****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 Monday, July 13, 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.

# CITY OF BILLINGS

## CITY OF BILLINGS VISION STATEMENT:

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

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**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.**

**July 13, 2020** **5:30 P.M.**

**CALL TO ORDER:** Mayor Cole

**PLEDGE OF ALLEGIANCE:** Mayor Cole

**INVOCATION:** Councilmember Yakawich

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

**MINUTES:**

- May 26, 2020
- June 8, 2020
- June 22, 2020

**COURTESIES:**

**PROCLAMATIONS:**

- July - Park and Recreation Month

**COUNCIL REPORTS:**

**ADMINISTRATOR REPORTS - CHRIS KUKULSKI**

**PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items: 1, 5, 6, 7 and 8 ONLY. 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. Mayor Cole recommends that Council confirm the following appointments and removal:**

1.

| | Name | Board/Commission | Term | |
|---|---|---|---|---|
| 1 | David Mitchell | Billings BID* | 07/13/20 | 12/31/23 |
| 2 | Brad Kraft | Yellowstone Soil Conservation | 07/13/20 | 06/30/23 |

* 1 Unexpired term of Scott Turner

2. **Removal** of Parks, Recreation and Cemetery Board member.

**B.** **Bid Awards:**

1. **W.O. 20-02: Missing Sidewalk/Miscellaneous.** (Opened 6/23/20) Recommend rejecting all bids.

2. **817 N. 22nd Street Housing Rehabilitation Project.** (Opened 6/23/20) Recommend rejecting all bids.

**C.** **Contract** for three years with two additional three-year options for Uniform Rental/Purchase and Laundry Services with Alsco, Inc.

**D.** **Software Agreement** for Fleet Management Software System with Asset Works; $162,602 estimated for 3 years.

**E.** **Purchase Agreement** for Nine (9) MET Transit Buses from Eldorado National-California; $3,374,838.

**F.** **Amendment** to City-County Special Investigations Unit (CCSIU) agreement with Yellowstone County.

**G.** **Department of Justice,** Coronavirus Emergency Supplemental Funding Program Grant for the Police Department to reimburse unexpected expenses related to the Coronavirus Pandemic; $230,612.

**H.** **Donation** to Public Works from Mr. William Morse for utility bill assistance; $1,000.

**I.** **Donation** to Billings Public Library from Billings Library Foundation for technology enhancements in the Royal Johnson Community Room; $18,500.

**J.** **Declaration** of surplus property and authorizing the Airport to sell two 1997 snow plows; approximately $10,000 each.

**K.** **Trail Easement** with Roth Enterprises, LLC, to add a key section of the Marathon Loop Trail corridor.

**L.** **Forward** a recommendation of approval of the Inner Belt Loop Corridor Study to the Policy Coordinating Committee (PCC).

**M.** **Resolution** for Airport revenue bonds to finance the terminal expansion and refund Series 2010B bonds.

**N.** **Second/Final Reading Ordinance for Zone Change 977**: a zone change to amend the zone district boundary lines within the Planned Development Agreement (PDA) to increase the acres in the underlying Community Commercial (CC) zoning; increase the acres in the Neighborhood Commercial (NC) zoning; decrease the acres in the Residential Multi-family (RMF) zoning; and decrease the acres in the Residential Manufactured Home (RMH) zoning, generally located at King Avenue West and 48th Street West, Western Sky Subdivision. Mont Vista, LLC, owner, Sanderson Stewart, agent. Approval of the Zone Change and adoption of the 10 criteria. ** Quasi-Judicial*

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

**O.** **Cancellation** of checks and warrants.

**P.** **Bills for the weeks of:**

**1.** June 1, 2020

**2.** June 8, 2020

**3.** June 15, 2020

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

**REGULAR AGENDA:**

**2.** **PUBLIC HEARING AND RESOLUTION** adjusting parking meter rates. Parking Board recommends approval. (Action: approval or disapproval of Parking Board's recommendation.)

- *Presented by: Tracy Scott, Parking Division Manager*

***Recommended Motion:*** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a resolution adjusting parking meter rates, as recommended by the Parking Board.

**3.** **PUBLIC HEARING AND RESOLUTION** adjusting Parks and Recreation fees. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Mike Whitaker, Parks and Recreation Director*

***Recommended Motion:*** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a resolution adjusting Parks and Recreation fees, as recommended by staff.

**4.** **PUBLIC HEARING AND RESOLUTION** adjusting Mountview Cemetery fees. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Mike Whitaker, Parks and Recreation Director*

***Recommended Motion:*** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a resolution adjusting Mountview Cemetery fees, as recommended by staff.

5. **LETTER OF SUPPORT** for MRM Unified Campus. No action necessary.

   - *Presented by: Chris Kukulski, City Administrator*

6. **RESOLUTION** approving a variance to Resolution 93-16740, allowing staff to enter into a binding agreement with a seller contingent on the appraisal process. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

   - *Presented by: Kevin Iffland, Assistant City Administrator*

   ***Recommended Motion:*** I move to approve the variance to Resolution 93-16740, allowing staff to enter into a binding agreement with a seller contingent on the appraisal process, as recommended by staff.

7. **TAX INCREMENT FINANCE ASSISTANCE** from Downtown Urban Renewal District to Billings Symphony Orchestra and Chorale for renovation/rehabilitation of its property at 2820 2nd Avenue North; $181,340. Downtown Billings Partnership Board recommends approval. (Action: approval or disapproval of DBP Board recommendation.)

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

   ***Recommended Motion:*** I move to approve Tax Increment Finance Assistance from Downtown Urban Renewal District to Billings Symphony Orchestra and Chorale for renovation/rehabilitation of its property at 2820 2nd Avenue North; in the amount of $181,340, as recommended by DBP Board.

8. **TAX INCREMENT FINANCE ASSISTANCE** from Downtown Urban Renewal District to Bethany Joy Pilates Studio for sign installation at 2202 1st Avenue North; $1,570. Downtown Billings Partnership Board recommends approval. (Action: approval or disapproval of DBP Board recommendation.)

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

   ***Recommended Motion:*** I move to approve Tax Increment Finance Assistance from Downtown Urban Renewal District to to Bethany Joy Pilates Studio for new sign installation at 2202 1st Avenue North; in the amount of $1,570, as recommended by DBP Board.

**PUBLIC COMMENT on "NON-AGENDA 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.)

**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.

**Consent** **1. A. 1.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Board & Commission Appointments

**PRESENTED BY:** Chris Kukulski, City Administrator

**Department:** City Hall Administration **Division:** Administration

## RECOMMENDATION

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

| | Name | Board/Commission | Term | |
|---|---|---|---|---|
| 1 | David Mitchell | Billings BID* | 07/13/20 | 12/31/23 |
| 2 | Brad Kraft | Yellowstone Soil Conservation | 07/13/20 | 06/30/23 |

* 1 Unexpired term of Scott Turner

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

The Mayor is requesting that the City Council confirm the appointments for Board and Commission positions that are vacant due to a resignation or term limit.

## ALTERNATIVES

City Council may:

- Approve the proposed appointments; or;
- Disapprove the appointments

## FISCAL EFFECTS

The proposed action has no financial impact.

**Consent** **1. A. 2.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Board Member Removal

**PRESENTED BY:** Chris Kukulski, City Administrator

**Department:** City Hall Administration **Division:** Administration

## RECOMMENDATION

Mayor Cole recommends that Clark Johnson be removed immediately from the Parks, Recreation & Cemetery Board (PRPL Board) pursuant to Sec. 2-503.2, BMCC.

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

At the regular October 10, 2018 meeting of the PRPL Board the board voted to censure board member Clark Johnson based on a pattern of behavior at board meetings and in various communications that a majority of the board deemed to be disrespectful, rude and personally insulting to members of the board. When those behaviors did not mitigate but instead escalated in the view of board, the board at its regular meeting held on November 14, 2018 unanimously voted to recommend to the City Council that Mr. Johnson be removed from the board. I attended several PRPL Board meetings throughout 2019 and had determined that Mr. Johnson had corrected his behavior.

Unfortunately I was incorrect, during the weekend of June 20th, Mr. Johnson publicly criticized another PRPL board member in a manner that was, by any reasonable measure, intemperate, personal and mean-spirited. The tone and substance of Mr. Johnson's personal attack, regardless of whether grounds existed for legitimate disagreement, was intended to cause emotional injury and was inconsistent with the standard of behavior expected of members of the city's advisory boards, commissions and committees. It is apparent that Mr. Johnson's continued presence on the PRRL board would impair the work of the board.

City Code Section 2-509 provides that the mayor and city council "*have the authority to direct, supervise and oversee the activities of any board, commission or committee*." According to Section 2-503.2, "*Members of advisory boards, commissions and committees serve at the discretion of the mayor and city council. Upon two-thirds (2/3) vote of the mayor and city council, any or all members of an advisory board, commission or committee may be removed*."

## ALTERNATIVES

City Council may:

- Approve the removal of Clark Johnson from the Parks, Recreation & Cemetery Board or
- Disapprove the removal of Clark Johnson from the Parks, Recreation & Cemetery Board

## FISCAL EFFECTS

The proposed action has no financial impact.

**Consent** **1. B. 1.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** WO 20-02 Missing Sidewalk/Miscellaneous, Bid Award

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works **Division:** Engineering

## RECOMMENDATION

Staff recommends the City Council reject all bids for WO 20-02 Missing Sidewalk/Miscellaneous.

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

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 2020 Missing Sidewalk/Miscellaneous program was created at the May 26, 2020 City Council meeting.

The project was advertised on June 5, June 12, and June 19, 2020, in the *Yellowstone County News* and on the City's website. Bids were opened on June 23, 2020 and two bids were received. FirstMark Construction LLC submitted the lowest, responsible bid. The bids were significantly higher than the estimate in the resolution so staff is recommending that bids be rejected. Staff thinks bidding the project in a more favorable bid environment will result in lower bids. In this case, a more favorable bid environment is one where contractors are not too busy to do the work. Staff intends to bid the project in winter/spring 2021.

## ALTERNATIVES

City Council may:

- Reject all bids. This will allow Engineering to re-evaluate the project and possibly splitting the project and bidding at a more favorable time. There is not an alternative to rejecting bids as the assessments create a bond amount higher than approved in the resolution.

## FISCAL EFFECTS

The following bids were received:

| Contractor | Bid Amount |
|---|---|
| FirstMark Construction LLC | $839,604.50 |
| Knife River - Billings | $1,346,293.00 |

The project was budgeted in FY20 using Gas Tax and Assessments. The amount budgeted was $711,000. The bid was higher because of an unfavorable bidding environment.

**Meeting Date:** 07/13/2020

## RECOMMENDATION

Acknowledge bids received for the 817 N 22nd Street Housing Rehabilitation Project. Staff recommends rejection of all bids. (**Action:** approval or disapproval of staff recommendation.)

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

The City of Billings purchased this U.S. Department of Housing & Urban Development (HUD) foreclosed property in February 2020 as part of the City's Foreclosure Acquisition / Rehabilitation Program. Under this program, Community Development Block Grant (CDBG) funds are used to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within our community. This property includes a single family home, roughly 1,090 square feet, with a single attached carport, and a small shed in the back yard on a 7,500 square foot lot with no alley access. Following a series of professional inspections, staff prepared, issued, and advertised an ***Invitation For Bids*** for a housing rehabilitation project on the property in May 2020.

The public sealed bid opening was conducted June 23, 2020, with the following results:

| Contractor | Total Bid |
|---|---|
| Van Arsdale Construction | $137,630 |
| Town & Country Electric | Non-responsive bid – no bid bond, no acknowledgment of addendum |

The Van Arsdale Construction bid of $137,630 significantly exceeds Community Development staff estimate for this project. Staff recommends that all bids be rejected so staff may consider other options for moving this project forward.

Attached for City Council reference is a copy of the Preliminary Work List with staff cost estimates.

## STAKEHOLDERS

## FISCAL EFFECTS

The City receives funding through the Community Development Block Grant (CDBG) and HOME Investment Partnerships programs (HOME) under the United States Department of Housing and Urban Development (HUD). The City of Billings through the Community Development Division appropriates Neighborhood Stabilization Program Income and other federal funding for approved projects to implement the Foreclosure Acquisition / Rehabilitation Program through Budget Allocations and Amendments on a project-by-project basis. CDBG funding for the Foreclosure Acquisition / Rehabilitation Program is managed in a similar manner to the Neighborhood Stabilization Program. CDBG funding is available and earmarked in the Community Development Division budget for the 817 North 22 nd Street Housing Rehabilitation Project.

# Attachments

817 N 22nd St Preliminary Work List w-Estimates

*FORECLOSURE, ACQUISITION REHABILITATION PROGRAM*
City of Billings / Community Development Division
P.O. Box 1178, Billings, MT 59103
(406) 657-8284

EQUAL HOUSING OPPORTUNITY

Prepared: 5/29/2020

# PRELIMINARY WORK LIST

Property Address: **817 North 22nd Street, Billings, MT 59101**

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| ***LEAD-BASED PAINT:*** Inspection of coated surfaces within this structure indicate conditions exist that may cause lead exposure from lead-contaminated dust or lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, and/or impact surfaces that could result in adverse human health effects. Therefore, lead abatement activites (permanent) and/or interim controls (temporary) are required. | | |
| **LEAD-BASED PAINT ABATEMENT:**<br>Lead abatement activites include the removal and replacement of the following components, then prime and paint appropriate surfaces:<br>1) Siding and trim (to be covered with maintenance free materials),<br>2) All windows including sash, exterior trim, flashing, interior trim,<br>3) Soffit,<br>4) Fascia,<br>5) Front awning posts,<br>6) Carport support posts,<br>7) Rear patio support posts,<br>8) All interior doors, and<br>9) Kitchen cabinets. | | Costs included in line items below |
| **LEAD-BASED PAINT INTERIM CONTROLS:**<br>Lead interim control activites are required including patching wall and ceiling cracks, preparing, priming and painting the following components:<br>1) Interior walls, and<br>2) Interior ceilings | | Costs included in line items below |
| ***SUB-CONTRACTOR ACTIVITIES*** | | |
| ***Safety Items and Electrical*** *(Electrical and plumbing items must be completed by a licensed professionals)* | | |
| **CO DETECTORS:** Install units meeting current code requirements in house. Prefer hardwired units with battery backup. Require new batteries and inspection. | Prices per EACH:<br>CO2 2 @ $35 = $70;<br>Smoke 5 @ $50 = $250<br><br>Combination smoke/CO2 units also acceptable<br><br>Above costs do NOT include labor | $320 |
| **SMOKE DETECTORS:** Install units meeting current code requirements in house. Prefer hardwired units with battery backup. Require new batteries and inspection. | | |
| **ATTIC WIRING:** Open junction box noted. Install code compliant junction box cover. | | $450 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| **WATER HEATER:** Rheem, gas, approximately 2 years old. Pilot is off; could not fully inspect. Licensed plumber to evaluate and make needed repairs, corrections, or replace as needed.<br>**1)** Gas pipe lacks a drip leg. Install drip leg.<br>**2)** The pressure relief valve drain line is missing. A pressure relief valve should be located at the top of the water heater. This is missing. This copper drain line should flow by gravity to the exterior and its use is required by the plumbing code. Lack of the drain line constitutes a safety hazard, as a massive blow off of scalding seam could unexpectedly occur should this safety valve ever be called into use. This problem typically occurs where a water heater has been replaced by someone other than a licensed plumber. A drin line extending to the exterior of the house should be installed for safety.<br>**3)** Consider moving water heater back to its original location in laundy area. | | $1,161 |
| ***Electrical*** *(Electrical items must be completed by a licensed electrician / permit required)* | | |
| **ELECTRICAL DISTRIBUTION PANEL:** Existing is a Federal Pacific (FPE); which have been linked to fires. The breakers may not trip if the wires over heat. Replace the panel to meet current code requirements. | | $876 |
| **BRANCH WIRING:** Unsafe conditions exist. Some abandoned or disconnected wiring is found in the enclosed garage bedroom. Make corrections to meet code requirements. | | $576 |
| **OUTLETS:** Install / ensure all electrical outlets within 6 feet of water sources are GFCI protected in kitchen, bathroom, and at exterior. Weatherproof GFCI outlets required at all exterior outlets. | | $547 |
| ***Plumbing*** *(Plumbing items must be completed by a licensed plumber / permit required)* | | |
| **PLUMBING:** System was not tested due to utilities being off at the time of inspection. Evaluate system and make needed repairs or corrections. | | $750 |
| **ABOVE GROUND WATER LINE:** An above ground water line observed leading from the north exterior wall of the house to a spigot along the rear north property line. Investigate its purpose and determine if it should be removed or if corrections are needed. | | $200 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| ***CONTRACTOR ACTIVITIES*** | | |
| ***Roof System*** | | |
| **ROOF:** Composition shingles, architectural heavy duty design. The roof apppears servicable with normal signs of aging. A licensed roofing contractor should be called to make further evalaution and repairs as needed. Also make the following corrections:<br>**1)** The rain cap is missing on the vent pipe. Install rain cap.<br>**2)** The vent pipe is not properly flashed. Install flashing.<br>**3)** The overhead conductors are touching tree limbs. Trim limbs away.<br>**4)** A potential area of roof leakage was noted. There is at least one kick-out flashing that is not installed. Kick-outs are needed to prevent roof water from running down behind the exterior wall covering materials. | | $1,200 |
| **EAVES-SOFFITS-FASCIAS:** Soffits and overhang materials are wood, deterioration at overhangs noted. Repairs using lead-safe work methods and painting and/or covering with maintenance free materials to prevent ongoing deterioration is required. Lead clearance required before payment. | Preferred method is to cover with maintenance free materials | $3,453 |
| **GUTTERS & DOWNSPOUTS:** Building is partially guttered.<br>**1)** Gutter is sloped improperly and holding water on the NW corner. Repair or replace as necessary.<br>**2)** Install missing gutters and downspouts to help with site drainage.<br>**3)** Extend dowspouts to route rainwater away from the building. | | $1,160 |
| **ATTIC & INSULATION:** Moisture stains noted in the attic. Investigate cause and make needed corrections. | | $1,167 |
| **VENTILATION PROVISIONS:** There is at least one bathroom ventilation fan that is allowing moisture laden air to enter the attic cavity. It is preferable to direct all vent openings to the outside so additional moisture is not introduced into the attic space and insulation | | $383 |
| **KITCHEN CEILING VENTS:** Smoke stains around the ceiling vents. Investigate cause and make needed corrections. | | $200 |
| ***HVAC*** | | |
| **HEATING EQUIPMENT:** Existing unit is located in the attic. It is a Goodman, Model #GMH80945, forced air, gas, high efficiency type furnace with a fan installed in the vent pipe to push the burnt flue gases up and out of the flue. Unable to inspect as the utilities were off. Evaluate and determine if corrections or replacement is required. | | $3,003 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| ***Basement - Crawl Space*** | | |
| **FOUNDATION:** Poured concrete. Bowing in the north, east and possibly west exterior walls. Several cracks also noted. A pair of angular cracks radiating from the lower outside walls toward the midspan with a vertical crack near the center of the wall. Conditions exist that warranted further investigation by a Professional Structural Engineer.<br><br>Corrections are required to help stabilize the top of the perimeter foundation wall in these areas as recommended by the structural engineer. Corrections must also meet current code requirements. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | $11,029 |
| **MAIN BEAM UNDER REAR OF HOME:** suppors every 4'0" (+/-) consisted of only one (1) 2"x6" beam. Make needed corrections in this area as recommended by the structural engineer. Corrections must also meet current code requirements. | | |
| **VENTILATION:** Some ventiliation exists in the crawl space; additional ventilation needed. Add ventilation to meet current code requirements. | | |
| **FLOOR:** Earth-to-wood contact is found under the living room / kitchen areas of the home. There will be some reconstruction required in this area of the crawlspace as recommended by the structural engineer. Corrections must also meet current code requirements. | | |
| **POSTS / PIERS:** The installed post is solid wood. The support posts are unsecured. Secure posts. | | |
| **TERMITE MUD TUBES:** What appear to be termit mud tubes were noted on the support post. Recommend contating a licensed Pest Control Technician for further evaluation and treatment as needed. | | $1,681 |
| **INSULATION & VAPOR RETARDERS:** There is no vapor barrier installed in the unfinished crawlspace areas. Exposed soils in a crawl space shoulld be covered with a retardant materials to prevent moisture or standing water from deteriorating wood framing above. approved materials include: polyethylene sheeting, roofing paper, concrete, or blacktop. If the ground is saturated, wall vapor barriers of like materials are also recommended. Make corrections to meet current code requirements. | | $1,199 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| ***Exterior*** | | |
| **EXTERIOR WALLS:** Walls are constructed with asbestos shingles. Damaged asbestos shingle siding observed. Peeling paint noted; may be lead-based paint. A qualified trim siding contractor should be called to make further evaluation and repair, replace or cover as needed using lead-safe and asbestos-safe work methods.<br><br>Repairs to asbestos shingle siding should be approached with care, as any breakage of the shingles releases asbestos fibers, which are designated by the EPA as causing cancer. Shingles should not be scraped, sanded or drilled for fear of releasing fibers. Any shingles removed should be disposed in a proper manner, consistent with current EPA regulations. | Preferred method is to cover with maintenance free materials | $10,500 |
| **FLASHING & TRIM:** Wood materials. Loose or deteriorated material and peeling paint noted. May be lead based paint. Repair or replace flashing and trim as needed and finish / paint using lead-safe work methods. Lead clearance required before payment. | | $1,479 |
| **FRONT AWNING POSTS:** Replace any deteriorated wood, prep and paint to match new exterior walls (above). | | $225 |
| **FRONT HANDRAIL:** Update handrail to aesthetically fit the style of the home AND meet current code requirements. | | $950 |
| ***Windows & Doors*** | | |
| **WINDOWS:** Windows are vinyl double hung, wood picture, and wood double hung. Vinyl windows are newer inserts. Several are not square. Replace all windows with low-E insulated glass windows to ensure workability and energy efficiency. | | |
| **LIVING ROOM:**<br>**1)** Large picture window<br>**2)** One double hung window south of main entry door<br>**3)** One double hung window (north wall) | | $2,090 |
| **KITCHEN:**<br>**1)** One double hung window (west wall)<br>**2)** One double hung window (south wall / above sink) | | $1,090 |
| **NORTHEAST BEDROOM:**<br>**1)** One egress window<br>**2)** Two double hung windows | | $3,901 |
| **SOUTHEAST BEDROOM:**<br>**1)** One egress window<br>**2)** One double hung window | | $3,356 |
| **SOUTH BEDROOM (garage conversion):**<br>**1)** One egress window<br>**2)** One double hung window | | $3,356 |
| **BATHROOM:**<br>**1)** One double hung window | | $545 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| **MAIN ENTRY DOOR:** Damage noted to the door and door frame. Repair or replace with a solid core energy efficient door/frame using lead-safe work methods. | | $959 |
| **MAIN ENTRY STORM DOOR:** Evaluate storm door condition. Repair or replace as needed using lead-safe work methods. | | $535 |
| **REAR ENTRY DOOR:** Damage noted to the door and door frame. Repair or replace with a solid core energy efficient door/frame using lead-safe work methods. | | $871 |
| **REAR ENTRY STORM DOOR:** Evaluate storm door condition. Repair or replace as needed using lead-safe work methods. | | $535 |
| ***Interior*** | | |
| **CEILING STRUCTURE - FRONT GABLE ROOF:** Living room ceiling cracking in the gypsum finish below the front gable roof was quite pronounced. This would tend to indicate that deflections in the ceiling structure have occurred (longer span). This also indicates that the ceiling structure is probably over-spanned and in need of strengthening. Make necessary corrections / strengthening to meet current code requirements. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | Cost included above in other structural engineering elements |
| **CEILINGS:** Drywall, plaster, cracks noted throughout the house. Make necessary corrections and patch using lead-safe work methods. Lead clearance required before payment. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | Cost included above in other structural engineering elements |
| **WALLS:** Drywall, plaster, cracks noted throughout the house. Make necessary corrections and patch using lead-safe work methods. Lead clearance required before payment. | | Cost included above in other structural engineering elements |
| **FLOORS:** Existing materials include carpet, vinyl, and wood laminate. Damage / deterioration, uneven areas, and soiled spots noted throughout the house. Replace all flooring with LifeProof Laminate flooring, Luxury Vinyl Plank Flooring, or a similar product. Prep and install any necessary subflooring. | | $5,500 |
| **BASEBOARDS:** Remove all existing baseboards and replace with a matching style throughout the house, prep and paint using lead-safe work methods. | | $900 |
| **INTERIOR PAINT:** Prepare interior surfaces (walls, trim, baseboards, ceilings, etc.) and paint all using neutral colors. All work to be done using lead-safe work methods. Lead clearance required before payment. | | $5,250 |
| **ROOM DOORS AND CLOSET DOORS:** Damage noted to most interior doors. Repair or replace as needed. | Preference is for all room doors and closet doors to be replaced with new, matching styles. | $1,406 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| **LAUNDRY AREA:**<br>**1)** The white vinyl dryer vent hose has lost its UL rating and is considered to be a safety hazard. Replace.<br>**2)** Consider adjusting location of washer and dryer hookups to allow for stacked units to save space. Washer and dryer appliances are NOT to be purchase and installed. | | $156 |
| **NORTH BEDROOM WALLS:** Moisture stains / damage / mold viewed in the north bedroom closet. Cracks noted.<br>**1)** Investigate source of moisture and make needed corrections.<br>**2)** Repair walls, prep for paint using lead-safe work methods. Lead clearance required before payment. | | $248 |
| **HALL BATHROOM**:<br>**1)** Remove flooring.<br>**2)** Replace vanity, medicine cabinet/mirror, sink, toilet. tub/shower, surround, and fixtures with new units.<br>**3)** Caulk and/or grout where needed to prevent water intrusion.<br>**4)** Ensure the fan is operable and vented to the outside (replace if needed).<br>**5)** Prepare and paint all surfaces using lead safe work methods. Lead clearance required before payment. | | $5,000 |
| **KITCHEN:**<br>**1)** Remove flooring, upper and lower kitchen cabinets, counter tops, sink, and fixtures.<br>**2)** Consider removing wall(s) between the living room and the kitchen (west section and/or east section) to make room for a small dining area.<br>**3)** Consider removing the electric baseboard heater on west wall.<br>**4)** Install new upper and lower cabinets, counter tops, sink and fixtures.<br>**5)** Install new energy efficient appliances including stove, refrigerator, microwave / hood vent, and dishwasher using lead safe work methods. All appliances shall be in working order.<br>Lead clearance required before payment. | | $8,250 |
| **LIGHT FIXTURES:** Light fixtures and fans with light fixtures to be replaced throughout the house. | 10 (+/-) fixtures | $900 |
| **SOUTHEAST BEDROOM:**<br>**1)** Ceiling tiles damaged. Repair or replace.<br>**2)** Water heater in enclosed closet. Consider moving water heater to original location in laundry area.<br>**3)** Wall cracks below windows. Repair, prep for paint using lead-safe work methods.<br>**4)** Lower cupboard doors along north wall do not open. Make corrections to provide access to under stair storage area. | | $650 |
| **INTERIOR HALLWAY:** Replace linen cabinet doors, prep for paint using lead-safe work methods. Lead clearance required before payment. | | $305 |

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| ***Grounds*** | | |
| **REAR PATIO / PORCH:**<br>**1)** Concrete surface is raised / settled. Evaluate correction and/or repair options and implement best solution to remove settlement issues and tripping hazards.<br>**2)** Support posts are weathered, soft and deteriorating. Replace posts, prep and paint to match new exterior walls/trim (above).<br>**3)** The existing 2"x6" bean is weathered / rotting in areas. Remove and replace beam, prep and paint to match new exterior walls/trim (above) as appropriate. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | $3,365 |
| **FRONT CARPORT:** Support posts are weathered, soft and deteriorating; soil to wood contact found. Replace posts and eliminate soild to wood contact. Ensure paint on carport matches new exterior walls/trim (above) using lead-safe and asbestos-safe work methods. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | $1,265 |
| **CONCRETE DRIVEWAY:** Concrete surface is raised / settled / cracked. Evaluate correction / repair options or replacement and implement best solution to remove settlement issues and tripping hazards. | Required repairs included in attached Brewer & Associates Visual In-Field Structural Inspection Report dated 4/29/2020. | $3,365 |
| **GRADING:**<br>**1)** Grade at foundation is flat. Recommend adding positive drainage. Need to pitch the slope of soils away from the foundation. Slope should fall away from the foundation at a minimum of 1/2 inch per foot and extend at least 10 feet away from the foundation (where posible).<br>**2)** Need to eliminate the earth-to-wood contact at the rear crawl space access. | | $545 |
| **LANDSCAPING:** There appears to be a lot of dead trees on the property. Remove dead trees and other vegetation, haul away and dispose of according to local laws and ordinances. | | $604 |
| **DRY SHADOW:** Install landscape fabric and decorative rock around perimeter of house to create up to a 5-foot dry shadow on the north, east, and south sides of the house (where possible). | | $1,325 |
| **FRONT STONE STEPS / PLANTERS:** Repair stone work. NOTE: Soil in stone planters hides the bottom of the asbestos siding to be covered. Evaluate options for correcting. | | $750 |
| **FENCING:** A variety mismatched fencing surrounds the side and rear yards. Consider options for improving functionality. | | $2,250 |
| *Staff estimates project costs in a range; "Low" ($71,135) and "High" ($132,419) which are averaged and shown as "Total Estimated Costs" at right* | **TOTAL ESTIMATED COSTS:** | **$101,777** |
| ***CONTINGENCY*** | *10% of total funding must be held in a contingency fund. Therefore, bids totaling over 90% of the total loan must be adjusted.* | |
| | | |
| | | |

*Estimated Costs

| *Items to be Completed:* | *Notes* | *Estimated Costs** |
|---|---|---|
| *Estimated costs are based on bids received from previous Housing Rehab Projects. These costs are provided **as estimates only** for informational purposes. Actual bids will be requested from contractors. Cost estimates should not be shared with bidding contractors.* | | |
| NOTES: | | |
| *Home may have peeling paint which may contain high concentrations of lead. Surfaces must be treated using approved lead safe methods. Contractors performing work in homes where lead has been found must show proof of lead safe work methods training if they are performing work on / around painted surfaces.*<br><br>*Contractor lists do not indicate endorsement of any contractor.*<br><br>*Historic review of all proposed improvements is required due to the age of the home.*<br><br>*Contractor may not be related to the homeowner by blood or marriage; this would be a conflict of interest.* | | |
| **CD Staff Approval of Work List:**<br>(signature) | Date: | |

**Consent** **1. C.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Uniform Rental/Purchase and Laundry Services Contract

**PRESENTED BY:** Liz Kampa

**Department:** Finance

## RECOMMENDATION

The Committee recommends that the City Council approve, and the Mayor sign, a three-year contract with two additional three-year options to renew, for the City's Uniform Rental/Purchase and Laundry Service, with Alsco, Inc.

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

Pursuant to the City's Purchasing Procedures, a Request for Proposals (RFP) for the Uniform Rental/Purchase and Laundry Services for various City departments currently utilizing these types of services was advertised in the *Yellowstone County News* on May 8 and 15, 2020.

The selection committee consisted of City staff: Liz Kampa-Weatherwax, Jessica Iverson, Shelly Hensley, Mark Evangeline, Heidi Carver, Michele Harkness, Jamie Ogger and Bruce Souder. Four proposals were received, from:

- Alsco, Inc.
- Big Sky Linen & Uniform
- Koinonia Laundry
- Montana Linen Supply

The committee evaluated the proposals and considered Proposal Compliance, Comprehensiveness of Services Provided, Related Experience, Firm Stability, Prior City Experience, Assigned Individuals and Quality Assurance, before considering charges for services. The committee unanimously selected the proposal from Alsco, Inc., and the submitted price matrix was examined prior to recommending award to Mayor and Council. The City spent $77,000 through the centralized uniform and laundry contract in FY20. Due to the nature of the services provided across various departments, it is difficult to determine an exact savings. However, Alsco's price matrix indicates a savings over previous years on an item by item basis. All other price matrixes submitted remain unopened, per procedures.

## ALTERNATIVES

City Council may:

- Approve a three-year contract with two additional three-year options to renew, for the City's Uniform Rental/Purchase and Laundry Service, with Alsco, Inc., or;
- Disapprove a three-year contract with two additional three-year options to renew, for the City's Uniform Rental/Purchase and Laundry Service, with Alsco, Inc., and provide further direction to staff.

## FISCAL EFFECTS

Many City Departments/Divisions have been providing uniform and laundry services for employees for a number of years.  At least eight City Divisions currently utilize this centralized service contract. Additional uniform and laundry service options may be added with contract pricing, as the need arises.  The City spent $77,000 through the centralized uniform and laundry contract in FY20. The Divisions have budgeted for this expense.

**Consent** **1. D.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Approval of Agreement for the Fleet Management Software System

**PRESENTED BY:** Larry Deschene

**Department:** Motor Pool

## RECOMMENDATION

Staff recommends that the City Council accept the proposal from Asset Works for purchase of the Fleet Management Software System and authorize the Mayor to execute the agreement with Asset Works.

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

Fleet Services recently advertised a Request for Proposals (RFP) to provide Fleet Services with a new Fleet Management Software System. The existing SunGard H T E Fleet Management System will no longer be supported and is one of the last programs on the old software platform that is being phased out. Fleet Services seeks to improve the efficiency and effectiveness of its fleet management functions by the acquisition and implementation of a centralized web-based fleet management software solution. The new Fleet Management System will embrace current and future technology and provide management tools required for efficient management of the City Fleet. This system will provide a fully web-based Fleet Asset Management System with a mobile work request system for vehicle and equipment maintenance repair requests. The new paperless system will eliminate the current paper work orders, reduce manual duplication of invoice data entry and provide Fleet management with increased levels of oversite in maintenance activities. The completed fleet management system will include parts inventory with barcoding capabilities and will integrate with the City's financial and fuel management systems. The new system will also provide city departments with access to enhanced fleet related reporting capabilities.

The RFP was advertised in the Yellowstone County News and on the City's website on May 8, 15 and 22, 2020. Six proposals were received on May 29, 2020.

A RFP Selection committee evaluated and ranked the proposals based on each firm's ability to meet the specifications and parameters identified in the RFP on page 6 (attached). The Committee voted unanimously to select Asset Works as the vendor to provide the new Fleet Focus Fleet Management Software System.

The RFP process was utilized in accordance with the City of Billings Purchasing Policy.

## ALTERNATIVES

City Council may:

- Approve the Selection Committee's recommendation to accept the proposal from Asset Works; or
- Disapprove the Selection Committee's recommendation to accept the proposal from Asset

Works and advise staff on how to proceed.

## FISCAL EFFECTS

The proposed cost of the Fleet Management Software System is $142,465 which includes all product licensing, system setup and installation, data conversion, integration with financials and fuel management systems, on-site and remote training and the first year of maintenance. Ongoing annual maintenance is $9,823 for the 2 nd year and $10,314 for the 3rd year bringing the total estimated 3-year cost of ownership to $162,602. The annual maintenance costs for our existing fleet management systems are $17,230. The new system would provide a savings of approximately $7,000 per year in maintenance costs. Fleet Services budgeted $157,000 for this project in the FY21 budget. The remaining budgeted amount will be allocated to the purchase of hardware devices required for operating the new software system.

## Attachments

Fleet Software RFP

City of Billings

# Request for Proposals

# For

# Fleet Management Software

City of Billings

**Request For Proposals**
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**ATTACHMENT A – VALIDATION QUESTIONS FOR VENDOR**

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**ATTACHMENT D– MASTER Q & A FORM**

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**ATTACHMENT F– VENDOR CONTACT INFORMATION**

City of Billings

## Section 1: General Information

**Request For Proposals** (RFP) – **Fleet Management Software**

THE ABOVE DESCRIPTION MUST APPEAR ON ALL PROPOSALS AND RELATED CORRESPONDENCE.

**THIS IS NOT AN ORDER**

| PROPOSALS MUST BE RECEIVED NO LATER THAN: | RFP INITIATIVE: |
|---|---|
| **Friday, May 29, 2020, at 5:00 pm (MST)** | **Fleet Management Software** |

All vendors must respond in detail to each element of this RFP in order to be considered for contract award.

- **All proposals must be mailed or emailed to contact person at the address below.**
- **No hand-delivered proposals will be accepted in order to prohibit the transmission of COVID-19.**
- **If pricing has been requested, it must be in a separate sealed envelope:**
- **If proposal is mailed, pricing may be included in a sealed envelope; however,**
- **If proposal is emailed, pricing must be mailed in a sealed envelope.**
- **If proposal is mailed, please also include or email an electronic version, minus pricing, of your proposal.**

SEND ALL CORRESPONDENCE TO THE CONTACT BELOW:

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

**Larry Deschene, Fleet Services Manager**
**Email: deschenel@billingsmt.gov**
**PHONE: (406) 657-8229**
**FAX: (406) 657-8211**

## Section 2: Objectives

Introduction and Objectives

This RFP is issued by City of Billings for the purpose of obtaining information and pricing regarding a Fleet Management Software System. It is the intent of the City of Billings to review and assess the RFP responses to determine if the response from solicited vendors can meet the needs of the City of Billings.

Vendors are expected to provide their best and most competitive proposal.

**Attachment E, the Intent to Respond form, must be completed and faxed at least two (2) days prior to the advertised RFP due date.**

## Section 3: Information for Vendors

Disclaimer

This RFP does not form or constitute a contractual document. The City of Billings shall not be liable for any loss, expense, damage or claim arising out of the advice given or not given or statements made or omitted to be made in connection with this RFP. The City also will not be responsible for any expenses which may be incurred in the preparation of this RFP. This RFP is not to be construed as a contract or commitment of any kind.

Instructions to Proposers

EXAMINATION OF DOCUMENTS

Before submitting the proposals, the proposer shall:

(a) Carefully examine the Standards and Specifications as well as all other attached documents;

(b) Fully inform yourself of the existing conditions and limitations;

(c) Include with the proposal sufficient information to cover all items required in the specifications.

PROPOSAL MODIFICATIONS

In addition to any other information and documentation requested in this RFP, any forms provided herein shall be included in the submitted proposal. Modifications, additions or changes to the terms and conditions of this request for proposals may be cause for rejection of the proposal. Proposals submitted without required forms may be rejected. No oral, telephone, Email, fax or telegraphic proposals or modifications will be considered.

CERTIFICATION OF ALTERATION OR ERASURE

A proposal shall be rejected should it contain any material alteration or erasure, unless, before the proposal is submitted each such alteration or erasure has been initialed in INK by the authorized agent signing the proposal.

SIGNATURE

All proposals shall be typewritten or prepared in ink and must be signed in longhand by the proposer or proposer's agent or designee, with his/her usual signature. A proposal submitted by a partnership must be signed with the partnership name to be followed by the signature and designation of the partner signing. Proposals by corporations must be signed with the legal name of the corporation, followed by the name and signature of an authorized agent or officer of the corporation. Proposals submitted by a proprietorship must be signed by the owner-and the name of each person signing shall be typed or printed legibly below the signature.

WITHDRAWAL OF PROPOSALS

Proposers may withdraw their proposal either personally or by written request at any time prior to the due date set for receiving proposals. No proposal may be withdrawn or modified after the due date and time, unless and until the award of the contract is delayed for a period exceeding ninety (90) days.

QUOTE VALID

The proposer must honor their quote for a period of ninety (90) days after the RFP due date.

CERTIFICATION

The proposer certifies that the proposal has been arrived at independently and has been submitted without any collusion designed to limit competition. The proposer further certifies that the materials, products, services and/or goods offered herein meet all requirements of the stated specifications and are equal in quality, value and performance with highest quality, nationally advertised brand and/or trade names.

INSURANCE REQUIREMENTS

**The proposer certifies that it/they can comply with the City of Billings insurance requirements of Commercial General Liability and Automobile insurance each in the minimum amounts of $750,000 per claim and $1,500,000 per occurrence, with the City being named as an additional insured.**

The successful proposer will be required to purchase a City business license and complete the new vendor forms in order to be eligible for payment.

DISPOSITION OF PROPOSALS

All materials submitted in response to this RFP become public records under Article II, Section 9 of the Montana Constitution and §§ 2-6-102 and 7-1-4144, MCA and may be distributed by written request pursuant to Montana's Constitutional Right to Know or Public Records Acts.

Information provided in response to this RFP will be held in confidence and will not be revealed or discussed with competitors prior to award of Contract by Council. However, one copy of each proposal submitted shall be retained for the official files of the Department and will become public record after award of the Contract. Fee or Price schedules submitted, but not reviewed by the City, do not become a public record and shall only be retained for official files.

Records and materials that are constitutionally protected from disclosure are not subject to the provisions of this section.

The Consultant understands that, if selected, the City reserves the right to provide its opinion publicly and privately regarding the Consultant's performance.

QUESTIONS

Questions regarding the Request for Proposals contents must be sent to the contact person listed in Section 1 no later than 2 business days prior to due date for proposals. The City of Billings will make every effort to provide a written response within 2 business days. Whenever responses to inquiries would constitute a modification or addition to the original RFP, the reply will be made in the form of an addendum to the Request for Proposals, a copy of which will be forwarded to all Vendors who have submitted an "Intent to Respond" form (Attachment E).

Vendor must submit their questions via Email using the "Master Q & A" form found in **Attachment D**, and provide, at a minimum, the following:

- Vendor's name, requester, and appropriate contact information.
- The question, clearly stated.
- Specific reference to the applicable Request for Proposals section(s).

RFP Submission

Upon the submission of the RFP response, the vendor acknowledges that all information is accurate and complete.

- **All proposals must be mailed or emailed to contact person in Section 1.**
- **No hand-delivered proposals will be accepted in order to prohibit the transmission of COVID-19.**
- **If pricing has been requested, it must be in a separate sealed envelope:**
- **If proposal is mailed, pricing may be included in a sealed envelope; however,**
- **If proposal is emailed, pricing must be mailed in a sealed envelope.**
- **If proposal is mailed, please also include or email an electronic version, minus pricing, of your proposal.**

## Section 4: RFP Evaluation and Selection Processes

Initial Evaluation

Proposals received will undergo an initial review to determine:

- Compliance with instructions stated in the RFP
- Compliance with proposal submittal date

Phase II Evaluation

The evaluation of vendor's proposals may include, but is not limited to, the following criteria:

- Experience of Vendor with goods/services required by the City of Billings
- Technical capabilities
- Perceived ability to meet the City of Billings requirements
- Quality of interface To/From existing Innoprise Financial Software
- Ability to import data from external sources
- Total Cost Competitiveness
- Availability (timetable) for providing goods and/or services
- Breadth of services available
- Company's financial stability
- Ongoing support
- Quality Control Process
- Process Improvements
- Training
- Compliance with the City of Billings Terms and Conditions
- References

The City reserves the right to conduct interviews with all or some of the Proposers at any point during the evaluation process. However, the City may determine that interviews are not necessary. In the event interviews are conducted, information provided during the interview process shall be taken into consideration when evaluating firms using the above-stated criteria.

The City also reserves the right to make such additional investigation as it deems necessary to establish the competence and financial stability of any firm submitting a proposal.

## Section 5: Scope of Work

Below is a general outline of the anticipated scope of work. However, the final scope of work will be negotiated with the successful proposer.

Summary

The City of Billings consists of multiple departments. The Fleet Services Division provides maintenance and repair service to City Departments for over 1100 pieces of equipment ranging from small gas-powered equipment to trailers, cars, pickups, trucks, police vehicles, fire equipment, construction equipment and refuse equipment.

The City's Fleet and Inventory management systems are currently operated on the Sungard HTE software system utilizing an AS400 operating system.

Operating revenues are generated from services provided including mechanic labor, parts and fuel markups and equipment rentals.

Work orders are billed out to customers, similar to a private maintenance shop. Billing is performed in real-time when parts are scanned from inventory or when a vendor parts invoice is paid and when mechanic labor is entered. Work order transactions are billed to user departments via the City's Harris Innoprise financial system. In addition, parts billed directly to a vehicle and fuel transactions are billed through the Fleet system and interfaced with financials.

Barcode scanners are used to scan parts to work orders or directly to an asset or technician. Barcode scanners are also used to conduct the annual physical parts and fluids inventories.

The City operates several separate locations and parts warehouses. The current system securely segregates these locations and information for designated equipment, and separate parts and fluids inventories are accessible at each location by assigned permissions.

The City operates fueling systems at various locations with Gasboy Head Office software and Islander plus controllers. Fuel transactions are imported to the fleet management system for meter updates and transaction billing along with applicable markups.

Scheduled maintenance frequencies are setup for each piece of equipment along with attached task lists for each schedule for printing or displaying with work orders when they become due.

The City is seeking a Fleet Management Software solution to manage their daily fleet and inventory activities including work order generation, mechanic labor, inventoried and non-inventoried parts, fuel, lubricants and tire transactions. The City is seeking either a local based or cloud-based software solution that can provide an interface to our Innoprise ERP Solution and meet the fleet maintenance management needs of the entire organization including multiple maintenance and warehouse locations.

A Fleet Management Software Solution will provide a comprehensive fleet management and inventory system solution for the City fleet. In your proposal, please provide:

1. Company background

    1.1 Describe your company's background including how long the company has been in this type of business?

2. Company Qualifications

    2.1 Has your company worked with many cities/counties on fleet and inventory management software systems and have a good understanding of local government fleet maintenance operations?

    2.2 How many fleet/inventory management Installations has your company done? Please provide information on how many of these are customer on-premise installations and how many are hosted in a SaaS (Software as a Service) environment?

3. Hardware Requirements

    3.1 If the solution is locally hosted/on-premise, the City will provide the VM servers used to host the solution.

    For each server required, describe the purpose (database, application, web) of the server and define the requirements needed to support the solution.

    3.1.1 Processers

    3.1.2 RAM

    3.1.3 Hard Drive

    3.1.4 Operating System – Windows 2016 or higher

    3.1.5 Database – Microsoft SQL Server 2016 or higher

    3.1.6 Does it support a VM server environment?

3.1.7 Other – are there other server, infrastructure components, or licensed software the City needs to supply to support the solution?

3.2 If the solution is cloud based:

3.2.1 What additional hardware is required by the City?

3.2.2 Pricing model - Please provide information about the model and structure of how we are charged for a cloud-based solution.

3.2.3 Who is responsible for maintaining the upgrades to your fleet/inventory management solution, the server operating system(s), database maintenance, server health, security settings? In other words, do you offer a full SaaS hosted solution?

3.2.4 What are the recommended ISP bandwidth recommendations for optimal solution performance to our end users?

3.2.5 Describe your Encryption process for a cloud-based solution.

3.2.6 Provide information on your backup strategy, redundancies, and disaster/recovery.

3.2.7 The City may wish to periodically (annually, upon request, end of contract, etc.) receive a copy of our fleet/inventory database. We would store the database at our facilities to serve as an additional backup level and not for normal processing. Is it possible for the City to periodically obtain an electronic copy of our database? If so, how have you done this with other customers?

3.3 End-user hardware requirements. Be specific if there is any proprietary hardware needed.

3.3.1 Provide information on hardware required for:

3.3.1.1 Back office, technician tablets, and mobile devices.

3.3.1.2 Barcode scanners and barcode printers.

4. Software Requirements

4.1 Must support a Windows 10 environment.

4.2 Is the system browser based or do endpoints require a client for your solution?

4.3 Does the system operate on a thin client without requiring additional software installation on the end user workstation?

4.4 Describe your software licensing model. Is your software licensed per workstation, per user, concurrent licensing, no separate licensing required, etc.?

4.5 Explain any encryption functionality incorporated into the software.

4.6 Is there additional software, not listed above and not provided with the proposed system that is required?

## Section 5: System Features and Function

The City is looking for a complete fleet and inventory management solution that will provide Work Order Management; Vehicle & Equipment Management; Shop Management; Barcoding & Handheld Data Management; Parts & Fluids Inventory Management; Purchase Orders & Invoice Management; System Configuration Flexibility; Mobile Data Options, and Analytics/Reporting. The ability to import, manage, and search/retrieve fleet asset related records. The solution must increase staff productivity along with accountability, improve customer service quality and timeliness, and improve departments' business processes. The solution must provide immediate work order, inventory item and maintenance history retrieval for research purposes and greatly improve our ability to fulfill requests from staff.

5. Explain how your software's Work Order Management module works. Describe in detail how work orders can be initiated whether it is for preventive maintenance, in-field work orders, or shop work orders. Describe any efficiencies that your software provides that can expedite this process while maintaining strong records on each asset.

    5.1 When generating a new work order, describe what background data from the asset is brought into the work order once the unit # is entered.

    5.2 Describe the workflow for a work request sent from your mobile app and the process for generating a work order from that request.

    5.3 Describe your quick view shop and work order management screens.

    5.4 Describe the complete process for paperless work orders from generation to assignment, inventoried and non-inventoried parts issues, mechanic labor entries, work order closing and work order invoicing.

    5.5 Does your paperless work order system allow for direct mechanic labor time entry to work orders as opposed to clocking on and off?

    5.6 What system codes are used (components, reason for work, work class etc.)?

    5.7 Describe the process for scanning parts to a work order.

    5.8 When a work order is closed, is an invoice produced? Can it be printed?

6. Explain the functionality of your Vehicle and Equipment Management module. Include details on repair history including warranty tracking; recall tracking; equipment replacement tracking; preventive maintenance tracking; and scheduled maintenance.

    6.1 Describe how non-inventoried parts are attached to a vehicle, work order, and job. Can it be charged/attached to a vehicle without a work order?

    6.2 Describe your scheduled maintenance process including any fuel and meter import capabilities.

        6.2.1 Describe the scheduled maintenance entry format for various PM levels and task lists for each?

        6.2.2 Can existing scheduled maintenance data, including frequencies and task lists be imported to your software?

        6.2.3 Does your system produce a preliminary listing for scheduled maintenance due for review prior to work order generation?

6.3 Explain any forecasting capabilities included in your preventive maintenance tracking.

6.4 Explain process for mechanics to access maintenance history quickly and efficiently.

7. In a Fleet Management software, it is important to understand how the shop processes flow between parts, inventory, and vehicle. As a shop that charges for every service, this process needs to be efficient to save time wherever possible. The back-office software needs to be able to track these processes and productivity.

    7.1 Explain how your software makes the workflow between parts, inventory, vehicles, inventory, tires, lube products, and fuel efficient and easy to visualize, manage, and report on.

    7.2 Does your software include a Work Order "Quick View"? Explain.

    7.3 To run an efficient shop, it is necessary to have the ability to schedule jobs. Describe your scheduling process.

    7.4 How does your software provide mechanic productivity tracking? Explain.

    7.5 Describe how a technician can look at vehicle history, work orders, scheduled maintenance etc.

    7.6 Describe the Employee (mechanic) file setup in your system (Classifications, labor rates, employee #'s etc.) and the process for mechanic labor rates being applied to work orders.

    7.7 Does your software allow for multi location management capabilities with segregations from main fleet and inventory?

8. Currently, the City of Billings uses a 3rd party vendor for their Barcode integration into their Fleet Management software. Barcode scanning, printing, and integration is important to a well-organized shop.

    8.1 Does your software use a 3rd party vendor for barcode functionality?

        8.1.1 If so, do you integrate with multiple barcode vendors? Please explain the integration and costs associated with this integration.

        8.1.2 If not, is barcode integration part of your standard software package? Explain.

    8.2 Describe the process for scanning inventoried parts to a work order.

    8.3 Describe the process for scanning inventoried parts directly to a vehicle without a work order.

    8.4 Describe the process for scanning mechanic labor transactions to a work order.

    8.5 Provide specifications on barcode scanners, printers, labels that are required for your barcode process. Include wireless handheld and/or technician tablet options.

9. Explain your parts and fluids inventory process including parts inventory tracking, vendor tracking, parts usage reporting, parts warranty tracking, and parts and fluids markups.

    9.1 Describe the process for adding a new part to your inventory software including if your software includes OE parts referencing or an interface with parts vendors such as NAPA, Carquest, etc.

9.2 Markups play an important role when charging out costs. These markups need to be customizable between locations and by type. Explain your markup process.

9.2.1 Markups are segregated for parts, fuel, and tires, describe your reporting format for these markups and how markups for inventoried and non-inventoried items are setup for import to the financial system.

9.2.2 How are markups on parts and fluids applied?

9.2.3 Can markups be assigned and controlled by maintenance locations?

9.2.4 How does the system handle markups and billing for equipment worked on at a different location?

9.3 Fuel and Meters

9.3.1 Describe how fuel transactions are imported from an automated fueling a system? Manual entry?

9.3.2 How are meters updated when fuel transactions are imported? Is there a reasonability check?

9.3.3 Can meters be changed in the system? Will the change accurately calculate scheduled maintenance values?

9.3.4 When a meter is changed, does it make a global change within your software?

10. The City of Billings currently utilizes Harris' Innoprise Financial system for purchase orders and invoices. This information is currently imported from our current Fleet Management system that lives in HTE. In Innoprise, an approval workflow process is completed, checks are processed, then the information is posted into our general ledger. Explain in detail your company's philosophy for purchase orders and invoice management and how you see this integration with our Financial system.

11. Provide details on your purchase orders and invoice management process. Seamless processing with work orders and parts inventory are important.

11.1 An invoice could include inventoried parts, non-inventoried parts, and costs not associated with inventory including global cost including shop supplies or hazardous waste. Does your software allow for multiple different line items on one invoice? Explain.

11.2 When a purchase order system is not used, describe how vendor invoices are entered into your software?

11.3 When a purchase order system is not used, describe how the invoice line item description and cost is attached to appropriate vehicle, work order and job number?

11.4 When a purchase order system is not used, describe the workflow of an inventoried parts invoice entered into your software system.

11.5 Are scanned vendor documents able to be be attached to the appropriate asset and work order? Explain.

11.6 Once the invoice information is entered into the fleet software, the vendor information, amount, account number and scanned invoice needs to be imported to Financials, describe your process for accomplishing this.

11.7 Describe the billing process. Is there an option to bill in real time (at the time parts and labor are added to the work order)?

11.8 Is customer inter-department billing a part of your system? Explain.

11.9 Is budgeting a functionality included in your system? Explain.

12. What mobile options does your software provide? Does this include the ability to manage parts inventory and fleet activities; scan parts; log vehicle defects and allow driver work requests; update vehicle meters; and view vehicle information? Please provide detail on your mobile solution.

12.1 Is there a separate mobile application needed for this process? Explain.

13. Describe the reporting and analytics tools available in your system. Include examples of canned reports.

13.1 Provide specifics on how customized reports can be created. Is there a tool to create these reports? Describe its capabilities and what types of reports can be created.

13.2 Explain any flexibility in your reporting module. For example, does your reporting module allow for many parameters that make running reports for many different scenarios possible?

13.3 Explain your solutions ability to export documents and reports.

14. Describe the security process.

14.1 Explain in detail the security controls including software security settings; restricting access by user, function, and project.

14.2 Explain Encryption standards that are in place for your software.

14.3 Is your software integrated into Active Directory?

14.4 Does your solution store any Personally Identifiable Information (PII)? If so, is there built-in measures to protect it?

14.5 Describe the auditing process. For example, can the software track who has made changes in the software?

## Section 7: Interface Requirements, Implementation and Training

7.1 The software for this system must intergrate into the existing Financial software in use at the City of Billings. The City uses Harris Computer Systems Innoprise Software for the ERP solution which runs on a SQL database.

7.1.1 If your solution has an existing interface to Innoprise Financial application, please provide detailed information about the interface, including details on: Fixed Assets, Vendors, Purchase Order and Invoice creation and approval process, Inventory, Attachment/document sharing between applications.

7.1.2 If your solution does not have an existing interface to Innoprise Financial application, please indicate your plans to do so or recommendations on how the City can meet our interoperability goals between your solution and Innoprise Financial application including defined process for maintaining Fixed Assets and Vendors, Purchase Order and Invoice creation and approval process, Inventory, Attachment/document sharing between applications. For more information about the required Innoprise interface please contact **ERP-Sales@harriscomputer.com.**Your interface costs must be included.

7.1.3 Have you interfaced to other Financial systems?

7.1.3.1 What does a typical interface consist of and how is it accomplished? Real-time, 2-way between systems, what data is shared between systems.

7.2 If your solution requires integration to a 3rd party barcoding vendor, please explain how this will be accomplished and what costs and process will the City of Billings need to put in place to be successful in this implementation?

7.3 The software must include a fuel transaction & meter interface with Gasboy.

7.2 Explain any integration with Microsoft Office products, i.e. Email, Calendar, SharePoint, Teams, etc.

7.3 Explain any integration with a Centralized Document Management solution.

7.4 How is integration done? API's, tool-kits, web services, custom development?

7.5 Implementation

7.5.1 Project Management – Describe the implementation methodology including analysis, requirements definition, key milestones, system testing, system launch and the estimated duration of the project.

7.5.2 City Roles and Responsibilities – Describe the resources needed from the City during installation, configuration, and testing.

7.5.3 Role

7.5.4 Skillset needed

7.5.5 Estimated duration of involvement

7.6 Training

7.6.1 Describe the training needed including the training format (online, classroom, instructor led, train the trainer) and time requirements for each type of training.

7.6.2 Will the training provide assistance in examining our workflow processes and procedures and integrating them into the new system?

7.6.3 Describe in detail your system training program.
7.3.3.1 Full System On-Site training
7.3.3.2 On-Line training
7.3.3.3 Regional Training

## Section 8: Conversion of current documents into new solution

8.1 The City has fleet and inventory files, histories, codes, work orders, stock items and vehicle information stored in our Sungard HTE software system. Describe the process your company would go through to import the existing HTE files into your proposed solution. The solution must address these areas:

8.1.1 Importing asset data from our H T E Fleet system (asset description, VIN#, engine & component information, owner dept., billing account #'s etc.) to your software in the appropriate fields.

8.1.2 Importing existing maintenance history from our H T E system to your software.

8.1.3 Each asset in our H T E Fleet Management system has billing expense and revenue account numbers attached for appropriate cost charging and revenue generation of parts, fluids and markup transactions. Explain how these account numbers will be imported to your system and appropriately interfaced to our Innoprise financial system for transaction billing.

8.1.4 Import our existing H T E parts inventory files into your software.

8.1.5 Import existing PM data (frequencies and task lists)

## Section 9: Maintenance and Support

9.1 Support: Describe the support provided after the installation is complete for both an on-premise and cloud-hosted solution

9.1.1 Types of Customer Service (help desk/online submission of service request)

9.1.2 Service Level Agreements/Response Times

9.1.3 Problem Escalation

9.1.4 Support Hours

9.1.5 Other Support not listed above

9.2 Software Maintenance

9.2.1 How frequently does the software get updated?

9.2.2 Are there release notes describing functional updates when a new release is provided?

## Section 10:

**What sets you apart from other Vendors?**

City of Billings

# ATTACHMENT A

## VALIDATION QUESTIONS FOR VENDOR

GENERAL INFORMATION

1) Company Name
   Address:
   Contact Name:
   Contact Phone:
   Contact Email:
   Website/URL:
2) How many facilities/locations do you have in the U.S? Please list.
3) How many years has your company been doing business under this name?
4) Total Full-Time Employees.
5) Do you have Small Business Administration Status? If yes, can you provide documentation?
6) What are your standard payment terms?
7) References - Please attach a Word© document with all contact information for at least the following three references:
   a) New Company (started doing business with them in the past 12 months)
   b) Retained Company (have been doing business with them for 3 + years)
   c) Former Company (contract terminated in the past 2 years)
8) Can you provide a statement and meet the City of Billings minimum insurance requirements of $750,000 per claim and $1,500,000 per occurrence, and the City being named as an additional insured?

FUNCTIONALITY

1) A certificate of insurance must be provided prior to signing the contract, commencing on the day contract begins. Are you willing to comply with these requirements?
2) You must instruct your insurance broker/carrier to notify the City of Billings should your coverage change. Are you willing to do this?
3) The successful proposer will be required to purchase a City business license and complete the new vendor forms in order to be eligible for payment. Are you willing to do this?

QUALITY AND SERVICE

1) Do you have a quality assurance program? If yes, please attach a copy.
2) Are your employees required to take a mandatory drug test?

LEGAL ISSUES

1) Are there any pending lawsuits against your company? If yes, please explain.

City of Billings

**ATTACHMENT B**

**PRICE MATRIX**

**(to be sent with proposal in a separate, sealed envelope)**

Fleet Management Software

| **Local Hosting "On-Premise" Option** | **Price** |
|---|---|
| Software Licensing | |
| Software – Ongoing Licensing/Maintenance | |
| Interface to Innoprise Financials<br>(Provide List of Interfaces) | |
| Interface Costs – On-going | |
| Training<br>(Include Details on # of Hours/Days, Per Diem, Content, On-Site/Remote, Etc.) | |
| Other Costs<br>(Provide Details) | |
| **City will provide application & database hardware along with Microsoft O/S & application software per your defined requirements | |
| **Local Hosting Option Totals:** | |

| **Cloud-Based / SAAS Option(s)** | **Price** |
|---|---|
| Initial Setup Cost | |
| Cloud-Based/SAAS Hosting Expenses<br>(Provide Details) | |
| Software Licensing/Maintenance | |
| Software – Ongoing Licensing/Maintenance | |
| Interface to Innoprise Financials<br>(Provide List of Interfaces) | |
| Interface Costs - Ongoing | |
| Training<br>(Include Details on # of Hours/Days, Per Diem, Content, On-Site/Remote, Etc.) | |
| Other Costs<br>(Provide Details) | |
| **Cloud-Based / SAAS Option Totals:** | |

## ATTACHMENT B (continued)

## PRICE MATRIX

**(to be sent with proposal in a separate, sealed envelope)**

| **Other Expenses** | **Price** |
|---|---|
| Conversion costs from moving HTE data into Fleet software | |
| | |
| | |
| | |

**Please attached additional pages to provide more detail on above pricing and any other expenses associated with this proposed solution.**

_____ _____

Company Name Date

_____ _____

Contact Name (please print) Title

_____

Signature of Contact Position

By signing the above, I certify that I am authorized by the Company named above to respond to this request.

City of Billings

## ATTACHMENT C

## CONDITIONS AND NON-COLLUSION FORM

To receive consideration, this form must be signed in full by a responsible, authorized agent, officer, employee or representative of your firm.

CONDITIONS AND NON-COLLUSION AGREEMENT

We have read and agree to the conditions and stipulations contained herein and to the Standard Terms and Conditions contained on the attached.

We further agree to furnish the services specified at the prices stated herein, to be delivered to the location and on that date set forth herein.

In signing this proposal, you also certify that you have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the due date and time to any other proposer or competitor; that the above statement is accurate under penalty of perjury.

| | |
|---|---|
| Legal Name of Firm/Corporation | Authorized Signature |
| Address | Printed Name |
| City/State/Zip | Title |
| Date | Telephone Number |

City of Billings

## ATTACHMENT D

## MASTER Q & A FORM

## PROJECT: Fleet Management Software Solution

| | |
|---|---|
| **Master Q&A** | Any questions regarding this Request for Proposals should be submitted according to the process outlined below. The City will make every effort to answer within two (2) days of receiving the questions. |
| | |
| **Q&A Process** | 1. Prepare questions or concerns on the template provided.<br>2. Complete the table in full, providing a date for each question and a section of the RFP to reference (if applicable).<br>3. Submit the completed form via Email to deschenel@billingsmt.gov. Attach associated documents as necessary.<br><br>Please contact Larry Deschene with any questions regarding this process. |

**Questions from: _____ Company: _____**

**Email Address: _____**

| # | Date | Reference Section | Question or Comment | City Response |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |

City of Billings

**ATTACHMENT E**

**INTENT TO RESPOND FORM**

**RFP: Fleet Management Software** **Date:** _____

Email the following Intent to Respond form to within two (2) days of RFP date even if your company chooses NOT to participate in the RFP.

**To:** **City of Billings**
Attn: Larry Deschene
Email: deschenel@billingsmt.gov

From: _____ Contact Name
_____ Company Name
_____ Company Address
_____
_____ Phone Number
_____ Fax Number
_____ Email Address

We intend to respond to this RFP by the specified due date:

Yes _____ No _____

_____ _____
Company Name Date

_____ _____
Contact Name (please print) Title

_____
Signature of Contact Person

By signing the above, I certify that I am authorized by the Company named above to respond to this request.

City of Billings

## ATTACHMENT F

## PROPOSER CONTACT INFORMATION

### *A. Company Contacts*

| | |
|---|---|
| Primary Contact Person (Name): | |
| Title/Function: | |
| Address | |
| Business Hours Phone: | |
| Fax: | |
| Internet Email Address: | |
| Name of Person Responding to Request: | |
| Title/Function: | |
| Address: | |
| Phone: | |
| Fax: | |
| Internet Email Address: | |

### *B. General Company and Financial Information*

| | |
|---|---|
| Company Name: | |
| Headquarters Address: | |
| City, State, ZIP | |
| Headquarters Phone: | |
| Headquarters FAX: | |
| Company Owned By: | |
| Percent % Ownership: | |
| Years In Business | |
| Name of CIO | |
| Name of CEO/President: | |

**ADDENDUM #1**

**Issued May 19, 2020**

**PROJECT: Fleet Management Software Solution**

| # | Date | Reference Section | Question or Comment | City Response |
|---|---|---|---|---|
| **1** | 5/7/2020 | | Is this an all-or-nothing RFP or may we participate in one particular requested Fleet Management inventory control requirement? | At this time, only all-inclusive solutions are being considered. |
| **2** | 5/7/2020 | | Can you please clarify or describe your expectation for billing/purchase order procedures? Is it your plan to still use Harris/Innoprise for purchase orders and billing or are you looking to move that function over to the Fleet system? We offer a stand alone Asset Management/Fleet Management capability and we have our own ERP system that handles purchasing and billing. In your case, if we were to propose our Fleet solution, we would be feeding the City's Innoprise system since you would not be using our ERP/Financial system. | Our expectation would be to pay and attach the invoice on the Fleet system without using the purchase order function. Billing functions would also be processed on the Fleet system for appropriate charges and markups being attached to work orders and or assets. The billing transactions would be imported to the City's Innoprise financial system from the Fleet system, this would require the transaction amounts and the markups to be associated with and accompanied by the appropriate billing account numbers. Specific questions regarding your inquiry are included in our RFP in section 11, pages 12 & 13. Invoices would still be imported from the Fleet system, approved and paid through Innoprise, we are looking for invoices to be entered, scanned images attached, and the information to populate correctly in the Fleet asset/work management areas of the new software. |
| **3** | 5/7/2020 | | What fleet management software systems are you familiar with or what systems have you seen prior to issuing this RFP? | We are most familiar with the Sungard H T E Fleet & Inventory Management system. |
| **4** | 5/7/2020 | | What are your budget expectations for the new fleet system? Many systems range from very low price points, below $50,000 in some cases, and other systems can be much higher. If you are not comfortable sharing budget for the system, can you provide a range that you are working with? | We are not prepared to set a budget amount. We are seeking a system that meets our requirements and you would need to price your product accordingly. |
| **5** | 5/8/2020 | Summary | What are the dates you plan on moving forward with the following: product selection | Tentative timeline is as follows:<br>Selection by June 30<br>Purchase by July 10 |

| | | | | |
|---|---|---|---|---|
| **6** | 5/8/2020 | 7.1 | Please describe your Innoprise ERP integration requirements in detail. | Invoices would be entered in the Fleet/Inventory system along with a scanned copy of the invoice. All required cost and markup transactions for inventoried and non-inventoried items would be attached to the appropriate asset, work order and inventory item adjustments. The transaction detail including date, costs, quantities, expense and revenue account numbers, scanned invoice copy, department name and person's name entering invoice will be interfaced with our Harris Innoprise Financial system. The integration will be on a daily basis.<br><br>There would be no on-going integration with SunGard H T E. H T E would be immobilized once the new system is implemented. |
| **7** | 5/8 | Section 5: Scope of Work | Of the 1100 pieces of equipment stated on page 7,<br>How many assets do you have that meet the following definitions:<br>Active parent assets that are being maintained and tracked in the software. Which are defined as originally valued at $5000 or greater and active. These assets are the parent piece of equipment and not a child asset. A child asset is any asset, regardless of cost, that is either permanently or temporarily attached to another piece of equipment. Examples of child assets are; radios, generators, plows, light bars and so on.– Your Count ???<br><br>Active parent asset (do not include child assets in this count either) originally valued at less than $5000 and more than $500– Your Count ???<br><br>Fuel Only Assets - These are separate vehicles from those counted above where only fuel data is tracked in the software. - | We currently have 1185 assets on file. 895 are valued over $5,000. 83 are valued between $500 and $5,000. The remaining 207 are trailers, generators, compressors, shop machines, snow plows and blowers, chain saws and other misc. small equipment. Some of these may be valued over $500, but cost records are not available for them. We have approximately 100 pieces of equipment that are attachable to another piece of equipment, however we do track each asset individually for scheduled maintenance by miles, hours and/or days. For example: a snow plow can be attached to one or several dump trucks, but the snow plow is inventoried with its own file and tracked accordingly.<br>This inventory does not include items like light bars, radios etc.<br><br>860 of the 1185 assets use fuel. Approximately 700 are currently tracking fuel transactions through the fleet system. |

| | | | | |
|---|---|---|---|---|
| | | | Your Count ??? | |
| **8** | 5/13/2020 | Question 7.1.2 | Is there different contact information at Harris Computer for the Innorprise Interface? When we tried to contact them using the provided email address, the email bounced back to us as undeliverable: “Your message can't be delivered because you do not have permissions to send to this distribution list. Ask the owner of the distribution list to grant you permissions and then try again.” | Dan Frelund would be the best contact at dfreland@harriscomputer.com |
| **9** | 5/14/2020 | Page 11-#8 | Currently, the City of Billings uses a 3rd party vendor for their Barcode integration into their Fleet Managment t software. Barcode scanning, printing, and integration is important to a well-organized shop. Please advise the current 3rd party barcoding software and hardware used. | The third party software company is Quatred Touchless Technologies, 532 4th Range Rd., Pembroke, NH. Ph. 888-395-8534.<br>Scanners are Motorola Symbol Technologies, Model SK1-MC9090. |
| **10** | 5/15/2020 | N/A | Would the City be willing to extend the deadline by 2 weeks to ensure we are able to provide a thorough response? | We are not considering an extension at this time. |
| **11** | 5/15/2020 | Page 15-#8.1 | Our solution includes a fully integrated inventory management system as a part of the core product. As such, would SunGard HTE remain the system of record for inventory? If yes, would there be a desire for an integration between the new fleet management system and HTE? Could you describe how you would like such an integration operate? | We would require Fleet and Inventory management to be a fully integrated product. SunGard HTE would not be used following implementation of the new software. |

| | | | | |
|---|---|---|---|---|
| **12** | 5/15/2020 | Page 13-#7.1 | For an integration with the Innoprise system could you described the preferred method to push billing transactions? Is a once a month flat file push sufficient or is a more real-time (REST web service) bi-directional integration preferred? | A real-time bi-directional integration is preferred. |
| **13** | 5/14 | Billings Website M-TH; 7AM-5PM; CLOSED FRIDAYS | Will there be someone available to receive the pricing proposals on the due date of Friday, May 29th? | The proposal may be emailed or mailed, but the price matrix is to be mailed in a separate envelope. (please see additional information in item 15 below) |
| **14** | 5/18 | Question 8.1.3 | What is the length of your billing expense number?<br>What is the length of your billing revenue account number?<br><br>Can you provide definition of the account string to include the elements? | Both expense and revenue account numbers are 17 spaces including dashes as follows:<br>0000-11111-222222. The first segment is the fund, the second segment is the Dept./Division and the third segment is the object. |
| **15** | 5/19/2020 | 1: General Information | Regarding "If proposal is emailed, pricing must be mailed in a sealed envelope." Would the City be willing to accept pricing as a separate electronic document in the email instead of a hard copy? We are having some difficulty shipping hard copies due to our office closure. | If conventional mailing is not possible due to office closures, the City will accept separate electronic pricing document by email. The email must clearly state “Confidential Pricing” in the subject line. |

**Consent** **1. E.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** MET Transit Purchase of Nine Transit Buses

**PRESENTED BY:** Kevin Ploehn, Director of Aviation and Transit

**Department:** Airport

## RECOMMENDATION

Staff recommends that the City Council approve the purchase of nine new transit buses for the amount of $3,374,838 from Eldorado National-California, utilizing the State of Montana Department of Transportation Heavy-Duty Bus Procurement Contract.

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

The MET Transit is pursuing the purchase of nine diesel transit buses at $374,982 per bus, to replace vehicles that have exceeded their usable life as defined by the Federal Transit Administration's (FTA) minimum useful life regulations. These buses are becoming increasingly unreliable due to age, and are expensive and difficult to maintain due to lack of available parts. Purchase of these buses has been delayed for multiple years in the Equipment Replacement Plan process due to lack of financial resources in past years, and will be updated in the next Equipment Replacement Plan prior to vehicle delivery. This project will purchase 30-foot diesel transit buses manufactured by Eldorado National-California. This purchase is being made under the State of Montana Department of Transportation Heavy-Duty Bus Contract.

In 2019, MET Transit was awarded $840,000 of FTA Section 5339(B) competitive funds, of which MET Transit is using $688,000 toward the purchase of these buses. Through the Montana Department of Transportation, MET Transit will be utilizing $268,204.10 of MET's available FTA 5339(A) formulary funds. The local match required for the total of these two funding sources is $168,741.90.

In 2020, MET Transit was awarded $5,358,483 for CARES Act funding, which is eligible for 100% Federal reimbursement and requires no local match. MET Transit will be utilizing $2,249,892 of these funds for this project.

The total cost of the project including all funding sources stated is $3,374,838.

MET previously ordered eight new buses after City Council approval on December 16, 2019. That order combined with this new order will provide MET with 17 new buses over the next year or so and nearly complete MET's bus replacements for a while. Once an order is placed, the manufacturer is projecting a 13-month build out.

## ALTERNATIVES

City Council may:

- Approve the purchase of nine buses and authorize MET Transit to move forward with this project; or
- Disapprove the purchase of the nine buses, delay the project, and provide direction on how staff should proceed.

## FISCAL EFFECTS

The total cost of this project is $3,374,838. The funding sources of this project consist of $3,206,096.10 in FTA and CARES Act grant funds, and $168,741.90 in Local matching funds. The Fiscal Year 2021 budget included three buses, however, since the CARES Act funds do allow for MET to purchase the additional six buses using 100% grant funds, there is no direct impact to the MET's actual budget funding, and at a later date a budget amendment will be made to the MET Capital account for both the revenue and expenses for this purchase to rectify any budgeting irregularities.

**Consent** **1. F.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Approve the Amendment to Agreement for Additional Funds to the City-County Special Investigations Unit (CCSIU) Petty Cash Fund

**PRESENTED BY:** Rich St. John, Police Chief

**Department:** Police

## RECOMMENDATION

Staff recommends that City Council approve the City-County Special Investigations Unit (CCSIU) Amendment to Agreement with Yellowstone County to increase the City and the County's petty cash fund contribution from $6,000 to $9,000 each.

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

In order to continue operations, the CCSIU Agreement with Yellowstone County Sheriff's Office (YCSO) must be approved each calendar year. City Council approved the agreement at the January 13, 2020 meeting. The Billings Police Department (BPD) and the YCSO wishes to amend the original agreement to increase petty cash funds from $6,000 to $9,000 each. Additional funds are needed due to an increase in cost of illegal drugs and the increased frequency of drug transactions.

## ALTERNATIVES

City Council may:

- Approve the Amendment to Agreement for the City-County Special Investigation Unit or;
- Disapprove the Amendment to Agreement for the City-County Special Investigation Unit which diminishes the effectiveness of drug operations.

## FISCAL EFFECTS

There is no additional financial impact to the City since the funds are budgeted for in Fund 718 - Drug Forfeitures and Fines.

## Attachments

Original Agreement
Amendment to Agreement

# *AGREEMENT*

## *CITY-COUNTY SPECIAL INVESTIGATIONS UNIT (CCSIU)*

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

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

***PARTIES***: This Agreement is between:

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

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

## PROJECT DESCRIPTION:

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

## STRUCTURE AND ORGANIZATION:

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

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

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

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

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

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

## CONTEMPLATED UNIT TASKS:

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

## UNIT OBJECTIVES:

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

1) Disrupt illegal drugs, drug/gang and organized criminal activities within the City, County and State.

2) Gather and report intelligence data relating to illegal drugs, drug/gang and organized criminal activities within the City, County and State.

3) Make arrests that will impact all levels of drug and organized criminal activities.

4) Effectively prosecute drug traffickers and organized criminal activity participants.

5) Promote law enforcement cooperation through joint investigations and close coordination with other police agencies and task forces.

## PETTY CASH AND FORFEITURE FUND:

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

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

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

*CITY OF BILLINGS:*

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

*YELLOWSTONE COUNTY:*

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

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

**ASSET SHARING:**

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

**INDEMNITY CLAUSE:**

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

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

**RESOURCES:**

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

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

SIGNED:

_____ DATE_____
*MAYOR, CITY OF BILLINGS*

_____ DATE_____
*COUNTY COMMISSIONER*

_____ DATE_____
*COUNTY COMMISSIONER*

_____ DATE_____
*COUNTY COMMISSIONER*

ATTEST:

_____ _____
DENISE BOHLMAN, CITY CLERK
CITY OF BILLINGS

JEFF MARTIN
CLERK AND RECORDER
YELLOWSTONE COUNTY

APPROVED AS TO FORM:

_____
BRENT BROOKS, CITY ATTORNEY
CITY OF BILLINGS

# Amendment to Agreement

## City-County Special Investigations Unit (CCSIU)

1. This amendment (Amendment) is made by the Billings Police Department and the Yellowstone County Sheriff's Office, parties to the agreement dated January 13, 2020.

2. The Agreement is amended as follows:

**Petty Cash and Forfeiture Fund:**

Agencies involved in the City-County Special Investigations Unit will each place ~~**SIX**~~ **NINE THOUSAND DOLLARS (~~$6,000.00~~ $9,000.00)** into the Petty Cash Fund. The monies will be utilized by the Unit for buys and informants. As financial transactions take place, an equal amount of monies will be deducted from each agency's monies. The Supervisor of the Unit will be responsible for administering the monies as needed and keeping a running log of all expenditures, to include incident numbers and reason for the purchases(s). The money log will be audited by the Yellowstone County Auditor or his/her representative, on a quarterly basis. A copy of the audit will be submitted to the Captain of Investigations or his designee.

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

**City of Billings**

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

**Yellowstone County:**

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

3. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

THIS AMENDMENT IS EXECUTED THIS _____DAY OF _____, 2020.

_____ _____

Mayor, City of Billings Date

_____ _____
County Commissioner Date

_____ _____
County Commissioner Date

_____ _____
County Commissioner Date

Attest:

_____ _____
Denise Bohlman, City Clerk Jeff Martin
City of Billings Clerk and Recorder
Yellowstone County

Approved as to form:

_____
Brent Brooks, City Attorney
City of Billings

**Consent** **1. G.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Approval and Acceptance of the Coronavirus Emergency Supplemental Funding Program in the Amount of $230,612

**PRESENTED BY:** Rich St. John, Police Chief

**Department:** Police

## RECOMMENDATION

Staff recommends approval of the Coronavirus Emergency Supplemental Funding Program Grant in the Amount of $230,612 to offset costs related to preventing, preparing for, and responding to the Coronavirus.

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

The City of Billings has been offered a grant from the Department of Justice to reimburse unexpected expenses related to the Coronavirus Pandemic. This grant pays for expenses related to prevention, preparing for, and responding to the Coronavirus.

$38,062 will be used to pay direct overtime costs related to pandemic preparation and response. $161,814 will be used to purchase supplies and equipment. Some examples include disinfecting supplies, signage, plexiglass shields, personal protective equipment, respirators etc. $30,736 will be used for Billings Police Department inmates at the Yellowstone County Jail for health exams and treatment related to the Coronavirus.

## ALTERNATIVES

City Council may:

- Approve, the Coronavirus Emergency Supplemental Funding Program Grant in the amount of $230,612; or
- Disapprove the Coronavirus Emergency Supplemental Funding Program Grant in the amount of $230,612; and absorb related costs in department budgets.

## FISCAL EFFECTS

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

**Consent** **1. H.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Acceptance of Donation to Public Works

**PRESENTED BY:** Jennifer Duray

**Department:** Public Works **Division:** Administration

## RECOMMENDATION

Staff recommends that the City Council accept the donation from Mr. William Morse.

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

Public Works wishes to accept a donation in excess of $500. City Council policy requires that any donation of more than $500 must be approved by the City Council.

Mr. William Morse wishes to donate $1000 to assist people that are having difficulty paying their water bills.

## ALTERNATIVES

City Council may:

- Accept the donation in the amount of $1,000 to Public Works;
- Not accept the donation in the amount of $1000 to Public Works.

## FISCAL EFFECTS

There is no financial impact to the Water, Sewer, or Solid Waste funds by accepting the donation. The donation will be used to assist residential customers that need help paying their utility bill.

## Attachments

W Morse - donor verification

CITY OF BILLINGS
PUBLIC WORKS
EXCELLENCE • INNOVATION • INTEGRITY

Utility Billing Division • 2251 Belknap Avenue • Billings, MT. 59101 • (406) 657-8315

## CITY OF BILLINGS DONOR VERIFICATION

Department Public Works - Utilities

Please complete the information below concerning your recent donation to the City of Billings. As soon as we received the completed verification form, your donation will be acknowledged and forwarded to the City Council for acceptance. Thank you for your generosity.

Donor: William MORSE

Address: 580 Pinon Dr. Billings, MT. 59105

Phone Number: 406-670-0216

Donation: Check

Value of Donation: $1000

Purpose of Donation: (Montana Law allows you to designate a specific purpose for which your donation will be used)

To help The [redacted] People That are having trouble paying Their Water Bills.

Please print below how you wish your name to be listed:

William MORSE SR.

Date: 6/17/2020

☐ I wish to remain anonymous.*

*If you wish to make a donation and remain anonymous, the City will attempt to keep your donation anonymous. However, the City cannot guarantee your anonymity as most financial records of the City are matters of public record and are available to the public upon request. Please check here if you wish to remain anonymous.

**Consent** **1. I.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Billings Library Foundation Donation

**PRESENTED BY:** Gavin Woltjer

**Department:** Library

## RECOMMENDATION

Staff recommends that the City Council accept the $18,500 donation from the Billings Library Foundation.

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

The Billings Library Foundation is donating $18,500 to the Billings Public Library. These funds will be used to enhance technology offerings in the Royal Johnson Community Room. In the event that the technology is not upgraded in the Royal Johnson Community Room, these funds will be utilized where needed for Library operations, not including wages, benefits, or collection development. Administrative Order 117 requires that all donations with value exceeding $500 be accepted by the Council prior to expending the funds.

## ALTERNATIVES

City Council may:

- Approve the Billings Library Foundation donation, or;
- Disapprove the donation.

## FISCAL EFFECTS

There is no budgetary impact.

**Consent** **1. J.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Declare as Surplus for Disposal Two 1997 Airport Snowplows

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

**Department:** Airport

## RECOMMENDATION

Staff recommends that the City Council declare the Airport's two 1997 Snowplows as surplus for disposal via a competitive bid process.

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

On May 14, 2018, the City Council approved the purchase and replacement of two 20-year-old Airport snowplows with two new pieces of equipment capable of simultaneously plowing and sweeping snow, ice, and other contaminants off of all airfield pavement surfaces to improve safety for aircraft operations. The Federal Aviation Administration (FAA) requires all commercial service airports to maintain a safe airfield; therefore, it is imperative that the Airport owns and operates heavy equipment to comply with these Federal requirements, which also includes a Snow and Ice Control Program. Subsequently, the Airport replaced two 1997 Heavy Duty 4X4 Oshkosh Snowplows with two new 2018 MB5 Multi-Tasking Snow Removal Vehicles. The Airport's Airfield Maintenance Division wanted to make sure the new MB5's worked correctly so the old snowplows were kept in a backup role over the past two Winters. Now that this new multi-tasking equipment has been in service for a period of time and proven reliable, the Airport would like to dispose of the two 1997 snowplows. Staff at the Billings Airport has been contacted numerous times by many smaller airports in Montana who are interested in purchasing and using this specialized snow removal equipment at their facilities. Airport staff would like the City Council to declare these snowplows as surplus with the intent to advertise and sell the snowplows and all miscellaneous equipment to the highest bidder. The estimated minimum value of each snowplow is approximately $10,000 and a minimum bid in that amount will be required. Based on the good condition of these snowplows, expensive prices for new equipment, and interest received for this equipment, the Airport anticipates receiving more then the minimum bid value for each snowplow. The successful bidder will be responsible for all costs associated with removal of the equipment, which will be sold "as is" with no warranty, and must be removed from the Airport within 30 working days following notification of approval and release from the City of Billings. The Airport has previously sold used airport snow removal and fire fighting equipment to others, and it has proven to be extremely beneficial to both parties involved.

## ALTERNATIVES

City Council may:

- Approve the sale and disposal of the two snowplows;
- Sell the equipment at the City auction for considerably less; or
- Decline to declare the equipment as surplus and direct staff on how to proceed.

## FISCAL EFFECTS

The two 23-year-old Oshkosh snowplows were originally purchased with a combination of Federal and Local funds in 1997. The FAA has determined that the 15-year useful life of these snowplows has expired; therefore, the Airport has no Federal obligations remaining and they will allow the sale and transfer of this equipment. The estimated value of each snowplow is approximately $10,000 and a minimum bid in that amount will be required. Based on the good condition of these older snowplows, high prices for new equipment, and interest for this equipment, the Airport anticipates receiving more than the minimum base bid value for each snowplow.

**Consent** **1. K.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Accept Trail Easement on lot 3 of Corrected Plat of Riverfront Business Park Subdivision

**PRESENTED BY:** Elyse Monat

**Department:** Planning & Community Services **Division:** Planning

## RECOMMENDATION

Staff recommends City Council accept the trail easement on lot 3 of Corrected Plat of Riverfront Business Park Subdivision.

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

Roth Enterprises LLC ("Grantor") is the owner of the property located on Lot 3 of Corrected Plat of Riverfront Business Park Subdivision (Recorded Document No. 3467871). The Grantor is granting the City of Billings ("Grantee") an easement for a multi-use trail. The easement is 33' wide by 780' long. The easement is shown in Exhibit A of the easement document attached to this report.

A multi-use trail along this easement will help provide connectivity between Riverfront Park and Mystic Park, making it a key connection in the Marathon Loop Trail. The Marathon Loop is a planned 26.11-mile trail loop that will one day encircle Billings. Parts of the Marathon Loop are already constructed, but some sections, such as the one between Riverfront Park and Mystic Park, are incomplete. This easement will be a key element in moving the community closer to having the full Marathon Loop Trail completed.

## ALTERNATIVES

City Council may:

- Accept the trail easement to add a key section of the Marathon Loop Trail corridor, or;
- Not Accept the easement and miss a significant opportunity to further the Marathon Loop Trail corridor around Billings. Opportunities provided by property owners for the City to secure trail easements for the public are rare and may only come along once in decades. The opportunity for the City to work with this land owners and secure this easement should not be missed.

## FISCAL EFFECTS

The City will pay the Grantor a total of $1.00 for the easement, resulting in almost no initial financial impact to the City budget. In the future, the City Parks Department will have maintenance responsibilities for taking care of the trail corridor both before a trail is formally constructed and afterward. The City Parks Department does this now on trails around the City. There is no identified funding in the FY2021 City Budget to construct a trail on this easement, but securing the easement will make it easier for City staff to investigate funding options in the future for this area of the Marathon Loop.

# Attachments

Lot 3 of Corrected Plat of Riverfront Business Park Subdivision Easement

Area Trail Map

Return to:
City of Billings
Attn: Denise Bohlman
210 North 27th Street
Billings, Montana 59101

**DRAFT**

# Pedestrian and Bicycle Trail Easement

This Pedestrian and Bicycle Trail Easement ("Easement") is granted by Roth Enterprises LLC ("Grantor"), a Montana limited liability company whose address is 2720 Hummingbird Way, Billings, MT 59105, owner of the following land located south of South Frontage Road in Billings, Montana:

> Lot 3 of Corrected Plat of Riverfront Business Park Subdivision Document No. 3467871, in the City of Billings, Yellowstone County, Montana, according to the official corrected plat on file in the office of the Clerk and Recorder of said county, under Document No. 3680525 ("Property").

The easement covers the portion of the Property designated as the Pedestrian and Bicycle Trail Easement Area ("Easement Area") shown on the attached "Exhibit A." Grantor hereby grants to the City of Billings ("Grantee") and its successors and assigns the right to use the Easement Area to construct, install, maintain and replace a permanent, in-gross easement to be used by the public for pedestrian, bicycle, and non-motorized vehicular travel, subject to the following additional obligations and conditions:

1. Grantee agrees to pay Grantor a total of $1.00 and other valuable consideration for the use of an area equal to roughly thirty-three (33) feet wide by seven hundred eighty (780) feet long of estimated Easement Area. The boundaries of the Easement Area described herein and depicted in Exhibit A shall be deemed definitive and binding upon the parties even if the total area or the actual dimensions of the Easement Area are greater or less than the estimated area or dimensions of the Easement Area.
2. The Easement Area shall be bounded on the north by the centerline of the existing forty-five (45) foot wide irrigation ditch easement depicted on the Corrected Plat of Riverfront Business Park Subdivision recorded as Document No. 3680525 and will lie entirely between said centerline and the south boundary of Lot 3.
3. The easement granted hereby shall run with the land and be binding upon all successors, transferees and assigns of Grantor.
4. Grantee and its successors, transferees and/or assigns, on behalf of the public, shall be solely responsible for the construction, maintenance and replacement of any trails and recreational amenities now or hereafter located in the Easement Area and shall mow, spray, or otherwise control noxious weeds and excessive vegetation. Grantee is hereby granted a temporary and reasonable secondary access across

portions of the Property outside the Easement Area solely for the purpose of constructing, maintaining, and replacing any trail or recreational amenities constructed in the Easement Area in the discretion of Grantee. After completion of construction, maintenance or replacement of such trail or recreational amenity authorized hereunder Grantee shall restore any impacted portion of the Property outside the Easement Area to a similar or better condition as existed prior to such construction, maintenance or replacement. Motorized vehicles may only be used for construction, maintenance or replacement of recreational trails and amenities in the Easement Area. Historical interpretive panels, way-finding signage, benches and similar trail and recreation-related amenities may be installed in the Easement Area.

5. Grantee agrees to indemnify, save and hold Grantor, and its members and employees, harmless from and against all liabilities, claims, demands, losses and damages, including, without limitation, personal injury, death, property loss or damage to others or to Grantor or its employees, arising out of or directly related to the use of the Easement Area by the public or Grantee or related to Grantee's (or its designee's) construction, maintenance or replacement of trails in the Easement Area.

Dated this _____ day of _____, 2020.

**Roth Enterprises LLC**

By: _____

Its: _____

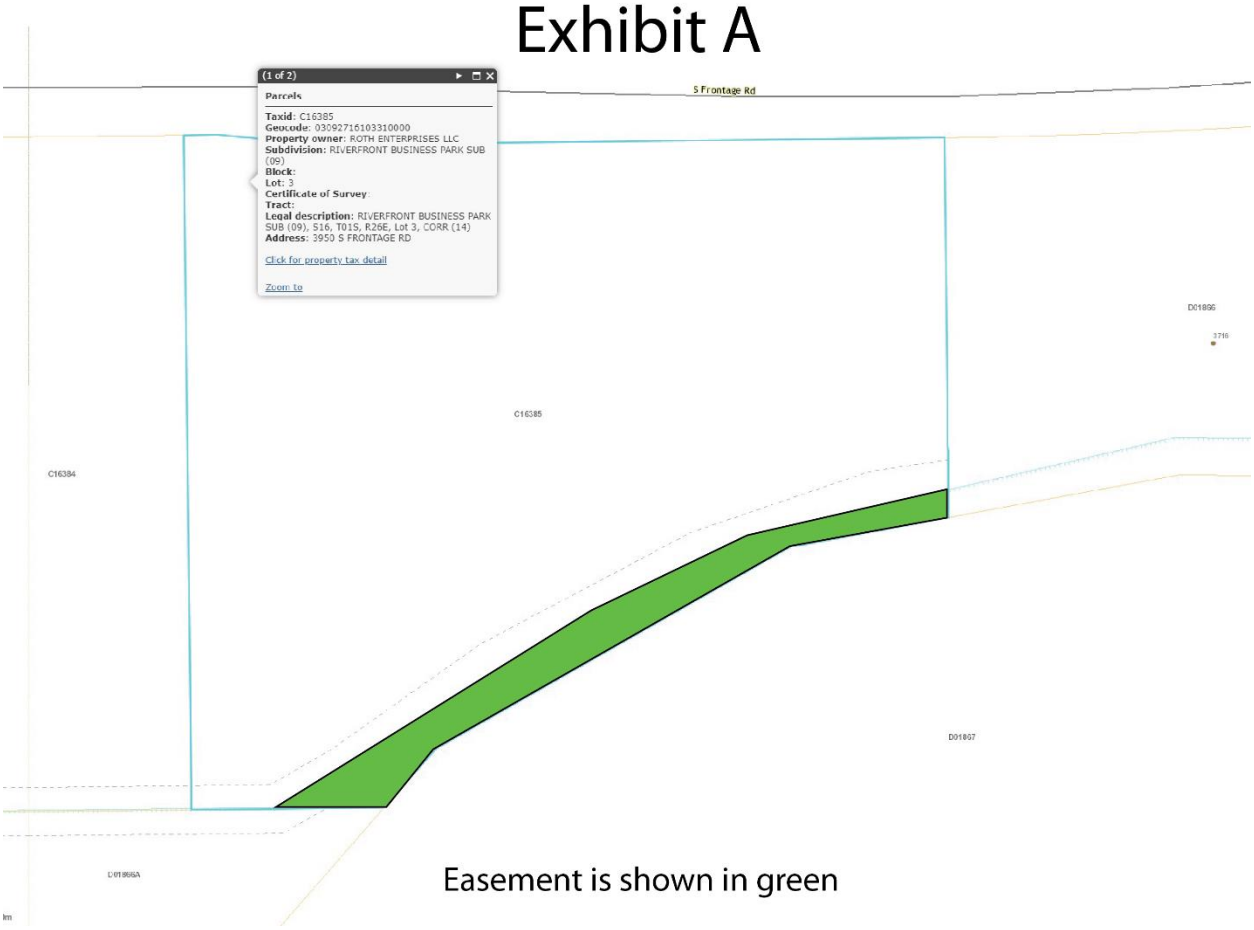
State of Montana }
ss.
County of Yellowstone }

On _____, 2020, _____, an authorized manager or member of Roth Enterprise LLC appeared before me and acknowledged to me that they executed this Pedestrian and Bicycle Easement.

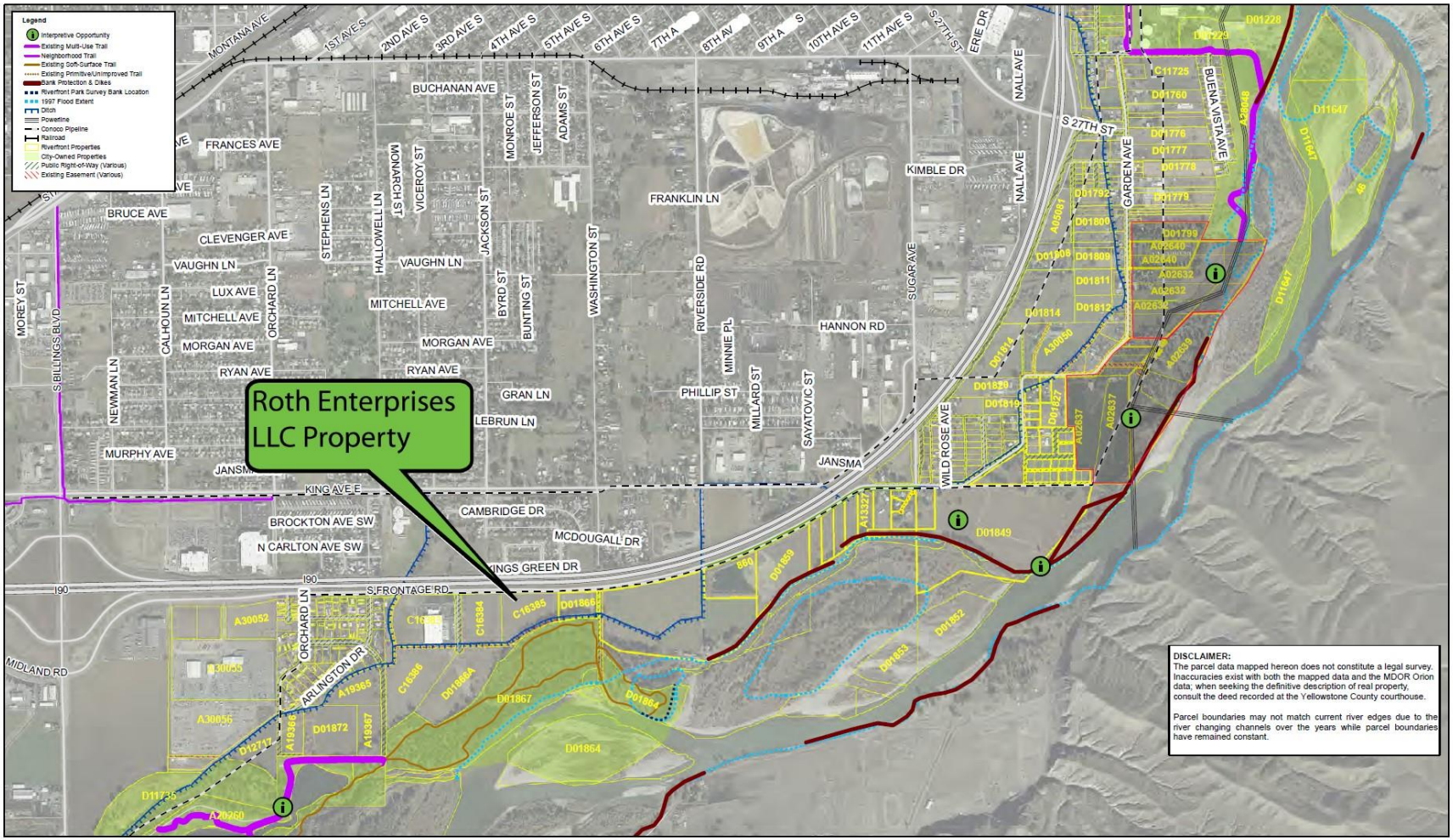
_____
Notary Public for the State of Montana

(Notarial Seal)

# Exhibit A




Easement is shown in green




## Yellowstone Riverfront Trail and Location of Roth Enterprises LLC Property

Source: Data obtained from City of Billings, Yellowstone County and MDOR Orion
Date: August 2011

0 500 1,000 2,000 Feet

## RECOMMENDATION

Staff recommends the the City Council at the July 13, 2020 Council meeting forward a recommendation of approval of the Inner Belt Loop Corridor Study to the Policy Coordinating Committee (PCC). The PCC is scheduled to take final action on the study at it's meeting on July 21, 2020.

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

The Billings Metropolitan Planning Organization (MPO) through a competitive process hired Sanderson Stewart to develop a corridor planning study of the future Inner Belt Loop corridor in Billings and Yellowstone County. The extent of the study area is from the Skyway Drive/West Wicks Lane intersection on the northeast to the Montana Highway 3/Zimmerman Trail intersection on the south terminus of the connection.

