for a permanent mill levy to fund fire, police, and related public safety expenses is hereby referred to a vote of the people at a special mail ballot election to be held _____, 2020. A full copy of Ordinance Number 20-____ is attached hereto, marked Exhibit "A", and by this reference is made a part hereof.

2. **FORM OF BALLOT:** The form of the ballot shall be as provided by law and as follows:

Summary: In 2004, voters passed a public safety levy capped at \$8.2 million, which was then the equivalent of approximately 60 mills. This ballot measure asks voters to approve or disapprove repealing the 2004 levy and replacing it with a provision authorizing a permanent annual levy capped at 60 mills. The amount raised by the new levy would be approximately \$12,240,000 and would change as the taxable value of the city changes.

Proposal: On [date of second reading] the Billings City Council adopted Ordinance 20-_____ referring this ballot to the voters for their consideration. If approved, this ballot measure would repeal the current Section 1.05.1 of the City Charter and replace it with the following language:

Section 1.05.1 Mill Levy to Fund Fire, Police, and Related Public Safety Expenses.

For the purpose of funding the operation, maintenance and capital needs of the fire department, police department, and related public safety expenses, the City Council shall levy the following number of mills which will raise the estimated amount of money as follows:

FY 2021	\$12,240,000	60 Mills
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The foregoing mill levy is permanent and shall continue indefinitely in future fiscal years. This levy is not cumulative, which means the number of mills will not increase over time. This levy is in addition to any other mill levies authorized by Charter or law.

Residential Property Impact: If approved, the annual property tax increase in fiscal year 2021 on a home valued at \$100,000 is approximately \$27.00 more than the present levy or approximately \$81.00 per year in total. The annual property tax increase in fiscal year 2021 on a home valued at \$200,000 is approximately \$54.00 more than the present levy or approximately \$162.00 per year in total. The effect of disapproval will be to retain the current levy in Section 1.05.1 in the City Charter.

Shall the City be authorized to levy 60 mills to support fire, police, and related public safety expenses?

- ☐ **FOR** repealing the current City Charter section 1.05.1 and replacing with new section 1.05.1 as set forth above which provides for a permanent, non-cumulative 60 mill levy commencing in fiscal year 2021 for police, fire, and related public safety expenses as provided in Ordinance 20-_____.
- ☐ **AGAINST** repealing the current City Charter section 1.05.1 and replacing with new

section 1.05.1 as set forth above which provides for a permanent, non-cumulative 60 mill levy commencing in fiscal year 2021 for police, fire, and related public safety expenses as provided in Ordinance 20-_____.

3. **CERTIFICATION:** The City Clerk shall certify this resolution and Ordinance Number 20-_____ to the Yellowstone County Election Official as provided by law.

4. **EFFECTIVE DATE:** This resolution shall be effective upon adoption.

APPROVED AND PASSED by the Billings City Council this _____ day of _____, 2020.

CITY OF BILLINGS

By _____
William A. Cole, Mayor

ATTEST:

Denise Bohlman, City Clerk

Regular City Council Meeting

Meeting Date: 05/26/2020

TITLE: Discussion on Proposed Parks and Recreation Department Charter Mill Levy

PRESENTED BY: Chris Kukulski, City Administrator

Department: City Hall Administration

Division: Administration

RECOMMENDATION

Determine if the Council will proceed with Charter Amendment for proposed Parks and Recreation Department Mill Levy by the June 8, 2020 deadline.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

On May 18th, staff presented the City Council with draft language to amend the Charter to include a Park and Recreation mill levy as discussed by the Council during the May 12th Work Session. The idea is to generate enough money to replace all General Fund and PD1 support for the Parks, Recreation and Public Lands (PRPL) Department with a dedicated mill levy. Currently the General Fund contributes a net of \$4.3 million annually and PD1 is assessed at \$2 million. By shifting costs away from the General Fund, \$4.3 million will become available to support all criminal justice and emergency response services paid through the City's General Fund.

