

****ATTENTION****

The City Council meeting will be held in a hybrid format that may include both in-person AND virtual attendance via Zoom. Unless they have cause to appear virtually, Councilmembers will attend the meeting in person in Council Chambers, second floor of City Hall, 220 N. 27th Street. 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.

Citizens are invited to:

- Review the Agenda Packet on the City's website at: www.billingsmt.gov and click on "Your Government," "City Council," and "Agendas & Minutes".
- View the meeting:
 - On Community 7 TV - Channel 7 or Channel 507 -- Spectrum Cable. *(On evenings when there is a conflict with School District No. 2 Board meetings, the City Council meeting will be broadcast on Channel 8 - Spectrum Cable.)*
 - Online at www.comm7tv.com and click on the "Watch Live" icon. Community 7 also has links to their Facebook page and YouTube channel.
 - On the City's website at www.billingsmt.gov and click on "Watch Meetings Online" on the homepage.
 - In-Person.
 - Virtually via Zoom (see the link below).

Citizens may submit public comment via the following methods:

- Mail: City Clerk, P.O. Box 1178, Billings, MT 59103
- Email: Council@billingsmt.gov.
 - Emails received after 3:00 PM on the day of the meeting, may be posted on the Council's webpage the following day for public viewing.
- Attend the meeting in person.
- Attend the meeting virtually through Zoom by entering the Webinar ID and Passcode indicated below. Click on *Zoom Meeting Instructions* and *Zoom Hybrid Meeting Details* below for more information. The link will allow you to attend, view and participate in the meeting on your computer, laptop or smart phone. (You must have the Zoom App on your device [Click Here to Download Zoom App](#)) To provide public comment at the appropriate time, click on the "raise hand" icon located at the bottom of the screen and the moderator will unmute your device.
 - **Don't have a smart phone, computer or laptop?** That's okay -- you can attend a Zoom meeting using your **landline phone**. Call the Zoom phone number, **1.253.215.8782** to join the meeting and follow the operator's instructions. Want to give public comment? Simply "*raise your hand*" by pressing *9 and the moderator will give you permission to speak when it is your turn. **Note this is a long distance toll number and charges may apply depending on your plan.*
- Click Here for [City Council Zoom Hybrid Meeting Details and Schedule](#)
- Click Here for [Zoom Meeting Instructions for Attendees \(as guests\)](#)

Webinar ID: 816 3818 7846

Passcode: 467202

Or join by phone: US: +1-253-215-8782

Please contact Denise Bohlman, City Clerk, at bohlmand@billingsmt.gov, or at 406.657.8205, with any questions.



VISION STATEMENT:
 "The Magic City: A diverse, welcoming community where people prosper and business succeeds."

**CITY COUNCIL
 REGULAR BUSINESS MEETING**

AGENDA

COUNCIL CHAMBERS

MARCH 14, 2022

5:30 P.M.

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Councilmember Owen

ROLL CALL: Councilmembers present on roll call were: Shaw, Gulick, Neese, Owen, Joy, Choriki, Tidswell, Purinton, Boyett, Rupsis

MINUTES:

- February 28, 2022

COURTESIES:

PROCLAMATIONS: AmeriCorps Week, March 13-19

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items: 1, 6a, 6b, 6c and 7 ONLY. Speaker sign-in required. (Comments are limited to three (3) minutes or as set by the Mayor. Please sign the roster at the cart located at the back of the Council chambers or at the podium. Comments on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item. For items not on this agenda, public comment will be taken at the end of the agenda.)

1. CONSENT AGENDA -- Separations:

A. Mayor Cole recommends that Council confirm the following appointments:

1.

	Name	Board/Commission	Term	
			Begins	Ends
1	No Applications	Animal Control Board	03/14/22	12/31/25
2	No Application	Animal Control Board	03/14/22	12/31/25
3	Mia Yegen	Billings BID	03/14/22	12/31/25
4	Josh Sayer	Board of Adjustments	03/14/22	12/31/25
5	Chris Hayes	Board of Adjustments	03/14/22	12/31/25
6	Josh Sayer	Board of Appeals - Architect	03/14/22	12/31/25
7	No Applications	Board of Appeals - Electrician	03/14/22	12/31/25
8	Kathleen Candelaria*	Community Development - Low Mod*	03/14/22	12/31/22
9	Erin Robbins*	Energy & Conservation Commission*	03/14/22	09/09/23
10	Sheri Herman	Housing Authority - Family Res. Co	03/14/22	12/31/23
11	Peter Sanderson	Parking Board	03/14/22	12/31/25

*8 Unexpired Low Mod term of Jessica Schmidt

*9 Unexpired term of Jennifer Owen

B. Bid Awards:

1. **W.O. 21-42: SBURA Gravel Streets, Phase I.** (Opened 2/22/22) Recommend Knife River - Billings; \$3,328,242.25.
2. **W.O. 22-12: Optimist Park Site Improvements.** (Opened 2/22/22) Recommend Weave Construction, Base Bid plus Alternative Bid, Schedule A; \$449,397.

C. Addendum to agreement with Routeware, Inc.; \$76,164.72 annually and one-time cost for route optimization; \$43,900.

D. Resolution authorizing the use of alternate project delivery for W.O. 22-37: Landfill Drop-Off Building Repair.

E. Second/Final Reading Ordinance expanding Ward IV (Annexation 22-02): a parcel located in Zimmerman Home Place Subdivision, legally described as Lot 1, Block 1, Lot 1, Block 2 and Lot 1, Block 3 of Zimmerman Home Place Subdivision, First Filing.

F. Bills for the Weeks of:

1. February 7, 2022
2. February 14, 2022

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 SECOND/FINAL READING ORDINANCE FOR ZONE CHANGE 1005:** a zone change for an 8.02 acre parcel located at 934 Lewis Avenue. Billings Elks Lodge, BPOE 394, owner; Goodridge Real Estate and Thrive Corporation, agents. Zoning Commission recommends approval and adoption of the 10 criteria. (Action: approval or disapproval of the Zoning Commission recommendation.) * **Quasi-Judicial**

- *Presented by: Nicole Cromwell, Zoning Coordinator*

Recommended Motion: Having conducted two public hearings, considered written and spoken public testimony, I move to approve the second reading for Zone Change 1005 and adopt the findings of the 10 criteria, as approved by the City Council on first reading February 28, 2022.

3. **PUBLIC HEARING AND SECOND READING ORDINANCE FOR ZONE CHANGE 1006:** a zone change located on Lots 1-2, Block 2, of the West Billings Heights Subdivision, located at 1204 Howard Avenue. Ashley Delp, owner. Zoning Commission recommends approval and adoption of the 10 criteria. (Action: approval or disapproval of the Zoning Commission recommendation.) * **Quasi-Judicial**

- *Presented by: Karen Husman, Planner*

Recommended Motion: Having conducted two public hearings, considered written and spoken public testimony, I move to approve the second reading of Zone Change 1006 and adopt the findings of the 10 criteria, as approved by City Council on first reading February 28, 2022.

4. **PUBLIC HEARING AND SECOND/FINAL READING ORDINANCE FOR ZONE CHANGE 1007:** a zone change on 51 parcels in the Emma Jean Heights Subdivision located off Bitterroot Drive. Chamberlain Construction, et al., owners; Charlie Felton and Kerry Martinson, agents. Zoning Commission recommends approval and adoption of the 10 criteria. (Action: approval or disapproval of the Zoning Commission recommendation.) * **Quasi-Judicial**

- *Presented by: Karen Husman, Planner*

Recommended Motion: Having conducted two public hearings, considered written and spoken public testimony, I move to approve the second reading for Zone Change 1007 and adopt the findings of the 10 criteria, as approved by the City Council on first reading February 28, 2022.

5. **PUBLIC HEARING AND SECOND/FINAL READING ORDINANCE FOR ZONE CHANGE 1009:** a zone change for a 36.66 acre parcel located south of Colton Boulevard and west of Zimmerman Trail. Highlands ZHP Subdivision, LLC, et al., owners; Performance Engineering, agent. Zoning Commission recommends approval and adoption of the 10 criteria. (Action: approval or disapproval of the Zoning Commission recommendation.) * **Quasi-Judicial**

- *Presented by: Nicole Cromwell, Zoning Coordinator*

Recommended Motion: Having conducted two public hearings, considered written and spoken public testimony, I move to approve the second reading for Zone Change 1009 and adopt the findings of the 10 criteria, as approved by the City Council on first reading February 28, 2022.

6. **SBBURD TIF AND PUBLIC WORKS ASSISTANCE FOR SOUTH FRONTAGE ROAD WATER LINE EXTENSION**

- a. **REIMBURSEMENT** to KSKC Properties LLC, Torgerson, LLC, or a third party contractor working on their behalf, of City Public Works funds and SBBURD tax increment finance (TIF) funds to complete the water line extension project; up to \$845,422. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Wyeth Friday, Planning Director and Debi Meling, Public Works Director*

Recommended Motion: I move to approve reimbursement to KSKC Properties LLC, Torgerson, LLC, or a third party contractor working on their behalf, of City Public Works funds and SBBURD tax increment finance (TIF) funds to complete the water line extension project; up to \$845,422, as recommended by staff.

- b. **COMPENSATION AGREEMENT** with KSKC Properties, LLC. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Debi Meling, Public Works Director*

Recommended Motion: I move to approve the compensation agreement with KSKC Properties, LLC, as recommended by staff.

- c. **COMPENSATION AGREEMENT** with Torgerson's Real Estate Holdings, LLC. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

- *Presented by: Debi Meling, Public Works Director*

Recommended Motion: I move to approve the compensation agreement with Torgerson's Real Estate Holdings, LLC, as recommended by staff.

7. **TAX INCREMENT FINANCING ASSISTANCE** from the City to the Business Improvement District for a Public Restroom Project at Park 3; up to \$70,000. Downtown Billings Partnership (DBP) Board recommends approval. (Action: approval or disapproval of DBP Board recommendation.)

- *Presented by: Wyeth Friday, Planning Director and Mehmet Casey, DBA Development Director*

Recommended Motion: I move to approve the Tax Increment Financing Assistance from the City to the Business Improvement District for a Public Restroom Project at Park 3; up to \$70,000, as recommended by the DBP Board.

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

COUNCIL INITIATIVES:

ADJOURN:

Council Chambers are readily accessible to individuals with physical disabilities.

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

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**\* 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.*

**Date:** 03/14/2022  
**Title:** Boards & Commissions Appointments  
**Presented by:** Chris Kukulski, City Administrator  
**Department:** City Hall Administration  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

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

|    | Name                 | Board/Commission                   | Term     |          |
|----|----------------------|------------------------------------|----------|----------|
|    |                      |                                    | Begins   | Ends     |
| 1  | No Applications      | Animal Control Board               | 03/14/22 | 12/31/25 |
| 2  | No Application       | Animal Control Board               | 03/14/22 | 12/31/25 |
| 3  | Mia Yegen            | Billings BID                       | 03/14/22 | 12/31/25 |
| 4  | Josh Sayer           | Board of Adjustments               | 03/14/22 | 12/31/25 |
| 5  | Chris Hayes          | Board of Adjustments               | 03/14/22 | 12/31/25 |
| 6  | Josh Sayer           | Board of Appeals - Architect       | 03/14/22 | 12/31/25 |
| 7  | No Applications      | Board of Appeals - Electrician     | 03/14/22 | 12/31/25 |
| 8  | Kathleen Candelaria* | Community Development - Low Mod*   | 03/14/22 | 12/31/22 |
| 9  | Erin Robbins*        | Energy & Conservation Commission*  | 03/14/22 | 09/09/23 |
| 10 | Sheri Herman         | Housing Authority - Family Res. Co | 03/14/22 | 12/31/23 |
| 11 | Peter Sanderson      | Parking Board                      | 03/14/22 | 12/31/25 |
| 12 | No Applications      | Parking Board                      | 03/14/22 | 12/31/25 |

\*8 Unexpired Low Mod term of Jessica Schmidt

\*9 Unexpired term of Jennifer Owen

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

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

**ALTERNATIVES**

Council may:

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

**FISCAL EFFECTS**

The proposed action has no financial impact.

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**City Council Regular**

**Date:** 03/14/2022  
**Title:** Bid Award: W.O. 21-42, SBURA Gravel Streets, Phase I  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff recommends the City Council award a contract for WO; 21-42 SBURA Gravel Streets, Phase I to Knife River - Billings in the amount of \$3,328,242.25.

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

WO; 21-42, SBURA Gravel Streets, Phase I is a South Billings Urban Renewal Association project that will improve existing gravel and non-maintainable streets within the SBURA District. Improvements consist of constructing new City-standard paved streets including new sidewalks, drive approaches, alley approaches, accessibility ramps, storm drain improvements and various sewer service extensions. In addition, this project includes a water main replacement throughout the project corridor.

This project originally planned to complete improvements on Vaughn Lane, Morgan Avenue, and Ryan Avenue from Hallowell Lane to Jackson Street, Mitchell Avenue from Hallowell Lane to its eastern terminus point just west of Jackson Street, Hillview Lane from Vaughn Lane from the alley south of Ryan Avenue, and Stephens Lane from Phillip Street to Ryan Avenue. Engineering design of improvements on these streets has been completed. At the construction pre-bid meeting with contractors, numerous concerns by several contractors were brought up regarding the construction industry capacity to complete the overall project as intended within this calendar year and within the allowable budget. As such, it was determined that moving construction of improvements to Morgan Avenue and Ryan Avenue to a subsequent year would be needed and so those two streets were removed from this construction scope of work. Those streets will likely be bid in Fall 2022.

The project was advertised on February 4, 11, and 18, 2022 in the *Yellowstone County News* and on the City's website. Bids were opened on February 22, 2022. Four bids were received and Knife River - Billings submitted the lowest responsible bid.

**STAKEHOLDERS**

The South Billings Urban Renewal Association is a partner in this project. The SBURA consulting coordinator and Board have been updated monthly on this project.

**ALTERNATIVES**

City Council may:

- Award WO; 21-42: SBURA Gravel Streets, Phase I, to Knife River - Billings, in the amount of \$3,328,242.25; or,
- Not award a contract and reject all bids. If the contract is not awarded, improvements would have to be contemplated in a subsequent year.