The Inner Belt Loop project has been discussed for almost 30 years as a way to provide a much-needed connection between the Billings Heights and West End. Formal work on this project began in 2005 with a planning study to identify the feasibility of a connection through northwest Billings and identify a preferred route. This study included substantial public participation opportunities that resulted in broad approval by the community. Additionally, this study is specifically related to the vision of the corridor and how it can function. Design of the roadway was started in 2009 with construction of Skyway Drive completed in 2014. The City has allocated in the current CIP $7 million toward construction of the road in 2022 with the remaining $7 million needed to complete the road in 2024. In addition, the City of Billings applied for a BUILD Grant in May for the amount of approximately $16.8 million to complete the construction of the Inner Belt Loop, Skyline Trail, and Stagecoach Trail. If awarded, the city will be able to save the additional $7 million to complete the roadway that was anticipated to be needed in 2024.
Announcement of the BUILD grant results is set for September 15.

The desired outcome of the study is to provide a vision for the corridor that balances the need to plan for new development that will inevitably occur around the roadway while ensuring a safe, connected community. The analysis and
recommendations in the plan were identified through extensive data analysis along with public and stakeholder involvement. The goal is to develop principals that are consistent with principals within the City of Billings Growth Policy.

Several recommendations were formed as an outcome from this study and include:

- Formalized intergovernmental agreement between the City and County to develop a coordinated approach to land use and development within the City or the County along the corridor.
- Application of development tools such as neighborhood planning; continued review and update to the Limits of Annexation Map; identify design standards within project Re:Code for appropriate zoning; and develop a plan for utility expansion, primarily water and sewer.
- Design considerations such as recommending that the current Right-of-Way width of 90

feet be expanded to 100 feet to provide flexibility in building setbacks, multi-use facilities, drainage, lighting, boulevard sidewalk and raised center median for access control.
- The study also identified options for roadway phasing if the city is not successful in the BUILD grant and local funding is split between years 2022 and 2024.
- Water and sewer infrastructure tools that will support development along the Inner Belt Loop that could include private property owner agreements, reimbursement agreements and Special Improvement or Rural Improvement Districts.

## STAKEHOLDERS

The Inner Belt Loop Corridor Study process was overseen by a Project Oversight Committee (POC) comprised of City of Billings (Planning, Engineering, MET Transit), Yellowstone County, Montana Department of Transportation, Federal Highway Administration, Department of Natural Resources and Conservation, and the Rimrock and Heights Neighborhood Task Forces. The POC met seven times over several months to help guide the process and ensure participation from community stakeholders. In addition to meetings, there was a project website that allowed for residents and interested persons to view information and submit comments and questions.

In addition to the POC, two public meetings were held to present preliminary and final findings on the study and to solicit feedback from thh community on the project. The first was held on November 6, 2019. Fifty-seven residents attended the first public meeting. Following an overview of the project given by Sanderson Stewart, the meeting was opened up to public comment. The vast majority of the public comments and questions centered around concern that the construction of the Inner Belt in its current location would add excessive traffic to Zimmerman Trail. The other main comment was that the Inner Belt Loop shouldn't connect at Zimmerman Trail but further west. It was explained to the participants that this study wasn't commissioned to determine an alignment for the roadway but to develop a vision for the corridor related to land development, access management, multi-modal safety and operations, corridor aesthetics and feasibility of public services. Sanderson Stewart encouraged those in attendance to continue to follow the process for additional information on traffic modeling outcomes that should be available by the second public meeting.

The second public meeting was held on March 5, 2020. Approximately forty-seven residents were in attendance. Sanderson Stewart provided an update to where the plan was in the process. The main update to those in attendance was the discussion of the traffic counts identified by the model on the current alignment. The model shows a slight increase in traffic based on both the baseline and aggressive growth projections. The baseline growth rate showed a 6% increase in traffic to Zimmerman Trail with the construction of the Inner Belt Loop. The aggressive growth rate showed a 5.2% increase in traffic to Zimmerman Trail with the construction of the Inner Belt Loop. Most comments and questions centered on the corridor vision and support for the recommendations identified in the study.

On June 23, the Planning Board received a presentation by DJ Clark of Sanderson Stewart on the corridor study components and recommendations. In addition to the presentation, the Planning Board conducted a public hearing to gather public input on the corridor study. Denny and Jan Rehberg spoke in favor of the project and study. There was no other further public testimony. There was no comments or questions from the Planning Board.

## FISCAL EFFECTS

The contract for the Inner Belt Loop Corridor Study with Sanderson Stewart was budgeted at $100,000. The majority of the funding is through the Billings Urban Area Metropolitan Planning Organization's Federal PL (planning) funds. PL funds for this project required a 40% local match, which was provided through the Planning Division's FY19 and FY20 Council-approved budgets and 2020 Unified Planning Work Program, utilizing its County-Wide Planning Mill Levy revenues.

Although the study does not provide exact costs associated with corridor design elements, beyond the roadway and pathway elements that are already designed, or the expansion of services such as water and sewer, the study does provide general information on what costs to expect with development of the roadway.

## Attachments

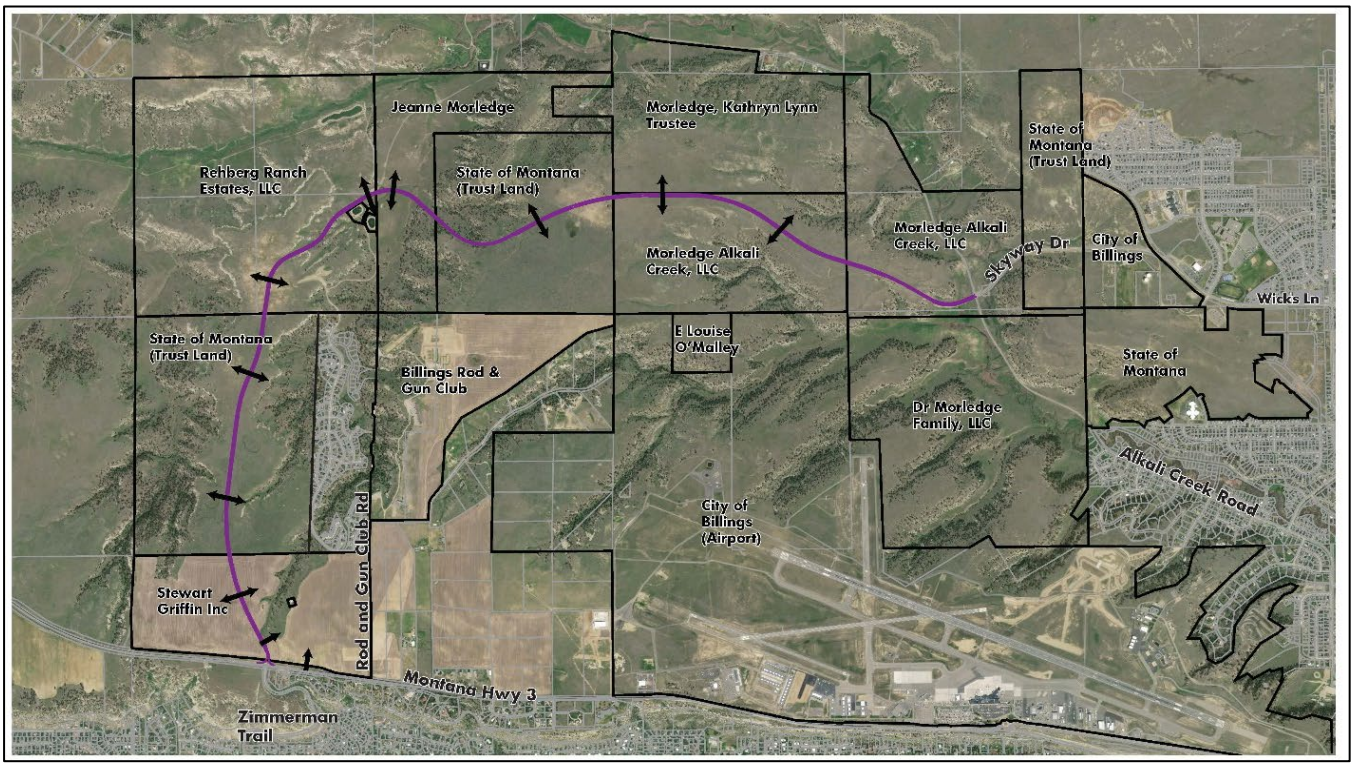
Inner Belt Loop Corridor Executive Summary
Inner Belt Loop Cooridor Study

# EXECUTIVE SUMMARY

The *Inner Belt Loop Corridor Study* provides a vision for the corridor that balances the need to plan for new development areas while ensuring a safe and well-connected city. The recommendations in this study are a result of extensive data collection and analysis, coupled with public and stakeholder engagement. The analysis and recommendations contained within this study will inform the final design and construction of the roadway and set the stage for land development to occur along the corridor in a way that is consistent with the principles outlined in the *2016 City of Billings Growth Policy*.

The Inner Belt Loop is a 7-mile roadway corridor that will connect the West End and Heights regions of Billings. The concept of an Inner Belt Loop roadway connection was first discussed approximately 30 years ago during the development of the 1990 update to Billings-Area Transportation Plan. In 2006, the City completed the *Inner Belt Loop Connection Planning Study*, which evaluated route alternatives and recommended the current alignment. Additional consideration of other possible routes was again reviewed in 2009, with the original alignment selected for design. Phase 1 of the project (Skyway Drive) was completed in 2014, providing a link from Wicks Lane to Alkali Creek Road.

The City of Billings has allocated funding within the current capital improvements plan to complete design and construction of the remainder of the corridor in two phases, targeted for fiscal year (FY) 2022 (funds available on July 1, 2021) and FY 2024 (funds available on July 1, 2023). Phasing of the project has yet to be determined. Figure 1 (below) depicts the designed route for the Inner Belt Loop from Montana Highway 3 to Skyway Drive/Alkali Creek Road.




***Inner Belt Loop Alignment***

Guidance for the vision development process for the Inner Belt Loop was provided by a Project Oversight Committee consisting of individuals from stakeholder groups including the City of Billings, Yellowstone County, Montana Department of Transportation, Federal Highway Administration, Department of Natural Resources and Conservation, Met Transit, and local neighborhood task force committees. Landowners with property fronting on the Inner Belt Loop provided input and guidance related to current and future land use and access needs. Additionally, two (2) public meetings were held to present preliminary and final findings of the study and to solicit feedback from the community on the project.

A key consideration for the Inner Belt Loop Study is to understand the land development feasibility for properties adjacent to the corridor. That in turn influences traffic demand and the corridor design. In order to understand the development feasibility, public service providers, including police, fire, public works and private utility companies were consulted regarding capacity to service the corridor. Their input, along with the evaluation of land topography, access standards, wetlands and floodplain impacts, airport influence, and City and County development standards, resulted in scenarios for future development. The scenarios represent approximately 2,300 acres of raw, developable land directly adjacent to the corridor, along with 975 single-family residential lots that are currently platted in the Rehberg Ranch and Skyview Ridge subdivisions.

With an understanding of development potential, existing and future traffic volumes and operations at key locations were evaluated. Combining the development scenarios with the future traffic operations, recommendations for the corridor were developed. The recommendations are intended to provide a framework for policy and decisions regarding future land use and corridor development.

# Recommendations

## Intergovernmental Coordination

**Approach to Land Development** - Because the majority of the land adjacent to the Inner Belt Loop is currently outside of the city limits and the construction of the road will be funded by the City of Billings, coordination between the City and the County relative to development approval is essential.

**Intergovernmental Agreement** - An intergovernmental agreement between the City of Billings and Yellowstone County would establish the roles and responsibilities of the County and City in the development review process.

## Development Tools

**Neighborhood Plan** - a neighborhood plan of the area would articulate the goals of the Inner Belt Loop area.

**Limits of Annexation Map** - As the City looks to construct the Inner Belt Loop, consideration should be given to update the Limits of Annexation Map.

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- Private property owner agreements - The City and County could work to facilitate the property owners in establishing their own agreement to address utility provision.
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- Special Improvement District or Rural Improvement District – A district can be created that would distribute the costs of infrastructure and maintenance across the properties that would benefit

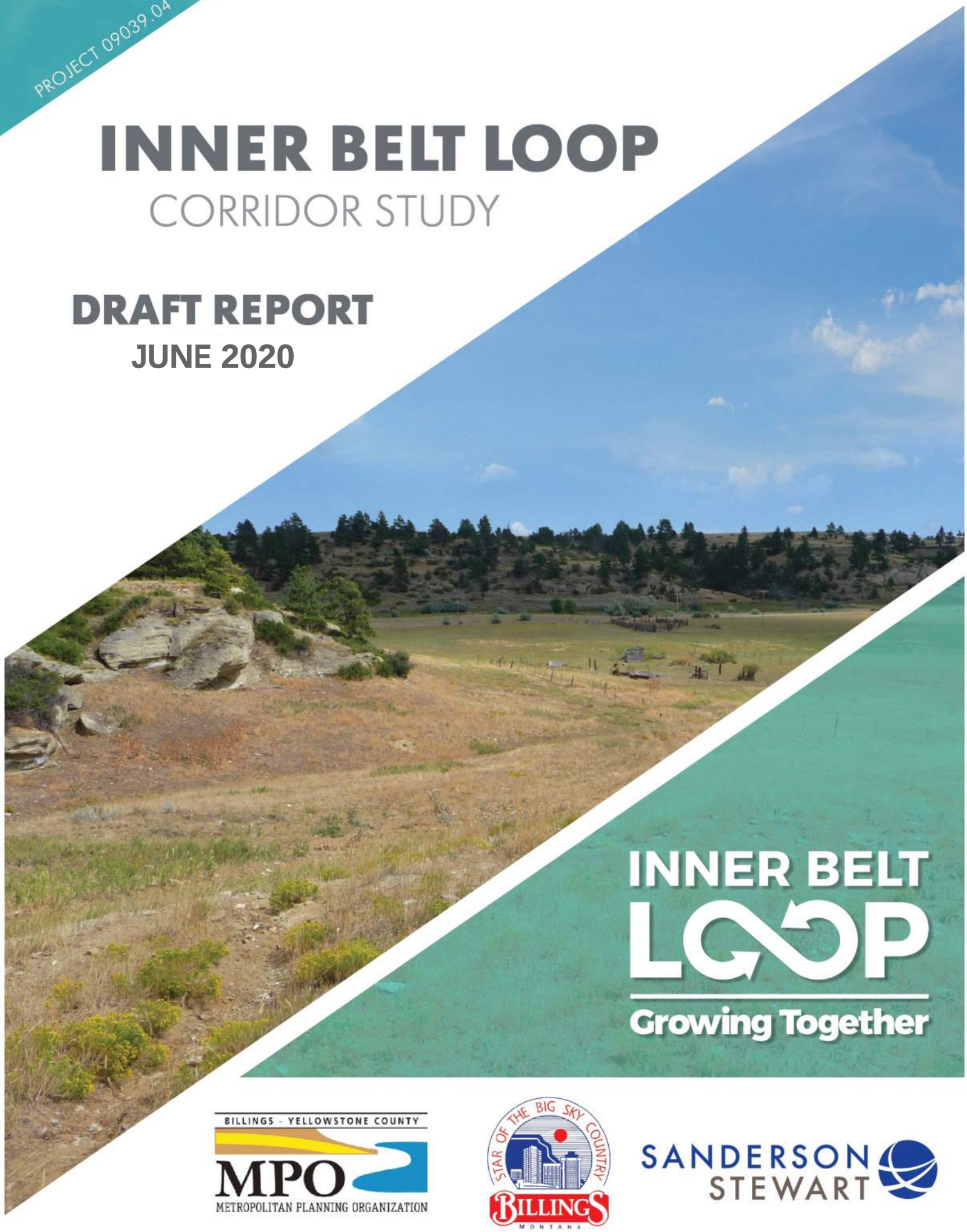
PROJECT 09039.04

# INNER BELT LOOP

## CORRIDOR STUDY

## DRAFT REPORT

**JUNE 2020**




BILLINGS - YELLOWSTONE COUNTY
MPO
METROPOLITAN PLANNING ORGANIZATION

STAR OF THE BIG SKY COUNTRY
BILLINGS
MONTANA

SANDERSON STEWART

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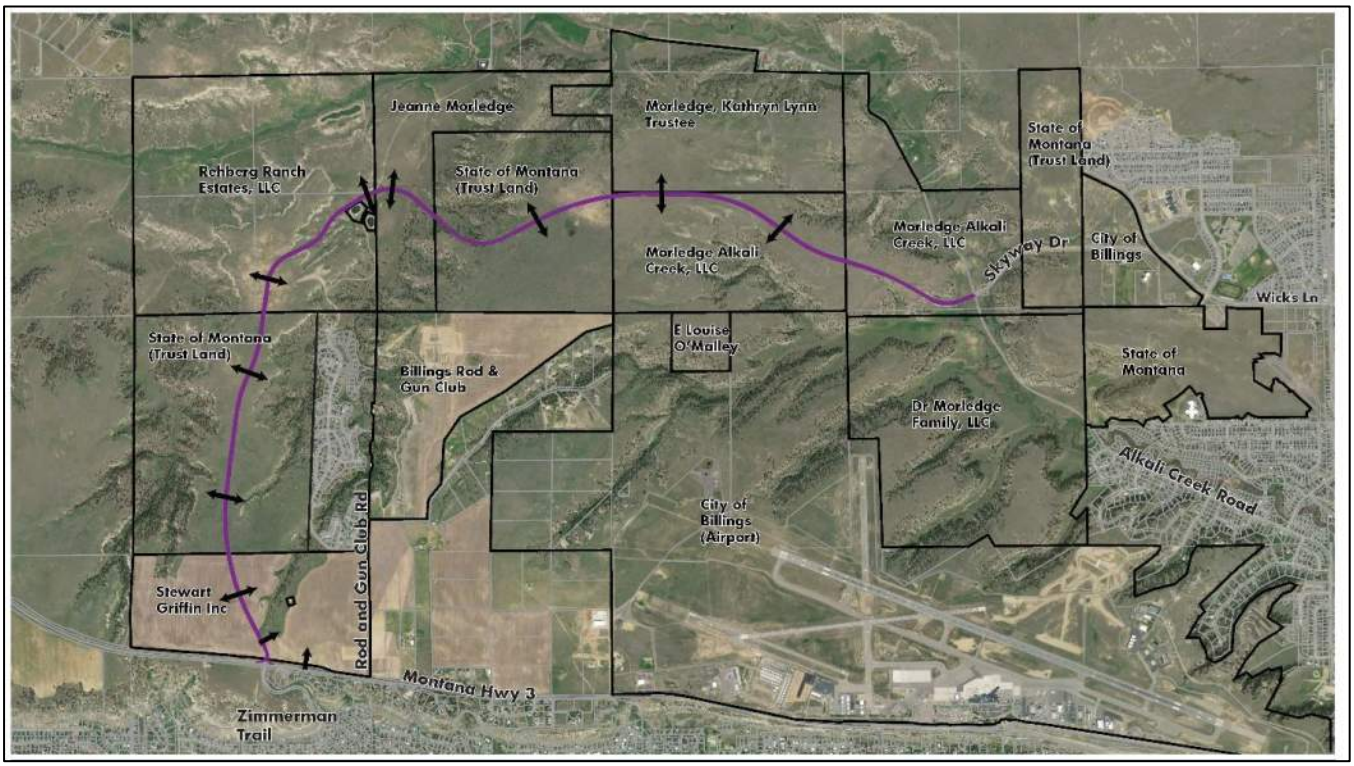
# EXECUTIVE SUMMARY

The *Inner Belt Loop Corridor Study* provides a vision for the corridor that balances the need to plan for new development areas while ensuring a safe and well-connected city. The recommendations in this study are a result of extensive data collection and analysis, coupled with public and stakeholder engagement. The analysis and recommendations contained within this study will inform the final design and construction of the roadway and set the stage for land development to occur along the corridor in a way that is consistent with the principles outlined in the *2016 City of Billings Growth Policy*.

The Inner Belt Loop is a 7-mile roadway corridor that will connect the West End and Heights regions of Billings. The concept of an Inner Belt Loop roadway connection was first discussed approximately 30 years ago during the development of the 1990 update to Billings-Area Transportation Plan. In 2006, the City completed the *Inner Belt Loop Connection Planning Study*, which evaluated route alternatives and recommended the current alignment. Additional consideration of other possible routes was again reviewed in 2009, with the original alignment selected for design. Phase 1 of the project (Skyway Drive) was completed in 2014, providing a link from Wicks Lane to Alkali Creek Road.

The City of Billings has allocated funding within the current capital improvements plan to complete design and construction of the remainder of the corridor in two phases, targeted for fiscal year (FY) 2022 (funds available on July 1, 2021) and FY 2024 (funds available on July 1, 2023). Phasing of the project has yet to be determined. Figure 1 (below) depicts the designed route for the Inner Belt Loop from Montana Highway 3 to Skyway Drive/Alkali Creek Road.




***Inner Belt Loop Alignment***

Guidance for the vision development process for the Inner Belt Loop was provided by a Project Oversight Committee consisting of individuals from stakeholder groups including the City of Billings, Yellowstone County, Montana Department of Transportation, Federal Highway Administration, Department of Natural Resources and Conservation, Met Transit, and local neighborhood task force committees. Landowners with property fronting on the Inner Belt Loop provided input and guidance related to current and future land use and access needs. Additionally, two (2) public meetings were held to present preliminary and final findings of the study and to solicit feedback from the community on the project.

A key consideration for the Inner Belt Loop Study is to understand the land development feasibility for properties adjacent to the corridor. That in turn influences traffic demand and the corridor design. In order to understand the development feasibility, public service providers, including police, fire, public works and private utility companies were consulted regarding capacity to service the corridor. Their input, along with the evaluation of land topography, access standards, wetlands and floodplain impacts, airport influence, and City and County development standards, resulted in scenarios for future development. The scenarios represent approximately 2,300 acres of raw, developable land directly adjacent to the corridor, along with 975 single-family residential lots that are currently platted in the Rehberg Ranch and Skyview Ridge subdivisions.

With an understanding of development potential, existing and future traffic volumes and operations at key locations were evaluated. Combining the development scenarios with the future traffic operations, recommendations for the corridor were developed. The recommendations are intended to provide a framework for policy and decisions regarding future land use and corridor development.

# Recommendations

## *Intergovernmental Coordination*

**Approach to Land Development** - Because the majority of the land adjacent to the Inner Belt Loop is currently outside of the city limits and the construction of the road will be funded by the City of Billings, coordination between the City and the County relative to development approval is essential.

**Intergovernmental Agreement** - An intergovernmental agreement between the City of Billings and Yellowstone County would establish the roles and responsibilities of the County and City in the development review process.

## *Development Tools*

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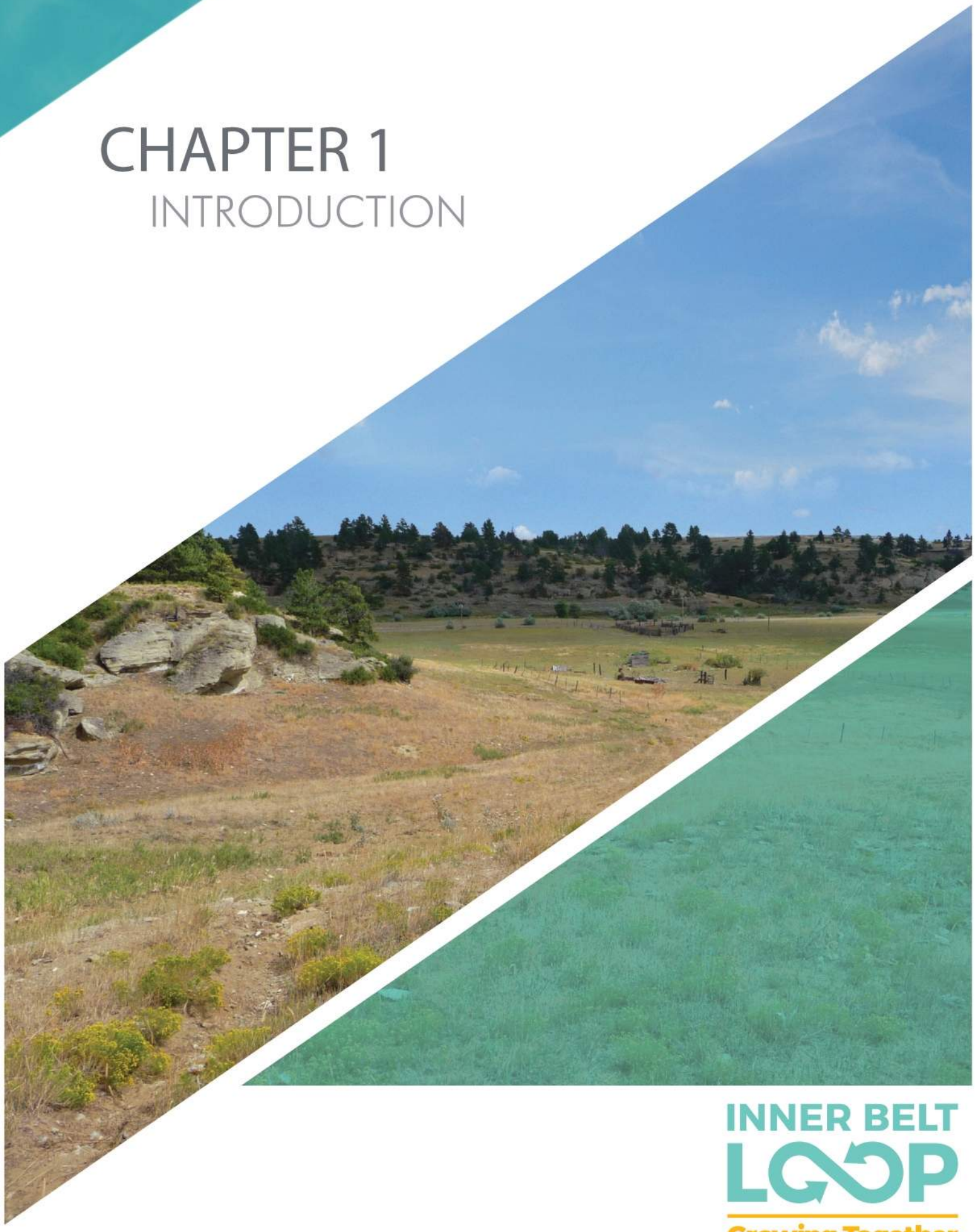
# CHAPTER 1
## INTRODUCTION



INNER BELT LOOP
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# INTRODUCTION

## Overview

The Billings Metropolitan Planning Organization (MPO) identified the need to conduct a corridor planning study of the future Inner Belt Loop corridor in Billings and Yellowstone County. The extents of the study area are from the Skyway Drive/West Wicks Avenue intersection on the northeast to the MT 3/Zimmerman Trail intersection on the southeast terminus of the future alignment.

This study provides a vision for the future corridor, including recommendations on land development, access management, multi-modal safety and operations, corridor aesthetics, stormwater management, and feasibility of public utilities service. In order to develop that vision, the project team performed extensive research, met with a variety of key project stakeholders (including adjacent property owners), held a public meeting to solicit input, and applied various of technical and planning-level analysis techniques prior to developing recommended steps for moving forward.

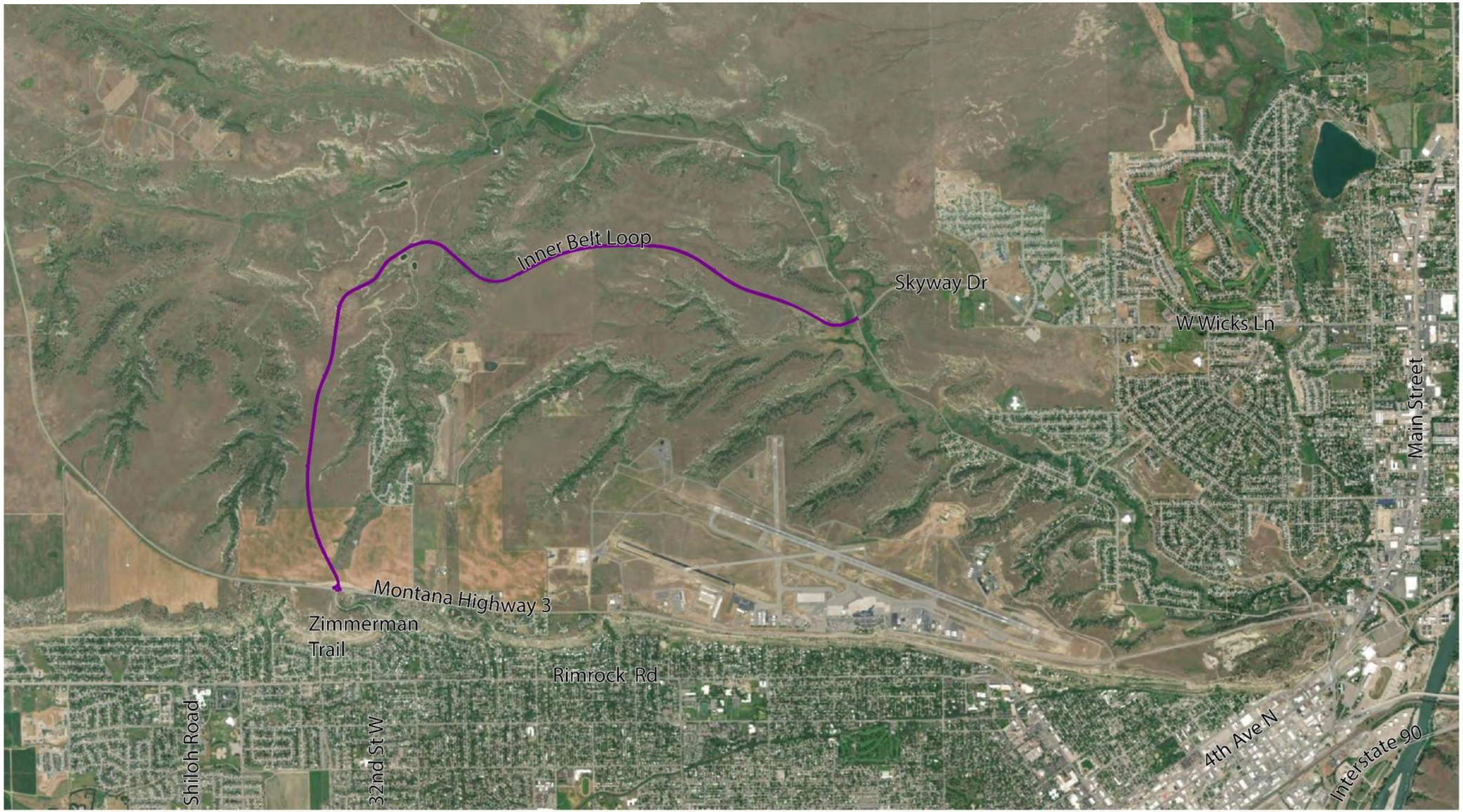
The Billings Inner Belt Loop Corridor Study was generally broken into four parts, including Existing Conditions, Future Conditions, Corridor Vision, and Recommendations.

## Study Area Description

The Inner Belt Loop is a proposed two-lane section road linking MT 3 at Zimmerman Trail to the Billings Heights neighborhood via Skyway Drive and Wicks Lane. The road has been in the planning stages for decades and previous work identified a specific alignment. The area considered for the corridor study consists of parcels adjacent to the future alignment. **Figure 1** (next page) illustrates the project study area.

The Roadway Functional Classification System in the Billings Urban Area Long Range Transportation Plan identifies the Inner Belt Loop as a proposed Principal Arterial. Roads that are classified as arterials represent the highest class of highways and roads within the transportation network. They are designed to service higher volumes of traffic, particularly through traffic, at higher speeds. The right-of-way for a Principal Arterial is typically 120-feet, with the roadway width at approximately 92-feet. Right-of-way for the Inner Belt Loop has not been acquired from property owners affected by the alignment, so the final right-of-way may vary from the typical section described.

*Figure 1: Project Study Area*



## Goals and Objectives

The Inner Belt Loop Corridor Study provides a vision for the corridor by considering physical design elements, projected land use buildout, and future traffic demand. The following objectives were outlined at the onset of the study.

- Maintain consistency with existing community plans.
- Identify and engage all relevant stakeholders.
- Appropriately consider all transportation modes.
- Identify elements of the corridor that will establish the design expectations as development occurs.

***Skyway Drive (Phase 1 of the Inner Belt Loop) opened to traffic in 2014***

## Public Participation Process

A thorough public participation process was conducted for the Inner Belt Loop Corridor Study in conformance with the Yellowstone County Board of Planning Participation Plan.

The following meetings were conducted as part of the plan development:

- **Project Oversight Committee** meetings were held monthly to discuss the direction of the planning study.
- **Billings City Council** informational presentation was provided on September 16, 2019 to review the work completed to date and discuss key issues related to development in and near the Inner Belt Loop.
- **Public Meeting No. 1** was held on November 6, 2018 to introduce the corridor planning study to the public.
- **Public Meeting No. 2** was held on March 5, 2020 in order to present the draft corridor study.

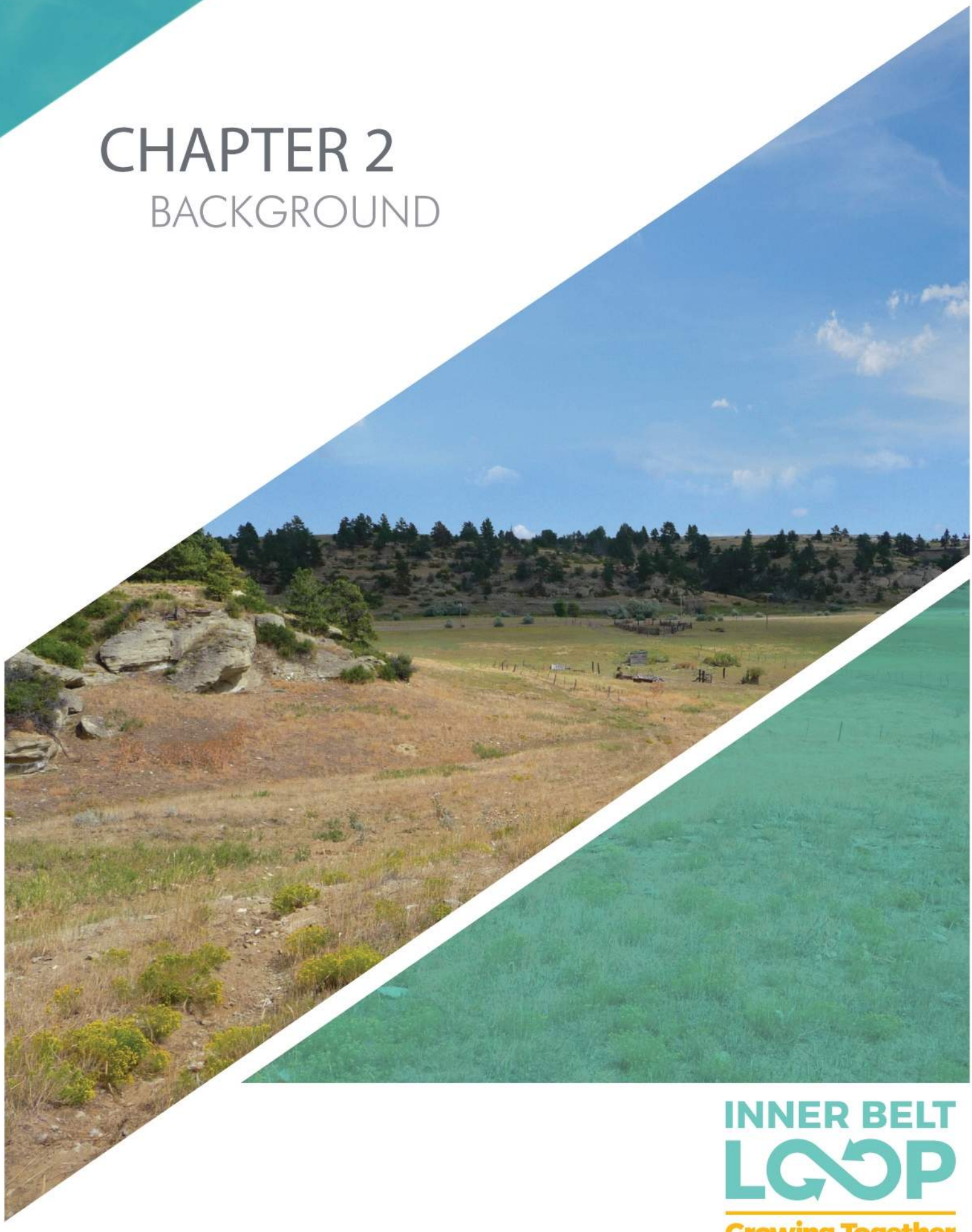
The following dates were scheduled for review and approval of the Inner Belt Loop Corridor Study:

- **Technical Advisory Committee** – Presentation and action on June 4, 2020.
- **Yellowstone County Planning Board** – Presentation on _____ and public hearing/action on _____
- **Billings City Council** – Presentation on _____ and public hearing/action on _____
- **Yellowstone County Commission** – Discussion on _____ and presentation/action on _____
- **Policy Coordinating Committee** – Final action on _____

Weekly project updates were provided via email to the members of the Project Oversight Committee. Finally, a project website was developed as a location to post draft documents for review and as a tool to request additional public input. The web address is www.sandersonstewart.com/projects/innerbeltloop. The final document will be posted on the City of Billings website at _____.

***Attendees at Public Meeting #1 listen intently as the project team presents early findings***

# CHAPTER 2
## BACKGROUND



INNER BELT LOOP
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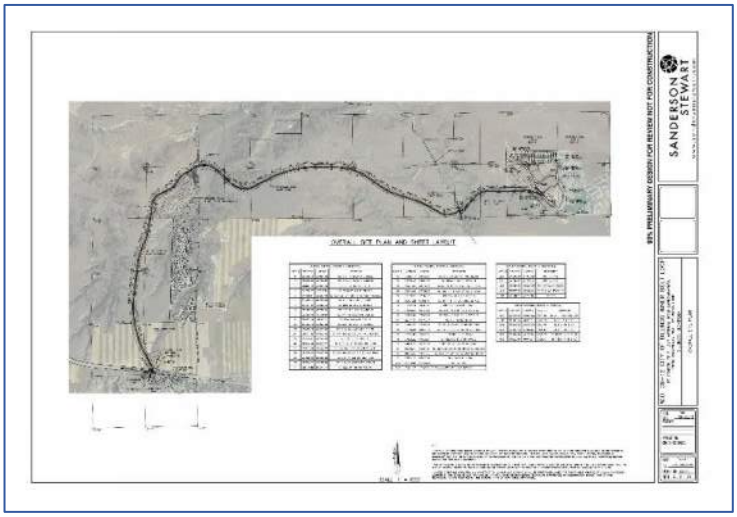
# BACKGROUND

The Inner Belt Loop has been discussed as a potential solution for providing additional connectivity between the Heights and West End regions of the city for approximately 30 years. In 2005/2006, the Inner Belt Loop was more formally identified as a need for the Billings community via the *Inner Belt Loop Connection Planning Study*. That study recommended a preferred alignment for the Inner Belt Loop that was vetted further through additional studies supported by substantial public participation. Design of the roadway was initiated in 2009 and construction of Phase 1 was completed in 2014. The City of Billings has recently earmarked $7 million of their Capital Improvements Plan toward construction of the road, beginning in 2022. It is anticipated that the remaining $7 million needed to complete construction will be allocated for expenditure in 2024.

## Design History

### *2009 Inner Belt Loop Design*




Based on the recommendations from the 2006 planning study, the City of Billings contracted with Sanderson Stewart in 2009 to design the Inner Belt Loop as a two-lane rural highway with right-of-way that would accommodate future expansion to include an additional two lanes. The typical roadway section includes a 10-foot wide multi-use path. **Figure 2** (page 9) shows one version of the typical section. The preliminary design contemplated the management of stormwater using ditches, culverts, and retention areas. With the design completed to a 90% level in 2010, and lacking adequate funding for construction, the City made the decision to temporary suspend the project until funding for construction could be allocated.

### *2012 Skyway Drive Improvements*

In 2012, the City of Billings completed design for an initial phase of the Inner Belt Loop project to build the first segment of the roadway from Wicks Lane to Alkali Creek Road.

Construction of Skyway Drive began in the early fall of 2013 and was completed the following spring with the roadway opening to traffic in mid-June of 2014.

In addition to the roadway, the section also includes a 10-foot wide multi-use path along the south side of the roadway.

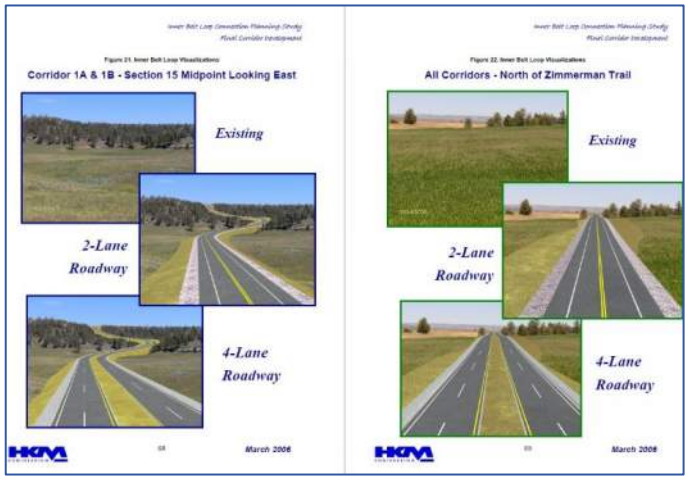
### *2018 Zimmerman Trail Reconstruction Project*

This project reconstructed Zimmerman Trail from Rimrock Road to MT 3, also constructing the roundabout at the MT 3/Zimmerman Trail intersection. The project included structural improvements to the rimrocks both above and below the road to improve the stability of the rock faces. Guardrail was replaced and signing updates were made to improve safety along the corridor. A pedestrian tunnel was constructed across Zimmerman Trail on the south leg of the roundabout for future connections to the Skyline Trail that will connect Zimmerman Park to Swords Park. The project was completed in late November of 2018.

## Reference Documents/Projects

### *2006 Inner Beltloop Connection Planning Study*

Alignment alternatives and intersection improvements were evaluated in the *2006 Inner Beltloop Connection Planning Study* by HKM Engineering. The study was prepared in 2005, with a series of public meetings, property owner meetings and neighborhood meetings. Additionally, the study was accepted by the Yellowstone County Planning Board (Nov 8, 2005), County Commissioners (Nov 28, 2005), Billings City Council (December 15, 2005), and Billings Policy Coordinating Committee (Dec 14, 2005).

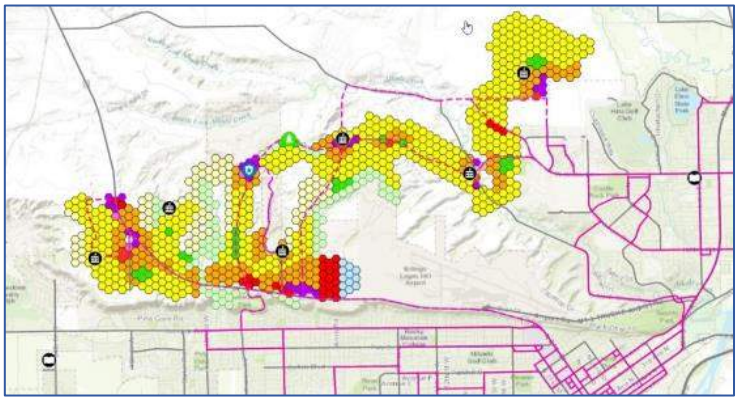



### *2010 Billings Logan International Airport Master Plan*

This master plan document provides an inventory of existing airport facilities, projects future airport demand, and evaluates alternatives for future improvements to the airport and surrounding areas. The master plan recommends future expansion of airport related land use to the west on MT 3, including additional hangars, an expanded rental car center and potential commercial development.

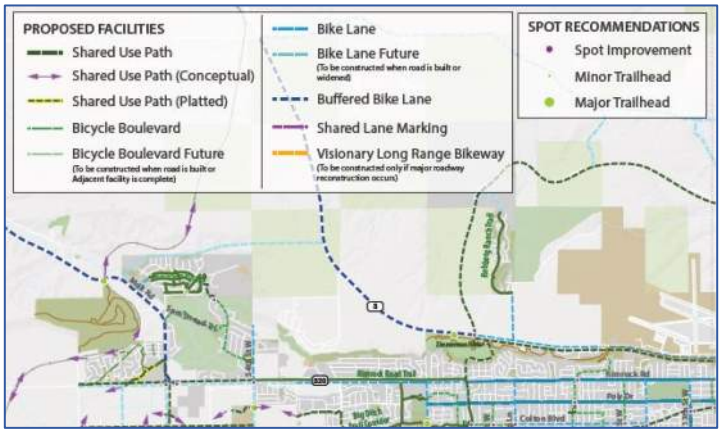
### *2016 City of Billings Growth Policy*

The *City of Billings Growth Policy* shows the land surrounding the corridor in the Long Range Urban Planning area, with the exception of the Rehberg Ranch property which has been annexed into the City. The growth scenarios included in the Growth Policy all suggest residential development adjacent to the corridor, with varying levels of density. The preferred scenario suggests most of the area be developed with medium density residential with nodes of high density residential and commercial development.



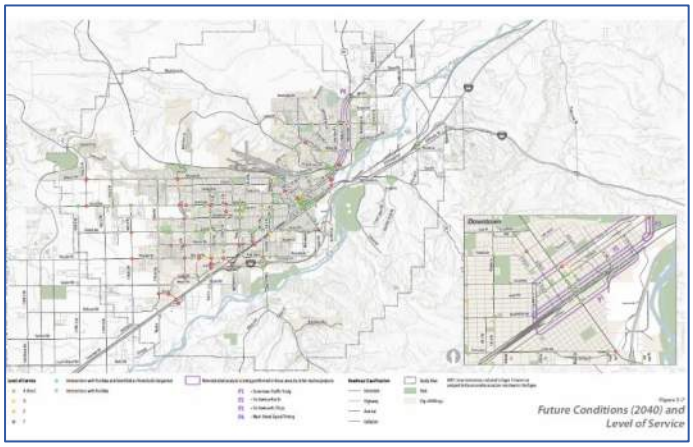
### *2017 Billings Area Bikeway & Trail Master Plan*

This plan update provides short-term and long-term recommendations for improving mobility and recreational opportunities for bicyclists and other trail users in the Billings area. The list of recommended facility improvements includes a proposed multi-use trail along the Inner Belt Loop as well as various proposed and "future" bike lanes, buffered bike lanes, and multi-use trail facilities ("future" meaning that the facility is recommended at a point in time when the roadway is widened or reconstructed).




### *2018 Billings Urban Area Long Range Transportation Plan*

The *Transportation Plan* identifies a variety of long-range, multi-modal transportation projects including and within the vicinity of the Inner Belt Loop. The Functional Classification Map (Figure 5-1 in that report) shows the Inner Belt Loop as a proposed principal arterial. Other anticipated future roadway connections in the vicinity of the Inner Belt Loop are also identified in the report. These proposed routes were considered through the travel demand modeling process for this study to evaluate their impacts on traffic demand along the Inner Belt Loop. Additionally, land development forecasting information from the *Transportation Plan* was utilized in the creation of land development forecast scenarios for this project.

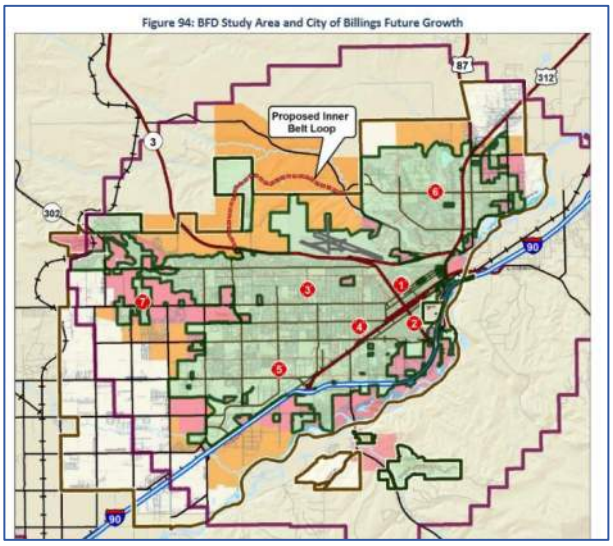


### *Project ReCode, 2018-2020*

Project ReCode is the City of Billings and Yellowstone County project to update the zoning regulations. The code updates will create changes to many aspects of the regulation. While the current draft of the updated zoning maps does not change the underlying zoning for the properties within the study area, it is likely that as development occurs near the Inner Belt Loop, City zoning will be applied. Evaluation of the code updates as it relates to development of the Inner Belt Loop will be important as the project continues and development becomes likely.

### *2018 Billings Fire Department Long Range Master Plan*

The City of Billings contracted with Emergency Services Consulting International (ESCI) to complete this planning study intended to assist the City in future planning and provision of comprehensive emergency services to the citizens of the service area. The report evaluates current conditions within the agency (Billings Fire Department), projects future community growth and service demand, and provides recommendations to sustain or enhance current services over the next 10 to 15 years.




### *Travel Demand Model*

The Billings-Yellowstone County Metropolitan Planning Organization (MPO) contracted with Kittelson & Associates, Inc. in 2017 to develop and provide training for operation of a new travel demand model to help further community goals and improve transportation facilities and services in the Billings metropolitan area. The model has not yet been turned over to the MPO for operation but was available for use on this corridor study via coordination with Kittelson & Associates

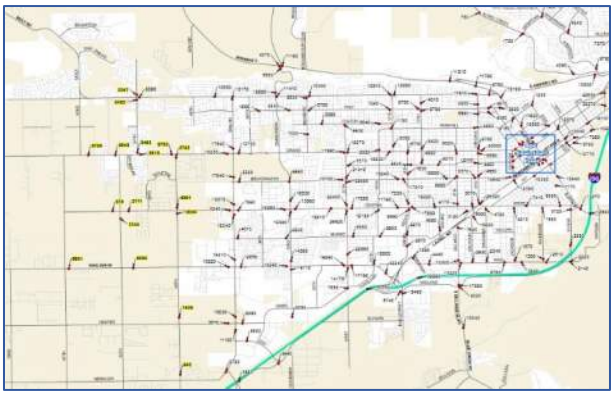
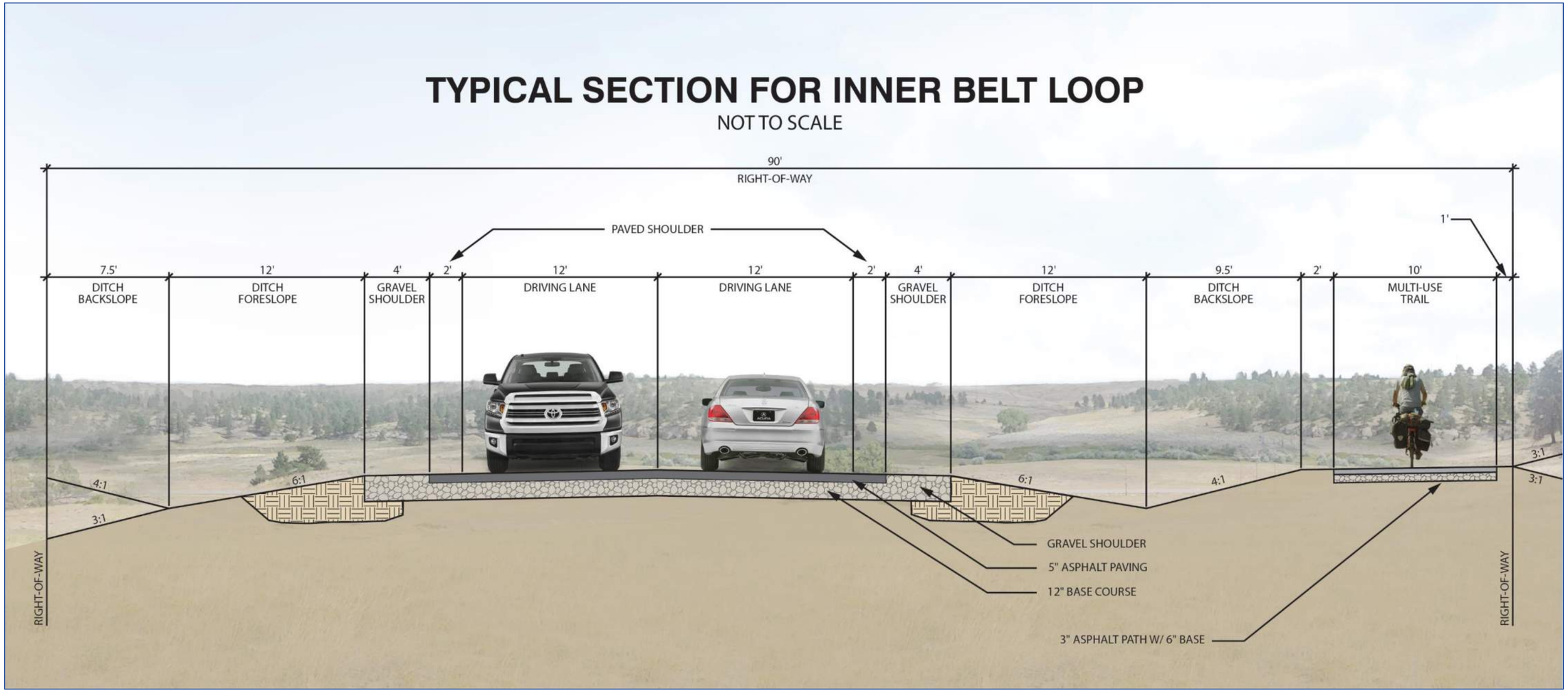
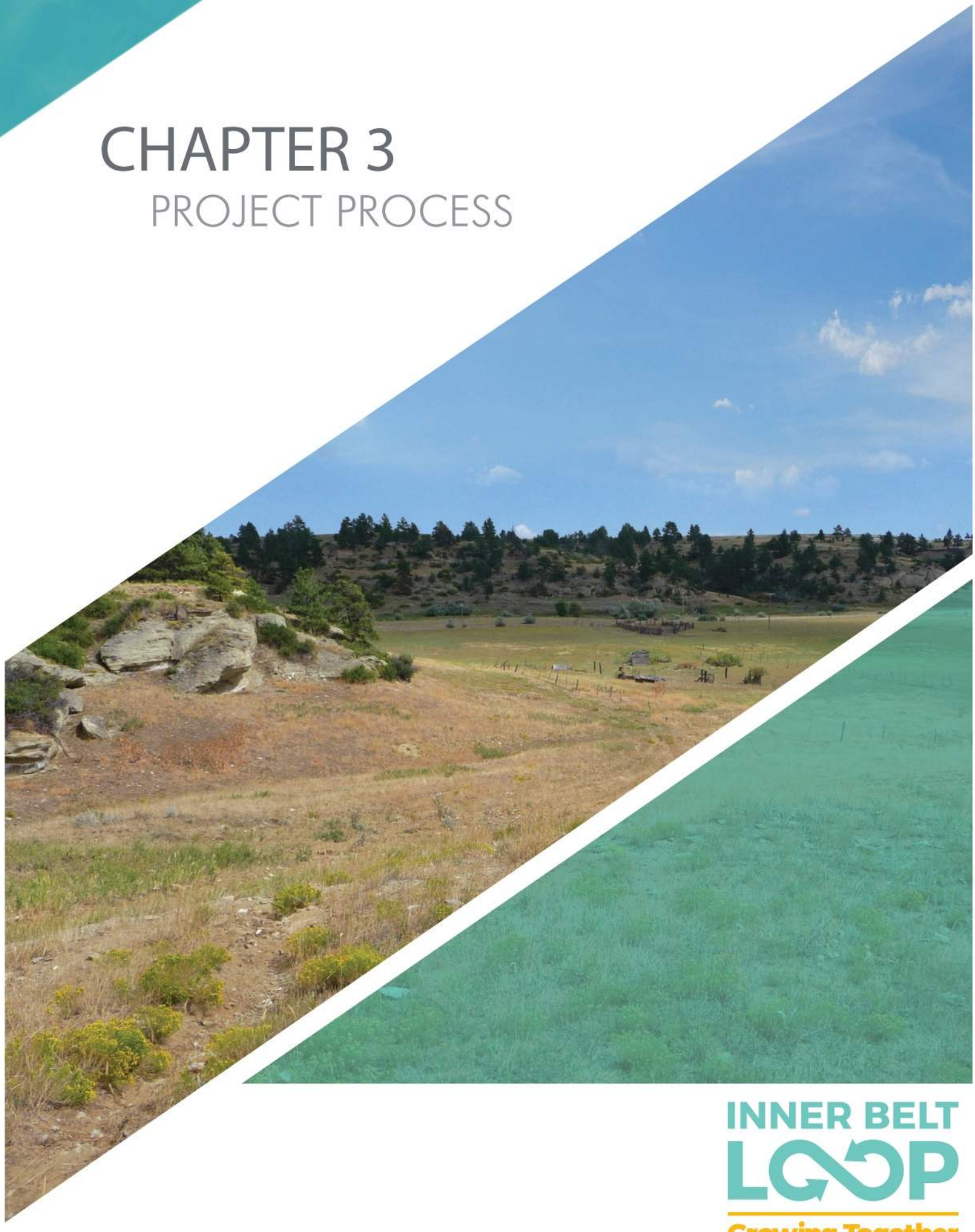


*Figure 2: Preliminary Design Roadway Typical Section*



# CHAPTER 3
## PROJECT PROCESS



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# PROJECT PROCESS

The process to develop the vision for the future corridor included technical analysis, meetings to understand property owner and agency interests, projections of future development, visioning of land use and transportation, and recommendations. A summary of the project process is described below.

### *Technical Analysis*

In this part of the process, an analysis of the existing conditions in and around the corridor, the suitability of the land for development, the locations of required utilities and infrastructure, current traffic conditions and a review of other pertinent planning documents was completed. The outcome of this analysis informed the remainder of the study.

### *Landowner and Agency Meetings*

Early in the process, the consultant team and City staff met with the owners of the land adjacent to the Inner Belt Loop. The intent of these meetings was to understand the current use of the land, future plans that may include development of the property, and timing of any such development. There are eleven parcels with six distinct owners. See **Figure 3** (page 11) for parcel ownership information. A summary of the meetings is located in Appendix A.

Input on the ability to expand public and private utilities was provided by the City of Billings Public Works Department, Montana Dakota Utilities, Northwestern Energy, Yellowstone Valley Electric Cooperative, Spectrum and Century Link.

The Project Oversight Committee (POC) was tasked with providing in-depth review and feedback on the study as it progressed. The Committee was made up of staff members from the City of Billings and Yellowstone County, elected and appointed officials, and community stakeholders. POC meetings were held monthly.

### *Projections of Future Development*

Based on the technical analysis and meetings with landowners and agencies, areas for likely development were identified with consideration given for the likely timing of that development. From that, the consultant team generated two development forecast scenarios, a baseline and an aggressive, that included amount and type of development. These forecasts were then used in the traffic modeling and visioning.

### *Visioning for Traffic and Land Use*

Based on the development projections and scenarios, the consultant team, staff and stakeholders suggested elements for the physical development of the corridor including land use, stormwater, and transportation. This vision lays out options for achieving the land use goals and addressing the traffic requirements.

### *Recommendations*

Based on the goals of the project and for the corridor and the analysis, a set of recommendations were developed to anticipate and address future issues, generate the information needed for making future decisions including development feasibility and phasing.

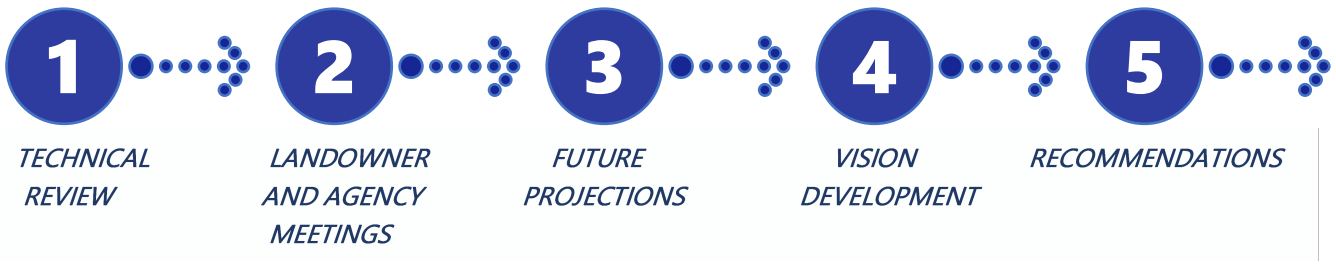
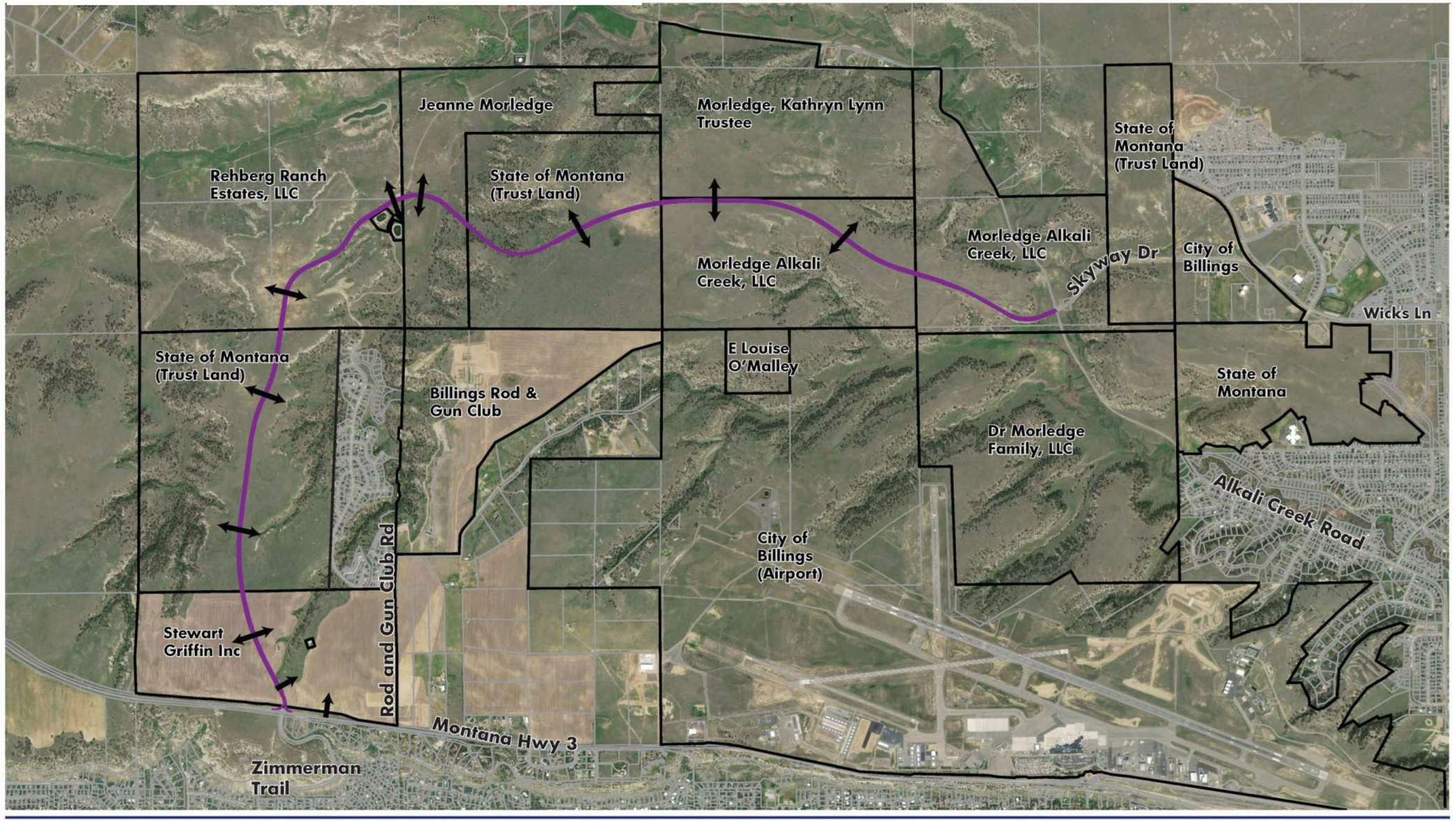
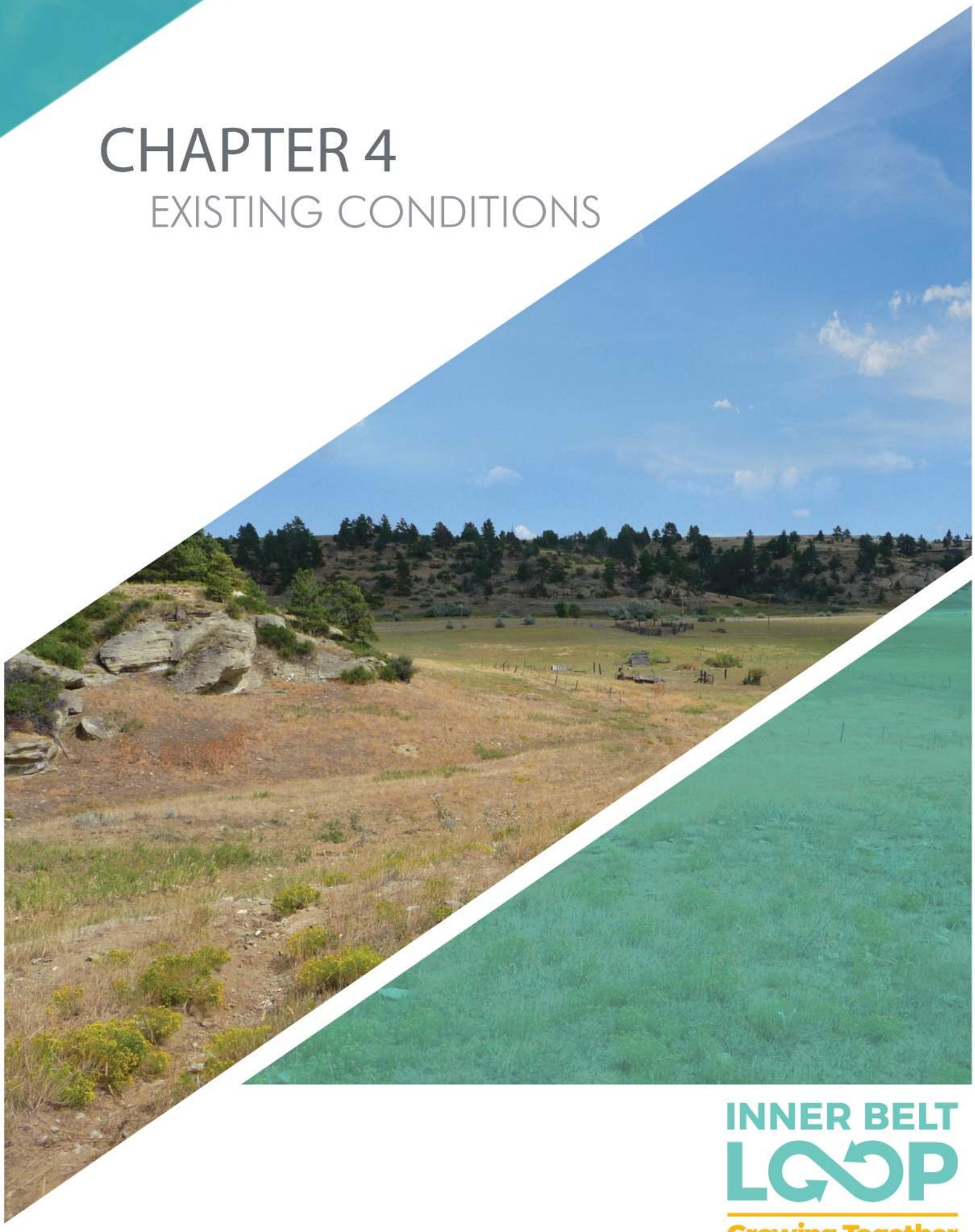


*Figure 3: Parcel Ownership*



# CHAPTER 4
## EXISTING CONDITIONS



INNER BELT LOOP
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# EXISTING CONDITIONS

## Land Use

**Figure 4** (page 14) illustrates the current land uses near and along the corridor, which are primarily agricultural and grazing lands. While much of the land adjacent to the corridor is undeveloped, there is some existing residential development in Rehberg Ranch. The Billings Logan International Airport is located just to the south of the corridor. At the eastern end of the corridor, there is significant existing and planned residential development.

The City of Billings adopted the *Annexation Policy* (Resolution No. 17-10618) that establishes policies and procedures for annexing property into the City and includes a Limits of Annexation Map that shows limits of annexation in two time periods, a City Annexation Petition Area and a Long Range Urban Planning Area. The Petition Area is coordinated with the City's Capital Improvements Plan and is generally recognized as land that can be served with City services within that time frame. The Long Range Urban Planning Area shows properties that are not immediately ready for City services. See **Figure 5** (page 15) for Limits of Annexation Map designations for the area surrounding the Inner Belt Loop. Areas not currently within the City Limits are within the Long Range Planning Area.

## Utilities

Public water and sewer availability along the Inner Belt Loop corridor alignment is limited to the systems that were installed to support Rehberg Ranch Subdivision. There is an existing, 16-inch water main that extends north from MT 3 along Rod and Gun Club Road to serve Rehberg Ranch. A branch of that same water main also extends west along MT 3 to terminate a few hundred feet east of the Zimmerman Trail roundabout.

Rehberg Ranch Subdivision is served by a low-pressure sanitary sewer system that pumps sewage effluent to a series of lagoons and surface application fields that are maintained by the City of Billings. The nearest available public sewer facilities at the south end of the corridor consist of low-pressure system that serves the residential area on top of the rims to the east of Zimmerman Trail and an existing 8-inch gravity main that begins at Masterson Circle and extends down the rims to tie into the overall network below. The nearest connection point to the gravity system is more than 6000 feet to the east of Zimmerman Trail.

At the east end of the Inner Belt Loop corridor there are sanitary sewer gravity mains located in Alkali Creek Road, approximately 7500 feet from the Skyway Drive intersection, and in Wicks Lane approximately 500 feet southeast of where Skyway Drive begins. Water main connection points are also available in the same approximate locations on Alkali Creek Road and Wicks Lane. **Figure 6** (page 16) shows the locations of the nearby public water mains and pressure zone boundaries and **Figure 7** (page 17) shows locations of sewer mains.

## Emergency Services

### *Billings Fire Department*

The Billings Fire Department (BFD) provides fire and emergency medical services (EMS) coverage for the City of Billings (approximately 44 square miles of coverage area), as well as the Billings Urban Fire Service Area (BUFSA) which contributes approximately 48 additional square miles of service area that lays outside of City limits. The BUFSA is an independent fire protection district that is served by BFD on a contract-basis with Yellowstone County. **Figure 8** (page 18) shows the relative coverage area limits overlaid with the Inner Belt Loop alignment. The majority of the study area falls outside of the BFD coverage area, and only the segment that bisects Rehberg Ranch Subdivision (including future phases) falls within the City limits coverage area. The

portions of the Inner Belt Loop alignment and adjacent properties that don't currently fall under BFD jurisdiction are the responsibility of the Fuego Volunteer Fire Department (VFD), a non-profit, volunteer-based organization with fewer than 10 members and limited resources, particularly for responding to structural fires.

The Fire Department Long Range Master Plan completed in 2018 indicated that BFD is unable to meet National Fire Protection Association (NFPA) recommended standards for incident response times within the coverage area due primarily to not having fire stations located in close enough proximity to portions of the service area. Conversations with the BFD for this project confirmed that the biggest challenges related to meeting national standards are rooted in availability of manpower and infrastructure given the sprawling growth that is occurring in the outlying areas of Billings. It should be noted that the master plan gives the BFD high marks for administration and operations efficiency given the resources that are available to the department.

### *Billings Police Department*

The Billings Police Department (BPD) also faces challenges with respect to providing desired patrol coverage, particularly during incidents that require emergency response from BPD. Based on discussions with BPD with respect to this study, the primary challenge in this case stems from a lack of dedicated manpower relative to the area of jurisdiction. For example, the "Heights" region of Billings, which was estimated to have a population of approximately 31,000 people by the United States Census Bureau *2017 American Community Survey*, typically has two or occasionally four officers patrolling that expansive area at any given time depending upon shift overlaps. When an incident occurs in another part of the urban area that requires response from those officers, patrol and emergency response coverage for the Heights may then be temporarily compromised further or negated entirely.

*Figure 4: Zoning and Land Use*

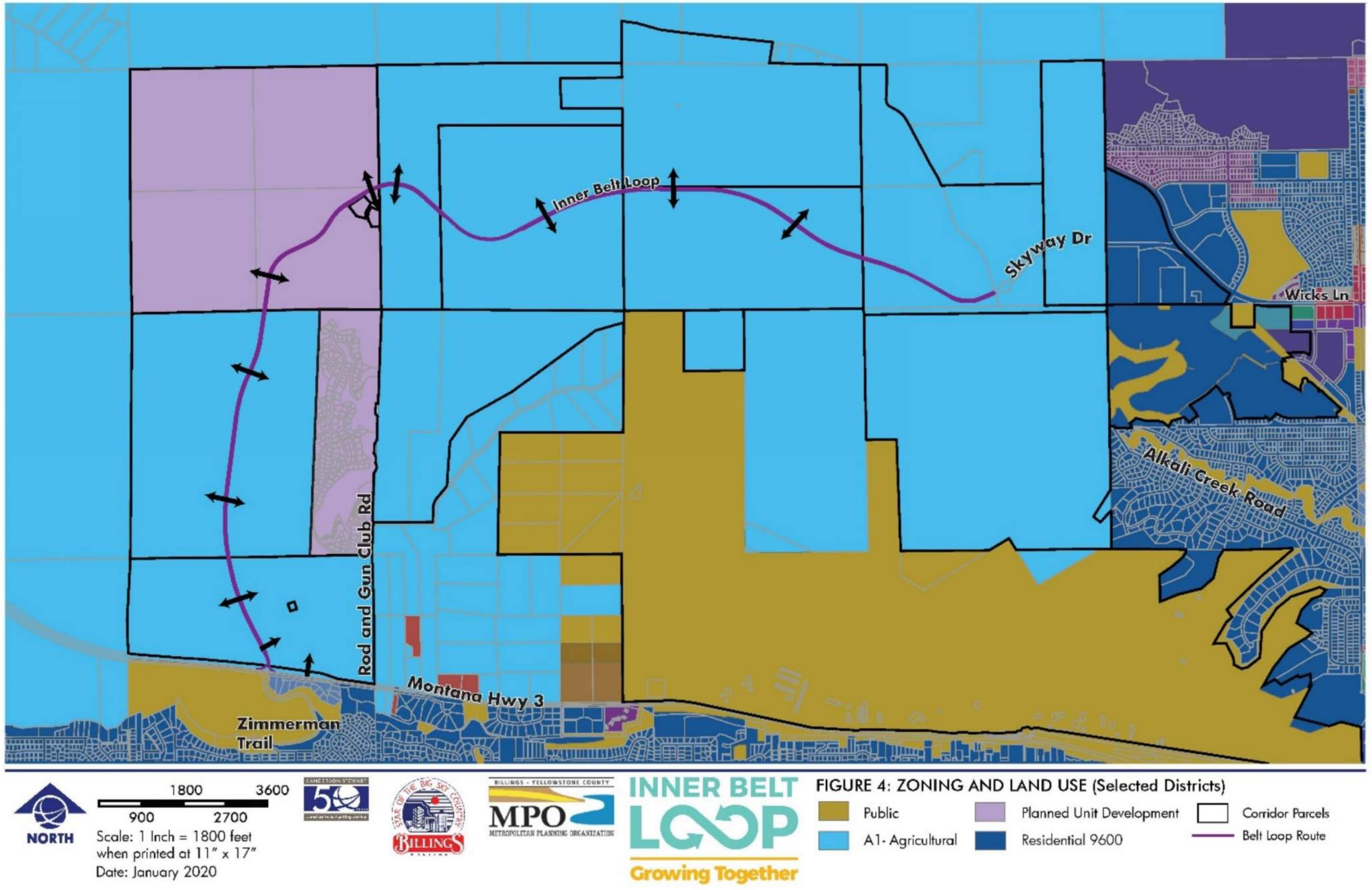


*Figure 5: City Limits and Limits of Annexation Map*

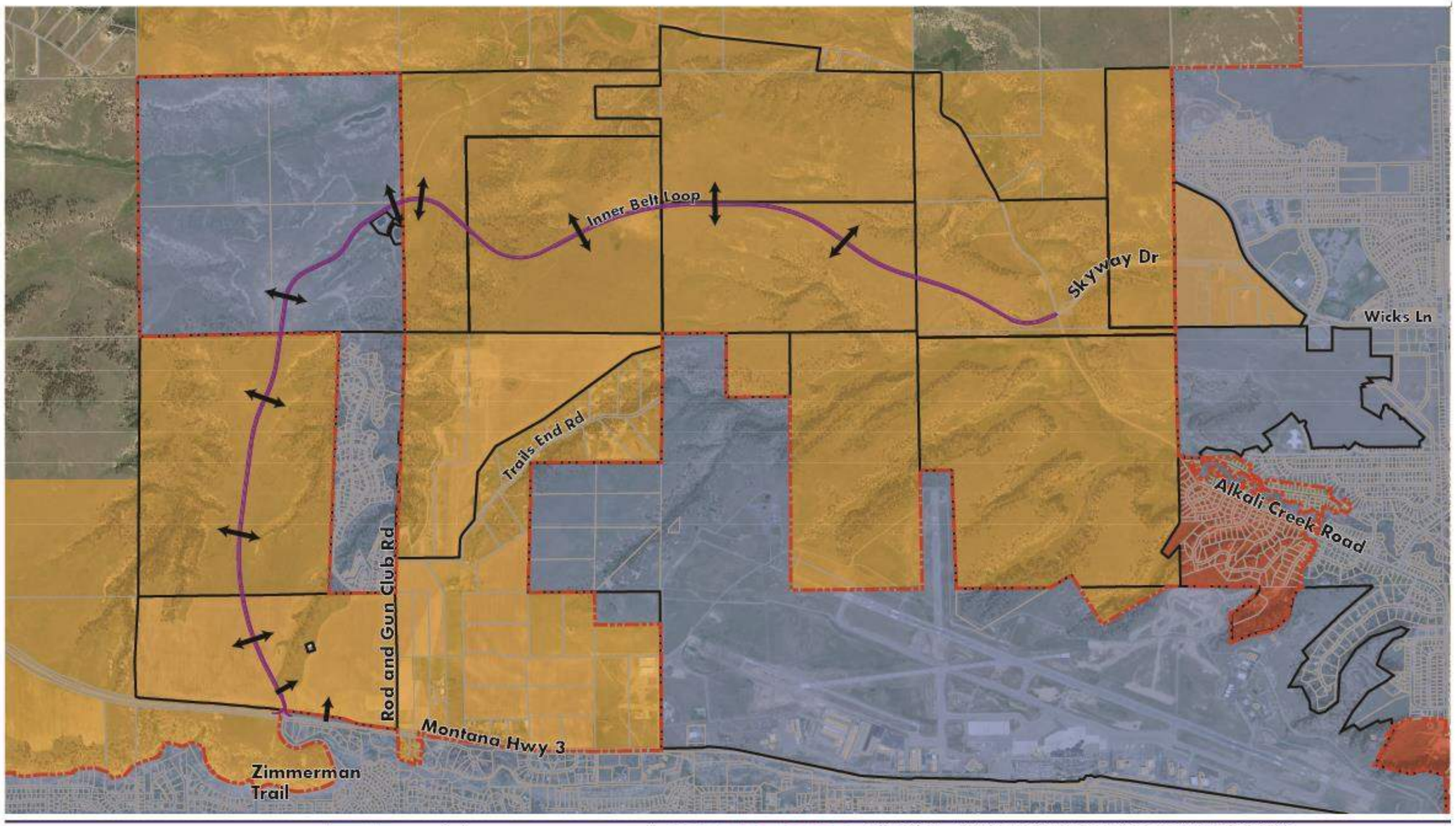


*Figure 6: Existing Public Water Mains and Pressure Zones*

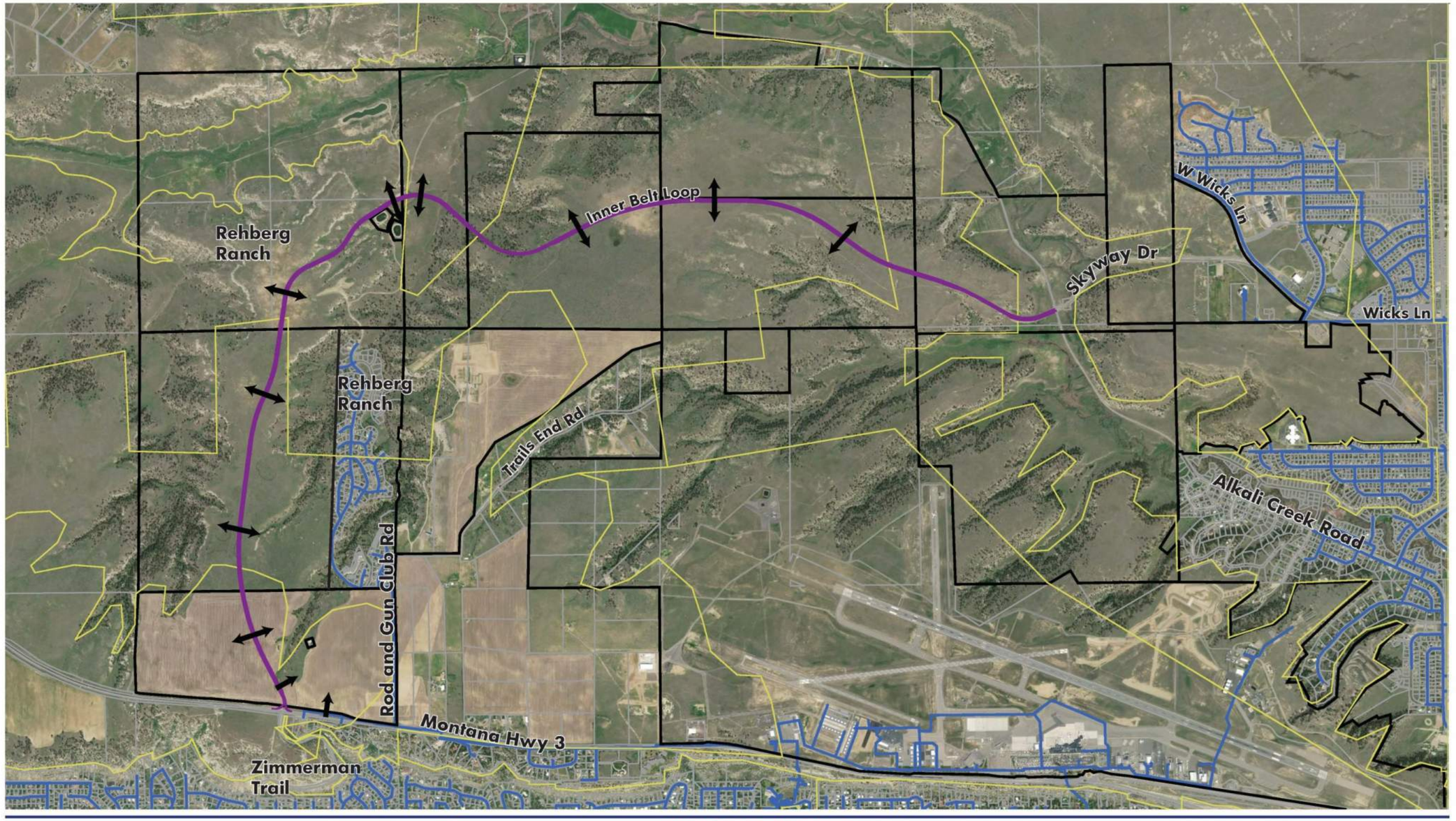


*Figure 7: Existing Public Sanitary Sewer Mains*

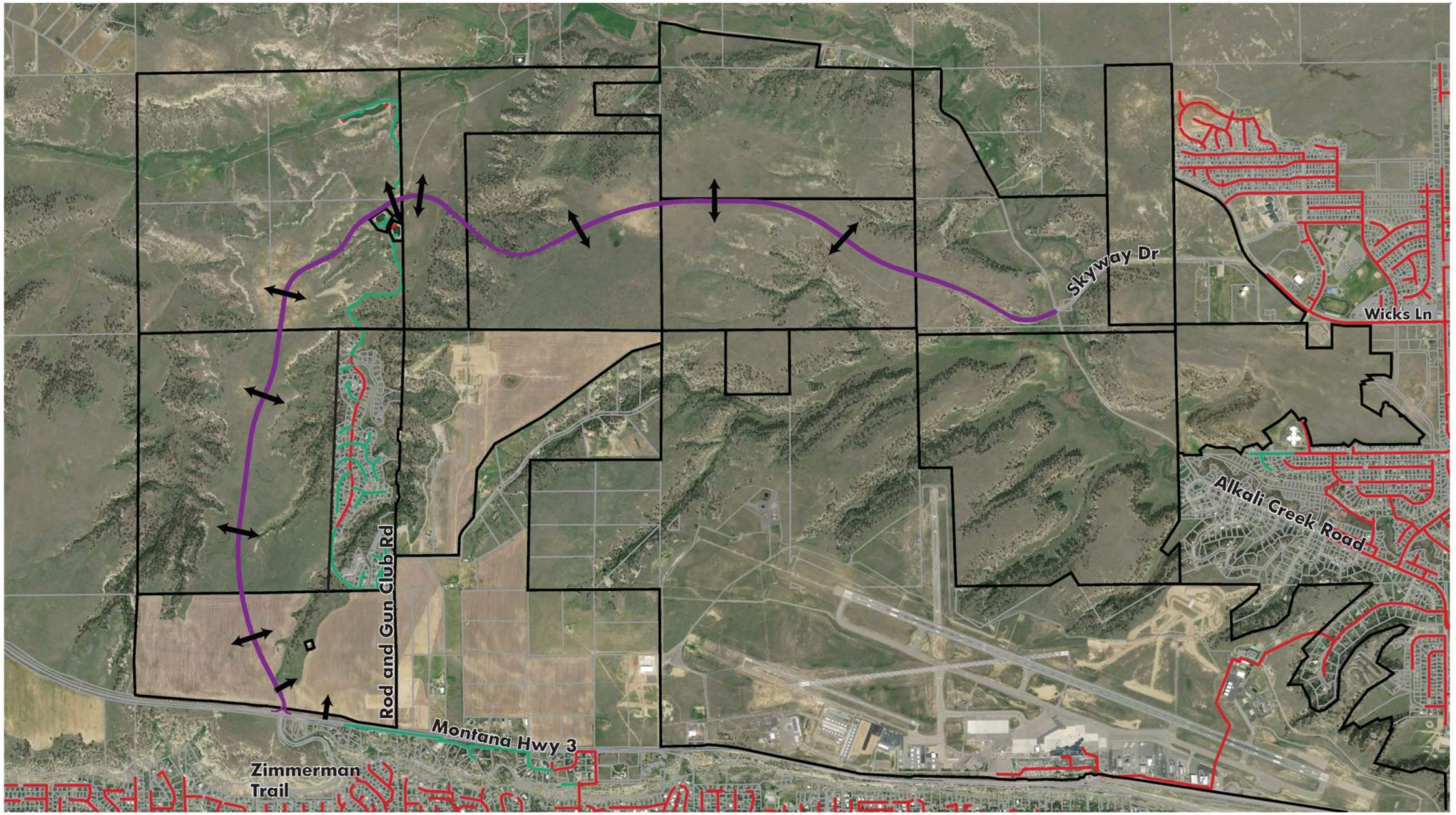
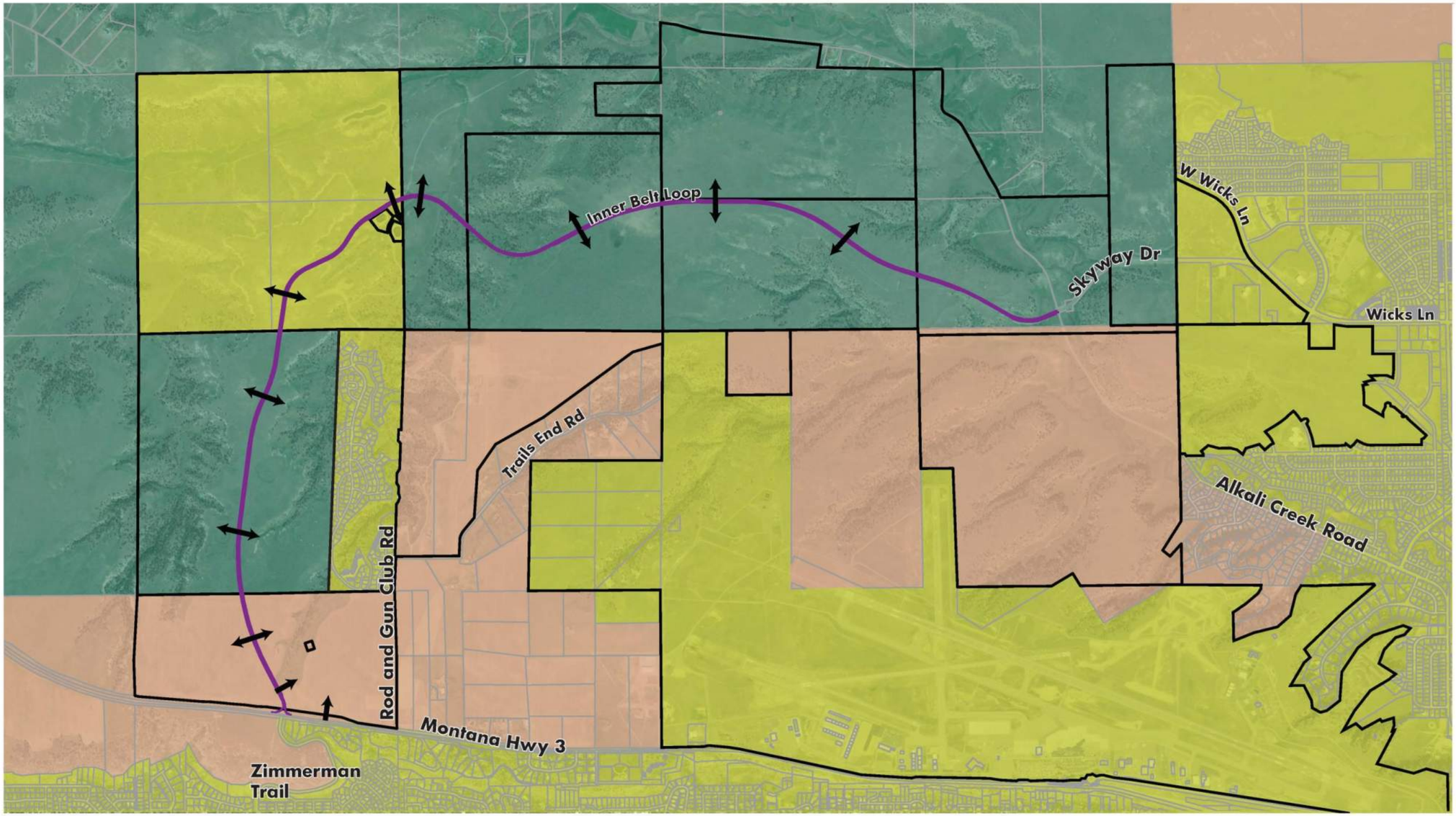


*Figure 8: Fire Service Areas*



# Transportation

### *Roadway/Facilities Network*

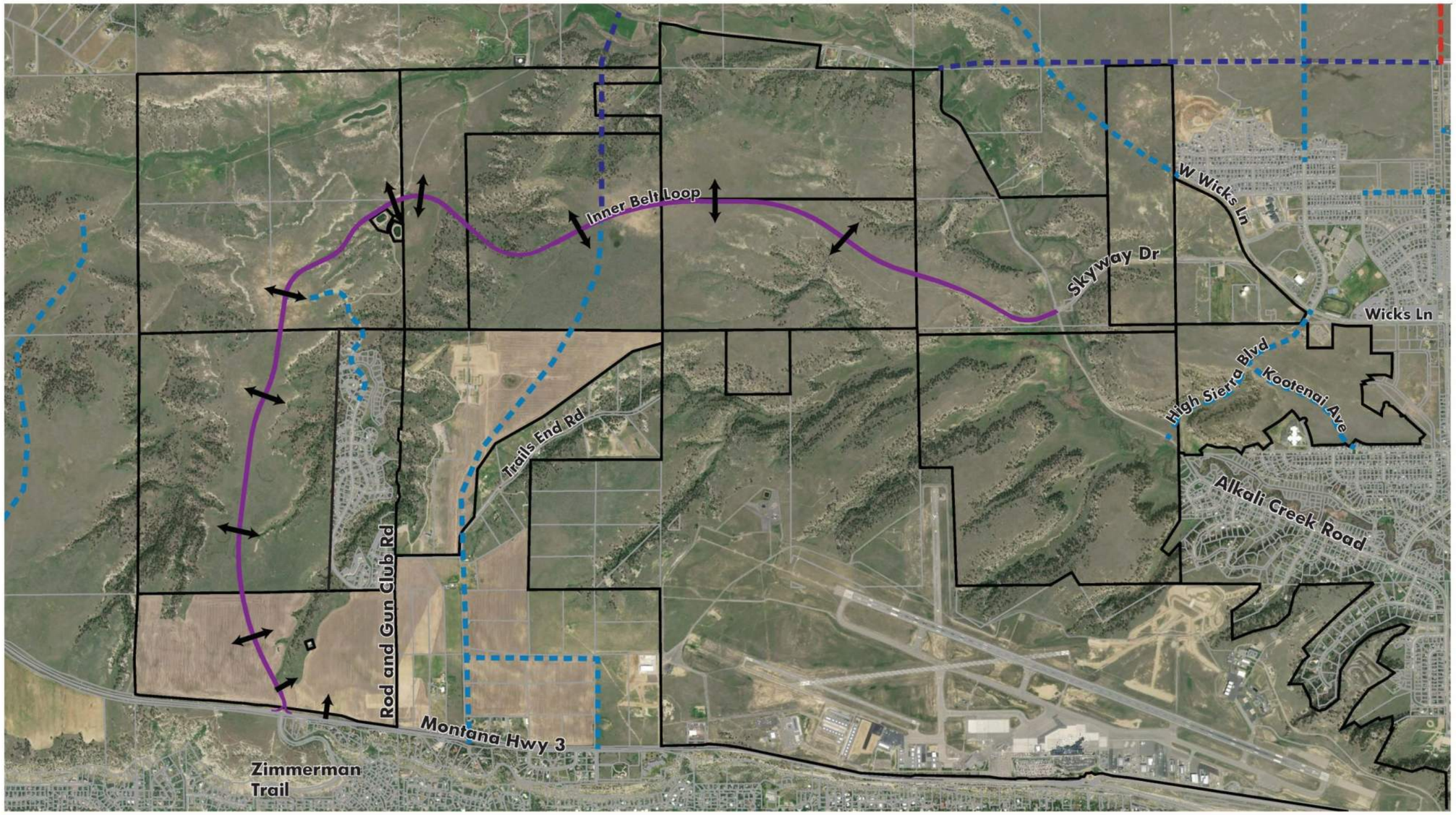
The area traversed by the Inner Belt Loop contains very few in the way of existing roads. **Figure 9** (next page) shows the existing street network, along with the proposed Inner Belt Loop alignment and future road network as described in the *2018 Billings Urban Area Long Range Transportation Plan*. There is an existing road network in the vicinity of the southwest end of the corridor that serves Rehberg Ranch Subdivision, the Billings Rod and Gun Club, and the rural residential neighborhood along Trails End Road. The south terminus of the Inner Belt Loop will tie into MT 3 (MT 3) at a roundabout that was recently constructed as part of the Zimmerman Trail Reconstruction project. The roundabout has a single-lane configuration supplemented with a northbound dedicated right-turn bay at the intersection.

At the east end of the Inner Belt Loop corridor, Alkali Creek Road connects the Alkali Creek neighborhood to Skyway Drive (Phase 1 of the Inner Belt Loop) and to MT 3. Skyway Drive connects to Wicks Lane in the immediate vicinity of Skyview High School, Harvest Church, and High Sierra Subdivision in an area of Billings that has been growing steadily over the past couple decades. The Alkali Creek Road/Skyway Drive intersection is a stop-controlled "T" intersection (stop sign on westbound Skyway Drive approach) with no auxiliary turn lanes. The Wicks Lane/Skyway Drive/West Wicks Lane intersection is also a stop-controlled "T" intersection (stop sign on southbound West Wicks Lane approach). The intersection has a left-turn lane on the eastbound approach, a right-turn lane on the westbound approach, and separate left-turn and right-turn lanes on the stop-controlled southbound approach.

***The MT 3/Zimmerman Trail roundabout***

***The Alkali Creek Road/Skyway Drive intersection***

*Figure 9: Existing and Future Street Network*



### *Trail Facilities*

In terms of dedicated pedestrian and bicycle facilities, the Zimmerman Trail Reconstruction project installed a multi-use path underpass on the south leg of the MT 3/Zimmerman Trail roundabout along with a 10-ft asphalt multi-use trail that extends east to Zimmerman Place (a local, residential street) and west to Zimmerman Park. The multi-use trail installation constitutes Phase 1 of the Skyline Trail project, which will ultimately construct a 10-foot multi-use trail all the way from Zimmerman Park to Swords Park along the rims. The MT 3/Zimmerman Trail roundabout has concrete boulevard sidewalk in all four quadrants with marked crosswalks on each leg of the intersection.

At the east end of the corridor, the Phase 1 Inner Belt Loop project constructed a 10-foot asphalt multi-use trail along the south side of Skyway Drive that ties into a recently constructed trail along the south side of Wicks Lane extending to the Wicks Lane/Governors Boulevard/Gleneagles Boulevard intersection. There is a marked crosswalk on the east leg of the Wicks Lane/Skyway Drive/West Wicks Lane intersection, though there is currently no sidewalk or trail facility on the north side of the road. There are no on-street bicycle lanes along any of the routes at either end of the Inner Belt Loop corridor.

***The gravel multi-use trail that connects Zimmerman Trail to the MT 3/Zimmerman Trail roundabout***

***The asphalt multi-use trail on Skyway Drive***

### *Traffic Volumes*

Traffic data was collected at key locations at both ends of the Inner Belt Loop corridor for purposes of establishing typical daily and peak period traffic volumes for use in analysis and as a basis for projecting future traffic demand. Raw data was collected using Miovision Scout camera systems and then adjusted for daily and season variation using Montana Department of Transportation's (MDT) most current (2018) seasonal adjustment factors. Data was collected for intersections of Skyway Drive with Alkali Creek Road and Wicks Lane on Wednesday, April 24 and at the MT 3/Zimmerman Trail intersection on Wednesday, May 8. The morning peak period was found to occur from 7:15-8:15 AM for all three intersections. The evening peaks for the Skyway Drive intersections were from 5:00-6:00 PM, whereas for the MT 3/Zimmerman Trail intersection, the evening peak occurred from 4:45-5:45 PM. **Figure 10** (next page) illustrates the Existing Conditions (2019) peak hour and annual average daily traffic (AADT) volumes that were calculated through this analysis.