On May 18th, Council directed the City Administrator to continue to pursue this idea bringing back refined language as soon as possible. In order for any levy request to positively impact the fiscal year 2021 budget, the ballot language must be reviewed and approved on First Reading no later than June 8. The attached documents have been refined from the original drafts. These refinements are a result of two meetings the City Administrator held with Mayor Cole, Councilmembers Neese and Choriki and staff between May 19th and 21st. It is critical to be clear and concise on what the voters are being asked to consider.

ALTERNATIVES

City Council may:

- Direct the City Administrator to bring back all documents necessary to propose a Charter amendment to the voters for first reading on June 8, 2020, creating a dedicated mill levy to support PRPL services; or
- Direct the City Administrator to no longer pursue a Charter amendment for 2020 to fund PRPL.

FISCAL EFFECTS

If voters approve the proposed Charter amendment, it is estimated to raise \$6.3 million to support the PRPL services and also free up an additional \$4.3 million to help support criminal justice and emergency response services.

Attachments

PRPL Ord. Draft 2

PRPL Res Draft 2

EXHIBIT A

ORDINANCE NO. 20-____

AN ORDINANCE OF THE CITY OF BILLINGS AMENDING THE CHARTER OF THE CITY OF BILLINGS TO PROVIDE FOR A NEW, PERMANENT AND NON-CUMULATIVE MILL LEVY TO FUND LEVY TO FUND PARKS, CEMETERIES, RECREATION, TRAILS, PUBLIC LANDS AND THE OPERATIONS, PROGRAMMING, MAINTENANCE, DEVELOPMENT, ACQUISITION, CAPITAL, PERSONNEL, AND RELATED EXPENSES OF THE FOREGOING, AND PRESENTING SUCH TO A VOTE OF THE PEOPLE AT AN ELECTION TO BE HELD ON _____, 2020, AS PROVIDED BY LAW.

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

Section 1. That Article I of the Billings, Montana, City Charter be amended to add new Section 1.06 so that such section shall read as follows:

“Section 1.06 Mill Levy to Fund Cemeteries, Parks, Recreation and Public Lands Department Expenses

In addition to the mill levies authorized by Sections 1.02, 1.03, 1.04, 1.05, and 1.05.1 of Article I, City Council may levy no more than thirty-one (31) mills for the purpose of funding the parks, cemeteries, recreation, public lands, trails, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned.

Section 1.067 Construction. The powers of the city under this charter shall be construed liberally in favor of the city, and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power stated in this article.”

Section 2. REFERRAL TO ELECTORS. This ordinance shall be referred to the electors of the City of Billings at a special election by resolution duly and regularly passed by the City Council.

Section 3. EFFECTIVE DATE. This ordinance shall be effective thirty (30) days after Second Reading and final adoption as provided by law, but the amendments to the City Charter shall be effective immediately upon approval by the electors as provided by law.

PASSED by the City Council on First Reading this _____ day of _____, 2020.

PASSED, ADOPTED and APPROVED on Second Reading this _____ day of _____, 2020

RESOLUTION NO. 20-__

A RESOLUTION REFERRING ORDINANCE NO. 20-____, AMENDING THE CHARTER OF THE CITY OF BILLINGS TO PROVIDE FOR A PERMANENT, NON-CUMULATIVE MILL LEVY TO FUND PARKS, CEMETERIES, RECREATION, TRAILS, PUBLIC LANDS AND THE OPERATIONS, PROGRAMMING, MAINTENANCE, DEVELOPMENT, ACQUISITION, CAPITAL, PERSONNEL, AND RELATED EXPENSES OF THE FOREGOING, AND PRESENTING SUCH TO A VOTE OF THE PEOPLE AT AN ELECTION TO BE HELD ON _____, 2020.

WHEREAS, the Billings City Council adopted Ordinance 20-____ amending the Charter of the City of Billings to provide for a non-cumulative, permanent mill levy to fund all of the City of Billings parks, cemeteries, recreation, trails, public lands, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned; and,

WHEREAS, by law the ordinance must be submitted to a vote of the people; and,

WHEREAS, a majority of the electors voting on this question must approve the ordinance to amend the Billings City Charter; and,

WHEREAS, the ordinance should be referred to a vote of the people at a special mail ballot election to be held on _____, 2020.