**FISCAL EFFECTS**

The following bids were received:

| Contractor              | Base Bid       |
|-------------------------|----------------|
| Knife River - Billings  | \$3,328,242.25 |
| Askin Construction, LLC | \$3,475,990.00 |
| Weave Construction      | \$3,482,031.00 |
| KLE Construction, LLC   | \$3,929,392.00 |

The project was budgeted in FY22 using South Tax Increment Financing District (TIFD) Funds. After discussions with SBURA, budget authority is adequate to award this project. The project is proposed to be funded with TIF revenue bonds, which will need to be authorized by Council at a future date. If bonds are not approved to fund the

project, existing South TIFD cash is sufficient to complete the project.

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**City Council Regular**

**Date:** 03/14/2022  
**Title:** W.O. 22-12 Optimist Park Site Improvements, Bid Award  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff recommends the City Council award a contract for W.O. 22-12 Optimist Park Site Improvements Base Bid plus Alternative Bid, Schedule A, to Weave Construction in the amount of \$449,397.00.

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

W.O. 22-12: Optimist Park Site Improvements is a project to construct two parking lots on the west side of Optimist Park that will intersect with Ryan and Mitchell Avenue. The parking lots are part of the Optimist Park Master Plan adopted by City Council in 2017 under Resolution 17-10598. The improvements will provide approximately 100 parking stalls, which includes ADA parking. The project was bid with three additive alternatives. Alternative Bid Schedule A is for landscape restoration with seeding. Alternative Bid Schedule B is for landscape restoration with sod. Alternative Bid Schedule C is for installing parking lot lighting. The contract was advertised on February 4, 11, and 18, 2022, in *The Yellowstone County News* and on the City's website. Staff opened bids on February 22, 2022. Four (4) bids were received, and Weave Construction submitted the lowest, responsible bid.

**ALTERNATIVES**

City Council may:

- Award W.O. 22-15 Optimist Park Site Improvements Base Bid plus Additive Alternative Bid Schedule A, to Weave Construction in the amount of \$449,397.00; or,
- Do not award a contract and reject all bids. If the contract is not awarded, this part of the master plan cannot be completed and needs of the park will not be fulfilled.

**FISCAL EFFECTS**

The following bids were received:

| Contractor          | Base Bid     | Alternate Bid Schedule A | Alternate Bid Schedule B | Alternate Bid Schedule C |
|---------------------|--------------|--------------------------|--------------------------|--------------------------|
| Weave Construction  | \$432,847.00 | \$16,550.00              | \$38,290.00              | \$35,980.00              |
| Knife River         | \$554,589.50 | \$10,000.00              | \$22,500.00              | \$30,125.00              |
| Studer Construction | \$578,757.94 | \$10,508.70              | \$24,308.70              | \$34,511.50              |
| Askin Construction  | \$585,155.25 | \$13,685.00              | \$31,685.50              | \$30,010.00              |

The project was budgeted in the amount of \$500,000.00 in FY22 using South Billings Urban Renewal District Tax Increment Funds. With a base bid and additive alternate total of \$449,397.00, and previously encumbered design and construction contract administration costs in the amount of \$54,770.00, an additional \$3,167.00 is needed. Funds in the amount of \$3,167.00 from Park District project cost savings will be utilized to fund the difference.

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Routeware, Inc. Addendum to Agreement  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Yes

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**RECOMMENDATION**

Staff recommends the City Council approve the addendum to the agreement with Routeware, Inc. for the software and data support of the existing equipment being used in the Solid Waste collection trucks.

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

In February 2016, the City of Billings entered into an agreement with Routeware, Inc. to purchase hardware and software required for a solid waste route management system. Routeware is used to manage service levels and frequencies for solid waste customers and is used to manage the routing of the City's collection vehicles. Routeware provides enhanced customer service, accurate and real-time operational data analysis through live route map displays and dashboards and navigational and service order capabilities from within solid waste vehicles through mobile computing technologies. The original agreement was for five years, and expired in 2021. This addendum extends the original agreement for another 3 years. The addendum is for monthly support fees and route optimization services. The route optimization is needed because the City has grown in the last ten years, but has not added any additional routes, resulting in routes that cannot be accomplished in a standard day. Route optimization will look at the number of customers, the time to collect trash, miles driven, distance from the landfill, tonnage, etc. and produce an optimized solution for the collection routes. This optimization will enhance driver safety and increase efficiency.

This renewal addendum has been reviewed by city legal staff.

**ALTERNATIVES**

City Council may:

- Approve the addendum with Routeware, Inc., or;
- Not approve the addendum with Routeware, Inc. If the addendum is not approved, Solid Waste will lose vital tools to provide garbage collection services.

**FISCAL EFFECTS**

Ongoing annual costs for Routeware software maintenance and support are \$76,164.72. The total expense for 3 years of support is \$228,494.16. Route optimization is a one-time charge of \$43,900. These costs are included in the approved FY22 Solid Waste operations and maintenance budget.

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**Attachments**

Addendum

**Addendum to Agreement**  
for  
Solid Waste Fleet/Route Management System

This Renewal is entered into by and between the **City of Billings, Montana** ("City") and **Routeware, Inc.** ("Contractor").

Whereas, the parties entered into a contract for **Solid Waste Fleet/Route Management System** dated **February 11<sup>th</sup>, 2016** ("Contract"); and

Whereas, the current Contract expires on **February 11<sup>th</sup>, 2021**; and

Whereas, the parties desire to renew the Contract for an additional three-year term; and

Whereas, the parties desire to increase the total contract amount; and

Now, therefore, in consideration of the mutual covenants and agreements set forth herein, the parties agree as follows:

1. The Contract is hereby renewed for a three-year term effective \_\_\_\_\_, **2022**.
2. All other terms and conditions of the original agreement shall remain in full force and effect according to the provisions thereof.

**Services**

| PRODUCT                                    | UNIT | QTY  | UNIT PRICE             | EXTENDED      |
|--------------------------------------------|------|------|------------------------|---------------|
| EasyRoute Professional Services Engagement | Each | 1.00 | USD 43,900.00          | USD 43,900.00 |
| *Separate quote + SOW signature needed.    |      |      | <b>Services TOTAL:</b> | USD 43,900.00 |

**Support Fees**

| PRODUCT                           | UNIT      | QTY   | UNIT PRICE    | EXTENDED     |
|-----------------------------------|-----------|-------|---------------|--------------|
| OBC Support Fee                   | Per Month | 54.00 | USD 72.00     | USD 3,888.00 |
| 4664 HERE Road Network            | Per Month | 30.00 | USD 3.75      | USD 112.50   |
| Cellular Data Charge (HD)         | Per Month | 15.00 | USD 30.00     | USD 450.00   |
| Monthly Service Fee - Spare Units | Per Month | 1.00  | USD 72.00     | USD 72.00    |
| Picture Service Fee               | Per Month | 40.00 | USD 7.50      | USD 300.00   |
| Picture Service Fee               | Per Month | 8.00  | USD 12.00     | USD 96.00    |
| Picture Service Fee               | Per Month | 6.00  | USD 15.00     | USD 90.00    |
| Routeware Control Center Support  | Per Month | 1.00  | USD 544.00    | USD 544.00   |
| EasyRoute Support                 | Per Month | 1.00  | USD 794.56    | USD 794.56   |
|                                   |           |       | <b>TOTAL:</b> | USD 6,347.06 |

**Statement of Confidentiality & Non-Disclosure**

This document contains proprietary and confidential information. All information and data submitted to City of Billings is provided in reliance upon its consent not to use or disclose any information contained herein except in the context of its business dealings with Routeware Global. The recipient of this document agrees to inform present and future employees of City of Billings who view or have access to its content of its confidential nature. The recipient agrees to instruct each employee that they must not disclose any information concerning this document to others except to the extent that such information is generally known to, and is available for use by, the public. The recipient also agrees not to duplicate or distribute or permit others to duplicate or distribute any material contained herein without Routeware Global's express written consent.

Routeware Global retains all title, ownership and intellectual property rights to the material and trademarks contained herein, including all supporting documentation, files, marketing materials, and multi-media.

BY ACCEPTANCE OF THIS DOCUMENT THE RECIPIENT AGREES TO BE BOUND BY THE AFOREMENTIONED STATEMENT

**Terms & Conditions Information**

This Order and all products and services herein are subject to and limited to the terms and conditions contained in Routeware's Master Terms located at <https://www.routeware.com/Clients>. Any purchase orders issued in response to this Order, will be deemed acceptance of such terms.

<https://www.routeware.com/Clients> Username: routeware Password: RWClient1!

Prices are exclusive of any federal, state, or local taxes. The customer is responsible for all federal, state, and local taxes. This system requires a specific server to operate Routeware software, which may need to be purchased separately. This system requires cellular connectivity for each vehicle which may need to be purchased separately. If route sequencing by Routeware is a requirement, additional professional services fees may apply.

On-Board Computer software is sold as a perpetual license, allowing the license to be activated on replacement hardware. Any lapse in support voids perpetual license.

**Pricing does not include freight cost or travel expenses, which will be invoiced as they are incurred.**

**Project Terms:**

The hours included in the accompanying Statement of Work represent our best estimate of hours required for the Project, based on our experience. All timeline estimates are based on the information provided to us to-date, including your system requirements and resource allocations. It does not account for presently unknown circumstances that create uncertainty. These include, for example, your level of participation, complexity of your processes and requirements, unknown system and data elements, changes in scope of work, changes in assumptions, delays caused by you or third parties, or other conditions outside of our reasonable control. We will notify you if we expect to exceed timeline estimates.

We will work with your Project Manager to help manage the scope of the Services within the estimate provided. If we determine there has been a change in or unsuccessful completion of responsibilities or assumptions set forth in this Proposal, a change order may be required. In addition, any Project changes, including to address unknown circumstances, additional work requested by you or changed requirements, will require a Change Order. Change Orders may also impact the Project timeline.

**City of Billings, Montana**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Contractor**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_



**City Council Regular**

**Date:** 03/14/2022  
**Title:** W.O. 22-37 Landfill Drop-Off Building Repair, Resolution for Alternative Method of Delivery  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff recommends the City Council approve the Resolution authorizing the Public Works Department to use an alternative method of delivery contract on W.O. 22-37 Landfill Drop-Off Building Repair, as allowed by MCA Section 18-2-502.

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

Public Works -- Solid Waste Division completed a major project in February, 2021, that included a Drop-Off Building at the landfill. This is a 60,000 square foot pre-engineered metal building (PEMB), used by customers as an indoor facility to drop off municipal waste that is then moved to the landfill by Solid Waste staff. A fire occurred in the west end of the building on January 19, 2022, leaving the facility unable to support Solid Waste operations. W.O. 22-37 Landfill Drop-Off Building Repair is intended to evaluate and establish a limit of repairs, create a scope of work, coordinate with the City's insurer for compliance and acceptance, and complete repair work to get the facility back into operation as soon as possible. The project involves getting the east end of the building operable prior to completing repairs to the greater damaged west end, allowing Solid Waste to return partial service to all customers. Public Works desires to utilize an alternative method of delivery for the Landfill Drop-Off Building Repair project, as authorized by State law (MCA Section 18-2-502). The evaluation of repairs and subsequent design and construction of repairs are intricately related. Reducing any complexities and costs, and overlapping evaluation, design, and construction schedules for this project makes the General Contractor Construction Management (GC/CM) method of project delivery much more feasible than the traditional Design-Bid-Build approach.

Benefits of GC/CM contracts include bringing a contractor, procured through a public proposal process, into the project team as early as possible to take advantage of their expert contributions. The contractor can assist with the evaluation of repairs and begin price evaluations at the same time. Some materials can be procured during the early stages of evaluation as well. Early construction tasks can proceed concurrently with evaluation and design, which has schedule and cost benefits, and could likely reduce the time needed to get the east end of the building back into operation. Information is gained quickly about actual construction means, methods, and availability of materials, which leads directly to improved design, accuracy, project completeness, and timeliness of ordering materials. Contractors provide a Guaranteed Maximum Price (GMP) to complete the project before a full bid package is issued, creating more cost certainty. As a result, budgets can be finalized and insurance claims settled sooner.

The overlap of design and construction in the GC/CM process shortens the overall project schedule compared to the traditional design-bid-build approach. Completing the project sooner at projected cost savings will lead to earlier achievement of the overall goal of the project--getting the Drop-Off facility back into operation, which will provide more efficient City operations and safer customer interactions at the landfill.

The resolution was reviewed by City Legal staff.

**ALTERNATIVES**

City Council may:

- Approve the Resolution to use the alternative delivery method of a General Contractor Construction Management (GC/CM) contract; or
- Not Approve the Resolution to use an alternative delivery method for the project. If the Resolution is not approved, evaluation, design, and construction of the Landfill Drop-Off Building Repair project would proceed under the typical design-bid-build approach, and potentially significant cost and time advantages of an alternative GC/CM approach would not be realized.

## **FISCAL EFFECTS**

Utilizing a GC/CM approach will shorten the amount of time for evaluation and design and subsequent construction of repairs, which will allow the Drop-Off facility to be put back into operation sooner. This will, in turn, reduce the amount of time (and related cost) Solid Waste will have to manually pick up debris that would otherwise be contained inside the Drop-Off Building. Likewise, Solid Waste staff can be more efficient and provide better service to customers once the Drop-Off Facility is back in operation. Finally, early procurement of equipment and materials could result in better pricing than having to wait an extended period until evaluation and design is completely finished. This process does allow for competitive pricing for materials and labor but it will be done by the GC/CM contractor instead of through public advertising.

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## **Attachments**

Resolution for Alternate Method of Delivery

**RESOLUTION 22-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE USE OF AN  
ALTERNATIVE PROJECT DELIVERY CONTRACT  
METHOD FOR CONSTRUCTION OF THE BILLINGS  
LANDFILL DROP-OFF BUILDING REPAIR PROJECT**

WHEREAS, Section 18-2-502, MCA, authorizes the City to use an alternative project delivery contract method for construction.

WHEREAS, an alternative project delivery contract means a construction management contract, a general contractor construction management contract, or a design-build contract.

WHEREAS, the Director of Public Works has determined a general contractor construction management contract will achieve significant cost savings and time efficiencies to implement construction and repairs to the Billings Landfill Drop-Off Building Repair Project, W.O. 22-37, which is a public solid waste facility used on a daily basis for the benefit of the public and needed to be operational as soon as possible.