### *Traffic Operations*

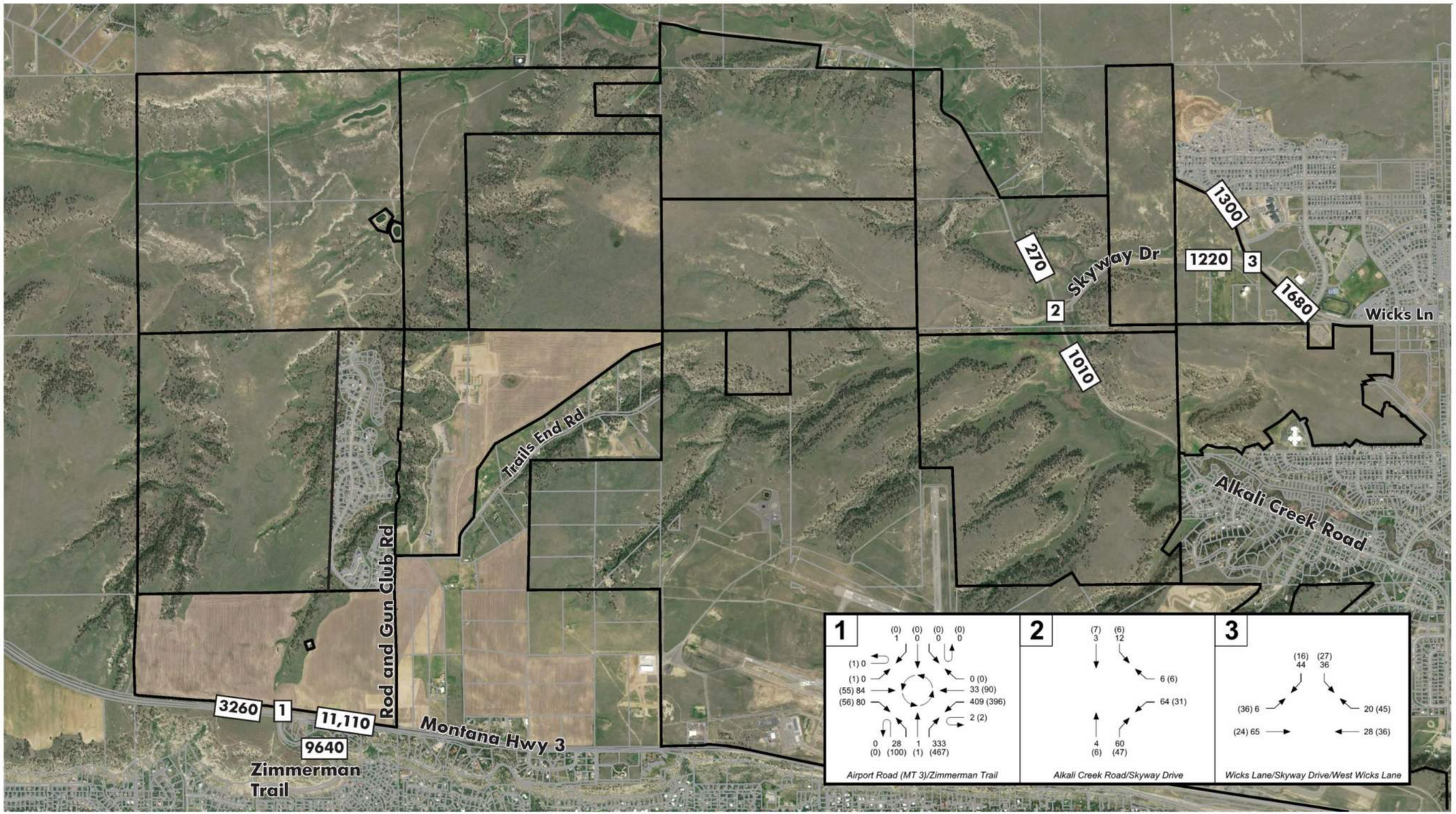
Existing Conditions (2019) intersection capacity calculations were performed for the study area intersections using Highway Capacity Software (HCS7) for the unsignalized intersections and SIDRA Intersection for the roundabout. Level of service (LOS) is defined as a quality measure describing operational conditions within a traffic stream, generally in terms of such service measures as speed and travel time, freedom to maneuver, traffic interruptions, comfort and convenience. LOS is a quantitative measure of the performance of an intersection with values ranging from LOS A, indicating good operation and low vehicle delays, to LOS F, which indicates congestion and longer vehicle delays. LOS C is typically considered a minimum acceptable threshold for operations in Billings, though exceptions are made in certain cases.

The results of the Existing Conditions (2019) intersection capacity calculations showed that all three of the study area intersections analyzed currently have all approaches operating at LOS A during typical morning and evening peak periods with virtually no problems related to queuing. **Table 1** below displays the key metrics for the capacity calculations. Detailed capacity calculation worksheets for the Existing Conditions (2019) analysis are attached in Appendix C.

***Table 1: Existing Conditions (2019) Peak Hour Intersection Capacity***

| | | | AM PEAK | | | PM PEAK | | |
|---|---|---|---|---|---|---|---|---|
| **INTERSECTION** | **Intersection Control** | **Approach** | **Avg Delay (s/veh)** | **Level of Service** | **Max Queue (vehicles)** | **Avg Delay (s/veh)** | **Level of Service** | **Max Queue (vehicles)** |
| MT 3 - Zimmerman Trail | | NB | 5.6 | A | 2 | 5.8 | A | 3 |
| | | SB | 4.9 | A | 0 | 5.0 | A | 0 |
| | | EB | 7.5 | A | 2 | 6.5 | A | 1 |
| | | WB | 7.2 | A | 3 | 7.5 | A | 3 |
| Alkali Creek Road - Skyway Drive | | NB | | | | | | |
| | | SB | 5.9 | A | 0 | 3.5 | A | 0 |
| | | WB | 9.4 | A | 1 | 8.9 | A | 1 |
| Wicks Lane/Skyway Drive - West Wicks Lane | | SB | 9.0 | A | 1 | 9.4 | A | 1 |
| | | EB | 0.7 | A | 0 | 4.5 | A | 1 |
| | | WB | (NO DELAY) | | | (NO DELAY) | | |

*Figure 10: Existing Conditions (2019) Traffic Volumes*




NORTH

1800 3600
900 2700
Scale: 1 Inch = 1800 feet
when printed at 11" x 17"
Date: January 2020

INNER BELT LOOP
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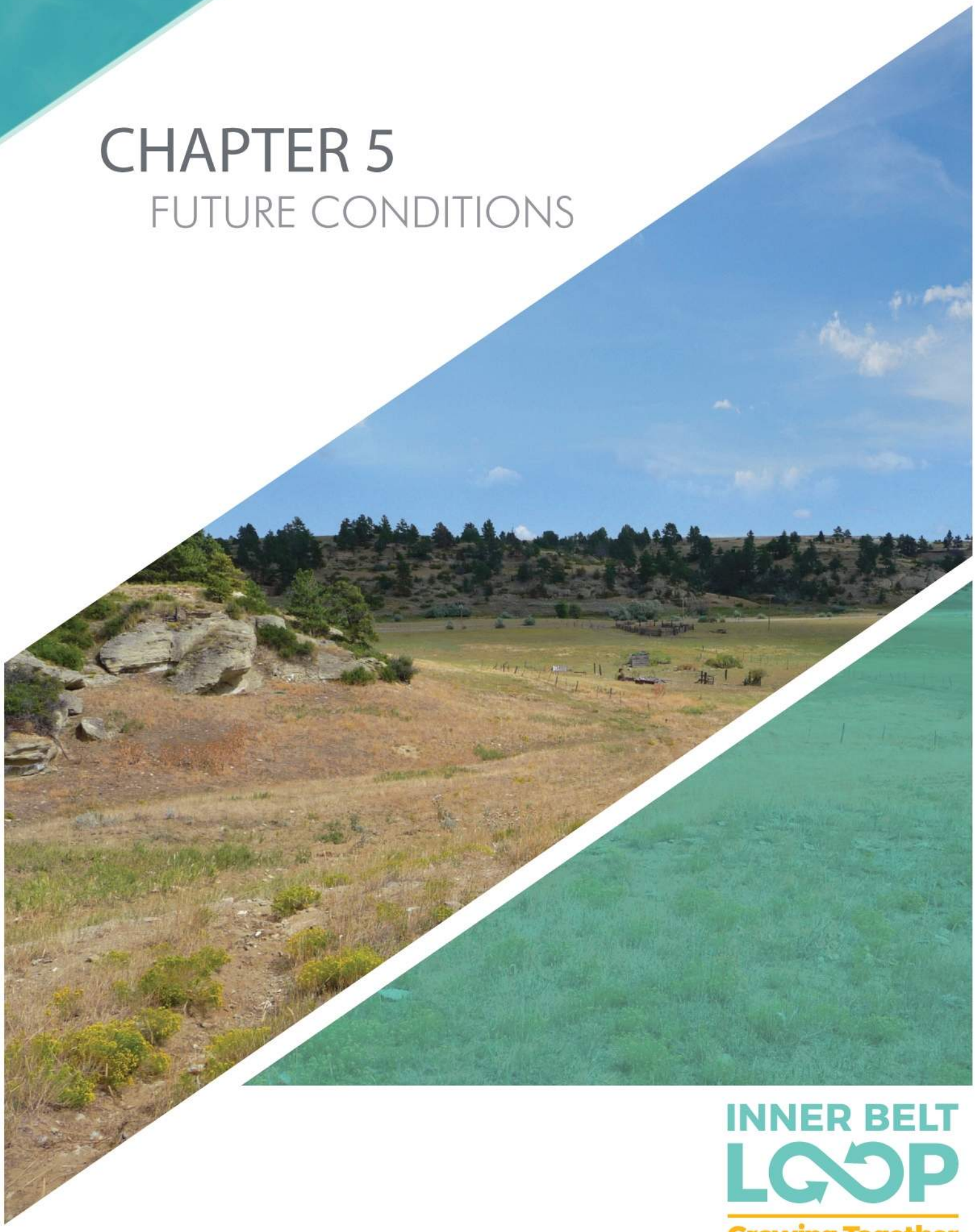
FIGURE 10: EXISTING CONDITIONS (2019) TRAFFIC VOLUMES

XXX Annual Average Daily Traffic (vehicles/day)
XXX Morning Peak Hour
(XXX) Evening Peak Hour
Corridor Parcels

# CHAPTER 5
## FUTURE CONDITIONS



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# FUTURE CONDITIONS

Based on conversations with property owners and the Project Oversight Committee, the consultant team performed an analysis of potential land development along the Inner Belt Loop corridor. Ultimately two iterations of land use scenarios were chosen to analyze for development potential and traffic analysis. These land use projections were based on an analysis of the physical conditions, feasibility of infrastructure service, public services, and future land use potential. From this analysis, an identification of developable areas was created and assumptions regarding the type of land use were determined in order to evaluate future traffic conditions and transportation needs.

## Development Areas

As a first step in determining potential development areas along the corridor, a series of physical site conditions were analyzed. A summary of the analysis is provided below.

### *Topography*

The topography along the Inner Belt Loop corridor is varied. Generally, it consists of flat highlands crossed with steep drainages leading to low points at Alkali Creek to the north and east. Using a Digital Elevation Model sourced from the State of Montana, a slope map was created in GIS. For the purpose of analysis, areas with a slope of greater than 20 percent were excluded from the buildable areas. While it is possible to build on areas with greater slopes, and in fact permitted by Section 23-404. (b) of the *Billings Municipal Code,* 20 percent slopes, as calculated from aerial imagery, is a reasonable cut off to begin to establish development area. See **Figure 11** (page 27) for results of the slope analysis.

### *Wetlands and flood zones*

Alkali Creek includes associated flood plain and wetlands. While some development could be permitted within these areas, for the purposes of estimated developable areas, land adjacent to Alkali Creek that is within flood zones or wetlands are excluded from the developable areas. There are likely additional wetlands located within the study area but are not necessarily mapped. Without a more detailed study, it is not possible to determine if these wetlands are able to be included within the developable areas. Generally, aside from the Alkali Creek area, the land within the study area is arid and therefore, large areas of wetlands are not likely to constrain future development. See **Figure 12** (page 28) for the Alkali Creek flood zones and wetland areas.

### *Access and Connecting Road Network*

The Functional Classification Map from the most recent *Transportation Plan* shows proposed Principal and Minor Arterials and Collectors. As proposed, there will be limited connection between the Inner Belt Loop and the larger road network (**Figure 9**, page 20). In evaluating potential development area, access from the future street network was considered and will likely influence the location for future development.

### *Utilities*

The consultant team solicited the expertise of the City of Billings Public Works Department, Engineering Division to assess the ability to extend public water and sewer services to serve future development areas. While limited development may be able to be served with private sewer and water systems, either by on-site services such as septic systems and/or wells/cisterns, or a private community system, development at urban densities will likely require the capacity of a municipal water and sewer system.

Water

The Existing Conditions chapter of this report provided a summary of the closest-proximity locations for existing public water system infrastructure that could serve as connection points

therefore, large areas of wetlands are not likely to constrain future development. See **Figure 12** (page 28) for the Alkali Creek flood zones and wetland areas.

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Water

The Existing Conditions chapter of this report provided a summary of the closest-proximity locations for existing public water system infrastructure that could serve as connection points to provide water service for users along the Inner Belt Loop. However, an additional consideration for providing water service to end users along the Inner Belt Loop is water pressure. The dramatic changes in elevation that occur along the Inner Belt Loop alignment would, without the benefit of additional infrastructure to increase or reduce water pressure, cause end user water pressures to be too high or too low at various points in the system. In support of this study, the City of Billings Public Works Department, Engineering Division performed an analysis of likely pressure zone locations. **Figure 13** (page 29) illustrates how many different pressure zones would be required to provide adequate end user water pressure. It also depicts estimated developable acres within each pressure zone (see discussion of developable area below). The additional infrastructure required to regulate pressure for a public water system along the Inner Belt Loop would most likely be very expensive depending upon the number of zones. At this time, detailed cost estimates for public water and sewer extensions along the Inner Belt Loop are not available.

The existing water main that serves Rehberg Ranch Subdivision is currently a dead-end line. The lack of redundancy in that system presents risk of widespread loss of service in the case of a water main break. As such, there is a desire by the City to "loop" that water main back to the main in MT 3 to provide redundancy in that system. This would represent an additional benefit of providing water main along the Inner Belt Loop between MT 3 and Rehberg Ranch Subdivision.

Property owners could also consider drilling wells to provide water service, but the geologic characteristics of that area (shallow bedrock) would make well service challenging. Furthermore, the allowable density of development would be reduced based on standard DEQ requirements for lot size for properties served by water wells. This would also not be desirable for the City of Billings, because properties with domestic water service by private well would not be allowed to annex into the City and thus would not contribute to the tax base.

Sewer

The existing public sanitary sewer system that serves Rehberg Ranch subdivision was designed with reserve capacity to serve future phases of that development. That system may also be able to support some additional areas of development in that vicinity, though doing so would likely require an expansion of the property available for surface application of the treated effluent. The City of Billings Public Works Department, Engineering Division considers this option to be an interim

solution only. The long-term goal would still be to extend one or more sanitary sewer mains along the Inner Belt Loop alignment to provide gravity sewer connectivity (likely supplemented with one or more lift stations) for the bulk of the area. For approximately the east half of the corridor, a gravity main connecting to the existing system in Alkali Creek Road could serve properties along that stretch. However, the cost of extending the sanitary sewer gravity main would be substantial.

If public water and sewer systems are not extended to certain areas in the Inner Belt Loop corridor, the development potential in those areas will likely be dampened considerably. This would be due to both the density restrictions for development where public sewer and water is not available and given the relative difficultly of providing private sewer and water systems on a large scale.

### *Drainage*

The current design for the Inner Belt Loop proposes that storm water and drainage would be managed via a system of roadside borrow ditches with culverts under cross-street, driveway, and farm field approaches and crossing culverts at key locations where runoff can be discharged from the borrow ditches. The conveyance system was designed to accommodate the 10-year, 24-hour design storm in accordance with City of Billings and Montana Department of Environmental Quality (DEQ) requirements from that timeframe. When the final design is completed, adjustments may be necessary to bring the design in compliance with current requirements in the City of Billings *Stormwater Management Manual* (February 2018).

### *Airport Influence Zone*

The Billings Logan International Airport is located south of the corridor. Development in and around the airport was evaluated for compatibility with airports and aircraft noise. As shown on **Figure 14** (page 30), some properties within the study area are impacted. While this does not limit the ability to develop the property, it may affect the interest in people living and working in an area with aircraft noise.

### *Identification of Development Areas*

An analysis of the preceding information resulted in the identification of potential development areas (**Figure 15**, page 31). A total of approximately 2,300 acres was identified as having development potential. The timing and viability of development in all of these areas was not evaluated as part of this study but were used as the basis of the development scenarios described below.

*Figure 11: Topography and Slope Analysis*

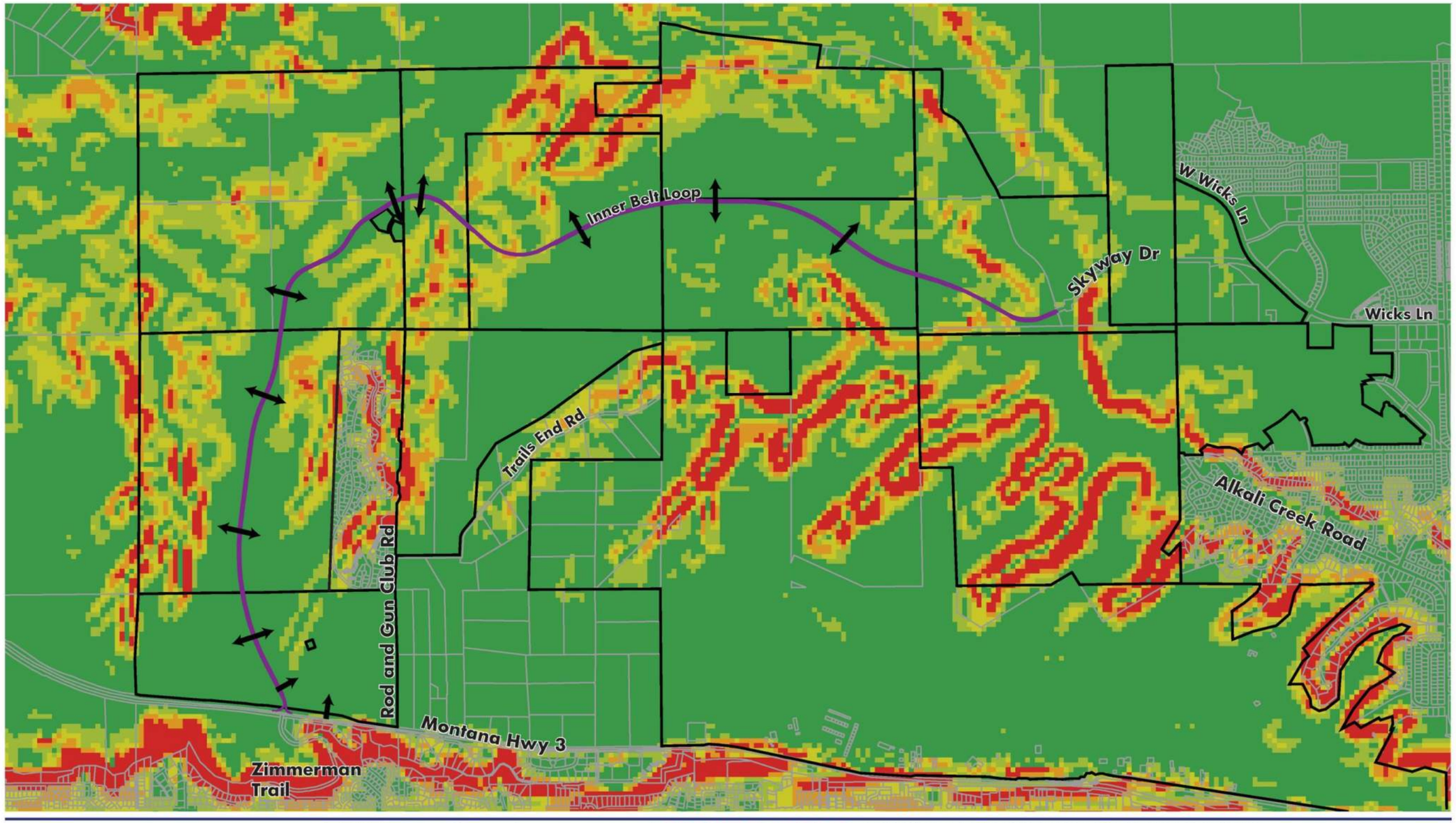


*Figure 12: Alkali Creek Flood Zones and Wetlands*

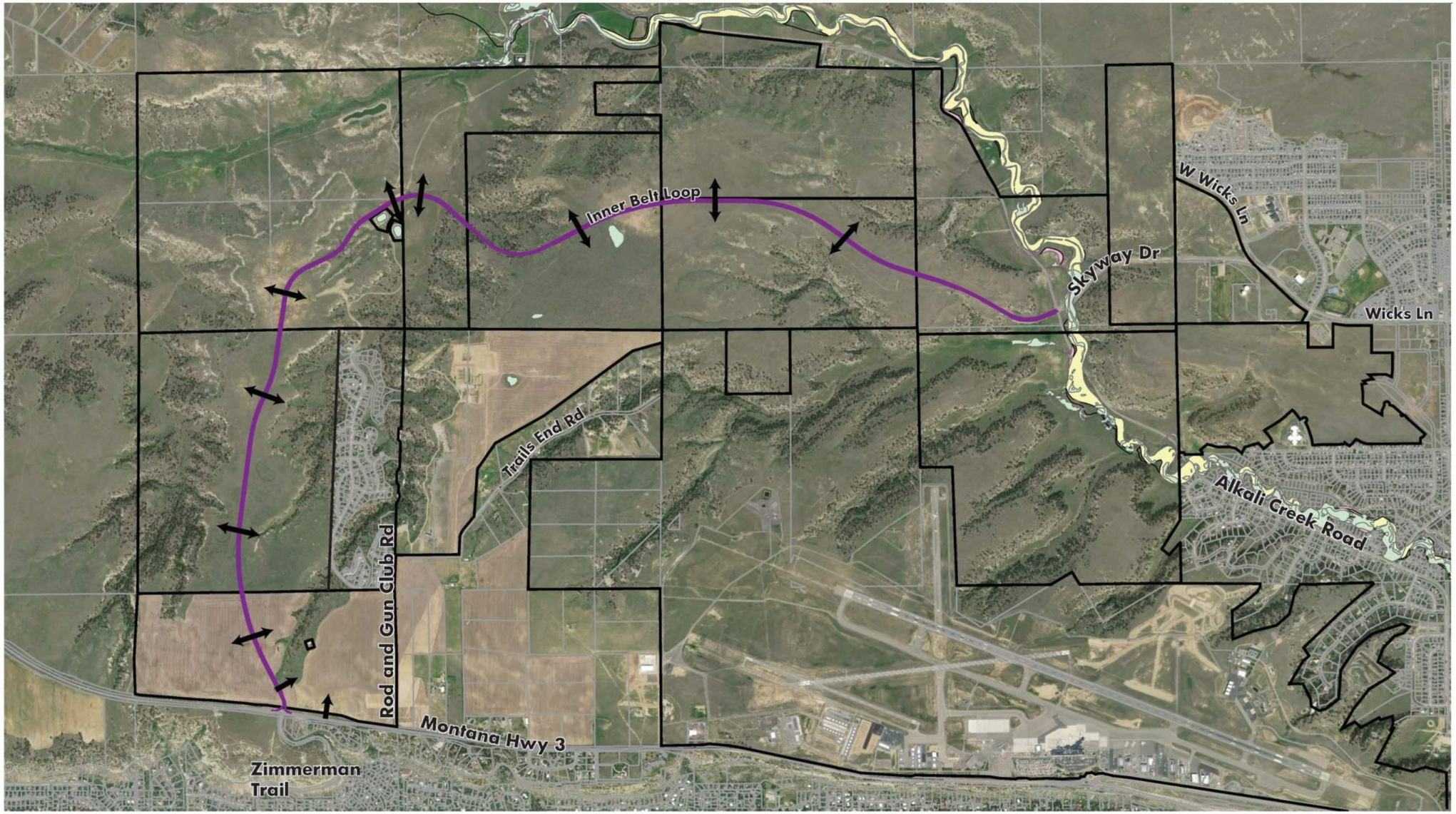


*Figure 13: Projected Water System Pressure Zones (Developable Acres)*

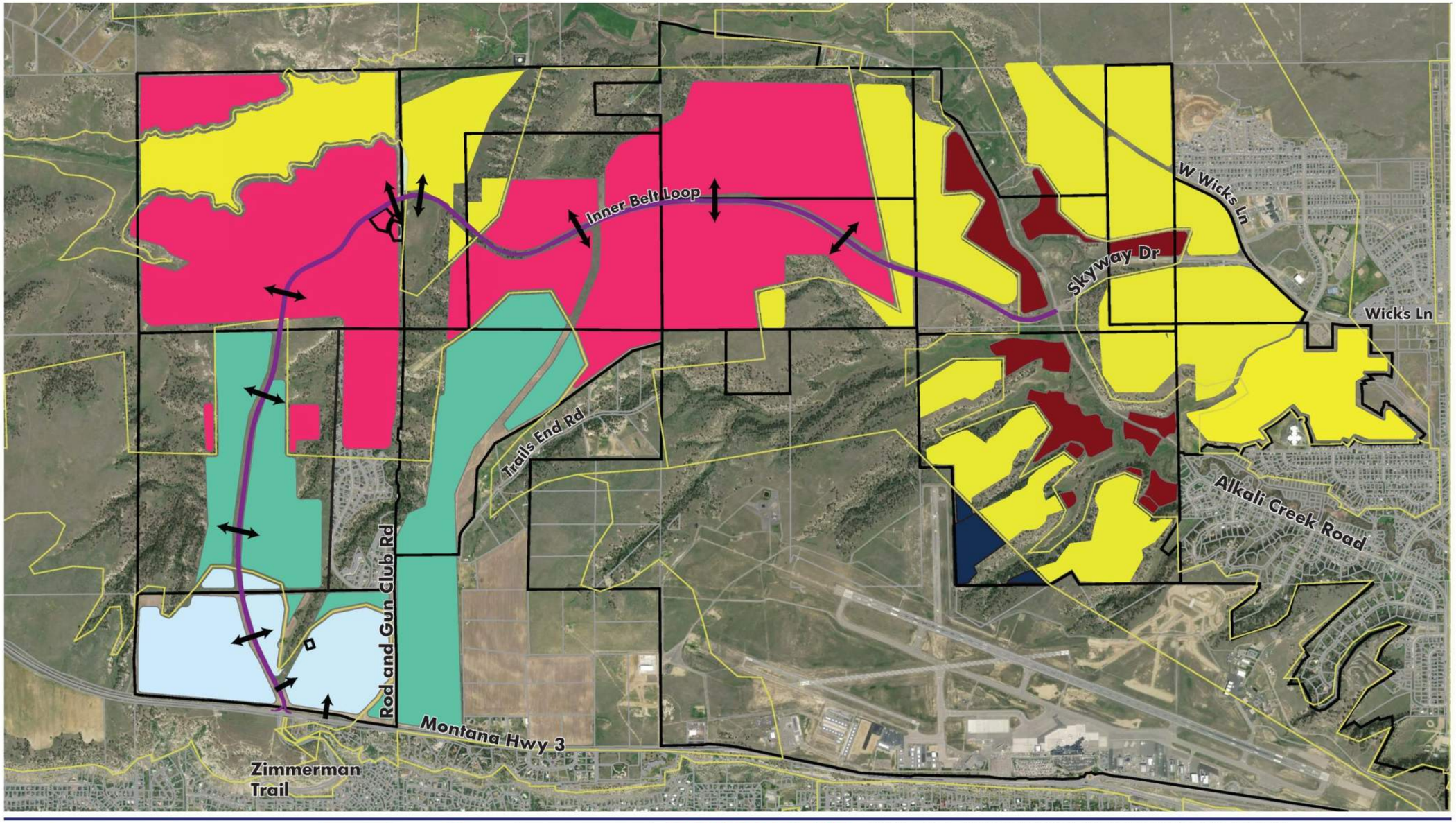


*Figure 14: Billings Airport Noise Overlay Zones*

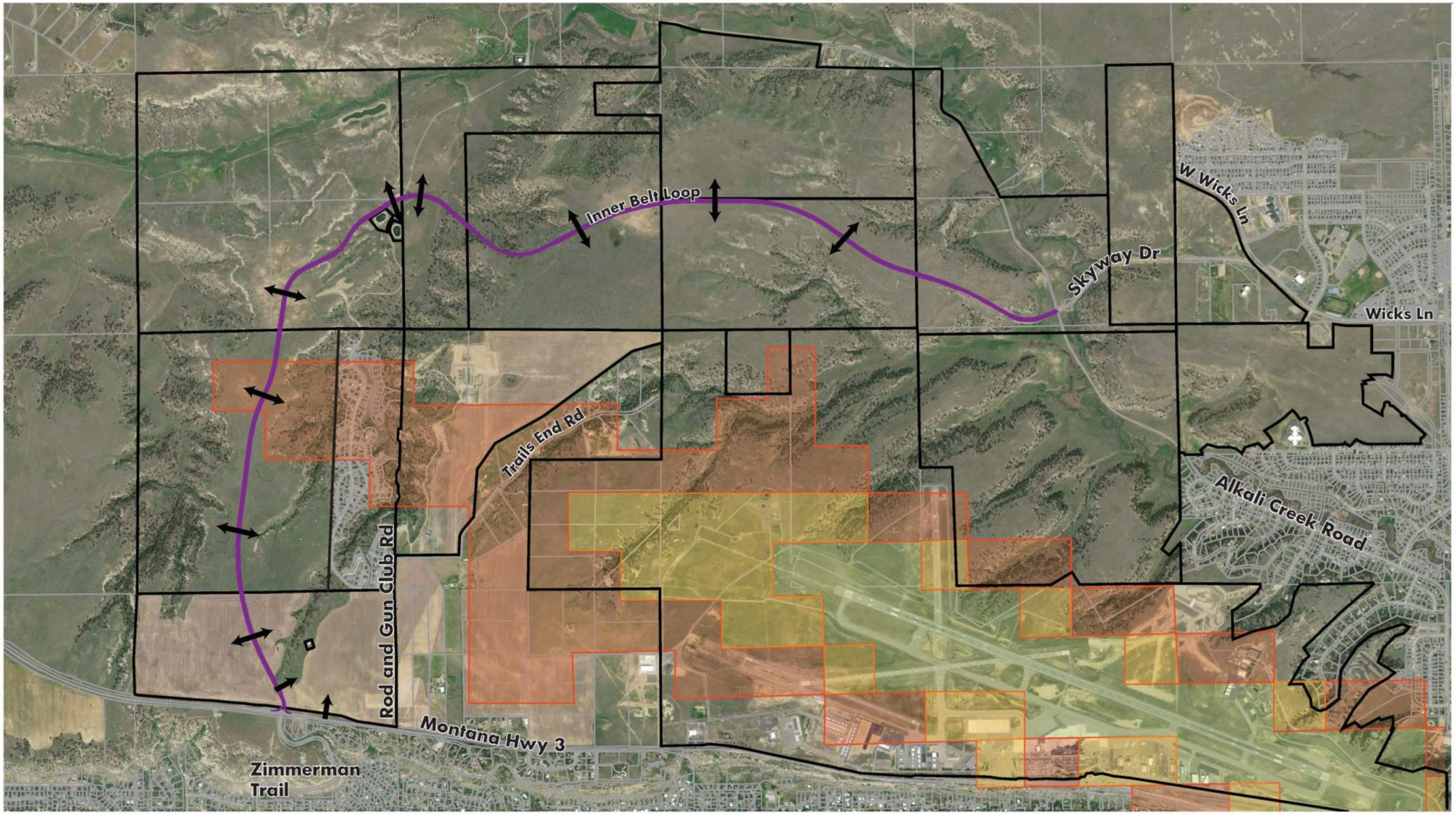
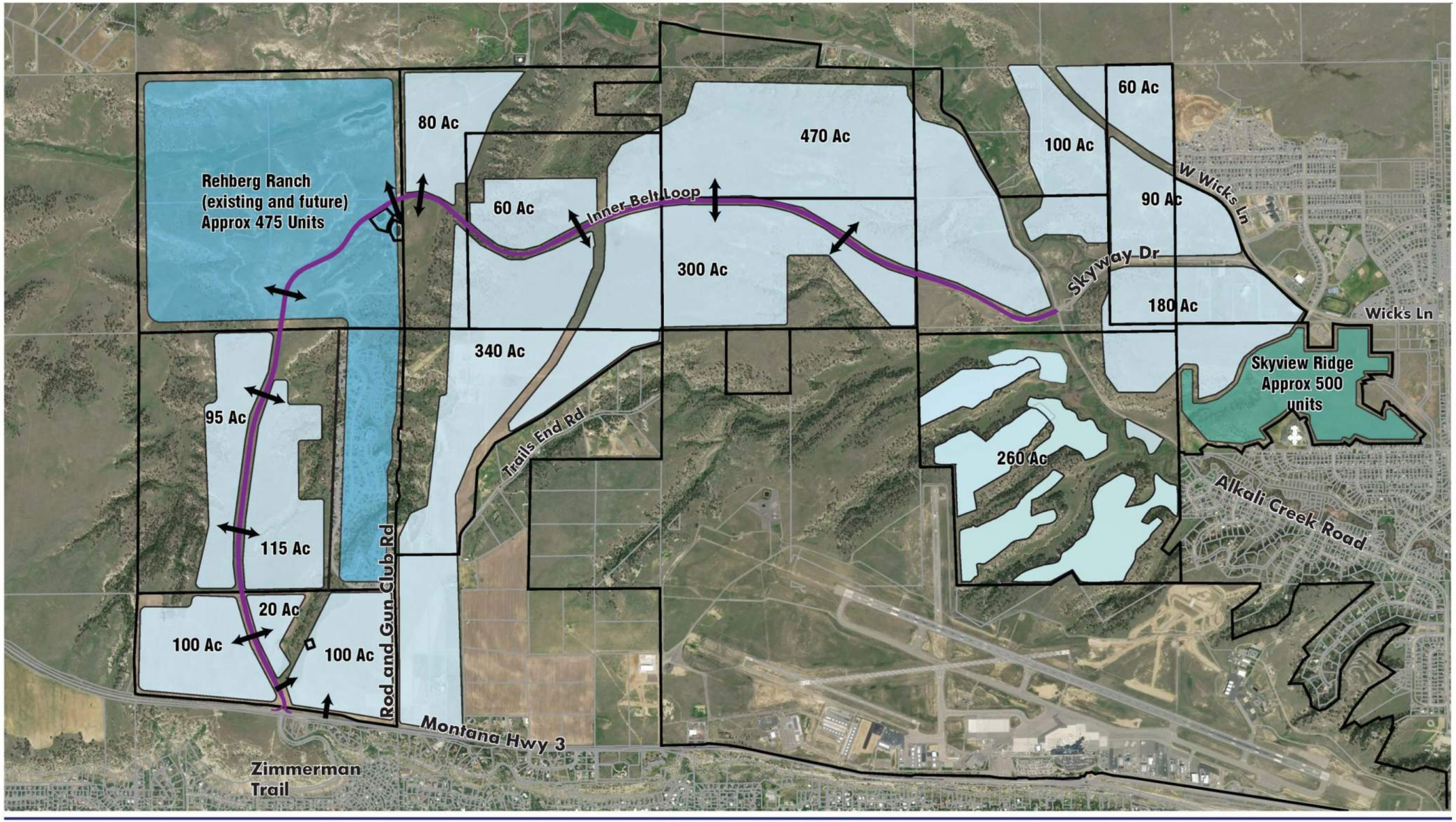


*Figure 15: Development Areas*



# Development Scenarios

### *Type of Development*

The development forecast for the corridor needed to consider the type of land use. Several factors were considered in this determination. The first factor considered the potential for commercial development. With the limited street network and close proximity to the well-established commercial center along Main Street, it is unlikely that the Inner Belt Loop will serve as a location for large areas of commercial development. Instead, some commercial development could be anticipated and planned for at major intersections within the corridor, such as MT 3 and Alkali Creek Road. The remaining development areas identified would be well positioned for future residential development. Small scale commercial development could occur within some of the residential development and therefore, should not be excluded from consideration. The resulting land use forecast identifies residential development as the bulk of potential development.

### *Development Projections*

Once the development areas and types of development were defined, the next step of the land use forecast was to determine which of those areas and how much of them would be developed within a 20-year timeframe. There is a fair amount of subjectivity involved in this sort of analysis, however, the consultant team, along with City staff sought to make determinations based on location suitability for development and overall market absorption of new development based on the historic growth of Billings.

Two iterations of the land use projections were created, baseline and aggressive growth, varying the area of the corridor developed and the density of development (dwelling units per acre for residential and floor area ratio (FAR) for commercial).

Baseline Scenario

The baseline scenario assumes a modest capture rate for development. The Billings residential market absorbs about 670 dwelling units a year, based on average growth since 2010. As momentum for development has focused on the western edge of the city, it may be some time before there is significant enough demand for housing along the corridor. Should this rate of development continue, in this scenario the study area would capture approximately 6% of all residential development. The baseline scenario includes the complete buildout of Rehberg Ranch and half of Skyview Ridge. Additionally, some commercial development is anticipated, primarily at the intersection of the Inner Belt Loop and MT 3.

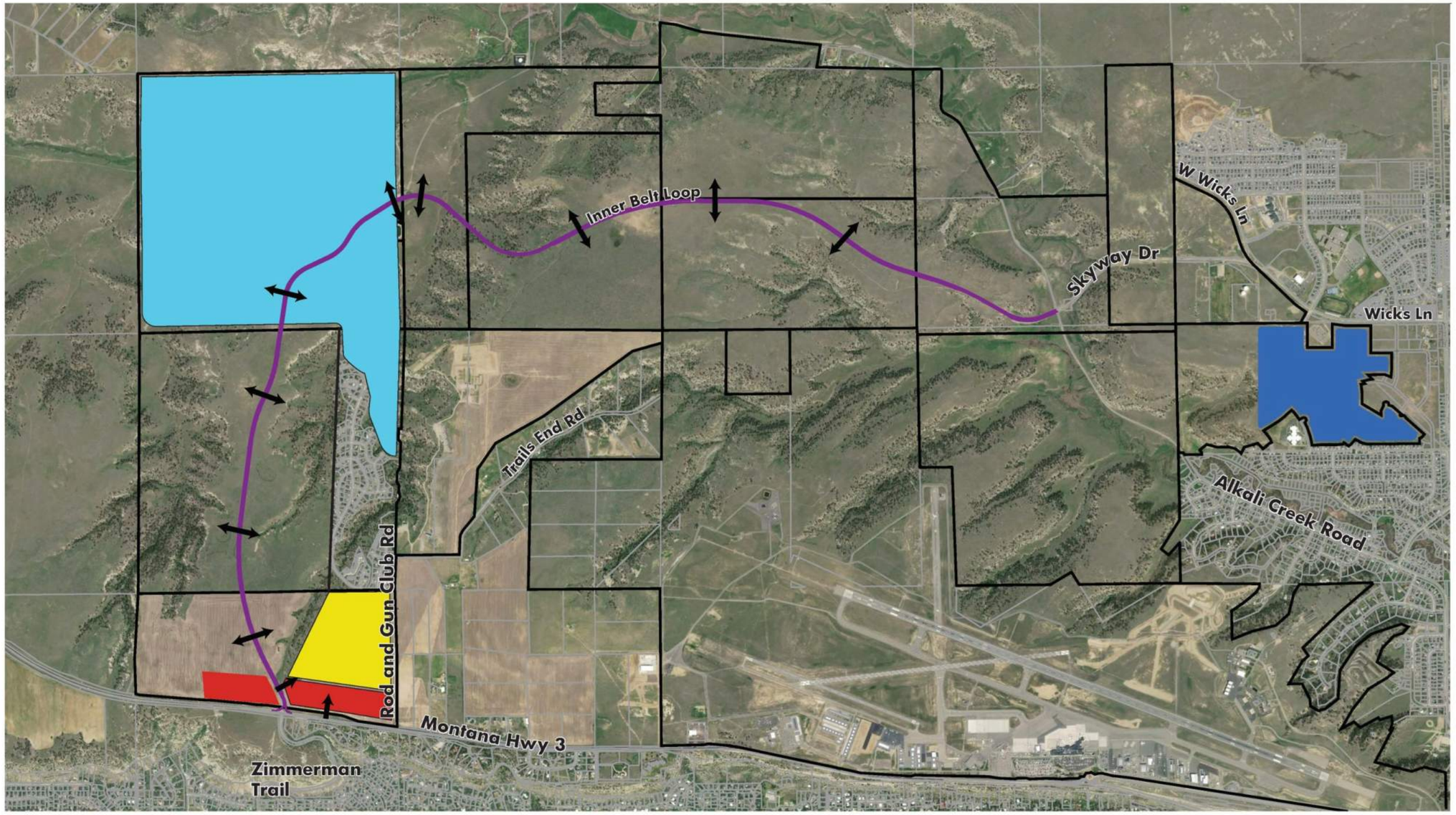
Aggressive Growth Scenario

The aggressive scenario forecasts all of that development but also includes additional commercial and residential development along MT 3, residential and very limited commercial development along Alkali Creek Road and west on the Inner Belt Loop, and the buildout of the remainder of Skyview Ranch Subdivision. See **Figures 16 and 17** (pages 33-34) and **Table 2** (below).

***Table 2: Development Scenario Land Use Forecasts***

| SCENARIO | RESIDENTIAL DEVELOPMENT | | | | COMMERCIAL DEVELOPEMNT | |
|---|---|---|---|---|---|---|
| | Currently Entitled Units [1] | Projected Acreage | Projected Units | Total Forecasted Units | Projected Acreage | Total Forecasted Square Footage |
| Baseline | 725 | 73 | 110 | 835 | 40 | 260000 |
| Aggressive Growth | 975 | 471 | 1188 | 2163 | 67 | 430000 |

*Figure 16: Baseline Development Scenario*




NORTH

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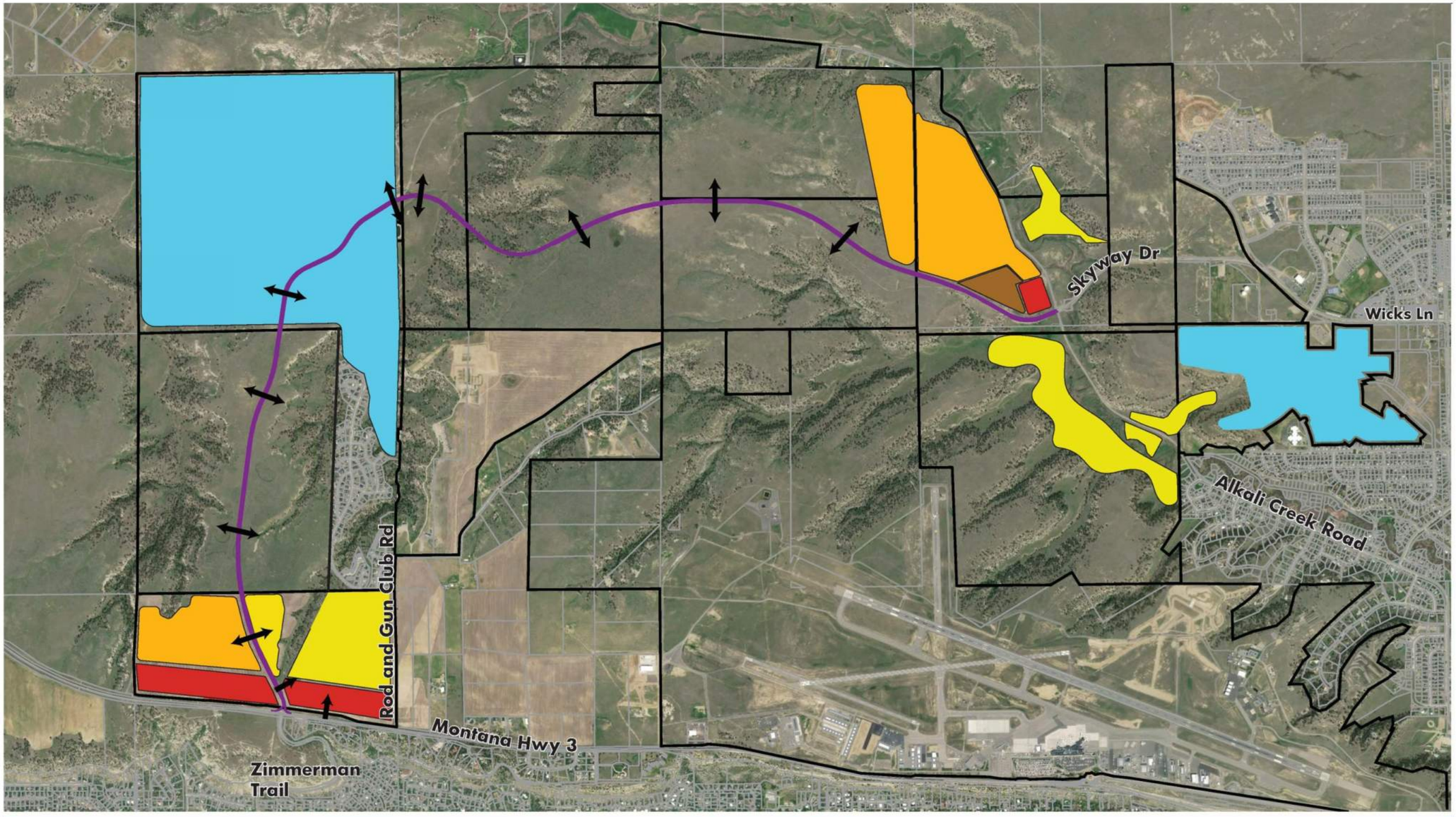
Scale: 1 Inch = 1800 feet
when printed at 11" x 17"
Date: January 2020

FIGURE 16: BASELINE DEVELOPMENT SCENARIO

- Residential: 73 Acres * 1.5 Dwelling Units Per Acre = 110 Units
- Commercial: 40 Acres * .15 Floor Area Ratio = 260 K square feet
- Rehberg Ranch: 475 Units (167 Existing, 475 Additional Planned)
- Skyview Ridge: 250 Units
- Corridor Parcels
- Belt Loop Route

*Figure 17: Aggressive Growth Development Scenario*



A variety of residential densities are included in the forecasts, 1.5 dwelling units /acre, 3.0 dwelling units /acre, and 6.0 dwelling units /acre (all gross densities). These densities are derived from what is in existence: Rehberg Ranch is about 1.5 dwelling units per gross acre gross and the neighborhood surrounding Walsh Park is about 3.0 dwelling units/acre gross. The area forecast at 6.0 dwelling units/acre is meant to represent a development with multi-family, duplex, and small lot single family homes.

The commercial forecasts were created by converting the acres of development area to square feet of development using a floor area ratio of 0.15. This ratio was derived from an examination of other mixed commercial development areas in Billings.

The Travel Demand Model, which was utilized to project future traffic volume demand and traffic patterns for this study (see next report section), uses the number of residential dwelling units and square feet of different commercial development types (Retail, Light Industrial, Warehouse, Office) as its inputs. Therefore, it was necessary to further refine the previously summarized land development forecasts by making assumptions about the composition of the anticipated commercial development. For the commercial areas located along MT 3, 46 acres is forecast to have a use mix that is 20% retail, 30% light industrial, 30% warehouse, 20% office and 16 acres is forecast to have a mix that is 40% office, 30% light industrial, and 30% warehouse. The 6-acre commercial area at the intersection of Alkali Creek Road and the Inner Belt Loop is forecast to have a mix of 90% retail and 10% office. These percentages are based on the types of commercial development that are typically found at similar locations in the Billings area.

It's important to note that the land development and traffic projection scenarios for this study were developed based on an assumption that public sewer and water would be provided for at least portions of the Inner Belt Loop corridor. If no such facilities are extended, land development densities and traffic projections are likely to be considerably lower even relative to the Baseline Scenario.

***Aerial images showing examples placed used to generate density and FAR assumptions. Rehberg Ranch, Gabel Road, and a Billings Heights neighborhood***

# Transportation

## *Roadway/Facilities Network*

The primary roadway network improvements anticipated for the analysis horizon year of 2040 are the completion of the Inner Belt Loop roadway and the associated 10-foot multi-use trail, both of which would provide a continuous travel route between the MT 3/Zimmerman Trail intersection and the Alkali Creek Road/Skyway Drive

intersection. However, as was discussed in the recap of information from the *2018 Billings Long Range Transportation Plan*, there are several future proposed roadways with connections to the Inner Belt Loop that would impact travel demand and operations in the corridor. The following is a list of the key future, proposed street connections that would likely have substantial impacts on the Inner Belt Loop:

- A proposed Minor Arterial that connects the Inner Belt Loop to Alkali Creek Road at approximately the midpoint of the alignment
- A Collector roadway that extends south from that same intersection to connect with MT 3 approximately ¼ mile east of Road and Gun Club Road
- An extension of Iron Horse Trail (as a proposed collector) to connect from the north end of the current development area for Rehberg Ranch Subdivision to the Inner Belt Loop
- A proposed Collector roadway extending from the Wicks Lane/High Sierra Boulevard intersection southwest to an intersection with Alkali Creek Road
- A proposed Collector roadway extending from Kootenai Avenue northwest through Skyview Ranch Subdivision to tie into the previously referenced High Sierra Boulevard extension

Likewise, the *Billings Area Bikeway + Trails Master Plan Update* proposes a variety of bicycle and pedestrian facilities that would connect to and augment use of the planned multi-use trail along the Inner Belt Loop. Below is a listing of the most significant of those proposed improvements:

- Shared-use path (Skyline Trail) along the south side of MT 3 from Zimmerman Trail to Billings-Logan International Airport (Swords Park Trail connection)
- Shared-use path along Zimmerman Trail from Poly Drive to MT 3
- Shared-use path along Alkali Creek from Senators Boulevard to the future intersection of Alkali Creek Road and High Sierra Boulevard
- Shared-use path along West Wicks Lane from Skyway Drive to future extension of Annandale Road
- Buffered bike lane along MT 3 west of Zimmerman Trail
- Bike lane(s) along MT 3 from Zimmerman Trail to North 27th Street roundabout (at Billings Logan International Airport)
- Bike lane(s) along Rod and Gun Club Road from MT 3 to Iron Horse Trail (south end of Rehberg Ranch Subdivision)
- Bike lane(s) along future extension of Iron Horse Trail from north end of currently developed Rehberg Ranch Subdivision to Inner Belt Loop
- Bike lane(s) from Inner Belt Loop to Alkali Creek Road along future, planned north-south minor arterial roadway
- Bike lane(s) along Alkali Creek Road from Skyway Drive/Inner Belt Loop to future extension of Annandale Road
- Bike lane(s) along future extension of High Sierra Boulevard from Wicks Lane to Alkali Creek Road

The recommendation to provide bike lanes and a shared-use path along MT 3 between Zimmerman Trail and the North 27th Street Roundabout at the airport may be redundant. However, in general, the above-listed roadway and multi-use facility improvements would greatly improve connectivity for all users in the vicinity of the Inner Belt Loop and future development along the corridor.

### *Right-Of-Way*

Through the original design process for the Inner Belt Loop, it was determined that a standard right-of-way width for the corridor of 90 feet would be sufficient to accommodate a future 4-lane, urban roadway while still allowing for a 15-foot boulevard between the roadway and the multi-use path. It was anticipated that future water and sewer installations could be made in the boulevard area. The Phase 1 (Skyway Drive) segment was constructed in a 90-ft right-of-way dedication. Right-of-way has not yet been dedicated along any portion of the route from MT 3 to Alkali Creek Road. Although the 90-ft right-of-way allocation would generally be adequate based on the future proposed roadway template referenced above, the possible addition of features such as turn lanes, raised median to promote access control, sidewalk along the side of the road opposite the multi-use path, space for private utilities installations, and/or a boulevard area to allow for street lighting on that same side of the road would consume the small amount of extra space afforded by the 90-foot template. Although added cost for right-of-way acquisition would be a deterrent, it may be advisable to consider a wider right-of-way allocation. A five-lane urban roadway with 12-ft travel lanes, a 15-ft two-way left-turn lane (which could also allow for raised median with a narrower turn lane at major intersection locations), a 10-ft boulevard and 10-ft multi-use path on one side, and a 5-ft boulevard and 5-ft sidewalk on the opposite side, and one foot buffers to the right-of-way boundary would require 100 feet of right-of-way width. Depending on the anticipated intersection type and/or lane configurations for major intersections (such as at Alkali Creek Road), additional right-of-way width and/or intersection corner allocations may be needed in the future, as well.

### *Traffic Volume Projections*

The Billings Metropolitan Planning Organization (MPO) recently developed a new travel demand model (TDM) intended to aid in the forecasting of future traffic demand and travel patterns in the greater Billings area. For this project, the TDM was utilized to project future traffic growth due to land development in the vicinity of the Inner Belt Loop corridor, but also to assess the impact of the Inner Belt Loop and other future, proposed roadway connections in the vicinity on traffic volume demands in and around the corridor.

The primary output metric from the TDM is traffic demand measured in vehicles/day by individual model link (roadway connection between intersection nodes). The project team and POC agreed upon a horizon year for future conditions analysis of 2040, which generally equates to a 20-year projection of land development and traffic growth. Travel demand model runs for the 2040 horizon year were processed both with and without the Inner Belt Loop for the Baseline and Aggressive Growth land development scenarios. Multiple runs were made to evaluate impacts of forecasted land development on the Inner Belt Loop and various other key transportation links in Billings.

Variations of the future model runs were processed with and without the additional future, proposed street connections, listed in the previous section of the report, to gauge their impacts on traffic demand and operations for the Inner Belt Loop. **Table 3** on the following page provides a comparison of average daily traffic model projections for a handful of key streets based on the TDM configurations with and without the Inner Belt Loop in place for the Baseline and Aggressive Growth scenarios. The table also shows the most current available traffic data for each street to help illustrate the overall traffic growth that is expected over the 20-year forecast period.

Projections for the Inner Belt Loop itself vary from approximately 4,850 vehicles/day (vpd) to 9,760 vpd for the Baseline scenario and from 7,430 vpd to 13,300 vpd for the Aggressive Growth scenario. The modeling exercise showed moderate increases in traffic (approximately 5-6%) for Zimmerman Trail below MT 3 with the Inner Belt Loop in place, while demand on MT 3 to the east of Zimmerman Trail is projected to reduce by approximately 19-21%.

Although not illustrated in **Table 3**, the projections from the model runs that included the future proposed street connections in the vicinity of the Inner Belt Loop indicated that north-south connector street from MT 3 to the Inner Belt Loop (and beyond to Alkali Creek Road) could carry as much as 2500 vpd for the Aggressive Growth scenario, thereby reducing traffic on the Inner Belt Loop itself by as much as 15%.

Using the average daily traffic forecasts from the Baseline and Aggressive Growth model runs (with the Inner Belt Loop) to approximate demand growth and traffic distribution, Sanderson Stewart calculated AM and PM peak hour turning movement projections for the two future analysis scenarios. The projections were calculated only for the three (3) intersections that were analyzed as part of the existing conditions analysis since precise turning movements would be difficult to predict for planned, future intersections where none of the intersecting roadways are currently in existence. **Figures 18 and 19** (pages 39-40) present the turning movement and average daily traffic projections for the study area, for the Baseline and Aggressive Growth analysis scenarios, respectively.

***Table 3: Horizon Year (2040) Traffic Projections***

| STREET | SEGMENT | | Existing Traffic Volumes (veh/day) | FUTURE LAND DEVELOPMENT SCENARIO TRAFFIC VOLUME PROJECTIONS (VEH/DAY) | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Baseline | | | Aggressive Growth | | |
| | From | To | | Without IBL | With IBL | % Diff. | Without IBL | With IBL | % Diff. |
| Inner Belt Loop | MT 3 | Iron Horse Tr. | - | - | ***9,760*** | N/A | - | ***13,300*** | N/A |
| Inner Belt Loop | Iron Horse Tr. | Alkali Creek Rd. | - | - | ***4,850*** | N/A | - | ***7,430*** | N/A |
| Skyway Dr. | Alkali Creek Rd. | Wicks Ln. | 1,220 | 1,810 | ***4,020*** | 122.1% | 2,000 | ***5,210*** | 160.5% |
| Wicks Ln. | Skyway Dr. | High Sierra Blvd. | 1,680 | 3,720 | ***5,290*** | 42.2% | 3,850 | ***6,370*** | 65.5% |
| Alkali Creek Rd. | Foothill Dr. | Skyway Dr. | 1,010 | 1,500 | ***1,980*** | 32.0% | 1,660 | ***3,160*** | 90.4% |
| Zimmerman Tr. | Rimrock Rd. | MT 3 | 9,640 | 14,830 | ***15,720*** | 6.0% | 15,540 | ***16,350*** | 5.2% |
| MT 3 | Apache Tr. | Zimmerman Tr. | 3,260 | 7,630 | ***5,070*** | -33.6% | 8,730 | ***5,060*** | -42.0% |
| MT 3 | Zimmerman Tr. | Rod and Gun Club Rd. | 11,110 | 17,410 | ***14,070*** | -19.2% | 18,500 | ***14,630*** | -20.9% |
| Main St. | MT 3 | Lake Elmo Dr. | 40,450 | 44,760 | ***43,350*** | -3.2% | 44,450 | ***43,160*** | -2.9% |

*Figure 18: Baseline Scenario (2040) Traffic Volume Projections*

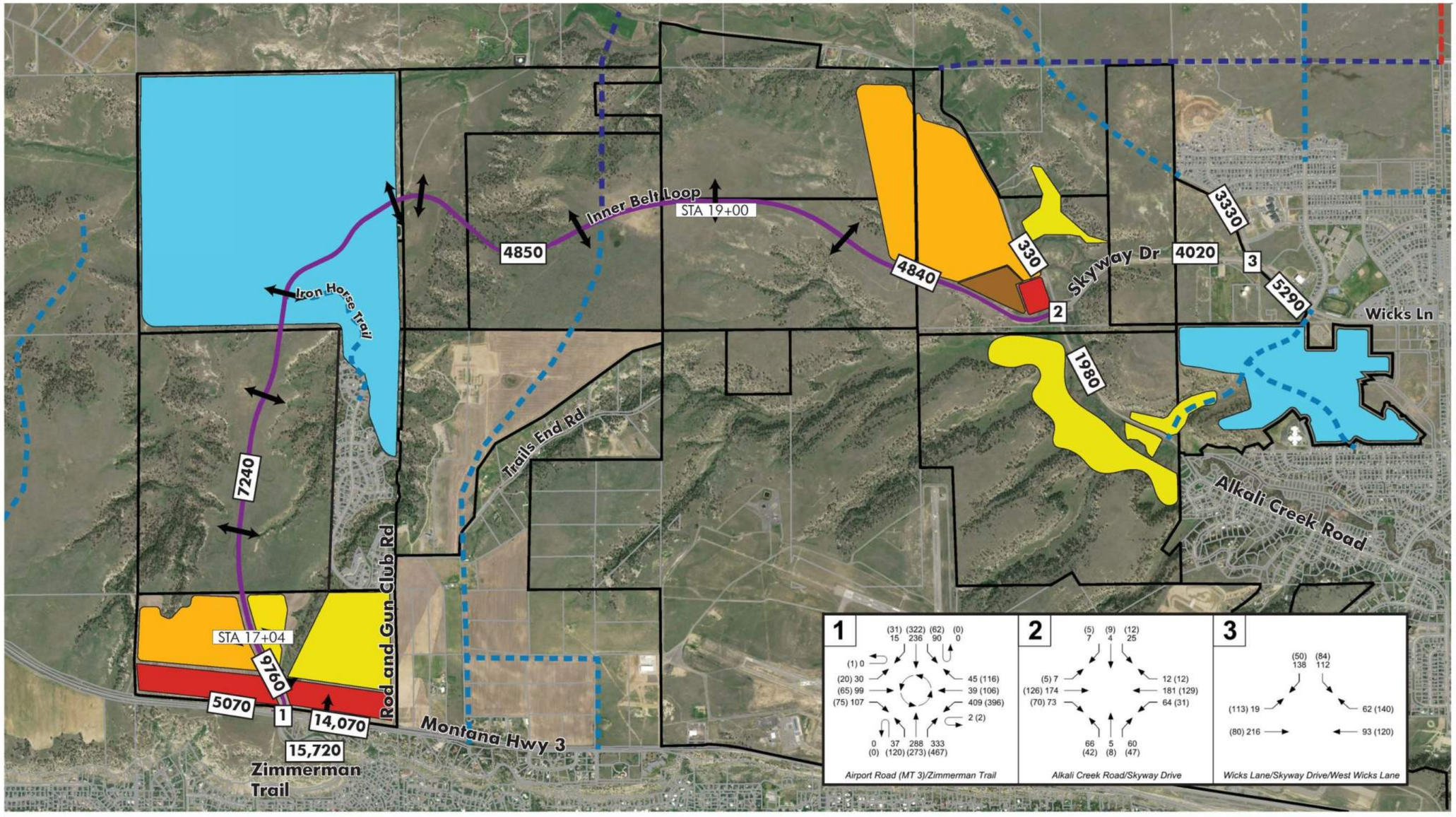



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FIGURE 18: BASELINE GROWTH SCENARIO (2040) TRAFFIC VOLUME PROJECTIONS

XXX Annual Average Daily Traffic (vehicles/day)
XXX Morning Peak Hour
(XXX) Evening Peak Hour

Corridor Parcels
Belt Loop Route
Proposed Collector
Proposed Minor Arterial

*Figure 19: Aggressive Growth Scenario (2040) Traffic Volume Projections*

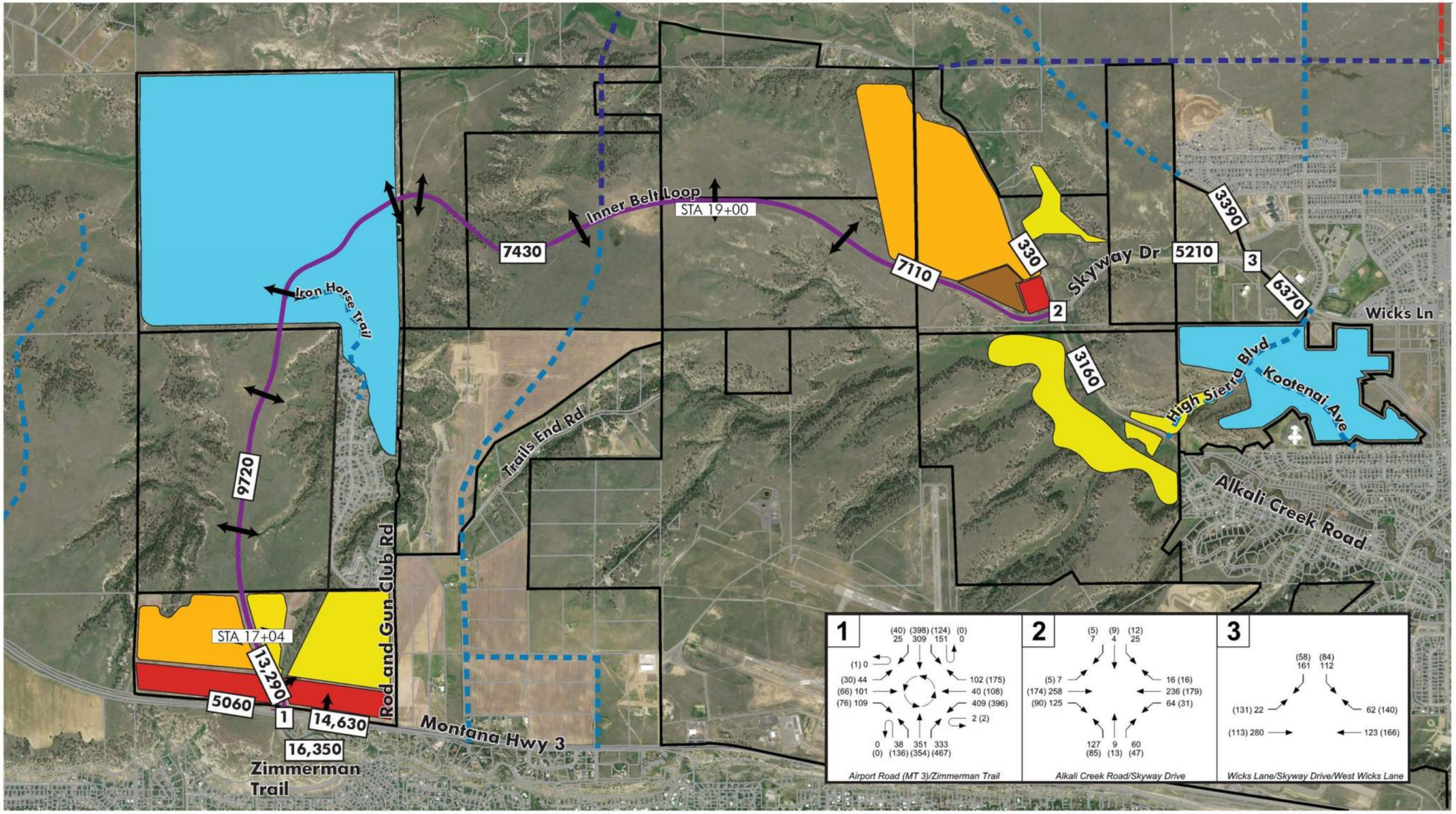


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FIGURE 19: AGGRESSIVE GROWTH SCENARIO (2040) TRAFFIC VOLUME PROJECTIONS

XXX Annual Average Daily Traffic (vehicles/day)
XXX Morning Peak Hour
(XXX) Evening Peak Hour

Corridor Parcels
Belt Loop Route
Proposed Collector
Proposed Minor Arterial

### *Traffic Operations*

Future (Baseline and Aggressive Growth) scenario capacity calculations were performed for study area intersections as well as for four distinct segments of the roadway as defined by anticipated locations of major intersections. Intersection geometry and traffic control for the MT 3/Zimmerman Trail roundabout and for the Wicks Lane/Skyway Drive/West Wicks Lane intersections were initially assumed to be the same as existing. For the Alkali Creek Road/Skyway Drive intersection, it was assumed that the intersection would remain two-way stop-controlled, but that the Alkali Creek Road approaches would have stop control, and that the Skyway Drive approaches would be uncontrolled. Auxiliary turn lanes were not modeled for the intersections initially since the preliminary design did not include any such improvements.

The begin and end points for the four highway segments that were analyzed are summarized below:

Segment #1 – MT 3 to private access approaches at STA 17+04

Segment #2 – Private access approaches at STA 17+04 to Iron Horse Trail

Segment #3 – Iron Horse Trail to private approaches at STA 190+00

Segment #4 – Private approaches at STA 190+00 to Alkali Creek Road

Capacity analysis for two-lane highway segments requires a classification of the roadway into one of three categories (Class I, Class II or Class III). The Class I designation is generally intended for rural, high-speed highways (speed limits of 55 mph or greater). For this and other reasons, the Inner Belt Loop does not qualify as a Class I facility.

A Class II highway is defined as a facility where motorists do not necessarily expect to travel at relatively high speeds, that serve as scenic or recreational routes, or that pass through rugged terrain such that high-speed operation would be impossible. The definition for a Class III two-lane highway discusses roadways that pass through small towns or developed recreational areas; that in general sever moderately developed areas. Such facilities are often accompanied by reduced speed limits that reflect higher activity levels.

For the Inner Belt Loop, initial operations are likely to fit most closely with the Class II category. In the future when adjacent development is denser, the Class III highway or an urban street designation may be more appropriate, depending upon the level of urbanization along the corridor. For the purposes of this study, highway segment capacity was evaluated for both classifications to show relative performance.

**Table 4** (next page) summarizes the results of the future condition (2040) peak hour intersection capacity calculation for the Baseline scenario. **Table 5** (next page) summarizes the intersection capacity calculations results for the Aggressive Growth scenario. **Table 6** (next page) presents the results of the highway segment capacity analysis.

The three intersections evaluated through this study are projected to operate reasonably well based on analysis of Baseline scenario traffic. For the Aggressive Growth scenario, however, traffic operations degrade substantially for two of the three intersections. At the MT 3/Zimmerman Trail roundabout, the southbound approach is projected to operate at LOS E with a lengthy vehicle queue. The westbound approach is projected to operate at LOS F during the PM peak hour with an even longer queue. All other approaches at the roundabout are projected to operate at LOS C or better during both peak periods.

For the Alkali Creek Road/Skyway Drive intersection, the northbound approach is projected to operate at LOS D during AM peak hour (Aggressive Growth scenario). All other approaches at that intersection, as well as at the Wicks Lane/Skyway Drive/West Wicks Lane intersection are shown to operate at LOS C or better during both peak periods. Detailed intersection capacity calculation worksheets for the future year (2040) analysis scenarios are attached in Appendix C.

*Table 4: Baseline Scenario (2040) Peak Hour Intersection Capacity Calculations*

| INTERSECTION | Intersection Control | Approach | AM PEAK Avg Delay (s/veh) | AM PEAK Level of Service | AM PEAK Max Queue (vehicles) | PM PEAK Avg Delay (s/veh) | PM PEAK Level of Service | PM PEAK Max Queue (vehicles) |
|---|---|---|---|---|---|---|---|---|
| MT 3 - Zimmerman Trail | | NB | 6.1 | A | 2 | 6.8 | A | 3 |
| | | SB | 11.0 | B | 4 | 18.5 | C | 6 |
| | | EB | 12.8 | B | 3 | 12.0 | B | 2 |
| | | WB | 12.9 | B | 6 | 22.4 | C | 14 |
| Alkali Creek Road - Skyway Drive | | NB | 14.8 | B | 2 | 11.6 | B | 1 |
| | | SB | 15.2 | C | 1 | 12.1 | B | 1 |
| | | EB | 0.3 | A | 0 | 0.2 | A | 0 |
| | | WB | 2.4 | A | 1 | 1.6 | A | 1 |
| Wicks Lane/Skyway Drive - West Wicks Lane | | SB | 10.7 | B | 1 | 12.0 | B | 1 |
| | | EB | 0.6 | A | 0 | 4.7 | A | 1 |
| | | WB | (NO DELAY) | | | (NO DELAY) | | |

*Table 5: Aggressive Growth Scenario (2040) Peak Hour Intersection Capacity Calculations*

| INTERSECTION | Intersection Control | Approach | AM PEAK Avg Delay (s/veh) | AM PEAK Level of Service | AM PEAK Max Queue (vehicles) | PM PEAK Avg Delay (s/veh) | PM PEAK Level of Service | PM PEAK Max Queue (vehicles) |
|---|---|---|---|---|---|---|---|---|
| MT 3 - Zimmerman Trail | | NB | 7.2 | A | 3 | 8.1 | A | 3 |
| | | SB | 16.8 | C | 8 | 42.5 | E | 18 |
| | | EB | 17.6 | C | 4 | 15.6 | C | 2 |
| | | WB | 18.8 | C | 10 | 50.7 | F | 29 |
| Alkali Creek Road - Skyway Drive | | NB | 31.4 | D | 5 | 15.1 | C | 2 |
| | | SB | 19.8 | C | 1 | 13.8 | B | 1 |
| | | EB | 0.2 | A | 0 | 0.2 | A | 0 |
| | | WB | 2.2 | A | 1 | 1.3 | A | 1 |
| Wicks Lane/Skyway Drive - West Wicks Lane | | SB | 11.4 | B | 1 | 13.3 | B | 1 |
| | | EB | 0.6 | A | 1 | 4.4 | A | 1 |
| | | WB | (NO DELAY) | | | (NO DELAY) | | |

*Table 6: Future Conditions (2040) Corridor Capacity Calculations*

| Segment | Travel Direction | BASELINE PTSF [1] (%) | BASELINE PFFS [2] (%) | BASELINE Class II LOS [4] | BASELINE Class III LOS [4] | AGGRESSIVE GROWTH PTSF [1] (%) | AGGRESSIVE GROWTH PFFS [2] (%) | AGGRESSIVE GROWTH Class II LOS [4] | AGGRESSIVE GROWTH Class III LOS [4] |
|---|---|---|---|---|---|---|---|---|---|
| 1 | NB | 74.3 | 76.6 | D | C | 72.4 | 73.8 | D | D |
| | SB | 74.3 | 76.6 | D | C | 80.0 | 71.7 | D | D |
| 2 | NB | 57.4 | 82.9 | C | C | 64.3 | 79.8 | C | C |
| | SB | 67.4 | 81.8 | C | C | 72.3 | 78.8 | D | C |
| 3 | EB | 62.7 | 81.9 | C | C | 69.3 | 79.2 | C | C |
| | WB | 62.7 | 81.9 | C | C | 69.3 | 79.2 | C | C |
| 4 | EB | 62.7 | 82.0 | C | C | 69.6 | 79.7 | C | C |
| | WB | 62.7 | 82.0 | C | C | 69.6 | 79.7 | C | C |

[1] (PTSF) Percent Time Spent Following

[2] (PFFS) Percent of Free-Flow Speed

[3] (LOS) Level of Service based on Class II two-lane highway classification

[4] (LOS) Level of Service based on Class III two-lane highway classification

The highway segment capacity calcs showed then when analyzed as a Class II facility, LOS metrics are C or D for all segments, under both scenarios, with the LOS D levels in primarily in Segments 1 and 2 where the higher traffic demands are projected to occur as a result of increased land development. For the Class III designation, LOS is projected at C for all segments in both directions for the Baseline scenario. Only Segment 1 projects at LOS D (both directions) for the Aggressive Growth scenario.

The City of Billings does not have a published standard for highway segment LOS, but the LOS criteria presented in the MDT Traffic Engineering Manual (Figure 30.2B) shows a minimum LOS C for Urban Principal Arterials. As such, the LOS D metrics projected for the future scenarios should be considered as sub-standard. Detailed highway segment capacity calculation worksheets for the future year (2040) analysis scenarios are attached in Appendix

### *Mitigation Analysis*

Based on the results of the future conditions traffic operations analysis, Sanderson Stewart investigated potential mitigation alternatives for addressing the substandard LOS conditions that are projected to occur on both an intersection and corridor basis. For the MT 3 /Zimmerman Trail roundabout, the heavy demand for westbound and southbound left-turns is such that exclusive lanes would be necessary to improve the poor PM peak period LOS for the Aggressive Growth (2040) scenario. The addition of those lanes would improve the westbound approach from LOS F to LOS C, but would only improve the southbound approach from LOS E to LOS D. The resulting change in circulating operations would actually cause the eastbound approach to degrade to LOS D. Additional modifications to the intersection would likely be necessary in order to achieve a minimum LOS C for all approaches, but the LOS D may be considered acceptable in this case given the downstream constraints (to the south) for this intersection.

With respect to the LOS deficiencies projected for the Alkali Creek Road/Skyway Drive intersection for the Aggressive Growth (2040) scenario, Sanderson Stewart evaluated auxiliary turn lane warrant criteria for that intersection as presented in the MDT *Traffic Engineering Manual*. The analysis showed that an eastbound right-turn lane and a westbound left-turn lane may be warranted based on the AM peak hour traffic projections. The addition of those auxiliary lanes was shown through intersection capacity analyses to reduce average delay for the northbound approach by approximately six seconds/vehicle, although the approach would still project to operate at LOS D during AM peak period. A traffic signal warrant analysis was also performed for the Alkali Creek Road/Skyway Drive intersection based on Aggressive Growth (2040) scenario traffic projections. The analysis indicated that a traffic signal would be warranted within minimum thresholds being met for all three volume-based traffic signal warrants (warrants 1, 2, and 3), with 70% criteria applied since major street speeds would be expected to exceed 40 mph (with a 45 mph speed limit on all roadways). If the 100% criteria was to be applied, no traffic signal warrants would be met.

The only way to provide for acceptable corridor LOS conditions with the Inner Belt Loop analyzed as a Class I highway would be to increase travel speeds considerably in the corridor. That is not a recommended strategy, however, given the anticipated impacts to design, construction cost, and safety. A later section of this report discusses design and operating speeds with respect to various considerations. It is more realistic then to consider mitigation options that would achieve desired corridor LOS based on a Class II highway designation. However, given the traffic demand levels projected for the Baseline (2040) and Aggressive Growth (2040) scenarios, the only way to provide for LOS C operations for Segment 1 would be to provide additional lanes (travel lanes or passing lanes). Ultimately, it is expected that the Inner Belt Loop, or at least portions of the roadway, may need to be widened to four or more lanes at

some point in the future. This analysis confirms the legitimacy of that consideration, although the timing for when that modification might be justifiable from a cost/benefit standpoint will likely depend upon the progression of development in the corridor. Given the expense of providing four lanes vs. two lanes, a LOS D condition for a segment of the corridor may be acceptable as long as there are no significant associated safety concerns.

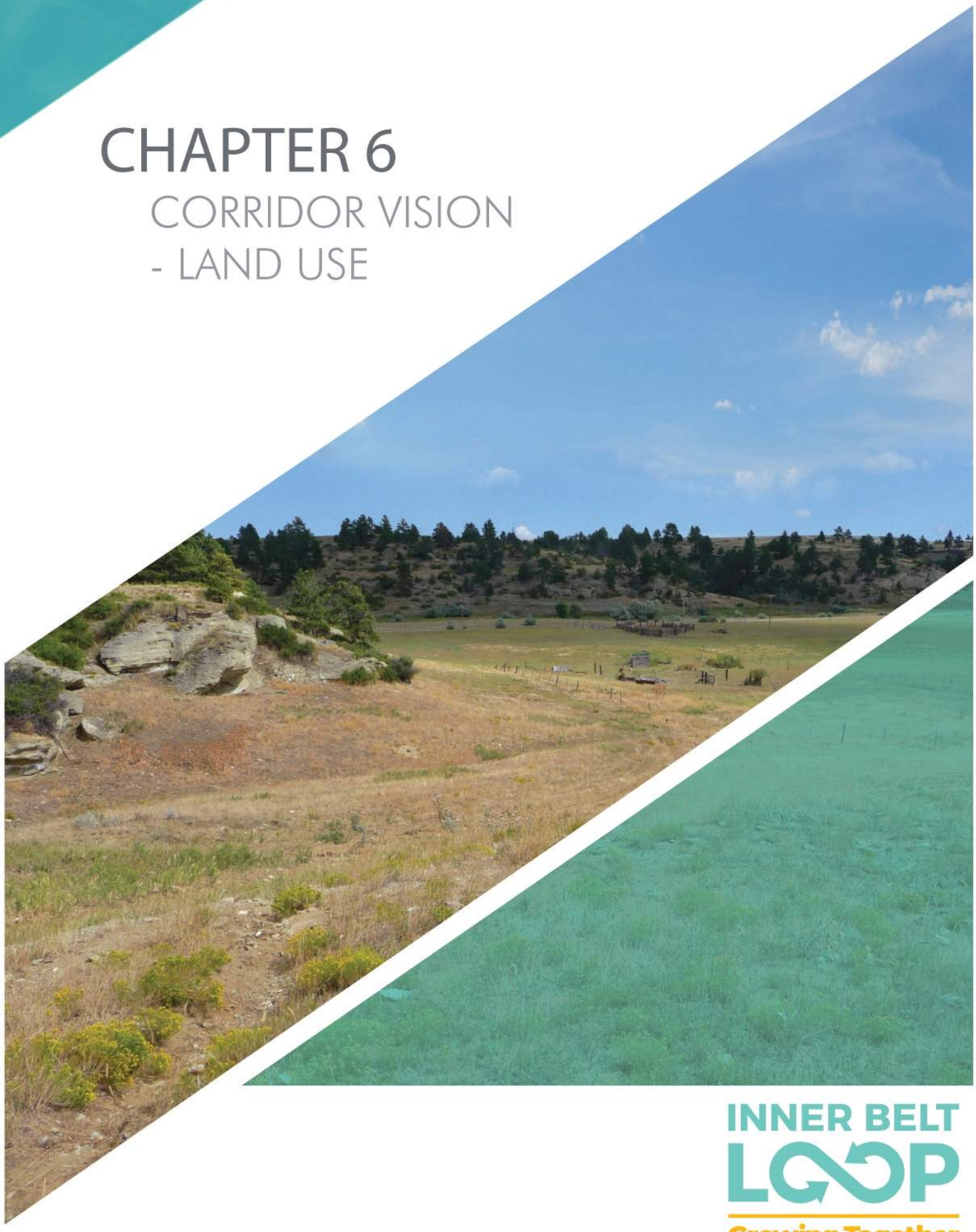
## Emergency Services

The City of Billings has been developing a plan for a public safety mill levy proposal that would be on the ballot in the spring of 2020. The mill levy would provide for additional funding for fire, police, and municipal courts facilities, personnel, and operations. The BFD long-range master plan proposes construction of two new fire stations, if and when funding is available. Those fire stations would conceptually be located in the vicinity of the Hilltop Road/Topaz Avenue intersection in the southwest part of the Heights and in the vicinity of the 48th Street West/Hesper Road intersection in the southern part of the "West End" region of Billings. The addition of these fire stations would greatly improve emergency services coverage for key areas of the city. However, the Inner Belt Loop corridor from MT 3 to Alkali Creek Road and the adjacent private property that is anticipated to be developed at some point in the future would still fall outside of the area that would be expected to meet NFPA-recommended response time criterion. The master plan also discusses a strategy whereby a fire station would be implemented in the vicinity of the MT 3/Zimmerman Trail intersection (i.e., at the south end of the Inner Belt Loop). Even with that station in place, the projections estimate that only the south/west half of the Inner Belt Loop corridor would meet the recommended response time coverage standards

.

# CHAPTER 6

## CORRIDOR VISION - LAND USE



INNER BELT LOOP

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# CORRIDOR VISION – LAND USE

The coordination of the transportation facilities and land use will be vital to the function and success of the corridor. This will ensure that the transportation network is sufficient to serve future development and investment in the area. To create a vision for the physical development of the corridor, potential elements were identified and analyzed for impact on the corridor development. Options for each were developed and a preferred standard was developed and is described below. Additionally, for each element, a list of considerations and tools for implementation are identified.

## Residential Land Use

Elements of land use that affect the character of the corridor include building location and orientation, mix of uses and activities, physical improvements, and access to and from adjoining properties. As noted above, the design speed for the Inner Belt Loop is 45 mph. Characteristics of the land use should be compatible with that design speed.

### *Location*

Development of residential neighborhoods can influence the character of the corridor. Buildings are close to the road can provide visual interest and appeal. Whereas, when buildings separated by a greenspace buffer, it can create an environment of openness. As regulated through site setbacks, building locations can also establish the viewshed to and from the roadway and improve circulation between sites.

Two options for setback are shown. Option 1 indicates a development pattern with a shallow setback, 25-feet from the property line. This option can ensure the consistency throughout the corridor and still maintain transportation function. Option 2 shows a development pattern with a wider setback with a greenspace separating the buildings from the roadway.

Implementation of either option can be achieved with the application of an appropriate zoning district to adjacent properties. The City of Billings currently requires setbacks along arterials streets to be a minimum of 80-feet from the centerline of a principal arterial street. As proposed, the 90-foot right-of-way for the Inner Belt Loop would require a minimum of a 35-foot setback from the edge of that right-of way. Option 1 would require a change to Article 26-602 – Arterial Setback of the Billings City Code.

Option 1: Development along Monad Road in Billings shows a shallow setback with apartments close to the right-of-way

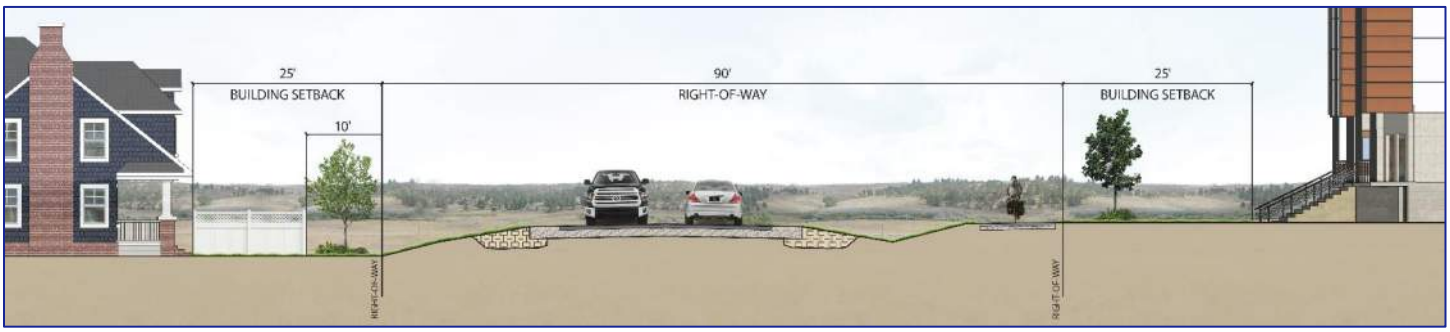
Option 2: Development along Shiloh Corridor shows a wide setback with greenspace separating the residential uses from the road

### *Residential Building Orientation*

The relationship that buildings have to the street contributes to the overall character of the corridor. Buildings that face the corridor can contribute to a welcoming and safe image of the roadway and neighborhood. Building orientation also creates a comfortable pedestrian environment along the roadway. With limited access from the corridor, most building sites will be accessed from internal street connections. That can make building orientation towards the corridor a challenge, particularly for single family residential development. Balancing the welcoming character desired for the corridor with the need for functional subdivisions will need to be thoroughly evaluated.

As the frontage of corridor cannot be used exclusively for retail and commercial purposes, the general appearance and image of the residential neighborhoods from the corridor will need to be considered. The backing of lots onto streets can produce unsightly appearances since rear yards are generally fenced but not usually maintained in a uniform fashion. There are several options to address residential building orientation along the Inner Belt Loop. One option is for lots located along arterials to "side face" the street. This allows an open appearance of the neighborhood with views of home fronts, landscaped yards, etc., such as exist in older areas. A second option is to permit lots to back onto the corridor but require greater setbacks in order to increase separation and add a landscaping buffer. A third option would be to require standard fencing along the corridor right-of-way, thereby allowing for a shallow setback with some privacy for those lots adjacent to the corridor. A final option would be to permit local streets or a trail corridor to parallel the corridor, thus allowing access to residential lots with a front facing orientation. Example photos are shown below. Given the length of the corridor, it may be appropriate to use more than one of these options, as the site conditions warrant.

***Aerial images from Google Earth illustrating the four possible approaches to residential building orientation along the Inner Belt Loop.***




***Visual representation of recommended building setbacks along corridor***

### *Landscaping*

Landscaping plays a significant role in the creation of a comfortable street environment. Trees and shrubs filter sunlight and wind, providing a comfortable pedestrian environment and moderating the microclimate. The textures and colors soften the hard surfaces of the built environment, connecting people to nature and reinforcing the character of place. Landscaping along the Inner Belt Loop will be either within the public right-of-way or on private land in association with new development. The City of Billings Zoning Code will provide standards for landscaping associated with private development. Landscaping within the corridor right-of-way should take into consideration availability of water for irrigation, adjacent land use, topography and visibility constraints. One option for landscaping along the corridor is a formal approach with native vegetation. This approach would focus on spacing of trees, shrubs and ground cover, within focused areas. Those areas could include intersections or areas of particular natural beauty. Additionally, landscaping could be used as a buffer adjacent to residential areas. A second option would encourage landscaping be integrated in a more informal way along the corridor. Using this approach, specifications would outline tree, shrub and ground cover types and encourage the landscaping to blend into the native vegetation and topography. Unlike the formal approach, intersections and other areas of interest would not receive special landscape treatment.

## Commercial Land Use

As the Inner Belt Loop is completed, it is anticipated that commercial development will occur within the corridor. As with residential development, there are several design factors that will influence how that commercial activity is developed. Future planning along the Inner Belt Loop should encourage the clustering of commercial development by the development of commercial nodes and disincentivize commercial strip development.

Commercial areas should be designed with and thoughtfully connected to vehicle, pedestrian and bicycle connections, and adjacent residential areas. This would encourage the creation of a neighborhood center, allowing a variety of commercial activity to develop. To further support this type of development, the following elements can be evaluated.

### *Location*

Development should reinforce the edge of the corridor, while providing views to parking and other development beyond. As well, parking lots should be located and configured so as to easily allow the introduction of additional development over time. The arrangement and design of parking lots and the overall arrangement of buildings can ensure that further intensification of development over time is not precluded. While the market may dictate an auto-oriented form as first phase development, the adaptability of the site to accommodate growth and pedestrian improvements over time should be considered.

Application of this approach would encourage buildings to be located no further than 20 feet from the right-of-way, with parking located to the side or rear of the building. The location of buildings in relation to the roadway is often a defining element in the character of the corridor. It creates a focal point of activity convenient to the corridor and nearby residential areas. It also promotes efficient use of the land around the roadway and can encourage multi-modal connections.

### *Building Orientation*

The spatial relationship between the road corridor and building entrances provide safety for pedestrians and bicyclists and can assist in wayfinding for all modes of transportation. In coordination with locating the buildings near the front property line, commercial sites that would be developed along the Inner Belt should be oriented to face the corridor, even if the site access is from a collector or local street.

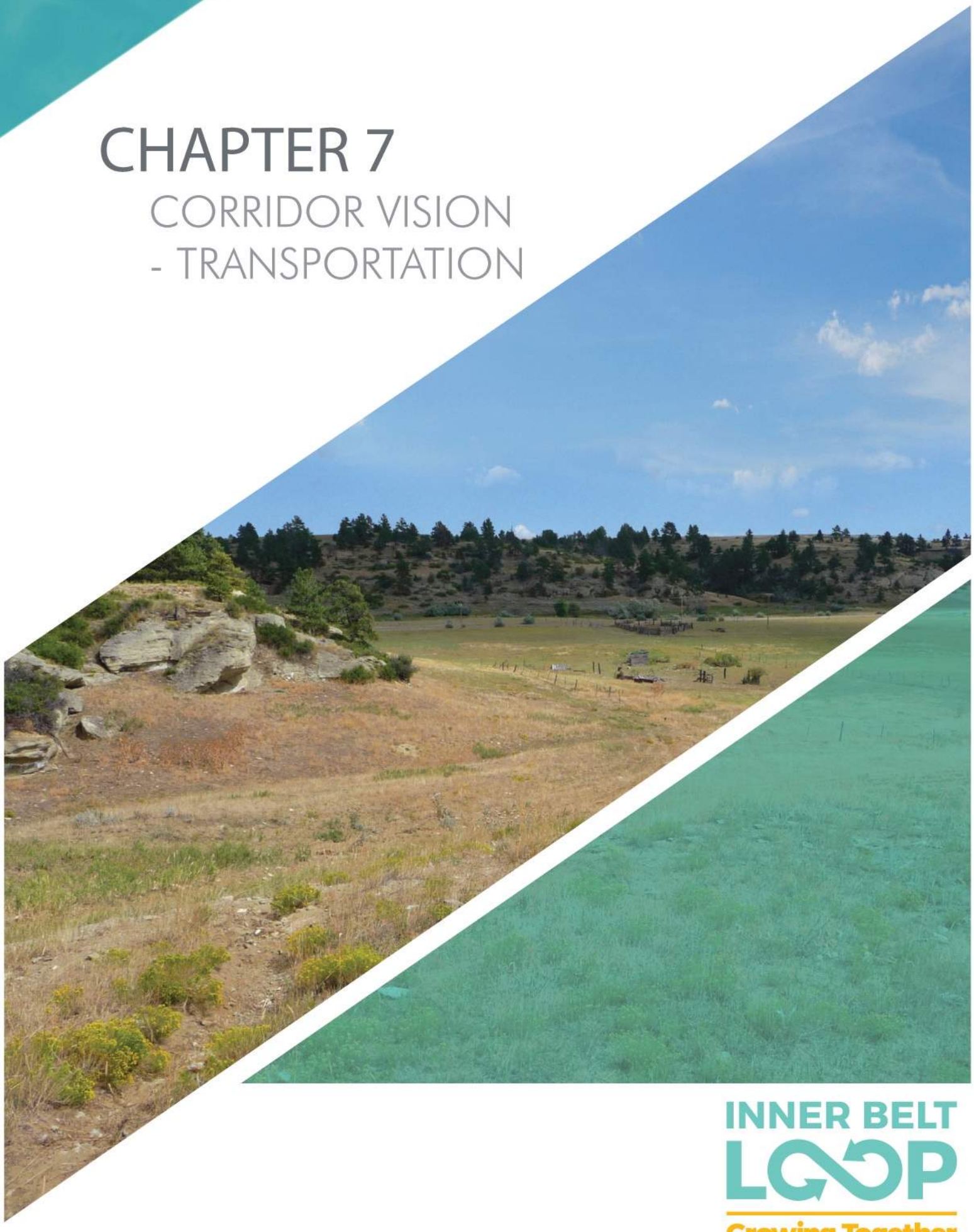
***Images from Bozeman and Billings, Montana showing commercial buildings oriented toward an arterial street.***

### *Landscaping*

As with the residential development, landscaping for commercial land uses will be regulated through the City of Billings Zoning Code. Many of the same principles apply to landscaping of the right-of-way adjacent to commercial development. Consideration for availability of water for irrigation, topography and visibility will need to be factored into the landscape design.

# CHAPTER 7

## CORRIDOR VISION - TRANSPORTATION



INNER BELT LOOP

Growing Together

# CORRIDOR VISION – TRANSPORTATION

## Functional Classification

Functional classification is a system that categorizes segments of streets or roadways on the basis of if those roadway segments are primarily intended to provide local property access vs. mobility for users (primarily vehicles) or some combination of those functions. The *2018 Billings Urban Area Long Range Transportation Plan* classifies the Inner Belt Loop (from MT 3 to Alkali Creek Road) as a Proposed Principal Arterial. Skyway Drive (Phase 1 of the Inner Belt Loop) is classified as a Principal Arterial. The Principal Arterial classification implies that the Inner Belt Loop is intended to provide a high degree of mobility while access to adjacent properties should be configured to minimize impacts to mobility in the corridor. Given the generally agreed upon purpose for the Inner Belt Loop and with consideration given to limitations to both accessibility and land development caused by the terrain in the area around the corridor, the Principal Arterial designation is appropriate for the facility. The following sections of this report discuss how functional classification relates to speed, access management, and other aspects of corridor vision.

## Speed Profile

In order to deliver on the promise of prioritized mobility for the Inner Belt Loop (as consistent with the Principal Arterial classification), the speed profile for the corridor is a very important consideration. The roadway design that was completed in 2010 was based on a 45 mph design speed, as was originally referenced in the *Inner Beltloop Connection Planning Study* (HKM, 2006). The design speed is relatively low for what will at least initially function primarily as a rural highway. However, the 45 mph design speed was the maximum for which the roadway could be designed using AASHTO's Low-Speed Urban Street design criteria. The 45 mph design speed (and speed limit) allows the Inner Belt Loop to function as an urban principal arterial as we expect this area to eventually be developed. As development progresses in the future, there may be valid reasons to consider lowering the speed limit in certain areas of the corridor where development and traffic demand is more highly concentrated. The potential expansion of the roadway from two lanes to four should also be considered when and if that question arises.

## Access Management

Access management is a proactive strategy for configuring vehicular access points along a roadway for the purpose of promoting traffic safety and efficiency along that roadway corridor. Access management is typically achieved through the application of one or more of the following techniques:

- Regulation of Intersection/Driveway Spacing – a lesser number of or further spaced vehicular access points improves traffic flow and safety by limiting vehicle conflicts.
- Movement Restriction – the restriction of certain movements at key access locations can augment intersection/driveway spacing regulations by further eliminating vehicle conflicts that are known to increase crash risk and/or stopped-time delay for drivers.
- Auxiliary Lanes – the provision of auxiliary or continuous turn lanes where turning movement volumes justify such improvements can greatly improve intersection capacity and general corridor efficiency
- Intersection Control Improvements – the implementation of all-way stop control, traffic signals, or roundabouts can substantially improve intersection operations and safety for locations where the minor approach (side-street) traffic demands require interruption of flow in order to access the mainline roadway. However, those mechanisms also introduce delay for mainline roadway vehicles that would otherwise

operate under free flow conditions, so it is important to carefully weigh the benefits of the improvements vs. the impacts.

- Right-Of-Way Management – the technique involves reserving right-of-way where it is anticipated to be necessary for future access locations, widening, and/or the provision of good sight distance.

The level of access management for a given roadway facility should be directly tied to its functional classification (i.e., its intended function relative to prioritizing mobility vs. access). It has been established that the Inner Belt Loop will be classified as a Principal Arterial meaning that its primary function is to provide efficient mobility. In order to maximize efficiency of mobility, a well-thought-out access management strategy will be of vital importance. Although there is not a formal access management requirement in the Subdivision Regulations or City Code, the City does follow an informal standard for arterial streets whereby the following general pattern is followed for a ½-mile segment (repeated thereafter):

- **Begin Segment (0 feet)** – full-access intersection with traffic signal or roundabout allowed if warranted
- **1/16 Mile Point (330 feet)** - right-in/right-out approach(es)
- **1/8 Mile Point (660 feet) –** 3/4 access approach(es)
- **3/16 Mile Point (990 feet)** - right-in/right-out approach(es)
- **1/4 Mile Point (1320 feet) –** full (unsignalized) access
- **5/16 Mile Point (1650 feet)** - right-in/right-out approach(es)
- **3/8 Mile Point (1980 feet) –** 3/4 access approach(es)
- **7/16 Mile Point (2310 feet)** - right-in/right-out approach(es)
- **1/2 Mile Point (2640 feet)** – full-access intersection with a roundabout allowed (but no traffic signal)

This level of access management would seem to be generally appropriate for the Inner Belt Loop given its functional classification. However, a standardized access control plan may not be realistic for this corridor considering the variability of terrain, which directly impacts location of access through both limitations to sight distance and effects on private property land development feasibility. It is also important to note that effective access restriction at approach locations (right-in/right-out or three-quarter access) typically requires raised center median on the mainline route in order to physically prohibit drivers from making the restricted movements. The use of signage, even in combination with channelizing islands on a restricted-access approach, has been largely ineffective in Billings and would likely be even less effective in what will be a mostly rural environment, unless a targeted enforcement effort was employed.

The initial design configuration as a rural, two-lane highway is not particularly conducive to the implementation of access restriction via raised median, though such improvements could be installed in spot locations to provide for access control. Raised median installations also would require street/intersection lighting in those locations. The current proposed design includes full-movement access approaches at 15 locations along the corridor with spacing between successive access intersections ranging from approximately 400 feet at the lower end to approximately 4740 feet and the upper end. There are six approach spacings of less than a quarter-mile, with three of those six spacings being less than an eighth-mile. In those locations, access restriction should be strongly considered if and when development of the corresponding properties occurs in order to promote safety and high mobility in the corridor.

Access locations were carefully evaluated during the initial design process for the Inner Belt Loop. However, prior to the acquisition of right-of-way, it would be beneficial to review proposed approach locations with respect to a high-level access management strategy for the corridor and with input

from impacted property owners. Furthermore, the private properties to be bisected by the Inner Belt Loop are currently undeveloped and several are in use for farming and/or grazing. Those agricultural types of uses must also be considered relative to location and type of access to the adjacent properties. As a result, the access control strategy for the corridor may need to be phased with pre- and post-development stipulations that differ relative to location and type of access based on the particular use of the land at the time of plat approval.