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

1. **REFERENCE:** Ordinance Number 20-____, being an ordinance amending the Charter of the City of Billings to provide for a permanent and not cumulative mill levy to fund parks, cemeteries, recreation, trails, public lands and the operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the foregoing, and referring the Charter amendment to a vote of the people at a special mail ballot election to be held _____, 2020. A full copy of Ordinance Number 20-____ is attached hereto, marked Exhibit "A", and by this reference is made a part hereof.

2. **FORM OF BALLOT:** The form of the ballot shall be as provided by law and as

follows:

Summary: The purpose of this mill levy is to ask voters to approve or disapprove of a dedicated funding source for parks, cemeteries, recreation, public lands, trails and the operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the foregoing.

In fiscal year 2020 the Parks, Recreation, and Public Lands Department (PRPLD) received approximately \$6.3 million annually from two sources, the General Fund (\$4.3 million/21 mills) and Park District Number One (\$2.0 million). The City General Fund provides funding for the PRPLD along with many other City services. According to the Charter of the City of Billings, the General Fund is capped at 74 mills. If approved, funds currently allocated to PRPLD from the General Fund would become available to be allocated by City Council for other City services such as, Police, Fire, Code Enforcement, and Courts.

Upon approval of this levy City Council intends to address the dissolution of Park District Number One, and if dissolved the City will no longer collect assessments.

Proposal: On [City Council second reading] City Council passed ordinance 20-_____ referring this ballot to the voters for consideration. If approved by voters this levy would, provide a dedicated funding source to the Parks, Recreation, and Public Lands Department of up to 31 mills annually, which currently generates approximately \$6.3 million. If approved, the City Charter would read:

Section 1.06 Mill Levy to Fund Parks, Recreation, and Public Lands
Department Expenses

In addition to the mill levies authorized by Sections 1.02, 1.03, 1.04, 1.05, and 1.05.1 of Article I, City Council may levy no more than thirty-one (31) mills for the purpose of funding the parks, cemeteries, recreation, public lands, trails, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned.

Section 1.067 Construction. The powers of the city under this charter shall be construed liberally in favor of the city, and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power stated in this article.

The effect of approval will authorize City Council to levy up to 31 mills for funding parks, cemeteries, recreation, public lands, trails, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned and will impact property owners as described below.

The effect of disapproval will be to retain the funding for parks, cemeteries, recreation, public lands, trails and the operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned in the General Fund and retain Special Park District Number One created in 2011.

Shall the City be authorized to levy up to the following number of mills:

Approximately \$6,324,000 in FY 2021 (31 mills)

The property tax impact and increase on a home valued at \$100,000 is approximately \$41.58 per year in FY 2021. The impact on a home valued at \$200,000 is approximately \$83.70 for FY 2021.

The foregoing proposed mill levy would be permanent, not cumulative, commence in fiscal year 2021, and shall continue indefinitely in future fiscal years. This levy is in addition to any other mill levies authorized by City Charter or law.

- ☐ **FOR** amending the City Charter to provide a mill levy for funding parks, cemeteries, recreation, public lands, trails, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned as provided in Ordinance 20-_____.
- ☐ **AGAINST** amending the City Charter to provide a mill levy for funding parks, cemeteries, recreation, public lands, trails, operations, programming, maintenance, development, acquisition, capital, personnel, and related expenses of the aforementioned as provided in Ordinance 20-_____.

3. **CERTIFICATION:** The City Clerk shall certify this resolution and Ordinance Number 20-_____ to the Yellowstone County Election Official as provided by law.

4. **EFFECTIVE DATE:** This resolution shall be effective upon adoption. APPROVED AND PASSED by the Billings City Council this _____ day of _____, 2020.

CITY OF BILLINGS

By _____
William A. Cole, Mayor

ATTEST:

Denise Bohlman, City Clerk