WHEREAS, a governing body that uses an alternative project delivery contract shall determine that the proposal meets at least two of the criteria described in Section 18-2-502, MCA subsections (2)(a) through (2)(c) and the provisions of subsection (3); and

WHEREAS, the City Council desires that Public Works has discretion to use an alternative project delivery contract method to construct/repair the Billings Landfill Drop-Off Building Repair Project and therefore makes the following findings, in conformance with the referenced State law.

**FINDINGS**

1. The City has working relationships with professional engineering/architecture and general contractor firms having significant relevant alternative project delivery management experience.
2. Procurement of alternative project delivery contracts shall be through an open competitive public process by publishing requests for qualifications and/or proposals for engineers/architects and contractors which will not encourage favoritism or bias in awarding the contracts.
3. Due to exigent circumstances to rebuild/repair the Billings Landfill Drop-Off Building Repair Project, a general contractor construction management contract provides the most efficient project schedules and arrives at the greatest cost certainty and potential savings in both project design and construction by

involving the general contractor in the preconstruction, budgeting, and scheduling services as well as the procurement of necessary construction services, equipment, supplies, and materials through competitive bidding contracts with subcontractors and suppliers. By combining the talents of the project designers and builders into a unified working team, the following cost and time benefits to the public will be realized:

- The project team can take early advantage of contractor expertise and receive valuable analysis and evaluation of the scope of repairs. Alternatives for improvement, completeness and clarity can be incorporated into the project early.
- The design and construction projects are interrelated, thus concurrent project evaluation/design and construction achieves significant cost and accelerated schedule benefits.
- Information gained about means, methods and availability of materials early in construction leads directly to accuracy and completeness of improvements. The result is more efficient project construction, less contractor risk and greater cost certainty.
- The evaluation/design/construction overlap of this alternative project delivery contract shortens the overall project schedule over traditional contracts. Completing the project sooner achieves the overall project goal of securing the benefit of an operational Solid Waste Drop-Off facility for the City at the best possible value to Solid Waste customers. The evaluation, design, and overlapping repair/build schedules of the Billings Landfill Drop-Off Building Repair Project are interrelated and present a high level of technical complexities that can necessitate the use of an alternative project delivery contract.

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

The City Council hereby adopts the above stated findings and authorizes the Public Works Department, in its discretion, to use a general contractor construction management contract to construct the Billings Landfill Drop-Off Building Repair Project, W.O. 22-37. These findings comply with the requirements of Sections 18-2-502(2) and 18-2-502(3), MCA.

1. NOTICE OF HEARING. On Monday, March 14, 2022, at 5:30 p.m., or as soon thereafter as the matter could be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council heard objections to the adoption of this resolution. The City Clerk published notice twice, at least five (5) days prior to the hearing, in the Yellowstone County News.
2. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana,  
on the 14th day of March, 2022.

CITY OF BILLINGS

By: \_\_\_\_\_  
William A. Cole, Mayor

ATTEST:

By: \_\_\_\_\_  
Denise R. Bohlman, City Clerk

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Ward Boundary Expansion Ordinance Second Reading - Annexation 22-02  
**Presented by:** Monica Plecker  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends the City Council approve this ordinance on second reading, adding recently annexed property to Ward IV.

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

Highlands ZHP Subdivision LLC, L & L ZHP Subdivision LLC and Ludwig Consulting, LLC submitted a petition to annex land using the provisions of Section 7-2-4600, MCA. The property is located in the Zimmerman Home Place Subdivision. The land being annexed is described as Tracts of Land situated in the SW 1/4 of Section 34, T.1N., R.25E, P.M.M., Yellowstone County, Montana, more particularly described as: Being Lot 1, Block 1, Lot 1, Block 2 and Lot 1, Block 3 of Zimmerman Home Place Subdivision, First Filing, recorded April 17, 2017, under Document No. 3811344; Also including all adjacent Right-Of-Way of Colton Boulevard, Avenue D, Avenue E and Green Valley Drive. Said annexation containing 54.684 gross and 48.788 net acres.

After Council approval of annexation of this property on February 28, a change in the boundaries of Ward IV is required. Two readings are required for this action. The first reading and public hearing was held on February 28 and approved by the Council. The second reading will occur at this meeting on March 14, 2022.

**ALTERNATIVES**

City Council may:

- Approve adding the subject property to the recommended City Ward, or;
- Disapprove adding the subject property to the recommended City Ward. Disapproval will not modify the ward boundary and will create a problem where property inside the City Limits is not within a City Ward.

**FISCAL EFFECTS**

This item has no impact on the Planning Division budget.

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**Attachments**

Ward Boundary Ordinance

**ORDINANCE NO. 22-\_\_\_\_\_**

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

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

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

Tracts of Land situated in the SW 1/4 of Section 34, T.1N., R.25E, P.M.M., Yellowstone County, Montana, more particularly described as:

Being Lot 1, Block 1, Lot 1, Block 2 and Lot 1, Block 3 of Zimmerman Home Place Subdivision, First Filing, recorded April 17, 2017, under Document No. 3811344;

Also including all adjacent Right-Of-Way of Colton Boulevard, Avenue D, Avenue E and Green Valley Drive.

Said annexation containing 54.684 gross and 48.788 net acres.

(# 22-02) See Exhibit "A" Attached

2. EFFECTIVE DATE. This ordinance shall be effective either thirty (30) days after second reading and final adoption as provided by law, or upon the effective date of Resolution No. 22-\_\_\_\_\_ approving the annexation of the above territory, whichever date is later.
3. REPEALER. All other ordinances, sections of the Billings Municipal Code and ordinances inconsistent herewith are hereby repealed.
4. CERTIFICATION. Pursuant to M.C.A. Section 13-3-103, the above change and alteration is hereby certified to the election administrator by the City Council, and the City Administrator or his designee is hereby directed to certify the changes and alterations and to deliver a map showing the boundaries of the ward, the streets, avenues and alleys by name and the ward by number, to the

election administrator not more than ten (10) days after the effective date of this ordinance.

PASSED by the City Council on the first reading this 28th<sup>th</sup> day of February 2022.

PASSED by the City Council on the second reading this 14<sup>th</sup> day of March, 2022.

THE CITY OF BILLINGS:

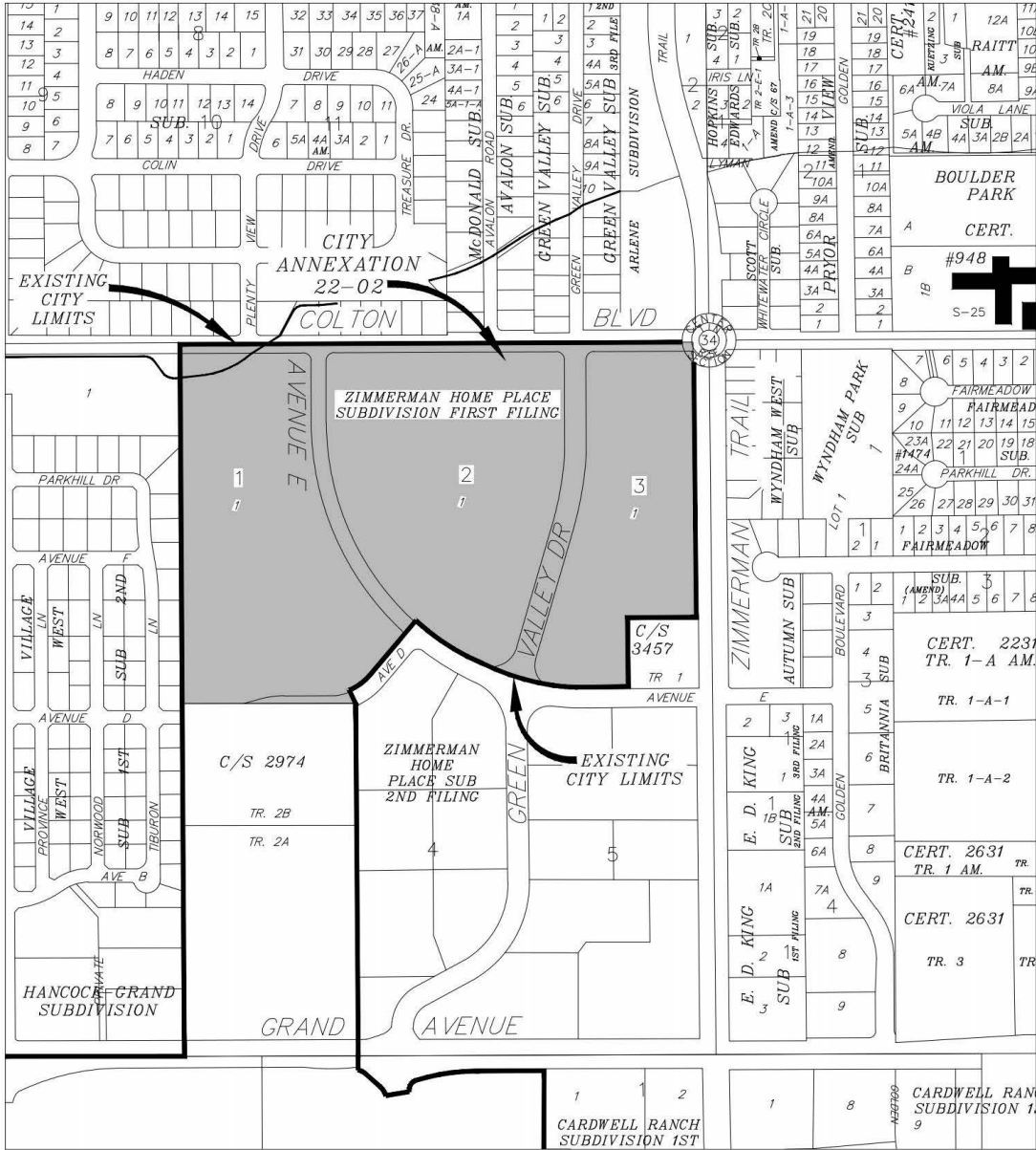
\_\_\_\_\_  
William A. Cole, MAYOR

ATTEST:

BY: \_\_\_\_\_  
Denise Bohlman, CITY CLERK

(#22-02)

# EXHIBIT "A"



**City Council Regular**

**Date:** 03/14/2022  
**Title:** Payment of Claims for week of February 7, 2022  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends Council approve the Payment of Claims

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

Claims in the amount of \$1,018,397.14 have been reviewed and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

**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 or designee. 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 or designee. 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**

- No other alternatives 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.

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**Attachments**

Councilmemo wk 02072022

| Check Date | Check# | Name              | Fund Name    | Amount      | Item Desc                                                                |
|------------|--------|-------------------|--------------|-------------|--------------------------------------------------------------------------|
| 02/07/2022 | 849604 | Ace Electric      | Parking      | \$ 3,550.00 | 6788_Park 3 Garage Heat Trace                                            |
| 02/07/2022 | 849616 | ATS Inland NW     | Airport      | \$ 3,079.00 | FY22 Energy Management Services - Terminal                               |
| 02/07/2022 | 849616 | ATS Inland NW     | Airport      | \$ 714.00   | FY22 Energy Management Services - QTA                                    |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 7,231.05 | 128302_TickeTrak Standard System Annual Software License                 |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 119.71   | 128393_Shipping charges for new handhelds/paper                          |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 1,800.00 | Additional TickeTrack Mobile Android Subscription and Setup with Upgrade |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 2,081.32 | Zebra Printers for the Code Enforcements Android phones                  |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 1,140.39 | Zebra Printers for the Code Enforcements Android phones                  |
| 02/07/2022 | 849632 | Cardinal Tracking | Parking      | \$ 3,536.82 | Zebra Printers for the Code Enforcements Android phones                  |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 45.92    | 406-245-1044 Airport Terminal Power M                                    |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 45.66    | 406-245-5834 Airport Alarm                                               |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 51.48    | 406-252-0721 Airport 1FB Line                                            |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 81.44    | 406-252-9412 Airport                                                     |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 51.48    | 406-256-6014 Airport P9 Building                                         |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 63.21    | 406-256-7070 Airport                                                     |
| 02/07/2022 | 849633 | Century Link      | Airport      | \$ 37.57    | Bill Date: Aug 16, 2021. QTA Phone                                       |
| 02/07/2022 | 849633 | Century Link      | Engineering  | \$ 125.63   | 406-259-7758 Measured Lines Depot 60/40                                  |
| 02/07/2022 | 849633 | Century Link      | EOC 911      | \$ 45.65    | 406-245-3107 911                                                         |
| 02/07/2022 | 849633 | Century Link      | EOC 911      | \$ 45.65    | 406-245-3108 911                                                         |
| 02/07/2022 | 849633 | Century Link      | EOC 911      | \$ 311.26   | 406-245-7101 9-1-1 Center Landfill #2                                    |
| 02/07/2022 | 849633 | Century Link      | EOC 911      | \$ 311.26   | 406-245-7102 9-1-1 Center Fox Reservoir #2                               |
| 02/07/2022 | 849633 | Century Link      | EOC 911      | \$ 4,795.27 | 406-245-8527 9-1-1 Center                                                |
| 02/07/2022 | 849633 | Century Link      | Fleet        | \$ 49.54    | 406-256-5047 Motor Pool                                                  |
| 02/07/2022 | 849633 | Century Link      | General      | \$ 40.72    | 406-652-0269 Cemetery FAX Line                                           |
| 02/07/2022 | 849633 | Century Link      | General      | \$ 55.92    | 406-652-8403 Stewart Park Batting Cages                                  |
| 02/07/2022 | 849633 | Century Link      | IT Resources | \$ 45.92    | 406-245-4437 Kenco Security Alarm IT Alarm                               |
| 02/07/2022 | 849633 | Century Link      | Library      | \$ 169.51   | 406-245-1579 Library 6 lines                                             |
| 02/07/2022 | 849633 | Century Link      | P.W. Admin   | \$ 83.76    | 406-259-7758 Measured Lines Depot 60/40                                  |
| 02/07/2022 | 849633 | Century Link      | Park Dist 1  | \$ 63.21    | 406-652-5507 Parks                                                       |
| 02/07/2022 | 849633 | Century Link      | Park Dist 1  | \$ 45.92    | 406-657-3014 Parks 3890 Stillwater                                       |
| 02/07/2022 | 849633 | Century Link      | Parking      | \$ 40.72    | 406-252-2041 Park 2 Elevator Phone                                       |
| 02/07/2022 | 849633 | Century Link      | Parking      | \$ 45.92    | 406-657-3054 Park 1 Elevator Phone                                       |
| 02/07/2022 | 849633 | Century Link      | Phone System | \$ 115.35   | 406-245-1579 Library 6 lines                                             |
| 02/07/2022 | 849633 | Century Link      | Phone System | \$ 94.44    | 406-248-3329 Airport Measured Lines                                      |
| 02/07/2022 | 849633 | Century Link      | Phone System | \$ 104.05   | 406-248-9124 Met Measured Lines                                          |
| 02/07/2022 | 849633 | Century Link      | Phone System | \$ 101.28   | 406-252-3774 BOC Measured Lines                                          |