## Roadway/Intersection Environment

As has previously been established, the planned initial build for the Inner Belt Loop consists of a two-way, rural highway facility with at-grade intersections and private property access. An evaluation of corridor and intersection capacity based on two future land development scenarios for the year 2040 identified some potential deficiencies on both accounts relative to typical minimum LOS standards. The potential shortfalls in corridor capacity are directly proportional to the level of traffic demand given the number of travel lanes and availability of passing zones. As such, if the projected level of development is achieved at some point in the future, additional lanes may be necessary in order to achieve desired LOS metrics. It is not expected that the two-lane configuration will be at or near capacity for the opening year.

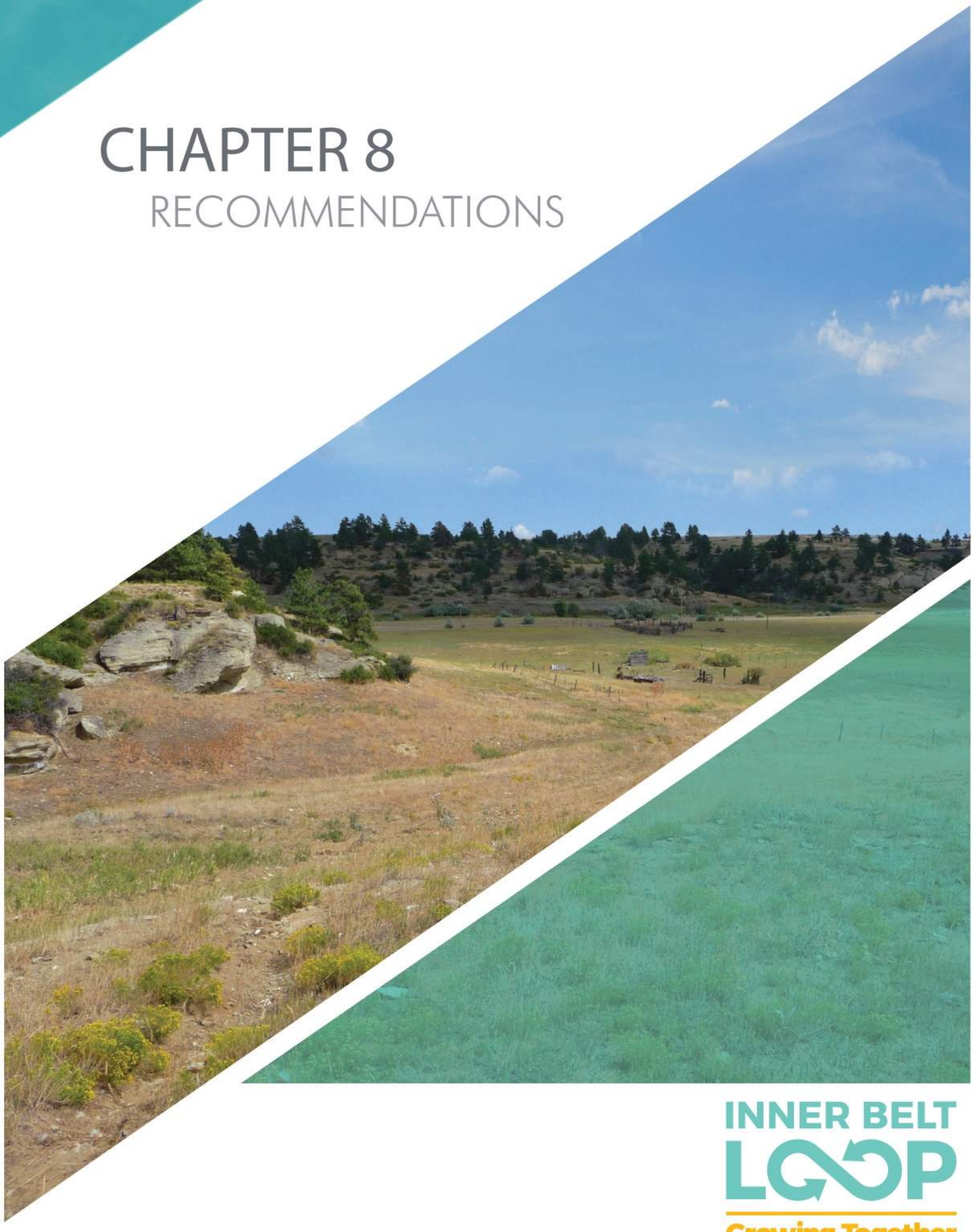
Likewise, based on the results of the future conditions traffic analyses for the Inner Belt Loop, it is likely that one or more current or future intersections along the route may require traffic control beyond the standard two-way stop control that would be minimally required for public or private street approaches intersecting with a principal arterial. The intent of this section of the report is to discuss how various intersection and pedestrian crossing configurations would fit within the roadway environment both initially and longer-term as density of development progresses.

Traffic signals and roundabouts have relative advantages and disadvantages, particularly when evaluated on higher-speed, rural highways with agricultural land use vs. lower-speed, densely developed urban streets. The level of demand for pedestrian and bicycle traffic is also a key consideration. For the Inner Belt Loop, the expectation is that the higher-speed, rural setting will be prominent throughout much of the corridor for many years with pedestrian and bicycle traffic demands trending more toward long-distance, recreational usage rather than for localized traffic. From a safety perspective, properly designed urban roundabouts have been proven to be a much safer alternative to conventional traffic signals, at least relative to frequency and severity of vehicle crashes. This is particularly true in higher-speed environments where roundabouts virtually eliminate the occurrence of often-severe, right-angle crashes. Opinions vary on relative safety between roundabouts and traffic signals for pedestrians and bicycles, but drivers in the Billings area are generally poor when it comes to compliance with the Montana Code Annotated statute [61-8-502-1(a)] which requires that "the operator of a vehicle shall yield the right-of-way, slowing down or stopping if necessary, to a pedestrian crossing the roadway within a marked crosswalk or within an unmarked crosswalk at an intersection." This may be in part due to a lack of knowledge that the statute even exists but is likely also caused by a relative lack of exposure to pedestrian and bicycle traffic when compared with more urbanized areas around the country. As a result, the level of comfort (at a minimum) and to some extent safety may be lesser for pedestrians at roundabouts than at intersections with signalized crosswalks. That said, crosswalks at roundabouts can be signalized and, in fact, it is now a requirement in the draft Public Right-of-Way Accessibility Guidelines (PROWAG) that crosswalks at roundabouts have pedestrian-activated signals for any crosswalk that traverses more than one travel

lane. The addition of signals for the crosswalks at a roundabout typically adds anywhere from $80,000 to $250,000 to the construction cost for the intersection. Both types of intersections would require lighting for safety purposes. A roundabout may or may not require more right-of-way than a signalized intersection depending on the required lane configurations of each intersection. In general, a roundabout is likely to be more expensive than a traffic signal in a rural or semi-rural environment. Yet the safety attributes and the added benefit of inherent traffic calming (slowing of traffic) that roundabouts provide would seem to make them attractive for intersections along the Inner Belt Loop.

In support of pedestrian and bicycle safety and traffic efficiency, it may also be worthwhile to consider installation of one or more grade-separated pedestrian crossings if there are locations where frequent crossings are expected to occur. For example, where the Inner Belt Loop bisects the Rehberg Ranch Subdivision, the planned facilities to the northwest of the roadway may at some point in the future generate a high demand for pedestrian and bike crossings. A grade-separated crossing (most likely a tunnel in this case) would virtually eliminate potential conflicts between vehicles and bicycles/pedestrians, while also reducing delay for vehicles that might otherwise have to stop or yield to crossing users at those locations. These types of facilities, if strategically located, may also be beneficial in the short-term for crossing livestock without impacting traffic on the roadway.

# CHAPTER 8
## RECOMMENDATIONS



INNER BELT LOOP
Growing Together

# RECOMMENDATIONS

## Intergovernmental Coordination

### *Approach to Land Development*

Because the Inner Belt Loop construction will be funded by the City of Billings, it is anticipated that development that is accessed from the roadway will ultimately be annexed into the City and developed at urban densities. This development pattern would provide tax revenue and a return on investment to the City. However, because the majority of the land adjacent to the Inner Belt Loop is currently outside of the city limits, it's not a given that land will be annexed and developed to City standards. Because the City and County have different design standards and goals for land development, setting a coordinated approach will establish priorities for development along the Inner Belt Loop. Establishing this coordinated approach should be completed prior to the construction of the roadway. One method for such coordination is an intergovernmental agreement. It would articulate commitment from each party and inform the community of a comprehensive approach to development in the area.

### *Intergovernmental agreement*

An intergovernmental agreement (IGA) between the City of Billings and Yellowstone County would establish the roles and responsibilities of the County and City in the development review process. It would also identify conditions when development would be appropriate within the City or the County. Specific considerations should be given to:

1. Appropriate timing and location for land annexation into the City.
2. Comprehensive approach to zoning within for land adjacent to the Inner Belt Loop. Consideration should be given to allowing properties to remain in current zoning until development is desired. At that time, annexation and application for City zoning would be expected.
3. In certain circumstances, land could be developed within the County. In these situations, the agreement could stipulate how that development would conforms to City standards, in case of future annexation. This is applicable in a situation where utilities to support that development are available, but annexation is not possible.
4. In cases of low intensity development, as may be permitted with current zoning, the agreement could articulate that specific site planning would not preclude future development of the property at a higher density and intensity when utilities are present.

## Development Tools

### *Neighborhood Plans*

To further articulate the goals of the Inner Belt Loop, the City should development a neighborhood plan of the area. A neighborhood plan may be adopted as part of the City of Billings Growth Policy and as such, can further articulate a development pattern that matches the vision for the corridor and guide development towards that vision.

### *Limits of Annexation Map*

As the City looks to construct the Inner Belt Loop, consideration should be given to update the Limits of Annexation Map. As part of the update, consideration will need to be given as to the availability to extend water and sewer services, resulting in potentially only a few properties being designation within the Petition Area.

### *Development Standards*

Ensuring the vision of the corridor is fulfilled, standards for future development will need to be established prior the construction of the Inner Belt Loop. Standards would be established through the zoning regulation. Project ReCode will create new zoning districts and an evaluation of appropriate zoning within the study area should be completed.

### *Urban Density*

Development of urban density will be dependent on the presence of utilities. Given the anticipated costs of extending public utilities along the corridor, utilities will likely be installed with development and not at the time of construction of the roadway. When utilities are extended with development, it can result in a pattern of development that extends from currently developed areas to undeveloped areas in a linear fashion. This means that property owners who are further from existing development are unable to economically develop until their neighbors located closer to existing utilities develop. While there are a number of positive outcomes from not having "leapfrog" development, property owners may want to develop before utilities are adjacent to their site and may therefore have no viable economic choice but to develop in the County.

Developing a plan for the extension of water and sewer to enable development at urban densities will be critical to fulfilling the development pattern envisioned. As the City updates these infrastructure master plan, this Inner Belt Loop area should be included and coordinated with other planning documents, including the Growth Policy and a future neighborhood plan.

## Design Considerations

### *Roadway Typical Section/Right-Of-Way*

Based on the land development projections and future traffic projections completed for this study, it seems likely that the Inner Belt Loop roadway may need to be expanded to a 4-lane or 5-lane section at some point in the future. However, if land development does not occur at urban densities due to a lack of public water and sewer or other contributing circumstances, the proposed initial design of a 2-lane section may adequately serve traffic in the corridor for an extended period of time beyond the 20-year outlook for this analysis.

In order to ensure that adequate right-of-way is available to accommodate a 5-lane roadway typical section along with the multi-use path, a corridor for utilities, drainage, and roadway lighting, boulevard sidewalk, and the potential need for raised median for access control, the proposed right-of-way should be increased from 90 feet to at least 100 feet. The additional right-of-way width would provide flexibility with regard to design, even for the initial 2-lane roadway section, and would also help to solve concerns about arterial vs. building setbacks for the corridor, though it would also increase costs associated with right-of-way acquisition.

### *Intersection Design/Right-Of-Way*

Major intersections such as with Alkali Creek Road, the proposed extension of Iron Horse Trail, or with the future planned north-south collector roadway between the Inner Belt Loop and the airport may require traffic signals or

roundabouts in order to maintain acceptable LOS in the long-term future. Allocation of additional right-of-way at those intersection locations should be considered through the final design and right-of-way acquisition process.

For any intersection where a traffic signal becomes warranted in the future, a roundabout should be strongly considered in place of a traffic signal given the associated safety benefits, particularly with regard to reduction of high-speed, right-angle crashes at rural intersections.

### *Access Management*

Access management is an important aspect of maintaining efficiency of mobility and safety for any arterial roadway. As a new roadway through largely undeveloped property, the Inner Belt Loop is an ideal candidate for implementing a strict access control plan that would define the allowable frequency, spacing, and configuration of access along the corridor. However, the variation in topography and the way in which the topographic features relate to property boundaries make it difficult to uniformly apply an access control mandate without the possibility of negative impacts to land development potential. It would also be difficult to effectively restrict access (such as to right-in/right-out or three-quarter access operation) without a raised center median, which would not fit well with the planned initial roadway template (2-lane, rural highway). Another important factor is the type and use of each access approach. Many of the approaches would initially be utilized for agricultural purposes with very different needs from a future developed condition. Given all of these considerations, an access management strategy for the corridor should be developed, starting with an evaluation of the original planned access locations shown in the preliminary design with respect to spacing and configuration of access. The City should consider stipulations within the right-of-way purchase agreements with property owners that allow for approach locations and configurations to be reviewed and modified at the time when land development proposals are brought forward.

### *Bicycle/Pedestrian Facilities*

The multi-use trail along the Inner Belt Loop will initially be utilized primarily by recreational runners and bicyclists. In order to augment the aesthetic and functional qualities of that facility, the City should consider identifying locations along the route where stopping points with amenities such as picnic tables, trash receptacles, shaded areas and restrooms could be installed.

Consideration should also be given to bicycle and pedestrian crossing locations of the roadway. Given the relatively high design speed of the roadway, at-grade crossings may need to be designed with higher-level signage and or pedestrian-activated traffic control such as rectangular rapid-flash beacon (RRFB) systems or pedestrian hybrid beacon (HAWK) signals to ensure safety for users. Below grade crossing should also be considered. As there is topographic variation along the corridor, tunnel crossings may be feasible in certain locations.

## Phasing

### *Roadway Construction Phasing*

Construction of the Inner Belt Loop will be funded through the City of Billings Capital Improvements Plan (CIP). As indicated in the most current plan, half of the funding will be allocated in 2022 and the remaining funding to be allocated in 2024. Phasing the construction to align with the funding allocation should be considered. There are three likely options for construction phasing.

Option 1 would focus on finalizing the road design, environmental assessments, permitting and initial site work within one phase. This would enable the entire road alignment to be graded, erosion control installed and the

road bed seeded. Completion of the road, including asphalt, signage, striping and trail work would occur with the final allocation of funding in 2024. Based on construction estimates of the road design, this option spends approximately 25 percent of the budget on the earthwork phase and 75 percent for the completion phase.

Option 2 would focus on completing one half of the roadway with the first allocation of funding and the second half with the remaining funding allocation. With this approach, the road design through the finish road section would be completed, with one section of the Inner Belt Loop completed with the 2022 funding allocation and the second section completed with the 2024 funding allocation. Splitting the road approximately halfway, this option would spend approximately 45 percent for the first phase and 55 percent for the second phase. Completing the road using this phasing strategy would allow for development of the adjacent land to the completed section prior to full build out of the roadway. Given the adjacency of City water and the capacity within the Rehberg Ranch lagoon system to serve additional property, completing the western half of the roadway would create development opportunity more immediately than other areas of the corridor.

Either of the above options could be combined with a third option, that would link portions of the construction of the Inner Belt Loop to land development within the study area. This option would likely use the funding allocated within the CIP and additional funding from private development to complete the construction of the roadway. If there is development awaiting the construction of the roadway, this option would enable a faster completion. While this enables faster construction, it is also costly to a developer. To offset some of that cost, a reimbursement agreement could be pursued. This type of reimbursement would pay proportionally for the road capacity that is required to serve the traffic generated by the development. Using this approach, developers would fund the required portion of the Inner Belt Loop and then be eligible for reimbursement by future development.

## Water and Sewer Infrastructure

To facilitate the infrastructure that will support development along the Inner Belt Loop, there are tools available to finance the construction.

### *Private property owner agreements*

The City and County could work to facilitate the property owners in establishing their own agreement to address utility provision. The agreement could establish private reimbursement and cost share agreements. For instance, a property owner closer to exiting utilities could participate in the extension of utilities through their site to an adjacent site that wishes to develop. Agreements such as this require a fairly high level of sophistication and trust among property owners.

### *Reimbursement Agreements*

Similar to reimbursement agreements that can be in place between private developers, a reimbursement agreement could be established if the City of Billings constructs the utilities along the corridor so that landowners are not dependent on others adjacent to existing utilities developing first. Developers would be required to pay reimbursement fees in order to connect to this infrastructure.

Fees for connection should be fixed or based on land area so that developers face incentives to develop at the highest and best use possible. However, fees must not be so high that development cannot carry the cost. There is a risk that the appropriate fee and the cost of the infrastructure become "detached" in that there is not an economic relationship between the two.

For developers, the advantages are not having to carry the cost of the utility installation through their project financing, not being exposed to construction and financing / interest rate risk, and the certainty of the fee amount.

For the City, the advantages are that they get control over the process, have more leverage regarding development and may also be able to finance the construction more cheaply than a private developer could. Conversely, it is risky to extend utilities for development that does not, and may not, exist.

### *Special Improvement District or Rural Improvement District*

A special improvement district (SID), used by cities, or a rural improvement district, used outside of incorporated cities, can be created that would distribute the costs of infrastructure and maintenance across the properties that would benefit. State law allows the distribution on the basis of the area of each parcel in the district, the assessed value of each parcel, the number of parcels, the front footage of each parcel bordering a street, or a combination of these. Establishing and SID would allow for infrastructure to be constructed using bond funds with a pay off period of up to 20 years.

Further analysis should be performed to examine the relationship between the ultimate cost of the infrastructure and the amount of development that can be expected with the goal of determining whether development along the corridor is financially feasible from both a public and private perspective. The cost of the infrastructure should be compared with the expected amount of development to determine a cost of infrastructure / unit of development ratio. This ratio should be compared to other area developments to evaluate the competitive position of Inner Belt Loop development. If the ratio is not competitive, we can expect that development along the IBL will lag or not come to fruition.

## Summary of Next Steps

It will be important that as the City moves towards undertaking the construction of the Inner Belt Loop in 2022 that the issues and recommendation identified in this study are evaluated and acted upon. The following list is drawn from the recommendations above.

1. **Intergovernmental Agreement**. As these documents can take time to develop and approve, initial work on an intergovernmental agreement between the City and the County should begin immediately.
2. **Limits of Annexation Map.** As the City reviews and updates the Limit of Annexation Map in 2020, consideration for including some property within the Inner Belt Loop corridor should be given some consideration.
3. **Right of Way Acquisition.** Developing a plan to secure the necessary right-of-way for the entire corridor should be completed.
4. **Planning Tools.** Ensuring the tools are in place for landowners to begin to conceptualize development project will help facilitate the type of development that fulfills the vision of the corridor. The City should consider a neighborhood plan and appropriate zoning for the area.
5. **Phasing.** The approach to phasing the construction will influence the availability of land for development, use of available funds, the approach to acquiring right-of-way and other facets of the project. Selecting a phasing approach will help facilitate and direct other decisions related to the project.
6. **Water and Sewer Infrastructure.** Developing an approach to providing water and sewer infrastructure to the corridor will be instrumental in determining how the corridor will be development and how this area fits into the City's overall infrastructure management. Included in this should be an evaluation of the funding mechanisms mentioned above.

**Consent** **1. M.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Bond Resolution for Airport Revenue Bonds

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** Finance

## RECOMMENDATION

Staff recommends the City Council approve the bond resolution for Airport revenue bonds to finance the terminal expansion and refund Series 2010B bonds.

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

The Council approved a parameters resolution authorizing the issuance of revenue bonds for the terminal construction and the refunding of the 2010B bonds on May 11, 2020. First Interstate Bank has signed a commitment agreement with a closing to take place on July 20,2020. The Airport will draw funds as needed for the construction project over 3.5 years at an interest rate of 2.65%. At the end of that time, the loan becomes a 20 year fixed loan with a reset period after the 10th year. The first 10 year fixed rate will be 4.17% for a combined true interest rate of 3.28%. The second 10 year period would have a rate based on the 10 year Federal Home Loan Bank tax exempt rate plus 250 basis points. The City may refinance with another institution or reset the interest rate with First Interstate Bank for the remainder of the loan ending in the year 2044.

The Series 2010B bonds were used to finance the rental car wash and maintenance facility. The proceeds will be use to refinance the bonds at a lower interest of 3.60%. The true interest cost on the construction portion (2020A) is 3.28%, which is below the Council authorized parameter of 5.0%. The true interest cost for the refinancing portion (2020B) is 3.60%, which is above the authorized parameter of 3.25% set by City Council. With an interest rate of 3.6% on the refinancing portion, the Airport will realize an interest savings of approximately $190K. Because of the favorable interest rates, staff is recommending approval of both bond sales, Series 2020A and Series 2020B.

Once Council approves this resolution, the closing can take place and the Airport can draw funds as construction payments are submitted.

## ALTERNATIVES

The City Council may:
Approve the bond resolution consistent with staff recommendation, or
Disapprove the Series 2020B refinancing bonds, as the interest rate is greater than the authorized parameters resolution. Disapproval will mean the Airport will continue to pay the higher interest rate.

## FISCAL EFFECTS

The bonds will be paid from Airport revenues and Passenger Facility Charges (PFC). The Airport has the option to pay down the loan, after the construction period, with cash on hand without incurring a penalty for pre-payment.

## Attachments

bond 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 $30,000,000 AIRPORT REVENUE BONDS (PASSENGER FACILITY CHARGE SUPPORTED), SERIES 2020A AND $3,000,000 AIRPORT REVENUE REFUNDING BONDS (CUSTOMER FACILITY CHARGE SUPPORTED), SERIES 2020B; AUTHORIZING THE SALE AND PRESCRIBING THE FORMS AND TERMS THEREOF AND SECURITY THEREFOR; CREATING SPECIAL FUNDS AND ACCOUNTS AND PLEDGING CERTAIN REVENUES AS SECURITY FOR BONDS" (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 July 13, 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 13th day of July, 2020.

(SEAL)

_____
City Clerk

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RESOLUTION NO. _____

RESOLUTION RELATING TO $30,000,000 AIRPORT REVENUE BONDS (PASSENGER FACILITY CHARGE SUPPORTED), SERIES 2020A AND $3,000,000 AIRPORT REVENUE REFUNDING BONDS (CUSTOMER FACILITY CHARGE SUPPORTED), SERIES 2020B; AUTHORIZING THE SALE AND PRESCRIBING THE FORMS AND TERMS THEREOF AND SECURITY THEREFOR; CREATING SPECIAL FUNDS AND ACCOUNTS AND PLEDGING CERTAIN REVENUES AS SECURITY FOR BONDS

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

Section 1. Definitions, Authorizations and Findings.

1.01. Definitions. The terms defined in this Section 1.01 shall for all purposes of this Resolution have the meanings herein specified, unless the context clearly otherwise requires:

Accountant shall mean a Person engaged in the practice of accounting as a certified public accountant, whether or not employed by the City.

Act shall mean Montana Code Annotated, Title 67, Chapters 10 and 11, as heretofore and hereafter amended or supplemented.

Additional Bonds shall mean any Bonds issued pursuant to Section 5 and shall not include Special Purpose Facility Bonds, Subordinate Obligations or Notes.

Airport shall mean Billings Logan International Airport, which shall include the land owned and used by the City primarily for the landing and takeoff of aircraft, together with the buildings and other improvements located on such land and any equipment, machinery and other items of personal property located on such land or in such buildings, as such properties may at any time exist, including any future additions or expansions thereof or alternative or supplementary facilities that the City determines to be part of the Airport. "Airport" includes, without limitation, terminal buildings, runways, hangars, service roads, roadways and automobile parking facilities and Car Rental Facilities. "Airport" does not include Special Purpose Facilities.

Airport Consultant shall mean an Independent airport management consultant appointed by the City Council who has a favorable national reputation for special skill and knowledge in methods of the development, operation, and management of airports and airport facilities.

Airport Fund shall mean the fund so named maintained pursuant to Section 6.01.

Allocation Date shall mean the twenty-fifth day of each month, commencing August 1, 2020, as of which date money on hand in the Revenue Account is to be allocated to various other accounts in the Airport Fund as provided in Section 6.04.

Annual Budget shall have the meaning given such term in Section 7.07.

Annual Debt Service Requirements shall mean the Debt Service Requirements for a Fiscal Year.

Audited Fiscal Year shall mean a Fiscal Year for which the City has received an audited report of the financial statements of the City conducted by an Independent Accountant.

Bonds shall mean the Series 2020A Bonds, the Series 2020B Bonds and any Additional Bonds.

Bond Counsel shall mean any firm of nationally recognized bond counsel experienced in matters relating to tax-exempt financing, selected by the City.

Bond Register shall mean the register maintained for the purpose of registering the ownership, transfer and exchange of the Bonds of any series.

Business Day shall mean, with respect to the Bonds of any series, any day other than a Saturday, Sunday or other day on which the Registrar for such series of Bonds is not open for business.

Capital Account shall mean the account so named created by Section 6.11.

Car Rental Facilities shall mean any City-owned facility at the Airport specifically developed, constructed, set aside or utilized, in whole or in part, by an on-airport rental car company.

CFC Bonds shall mean the Series 2020B Bonds and any Additional Bonds that finance or refinance the costs of Car Rental Facilities, and that are secured by a pledge of Customer Facility Charges, in addition to the pledge of Net Revenues.

Charter shall mean the home-rule charter of the City, as amended from time to time, or any successor charter or like document adopted as the organic law of the City.

City shall mean the City of Billings, Montana, its successors and assigns.

City Clerk shall mean the City Clerk, or a deputy clerk of the City whenever the Clerk is unable to act in such capacity, or their designees, and their successors in functions, if any.

Code shall mean the Internal Revenue Code of 1986, as amended.

Completion Bonds shall mean Bonds issued for the purpose of defraying additional costs of a Project and thereby effecting its completion, issued in accordance with Section 5.03.

Completion Date shall mean the date certified by the Director of Aviation and Transit that a Project is complete.

Construction Account shall mean the account so named created by Section 6.03.

Council shall mean the governing body of the City.

Credit Facility shall mean any letter of credit, policy of bond insurance, surety bond, guarantee or similar instrument issued by a financial institution, insurance company or other institution, and which provides security or liquidity for any Bonds as specified in a Supplemental Resolution relating to such Bonds.

Credit Facility Obligations shall mean repayment or other monetary obligations incurred by the City with respect to draws or other payments or disbursements made under a Credit Facility; but only if and to the extent such obligations have a lien on the Net Revenues and, but only if and as applicable, the CFCs or PFCs, of the Airport on a parity with the lien of the Bonds.

Customer Facility Charge or CFC shall mean the charges imposed on automobile rentals at the Airport pursuant to the Customer Facility Charge Ordinance to the extent such charges are pledged to the payment of debt service on and coverage requirements of CFC Bonds.

Customer Facility Charge Ordinance shall mean Ordinance No. 10-5515, approved on June 28, 2010, as amended or supplemented.

Debt Service Account shall mean the account so named created by Section 6.06.

Debt Service Requirements shall mean with respect to all Outstanding Bonds or any specified portion of all Outstanding Bonds and for any specified period, without duplication, the sum of:

(i) The amount due and payable as interest on such Bonds during such period;

(ii) The amount due and payable as principal or Redemption Price of such Bonds during such period, whether at Stated Maturity, upon mandatory redemption, upon the exercise of any option to redeem or required tender of such Bonds if the City has irrevocably committed itself to exercise such option, or by reason of any other circumstance which will, with certainty, occur during such period; and

(iii) The amount of any Credit Facility Obligations required to be paid during such period and not included in (i) or (ii) above.

No payments required for any other Bonds or Credit Facility Obligations which may be tendered or otherwise presented for payment at the option or demand of the Holders thereof, or which may otherwise become due by reason of any other circumstance which will not, with certainty, occur during such period, shall be included in any computation of Debt Service Requirements prior to the Stated Maturity or otherwise certain due dates thereof, and all such payments shall be deemed to be required on such Stated Maturity dates or otherwise certain due dates. Except for any historical period for which the actual rate or rates are determinable and except as otherwise provided herein, Variable Rate Bonds (including Credit Facility Obligations which bear interest at a variable rate) shall be deemed to bear interest at a fixed annual rate equal to the prevailing rate of such Variable Rate Bonds on the date of computation; provided that in any computation (i) of the Reserve Requirement; (ii) relating to the issuance of Additional Bonds required by

Section 5; or (iii) required by the Rate Covenant, Variable Rate Bonds shall be deemed to bear interest at a fixed annual rate equal to (x) the average of the daily rates of such Variable Rate Bonds during the 365 consecutive days (or any lesser period such Variable Rate Bonds have been Outstanding) next preceding the date of computation; or (y) with respect to any Variable Rate Bonds which are being issued on the date of computation, the initial rate of such Variable Rate Bonds upon issuance. Further, in any computation relating to the issuance of Additional Bonds required by Section 5 and any computation required by the Rate Covenant, there shall be excluded from the computation of Debt Service Requirements amounts for payment of which money on hand is irrevocably committed and expected to be available to make such payments during such period, including without limitation any amounts in an escrow account and any proceeds of Bonds deposited to the credit of the Construction Account to pay capitalized interest.

Debt Service Reserve Account shall mean the account so named created by Section 6.07.

Director of Aviation and Transit shall mean the individual appointed, employed or designated by the City who is in charge of the operation of the Airport.

Escrow Account shall have the meaning given such term in Section 4.

Escrow Agent shall have the meaning given such term in Section 4.

Escrow Agreement shall have the meaning given such term in Section 4.

Fiscal Year shall mean the period commencing on the first day of July of any year and ending on the last day of June of the next calendar year, or any other twelve-month period authorized by law and specified by this Council as the City's Fiscal Year.

Government Obligations shall mean (a) direct general obligations of, or obligations the prompt payment of the principal of and the interest on which are fully and unconditionally guaranteed by, the United States of America, (b) obligations the payment of the principal of, premium, if any, and interest on which is fully guaranteed as a full faith and credit obligation of the United States of America, and (c) certificates or other evidence of ownership in principal to be paid or interest to accrue on a pool of obligations of the type described in the foregoing clause (a) or (b), which obligations are held by a custodian, any obligations described in the foregoing clause (a) or (b) may be issued or held in book entry form on the books of the Department of Treasury of the United States of America.)

Gross Revenues shall mean for any specified period the sum of all operating and non-operating revenues of the Airport, including, without limitation, rentals, charges, landing fees, concessions (including amounts derived from such rentals, charges, fees, and concessions and other sources retained in the Revenue Account after satisfying the requirements of the various accounts in the Airport Fund), ground rentals for Special Purpose Facilities, and interest earnings on the Revenue Account, Maintenance and Operating Account, Debt Service Reserve Account and Capital Account. Gross Revenues does not include (i) any Bond proceeds and other money including interest credited to the Construction Account; (ii) gifts, grants or donations, the use of which is limited by the grantor or donor to purposes not including payment of principal of and interest on Bonds; (iii) Customer Facility Charges and Passenger Facility Charges and interest

thereon; (iv) interest earnings on the Construction Account; (v) amounts borrowed by the City, including proceeds of Bonds; (vi) revenues derived from the lease or use of Special Purpose Facilities; (vii) proceeds of insurance claims or condemnation awards, except any such proceeds derived in respect of loss of use or business interruption; or (viii) amounts received from the sale or other disposition of assets of the Airport.

Holder shall mean the Person in whose name a Bond is registered in the Bond Register.

Independent shall mean, when used with respect to any specified Person, such a Person who (i) is in fact independent; (ii) does not have any direct financial interest or any material indirect financial interest in the City, other than the payment to be received under a contract for services to be performed by such Person; and (iii) is not connected with the City as an officer, employee, promoter, trustee, partner, director, underwriter or person performing similar functions. Whenever it is herein provided that any Independent Person's opinion or certificate shall be furnished, such Person shall be appointed by the City and such opinion or certificate shall state that the signer has read this definition and that the signer is Independent within the meaning hereof.

Interest Payment Date shall mean the Stated Maturity of an installment of interest on any of the Bonds.

Maintenance and Operating Account shall mean the account so named created in Section 6.05.

Maintenance and Operating Expenses shall mean for any specified period all current expenses of the City of operating, maintaining, and repairing the Airport, including, without limiting the generality of the foregoing, legal and overhead expenses of the various City departments directly related and allocable as provided through the City's allocation program to the administration of the Airport, insurance premiums, the charges of any paying agents and any other depository bank pertaining to the Airport, contractual services, professional services required by the Resolution, salaries and administrative expenses, labor, and the cost of materials and supplies used for current operation, the cost of defending, settling, or satisfying any litigation or threatened litigation that relates to the Airport, or any aspect thereof, but not including any allowance for depreciation, charges for the accumulation of reserves for capital replacements, or interest expense.

Maturity, when used with respect to any Bond, shall mean the date on which the principal of such Bond is due and payable as therein or herein provided, whether at its Stated Maturity or by call for redemption or otherwise.

M.C.A. shall mean the Montana Code Annotated.

Net Proceeds, when used with respect to any insurance or condemnation award, shall mean the gross proceeds from the insurance or condemnation award remaining after payment of all expenses (including attorneys' and adjustors' fees and any fees and expenses of the Registrar and the City) incurred in the collection of such gross proceeds.

Net Revenues shall mean for any specified period, the amount of Gross Revenues for such period remaining after provision for payment of Maintenance and Operating Expenses for such period.

Notes shall mean notes or other obligations of the City issued in accordance with the provisions of Section 5.07.

Original Purchaser shall mean, with respect to any series of Bonds, the Person who purchases such series of Bonds from the City when first issued. The Original Purchaser of the Series 2020 Bonds is First Interstate Bank.

Outstanding shall mean, with reference to Bonds, as of the date of determination, all Bonds theretofore issued and delivered under this Resolution except:

(i) Bonds theretofore cancelled by the City or delivered to the City cancelled or for cancellation;

(ii) Bonds and portions of Bonds for whose payment or redemption money or Defeasance Obligations (as provided in Section 10) shall have been theretofore deposited in trust for the Holders of such Bonds; provided, however, that if such Bonds are to be redeemed, notice of such redemption shall have been duly given pursuant to this Resolution or irrevocable instructions to call such Bonds for redemption at a stated Redemption Date shall have been given by the City; and

(iii) Bonds in exchange for or in lieu of which other Bonds shall have been issued and delivered pursuant to the Resolution;

provided, however, that in determining whether the Holders of the requisite principal amount of Outstanding Bonds have given any request, demand, authorization, direction, notice, consent or waiver hereunder, Bonds owned by the City shall be disregarded and deemed not to be Outstanding.

Passenger Facility Charge or PFC shall mean revenues received by the City from passenger facility charges imposed by the City in accordance with Title 14, Code of Federal Regulations, Part 158 as approved by the Federal Aviation Administration pursuant to (i) PFC Application No. 19-11-C-00-BIL, as amended, and (ii) any additional passenger facility charge applications to the extent which such revenues are pledged to the payment of debt service on and coverage requirements of PFC Bonds, as provided by law.

Person shall mean any individual, corporation, partnership, joint venture, limited liability company, limited liability partnership, association, joint stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

PFC Bonds shall mean the Series 2020A Bonds and any Additional Bonds that finance or refinance the costs of projects approved by the Federal Aviation Administration and that are secured by a pledge of Passenger Facility Charges, in addition to the pledge of Net Revenues.

Principal Payment Date shall mean the Stated Maturity of any Serial Bond and the Sinking Fund Payment Date for any Term Bond.

Project shall mean the Terminal Expansion Project and any other improvement, betterment, reconstruction or extension of the Airport, the costs of which are to be financed, in whole or in part, from the proceeds of Bonds.

Project Costs shall have the meaning given such term in Section 6.03.

Quick Turn Around Facility shall have the meaning given such term in Section 1.05.

Rate Covenant shall mean the covenant of the City to establish and maintain rates and charges for the use of the Airport described in Section 7.09.

Rebate Account shall mean the account so named created by Section 6.12.

Rebate Certificate shall mean a certificate executed by the City on the date of issuance of any series of Bonds and pursuant to which the City represents and covenants to segregate funds, calculate amounts, and report and pay to the United States Department of Treasury any rebatable arbitrage relating to the Bonds of such series in accordance with the requirements of Section 148 of the Code and the regulations promulgated thereunder.

Redemption Date when used with respect to any Bond to be redeemed shall mean the date on which it is to be redeemed pursuant hereto.

Redemption Price when used with respect to any Bond to be redeemed shall mean the price at which it is to be redeemed pursuant hereto, including accrued interest thereon.

Registrar shall mean the Person, if any, appointed by the City to act as bond registrar, transfer agent and paying agent for a series of Bonds. With respect to the Series 2020 Bonds, the Registrar shall be appointed as set forth in Section 3.03.

Reserve Requirement shall mean, with respect to each series of Bonds secured by the Reserve Account, as of the date of calculation, an amount equal to (a) the least of: (1) the maximum debt service requirements with respect to such series of Bonds for the then current or any future fiscal year, (2) 125% of average annual debt service on such series of Bonds for any fiscal year, (3) ten percent (10%) of the aggregate original principal amount of such series of Bonds or (b) such lesser amount as the Original Purchaser of the applicable series of Bonds shall reasonably require.

Resolution shall mean this Resolution as originally adopted or as it may from time to time be amended or supplemented pursuant to the applicable provisions hereof.

Revenue Account shall mean the account so named created by Section 6.04.

Serial Bonds shall mean Bonds which are not Term Bonds.

Series 2010B Bonds shall mean the City's Airport Revenue Bonds (Customer Facility Charge Supported), Series 2010B, outstanding in the aggregate principal amount of $3,985,000.

Series 2020 Bonds shall mean the Series 2020A Bonds and the Series 2020B Bonds.

Series 2020A Bonds shall mean the City's Airport Revenue Bonds (Passenger Facility Charge Supported), Series 2020A, authorized to be issued and described in Section 3 of this Resolution in the maximum aggregate principal amount of $30,000,000.

Series 2020B Bonds shall mean the City's Airport Revenue Refunding Bonds (Customer Facility Charge Supported), Series 2020B, authorized to be issued and described in Section 4 of this Resolution in the aggregate principal amount of $3,000,000.

State shall mean the State of Montana.

Sinking Fund Payment Date shall mean each of the dates set forth in any applicable provisions of a Supplemental Resolution (as to any series of Additional Bonds) for the making of mandatory principal payments on Additional Bonds that are Term Bonds before the Stated Maturity thereof.

Special Purpose Facility shall mean any improvement, structure, equipment, machinery or other tangible asset located at the Airport, financed from the proceeds of Special Purpose Facility Bonds, the capital cost of which is payable, directly or indirectly, by a Person or Persons using such improvement, structure, equipment, machinery or other tangible asset. The Quick Turn Around Facility is not a Special Purpose Facility for purposes of the Resolution.

Special Purpose Facility Bonds shall mean bonds or other obligations of the City, permitted by, but not subject to the terms and conditions of this Resolution, issued or incurred to finance or refinance the cost of any Special Purpose Facility and which are secured by and payable solely from rentals or other charges, derived by the City under a lease, sale or other agreement between the City and the Person using the Special Purpose Facility.

Stated Maturity when used with respect to any Bond or any installment of interest thereon shall mean the date specified in such Bond as the fixed date on which principal of such Bond or such installment of interest is due and payable.

Subordinate Obligations shall mean bonds or other obligations of the City payable from the Subordinate Obligations Account and issued in accordance with the provisions of Section 5.06.

Subordinate Obligations Account shall mean the account so named created by Section 6.08.

Supplemental Resolution shall mean any resolution supplemental to this Resolution adopted pursuant to Section 9.

Term Bond shall mean any Bond as to which payments are required by the Resolution to be made at times and in amounts sufficient to redeem all or a portion of the principal of such Bond prior to its Stated Maturity.

Terminal Expansion Project shall have the meaning given such term in Section 1.04.

Variable Rate Bond shall mean a Bond the interest rate on which may, in accordance with its terms, vary periodically so that the interest for a part or all of the period remaining to its Stated Maturity or Redemption Date cannot accurately be calculated on the date of issuance thereof.

1.02. Rules of Interpretation.

(i) All references in this Resolution to designated sections and other subdivisions are to the designated sections and other subdivisions of this Resolution as originally adopted.

(ii) The words "herein," "hereof" and "hereunder" and other words of similar import without reference to any particular section or subdivision refer to this Resolution as a whole and not to any particular section or other subdivision unless the context clearly indicates otherwise.

(iii) The terms defined in this Resolution include the plural as well as the singular.

(iv) All accounting terms not otherwise defined herein have the meanings assigned to them in accordance with generally accepted accounting principles applicable to governmental entities.

(v) All computations provided herein shall be made in accordance with generally accepted accounting principles applicable to governmental entities consistently applied.

(vi) "Or" is not intended to be exclusive, but is intended to contemplate or encompass one or more or all of the terms or alternatives conjoined.

1.03. Authorization. The City is authorized by the Act to own and operate a municipal airport. Pursuant to Section 67-11-102 of the Act and Resolution No. 90-16319 of the City, the City elected to exercise the powers of an airport authority under the Act, without compromising its other powers associated with the ownership and operation of the Airport, in accordance with the provisions of Title 67, Chapter 10, Parts 1-4, M.C.A., such power to be supplemental to and in addition to the power currently exercised and retained by the City with respect to the operation of the Airport under Title 67, Chapter 10, Part 1, M.C.A. Under the Act, the City is authorized to issue and sell its revenue bonds to provide funds for the reconstruction, improvement, betterment and extension of the Airport.

1.04. Terminal Expansion Project. Pursuant to the Act, the City has determined that it is necessary and desirable to undertake the expansion and reconfiguration of the existing Airport terminal, including the design, construction and equipping of a new TSA screening area, eight new terminal gates and hold rooms, food and gift concessions facilities, security data systems, public use areas and related improvements (the "Terminal Expansion Project"). The total cost of the Terminal Expansion Project is estimated to be $60 million. On May 11, 2020, after notice was given in accordance with Section 147(g) of the Code, a public hearing on the issuance of the Series 2020A Bonds to pay a portion of the costs of the Terminal Expansion Project and related costs was held by the City and the issuance of such bonds was preliminarily approved by the City immediately following such hearing. Pursuant to Resolution No. 20-10871 of the City adopted on May 11, 2020 (the "Parameters Resolution"), this Council has determined that it is in the best interests of the City to sell by negotiated sale the Series 2020A Bonds in order to finance eligible costs of the Terminal Expansion Project. Costs of the Terminal Expansion Project in excess of the proceeds of the Series 2020A Bonds are currently anticipated to be paid from a combination of federal discretionary grant funds, federal airport improvement entitlement funds, Passenger Facility Charges, and other funds of or available to the City. The Series 2020A Bonds shall be secured by the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account, subject to release as set forth in Section 6.07. The City will pay costs of issuance for the Series 2020A Bonds and fund the deposit to the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account in an amount equal to $2,000,000 (the Reserve Requirement for the Series 2020A Bonds) from funds it has on hand and available therefor.

1.05. Refunding of Series 2010B Bonds. Pursuant to the Act and Resolution Nos. 10-18970 and 10-19005 of the Council, the City issued its Series 2010B Bonds in the original aggregate principal amount of $6,525,000. Proceeds of the Series 2010B Bonds were used to finance costs of the design, construction and equipping of a car wash and maintenance facility at the Airport for use by rental car concessionaires (the "Quick Turn Around Facility"), to fund a deposit to a debt service reserve account for the Series 2010B Bonds and to pay costs of issuance of the Series 2010B Bonds. The Series 2010B Bonds are outstanding in the aggregate principal amount of $3,985,000 and are subject to redemption at the option of the City on July 1, 2020 and any date thereafter. This Council has determined that it is in the best interests of the City to refund the Series 2010B Bonds in order to achieve debt service savings with respect to the financing for Quick Turn Around Facility. Pursuant to the Parameters Resolution, this Council has determined that it is in the best interests of the City to sell by negotiated sale the Series 2020B Bonds in order to refund the outstanding Series 2010B Bonds and to pay costs of issuance of the Series 2020B Bonds and costs of the refunding of the Series 2010B Bonds. The Series 2020B Bonds shall be secured by the 2020B Debt Service Reserve Subaccount of the Debt Service Reserve Account, subject to release as set forth in Section 6.07. The City will pay costs of issuance for the Series 2020B Bonds and fund the deposit to the 2020B Debt Service Reserve Subaccount of the Debt Service Reserve Account in an amount equal to $200,000 (the Reserve Requirement for the Series 2020B Bonds) from funds it has on hand and available therefor.

1.06. Negotiated Sale of Series 2020 Bonds. The City has entered into a Commitment Agreement, dated July 2, 2020 (the "Commitment Agreement"), with First Interstate Bank (the "Original Purchaser"), pursuant to which the City has agreed to sell and the Original Purchaser has agreed to purchase up to $30,000,000 aggregate principal amount of Series 2020A Bonds at

a purchase price equal to the principal amount thereof and $3,000,000 aggregate principal amount of Series 2020B Bonds at a purchase price equal to the principal amount thereof, in each case, subject to the terms and conditions of the Commitment Agreement and this Resolution. The true interest cost of the Series 2020A Bonds is approximately 3.28% and the true interest cost of the Series 2020B Bonds is approximately 3.60%, and this Resolution amends and supersedes the Parameters Resolution with respect thereto. The sale of the Series 2020 Bonds to the Original Purchaser pursuant to the Commitment Agreement is hereby ratified and confirmed.

Proceeds from the sale of the Series 2020A Bonds will be disbursed to the City pursuant to the terms and conditions hereof and a Disbursement Agreement to be entered into among the City and the Original Purchaser (the "Disbursement Agreement"). The City Administrator and City Finance Director are hereby authorized to approve and execute the Disbursement Agreement in the form approved by such officers in consultation with Dorsey & Whitney, LLP, as bond counsel, which approval shall be conclusively determined by the execution thereof. In the event of the absence or disability of the City Administrator and/or City Finance Director, the Mayor and/or the Assistant City Administrator shall execute and deliver the Disbursement Agreement.

1.07. Revenues Available. The City is authorized by the Act to enter into contracts, leases or other arrangements and to charge reasonable and uniform rates, fees, charges and rentals for all privileges and services directly or indirectly furnished by the Airport. Section 67-11-303 of the Act provides that airport revenues may be used to pay principal of and interest on bonds issued pursuant to the Act and to establish reserves therefor. The City hereby determines, based on historical and anticipated operating results, that the Gross Revenues to be produced from the operation of the Airport during the term of the Series 2020 Bonds will be sufficient to pay the reasonable and ordinary Maintenance and Operating Expenses and to produce Net Revenues, together with Passenger Facility Charges and Customer Facility Charges, as applicable, expected to be received, sufficient to pay the Annual Debt Service Requirements and to maintain a balance in the Debt Service Reserve Account equal to the Reserve Requirement, as herein prescribed. Other than the Series 2010B Bonds, there are no other outstanding bonds or other obligations payable from or secured by Passenger Facility Charges, Customer Facility Charges or Net Revenues of the Airport.

1.08. Recitals. All acts, conditions and things required by the Constitution and laws of the State of Montana, including the Act, to make the Series 2020 Bonds valid and binding obligations in accordance with their terms and in accordance with the terms of this Resolution have been done, do exist, have happened and have been performed in regular and due form, time and manner as so required.

Section 2. The Bonds.

2.01. General Title. The general title of the Bonds of all series shall be "Airport Revenue Bonds." Bonds of each series shall be titled so as to distinguish them from Bonds of all other series and Bonds issued for refunding purposes may be denoted as "Refunding Bonds." With respect to the Bonds of any particular series, the City may incorporate in or add to the general title of such Bonds any words, letters or fixtures designed to distinguish that series or any security in addition to Net Revenues applicable to that series.

2.02. General Limitations; Issuable in Series. The aggregate principal amount of Bonds that may be authenticated and delivered and Outstanding under the Resolution is not limited, except as provided in Section 5 and except as may be limited by law. The Bonds may be issued in series as from time to time authorized by the City.

Except as otherwise provided or required by the context hereof, the provisions of this Resolution shall be equally applicable and binding upon any Notes issued hereunder.

If the Stated Maturity for the payment of any interest on or principal of any Bond or if any Redemption Date or Sinking Fund Payment Date shall be a day which is not a Business Day, then such payment may be made on the next succeeding Business Day, with the same force and effect as if made on such Stated Maturity, Redemption Date or Sinking Fund Payment Date (whether or not such next succeeding Business Day occurs in a succeeding month), and no interest shall accrue for the intervening period.

2.03. Special, Limited Obligations. The Bonds shall be special, limited obligations of the City. Principal of, premium, if any, and interest on the Bonds shall be payable solely from the Net Revenues (other than to the extent payable out of proceeds of the Bonds and as well from Passenger Facility Charges or Customer Facility Charges, as applicable, or another permissible source of revenue). The Bonds shall not be or constitute a pledge of the general credit or taxing powers of the City of any kind whatsoever, but the City may elect to issue Additional Bonds payable from any sources permitted under the Act, including, without limitation, from a limited tax levy or deficiency tax levy. Neither the Bonds nor any agreement or obligation of the City contained herein shall be construed to constitute an indebtedness of the State or the City within the meaning of any constitutional, statutory or Charter provisions whatsoever.

2.04. Terms of Particular Series. Each series of Bonds (except the Series 2020 Bonds which are created by Section 3) shall be created by a Supplemental Resolution. The Bonds of each series (except the Series 2020 Bonds which are created by Section 3) shall bear such date or dates, shall be payable at such place or places, shall have such Stated Maturities and Redemption Dates, shall bear interest, if any, at such rate or rates, from such date or dates or shall be payable in such installments and on such dates and at such place or places, and may be redeemable at such price or prices and upon such terms (in addition to the prices and terms herein specified for redemption of all Bonds) as shall be provided in the Supplemental Resolution creating that series, all upon such terms as the City may determine. The City may, at the time of the creation of any series of Bonds or at any time thereafter, make, and the Bonds of that series may contain, provision for:

(i) a sinking, amortization, improvement or other analogous fund;

(ii) limiting the aggregate principal amount of the Bonds of that series and of Additional Bonds including Completion Bonds thereafter to be issued;

(iii) exchanging Bonds of that series, at the option of the Holders thereof, for other Bonds of the same series of the same aggregate principal amount of a different authorized kind or authorized denomination or denominations; or

(iv) registration or transfer of ownership, or delivery thereof.

2.05. Form and Denominations of Particular Series. The form of the Bonds of each series (except the Series 2020 Bonds which are created by Section 3) shall be established by the Supplemental Resolution creating such series.

The Bonds of any series shall be issuable as fully registered Bonds, in such denominations as shall be provided in the Supplemental Resolution creating such series (except the Series 2020 Bonds which are created by Section 3). In the absence of any such provision with respect to the Bonds of any particular series, Bonds shall be in the denomination of $5,000 or any integral multiple thereof, of a single Stated Maturity. The ownership of the Bonds shall be transferred only upon the Bond Register of the City.

2.06. Execution and Authentication. Each Bond shall be executed on behalf of the City by the officials of the City specified in a Supplemental Resolution (except the Series 2020 Bonds which are created by Section 3). The signature of any official may be facsimile, if permitted by applicable law. Bonds bearing the manual or facsimile signatures of individuals who were at any time the proper officials of the City shall bind the City, notwithstanding that such individuals or any of them have ceased to hold such offices prior to the delivery of such Bonds or did not hold such offices at the date of such Bonds. The seal of the City need not be affixed to or imprinted on any Bond.

No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under the Resolution unless and until a certificate of authentication on such Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on each Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond shall be conclusive evidence that it has been authenticated and delivered under the Resolution and in accordance with the provisions hereof.

2.07. Temporary Bonds. Pending the preparation of definitive Bonds, the City, if authorized by law, may execute and deliver temporary Bonds which are printed, lithographed, typewritten, mimeographed or otherwise produced, in any denomination, substantially of the tenor of the definitive Bonds in lieu of which they are issued, with such appropriate insertions, omissions, substitutions and other variations as the officers of the City executing such Bonds may determine, as evidenced by their execution of such Bonds.

If temporary Bonds are issued, the City will cause definitive Bonds to be prepared without unreasonable delay. After the preparation of definitive Bonds, the temporary Bonds shall be exchangeable for definitive Bonds upon surrender of the temporary Bonds, without charge to the Holder. Upon surrender for cancellation of any one or more temporary Bonds the City shall execute, and the Registrar shall thereupon authenticate and deliver in exchange therefor, a like principal amount of definitive Bonds of authorized denominations. Until so exchanged the temporary Bonds shall in all respects be entitled to the same security and benefits under the Resolution as definitive Bonds.

Section 3. Series 2020 Bond Terms; Execution and Delivery.

3.01. Title, Principal Amount, Interest Rate, Stated Maturities.

(a) Series 2020A Bonds. The Series 2020A Bonds to be issued hereunder shall be designated "Airport Revenue Bonds (Passenger Facility Charge Supported), Series 2020A," and shall be issued in the maximum aggregate principal amount of $30,000,000, or such lesser amount as shall be advanced thereunder and pursuant to the Disbursement Agreement, and as shall be set forth on the Schedule of Advances attached as *Schedule 1* to the Series 2020A Bonds. The Series 2020A Bonds shall bear interest on the Outstanding principal amount advanced from the date of each advance, or from such later date to which interest has been paid or duly provided for, until paid or discharged at the rate per annum provided in the Series 2020A Bonds. Interest on the Series 2020A Bonds shall be calculated on the basis of a 360-day year composed of twelve 30-day months. The principal of and interest on the Series 2020A Bonds shall be payable in the amounts and on the respective dates set forth in the Series 2020A Bonds. The Series 2020A Bonds are neither Serial Bonds nor Term Bonds.

(b) Series 2020B Bonds. The Series 2020B Bonds to be issued hereunder shall be designated "Airport Revenue Refunding Bonds (Customer Facility Charge Supported), Series 2020B," and shall be issued in the aggregate principal amount of $3,000,000. The Series 2020B Bonds shall bear interest on the Outstanding principal amount from the date of original issue, or from such later date to which interest has been paid or duly provided for, until paid or discharged at the rate per annum provided in the Series 2020B Bonds. Interest on the Series 2020B Bonds shall be calculated on the basis of a 360-day year composed of twelve 30-day months. The principal of and interest on the Series 2020B Bonds shall be payable in the amounts and on the respective dates set forth in the Series 2020B Bonds. The Series 2020B Bonds are neither Serial Bonds nor Term Bonds.

3.02. Registered Form; Payment of Principal and Interest on Series 2020 Bonds. The Series 2020 Bonds shall be dated, as originally issued, as of July 20, 2020 and shall be issuable only in fully registered form. Upon the original delivery of the Series 2020 Bonds to the Original Purchaser and upon each subsequent transfer or exchange of a Series 2020 Bond pursuant to Section 3.03, the Registrar shall date each Series 2020 Bond as of the date of its authentication. Interest on the Series 2020 Bonds shall be payable to the Holders thereof as of the close of business on the 15th day of the month immediately preceding each Interest Payment Date, whether or not such day is a Business Day. Principal and interest shall be payable by check or draft of the Registrar mailed to the Holder as such appears in the Bond Register or by wire transfer of immediately available funds to the account specified by the Holder; *provided* that the final installment of principal (whether at Stated Maturity or earlier redemption) shall be paid only upon presentation and surrender of the Series 2020 Bonds at the principal office of the Registrar. The Registrar shall note in the Bond Register each principal payment on the Series 2020 Bonds. The principal of and interest on the Bonds are payable in lawful money of the United States of America.

3.03. Registration of Series 2020 Bonds. The City hereby appoints the City Finance Director to act as bond registrar, transfer agent and paying agent for the Series 2020 Bonds (the "Registrar"). The City reserves the right to appoint a bank, trust company or fiscal company as

successor bond registrar, transfer agent or paying agent, as authorized by the Model Public Obligations Registration Act of Montana (the "Registration Act"), but the City agrees to pay the reasonable and customary charges of the Registrar for the services performed. This Section 3.03 shall establish a system of registration for the Series 2020 Bonds as defined in the Registration Act. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

(i) Bond Register. The Registrar shall keep at its principal office a Bond Register in which the Registrar shall provide for the registration of ownership of Series 2020 Bonds and the registration of transfers and exchanges of Series 2020 Bonds entitled to be registered, transferred or exchanged.

(ii) Transfer of Series 2020 Bonds. Upon surrender to the Registrar for transfer of any Series 2020 Bond duly endorsed by the Holder thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or by an attorney duly authorized by the registered owner in writing and guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Series 2020 Bonds the same series and of a like aggregate principal amount, interest rate and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer of any Series 2020 Bond or portion thereof selected or called for redemption. Notwithstanding anything herein to the contrary, the Series 2020A Bond may not be transferred by the Original Purchaser prior to the final advance of principal hereof in accordance with the Disbursement Agreement as set forth in the Series 2020A Bond.

(iii) Exchange of Series 2020 Bonds. Whenever any Series 2020 Bond is surrendered by the Holder for exchange, the Registrar shall authenticate and deliver one or more new Series 2020 Bonds of the same series and of a like aggregate principal amount, interest rate and maturity, as requested by the Holder or the Holder's attorney in writing.

(iv) Cancellation. All Series 2020 Bonds surrendered upon any transfer or exchange shall be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(v) Improper or Unauthorized Transfer. When any Series 2020 Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Series 2020 Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(vi) Persons Deemed Holders. The City and the Registrar may treat the Person in whose name any Series 2020 Bond is at any time registered in the Bond Register as the absolute owner of such Series 2020 Bond, whether such Series 2020 Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of

and interest on such Series 2020 Bond and for all other purposes, and all such payments so made to any such registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability of the City upon such Series 2020 Bond to the extent of the sum or sums so paid.

(vii) Taxes, Fees and Charges. For every transfer or exchange of Series 2020 Bonds (except for an exchange upon the partial redemption of a Series 2020 Bond), the Registrar may impose a charge upon the Holder thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(viii) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Series 2020 Bond shall become mutilated or be lost, stolen or destroyed, the Registrar shall deliver a new Series 2020 Bond of the same series and of like aggregate principal amount, interest rate and maturity in exchange and substitution for and upon cancellation of any such mutilated Series 2020 Bond or in lieu of and in substitution for any such Series 2020 Bond lost, stolen or destroyed, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Series 2020 Bond lost, stolen or destroyed, upon filing with the Registrar of evidence satisfactory to it that such Series 2020 Bond was lost, stolen or destroyed, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Series 2020 Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, lost, stolen or destroyed Series 2020 Bond has already matured or such Series 2020 Bond has been called for redemption in accordance with its terms, it shall not be necessary to issue a new Series 2020 Bond prior to payment.

3.04. Optional Redemption of Series 2020 Bonds.

(a) Series 2020A Bonds. The Series 2020A Bonds shall be subject to redemption at any time, at the option of the City, in whole or in part, at a Redemption Price equal to the principal amount thereof to be redeemed plus interest to, but excluding, the Redemption Date, without premium; *provided, however*, that if the Series 2020A Bonds are redeemed with proceeds of refunding bonds or other debt obligations of the City during the periods below, the Series 2020A Bonds shall be subject to a prepayment penalty on the principal amount so redeemed equal to the following:

| Redemption Date | Prepayment Premium (% of Outstanding Principal Amount to be prepaid) |
|---|---|
| On and before January 20, 2024 | 0% |
| From January 21, 2024 to and including January 20, 2028 | 5% |
| From January 21, 2028 to and including January 20, | 4% |

| | |
|---|---|
| 2031 | |
| From January 21, 2031 to and including January 20, 2034 | 3% |
| On and after January 21, 2034 | 0% |

(b) Series 2020B Bonds. The Series 2020B Bonds shall be subject to redemption at any time, at the option of the City, in whole or in part, at a Redemption Price equal to the principal amount thereof to be redeemed plus interest to, but excluding, the Redemption Date, without premium; *provided, however,* that if the Series 2020B Bonds are redeemed with proceeds of refunding bonds or other debt obligations of the City during the periods below, the Series 2020B Bonds shall be subject to a prepayment penalty on the principal amount so redeemed equal to the following:

| Redemption Date | Prepayment Premium (% of Outstanding Principal Amount to be prepaid) |
|---|---|
| From July 20, 2020 to and including July 20, 2022 | 3% |
| From July 21, 2022 to and including July 20, 2024 | 2% |
| From July 21, 2024 to and including July 20, 2025 | 1% |
| On and after July 21, 2025 | 0% |

3.05. Extraordinary Optional Redemption. The Bonds, including the Series 2020 Bonds, are subject to redemption prior to maturity by the City, to the extent of available Net Proceeds of insurance or condemnation award, in the event: (a) the Airport or any portion thereof is damaged, destroyed or condemned; (b) the Net Proceeds of insurance or condemnation received in connection therewith exceed the greater of (i) three percent of property, plant and equipment assets of the Airport or (ii) $500,000; and (c) the City elects to have all or any part of such Net Proceeds applied to the prepayment of the Bonds. If called for redemption in any such event, the Bonds shall be subject to redemption in whole or in part at any time, and if in part, from such series and by maturities designated by the City (and, if less than all of a maturity is being redeemed, by lot or other manner deemed fair by the Registrar within a maturity) at a Redemption Price equal to the principal amount thereof plus accrued interest to, but excluding, the Redemption Date, without premium.

3.06. Notice of Redemption of Series 2020 Bonds. The Redemption Date and the principal amount of the Series 2020 Bonds to be redeemed shall be fixed by the City Finance Director who shall give notice thereof to the Registrar at least 35 days prior to the Redemption Date or such lesser period as the Registrar accepts. The Registrar, at least 30 days prior to the designated Redemption Date, shall cause notice of redemption to be mailed, by first class mail,

to the Holders of each Series 2020 Bond to be redeemed at their addresses as they appear on the Bond Register, but no defect in or failure to give such mailed notice shall affect the validity of proceedings for the redemption of any Series 2020 Bond not affected by such defect or failure. The notice of redemption shall specify the series, Redemption Date, Redemption Price, the numbers, interest rates and Stated Maturities of the Series 2020 Bonds or portions thereof to be redeemed, and the place at which the Series 2020 Bonds are to be surrendered for payment, which is the principal office of the Registrar. In addition, any notice of redemption may, at the City's discretion, be subject to one or more conditions precedent. Official notice of redemption having been given as aforesaid, the Series 2020 Bonds or portions thereof so to be redeemed shall, on the Redemption Date, become due and payable at the Redemption Price therein specified and from and after such date (unless the City shall default in the payment of the Redemption Price) such Series 2020 Bonds or portions thereof shall cease to bear interest.

3.07. Partial Redemption of a Series 2020 Bond. The Holder of any Series 2020 Bond redeemed in part shall receive, upon surrender of such Series 2020 Bond to the Registrar, one or more new Series 2020 Bonds in authorized denominations equal in principal amount to the unredeemed portion of the Series 2020 Bond so surrendered. Notwithstanding, so long as all of a Series 2020 Bond is held by a single Holder, upon partial redemption there shall be no need to exchange a new Series 2020 Bond for the unredeemed portion of the existing Series 2020 Bond. If a Series 2020 Bond is redeemed in part in an amount at any one time less than $1,000,000, such prepayment shall be applied to the Series 2020 Bond in inverse order of principal payments. If a Series 2020 Bond is redeemed in part in an amount at any one time equal to or greater than $1,000,000, the Debt Service Schedule attached to the existing Series 2020 Bond shall be revised in order to reflect substantially equal installments of principal and interest sufficient to amortize the remaining Outstanding principal by July 1, 2044.

3.08. Execution and Delivery of Series 2020 Bonds. In case any officer whose signature or a facsimile of whose signature shall appear on the Series 2020 Bonds shall cease to be such officer before the delivery thereof, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. When the Series 2020 Bonds have been so executed by said City officers, they shall be registered by the Registrar in accordance with Section 3. Notwithstanding such execution, no Series 2020 Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under the Resolution unless and until a certificate of authentication on such Series 2020 Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Series 2020 Bonds need not be signed by the same representative. The executed certificate of authentication on each Series 2020 Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution. When the Series 2020 Bonds have been fully executed and authenticated, they shall be delivered by the Registrar to the order of the Original Purchaser thereof upon payment of the purchase price in accordance with the Commitment Agreement authorized in Section 1.06, and the Original Purchaser shall not be obligated to see to the application of the purchase price and is not responsible for the application thereof.

3.09. Form of Series 2020 Bonds. The Series 2020A Bonds shall be prepared in substantially the form set forth as Exhibit A hereto, and by this reference made a part hereof.

The Series 2020B Bonds shall be prepared in substantially the form set forth as Exhibit B hereto, and by this reference made a part hereof.

3.10. Application of Proceeds of Series 2020 Bonds.

(a) Series 2020A Bonds. The proceeds of the Series 2020A Bonds will be disbursed pursuant to the Disbursement Agreement.

(b) Series 2020B Bonds. The proceeds of the Series 2020B Bonds ($3,000,000) will be deposited in the Escrow Account immediately upon delivery of the Series 2020B Bonds, to be used for the redemption and prepayment of the Series 2020B Bonds as set forth in the Escrow Agreement.

Section 4. Escrow; Redemption of Series 2020B Bonds. Simultaneously with the delivery of the Series 2020B Bonds, the City Finance Director shall cause to be deposited in the escrow account (the "Escrow Account") established pursuant to the Escrow Agreement (the "Escrow Agreement") between the City and U.S. Bank National Association, as escrow agent (the "Escrow Agent"), $4,009,756.56 (representing a sum equal to amounts on hand in the City's debt service account for the Series 2010B Bonds ($500,043.76), proceeds of the Series 2020B Bonds ($3,000,000) and a cash deposit from the City ($509,712.80), for the redemption, prepayment and defeasance of the Series 2010B Bonds, all as set forth in the Escrow Agreement. The City Finance Director shall cause the amount so deposited to be invested in general obligations of the United States or securities of United States agencies which are authorized by law to be so deposited, maturing on the dates and bearing interest at the rates required to provide funds together with the beginning cash balance sufficient to refund the Series 2010B Bonds. The Escrow Account and all investments thereof shall be held in safekeeping by said Escrow Agent, and said account and all income therefrom are irrevocably appropriated for the purposes stated in this Section 4. The City Administrator and City Finance Director are hereby authorized to approve and execute the Escrow Agreement in the form approved by such officers in consultation with Dorsey & Whitney, LLP, as bond counsel, which approval shall be conclusively determined by the execution thereof. In the event of the absence or disability of the City Administrator and/or City Finance Director, the Mayor and/or the Assistant City Administrator shall execute and deliver the Escrow Agreement. The Series 2010B Bonds are hereby called for redemption on August 25, 2020.

Section 5. Lien on Net Revenues; Passenger Facility Charges; Customer Facility Charges; Additional Bonds.

5.01. Parity Lien on Net Revenues; Passenger Facility Charges; Customer Facility Charges; Special Purpose Facility Bonds.

(a) All Bonds issued hereunder shall be secured, equally and ratably, by a first lien upon the Net Revenues of the Airport, the Gross Revenues being subject to the prior appropriation thereof to the Maintenance and Operating Account for the payment of Maintenance and Operating Expenses, as provided in Section 6.05.

(b) Bonds issued hereunder may also be secured by the covenant and agreement of the City in Section 6.06 to pledge and appropriate Passenger Facility Charges, if then available, to the subaccount in the Debt Service Account relating to PFC Bonds of such series. Such pledge in favor of Outstanding PFC Bonds shall not limit the ability of the City to expend in any Fiscal Year pledged Passenger Facility Charges in excess of the Debt Service Requirements during such Fiscal Year on all Outstanding PFC Bonds. The City covenants and agrees that from and after the issuance of Additional Bonds that are PFC Bonds and so long as such PFC Bonds are Outstanding, it will not decrease the rate or amount of Passenger Facility Charges, that it will not pledge or grant a security interest in the Passenger Facility Charges other than pursuant to Federal Aviation Administration regulations or rules or this Resolution, and that it will pledge Passenger Facility Charges to the payment of and security of Additional Bonds constituting PFC Bonds only if the requirements of Section 5.04 (including paragraph (c) thereof) are satisfied. The Series 2020A Bonds are PFC Bonds, and as such a first lien pledge on the Passenger Facility Charges and on Net Revenues is hereby granted to the Series 2020A Bonds and the Series 2020A Bonds are payable from and secured by Passenger Facility Charges and by Net Revenues, all in accordance with the Resolution.

(c) Bonds issued hereunder may also be secured by the covenant and agreement of the City in Section 6.06 to pledge and appropriate Customer Facility Charges, if then available, to the subaccount in the Debt Service Account relating to CFC Bonds of such series. Such pledge in favor of Outstanding CFC Bonds shall not limit the ability of the City to expend in any Fiscal Year pledged Customer Facility Charges in excess of the Debt Service Requirements during such Fiscal Year on all Outstanding CFC Bonds. The City covenants and agrees that from and after the issuance of Additional Bonds that are CFC Bonds and so long as such CFC Bonds are Outstanding, it will not pledge or grant a security interest in the Customer Facility Charges other than pursuant to the Customer Facility Charge Ordinance or this Resolution and that it will pledge Customer Facility Charges to the payment of and security of Additional Bonds constituting CFC Bonds only if the requirements of Section 5.04 (including paragraph (d) thereof) are satisfied. The Series 2020B Bonds are CFC Bonds, and as such a first lien pledge on the Customer Facility Charges and on Net Revenues is hereby granted to the Series 2020B Bonds and the Series 2020B Bonds are payable from and secured by Customer Facility Charges and by Net Revenues, all in accordance with the Resolution.

(d) The Series 2020 Bonds are secured equally and ratably with all other Outstanding Bonds by the Net Revenues. In the event of the issuance of Additional Bonds that are either PFC Bonds or CFC Bonds, the failure of the City to transfer Passenger Facility Charges or Customer Facility Charges, as the case may be, to the applicable subaccount in the Debt Service Account because there are not sufficient Passenger Facility Charges or Customer Facility Charges, as the case may be, then available shall not constitute a default hereunder, so long as sufficient Net Revenues are transferred.

(e) Special Purpose Facility Bonds are permitted by and are not subject to the lien of the Resolution. The City reserves the unconditional right to issue Special Purpose Facility Bonds for the acquisition, construction, reconstruction, enlargement, improvement and equipment of any Special Purpose Facility, or the refinancing thereof, outside the provisions of and not subject to the lien, provisions or limitations of the Resolution.

5.02. General Provisions. In addition to the Series 2020 Bonds, whose issuance and delivery are provided for in Section 3, Additional Bonds may at any time and from time to time be issued, sold and delivered by the City but only upon filing with the City Clerk and the Registrar the following:

(i) A Supplemental Resolution creating the designated series of Additional Bonds and authorizing the issuance and the sale thereof to the Original Purchaser named therein for the purchase price set forth therein or pursuant thereto;

(ii) An opinion of Bond Counsel stating in effect:

(A) that all conditions precedent provided in this Resolution relating to the issuance and delivery of such Additional Bonds have been complied with, including any conditions precedent specified in this Section;

(B) that the series of Additional Bonds when issued and delivered by the City will be valid and binding special, limited obligations of the City in accordance with their terms and the terms hereof and entitled to the benefits of and secured by this Resolution; and

(C) that the issuance of such Additional Bonds will not adversely affect the exemption from federal income taxation of the interest on any Bonds then Outstanding, the interest on which is excludable from gross income for federal income tax purposes.

(iii) A certificate signed by the Mayor, the City Finance Director and the City Clerk stating that the City is not then in default under this Resolution or that any default then existing will be cured upon the issuance of the Additional Bonds and, if the series of Additional Bonds is to be secured by the Debt Service Reserve Account, that on the date of issuance of such Additional Bonds and after giving effect to the issuance of such Additional Bonds the balance in the Debt Service Reserve Account is not less than the Reserve Requirement; and

(iv) Such other certificates and opinions as may be required to satisfy the provisions and requirements of Sections 5.04 through 5.07.

5.03. Completion Bonds.

(a) Authorization of Completion Bonds. If the proceeds from the sale of a series of Bonds are insufficient to finance the costs of the Project for which the Bonds were issued, the City may issue Completion Bonds in such amount as is necessary to defray any such additional cost, subject to the limitations contained herein or in a Supplemental Resolution. Completion Bonds shall be issued in accordance with Section 5.02 and compliance with Section 5.04 is not required.

Prior to any delivery of Completion Bonds there shall be filed with the City Clerk a certificate of the Director of Aviation and Transit (i) estimating the revised aggregate cost of

such Project, (ii) stating that the revised aggregate cost of such Project cannot be paid with the moneys available in the Construction Account, and (iii) stating that the issuance of the Completion Bonds is necessary to provide funds for the completion of the Project.

(b) Limitation on Completion Bonds. The aggregate principal amount of Completion Bonds that may be issued by the City to complete a Project may not exceed 30% of the aggregate principal amount of the initial series of Bonds issued to finance such Project.

5.04. Additional Bonds for Projects. One or more series of Additional Bonds (other than Completion Bonds) may be issued to finance the cost of a Project. Prior to the issuance of such series of Additional Bonds, there shall be filed with the City Clerk:

(i) (A) If the Additional Bonds are proposed to be secured by only Net Revenues, a certificate or opinion of the Director of Aviation and Transit (i) setting forth (A) the Net Revenues for the most recent Audited Fiscal Year immediately preceding the delivery of such series of Additional Bonds and (B) the maximum Debt Service Requirements in the current or any future Fiscal Year in respect of the Bonds to be Outstanding upon issuance of such Additional Bonds that are secured by Net Revenues alone (including such proposed Additional Bonds but excluding any Bonds not to be Outstanding upon issuance of such Additional Bonds); and (ii) demonstrating that the Net Revenues are not less than 125% of the maximum Debt Service Requirements in the current or any future Fiscal Year during the term of such Bonds. In computing the Debt Service Requirements to determine whether the revenue coverage test is satisfied by the application of Net Revenues, the Director of Aviation and Transit shall disregard the debt service on any Outstanding CFC Bonds to the extent that Customer Facility Charges satisfy 125% of the maximum Debt Service Requirements for the current or any future Fiscal Year on such CFC Bonds (calculated as provided in Section 5.04(i)(B)) and the debt service on any Outstanding PFC Bonds to the extent that Passenger Facility Charges satisfy 125% of the maximum Debt Service Requirements for the current or any future Fiscal Year on such PFC Bonds (calculated as provided in Section 5.04(i)(C)) and apply the Net Revenues only against the debt service on the Outstanding Bonds and proposed Additional Bonds that are secured only by Net Revenues. To the extent that the debt service on CFC Bonds or PFC Bonds cannot be excluded from Debt Service Requirements by reason of the preceding sentence, the Director of Aviation and Transit shall take into account both the CFC Bond debt service and the Customer Facility Charges or the PFC Bond debt service and the Passenger Facility Charges, as applicable, prior to the application of Net Revenues against the debt service on the CFC Bonds or PFC Bonds, as applicable, in determining whether the revenue coverage test is satisfied.

(B) If the Additional Bonds are proposed to be issued as CFC Bonds, a certificate or opinion of the Director of Aviation and Transit (i) setting forth (A) the Net Revenues and Customer Facility Charges for the most recent Audited Fiscal Year immediately preceding the delivery of Additional Bonds proposed to be issued as CFC Bonds and (B) the maximum Debt Service Requirements in the

current or any future Fiscal Year in respect of the Bonds to be Outstanding upon the issuance of the Additional Bonds that are secured by either Net Revenues alone or by Net Revenues and Customer Facility Charges (including such proposed Additional Bonds but excluding any Bonds not to be Outstanding upon issuance of such Additional Bonds) and (ii) demonstrating that the sum of the Customer Facility Charges in respect of Outstanding CFC Bonds or CFC Bonds proposed to be issued plus Net Revenues is not less than 125% of the maximum Debt Service Requirements in the current or any future Fiscal Year during the term of such Bonds. In computing the Debt Service Requirements to determine whether the revenue coverage test is satisfied, the Director of Aviation and Transit shall disregard the debt service on any Outstanding PFC Bonds to the extent that Passenger Facility Charges satisfy 125% of the maximum Debt Service Requirements for the current or any future Fiscal Year on such PFC Bonds (calculated as provided in Section 5.04(i)(C)) and apply the Net Revenues and Customer Facility Charges, as applicable, only against the debt service on the Outstanding Bonds and Additional Bonds proposed to be issued that are secured by only Net Revenues or by Net Revenues and Customer Facility Charges. To the extent the debt service on PFC Bonds cannot be excluded from Debt Service Requirements by reason of the preceding sentence, the Director of Aviation and Transit shall take into account both the PFC Bond debt service and the Passenger Facility Charges, as applicable, prior to the application of Net Revenues against the debt service on the PFC Bonds in determining whether the revenue coverage test is satisfied.

If the City has increased the rate or charge of its Customer Facility Charges during or since the end of the most recent Audited Fiscal Year and such increased rate or charge of Customer Facility Charges are in effect at the time of issuance of the Additional Bonds proposed to be issued as CFC Bonds or are authorized to go into effect within 60 days thereafter, the Director of Aviation and Transit may adjust historical Customer Facility Charges for the most recent Audited Fiscal Year to include Customer Facility Charges which would have been received had such increased rate or charge of Customer Facility Charges been in effect for such entire Audited Fiscal Year.

(C) If the Additional Bonds are proposed to be issued as PFC Bonds, (i) the certificate of the Director of Aviation and Transit required by Section 5.04(iii) confirming the approval by the Federal Aviation Administration of the application for the Passenger Facility Charges to finance costs of a Project with Additional Bonds that are PFC Bonds (the "Additional PFC Bonds Application"); and (ii) a certificate or opinion of the Director of Aviation and Transit setting forth (A) the Passenger Facility Charges available to pay the debt service on the Additional Bonds proposed to be issued as PFC Bonds and any Outstanding PFC Bonds in the current or any future Fiscal Year during the term of such Bonds from Passenger Facility Charges in effect prior to the Additional PFC Bonds Application and as well pursuant to the Additional PFC Bonds Application and the Net Revenues for the most recent Audited Fiscal Year immediately preceding

the delivery of the Additional Bonds to be issued as PFC Bonds and (B) the maximum Debt Service Requirements in the current or any future Fiscal Year in respect of the Bonds to be Outstanding upon the issuance of the Additional Bonds that are secured by either Net Revenues alone or by Net Revenues and Passenger Facility Charges (including such proposed Additional Bonds but excluding any Bonds not to be Outstanding upon issuance of such Additional Bonds) and (C) demonstrating that the sum of Passenger Facility Charges in respect of Outstanding PFC Bonds or PFC Bonds proposed to be issued plus Net Revenues is not less than 125% of the maximum Debt Service Requirements in the current or any future Fiscal Year during the term of such Bonds. In computing the Debt Service Requirements to determine whether the revenue coverage test is satisfied, the Director of Aviation and Transit shall disregard the debt service on any Outstanding CFC Bonds to the extent that Customer Facility Charges satisfy 125% of the maximum Debt Service Requirements for the current or any future Fiscal Year on such CFC Bonds (calculated as provided in Section 5.04(i)(B)) and apply the Net Revenues and Passenger Facility Charges, as applicable, only against the debt service on the Outstanding Bonds and Additional Bonds proposed to be issued that are secured by only Net Revenues or by Net Revenues and Passenger Facility Charges. To the extent the debt service on CFC Bonds cannot be excluded from Debt Service Requirements by reason of the preceding sentence, the Director of Aviation and Transit shall take into account both the CFC Bond debt service and the Customer Facility Charges, as applicable, prior to the application of Net Revenues against the debt service on the CFC Bonds in determining whether the revenue coverage test is satisfied.

(ii) If the certificate or opinion provided for in paragraph (i) is not filed, in lieu thereof, the following:

(A) a certificate or opinion of the Director of Aviation and Transit (i) setting forth, for the last Audited Fiscal Year or for any period of twelve consecutive calendar months out of the eighteen calendar months immediately preceding the delivery of such series of Additional Bonds (A) the Net Revenues, Customer Facility Charges pledged to the repayment of any Outstanding CFC Bonds, and Passenger Facility Charges pledged to the repayment of any Outstanding PFC Bonds for such period and (B) the Debt Service Requirements for such period; and (ii) demonstrating that for such period the sum of the Net Revenues in respect of Outstanding Bonds, and Passenger Facility Charges in respect of only Outstanding PFC Bonds, and Customer Facility Charges in respect of only Outstanding CFC Bonds, equaled at least the amount needed for making the deposits to the several accounts in the Airport Fund required under this Resolution; provided that in making the foregoing calculation the Director of Aviation and Transit may take into consideration the Passenger Facility Charges only in the event PFC Bonds are Outstanding and only to the extent of 125% of the Annual Debt Service Requirements of such Outstanding PFC Bonds and may take into consideration the Customer Facility Charges only in the event CFC

Bonds are Outstanding and only to the extent of 125% the Annual Debt Service Requirements of such Outstanding CFC Bonds; and

(B) A certificate of the Director of Aviation and Transit setting forth (a) the estimated date of completion for the Project for which such series of Additional Bonds is being issued and (b) in reasonable detail, an estimate of the costs of the Project; and

(C) A certificate or report from the Director of Aviation and Transit (i) stating that in the opinion of the Director of Aviation and Transit, based upon reasonable assumptions (which are set forth in the certificate), fees and other charges calculated in accordance with Section 7.09(a) projected to be received following the issuance of the Additional Bonds will be sufficient to produce Net Revenues in respect of all Bonds to be Outstanding upon the issuance of the Additional Bonds, Passenger Facility Charges in respect of only PFC Bonds to be Outstanding upon the issuance of the Additional Bonds, and Customer Facility Charges in respect of only CFC Bonds to be Outstanding upon the issuance of the Additional Bonds, in an amount not less than 125% of the maximum Debt Service Requirements for a Fiscal Year in respect of the Bonds to be Outstanding upon the issuance of the Additional Bonds (including the proposed Additional Bonds but excluding any Bonds not to be Outstanding upon issuance of such Additional Bonds) for each of the three complete Fiscal Years immediately following the most recent Audited Fiscal Year in relation to the date of the computation; provided that in making the foregoing calculation the Director of Aviation and Transit may take Passenger Facility Charges and Customer Facility Charges into consideration for these purposes only in the event PFC Bonds or CFC Bonds, respectively, are to be Outstanding upon the issuance of the Additional Bonds and as to proposed Additional Bonds that are PFC Bonds or CFC Bonds only upon satisfaction of paragraph 5.04(iii) or 5.04(iv), respectively, and in any event only to the extent of 125% of the Annual Debt Service Requirements of the Outstanding PFC Bonds and the proposed Additional Bonds that are PFC Bonds and the Annual Debt Service Requirements of the Outstanding CFC Bonds and the proposed Additional Bonds that are CFC Bonds, as appropriate. In any event, if capitalized interest is to be applied in the last Fiscal Year of the period consisting of the three complete Fiscal Years described in the preceding sentence, such period will be extended through the end of the first complete Fiscal Year during which neither capitalized interest nor investment income thereon is projected to be available.

(iii) If the Additional Bonds are proposed to be issued as PFC Bonds, in addition to the documents required by paragraph (i) or paragraph (ii) of this Section 5.04, as applicable, a certificate signed by the Director of Aviation and Transit stating that the City has submitted an application for Passenger Facility Charges for a Project to be financed by the Additional Bonds that are PFC Bonds, such application has been approved with a copy of the Federal Aviation Administration approval letter or other approval document, and the revenues derived from such passenger facility charges shall

constitute Passenger Facility Charges for all purposes of this Resolution and are pledged to the payment of such Additional PFC Bonds to the extent provided herein.

(iv) If the Additional Bonds are proposed to be issued as CFC Bonds, in addition to the documents required by paragraph (i) or paragraph (ii) of this Section 5.04, as applicable, a certificate signed by the Director of Aviation and Transit stating that such CFC Bonds are to be issued in respect of a Car Rental Facility approved pursuant to the Customer Facility Charge Ordinance.

5.05. Additional Bonds Issued as Refunding Bonds. If the Additional Bonds are issued to refund all or any Bonds or Notes then Outstanding, there is to be filed with the City Clerk and the Registrar:

(i) a report of an Independent Accountant to the effect that either (i) the net proceeds (excluding accrued interest but including any premium) of the Additional Bonds plus any money available and to be withdrawn from the Debt Service Account or the Debt Service Reserve Account for such purpose, together with any other funds deposited for such purpose, will be not less than an amount sufficient to pay the principal of, premium, if any, and interest on the Bonds to be refunded; provided that a report of an Independent Accountant shall not be required if the Redemption Date of the Bonds to be redeemed is not more than 90 days after the date of issuance of the Additional Bonds to effect the redemption and the aggregate amount deposited upon issuance of such Additional Bonds is sufficient to pay, without regard to investment earnings thereon, the principal of, premium, if any, and interest on the Bonds to be refunded to the Redemption Date or Stated Maturities thereof; or (ii) there shall be deposited in an escrow account in trust, Government Obligations which do not permit the redemption thereof at the option of the issuer, the principal of and the interest on which when due and payable (or redeemable at the option of the holder thereof) will provide, together with any other money which shall have been deposited irrevocably in the escrow account for such purpose, an amount sufficient to pay, without reinvestment, the principal of, premium, if any, and interest on the Outstanding Bonds to be refunded; or

(ii) if the Supplemental Resolution authorizing the issuance of the Additional Bonds provides for the creation of an escrow account and provides that amounts in such escrow account are pledged only to and may be used only for the payment of the principal of, premium, if any, and interest on the Additional Bonds until the first optional Redemption Date of the Outstanding Bonds to be refunded (at which time such amounts must be transferred to the Debt Service Account and used to pay the principal of, premium, if any, and interest on the Outstanding Bonds to be refunded), a report of an Independent Accountant to the effect that the proceeds of such Additional Bonds to be deposited in such escrow account are in an amount sufficient to pay the principal of, premium, if any, and interest on the Additional Bonds payable until the first optional Redemption Date of the Outstanding Bonds to be refunded and to pay the principal of, premium, if any, and interest on all Outstanding Bonds to be refunded on such Redemption Date; or

(iii) if (x) the Debt Service Requirements of the Additional Bonds exceed in any Fiscal Year by more than 5% the Debt Service Requirements of the Outstanding Bonds to be refunded, (y) the Additional Bonds are issued to refund Subordinate Obligations or (z) if not all Outstanding Bonds of a series are to be refunded and if the first Stated Maturity of the series of Additional Bonds is earlier than the final Stated Maturity of the Outstanding Bonds of such series not to be refunded, the documents that would be required in respect of such Additional Bonds under Section 5.04(i) or 5.04(ii); or

(iv) if Additional Bonds are to be issued to refund Outstanding Notes issued under Section 5.07 in anticipation of the issuance thereof, and if the average interest rate on such Additional Bonds exceeds the maximum rate assumed upon the issuance of the Notes under Section 5.07(i), the documents that would be required in respect of such Additional Bonds under Section 5.04(i) or 5.04(ii).

5.06. Subordinate Obligations Permitted. Nothing herein prevents the City from issuing subordinate bonds or incurring other obligations having a lien on the Net Revenues subordinate to the lien thereon of Bonds and payable from the Subordinate Obligations Account. Each Subordinate Obligation shall include in its title a word or phrase such as "subordinate" or "junior" or "second lien" and a clear statement that the lien thereof on Net Revenues is subordinate to the lien on all Bonds. No payment of principal of, premium, if any, or interest shall be made on any Subordinate Obligation if the City is then in default in the payment of principal or interest on any Bond, which will not be cured by the issuance of the Subordinate Obligations and no obligations may be issued pursuant to this Section 5.06 if a deficiency exists in the Debt Service Account or the Debt Service Reserve Account which is not to be restored by the issuance of the Subordinate Obligations. Any surplus Net Revenues segregated to pay such Subordinate Obligations are subject to the prior appropriation thereof to the Debt Service Account and the Debt Service Reserve Account if necessary to meet the requirements thereof.

5.07. Notes. The City may from time to time issue Notes in anticipation of the issuance of Additional Bonds subject to the following conditions:

(i) the Additional Bonds in anticipation of which the Notes are issued, assuming a maximum rate of interest on such Additional Bonds, shall be authorized to be issued under Section 5.04;

(ii) the payment of interest on the Notes from Net Revenues shall be subordinated to Outstanding Bonds and the principal of the Notes shall be payable solely from the proceeds of the Additional Bonds, unless the City is unable to sell the Additional Bonds, in which case the Notes shall be exchanged for the Additional Bonds on a par-for-par basis bearing interest at the maximum rates assumed under subsection (a) of this Section 5.07; and

(iii) the Notes shall have Stated Maturities within two years of their date of issue.

Section 6. Airport Fund and Accounts.

6.01. Continuation of Airport Fund. The City has established a separate fund designated as the Airport Fund, which shall be maintained as a separate bookkeeping account on the official books of the City until all Bonds and interest and redemption premiums due thereon have been fully paid, or the City's obligations with reference to such Bonds has been discharged as provided in Section 10. All proceeds of Bonds (other than refunding Bonds issued pursuant to Section 5.05 which are deposited pursuant to an escrow agreement) and all other funds presently on hand derived from the operation of the Airport and constituting Gross Revenues or Passenger Facility Charges or Customer Facility Charges are irrevocably pledged and appropriated to the Airport Fund. In addition, there is hereby irrevocably pledged and appropriated to the Airport Fund all investment earnings on all funds and accounts within the Fund.

6.02. Accounts. The following accounts have been established and shall be maintained as separate bookkeeping accounts in the Airport Fund:

(i) a Construction Account;
(ii) a Revenue Account;
(iii) a Maintenance and Operating Account;
(iv) a Debt Service Account;
(v) a Debt Service Reserve Account;
(vi) a Subordinate Obligations Account;
(viii) a Passenger Facility Charge Account;
(x) a Customer Facility Charge Account;
(xi) a Capital Account; and
(ix) a Rebate Account.

6.03. Construction Account. Within the Construction Account a separate subaccount shall be established for each series of Bonds any part of the proceeds of which are credited to the Construction Account. There is hereby created in the Construction Account a separate subaccount for the Series 2020A Bonds to be denominated the "2020A Construction Subaccount". Upon the issuance of any series of Additional Bonds, the City shall establish a subaccount in the Construction Account relating thereto. The Construction Account shall be used only to pay as incurred and allowed Project Costs which are capital costs of Projects authorized in accordance with law and herein, including but not limited to payments due for work and materials performed and delivered under construction contracts, architectural, engineering, inspection, supervision, fiscal and legal expenses, the cost of lands and easements, interest accruing on Bonds during the period of construction of facilities financed thereby as described in this section, if and to the extent that the Debt Service Account is not sufficient for payment of such interest, costs of issuance of the Bonds, reimbursement of any advances made from other City funds, and all other expenses incurred in connection with the construction and financing of such Projects (collectively, "Project Costs"). To the appropriate subaccount of the Construction Account shall be credited as received all proceeds of Bonds to be applied to the payment of Project Costs and any other funds appropriated by the City for an improvement, betterment or extension to the Airport, any funds received by the City as a grant in aid of construction of the Projects being financed from the proceeds of the Bonds and all income received from the investment of the Construction Account. Upon completion of a Project, the

balance remaining in the subaccount of the Construction Account for the Bonds issued to finance that Project, net of any amounts required to be transferred to the Rebate Account as provided in Section 6.12, may be used to pay the cost of other capital improvements to the Airport, if the City receives an opinion of Bond Counsel that the financing of such improvement would not affect the tax exempt status of the Bonds, but if and to the extent not so used shall be transferred to the Debt Service Reserve Account to the extent required to establish the Reserve Requirement therein and, to the extent not so required, to the Debt Service Account.

6.04. Revenue Account. All Gross Revenues and all other revenues required to be deposited, other than any Passenger Facility Charge or Customer Facility Charge, shall be credited as received to the Revenue Account. On each Allocation Date, Gross Revenues in the Revenue Account shall be allocated to the Maintenance and Operating Account, Debt Service Account, Debt Service Reserve Account, Subordinate Obligations Account and Capital Account in that order as provided in Sections 6.05 through 6.11 in the respective amounts called for by each such account, as described below. Amounts in the Revenue Account in excess of the requirements of the Maintenance and Operating Account, Debt Service Account, Debt Service Reserve Account, Subordinate Obligations Account and Capital Account shall be retained in the Revenue Account and may be used by the City for any lawful purpose of the City relating to the Airport, including, but not limited to, the replacement or renewal or major repair of worn out, obsolete or damaged properties and equipment of the Airport or for improvements or additions to the Airport if so directed by the Council, to pay Maintenance and Operating Expenses, to make transfers to the Rebate Account, if necessary, to redeem Bonds which are subject to redemption according to their terms, to pay principal of or interest on Bonds to the extent of a shortfall in amounts required under Section 6.06 not otherwise satisfied as prescribed below, to make transfers to the Debt Service Reserve Account to the extent of a deficiency therein not otherwise satisfied as prescribed below and to fund the General Subaccount. In the event construction and installation of additional improvements or additions to the Airport are financed from Subordinate Obligations, surplus Net Revenues from time to time received may be segregated and paid into the Subordinate Obligations Account for the repayment of Subordinate Obligations and interest thereon, in advance of payments required to be made into the Capital Account, subject to the limitations of Section 5.06.

6.05. Maintenance and Operating Account. On and as of each Allocation Date, there shall be credited to the Maintenance and Operating Account, from the balance then on hand in the Revenue Account, such amount as may be required with any amount then on hand in the Maintenance and Operating Account to pay the Maintenance and Operating Expenses which are then due and payable or will become due and payable before the next Allocation Date (including any amount to be held as a reserve for transfer to the Rebate Account) plus such amount as is reasonably necessary to accumulate in the Maintenance and Operating Account a balance for payment when due of items of Maintenance and Operating Expense not due and payable on a monthly basis. Money in the Maintenance and Operating Account shall be used solely for the payment when due of Maintenance and Operating Expenses and to make transfers to the Rebate Account, if necessary.

6.06. Debt Service Account. Within the Debt Service Account a separate subaccount shall be established for each series of Bonds. There is hereby created in the Debt Service

Account a separate subaccount for the Series 2020A Bonds to be denominated the "2020A Debt Service Subaccount" and a separate subaccount for the Series 2020B Bonds to be denominated the "2020B Debt Service Subaccount". Upon the issuance of any series of Additional Bonds, the City shall establish a subaccount in the Debt Service Account relating thereto. Money on hand in a subaccount in the Debt Service Account shall be used to pay the principal of, premium, if any, and interest on the Bonds of the series to which such subaccount relates, as further provided in this Section 6.06. If no Bonds of a series are Outstanding, any available funds in the subaccount in the Debt Service Account relating to such series of Bonds shall be transferred to the other subaccounts in the Debt Service Account, pro rata, in proportion to the Debt Service Requirements with respect to each series of Bonds then Outstanding in the then current Fiscal Year.

On and as of each Allocation Date the City shall transfer for deposit in the appropriate subaccounts within the Debt Service Account as follows: (i) with respect to any Outstanding PFC Bonds, from amounts on hand in the Passenger Facility Charges Account an amount equal to one-sixth of the interest due and payable on the next Interest Payment Date or Dates from such account and one-twelfth of the principal, if any, due and payable on the next Principal Payment Date or Dates within the next twelve months on all Outstanding PFC Bonds to the subaccount or subaccounts in the Debt Service Account relating to such PFC Bonds (or if the Outstanding PFC Bonds are payable other than semi-annually as to interest and annually as to principal, an amount per month to accumulate to an amount due on the Interest Payment Date and Principal Payment Date); (ii) with respect to any Outstanding CFC Bonds, from amounts on hand in the Customer Facility Charges Account an amount equal to one-sixth of the interest due and payable on the next Interest Payment Date or Dates from such account and one-twelfth of the principal, if any, due and payable on the next Principal Payment Date or Dates within the next twelve months on all Outstanding CFC Bonds to the subaccount or subaccounts in the Debt Service Account relating to such CFC Bonds (or if the Outstanding CFC Bonds are payable other than semi-annually as to interest and annually as to principal, an amount per month to accumulate to an amount due on the Interest Payment Date and Principal Payment Date); and (iii) from the balance then on hand in the Revenue Account, after the required credit to the Maintenance and Operating Account, an amount equal to one-sixth of the interest due and payable on the next Interest Payment Date or Dates on all Bonds then Outstanding payable from such subaccount and one-twelfth of the principal, if any, due and payable on the next Principal Payment Date or Dates within the next twelve months on all Outstanding Bonds payable from such subaccount (or if the Outstanding Bonds are payable other than semi-annually as to interest and annually as to principal, an amount per month to accumulate to an amount due on the Interest Payment Date and Principal Payment Date), less the amount of any transfer to such subaccount with respect to Outstanding PFC Bonds and Outstanding CFC Bonds made on such date pursuant to clauses (i) and (ii) respectively of this sentence; provided, however, that on the Allocation Date immediately preceding each Interest Payment Date and each Principal Payment Date the amount to be credited to a subaccount in the Debt Service Account shall be increased or decreased, as the case may be, in order that the balance therein immediately after such credit will equal the total amount due and payable from that subaccount on such Interest Payment Date or Principal Payment Date. If on an Allocation Date, there are not sufficient Gross Revenues remaining after the required credit to the Maintenance and Operating Account to make the deposits required by the immediately preceding sentence to all subaccounts in the Debt Service

Account, then the available amount of Gross Revenues shall be credited to the various subaccounts in the Debt Service Account, pro rata, in proportion to the Debt Service Requirements with respect to each series of Bonds then Outstanding in the then current Fiscal Year. Similarly, if on an Allocation Date, there are not sufficient Passenger Facility Charges or Customer Facility Charges to make the deposits required by the first sentence of this paragraph to the subaccounts in the Debt Service Account relating to all Outstanding PFC Bonds and Outstanding CFC Bonds, respectively, then the available amount of Passenger Facility Charges and Customer Facility Charges shall be credited to such subaccounts in the Debt Service Account, pro rata, in proportion to the Debt Service Requirements with respect to each series of PFC Bonds and CFC Bonds, respectively, then Outstanding in the then current Fiscal Year.

Money from time to time held in the Debt Service Account shall be disbursed only to meet payments of principal of, premium, if any, and interest on the Bonds as such payments become due, including payments of principal of, premium, if any, and interest on any Term Bonds on a Sinking Fund Payment Date and payments under Credit Facility Obligations; provided that on any date when the balance then on hand in a subaccount in the Debt Service Account for a series of Bonds, plus the balance then on hand in a subaccount in the Debt Service Reserve Account, if any, for the same series of Bonds is sufficient with other money available to pay or discharge all Bonds of that series and the interest accrued thereon in full, and the balance on hand in all other subaccounts in the Debt Service Reserve Account with respect to Bonds not to be discharged will be at least equal to the Reserve Requirement, it may be used for that purpose.

If any payment of principal, premium or interest becomes due on Bonds when money in the subaccount in the Debt Service Account is insufficient therefor, an amount equal to such deficiency shall be transferred to the subaccount in the Debt Service Account from the Debt Service Reserve Account not less than two Business Days prior to the Interest Payment Date, Principal Payment Date, or both, as the case may be.

Nothing herein shall preclude the City from remitting grant proceeds or other available funds in lieu of or in addition to Passenger Facility Charges or Customer Facility Charges.

6.07. Debt Service Reserve Account. Within the Debt Service Reserve Account a separate subaccount shall be established for each series of Bonds secured thereby. There is hereby created in the Debt Service Reserve Account a separate subaccount for the Series 2020A Bonds to be denominated the "2020A Debt Service Reserve Subaccount" and a separate subaccount for the Series 2020B Bonds to be denominated the "2020B Debt Service Reserve Subaccount". Upon the issuance of any series of Additional Bonds secured by the Debt Service Reserve account, the City shall establish a subaccount in the Debt Service Reserve Account relating thereto. The subaccount in the Debt Service Reserve Account created for a series of Bonds constitutes a separate debt service reserve account for such series of Bonds and no other series of Bonds shall be secured thereby. If on any Allocation Date, the balance in a subaccount created in the Debt Service Reserve Account created for any series of PFC Bonds or any series of CFC Bonds is less than the Reserve Requirement related thereto there shall be credited to such subaccount from the balance on hand in the Passenger Facility Charge Account or the Customer Facility Charge Account, as appropriate, after the required credit to the Debt Service Account for

Outstanding PFC Bonds under Section 6.09 and for Outstanding CFC Bonds under Section 6.10, an amount sufficient to restore the balance in such subaccount to the Reserve Requirement for such Outstanding PFC Bonds or CFC Bonds, as appropriate; provided, however, that if such balance is insufficient to satisfy all such credits, then such balance shall be apportioned ratably to each such subaccount in proportion to the Reserve Requirement for each series of Outstanding PFC Bonds or CFC Bonds, as appropriate. If on any Allocation Date, after the foregoing allocations are made, the balance in the Debt Service Reserve Account is less than the Reserve Requirement, from the balance on hand in the Revenue Account after the required credits to the Maintenance and Operating Account and the Debt Service Account, there shall be credited to the Debt Service Reserve Account for deposit in the appropriate subaccounts therein an amount sufficient to restore the balance on hand in each of the subaccounts in the Debt Service Reserve Account to the Reserve Requirement for Bonds of the series secured thereby; provided, however, that if such balance is insufficient to satisfy all such credits, then such balance shall be apportioned ratably to each such subaccount in which a deficiency then exists in proportion to the Reserve Requirements for each series of Outstanding Bonds.

If within two Business Days prior to any Interest Payment Date, Principal Payment Date or Redemption Date the balance on hand in a subaccount in the Debt Service Account relating to a series of Bonds is less than the sum required to pay all principal, premium, and interest then due and payable on the Bonds of the series payable therefrom, the City forthwith shall transfer to such subaccount from the Debt Service Reserve Account an amount equal to such deficiency. If such transfer is made, the City shall transfer to the Debt Service Reserve Account an amount equal to the deficiency from funds on hand in the Airport Fund.

If the City issues any Additional Bonds secured by the Debt Service Reserve Account, the City shall from the proceeds of such Additional Bonds or other available funds deposit an amount in the subaccount in the Debt Service Reserve Account relating to such Additional Bonds equal to the Reserve Requirement for such Additional Bonds, simultaneously with the issuance of the Additional Bonds.

Money in the Debt Service Reserve Account shall be used only to pay when due principal of, premium, if any, and interest on Bonds when the balance on hand in the Debt Service Account is insufficient therefor or to pay or defease Bonds as provided in Section 6.06 or Section 10. If at any time (including, but not limited to, any Interest Payment Date, any Principal Payment Date and any Redemption Date), the balance in the Debt Service Reserve Account exceeds the Reserve Requirement, the City shall transfer such excess to the Debt Service Account.

If the audited financial statements for two consecutive Fiscal Years indicate that the City has complied with the Rate Covenant, amounts on deposit in the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account and the 2020B Debt Service Reserve Subaccount of the Debt Service Reserve Account shall be transferred to the Debt Service Account and used to redeem, on the earliest possible call date, principal of the Series 2020A Bonds and Series 2020B Bonds, respectively, pursuant to Section 3.04 or shall be otherwise applied in accordance with instructions from the City Finance Director, in consultation with Bond Counsel. Thereafter the City shall not have any further obligation to maintain any balance

in such accounts and the Series 2020A Bonds and the Series 2020B Bonds shall no longer be secured by the Debt Service Reserve Account.

6.08. Subordinate Obligations Account. On and as of each Allocation Date there shall be credited to the Subordinate Obligations Account, from the balance then on hand in the Revenue Account, after the required credits to the Maintenance and Operating Account, the Debt Service Account and the Debt Service Reserve Account such amount as may be required to pay Subordinate Obligations, including reasonable reserves therefor, as provided by any Supplemental Resolution or other instrument. Money on hand in the Subordinate Obligations Account shall be transferred to the Maintenance and Operating Account, the Debt Service Account or the Debt Service Reserve Account if at any time the balance on hand in any such accounts, after any transfer elsewhere authorized is not sufficient to pay all costs payable therefrom.

6.09. Passenger Facility Charge Account. Subject to the last sentence of this Section, all Passenger Facility Charges shall be credited as received into the Passenger Facility Charge Account. On each Allocation Date, so long as any PFC Bonds are Outstanding, the balance on hand in the Passenger Facility Charge Account shall be allocated to the Debt Service Account, the Debt Service Reserve Account and the Passenger Facility Charge Subaccount in the Capital Account as provided in Sections 6.06, 6.07 and 6.11. If PFC Bonds are not Outstanding, Passenger Facility Charges shall be credited as received directly to the Passenger Facility Charge Subaccount.

6.10. Customer Facility Charge Account. Subject to the last sentence of this Section, all Customer Facility Charges shall be credited as received into the Customer Facility Charge Account. On each Allocation Date, so long as any CFC Bonds are Outstanding, the balance on hand in the Customer Facility Charge Account shall be allocated to the Debt Service Account, the Debt Service Reserve Account and the Customer Facility Charge Subaccount in the Capital Account as provided in Sections 6.06, 6.07, and 6.11. If CFC Bonds are not Outstanding, Customer Facility Charges shall be credited as received directly to the Customer Facility Charge Subaccount.

6.11. Capital Account. The Capital Account shall be divided into three subaccounts: a General Subaccount, a Passenger Facility Charge Subaccount, and a Customer Facility Charge Subaccount.

(i) General Subaccount. On each Allocation Date there shall be credited to the General Subaccount in the Capital Account from amounts remaining in the Revenue Account after the required credits to the Maintenance and Operating Account, Debt Service Account and the Debt Service Reserve Account and any credits to the Subordinate Obligations Account an amount necessary or appropriate to fund budgeted capital improvements for the Airport for the then-current Fiscal Year.

(ii) Passenger Facility Charge Subaccount. On each Allocation Date there shall be credited to the Passenger Facility Charge Subaccount in the Capital Account the balance on hand in the Passenger Facility Charge Account, after the required credits to the Debt Service Account and Debt Service Reserve Account. Moneys on hand in the

Passenger Facility Charge Subaccount may be used to redeem PFC Bonds and to pay principal of and interest on Outstanding PFC Bonds when due thereon to the extent of a deficiency in the Debt Service Account and as required in Section 6.06 or to reimburse the City for or pay any eligible expenditures or to pay the cost of improvements or additions to the Airport or any other costs or expenses if authorized or not prohibited by the Federal Aviation Administration.

(iii) Customer Facility Charge Subaccount. On each Allocation Date there shall be credited to the Customer Facility Charge Subaccount in the Capital Account the balance on hand in the Customer Facility Charge Account, after the required credits to the Debt Service Account and Debt Service Reserve Account. Moneys on hand in the Customer Facility Charge Subaccount may be used to redeem CFC Bonds and to pay principal of and interest on Outstanding CFC Bonds when due thereon to the extent of a deficiency in the Debt Service Account and as required in Section 6.06 or to reimburse the City for or pay eligible expenditures or to pay the cost of improvements or additions to the Airport or any other costs or expenses as described in or permitted under the Customer Facility Charge Ordinance.

6.12. Rebate Account. A Rebate Account shall be established and maintained as a separate account in the Airport Fund. The City shall make deposits to and disbursements from the Rebate Account or subaccounts therein in accordance with the Rebate Certificate, and shall invest money on hand in the Rebate Account pursuant to the requirements of the Rebate Certificate, and shall deposit income from such investments immediately upon receipt thereof in the Rebate Account.

6.13. Deposit and Investment of Funds. The City Finance Director shall cause all money pertaining to the Airport Fund and the Accounts therein to be deposited as received with one or more depository banks duly qualified in accordance with the provisions of M.C.A., Section 7-6-201, as amended, or applied to other lawful investments allowed under M.C.A., Title 7, Chapter 6, Part 2, as amended, or other applicable State law. The balance in such accounts, except such portion thereof as shall be guaranteed by federal deposit insurance, shall at all times be secured to its full amount by bonds or securities of the types set forth in said Sections 7-6-201 or 7-6-202 or other applicable law. Any such money not necessary for immediate use may be deposited with such depository banks in savings or time deposits; provided, however, that money in any particular account shall not be invested for a period of time beyond when it is required to be available for Airport purposes. Money from time to time on hand in the Airport Fund may at any time be deposited or invested in accounts or securities which are permitted by applicable laws of the State. Income from the deposit or investment of money in any account of the Airport Fund shall credited thereto. Passenger Facility Charges shall be invested as permitted by applicable laws.

Section 7. Covenants.

7.01. General. The City covenants and agrees with the Holders from time to time of all Bonds that the recitals contained in Sections 1.03 and 1.04 are correct; and that until all Bonds are fully discharged as provided in this Resolution, it will continue to hold, maintain and operate the Airport as a public convenience, and will maintain, expend and account for its Airport Fund

and the several accounts therein as provided in Section 6, and will not incur a further lien or charge on the Net Revenues of the Airport except upon the conditions and in the manner prescribed in Section 5, and will perform and cause all officers and employees of the City to perform and enforce each and all of the additional covenants and agreements set forth in this Section 7. The City further covenants that it will operate the Airport in an efficient manner with due regard for the interest of the public and at all times will maintain it in good condition, repair and working order. The City may, in accordance with the Act, at any time create a board upon which the Council may, by City Resolution, confer responsibility, subject to this Resolution, for operation, management, maintenance and improvement of the Airport.

7.02. Competing Service. The City will not establish any other aviation facilities in direct competition with the Airport that would result in a reduction of Net Revenues below the minimum to be maintained as provided in Section 7.09.

7.03. Property Insurance. The City will cause all buildings, properties, fixtures and equipment constituting a part of the Airport to be insured with a reputable insurance carrier or carriers, qualified under the laws of Montana, in such amounts as are ordinarily carried, and against loss or damage by such hazards and risks as are ordinarily insured against, by public bodies owning and operating properties of a similar character and size; provided that if at any time the City is unable to obtain such insurance, it will obtain insurance in such amounts and against such risks as is reasonably obtainable. The proceeds of all such insurance remaining after the payment of the costs and expenses of obtaining such proceeds shall be credited upon receipt to the Construction Account and used in payment of the cost of repairing, restoring or replacing the damaged or destroyed property; provided that, the proceeds of such insurance may, at the discretion of the Council, be applied to effect an extraordinary optional redemption of the Bonds as provided in Section 3.05. If for any reason insurance proceeds are insufficient for the repair, replacement and reconstruction of the insured property and the City has not applied them to an extraordinary optional redemption, the City shall supply the deficiency from amounts on hand in the Capital Account.

7.04. Liability Insurance and Surety Bonds. The City will carry insurance against liability of the City and its employees for damage to persons and property resulting from the operation of the Airport in such amounts as are ordinarily carried, and against loss or damage by such hazards and risks as are ordinarily insured against, by public bodies owning and operating properties of a similar character and size; provided that if at any time the City is unable to obtain such insurance, it will obtain insurance in such amounts and against such risks as is reasonably obtainable. To the extent required by State law, the City will cause all persons handling money and other assets of the Airport Fund to be adequately bonded for the faithful performance of their duties and to account for and pay over such money to the City. All amounts received under such insurance and bonds shall be applied to the payment of the loss or damage covered thereby or may at the discretion of the City be applied to effect an extraordinary optional redemption of the Bonds as provided in Section 3.05. The premiums for all insurance and bonds required by Section 7.03 and this Section 7.04 constitute Maintenance and Operating Expenses, but no liabilities of the City in excess of amounts received under such insurance and bonds shall constitute a lien or charge on revenues or any other assets herein or otherwise pledged to the Airport Fund.

7.05. Annual Budgets. By the end of each July, the Director of Aviation and Transit will cause to be prepared a proposed budget for the ensuing fiscal year (the "Annual Budget"), stating the monthly expenditures required for operation and maintenance during that fiscal year and the payments required to be made into the Debt Service Account and the Debt Service Reserve Account, and the rates, fees, charges and rentals to be paid and the taxes to be levied, if any, and collected during the year. Copies of the Annual Budget adopted and approved by the City Council will be filed with the City Clerk.

7.06. Books and Records. The City will cause proper and adequate books of record and account to be kept showing complete and correct entries of all receipts, disbursements and other transactions relating to the Airport, the Gross Revenues derived from its operation, and the segregation and application of the Gross Revenues, the Passenger Facility Charges and the Customer Facility Charges in accordance with this Resolution, in such reasonable detail as may be determined by the City in accordance with generally accepted accounting principles. It will cause such books to be maintained on the basis of a Fiscal Year. The City shall, within 270 days after the close of each Fiscal Year, cause to be prepared a financial report with respect to the Airport for such Fiscal Year. The report shall be prepared in accordance with applicable generally accepted accounting principles applicable to governmental entities and, in addition to whatever matters may be thought proper by the City Finance Director to be included therein, shall include the following:

(i) A statement detailing the income and expenditures of the Airport for the Fiscal Year, identifying capital expenditures and separating them from Maintenance and Operating Expenses;

(ii) A balance sheet as of the end of the Fiscal Year;

(iii) The balance on hand in each account of the Airport Fund at the end of the Fiscal Year;

(iv) A list of the insurance policies and fidelity bonds in force at the end of the Fiscal Year, setting out as to each the amount thereof, the risks covered thereby, the name of the insurer or surety and the expiration date of the policy or bond; and

(v) A determination that the report shows full compliance by the City with the provisions of the Resolution during the Fiscal Year covered thereby, including proper segregation of the capital expenditures from Maintenance and Operating Expenses, maintenance of the Reserve Requirement in the Debt Service Reserve Account, and receipt of Net Revenues during such Fiscal Year as herein required, or, if the report reveals that the Net Revenues have been insufficient for compliance with this Resolution, or that the methods used in accounting for such revenues were contrary to any provision of this Resolution, the report shall include a full explanation thereof, together with recommendations for such change in rates or accounting practices or in the operation of the Airport as may be required.

The City shall also have prepared, within 270 days after the close of each Fiscal Year, an audit report prepared by an Independent Accountant in accordance with generally

accepted accounting principles and practice with respect to the financial statements and records of the Airport. The City shall make the audit report available to the Holders of the Bonds upon request.

7.07. Cost of Insurance and Accounting. The insurance and fidelity bond premiums and the cost of the bookkeeping and audits herein provided for and of the billings and collection of the Gross Revenues shall be payable from the Maintenance and Operating Account.

7.08. Handling of Funds. The employees of the City, under the direction and control of the Director of Aviation and Transit, shall keep books of account and collect the rates, fees, charges and rentals for the services and facilities provided by the Airport and for other money currently receivable on account thereof. All money collected with respect to the Airport shall be deposited as directed by the City Finance Director in accordance with the provisions of the Resolution. The City Finance Director and Director of Aviation and Transit shall be bonded at all times with a surety company authorized to do business in Montana, in an amount determined by the Council, to assure the faithful carrying out of their duties. The cost of such fidelity bond or a reasonably allocated share of the costs of any blanket fidelity bond relating to moneys relating to the Airport shall be considered a Maintenance and Operating Expense.

7.09. Rate Covenant.

(a) The City covenants and agrees that it will at all times fix, impose, charge and collect such rates, fees, charges and rentals for the services, privileges, and facilities provided and made available by the Airport and shall revise the same whenever and as often as may be necessary, so as to produce in each Fiscal Year (i) in respect of Outstanding Bonds, Net Revenues, (ii) in addition in respect of only Outstanding PFC Bonds, Passenger Facility Charges, and (iii) in addition in respect of only Outstanding CFC Bonds, Customer Facility Charges, equal in the aggregate to at least 125% of the Debt Service Requirements of such Bonds for such Fiscal Year (the "Rate Covenant"). For purposes of satisfying the Rate Covenant, the City may take Passenger Facility Charges and Customer Facility Charges into consideration only in the event there are then Outstanding PFC Bonds or Outstanding CFC Bonds, respectively, and the amount of the Passenger Facility Charges or Customer Facility Charges to be taken into consideration is limited to 125% of the Debt Service Requirements for such Fiscal Year of the PFC Bonds or CFC Bonds, respectively.

(b) If the City enters into use agreements with airlines or other private entities, the City covenants it will at all times enforce the provisions thereof and shall at all times enforce its rates and charges and promptly collect the amount payable thereunder and, in the event payment is not made, will take all reasonable and proper steps to enforce collection thereof, including the filing of liens.

(c) If the audited financial statements for any Fiscal Year indicate that the City has not complied with the Rate Covenant, then the City shall either (i) promptly undertake, on its own behalf, a review of the reasons for the failure to comply with the Rate Covenant and make such revisions to its rates, fees, charges and rentals for the services, privileges, and facilities provided and made available by the Airport or methods of operations as it deems necessary to comply with the Rate Covenant and, within ninety (90) days after receipt of the audited financial

statements, file a certificate with the Airport Director stating that the revised schedule of rates, rentals and other charges, or changes in methods of operation then in effect are projected to comply with the Rate Covenant; or (ii) within fifteen (15) days after the receipt of the audited financial statements for such Fiscal Year, employ an Airport Consultant to review and analyze the financial status, administration and operations of the Airport and to submit to the City, within ninety (90) days thereafter, a written report on the same, including the action which the Airport Consultant recommends should be taken by the City with respect to the revision of its rates, fees, charges and rental and the alteration of its methods of operation or the taking of other action that is projected to produce the Net Revenues required by the Rate Covenant in the immediately following twelve (12) month period. Promptly upon its receipt of the recommendations, the City shall, after giving due consideration to the recommendations, revise its rates, fees, charges and rentals and alter its methods of operation, which revisions or alterations need not comply with the Airport Consultant's recommendations, but which are projected to comply with the Rate Covenant.

7.10. Compliance with PFC Regulations. The City shall comply with all regulations, policies and requirements imposed by the Federal Aviation Administration pertaining to Passenger Facility Charges.

Section 8. Defaults and Remedies. No Holder of any Bond shall have the right to institute any proceeding, judicial or otherwise, for the enforcement of the covenants herein contained, except as provided in this Section 8. The Holders of not less than 25% in principal amount of the Outstanding Bonds shall have the right, either at law or in equity, through suit, action or other proceedings, to protect and enforce the rights of all Holders of such Bonds and to compel the performance of any and all of the covenants required herein to be performed by the City, and its officers and employees. The Holders of a majority in principal amount of Outstanding Bonds shall have the right to direct the time, method and place of conducting any proceeding for any remedy available to the Holders or the exercise of any power conferred on them and the right to waive a default in the performance of any such covenant, and its consequences, except a default in the payment of the principal of or interest on any Bond when due. Nothing herein, however, shall impair the absolute and unconditional right of the Holder of each Bond to receive payment of the principal of, premium, if any, and interest on such Bond as such principal, premium and interest respectively become due, and to institute suit for any such payment. Any court having jurisdiction of the action may appoint a receiver to administer the Airport Fund and collect rates, fees and charges, and to apply the Gross Revenues in conformity with the Resolution and the laws of the State.

Notwithstanding anything herein to the contrary, the Bonds are not subject to acceleration under any circumstances or for any reason, including without limitation the occurrence and continuance of an event of default under the Resolution. Moreover, the Bonds will not be subject to mandatory redemption or mandatory purchase or tender for purchase upon the occurrence and continuance of an event of default under the Resolution to the extent the redemption or purchase price is payable from Net Revenues.

Section 9. Supplemental Resolutions.

9.01. Without Holder Consent. Notwithstanding Section 9.02 hereof, the City reserves the right to adopt Supplemental Resolutions from time to time and at any time, for the purpose of curing any ambiguity or eliminate any inconsistency herein or of curing, correcting or supplementing any defective provision contained herein, or of making such provisions with regard to matters or questions arising hereunder as the City may deem necessary or desirable and not inconsistent with the Resolution, and which shall not adversely affect the interests of the Holders of Outstanding Bonds, or for the purpose of adding to the covenants and agreements herein contained, other covenants and agreements thereafter to be observed and additional revenues or income thereafter appropriated to the Airport Fund, or for the purpose of surrendering any right or power herein reserved to or conferred upon the City, or for the purpose of preserving the tax-exempt status of any Bonds, or for the purpose of authorizing the creation and issuance of a series of Additional Bonds or authorizing Subordinate Obligations or Notes, as provided in and subject to the conditions and requirements of Section 5 hereof. Any such Supplemental Resolution may be adopted, without notice to or the consent of the Holder of any of the Bonds, Subordinate Obligations or Notes issued hereunder. Without limitation of the meaning or scope of the foregoing sentence, the City reserves the right to issue Additional Bonds payable from or secured in whole or in part by a limited tax levy pursuant to Sections 67-10-402 and 67-11-302, M.C.A., or any successor or amendatory statutes, or a deficiency tax levy pursuant to Section 67-11-303, M.C.A., or any successor or amendatory statutes, without the consent of the Holder of any Bonds issued hereunder.

9.02. With Consent of Holders. With the consent of the Holders of a majority in aggregate principal amount of the Outstanding Bonds as provided in Section 9.04, the City may from time to time and at any time adopt a Supplemental Resolution for the purpose of amending the Resolution by adding any provisions hereto or changing in any manner or eliminating any of the provisions of this Resolution or of any Supplemental Resolution, except that no Supplemental Resolution shall be adopted at any time without the consent of the Holders of all Bonds then Outstanding, if it would extend the time of payment of interest thereon, would reduce the amount of the principal thereof, would give to any Bond or Bonds any privileges over any other Bond or Bonds, would reduce the sources of revenues or income appropriated to the Airport Fund, or would reduce the percentage in principal amount of such Bonds required to authorize or consent to any such Supplemental Resolution.

9.03. Notice. Notice of a Supplemental Resolution to be adopted pursuant to Section 9.02 shall be mailed by the City, by first-class mail, postage prepaid, to the Registrar, to the Holders of all Bonds at their addresses appearing in the Bond Register, and shall become effective only upon the filing with the City Clerk of written consents, signed by the Holders of not less than a majority in principal amount of the Bonds then Outstanding. Any written consent to the Supplemental Resolution may be embodied in and evidenced by one or any number of concurrent written instruments of substantially similar tenor signed by Holders in person or by agents duly appointed in writing, and shall become effective when delivered to the City Clerk. Any consent by the Holder of any Bond shall bind that Holder and every future Holder of the same Bond with respect to any Supplemental Resolution adopted by the City pursuant to such consent, provided that any Holder may revoke his consent with reference to any Bond by written

notice received by the City Clerk before the Supplemental Resolution has become effective. In the event that unrevoked consents of the Holders of the required amount of Bonds have not been received by the City Clerk within one year after the mailing of notice of the Supplemental Resolution, the Supplemental Resolution and all consents theretofore received shall be of no further force and effect.

9.04. Manner of Consent. Proof of the execution of any consent, or of a writing appointing any agent to execute the same, or of the ownership by any Person of Bonds, shall be sufficient for any purpose of this Resolution and shall be conclusive in favor of the City if made in the manner provided in this Section. The fact and date of the execution by any Person of any such consent or appointment may be proved by the affidavit of a witness of such execution or by the certification of any notary public or other officer authorized by law to take acknowledgment of deeds, certifying that the Person signing it acknowledged to him the execution thereof. The fact and date of execution of any such consent may also be proved in any other manner which the City may deem sufficient; but the City may nevertheless, in its discretion, require further proof in cases where it deems further proof desirable. The ownership of Bonds shall be proved by the Bond Register.

Section 10. Defeasance.

10.01. General. When the liability of the City on any Bond and all interest thereon has been discharged as provided in this Section 10, such Bond shall no longer be deemed Outstanding and all pledges, covenants and other rights granted by this Resolution to the Holders of such Bond shall cease (except as to rights hereunder of Holders to receive payments of principal of and interest on the Bonds, as beneficiaries hereof with respect to the amounts, if any, deposited with the Registrar).

10.02. At Maturity. The City may discharge its liability with reference to any Bond and interest thereon by depositing with the Registrar for such Bonds on or before the Stated Maturity of such Bond a sum sufficient for the payment thereof in full; or if any Bond or interest thereon shall not be paid when due, the City may nevertheless discharge its liability with reference thereto by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such payment.

10.03. Upon Redemption. The City may also discharge its liability with reference to any Bonds which are called for redemption on any date in accordance with their terms, by depositing with the Registrar on or before that date an amount equal to the principal, interest and redemption premium, if any, which are then due thereon, provided that notice of such redemption has been duly given as provided in this Resolution.

10.04. Escrow. The City may also at any time discharge its liability in its entirety with reference to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in an escrow, with a bank qualified by law as an escrow agent for this purpose, cash or Government Obligations authorized by law to be so deposited, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without reinvestment, to provide funds sufficient to pay all principal, interest and redemption premiums, if any, to become due on such Bonds at their Stated Maturities or, if

such Bonds are subject to redemption and notice of redemption thereof has been given or irrevocably provided for, to such earlier Redemption Date.

Section 11. Tax Matters.

11.01. Series 2020A General Covenant. The City covenants and agrees with the Holders from time to time of the Series 2020A Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Series 2020A Bonds to become includable in gross income for federal income tax purposes under the Code and applicable Treasury Regulations (the "Regulations"), and covenants to take any and all actions within its powers to ensure that the interest on the Series 2020A Bonds will not become includable in gross income for federal income tax purposes under the Code and the Regulations. In particular, the City covenants and represents as follows:

(i) the Series 2020A Bonds are being issued as "exempt facility bonds" pursuant to Section 142(a)(l) of the Code, the facilities being financed by the Series 2020A Bonds are owned by the City within the meaning of Section 142(b) of the Code, and 95% or more of the net proceeds of the Series 2020A Bonds will be used to provide or refinance airport facilities owned by the City;

(ii) the City was not required to obtain a volume allocation for the Series 2010A Bonds pursuant to Section 146(g) of the Code;

(iii) the estimated useful life of the airport facilities financed by the Series 2020A Bonds is not less than 25 years;

(iv) less than 25% of the net proceeds of the Series 2020A Bonds will be spent for the acquisition of land or an interest therein (except as otherwise permitted by Section 147(c)(3) of the Code) and no portion will be used for the acquisition of land to be used for farming purposes;

(v) no portion of the proceeds of the Series 2020A Bonds will be used to provide any of the facilities described in Section 142(c)(2) or Section 147(e) of the Code;

(vi) the public approval requirements of Section 147(f) of the Code, relating to the Terminal Expansion Project, have been satisfied with respect to the Series 2020A Bonds; and

(vii) as required by Section 147(g) of the Code, no more than 2% of the proceeds of the Series 2020A Bonds will be used to finance issuance costs of the Series 2020A Bonds.

11.02. Series 2020B General Covenant. The City covenants and agrees with the Holders from time to time of the Series 2020B Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Series 2020B Bonds to become includable in gross income for federal income tax purposes under the Code and applicable Regulations, and covenants to take any and all actions within its powers to ensure that

the interest on the Series 2020B Bonds will not become includable in gross income for federal income tax purposes under the Code and the Regulations. In particular, the City covenants and represents as follows:

(i) the Series 2010B Bonds were issued as "recovery zone facility bonds" pursuant to former Section 1400U-3 of the Code, 95% or more of the net proceeds of the Series 2010B Bonds were used for "recovery zone property" within the meaning of former Section 1400U-3(c) of the Code, and substantially all of the use of such property refinanced by the Series 2020B Bonds has been and will continue to be in the active conduct of a qualified business by the City in the recovery zone within the meaning of former Section 1400U-3(c) of the Code;

(ii) the City was not required to obtain a volume allocation for the Series 2010B Bonds pursuant to former Section 1400U-3(d) of the Code;

(iii) the original estimated useful life of the facilities refinanced by the Series 2020B Bonds was not less than 40 years;

(iv) less than 25% of the net proceeds of the Series 2010B Bonds was spent for the acquisition of land or an interest therein (except as otherwise permitted by Section 147(c)(3) of the Code) and no portion was used for the acquisition of land to be used for farming purposes;

(v) no portion of the proceeds of the Series 2010B Bonds or Series 2020B Bonds has been or will be used to provide any of the facilities described in Section 147(e) of the Code;

(vi) the public approval requirements of Section 147(f) of the Code have been satisfied with respect to the Series 2020B Bonds; and

(vii) as required by Section 147(g) of the Code, no more than 2% of the proceeds of the Series 2020B Bonds will be used to finance issuance costs of the Series 2020B Bonds.

11.03. Arbitrage Certification. The Mayor, the City Finance Director and the City Clerk, being the officers of the City charged with the responsibility for issuing the Series 2020 Bonds pursuant to this Resolution, are authorized and directed to executed and deliver a certificate in accordance with the provisions of Section 148 of the Code, and Section 1.148-2(b) of the Regulations, stating that on the basis of facts, estimates and circumstances in existence on the date of issue and delivery of the Series 2020 Bonds, it is reasonably expected that the proceeds of the Series 2020 Bonds will be used in a manner that would not cause the Series 2020 Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code and the Regulations.

11.04. Arbitrage Rebate. The City acknowledges that the Series 2020 Bonds are subject to the rebate requirements of Section 148(f) of the Code. The City covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under said Section 148(f) and applicable Regulations to preserve the

exclusion of interest on the Series 2020 Bonds from gross income for federal income tax purposes. In furtherance of the foregoing, the City Finance Director is hereby authorized and directed to execute a Rebate Certificate, substantially in the form of the Rebate Certificate currently on file in the office of the City Clerk, and the City hereby covenants and agrees to observe and perform the covenants and agreements contained therein, unless amended or terminated in accordance with the provisions thereof.

11.05. Information Reporting. The City shall file with the Secretary of the Treasury, not later than November 15, 2020, a statement concerning the Series 2020 Bonds containing the information required by Section 149(e) of the Code.

11.06. Lease of Facilities Financed with Proceeds of Series 2020A Bonds. The City covenants and agrees that it will not enter into a lease or operating agreement relating to the Airport facilities constituting or comprising those portions of the Terminal Expansion Project financed by the proceeds of the Series 2020A Bonds unless (i) the lease or operating agreement or other document contains provisions to the effect that the lessee or operator makes an irrevocable election (binding on the lessee or operator and all successors in interest under the agreement) not to claim depreciation or an investment credit with respect to the leased property or premises, and (ii) the lease or agreement term is not more than 80 percent of the reasonably expected economic life of such property or premises as determined under the Code, and the lessee or operator has no option to purchase such property or premises other than at fair market value (as of the time such option is exercised).

Section 12. Transcript Certification. The officers of the City are directed to furnish to Bond Counsel and the Original Purchaser of the Series 2020 Bonds certified copies of all proceedings and information in their official records relevant to the authorization, sale, execution and issuance of the Series 2020 Bonds, and such certificates and affidavits as to other matters appearing in their official records or otherwise known to them as may be reasonably required to evidence the validity and security of the Series 2020 Bonds, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall constitute representations and recitals of the City as to the correctness of all facts stated therein and the completion of all proceedings stated therein to have been taken.

Section 13. Miscellaneous.

13.01. Effective Date. This Resolution shall become effective upon its passage and all provisions of ordinances, resolutions and other actions and proceedings of the City which are in any way inconsistent with the terms and provisions of this Resolution are repealed, amended and rescinded to the full extent necessary to give full force and effect to the provisions of this Resolution.

13.02. Partial Invalidity. If any one or more of the agreements or covenants or portions thereof required hereby to be observed or performed by the City shall be contrary to law, then such agreement or agreements, such covenant or covenants, or such portions thereof shall be null and void and shall be deemed separable from the remaining agreements or the covenants or portions thereof and shall in no way affect the validity hereof or of the Bonds; and the Holders shall retain all rights and benefits accorded them under any applicable provisions of law.

13.03. Benefits of Resolution Limited to Parties. Nothing contained herein, express or implied, is intended to give any Person other than the City and the Holders any right, remedy, or claim under or by reason hereof. Any agreement, promise or covenant contained or required herein to be made or performed by or on behalf of the City or any officer or employee thereof shall be for the sole and exclusive benefit of the City and the Holders.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, this 13th day of July, 2020.

_____
Mayor

Attest: _____
City Clerk

(SEAL)

EXHIBIT A

UNITED STATES OF AMERICA
STATE OF MONTANA
COUNTY OF YELLOWSTONE

**CITY OF BILLINGS**

AIRPORT REVENUE BONDS
(PASSENGER FACILITY CHARGE SUPPORTED)
SERIES 2020A

THIS BOND MAY NOT BE OFFERED OR SOLD BY THE ORIGINAL PURCHASER HEREOF PRIOR TO THE FINAL ADVANCE OF PRINCIPAL HEREUNDER IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE DISBURSEMENT AGREEMENT BETWEEN THE CITY OF BILLINGS, MONTANA AND FIRST INTERESTATE BANK AS SET FORTH HEREIN.

No. _____ $30,000,000

| Interest Rate | Final Maturity Date | Date of Original Issue |
|---|---|---|
| Prevailing Interest Rate | July 1, 2044 | July 20, 2020 |

REGISTERED HOLDER: FIRST INTERSTATE BANK

PRINCIPAL AMOUNT: THIRTY MILLION DOLLARS AND NO/100

FOR VALUE RECEIVED, THE CITY OF BILINGS, MONTANA (the "City"), a duly organized municipal corporation and political subdivision of the State of Montana, acknowledges itself to be specially indebted and hereby promises to pay to the registered holder identified above or registered assigns, solely from the Net Revenues and the Passenger Facility Charges of the Airport deposited in the Debt Service Account of its Airport Fund, the principal amount specified above, or such lesser amount as shall be advanced hereunder and pursuant to the Disbursement Agreement, dated the Date of Original Issue specified above, between the City and First Interstate Bank (the "Disbursement Agreement"), and as shall be set forth on the Schedule of Advances attached as *Schedule 1* hereto. This Series 2020A Bond bears interest on the Outstanding principal amount advanced from the date of each advance, or from such later date to which interest has been paid or duly provided for, until paid or discharged at the Prevailing Interest Rate, giving effect to the change in such rate on the First Reset Date and on the Second Reset Date. Interest on the Series 2020A Bonds shall be calculated on the basis of a 360-day year composed of twelve 30-day months.

From and after the Date of Original Issue specified above, this Series 2020A Bond shall be payable as follows:

(a) on January 1 and July 1 of each year, commencing January 1, 2021, accrued and unpaid interest on the Outstanding principal amount, from the date of each advance, or from such later date to which interest has been paid or duly provided for;

(b) on July 1 of each year, commencing July 1, 2024, installments of principal sufficient to fully amortize the Outstanding principal balance by July 1, 2044; and

(c) on July 1, 2044, all of the remaining Outstanding principal balance plus accrued interest thereon shall be immediately due and payable.

As used herein, the following terms shall have the following meanings:

"Prevailing Interest Rate" means the interest rate on the Outstanding principal amount of the Series 2020A Bonds which shall be as follows: (i) from the Date of Original Issue until the day immediately preceding the First Reset Date the Prevailing Interest Rate, 2.65% per annum; (ii) from the First Reset Date until the day immediately preceding the Second Reset Date the Prevailing Interest Rate, 4.17% per annum; and (iii) from the Second Reset Date until the Final Maturity Date the Prevailing Interest Rate, a rate equal to the FHLB Rate on such Second Reset Date plus 250 basis points; provided, however, that the Prevailing Interest Rate on this Series 2020A Bond shall never be less than 3.60%.

"FHLB Rate" means the weekly average of the Federal Home Loan Bank of Des Moines 10-Year Fixed Rate Advance published or posted 60 days prior to the Second Reset Date.

"Federal Home Loan Bank of Des Moines 10-Year Fixed Rate Advance" means the rate by that name as posted daily on the Federal Home Loan Bank of Des Moines website or as otherwise posted or published by the Federal Home Loan Bank of Des Moines. In the event that the Federal Home Loan Bank of Des Moines 10-Year Fixed Rate Advance cannot be ascertained by the Holder due to changes in reports, publications, market conditions or regulatory requirements, then the Holder shall select a substitute rate or index that is reasonably equivalent to the Federal Home Loan Bank of Des Moines 10-Year Fixed Rate Advance.

"First Reset Date" means January 20, 2024.

"Second Reset Date" means January 20, 2034.

Promptly following January 20, 2024, the Original Purchaser shall provide to the City a debt service schedule for this Series 2020A Bond (the "Debt Service Schedule"), reflecting substantially equal installments of principal and interest in accordance the second paragraph of this Series 2020A Bond sufficient to amortize the Outstanding principal of this Series 2020A Bond by the Final Maturity Date specified above. The Original Purchaser shall attach the Debt Service Schedule, and any amendments thereto as provided below, as *Schedule 2* to this Series 2020A Bond. The amounts set forth in the Debt Service Schedule shall be revised upon a change in the Prevailing Interest Rate following the First Reset Date and on the Second Reset Date and

upon each partial redemption of this Series 2020A Bond in an amount at any one time equal to or greater than $1,000,000 in order to reflect substantially equal installments of principal and interest in accordance with the second paragraph of this Series 2020A Bond sufficient to amortize the Outstanding principal of this Series 2020A Bond by the Final Maturity Date specified above.

Interest on this Series 2020A Bond shall be payable to the Holder hereof as of the close of business on the 15th day of the month immediately preceding each Interest Payment Date, whether or not such day is a Business Day. Principal and interest shall be payable by check or draft of the Registrar mailed to the Holder as such appears in the Bond Register or by wire transfer of immediately available funds to the account specified by the Holder; *provided* that the final installment of principal (whether at the Final Maturity Date specified above or earlier redemption) shall be paid only upon presentation and surrender of this Series 2020A Bond at the principal office of the City of Billings, Montana, as bond registrar, transfer agent and paying agent (the "Registrar"), or duly appointed successor. The Registrar shall note in the Bond Register each principal payment on this Series 2020A Bond. The principal of and interest on this Series 2020A Bond are payable in lawful money of the United States of America.

This Series 2020A Bond is one of a duly authorized issue of Bonds of the City designated as "Airport Revenue Bonds (Passenger Facility Charge Supported, Series 2020A" (the "Series 2020A Bonds") issued and to be issued under Resolution No. [____], adopted by the City Council on July 13, 2020 (the "Resolution"), to which Resolution (copies of which are on file with the City) reference is hereby made for a description of the nature and extent of the security, the respective rights thereunder of the registered owners of the Series 2020A Bonds and the City and the terms and conditions upon which this Series 2020A Bond is issued and delivered. Capitalized terms used herein but not otherwise defined shall have the respective meanings given such terms in the Resolution. The Series 2020A Bonds are issued by the City for the purpose of financing eligible costs of the Terminal Expansion Project, funding a deposit to the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account and paying costs of issuance of the Series 2020A Bonds.

The Series 2020A Bonds are issued pursuant to and in full compliance with the Constitution and laws of the State of Montana, particularly Montana Code Annotated, Title 67, Chapter 11, Parts 3 and 4, as amended (the "Act"), and the home rule charter of the City, and pursuant to the Resolution. The Series 2020A Bonds and the interest thereon are special, limited obligations of the City and are payable solely from the Net Revenues of the Airport on a parity with the City's Airport Revenue Refunding Bonds (Customer Facility Charge Supported), Series 2020B (the "Series 2020B Bonds") and any Additional Bonds. The Series 2020A Bonds are also payable from Passenger Facility Charges of the Airport, as defined in the Resolution and which by the Resolution are pledged to the 2020A Debt Service Subaccount in the Debt Service Account of the Airport Fund on a parity with any Additional Bonds that are PFC Bonds, as defined in the Resolution. The Series 2020A Bonds are not payable from or secured by Customer Facility Charges of the Airport, and Net Revenues do not include Customer Facility Charges of the Airport. The Series 2020A Bonds are not general obligations of the City and the City's general credit and taxing powers are not pledged to the payment of the Series 2020A

Bonds or the premium, if any, or interest thereon. The Series 2020A Bonds do not constitute an indebtedness of the City within the meaning of any constitutional, statutory or charter provisions.

The Series 2020A Bonds shall be subject to redemption at any time, at the option of the City, in whole or in part, at a Redemption Price equal to the principal amount thereof to be redeemed plus interest to, but excluding, the Redemption Date, without premium; *provided, however*, that if the Series 2020A Bonds are redeemed with proceeds of refunding bonds or other debt obligations of the City during the periods below, the Series 2020A Bonds shall be subject to a prepayment penalty on the principal amount so redeemed equal to the following:

| Redemption Date | Prepayment Premium (% of Outstanding Principal Amount to be prepaid) |
|---|---|
| On and before January 20, 2024 | 0% |
| From January 21, 2024 to and including January 20, 2028 | 5% |
| From January 21, 2028 to and including January 20, 2031 | 4% |
| From January 21, 2031 to and including January 20, 2034 | 3% |
| On and after January 21, 2034 | 0% |

The Bonds, including the Series 2020A Bonds, are subject to redemption prior to maturity by the City, to the extent of available Net Proceeds of insurance or condemnation award, in the event: (a) the Airport or any portion thereof is damaged, destroyed or condemned; (b) the Net Proceeds of insurance or condemnation received in connection therewith exceed the greater of (i) three percent of property, plant and equipment assets of the Airport or (ii) $500,000; and (c) the City elects to have all or any part of such Net Proceeds applied to the prepayment of the Bonds. If called for redemption in any such event, the Bonds shall be subject to redemption in whole at any time, or in part on any interest payment date, and if in part, from such series and by maturities designated by the City (and, if less than all of a maturity is being redeemed, by lot or other manner deemed fair by the Registrar within a maturity) at a redemption price equal to the principal amount thereof plus accrued interest to, but excluding, the Redemption Date, without premium.

The Redemption Date and the principal amount of the Series 2020A Bonds to be redeemed shall be fixed by the City Finance Director who shall give notice thereof to the Registrar at least 35 days prior to the Redemption Date or such lesser period as the Registrar accepts. The Registrar, at least 30 days prior to the designated Redemption Date, shall cause notice of redemption to be mailed, by first class mail, to the Holders of each Series 2020A Bond to be redeemed at their addresses as they appear on the Bond Register, but no defect in or failure to give such mailed notice shall affect the validity of proceedings for the redemption of any Series 2020A Bond not affected by such defect or failure. The notice of redemption shall specify

the series, Redemption Date, Redemption Price, the numbers, interest rates and Stated Maturities of the Series 2020A Bonds or portions thereof to be redeemed, and the place at which the Series 2020A Bonds are to be surrendered for payment, which is the principal office of the Registrar. In addition, any notice of redemption may, at the City's discretion, be subject to one or more conditions precedent. Official notice of redemption having been given as aforesaid, the Series 2020A Bonds or portions thereof so to be redeemed shall, on the Redemption Date, become due and payable at the Redemption Price therein specified and from and after such date (unless the City shall default in the payment of the Redemption Price) such Series 2020A Bonds or portions thereof shall cease to bear interest. So long as all of this Series 2020A Bond is held by a single Holder, upon partial redemption there shall be no need to exchange the unredeemed portion of this Series 2020A Bond for a new Series 2020A Bond. If this Series 2020A Bond is redeemed in part in an amount at any one time less than $1,000,000, such prepayment shall be applied to this Series 2020A Bond in inverse order of principal payments.

This Series 2020A Bond is a negotiable investment security as provided in the Montana Uniform Commercial Code. As provided in the Resolution and subject to certain limitations set forth therein, this Series 2020A Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered holder hereof in person or by his attorney duly authorized in writing and guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar; and may also be surrendered in exchange for Series 2020A Bonds of other authorized denominations. Upon such transfer or exchange, the City will cause a new Series 2020A Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, as applicable, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Series 2020A Bond is registered as the absolute owner hereof, whether this Series 2020A Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that the City will prescribe and collect rates, fees and charges for all privileges and facilities afforded by the Airport, including all additions thereto and replacements and improvements thereof, and has created a special Airport Fund into which the Gross Revenues (which have the particular meaning prescribed by the Resolution) of the Airport will be paid, and a separate and special 2020A Debt Service Subaccount in the Debt Service Account of the Airport Fund, into which will be paid monthly, from and as a first and prior lien on the Net Revenues (Gross Revenues less Operating Expenses) and (as to certain PFC Bonds, including the Series 2020A Bonds) from the Passenger Facility Charges (all as defined in the Resolution) then on hand an amount not less than one-sixth of the interest due and payable on all Outstanding Bonds within the next six months and one-twelfth of the principal on all Outstanding Bonds due and payable within the next twelve months, equally and ratably with respect to deposits to be made in respect of other Bonds and other PFC Bonds, respectively; that on the Original Date of Issuance will credit to the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account in the Airport

Fund, from funds on hand and available therefor, the sum of $2,000,000 in satisfaction of the Reserve Requirement in respect to the Series 2020A Bonds; that the City has agreed thereafter to credit to the 2020A Debt Service Reserve Subaccount in the Debt Service Reserve Account from the Net Revenues and Passenger Facility Charges remaining after credits to the Debt Service Account, amounts necessary to maintain the amount in the Debt Service Reserve Account at the Reserve Requirement; that the Debt Service Account and Debt Service Reserve Account will be used only to pay the principal and interest on Bonds secured thereby; that the Series 2020A Bonds shall be secured by the 2020A Debt Service Reserve Subaccount of the Debt Service Reserve Account until the Reserve Requirement with respect to the Series 2020A Bonds is released pursuant to Section 6.07 of the Resolution; that the rates, fees, rentals and charges for the Airport will from time to time be made and kept sufficient to produce in each Fiscal Year (i) in respect of Outstanding Bonds, Net Revenues, (ii) in addition in respect of only Outstanding PFC Bonds, Passenger Facility Charges, and (iii) in addition in respect of only Outstanding CFC Bonds, Customer Facility Charges, equal in the aggregate to at least 125% of the Debt Service Requirements of such Bonds for such Fiscal Year; that the City may issue Subordinate Obligations and Notes to the extent described in the Resolution; that the City has also agreed to pay promptly the reasonable and current expenses of operating and maintaining the Airport, and to provide reserves for such operation and maintenance of the Airport; that Additional Bonds may be issued and made payable from the Airport Fund on a parity as to Net Revenues with the Series 2020A Bonds and, if such Additional Bonds are PFC Bonds, on a parity as to Passenger Facility Charges with the Series 2020A Bonds, only upon satisfaction of certain conditions set forth in the Resolution; that the City may issue Additional Bonds that are PFC Bonds or CFC Bonds that are payable from Passenger Facility Charges and Customer Facility Charges, respectively, in addition to Net Revenues; that all provisions for the security of the owner of this Series 2020A Bond set forth in the Resolution will be punctually and faithfully performed as therein stipulated; that all acts, conditions and things required by the Constitution and laws of the State of Montana and the home rule charter and the ordinances and resolutions of the City to be done, to exist, to happen and to be performed in order to make this Series 2020A Bond a valid and binding special obligation of the City according to its terms have been done, do exist, have happened and have been performed as so required; and that the principal and interest due on this Series 2020A Bond are payable solely from the Net Revenues and Passenger Facility Charges of the Airport pledged and appropriated thereto and do not constitute a debt of the City within the meaning of any constitutional or statutory limitation or provision and the issuance of the Series 2020A Bonds does not cause either the general or the special indebtedness of the City to exceed any constitutional, statutory or charter limitation.

This Series 2020A Bond shall not be valid or obligatory for any purpose or be entitled to any security or benefit under the Resolution unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

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IN WITNESS WHEREOF, the City of Billings, Montana, by its City Council, has caused this Bond to be executed by the facsimile signatures of the Mayor, the City Finance Director and the City Clerk, and by a printed facsimile of the official seal of the City.

CITY OF BILLINGS, MONTANA

(Facsimile Signature)
MAYOR

(Facsimile Signature)
(Facsimile Seal) CITY FINANCE DIRECTOR

(Facsimile Signature)
CITY CLERK

Dated:

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned herein.

CITY OF BILLINGS, MONTANA,
as Registrar, Transfer Agent, and
Paying Agent

By_____
City Finance Director

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

| | | | |
|---|---|---|---|
| TEN COM -- | as tenants in common | UTMA.....Custodian..... (Cust) | (Minor) |
| TEN ENT -- | as tenants by the entireties | | |
| | | under Uniform Gifts to | |
| JT TEN -- | as joint tenants with right of survivorship and not as tenants in common | Minor Act..... (State) | |

Additional abbreviations may also be used.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto _____ _____ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE:

_____

_____

_____

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration, enlargement or any change whatsoever.

SIGNATURE GUARANTEED

_____

Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

SCHEDULE 1

SCHEDULE OF ADVANCES

# SCHEDULE 2

# DEBT SERVICE SCHEDULE

**$30,000,000**

City of Billings, Montana

**Airport Revenue Bonds, Series 2020A**

DEBT SERVICE SCHEDULE

| Date | Principal | Coupon | Interest | Total P+I | Fiscal Total |
|---|---|---|---|---|---|
| 07/20/2020 | - | 2.650% | - | - | - |
| 01/01/2021 | - | 2.650% | 3,533.33 | 3,533.33 | 3,533.33 |
| 07/01/2021 | - | 2.650% | 73,463.89 | 73,463.89 | - |
| 01/01/2022 | - | 2.650% | 132,794.44 | 132,794.44 | 206,258.33 |
| 07/01/2022 | - | 2.650% | 210,454.17 | 210,454.17 | - |
| 01/01/2023 | - | 2.650% | 267,355.56 | 267,355.56 | 477,809.73 |
| 07/01/2023 | - | 2.650% | 325,213.89 | 325,213.89 | - |
| 01/01/2024 | - | 2.650% | 386,605.56 | 386,605.56 | 711,819.45 |
| 07/01/2024 | 910,000.00 | 4.170% | 601,433.33 | 1,511,433.33 | - |
| 01/01/2025 | - | 4.170% | 606,526.50 | 606,526.50 | 2,117,959.83 |
| 07/01/2025 | 925,000.00 | 4.170% | 606,526.50 | 1,531,526.50 | - |
| 01/01/2026 | - | 4.170% | 587,240.25 | 587,240.25 | 2,118,766.75 |
| 07/01/2026 | 960,000.00 | 4.170% | 587,240.25 | 1,547,240.25 | - |
| 01/01/2027 | - | 4.170% | 567,224.25 | 567,224.25 | 2,114,464.50 |
| 07/01/2027 | 1,005,000.00 | 4.170% | 567,224.25 | 1,572,224.25 | - |
| 01/01/2028 | - | 4.170% | 546,270.00 | 546,270.00 | 2,118,494.25 |
| 07/01/2028 | 1,045,000.00 | 4.170% | 546,270.00 | 1,591,270.00 | - |
| 01/01/2029 | - | 4.170% | 524,481.75 | 524,481.75 | 2,115,751.75 |
| 07/01/2029 | 1,090,000.00 | 4.170% | 524,481.75 | 1,614,481.75 | - |
| 01/01/2030 | - | 4.170% | 501,755.25 | 501,755.25 | 2,116,237.00 |
| 07/01/2030 | 1,135,000.00 | 4.170% | 501,755.25 | 1,636,755.25 | - |
| 01/01/2031 | - | 4.170% | 478,090.50 | 478,090.50 | 2,114,845.75 |
| 07/01/2031 | 1,185,000.00 | 4.170% | 478,090.50 | 1,663,090.50 | - |
| 01/01/2032 | - | 4.170% | 453,383.25 | 453,383.25 | 2,116,473.75 |
| 07/01/2032 | 1,235,000.00 | 4.170% | 453,383.25 | 1,688,383.25 | - |
| 01/01/2033 | - | 4.170% | 427,633.50 | 427,633.50 | 2,116,016.75 |
| 07/01/2033 | 1,290,000.00 | 4.170% | 427,633.50 | 1,717,633.50 | - |
| 01/01/2034 | - | 4.170% | 400,737.00 | 400,737.00 | 2,118,370.50 |
| 07/01/2034 | 1,445,000.00 | 3.600% | 351,742.02 | 1,796,742.02 | - |
| 01/01/2035 | - | 3.600% | 319,950.00 | 319,950.00 | 2,116,692.02 |
| 07/01/2035 | 1,505,000.00 | 3.600% | 319,950.00 | 1,824,950.00 | - |
| 01/01/2036 | - | 3.600% | 292,860.00 | 292,860.00 | 2,117,810.00 |
| 07/01/2036 | 1,560,000.00 | 3.600% | 292,860.00 | 1,852,860.00 | - |
| 01/01/2037 | - | 3.600% | 264,780.00 | 264,780.00 | 2,117,640.00 |
| 07/01/2037 | 1,615,000.00 | 3.600% | 264,780.00 | 1,879,780.00 | - |
| 01/01/2038 | - | 3.600% | 235,710.00 | 235,710.00 | 2,115,490.00 |
| 07/01/2038 | 1,675,000.00 | 3.600% | 235,710.00 | 1,910,710.00 | - |
| 01/01/2039 | - | 3.600% | 205,560.00 | 205,560.00 | 2,116,270.00 |
| 07/01/2039 | 1,735,000.00 | 3.600% | 205,560.00 | 1,940,560.00 | - |
| 01/01/2040 | - | 3.600% | 174,330.00 | 174,330.00 | 2,114,890.00 |
| 07/01/2040 | 1,800,000.00 | 3.600% | 174,330.00 | 1,974,330.00 | - |
| 01/01/2041 | - | 3.600% | 141,930.00 | 141,930.00 | 2,116,260.00 |
| 07/01/2041 | 1,865,000.00 | 3.600% | 141,930.00 | 2,006,930.00 | - |
| 01/01/2042 | - | 3.600% | 108,360.00 | 108,360.00 | 2,115,290.00 |
| 07/01/2042 | 1,935,000.00 | 3.600% | 108,360.00 | 2,043,360.00 | - |
| 01/01/2043 | - | 3.600% | 73,530.00 | 73,530.00 | 2,116,890.00 |
| 07/01/2043 | 2,005,000.00 | 3.600% | 73,530.00 | 2,078,530.00 | - |
| 01/01/2044 | - | 3.600% | 37,440.00 | 37,440.00 | 2,115,970.00 |
| 07/01/2044 | 2,080,000.00 | 3.600% | 37,440.00 | 2,117,440.00 | - |
| 01/01/2045 | - | - | - | - | 2,117,440.00 |
| Total | $30,000,000.00 | - | $15,847,443.69 | $45,847,443.69 | - |

NOTE: Rate Reset dates of: January 20, 2024 at 4.17% and January 20, 2034 at 3.60%

EXHIBIT B

UNITED STATES OF AMERICA
STATE OF MONTANA
COUNTY OF YELLOWSTONE

**CITY OF BILLINGS**

AIRPORT REVENUE REFUNDING BONDS
(CUSTOMER FACILITY CHARGE SUPPORTED)
SERIES 2020B

No. _____ $3,000,000

| Interest Rate | Final Maturity Date | Date of Original Issue |
|---|---|---|
| 3.60% | July 1, 2044 | July 20, 2020 |

REGISTERED HOLDER: FIRST INTERSTATE BANK

PRINCIPAL AMOUNT: THREE MILLION DOLLARS AND NO/100

FOR VALUE RECEIVED, THE CITY OF BILINGS, MONTANA (the "City"), a duly organized municipal corporation and political subdivision of the State of Montana, acknowledges itself to be specially indebted and hereby promises to pay to the registered holder identified above or registered assigns, solely from the Net Revenues and the Customer Facility Charges of the Airport deposited in the Debt Service Account of its Airport Fund, the principal amount specified above. This Series 2020B Bond bears interest on the Outstanding principal amount from the Date of Original Issue specified above, or from such later date to which interest has been paid or duly provided for, until paid or discharged at the Interest Rate specified above. Interest on the Series 2020B Bonds shall be calculated on the basis of a 360-day year composed of twelve 30-day months. The principal of and interest on this Series 2020B Bond shall be payable in the amounts and on the respective dates reflected in the debt service schedule attached hereto as *Schedule 1* (the "Debt Service Schedule"). The amounts set forth in the Debt Service Schedule shall be revised upon each partial redemption of this Series 2020B Bond in an amount at any one time equal to or greater than $1,000,000 in order to reflect substantially equal installments of principal and interest sufficient to amortize the Outstanding principal of this Series 2020B Bond by the Final Maturity Date specified above.

Interest on this Series 2020B Bond shall be payable to the Holder hereof as of the close of business on the 15th day of the month immediately preceding each Interest Payment Date, whether or not such day is a Business Day. Principal and interest shall be payable by check or draft of the Registrar mailed to the Holder as such appears in the Bond Register or by wire transfer of immediately available funds to the account specified by the Holder; *provided* that the

final installment of principal (whether at the Final Maturity Date specified above or earlier redemption) shall be paid only upon presentation and surrender of this Series 2020B Bond at the principal office of the City of Billings, Montana, as bond registrar, transfer agent and paying agent (the "Registrar"), or duly appointed successor. The Registrar shall note in the Bond Register each principal payment on this Series 2020B Bond. The principal of and interest on this Series 2020B Bond are payable in lawful money of the United States of America.

This Series 2020B Bond is one of a duly authorized issue of Bonds of the City designated as "Airport Revenue Refunding Bonds (Customer Facility Charge Supported, Series 2020B" (the "Series 2020B Bonds") issued and to be issued under Resolution No. [____], adopted by the City Council on July 13, 2020 (the "Resolution"), to which Resolution (copies of which are on file with the City) reference is hereby made for a description of the nature and extent of the security, the respective rights thereunder of the registered owners of the Series 2020B Bonds and the City and the terms and conditions upon which this Series 2020B Bond is issued and delivered. Capitalized terms used herein but not otherwise defined shall have the respective meanings given such terms in the Resolution. The Series 2020B Bonds are issued by the City for the purpose of refunding the City's Airport Revenue Bonds (Customer Facility Charge Supported), Series 2010B, outstanding in the aggregate principal amount of $3,985,000, funding a deposit to the Debt Service Reserve Account for the Series 2020B Bonds and paying costs of issuance of the Series 2020B Bonds and costs of the refunding of the Series 2010B Bonds.

The Series 2020B Bonds are issued pursuant to and in full compliance with the Constitution and laws of the State of Montana, particularly Montana Code Annotated, Title 67, Chapter 11, Parts 3 and 4, as amended (the "Act"), and the home rule charter of the City, and pursuant to the Resolution. The Series 2020B Bonds and the interest thereon are special, limited obligations of the City and are payable solely from the Net Revenues of the Airport on a parity with the City's Airport Revenue Bonds (Passenger Facility Charge Supported), Series 2020A (the "Series 2020A Bonds") and any Additional Bonds. The Series 2020B Bonds are also payable from Customer Facility Charges of the Airport, as defined in the Resolution and which by the Resolution are pledged to the 2020B Debt Service Subaccount in the Debt Service Account of the Airport Fund on a parity with any Additional Bonds that are CFC Bonds, as defined in the Resolution. The Series 2020B Bonds are not payable from or secured by Passenger Facility Charges of the Airport, and Net Revenues do not include Passenger Facility Charges of the Airport. The Series 2020B Bonds are not general obligations of the City and the City's general credit and taxing powers are not pledged to the payment of the Series 2020B Bonds or the premium, if any, or interest thereon. The Series 2020B Bonds do not constitute an indebtedness of the City within the meaning of any constitutional, statutory or charter provisions.

The Series 2020B Bonds shall be subject to redemption at any time, at the option of the City, in whole or in part, at a Redemption Price equal to the principal amount thereof to be redeemed plus interest to, but excluding, the Redemption Date, without premium; *provided, however,* that if the Series 2020B Bonds are redeemed with proceeds of refunding bonds or other debt obligations of the City during the periods below, the Series 2020B Bonds shall be subject to a prepayment penalty on the principal amount so redeemed equal to the following:

| Redemption Date | Prepayment Premium (% of Outstanding Principal Amount to be prepaid) |
|---|---|
| From July 20, 2020 to and including July 20, 2022 | 3% |
| From July 21, 2022 to and including July 20, 2024 | 2% |
| From July 21, 2024 to and including July 20, 2025 | 1% |
| On and after July 21, 2025 | 0% |

The Bonds, including the Series 2020B Bonds, are subject to redemption prior to maturity by the City, to the extent of available Net Proceeds of insurance or condemnation award, in the event: (a) the Airport or any portion thereof is damaged, destroyed or condemned; (b) the Net Proceeds of insurance or condemnation received in connection therewith exceed the greater of (i) three percent of property, plant and equipment assets of the Airport or (ii) $500,000; and (c) the City elects to have all or any part of such Net Proceeds applied to the prepayment of the Bonds. If called for redemption in any such event, the Bonds shall be subject to redemption in whole at any time, or in part on any interest payment date, and if in part, from such series and by maturities designated by the City (and, if less than all of a maturity is being redeemed, by lot or other manner deemed fair by the Registrar within a maturity) at a redemption price equal to the principal amount thereof plus accrued interest to, but excluding, the Redemption Date, without premium.

The Redemption Date and the principal amount of the Series 2020B Bonds to be redeemed shall be fixed by the City Finance Director who shall give notice thereof to the Registrar at least 35 days prior to the Redemption Date or such lesser period as the Registrar accepts. The Registrar, at least 30 days prior to the designated Redemption Date, shall cause notice of redemption to be mailed, by first class mail, to the Holders of each Series 2020B Bond to be redeemed at their addresses as they appear on the Bond Register, but no defect in or failure to give such mailed notice shall affect the validity of proceedings for the redemption of any Series 2020B Bond not affected by such defect or failure. The notice of redemption shall specify the series, Redemption Date, Redemption Price, the numbers, interest rates and Stated Maturities of the Series 2020B Bonds or portions thereof to be redeemed, and the place at which the Series 2020B Bonds are to be surrendered for payment, which is the principal office of the Registrar. In addition, any notice of redemption may, at the City's discretion, be subject to one or more conditions precedent. Official notice of redemption having been given as aforesaid, the Series 2020B Bonds or portions thereof so to be redeemed shall, on the Redemption Date, become due and payable at the Redemption Price therein specified and from and after such date (unless the City shall default in the payment of the Redemption Price) such Series 2020B Bonds or portions thereof shall cease to bear interest. So long as all of this Series 2020B Bond is held by a single Holder, upon partial redemption there shall be no need to exchange the unredeemed portion of this Series 2020B Bond for a new Series 2020B Bond. If this Series 2020B Bond is redeemed in

part in an amount at any one time less than $1,000,000, such prepayment shall be applied to this Series 2020B Bond in inverse order of principal payments.

This Series 2020B Bond is a negotiable investment security as provided in the Montana Uniform Commercial Code. As provided in the Resolution and subject to certain limitations set forth therein, this Series 2020B Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered holder hereof in person or by his attorney duly authorized in writing and guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar; and may also be surrendered in exchange for Series 2020B Bonds of other authorized denominations. Upon such transfer or exchange, the City will cause a new Series 2020B Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, as applicable, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Series 2020B Bond is registered as the absolute owner hereof, whether this Series 2020B Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that the City will prescribe and collect rates, fees and charges for all privileges and facilities afforded by the Airport, including all additions thereto and replacements and improvements thereof, and has created a special Airport Fund into which the Gross Revenues (which have the particular meaning prescribed by the Resolution) of the Airport will be paid, and a separate and special 2020B Debt Service Subaccount in the Debt Service Account of the Airport Fund, into which will be paid monthly, from and as a first and prior lien on the Net Revenues (Gross Revenues less Operating Expenses) and (as to certain CFC Bonds, including the Series 2020B Bonds) from the Customer Facility Charges (all as defined in the Resolution) then on hand an amount not less than one-sixth of the interest due and payable on all Outstanding Bonds within the next six months and one-twelfth of the principal on all Outstanding Bonds due and payable within the next twelve months, equally and ratably with respect to deposits to be made in respect of other Bonds and other CFC Bonds, respectively; that on the Original Date of Issuance will credit to the 2020B Debt Service Reserve Subaccount of the Debt Service Reserve Account in the Airport Fund, from funds on hand and available therefor, the sum of $200,000 in satisfaction of the Reserve Requirement in respect to the Series 2020B Bonds; that the City has agreed thereafter to credit to the 2020B Debt Service Reserve Subaccount in the Debt Service Reserve Account from the Net Revenues and Customer Facility Charges remaining after credits to the Debt Service Account, amounts necessary to maintain the amount in the Debt Service Reserve Account at the Reserve Requirement; that the Debt Service Account and Debt Service Reserve Account will be used only to pay the principal and interest on Bonds secured thereby; that the Series 2020B Bonds shall be secured by the 2020B Debt Service Reserve Subaccount of the Debt Service Reserve Account until the Reserve Requirement with respect to the Series 2020B Bonds is released pursuant to Section 6.07 of the Resolution; that the rates, fees, rentals and charges for the Airport will from time to time be made and kept sufficient to produce in each Fiscal Year (i)

in respect of Outstanding Bonds, Net Revenues, (ii) in addition in respect of only Outstanding PFC Bonds, Passenger Facility Charges, and (iii) in addition in respect of only Outstanding CFC Bonds, Customer Facility Charges, equal in the aggregate to at least 125% of the Debt Service Requirements of such Bonds for such Fiscal Year; that the City may issue Subordinate Obligations and Notes to the extent described in the Resolution; that the City has also agreed to pay promptly the reasonable and current expenses of operating and maintaining the Airport, and to provide reserves for such operation and maintenance of the Airport; that Additional Bonds may be issued and made payable from the Airport Fund on a parity as to Net Revenues with the Series 2020B Bonds and, if such Additional Bonds are CFC Bonds, on a parity as to Customer Facility Charges with the Series 2020B Bonds, only upon satisfaction of certain conditions set forth in the Resolution; that the City may issue Additional Bonds that are PFC Bonds or CFC Bonds that are payable from Passenger Facility Charges and Customer Facility Charges, respectively, in addition to Net Revenues; that all provisions for the security of the owner of this Series 2020B Bond set forth in the Resolution will be punctually and faithfully performed as therein stipulated; that all acts, conditions and things required by the Constitution and laws of the State of Montana and the home rule charter and the ordinances and resolutions of the City to be done, to exist, to happen and to be performed in order to make this Series 2020B Bond a valid and binding special obligation of the City according to its terms have been done, do exist, have happened and have been performed as so required; and that the principal and interest due on this Series 2020B Bond are payable solely from the Net Revenues and Customer Facility Charges of the Airport pledged and appropriated thereto and do not constitute a debt of the City within the meaning of any constitutional or statutory limitation or provision and the issuance of the Series 2020B Bonds does not cause either the general or the special indebtedness of the City to exceed any constitutional, statutory or charter limitation.

This Series 2020B Bond shall not be valid or obligatory for any purpose or be entitled to any security or benefit under the Resolution unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

[Balance of page intentionally left blank]

IN WITNESS WHEREOF, the City of Billings, Montana, by its City Council, has caused this Bond to be executed by the facsimile signatures of the Mayor, the City Finance Director and the City Clerk, and by a printed facsimile of the official seal of the City.

CITY OF BILLINGS, MONTANA

(Facsimile Signature)
MAYOR

(Facsimile Seal)

(Facsimile Signature)
CITY FINANCE DIRECTOR

(Facsimile Signature)
CITY CLERK

Dated:

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned herein.

CITY OF BILLINGS, MONTANA,
as Registrar, Transfer Agent, and
Paying Agent

By_____
City Finance Director

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

| | | |
|---|---|---|
| TEN COM -- | as tenants in common | UTMA.....Custodian..... (Cust) (Minor) |
| TEN ENT -- | as tenants by the entireties | |
| | | under Uniform Gifts to |
| JT TEN -- | as joint tenants with right of survivorship and not as tenants in common | Minor Act..... (State) |

Additional abbreviations may also be used.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto _____ _____ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE:

_____

_____

_____

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration, enlargement or any change whatsoever.

SIGNATURE GUARANTEED

_____

Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

SCHEDULE 1

DEBT SERVICE SCHEDULE

**$3,000,000**

City of Billings, Montana

Airport Revenue Refunding Bonds, Series 2020B

Current Refunding 2010B Airport Rev Bonds

**DEBT SERVICE SCHEDULE**

| Date | Principal | Coupon | Interest | Total P+I | Fiscal Total |
|---|---|---|---|---|---|
| 07/20/2020 | - | - | - | - | - |
| 01/01/2021 | - | - | 48,300.00 | 48,300.00 | 48,300.00 |
| 07/01/2021 | 260,000.00 | 3.600% | 54,000.00 | 314,000.00 | - |
| 01/01/2022 | - | - | 49,320.00 | 49,320.00 | 363,320.00 |
| 07/01/2022 | 265,000.00 | 3.600% | 49,320.00 | 314,320.00 | - |
| 01/01/2023 | - | - | 44,550.00 | 44,550.00 | 358,870.00 |
| 07/01/2023 | 275,000.00 | 3.600% | 44,550.00 | 319,550.00 | - |
| 01/01/2024 | - | - | 39,600.00 | 39,600.00 | 359,150.00 |
| 07/01/2024 | 280,000.00 | 3.600% | 39,600.00 | 319,600.00 | - |
| 01/01/2025 | - | - | 34,560.00 | 34,560.00 | 354,160.00 |
| 07/01/2025 | 290,000.00 | 3.600% | 34,560.00 | 324,560.00 | - |
| 01/01/2026 | - | - | 29,340.00 | 29,340.00 | 353,900.00 |
| 07/01/2026 | 305,000.00 | 3.600% | 29,340.00 | 334,340.00 | - |
| 01/01/2027 | - | - | 23,850.00 | 23,850.00 | 358,190.00 |
| 07/01/2027 | 315,000.00 | 3.600% | 23,850.00 | 338,850.00 | - |
| 01/01/2028 | - | - | 18,180.00 | 18,180.00 | 357,030.00 |
| 07/01/2028 | 325,000.00 | 3.600% | 18,180.00 | 343,180.00 | - |
| 01/01/2029 | - | - | 12,330.00 | 12,330.00 | 355,510.00 |
| 07/01/2029 | 335,000.00 | 3.600% | 12,330.00 | 347,330.00 | - |
| 01/01/2030 | - | - | 6,300.00 | 6,300.00 | 353,630.00 |
| 07/01/2030 | 350,000.00 | 3.600% | 6,300.00 | 356,300.00 | - |
| 01/01/2031 | - | - | - | - | 356,300.00 |
| Total | $3,000,000.00 | - | $618,360.00 | $3,618,360.00 | - |

**SIGNIFICANT DATES**

| | |
|---|---|
| Dated Date | 7/20/2020 |
| Delivery Date | 7/20/2020 |
| First Coupon Date | 1/01/2021 |

**Yield Statistics**

| | |
|---|---|
| Bond Year Dollars | $17,176.67 |
| Average Life | 5.726 Years |
| Average Coupon | 3.6000000% |
| Net Interest Cost (NIC) | 3.6000000% |
| True Interest Cost (TIC) | 3.6002983% |
| Bond Yield for Arbitrage Purposes | 3.6002983% |
| All Inclusive Cost (AIC) | 3.7214222% |

**IRS Form 8038**

| | |
|---|---|
| Net Interest Cost | 3.6000000% |
| Weighted Average Maturity | 5.726 Years |

**Consent** **1. N.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Zone Change 977 - Western Sky Planned Development Map Amendment, 2nd Reading

**PRESENTED BY:** Karen Husman

**Department:** Planning & Community Services **Division:** Planning

## RECOMMENDATION

The City Council, after conducting a public hearing, approved on first reading the zone change by unanimous vote and adopted the findings of the 10 criteria during its June 22, 2020 meeting. Staff recommends Council approve Zone Change 977 on second reading, including adoption of the 10 criteria.

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

This is a modification to the Zone District Boundaries of Western Sky Planned Development - A zone change request to amend the zone district boundary lines within the Planned Development Agreement (PDA) for Western Sky Subdivision, more specifically increase the acres of underlying Community Commercial (CC) zoning from 8.5 acres to 11.5 acres; increase the acres of Neighborhood Commercial (NC) from 10.2 to 10.3 acres; decrease the acres of Residential Multi-family (RMF) from 15.3 acres to 15.2 acres and decrease the acres of Residential Manufactured Home (RMH) from 31.1 acres to 28.2 acres. The map amendment applies to all lots within Western Sky Subdivision. A pre-application neighborhood meeting was held on a virtual format on April 27, 2020, by the agent Sanderson Stewart, Billings MT. Tax IDs A36871, A36872, A36873, A36874, A36875.

## ALTERNATIVES

City Council may:

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

## FISCAL EFFECTS

Approval of this application will have no direct financial impact on the Planning Division or other City budgets.

## Attachments

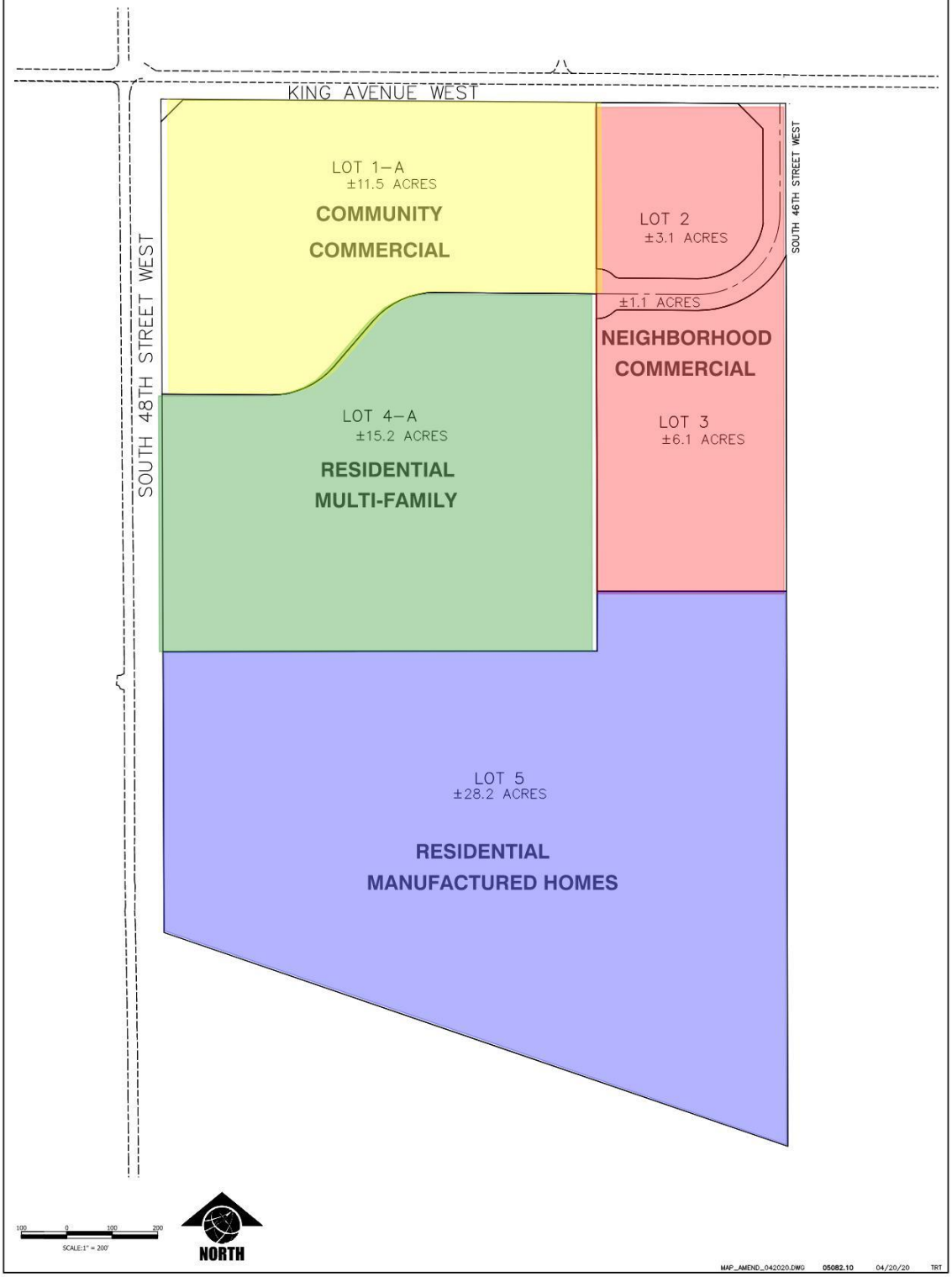
Zoning Map & Site Photos
Ordinance

# PROPOSED ZONING

**MAP AMENDMENT**
WITHIN
WESTERN SKY SUBDIVISION, 2ND AMENDED

PREPARED FOR : MONT VISTA LLC.
PREPARED BY : SANDERSON STEWART

APRIL, 2020
BILLINGS, MONTANA




MAP_AMEND_042020.DWG 05082.10 04/20/20 TRT

ZONING
REQUEST
ZONE CHANGE
977
SPECIAL REVIEW
VARIANCE

NO
THRU
TRUCK
TRAFFIC
FOR SALE
AVAILABLE

**ORDINANCE NO. 20-**

AN ORDINANCE AMENDING THE ZONE DISTRICT BOUNDARIES OF WESTERN SKY PLANNED DEVELOPMENT

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

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

2. DESCRIPTION. All lots within Western Sky Subdivision, a 65.1 acre parcel of land generally located at the intersection of 46th St West and King Avenue West and is presently zoned **Planned Development (PD)** and is shown on the official zoning map within these zoning districts.

3. ZONE DISTRICT BOUNDARY AMENDMENT. Specifically increase the acres of underlying Community Commercial (CC) zoning from 8.5 acres to 11.5 acres; increase the acres of Neighborhood Commercial (NC) from 10.2 to 10.3 acres; decrease the acres of Residential Multi-family (RMF) from 15.3 acres to 15.2 acres and decrease the acres of Residential Manufactured Home (RMH) from 31.1 acres to 28.2 acres.

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

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

PASSED by the City Council on first reading June 22, 2020.

PASSED, ADOPTED AND APPROVED on second reading July 13, 2020.

CITY OF BILLINGS:

BY: _____
William A. Cole, Mayor

ATTEST:

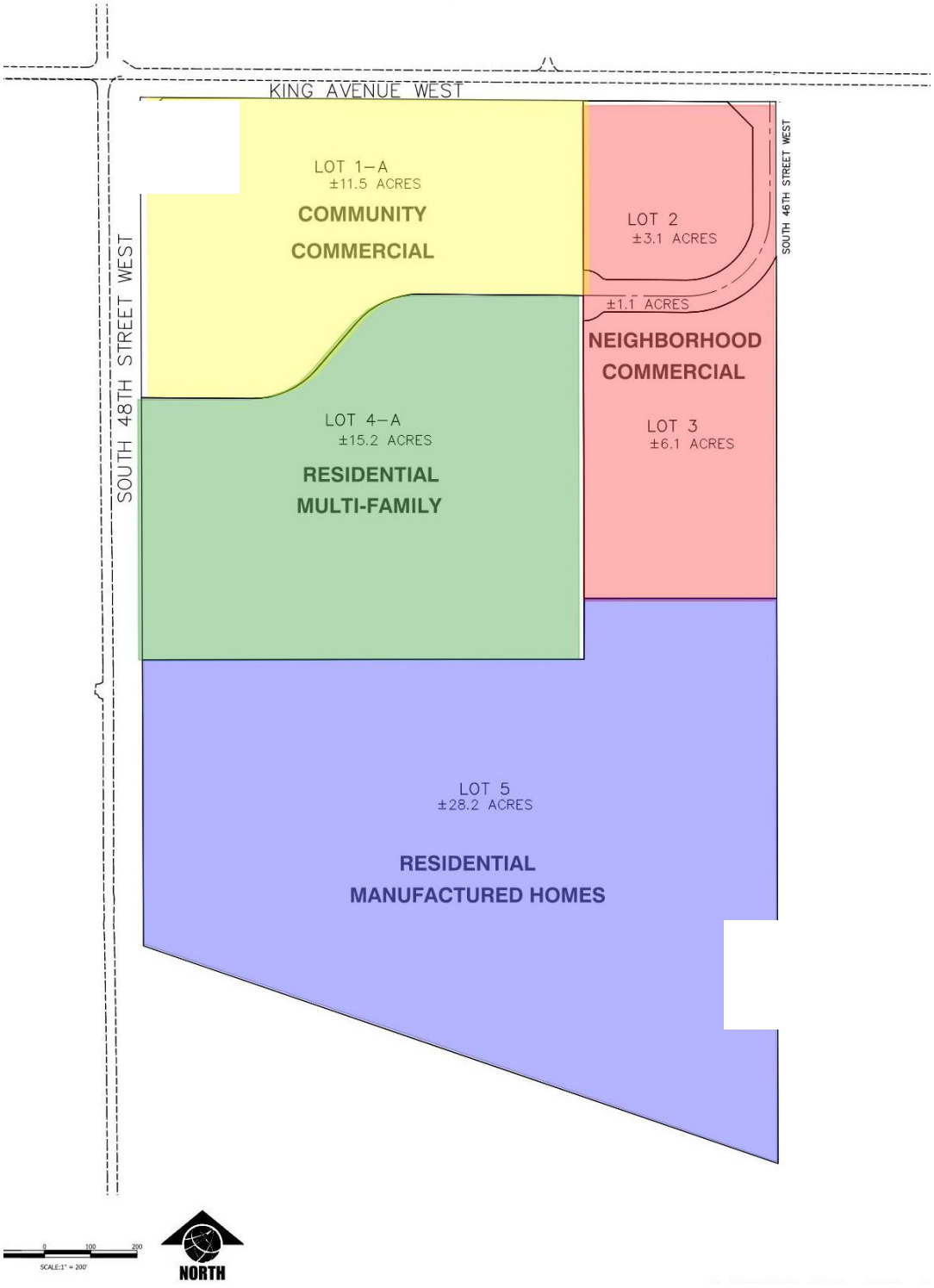
BY: Denise Bohlman, City Clerk – Zone Change 977

# EXHIBIT A

**MAP AMENDMENT**
WITHIN
WESTERN SKY SUBDIVISION, 2ND AMENDED

PREPARED FOR : MONT VISTA LLC.
PREPARED BY : SANDERSON STEWART

APRIL, 2020
BILLINGS, MONTANA



**Consent** **1. O.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Cancellation of Checks and Warrants

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** Finance

## RECOMMENDATION

Staff recommends that the City Council authorize canceling stale dated outstanding checks and warrants.

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

The Finance department annually review outstanding check and warrants. Under State law MCA 7-6-4303, City Council has the authority to cancel municipal checks and warrants that have remained outstanding or unpaid for a period of one year. Vendors, city employees, and former employees were notified that they had outstanding checks and were given the option to pay the stop payment fee for $16 to have a check reissued.

## ALTERNATIVES

City Council may:

- Approve, or;
- Disapprove canceling the checks. If Council does not approve the cancellation, the checks and warrants will remain outstanding.

## FISCAL EFFECTS

The amounts contained in the canceled checks and warrants will revert to the affected funds. Employees and vendors were notified and given the opportunity to pay the stop payment fee and have their checks reissued. The final cancelations may not exactly match the attachment, because payees are still responding and checks that are reissued will not be canceled.

## Attachments

Cancelled check FY20

**VOIDED CHECKS TO C. COUNCIL- JUNE 2020**
**ACCOUNTS PAYABLE CHECKS TO BE VOIDED**

| Check # | Date | Name | Amount |
|---|---|---|---|
| 817398 | 10/01/2018 | Jordan Jenkins | 12.00 |
| 817498 | 10/01/2018 | Wilson, Tyler | 190.00 |
| 818094 | 10/22/2018 | Sparboe, Aaron | 10.00 |
| 818505 | 11/05/2018 | Richard Schwartz | 12.00 |
| 818811 | 11/19/2018 | Industrial Coatings Inc | 70.00 |
| 818897 | 11/19/2018 | Wendy Cicierski | 100.00 |
| 819426 | 12/10/2018 | Solberg, Mark | 16.18 |
| 819660 | 12/26/2018 | Blair Unlimited | 300.00 |
| 819803 | 12/26/2018 | Steinhauer, Joe | 10.00 |
| 819836 | 12/26/2018 | Wilson, Erica | 9.93 |
| 820581 | 01/28/2019 | Jagers, Justin | 14.38 |
| 820881 | 02/11/2019 | Dyk, Michelle | 10.00 |
| 820891 | 02/11/2019 | Friedel, Richard | 1.00 |
| 821026 | 02/19/2019 | CardConnect LLC | 50.00 |
| 821373 | 03/04/2019 | Cindy Milburn | 12.00 |
| 821472 | 03/04/2019 | Olena Nuno | 12.00 |
| 821577 | 03/11/2019 | Firebaugh, David | 32.99 |
| 822872 | 04/29/2019 | Jason Hackman | 12.00 |
| 822902 | 04/29/2019 | Mitchell Hoefle | 12.00 |
| 822958 | 04/29/2019 | Stacy Peacher | 12.00 |
| 823048 | 05/06/2019 | Dylan Hanser | 10.00 |
| 823475 | 05/20/2019 | Lane, Glen | 21.80 |
| | | TOTAL | 930.28 |

**VOIDED CHECKS TO C. COUNCIL- JUNE 2020**
**PAYROLL CHECKS TO BE VOIDED**

| Check # | Date | Name | Amount |
|---|---|---|---|
| 29998 | 08/03/2018 | Logan, Jacob M. | 35.55 |
| 30205 | 08/17/2018 | Dooley, Wynter M. | 49.80 |
| 30479 | 08/31/2018 | Parker, Stevi | 2.72 |
| 31078 | 11/23/2018 | Schuler, Nathaniel O. | 10.62 |
| 31118 | 11/23/2018 | Weber, Courtney | 23.54 |
| 31310 | 01/04/2019 | Sparr, Julia D. | 5.43 |
| 31656 | 03/15/2019 | Lincoln, Chance T. | 30.01 |
| 31783 | 04/12/2019 | Lincoln, Chance T. | 83.11 |
| | | Total | 240.78 |

**VOIDED CHECKS TO C. COUNCIL- JUNE 2020**
**HEALTH CLAIMS CHECKS TO BE VOIDED**

| Check # | Date | Name | Amount |
|---|---|---|---|
| 317502 | 05/15/2018 | Rivers, Debra | 7.35 |
| 318127 | 06/05/2018 | Keehner, Toni | 13.68 |
| 318368 | 06/05/2018 | Global Excel Mgmt. | 972.56 |
| 318375 | 06/12/2018 | Reichert, Keith | 25.00 |
| 318585 | 06/19/2018 | Howe, Jennifer C. | 7.74 |
| 318832 | 06/26/2018 | Walker, John | 25.00 |
| 319035 | 07/03/2018 | Engels, Louis W. | 15.61 |
| 319427 | 07/17/2018 | Bickford, Justin L. | 25.00 |
| 319428 | 07/17/2018 | Dotson, Michael A. | 2.22 |
| 319434 | 07/17/2018 | Zahn, Daniel A. | 2.32 |
| 320044 | 08/07/2018 | Engels, Louis W. | 15.61 |
| 320045 | 08/07/2018 | Fuhrer, Debra S. | 23.45 |
| 320046 | 08/07/2018 | Harris, Travis D. | 25.00 |
| 320047 | 08/07/2018 | Kuchin, Adam S. | 25.00 |
| 320866 | 09/04/2018 | Egel, Kara R. | 25.00 |
| 321020 | 09/11/2018 | Lentz, Michael | 6.70 |

| | | | |
|---|---|---|---|
| 321252 | 09/18/2018 | Brown, Kathy F. | 25.00 |
| 321254 | 09/18/2018 | Ortiz, Maria M. Garcia | 14.55 |
| 321464 | 09/25/2018 | Ortiz, Maria M. Garcia | 11.28 |
| 321465 | 09/25/2018 | Hartman, Ronald D. | 25.00 |
| 321941 | 10/09/2018 | Miller, Robert J. | 25.00 |
| 321943 | 10/09/2018 | Williams, Kenneth A. | 25.00 |
| 322162 | 10/16/2018 | Engels, Louis W. | 33.69 |
| 322164 | 10/16/2018 | Howe, Jennifer C. | 1.69 |
| 322166 | 10/16/2018 | Pabich, Steven J. | 8.48 |
| 322356 | 10/23/2018 | Baker, Cassandra K. | 25.00 |
| 322357 | 10/23/2018 | Dillon, John R. | 25.00 |
| 322361 | 10/23/2018 | Joines, Rebecca B. | 14.11 |
| 322572 | 10/30/2018 | Engels, Louis W. | 10.00 |
| 322576 | 10/30/2018 | Miller, Robert J. | 25.00 |
| 322833 | 11/23/2018 | Edwards, Aaron R. | 4.69 |
| 322834 | 11/23/2018 | Eustace, Samria L. | 3.28 |
| 322837 | 11/23/2018 | Gottwig, David B. | 25.00 |
| 322838 | 11/23/2018 | Howe, Jennifer C. | 6.63 |
| 323107 | 11/13/2018 | Ortiz, Maria M. Garcia | 13.02 |
| 323116 | 11/13/2018 | Richardson, Teri L. | 11.53 |
| 323847 | 12/04/2018 | Boeckel, Jeremy A. | 24.88 |
| 323853 | 12/04/2018 | Engels, Louis W. | 20.61 |
| 323854 | 12/04/2018 | Fox, Jarrod R. | 25.00 |
| 323857 | 12/04/2018 | Halverson, Ben J. | 9.38 |
| 323862 | 12/04/2018 | Wagner, Matt T. | 6.30 |
| 324120 | 12/11/2018 | Arstein, Jo O. | 25.00 |
| 324123 | 12/11/2018 | Ortiz, Maria M. Garcia | 5.31 |
| 324127 | 12/11/2018 | Leichner, Mary C. | 25.00 |
| 324385 | 12/21/2018 | Engels, Louis W. | 5.00 |
| 324386 | 12/21/2018 | Frank, Paul D. | 25.00 |
| 324387 | 12/21/2018 | Ortiz, Maria M. Garcia | 10.22 |
| 324396 | 12/21/2018 | Miller, Robert J. | 25.00 |
| 324397 | 12/21/2018 | Miller, Robert J. | 25.00 |
| 324746 | 01/02/2019 | Grewell, Jacquelyn H. | 7.08 |
| 324751 | 01/02/2019 | Love, Jeff M. | 25.00 |
| 324765 | 01/02/2019 | Valdez, Froilan | 10.00 |
| 324766 | 01/02/2019 | Watterson, David | 1.05 |
| 325041 | 01/08/2019 | Engels, Louis W. | 20.61 |
| 325042 | 01/08/2019 | Shelden, Shane | 19.80 |
| 325294 | 01/15/2019 | Peterson, Garrett | 25.00 |
| 325513 | 01/22/2019 | Howe, Jennifer C. | 25.00 |
| 326354 | 02/19/2019 | Woltjer, Gavin J. | 25.00 |
| 326528 | 02/26/2019 | Howe, Jennifer C. | 6.09 |
| 326757 | 03/05/2019 | Deer Park Family Care | 105.55 |
| 327649 | 04/02/2019 | Howe, Jennifer C. | 16.32 |
| 327883 | 04/09/2019 | Dotson, Michael A. | 4.83 |
| 327884 | 04/09/2019 | Engels. Louis W. | 129.14 |
| 328074 | 04/16/2019 | Best, Jacob A. | 25.00 |
| 328082 | 04/16/2019 | Poser, Aaron E. | 17.02 |
| 328084 | 04/16/2019 | Soloris, Jairo | 25.00 |
| 328274 | 04/23/2019 | Dotson, Michael A. | 11.28 |
| 328279 | 04/23/2019 | Nelson, Timothy D. | 10.00 |
| 328280 | 04/23/2019 | Rivard, Seth R. | 10.00 |
| 328483 | 04/30/2019 | Byorth, Peter A. | 25.00 |
| 328486 | 04/30/2019 | Nelson, Timothy A. | 9.91 |
| | | Total | 2,335.57 |

**Consent** **1. P. 1.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Payment of Claims for the week of June 1, 2020

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** Finance

**Presentation:** No

## PROBLEM/ISSUE STATEMENT

Claims in the amount of $2,083,022.45 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

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

## FISCAL EFFECTS

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.