| Check Date | Check# | Name            | Fund Name        | Amount      | Item Desc                                                              |
|------------|--------|-----------------|------------------|-------------|------------------------------------------------------------------------|
| 02/07/2022 | 849633 | Century Link    | Phone System     | \$ 147.10   | 406-657-3009 PUD Measured Lines                                        |
| 02/07/2022 | 849633 | Century Link    | Phone System     | \$ 2,571.43 | 406-657-8377 Main System Centrex                                       |
| 02/07/2022 | 849633 | Century Link    | Planning         | \$ 45.92    | 406-656-9578 Planning Traffic Central Broadwater                       |
| 02/07/2022 | 849633 | Century Link    | Planning         | \$ 45.92    | 406-656-9604 Planning Traffic Central 9th                              |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 47.22    | 406-245-1743 Fire Elevator                                             |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 45.94    | 406-245-6600 Crime Prevention Alarm                                    |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 119.32   | 406-245-7469 Fire                                                      |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 118.28   | 406-373-3742 Fire RR Crossing Alarm                                    |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 56.30    | 406-651-0282 Fire 5 911 Line                                           |
| 02/07/2022 | 849633 | Century Link    | Public Safety    | \$ 40.72    | 406-655-0728 Fire Maintenance Shop                                     |
| 02/07/2022 | 849633 | Century Link    | Radio            | \$ 311.26   | 406-248-3635 Fire Airport Radio Tower WCK                              |
| 02/07/2022 | 849633 | Century Link    | Radio            | \$ 311.26   | 406-248-3636 Fire Airport Radio Tower Jellison                         |
| 02/07/2022 | 849633 | Century Link    | Solid Waste      | \$ 94.42    | 406-245-9820 Solid Waste Landfill                                      |
| 02/07/2022 | 849633 | Century Link    | Solid Waste      | \$ 177.72   | SW Landfill                                                            |
| 02/07/2022 | 849633 | Century Link    | Street/Traffic   | \$ 41.87    | 406-259-3298 PW Traffic 3728 McDougall                                 |
| 02/07/2022 | 849633 | Century Link    | Street/Traffic   | \$ 47.22    | 406-652-8104 PW Traffic Signal 24 Central                              |
| 02/07/2022 | 849633 | Century Link    | Transit          | \$ 41.87    | 406-254-7038 MET Transit                                               |
| 02/07/2022 | 849633 | Century Link    | Wastewater       | \$ 45.94    | 406-259-2328 PUD Sahara Sand Lift Station                              |
| 02/07/2022 | 849633 | Century Link    | Water            | \$ 39.44    | 406-245-3659 PUD Alarm Water Tower                                     |
| 02/07/2022 | 849639 | City Of Bozeman | Fire Grants      | \$ 2,567.91 | Fire/HazMat Safety Officer - HIMEP Grant reimbursed                    |
| 02/07/2022 | 849641 | Civicplus       | Library          | \$ 4,225.83 | 217982 Annual subsite maintenance                                      |
| 02/07/2022 | 849651 | Dell Computer   | Public Safety    | \$ 5,392.29 | 3-Dell Precision 3450 SSF, i5 Processor, 8GB RAM, 512GB SSD,& monitors |
| 02/07/2022 | 849651 | Dell Computer   | Wastewater       | \$ 5,677.63 | WRF FY 2022 TRP                                                        |
| 02/07/2022 | 849652 | Denny Menholt   | Property Ins     | \$ 3,206.00 | Police Car #1492 P 2021-179                                            |
| 02/07/2022 | 849652 | Denny Menholt   | Property Ins     | \$ 6,521.35 | Solid Waste Truck 0040 P2021-241                                       |
| 02/07/2022 | 849652 | Denny Menholt   | Water            | \$ 105.94   | 182200                                                                 |
| 02/07/2022 | 849654 | Desert Mt Corp  | Street/Traffic   | \$ 4,618.35 | ice slicer                                                             |
| 02/07/2022 | 849654 | Desert Mt Corp  | Street/Traffic   | \$ 4,611.88 | ice slicer                                                             |
| 02/07/2022 | 849660 | EBMS            | City Ins Fund    | \$59,918.89 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849660 | EBMS            | City Ins Fund    | \$ 4,832.10 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849660 | EBMS            | City Ins Fund    | \$28,954.66 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849660 | EBMS            | City Ins Fund    | \$ 1,214.50 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849660 | EBMS            | City Ins Fund    | \$ 1,000.00 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849660 | EBMS            | Payroll Clearing | \$11,018.85 | EBMS February 1, 2022                                                  |
| 02/07/2022 | 849662 | Eco-Counter     | Planning         | \$21,140.00 | Q-17359 City of Billings-Bicycle Counters                              |
| 02/07/2022 | 849662 | Eco-Counter     | Planning         | \$ 530.00   | Q-18174 City of Billings SF43159 Pyro-Box repairs                      |

| Check Date | Check# | Name                 | Fund Name      | Amount      | Item Desc                                                                |
|------------|--------|----------------------|----------------|-------------|--------------------------------------------------------------------------|
| 02/07/2022 | 849663 | Econo Print          | General        | \$ 263.90   | Inv.#312939 Envelopes                                                    |
| 02/07/2022 | 849663 | Econo Print          | IT Resources   | \$ 474.95   | Qty. 1,500 W-4 Forms                                                     |
| 02/07/2022 | 849663 | Econo Print          | Parking        | \$ 1,900.37 | 311255                                                                   |
| 02/07/2022 | 849666 | Empire Garage Owners | Parking        | \$ 8,604.61 | 1182022_City of Billings January Assessment                              |
| 02/07/2022 | 849671 | First Am Title Co    | CDBG           | \$15,000.00 | FTHB Joseph Murdick 310 4th Street West                                  |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Gas Tax        | \$ 292.19   | Asset Management Program Project                                         |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Light Maint    | \$ 292.19   | Asset Management Program Project                                         |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Storm Sewer    | \$ 597.42   | Asset Management Program Project                                         |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Street/Traffic | \$ 876.57   | Asset Management Program Project                                         |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Wastewater     | \$ 1,951.39 | Asset Management Program Project                                         |
| 02/07/2022 | 849685 | Jacobs Eng Group     | Water          | \$ 1,953.09 | Asset Management Program Project                                         |
| 02/07/2022 | 849691 | Knife River          | Street/Traffic | \$ 1,507.64 | 1 1/2" crushed base                                                      |
| 02/07/2022 | 849691 | Knife River          | Street/Traffic | \$ 1,583.19 | 1 1/2" crushed base                                                      |
| 02/07/2022 | 849691 | Knife River          | Street/Traffic | \$ 2,280.15 | 1 1/2" crushed base                                                      |
| 02/07/2022 | 849694 | LN Curtis & Sons     | Public Safety  | \$ 23.35    | 559183                                                                   |
| 02/07/2022 | 849694 | LN Curtis & Sons     | Public Safety  | \$ 301.36   | 559183                                                                   |
| 02/07/2022 | 849694 | LN Curtis & Sons     | Public Safety  | \$ 6,720.00 | FIRE/HMLVPGI TFT 1.5NH 70-200 gpm 75 PSI NOZZLES W/SHUTOFF & GRIP        |
| 02/07/2022 | 849697 | Lyon                 | Fire Grants    | \$ 324.31   | MT STATE HAZMAT ADVISORY GROUP MTG                                       |
| 02/07/2022 | 849697 | Lyon                 | Public Safety  | \$ 3,800.00 | NEGOTIATION STRATEGIES: BUILDING AGREEMENT ACROSS BOUNDARIES             |
| 02/07/2022 | 849706 | Mistras Group        | Public Safety  | \$ 4,448.20 | ANNUAL LADDER INSPECTION & TESTING OF AERIAL TRUCKS                      |
| 02/07/2022 | 849711 | Morrison Maierle     | Airport        | \$25,860.83 | Amendment 27 West Hangar Improvement - Design                            |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Facilities     | \$ 5,097.61 | 989 733 1000 0                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Public Safety  | \$ 22.99    | 357 004 5071 7                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Wastewater     | \$ 143.27   | 017 739 3911 9                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Wastewater     | \$ 119.25   | 470 750 1000 0                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Wastewater     | \$ 23.85    | 559 250 1000 5                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Water          | \$ 74.04    | 800 490 1000 4                                                           |
| 02/07/2022 | 849707 | MT Dakota Utilities  | Water          | \$ 778.32   | 825 150 1000 5                                                           |
| 02/07/2022 | 849709 | MT Rail Link         | Street/Traffic | \$ 4,093.15 | Crossing signal maintenance at the "Quiet Zone" 27th, 28th & 29th Street |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 290.72   | 1" COMPRESSION COUPLING SLIP                                             |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 35.16    | 1/2" 90 DEGREE BRASS ELL                                                 |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 421.05   | 1-1/2" TD METER FLANGES                                                  |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 4,200.00 | 16" HYMAX COUPLING - 17.10-19.20                                         |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 804.20   | 16" X 20" SH CI-FC REPAIR CLAMP                                          |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 2,250.00 | 18" X 20" SH CI-FC REPAIR CLAMP                                          |
| 02/07/2022 | 849713 | MT Waterworks        | Water          | \$ 45.02    | 3/4" COUPLING CTS X FLARE                                                |

| Check Date | Check# | Name            | Fund Name      | Amount      | Item Desc                       |
|------------|--------|-----------------|----------------|-------------|---------------------------------|
| 02/07/2022 | 849713 | MT Waterworks   | Water          | \$ 307.72   | 8 X 2 TAPPING SADDLE - FOR C900 |
| 02/07/2022 | 849713 | MT Waterworks   | Water          | \$ 588.00   | MAIN VALVE RUBBER #35           |
| 02/07/2022 | 849713 | MT Waterworks   | Water          | \$ 345.56   | Water sewer parts               |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 89.97    | 361499                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 89.97    | 361500                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 12.18    | 363759                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 9.40     | 360797 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 30.96    | 361039 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 78.82    | 361138 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 48.60    | 361838 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 56.18    | 361876 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 241.57   | 362738 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 79.05    | 362906 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 870.22   | 363418 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 22.12    | 363528 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ (9.48)   | 363563 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 6.26     | 363595 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 28.09    | 363678 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | Fleet          | \$ 35.16    | 364198 PO NUM 313836            |
| 02/07/2022 | 849714 | Napa Auto Parts | General        | \$ 91.57    | 361320                          |
| 02/07/2022 | 849714 | Napa Auto Parts | General        | \$ 133.18   | 362568                          |
| 02/07/2022 | 849714 | Napa Auto Parts | General        | \$ 134.39   | 363034                          |
| 02/07/2022 | 849714 | Napa Auto Parts | General        | \$ 70.10    | 363090                          |
| 02/07/2022 | 849714 | Napa Auto Parts | General        | \$ 22.95    | 363098                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Public Safety  | \$ 187.57   | 362701                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Public Safety  | \$ (187.57) | 363083                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Public Safety  | \$ 91.98    | 364151                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Public Safety  | \$ 8.34     | 364193                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Street/Traffic | \$ 70.43    | 361131                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Street/Traffic | \$ 25.71    | 361846                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Street/Traffic | \$ 25.71    | 362461                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Street/Traffic | \$ 80.95    | 363268                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Street/Traffic | \$ 15.12    | 364030                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Wastewater     | \$ 32.89    | 363137                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Water          | \$ 25.64    | 361053                          |
| 02/07/2022 | 849714 | Napa Auto Parts | Water          | \$ 39.48    | 361201                          |

| Check Date | Check# | Name                | Fund Name   | Amount       | Item Desc                                         |
|------------|--------|---------------------|-------------|--------------|---------------------------------------------------|
| 02/07/2022 | 849714 | Napa Auto Parts     | Water       | \$ 31.59     | 361248                                            |
| 02/07/2022 | 849714 | Napa Auto Parts     | Water       | \$ 25.71     | 361335                                            |
| 02/07/2022 | 849714 | Napa Auto Parts     | Water       | \$ 32.14     | 362806                                            |
| 02/07/2022 | 849714 | Napa Auto Parts     | Water       | \$ 4.75      | 362841                                            |
| 02/07/2022 | 849714 | Napa Auto Parts     | Water       | \$ 4.75      | 363047                                            |
| 02/07/2022 | 849717 | NorthWestern Energy | Airport     | \$ 30,285.83 | 0100482-9. Vault Main Account. January 2022       |
| 02/07/2022 | 849717 | NorthWestern Energy | Airport     | \$ 436.75    | 0712792-1. IP-7. January 2022                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Airport     | \$ 899.54    | 0712800-2. IP-9. January 2022                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Airport     | \$ 556.35    | 0712809-3. IP-11 Alpine Maintenance. January 2022 |
| 02/07/2022 | 849717 | NorthWestern Energy | Engineering | \$ 1,250.82  | 1741314-7                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Engineering | \$ 54.48     | From 12/13/21 to 01/14/22                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Facilities  | \$ 6,762.57  | 0100507-3                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Facilities  | \$ 66.08     | 3602453-7                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Facilities  | \$ 1,821.29  | 3602454-5                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | General     | \$ 1,582.97  | 0100506-5                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | General     | \$ 138.45    | 0712539-6                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | General     | \$ 182.64    | 0712683-2                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | General     | \$ 10.59     | 1635289-0                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | P.W. Admin  | \$ 312.71    | 1741314-7                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 9.49      | 0722237-5                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 6.00      | 0722247-4                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 86.04     | 0722255-7                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 325.93    | 0722257-3                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ -         | 0722263-1                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 106.88    | 0722266-4                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 12.61     | 0722269-8                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 10.26     | 0722292-0                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 16.26     | 0722293-8                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 6.11      | 0722905-7                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 79.78     | 0722933-9                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 78.35     | 0723035-2                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 7.43      | 0723036-0                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 160.85    | 0723037-8                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 46.71     | 0723042-8                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 26.89     | 0723044-4                                         |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1 | \$ 8.46      | 0723055-0                                         |