## Attachments

Councilmemo wk of 06012020

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833543 | A & E Architects | Wastewater | $ 734.27 | WO 19-16 Belknap Office Remodel |
| 06/01/2020 | 833543 | A & E Architects | Water | $ 3,130.33 | WO 19-16 Belknap Office Remodel; 1900609 Pmt 6 |
| 06/01/2020 | 833545 | AirSide Solutions | Airport | $ 8,636.90 | Airfield Lighting Computer System Equipment Upgrade |
| 06/01/2020 | 833551 | AT Architecture | Wastewater | $ 3,606.00 | Electrical Shop remodel at WRF |
| 06/01/2020 | 833551 | AT Architecture | Wastewater | $ 1,058.00 | Electrical Shop Remodel at WRF |
| 06/01/2020 | 833551 | AT Architecture | Wastewater | $ 500.00 | WRF Control Room remodel |
| 06/01/2020 | 833553 | Bailey Nurseries | Park Dist 1 | $ 1,445.25 | tree order invoice 580396 |
| 06/01/2020 | 833553 | Bailey Nurseries | Park Dist 1 | $ 1,661.50 | tree order invoice 580397 |
| 06/01/2020 | 833553 | Bailey Nurseries | Park Dist 1 | $ 3,180.75 | tree order invoice 580916 |
| 06/01/2020 | 833559 | Billings Tourism | Tourism BID #2 | $ 20,398.00 | Paid April Distributed May 2020 |
| 06/01/2020 | 833561 | Business Tax Section | Airport | $ 87.24 | Airfield Lighting Computer System Equipment Upgrade |
| 06/01/2020 | 833561 | Business Tax Section | Airport | $ 1,134.62 | Commercial Concrete Apron Project - Federal Share |
| 06/01/2020 | 833561 | Business Tax Section | Airport | $ 126.07 | Commercial Concrete Apron Project - Local Share |
| 06/01/2020 | 833561 | Business Tax Section | CDBG | $ 10.00 | Demolition Agreement / 930 Steffanich Drive |
| 06/01/2020 | 833561 | Business Tax Section | Wastewater | $ 8,081.23 | WO 14-11 Water Reclamation Facility Nutrient |
| 06/01/2020 | 833561 | Business Tax Section | Wastewater | $ 37.23 | WO1824 WRF Control Room Remodel; 1FRETREL Cuca |
| 06/01/2020 | 833561 | Business Tax Section | Water | $ 3,018.60 | WO 15-35 Zone 1 WTP Waterline Improvements; 4 WO1535 WMC |
| 06/01/2020 | 833561 | Business Tax Section | Water | $ 1,356.03 | WO 15-35 Zone 1 WTP Waterline Improvements; 5 WO1535 WMC |
| 06/01/2020 | 833561 | Business Tax Section | Water | $ 359.12 | WO 20-32 Water Treatment Plant Sediment Hauling; Pmt 1 |
| 06/01/2020 | 833562 | Century Link | Airport | $ 61.46 | 406-252-0721 Airport 1FB Line |
| 06/01/2020 | 833562 | Century Link | Airport | $ 102.92 | 406-252-9412 Airport |
| 06/01/2020 | 833562 | Century Link | Airport | $ 61.46 | 406-256-6014 Airport P9 Building |
| 06/01/2020 | 833562 | Century Link | Airport | $ 57.35 | 406-256-7070 Airport |
| 06/01/2020 | 833562 | Century Link | Fleet | $ 58.20 | 406-256-5047 Motor Pool |
| 06/01/2020 | 833562 | Century Link | General | $ 51.46 | 406-652-0269 Cemetery FAX Line |
| 06/01/2020 | 833562 | Century Link | General | $ 57.35 | 406-652-5507 Parks |
| 06/01/2020 | 833562 | Century Link | General | $ 46.13 | 406-652-8403 Stewart Park Batting Cages |
| 06/01/2020 | 833562 | Century Link | General | $ 41.08 | 406-657-3014 Parks 3890 Stillwater |
| 06/01/2020 | 833562 | Century Link | General | $ 48.81 | monthly charges |
| 06/01/2020 | 833562 | Century Link | Parking | $ 51.46 | 406-252-2041 Park 2 Elevator Phone |
| 06/01/2020 | 833562 | Century Link | Parking | $ 41.08 | 406-657-3054 Park 1 Elevator Phone |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 105.83 | 406-247-8641 PRPL -Fax and 406-657-3052 Senior center fax |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 90.46 | 406-252-3774 BOC Measured Lines 406-252-3789 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 131.54 | 406-657-3009 PUD Measured Lines 406-247-8579 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 5,000.00 | 406-657-8377 Main System Centrex |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 42.24 | 406-657-8419 MET Fax and 406-247-8520 Kenco Fax |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 124.15 | BOC Alarms 406.247.1276, 406.247.1277, 406.247.1278 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 41.08 | Fire Alarm 406.657.3058 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 41.08 | Four Dances 406.657.3040 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 59.86 | -Miller Building -406.252.3988 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 41.08 | Pioneer Park 406.657.8298 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833562 | Century Link | Phone System | $ 41.08 | South Park 406.247.8575 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 42.24 | Streets Fax 406.657.8338 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 165.88 | Water Department Alarm 406-247-8511 5020-74000-403450 |
| 06/01/2020 | 833562 | Century Link | Phone System | $ 126.72 | WWTP Conference Room 406.247.8564 |
| 06/01/2020 | 833562 | Century Link | Planning | $ 41.08 | 406-656-9578 Planning Traffic Central Broadwater |
| 06/01/2020 | 833562 | Century Link | Planning | $ 41.08 | 406-656-9604 Planning Traffic Central 9th |
| 06/01/2020 | 833562 | Century Link | Public Safety | $ 51.46 | 406-651-0282 Fire 5 911 Line |
| 06/01/2020 | 833562 | Century Link | Solid Waste | $ 72.10 | 406-256-7001 Solid Waste Scale House |
| 06/01/2020 | 833562 | Century Link | Street/Traffic | $ 42.24 | 406-652-8104 PW Traffic Signal 24 Central |
| 06/01/2020 | 833567 | Cucancic Const | Wastewater | $ 3,685.82 | WO1824 WRF Control Room Remodel; 1FRETREL Cuca |
| 06/01/2020 | 833569 | Cummins Rocky Mt | Transit | $ 36,404.09 | 38-26268 |
| 06/01/2020 | 833571 | Dell Computer | Public Safety | $ 7,401.90 | Qty.10 i5 processors, 8GB RAM, 128GB SSD Qty.10 Speaker bars -Police |
| 06/01/2020 | 833573 | Destiny Software | General | $ 3,200.00 | AgendaQuick Yearly Software License Maintenance |
| 06/01/2020 | 833574 | Dotson | Engineering | $ 4,380.26 | Dotson tuition reimbursement |
| 06/01/2020 | 833575 | DOWL | Storm Sewer | $ 13,337.50 | WO 20-24 West End Storm System Improvements; 4036.21844.01-1 |
| 06/01/2020 | 833578 | Ennis-Flint Inc. | Street/Traffic | $ 601.50 | sharks teeth premark |
| 06/01/2020 | 833578 | Ennis-Flint Inc. | Street/Traffic | $ 2,223.90 | white line premark |
| 06/01/2020 | 833579 | ESRI Inc | IT Resources | $ 6,080.00 | Basic license ArcGIS -Michelle N |
| 06/01/2020 | 833582 | First MT Title | CDBG | $ 15,000.00 | FTHB Angela Johnson 1531 Maurine Street |
| 06/01/2020 | 833581 | First MT Title | CDBG | $ 15,000.00 | FTHB Kendra LaFranier 4133 Roosevelt |
| 06/01/2020 | 833583 | Fisher Sand&Gravel | Street/Traffic | $ 1,461.50 | inv#14972 asphalt |
| 06/01/2020 | 833583 | Fisher Sand&Gravel | Street/Traffic | $ 705.00 | inv#15118 asphalt |
| 06/01/2020 | 833583 | Fisher Sand&Gravel | Street/Traffic | $ 2,010.00 | inv#15249 asphalt |
| 06/01/2020 | 833583 | Fisher Sand&Gravel | Street/Traffic | $ 695.00 | inv#15490 asphalt |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 66.93 | P-95063.01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 80.75 | P-95232.01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 337.07 | P-95368.01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 186.34 | P-95451.01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 84.24 | P-95557.01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 317.22 | P-95985-01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 52.24 | P-96067-01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 396.97 | P-96068-01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Fleet | $ 201.46 | PO 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | General | $ 21.56 | P-95369.01 |
| 06/01/2020 | 833584 | Galles Filter Service | General | $ 7.02 | P-95558.01 |
| 06/01/2020 | 833584 | Galles Filter Service | Public Safety | $ 62.37 | P-94802.01 |
| 06/01/2020 | 833584 | Galles Filter Service | Solid Waste | $ 715.69 | Filters for Landfill P-95450-01 |
| 06/01/2020 | 833584 | Galles Filter Service | Solid Waste | $ 355.10 | Filters for the Landfill |
| 06/01/2020 | 833584 | Galles Filter Service | Solid Waste | $ 308.87 | Filters for the Landfill |
| 06/01/2020 | 833584 | Galles Filter Service | Street/Traffic | $ 75.42 | P-95556.01 |
| 06/01/2020 | 833584 | Galles Filter Service | Street/Traffic | $ 24.84 | P-95838.01 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833584 | Galles Filter Service | Transit | $ 121.56 | P-95555-01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Transit | $ 18.00 | P-95984-01 |
| 06/01/2020 | 833584 | Galles Filter Service | Transit | $ 156.22 | P-95984-01 PO NUM 310115 |
| 06/01/2020 | 833584 | Galles Filter Service | Transit | $ 24.60 | P-96006-01 |
| 06/01/2020 | 833584 | Galles Filter Service | Transit | $ 4.20 | T-89301 |
| 06/01/2020 | 833584 | Galles Filter Service | Wastewater | $ (119.31) | BATTERY RETURN 7808 |
| 06/01/2020 | 833584 | Galles Filter Service | Wastewater | $ 17.09 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Wastewater | $ 16.13 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Wastewater | $ 238.62 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Wastewater | $ 56.91 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 89.50 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 230.64 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 89.50 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 36.79 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 15.66 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 54.56 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 4.78 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 18.10 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ 37.04 | NONSTOCKING ITEMS-P.U.D. |
| 06/01/2020 | 833584 | Galles Filter Service | Water | $ (2.16) | RETURN PARTS |
| 06/01/2020 | 833589 | Great West Eng | Solid Waste | $ 4,879.44 | Gas Collection and Control System for the Landfill |
| 06/01/2020 | 833589 | Great West Eng | Solid Waste | $ 6,905.25 | WO 19-19 Landfill Cells 3&4 Partial Closure; 21750 |
| 06/01/2020 | 833589 | Great West Eng | Solid Waste | $ 6,374.50 | WO 20-23 Solid Waste Container Storage Facility; 21781/3 |
| 06/01/2020 | 833591 | Hawkins | Water | $ 26,432.00 | AQUA HAWK 457 |
| 06/01/2020 | 833592 | HDR | Solid Waste | $ 52,053.24 | WO 17-12 Landfill Drop-off Facility; Pmt 34 |
| 06/01/2020 | 833592 | HDR | Solid Waste | $ 8,516.28 | WO 20-07 Solid Waste CNG Station Expansion; Pmt 3 |
| 06/01/2020 | 833592 | HDR | Tax Incr N 27th | $ 13,921.33 | WO 20-42 N 29th and N 30th Two Way Conversion; Pmt 2 |
| 06/01/2020 | 833592 | HDR | Wastewater | $ 30,338.98 | WO 20-11 Lloyd Mangrum & Lake Hills Lift Station Rehab; Pmt 3 |
| 06/01/2020 | 833592 | HDR | Water | $ 11,386.55 | WO 20-20 Walter Pump Station Addition; 1200268517 Pmt 3 |
| 06/01/2020 | 833593 | High Point Networks | Library | $ 4,995.00 | 155752-R Agreement Block Dollars |
| 06/01/2020 | 833593 | High Point Networks | Phone System | $ 11,910.00 | 25-IP480 10-IP485 10-Button boxes |
| 06/01/2020 | 833594 | Highmark Traffic | Street/Traffic | $ 4,640.00 | N. 26th Striping; 8648 |
| 06/01/2020 | 833601 | InfoSend Inc | P.W. Admin | $ 12,617.15 | April statements, letters & envelopes |
| 06/01/2020 | 833601 | InfoSend Inc | P.W. Admin | $ 3,165.94 | April statements, letters & envelopes |
| 06/01/2020 | 833602 | Integrated Info Solution | Airport | $ 1,180.00 | Airport Server Maintenance |
| 06/01/2020 | 833602 | Integrated Info Solution | Library | $ 870.00 | S/N KQ94F8T Library SIP Server LIB11B |
| 06/01/2020 | 833602 | Integrated Info Solution | IT Resources | $ 3,445.00 | Comm Center Off-Site VM Stack |
| 06/01/2020 | 833603 | Invoice Cloud | Building | $ 42.21 | 1703-2020-4; BILLER PORTAL ACCESS FEE |
| 06/01/2020 | 833603 | Invoice Cloud | Parking | $ 4.03 | 1703-2020-4; BILLER PORTAL ACCESS FEE |
| 06/01/2020 | 833603 | Invoice Cloud | Solid Waste | $ 6,369.14 | 1703-2020-4; BILLER PORTAL ACCESS FEE |
| 06/01/2020 | 833603 | Invoice Cloud | Wastewater | $ 8,313.37 | 1703-2020-4; BILLER PORTAL ACCESS FEE |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833603 | Invoice Cloud | Water | $ 9,629.25 | 1703-2020-4; BILLER PORTAL ACCESS FEE |
| 06/01/2020 | 833605 | Kadrmas Lee & Jackson | Arterial St | $ 45,773.00 | WO 20-15 Wicks Lane Improvements Project; 10136741 |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 816.50 | inv#679278 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Airport | $ 112,327.30 | Commercial Concrete Apron Project - Federal Share |
| 06/01/2020 | 833606 | Knife River | Airport | $ 12,480.81 | Commercial Concrete Apron Project - Local Share |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 71.10 | inv#678932 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 1,694.75 | inv#678933 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 878.55 | inv#678934 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 856.44 | inv#679284 asphalt |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 78.50 | inv#679777 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 403.65 | inv#679794 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 869.25 | inv#679804 asphalt |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 642.90 | inv#680075 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 65.55 | inv#680442 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 39.65 | inv#680707 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 1,047.90 | inv#680732 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 243.39 | inv#680742 asphalt |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 465.35 | inv#680929 1 1/2" crushed base |
| 06/01/2020 | 833606 | Knife River | Street/Traffic | $ 1,280.39 | inv#680939 asphalt |
| 06/01/2020 | 833607 | L N Curtis & Sons | Public Safety | $ 13,948.20 | PPE, GLOBE G XTREME JACKETS / PANTS FOR NEW HIRES |
| 06/01/2020 | 833612 | Mango Languages | Library | $ 7,881.34 | INV006792 Subscription renewal |
| 06/01/2020 | 833614 | Meadow Green Sales | Street/Traffic | $ 11,390.00 | Turf Tiger II mower |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Engineering | $ 70.60 | 595 373 1000 1 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Facilities | $ 81.33 | 130 733 1000 8 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Facilities | $ 905.36 | 757 633 1000 2 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Facilities | $ 1,315.18 | 929 780 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Facilities | $ 987.61 | 989 733 1000 0 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Facilities | $ 229.73 | 993 733 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | General | $ 31.30 | 061 943 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | General | $ 29.27 | 371 101 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | General | $ 80.80 | 437 780 1000 9 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | General | $ 80.79 | 571 295 3342 8 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | General | $ 35.84 | 927 890 1000 3 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Library | $ 1,067.35 | 219 924 4851 0 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | P.W. Admin | $ 17.65 | 595 373 1000 1 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Parking | $ 35.22 | 303 725 2591 2 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Parking | $ 15.66 | 717 353 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Parking | $ 32.09 | 799 152 1209 0 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 15.65 | 062 907 9494 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 274.49 | 169 233 1000 3 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 119.16 | 442 190 1000 4 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 41.80 | 514 117 0478 9 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 125.67 | 533 653 1000 1 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Public Safety | $ 206.28 | 885 880 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Solid Waste | $ 187.34 | 770 390 1000 2 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Transit | $ 605.99 | 962 880 1000 0 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Wastewater | $ 96.70 | 310 490 1000 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Wastewater | $ 25.17 | 410 490 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Wastewater | $ 32.83 | 735 453 1000 2 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Wastewater | $ 37.40 | 868 563 1000 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 63.15 | 010 490 1000 0 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 32.29 | 076 225 9180 3 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 19.68 | 110 490 1000 9 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 122.68 | 209 077 5055 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 111.59 | 210 490 1000 8 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 290.07 | 310 490 1000 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 75.54 | 410 490 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 1,028.05 | 500 490 1000 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 28.17 | 510 490 1000 5 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 16.67 | 527 033 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 19.21 | 566 923 1000 8 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 13.13 | 600 490 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 13.13 | 600 490 1000 6 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 15.65 | 610 490 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 18.67 | 666 923 1000 7 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 97.42 | 700 490 1000 5 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 48.83 | 800 490 1000 4 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 15.65 | 832 001 1000 1 |
| 06/01/2020 | 833616 | Montana Dakota Utilities | Water | $ 189.37 | 900 490 1000 3 |
| 06/01/2020 | 833618 | Morrison Maierle | Airport | $ 12,666.79 | AIP-62 Terminal Expansion Project Engineering - CA - Federal Share |
| 06/01/2020 | 833618 | Morrison Maierle | Airport | $ 1,407.42 | AIP-62 Terminal Expansion Project Engineering - CA - Local Share |
| 06/01/2020 | 833618 | Morrison Maierle | Airport | $ 1,190.66 | AIP-62 Terminal Expansion Project Engineering - CA - Note Eligible |
| 06/01/2020 | 833618 | Morrison Maierle | Airport | $ 15,662.59 | Reconstruct Commercial Aircraft Concrete Ramps - CA - Federal Share |
| 06/01/2020 | 833618 | Morrison Maierle | Airport | $ 1,740.29 | Reconstruct Commercial Aircraft Concrete Ramps - CA - Local Share |
| 06/01/2020 | 833618 | Morrison Maierle | Water | $ 1,180.00 | WO 20-40 Walter Pump Station Generator; 204483 |
| 06/01/2020 | 833618 | Morrison Maierle | Water | $ 21,226.50 | WO 20-40 Walter Pump Station Generator; 204674 Pmt 2 |
| 06/01/2020 | 833618 | Morrison Maierle | Water | $ 16,791.37 | WO1815 Voelker Pump Station Improvements;204672 Pmt 15 |
| 06/01/2020 | 833619 | Moser Floors & More | General | $ 200.00 | door cut down at fabshop for North park |
| 06/01/2020 | 833619 | Moser Floors & More | General | $ 2,350.40 | flooring and trim for North Park |
| 06/01/2020 | 833620 | MT Waterworks | Street/Traffic | $ 427.71 | inv#31861 risers for manholes |
| 06/01/2020 | 833620 | MT Waterworks | Street/Traffic | $ 527.56 | inv#31886 pipe for 8th and wyoming |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 531.00 | #22-STANDPIPE GASKET - FOR K11 HYDRANT |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,120.00 | 16" HYMAX COUPLING - 17.10-19.20 (86056043416P) |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 378.11 | 2" COMPRESSION CURB STOP P/N: 76104Q2 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 811.30 | 3/4" CURB VALVE - COMPRESSION-MINNEAPOLIS |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 293.40 | 3/4" SOFT COPPER PIPE - TYPE K P/N: KSOFT3460 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 229.00 | 6" CLAY X 6 CI SHIELDED COUPLE P/N: MR0266ARC |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,229.78 | 6" PUSH-ON VALVE - PB P/N: 2606BLAFXTU |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 2,792.04 | 8" PUSH-ON VALVE P/N: 2608BLAFXTU |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 43.00 | BLACK COUPLING 1-1/4" P/N: 65776 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 34.80 | BLACK COUPLING 2" P/N: 1MCP0909 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 40.02 | BLACK NIPPLE 1-1/4" X 10" P/N: 11410BN |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 57.60 | BLACK NIPPLE 1-1/4" X 12" P/N: 1NB0719 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,048.00 | COLLISION REPAIR KITS - KENNEDY K81A GUARDIAN 5" HYDRANT |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 297.00 | DRAIN VALVE FACING K8137 - |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 920.00 | K81 UPPER STEM WITH FERRULE - FOR K81 HYDRANT (2310192) |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,949.76 | MAIN VALVE RUBBER 5 1/4 - FOR P/N: 333-030-00030 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 60.00 | MARKING PAINT FLUORESCENT - HOT PINK # 3622 (3622) |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 360.00 | MARKING PAINT GREEN - GREEN SPRAYON #3631 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 90.00 | MARKING PAINT GREEN - GREEN SPRAYON #3631 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 111.00 | O RING UPPER K8126A P/N: 333-030-00390 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 510.00 | OPERATING STEM NUT - K8102 - FOR K81 HYDRANT |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,001.60 | PIPE BURSTING - 3/4" COMPRESSION COUPLING - (74758Q34) |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 234.27 | PIPE BURSTING - 8" X 3/4" TAPPING SADDLE |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 1,067.94 | PIPE BURSTING 3/4" CORP - 74701BQ34 |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 27.72 | RED MARKING PAINT # 3611 - (3611) |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 62.52 | SPRAYON PRIMER - CHARCOAL BLACK |
| 06/01/2020 | 833620 | MT Waterworks | Water | $ 27.00 | THRUST WASHER #K-8106 FOR - K-81 HYDRANT |
| 06/01/2020 | 833626 | NorMont Equipment | Street/Traffic | $ 961.00 | inv#22575 emulsion for road patcher |
| 06/01/2020 | 833626 | NorMont Equipment | Street/Traffic | $ 3,867.15 | inv#22576 telspar post/rivets |
| 06/01/2020 | 833626 | NorMont Equipment | Street/Traffic | $ 3,327.59 | inv#22577 telspar/anchors for sign repair |
| 06/01/2020 | 833629 | NorthWestern Energy | Airport | $ 24,794.45 | 0100482-9. Main Vault. May 2020 |
| 06/01/2020 | 833629 | NorthWestern Energy | Engineering | $ 615.15 | 1741314-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | Engineering | $ 27.37 | NWE Depot Parking Lot Lights |
| 06/01/2020 | 833629 | NorthWestern Energy | Facilities | $ 5,965.14 | 0100507-3 |
| 06/01/2020 | 833629 | NorthWestern Energy | Facilities | $ 51.03 | 3602453-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | Facilities | $ 72.17 | 3602454-5 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 1,170.18 | 0100506-5 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 100.86 | 0712683-2 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 5.92 | 0722237-5 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 5.80 | 0722247-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 159.63 | 0722251-6 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0722254-0 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 98.04 | 0722255-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 134.51 | 0722257-3 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 102.30 | 0722260-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0722261-5 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0722262-3 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 17.77 | 0722263-1 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.52 | 0722265-6 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 79.44 | 0722266-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0722268-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 15.11 | 0722269-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0722285-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 12.77 | 0722292-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 22.59 | 0722293-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 9.82 | 0722905-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 103.19 | 0722933-9 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 102.30 | 0723027-9 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 108.58 | 0723035-2 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 7.30 | 0723036-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 186.03 | 0723037-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0723038-6 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0723041-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 41.10 | 0723042-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 112.70 | 0723044-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 167.89 | 0723048-5 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 41.60 | 0723051-9 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 43.40 | 0723052-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 173.41 | 0723054-3 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 11.46 | 0723055-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 10.20 | 0723056-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 7.95 | 0723057-6 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 19.76 | 0723058-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 8.40 | 0723090-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 5.80 | 0723162-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 325.16 | 0723170-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 20.00 | 0789437-1 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 5.80 | 0831702-6 |
| 06/01/2020 | 833629 | NorthWestern Energy | General | $ 12.09 | monthly electrical charges for tennis courts at pioneer |
| 06/01/2020 | 833629 | NorthWestern Energy | P.W. Admin | $ 153.78 | 1741314-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | P.W. Admin | $ 6.84 | NWE Depot Parking Lot Lights |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 469.48 | 0720829-1 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 2,696.48 | 0720834-1 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 1,382.01 | 1569636-2 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 1,036.02 | 1594282-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 1,823.01 | 3067416-2 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 398.34 | 3279035-4 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parking | $ 154.98 | 3463478-2 |
| 06/01/2020 | 833629 | NorthWestern Energy | Parks Maint | $ 106.18 | 1059093-3 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 2,177.27 | 0100476-1: FIRE 1 MONTHLY ELECTRICAL SERVICE |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 517.56 | 0712537-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 377.47 | 0720840-8 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 147.91 | 1984150-1 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 155.52 | 1984155-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 1,717.13 | 3448739-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | Public Safety | $ 19,545.00 | Invoice #90246164 |
| 06/01/2020 | 833629 | NorthWestern Energy | Radio | $ 170.35 | 0721580-9 |
| 06/01/2020 | 833629 | NorthWestern Energy | Street/Traffic | $ 5.80 | 0723644-1 |
| 06/01/2020 | 833629 | NorthWestern Energy | Street/Traffic | $ 5.80 | 0723645-8 |
| 06/01/2020 | 833628 | NorthWestern Energy | Street/Traffic | $ 11,455.75 | Signal Bills |
| 06/01/2020 | 833629 | NorthWestern Energy | Transit | $ 24.47 | 0712764-0 |
| 06/01/2020 | 833629 | NorthWestern Energy | Transit | $ 195.56 | 1784756-7 |
| 06/01/2020 | 833629 | NorthWestern Energy | Water | $ 1,248.92 | 0723043-6 |
| 06/01/2020 | 833632 | Pipelogix Inc | Wastewater | $ 2,500.00 | annual renewal computer software in sewer TV camera trailer, unit #7995 |
| 06/01/2020 | 833633 | Public Utilities | Airport | $ 5,469.26 | 136516 |
| 06/01/2020 | 833633 | Public Utilities | Facilities | $ 485.54 | 158260 |
| 06/01/2020 | 833633 | Public Utilities | Parking | $ 90.73 | 102086 |
| 06/01/2020 | 833633 | Public Utilities | Parking | $ 210.07 | 102980 |
| 06/01/2020 | 833633 | Public Utilities | Parking | $ 10.45 | 102981 |
| 06/01/2020 | 833633 | Public Utilities | Wastewater | $ 2,070.09 | 111176 |
| 06/01/2020 | 833633 | Public Utilities | Wastewater | $ 9.45 | 180645 |
| 06/01/2020 | 833637 | Routeware Inc | Solid Waste | $ 12,099.00 | OBC SUPPORT FEE, CAMERA SYSTEM FEE, CELLULAR DATA CHARGE |
| 06/01/2020 | 833640 | Sletten Const | Wastewater | $ 800,042.02 | WO 14-11 Water Reclamation Facility Nutrient |
| 06/01/2020 | 833641 | Stevens Brothers. | Public Safety | $ 217.50 | FIRE 5: Snaked kitchen sink drain, full of grease 05/06/2020 |
| 06/01/2020 | 833641 | Stevens Brothers. | Public Safety | $ 135.50 | FIRE5: Repair leaking toilet, rep'd o-ring & handle |
| 06/01/2020 | 833641 | Stevens Brothers. | Public Safety | $ 2,159.00 | FIRE 1: Snaked BC shower drain, repair sump pump, replaced shut off |
| 06/01/2020 | 833646 | Town & Country Supply | Fleet | $ 4,676.83 | 408353 PO NUM 310420 |
| 06/01/2020 | 833646 | Town & Country Supply | Fleet | $ 4,781.20 | 408423 PO NUM 310420 |
| 06/01/2020 | 833647 | Tractor & Equipment | Solid Waste | $ 6,600.00 | B2837401 |
| 06/01/2020 | 833647 | Tractor & Equipment | Solid Waste | $ 594.68 | Filters for the Landfill |
| 06/01/2020 | 833652 | Western Municipal Const | Water | $ 298,841.80 | WO 15-35 Zone 1 WTP Waterline Improvements; 4 WO1535 WMC |
| 06/01/2020 | 833652 | Western Municipal Const | Water | $ 134,247.12 | WO 15-35 Zone 1 WTP Waterline Improvements; 5 WO1535 WMC |
| 06/01/2020 | 833654 | Winkler Excavating | Water | $ 35,552.88 | WO 20-32 Water Treatment Plant Sediment Hauling; Pmt 1 |
| 06/01/2020 | 833656 | Yellowstone Electric | Airport | $ 2,695.00 | Annual fire alarm test & inspect- Terminal, IP-9, & Operations Center |

**Consent** **1. P. 2.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Payment of Claims for the week of June 8, 2020

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** Finance

**Presentation:** No

## PROBLEM/ISSUE STATEMENT

Claims in the amount of $1,807,704.79 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

## FISCAL EFFECTS

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.

## Attachments

Councilmemo wk of 06082020

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | 833660 | Ace Electric | Wastewater | $ 100.00 | 412; HVAC MAINTENANCE |
| 06/08/2020 | 833660 | Ace Electric | Water | $ 300.00 | 412; HVAC MAINTENANCE |
| 06/08/2020 | 833660 | Ace Electric | Water | $ 27,472.50 | WO 18-15 Voelker Pump Station Improve & Staples Generator; Pmt 5 |
| 06/08/2020 | 833662 | Advanced Computer Tech | General | $ 15,000.00 | ACT Invoice# 56312 |
| 06/08/2020 | 833668 | Askin Construction | Park District 1 | $ 74,149.55 | WO 20-03 Overlay/Chip Seal; Pmt 1 |
| 06/08/2020 | 833671 | Baker Tilly Virchow Krause | Storm Sewer | $ 3,100.00 | Arbitrage Compliance Report, Storm Sewer Revenue Bonds |
| 06/08/2020 | 833673 | Batteries Plus GTM | Airport | $ 3,229.00 | Batteries for Back Up System for the Access Control |
| 06/08/2020 | 833673 | Batteries Plus GTM | Airport | $ (536.00) | P27350061. Credit for Batteries Returned |
| 06/08/2020 | 833673 | Batteries Plus GTM | Public Safety | $ 22.00 | P26497690 FIRE 3: 6V BATTERIES (LOHOF) |
| 06/08/2020 | 833673 | Batteries Plus GTM | Public Safety | $ 120.96 | P27042809 FIRE 3: AA AND AAA BATTERIES (SCHILLING) |
| 06/08/2020 | 833679 | Blgs Machine & Welding | Wastewater | $ 2,996.00 | three pump shafts repair for #5 SSP |
| 06/08/2020 | 833682 | Brenntag Pacific | Wastewater | $ 6,729.96 | WRF CHEMICALS |
| 06/08/2020 | 833685 | Business Tax Section | Airport | $ 328.24 | Restripe Airfield Paint Markings. Taxiways and Runway 10L/28R |
| 06/08/2020 | 833685 | Business Tax Section | Airport | $ 3.49 | Retainage Release |
| 06/08/2020 | 833685 | Business Tax Section | Gas Tax | $ 318.32 | WO 20-03 Overlay/Chipseal |
| 06/08/2020 | 833685 | Business Tax Section | Gas Tax | $ 66.13 | WO 20-03 Overlay/Chipseal; Pmt 1 |
| 06/08/2020 | 833685 | Business Tax Section | Park District 1 | $ 748.99 | WO 20-03 Overlay/Chip Seal; Pmt 1 |
| 06/08/2020 | 833685 | Business Tax Section | Rose Pool Const | $ 1,539.34 | Centennial Park phase 1 construction |
| 06/08/2020 | 833685 | Business Tax Section | Rose Pool Const | $ - | Change order #1 for FirstMark (176,204) |
| 06/08/2020 | 833685 | Business Tax Section | Wastewater | $ 258.16 | Replace Siding, Roof, Gutters on Primary Digester Bldg. |
| 06/08/2020 | 833685 | Business Tax Section | Water | $ 216.35 | 20002; WATERLINE REPAIR LIST 8/2/19 |
| 06/08/2020 | 833685 | Business Tax Section | Water | $ 277.50 | WO 18-15 Voelker Pump Station Improve & Staples Generator; Pmt 5 |
| 06/08/2020 | 833688 | Cascade Pump Co | Wastewater | $ 3,712.18 | SSP PARTS |
| 06/08/2020 | 833698 | Co Heights Water District | General | $ 20.34 | monthly water charges for Arrowhead-13137 |
| 06/08/2020 | 833698 | Co Heights Water District | General | $ 448.73 | monthly water charges for Arrowhead-13138 |
| 06/08/2020 | 833698 | Co Heights Water District | General | $ 76.46 | monthly water charges for Cleavenger-01019 |
| 06/08/2020 | 833698 | Co Heights Water District | General | $ 288.17 | monthly water charges for Hawthorne-08163 |
| 06/08/2020 | 833698 | Co Heights Water District | General | $ 474.08 | monthly water charges for Primrose-06100 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 382.84 | monthly water charges for Frances-16219 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 66.27 | monthly water charges for Luthern-10112 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 96.44 | monthly water charges for Rolling Hills-09174 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 306.54 | monthly water charges for Twin Oaks-17196 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 307.72 | monthly water charges for Uinta-17140 |
| 06/08/2020 | 833698 | Co Heights Water District | Parks Maint | $ 627.79 | monthly water charges for Walden Grove-30388 |
| 06/08/2020 | 833698 | Co Heights Water District | Public Safety | $ 431.44 | Spring/Summer Water Charges (MAY thru OCT) |
| 06/08/2020 | 833698 | Co Heights Water District | Street/Traffic | $ 22.69 | inv#01084 May water bill hilltop and bench roundabout |
| 06/08/2020 | 833701 | Dale & Jax Door & Glass | Facilities | $ 3,780.00 | Inv. 21945 |
| 06/08/2020 | 833702 | David Turch & Assoc | P.W. Admin | $ 8,000.00 | Consulting for Infrastructure Projects March and April |
| 06/08/2020 | 833704 | Dixie Petro-Chem | Water | $ 3,752.00 | BULK CHLORINE |
| 06/08/2020 | 833713 | First American Title | Airport | $ 760,084.18 | AIP-66 Land Purchase. James Vincent, Kerry Vincent |
| 06/08/2020 | 833714 | FirstMark Const | Rose Pool Const | $ - | Change order #1-increase po (176,204)1% business tax taken out |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | 833714 | FirstMark Const | Rose Pool Const | $ 152,394.66 | Construct phase 1 of Centennial Park |
| 06/08/2020 | 833715 | Fischer Commercial Flooring | Facilities | $ 2,600.00 | Inv. 3188 |
| 06/08/2020 | 833715 | Fischer Commercial Flooring | Public Safety | $ 1,500.00 | FIRE1: BC BEDROOM - Replace carpet with vinyl planks |
| 06/08/2020 | 833720 | Grainger Parts | Facilities | $ 28.52 | Inv. 9524197713 |
| 06/08/2020 | 833720 | Grainger Parts | Facilities | $ 145.80 | Inv. 9529363666 |
| 06/08/2020 | 833720 | Grainger Parts | Facilities | $ 259.00 | Inv. 9543327176 |
| 06/08/2020 | 833720 | Grainger Parts | Facilities | $ 336.98 | Inv. 9543926290 |
| 06/08/2020 | 833720 | Grainger Parts | Facilities | $ 673.96 | Inv. 9543926308 |
| 06/08/2020 | 833720 | Grainger Parts | Public Safety | $ 599.90 | Wardrobe lockers -18"x24"x78" |
| 06/08/2020 | 833720 | Grainger Parts | Public Safety | $ 831.26 | Wardrobe lockers -18"x24"x78" |
| 06/08/2020 | 833720 | Grainger Parts | Water | $ 54.06 | 3M CARTRIDGE 6003 - 2100DR11F |
| 06/08/2020 | 833720 | Grainger Parts | Water | $ 112.20 | SAFETY VEST 2XL P/N: 111-305-00980 |
| 06/08/2020 | 833720 | Grainger Parts | Water | $ 112.20 | SAFETY VEST 3XL P/N: 111-305-00990 |
| 06/08/2020 | 833720 | Grainger Parts | Water | $ 112.20 | SAFETY VEST LARGE P/N: 8G283 |
| 06/08/2020 | 833720 | Grainger Parts | Water | $ 224.40 | SAFETY VEST MEDIUM P/N: 8G284 |
| 06/08/2020 | 833725 | Guardian Security | Library | $ 8,857.73 | 557 May 2020 |
| 06/08/2020 | 833727 | Hardrives Cons | Gas Tax | $ 6,546.41 | WO 20-03 Overlay/Chipseal; Pmt 1 |
| 06/08/2020 | 833727 | Hardrives Const | Gas Tax | $ 31,514.14 | WO 20-03 Overlay/Chipseal |
| 06/08/2020 | 833729 | HCL Truck Equipt | Solid Waste | $ 2,550.60 | Liftgate for Solid Waste |
| 06/08/2020 | 833729 | HCL Truck Equipt | Solid Waste | $ 450.00 | Liftgate for Solid Waste |
| 06/08/2020 | 833730 | Highmark Traffic | Airport | $ 32,495.76 | Restripe Airfield Paint Markings. Taxiways and Runway 10L/28R |
| 06/08/2020 | 833730 | Highmark Traffic | Airport | $ 345.56 | Retainage Release |
| 06/08/2020 | 833733 | Iaff | Payroll Clearing | $ 5,063.88 | Payroll Summary |
| 06/08/2020 | 833734 | Idexx Distribution | Water | $ 3,576.54 | WTP |
| 06/08/2020 | 833743 | Jares Fence Co | Parks Maint | $ 4,785.00 | fence replacement |
| 06/08/2020 | 833743 | Jares Fence Co | Solid Waste | $ 297.00 | Damage to gate post at Mars |
| 06/08/2020 | 833743 | Jares Fence Co | Solid Waste | $ 2,475.00 | Damage to Landfill gate damage from Swanke |
| 06/08/2020 | 833751 | KC Roofing & Const | Wastewater | $ 25,557.98 | Replace Siding, Roof, Gutters on Primary Digester Bldg.; 1611 |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 676.80 | inv#681247 1 1/2" crushed base |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 153.12 | inv#681260 asphalt |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 543.75 | inv#681745 1 1/2" crushed base |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 207.95 | inv#682183 1 1/2" crushed base |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 1,850.79 | inv#682194 asphalt |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 138.40 | inv#682405 1 1/2" crushed base |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 459.99 | inv#682422 asphalt |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 156.15 | inv#682797 1 1/2" crushed base |
| 06/08/2020 | 833753 | Knife River | Street/Traffic | $ 3,207.96 | inv#682829 asphalt |
| 06/08/2020 | 833756 | Library Ideas | Library | $ 15,999.00 | 72974 Freegal 3/2020 - 3/2021 |
| 06/08/2020 | 833766 | Montana CSED | Payroll Clearing | $ 3,706.68 | Payroll Summary |
| 06/08/2020 | 833772 | MPPA | Payroll Clearing | $ 3,572.75 | Payroll Summary |
| 06/08/2020 | 833770 | MT State Fireman | Payroll Clearing | $ 4,263.71 | Payroll Summary |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 58.86 | 0712539-6 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 223.29 | 0722256-5 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 39.87 | 0722277-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 217.68 | 0723050-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 107.90 | 0793134-8 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 8.18 | 0920801-8 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 249.08 | 1141284-8 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 5.80 | 1156527-2 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 421.77 | 1160780-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 5.80 | 1230066-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 43.40 | 1409394-2 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 7.80 | 1635289-0 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 76.91 | 1692666-9 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 7.30 | 1902257-3 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 15.49 | 3020837-5 |
| 06/08/2020 | 833778 | NorthWestern Energy | General | $ 5.80 | 3477233-5 |
| 06/08/2020 | 833778 | NorthWestern Energy | Library | $ 6,505.69 | 3039007-4 Library electricity May 2020 |
| 06/08/2020 | 833778 | NorthWestern Energy | Parks Maint | $ 7.72 | 0723387-7 |
| 06/08/2020 | 833778 | NorthWestern Energy | Parks Maint | $ 44.49 | 0971824-8 |
| 06/08/2020 | 833778 | NorthWestern Energy | Parks Maint | $ 44.25 | 1312707-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | Parks Maint | $ 43.40 | 1396192-5 |
| 06/08/2020 | 833778 | NorthWestern Energy | Parks Maint | $ 6.56 | 1564209-3 |
| 06/08/2020 | 833778 | NorthWestern Energy | Public Safety | $ 368.14 | 0100477-9: FIRE6 MONTHLY ELECTRICAL SERVICE |
| 06/08/2020 | 833778 | NorthWestern Energy | Radio | $ 145.03 | 1006915-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 21.76 | 1738989-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 44.82 | 1797828-9 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 6.68 | 2047000-1 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 7.18 | 2047011-8 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 7.55 | 2047018-3 |
| 06/08/2020 | 833778 | NorthWestern Energy | Street/Traffic | $ 14.72 | 3660075-7 |
| 06/08/2020 | 833778 | NorthWestern Energy | Wastewater | $ 86.73 | 0723383-6 |
| 06/08/2020 | 833778 | NorthWestern Energy | Wastewater | $ 245.79 | 0723878-5 |
| 06/08/2020 | 833778 | NorthWestern Energy | Wastewater | $ 7.43 | 1704025-4 |
| 06/08/2020 | 833778 | NorthWestern Energy | Wastewater | $ 79.44 | 1704030-4 |
| 06/08/2020 | 833778 | NorthWestern Energy | Wastewater | $ 1,400.65 | 2132749-9 |
| 06/08/2020 | 833778 | NorthWestern Energy | Water | $ 873.36 | 0100478-7 |
| 06/08/2020 | 833778 | NorthWestern Energy | Water | $ 9.51 | 0722249-0 |
| 06/08/2020 | 833778 | NorthWestern Energy | Water | $ 1,311.64 | 0722252-4 |
| 06/08/2020 | 833778 | NorthWestern Energy | Water | $ 3,131.52 | 0722270-6 |
| 06/08/2020 | 833780 | OAG Aviation Worldwide | Airport | $ 6,300.00 | Annual Subscription - Real Time Flight Info. 5/30/20 - 5/28/21 |
| 06/08/2020 | 833784 | Ozark Materials LLC | Street/Traffic | $ 2,397.60 | white 5 gallon buckets |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | 833784 | Ozark Materials LLC | Street/Traffic | $ 5,247.00 | white totes |
| 06/08/2020 | 833784 | Ozark Materials LLC | Street/Traffic | $ 21,428.00 | yellow totes |
| 06/08/2020 | 833785 | PeopleReady Inc | Solid Waste | $ 2,649.79 | Paper pickers for the Landfill |
| 06/08/2020 | 833785 | PeopleReady Inc | Solid Waste | $ 148.24 | Paper pickers for the Landfill |
| 06/08/2020 | 833785 | PeopleReady Inc | Solid Waste | $ 2,668.32 | Paper pickers for the Landfill |
| 06/08/2020 | 833785 | PeopleReady Inc | Solid Waste | $ 2,334.80 | Paper pickers for the landfill |
| 06/08/2020 | 833790 | Pioneer Technical | Solid Waste | $ 11,280.15 | WO 18-32 Landfill Slope Stability; 13386 Pmt 6 |
| 06/08/2020 | 833790 | Pioneer Technical | Solid Waste | $ 2,452.20 | WO 18-32 Landfill Slope Stability; 13507 Pmt 7 |
| 06/08/2020 | 833793 | Public Utilities | Airport | $ 11,146.01 | 136516 |
| 06/08/2020 | 833793 | Public Utilities | Facilities | $ 487.01 | 158260 |
| 06/08/2020 | 833793 | Public Utilities | General | $ 94.59 | 255552 |
| 06/08/2020 | 833793 | Public Utilities | Wastewater | $ 9.45 | 180645 |
| 06/08/2020 | 833795 | PW-Administration | Wastewater | $ 335.00 | ENGINEERING PERMITS 6/1/20 |
| 06/08/2020 | 833795 | PW-Administration | Water | $ 2,340.00 | ENGINEERING PERMITS 6/1/20 |
| 06/08/2020 | 833795 | PW-Administration | Water | $ 390.00 | ENGINEERING PERMITS 6/1/20 |
| 06/08/2020 | 833795 | PW-Administration | Water | $ 390.00 | ENGINEERING PERMITS 6/1/20 |
| 06/08/2020 | 833800 | Riske | Public Safety | $ 2,447.54 | FY2020 Tuition- PD @55% |
| 06/08/2020 | 833800 | Riske | Public Safety | $ 171.21 | Textbooks-Fire Protection Handbook & Fire Dynamics |
| 06/08/2020 | 833800 | Riske | Public Safety | $ 1,410.20 | Tuition-Basic Social Intel; Fire Behavior, Eastern Kentucky online |
| 06/08/2020 | 833805 | Sanderson Stewart | Water | $ 57,821.75 | WO 19-01 Water/Sewer Replacement Project; 47987 Pmt 17 |
| 06/08/2020 | 833818 | The Appraisal Group | Storm Sewer | $ 3,000.00 | Jay Lyndes' Lots Billings Heights |
| 06/08/2020 | 833820 | ThyssenKrupp Elevator | Airport | $ 7,188.00 | Install UV Handrail Sanitizers on Two Escalators |
| 06/08/2020 | 833821 | Town & Country Supply | Fleet | $ 9,746.27 | 407497 PO NUM 310435 |
| 06/08/2020 | 833821 | Town & Country Supply | Public Safety | $ 346.26 | 408605 FIRE5: DIESEL |
| 06/08/2020 | 833821 | Town & Country Supply | Public Safety | $ 346.26 | 408606 FIRE3: DIESEL |
| 06/08/2020 | 833821 | Town & Country Supply | Public Safety | $ 461.68 | 408608 FIRE 1 DIESEL |
| 06/08/2020 | 833821 | Town & Country Supply | Public Safety | $ 756.79 | 408608 FIRE 1: UNLEADED |
| 06/08/2020 | 833822 | Tractor & Equipment | Solid Waste | $ 35,000.00 | Compactor for the Landfill |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 112.42 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 204.00 | A1 Jds Lock - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 6.88 | Air Host Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 7.49 | Albertsons #4025 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 36.52 | Albertsons #4041 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 455.00 | Alpine Plumbing, Heating - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 64.53 | Amazon.Com*A05Wc3Ch3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 145.04 | Amazon.Com*Bp1B352D3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 130.00 | Amazon.Com*Ug3Yd6T73 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 319.93 | Amzn Mktp Us*Mc35Z8271 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 87.40 | Amzn Mktp Us*Mc4A97Wn2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 11.28 | Amzn Mktp Us*Z57R40213 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 239.90 | Bates Footwear.Com - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 55.00 | Batteries+Bulbs #0253 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 21.20 | Big Sky Fire Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 474.22 | Big Sky Fire Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 54.88 | Bruco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 182.69 | Bruco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 103.84 | Bruco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 92.98 | Bruco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ (40.59) | C&B Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 149.95 | C&B Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 30.72 | Carquest 3103 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 52.00 | Cna Surety - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 40.00 | Cna Surety - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,812.93 | Cooper Crouse Hinds Llc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 577.50 | Creative Monograms Smb - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 107.00 | Creative Monograms Smb - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 72.76 | Crescent Electric 054 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 11.00 | Culligan Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 73.99 | Dtv*Directv Service - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 113.92 | Ecolab Pest Cs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 107.92 | Ecolab Pest Cs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 172.08 | Ecolab Pest Cs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 97.13 | Ecolab Pest Cs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 231.60 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 306.62 | Firepenny - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 45.89 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,142.52 | Flowmark High Tech Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 19.57 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 302.20 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 90.56 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 61.96 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,305.71 | Graybar Electric Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 32.12 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 31.99 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 2,413.75 | Helena 44021 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 535.95 | Ideal Manufacturing Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,440.00 | In *Automatic Doors Of Mo - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 971.89 | Jbt Aerotech - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 411.40 | Johnson Controls Ss - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 718.66 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 79.58 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 217.50 | Kb Commercial Products - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 356.04 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 29.69 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 20.43 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,995.00 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 22.97 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 262.86 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 93.23 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 244.50 | Marketing Specialtites - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 225.00 | Md Tools, Inc. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 86.52 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 102.37 | Mfcp Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 12.00 | Mfcp Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 121.50 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 121.50 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 300.04 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 280.58 | Montana Broom & Brush Co1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 25.00 | Montana Secretary State - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 276.00 | Mt Dor Revenue Pmt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 344.13 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 131.40 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,823.08 | Nwestco - 003 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 513.95 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 93.93 | O'Reilly Auto Parts 1551 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 35.55 | Partstree Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 145.29 | Partstree Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 81.37 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 199.88 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 210.05 | Ratco Trailer And Hitch - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ (45.05) | Ratco Trailer And Hitch - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 15.00 | Redd'S Prints And Signs I - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 132.00 | Redd'S Prints And Signs I - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 369.70 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 29.98 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 210.00 | Spic And Span - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 17.27 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 226.85 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 49.08 | The Rubber Stamp Shop, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 21.39 | The Ups Store 2594 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 21.91 | The Ups Store 2594 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 115.00 | Torgersons Billings 01010 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 6.55 | Torgersons Billings 01010 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 144.16 | Tractor & Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 25.98 | Tractor-Supply-Co #0303 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 1,000.00 | Transportation Security - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 24.86 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 728.00 | Zeecreativeinc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Airport | $ (14.99) | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 45.58 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 75.17 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 57.75 | Amazon.Com*Et03A1Xl3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 19.41 | Amzn Mktp Us*M75Ly6Ee1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 438.00 | Int'L Code Council Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 28.45 | Samsclub #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Building | $ 44.94 | Samsclub #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 17.84 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 40.00 | Albertsons #1227 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 50.01 | Amazon.Com*5R5Ym6Wa3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 39.37 | Amazon.Com*Mc7As7Ru2 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 16.99 | Amzn Mktp Us*5A9Zg2Ti3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 150.37 | Amzn Mktp Us*8Y2Fs5Av3 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 22.10 | Amzn Mktp Us*M73W89Zl1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 20.49 | Amzn Mktp Us*M743Q0Z00 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 10.08 | Amzn Mktp Us*M75Uy3300 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 40.00 | Amzn Mktp Us*Mc23K7Rh0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 33.98 | Amzn Mktp Us*Mc8Zp2W72 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 161.53 | Amzn Mktp Us*Mz9Zr6Ah3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 12.95 | Canva* 02675-24417252 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 36.95 | Credit Technologies, Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 160.26 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 5.02 | Mt Gov Online Trnsctns - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 5.02 | Mt Gov Online Trnsctns - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 5.02 | Mt Gov Online Trnsctns - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 111.88 | Presidents Vol Srv Award - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 8.30 | Usps Po 2907800103 - PCard |
| 06/08/2020 | ACH | US Bank PCards | CDBG | $ 60.00 | Www Costco Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Central Serv | $ 262.80 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Court Grants | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 19.99 | Amzn Mktp Us*Ls7Y62D93 - PCard |
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 760.57 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 100.00 | Mt Prof License Renew - PCard |
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 100.00 | Mt Prof License Renew - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 100.00 | Mt Prof License Renew - PCard |
| 06/08/2020 | ACH | US Bank PCards | ENG | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | EOC 911 | $ 380.77 | Newegg Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 14.99 | Adobe *800-833-6687 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 545.92 | Air Controls-Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 135.00 | Alpine Plumbing, Heating - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 99.00 | Cbi*Draftsight - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 33.98 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 49.94 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 75.00 | Fps/Mountain Alarm - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 155.00 | Fps/Mountain Alarm - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 12.50 | Fps/Mountain Alarm - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 160.12 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 25.97 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 9.99 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 60.93 | Heartland Paper Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 125.26 | Heartland Paper Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 871.92 | Heartland Paper Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 16.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 29.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 25.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 13.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 27.48 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 18.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 88.94 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 7.96 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 29.46 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 23.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 13.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 360.50 | Montana Broom & Brush Co1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 379.00 | Rgp*Trugreen - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 360.00 | Stanley Steemer/Bllngs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 975.00 | Stanley Steemer/Bllngs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Facilities | $ 77.40 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Fire Grants | $ 52.30 | Amzn Mktp Us*Mc9Uy3Dk0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Fleet | $ 198.26 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Fleet | $ 59.00 | I.R.I.S. - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 76.29 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.71 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 148.32 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 103.01 | 360 Office Solutions Inc - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 674.89 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 41.44 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.27 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.27 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.27 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 66.75 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 115.98 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.77 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 66.75 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 224.38 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 332.35 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 66.75 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.71 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ (54.05) | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,241.75 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 75.76 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 286.40 | A & I Distributors - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 38.67 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 567.12 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 709.75 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 5.76 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 192.34 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 3.95 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 399.88 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 55.12 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 53.80 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.02 | Adobe Creative Cloud - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.99 | Adobe Creative Cloud - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.99 | Adobe Pdf Pack Subs - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.97 | Albertsons #0038 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 106.33 | Am Leonard - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.40 | Amazon.Com*124Jb4Pd3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 57.75 | Amazon.Com*Et03A1Xl3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.17 | Amazon.Com*M74355Za0 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.48 | Amazon.Com*Mc32I1Hx2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 16.86 | Amazon.Com*S26G79Ax3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 17.97 | Amazon.Com*Vq7Zd9Cr3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.99 | Amazon.Com*Zz1Fc6Dp3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 455.00 | American Soc Of Lan - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 34.99 | Amzn Mktp Us*7F5Ht4Ig3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 119.99 | Amzn Mktp Us*7T0Co43O3 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 85.48 | Amzn Mktp Us*Km5X997K3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 68.11 | Amzn Mktp Us*Kq3H23Xw3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 75.75 | Amzn Mktp Us*L58J07Rz3 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 89.61 | Amzn Mktp Us*M700C2Cr1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 17.09 | Amzn Mktp Us*Mc2Lh2Y70 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.99 | Amzn Mktp Us*Mc5T28Dv2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 124.95 | Amzn Mktp Us*Mc7Tz12M1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 65.71 | Amzn Mktp Us*Mc89A0712 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.07 | Amzn Mktp Us*Mc89A0712 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.45 | Amzn Mktp Us*Mc8Ad87V2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 59.98 | Amzn Mktp Us*Md8Wb5293 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 106.98 | Amzn Mktp Us*Y57P466F3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.98 | Archie Cochrane Ford - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 140.00 | Arnold Machinery  Billing - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 60.00 | Associatedemployers - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.99 | At Home Store 281 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 276.00 | Auto Trim Design - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 45.00 | Batteries+Bulbs #0253 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.99 | Best Buy  00005926 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,584.02 | Bettymills - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 230.50 | Big Sky Irrigation Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.00 | Bighorn Boots - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 229.00 | Bighorn Boots - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.00 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.45 | Billings Hardware & Ga - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 5.58 | Billings Hardware & Ga - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.07 | Billings Hardware & Ga - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ (16.00) | Billings Hardware & Se - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 47.98 | Billings Hardware & Se - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.49 | Billings Hardware & Se - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 100.43 | Boomers Garage And Shop S - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 618.00 | Boomers Garage And Shop S - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 57.63 | Border States Electric - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.76 | Border States Electric - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.00 | Buddy Punch - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.00 | Buddy Punch - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 59.10 | Buddy Punch - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 77.00 | Central Heating & Air Con - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.99 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 79.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 52.99 | Creative Cloud Indiv - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 28.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 168.60 | Dxp Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 9.00 | Dxp Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 102.67 | Dxp Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 51.00 | Dxp Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 35.00 | Econo Glass Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 52.62 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 7.93 | Facebk *3M7A3Tsjf2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 7.94 | Facebk *3M7A3Tsjf2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 25.00 | Facebk *H6Etst2Wj2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 32.54 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.52 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 32.54 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.44 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 105.00 | Garden Avenue Greenhous - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 42.00 | Garden Avenue Greenhous - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 183.48 | Graybar Electric - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 110.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 51.24 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 155.29 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,100.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 440.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 105.50 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 909.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 124.80 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 143.28 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 7.96 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 24.75 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.99 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.98 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 26.73 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 34.75 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.98 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.39 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.98 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 8.37 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 3.98 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 46.97 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.98 | Heights Ace Hdwe - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.54 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.90 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 5.18 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 5.99 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 16.99 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 74.99 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 59.97 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.99 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 116.93 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 78.98 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 36.82 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 23.98 | In *Canyon Creek Nursery - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 57.58 | In *Canyon Creek Nursery - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 31.99 | In *Canyon Creek Nursery - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 53.55 | In *Canyon Creek Nursery - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.00 | In *Thompson Pools - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 92.87 | Interstate Battery Of The - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 167.92 | Interstate Battery Of The - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 460.62 | Jj Amusements - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 51.95 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 103.92 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 6.00 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 74.88 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.95 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 31.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 24.58 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 26.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 971.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 43.95 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 47.47 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 31.92 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.94 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 73.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ (16.99) | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 27.93 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 47.96 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 30.56 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 2.60 | Kings Ace Hdwe - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 46.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 9.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 7.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 16.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 45.83 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 35.07 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 3.42 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 28.74 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 6.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 44.81 | Lamination Depot Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 28.00 | Lisacs Billingstire Sp - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 228.41 | Lithia Cjd Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 169.00 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 21.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 16.50 | Lp Anderson Point S Tire - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 17.70 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.98 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ (403.77) | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 62.10 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 152.95 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 218.12 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 74.85 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 508.67 | Meadow Green Sales - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,222.56 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 84.37 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 28.66 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 26.13 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 140.89 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 263.22 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 53.75 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 704.35 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 54.02 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 121.59 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 9.05 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 406.27 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 118.40 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.19 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 22.32 | Midland Implement Co - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 6.05 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.55 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 194.29 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 77.10 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 129.38 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.56 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 588.20 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.14 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 83.75 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 343.80 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 89.60 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 120.30 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.49 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 67.54 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 333.18 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 219.76 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 103.84 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 9.56 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 305.46 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.40 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 73.28 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 67.37 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 72.75 | Mountain Supply - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 181.60 | My Whiteboards.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.52 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 63.60 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.23 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 37.31 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 47.55 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 60.00 | Nchec - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 295.00 | New Horizons Franchising - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 239.40 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 104.09 | Northwest Glass - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ (6.25) | Northwest Pipe Fittings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 25.98 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 333.81 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 96.53 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 35.09 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 297.03 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 391.00 | Nrpa Operating - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 253.00 | Nrpa Operating - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 126.50 | Nrpa Operating - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 126.50 | Nrpa Operating - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 253.00 | Nrpa Operating - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 46.58 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 357.58 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 87.19 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 9.29 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 37.99 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 86.57 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 18.58 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 22.47 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 43.25 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1.90 | O'Reilly Auto Parts 1549 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 6.49 | O'Reilly Auto Parts 1751 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 40.48 | O'Reilly Auto Parts 1751 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 479.90 | Rdoce Bil 020112 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.99 | Scheels Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 49.98 | Scheels Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 130.00 | Scheels Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 104.30 | Scheels Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 252.84 | Sherrilltree - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 51.06 | Sherwin Williams 701710 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 77.24 | Sherwin Williams 701710 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 16.98 | Sherwin Williams 701710 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 146.18 | Sherwin Williams 701710 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 146.58 | Sherwin Williams 703203 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 54.77 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 114.38 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 138.42 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 171.57 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.89 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 162.34 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 169.28 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 340.49 | Shiptons Big R Heights - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 43.97 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.99 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 55.48 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 50.93 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 42.49 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 27.99 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 35.98 | Shipton'S Big R-West - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 169.99 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 894.97 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 37.00 | Smk*Surveymonkey.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.50 | Snappyduds - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 44.00 | Sp * Aspinwall - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 102.62 | Sp * Buckettruckparts - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 87.00 | Sp * Legacybox.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 79.99 | Spectrum - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,050.00 | Sq *Rocky Mountain - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 80.00 | Sq *Swift Microgreens And - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 139.35 | Staleys Tire And Auto - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 190.91 | Staleys Tire And Auto - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 554.15 | Staleys Tire And Auto - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 188.70 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.99 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 17.86 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 130.80 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 188.70 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 135.95 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 34.40 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 32.11 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 80.00 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 13.16 | Target 00001719 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.97 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 75.80 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1.99 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1.99 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 33.89 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.99 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 550.00 | Tetra Tech - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.93 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 46.20 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 81.93 | The Home Depot 3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 1,121.79 | Thomson West*Tcd - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 929.80 | Tire Rama 103 Bh - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 384.00 | Total Rental Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.00 | Total Rental Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 44.98 | Tractor-Supply-Co #0303 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 417.93 | Uprooter - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 114.79 | Wal-Mart #2923 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 29.88 | Wal-Mart #2923 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | General | $ 224.97 | Walmart.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 75.00 | West End Lock And Secur - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 28.35 | West End Lock And Secur - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 63.80 | Wheniwork.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 468.00 | Wilbur Ellis Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.88 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 30.97 | Wm Supercenter #2923 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 107.12 | Wm Supercenter #2923 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 70.06 | Wm Supercenter #4412 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 89.40 | Wm Supercenter #4412 - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 21.17 | Yellowstone County Treas - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 41.71 | Yellowstone County Treas - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 39.99 | Yellowstone Polaris - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 19.00 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 47.00 | Zeecreativeinc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 12.00 | Zeecreativeinc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 52.00 | Zeecreativeinc - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 6.45 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 14.99 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 114.95 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 230.00 | Zumba Fitness - PCard |
| 06/08/2020 | ACH | US Bank PCards | General | $ 185.00 | Zumba Fitness - PCard |
| 06/08/2020 | ACH | US Bank PCards | IT Resources | $ 115.00 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | IT Resources | $ 399.00 | Digicert Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | IT Resources | $ 6,300.00 | Duo*Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | IT Resources | $ 594.31 | Rapidsupplies.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 299.00 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 200.00 | Albertsons #0047 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 269.21 | Amazon.Com*Mc1Vs78A0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 60.00 | Building Code Licpermit - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 12.95 | Canva* 02685-0091818 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 8.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 39.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 13.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 33.00 | Dollar Tree - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 525.00 | Educate Llp - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Library | $ 525.00 | Educate Llp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 43.00 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 221.39 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 245.00 | High Point Networks, Llc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 285.00 | Inf* City Directories - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 130.00 | Liberty & Vine Country St - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 64.10 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 80.00 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 68.08 | Otc Brands Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 527.00 | Protech Mechanical Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 88.51 | Samsclub #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 165.00 | Sq *Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 55.00 | Sq *Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 1,006.72 | Sq *Billings Carpet & Wat - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 350.00 | Sq *Terri Porta Fin - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 23.56 | Target 00001719 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 290.00 | Target 00001719 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 45.00 | Target 00001719 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 189.77 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 10.00 | Target.Com * - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 10.00 | Target.Com * - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 16.53 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 380.00 | Tlf*Gainans Floral And G - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 438.62 | Uline *Ship Supplies - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 480.75 | Uline *Ship Supplies - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 480.43 | Uline *Ship Supplies - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 104.33 | Wal-Mart #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 54.21 | Wal-Mart #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Library | $ 25.00 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 25.99 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 140.00 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 337.48 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 312.53 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 1,631.68 | 4Imprint - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 1,631.69 | 4Imprint - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 325.00 | American Public Works - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 11.49 | Billingsgazettethriftynck - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 11.46 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 199.95 | Fs *Poweredtemplate - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 64.17 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 81.99 | Office Depot #2135 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ (18.39) | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 36.39 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ (28.95) | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 6.95 | Usps Po 2907800103 - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 44.97 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | P.W. Admin | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 29.99 | Adobe Creative Cloud - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 69.78 | Amazon.Com*Zx2Gy5Dq3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 11.48 | Billings Hardware & Ga - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 27.97 | Billings Hardware & Ga - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 618.00 | Boomers Garage And Shop S - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 166.25 | Br Nursery - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 110.60 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 321.82 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 99.00 | Shortstack.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Park District 1 | $ 97.00 | Www.Volgistics.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 16.99 | Amzn Mktp Us*M77Pz53T0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 58.77 | Awg 3575 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 154.00 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 1.00 | City Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 40.50 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 20.97 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 9.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 349.00 | Kone, Inc. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 349.00 | Kone, Inc. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 349.00 | Kone, Inc. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ (104.99) | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 36.99 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 357.95 | Sherwin Williams 703429 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parking | $ 430.00 | Sign Pro Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 276.00 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ (106.40) | Border States Electric - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 529.54 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 141.77 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 864.53 | Midland Implement Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 134.96 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 407.25 | Northwest Pipe Fittings, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 77.28 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 19.45 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 259.52 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 20.12 | Yellowstone Valley Elect - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 175.88 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Maint | $ 40.24 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Parks Prgrm | $ 87.25 | Midwest Everlasting Memor - PCard |
| 06/08/2020 | ACH | US Bank PCards | Phone System | $ 44.25 | Graybar Electric - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 57.75 | Amazon.Com*Et03A1Xl3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 637.00 | American Planning A - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 125.00 | American Planning A - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ (44.91) | Amzn Mktp Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 125.70 | Amzn Mktp Us*0372T76U3 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 9.25 | Amzn Mktp Us*477Ha4R83 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 19.99 | Amzn Mktp Us*L968W4Hy3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 12.79 | Amzn Mktp Us*Xi1E742Z3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 20.00 | Facebk *7E8Wkqjv92 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 49.74 | Jimmy Johns - 1646 - E - PCard |
| 06/08/2020 | ACH | US Bank PCards | Planning | $ 14.99 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Police Prgrm | $ 775.13 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Police Prgrm | $ 1,200.00 | Covert Track Group Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Property Ins | $ 790.56 | Amazon.Com*6W4184Ib3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 471.80 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 12.22 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 13.60 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,332.03 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 85.39 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 128.69 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 217.03 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,467.68 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 190.00 | Air Controls-Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 28.96 | Amazon.Com*4117M5P73 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 30.33 | Amazon.Com*M70K584N0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 127.96 | Amazon.Com*M74Z74Cc2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 174.95 | Amazon.Com*Mc6Wa5Dx2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 23.89 | Amazon.Com*Mc6Wa5Dx2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 66.77 | Amazon.Com*Mc73B6I21 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 29.97 | Amazon.Com*Wv7B69Cb3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 116.94 | Amzn Mktp Us*2A5Pf4Pn3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.99 | Amzn Mktp Us*4B1P261V3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 87.98 | Amzn Mktp Us*9L8X00J43 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 118.99 | Amzn Mktp Us*Ar9M82R23 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 139.98 | Amzn Mktp Us*Bi4Rk5J53 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 18.09 | Amzn Mktp Us*M70Md5Tb1 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 117.80 | Amzn Mktp Us*M75268Nn0 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 62.95 | Amzn Mktp Us*Mc04Q8S30 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 117.59 | Amzn Mktp Us*Mc8Oe3Yz2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 101.39 | Amzn Mktp Us*Mc9Ja9650 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 16.83 | Amzn Mktp Us*Mn1Te1Wv3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 50.00 | Animal Care Equipment And - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 464.00 | Apco International Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 3,056.95 | Assembled Products Corpor - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 279.60 | B&H Photo 800-606-6969 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.00 | Batteries+Bulbs #0253 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 585.00 | Benchmade Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 39.98 | Bestbuycom806037389577 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 359.70 | Billings Army Navy Surplu - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 65.00 | Billings Ink And Toner, I - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 155.00 | Blues Bar-B-Q - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 16.99 | Cab Store Billings, Mt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 500.00 | Cenex Zip Trip07082720 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 46.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 46.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 19.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 159.99 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 23.49 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,008.00 | Creative Monograms Smb - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 33.96 | Dfe Llc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 39.88 | Dmi* Dell Corp Bus - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 963.47 | Dmi* Dell Corp Bus - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 793.14 | Elevated Powersports - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 179.99 | Elevated Powersports - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1.03 | Enduro Seat Covers - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 101.97 | Enduro Seat Covers - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 28.65 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,844.15 | Evident Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 125.00 | Ezregister - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 125.00 | Ezregister - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 61.37 | First Aid Supplies Onl - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 54.49 | First Aid Supplies Onl - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 124.00 | Floor To Ceiling - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 81.00 | Fps/Mountain Alarm - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 173.00 | Fps/Mountain Alarm - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 719.00 | Freds Appliance Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 139.95 | Grammarly Colnjqnpu - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,559.00 | Gunarama Wholesale Inc - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,119.00 | Gunarama Wholesale Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,795.00 | Hansers Wrecker Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 286.60 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 102.50 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 170.49 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 82.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 264.80 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 98.84 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 49.42 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 126.84 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 101.35 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 82.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 50.82 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 348.67 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 56.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 56.00 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 56.40 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 188.69 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 133.92 | Idu*Insight Direct - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 154.00 | Idu*Insight Direct - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 69.98 | Interstate All Battery - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 110.88 | Iron Mountain - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 110.75 | Jimmy Johns - 2080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 6.15 | Jimmy Johns - 2080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 130.00 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 29.25 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 106.77 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 31.63 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 149.43 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 2.69 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 27.15 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 199.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.00 | Koinonia Laundry - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 470.00 | Lions Head Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 480.00 | Lions Head Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 495.00 | Lions Head Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 455.00 | Lions Head Enterprises - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 38.25 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 25.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 75.88 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,412.00 | Mars Of Billings - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,259.00 | Mars Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,709.22 | Moore Lane Vh - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 2,475.16 | Moore Lane Vh - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 50.00 | Mt Prof License Renew - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 140.00 | Mt Prof License Renew - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 6.49 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 50.95 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 62.31 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.49 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 19.29 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.69 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 33.49 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 8.99 | Office Depot #2619 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 41.23 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,357.77 | Pcm 800-5556255 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 589.05 | Peavey Corp. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 39.90 | Peavey Corp. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 349.20 | Peavey Corp. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,095.45 | Peavey Corp. - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 79.60 | Pickle Barrel - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 365.00 | Priority Dispatch Corp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 365.00 | Priority Dispatch Corp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 365.00 | Priority Dispatch Corp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 365.00 | Priority Dispatch Corp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 162.00 | Safco Dental Supply - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 31.92 | Sams Club #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 9.98 | Samsclub #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 343.28 | Sp * Zephyr Industries - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 231.38 | Spectrum - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,664.00 | Sq *Mountain Masks - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 47.84 | Sundberg America - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 10.00 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 26.97 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 110.00 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 10.00 | Target 00013334 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 134.79 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 15.12 | The Ups Store 2594 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 315.70 | Tlo Transunion - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 181.65 | Transcriptiongear - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 5.00 | Universal Awards - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 13.00 | Universal Awards - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 41.40 | Ups*000000W219W8160 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 27.25 | Ups*000000W219W8170 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 176.85 | Ups*000000W219W8180 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 14.90 | Ups*000000W219W8190 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 30.34 | Ups*000000W219W8200 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 10.00 | Wal-Mart #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 10.76 | Wal-Mart #4412 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Public Safety | $ 1,680.29 | Wpsg- Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Radio | $ 89.00 | Amzn Mktp Us*Cm4Da1Gp3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 10.94 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 84.25 | American Water Technol - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 333.50 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 10.36 | City Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 24.75 | Eagle Printing - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 209.62 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 1,296.18 | Fastenal Company 01Mtbll - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 117.48 | F-M Forklift Sales & Svcs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 530.31 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 247.55 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 623.42 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 94.99 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 139.60 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 1,973.33 | Impactplast - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 416.75 | Impactplast - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 15.00 | Industrial Sales And Se - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 14.16 | Johnstone Supply - Billin - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 566.40 | Johnstone Supply - Billin - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 33.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 131.76 | Lawson Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 753.94 | Lawson Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 37.05 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 91.71 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 120.00 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 304.81 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 75.47 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 59.98 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 85.00 | Sign Pro Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 49.22 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 23.25 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 189.06 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 6.00 | West End Lock And Secur - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Solid Waste | $ 664.77 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Songbird Park | $ 14.51 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Songbird Park | $ 9.10 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Songbird Park | $ 10.91 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Songbird Park | $ 31.77 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Songbird Park | $ 29.89 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 65.10 | 2M Company Warehouse - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 23.37 | Amazon.Com*U611Y4A13 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 97.60 | Amzn Mktp Us*8Q1Ny73L3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 483.00 | Amzn Mktp Us*Dy4Zq5353 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 46.43 | Awg 3575 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 40.50 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 173.28 | City Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 97.02 | Fedex 392851883099 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 70.78 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 141.89 | Gempler'S - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 663.15 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 132.63 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 23.96 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 109.96 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 10.76 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 15.28 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 52.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 59.97 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 59.98 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 53.96 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 57.52 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 27.96 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 167.85 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 413.90 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 52.64 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 111.08 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 140.85 | Napa Store 3547001 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 29.99 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 10.99 | O'Reilly Auto Parts 1551 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 60.00 | Precise Mrm Llc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 68.00 | Reliable Tent  Awning Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 68.00 | Selby'S - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 294.46 | Selby'S - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 84.58 | Sherwin Williams 703203 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 139.99 | Shipton'S Big R-West - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 768.55 | Sq *Avery Electric Motor - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 250.95 | Summit Sign And Safety - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 51.02 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 44.15 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 40.91 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 95.76 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 28.05 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 47.98 | Tractor-Supply-Co #0303 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 8.99 | Tractor-Supply-Co #0303 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 70.32 | Vermeer Rocky Mtn Billing - PCard |
| 06/08/2020 | ACH | US Bank PCards | Street/Traffic | $ 127.32 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 75.46 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 311.55 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 1.94 | Amazon.Com*E46Hv2583 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 21.99 | Amazon.Com*H78Ro7Fw3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 10.29 | Amazon.Com*J71Jp8Be3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 38.00 | Amazon.Com*Ol26415E3 Amzn - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 7.99 | Amzn Mktp Us*4210Z7Nw3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 69.98 | Amzn Mktp Us*4L5Jq7Gn3 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 29.99 | Amzn Mktp Us*Gr59N0Xb3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 39.99 | Amzn Mktp Us*J67Ju9Wy3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 43.50 | Amzn Mktp Us*L38C74M43 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 23.98 | Amzn Mktp Us*M71Q74Zu1 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 22.38 | Amzn Mktp Us*M74Gf1Oq2 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 7.99 | Amzn Mktp Us*M84Tq65L3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 9.07 | Amzn Mktp Us*Mc0Fn62J2 Am - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 29.98 | Amzn Mktp Us*Mc15C4Wl0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 14.95 | Amzn Mktp Us*Mc4N32980 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 12.34 | Amzn Mktp Us*Mc5Q80I31 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 231.54 | Amzn Mktp Us*Mc6B822N0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 56.97 | Amzn Mktp Us*Mc9511600 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 47.99 | Amzn Mktp Us*Mf0K17203 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 1,770.99 | Amzn Mktp Us*Qn9S47Pi3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 26.00 | Avery Products Corporatio - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 19.49 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 33.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 55.98 | Costco Whse #0069 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 144.84 | Ecolab Pest As400 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 144.84 | Ecolab Pest As400 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 516.06 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 24.81 | Fishers Technology - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 28.53 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 59.18 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 81.90 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 2.40 | Holiday Stations 0285 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 60.00 | In *Cotter'S Sewer, Septi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 179.28 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 69.79 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 581.52 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 436.62 | Kimball Midwest Payeezy - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 208.23 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 83.84 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 19.96 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 52.96 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 37.92 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 9.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 11.96 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 82.92 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 7.10 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 29.96 | Lowes #00907* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 34.98 | Lowes #00907* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 6,032.19 | Mcnichols Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 174.95 | Nwestco - 002 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 18.63 | Office Depot #450 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 161.00 | Overhead Door-S Mont - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 115.05 | Sherwin Williams 703203 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 79.99 | Shipton'S Big R-West - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 86.00 | Sign Pro Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 59.99 | Sp * Tire Supply Ntwrk - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 10.33 | Superior Water Solutions - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 5.97 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 67.97 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 12.71 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 34.11 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 27.71 | The Home Depot #3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 225.96 | The Paint Center - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 1,455.51 | Tycointegratedsecurity - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 7.98 | Walmart.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 6.50 | West End Lock And Secur - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 17.88 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 15.55 | Zoom.Us - PCard |
| 06/08/2020 | ACH | US Bank PCards | Transit | $ 110.49 | Zoro Tools Inc - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 293.48 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 257.03 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 7.96 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 38.24 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 62.65 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 899.07 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 109.56 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 13.90 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 62.00 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 120.00 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 38.00 | Aaim - Services - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 14.99 | Adobe Acropro Subs - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 457.73 | Afc Industries Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 49.98 | Amzn Mktp Us*Hf7C20Dw3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 4.00 | Amzn Mktp Us*Mc1455Dm0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 88.71 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 28.96 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 13.49 | Billings Hardware & Se - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 32.00 | Building Code Licpermit - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 32.00 | Building Code Licpermit - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 26.95 | Ceuplan - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 404.32 | City Of Billings - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 1,126.46 | Detection Instruments Co - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 15.99 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 303.17 | Environmental Resource - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 3.60 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 96.24 | Fedex 92617428 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 27.73 | Gary Brink Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 22.70 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 223.08 | Hach Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 96.50 | Heights Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 4.98 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 6.59 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 29.88 | Kb Commercial Products - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 10.00 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 17.61 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 5.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 4.49 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 5.59 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 107.00 | Lesman Iron Works - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 6.98 | Lowes #00319* - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 74.43 | Midland Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 283.66 | Midland Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 30.00 | Mt Gov Online Trnsctns - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 170.23 | Napa Store 3547007 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 32.92 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 93.20 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 38.60 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 76.62 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 2.83 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 90.15 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 128.70 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 89.68 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 26.41 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 76.48 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 279.98 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 584.85 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 31.20 | Pacific Steel Branch #02 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 14.71 | Pacific Steel Branch #02 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ (11.20) | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 166.84 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 11.20 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 2.15 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 25.33 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 34.10 | Usps Po 2907800103 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 467.66 | Varco - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 5.16 | Wal-Mart #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 42.00 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 37.65 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 1.37 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 1,377.58 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 19.00 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 239.98 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 177.79 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Wastewater | $ 204.42 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 2.65 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 12.75 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 4.64 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 23.90 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 280.06 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 27.80 | 360 Office Solutions Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 76.48 | 360 Office Solutions Inc - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Water | $ 93.00 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 119.95 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 13.50 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 2.76 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 35.16 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 5.12 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 145.28 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 180.00 | A And H Turf And Specialt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 457.73 | Afc Industries Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 254.04 | Agilent Technologies, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 536.19 | Agilent Technologies, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 49.37 | Agilent Technologies, - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 354.78 | Amzn Mktp Us*175Xg0Ht3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 170.98 | Amzn Mktp Us*4G88A3Vy3 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 5.99 | Amzn Mktp Us*Mc1455Dm0 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 38.88 | Batteries Plus #0598 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 133.07 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 43.45 | Billings Construction Sup - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 48.00 | Building Code Licpermit - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 48.00 | Building Code Licpermit - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 33.10 | Carquest 3103 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 195.24 | Econo Print - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 96.70 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 23.99 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 115.26 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 253.24 | Edge Construction Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 5.39 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 19.18 | Evergreen Ace Hardware - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 257.81 | Fedex 92617428 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 3.53 | Fishers Technology - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 83.22 | Gary Brink Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 1,219.74 | Ge Analytical Instrument - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 192.83 | Gih*Globalindustrialeq - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 131.83 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 51.96 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 476.45 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 48.36 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 274.31 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 664.80 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 26.81 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 94.54 | Grainger - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Water | $ 22.69 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 131.97 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 33.22 | Grainger - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 474.00 | Hach Company - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 64.74 | Hanson Chemical - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 32.96 | Harbor Freight Tools 207 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 1,039.00 | Homedepot.Com - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 7.48 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 4.60 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 49.45 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 9.89 | Hose & Rubber Supply - Bi - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 155.25 | Industrial Coating Soluti - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 14.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 8.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 8.39 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 4.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 26.42 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 31.45 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 11.16 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 16.18 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 14.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 16.57 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 59.99 | Kings Ace Hdwe - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 25.40 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 95.43 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 104.24 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 6.98 | Lowes #00319* - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 68.63 | Mcmaster-Carr - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 835.46 | Millipore *Americas - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 49.39 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 102.69 | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ (390.00) | Norco Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 57.90 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 114.92 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 14.84 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 4.25 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 57.11 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 331.54 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 139.79 | Northwest Industrial Supp - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 186.44 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 509.00 | Northwest Scientific Inc - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Water | $ 26.03 | Northwest Scientific Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 118.98 | Office Depot #1078 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 10.80 | Office Depot #1078 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 35.85 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 7.60 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 64.97 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 24.57 | Office Depot #1080 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 12.99 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 471.90 | Office Depot #2135 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 82.39 | Office Depot #2619 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 1,502.09 | Omnicard - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 98.29 | Ortronics Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 22.07 | Pacific Steel Branch #02 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 46.79 | Pacific Steel Branch #02 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 1,409.65 | Perkinelmer 285438 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 93.00 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 46.50 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 414.15 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 111.90 | Platt Electric 148 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 298.57 | Professional Plastics - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 57.88 | Radio Shack - Mt - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 53.88 | Sams Club #4805 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 47.19 | Sherwin Williams 703203 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ (16.79) | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 3.23 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 16.79 | Shipton'S Big R-East - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 132.50 | Superior Shipping Supplie - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 5.59 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 18.98 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 38.00 | Tacoma Screw Products B - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 335.46 | The Home Depot 3101 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 89.28 | The Rubber Stamp Shop, In - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 249.93 | Tractor & Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 17.50 | Tvetene Turf - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 6.90 | Tvetene Turf - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 7.50 | Tvetene Turf - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 90.00 | Tvetene Turf - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 19.50 | Tvetene Turf - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 310.00 | Ugsi Chemical Feed, Inc - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 50.16 | Uline *Ship Supplies - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 15.56 | Wal-Mart #1956 - PCard |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/08/2020 | ACH | US Bank PCards | Water | $ 84.00 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 75.30 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 14.00 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 12.55 | Western Office Equipment - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 46.92 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 4.10 | Wm Supercenter #1956 - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 38.54 | Yellowstone County Treas - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 27.98 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 1,225.13 | Yellowstone Valley Elect - PCard |
| 06/08/2020 | ACH | US Bank PCards | Water | $ 14.99 | Zoom.Us - PCard |
| 06/08/2020 | 833827 | Vermont Systems | General | $ 6,870.78 | RecTrac maintenance and system software |
| 06/08/2020 | 833829 | Vivid Learning Systems | P.W. Admin | $ 5,500.00 | Cloud Software for Tracking Safety Training |
| 06/08/2020 | 833834 | Watersmart Software | Water | $ 53,395.00 | 2243; YEAR 2 OF 3 YEAR CONTRACT |
| 06/08/2020 | 833837 | Wilkins | Public Safety | $ 3,504.25 | FY2020 Tuition- PD @ 55% |
| 06/08/2020 | 833838 | Yellowstone County | Public Safety | $ 3,000.00 | Yllwstn Co Detention Facility- April 2020 boarders |
| 06/08/2020 | 833838 | Yellowstone County | Public Safety | $ 3,100.00 | Yllwstn Co Detention Facility- May 2020 boarders |

**Consent** **1. P. 3.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Payment of Claims for the week of June 15, 2020

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** Finance

**Presentation:** No

## PROBLEM/ISSUE STATEMENT

Claims in the amount of $2,619,619.22 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

## FISCAL EFFECTS

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.

## Attachments

Councilmemo wk of 06152020

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/18/2020 | 834095 | 123 N. Broadway | Revolving Loan | $ 249,850.00 | Downtown Revolving Loan less Lot Book expense $150 |
| 06/15/2020 | 833844 | Ace Electric | Wastewater | $ 1,050.00 | 346; INSTALLATION OF SERVICE CENTER UPS |
| 06/15/2020 | 833844 | Ace Electric | Water | $ 3,150.00 | 346; INSTALLATION OF SERVICE CENTER UPS |
| 06/15/2020 | 833851 | Allstream | Airport | $ 44.32 | Airport Alarm 406.294.8371 |
| 06/15/2020 | 833851 | Allstream | Building | $ 39.00 | Building FAX 406-657-8252 |
| 06/15/2020 | 833851 | Allstream | CDBG | $ 39.21 | Building FAX 406-657-8252 |
| 06/15/2020 | 833851 | Allstream | CDBG | $ 39.00 | Planning FAX 406-657-8327 |
| 06/15/2020 | 833851 | Allstream | General | $ 46.00 | Main Bill New Account # 330046 -Dehler Park |
| 06/15/2020 | 833851 | Allstream | Phone System | $ 290.34 | Main Bill New Account # 330046 |
| 06/15/2020 | 833851 | Allstream | Phone System | $ 79.95 | Main Bill New Account # 330046 -IT |
| 06/15/2020 | 833851 | Allstream | Phone System | $ 2,436.29 | Main Bill New Account # 330046 -IT |
| 06/15/2020 | 833851 | Allstream | Public Safety | $ 39.00 | CPC line 247-8592 |
| 06/15/2020 | 833863 | Automatic Doors | Airport | $ 4,125.00 | Invoice #18275. Plexiglass Protection Guards for all counters |
| 06/15/2020 | 833864 | Baker Tilly Virchow Krause | SID Fund | $ 3,100.00 | Arbitrage Compliance Report SID 1389 Bonds (2010) |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Facilities | $ 47.00 | Inv. 0444054 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Facilities | $ 141.45 | Inv. 0444936 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Fleet | $ 371.61 | Fleet services uniform laundry service. |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Parking | $ 4.00 | 12-00_ account # 2950 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Parking | $ 4.00 | 12-00_ account # 2950 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Parking | $ 4.00 | 12-00_ account # 2950 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Public Safety | $ 256.90 | LINEN SERVICE, FIRE/911 MAY 2020 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Public Safety | $ 30.00 | LINEN SERVICE, FIRE/911 MAY 2020 |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Solid Waste | $ (92.48) | Laundry service for Solid Waste and the Landfill |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Solid Waste | $ 2,736.00 | Laundry service for Solid Waste and the Landfill |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Street/Traffic | $ 1,256.50 | a/c#2300-00001 streets weekly rental of uniforms |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Wastewater | $ 12.96 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Wastewater | $ 925.34 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Wastewater | $ 452.76 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Wastewater | $ 181.74 | 9300 6-1-20; FLOOR MATS |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Water | $ 679.14 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Water | $ 42.12 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Water | $ 1,028.49 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Water | $ 268.92 | 2600 6-1-20;  MONTHLY UNIFORM FEES |
| 06/15/2020 | 833866 | Big Sky Linen & Uniform | Water | $ 545.21 | 9300 6-1-20; FLOOR MATS |
| 06/15/2020 | 833870 | Billings Depot Inc | Engineering | $ 11,235.60 | July Depot Rent |
| 06/15/2020 | 833870 | Billings Depot Inc | P.W. Admin | $ 2,808.90 | July Depot Rent |
| 06/15/2020 | 833879 | Brenntag Pacific Inc | Wastewater | $ 9,977.50 | BPI50889; CHEMICALS |
| 06/15/2020 | 833883 | Business Tax Section | Airport | $ 69.03 | Restripe Centerline on Runway 28R/10L. |
| 06/15/2020 | 833883 | Business Tax Section | CDBG | $ 10.56 | Demolition Agreement / 930 Steffanich Drive |
| 06/15/2020 | 833883 | Business Tax Section | Public Safety | $ 298.45 | 1% CGR TAX: FIRE 3 - STAND BY GENERATOR INSTALLATION |
| 06/15/2020 | 833883 | Business Tax Section | Solid Waste | $ 8,874.76 | WO 17-12 Landfill Reconfiguration; Pmt 15 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/15/2020 | 833883 | Business Tax Section | Wastewater | $ 109.92 | WO 19-16 Belknap Office Remodel |
| 06/15/2020 | 833883 | Business Tax Section | Water | $ 144.00 | WATER SERVICE REPAIR PROGRAM LIST 1-3-20; 221876 |
| 06/15/2020 | 833883 | Business Tax Section | Water | $ 3,089.18 | WO 19-01 Schedule 3, Southside Triangle Water Line Replace; Pmt 7 |
| 06/15/2020 | 833883 | Business Tax Section | Water | $ 97.08 | WO 19-16 Belknap Office Remodel; Pmt 1 |
| 06/15/2020 | 833883 | Business Tax Section | Water | $ 829.60 | WO 20-31 Lead Service Replacement; Pmt 1 |
| 06/15/2020 | 833888 | Century Link | Airport | $ 41.08 | 406-245-1044 Airport Terminal Power M |
| 06/15/2020 | 833888 | Century Link | Airport | $ 45.66 | 406-245-5834 Airport Alarm |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 45.66 | 406-245-2296 911 |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 45.65 | 406-245-3107 911 |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 45.65 | 406-245-3108 911 |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 311.26 | 406-245-7101 9-1-1 Center Landfill #2 |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 311.26 | 406-245-7102 9-1-1 Center Fox Reservoir #2 |
| 06/15/2020 | 833888 | Century Link | EOC 911 | $ 0.08 | 406-255-9702 E911 Backup Line 4 Call Reroute |
| 06/15/2020 | 833888 | Century Link | IT Resources | $ 41.08 | 406-245-4437 Kenco Security Alarm IT Alarm |
| 06/15/2020 | 833888 | Century Link | Library | $ 192.13 | 406-245-1579 Library 6 lines |
| 06/15/2020 | 833888 | Century Link | Phone System | $ 64.04 | 406-245-1579 Library 6 lines |
| 06/15/2020 | 833888 | Century Link | Phone System | $ 228.20 | 406-248-3049 Main System T1 City/County Tie |
| 06/15/2020 | 833888 | Century Link | Phone System | $ 84.48 | 406-248-3329 Airport Measured Lines 406-248-9989 |
| 06/15/2020 | 833888 | Century Link | Phone System | $ 93.06 | 406-248-9124 Met Measured Lines 406-248-9179 |
| 06/15/2020 | 833888 | Century Link | Public Safety | $ 42.24 | 406-245-1743 Fire Elevator |
| 06/15/2020 | 833888 | Century Link | Public Safety | $ 41.12 | 406-245-6600 Crime Prevention Alarm |
| 06/15/2020 | 833888 | Century Link | Public Safety | $ 119.32 | 406-245-7469 Fire |
| 06/15/2020 | 833888 | Century Link | Public Safety | $ 118.32 | 406-373-3742 Fire RR Crossing Alarm |
| 06/15/2020 | 833888 | Century Link | Public Safety | $ 51.46 | 406-655-0728 Fire Maintenance Shop |
| 06/15/2020 | 833888 | Century Link | Radio | $ 311.26 | 406-248-3635 Fire Airport Radio Tower WCK |
| 06/15/2020 | 833888 | Century Link | Radio | $ 311.26 | 406-248-3636 Fire Airport Radio Tower Jellison |
| 06/15/2020 | 833888 | Century Link | Solid Waste | $ 67.76 | 406-245-7193 Solid Waste Landfill |
| 06/15/2020 | 833888 | Century Link | Solid Waste | $ 122.92 | 406-245-9820 Solid Waste Landfil |
| 06/15/2020 | 833888 | Century Link | Street/Traffic | $ 41.08 | 406-245-9906 PW Traffic Signal 4th 27 |
| 06/15/2020 | 833888 | Century Link | Street/Traffic | $ 52.92 | 406-259-3298 PW Traffic 3728 McDougall |
| 06/15/2020 | 833888 | Century Link | Transit | $ 52.92 | 406-254-7038 MET Transit |
| 06/15/2020 | 833888 | Century Link | Wastewater | $ 41.08 | 406-259-2328 PUD Sahara Sand Lift Station |
| 06/15/2020 | 833888 | Century Link | Water | $ 39.44 | 406-245-3659 PUD Alarm Water Tower |
| 06/15/2020 | 833898 | Community ReCode | Planning | $ 36,838.46 | PZON18.Project ReCode Zoning Update. |
| 06/15/2020 | 833899 | Community Seven | General | $ 13,809.25 | Community Seven/Charter 3rd Quarter Payment FY 2020 |
| 06/15/2020 | 833902 | Cummins Rocky Mt | Facilities | $ 17.66 | 27133 |
| 06/15/2020 | 833902 | Cummins Rocky Mt | Facilities | $ (17.66) | 27293 |
| 06/15/2020 | 833902 | Cummins Rocky Mt | Public Safety | $ 3,668.25 | 38-26725 |
| 06/15/2020 | 833902 | Cummins Rocky Mt | Solid Waste | $ 26.29 | 26853 |
| 06/15/2020 | 833907 | Davidson | General | $ 3,153.75 | Vicki Davidson Tuition Reimbursement 05.14.20 |
| 06/15/2020 | 833909 | Dept of Labor & Industry | Solid Waste | $ 4,905.00 | WO 20-23 Solid Waste Container Storage Building |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/15/2020 | 833910 | Diamond Construction | Wastewater | $ 10,881.78 | WO 19-16 Belknap Office Remodel |
| 06/15/2020 | 833910 | Diamond Construction | Water | $ 9,611.22 | WO 19-16 Belknap Office Remodel; Pmt 1 |
| 06/15/2020 | 833911 | Dixie Petro-Chem | General | $ 1,576.75 | chemicals for pools |
| 06/15/2020 | 833911 | Dixie Petro-Chem | Water | $ 900.00 | BULK CHLORINE |
| 06/15/2020 | 833911 | Dixie Petro-Chem | Water | $ 3,752.00 | BULK CHLORINE |
| 06/15/2020 | 833915 | Dustbusters | Street/Traffic | $ 9,978.15 | inv#63441 mag chloride used for dust suppressant on gravel streets |
| 06/15/2020 | 833919 | Electrical Consultants | Water | $ 2,835.39 | WTP - RELAY CONFIGURATION UPDATE; 88042 |
| 06/15/2020 | 833921 | Energy Laboratories | Water | $ 907.00 | 316694; WATER TESTING |
| 06/15/2020 | 833921 | Energy Laboratories | Water | $ 902.00 | 317755; WATER TESTING |
| 06/15/2020 | 833921 | Energy Laboratories | Water | $ 3,353.00 | 316561; WATER TESTING |
| 06/15/2020 | 833922 | Enviro Contractors | General | $ 35,669.70 | Invoice #2020-25 29th St asbestos abatement and demolition services |
| 06/15/2020 | 833926 | First MT Title Co | CDBG | $ 15,000.00 | FTHB Amy Campbell 387 Bohl Avenue |
| 06/15/2020 | 833929 | GE Grid Solutions | Water | $ 10,657.60 | 1309672; REPLACEMENT SWITCH GEAR PROTECTIVE RELAYS |
| 06/15/2020 | 833931 | Gilbarco Inc | Fleet | $ 2,552.00 | Annual Software support for fuel islands |
| 06/15/2020 | 833937 | Graybar Electric | Water | $ 3,959.00 | Replacement lines |
| 06/15/2020 | 833945 | Hawkins Inc. | General | $ 2,772.68 | chemicals for pools - 4725095 |
| 06/15/2020 | 833945 | Hawkins Inc. | General | $ 1,664.80 | chemicals for pools-4725085 |
| 06/15/2020 | 833947 | HDR, Inc. | Tax Incrmnt N 27 | $ 20,939.30 | WO 20-42 N 29th and N 30th Two Way Conversion; 1200274424 pmt 3 |
| 06/15/2020 | 833947 | HDR, Inc. | Wastewater | $ 105,235.51 | WO 14-11 WWTP Nutrient Upgrade Expansion & Improvements |
| 06/15/2020 | 833947 | HDR, Inc. | Wastewater | $ 31,104.67 | WO 19-21 WRF Influent Lift Station; 1200268512 Pmt 11 |
| 06/15/2020 | 833947 | HDR, Inc. | Water | $ 98,413.87 | WO 19-12 West End Reservoir; 1200269272 Pmt 13 |
| 06/15/2020 | 833949 | Highmark Traffic | Airport | $ 6,833.97 | Restripe Centerline on Runway 28R/10L. |
| 06/15/2020 | 833958 | Inland Truck Parts | Street/Traffic | $ 189.17 | 613486 |
| 06/15/2020 | 833958 | Inland Truck Parts | Street/Traffic | $ 207.12 | 614418 |
| 06/15/2020 | 833958 | Inland Truck Parts | Street/Traffic | $ 318.29 | 615473 |
| 06/15/2020 | 833958 | Inland Truck Parts | Street/Traffic | $ 1,959.07 | 618195 |
| 06/15/2020 | 833959 | Insight Public Sector | Building | $ 588.85 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | General | $ 235.54 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | P.W. Admin | $ 58.88 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | Public Safety | $ 6,198.75 | Public Safety NetMotion Annual Maintenance |
| 06/15/2020 | 833959 | Insight Public Sector | Public Safety | $ 401.77 | Public Safety NetMotion Annual Maintenance |
| 06/15/2020 | 833959 | Insight Public Sector | Public Safety | $ 1,549.69 | Public Safety NetMotion Annual Maintenance |
| 06/15/2020 | 833959 | Insight Public Sector | Solid Waste | $ 235.54 | NetMotion Annual Maintenance |
| 06/15/2020 | 833959 | Insight Public Sector | Street/Traffic | $ 471.08 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | Wastewater | $ 588.88 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | Water | $ 883.24 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | Water | $ 117.77 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833959 | Insight Public Sector | Water | $ 529.96 | NetMotion Annual Maintenance. |
| 06/15/2020 | 833960 | Integrated Info Solution | IT Resources | $ 9,805.00 | 3573 L2U,2 of 2072-24E, 3 of 2498-B24, 2072-24C,2072-12E |
| 06/15/2020 | 833954 | I-State Truck | Fleet | $ 90.72 | 251288887.01 PO NUM 310517 |
| 06/15/2020 | 833954 | I-State Truck | Fleet | $ 102.68 | 251289031.01 PO NUM 310517 |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/15/2020 | 833954 | I-State Truck | Fleet | $ 67.50 | 251289908.01 PO NUM 310517 |
| 06/15/2020 | 833954 | I-State Truck | Public Safety | $ 294.57 | 251289554.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ 15.12 | 251288884.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ (15.12) | 251288886.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ 601.10 | 251288935.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ 27.78 | 251288964.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ 36.57 | 251289031.01 |
| 06/15/2020 | 833954 | I-State Truck | Solid Waste | $ 226.15 | 251289450.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 222.53 | 251288810.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 79.32 | 251289029.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ (65.73) | 251289083.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 350.84 | 251289141.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 90.73 | 251289141.02 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ (57.53) | 251289210.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 150.66 | 251289636.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 113.76 | 251289650.01 |
| 06/15/2020 | 833954 | I-State Truck | Street/Traffic | $ 589.55 | 251289747.01 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Gas Tax | $ 564.40 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Light Maint | $ 564.40 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Storm Sewer | $ 1,128.79 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Street/Traffic | $ 1,693.18 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Wastewater | $ 3,668.56 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833964 | Jacobs Eng Group | Water | $ 3,668.56 | Asset Management Program Project; F9Z0930002 |
| 06/15/2020 | 833968 | Jay's Waterline Repair | Water | $ 21,418.65 | 2002; WATERLINE REPAIR LIST 8/2/19 |
| 06/15/2020 | 833974 | Kadrmas Lee & Jackson | Arterial Sts | $ 24,022.50 | WO 20-15 Wicks Lane Improvements Project; 10137683 Pmt 5 |
| 06/15/2020 | 833978 | Kenco Enterprises | Public Safety | $ 3,100.98 | Repairs and upgrades. |
| 06/15/2020 | 833985 | KTVQ Communication | P.W. Admin | $ 5,250.00 | All-inclusive strategic planning, creative & product-video&digital display |
| 06/15/2020 | 833985 | KTVQ Communication | P.W. Admin | $ 5,000.00 | All-inclusive strategic planning, creative & product-video&digital display |
| 06/15/2020 | 833985 | KTVQ Communication | P.W. Admin | $ 120.00 | All-inclusive strategic planning, creative & product-video&digital display |
| 06/15/2020 | 833985 | KTVQ Communication | P.W. Admin | $ 300.00 | All-inclusive strategic planning, creative & product-video&digital display |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 65.00 | 1131634 |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 65.00 | 1131854 |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 65.00 | 1131887 |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 65.00 | 1131997 |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 37.50 | 1132439 |
| 06/15/2020 | 833988 | L P Anderson Tire | Public Safety | $ 65.00 | 1132791 |
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 341.00 | 1132090 |
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 4,303.84 | 1132092 |
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 62.50 | 1132349 |
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 16.50 | 1132487 |
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 92.50 | 1132496 |

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|---|---|---|---|---|---|
| 06/15/2020 | 833988 | L P Anderson Tire | Street/Traffic | $ 1,505.00 | 1132542 |
| 06/15/2020 | 833988 | L P Anderson Tire | Water | $ 450.86 | 1132070 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 821.25 | INSPECTION & CLEANING-CEDAR PARK #1 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 365.00 | INSPECTION & CLEANING-CEDAR PARK #2 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 365.00 | INSPECTION & CLEANING-CEDAR PARK #3 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 730.00 | INSPECTION & CLEANING-CHAPEL #1 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 730.00 | INSPECTION & CLEANING-CLEARWELL #2 |
| 06/15/2020 | 833991 | Liquid Eng Corp | Water | $ 2,555.00 | INSPECTION & FAULTY EQUIPMENT REMOVAL-CHAPEL #3 |
| 06/15/2020 | 834000 | Montana Dakota Utilities | Fleet | $ 5,286.57 | 06062020 PO NUM 310481 |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 50,632.00 | Amendment 20/AIP 64 Runway 7-25 Phase 1 Design - Federal Share |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 54.66 | DBE/ACDBE Reporting. |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 7,921.60 | DBE/ACDBE Reporting. |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 177.93 | Land Acquisition-COS 2037 Tracts 9 ,1 and 12 - Federal Share |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 11,340.00 | Terminal Expansion Project-Terminal Security-Design-Federal Share |
| 06/15/2020 | 834004 | Morrison Maierle | Airport | $ 1,260.00 | Terminal Expansion Project-Terminal Security-Design-Local Share |
| 06/15/2020 | 834004 | Morrison Maierle | Water | $ 11,934.99 | WO1815 Voelker Pump Station Improvements; 204827 Pmt 16 |
| 06/15/2020 | 834005 | Motion Industries | Water | $ 2,560.51 | SE-12 TRENCH BRACES SCREW-END P/N: SE-12 X11072 |
| 06/15/2020 | 834006 | Moulton Bellingham | General | $ 157.50 | Inv. #135817 Stone et al v. COB Health Ins. Litigation |
| 06/15/2020 | 834006 | Moulton Bellingham | General | $ 32,657.50 | Inv. #135818 Houser WWFF |
| 06/15/2020 | 834006 | Moulton Bellingham | General | $ 2,820.00 | Inv. #135819 Abromeit et al v. COB |
| 06/15/2020 | 834006 | Moulton Bellingham | General | $ 7,575.50 | Inv. #135820 County Water District Heights Dispute |
| 06/15/2020 | 834006 | Moulton Bellingham | General | $ 10,727.50 | Inv. #135821 McDaniel v. COB |
| 06/15/2020 | 834002 | MT Municipal Interlocal | Property Ins | $ 19,964.68 | Deductible Recovery #520002 June 2020 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 8.60 | 1/2" X 3" PVC SCH 80 THREADED NIPPLE |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 8,400.00 | 3/4" METER LOOPS AKA YOKE - P/N: 7433MM33470 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 293.40 | 3/4" SOFT COPPER PIPE - TYPE K |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 106.96 | 32015; 1 X 3/4 Y-BRANCH S-242356 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 189.44 | 32016; 8" 45 BENDS |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 85.45 | 32030; 8/" 22.5 BEND |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 162.45 | 32031; PV LOKS |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 1.94 | 32048; INSERT PART FOR WATER SERVICE REPAIR |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 31.80 | 32049; VALVE BOX VR-0-025 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 1,723.92 | 8" MJ GATE VALVE P/N: 2608BLAFMMU |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 457.86 | 8" X 20" CI-FC REPAIR CLAMP P/N: F193920SH |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 670.94 | 8" X 30" C1-FC REPAIR CLAMP P/N: F193930SH |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 765.00 | AERVOE BLUE MARKING PAINT - #03621 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 78.75 | BLACK NIPPLE 1-1/4" X 3-1/2" |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 88.80 | CLOUD WHITE MARKING PAINT |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 350.00 | CURB BOX 3/4" - 1-1/2" TAP - 6-1/2' BURY |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 100.53 | FREIGHT FOR AR 31871 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 450.00 | MARKING PAINT GREEN - GREEN SPRAYON #3631 |

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|---|---|---|---|---|---|
| 06/15/2020 | 834007 | MT Waterworks | Water | $ (480.00) | OVERCHARGE ON AR 31552 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 1,498.91 | PIPE BURSTING - 8" X 3/4" TAPPING SADDLE P/N: 3085834 |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 89.52 | SPRAYON RED OXIDE PRIMER |
| 06/15/2020 | 834007 | MT Waterworks | Water | $ 960.19 | TYLER 6860 #69 HD ADJUSTABLE RISER (TY502227) |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 179.60 | 24" x 18" sign blanks |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 411.30 | 24" x 30" sign blank |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 321.40 | 24" x 36" sign blank |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 126.60 | 30" x 9" sign blank |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 527.00 | 36" x 36" sign blank |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 144.20 | 36" x 9" sign blanks |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 624.30 | 48" x 24" sign blank |
| 06/15/2020 | 834012 | Newman Traffic Signs | Street/Traffic | $ 255.40 | 48" x 30" sign blanks |
| 06/15/2020 | 834013 | North Ridge Fire Equip | Public Safety | $ 1,260.00 | MERCEDES 1" NPSH X 100-FT FOREST GUARD II FIRE HOSE |
| 06/15/2020 | 834013 | North Ridge Fire Equip | Public Safety | $ 1,580.00 | MERCEDES 1.5" NH X 100-FT FOREST GUARD II FIRE HOSE |
| 06/15/2020 | 834013 | North Ridge Fire Equip | Public Safety | $ 675.00 | MERCEDES MYTI-FLO 3/4" X 50-FT MOP UP HOSE |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 16.59 | 0712534-7. Entrance Gate 16 Lite. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 278.98 | 0712535-4. Employee Parking. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 20.00 | 0712791-3. Gate 16. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 21.12 | 0712795-4. Gate 17. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 18.98 | 0712797-0. Gate 9. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 5.80 | 0712805-1. IP-10. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 7.80 | 0712813-5. Burn Pit. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 18.74 | 0719759-3. Gate 12. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 84.30 | 0719760-1. Gate 14. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 20.51 | 0719761-9. Gate 15. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 20.00 | 0719762-7. Gate 13. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 19.13 | 0720296-3. Gate 29. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Airport | $ 20.77 | 2114868-9. Runway Weather System. May 2020 |
| 06/15/2020 | 834016 | NorthWestern Energy | Building | $ 19.38 | 1569631-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 619.91 | 0712538-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 32.29 | 0720841-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0722253-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 8.11 | 0722258-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 16.11 | 0722259-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 9.84 | 0722272-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ - | 0722273-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 13.64 | 0722274-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 112.56 | 0722275-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 32.68 | 0722278-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 17.23 | 0722279-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0722280-5 |

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|---|---|---|---|---|---|
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0722281-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0722283-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0722284-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 17.23 | 0722808-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 8.18 | 0722852-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 8.11 | 0722862-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 57.06 | 0722901-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 6.82 | 0722976-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 217.54 | 0722995-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 84.21 | 0723005-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.92 | 0723025-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 43.40 | 0723039-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.80 | 0723046-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 17.10 | 0723049-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 12.77 | 0723053-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 18.08 | 0723064-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 18.08 | 0723065-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 3.87 | 0723391-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 113.62 | 0723884-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 18.08 | 0723887-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 31.82 | 0813489-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 14.48 | 0978917-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 59.70 | 0999807-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.80 | 1588262-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 1.98 | 1849408-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 39.49 | 1904944-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 41.75 | 1941243-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | General | $ 5.80 | 3178260-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 6.55 | 0722272-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723384-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 7.72 | 0723385-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 7.72 | 0723386-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 7.72 | 0723388-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 2.57 | 0723391-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 7.72 | 0723392-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 6.68 | 0723393-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723394-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723395-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723396-8 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723397-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723398-4 |

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|---|---|---|---|---|---|
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.92 | 0723835-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 8.11 | 0723836-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.80 | 0723840-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 107.64 | 0723879-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 6.56 | 0723883-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 6.68 | 0723885-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 6.44 | 0881455-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 0.12 | 1029192-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 9.43 | 1045813-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 1.30 | 1265177-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 51.24 | 1513796-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 76.41 | 1513800-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 5.80 | 1513802-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 14.48 | 1513804-3 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 7.04 | 1514388-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 1.30 | 1948667-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | Parks Maint | $ 44.85 | 2041362-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Public Safety | $ 8.18 | 0712532-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Public Safety | $ 358.91 | 0720817-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Public Safety | $ 1,136.72 | 1183483-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 10.57 | 0855404-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 21.41 | 1045820-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 5.80 | 1242222-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 6.68 | 2047007-6 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 6.82 | 2047010-0 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 6.93 | 2047013-4 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 7.30 | 2047017-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 6.68 | 2047019-1 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 0.48 | 3590004-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | Street/Traffic | $ 24.28 | 3648861-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | Transit | $ 275.51 | 0719225-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Transit | $ 2,414.24 | Electricity at Metroplex 4/24/20 to 5/27/20 |
| 06/15/2020 | 834016 | NorthWestern Energy | Wastewater | $ 68,000.07 | 0100591-7 |
| 06/15/2020 | 834016 | NorthWestern Energy | Wastewater | $ 107.33 | EA Electricity #3243625-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Water | $ 193.97 | 1142253-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | Water | $ 5.80 | 1160807-2 |
| 06/15/2020 | 834016 | NorthWestern Energy | Water | $ 4.24 | 1346673-5 |
| 06/15/2020 | 834016 | NorthWestern Energy | Water | $ 6.30 | 1867265-9 |
| 06/15/2020 | 834016 | NorthWestern Energy | Water | $ 211.43 | 1920951-9; MONTHLY SERVICE FEE |
| 06/15/2020 | 834021 | Petty Cash CCSIU | Police Prgrms | $ 3,087.00 | Reimbursement of PE/PI $$. Receipts on file at the BPD. |
| 06/15/2020 | 834022 | Polydyne Inc | Wastewater | $ 49,183.20 | chemicals PO 285437 |

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|---|---|---|---|---|---|
| 06/15/2020 | 834023 | Potters Industries | Street/Traffic | $ 17,160.00 | truckload of paint beads at $0.39/lb |
| 06/15/2020 | 834025 | Priority Dispatch | EOC 911 | $ 14,840.00 | ESP LICENSE RENEWAL, SERVICE, SUPPORT. |
| 06/15/2020 | 834025 | Priority Dispatch | EOC 911 | $ 280.00 | ProQA TRAINING LICENSE ESP RENEWAL |
| 06/15/2020 | 834030 | RDO Equipment | Solid Waste | $ 149.80 | Hoses and fittings for the Landfill |
| 06/15/2020 | 834030 | RDO Equipment | Solid Waste | $ 389.97 | W2665712 |
| 06/15/2020 | 834030 | RDO Equipment | Solid Waste | $ 2,025.00 | W2665712 |
| 06/15/2020 | 834030 | RDO Equipment | Water | $ 265.80 | PIN FASTENER 7430 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 1,760.46 | 122979 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 339.29 | 122980 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 588.25 | 122988 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 338.36 | 123072 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 759.49 | 123076 |
| 06/15/2020 | 834044 | Solid Waste System | Solid Waste | $ 1,321.02 | 123079 |
| 06/15/2020 | 834044 | Solid Waste System | Street/Traffic | $ 588.25 | 122988 |
| 06/15/2020 | 834047 | St V's Occupational | Facilities | $ 50.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Fleet | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | General | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | General | $ 3,570.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Health Ins Fund | $ 405.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Public Safety | $ 20.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Solid Waste | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Street/Traffic | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Transit | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Transit | $ 20.00 | Inv. 56803 |
| 06/15/2020 | 834047 | St V's Occupational | Water | $ 95.00 | Inv. 56803 |
| 06/15/2020 | 834053 | Steiner Thuesen | Rose Pool Const | $ 9,908.65 | Centennial Park development |
| 06/15/2020 | 834055 | Sunset Excavation | Water | $ 14,256.00 | WATER SERVICE REPAIR PROGRAM LIST 1-3-20; 221876 |
| 06/15/2020 | 834057 | Swank Enterprises | Solid Waste | $ 878,601.24 | WO 17-12 Landfill Reconfiguration; Pmt 15 |
| 06/15/2020 | 834059 | T W Enterprises | Public Safety | $ 29,546.93 | FIRE 3: STANDBY GENERATOR 25KW |
| 06/15/2020 | 834061 | Terracon Consultant | Park District 1 | $ 2,692.50 | WO 20-03 2020 Overlay/Chipseal Riverfront Park |
| 06/15/2020 | 834065 | TMG Services | Water | $ 3,996.00 | 0045171-IN; STAPLES Z4, Z3 C/2 PUMPS |
| 06/15/2020 | 834066 | Tolar Mfg Company | Transit | $ 4,999.00 | Parts to repair damaged shelter at Stewart Park. |
| 06/15/2020 | 834068 | Town & Country Supply | Fleet | $ 11,666.73 | 408635 PO NUM 310480 |
| 06/15/2020 | 834068 | Town & Country Supply | Fleet | $ 11,030.39 | 408651 PO NUM 310494 |
| 06/15/2020 | 834068 | Town & Country Supply | Fleet | $ 4,595.20 | 408704 PO NUM 310493 |
| 06/15/2020 | 834068 | Town & Country Supply | Public Safety | $ 189.17 | 409064 FIRE 3: DIESEL FUEL DELIVERED |
| 06/15/2020 | 834068 | Town & Country Supply | Public Safety | $ 378.33 | 409065 FIRE 1: DIESEL FUEL DELIVERED |
| 06/15/2020 | 834068 | Town & Country Supply | Public Safety | $ 415.10 | 409065 FIRE 1: UNLEADED DELIVERED |
| 06/15/2020 | 834068 | Town & Country Supply | Public Safety | $ 239.61 | 409066 FIRE 6: DIESEL FUEL DELIVERED |
| 06/15/2020 | 834068 | Town & Country Supply | Public Safety | $ 365.72 | 409067 FIRE 5: DIESEL FUEL DELIVERED |
| 06/15/2020 | 834070 | Tractor & Equipment | Solid Waste | $ 206.52 | Filters for the Landfill |

| Check Date | Check# | Name | Fund Name | Amount | Item Desc |
|---|---|---|---|---|---|
| 06/15/2020 | 834070 | Tractor & Equipment | Solid Waste | $ 2,029.00 | Filters for the Landfill |
| 06/15/2020 | 834070 | Tractor & Equipment | Solid Waste | $ 34.62 | key for the Landfill |
| 06/15/2020 | 834070 | Tractor & Equipment | Water | $ 266.52 | WATER PARTS AND SUPPLIES PO NUM 310451 |
| 06/15/2020 | 834077 | Utility Specialties | Wastewater | $ 7,920.00 | 7162; SANAFOAM CHEMICAL VAPOROOTER |
| 06/15/2020 | 834083 | Voegele Acquisitions | Street/Traffic | $ 1,416.00 | inv#410744 weed control for landscaped areas |
| 06/15/2020 | 834083 | Voegele Acquisitions | Street/Traffic | $ 2,036.58 | inv#411934 spring weed control |
| 06/15/2020 | 834084 | Western Municipal Const | Water | $ 305,828.97 | WO 19-01 Schedule 3, Southside Triangle Water Line Replace; Pmt 7 |
| 06/15/2020 | 834084 | Western Municipal Const | Water | $ 82,130.40 | WO 20-31 Lead Service Replacement; Pmt 1 |

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Public Hearing and Resolution to Increase Parking Meter Rates

**PRESENTED BY:** Tracy Scott, Parking Manager

**Department:** Parking

## RECOMMENDATION

The Billings Parking Board and Parking Division Staff recommend increasing parking meter rates to the following:
1st Hour - $1.25
2nd Hour - $1.25
3rd Hour (Max Stay) - $2.50

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

In 2016 credit card meters were installed and the rate increased to $1.00 for the first hour, $1.00 for the second hour and $2.00 for the third hour for a maximum stay of 3 hours and the standard coin meters changed from .50 cents to .75 cents per hour for a maximum stay of 2 hours. In 2019, all meters were changed to the same rate of $1.00 for the first hour, $1.00 for the second hour and $2.00 for the third hour.