| Check Date | Check# | Name                | Fund Name      | Amount      | Item Desc                                     |
|------------|--------|---------------------|----------------|-------------|-----------------------------------------------|
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 33.75    | 0723056-8                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 12.73    | 0723057-6                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 28.04    | 0723058-4                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 8.70     | 0723090-7                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 6.00     | 0723162-4                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 13.00    | 0789437-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 6.00     | 0831702-6                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 8.37     | 0920801-8                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 22.69    | 1160780-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 6.00     | 1230066-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Park Dist 1    | \$ 11.20    | 3020837-5                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 1,077.11 | 0720829-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 3,351.57 | 0720834-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 2,008.73 | 1569636-2                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 1,134.06 | 1594282-4                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 2,450.49 | 3067416-2                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 673.64   | 3279035-4                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parking        | \$ 166.34   | 3463478-2                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Parks Maint    | \$ 228.06   | 1059093-3                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 540.27   | 0712537-0                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 376.55   | 0720840-8                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 370.91   | 1984150-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 311.73   | 1984155-0                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 1,899.35 | 3448739-7                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 2,263.21 | FIRE 1: 0100476-1 - MONTHLY ELECTRIC SERVICES |
| 02/07/2022 | 849717 | NorthWestern Energy | Public Safety  | \$ 407.55   | FIRE 6: 0100477-9 - MONTHLY ELECTRIC SERVICES |
| 02/07/2022 | 849717 | NorthWestern Energy | Radio          | \$ 193.58   | 0721580-9                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Radio          | \$ 176.95   | 1006915-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Street/Traffic | \$ 6.00     | 0723645-8                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Street/Traffic | \$ 7.11     | 2047000-1                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Street/Traffic | \$ 7.58     | 2047011-8                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Transit        | \$ 24.41    | 0712764-0                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Transit        | \$ 423.24   | 1784756-7                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Wastewater     | \$ 917.70   | 0723878-5                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Wastewater     | \$ 1,246.53 | 2132749-9                                     |
| 02/07/2022 | 849717 | NorthWestern Energy | Water          | \$ 600.40   | 0100478-7                                     |

| Check Date | Check# | Name                    | Fund Name     | Amount       | Item Desc                                                              |
|------------|--------|-------------------------|---------------|--------------|------------------------------------------------------------------------|
| 02/07/2022 | 849717 | NorthWestern Energy     | Water         | \$ 64.19     | 0722252-4                                                              |
| 02/07/2022 | 849717 | NorthWestern Energy     | Water         | \$ 2,557.05  | 0723043-6                                                              |
| 02/07/2022 | 849719 | Osedeia Inc             | Facilities    | \$ 2,500.00  | Project Management software                                            |
| 02/07/2022 | 849725 | Polydyne Inc            | Wastewater    | \$ 52,272.00 | Clarifloc chemical                                                     |
| 02/07/2022 | 849725 | Polydyne Inc            | Wastewater    | \$ 54,101.52 | Clarifloc chemical                                                     |
| 02/07/2022 | 849733 | Ritter, Michael         | Public Safety | \$ 4,173.62  | Tuition FY2022- Paramedic prog w/National Medical Ed & Training Center |
| 02/07/2022 | 849735 | Rocky Mt Health Network | City Ins Fund | \$ 7,800.00  | January 2022 Healthy Is Wellness and Health Biometric Screening        |
| 02/07/2022 | 849740 | SAVECO North America    | Wastewater    | \$ 8,391.41  | Headworks screen maintenance                                           |
| 02/07/2022 | 849751 | TESSCO Incorporated     | Water         | \$ 2,902.72  | Radio supplies                                                         |
| 02/07/2022 | 849752 | Tetra Tech              | Solid Waste   | \$ 11,439.85 | Environmental Monitoring Services for the Landfill                     |
| 02/07/2022 | 849758 | Toter Incorporated      | Solid Waste   | \$ 36,541.44 | Invoice #1. 20INV000040752. QTY 624.00 Blk 90.                         |
| 02/07/2022 | 849760 | Town & Country Supply   | Fleet         | \$ 24,673.03 | 423787 PO NUM 313825                                                   |
| 02/07/2022 | 849760 | Town & Country Supply   | Fleet         | \$ 20,006.64 | 425428 PO NUM 313835                                                   |
| 02/07/2022 | 849760 | Town & Country Supply   | Water         | \$ 894.00    | FOX P.S. PROPANE                                                       |
| 02/07/2022 | 849760 | Town & Country Supply   | Water         | \$ 1,019.90  | FOX PS PROPANE TANK                                                    |
| 02/07/2022 | 849762 | Tru Pipe                | Storm Sewer   | \$ 4,172.50  | WO 22-23 Street Maintenance                                            |
| 02/07/2022 | 849763 | Tyler Technologies      | Public Safety | \$ 12,714.00 | Annual Mobile Eyes Maintenance 12/1/2021-11/30/2022                    |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 78.76     | 360 Office Solutions Inc - PCard                                       |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 442.20    | 4Te*Fps/Mountain Alarm - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 730.80    | 4Te*Fps/Mountain Alarm - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 350.00    | Aaae - PCard                                                           |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 392.56    | Aertronics Inc Tfbo - PCard                                            |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 12.98     | Albertsons #4025 - PCard                                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 1,198.00  | Allpartitions - PCard                                                  |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 552.08    | Alpha Overhead Door - PCard                                            |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 82.40     | Alpha Overhead Door - PCard                                            |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 159.37    | Alsco Inc. - PCard                                                     |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 438.00    | Alsco Inc. - PCard                                                     |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 81.21     | Amzn Mktp Us*2I9575Bj3 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 189.89    | Amzn Mktp Us*2I9575Bj3 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 329.32    | Amzn Mktp Us*4D0DI49M3 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 308.61    | Amzn Mktp Us*Md9Ir9Hd3 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 29.99     | Amzn Mktp Us*Ng8Cb0Ue3 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 47.96     | Amzn Mktp Us*Q333E2K73 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 289.09    | Amzn Mktp Us*Qi0175I63 - PCard                                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Airport       | \$ 81.70     | Amzn Mktp Us*S55Lc3Fj3 - PCard                                         |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 249.40   | Amzn Mktp Us*Vw9lu8793 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 512.94   | Amzn Mktp Us*X79856Xn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 824.98   | Amzn Mktp Us*Zp23N0Yn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 97.20    | Ats Inland Nw - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 29.97    | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 19.98    | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 277.00   | Billings Clinic Ctc - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 6.00     | Billings Clinic Ctc - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 6.93     | Billings Logan Internatio - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ (6.93)   | Billings Logan Internatio - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 675.00   | Bts*H&Eequipmentservices - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 192.00   | Creative Monograms Smb - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 124.00   | Creative Monograms Smb - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 196.50   | Cross Petroleum Service - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 30.00    | Culligan Billings - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 1,593.86 | Denny Menholt Chevrolet - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 114.98   | Dickssportinggoods.Com - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 95.99    | Dtv*Directv Service - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 111.16   | Ecolab Inc - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 100.04   | Ecolab Inc - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 117.34   | Ecolab Inc - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 177.24   | Ecolab Inc - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 120.00   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 66.00    | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 64.99    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 58.49    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 2.49     | Fedex Offic16000016089 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 36.77    | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 364.53   | Genesis Lamp Corp - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 149.50   | Gilbert L. Floyd Snap - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 160.14   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 4.83     | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 7.74     | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 81.32    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 31.11    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 375.00   | Historical Society-Gift - PCard   |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 47.12    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 267.02   | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 50.38    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 178.00   | In *Billings Overhead Doo - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 582.50   | In *Billings Overhead Doo - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 81.00    | In *Cotter'S Sewer, Septi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 74.69    | Interstate Power Syste - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 1,447.43 | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 47.72    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 238.60   | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 27.60    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 71.88    | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 191.48   | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 7.99     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 39.98    | Laurel Ace Hdwe - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 18.00    | Lp Anderson - Point S, Dt - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 700.00   | Mama - - PCard                    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 1,499.32 | Mb Companies - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 174.30   | Mb Companies - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 115.00   | Midland Mechanical Inc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 346.04   | Mixer & Plant Parts Manuf - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 5.00     | Mt Gov Online Trnsctns - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 240.80   | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 88.14    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 142.60   | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 122.72   | Northwest Pipe Fittings - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 85.00    | Nwaaae - PCard                    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 85.00    | Nwaaae - PCard                    |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 2,195.98 | Nwestco - 001 - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 184.43   | O'Reilly Auto Parts 1551 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 2,349.72 | Oshkosh Corp Gov - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 656.75   | Purvis Industries 68 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 60.47    | Rdoce Bil 020112 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 80.44    | Safetysign.Com - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 744.90   | Selby'S - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 21.94    | Spencer Fluid Power Inc - PCard   |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 92.50    | Spic And Span - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 77.00    | Spic And Span - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 49.50    | Spic And Span - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 55.00    | Sq *Wireless Accessories - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 775.00   | The Montana Quarterly - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 81.96    | Tif*Simply Flowers And Gi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 1,500.00 | Transportation Security - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ (19.88)  | Wal-Mart #2923 Se2 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 188.91   | Web*Networksolutions - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 187.00   | Western Flag And Banner - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 39.76    | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 84.00    | Yellowstone Electric Comp - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 300.00   | Yellowstone Electric Comp - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Airport   | \$ 14.99    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 27.96    | Albertsons #1227 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 32.51    | Amazon.Com*Hm1V05Mj3 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 259.99   | Amzn Mktp Us*Fx7Xn2Ia3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 51.98    | Amzn Mktp Us*Ts8308Du3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 476.23   | Amzn Mktp Us*Ts8308Du3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 8.49     | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 38.69    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 327.20   | Delta Air 0062492266810 - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 327.20   | Delta Air 0062492464835 - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 327.20   | Delta Air 0062493396816 - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 95.00    | Iapmo - PCard                     |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 266.75   | Int'L Code Council Inc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 47.46    | Orleans Hotel & Casino - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 47.46    | Orleans Hotel & Casino - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Building  | \$ 47.46    | Orleans Hotel & Casino - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 13.65    | Albertsons #0047 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 54.89    | Amazon.Com*210091023 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 12.95    | Canva* I03283-25696448 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 3,452.40 | Cncs - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 3,452.40 | Cncs - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 3.00     | Co Billings Park3 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG      | \$ 35.00    | Facebk *Nktkxa7Ss2 - PCard        |