## ALTERNATIVES

City Council may:

- Approve the resolution to increase the parking meter rates, or;
- Disapprove the recommendation and the Parking Division explore other options.

## FISCAL EFFECTS

The parking meter rate increase would collect approximately $78,000 each year in additional revenue. Approving the parking meter rate increase is one part to address the operations and maintenance issues.

## Attachments

Resolution - Parking Meter Rates

RESOLUTION 20-_____

A RESOLUTION INCREASING PARKING METER RATES AND REPEALING RESOLUTION 19-10811

WHEREAS, the fees for parking in metered and parking garages, City owned parking spaces were last set July 2019 by Council Resolution No. 19-10811; and,

WHEREAS, the fees for parking in metered and parking garages, City owned parking spaces were last set July 2016 by Council Resolution No. 16-10581; and,

WHEREAS, the fees should be increased to more accurately reflect the cost of services, construction, and maintenance, and to reflect the increased inflation costs since 2012 and 2016; and

WHEREAS, the City Council has duly considered the matter.

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

1. The monthly reserved parking fees for all City owned parking shall be as follows:

| | FY2020 | FY2021 | FY2022 |
|---|---|---|---|
| General Reserved | $ 60.50 | $ 63.50 | $ 66.50 |
| Basement/Assigned | $121.00 | $127.00 | $133.00 |
| Roof Reserved | $ 30.25 | $ 31.75 | $ 33.25 |

Monthly discount per space for volume renters shall be as follows:

| | |
|---|---|
| Five or more spaces | 5% |
| Twenty-five or more spaces | 10% |
| One hundred or more spaces | 15% |

2. The hourly rate for all City owned parking garages shall be $1.00 per hour for each hour or part of an hour with a maximum charge of $8.00 per day.

3. The hourly rate for on street parking meters will be $1.25 for the first hour, $1.25 for the second hour and $2.50 for the third hour with a maximum 3 hour time limit.

4. The monthly permit lot rate shall be $80.00 per month.

5. The bus bag rate shall be $7.00 per bag per day.

6. The meter bag rate shall be $17.00 per bag for the first day and $7.00 per bag for each additional day.

7. The Parking Division and/or Downtown Billings Association (DBA) may sell monthly permits for parking at locations that have been designated for 10 hour parking. The City Administrator or designee shall establish the rates of the monthly permits.

8. The "Green Meter Project" proposed by the Downtown Billings Association (DBA) is approved so that one parking meter on each side of each block may be designated a "green meter". The hourly rate at a green meter shall be $1.00 per hour for the first two hours, and $2.00 for the third hour for all green meters and the City and the DBA will equally share revenues from green meters. The DBA will provide signage for green meters. The signage is subject to approval of the Billings Parking Board.

9. The fees in this Resolution supersede fees previously set by the City Council and may be changed by subsequent Council action.

10. REPEALER. Resolution No. 19-10811 is hereby repealed.

11. EFFECTIVE DATE. This Resolution shall be effective August 1, 2020.

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

CITY OF BILLINGS:

BY: _____
William A. Cole, Mayor

ATTEST:

BY: _____
Denise R. Bohlman, City Clerk

**Regular** **3.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Public Hearing and Resolution for Parks and Recreation Fee Adjustments

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

**Department:** Parks/Rec/Public Lands **Division:** Parks

## RECOMMENDATION

Staff recommends Council conduct a public hearing and approve the fee adjustment resolution for Parks and Recreation.

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

Pursuant to the City Council discussion at the June 15, 2020, Work Session regarding potential fee increases and as part of the City Council Approved FY21 Budget at the Business Meeting on June 22, 2020, a number of proposed fee adjustments were included to increase revenue. The proposed fee adjustments would replace Resolution 14-10353 last approved in 2014. Many of the proposed fee adjustments were adjusted later than 2014. In summary, (Attachment B) the Park Use Permit fee was last adjusted in 2009, the shelter and building rental fees were last adjusted in 2011, and the swimming pool fees were last adjusted in 2014. A comparison to the current fee structure is included as (Attachment C). Fees in the Resolution not impacted with the proposed adjustments include, Scholarship and low-income pool passes remain $5, free waterslide punch card included with the purchase of a family pass at Rose Pool, single slide pass remains $1, picnic kit and volleyball kit rental fees, community sound stage rental fees, park alcohol permits remain $75, service charge for refunds remain $20, and non-city resident fee per activity registration remain at $10.

## ALTERNATIVES

City Council must hold a public hearing and then may:

- Approve the Fee Adjustment Resolution, or;
- Modify the Fee Adjustment Resolution, or;
- Disapprove the Resolution and provide Staff with additional guidance.

## FISCAL EFFECTS

The financial impact of the approved Resolution as proposed would increase revenue by approximately $85,000 annually based on totals from usage in 2019, which proved to be an excellent standard for average use based on factors such as weather, access, and availability.

## Attachments

Attachment A Resolution
Attachment B
Attachment C

**RESOLUTION 20-_____**

**A RESOLUTION OF THE CITY OF BILLINGS ESTABLISHING NEW FEES TO BE CHARGED BY THE CITY FOR SERVICES PROVIDED BY THE PARKS, RECREATION AND PUBLIC LANDS DEPARTMENT WITHIN THE RECREATION DIVISION, AND ESTABLISHING AN EFFECTIVE DATE. REPEALS RESOLUTION NO. 14-10353**

WHEREAS, The City of Billings provides certain services to the public within the Recreation Division through the Department of Parks, Recreation and Public Lands; and

WHEREAS, it is in the best interest of the citizens of the City that the City continue to be able to provide said services in a prudent fiscal manner and that the City Council establish new fee schedules to provide for said services; and

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

1. Fees for Recreation Division Aquatic Services The new fees to be charged by the City for Recreation Division aquatic services provided by the Department of Parks, Recreation and Public Lands, are hereby established as set forth below:

| | | |
|---|---|---|
| DAILY POOL ADMISSION FEES | | |
| South Park Pool | Youth 5-17 | $3.00 |
| | Adult 18 & Up | $5.00 |
| Rose Park Pool | Youth 5-17 | $4.00 |
| | Adult 18 & Up | $7.00 |
| Ages 4 & Under – FREE (must be accompanied by a paying adult) | | |
| | | |
| POOL SEASON PASSES (Non-Transferable) | | |
| South Park Pool | Youth 5-17 Pass | $ 35.00 |
| | Adult 18 & Up Pass | $ 70.00 |
| | Family (Up to 4) Pass | $ 90.00 |
| Rose Park Pool | Youth 5-17 Pass | $ 80.00 |
| | Adult 18 & Up Pass | $140.00 |
| | Family (Up to 4) Pass | $220.00 |
| Family Pass additional members in same household | | $ 20.00 |

Family Pass for Rose Pool includes a FREE Waterslide Punch Card good for 25 all day wristbands ($100 value)

Low Income Individual Pool Pass Choice of: 20 punch pass for Rose Park Pool OR unlimited season pass for South Pool $5.00 per individual pass issued

ROSE PARK POOL WATERSLIDE FEES (In addition to admission fee)

| | |
|---|---|
| Single Slide | $ 1.00 |
| All Day Youth (17 & Under) | $ 4.00 |
| All Day Adult (18 & Up) | $ 5.00 |
| Youth Waterslide Punch Card (25 punches - $20 savings) | $80.00 |

SWIMMING POOL PRIVATE RENTAL FEES (Lifeguards included, Limited hours available)

| | |
|---|---|
| Swim Team Pool Rentals | $100/Day |
| Rose Pool Rental | $200/Hour |
| Rose Waterslide Rental | $150/Hour |
| Entire Rose Pool Complex Rental | $300/Hour |
| South Park Pool Rental | $125/Hour |

2. Fees for Park Shelter Rentals The new fees to be charged by the City for Park Shelter and Building rentals, are hereby established as set forth below:

Rental Times are from 8:00AM – 10:00PM daily for the following Park Buildings and Picnic Shelters: Gorham Building; Optimist Building; Veterans Building; Central Building; Arrowhead; Edgerton; Hawthorne; Rosebud; Riverfront #2; Riverfront #3; South Gazebo; Yellowstone Family Park and South Shelters.

| | |
|---|---|
| All shelters without electricity available | $ 65/Day |
| All shelters with electricity available | $ 75/Day |
| All Park Buildings with enclosed service space | $150/Day |

Rental Times are from 8:00AM – 2:00PM and/or 3:00PM – 10:00PM Daily for the following Park Shelters: North #1; North #2; Rose; Riverfront #1; and Veterans.

| | |
|---|---|
| All shelters without electricity available | $65/Half Day |
| All shelters with electricity available | $75/Half Day |

3. Fees for Picnic and Volleyball Kit Rentals The new fees to be charged by the City for Picnic and Volleyball Kit Rentals are hereby established as set forth below:

| | |
|---|---|
| Picnic Kit Rentals | $25.00 |
| Volleyball Kit Rentals | $30.00 |
| Both Kits | $40.00 |

4. Fees for Recreation Center Building Rentals The new fees to be charged by the City for Recreation Center Building Rentals are hereby established as set forth below:

| | |
|---|---|
| North Park Recreation Center - Hourly | $ 45.00 |
| North Park Recreation Center - ½ Day | $150.00 |
| North Park Recreation Center - All Day | $300.00 |
| Zimmerman Recreation Center - Hourly | $ 40.00 |
| Zimmerman Recreation Center - ½ Day | $125.00 |
| Zimmerman Recreation Center - All Day | $250.00 |
| All Rentals – Damage Deposit Required (Refundable) | $300.00 |

5. Fees for Portable Community Soundstage Rentals The new fees to be charged by the City for Portable Community Soundstage Rentals are hereby established as set forth below:

| | | |
|---|---|---|
| Non-Profit Organization Event without Alcohol Served: | | |
| Basic Soundstage Rental | $350/Day | $450/2 Days* |
| Sound System Rental (add) | $ 75/Day | $100/2 Days* |
| For-Profit Business Event and/or Alcohol Served: | | |
| Basic Soundstage Rental | $550/Day | $650/2 Days* |
| Sound System Rental (add) | $ 75/Day | $100/2 Days* |
| After Hours Additional Fee | $125/Day | |

6. Fees for the Issuance of Park Alcohol Permits (possession/serving only – no sales) The new fees to be charged by the City for Park Alcohol Permits are hereby established as set forth below:

| | |
|---|---|
| City Park Alcohol Permits* for possession/serving | $75/Day |
| *Not available for all parks | |

7. Fees for the Issuance of Park Use Permits for Non-Profit Organizations The new fees to be charged by the City for Park Use Permits are hereby established as set forth below:

| | |
|---|---|
| General Park Use Permits | $150.00 |
| Primary User Athletic Park Use Permits | $75/field/season |
| Secondary User Athletic Park Use Permits | $50/field/season |

8. Miscellaneous fees for services The new fees to be charged by the City for miscellaneous services are hereby established as set forth below:

| | |
|---|---|
| Service Charge for Refund Processing | $20.00 |
| Non-Resident Fee per Activity Registration | $10.00 |

9. Term of Fees Said fees shall take effect immediately and continue in full force and effect until changed by the City Council by subsequent resolution.

10. Repealer of Previous Fees Any fees previously established which are inconsistent herewith are hereby repealed.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the _____ day of _____, 2020.

CITY OF BILLINGS

By: _____
William A. Cole, Mayor

ATTEST:

By: _____
Denise R. Bohlman, City Clerk

Resolution Template – Revised 12.2019

Font: Arial, 12 pt.

Margins: Top 1”; Bottom 1”; Left 1”’ Right 1”

First Line / Title (Resolution): **Bold,** centered, ALL CAPS

Caption / Heading: **Bold**, indented 1” from both margins, centered, ALL CAPS

Body: Left justified, first line of each paragraph indented 5 spaces

**Attachment B**

# Summary of FY21 Parks and Recreation Revenue Increase

**Proposed Revenue Increases**

| | |
|---|---|
| Swimming Pool Fees | $50,000 |
| Last Increase 2014 | |
| Projections based on 2019 Totals | |
| Approved by Resolution | |
| Picnic Shelter Rentals | $15,000 |
| Last Increase 2011 | |
| Projections Based on 2019 Totals | |
| Approved by Resolution | |
| Park Use Permit Fee | $10,000 |
| Last Increase 2009 | |
| Projections Based on 2019 | |
| Approved by Resolution | |
| Neighborhood Center Rental | $10,000 |
| Last Increase 2011 | |
| Projections Based on 2019 Totals | |
| Approved by Resolution | |
| **Total** | **$85,000** |

## DAILY POOL ADMISSION FEES

| | | Current | Proposed |
|---|---|---|---|
| South Park Pool | Youth 5-17 | $2.00 | $3.00 |
| | Adult 18 & Up | $4.00 | $5.00 |
| Rose Park Pool | Youth 5-17 | $3.00 | $4.00 |
| | Adult 18 & Up | $6.00 | $7.00 |

NO CHANGE for Scholarship Individual Pool Pass - Choice of 20 punch pass for Rose Park Pool or unlimited season pass for South Pool - $5.00 per individual pass issued

## ROSE PARK POOL WATERSLIDE FEES (In addition to admission fee)

| | | |
|---|---|---|
| Single Slide | $1.00 | $1.00 |
| All Day Youth (17 & Under) | $3.00 | $4.00 |
| All Day Adult (18 & Up) | $4.00 | $5.00 |
| Waterslide Punch Card (25 punches) | $55.00 | $80.00 |

For ages 17 & Under non-replaceable/non-refundable

## POOL SEASON PASSES

| | | | |
|---|---|---|---|
| South Park Pool | Youth 5-17 Pass | $25.00 | $35.00 |
| | Adult 18 & Up Pass | $60.00 | $70.00 |
| | Family Pass | $75.00 | $90.00 |
| | Add Family Member | $10.00 | $20.00 |
| | Family Pass includes a Household of 4 members, previously 5 | | |
| Rose Park Pool | Youth 7-17 Pass | $60.00 | $80.00 |
| | Adult 18 & Up Pass | $120.00 | $140.00 |
| | Family Pass | $180.00 | $220.00 |
| | Add Family Member | $10.00 | $20.00 |
| | Family Pass includes a Household of 4 members, previously 5 | | |

## SWIMMING POOL PRIVATE RENTAL FEES (Limited hours available)

| | | |
|---|---|---|
| Swim Team Pool Rentals | $ 75/Day | $100.00 |
| Rose Pool Rental | $175/Hour | $200.00 |
| Rose Waterslide Rental | $125/Hour | $150.00 |
| Entire Rose Pool Complex Rental | $250/Hour | $300.00 |
| South Park Pool Rental | $100/Hour | $125.00 |

## PARK SHELTER RENTAL FEES

| | | |
|---|---|---|
| All shelters without electricity available | $40/Day | $65.00 |
| All shelters with electricity available | $50/Day | $75.00 |
| All Park Shelters with enclosed service kitchen areas | $100/Day | $150.00 |
| All Park Craft Houses | $100/Day | $150.00 |

## NEIGHBORHOOD CENTER RENTAL FEES

| | | |
|---|---|---|
| North Park Recreation Center - Hourly | $ 35 | $45.00 |
| North Park Recreation Center - ½ Day | $125 | $150.00 |
| North Park Recreation Center - All Day | $250 | $300.00 |
| Zimmerman Recreation Center - Hourly | $ 30 | $40.00 |
| Zimmerman Recreation Center - ½ Day | $100 | $125.00 |
| Zimmerman Recreation Center - All Day | $200 | $250.00 |
| All Rentals – Damage Deposit Required (Refundable) | $250 | $300.00 |

## PARK USE PERMITS

| | | |
|---|---|---|
| General Park Use Permits | $100.00 | $150.00 |
| Primary User Ball Field Permits | $50/season | $75.00 |
| Secondary User Ball Field Permits | $25/season | $50.00 |

**Regular** **4.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Public Hearing and Resolution for Fee Increases at Mountview Cemetery

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

**Department:** Parks/Rec/Public Lands **Division:** Parks

## RECOMMENDATION

Staff recommends Council conduct a public hearing and approve the proposed fee increases for Mountview Cemetery.

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

Pursuant to the City Council discussion at the June 15, 2020, Work Session regarding potential fee increases and as part of the City Council Approved FY21 Budget at the Business Meeting on June 22, 2020, a number of proposed fee adjustments were included to increase revenue. The proposed fee adjustments for the Mountview Cemetery would replace Resolution 16-10569 last approved in 2016. In summary, (Attachment A) includes the proposed increases to burial products and services. For comparison, (Attachment B) is provided with the current fees.

## ALTERNATIVES

City Council must hold a public hearing and then may:

- Approve, the proposed Fee Adjustment Resolution or; modify the Fee Adjustment Resolution, or;
- Disapprove and provide staff with additional guidance.

## FISCAL EFFECTS

The proposed Fee Adjustment Resolution would increase revenue by approximately $8,000 based on recent historical operations.

## Attachments

Attachment A
Attachment B

**RESOLUTION 20-_____**

**A RESOLUTION REVISING FEES FOR PURCHASE OF GRAVESITES AND NICHES, AND FEES FOR SETUP AND OTHER SERVICES IN THE CITY OF BILLINGS MOUNTVIEW CEMETERY; REPEALING RESOLUTION NO. 16-10569**

WHEREAS, the City of Billings provides for the purchase of gravesites, niches, setup, and other services in the City of Billings Mountview Cemetery; and

WHEREAS, all cemetery fees and prices are established by City Council resolution as required by Section 8-334(f), BMCC; and

WHEREAS, fees were last set in July 1, 2016. The cost of providing services continually increases necessitating fee adjustments; and

WHEREAS, Resolution 16-10569 is hereby repealed.

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

1. The price for graves and niches in the Mountview Cemetery, which include a thirty-five percent (35%) perpetual care cost, are:

| | |
|---|---|
| a. Full size traditional grave | $855.00 |
| b. Cremation section grave | $475.00 |
| c. Section 12 grave | $1,455.00 |
| d. Infant section grave | $310.00 |
| e. Landmark Columbarium | |
| i. Row D single niche | $1,210.00 |
| ii. Row C single niche | $1,150.00 |
| iii. Row B single niche | $1,090.00 |
| iv. Row A single niche | $1,030.00 |
| f. Urn Columbaria North and South | |
| i. Row A & N single niche | $615.00 |
| ii. Row B & M single niche | $640.00 |
| iii. Row C & L single niche | $670.00 |
| iv. Row D & K single niche | $700.00 |
| v. Row E-J single niche | $735.00 |
| vi. Row B & M companion niche | $990.00 |
| vii. Row C & L companion niche | $1,045.00 |
| viii. Row K & K companion niche | $1,095.00 |

ix. Row E-J companion $1,155.00

g. Simplicity Columbarium
   i. Row A single niche $1,155.00
   ii. Row A companion niche $1,400.00
   iii. Row B single niche $1,130.00
   iv. Row B companion niche $1,270.00
   v. Row C single niche $1,100.00
   vi. Row D single niche $1,070.00
   vii. Row E single niche $1,040.00

2. Opening, closing and setup for a full size traditional grave shall include a lowering device and tent. A discount shall be issued, except in the mausoleum, when a tent is impractical to set up for all ground burials. The opening, closing and setup for cremations and infant burials do not include a lowering device, but do include artificial turf, tent and a stand for either the baby casket or urn. The fees for opening, closing and setups during normal business hours are:

   a. Full size traditional setup $550.00
   b. Cremation burial setup $380.00
   c. Infant burial setup $325.00
   d. Columbarium setup $225.00

3. The normal cemetery business hours for burial services are from 9:00 AM to 3:30 PM, Monday through Friday. For burial services that start after 3:30 PM on Monday through Friday or after 2:00 PM on Saturday, a late overtime fee of $325 will be charged. The minimum late overtime charge is $325.

   Normal Saturday overtime fees will be charged for burials scheduled between 9:00 AM and 2:00 PM and they are:

   a. Saturday traditional setup $1,130.00
   b. Saturday cremation burial setup $785.00
   c. Saturday infant burial setup $625.00
   d. Saturday columbarium setup $290.00

4. The Veteran Sections of the cemetery are special purpose areas. For that reason the city does not make a charge for the grave or niche space, but other charges are issued to compensate for opening, closing, setup, tent, curbing, engraving of the columbarium and flower container. The fees for burial or inurnment in the veteran section are:

   a. Traditional Veteran burial setup $805.00
   b. Saturday traditional Veteran burial $1,385.00
   c. Cremation Veteran burial setup $635.00
   d. Saturday cremation Veteran burial $1,040.00
   e. Veteran Columbarium setup $540.00

f. Saturday Veteran Columbarium setup $590.00

5. Other charges made for services provided by the cemetery are:

| | | |
|---|---|---|
| a. | Requested tent setup | $135.00 |
| b. | Tent discount for traditional setup | $50.00 |
| c. | Flower container | $45.00 |
| d. | Disinterment of casket and vault | $1,300.00 |
| e. | Disinterment from mausoleum | $640.00 |
| f. | Disinterment of buried urn | $545.00 |
| g. | Disinterment of infant grave | $545.00 |
| h. | Veteran curbing | $210.00 |
| i. | Direct burial urn | $240.00 |
| j. | Direct burial casket | $450.00 |

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the _____ day of _____, 2020.

CITY OF BILLINGS

By: _____
William A. Cole, Mayor

ATTEST:

By: _____
Denise R. Bohlman, City Clerk

Resolution Template – Revised 12.2019

Font: Arial, 12 pt.

Margins: Top 1”; Bottom 1”; Left 1”’ Right 1”

First Line / Title (Resolution): **Bold,** centered, ALL CAPS

Caption / Heading: **Bold**, indented 1” from both margins, centered, ALL CAPS

Body: Left justified, first line of each paragraph indented 5 spaces

Mountview Cemetery Fees as of July 1, 2016

1. The prices for graves and niches in the Mountview Cemetery which include a thirty-five per cent (35%) perpetual care cost, are:

| | |
|---|---|
| a. Full size traditional grave | $765.00 |
| b. Cremation section grave | $430.00 |
| c. Baby section grave | $280.00 |
| d. Landmark Columbarium | |
| (1) Row D single niche | $1,105.00 |
| (2) Row C single niche | $1,050.00 |
| (3) Row B single niche | $990.00 |
| (4) Row A single niche | $935.00 |
| e. Urn Columbaria North and South | |
| (1) Rows A & N single niche | $560.00 |
| (2) Rows B & M single niche | $575.00 |
| (3) Rows C & L single niche | $605.00 |
| (4) Rows D & K single niche | $630.00 |
| (5) Rows E thru J single niche | $665.00 |
| (6) Rows B & M companion | $880.00 |
| (7) Rows C & L companion | $960.00 |
| (8) Rows D & K companion | $995.00 |
| (9) Rows E thru J companion | $1,050.00 |
| f. Simplicity Columbarium | |
| (1) Row A single niche | $1,050.00 |
| (2) Row A companion niche | $1,275.00 |
| (3) Row B single niche | $1,025.00 |
| (4) Row B companion niche | $1,150.00 |
| (5) Row C single niche | $1,025.00 |
| (6) Row D single niche | $970.00 |
| (7) Row E single niche | $940.00 |
| g. Section 12 traditional grave | $1,320.00 |

2. Opening, closing and setup for a full size traditional grave shall include a lowering device and tent. A discount shall be issued, except in the mausoleum, when a tent is impractical to set up for all ground burials. The opening, closing and setup for cremations and infant burials do not include a lowering device, but do include artificial turf, tent and a stand for either the baby casket or urn. The fees for opening, closing and setups during normal business hours are:

| | |
|---|---|
| a. Full size traditional setup | $495.00 |

| | |
|---|---|
| b. Cremation burial setup | $360.00 |
| c. Infant burial setup | $295.00 |
| d. Columbarium setup | $190.00 |

3. The normal cemetery business hours for burial services are from 9:00 AM to 4:00 PM, Monday through Friday. For burial services that start after 4:00 PM on Monday through Friday or after 2:00 PM on Saturday, a late overtime fee of $300 will be charged. The minimum late overtime charge is $300.

A normal Saturday overtime fee will be charged for burials scheduled between 9:00 AM and 2:00 PM and they are:

| | |
|---|---|
| a. Saturday traditional setup | $1,030.00 |
| b. Saturday cremation burial setup | $715.00 |
| c. Saturday infant burial setup | $560.00 |
| d. Saturday columbarium setup | $290.00 |

4. The Veteran Sections of the cemetery are special purpose areas. For that reason the city does not make a charge for the grave or niche space, but other charges are issued to compensate for opening, closing, setup, tent, curbing, engraving of the columbarium and flower container. A veteran's cremains may ~~not~~ be buried in a traditional full size veteran grave. The fees for burial or inurnment in the veteran section are:

| | |
|---|---|
| a. Traditional veteran burial setup | $715.00 |
| b. Saturday traditional veteran burial | $1,250.00 |
| c. Cremation veteran burial setup | $580.00 |
| d. Saturday cremation veteran burial | $935.00 |
| e. Veteran Columbarium setup | $485.00 |
| f. Saturday Veteran Columbarium setup | $535.00 |

5. Other charges made for services provided by the cemetery are:

| | |
|---|---|
| a. Requested tent setup | $120.00 |
| b. Discount of tent for traditional setup | $45.00 |
| c. Flower Container | $35.00 |
| d. Disinterment of casket and vault | $1,165.00 |
| e. Disinterment from mausoleum | $580.00 |
| f. Disinterment of buried urn | $495.00 |
| g. Disinterment of infant grave | $495.00 |
| h. Veteran Curbing | $185.00 |

**Regular** **5.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** MRM Unified Campus

**PRESENTED BY:** Chris Kukulski, City Administrator

**Department:** City Hall Administration **Division:** Administration

## RECOMMENDATION

Staff recommends:

1. Request for Letter of Support in regard to the proposed MRM Unified Campus (please see attached Project Description and Letter of Support Information).

2. Notification that, upon a successful award of Low Income Housing Tax Credits, MRM Unified Campus anticipates applying for a real estate tax exemption under MCA § 15-6-221.

3. Opportunity for Public Comment (Required publication will be published in the *Billings Gazette* – 2 runs 6 days apart to meet the City of Billings requirements and 2 runs 14 days apart to meet the Montana Board of Housing requirements.)

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

The Montana Rescue Mission (MRM), in conjunction with Mountain Plains Equity Group, Inc. (MPEG), is in the process of completing an application to the Montana Board of Housing for an allocation of Low-Income Housing Tax Credits (LIHTC). If successful in this application, the Housing Tax Credits will help to finance the development of the **MRM Unified Campus**, a new homeless shelter and affordable housing campus that will include a 166-bed homeless shelter, 29 affordable apartment units and supportive service and amenity space. The **MRM Unified Campus** will consist of significant renovations and updates being made to the current MRM facilities in downtown Billings at approximately 2822 Minnesota Ave and bring the Men's Shelter and the Women and Family Shelter under one roof.

The existing buildings that contain the current MRM facilities are near or over 100 years old, and while historic, the existing Men's Shelter and the Women and Family Shelter are both in need of significant upgrades. One of the most important factors of the **MRM Unified Campus** development plan is the accessibility upgrades that are planned to be made to the facility. These accessibility upgrades would allow the MRM to be able to properly serve their disabled and vulnerable guests. In addition to the much-needed accessibility upgrades, the existing MRM facilities are constantly facing many other monetary and resource draining issues such as, space constraints, a backlog of deferred maintenance and the general degradation of the old buildings.

When completed, the **MRM Unified Campus** will boast a completely new homeless shelter with 72 beds for women and families and 94 beds for men. The campus will also house 6 transitional supportive housing apartments that will offer opportunities and supportive services to residents that will allow them to move toward independence, and 23 supportive housing apartments. To be known as the "Mission Apartments" these 29 affordable rental apartment units will be

dedicated to qualifying families and individuals earning less than 60% of the area median income. On the campus, a separate building at 21 S. 29th Street will undergo significant updates to create modern classrooms for job and life-skills training, an exercise facility, a 200-person chapel, counseling and healthcare offices, and a childcare space with a secure outdoor playground. This thoughtful approach and creation of a “full service” campus will be instrumental in breaking the cycle of homelessness in our community.

## ALTERNATIVES

City Council may:

- Approve a letter of support to be signed by the Mayor, or;
- Disapprove a letter of support, in which the project may not complete its Montana Board of Housing application requirements.

## FISCAL EFFECTS

N/A

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## Attachments

Sample Support Letter

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July 13, 2019

Ms. Mary Bair
*Multi-Family Program Director*
**Montana Board of Housing**
PO Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

As Mayor of Billings, Montana, this letter is to display my strong support regarding the application and need for an allocation of Low-Income Housing Tax Credits (LIHTC) to help with the development of the **MRM Unified Campus** project in Billings, MT

Montana Rescue Mission, in conjunction with Mountain Plains Equity Group, Inc., is in the process of completing an application to the Montana Board of Housing for an allocation of LIHTC. If successful in this application, the Housing Tax Credits will help to finance the development of a 166-bed homeless shelter, 29 affordable apartment units and additional supportive service and amenity space. The development will be located at approximately 2822 Minnesota Ave and will bring the community's Men's Shelter and the Women and Family Shelter under one roof.

The **MRM Unified Campus** will provide a unique opportunity for the City of Billings to address the ever-expanding homeless situation in our community. In addition to the new 166-bed homeless shelter the campus will offer 6 transitional supportive housing apartments that will offer opportunities and supportive services to residents that will allow them to move toward independence, and 23 supportive housing apartments. All 29 apartments will be subject to rent and income restrictions, ensuring affordability. Also located on the campus, a separate building at 21 S. 29$^{th}$ Street will undergo significant updates to create modern classrooms for job and life-skills training, an exercise facility, a 200 person chapel, counseling and healthcare offices and a childcare space with a secure outdoor playground.

The ability to offer housing, shelter and services to those that need it most is extremely important in helping to distinguish our community. Bringing the **MRM Unified Campus** to Billings will ensure Billings is able to provide a safe place for people to stay, whether it be for a single night in one of the 166 shelter beds, or for several months in one of the 29 Mission Apartments.

It is my sincere desire that **MRM Unified Campus** be seriously considered for an allocation of LIHTC to help finance the development of the project. This thoughtful approach and creation of a "full service" campus will be instrumental in breaking the cycle of homelessness in our community.

Respectfully submitted,

_____

William A. Cole
Mayor

| | |
|---|---|
| _____ | _____ |
| Kendra Shaw, Council Member | Mike Yakawich, Council Member |
| _____ | _____ |
| Roy Neese, Council Member | Frank Ewalt, Council Member |
| _____ | _____ |
| Danny Choriki, Council Member | Denise Joy, Council Member |
| _____ | _____ |
| Pam Purinton, Council Member | Penny Ronning, Council Member |
| _____ | _____ |
| Mike Boyett, Council Member | Shaun Brown, Council Member |

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Variance to Resolution 93-16740

**PRESENTED BY:** Kevin Iffland, Assistant City Administrator

**Department:** Facility Services

## RECOMMENDATION

Staff recommends approving the variance to Resolution 93-16740 to allow staff to enter into a binding agreement with a seller contingent on the appraisal process outlined in the resolution, Council approval, and any other necessary contingencies. Staff requests this variance for the City Hall Facilities and land adjacent to the Billings Operations Center.

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

Resolution 93-16740 requires a specific appraisal process and for City Council to establish fair market value based on those appraisals prior to staff entering into any binding agreement to purchase property, regardless of contingencies.
Resolution 93-16740 is a set of guidelines for purchasing property and does allow for a variance from the guidelines upon Council approval (Section H).

City staff appreciates the value of the appraisal process and does not dispute its merit, however, the requirement to complete that process prior to entering into a binding agreement with the seller places the City at a disadvantage in the negotiating process. First, the City would expend resources to have the appraisals completed with no assurance that the property would not be sold to another party during that process. Second, the City Council's determination of fair market value would be public knowledge and the seller would have the advantage of knowing the appraised value prior to negotiations on a final purchase price.

Given the stated disadvantages with this process, we believe it is in the City's best interest to complete the appraisal process after an agreement on price has been reached with the seller. The agreement would be contingent on the City's appraisal process and City Council's approval of the appraisals and the purchase price along with any other necessary contingencies. This process gives the City two key advantages when purchasing property. First, it allows the City to secure a contingent interest in the property prior to expending resources on the appraisal process. An accepted binding offer would prevent another party from purchasing the property while the appraisal process and inspections are completed. Second, it places the City in an advantageous negotiation position to potentially obtain property for less than market value if the seller agrees to the offered price and the market value is determined to be higher through the appraisal process.

Therefore, we request a variance to Resolution 93-16740 to allow staff to enter into a binding agreement with the seller contingent on the appraisal process outlined in the resolution, Council approval, and any other contingencies deemed necessary for the City Hall Facilities (Stillwater Building) and land adjacent to the Billings Operations Center.

## ALTERNATIVES

City Council may:

- Approve the variance to allow staff to enter into a binding agreement with a seller contingent on the appraisal process outlined in the resolution, Council approval, and any other contingencies deemed necessary.
- Disapprove and staff would have to obtain appraisals and council approval of fair market value per Resolution 93-16740 prior to entering into any binding agreement.

## FISCAL EFFECTS

Approval of this variance would allow the City to enter into a contingent purchase agreement for potentially less than the market value determined by the subsequent appraisal process, which could save the City money on the transaction.
Depending on the property, the cost of the appraisal process is estimated at $10,000 to $20,000.

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## Attachments

Resolution 93-93-16740

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RESOLUTION NO. 93 – 16740 .

A RESOLUTION REPEALING RESOLUTION 86-15515, AND ESTABLISHING A POLICY OF THE CITY OF BILLINGS, MONTANA AS IT RELATES TO THE ACQUISITION OF PROPERTY.

WHEREAS, from time to time the City of Billings has need to acquire property in order to carry out the programs and projects adopted by the City Council; and

WHEREAS, the city is desirous of developing a uniform guide to determine the number and type of appraisals in the acquisition of real property.

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

Resolution No. 86-15515 is hereby repealed.

GUIDE TO DETERMINE THE NUMBER AND TYPE OF APPRAISALS:

Since these matters are largely governed by the magnitude of the appraised compensation for each parcel, the following rules are set forth on this basis. If these differ from requirements tied to a specific funding source, then the more rigorous standards will be used.

A. RANGE OF VALUE: LESS THAN $100,000:

1. Appraisals required: One.

2. Type of Appraisal: Short form

B. RANGE OF VALUE FROM $100,000 to $200,000:

1. Appraisals required: One.

2. Type of Appraisal: Long form

C. RANGE OF VALUE OVER $200,000:

1. Appraisals required: Two.

2. Type of Appraisal: Long form

D. APPRAISALS FOR PROPERTY $100,000 AND OVER IN VALUE MUST BE REVIEWED BY A QUALIFIED REVIEW APPRAISER SELECTED BY THE CITY OF BILLINGS ACCORDING TO REQUIREMENTS SET FORTH FOR REVIEW APPRAISERS, WHICH ARE MADE A PART OF THIS RESOLUTION.

1. After the review appraiser has reviewed the appraisals and arrived at a fair market value of the property being appraised, the city staff will

present the review appraisal to the City Council for the purpose of establishing the fair market value.

2. For appraisals less than $100,000 in value, the staff will present the appraisal as reviewed by staff to the City Council for the purpose of establishing fair market value.

3. In any case, after the appraisals have been completed and reviewed, city staff may enter into contingent acquisition negotiations with the property owner prior to presenting the appraisals to the City Council to establish fair market value. However, city staff shall not acquire or enter into a binding agreement to acquire the property prior to the establishment of the fair market value by the City Council.

E. NEGOTIATING FLEXIBILITY: In cases of extreme need where expeditious decisions are critical to the success of the development of a public improvement project, the city administrator may authorize an offer over the fair market value established by the City Council. The offer may not exceed 5% of the fair market value or $10,000, whichever is less.

F. MINIMUM PAYMENT POLICY: It is the City of Billings' policy to employ the minimum payments described below whenever the estimated just compensation, based on recognized appraisal techniques, is less than these amounts, including those instances where the estimated compensation is zero. In these cases, the appraisal report should show the property values as estimated using recognized techniques and in addition, the report should show the applicable minimum payment as described below.

1. MINIMUM PAYMENT FOR PERMANENT PROPERTY INTERESTS: The minimum payment for any property interest acquired by deed or easement will be $300.

2. MINIMUM PAYMENT FOR TEMPORARY USE OF PROPERTY: The minimum payment for the temporary right to occupy and use property during construction, e.g., streets, waterlines, sewer lines, traffic signals, will be $150.

Minimum payment appraisal is limited to those parcels where total compensation is $500 or less.

G. QUALIFICATION OF FEE AND REVIEW APPRAISERS: The City of Billings will maintain a current list of contract fee and review appraisers in the office of the director of development services who have been approved f or an appraisal assignment. Before an appraiser can be approved, they must first submit a demonstration appraisal of his/her current appraisal work which will be used to evaluate their knowledge of appraisal theory and principles and the clarity of their written communication. As a minimum, fee and review appraisers must be Montana Certified Appraisers with two or more full-time years of appraisal experience. In addition, appraisers with higher qualifications may be retained 1) to meet the needs of projects involving federal, state or local grant conditions, 2)

to participate in projects anticipated to involve eminent domain proceedings, or 3) to meet other special requirements, situations and conditions.

Appraisers meeting the above criteria will be hired as would any other professional service provider.

H. THIS RESOLUTION IS INTENDED TO PROVIDE A SET OF GUIDELINES. IN CASES WHERE THE DEMANDS OF A PROJECT REQUIRE A VARIANCE FROM THESE GUIDELINES, THE CITY ADMINISTRATOR MAY COME TO THE CITY COUNCIL TO REQUEST A VARIANCE.

APPROVED AND PASSED by the City Council of the City of Billings this 13th day of September 1993.

THE CITY OF BILLINGS:

BY:_____
MAYOR

ATTEST:

_____
CITY CLERK

**Regular** **7.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Downtown Billings Partnership - Tax Increment Assistance - Billings Symphony Orchestra and Chorale, 2820 2nd Avenue North

**PRESENTED BY:** Wyeth Friday

**Department:** Planning & Community Services **Division:** Planning

## RECOMMENDATION

The Downtown Billings Partnership Board has reviewed this TIF application and recommends the City Council approve a reimbursement up to $181,340 from Downtown Urban Renewal tax increment finance district funds to the Billings Symphony Orchestra and Chorale for renovation/rehabilitation of its property at 2820 2nd Avenue North subject to the following conditions:

1. The Applicant shall sign a development contract with the City of Billings and DBP within 90 days of City Council's approval.
2. This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project.
3. If funds are not available, reimbursement can be carried over to the next fiscal year.

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

The DBP staff received and reviewed this TIF Application in April. It was then reviewed and recommended by the DBP Development Committee on May 14 and the full DBP Board on May 22, 2020 (See DBP Meeting Minutes attached).

The Development Committee and Board verified/clarified several issues during review, including:

- That while the Billings Symphony Orchestra and Chorale (BSOC) is a non-profit entity, the building will be owned by the Montana Development Company, a private organization that will ensure the building remains on the tax rolls;
- That while the Board had concerns about factoring the value of the building into the total applicant asset value, which made the proposal meet the 5:1 private to public investment ratio ( The estimated private to public investment ratio for this project if the building investment is removed is about 2:1), it decided to still recommend to Council the full amount because:

  A) Businesses and the surrounding neighborhood will benefit in a variety of ways, including safety, filling a long lasting vacancy and having a present and engaged landlord for the property.
  B) The symphony is a non-profit and its main focus is to make the internal space move-in ready.
  C) If assistance is denied or reduced, the exterior improvements might be put on hold and the project not fully completed.
  D) The qualified expenses are mostly exterior improvements that will be enjoyed by the public.

E) The DBP application asks the applicant to mention all assets and the BSOC considered its building as an asset.

The application aligns with elements/goals of the DBA Strategic Plan (may be viewed through this link https://downtownbillings.com/about/about-the-dba/), City TIF Policy, MCA, and the North 27th Street District Urban Renewal Plan (See table below and attachments) For example, the adopted Urban Renewal Plan for the North 27th Street District, contemplated TIF funding assistance for business retention and recruitment in its Business Programs and Projects section.

| Item | DBA Strategic Plan | Urban Renewal Plan | City TIF Policy | Montana Code Annotated |
|---|---|---|---|---|
| Building Remodeling, Exterior Improvements | Strong Downtown Identity – P.15<br><br>Vibrant & Connected Downtown – P.15 | Business Programs & Projects – P.54<br><br>Infrastructure Improvements (Entertainment Venues) – P.55 | Permitted uses of TIF Funds: Private infrastructure with Public Benefit (Facades, Windows, – P.2<br><br>Financial Assistance Through TIF – P.2 | 7-15-4233<br><br>7-15-4288 |

The BSOC plans to revitalize a key corner of downtown Billings at 29th St. and 2nd Ave. that has been vacant for several years. This project will activate an important intersection as well as elevate the Billings Symphony's visibility and accessibility to the community. The BSOC will take over the 3,500 SF corner space to serve as its primary office space and ticket box-office for the public. In addition to the daily office functions, the space is also being designed to accommodate small performances for community enjoyment, creating "pop-up" mini-concerts in this space.

The BSOC is requesting TIF funds to reimburse it for improvements and modifications, including some demolition, new exterior lighting, new exterior awnings, fresh exterior painting, facade work and new windows, some electrical and HVAC work and street frontage landscape, signage and public art improvements. The total reimbursement requested is $182,340. If the total value of cash invested ($363,000) and land and buildings ($1,022,500) are factored into the request, the private investment is 87% and the public investment is 13%, or about a 7 to 1 ratio. However, the project to make the building improvements is $527,569, so if that is the basis for calculating the ratio, the private investment is about 66% and public investment are about 34%, or a 2:1 ratio. The DBP Development Committee and the DBP Board both supported this application request, recognizing both that the BSOC is a non-profit organization making a significant commitment and investment in Downtown Billings and that the BSOC was counting its land and building investments as part of its application in terms of its total investment.

## ALTERNATIVES

City Council may:

- Approve the recommendation from the DBP Board for the expenditure of these TIF funds consistent with some elements/goals of the DBA Strategic Plan, North 27th Street Urban Renewal Plan, City TIF Policy and MCA, or;
- Modify the recommendation from the DBP Board for the expenditure of these TIF funds before taking action, or;

- Disapprove the recommendation from the DBP Board for the expenditure of these TIF funds. If the Council chooses not to approve this TIF application, specific reasoning for the denial is helpful to provide further direction to the DBP Board and staff, and City staff for future applications.

## FISCAL EFFECTS

The request is for up to $181,340 to be reimbursed to the BSOC for the identified building remodeling and exterior improvements (See TIF Application Attachment). The estimated total project cost is $527,569, making the private to public investment ratio for this project about 2:1. The funds are payable pending satisfactory submission of all paid invoices showing actual cost incurred for the project. A budget amendment may be needed. If funds are available, existing cash will be used to issue a reimbursement.

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## Attachments

BSOC Application
BSOC Application Narrative
DBP Meeting Minutes May 2020
2008 CC Adopted Downtown Urban Renewal Plan
City TIF Policy

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# Large Project Incentive Grant

## Information & Application

**Updated 3/31/2020**

**Downtown Billings Partnership, Inc.**
**116 N. 29th St, Billings, MT 59101 - Tel. 406-294-5060**
**www.downtownbillings.com**

# Large Project Incentive Grant

**Purpose:**

The purpose of this program is to provide financial and practical assistance to develop or redevelop buildings within the boundaries of the Expanded North 27th Street Urban Renewal District (URD) in downtown Billings. This program will:

1) Assist in the economic revitalization and stabilization of the URD;
2) Attract and retain a stable clientele population within the URD;
3) Stimulate private investment within the URD;
4) Generate additional property tax revenues within the URD; and
5) Encourage and facilitate in the remodeling and restoration of historically significant structures within the URD.

Large projects must support the goals of the Downtown Billings Strategic Plan and the Urban Renewal Plan of the North 27th St. TIFD. Applicants are encouraged to consider the design aesthetic of the surrounding neighborhood when submitting a design for review.

Applicants are reminded that grant awards made by the Downtown Billings Partnership (DBP) are discretionary in nature and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for awards and successful applicants may receive any amount up to the maximum award. Should an applicant meet all grant criteria, a grant may or may not be awarded at the DBP and Billings City Council's discretion due to funding limitation, competing applications, and/or competing priorities of the DBP.

**Eligible Expenses:**

**Section One:** All public governments as we as public corporations (501c3) inherently have a public benefit purpose. Even though public business normally is not subject to property tax, if their projects, programs, or activities can show blight remediation, as defined by the Urban Renewal Plan, they qualify for up to 100% TIFD assistance. **MCA 35-1-1402 Definitions.**

**Section Two:** Pursuant to **MCA 7-15-4208**, private enterprise and private projects are encouraged and enabled to receive TIFD support for qualified expenditures/costs.

**Section Three:** Qualified Expenditures - **MCA 7-15-4282** through **7-15-4294**. Ordinance **08-5483.**

a. Remediation or diminishing blight {**MCA 7-15-4206(2)**} affecting buildings and structures that negatively impact the residents of the city due to:
    i. Substantial deterioration especially roofs in serious need of repair or replacement
    ii. Obsolete uses that require a change of use
    iii. Defective and not in compliance with current Building and Fire Codes
        1. Electrical service upgrades
        2. plumbing upgrades
    iv. Unsanitary and/or unsafe structures
    v. Vacant and unused spaces
b. Relocation of displaced people and/or businesses
c. Enhancement of infrastructure, public or private, that improve the pedestrian experience
    i. Streetlights, sidewalks, curbs, gutters, wayfinding, and placemaking
    ii. Repair and stabilization of vault caps in the public right of way
    iii. Building and business signage
    iv. Facade stabilization and/or improvement
    v. Outdoor patios

vi. Landscaping
vii. Green spaces

d. Mixed use redevelopment containing
i. Parking
ii. Conference facilities
iii. Housing
1. Market rate
2. Workforce
iv. Street level retail and dining

e. Improvements that lead to stabilized and/or increased taxable valuation
f. Relocation of utility wires, inefficient land use, and/or problems of access and circulation
g. Increased use of public transit
h. Increased Crime Prevention and Public Safety
i. Increased energy efficiencies
i. Exterior windows, and doors
ii. HVAC upgrades

j. Change of ownership through property acquisition

**Section Four:** Qualified Expenditures - **MCA 7-15-4282** through **7-15-4294**. Ordinance **12-5590**.

k. Remediation or diminishing blight {MCA 7-15-4206(2)} at sidewalk/street level that negatively impacts the residents of the city due to:
i. Vacant storefronts
1. Business Retention and Recruitment projects
a. Business plan program/contest (e.g. Battle of the Plans)
b. Retail coordinator staff or consultant
c. Strategic planning
d. Marketing and promotion
e. Commercial rent assistance
f. Public art
g. Pocket parks

**Timeframe and application process:**

Applications will be accepted and reviewed quarterly. Applications must be received by the 15th day of the first month of each quarter. Each complete application will be reviewed by the DBP staff, Development Committee, and the DBP Board of Directors and, if recommended, will go in front of the Billings City Council for final approval within each quarterly grant cycle.

| Application Due to DBP | Application Reviewed by Development Committee and DBP Board | Application Presented to City Council for Final Approval |
|---|---|---|
| July 15 | 2nd Thursday of August – Dev. Com<br>4th Friday of August – DBP Board | September Council Business Meeting |
| October 15 | 2nd Thursday of November – Dev. Com<br>4th Friday of November – DBP Board | December Council Business Meeting |
| January 15 | 2nd Thursday of February – Dev. Com<br>4th Friday of February – DBP Board | March Council Business Meeting |
| April 15 | 2nd Thursday of May – Dev. Com<br>4th Friday of May – DBP Board | June Council Business Meeting |
| **Every effort will be made to facilitate every complete application through the entire process within each quarterly grant cycle. Incomplete applications may extend the process** | | |

**Grading Criteria:**

| | |
|---|---|
| **The purpose of this program is to provide financial and practical assistance to develop or redevelop buildings within the boundaries of the Expanded North 27th Street Urban Renewal District (URD) in downtown Billings. This program will:**<br><br>- Assist in the economic revitalization and stabilization of the URD;<br>- Attract and retain a stable clientele population within the URD;<br>- Stimulate private investment within the URD;<br>- Generate additional property tax revenues within the URD; and<br>- Encourage and facilitate in the remodeling and restoration of historically significant structures within the URD. | Out of a total of 85 points, each item to be scored 0-5:<br><br>● 55 to be considered<br>● 65 to be strongly considered<br>● 75 to be of highest priority |

| **<u>Vibrancy & Connectedness</u>** | | |
|---|---|---|
| Some of the resistance to walking from a parking facility to a destination in the downtown area can be overcome if the walk itself offers the visitor a pleasant, unique, fun, or informative experience.<br><br>Promotion of upper floor housing and new housing development projects for downtown and prioritization of model housing development projects that test the market, establish a price floor, and prove viability. | | |
| Does the project eliminate blight? | Blight may include but is not limited to conditions which represent a risk to public health, morals, safety, and welfare in its present condition. Examples range from physical dilapidation to improper or inefficient layout. For a more complete list of factors, refer to MCA 7-15-4206 | **0 1 2 3 4 5** |
| Does the project add or improve housing opportunities? | Construction or rehabilitation of housing is a priority in the downtown area. Quantity, quality, and projected rental or sale rates of units are to be considered. | **0 1 2 3 4 5** |
| Does the project add, maintain, and/or enhance landscaping? | Addition of significant and sustainable landscaping where appropriate is encouraged. | **0 1 2 3 4 5** |
| Does the project activate an inactive building or space? | Vacant buildings can be considered blighted. Consideration is to be given to current AND expected duration of vacancy based on all currently available information. | **0 1 2 3 4 5** |
| Does the project connect and/or improve walkways, parks, or parking options? | Does it widen sidewalks and calm car traffic? Does it provide weather protection with trees or awnings? Are any or all improvements aesthetically pleasing (painted in interesting ways or otherwise include public art)? | **0 1 2 3 4 5** |
| Does the project add or improve green space or public space? | Examples include urban parks, micro parks, and parklets. | **0 1 2 3 4 5** |

| | | |
|---|---|---|
| **Strong Identity** | | |
| Creative painting of crosswalks and intersections can have dual benefits of adding to the visual appeal of downtown while also improving safety by alerting drivers to areas with heavier pedestrian traffic.<br><br>Two way street networks provide lower vehicle moving capacities but can serve trips at a higher rate.<br><br>Two way traffic, enhanced sidewalk spaces, and a narrower street attracts new and vibrant businesses. | | |
| Does the project support increased visitation? | Examples include large spaces which could host concerts or other gatherings, spaces which could be occupied by destination businesses such as restaurants or boutique retail. | **0 1 2 3 4 5** |
| Does the project improve the overall design/aesthetic? | Examples include improvements to the façade, signage, historic preservation, alleyscapes. | **0 1 2 3 4 5** |
| Does the project provide an improved pedestrian/visitor experience? | Examples include seasonal décor, seasonal event opportunity, ambiance lighting, safety improvements, additional trees or landscaping, public seating, etc. | **0 1 2 3 4 5** |
| Does the project add public art? | Examples include large murals, sculptures, interactive installations. | **0 1 2 3 4 5** |
| **Diverse Economy & Sustainability** | | |
| Downtown Billings has the opportunity to implement large scale development in the Downtown area. Such development should create new jobs and engage the existing workforce as well as provide meaningful economic and fiscal impacts to the city, county, and state. | | |
| Does the project promote the creation of jobs? | Will potential tenants create new jobs? How many employees? | **0 1 2 3 4 5** |
| Does the project promote economic growth? | Current taxable value vs. projected value | **0 1 2 3 4 5** |
| Does the project include energy efficient components? | Examples include doors, windows, roofing, HVAC, plumbing, recycled products, etc. | **0 1 2 3 4 5** |
| Does the project encourage business development? | Will the project assist in business recruitment (new business), retention (expansion of existing business), diversification (add new industry/retail/etc.) | **0 1 2 3 4 5** |
| **Benefit to the Public** | | |
| Project should include appropriate wayfinding signage to direct drivers to existing parking and then on foot to their destination. Where possible, the project should also delineate future employee parking on higher floors of parking garages. | | |
| Does the project add public parking? | Underground? Ground? Higher floors? | **0 1 2 3 4 5** |
| Does the project support public safety | Will the project incorporate CPTED evaluation and standards? Will the project improve an existing public safety challenge? | **0 1 2 3 4 5** |
| Does the project reinforce safe pedestrian crossing and promote traffic calming? | Examples include installation of pedlets, widening of sidewalks | **0 1 2 3 4 5** |
| **Additional/Bonus** | | |
| Convention Center | | **0 1 2 3 4 5** |
| Infrastructure | | **0 1 2 3 4 5** |

At the sole discretion of the DBP Board of Directors, applicants are required to seek endorsement from the TIF Development Committee, which shall consist of design professionals, business or property owners, community members with an interest in downtown vitality, and members of the DBP Board. Applications will be reviewed by the DBP staff under supervision of the Development Committee. The DBP shall review applications on a first come, first served basis for the duration of funding availability. Quarterly, all projects that are recommended for approval by the Committee shall be submitted to the DBP Board of Directors for recommendation to Billings City Council for final approval or disapproval of funding the project.

All applicants will be apprised of the status of their application by written communication from the DBP staff. Award recipients shall receive a Development Agreement indicating the amount of the incentive funds awarded and any conditions deemed necessary by the DBP Board for receipt of the award. Applicants are required to return a signed copy of the Development Agreement to the DBP staff before funds will be committed to the project.

**Release of Funds:**

It is the responsibility of the award recipient to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the DBP by the award recipient. The project must be completed essentially as presented to the Committee and DBP Board in order to receive payment.

Incentive funds will be paid out according to the following criteria:

1. Applicants must submit copies of all required building permits.
2. Payment documentation must be submitted to the DBP office at 116 N 29th St.
3. Incentive awards will be paid upon **completion** of the project.

**Acceptable documentation is defined as PAID invoices, statements, or schedule of values from vendors, contractors, or consultants clearly detailing the work completed for the project.**

**Encumbrance Policy:**

Applicants receiving funding under this program during the course of a given fiscal year (July 1 through June 30) are eligible to carry forward/encumber unexpended funds for a **maximum of one additional fiscal year** if all effort has been made to begin the project in the initial year; and/or when circumstances related to weather, construction season, etc. prohibit the completion of the project. Applicants must advise the DBP by June 1st if they will be requesting an extension of their project schedule.

**Disclaimer:**

The Downtown Billings Partnership, Inc., its committees, partners and or affiliates are not responsible for the planning, design, or construction of improvements to property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the Urban Renewal Project Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

# DOWNTOWN (N 27TH STREET) URBAN RENEWAL DISTRICT

**N27URD**

Tax Increment Financing Fund Application

| | | | |
|---|---|---|---|
| **APPLICANT INFORMATION** | | | |
| Name: | | | |
| Address: | | | |
| City/State/Zip | | | |
| Phone: | | E-mail: | |
| If the applicant is not an individual doing business under his/her own name, the applicant has the status indicated below and is organized or operating under the laws of: | | | |
| A corporation/LLC: ☐ | A non-profit or charitable institution or corporation ☐ | A partnership: Known as: ☐ | Other: ☐ |
| Date of Organization: | | | |
| **PROJECT INFORMATION** | | | |
| Building Address: | | | |
| City: | | State: | ZIP Code: |
| Legal Description: | | | |
| **Property Owner** (if property is not owned by the Applicant, list leasehold interests and attach evidentiary materials) | | | |
| Property Owner (name or entity): | | | |
| Property Owner Contact Name: | | Contact Phone: | |
| Lessor's Address: | | | |
| City: | | State: | ZIP Code: |
| **PROJECT ARCHITECTURAL FIRM** | | | |
| Firm Name**:** | | | |
| Address: | | | |
| Representative: | | | |
| Phone: | | E-mail: | |
| **PROJECT CONTRACTOR (OR PARTY RESPONSIBLE FOR CONSTRUCTION)** | | | |
| Name/Representative: | | | |
| Address: | | | |
| Phone: | | E-mail: | |
| **PROJECT FINANCIAL LENDING INSTITUTION** (leave blank if not applicable) | | | |
| Name/Representative: | | | |
| Address: | | | |
| Phone: | | E-mail: | |

**PROJECT INFORMATION**

**Description of Project:**

Attach a narrative explanation and any other design information. Use this section to pitch your project and explain how it will eliminate blight and/or benefit the public.

**Rehabilitation Plans:**

Attach schematic design drawings and/or completed construction document plans - including site, landscaping, and other engineering design information.

**Project Schedule:**

Attach a timeline or schedule through completion.

To receive maximum funding all applications must be submitted to the DBP and approved by the CITY prior to the start of the relevant phase of construction.

## PROJECT FINANCING

*Please complete Sources of Funds detail and summarize below.*

**Applicant Equity**

Cash Invested $_____

Land & Buildings $_____ If land & building value is more than the State of Montana valuation, a current appraisal must be submitted.

Other (Specify) _____ $_____

Subtotal $_____

**Lender Commitments** (Attach evidence i.e. Letters of Credit or other documentation)

| Lender | Loan Amount | Interest | Term | Payment/Period |
|---|---|---|---|---|
| _____ | $_____ | _____% | _____yrs | $_____/Month |
| _____ | $_____ | _____% | _____yrs | $_____/Month |

Total Loan Amount $_____

**TIF Request**

Eligible Improvements

_____ $_____

_____ $_____

_____ $_____

_____ $_____

_____ $_____

_____ $_____

Subtotal of TIF Funds Requested $_____

**Sources of Funds Summary** (Post totals from above)

Applicant Equity $_____

Lender Commitments $_____

TIF Funds Request $_____

Other Funds (Specify)_____ $_____

**Total Project Cost** **$**_____

To receive maximum funding all applications must be submitted to the DBP and approved by the CITY prior to the start of the relevant phase of construction.

**CERTIFICATION**

I (we), _____(please print), the APPLICANT, certify that the statements and estimates within this Application as well as any and all documentation submitted as attachments to this Application or under separate cover are true and correct to the best of my (our) knowledge and belief.

Signature_____ Signature_____

Title_____ Title_____

Address_____ Address_____

_____ _____

Date_____ Date_____

*URD TIF GRANT PROGRAMS – Governing Body: City of Billings, City Council*

To receive maximum funding all applications must be submitted to the DBP and approved by the CITY prior to the start of the relevant phase of construction.

# T.I.F. FUNDING APPLICATION

The Billings Symphony Orchestra and Chorale (BSOC) plans to revitalize a key corner of downtown Billings that has been vacant for several years. This project, at the southeast corner of 29th St. and 2nd Ave., will activate an important intersection as well as elevate the Billings Symphony's visibility and accessibility to our community. This new space will be a welcoming and vibrant place that both represents our organization and catalyzes a stronger connection with the arts in downtown Billings.

By reinvigorating this existing space, we also see a unique opportunity to address many of the Downtown Billings Association's goals of increasing public safety, eliminating blight, and bringing new patrons to our downtown. This project also aligns with the Downtown Billings Framework Plan, which encourages the use of existing infrastructure to restore health and vitality to unoccupied or neglected buildings for the benefit of downtown life. BSOC is the perfect addition to this block in downtown by bringing another source of creative energy and communal spirit to the street.

For many years, the BSOC has struggled to be an active participant in events such as ArtWalk, First Fridays, and the Christmas Stroll because of our office location. We have been tucked away on a second floor where most of the Billings community is unaware of our presence. This new space will change that forever. We will now become a vibrant participant in our downtown events, ultimately helping to shape the future of our community. Once complete, the BSOC's presence and improved accessibility will undoubtedly increase visitation in Downtown Billings.

The BSOC will take over the 3,500 SF corner space to serve as our primary office space and ticket box-office for the public. In addition to the daily office functions, the space is also being designed to accommodate small performances for community enjoyment. We see an opportunity to create a "pop-up" mini-concert series in this space that could bring the arts to downtown in an unprecedented way.

BILLINGS SYMPHONY
ORCHESTRA & CHORALE

We are applying for TIF funds to assist in the re-development of this corner space and overall building improvements. According to the Framework Plan developed by the Downtown Billings Partnership, a project should:

- Assist in the revitalization of the District.
- Attract a stable population within the District.
- Stimulate private investment within the District.
- Generate additional tax revenues.
- Encourage restoration of historic properties.

Simply stated, we feel that there is no project that better serves these requirements. A few specific areas in which this project address the Framework goals include:

**Eliminating Blight**

- The current empty space is a problem for downtown Billings. The doorway alcoves are deep and continually attract homeless camps. As this space continues to sit empty, the blight of this important intersection grows noticeably more unattractive.

**Activating an Inactive Space**

- The BSOC project will be occupying space currently inactive and vacant.
- The project will renew an entire vacant corner connecting established businesses on both sides around the corner and across the street to the west.

**Increasing Visitation**

- The project will include the BSOC's main box-office for ticket sales to all of our performances and concerts creating more foot traffic to the area.
- The BSOC will play an active role in downtown events, such as ArtWalk, First Fridays, and Christmas Stroll, increasing visitation to the area.
- Access will be provided to our large meeting space to other music and/or non-profit organizations.

BILLINGS SYMPHONY
ORCHESTRA & CHORALE

**Increasing Overall Aesthetic**

- The exterior development of this building will include new awnings, lights, and paint which will create a dramatically improved exterior aesthetic to this corner and the length of the entire building on both 2nd Ave. and 29th St..

**Improved Pedestrian/ Visitor Experience**

- The pedestrian experience along this corner will be notably improved by both activating the space and improving the aesthetics. The corner space is currently an eyesore to stroll past where the front doors are most often serving as a homeless camp. Those same front doors will be filled with flowerpots and a welcome sign to come enjoy the arts and pop-up concerts when strolling by after this project is complete.

**Increased Public Art**

- As one of the pinnacle arts organizations in Billings, the BSOC will be providing an experience in art on a day-to-day basis. Our design incorporates a space specifically to promote music and other arts to the public (inside or outside the building). We will provide open house performances during ArtWalk, allowing us to share our art to more of the public. We will use this area with a focus on increasing community engagement.
- We will also be exploring a wonderful opportunity to collaborate with local artists to create a mural on the south face of the overall building (the south side of the Sassy Biscuit wall).

The BSCO has identified several other important goals of this project that will enhance both the downtown and our community at large:

- Become a “music center” in downtown Billings
    a. Have a space for private lessons and our guest artists’ practice rooms.
    b. Host small chamber or solo concerts.
    c. Afford students and musicians different opportunities for cultural and aesthetic experiences through active participation in music and enhance their understanding and appreciation of the arts.
    d. Promote and support local music students, often conducted jointly with symphony musicians through practices, performances, and lectures.
    e. Anne Harrigan, our music director, can conduct workshops and lunch and learn sessions for the public helping to promote each concert during the season.

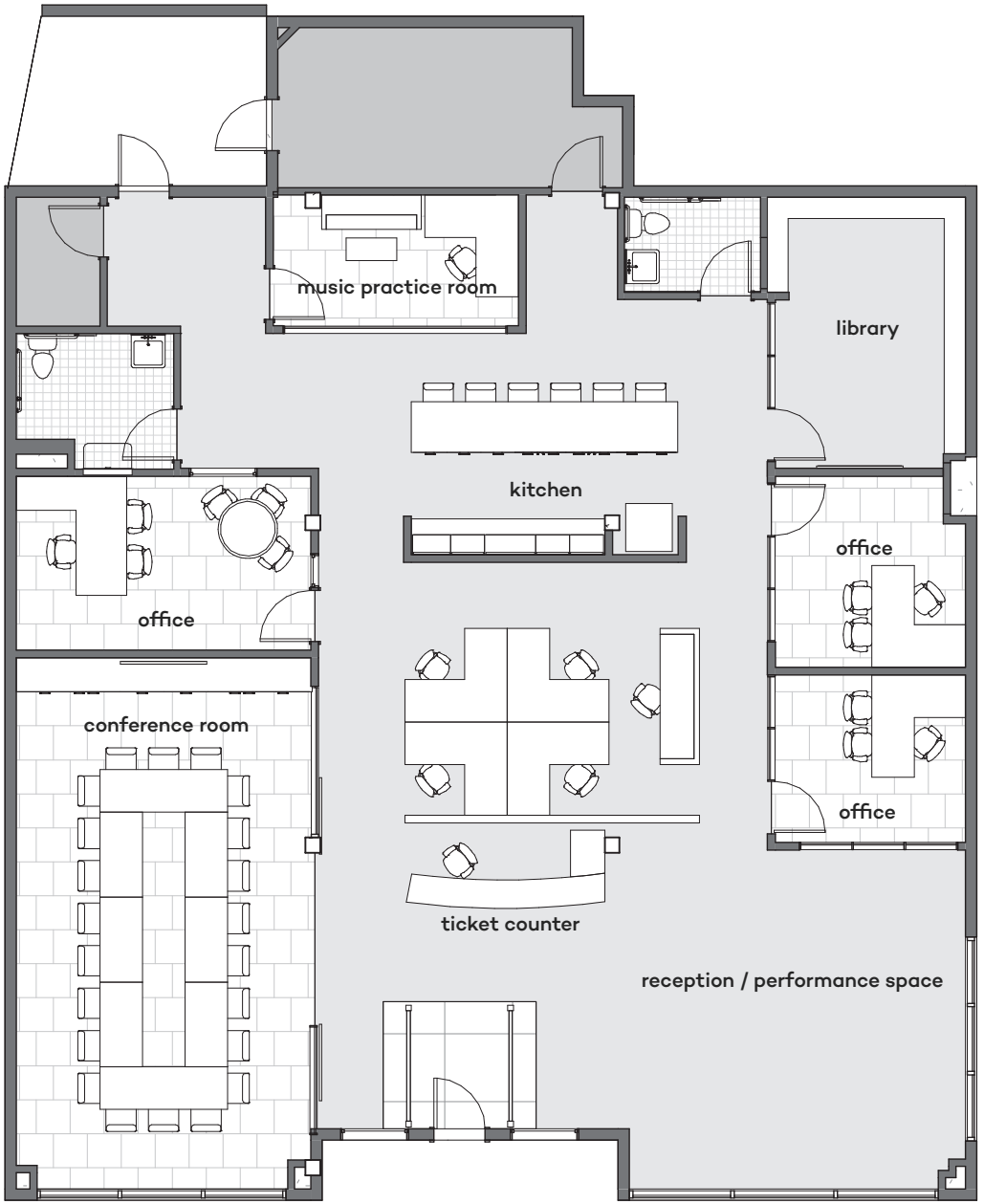
BILLINGS SYMPHONY
ORCHESTRA & CHORALE

- Maximize collaboration with other arts organizations
    a. Promote and support research and collaborations, often conducted jointly with other organizations through partnerships and performances.
        i. Provide open house performances during ArtWalk, allowing us to share our art to more of the public.
        ii. Increase the public's knowledge regarding the BSOC's long-standing 70-year history in the community.
        iii. Expose our outreach programs to a much larger audience including the homeless and downtown's at-risk youth population. Such as:
            1. Hand drumming circles.
            2. Guitar group instruction.
            3. Orchestral instrument "petting zoos".

- Increase our ticket sales
    a. With downtown sidewalk access, we can promote easy entrance to the symphony office for concert ticket purchases.
    b. Advertise our upcoming orchestra and chorale concerts.
    c. Provide musicians, particularly during concert week, to publicize our upcoming concerts through being featured during ticket sales campaigns.

While we are aware that the requested TIF dollars is a significant investment, the result of filling a critical funding gap for the Billings Symphony to rehabilitate this vacant building will be transformative for downtown Billings.

BILLINGS SYMPHONY
ORCHESTRA & CHORALE




BILLINGS SYMPHONY
ORCHESTRA & CHORALE

new exterior building paint for entire facade along 2nd ave. and north 29th st.

exterior public art / mural on south face of building

new exterior lighting around building perimeter

new exterior windows with operable units to allow music performance to be heard along the street

new awnings

performance schedule graphics / wall art

new streetscape tree

BILLINGS SYMPHONY
ORCHESTRA & CHORALE

DBP Board Meeting
May 22, 2020 – 7:30 am
Zoom Video Conference

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **ATTENDED:** | Andy Patten | Sean Lynch | Dave Fishbaugh | Sam Merrick | Joni Harman | Norman Miller | Steve Arveschoug |
| | Ignacio Barrón Viela | Zach Dunn | Jock West | Chris Montague | Jana Hafer | Steve Wahrlich | Denis Pitman |
| | Kim Olsen | Wyeth Friday | Chris Kukulski | Katy Easton | Mehmet Casey | James Chandler | Emily Meick |
| **GUESTS:** | Bill Cole | Pam Purinton | Dusty Eaton | Brad Constantine | Joshua Toneyes | Zack Terakedis | |
| **ABSENT:** | Marguerite Jodry | Steve Tostenrud | Penny Ronning | | | | |

1. **Call to Order** – Mr. Patten called the meeting to order at 7:32 am.
2. **Regular Agenda**
    a. **Minutes** – April 24, 2020 – Mr. Lynch motioned to approve minutes and seconded by Mr. Merrick. Approved by all.
    **b. DBP Staff Update**
        i. **Development Director** - Mr. Casey provided an update on Covid-19 community restart efforts to support downtown businesses. The TIF applications that went through Council have agreements to share with entities and then acquire signatures. He provided a memo from the attorney about handling occupancy and ownership requirements on development agreements moving forward and welcomes board feedback. The City approved moving forward with the first phase of the Founders District to provide a third-party assessment. Mr. Casey has received feedback from 20 of 30 property owners regarding the street conversions, over half of which were positive; however, N. 30th Street remains an issue. He'll send a list for the board to reach out. He's been meeting with Council members and he plans to streamline communications and TIF project presentations with Council, Mayor, and City staff.
            1. Mr. Patten asked if it's practical to have a draft development agreement available so the board can see the entire agreement.
                a. Mr. Casey said yes, it will be the practice moving forward with the established template.
            2. Ms. Purinton said Mr. Schmidt at Army Navy opposed the two-way street conversions.
            3. Ms. Easton said that Council will be taking the street conversion up on the agenda to move forward selling bonds. She'll be available for the next Council meeting. She and Mr. Casey will be reaching out for letters of support from property owners.
            4. Mr. Cole thanked Mr. Casey for reaching out. He said that Council is on the fence regarding the Founders District without projects that require TIF districts for success.
        ii. **CEO** - Ms. Easton updated about the economic recovery group. The Yellowstone Valley Economic Recovery website is a one-stop shop for up-to-date information. They will be holding additional round-table conversations with John Felton about guidelines for Phase Two. There are two new water-based handwashing stations downtown, which will be maintained by the BID Team. They are also working on designing and implementing pedlets in several downtown locations through a $7,000 grant from Healthy by Design.
    c. **Financials and TIF Forecast** – Mr. Casey reviewed the profit and loss. Ms. Easton said April's rent for the Yesteryears building was forgiven due to the circumstances. Generally, the Partnership is on track, but there will be an increase in legal expenses for development agreements. Property Management costs are related to maintenance on the Yesteryears building, including significant work on the air conditioner last summer. She's negotiating with the adjuster on a hail claim for the roof, which has been budgeted for and is ready to be addressed.
        i. Mr. Patten asked if unused Business Development funds would go back into that line item.
            1. Ms. Easton said she submitted the same budget for this year and the amount can be amended to show that all funds were not expended during the fiscal year. That work in

business development will be very important in the budget process, but she would generally have expected to have used the amount on marketing.

3. **Old Business**
4. **New Business**
5. **Action Items**
    a. **Amendment of Bylaws** – Mr. Casey reviewed the proposed amendments to the bylaws indicated by highlights, including a change of address, the conflict of interest (COI) statement, and Article 4 – Meetings on attendance, video conferencing, and action by written consent.
        i. Mr. Patten asked about excused absences within the attendance policy.
            1. Mr. Casey is willing to amend the language.
                a. Mr. Wahrlich expressed worry about excused versus non-excused language and how it might place DBP staff in a difficult position. Board members don't have to be present to participate in meetings.
            2. Mr. Wahrlich made a motion to approve the proposed amendments. Seconded by Mr. Montague. Discussion followed.
                a. Mr. Arveschoug suggested changes to the COI language to have board members disclose conflicts before board discussion and an annual statement to declare a conflict of interest.
                b. Mr. West expressed discomfort in adopting a motion without final wording.
                    i. Mr. Wahrlich and Mr. Montague withdrew the motion and the second.
    b. **Sign Incentive Grant Recommendation** – Bethany Joy Pilates
        i. DBP staff and the Development Committee recommend the approval of the project by the Board of Directors with the following contingencies: (1) The Applicant shall receive a reimbursement grant of up to $3,000 as long as their private investment is of equal or greater value; (2) This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project; and (3) If funds are not available, reimbursement can be carried over to the next fiscal year.
            1. Mr. Casey reviewed the application for Bethany Joy Pilates with the board.
                a. Mr. Warhlich motioned to approve the recommendation of DBP staff and the Development Committee to award this applicant a reimbursement grant of up to $3,000, so long as the conditions above are met. Motion seconded by Ms. Olsen and approved by all.
    c. **Large Project Incentive Grant Recommendation** – Billings Symphony Orchestra and Chorale
        i. DBP staff and the Development Committee recommend the approval of the project by the Board of Directors with the following contingencies: (1) The Applicant shall sign a development contract with the City of Billings and DBP within 90 days of City Council's approval; (2) This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project; and (3) If funds are not available, reimbursement can be carried over to the next fiscal year.
            1. Mr. Casey reviewed the application for the Billings Symphony Orchestra and Chorale with the board.
                a. Mr. Patten asked if the building will be subject to property tax if the Billings Symphony is a non-profit organization.
                    i. Mr. Casey said it was addressed by the Development Committee and he can provide the memo. One of the terms to fulfill the agreement was that a private organization must maintain ownership. The building will remain on the tax rolls because it's owned by the Billings Symphony Society, a private organization.
                b. Mr. Wahrlich asked if Mr. Casey had seen the building appraisal. He expressed concerns regarding the DBP perspective of valuing a 5:1 match on a building that was donated. He doesn't see the closing cost as part of the valuation of a project. He wants to find a way to make it work, but expressed concern over the funding method.

i. Mr. Montague said that valuing appraisal in closing cost into the match is difficult and requires board discussion. He believes the 5:1 match should be against project cost and not building cost.
    1. Mr. Casey said the appraisal can be requested and current DOR assessment values can be found on the application. The application is a working document. The board agreed that TIF dollars would go toward development and not to property or land, but this is a different case. The Development Committee wanted to push for the amount asked, with expenses going to the visible/public piece.
    2. Ms. Easton said the board is welcome to make a motion to grant up to a certain amount should the board choose to remove the building/land equity. She stressed that the building will remain on tax rolls, which makes the application different from ABT or other non-profit ownership.
        a. Mr. Friday said that policy does allow for non-profits and Council has the discretion to separate from a 5:1 match. There have been challenging discussions among Council surrounding the value of property across all three districts. There is flexibility in the policy.

c. Mr. Wahrlich made a motion to approve the recommendation of DBP staff and the Development Committee to award this applicant a reimbursement grant of up to $181,340 (predicated on a total amount that doesn't meet the 5:1 match) so long as the conditions above are met. Motion seconded by Mr. Lynch and approved by all.

6. **Partner Reports**
    a. **City of Billings** – Mr. Cole said the Rescue Mission campus project and the Garfield School advanced through for redevelopment tax fund credits. Both must go through the next round of selection, but both with benefit downtown greatly. He spoke of interest in a street music program as a great opportunity to have safe outdoor music and entertainment.
        i. Ms. Easton said Ms. Richardson is currently working toward that idea.
    **b. Yellowstone County**
    **c. School District #2**
    **d. Big Sky EDA**
    **e. Downtown Billings Alliance**
    **f. Business Improvement District**
    **g. Billings Cultural Partners**
    **h. Parking Advisory Board**
    **i. Downtown Billings Property Owners Association**
7. **Adjournment** – Meeting adjourned at 9:03 am. Next meeting scheduled: June 26, 2020

**NOTE: SUPPORTING DOCUMENTS FOLLOW AGENDA**

# CITY OF BILLINGS

**CITY OF BILLINGS' VISION STATEMENT:**

***"THE MAGIC CITY – A VIBRANT, WELCOMING PLACE WHERE PEOPLE FLOURISH AND BUSINESS THRIVES"***

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# AGENDA

**COUNCIL CHAMBERS December 8, 2008 6:30 P.M.**

**CALL TO ORDER – Mayor Tussing**
**PLEDGE OF ALLEGIANCE – Mayor Tussing**
**INVOCATION – Councilmember McCall**
**ROLL CALL**
**MINUTES – November 13, 2008, Special Meeting**
**November 24, 2008**
**COURTESIES –** Presentation to Al Winegardner and family in appreciation of donation in memory of Jayne Winegardner
**PROCLAMATIONS**
**ADMINISTRATOR REPORTS – Tina Volek**

**PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Item: 1 ONLY. Speaker sign-in required.** (Comments offered here are limited to 1 minute per speaker. Please sign up on the clipboard located at the podium. Comment on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item.)
*(NOTE: For Items not on this agenda, public comment will be taken at the end of the agenda. Please sign up on the clipboard located at the back of the room.)*

## CONSENT AGENDA:

**1. A. Change Order #3,** W.O. 08-09, Waste Water Treatment Plant Primary Effluent Pipe Replacement and Sludge Drying Bed Expansion, Western Municipal, $20,468.65, and **increase** the City Administrator's change order authority by $50,000.

**B. Approval** of compensation agreement for Private Contract No. 599, Emmanuel Baptist Church Sanitary Sewer Extension project, $325,360.

**C.** **Approval** of amended Purchase and Sale Agreement with School District Two for ten acres within Cottonwood Park for $200,000, and **authorization** for the Mayor to execute associated documents to consummate the sale and transfer of ownership of the property.

**D**. **Approval** of grant application submittal to Safe Route to School Program for the Elementary School Traffic Plan, $50,000.

**E.** **Resolution** relating to financing of proposed Zone 3 Storage, Zone 4 Reservoir project and Water Rehabilitation project; establishing compliance with reimbursement bond regulations under the Internal Revenue Code for the purpose of reimbursing the City with bond sale proceeds for financing water projects prior to the availability of funds.

**F.** **Resolution** relating to financing of a proposed Wastewater treatment plant disinfection system project; establishing compliance with reimbursement bond regulations under the Internal Revenue Code for the purpose of reimbursing the City with bond sale proceeds for financing sewer projects prior to the availability of funds.

**G.** **Second/Final reading** ordinance expanding the North 27th Street Urban Renewal Area – 2008.

**H.** **Second/Final reading** ordinance modifying the South Billings Boulevard Urban Renewal District.

**I.** **Exempt Amended Plat** of Tract 1 of Certificate of Survey 1815.

**J.** **Bills and Payroll**
(1) November 7, 2008
(2) November 14, 2008

**(Action:** approval or disapproval of Consent Agenda.)

## REGULAR AGENDA:

**2.** **PUBLIC HEARING AND RESOLUTION GRANTING NEW OR EXPANDING INDUSTRY TAX INCENTIVES FOR BIG SKY ECONOMIC DEVELOPMENT AUTHORITY/GENERAL ELECTRIC CAPITAL CORPORATION** for a new building at 3333 Hesper Road. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

**3**. **PUBLIC HEARING AND RESOLUTION GRANTING NEW OR EXPANDING INDUSTRY TAX INCENTIVES FOR DALCO INDUSTRIES DBA TETON STEEL** for property improvements at Gabel Road and South 29th Street. Staff

recommends approval. (**Action**: approval or disapproval of staff recommendation).

4. **PUBLIC HEARING AND FIRST READING ORDINANCE FOR REVISIONS TO BOARDS AND COMMISSIONS:** Revisions that provide consistency in procedural areas for advisory boards, commissions and committees, and reorganizes ordinances into one Article of the Code. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

5. **PUBLIC HEARING FOR EXTENSION OF INTERIM ZONING ORDINANCE:** A proposed one-year extension of the Interim Zoning Ordinance that amends Section 27-611, Sexually Oriented Businesses, and allows the interim zoning ordinance to be effective until December 23, 2009. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

6. **DOWNTOWN BILLINGS PARKING STUDY.** Delayed from 11/24/08. Staff recommends approval of contract with Rich and Associates, Inc. for $68,500. (**Action**: approval or disapproval of staff recommendation).

7. **PUBLIC COMMENT on <u>Non-Agenda</u> Items --** <u>Speaker sign-in required.</u> *(Restricted to <u>ONLY</u> items not on this printed agenda; comments limited to 3 minutes per speaker. Please sign up on the clipboard located at the back of the Council Chambers.)*

**(Action:** approval or disapproval of Consent Agenda.)

## ADJOURN

***(NOTE: Additional information on any of these items is available in the City Clerk's Office)***

**Visit our Web site at:**
**http://ci.billings.mt.us**

**ATTACMENT A**

ORDINANCE NO. _____

AN ORDINANCE MODIFYING THE URBAN RENEWAL PLAN OF THE NORTH 27TH STREET DISTRICT URBAN RENEWAL AREA; MODIFYING THE BOUNDARIES OF THE DISTRICT; ADOPTING A MODIFIED URBAN RENEWAL PLAN INCLUDING A TAX INCREMENT PROVISION; APPROVING URBAN RENEWAL PROJECTS THEREIN AND AUTHORIZING THE ISSUANCE OF TAX INCREMENT URBAN RENEWAL REVENUE BONDS OF THE CITY TO FINANCE COSTS THEREOF

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

WHEREAS, on July 11, 2005 the City Council adopted Ordinance No. 05-5333, which created the North 27th Street District Urban Renewal Area (hereafter "North 27th Street District") and adopted the Urban Renewal Plan of the North 27th Street District Urban Renewal Area ("N. 27th Street Plan") that included a tax increment provision and endorsed urban renewal projects.

WHEREAS, on November 13, 2006 the City Council adopted Ordinance No. 06-5394 which expanded the boundaries and amended the N. 27th Street Plan to create the Extended N. 27th Street District that included a tax increment provision and endorsed urban renewal projects.

WHEREAS, it has been determined that the Extended North 27th Street District and the N. 27th Street Plan should be modified to include additional property contiguous to the Extended North 27th Street District.

WHEREAS, this Council on November 24, 2008, conducted a public hearing on a proposal to modify the N. 27th Street Plan by adopting the Urban Renewal Plan of the Expanded North 27th Street District Urban Renewal Area - 2008, thereby establishing a modified urban renewal area to be formally designated as the Expanded North 27th Street District Urban Renewal Area - 2008 (the "Expanded North 27th Street District - 2008" or "the Property"), and to undertake urban renewal projects therein, all as authorized by Montana Code Annotated, Title 7, Chapter 15, Parts 42 and 43, as amended (the "Act").

WHEREAS, the Expanded North 27th Street District - 2008 is depicted on Attachment 1 (depicting the relationship of the Expanded North 27th District – 2008 to the Extended N. 27th Street District) and which is hereby incorporated herein and made a part hereof. Pursuant to this Ordinance, the boundaries of the Redevelopment Area are modified to reflect the addition of the Property depicted on the map on Attachment 1. The Redevelopment Area, as modified, is depicted on Attachment 1 and legally described on Attachment 2 (the "Resulting Redevelopment Area") (each of which is hereby incorporated herein and made a part hereof). The Resulting Redevelopment Area is contiguous.

WHEREAS, opportunities have been presented to the City that makes it desirable for the City to consider urban renewal projects within the Expanded North 27th Street District - 2008 consisting of demolishing certain blighted structures within the district; improving such properties with new construction, landscaping, utilities, and other similar improvements; and making the properties so improved available for private redevelopment in accordance with the Act (the "Projects"). Development proposals to be considered for funding include mixed use projects, building renovations, services for the District and the construction or expansion of City owned parking structures within the District.

WHEREAS, the proposed modified urban renewal plan titled the Urban Renewal Plan of the Expanded North 27th Street District - 2008 is attached hereto as Attachment 3 (which is hereby incorporated herein and made a part hereof) (the "Modified Plan"). The Modified Plan contains a tax increment provision and will govern the operation and administration of the Expanded North 27th Street District - 2008.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Billings, Montana, as follows:

1. Findings. This Council hereby finds, determines and declares, based on the comments received at the public hearing and other studies and information available to this Council, that:

a. The Property presently contains structures and improvements that are in a state of substantial deterioration, are obsolete or defective, pose unsanitary or unsafe conditions, are vacant and unused, and have inappropriate uses. The present condition of the Property substantially impairs the sound functioning of the downtown area of the City and its environs, is conducive to juvenile delinquency and crime, poses the threat of vandalism or mischief and fire or loss, constitutes an economic and social liability, and is a menace to the public health, safety, and welfare of the residents of the City. Accordingly, the Council reaffirms its previous findings that the Property is a blighted area within the meaning of Section 7-15-4210 of the Act. This Council finds that the rehabilitation, redevelopment or a combination thereof of the Property is necessary and in the interest of the health, safety, morals or welfare of the residents of the City. This Council finds that undertaking measures to eradicate or diminish the blight affecting the Property will help to foster a more dynamic, livable, and vibrant downtown.

b. If Projects require relocation of displaced persons, a detailed relocation plan is required and will be prepared.

c. The Modified Plan conforms to the 2003 Billings and Yellowstone County Growth Policy and the City's Downtown Framework Plan.

d. The Modified Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the District by private enterprise.

e. A sound and adequate financial program is required for the financing of Projects, which program includes substantial private investment and financing and the sale and issuance by the City of Tax Increment Bonds in proportions yet to be determined, for the purpose of financing a portion of the costs of the Projects as set forth above.

f. Approved Projects will constitute urban renewal projects within the meaning of the Act and are authorized to be undertaken by the City.

2. Plan Adoption. The Modified Plan is hereby adopted and approved in all respects, including without limitation, the segregation and application of tax increments as provided in Sections 7-15-4282 through 7-15-4293 of the Act as provided therein. For purposes of allocating taxes according to the Act, the "prior assessed value" of taxable property within the Expanded North 27th Street District - 2008 is that value shown on the assessment rolls as of January 1, 2008.

3. Project Approval. Authorized Projects are hereby approved.

4. Bonds. This Council approves financing the costs of Urban Renewal Projects, or a portion thereof, with proceeds of the Bonds. The City is hereby authorized and directed to undertake activities and analysis ordinarily prerequisite to the issuance of tax increment urban renewal revenue bonds in a principal amount not to exceed $10 million for financing of the costs of Urban Renewal Projects or a portion thereof.

5. Conditional Commitment. The adoption of the Plan does not constitute a guarantee or a firm commitment that the City will issue the Bonds or undertake Projects. If, based on comments or information made available to or obtained by the City, it appears that the issuance of the Bonds or Projects is not in the public interest or consistent with the purposes of the Act, the City reserves the right not to issue the Bonds or undertake the Project.

*7.* Repealer. All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

8. Severability. If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

9. Effective Date. This Ordinance shall be in full force and effect from and after the date that is 30 calendar days after the date set forth below.

ADOPTED by the City Council of the City of Billings, Montana, on second reading this 8th day of December, 2008.

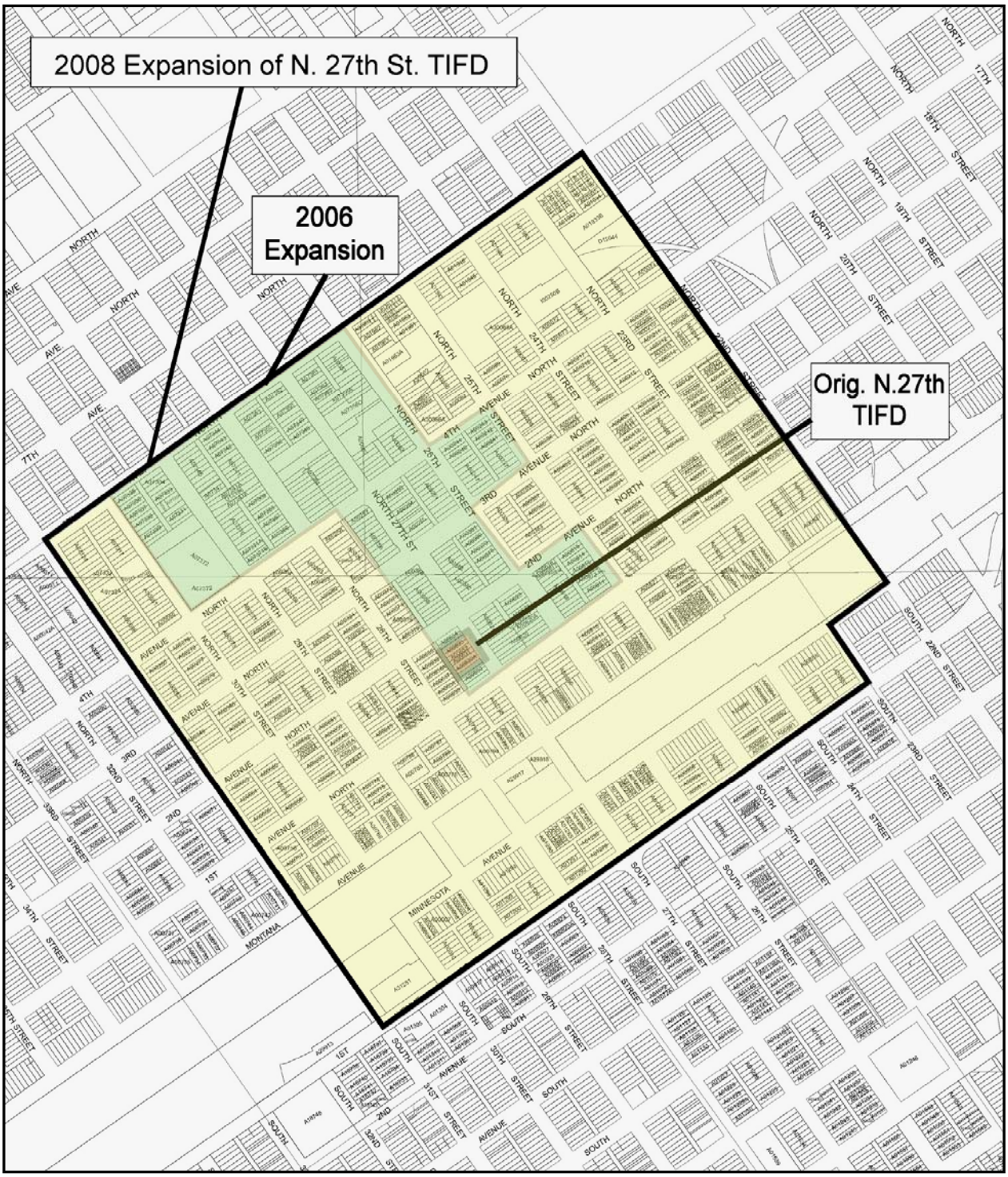
_____
Ron Tussing, Mayor

ATTEST:

_____
Cari Martin, City Clerk

**ATTACHMENT 1**

**Expanded North 27th Street Urban Renewal District – 2008 Boundaries, Boundaries of the Extended N. 27th Street District (2006) and the Boundaries of the N. 27th Street District (2005)**



**ATTACHMENT 2**

**Expanded North 27th Street Urban Renewal District – 2008**
**Boundary Description**

**Beginning at a point at the intersection of the centerlines of 6th Avenue North and North 31st St. proceeding east along the centerline of 6th Ave. North to a point at the intersection of the centerlines of 6th Avenue North and N. 22nd Street proceeding south along the centerline of North 22nd Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22nd Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23rd Street proceeding south along the centerline of South 23rd Street to a point at the intersection of South 23rd Street and 1st Avenue South proceeding west along the centerline of 1st Avenue South to a point at the intersection of the centerlines of 1st Avenue South and South 31st Street proceeding north along the centerline of South 31st Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31st Street and 6th Avenue North encompassing all parcels and tax codes therein.**

**ATTACHMENT 3**
**Expanded North 27th Street Urban Renewal Area – 2008**
**Modified Plan**

# EXPANSION OF THE BILLINGS, MONTANA NORTH 27TH STREET URBAN RENEWAL AREA, WITH TAX INCREMENT, AND AMENDMENT TO THE URBAN RENEWAL PLAN

**FOR CITY OF BILLINGS AND PLANNING REVIEW**
**October 14, 2008**

Prepared by

Downtown Billings Partnership, Inc
2815 2nd Ave. North – Billings, MT 59101 – gregk@downtownbillings.com

## SECTION 1 – INTRODUCTION

On July 11, 2005, the City Council adopted an ordinance that (a) created the North 27th Street District Urban Renewal Area ("North 27th Street District") and (b) adopted an urban renewal plan for the district. On November 13, 2006 the City Council adopted an ordinance that (a) expanded the North 27th Street District and (b) modified the urban renewal plan for the district. For reasons discussed in this Amendment to the Urban Renewal Plan of the North 27th Street District ("Plan"), it has been determined that the North 27th Street District should be expanded again to include other contiguous blighted properties in need of redevelopment. Further, it has been determined that this area, known as the Central Business District of Billings, has been and is in need of expanded public parking, enhanced pedestrian connections and experiences, improved public safety, and infrastructure improvements to public and private properties that will lead to increased taxable values. The existing urban renewal plan may be modified by ordinance in accordance with the procedure described in M.C.A. § 7-15-4221. The Urban Renewal Plan of the North 27th Street District approved by the City Council on July 11, 2005 and modified on November 13, 2006 is hereby included by reference as part of this amended Plan and shall remain applicable hereto except to the extent the original plan is explicitly or impliedly amended by this Plan. It is recognized as part of this Plan that the basic vision of the document known as Downtown Billings Framework Plan, adopted by the Billings City Council on December 22, 1997 and by the Yellowstone County Commissioners on December 23, 1997, is still valid and should be considered a part hereof. The terms defined in "Part I – DEFINITIONS" of the North 27th Street District Plan shall have the same meanings in this Plan unless a contrary meaning is expressed herein. The expanded district proposed in this Plan is hereafter referred to as the Expanded North 27th Street District - 2008 or the "District."

## SECTION 2 – BACKGROUND

The original Downtown Redevelopment District, a downtown tax increment finance district, was created on December 20, 1975 by a resolution which cited hazardous conditions existing in the district due to overhead utility wires, inefficient land use, problems of access and circulation, physical constraints to development, random location of mixed uses and deteriorated building

conditions, and found that rehabilitation and redevelopment of the District would be in the public interest. That original district (hereafter "1975 District") comprised one hundred and twenty four (124) blocks in the city center after the 1985 south expansion and the 2004 east expansion. The 1975 District expired March 1, 2008 but the Urban Renewal Plan and the Framework Plan used for that district, in many parts and in relation to this District remain valid.

Because the 1975 District has terminated, but many of the undesirable conditions continue to exist, it was determined that it would be in the best interest of the City to expand the North 27th Tax Increment District to assist the construction of public improvements, stabilize and grow the tax base, increase the parking inventory, increase the inventory of downtown residential property, stimulate multi-use development ("Multi-Use Facility Projects"), fill street level vacancies, provide expanded security, develop safe event locations with appropriate traffic control devices, expand the Business Improvement District, make modifications to street and intersection lighting, increase traffic calming and reduce the noise in the district through Quiet Zone management and further implement the vision of the Downtown Framework Plan.

Currently, there is a need to expand the North 27th Street District to encompass development needs on the North 27th Street corridor, the North Broadway corridor, the Old Town Neighborhood and the Montana Avenue Historic District (including expansion of the Historic District to include areas south of the railroad tracks), the Civic District, areas adjacent to the Medical Corridor, adjacent to the East Billings Urban Renewal Area and other underutilized properties within the Central Business District of Billings. Although there has been significant improvement in the valuation of property in much of the 1975 District, the area defined by this proposed expanded tax increment district has major properties that have been neglected for many years and continue to show signs of serious blight and tax base decline. Many parcels have been removed from the tax rolls and/or are delinquent on payments of taxes and fees. The Expanded North 27th Street District creates an opportunity to continue redevelopment of the center of downtown with a mixture of public and private investment in a roughly seventy-one-square-

block district (just over half of the size of the 1975 expanded district) encompassing the existing North 27th Street District.

The area has several pockets of low taxable value, with several lots of the land being owned by government and other non-profit entities and several buildings that are over 50% vacant.

The creation of the Expanded North 27th Street District is essential to any planned development at 4th Avenue North and North Broadway, redevelopment of the vacant Northern Hotel, improving security and expanding the clean safe and vibrant programs of the Business Improvement District, continuing redevelopment of the Civic Plaza area, developing the boundary areas of the Medical Corridor and the East Billings Urban Renewal Area, and expanding the Historic District. It could also assist with the essential remodeling of the Northern Hotel, the Babcock Theatre, the Westwood Building, the Lincoln Hotel Building. Public infrastructure construction within this expanded District could assist with the renovation and/or relocation of various City facilities, such as the public library. It is currently expected that the expanded North 27th Street District may help fund the following projects:

**I. Business Programs and Projects**

a. Business Retention
    i. Targeted assistance and review of existing street level businesses
    ii. Retail market survey
b. Business Recruitment
    i. Development of a "chainlet" network
    ii. Business plan development assistance
    iii. Association networking
    iv. Business Improvement District support
    v. Business cluster analysis
    vi. Pedestrian study
        1. demographics
        2. directions
        3. linkages
        4. destinations
        5. wayfinding

**II. Parking and Transportation**

a. Increase use of public transit
b. Parking structures to support current and future needs

c. Explore parking linkages to adjacent destinations
d. Explore parking management practices and programs
    i. Off street parking
    ii. On street parking

## III. Crime Prevention and Public Safety

a. Cooperative Security Program
b. Business Watch Program
c. Crime and Fraud prevention programs
    i. Geared towards street level businesses

## IV. Management, Implementation and Maintenance

a. Downtown Billings Partnership, Inc. or its successor, management agreement
    i. Project development
    ii. Public awareness
    iii. Advocacy and liaison between public and private sectors
b. Business Improvement District expansion and development
    i. Cooperative work agreements with PMDs
    ii. Development and promotion of Conference Corridor
    iii. BID expansion
    iv. "Green" Management
        1. Recycling programs
        2. Tree management

## V. Infrastructure Improvements

a. Public
    i. Expansion of Historic District
    ii. New Library
    iii. New Planning Department Offices
    iv. Public Parking and Greenspace
    v. Intersection Lighting by Public Works
    vi. New SILMDs for mid-block lighting
    vii. Streetscapes and traffic calming plans
    viii. Sidewalks, curbs and gutter improvements
        1. stabilization of vaults
    ix. Relocation of public and private utility lines
b. Public infrastructure improvements that would support the following development projects/programs
    i. Workforce housing development
    ii. Loft and Condo development
    iii. Lodging development
    iv. Conference Facilities

v. Entertainment venues

## SECTION 3 – SUMMARY OF BLIGHT FINDINGS

The area in the proposed expansion of the North 27th Street District contains a great deal of blight. Within the district there is substantial structural deterioration, long-term land vacancy, a railroad spur line that has been abandoned and a major rail line that continues to divide the Central Business District. Several of the commercial buildings in the district are deteriorated and/or vacant and need demolition or renovation. Many of the storefronts and upper floors are vacant or under-occupied. Sidewalks are cracked; alleys are deteriorated, and, in general, much of the area is below accepted standards. In contrast to the above, there are certain properties within the district in good repair but included in the district to allow for a contiguous block of land within the district and because pockets of revitalization cannot be sustained if areas of neglect and blight surround them. Over time, without continued managed urban renewal, even these success stories will once again decline in taxable value. Most of the district falls into the blighted, neglected and under-utilized categories.

## SECTION 4 – DESCRIPTION OF BLIGHTED AREA

The expanded urban renewal area described in this amended Plan incorporates most of the Central Business District. Within the district there are several older, single-story structures that have been retrofitted for offices and warehousing, numerous surface parking lots, and several vacant structures. Many of these structures are unsuited to their current uses because of age obsolescence and physical deterioration.

Montana‘s Urban Renewal Law (Montana Code Annotated Title 7, Chapter 15, Parts 42 and 43) provides the authority to declare the existence of blighted areas and to target them for improvements. “Blighted area” is defined in Section 7-15-4206(2), M.C.A., as follows:

> *[A]n area that is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, and crime; substantially impairs or arrests the sound growth of the city or its environs; retards the provision of housing accommodations; or constitutes an economic or social liability or is detrimental*

*or constitutes a menace to the public health, safety, welfare, and morals in its present condition and use, by reason of:*

- *(a) the substantial physical dilapidation; deterioration; defective construction, material, and arrangement; or age obsolescence of buildings or improvements, whether residential or nonresidential;*
- *(b) inadequate provision for ventilation, light, proper sanitary facilities, or open spaces as determined by competent appraisers on the basis of an examination of the building standards of the municipality;*
- *(c) inappropriate or mixed uses of land or buildings;*
- *(d) high density of population and overcrowding;*
- *(e) defective or inadequate street layout;*
- *(f) faulty lot layout in relation to size, adequacy, accessibility, or usefulness;*
- *(g) excessive land coverage;*
- *(h) unsanitary or unsafe conditions;*
- *(i) deterioration of site;*
- *(j) diversity of ownership;*
- *(k) tax or special assessment delinquency exceeding the fair vale of the land;*
- *(l) defective or unusual conditions of title;*
- *(m) improper subdivision or obsolete platting;*
- *(n) the existence of conditions that endanger life or property by fire or other causes; or*
- *(o) any combination of the factors listed in this subsection (2).*

The land being added to the Plan area includes 405 (Exhibit A) property tax codes plus a segment of centrally assessed BN Railroad property. The complete, expanded Urban Renewal Area will have 481 property tax codes plus the segment of BN Railroad property. Within that total area, and as noted in the 2006 approved Urban Renewal Plan, there are many "target areas" that should be immediately considered for redevelopment. The properties on N. Broadway between 4th Avenue North and 6th Avenue North will need additional parking to facilitate the construction of a Stockman Bank facility. The area adjacent to the Northern Hotel on North Broadway is in need of parking due to the closure of the privately owned parking structure in that area due to unsafe and blighted conditions of the structure. The area east of the Yellowstone County Courthouse Lawn is targeted for a new federal courthouse and will need additional parking and green spaces. The area between the new MET transit facility on N. 25th Street and to the east boundary of the East Billings Urban Renewal Area (N. 22nd Street) is in need of redevelopment that could include workforce housing and parking. The status of the Battin Federal Courthouse is still unclear. The facility is contaminated with asbestos and is destined to become vacant with the completion of a new federal courthouse and office building. This

vacancy will present a redevelopment opportunity in the near future. The area surrounding City of Billings Park IV contains many surface parking lots that could be developed if Park IV is sold to a private developer. This area lacks high-rise housing with mixed use occupancy on the first floor. The future use of the Lincoln Center is unclear and it could be a redevelopment opportunity if the school district ceases its administrative and continuing education functions in the building. The properties on 1st Ave. S. and Minnesota Avenue are not currently in a Historic District and values remain stagnant as compared to the Montana Avenue area. The redevelopment of the south side of the railroad tracks has not kept up with the redevelopment north of the tracks and should be a target area. Several properties located between Montana Avenue and 1st Avenue North are severely underutilized and in need of redevelopment. Without attention to some of this blight, over time, the value of the Montana Avenue redevelopment will most likely be negatively impacted.

## SECTION 5 – DETERMINATION OF BLIGHT

The proposed expansion area of the North 27th Street District contains a number of underdeveloped properties. The Council previously determined that the property included in the North 27th Street District was "blighted" within the meaning of the Act in Resolution 05-18276 adopted June 13, 2005 and Resolution 06-18488, adopted September 25, 2006. The Redevelopment Area, including the portion that is to be expanded to form the Expanded North 27th Street District - 2008, was previously determined to be blighted and an appropriate area for an urban renewal project in Resolution No. 12107 dated January 5, 1976. Deficiencies in public and private properties located in the district lead to a determination that the area continues to be blighted, as defined by state statute. Specific areas of blight on the site are listed below:

Deficient Structures in Expanded Area

There are several buildings that are over 50 years in age and do not qualify as being historically significant. Many are in poor repair and may contain potentially hazardous asbestos and lead paint.

Deficient Public Facilities in Extended Area

The streets, curbs, gutters and sidewalks in much of the area are in satisfactory repair. However, sewer and water utilities in the area are aging and have required frequent repairs in recent years. Several parking lots generally do not meet code requirements for paving, striping and landscaping. Many of them are cracked and crumbling. The city owned parking ramps within the area, except for Park IV have extensive "waiting lists" and public parking for adjacent office and commercial structures continues to be inadequate. Demand for parking will continue and additional and expanded parking structures will be required to accommodate commercial growth.

Deficient Land Use in Extended Area

In general, the area is under-utilized due to the significant amount of surface parking areas and a large number of single-story structures. The taxable value of this district must be stabilized and encouraged to grow.

## SECTION 6 – THE SITE AND ITS RELATIONSHIP TO THE CITY

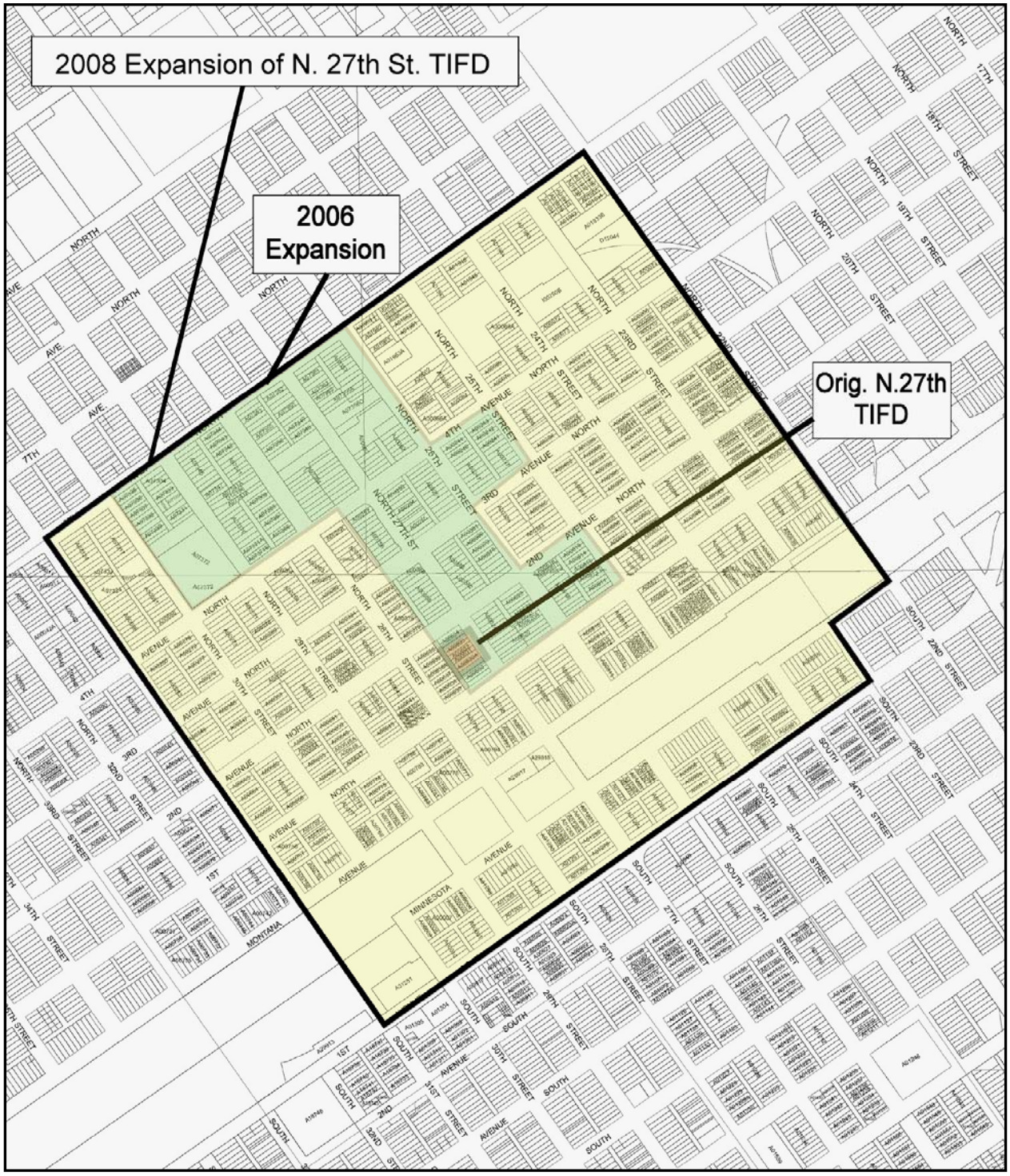
As noted, the expanded North 27th Street Urban Renewal Area comprises most of the Central Business District (CBD) of the City of Billings.

## SECTION 7 – LEGAL DESCRIPTION

The legal description of the proposed Expanded North 27th Street District – 2008 is as follows:

**Beginning at a point at the intersection of the centerlines of 6th Avenue North and North 31st St. proceeding east along the centerline of 6th Ave. North to a point at the intersection of the centerlines of 6th Avenue North and N. 22nd Street proceeding south along the centerline of North 22nd Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22nd Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23rd Street proceeding south along the centerline of South 23rd Street to a point at the intersection of South 23rd Street and 1st Avenue South proceeding west along the centerline of 1st Avenue South to a point at the intersection of the centerlines of 1st Avenue South and South 31st Street proceeding north along the centerline of South 31st Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31st Street and 6th Avenue North encompassing all parcels and tax codes therein, all inclusive.**

Map of entire Expanded N. 27th District



## SECTION 8 – PROPERTY DEVELOPERS

New development in the proposed tax increment district will also be accomplished through the implementation of the Downtown Framework Plan. These Projects are described in Section 2 of this plan.

## SECTION 9 – PROJECT RELATIONSHIP TO THE FRAMEWORK PLAN

The proposed urban renewal area and expanded tax increment district is located generally in the center of the City and encompasses most of the "districts" as defined by the Billings Framework Plan ("Framework Plan"). One goal of the Framework Plan was to remove barriers to downtown circulation and development created by 4th Avenue North and 6th Avenue North and establish the area between the avenues as both a discreet district and a recognized extension of the CBD, thereby allowing potential ties to the medical corridor and MSU-Billings from the CBD. Generally, the Framework Plan stressed the downtown's ability to make a positive impact on the entire city. The Framework Plan also recommended a private non-profit organization to assist the City of Billings with the management of the Tax Increment District through an annual work plan and contract. This Expanded N 27th Street District may be managed in a similar manner and could make use of the redevelopment and facilitation established through that management entity.

Framework Plan Recommendation: Housing

The Framework Plan states that housing should be a top priority and that the City should continue to work with builders and developers to encourage downtown housing through various methods. Specifically, the plan states that high-rise housing is to be located in the east transition zone and portions of the north transition zone.

The formation of an expanded tax increment district will help to raise funds that can be used for construction or rehabilitation of public infrastructure necessary to attract and retain housing in the area.

## Framework Plan Recommendation: Priorities

The top priorities identified in the Framework Plan include the following:

- Development incentives, including business retention and recruitment
- Housing – demonstration projects
- Streetscape Kit of Parts – expand kit to include Minnesota Avenue
- Events Kit of Parts – Modern and safer traffic control devices may be needed
- Paring configuration adjustments – several one-way streets could be converted to 2-way
- 5th Avenue North Corridor preservation and enhancement

**This amendment to the Plan and the urban renewal projects that it contemplates specifically address all six of these priorities.**

## SECTION 10 – CONFORMANCE TO THE GROWTH POLICY

One of the requirements of Montana's Urban Renewal Law (Title 7, Chapter 15, Parts 42 and 43) is that the urban renewal plan must conform to the community's growth policy. The Yellowstone County and City of Billings Growth Policy ("Growth Policy") refers to and promotes downtown redevelopment in a variety of ways. This amendment to the Plan is consistent with the current Growth Policy.

## SECTION 11 – CERTAIN PLAN FEATURES AND FINANCIAL MATTERS

Section 7-15-4217, M.C.A., of the Act requires cities to make certain findings when they adopt an urban renewal plan and approve Urban Renewal Projects. These are addressed below:

1. Most of the District contains no existing dwelling units or housing, and planned projects would not displace any persons from housing. Accordingly, there is no need to have a workable and feasible plan for substitute housing until and unless such a project is developed in the future.

2. This amended Plan conforms to the Growth Policy for the City as a whole and to the

Framework Plan.

3. This Modified Plan affords maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the Expanded North 27th Street District by private enterprise. It is unreasonable to expect that the district will be remain stabilized and/or redeveloped without substantial public support. Numerous properties within the area are dilapidated. As presently constituted, property in the district is not conducive to any sort of uniform or integrated development and, as presently existing, cannot compete with other areas of the City for substantial developments, particularly areas at the outskirts of the City. Experience has validated the foregoing facts and observations. This amended Plan is intended to facilitate the identification and construction of significant Urban Renewal Projects, which would not be possible without this Plan.

4. A sound and adequate financial program exists for financing projects, which include the sale and issuance by the City of the Bonds in an amount not to exceed the costs of the project, including administration costs and costs of issuance of the Bonds. Any approved Development Project will require commitments of substantial private financing that will provide the primary means for funding construction of the improvements.

5. This Expanded N. 27th Street District - 2008 may be modified at any time by the City Council as necessary to eliminate and prevent the development or spread of blighted areas, and encourage urban rehabilitation. The process for plan modification shall follow the procedures set forth in 7-15-4212 through 7-15-4219 MCA, with respect to initial adoption of this plan. For purposes of urban renewal district boundary changes only, the notice of public hearing, as described in 7-15-4215 MCA, may be mailed only to those owners whose properties are situated within the area of expansion or contraction of the Urban Renewal District boundaries. In cases where the boundaries are not modified, but the contents of the urban renewal plan are substantially modified, notification shall be mailed to all owners of property within the Urban Renewal District area.

## SECTION 12 – TAX INCREMENT

Tax increment financing is necessary to encourage private reinvestment within the District, which will further encourage economic growth in the District and Downtown Billings, create substantial employment opportunities, and increase the tax base of the City and other taxing jurisdictions. The expanded North 27th Street District is hereby established as a tax increment financing urban renewal area within the meaning of the Act, and, in particular, Section 7-15-4282 through 7-15-4293 of the Act. This Section constitutes a tax increment provision within the meaning of the Act. In connection therewith:

1. For the purpose of calculating the incremental taxable value each year for the life of the district, the base taxable value shall be calculated as current base taxable value of the district plus the base taxable value of all real and personal property added to the district by this amended plan and as show in Exhibit B as of **January 1, 2008.**

2. The City is hereby authorized to segregate the tax increment derived in the district and use and deposit such increment into the tax increment fund of the district for use as authorized by the Act and as authorized herein from time to time, including, without limitation, pledging the tax increment to repayment of Bonds.

3. The tax increment received from the district may be used to pay directly costs of an approved Development Project as may from time to time be approved by the Council. The Council also hereby authorizes the use of tax increment in the district to pay debt service on Bonds issued to finance a portion of the costs of these Development Projects, and costs associated with the sale and security of such Bonds in compliance with the Act, subject to any limitations imposed by the Montana Constitution and federal law.

4. The tax increment provision of the district will terminate upon the latter of:
   a. The fifteenth (15th) year following the original creation of the district; or
   b. The payment or provision for payment in full or discharge of all Bonds, and the payment of interest thereon, for which the tax increment has been pledged.

After termination of the tax increment provision, all taxes shall continue to be levied upon the actual taxable value of the taxable property in the district, but shall be paid into funds of the taxing bodies levying taxes within the district.

## SECTION 13 – CONCLUSIONS

The creation of this expanded North 27th Street Urban Renewal District will have a positive impact on Downtown Billings and no impact on the total taxable value flowing to the taxing entities from the now expired 1975 Urban Renewal District.

Expansion of the North 27th Street District is an essential first-step in completing what may be a number of urban renewal projects. If completed, mixed use projects approved within the first two years could stimulate over $30 million in new construction, and possibly as much as $15 million in re-sales and redevelopment. Approximately 500 new employees and new downtown residents could be located on the commercial and upper floors of possible mixed use projects. Thus, expansion of the district, in addition to further stabilizing the tax base, eliminating blight and providing renaissance to the CBD, will also bring new employees and residents to the CBD.

Mixed use development within the Expanded District ties in favorably with and actually stimulates the remodeling plans that are currently underway for several downtown properties. Additionally, like any major new development, the anticipated Stockman Bank construction at 4th Avenue North and North Broadway will have a stimulating effect on the surrounding area. Specific examples of this are:

1. It will tie the CBD to the medical corridor located immediately to the north of the development.
2. The Billings Clinic has purchased the Underriner property to the north and west of the Library. The Clinic's plans at this point have not been determined; however, the development proposed in this amended Plan will enhance and encourage future development by this group.

3. The Framework Plan encourages the development of the 5th Avenue North corridor. An enhanced Library, as accomplished by projects described in this Plan, will provide an excellent entrance to this corridor.
4. Future redevelopment and revitalization of structures like the Northern Hotel and the Babcock Theatre Building are enabled by this district.
5. This expanded district may assist with the completion of and continued modernization of City owned downtown parking structures.

In conclusion, expansion of the North 27th Street Urban Renewal District to include the property described in this amended Plan will have a positive effect on the CBD and the City.

**RESOLUTION NO. 18-10750**

**A RESOLUTION OF THE CITY OF BILLINGS FORMING A POLICY FOR THE ADMINISTRATION OF URBAN RENEWAL AREAS OR DISTRICTS (URD) IN THE CITY.**

WHEREAS, MCA, Title 7, Chapter 15, Part 42, Section 51 declares: General powers of municipalities in connection with urban renewal. Every municipality shall have all the power necessary or convenient:

(1) To carry out and effectuate the purposes and provisions of this part and part 43;

(2) To undertake and carry out urban renewal projects within the municipality, to make and execute contracts and other instruments necessary or convenient to the exercise of its powers under this part and part 43, and to disseminate blight clearance and urban renewal information;

(3) To organize, coordinate, and direct, within the municipality, the administration of the provisions of this part and part 43 as they apply to such municipality in order that the objective of remedying blighted areas and preventing the causes thereof within such municipality may be most effectively promoted and achieved and to establish such new office or offices of the municipality or to reorganize existing offices in order to carry out such purpose most effectively;

(4) To exercise all or any part or combination of powers granted in this part or part 43; and

WHEREAS, the City of Billings reviews and adopts Urban Renewal Plans for each of its Urban Renewal Districts, and those Plans specify goals for each Urban Renewal District; and

WHEREAS, the City of Billings may establish local policies that guide the establishment, operations, funding and governance of urban renewal districts; and

WHEREAS, development of TIF (Tax Increment Financing) Policies would be in the best interest of the City.

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

That the City Council now makes and adopts the following TIF Policy:

## CITY OF BILLINGS TAX INCREMENT FINANCE POLICY

1. PERMITTED USES OF TIF FUNDS. TIF funds may be used for costs outlined in MCA, Title 7, Chapter 15, Part 42, Section 88. Urban Renewal Plans adopted by the City may limit what TIF funds may be spent on in any Urban Renewal District. Eligible costs may include, but are not limited to:
   a. Land acquisition and assemblage, demolition and removal of structures, relocation of occupants, analysis to determine needs of an urban renewal area, administrative cost for redevelopment activities.
   b. Public infrastructure, including, but not limited to: streets, storm drains, parking, public buildings, water and sewer lines, sidewalks, utility connections.
   c. Private infrastructure with public benefit, including, but not limited to, building façades, windows, doors, fire suppression or alarm systems, storm drainage, environmental remediation, parking, and ADA access.

2. FINANCIAL ASSISTANCE THROUGH TIF. All financial assistance must be approved by the City Council prior to any activity receiving funding. Financial assistance should be requested prior to beginning construction. All activity (design and construction) must be completed prior to issuance of TIF funds from the City Finance Department. Financial thresholds and assistance tools are as follows:
   a. A minimum of $\geq$ $5 of private investment for every $1 of public investment is the preferred threshold to be met for each TIF application. The City Council reserves the right to approve any application that does not meet this minimum. The City Council also may make exceptions for projects of less than $100,000, and for publicly owned projects, properties or facilities.
   b. Grants may be made for uses listed in Part 1 above benefitting any government owned-land or buildings and for profit and non-profit businesses.
   c. Bonding may be available at the discretion of the City Council.
   d. All TIF grants will be formalized by a development agreement that must be signed by the grantee before the City will reimburse eligible expenses.

3. URD MANAGEMENT. Each URD in the City of Billings will be managed as follows:
   a. Each URD should maintain a non-profit advisory board to make recommendations to the City Council regarding TIF expenditures. Unless specifically authorized by a Memorandum of Understanding (MOU) referenced in 3(b) below, a majority of board members must own or lease property within the district, or must represent such owner or lessee, and may include representation from residential or commercial property owners or lessees. Advisory Boards must carry insurance for their members and provide proof of insurance to the City.
   b. A MOU must be executed between the advisory board and the City Council that defines the board's roles, responsibilities, authority, and processes, including for hiring and maintaining board support staff. The MOU must

contain language addressing conflict of interest situations for board members whose property may directly benefit from a TIF expenditure and for board support staff. The MOU also must include language that if there is the appearance of a conflict of interest the issue will be reviewed by City legal staff before moving forward.

c. Training for all URD advisory boards will be conducted biannually in coordination with City staff and URD support staff. The training must include, but is not limited to: review of URD and TIF laws, Administrative Rules, ethics, conflicts of interest, meeting management, and maintenance of minutes and records.

d. URD financial reporting will be consistent across all URDs and be set by coordination between the City Finance Director and the Planning and Community Services Director, and URD support staff.

e. TIF application review and City Council staff report preparation will be conducted by the Planning and Community Services Department Director, in coordination with the Assistant City Administrator, Finance Director, and URD support staff.

PASSED by the City Council and APPROVED this 9th day of July, 2018.

CITY OF BILLINGS

BY: William A Cole
William A. Cole, Mayor

CITY OF BILLINGS SEAL YELLOWSTONE COUNTY, MONTANA

ATTEST

BY: Denise R. Bohlman
Denise R. Bohlman, City Clerk

**Regular** **8.**

**Regular City Council Meeting**

**Meeting Date:** 07/13/2020

**TITLE:** Downtown Billings Partnership - Tax Increment Assistance - Bethany Joy Pilates, 2202 1st Avenue North

**PRESENTED BY:** Wyeth Friday

**Department:** Planning & Community Services **Division:** Planning

## RECOMMENDATION

The Downtown Billings Partnership (DBP) Board of Directors recommends the City Council approve a reimbursement up to $1,570 from the Downtown Urban Renewal tax increment finance district funds to Bethany Joy Pilates for its new sign installation at 2202 1st Avenue North, subject to the following conditions:

1. The applicant shall receive a reimbursement grant not to exceed $1,570 as long as the private investment is of equal or greater value;
2. This TIF reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project; and
3. If funds are not available from the Downtown Urban Renewal District at the time reimbursement is requested, reimbursement can be carried over to the next fiscal year.

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

The DBP staff received and reviewed this TIF Application in April. It was then reviewed and recommended by the DBP Development Committee on May 14, 2020 and the full DBP Board on May 22, 2020 (See DBP Meeting Minutes attached). The Development Committee and Board verified several issues during review, including: That the bid for the sign work was the lowest bid the applicant had received; That the sign structure would work for future tenants, and; That the sign addresses both pedestrian and vehicle traffic.

The Bethany Joy Pilates studio opened in March in a portion of the former Toad n Willow store at 2202 1st Ave North. The building had sat vacant and unused for several years. The new sign will advertise the building is now occupied and help customers with wayfinding to the Studio. The establishment of the Pilates Studio and this sign at this location also should help contribute to the recruitment of a second potential tenant into the building. If approved, the TIF funds will reimburse the applicant for part of the costs to design, permit, fabricate and install the sign.

The DBP has established a Sign Incentive Grant program to provide financial and practical assistance to design, fabricate, and install signage in downtown Billings, clearly identifying the location and entrance of a business, promoting the service or merchandise within, and attracting and informing customers. The program aligns with elements/goals of the DBA Strategic Plan (may be viewed through this link https://downtownbillings.com/about/about-the-dba/), City TIF Policy, MCA and the North 27th Street District Urban Renewal Plan (See table below and attachments) For example, the adopted Urban Renewal Plan for the North 27th Street District, contemplated TIF funding assistance for business retention and recruitment in its Business Programs and Projects section.

| Item | DBA Strategic Plan | Urban Renewal Plan | City TIF Policy | Montana Code Annotated | |
|---|---|---|---|---|---|
| Sign fabrication & installation | 1. Strong Downtown Identity – P.15<br>2. Vibrant & Connected Downtown – P.15 | 1. Business Programs & Projects – P.54<br>2. Crime Prevention & Public Safety – P.55 | 1. Permitted uses of TIF Funds: Private infrastructure with Public Benefit (building facades) – P.2<br>2. Financial Assistance Through TIF – P.2 | 1. 7-15-4233<br>2. 7-15-4288 | |

This application from Bethany Joy Pilates is the first request under this new program and sign incentive funding is available to developers, owners, and tenants to encourage a higher level of quality, design and wayfinding in the downtown environment (See the Sign Incentive Grant Application and sign drawings for details (attached). Funding is available for design, permits, fabrication, and installation of signs, banners, or awnings at a 1:1 matching rate up to a maximum of a $3,000 match amount. The DBP is bringing this program to the City Council for consideration through this first application and has modeled it like the Crime Prevention Through Environmental Design (CPTED) program initiated with the Council last fall. Like the CPTED program, this program uses a 1:1 match ratio for these small TIF fund grants and not the 5:1 ratio outlined in the City TIF Policy.

## ALTERNATIVES

City Council may:

- Approve the recommendation from the DBP Board for the expenditure of these TIF funds consistent with some elements/goals of the DBA Strategic Plan, North 27th Street Urban Renewal Plan, City TIF Policy and MCA, or;
- Modify the recommendation from the DBP Board for the expenditure of these TIF funds before taking action, or;
- Disapprove the recommendation from the DBP Board for the expenditure of these TIF funds. If the Council chooses not to approve this TIF application, specific reasoning for the denial is helpful to provide further direction to the DBP Board and staff, and City staff for future applications.

## FISCAL EFFECTS

The request is for up to $1,570 to be reimbursed to Bethany Joy Pilates for the identified signage work (See TIF Application Attachment). The estimated total project cost is $3,140. An original estimate of $7,582.41 (See original application attached) was updated to this new total project cost with a new bid since the DBP Board Meeting. Staff will provide further background on the new bid at the Council meeting. The private to public investment ratio for this project is 1:1. The threshold for this signage program per the DBP Board is 1:1. The funds are payable pending satisfactory submission of all paid invoices showing actual cost incurred for the project. A budget amendment may be needed. If funds are available, existing cash will be used to issue a reimbursement.

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## Attachments

Bethany Joy Pilates Application
DBP Meeting Minutes May 2020
2008 CC Adopted Downtown Urban Renewal Plan
City TIF Policy

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# Sign Incentive Grant

## Information & Application

**Updated 3/31/2020**

**Downtown Billings Partnership, Inc.**
**116 N. 29th St, Billings, MT 59101 - Tel. 406-294-5060**
**www.downtownbillings.com**

# Sign Incentive Grant

**Purpose:**

The purpose of this program is to provide financial and practical assistance to design, fabricate, and install signage in downtown Billings, clearly identifying the location and entrance of a business, promoting the service or merchandise within, and attracting and informing customers. Incentive monies are available to developers, owners, and tenants to *encourage a higher level of quality and design in the downtown environment*. **Funding is available for design, permits, fabrication, and installation of signs, banners, or awnings at a 1:1 matching rate up to a maximum of $3,000 match amount.** Signage projects must support the goals of the Downtown Billings Strategic Plan and the Urban Renewal Plan of the North 27th St. TIFD. Applicants are encouraged to consider the design aesthetic of the surrounding neighborhood when submitting a design for review.

Applicants are reminded that grant awards made by the Downtown Billings Partnership (DBP) are discretionary in nature and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for awards and successful applicants may receive any amount up to the maximum award. Should an applicant meet all grant criteria, a grant may or may not be awarded at the DBP and Billings City Council's discretion due to funding limitation, competing applications, and/or competing priorities of the DBP.

**Timeframe and application process:**

Applications will be accepted and reviewed quarterly. Applications must be received by the 15th day of the first month of each quarter. Each complete application will be reviewed by the DBP staff, Development Committee, and the DBP Board of Directors and, if recommended, will go in front of the Billings City Council for final approval within each quarterly grant cycle.

| Application Due to DBP | Application Reviewed by Development Committee and DBP Board | Application Presented to City Council for Final Approval |
|---|---|---|
| July 15 | 2nd Thursday of August – Dev. Com<br>4th Friday of August – DBP Board | September Council Business Meeting |
| October 15 | 2nd Thursday of November – Dev. Com<br>4th Friday of November – DBP Board | December Council Business Meeting |
| January 15 | 2nd Thursday of February – Dev. Com<br>4th Friday of February – DBP Board | March Council Business Meeting |
| April 15 | 2nd Thursday of May – Dev. Com<br>4th Friday of May – DBP Board | June Council Business Meeting |
| **Every effort will be made to facilitate every complete application through the entire process within each quarterly grant cycle. Incomplete applications may extend the process** | | |

**Funding Policy:**

At the sole discretion of the DBP Board of Directors, applicants are required to seek endorsement from the TIF Development Committee, which shall consist of design professionals, business or property owners, community members with an interest in downtown vitality, and members of the DBP Board. Applications will be reviewed by the DBP staff under supervision of the Development Committee. The DBP shall review applications on a first come, first served basis for the duration of funding availability. Quarterly, all projects that are recommended for approval by the Committee shall be submitted to the DBP Board of Directors for recommendation to Billings City Council for final approval or disapproval of funding the project.

All applicants will be apprised of the status of their application by written communication from the DBP staff. Award recipients shall receive a Letter of Award indicating the amount of the incentive funds awarded and any conditions deemed necessary by the DBP Board for receipt of the award. Applicants are required to return a signed copy of the letter to the DBP staff before funds will be committed to the project.

**Release of Funds:**

It is the responsibility of the award recipient to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the DBP by the award recipient. The project must be completed essentially as presented to the Committee and Board in order to receive payment.

Incentive funds will be paid out according to the following criteria:

1. Applicants must submit copies of all required building permits.
2. Payment documentation must be submitted to the DBP office at 116 N 29th St.
3. Incentive awards will be paid upon **completion** of the project.

**Acceptable documentation is defined as PAID invoices, statements, or schedule of values from vendors, contractors, or consultants clearly detailing the work completed for the project.**

**Encumbrance Policy:**

Applicants receiving funding under this program during the course of a given fiscal year (July 1 through June 30) are eligible to carry forward/encumber unexpended funds for a **maximum of one additional fiscal year** if all effort has been made to begin the project in the initial year; and/or when circumstances related to weather, construction season, etc. prohibit the completion of the project. Applicants must advise the DBP by June 1st if they will be requesting an extension of their project schedule.

**Disclaimer:**

The Downtown Billings Partnership, Inc., its committees, partners and or affiliates are not responsible for the planning, design, or construction of improvements to property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the Urban Renewal Project Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

**Sign Incentive Grant Application**

| Project Location | |
|---|---|
| Property Address | 2202 1st Ave North. Billings. MT 59101 |
| Assessor Parcel Number(s) | 000A008400 |
| Name of Business(es) in Project | Bethany Joy Pilates |
| | |

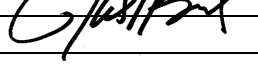
| Applicant Information | |
|---|---|
| Name | Jim Beal |
| Address | 3120 Harrow Dr, Billings, MT 59102 |
| Phone | Email jimbeal@cushingterrell.com |
| Do you ___Own _x_Lease the subject property | |

| Description of Proposed Improvements |
|---|
| New exterior blade sign on the existing North facade representing the brand logo for a new contemporary Pilates Studio in downtown Billings. |
| **Identify ways in which the project supports the Strategic Plan and Urban Renewal Plan** |
| The former Toad n Willow store at 2202 1st Ave North has sat vacant and unused for a couple years. The new contemporary Pilates Studio sign will advertise that the building is now occupied and help to remediate the blight caused by vacancy. Parking can be a challenge during the daytime and the sign will help with wayfinding to the Studio. The logo on the blade sign will be visible from both directions and help clients driving in their cars from the east on one-way 1st Avenue North, and clients coming on foot from the west to find the entrance on the northwest corner of the building. The establishment of the new sign and Pilates Studio will also contribute to the recruitment of a second potential tenant into the building. |

| **Submittals – Applications must include the following materials, if applicable, for consideration. Applications lacking sufficient materials to describe the project will not be reviewed.** |
|---|
| **a) Current photos of the proposed project site** |
| **b) Rendering or sketch of proposed improvements** |
| **c) Sign plans** |
| **d) Awning design (if applicable)** |

| Estimated Costs and Schedule – Applications lacking sufficient cost estimates will not be reviewed | |
|---|---|
| Design Work | $722.71 |
| Permits | $214.70 |
| Sign/Awning Fabrication | $6,645.00 (includes installation) |
| Installation | |
| **Project Cost Total** | $7,582.41 |
| Estimated Days/Months for Completion | 1 month |

**Complete applications are due no later than noon on the 15th day of the first month of the quarter.**

| Signatures | |
|---|---|
| Project Applicant(s) |  |
| Property Owner (if applicable) | |

2202 1st Ave. N

Legend

*sample image of intent*

'***pilates***' in steel with back glow

dimensional letters with acrylic back
and LED insets.

film plexi with translucent 'pink' (same as blade sign)

pin mount to facade,
or comparable fabricator's suggestion

side

front

pilates

ART SIGNS
andrew roy thompson
406-248-SIGN

**Estimate;**
**Bethany Joy Pilates**

**Date 2-24-2020**

| Description | Total |
|---|---|
| Sign permit for city, permit for encroachment, and 2 hours labor | $214.70 |
| | |
| Door vinyl installed as shown on design provided by customer | $185.00 |
| | |
| Fabricate and install one custom double sided internally lit cabinet for logo; 26” round cabinet 12” deep of sheet aluminum construction; routed aluminum faces cabinet and faces painted black; logo is ½” clear push-through, laminated with white and pink vinyl; LED illumination; 1” x 1” aluminum square tube + 1” radius decorative piece panted black; 2” x 2” steel square tube for frame structure mounted to 24” x 36” x1/4” flat plating painted black; power supply installed inside of building | $6,645.00 |
| | |
| Fabricate and install custom **(not internally lit)** Pilates letters; Letters will be 56” wide x 30” tall x ¼” deep, fabricated aluminum ¼” thick painted satin black; letters will be mounted flush to building. | $2,259.00 |
| | |
| | Total Materials and labor **$9,303.70** |

Comments;
Due to high cost of materials, **75% deposit** is required; remaining balance is due upon completion.

Thank you,
Andrew Thompson
ART Signs

PAWN

EXIT

DBP Board Meeting
May 22, 2020 – 7:30 am
Zoom Video Conference

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **ATTENDED:** | Andy Patten | Sean Lynch | Dave Fishbaugh | Sam Merrick | Joni Harman | Norman Miller | Steve Arveschoug |
| | Ignacio Barrón Viela | Zach Dunn | Jock West | Chris Montague | Jana Hafer | Steve Wahrlich | Denis Pitman |
| | Kim Olsen | Wyeth Friday | Chris Kukulski | Katy Easton | Mehmet Casey | James Chandler | Emily Meick |
| **GUESTS:** | Bill Cole | Pam Purinton | Dusty Eaton | Brad Constantine | Joshua Toneyes | Zack Terakedis | |
| **ABSENT:** | Marguerite Jodry | Steve Tostenrud | Penny Ronning | | | | |

1. **Call to Order** – Mr. Patten called the meeting to order at 7:32 am.
2. **Regular Agenda**
    a. **Minutes** – April 24, 2020 – Mr. Lynch motioned to approve minutes and seconded by Mr. Merrick. Approved by all.
    **b. DBP Staff Update**
        i. **Development Director** - Mr. Casey provided an update on Covid-19 community restart efforts to support downtown businesses. The TIF applications that went through Council have agreements to share with entities and then acquire signatures. He provided a memo from the attorney about handling occupancy and ownership requirements on development agreements moving forward and welcomes board feedback. The City approved moving forward with the first phase of the Founders District to provide a third-party assessment. Mr. Casey has received feedback from 20 of 30 property owners regarding the street conversions, over half of which were positive; however, N. 30th Street remains an issue. He'll send a list for the board to reach out. He's been meeting with Council members and he plans to streamline communications and TIF project presentations with Council, Mayor, and City staff.
            1. Mr. Patten asked if it's practical to have a draft development agreement available so the board can see the entire agreement.
                a. Mr. Casey said yes, it will be the practice moving forward with the established template.
            2. Ms. Purinton said Mr. Schmidt at Army Navy opposed the two-way street conversions.
            3. Ms. Easton said that Council will be taking the street conversion up on the agenda to move forward selling bonds. She'll be available for the next Council meeting. She and Mr. Casey will be reaching out for letters of support from property owners.
            4. Mr. Cole thanked Mr. Casey for reaching out. He said that Council is on the fence regarding the Founders District without projects that require TIF districts for success.
        ii. **CEO** - Ms. Easton updated about the economic recovery group. The Yellowstone Valley Economic Recovery website is a one-stop shop for up-to-date information. They will be holding additional round-table conversations with John Felton about guidelines for Phase Two. There are two new water-based handwashing stations downtown, which will be maintained by the BID Team. They are also working on designing and implementing pedlets in several downtown locations through a $7,000 grant from Healthy by Design.
    c. **Financials and TIF Forecast** – Mr. Casey reviewed the profit and loss. Ms. Easton said April's rent for the Yesteryears building was forgiven due to the circumstances. Generally, the Partnership is on track, but there will be an increase in legal expenses for development agreements. Property Management costs are related to maintenance on the Yesteryears building, including significant work on the air conditioner last summer. She's negotiating with the adjuster on a hail claim for the roof, which has been budgeted for and is ready to be addressed.
        i. Mr. Patten asked if unused Business Development funds would go back into that line item.
            1. Ms. Easton said she submitted the same budget for this year and the amount can be amended to show that all funds were not expended during the fiscal year. That work in

business development will be very important in the budget process, but she would generally have expected to have used the amount on marketing.

3. **Old Business**
4. **New Business**
5. **Action Items**
    a. **Amendment of Bylaws** – Mr. Casey reviewed the proposed amendments to the bylaws indicated by highlights, including a change of address, the conflict of interest (COI) statement, and Article 4 – Meetings on attendance, video conferencing, and action by written consent.
        i. Mr. Patten asked about excused absences within the attendance policy.
            1. Mr. Casey is willing to amend the language.
                a. Mr. Wahrlich expressed worry about excused versus non-excused language and how it might place DBP staff in a difficult position. Board members don't have to be present to participate in meetings.
            2. Mr. Wahrlich made a motion to approve the proposed amendments. Seconded by Mr. Montague. Discussion followed.
                a. Mr. Arveschoug suggested changes to the COI language to have board members disclose conflicts before board discussion and an annual statement to declare a conflict of interest.
                b. Mr. West expressed discomfort in adopting a motion without final wording.
                    i. Mr. Wahrlich and Mr. Montague withdrew the motion and the second.
    b. **Sign Incentive Grant Recommendation** – Bethany Joy Pilates
        i. DBP staff and the Development Committee recommend the approval of the project by the Board of Directors with the following contingencies: (1) The Applicant shall receive a reimbursement grant of up to $3,000 as long as their private investment is of equal or greater value; (2) This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project; and (3) If funds are not available, reimbursement can be carried over to the next fiscal year.
            1. Mr. Casey reviewed the application for Bethany Joy Pilates with the board.
                a. Mr. Warhlich motioned to approve the recommendation of DBP staff and the Development Committee to award this applicant a reimbursement grant of up to $3,000, so long as the conditions above are met. Motion seconded by Ms. Olsen and approved by all.
    c. **Large Project Incentive Grant Recommendation** – Billings Symphony Orchestra and Chorale
        i. DBP staff and the Development Committee recommend the approval of the project by the Board of Directors with the following contingencies: (1) The Applicant shall sign a development contract with the City of Billings and DBP within 90 days of City Council's approval; (2) This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project; and (3) If funds are not available, reimbursement can be carried over to the next fiscal year.
            1. Mr. Casey reviewed the application for the Billings Symphony Orchestra and Chorale with the board.
                a. Mr. Patten asked if the building will be subject to property tax if the Billings Symphony is a non-profit organization.
                    i. Mr. Casey said it was addressed by the Development Committee and he can provide the memo. One of the terms to fulfill the agreement was that a private organization must maintain ownership. The building will remain on the tax rolls because it's owned by the Billings Symphony Society, a private organization.
                b. Mr. Wahrlich asked if Mr. Casey had seen the building appraisal. He expressed concerns regarding the DBP perspective of valuing a 5:1 match on a building that was donated. He doesn't see the closing cost as part of the valuation of a project. He wants to find a way to make it work, but expressed concern over the funding method.

i. Mr. Montague said that valuing appraisal in closing cost into the match is difficult and requires board discussion. He believes the 5:1 match should be against project cost and not building cost.
    1. Mr. Casey said the appraisal can be requested and current DOR assessment values can be found on the application. The application is a working document. The board agreed that TIF dollars would go toward development and not to property or land, but this is a different case. The Development Committee wanted to push for the amount asked, with expenses going to the visible/public piece.
    2. Ms. Easton said the board is welcome to make a motion to grant up to a certain amount should the board choose to remove the building/land equity. She stressed that the building will remain on tax rolls, which makes the application different from ABT or other non-profit ownership.
        a. Mr. Friday said that policy does allow for non-profits and Council has the discretion to separate from a 5:1 match. There have been challenging discussions among Council surrounding the value of property across all three districts. There is flexibility in the policy.

c. Mr. Wahrlich made a motion to approve the recommendation of DBP staff and the Development Committee to award this applicant a reimbursement grant of up to $181,340 (predicated on a total amount that doesn't meet the 5:1 match) so long as the conditions above are met. Motion seconded by Mr. Lynch and approved by all.

6. **Partner Reports**
    a. **City of Billings** – Mr. Cole said the Rescue Mission campus project and the Garfield School advanced through for redevelopment tax fund credits. Both must go through the next round of selection, but both with benefit downtown greatly. He spoke of interest in a street music program as a great opportunity to have safe outdoor music and entertainment.
        i. Ms. Easton said Ms. Richardson is currently working toward that idea.
    **b. Yellowstone County**
    **c. School District #2**
    **d. Big Sky EDA**
    **e. Downtown Billings Alliance**
    **f. Business Improvement District**
    **g. Billings Cultural Partners**
    **h. Parking Advisory Board**
    **i. Downtown Billings Property Owners Association**
7. **Adjournment** – Meeting adjourned at 9:03 am. Next meeting scheduled: June 26, 2020

**NOTE: SUPPORTING DOCUMENTS FOLLOW AGENDA**

# CITY OF BILLINGS

**CITY OF BILLINGS' VISION STATEMENT:**

***"THE MAGIC CITY – A VIBRANT, WELCOMING PLACE WHERE PEOPLE FLOURISH AND BUSINESS THRIVES"***

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# AGENDA

**COUNCIL CHAMBERS December 8, 2008 6:30 P.M.**

**CALL TO ORDER – Mayor Tussing**
**PLEDGE OF ALLEGIANCE – Mayor Tussing**
**INVOCATION – Councilmember McCall**
**ROLL CALL**
**MINUTES – November 13, 2008, Special Meeting**
**November 24, 2008**
**COURTESIES –** Presentation to Al Winegardner and family in appreciation of donation in memory of Jayne Winegardner
**PROCLAMATIONS**
**ADMINISTRATOR REPORTS – Tina Volek**

**PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Item: 1 ONLY. Speaker sign-in required.** (Comments offered here are limited to 1 minute per speaker. Please sign up on the clipboard located at the podium. Comment on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item.)
*(NOTE: For Items not on this agenda, public comment will be taken at the end of the agenda. Please sign up on the clipboard located at the back of the room.)*

## CONSENT AGENDA:

**1. A. Change Order #3,** W.O. 08-09, Waste Water Treatment Plant Primary Effluent Pipe Replacement and Sludge Drying Bed Expansion, Western Municipal, $20,468.65, and **increase** the City Administrator's change order authority by $50,000.

**B. Approval** of compensation agreement for Private Contract No. 599, Emmanuel Baptist Church Sanitary Sewer Extension project, $325,360.

**C.** **Approval** of amended Purchase and Sale Agreement with School District Two for ten acres within Cottonwood Park for $200,000, and **authorization** for the Mayor to execute associated documents to consummate the sale and transfer of ownership of the property.

**D**. **Approval** of grant application submittal to Safe Route to School Program for the Elementary School Traffic Plan, $50,000.

**E.** **Resolution** relating to financing of proposed Zone 3 Storage, Zone 4 Reservoir project and Water Rehabilitation project; establishing compliance with reimbursement bond regulations under the Internal Revenue Code for the purpose of reimbursing the City with bond sale proceeds for financing water projects prior to the availability of funds.

**F.** **Resolution** relating to financing of a proposed Wastewater treatment plant disinfection system project; establishing compliance with reimbursement bond regulations under the Internal Revenue Code for the purpose of reimbursing the City with bond sale proceeds for financing sewer projects prior to the availability of funds.

**G.** **Second/Final reading** ordinance expanding the North 27th Street Urban Renewal Area – 2008.

**H.** **Second/Final reading** ordinance modifying the South Billings Boulevard Urban Renewal District.

**I.** **Exempt Amended Plat** of Tract 1 of Certificate of Survey 1815.

**J.** **Bills and Payroll**
(1) November 7, 2008
(2) November 14, 2008

**(Action:** approval or disapproval of Consent Agenda.)

## REGULAR AGENDA:

**2.** **PUBLIC HEARING AND RESOLUTION GRANTING NEW OR EXPANDING INDUSTRY TAX INCENTIVES FOR BIG SKY ECONOMIC DEVELOPMENT AUTHORITY/GENERAL ELECTRIC CAPITAL CORPORATION** for a new building at 3333 Hesper Road. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

**3**. **PUBLIC HEARING AND RESOLUTION GRANTING NEW OR EXPANDING INDUSTRY TAX INCENTIVES FOR DALCO INDUSTRIES DBA TETON STEEL** for property improvements at Gabel Road and South 29th Street. Staff

recommends approval. (**Action**: approval or disapproval of staff recommendation).

4. **PUBLIC HEARING AND FIRST READING ORDINANCE FOR REVISIONS TO BOARDS AND COMMISSIONS:** Revisions that provide consistency in procedural areas for advisory boards, commissions and committees, and reorganizes ordinances into one Article of the Code. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

5. **PUBLIC HEARING FOR EXTENSION OF INTERIM ZONING ORDINANCE:** A proposed one-year extension of the Interim Zoning Ordinance that amends Section 27-611, Sexually Oriented Businesses, and allows the interim zoning ordinance to be effective until December 23, 2009. Staff recommends approval. (**Action**: approval or disapproval of staff recommendation).

6. **DOWNTOWN BILLINGS PARKING STUDY.** Delayed from 11/24/08. Staff recommends approval of contract with Rich and Associates, Inc. for $68,500. (**Action**: approval or disapproval of staff recommendation).

7. **PUBLIC COMMENT on <u>Non-Agenda</u> Items --** <u>Speaker sign-in required.</u> *(Restricted to <u>ONLY</u> items not on this printed agenda; comments limited to 3 minutes per speaker. Please sign up on the clipboard located at the back of the Council Chambers.)*

**(Action:** approval or disapproval of Consent Agenda.)

## ADJOURN

***(NOTE: Additional information on any of these items is available in the City Clerk's Office)***

**Visit our Web site at:**
**http://ci.billings.mt.us**

**ATTACMENT A**

ORDINANCE NO. _____

AN ORDINANCE MODIFYING THE URBAN RENEWAL PLAN OF THE NORTH 27TH STREET DISTRICT URBAN RENEWAL AREA; MODIFYING THE BOUNDARIES OF THE DISTRICT; ADOPTING A MODIFIED URBAN RENEWAL PLAN INCLUDING A TAX INCREMENT PROVISION; APPROVING URBAN RENEWAL PROJECTS THEREIN AND AUTHORIZING THE ISSUANCE OF TAX INCREMENT URBAN RENEWAL REVENUE BONDS OF THE CITY TO FINANCE COSTS THEREOF

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

WHEREAS, on July 11, 2005 the City Council adopted Ordinance No. 05-5333, which created the North 27th Street District Urban Renewal Area (hereafter "North 27th Street District") and adopted the Urban Renewal Plan of the North 27th Street District Urban Renewal Area ("N. 27th Street Plan") that included a tax increment provision and endorsed urban renewal projects.

WHEREAS, on November 13, 2006 the City Council adopted Ordinance No. 06-5394 which expanded the boundaries and amended the N. 27th Street Plan to create the Extended N. 27th Street District that included a tax increment provision and endorsed urban renewal projects.

WHEREAS, it has been determined that the Extended North 27th Street District and the N. 27th Street Plan should be modified to include additional property contiguous to the Extended North 27th Street District.

WHEREAS, this Council on November 24, 2008, conducted a public hearing on a proposal to modify the N. 27th Street Plan by adopting the Urban Renewal Plan of the Expanded North 27th Street District Urban Renewal Area - 2008, thereby establishing a modified urban renewal area to be formally designated as the Expanded North 27th Street District Urban Renewal Area - 2008 (the "Expanded North 27th Street District - 2008" or "the Property"), and to undertake urban renewal projects therein, all as authorized by Montana Code Annotated, Title 7, Chapter 15, Parts 42 and 43, as amended (the "Act").

WHEREAS, the Expanded North 27th Street District - 2008 is depicted on Attachment 1 (depicting the relationship of the Expanded North 27th District – 2008 to the Extended N. 27th Street District) and which is hereby incorporated herein and made a part hereof. Pursuant to this Ordinance, the boundaries of the Redevelopment Area are modified to reflect the addition of the Property depicted on the map on Attachment 1. The Redevelopment Area, as modified, is depicted on Attachment 1 and legally described on Attachment 2 (the "Resulting Redevelopment Area") (each of which is hereby incorporated herein and made a part hereof). The Resulting Redevelopment Area is contiguous.

WHEREAS, opportunities have been presented to the City that makes it desirable for the City to consider urban renewal projects within the Expanded North 27th Street District - 2008 consisting of demolishing certain blighted structures within the district; improving such properties with new construction, landscaping, utilities, and other similar improvements; and making the properties so improved available for private redevelopment in accordance with the Act (the "Projects"). Development proposals to be considered for funding include mixed use projects, building renovations, services for the District and the construction or expansion of City owned parking structures within the District.

WHEREAS, the proposed modified urban renewal plan titled the Urban Renewal Plan of the Expanded North 27th Street District - 2008 is attached hereto as Attachment 3 (which is hereby incorporated herein and made a part hereof) (the "Modified Plan"). The Modified Plan contains a tax increment provision and will govern the operation and administration of the Expanded North 27th Street District - 2008.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Billings, Montana, as follows:

1. Findings. This Council hereby finds, determines and declares, based on the comments received at the public hearing and other studies and information available to this Council, that:

a. The Property presently contains structures and improvements that are in a state of substantial deterioration, are obsolete or defective, pose unsanitary or unsafe conditions, are vacant and unused, and have inappropriate uses. The present condition of the Property substantially impairs the sound functioning of the downtown area of the City and its environs, is conducive to juvenile delinquency and crime, poses the threat of vandalism or mischief and fire or loss, constitutes an economic and social liability, and is a menace to the public health, safety, and welfare of the residents of the City. Accordingly, the Council reaffirms its previous findings that the Property is a blighted area within the meaning of Section 7-15-4210 of the Act. This Council finds that the rehabilitation, redevelopment or a combination thereof of the Property is necessary and in the interest of the health, safety, morals or welfare of the residents of the City. This Council finds that undertaking measures to eradicate or diminish the blight affecting the Property will help to foster a more dynamic, livable, and vibrant downtown.

b. If Projects require relocation of displaced persons, a detailed relocation plan is required and will be prepared.

c. The Modified Plan conforms to the 2003 Billings and Yellowstone County Growth Policy and the City's Downtown Framework Plan.

d. The Modified Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the District by private enterprise.

e. A sound and adequate financial program is required for the financing of Projects, which program includes substantial private investment and financing and the sale and issuance by the City of Tax Increment Bonds in proportions yet to be determined, for the purpose of financing a portion of the costs of the Projects as set forth above.

f. Approved Projects will constitute urban renewal projects within the meaning of the Act and are authorized to be undertaken by the City.

2. Plan Adoption. The Modified Plan is hereby adopted and approved in all respects, including without limitation, the segregation and application of tax increments as provided in Sections 7-15-4282 through 7-15-4293 of the Act as provided therein. For purposes of allocating taxes according to the Act, the "prior assessed value" of taxable property within the Expanded North 27th Street District - 2008 is that value shown on the assessment rolls as of January 1, 2008.

3. Project Approval. Authorized Projects are hereby approved.

4. Bonds. This Council approves financing the costs of Urban Renewal Projects, or a portion thereof, with proceeds of the Bonds. The City is hereby authorized and directed to undertake activities and analysis ordinarily prerequisite to the issuance of tax increment urban renewal revenue bonds in a principal amount not to exceed $10 million for financing of the costs of Urban Renewal Projects or a portion thereof.

5. Conditional Commitment. The adoption of the Plan does not constitute a guarantee or a firm commitment that the City will issue the Bonds or undertake Projects. If, based on comments or information made available to or obtained by the City, it appears that the issuance of the Bonds or Projects is not in the public interest or consistent with the purposes of the Act, the City reserves the right not to issue the Bonds or undertake the Project.

*7.* Repealer. All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

8. Severability. If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

9. Effective Date. This Ordinance shall be in full force and effect from and after the date that is 30 calendar days after the date set forth below.

ADOPTED by the City Council of the City of Billings, Montana, on second reading this 8th day of December, 2008.

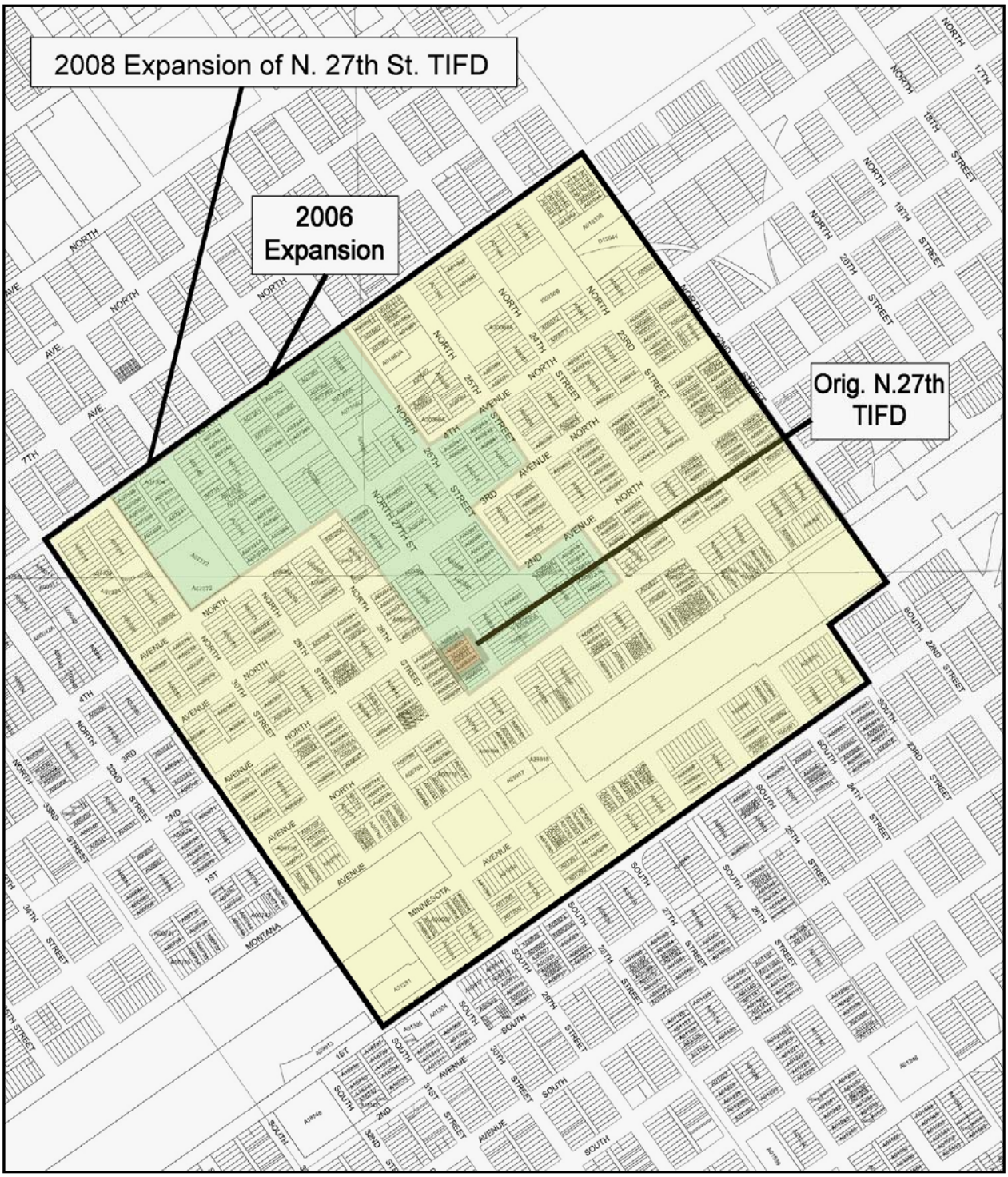
_____
Ron Tussing, Mayor

ATTEST:

_____
Cari Martin, City Clerk

**ATTACHMENT 1**

**Expanded North 27th Street Urban Renewal District – 2008 Boundaries, Boundaries of the Extended N. 27th Street District (2006) and the Boundaries of the N. 27th Street District (2005)**



**ATTACHMENT 2**

**Expanded North 27th Street Urban Renewal District – 2008**
**Boundary Description**

**Beginning at a point at the intersection of the centerlines of 6th Avenue North and North 31st St. proceeding east along the centerline of 6th Ave. North to a point at the intersection of the centerlines of 6th Avenue North and N. 22nd Street proceeding south along the centerline of North 22nd Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22nd Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23rd Street proceeding south along the centerline of South 23rd Street to a point at the intersection of South 23rd Street and 1st Avenue South proceeding west along the centerline of 1st Avenue South to a point at the intersection of the centerlines of 1st Avenue South and South 31st Street proceeding north along the centerline of South 31st Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31st Street and 6th Avenue North encompassing all parcels and tax codes therein.**

**ATTACHMENT 3**
**Expanded North 27th Street Urban Renewal Area – 2008**
**Modified Plan**

# EXPANSION OF THE BILLINGS, MONTANA NORTH 27TH STREET URBAN RENEWAL AREA, WITH TAX INCREMENT, AND AMENDMENT TO THE URBAN RENEWAL PLAN

**FOR CITY OF BILLINGS AND PLANNING REVIEW**
**October 14, 2008**

Prepared by

Downtown Billings Partnership, Inc
2815 2nd Ave. North – Billings, MT 59101 – gregk@downtownbillings.com

## SECTION 1 – INTRODUCTION

On July 11, 2005, the City Council adopted an ordinance that (a) created the North 27th Street District Urban Renewal Area ("North 27th Street District") and (b) adopted an urban renewal plan for the district. On November 13, 2006 the City Council adopted an ordinance that (a) expanded the North 27th Street District and (b) modified the urban renewal plan for the district. For reasons discussed in this Amendment to the Urban Renewal Plan of the North 27th Street District ("Plan"), it has been determined that the North 27th Street District should be expanded again to include other contiguous blighted properties in need of redevelopment. Further, it has been determined that this area, known as the Central Business District of Billings, has been and is in need of expanded public parking, enhanced pedestrian connections and experiences, improved public safety, and infrastructure improvements to public and private properties that will lead to increased taxable values. The existing urban renewal plan may be modified by ordinance in accordance with the procedure described in M.C.A. § 7-15-4221. The Urban Renewal Plan of the North 27th Street District approved by the City Council on July 11, 2005 and modified on November 13, 2006 is hereby included by reference as part of this amended Plan and shall remain applicable hereto except to the extent the original plan is explicitly or impliedly amended by this Plan. It is recognized as part of this Plan that the basic vision of the document known as Downtown Billings Framework Plan, adopted by the Billings City Council on December 22, 1997 and by the Yellowstone County Commissioners on December 23, 1997, is still valid and should be considered a part hereof. The terms defined in "Part I – DEFINITIONS" of the North 27th Street District Plan shall have the same meanings in this Plan unless a contrary meaning is expressed herein. The expanded district proposed in this Plan is hereafter referred to as the Expanded North 27th Street District - 2008 or the "District."

## SECTION 2 – BACKGROUND

The original Downtown Redevelopment District, a downtown tax increment finance district, was created on December 20, 1975 by a resolution which cited hazardous conditions existing in the district due to overhead utility wires, inefficient land use, problems of access and circulation, physical constraints to development, random location of mixed uses and deteriorated building

conditions, and found that rehabilitation and redevelopment of the District would be in the public interest. That original district (hereafter "1975 District") comprised one hundred and twenty four (124) blocks in the city center after the 1985 south expansion and the 2004 east expansion. The 1975 District expired March 1, 2008 but the Urban Renewal Plan and the Framework Plan used for that district, in many parts and in relation to this District remain valid.

Because the 1975 District has terminated, but many of the undesirable conditions continue to exist, it was determined that it would be in the best interest of the City to expand the North 27th Tax Increment District to assist the construction of public improvements, stabilize and grow the tax base, increase the parking inventory, increase the inventory of downtown residential property, stimulate multi-use development ("Multi-Use Facility Projects"), fill street level vacancies, provide expanded security, develop safe event locations with appropriate traffic control devices, expand the Business Improvement District, make modifications to street and intersection lighting, increase traffic calming and reduce the noise in the district through Quiet Zone management and further implement the vision of the Downtown Framework Plan.

Currently, there is a need to expand the North 27th Street District to encompass development needs on the North 27th Street corridor, the North Broadway corridor, the Old Town Neighborhood and the Montana Avenue Historic District (including expansion of the Historic District to include areas south of the railroad tracks), the Civic District, areas adjacent to the Medical Corridor, adjacent to the East Billings Urban Renewal Area and other underutilized properties within the Central Business District of Billings. Although there has been significant improvement in the valuation of property in much of the 1975 District, the area defined by this proposed expanded tax increment district has major properties that have been neglected for many years and continue to show signs of serious blight and tax base decline. Many parcels have been removed from the tax rolls and/or are delinquent on payments of taxes and fees. The Expanded North 27th Street District creates an opportunity to continue redevelopment of the center of downtown with a mixture of public and private investment in a roughly seventy-one-square-

block district (just over half of the size of the 1975 expanded district) encompassing the existing North 27th Street District.

The area has several pockets of low taxable value, with several lots of the land being owned by government and other non-profit entities and several buildings that are over 50% vacant.

The creation of the Expanded North 27th Street District is essential to any planned development at 4th Avenue North and North Broadway, redevelopment of the vacant Northern Hotel, improving security and expanding the clean safe and vibrant programs of the Business Improvement District, continuing redevelopment of the Civic Plaza area, developing the boundary areas of the Medical Corridor and the East Billings Urban Renewal Area, and expanding the Historic District. It could also assist with the essential remodeling of the Northern Hotel, the Babcock Theatre, the Westwood Building, the Lincoln Hotel Building. Public infrastructure construction within this expanded District could assist with the renovation and/or relocation of various City facilities, such as the public library. It is currently expected that the expanded North 27th Street District may help fund the following projects:

**I. Business Programs and Projects**

a. Business Retention
    i. Targeted assistance and review of existing street level businesses
    ii. Retail market survey
b. Business Recruitment
    i. Development of a "chainlet" network
    ii. Business plan development assistance
    iii. Association networking
    iv. Business Improvement District support
    v. Business cluster analysis
    vi. Pedestrian study
        1. demographics
        2. directions
        3. linkages
        4. destinations
        5. wayfinding

**II. Parking and Transportation**

a. Increase use of public transit
b. Parking structures to support current and future needs

c. Explore parking linkages to adjacent destinations
d. Explore parking management practices and programs
    i. Off street parking
    ii. On street parking

## III. Crime Prevention and Public Safety

a. Cooperative Security Program
b. Business Watch Program
c. Crime and Fraud prevention programs
    i. Geared towards street level businesses

## IV. Management, Implementation and Maintenance

a. Downtown Billings Partnership, Inc. or its successor, management agreement
    i. Project development
    ii. Public awareness
    iii. Advocacy and liaison between public and private sectors
b. Business Improvement District expansion and development
    i. Cooperative work agreements with PMDs
    ii. Development and promotion of Conference Corridor
    iii. BID expansion
    iv. "Green" Management
        1. Recycling programs
        2. Tree management

## V. Infrastructure Improvements

a. Public
    i. Expansion of Historic District
    ii. New Library
    iii. New Planning Department Offices
    iv. Public Parking and Greenspace
    v. Intersection Lighting by Public Works
    vi. New SILMDs for mid-block lighting
    vii. Streetscapes and traffic calming plans
    viii. Sidewalks, curbs and gutter improvements
        1. stabilization of vaults
    ix. Relocation of public and private utility lines
b. Public infrastructure improvements that would support the following development projects/programs
    i. Workforce housing development
    ii. Loft and Condo development
    iii. Lodging development
    iv. Conference Facilities

v. Entertainment venues

## SECTION 3 – SUMMARY OF BLIGHT FINDINGS

The area in the proposed expansion of the North 27th Street District contains a great deal of blight. Within the district there is substantial structural deterioration, long-term land vacancy, a railroad spur line that has been abandoned and a major rail line that continues to divide the Central Business District. Several of the commercial buildings in the district are deteriorated and/or vacant and need demolition or renovation. Many of the storefronts and upper floors are vacant or under-occupied. Sidewalks are cracked; alleys are deteriorated, and, in general, much of the area is below accepted standards. In contrast to the above, there are certain properties within the district in good repair but included in the district to allow for a contiguous block of land within the district and because pockets of revitalization cannot be sustained if areas of neglect and blight surround them. Over time, without continued managed urban renewal, even these success stories will once again decline in taxable value. Most of the district falls into the blighted, neglected and under-utilized categories.

## SECTION 4 – DESCRIPTION OF BLIGHTED AREA

The expanded urban renewal area described in this amended Plan incorporates most of the Central Business District. Within the district there are several older, single-story structures that have been retrofitted for offices and warehousing, numerous surface parking lots, and several vacant structures. Many of these structures are unsuited to their current uses because of age obsolescence and physical deterioration.

Montana‘s Urban Renewal Law (Montana Code Annotated Title 7, Chapter 15, Parts 42 and 43) provides the authority to declare the existence of blighted areas and to target them for improvements. “Blighted area” is defined in Section 7-15-4206(2), M.C.A., as follows:

> *[A]n area that is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, and crime; substantially impairs or arrests the sound growth of the city or its environs; retards the provision of housing accommodations; or constitutes an economic or social liability or is detrimental*

*or constitutes a menace to the public health, safety, welfare, and morals in its present condition and use, by reason of:*

- *(a) the substantial physical dilapidation; deterioration; defective construction, material, and arrangement; or age obsolescence of buildings or improvements, whether residential or nonresidential;*
- *(b) inadequate provision for ventilation, light, proper sanitary facilities, or open spaces as determined by competent appraisers on the basis of an examination of the building standards of the municipality;*
- *(c) inappropriate or mixed uses of land or buildings;*
- *(d) high density of population and overcrowding;*
- *(e) defective or inadequate street layout;*
- *(f) faulty lot layout in relation to size, adequacy, accessibility, or usefulness;*
- *(g) excessive land coverage;*
- *(h) unsanitary or unsafe conditions;*
- *(i) deterioration of site;*
- *(j) diversity of ownership;*
- *(k) tax or special assessment delinquency exceeding the fair vale of the land;*
- *(l) defective or unusual conditions of title;*
- *(m) improper subdivision or obsolete platting;*
- *(n) the existence of conditions that endanger life or property by fire or other causes; or*
- *(o) any combination of the factors listed in this subsection (2).*

The land being added to the Plan area includes 405 (Exhibit A) property tax codes plus a segment of centrally assessed BN Railroad property. The complete, expanded Urban Renewal Area will have 481 property tax codes plus the segment of BN Railroad property. Within that total area, and as noted in the 2006 approved Urban Renewal Plan, there are many "target areas" that should be immediately considered for redevelopment. The properties on N. Broadway between 4th Avenue North and 6th Avenue North will need additional parking to facilitate the construction of a Stockman Bank facility. The area adjacent to the Northern Hotel on North Broadway is in need of parking due to the closure of the privately owned parking structure in that area due to unsafe and blighted conditions of the structure. The area east of the Yellowstone County Courthouse Lawn is targeted for a new federal courthouse and will need additional parking and green spaces. The area between the new MET transit facility on N. 25th Street and to the east boundary of the East Billings Urban Renewal Area (N. 22nd Street) is in need of redevelopment that could include workforce housing and parking. The status of the Battin Federal Courthouse is still unclear. The facility is contaminated with asbestos and is destined to become vacant with the completion of a new federal courthouse and office building. This

vacancy will present a redevelopment opportunity in the near future. The area surrounding City of Billings Park IV contains many surface parking lots that could be developed if Park IV is sold to a private developer. This area lacks high-rise housing with mixed use occupancy on the first floor. The future use of the Lincoln Center is unclear and it could be a redevelopment opportunity if the school district ceases its administrative and continuing education functions in the building. The properties on 1st Ave. S. and Minnesota Avenue are not currently in a Historic District and values remain stagnant as compared to the Montana Avenue area. The redevelopment of the south side of the railroad tracks has not kept up with the redevelopment north of the tracks and should be a target area. Several properties located between Montana Avenue and 1st Avenue North are severely underutilized and in need of redevelopment. Without attention to some of this blight, over time, the value of the Montana Avenue redevelopment will most likely be negatively impacted.

## SECTION 5 – DETERMINATION OF BLIGHT

The proposed expansion area of the North 27th Street District contains a number of underdeveloped properties. The Council previously determined that the property included in the North 27th Street District was "blighted" within the meaning of the Act in Resolution 05-18276 adopted June 13, 2005 and Resolution 06-18488, adopted September 25, 2006. The Redevelopment Area, including the portion that is to be expanded to form the Expanded North 27th Street District - 2008, was previously determined to be blighted and an appropriate area for an urban renewal project in Resolution No. 12107 dated January 5, 1976. Deficiencies in public and private properties located in the district lead to a determination that the area continues to be blighted, as defined by state statute. Specific areas of blight on the site are listed below:

Deficient Structures in Expanded Area

There are several buildings that are over 50 years in age and do not qualify as being historically significant. Many are in poor repair and may contain potentially hazardous asbestos and lead paint.

Deficient Public Facilities in Extended Area

The streets, curbs, gutters and sidewalks in much of the area are in satisfactory repair. However, sewer and water utilities in the area are aging and have required frequent repairs in recent years. Several parking lots generally do not meet code requirements for paving, striping and landscaping. Many of them are cracked and crumbling. The city owned parking ramps within the area, except for Park IV have extensive "waiting lists" and public parking for adjacent office and commercial structures continues to be inadequate. Demand for parking will continue and additional and expanded parking structures will be required to accommodate commercial growth.

Deficient Land Use in Extended Area

In general, the area is under-utilized due to the significant amount of surface parking areas and a large number of single-story structures. The taxable value of this district must be stabilized and encouraged to grow.

## SECTION 6 – THE SITE AND ITS RELATIONSHIP TO THE CITY

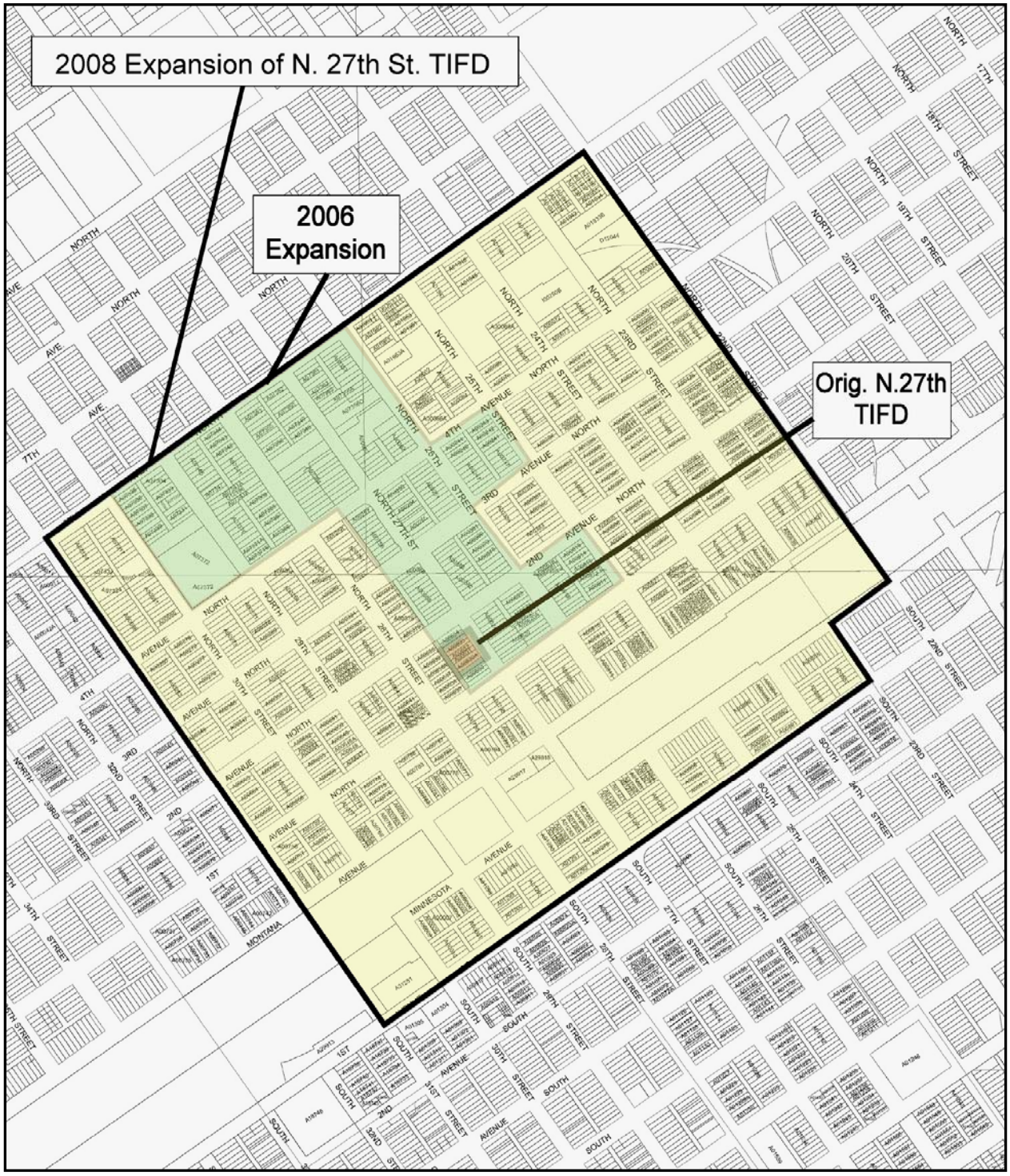
As noted, the expanded North 27th Street Urban Renewal Area comprises most of the Central Business District (CBD) of the City of Billings.

## SECTION 7 – LEGAL DESCRIPTION

The legal description of the proposed Expanded North 27th Street District – 2008 is as follows:

**Beginning at a point at the intersection of the centerlines of 6th Avenue North and North 31st St. proceeding east along the centerline of 6th Ave. North to a point at the intersection of the centerlines of 6th Avenue North and N. 22nd Street proceeding south along the centerline of North 22nd Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22nd Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23rd Street proceeding south along the centerline of South 23rd Street to a point at the intersection of South 23rd Street and 1st Avenue South proceeding west along the centerline of 1st Avenue South to a point at the intersection of the centerlines of 1st Avenue South and South 31st Street proceeding north along the centerline of South 31st Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31st Street and 6th Avenue North encompassing all parcels and tax codes therein, all inclusive.**

Map of entire Expanded N. 27th District



## SECTION 8 – PROPERTY DEVELOPERS

New development in the proposed tax increment district will also be accomplished through the implementation of the Downtown Framework Plan. These Projects are described in Section 2 of this plan.

## SECTION 9 – PROJECT RELATIONSHIP TO THE FRAMEWORK PLAN

The proposed urban renewal area and expanded tax increment district is located generally in the center of the City and encompasses most of the "districts" as defined by the Billings Framework Plan ("Framework Plan"). One goal of the Framework Plan was to remove barriers to downtown circulation and development created by 4th Avenue North and 6th Avenue North and establish the area between the avenues as both a discreet district and a recognized extension of the CBD, thereby allowing potential ties to the medical corridor and MSU-Billings from the CBD. Generally, the Framework Plan stressed the downtown's ability to make a positive impact on the entire city. The Framework Plan also recommended a private non-profit organization to assist the City of Billings with the management of the Tax Increment District through an annual work plan and contract. This Expanded N 27th Street District may be managed in a similar manner and could make use of the redevelopment and facilitation established through that management entity.

Framework Plan Recommendation: Housing

The Framework Plan states that housing should be a top priority and that the City should continue to work with builders and developers to encourage downtown housing through various methods. Specifically, the plan states that high-rise housing is to be located in the east transition zone and portions of the north transition zone.

The formation of an expanded tax increment district will help to raise funds that can be used for construction or rehabilitation of public infrastructure necessary to attract and retain housing in the area.

## Framework Plan Recommendation: Priorities

The top priorities identified in the Framework Plan include the following:

- Development incentives, including business retention and recruitment
- Housing – demonstration projects
- Streetscape Kit of Parts – expand kit to include Minnesota Avenue
- Events Kit of Parts – Modern and safer traffic control devices may be needed
- Paring configuration adjustments – several one-way streets could be converted to 2-way
- 5th Avenue North Corridor preservation and enhancement

**This amendment to the Plan and the urban renewal projects that it contemplates specifically address all six of these priorities.**

## SECTION 10 – CONFORMANCE TO THE GROWTH POLICY

One of the requirements of Montana's Urban Renewal Law (Title 7, Chapter 15, Parts 42 and 43) is that the urban renewal plan must conform to the community's growth policy. The Yellowstone County and City of Billings Growth Policy ("Growth Policy") refers to and promotes downtown redevelopment in a variety of ways. This amendment to the Plan is consistent with the current Growth Policy.

## SECTION 11 – CERTAIN PLAN FEATURES AND FINANCIAL MATTERS

Section 7-15-4217, M.C.A., of the Act requires cities to make certain findings when they adopt an urban renewal plan and approve Urban Renewal Projects. These are addressed below:

1. Most of the District contains no existing dwelling units or housing, and planned projects would not displace any persons from housing. Accordingly, there is no need to have a workable and feasible plan for substitute housing until and unless such a project is developed in the future.

2. This amended Plan conforms to the Growth Policy for the City as a whole and to the

Framework Plan.

3. This Modified Plan affords maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the Expanded North 27th Street District by private enterprise. It is unreasonable to expect that the district will be remain stabilized and/or redeveloped without substantial public support. Numerous properties within the area are dilapidated. As presently constituted, property in the district is not conducive to any sort of uniform or integrated development and, as presently existing, cannot compete with other areas of the City for substantial developments, particularly areas at the outskirts of the City. Experience has validated the foregoing facts and observations. This amended Plan is intended to facilitate the identification and construction of significant Urban Renewal Projects, which would not be possible without this Plan.

4. A sound and adequate financial program exists for financing projects, which include the sale and issuance by the City of the Bonds in an amount not to exceed the costs of the project, including administration costs and costs of issuance of the Bonds. Any approved Development Project will require commitments of substantial private financing that will provide the primary means for funding construction of the improvements.

5. This Expanded N. 27th Street District - 2008 may be modified at any time by the City Council as necessary to eliminate and prevent the development or spread of blighted areas, and encourage urban rehabilitation. The process for plan modification shall follow the procedures set forth in 7-15-4212 through 7-15-4219 MCA, with respect to initial adoption of this plan. For purposes of urban renewal district boundary changes only, the notice of public hearing, as described in 7-15-4215 MCA, may be mailed only to those owners whose properties are situated within the area of expansion or contraction of the Urban Renewal District boundaries. In cases where the boundaries are not modified, but the contents of the urban renewal plan are substantially modified, notification shall be mailed to all owners of property within the Urban Renewal District area.

## SECTION 12 – TAX INCREMENT

Tax increment financing is necessary to encourage private reinvestment within the District, which will further encourage economic growth in the District and Downtown Billings, create substantial employment opportunities, and increase the tax base of the City and other taxing jurisdictions. The expanded North 27th Street District is hereby established as a tax increment financing urban renewal area within the meaning of the Act, and, in particular, Section 7-15-4282 through 7-15-4293 of the Act. This Section constitutes a tax increment provision within the meaning of the Act. In connection therewith:

1. For the purpose of calculating the incremental taxable value each year for the life of the district, the base taxable value shall be calculated as current base taxable value of the district plus the base taxable value of all real and personal property added to the district by this amended plan and as show in Exhibit B as of **January 1, 2008.**

2. The City is hereby authorized to segregate the tax increment derived in the district and use and deposit such increment into the tax increment fund of the district for use as authorized by the Act and as authorized herein from time to time, including, without limitation, pledging the tax increment to repayment of Bonds.

3. The tax increment received from the district may be used to pay directly costs of an approved Development Project as may from time to time be approved by the Council. The Council also hereby authorizes the use of tax increment in the district to pay debt service on Bonds issued to finance a portion of the costs of these Development Projects, and costs associated with the sale and security of such Bonds in compliance with the Act, subject to any limitations imposed by the Montana Constitution and federal law.

4. The tax increment provision of the district will terminate upon the latter of:
   a. The fifteenth (15th) year following the original creation of the district; or
   b. The payment or provision for payment in full or discharge of all Bonds, and the payment of interest thereon, for which the tax increment has been pledged.

After termination of the tax increment provision, all taxes shall continue to be levied upon the actual taxable value of the taxable property in the district, but shall be paid into funds of the taxing bodies levying taxes within the district.

## SECTION 13 – CONCLUSIONS

The creation of this expanded North 27th Street Urban Renewal District will have a positive impact on Downtown Billings and no impact on the total taxable value flowing to the taxing entities from the now expired 1975 Urban Renewal District.

Expansion of the North 27th Street District is an essential first-step in completing what may be a number of urban renewal projects. If completed, mixed use projects approved within the first two years could stimulate over $30 million in new construction, and possibly as much as $15 million in re-sales and redevelopment. Approximately 500 new employees and new downtown residents could be located on the commercial and upper floors of possible mixed use projects. Thus, expansion of the district, in addition to further stabilizing the tax base, eliminating blight and providing renaissance to the CBD, will also bring new employees and residents to the CBD.

Mixed use development within the Expanded District ties in favorably with and actually stimulates the remodeling plans that are currently underway for several downtown properties. Additionally, like any major new development, the anticipated Stockman Bank construction at 4th Avenue North and North Broadway will have a stimulating effect on the surrounding area. Specific examples of this are:

1. It will tie the CBD to the medical corridor located immediately to the north of the development.
2. The Billings Clinic has purchased the Underriner property to the north and west of the Library. The Clinic's plans at this point have not been determined; however, the development proposed in this amended Plan will enhance and encourage future development by this group.

3. The Framework Plan encourages the development of the 5th Avenue North corridor. An enhanced Library, as accomplished by projects described in this Plan, will provide an excellent entrance to this corridor.
4. Future redevelopment and revitalization of structures like the Northern Hotel and the Babcock Theatre Building are enabled by this district.
5. This expanded district may assist with the completion of and continued modernization of City owned downtown parking structures.

In conclusion, expansion of the North 27th Street Urban Renewal District to include the property described in this amended Plan will have a positive effect on the CBD and the City.

**RESOLUTION NO. 18-10750**

**A RESOLUTION OF THE CITY OF BILLINGS FORMING A POLICY FOR THE ADMINISTRATION OF URBAN RENEWAL AREAS OR DISTRICTS (URD) IN THE CITY.**

WHEREAS, MCA, Title 7, Chapter 15, Part 42, Section 51 declares: General powers of municipalities in connection with urban renewal. Every municipality shall have all the power necessary or convenient:

(1) To carry out and effectuate the purposes and provisions of this part and part 43;

(2) To undertake and carry out urban renewal projects within the municipality, to make and execute contracts and other instruments necessary or convenient to the exercise of its powers under this part and part 43, and to disseminate blight clearance and urban renewal information;

(3) To organize, coordinate, and direct, within the municipality, the administration of the provisions of this part and part 43 as they apply to such municipality in order that the objective of remedying blighted areas and preventing the causes thereof within such municipality may be most effectively promoted and achieved and to establish such new office or offices of the municipality or to reorganize existing offices in order to carry out such purpose most effectively;

(4) To exercise all or any part or combination of powers granted in this part or part 43; and

WHEREAS, the City of Billings reviews and adopts Urban Renewal Plans for each of its Urban Renewal Districts, and those Plans specify goals for each Urban Renewal District; and

WHEREAS, the City of Billings may establish local policies that guide the establishment, operations, funding and governance of urban renewal districts; and

WHEREAS, development of TIF (Tax Increment Financing) Policies would be in the best interest of the City.

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

That the City Council now makes and adopts the following TIF Policy:

## CITY OF BILLINGS TAX INCREMENT FINANCE POLICY

1. PERMITTED USES OF TIF FUNDS. TIF funds may be used for costs outlined in MCA, Title 7, Chapter 15, Part 42, Section 88. Urban Renewal Plans adopted by the City may limit what TIF funds may be spent on in any Urban Renewal District. Eligible costs may include, but are not limited to:
   a. Land acquisition and assemblage, demolition and removal of structures, relocation of occupants, analysis to determine needs of an urban renewal area, administrative cost for redevelopment activities.
   b. Public infrastructure, including, but not limited to: streets, storm drains, parking, public buildings, water and sewer lines, sidewalks, utility connections.
   c. Private infrastructure with public benefit, including, but not limited to, building façades, windows, doors, fire suppression or alarm systems, storm drainage, environmental remediation, parking, and ADA access.

2. FINANCIAL ASSISTANCE THROUGH TIF. All financial assistance must be approved by the City Council prior to any activity receiving funding. Financial assistance should be requested prior to beginning construction. All activity (design and construction) must be completed prior to issuance of TIF funds from the City Finance Department. Financial thresholds and assistance tools are as follows:
   a. A minimum of $\geq$ $5 of private investment for every $1 of public investment is the preferred threshold to be met for each TIF application. The City Council reserves the right to approve any application that does not meet this minimum. The City Council also may make exceptions for projects of less than $100,000, and for publicly owned projects, properties or facilities.
   b. Grants may be made for uses listed in Part 1 above benefitting any government owned-land or buildings and for profit and non-profit businesses.
   c. Bonding may be available at the discretion of the City Council.
   d. All TIF grants will be formalized by a development agreement that must be signed by the grantee before the City will reimburse eligible expenses.

3. URD MANAGEMENT. Each URD in the City of Billings will be managed as follows:
   a. Each URD should maintain a non-profit advisory board to make recommendations to the City Council regarding TIF expenditures. Unless specifically authorized by a Memorandum of Understanding (MOU) referenced in 3(b) below, a majority of board members must own or lease property within the district, or must represent such owner or lessee, and may include representation from residential or commercial property owners or lessees. Advisory Boards must carry insurance for their members and provide proof of insurance to the City.
   b. A MOU must be executed between the advisory board and the City Council that defines the board's roles, responsibilities, authority, and processes, including for hiring and maintaining board support staff. The MOU must

contain language addressing conflict of interest situations for board members whose property may directly benefit from a TIF expenditure and for board support staff. The MOU also must include language that if there is the appearance of a conflict of interest the issue will be reviewed by City legal staff before moving forward.

c. Training for all URD advisory boards will be conducted biannually in coordination with City staff and URD support staff. The training must include, but is not limited to: review of URD and TIF laws, Administrative Rules, ethics, conflicts of interest, meeting management, and maintenance of minutes and records.

d. URD financial reporting will be consistent across all URDs and be set by coordination between the City Finance Director and the Planning and Community Services Director, and URD support staff.

e. TIF application review and City Council staff report preparation will be conducted by the Planning and Community Services Department Director, in coordination with the Assistant City Administrator, Finance Director, and URD support staff.

PASSED by the City Council and APPROVED this 9th day of July, 2018.

CITY OF BILLINGS

BY: William A Cole
William A. Cole, Mayor

CITY OF BILLINGS SEAL YELLOWSTONE COUNTY, MONTANA

ATTEST

BY: Denise R. Bohlman
Denise R. Bohlman, City Clerk