| Check Date | Check# | Name             | Fund Name        | Amount      | Item Desc                         |
|------------|--------|------------------|------------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 7.19     | Facebk *S9Ubqaps2 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 50.00    | Facebk *Wufjvaks2 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 291.21   | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 1,044.00 | Herman Miller - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 43.50    | Mackenzie River Blgs Hts - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 39.04    | Presidents Vol Srv Award - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 8.45     | Usps Po 2907800103 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | CDBG             | \$ 2.90     | Usps Po 2907800103 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Central Services | \$ 244.98   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Central Services | \$ 282.37   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | City Ins Fund    | \$ 675.00   | Albertsons #4041 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 83.75    | Albertsons #0630 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 94.74    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 37.55    | Sober Camel - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 18.00    | Sq *Ox Indoor Axe Throwin - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 190.00   | Therapy With Tiffany - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 190.00   | Therapy With Tiffany - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 190.00   | Therapy With Tiffany - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 60.00    | Wm Supercenter #1956 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Court Grants     | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | DT Revolv Loan   | \$ 7.00     | Montana Secretary State - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 792.52   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 63.80    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 49.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 97.84    | Amzn Mktp Us*Lu4Uv2Ec3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 53.82    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 6.50     | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 94.96    | In *Timemark Incorporated - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 375.00   | Ncees.Org - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Engineering      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | EOC 911          | \$ 700.00   | Grid Connect - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities       | \$ 34.06    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities       | \$ 37.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities       | \$ 12.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities       | \$ 37.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities       | \$ 557.40   | AlSCO Inc. - PCard                |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 198.22   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 63.05    | Billings Hardware & Servi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 21.49    | Billings Hardware & Servi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 7.96     | Lowes #00319* - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 245.72   | Sq *Koinonia Laundry - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 68.75    | Sq *Koinonia Laundry - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 37.37    | Sq *Protech Steel - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 12.00    | West End Lock And Secur - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Facilities | \$ 37.50    | West End Lock And Secur - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 119.20   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ (16.08)  | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 228.80   | Amazon.Com*Za6339D53 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 29.44    | Amzn Mktp Us*Sa6Xu5273 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 1,634.00 | Bighorn Boots Work Wareh - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 89.98    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 459.00   | Oil Price Info Serv - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Fleet      | \$ 75.76    | Wal-Mart #1956 - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 9.97     | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 24.29    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 681.07   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 290.28   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 27.84    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 425.73   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 64.56    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 80.67    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 20.29    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 122.85   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 532.51   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 34.68    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 31.13    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 320.39   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 87.63    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 2,060.90 | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 25.02    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 1,615.23 | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General    | \$ 77.31    | 360 Office Solutions Inc - PCard  |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                         |
|------------|--------|------------------|-----------|-----------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 29.78  | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 14.99  | Adobe *800-833-6687 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 52.99  | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 52.99  | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 58.42  | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 52.99  | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 52.99  | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 14.99  | Adobe Pdf Pack Subs - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 17.90  | Albertsons #0038 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 20.09  | Albertsons #0038 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 16.12  | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 11.16  | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 2.79   | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 22.97  | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 22.01  | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 415.78 | Amazon.Com*Wc3Fk6O93 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 75.00  | American Assoc Of Code - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ (8.49) | Amzn Mktp Us - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 220.42 | Amzn Mktp Us*170HI8Wn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 9.30   | Amzn Mktp Us*2U0Va9Vs3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 59.95  | Amzn Mktp Us*5C0Qb5Gz3 Am - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 56.02  | Amzn Mktp Us*6W7Fb8K13 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 13.99  | Amzn Mktp Us*7F3Qr62P3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 69.89  | Amzn Mktp Us*877Gd2Wo3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 109.00 | Amzn Mktp Us*Cv4W60Nz3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 76.49  | Amzn Mktp Us*Fb3H62X63 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 139.99 | Amzn Mktp Us*Gf6Vi66Q3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 8.49   | Amzn Mktp Us*Is8Pf2Ec3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 50.77  | Amzn Mktp Us*J86Gx62J3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 8.49   | Amzn Mktp Us*Jl6Vz6F63 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 26.97  | Amzn Mktp Us*Or6130723 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 27.18  | Amzn Mktp Us*Tt6S66133 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 49.78  | Amzn Mktp Us*Vq4W75Kt3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 638.67 | Amzn Mktp Us*Zm24P0Wn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 17.13  | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 315.00 | Billings Ink And Toner, I - PCard |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 52.00    | Bin 119 - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 209.99   | Buddy Punch - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 120.00   | Bur Of Bus Econ Res Um - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 90.00    | Bur Of Bus Econ Res Um - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 120.00   | Bur Of Bus Econ Res Um - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 128.04   | Cab Store Billings, Mt - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 36.51    | Cafe Zydeco - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 38.69    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 54.26    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 749.50   | Desert Mtn Broadcasting - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 16.00    | Dollar Tree - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 131.14   | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 241.63   | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 96.72    | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 159.92   | Extremetacticaldynamics.C - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 165.04   | Ezcatersubway - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 16.01    | Facebk *9Etjeap3Y2 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 112.71   | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 116.13   | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 226.60   | Fsp*State Bar Of Montana - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 760.00   | Government Finance Office - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 109.11   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 1,200.00 | In *Cmc Neptune - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ (120.00) | In *Cmc Neptune - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 89.25    | Issa Intl Sports Scien - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 407.75   | Jakes And Jakes Saloon - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 104.45   | Jimmy Johns - 1646 - M - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 1,787.50 | Juli Pierce Law Pllc - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 1,235.00 | Juli Pierce Law Pllc - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 89.75    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 35.00    | Kelley Connect - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 44.08    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 24.29    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 82.97    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 15.29    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 72.42    | Kings Ace Hdwe - PCard            |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 102.00   | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 69.00    | Market Deli And Catering - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 451.27   | Matthews International C - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 48.60    | Meadow Green Sales - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 127.78   | National Academy Of Spor - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 82.00    | Ntl Cntr For Safety - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 294.27   | Office Depot #1080 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 124.59   | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 89.95    | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 111.83   | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 110.50   | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 197.70   | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 254.26   | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 39.97    | O'Reilly Auto Parts 1551 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 63.00    | Pepsicola Bottling Compan - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 24.99    | Pound Fitness - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 88.00    | Ratco Trailer And Hitch - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 97.83    | Sams Club #4805 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 71.98    | Shiptons Big R Heights - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 65.00    | Smk*Surveymonkey.Com - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 119.88   | Snappyduds - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 79.99    | Spectrum - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ (9.99)   | Spotify - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 28.69    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 46.91    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 20.00    | Textmagic.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 24.00    | The Rubber Stamp Shop, - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 80.00    | The Rubber Stamp Shop, In - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 1,582.17 | Thomson West*Tcd - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 662.81   | Thomson West*Tcd - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 19.50    | Tire Rama 101 Bc - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 79.75    | Wheniwork.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 113.30   | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 106.96   | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 16.00    | Zeecreativeinc - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | General   | \$ 57.05    | Zoom.Us 888-799-9666 - PCard      |

| Check Date | Check# | Name             | Fund Name    | Amount      | Item Desc                         |
|------------|--------|------------------|--------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 17.80    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 49.00    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 44.97    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 68.40    | Zumba Fitness - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | General      | \$ 35.00    | Zumbini - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 34.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 383.00   | Amzn Mktp Us*3T5Xh3Kg3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 13.99    | Amzn Mktp Us*An57O54K3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 350.00   | Grid Connect - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 4.99     | Groupgreeting - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 199.00   | Ubiquiti Inc. - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 16.99    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 29.98    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 11.99    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 29.98    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 29.98    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 12.99    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 29.98    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 29.98    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | IT Resources | \$ 10.99    | Udemy: Online Courses - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 163.28   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 592.97   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 49.00    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 82.50    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 1,086.55 | Abdo Publishing Comp - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 567.90   | Abdo Publishing Comp - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 1,013.60 | Abdo Publishing Comp - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 40.99    | Albertsons #0038 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 75.91    | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 126.25   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 21.94    | Amazon.Com*4G8X43Ek3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library      | \$ 9.97     | Amazon.Com*598Wt8Cr3 Amzn - PCard |

| Check Date | Check# | Name             | Fund Name | Amount     | Item Desc                         |
|------------|--------|------------------|-----------|------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 17.99   | Amazon.Com*8S0Rh1Ge3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 16.54   | Amazon.Com*Fb0U30Mf3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 16.99   | Amazon.Com*Fd7Lf72C3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 7.55    | Amazon.Com*F11Y50Kx3 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 9.99    | Amazon.Com*Wp4Y39Lk3 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 20.99   | Amazon.Com*Z230A60R3 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 67.00   | Amerlibassoc Ecommerce - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ (19.49) | Amzn Mktp Us - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 12.94   | Amzn Mktp Us*1R8X50Yi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 12.54   | Amzn Mktp Us*1T8Ho1Q91 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 39.96   | Amzn Mktp Us*248Uv1Es0 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 18.69   | Amzn Mktp Us*2L4Tr4J43 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 94.04   | Amzn Mktp Us*384R88R33 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 35.47   | Amzn Mktp Us*3I2Gs82Y3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 6.79    | Amzn Mktp Us*420C23X13 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 18.99   | Amzn Mktp Us*4G5Pj5B73 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 27.50   | Amzn Mktp Us*4P9Ma4Ln3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 59.94   | Amzn Mktp Us*5M0D28L53 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 150.89  | Amzn Mktp Us*6I5527T53 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 19.99   | Amzn Mktp Us*6U8Km6Js3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 7.97    | Amzn Mktp Us*721Yc2Ky3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 19.99   | Amzn Mktp Us*796Dh9Ew3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 28.94   | Amzn Mktp Us*7T47Z14N3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 18.98   | Amzn Mktp Us*8R2H08HI3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 40.45   | Amzn Mktp Us*9W6Th8Iw3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 10.88   | Amzn Mktp Us*B32Kk9Of3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 12.99   | Amzn Mktp Us*Cv9Oz4Lk3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 41.44   | Amzn Mktp Us*D07X94J63 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 27.99   | Amzn Mktp Us*Dj88A6T73 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 16.66   | Amzn Mktp Us*Dx25W1Oz3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 69.06   | Amzn Mktp Us*Ea1T01713 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 51.89   | Amzn Mktp Us*Fj1Yv4Mi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 18.98   | Amzn Mktp Us*Fj1Yv4Mi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 13.99   | Amzn Mktp Us*Gp13P8Z63 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 24.99   | Amzn Mktp Us*Ic2Vb7H53 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 12.38   | Amzn Mktp Us*K85K79E13 - PCard    |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                         |
|------------|--------|------------------|-----------|-----------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 36.38  | Amzn Mktp Us*Kh4Na3Bi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 72.15  | Amzn Mktp Us*L73Vp6Bn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 55.98  | Amzn Mktp Us*L96Xu7Kw3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 239.59 | Amzn Mktp Us*Mj17T7Bm3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 29.97  | Amzn Mktp Us*Nz0Mb8Wz3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 8.03   | Amzn Mktp Us*Pv6Wy6213 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 32.98  | Amzn Mktp Us*Qk41W6Gd3 Am - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 19.95  | Amzn Mktp Us*Tx7629833 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 28.18  | Amzn Mktp Us*Un46X8Gf3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 51.96  | Amzn Mktp Us*VI99Z4Jy3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 40.97  | Amzn Mktp Us*Xx1Zx1TI3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 43.99  | Amzn Mktp Us*Y42Nk01O3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 74.90  | Anc*Newspapers.Com - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 38.25  | Bin 119 - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 53.50  | Book Outlet - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 41.00  | Dd Doordash Krispykre - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 33.50  | Dollar Tree - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 35.00  | Facebk 8R7Lw8Pjb2 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 32.09  | Facebk Zjyke83Jb2 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 41.71  | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 276.60 | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 10.05  | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 15.43  | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 70.89  | Grubhubmiaswok - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 152.79 | Hansen Music - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 736.20 | Hon Asi Gun Hbf Pao Max - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 882.00 | In *Book Page - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 671.04 | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 9.99   | Microsoft*Console 1 Month - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 20.00  | Ntl Cntr For Safety - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 40.00  | Ntl Cntr For Safety - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 347.34 | Otc Brands Inc - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 26.77  | Otc Brands Inc - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 50.00  | Petsmart #3027 - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 20.41  | Sq *Stompin Grounds - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Library   | \$ 15.00  | Sq *This House Of Books - PCard   |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 25.00    | Sq *This House Of Books - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 10.00    | Sq *This House Of Books - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 52.00    | Sq *Yellowstone County Ne - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 29.12    | The Rubber Stamp Shop, - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 611.84   | Vernon Library Supplies - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 23.65    | Wal-Mart #1956 - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 10.77    | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Library     | \$ 83.40    | Www.Doodle.Com - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 130.85   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 2.58     | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ (89.94)  | Albertsons #0047 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 89.94    | Albertsons #0047 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 18.96    | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 19.99    | Billingsgazettethriftync - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 61.08    | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 13.98    | Sams Club #4805 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | P.W. Admin  | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 24.29    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 80.59    | A & I Distributors - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 117.64   | A & I Distributors - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 52.99    | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 29.99    | Adobe Stock Trial - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 101.92   | Architectural Doors & Har - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 76.35    | Beckers Glass Shop - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 19.99    | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ (19.99)  | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 69.99    | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 1,990.37 | Bettymills.Com - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 97.00    | Big Sky Irrigation Inc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 11.20    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 5.72     | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 39.78    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 6.96     | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 210.68   | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 6.99     | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 35.97    | Billings Hardware & Servi - PCard |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 137.91   | Border States Industries - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 1,679.78 | Bridger Steel Inc - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 1,500.28 | Bridger Steel Inc - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 248.64   | C&B Billings - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 206.45   | Cummins Inc - 38 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 2,100.00 | Dri*Rainbird Dgtal Svc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 19.99    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 85.00    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 42.53    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 17.83    | Ferguson Ent #1342 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 112.71   | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 110.91   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 14.99    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 19.07    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 15.98    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 123.72   | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 76.47    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 5.18     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 16.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 9.99     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 17.94    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 60.94    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 32.97    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 5.98     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 21.56    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 507.93   | Kois Brothers Equipment B - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 18.00    | Lisacs Billingstire Sp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 142.00   | Lisacs Billingstire Sp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 31.94    | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 301.60   | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 7.20     | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 69.14    | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 86.90    | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 22.00    | Lp Anderson - Point S, Dt - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ (620.95) | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 91.90    | Midland Implement Co - PCard      |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 207.78   | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 637.22   | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 103.95   | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 299.92   | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 274.10   | Mountain Supply - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 17.98    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 65.30    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 41.98    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 52.90    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 6.60     | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 5.29     | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 66.54    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 40.75    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 39.56    | Northwest Pipe Fittings - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 22.78    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 11.22    | Ratco Trailer And Hitch - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 37.70    | Ratco Trailer And Hitch - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 526.55   | Ratco Trailer And Hitch - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 32.99    | Rdoce Bil 020112 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 214.77   | Rdoce Bil 020112 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 174.75   | Rdoce Bil 020112 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 28.92    | Rdoce Bil 020112 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 29.38    | S Bar S Building Center - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 68.98    | Shiptons Big R Heights - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 29.99    | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 43.98    | Shipton'S Big R-West - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 89.00    | Sign Pro Billings - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 132.90   | Snappyduds - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 177.94   | Snappyduds - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 256.14   | Snappyduds - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 340.90   | Snappyduds - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 1,299.00 | Sprockets Machine & Weld - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 32.97    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 13.74    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 117.98   | Vermeer Rocky Mountian In - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 66.59    | Womack Machine Supply Co - PCard  |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 19.00    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Dist 1 | \$ 14.99    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Park Pgrms  | \$ 159.00   | International Bronze Plaq - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 6.17     | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 226.83   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ (10.38)  | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 22.08    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 20.29    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 28.22    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 12.99    | Amazon Prime*Ip11T1Pq3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 199.98   | Big Lots Stores - #1923 - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 8.00     | Co Billings Park2 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 25.14    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 2,076.08 | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 31.98    | Fedex Offic16000016089 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 15.76    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 15.75    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 15.76    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ (3.99)   | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 14.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 3.99     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 3.98     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 12.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 4.47     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 27.99    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 135.00   | Sq *Skyline Service - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 30.00    | Sq *Skyline Service - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 105.00   | Sq *Skyline Service - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 199.00   | Ubiquiti Inc. - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Parking     | \$ 69.88    | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 300.00   | Dri*Rainbird Dgtal Svc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 272.21   | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 20.24    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 55.16    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 19.56    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint | \$ 155.21   | Yellowstone Valley Elect - PCard  |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Parks Maint   | \$ 40.13    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 65.90    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 1,439.93 | Dmi* Dell K-12/Govt - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 1,439.93 | Dmi* Dell K-12/Govt - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 1,987.14 | Midwest Gun Works Inc - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 252.59   | Msu Billings-Main Campu - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 50.00    | North American Police Wor - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 1,133.44 | Rayallen.Com Jdog.Com - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 73.38    | Valley Distributing Of - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | PD Program    | \$ 18.75    | Yellowstone Ice And Water - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ 14.49    | Amazon.Com*0M1Oq8Xc3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ (63.25)  | Amzn Mktp Us - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ 16.99    | Amzn Mktp Us*1X49Q8383 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ 108.95   | Amzn Mktp Us*Pp55X1Cn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ 63.25    | Amzn Mktp Us*Xe2S60A13 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Phone System  | \$ 95.58    | Idu*Insight Public Sec - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 14.99    | Adobe Acropro Subs - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 68.89    | Amazon.Com*Vy1Hs5Xn3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 8.49     | Amzn Mktp Us*Is8Pf2Ec3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 36.50    | Amzn Mktp Us*Q98Ji3U83 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 120.00   | Association Of Pedestrian - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 400.00   | Association Of Pedestrian - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 54.00    | Bike Walk Montana - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 90.00    | Bur Of Bus Econ Res Um - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 66.67    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 8.50     | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 330.00   | Inst Of Transp Eng - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 65.00    | Montana Association Of Pl - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 101.80   | Pizza Hut #1714 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 48.00    | The Rubber Stamp Shop, - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Planning      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 57.44    | 1Ink.Com - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 77.59    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 506.31   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 111.38   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 49.83    | 360 Office Solutions Inc - PCard  |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 169.55   | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 48.00    | Aaim - Services - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 38.00    | Accent Print Shop - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 237.50   | Air Controls-Billings - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 41.91    | Airgas Usa, Llc - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 22.97    | Albertsons #0630 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 19.99    | Albertsons #4025 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ (639.99) | Amazon.Com Amzn.Com/Bill - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 44.13    | Amazon.Com*1E4Ag9Kk3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 18.32    | Amazon.Com*215H37Cp3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 123.58   | Amazon.Com*3I0R18V23 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 114.95   | Amazon.Com*5V42M8Xl3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 89.76    | Amazon.Com*Co1Y447H3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 88.09    | Amazon.Com*Er8Um9573 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 29.94    | Amazon.Com*Ha9G30Md3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 54.62    | Amazon.Com*Hq3L841S3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 100.65   | Amazon.Com*Hw9Nq7Cx3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 357.70   | Amazon.Com*Zm5P40Hc3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 34.48    | Amzn Mktp Us*0W06B6W33 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 37.98    | Amzn Mktp Us*2E2Nj8Qn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 16.59    | Amzn Mktp Us*7501M06K3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 175.18   | Amzn Mktp Us*Bz6537Qi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 22.06    | Amzn Mktp Us*Bz6537Qi3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 110.97   | Amzn Mktp Us*G64Rj3D33 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 5.59     | Amzn Mktp Us*Jr8Bm4E33 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 37.95    | Amzn Mktp Us*Oa32W4I03 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 108.95   | Amzn Mktp Us*Pp55X1Cn3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 127.85   | Amzn Mktp Us*Qa8I909K3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 16.99    | Amzn Mktp Us*Rk1HI3K93 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 34.20    | Amzn Mktp Us*Uj7K05I23 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 239.96   | Amzn Mktp Us*Zh7S976A3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 40.58    | Amzn Mktp Us*Zn4Ie3D33 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 719.40   | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,971.90 | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,479.40 | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 63.80    | Batteries+Bulbs #0253 - PCard     |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 239.96   | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 758.00   | Big Sky Communications 1 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 20.28    | Big Sky Linen & Uniform - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 19.99    | Billingsgazettethriftync - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 399.00   | Build.Com - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 502.92   | Build.Com - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 54.67    | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,857.05 | Delta Vacations - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 749.50   | Desert Mtn Broadcasting - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 853.21   | Econo Print - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 828.25   | Empire Heating And Coolin - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 15.00    | Facebk *Htm3R9Ksf2 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 270.00   | Fdsoa - PCard                     |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 63.21    | Fedex 96809568 - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 62.63    | Firehouse Subs 1876 Qsr - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 550.00   | F-M Forklift Sales & Svcs - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,750.00 | Frontier Psychiatry - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 48.85    | Godfathers Pizza Mpt - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ (75.00)  | Greg - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 100.00   | Greg - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ (25.00)  | Greg - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 457.00   | Gunarama Wholesale Inc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 2,450.00 | Hansers Wrecker Company - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 250.00   | Hansers Wrecker Company - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Hansers Wrecker Company - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Hansers Wrecker Livingsto - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 31.67    | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 282.20   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 74.85    | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 254.90   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 52.18    | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 290.65   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 21.98    | Heights Ace Hdwe - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 639.99   | Homedepot.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 540.00   | Iaai - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 100.00   | Iaai - PCard                      |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 100.00   | laai - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 190.00   | lacc - PCard                      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 396.00   | In *Gwenlin Commercial Cl - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 76.14    | Iron Mountain - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 55.68    | Iron Mountain - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ (21.90)  | Jones & Bartlett Learning - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 45.95    | Jones & Bartlett Learning - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 19.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 11.98    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 130.40   | Logos Imaging Llc - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 32.95    | Mcdonald'S F24659 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 252.00   | Moore Lane Vh - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Mountainside Auto & Recov - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Mountainside Auto & Recov - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 9.69     | Napa Store 3547007 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 98.00    | National Registry Emt - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 25.00    | National Registry Emt - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 83.95    | Nfpa Natl Fire Protect - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 439.98   | Office Depot #1080 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 60.98    | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 54.87    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 18.99    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 41.99    | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 100.00   | Palace Hotel F/D - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 30.00    | Paypal *Automaticca - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 65.00    | Paypal *lape - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 195.00   | Paypal *lape - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Pow R Tow - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,750.00 | Public Agency Training - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 125.00   | Red Wrecker Recovery - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 250.00   | Scheels Billings - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 442.78   | Shield Arms Llc - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 6.99     | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 114.99   | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 47.99    | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 234.00   | Sp * Fujisports.Com - PCard       |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 246.47   | Spectrum - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 180.00   | Sq *The Grindhouse - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 34.24    | Tactical Medical - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 119.99   | Target 00001719 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 3.99     | Target 00001719 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 55.92    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 97.98    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 15.98    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 41.90    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 73.62    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 74.56    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 52.48    | The Ups Store 2594 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 35.90    | Tst* City Brew Coffee - C - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 626.40   | United 0162385852500 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 69.00    | Universal Awards - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 82.00    | Universal Awards - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 74.36    | Ups*Billing Center - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 9.30     | Ups*Billing Center - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 10.64    | Ups*Billing Center - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 8.76     | Ups*Billing Center - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 9.30     | Ups*Billing Center - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 322.00   | Usps Po 2907800103 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 16.50    | West End Lock And Secur - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 869.97   | Wf Wayfair3676313457 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 990.00   | Wicklender Zulawski Asso - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 590.00   | Wicklender Zulawski Asso - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 1,145.00 | Wilmington Fra - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 5.08     | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 17.28    | Wm Supercenter #2923 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 97.00    | Www.Volgistics.Com - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 34.72    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 99.84    | Zoom.Us 888-799-9666 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Public Safety | \$ 209.00   | Ztl*Zee Creative - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste   | \$ 77.51    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste   | \$ 790.68   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste   | \$ 185.75   | 360 Office Solutions Inc - PCard  |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 1,675.00 | A-1 Machine & Fabricati - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 8.97     | Albertsons #0047 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 17.61    | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 203.97   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 215.77   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 351.84   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 540.50   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 362.87   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 22.95    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 7.72     | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 50.02    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 47.79    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 204.43   | Cintas Corp - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 302.67   | Cintas Corp - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 9.60     | City Of Billings - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 716.00   | Cross Petroleum Service - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 75.40    | Dxp Enterprises - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 26.48    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 47.28    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 48.09    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 669.24   | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 600.00   | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 94.66    | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 12.99    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 8.99     | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 23.36    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 686.95   | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 21.00    | Industrial Sales And Se - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 50.00    | Industrial Sales And Se - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 39.97    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 99.96    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 69.98    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 9.99     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 42.47    | Lowes #00319* - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 14.99    | Mfcp Billings - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste | \$ 112.33   | Mfcp Billings - PCard             |

| Check Date | Check# | Name             | Fund Name      | Amount      | Item Desc                         |
|------------|--------|------------------|----------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 840.00   | Mt Dor Revenue Pmt - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 90.16    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 29.25    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 12.52    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 270.45   | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 69.41    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 135.85   | Ratco Trailer And Hitch - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 427.87   | Shipton'S Big R-West - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 24.99    | Shipton'S Big R-West - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 7.99     | Shipton'S Big R-West - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 268.00   | Solid Waste Associa - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 49.00    | Solid Waste Associa - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Solid Waste    | \$ 83.73    | Yellowstone County Treas - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ (344.52) | Amazon.Com Amzn.Com/Bill - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 101.30   | Amazon.Com*Gw1Mw01E3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 57.99    | Amazon.Com*Gw1Mw01E3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 32.87    | Amazon.Com*RI2C92993 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 58.23    | Amzn Mktp Us*0D3X38Yk3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 14.84    | Amzn Mktp Us*R09N89Ko3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 62.57    | Awg 3575 - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 53.00    | Batteries+Bulbs #0253 - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 84.98    | Best Buy 00005926 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 71.11    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 11.09    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 32.70    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 25.23    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 20.88    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 45.21    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 50.39    | Billings Hardware & Servi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 21.00    | Billings Hardware & Servi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 127.96   | Billings Hardware & Servi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 375.20   | Discountsafetygear.Com - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 108.75   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 33.98    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 57.60    | Fastenal Company 01Mtbll - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 64.68    | Fastenal Company 01Mtbll - PCard  |

| Check Date | Check# | Name             | Fund Name      | Amount      | Item Desc                         |
|------------|--------|------------------|----------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 58.30    | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 33.86    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 87.97    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 33.16    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 28.97    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 17.98    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 16.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 40.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 32.41    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 147.96   | Lowes #00319* - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 194.97   | Lowes #00319* - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 1,396.00 | Mccain - PCard                    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 17.98    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 70.43    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 38.61    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 142.42   | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 330.00   | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 442.21   | National Coatings 3188 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 1,069.85 | National Coatings 3188 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 519.58   | National Coatings 3188 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 25.10    | National Coatings 3188 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 56.30    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 14.99    | O'Reilly Auto Parts 1551 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 317.22   | Pacific Steel Branch #02 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 49.18    | Pacific Steel Branch #02 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 83.80    | Selby'S - PCard                   |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 29.99    | Shiptons Big R Heights - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 539.00   | World Of Asphalt Of Show - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Street/Traffic | \$ 150.08   | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 26.79    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 60.37    | Aaim - Services - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 29.99    | Adobe Creative Cloud - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 97.96    | Albertsons #0047 - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 327.50   | Alpine Plumbing Heating & - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 72.40    | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit        | \$ 105.24   | Alsco Inc. - PCard                |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 321.68   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 81.82    | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 22.52    | Amazon.Com*Df0Ey8Z33 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ (440.96) | Amzn Mktp Us - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 35.99    | Amzn Mktp Us*9S1Rn0A13 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 19.98    | Amzn Mktp Us*Ys1Sf7Io3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 13.14    | Cenex Zip Trip07082670 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 1,300.00 | Community Transportation - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 10.00    | Dollar Tree - PCard               |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 39.10    | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 140.00   | Fsp*Bcsp Board Of Cert Sa - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 33.52    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 43.02    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 78.07    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 410.00   | In *Cotter'S Sewer, Septi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 15.18    | Industrial Bolt & Supply - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 12.50    | Industrial Bolt & Supply - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 178.79   | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 27.50    | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 118.55   | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 83.60    | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 26.00    | Kimball Midwest Payeezy - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 12.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 3.91     | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 2.28     | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 1,918.50 | Lp Anderson - Point S, Dt - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 21.60    | Marketing Specialties - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 22.70    | Midland Implement Co - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 15.04    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 25.25    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 21.42    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 4.18     | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 4.58     | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 17.58    | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 5.29     | Napa Store 3547001 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit   | \$ 14.50    | Napa Store 3547001 - PCard        |

| Check Date | Check# | Name             | Fund Name  | Amount     | Item Desc                        |
|------------|--------|------------------|------------|------------|----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 18.50   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 10.74   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 48.87   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 126.83  | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 5.18    | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 17.29   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 119.80  | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 23.76   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 74.40   | Napa Store 3547001 - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ (39.99) | Nor*Northern Tool - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 207.00  | Polaris Laboratories, LI - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 439.46  | Safety Kleen Systems - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 104.00  | Sign Pro Billings - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 102.23  | Supplyhouse.Com - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 11.94   | The Home Depot #3101 - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 49.00   | The Home Depot #3101 - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 147.00  | The Home Depot 3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 83.88   | The Home Depot 3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 84.97   | The Home Depot 3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 73.90   | Yellowstone County Treas - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 108.44  | Yellowstone County Treas - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 658.50  | Zeecreativeinc - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Transit    | \$ 15.55   | Zoom.Us 888-799-9666 - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 73.96   | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 32.39   | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 63.31   | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 49.84   | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 124.43  | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 55.51   | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 163.48  | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 134.91  | 360 Office Solutions Inc - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 16.92   | 4Te*Fps/Mountain Alarm - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 27.07   | 4Te*Fps/Mountain Alarm - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 561.80  | A Plus Electric Motor - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 144.38  | Ace Electric - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 14.99   | Adobe Acropro Subs - PCard       |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 339.72   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 234.39   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 22.33    | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 234.81   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 421.30   | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 77.23    | Alsco Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 16.99    | Amzn Mktp Us*C46Oq1703 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1.00     | Apple.Com/Bill - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 425.00   | Arc_Membership_Payment - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 367.74   | Arvig - PCard                     |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 161.99   | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 10.20    | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 66.27    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 59.36    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 172.04   | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 23.47    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 8.50     | Carquest 3103 - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 14.01    | Carquest 3103 - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 945.93   | Cdw Govt #Q181075 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,899.71 | Crescent Electric 054 - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 24.69    | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 543.10   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 100.80   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 4.80     | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 163.95   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 42.24    | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,146.20 | Endress+Hauser Inc - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 0.02     | Endress+Hauser Inc - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 960.04   | Endress+Hauser Inc - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,146.22 | Endress+Hauser Inc - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,862.22 | Ferguson Ent #1342 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 66.12    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 316.93   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 548.77   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 69.02    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 273.28   | Grainger - PCard                  |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,536.94 | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 64.59    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 267.30   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 451.58   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 150.71   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 34.51    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 108.80   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 9.70     | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 20.55    | Graybar Electric - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 234.88   | Graybar Electric - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 111.33   | Graybar Electric - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 39.30    | Graybar Electric - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 826.68   | Graybar Electric - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 284.21   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 284.67   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 48.00    | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 203.88   | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 16.00    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 39.30    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 65.00    | Isa - PCard                       |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 40.00    | Jarrett S Stereos - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 25.64    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 2.49     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 7.91     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 22.00    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 47.49    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 17.07    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 7.11     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 2.15     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 17.49    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 31.19    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 329.98   | Lowe's #00319* - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 379.50   | Macon Supply Inc - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 152.55   | Midland Scientific Inc - - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 243.58   | Midland Scientific Inc - - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 579.72   | Midland Scientific Inc - - PCard  |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 265.52   | Midland Scientific Inc - - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 20.65    | Midland Scientific Inc - - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 28.90    | Mooyah - 145 - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 329.60   | Mt Rural Water Sys - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 114.98   | Murdoch'S Ranch&Home #99 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 160.96   | Murdoch'S Ranch&Home #99 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 11.47    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 28.73    | Northwest Industrial Supp - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 78.99    | Office Depot #2135 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 744.32   | Open Automation Software - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 212.77   | Platt Electric 148 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 376.95   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 506.88   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,027.54 | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 10.60    | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 82.50    | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 738.49   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 174.96   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 376.27   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 319.78   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 533.64   | Platt Electric 800 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 322.45   | Pp*Genuinemark - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 60.00    | Pzg**Mt Dli Ebiz - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 60.00    | Pzg**Mt Dli Ebiz - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 611.59   | Rsd - Billings#57 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 225.00   | Shepherd Stainless Incomp - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 129.96   | Shiptons Big R Heights - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 104.96   | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 107.96   | Shipton'S Big R-East - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 321.35   | Sq *Sealital, Inc. - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 15.00    | Target 00013334 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 48.98    | The Home Depot #3101 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,000.00 | Usc Viterbi Fccc Online - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 23.45    | Walmart.Com Aa - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 40.00    | West End Lock And Secur - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 9.60     | West End Lock And Secur - PCard   |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 9.99     | Wm Supercenter #1956 - PCard      |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 268.17   | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,197.74 | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 189.56   | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 218.57   | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 19.00    | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Wastewater | \$ 1,534.16 | Yellowstone Valley Elect - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 42.38    | 1000Bulbs.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 117.32   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 269.81   | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 44.97    | 360 Office Solutions Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 40.58    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 50.73    | 4Te*Fps/Mountain Alarm - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 433.12   | Ace Electric - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 89.15    | Agilent Technologies, - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 231.71   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 66.98    | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 234.39   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 293.61   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 509.58   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 234.80   | AlSCO Inc. - PCard                |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ (599.99) | Amazon.Com Amzn.Com/Bill - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 1,780.56 | Amazon.Com*Fd19I5Fv3 Amzn - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 235.80   | Amzn Mktp Us*7P2Sy22U3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 239.97   | Amzn Mktp Us*9852C4Sh3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 138.00   | Amzn Mktp Us*Gy8Ua0Te3 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 0.99     | Apple.Com/Bill - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 425.00   | Arc_Membership_Payment - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 551.60   | Arvig - PCard                     |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 161.99   | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 10.20    | B&H Photo 800-606-6969 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 147.91   | Bayou Field & Outdoors - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 80.61    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 37.99    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 34.81    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water      | \$ 18.75    | Billings - Tacoma Screw P - PCard |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 5.95     | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 172.04   | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 21.39    | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 190.83   | Billings - Tacoma Screw P - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 8.49     | Carquest 3103 - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 14.01    | Carquest 3103 - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 945.93   | Cdw Govt #Q181075 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 425.65   | Cityservicevalcon Llc - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 14.34    | Conoco - Conomart Vii - PCard     |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 239.99   | Costco Whse #0069 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 76.64    | Cpi*Coleparmerinstrumt - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 27.99    | Cross Petroleum Service - PCard   |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 63.36    | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 7.20     | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 151.20   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 543.11   | Edge Construction Supp - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 375.04   | Environmental Resource - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 12.39    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 32.98    | Evergreen Ace Hardware - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 2,923.19 | Exor America - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 115.95   | Fedex 96978510 - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 9.00     | Fei, Inc - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 42.32    | Fickler Oil Co - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 84.00    | Fiddlers Green - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 62.32    | Fisher'S Technology - PCard       |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 409.24   | Galco Industrial Electro - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 267.30   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 9.70     | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 47.01    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 353.24   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 14.96    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 9.98     | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 20.96    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 69.02    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 275.76   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 2,287.20 | Grainger - PCard                  |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 22.64    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 512.18   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 19.08    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 16.80    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 66.12    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 316.93   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 168.88   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 451.58   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 34.51    | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 180.56   | Grainger - PCard                  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 350.00   | Grid Connect - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 435.07   | Hach Company - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 398.57   | Hach Company - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 121.12   | Hach Company - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 854.00   | Hanson Chemical - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 23.99    | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 104.99   | Harbor Freight Tools 207 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 34.95    | Heights Ace Hdwe - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 119.80   | Homedepot.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 131.92   | Homedepot.Com - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 736.76   | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 24.48    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 58.94    | Hose & Rubber Supply - Bi - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 1,728.34 | Idexx Distribution Inc - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 65.00    | Isa - PCard                       |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 60.00    | Jarrett S Stereos - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 100.00   | Jarrett S Stereos - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 70.46    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 76.92    | Kb Commercial Products - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 47.49    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 11.69    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 30.56    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 17.50    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 111.92   | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 11.86    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 9.99     | Kings Ace Hdwe - PCard            |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 8.26     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 3.22     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 32.99    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 46.78    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 16.18    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 10.66    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 2.50     | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 75.48    | Kings Ace Hdwe - PCard            |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 157.99   | Lightbulbscom - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 61.34    | Lowes #00319* - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 379.50   | Macon Supply Inc - PCard          |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 51.88    | Mcmaster-Carr - PCard             |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 151.40   | Midland Scientific Inc - - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 43.36    | Mooyah - 145 - PCard              |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 294.48   | Motion Industries Mt01 - PCard    |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 35.60    | Mountain Supply - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 77.20    | Mountain Supply - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 17.21    | Norco Inc - PCard                 |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 82.27    | Northern Az Wind And Sun - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 28.72    | Northwest Industrial Supp - PCard |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 153.07   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 204.41   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 186.76   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 118.54   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 96.04    | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 179.69   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 192.08   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 175.80   | Northwest Scientific Inc - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 343.79   | Office Depot #1080 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 103.74   | Office Depot #1080 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ (360.49) | Office Depot #450 - PCard         |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 744.31   | Open Automation Software - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 39.00    | Pacific Steel Branch #02 - PCard  |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 72.95    | Pizza Hut #1714 - PCard           |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ 212.76   | Platt Electric 148 - PCard        |
| 02/07/2022 | 128    | U.S. Bank PCards | Water     | \$ (435.63) | Platt Electric 148 - PCard        |

| Check Date | Check# | Name                    | Fund Name        | Amount       | Item Desc                                                |
|------------|--------|-------------------------|------------------|--------------|----------------------------------------------------------|
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 376.27    | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 506.88    | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 49.98     | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 533.63    | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 738.50    | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 10.60     | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 258.25    | Platt Electric 800 - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 90.00     | Pzg**Mt Dli Ebiz - PCard                                 |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 90.00     | Pzg**Mt Dli Ebiz - PCard                                 |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 150.00    | Pzg**Mt Dli Ebiz - PCard                                 |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 209.59    | Sherwin Williams 703203 - PCard                          |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 24.57     | Sherwin Williams 799848 - PCard                          |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 44.00     | Sherwin Williams 799848 - PCard                          |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 2,002.00  | Sq *Montana Seals And Pac - PCard                        |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 102.10    | Sq *Sealital, Inc. - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 73.21     | Sq *Sealital, Inc. - PCard                               |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 14.99     | Target 00013334 - PCard                                  |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 58.95     | Walmart.Com Aa - PCard                                   |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 9.60      | West End Lock And Secur - PCard                          |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 60.00     | West End Lock And Secur - PCard                          |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 29.99     | Wm Supercenter #1956 - PCard                             |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 279.96    | Www.Superbrightleds.Co - PCard                           |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 26.07     | Yellowstone Valley Elect - PCard                         |
| 02/07/2022 | 128    | U.S. Bank PCards        | Water            | \$ 15.55     | Zoom.Us 888-799-9666 - PCard                             |
| 02/07/2022 | 849765 | Unemploy Ins Contrib    | Payroll Clearing | \$ 51,558.85 | Unemployment Insurance for October - December 2021       |
| 02/07/2022 | 849766 | United Rotary Brush     | Airport          | \$ 12,705.60 | 4 Broom Cores Sets for Runway Sweepers                   |
| 02/07/2022 | 849767 | USA Bluebook            | Water            | \$ 908.48    | 8-24' EXTENDABLE GRAB CLAW P/N: 350170                   |
| 02/07/2022 | 849767 | USA Bluebook            | Water            | \$ 1,430.40  | COLLISION REPAIR KITS - KENNEDY K81A GUARDIAN 5" HYDRANT |
| 02/07/2022 | 849767 | USA Bluebook            | Water            | \$ 1,258.95  | SUPER HIGH HEAT DRAIN OPENER -- 5GAL PAILS               |
| 02/07/2022 | 849772 | Yellowstone Co GIS      | IT Resources     | \$ 8,750.00  | Yellowstone County GIS/MOU Agreement quarterly payment   |
| 02/07/2022 | 849773 | Yellowstone Valley Elec | Water            | \$ 2,687.28  | 2085 Santiago Blvd                                       |

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Payment of Claims for week of February 14, 2022  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends Council approve the Payment of Claims

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

Claims in the amount of \$1,404,223.06 have been reviewed and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

**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 or designee. 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 or designee. 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**

- No other alternatives 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.

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**Attachments**

Councilmemo wk of 02142022

| Check Date | Check# | Name                 | Fund Name      | Amount      | Item Desc                           |
|------------|--------|----------------------|----------------|-------------|-------------------------------------|
| 02/14/2022 | ACH    | A & I Distributors   | Fleet          | \$ 1,098.90 | 3737578 PO NUM 313677               |
| 02/14/2022 | ACH    | A & I Distributors   | Fleet          | \$ 1,756.33 | 3739248 PO NUM 313677               |
| 02/14/2022 | ACH    | A & I Distributors   | Solid Waste    | \$ 1,650.00 | (2) 330gal DEF Totes. Collections.  |
| 02/14/2022 | ACH    | A & I Distributors   | Fleet          | \$ 93.92    | 3745423 PO NUM 313677               |
| 02/14/2022 | ACH    | A & I Distributors   | Public Safety  | \$ 52.53    | 3743423                             |
| 02/14/2022 | ACH    | A & I Distributors   | Fleet          | \$ 2,900.00 | 3745267 PO NUM 313677               |
| 02/14/2022 | ACH    | A & I Distributors   | Fleet          | \$ 4,259.76 | 3743423 PO NUM 313677               |
| 02/14/2022 | ACH    | A & I Distributors   | Street/Traffic | \$ 52.53    | 3743423                             |
| 02/14/2022 | ACH    | A & I Distributors   | Solid Waste    | \$ 53.25    | 3743423                             |
| 02/14/2022 | ACH    | A & I Distributors   | Water          | \$ 330.00   | NONSTOCKING ITEMS-P.U.D.            |
| 02/14/2022 | ACH    | A & I Distributors   | Wastewater     | \$ 55.00    | NONSTOCKING ITEMS-P.U.D.            |
| 02/14/2022 | ACH    | A & I Distributors   | Wastewater     | \$ 165.00   | NONSTOCKING ITEMS-P.U.D.            |
| 02/14/2022 | ACH    | A & I Distributors   | Airport        | \$ 757.32   | Invoice #3735865. DEF and ATF       |
| 02/14/2022 | 849783 | Archie Cochrane      | Water          | \$ 78.00    | 5403542                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Fleet          | \$ 284.13   | 5402918 PO NUM 313874               |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 41.38    | 5403518                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 17.82    | 5403634                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 239.25   | 799361                              |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 32.60    | 5402545                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Water          | \$ 95.79    | 5402891                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 86.82    | 5402428                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 151.46   | 5403636                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 65.00    | 5403713                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 22.09    | 5403807                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 151.43   | 5402406                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 184.51   | 5402459                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Water          | \$ 26.10    | 5402801                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 283.84   | 5403050                             |
| 02/14/2022 | 849783 | Archie Cochrane      | Fleet          | \$ 385.20   | 5403669 PO NUM 313874               |
| 02/14/2022 | 849783 | Archie Cochrane      | Public Safety  | \$ 426.84   | 5403010                             |
| 02/14/2022 | 849786 | Assoc Employer of MT | Water          | \$ 732.00   | Facilitation of Management training |
| 02/14/2022 | 849786 | Assoc Employer of MT | Solid Waste    | \$ 488.00   | Facilitation of Management training |
| 02/14/2022 | 849786 | Assoc Employer of MT | Street/Traffic | \$ 488.00   | Facilitation of Management training |
| 02/14/2022 | 849786 | Assoc Employer of MT | Water          | \$ 292.80   | Facilitation of Management training |
| 02/14/2022 | 849786 | Assoc Employer of MT | Wastewater     | \$ 195.20   | Facilitation of Management training |
| 02/14/2022 | 849786 | Assoc Employer of MT | P.W. Admin     | \$ 488.00   | Facilitation of Management training |

| Check Date | Check# | Name                            | Fund Name        | Amount       | Item Desc                                                      |
|------------|--------|---------------------------------|------------------|--------------|----------------------------------------------------------------|
| 02/14/2022 | 849786 | Assoc Employer of MT            | Wastewater       | \$ 732.00    | Facilitation of Management training                            |
| 02/14/2022 | 849791 | Billings Depot                  | Engineering      | \$ 17,865.81 | Depot Rent March and CAM                                       |
| 02/14/2022 | 849804 | Civicplus                       | IT Resources     | \$ 86.83     | SSL Certificate Quarterly Fee Renewa                           |
| 02/14/2022 | 849804 | Civicplus                       | Airport          | \$ 317.46    | Quarterly Civic Send Airport                                   |
| 02/14/2022 | 849804 | Civicplus                       | IT Resources     | \$ 317.46    | Quarterly CivicSend IT                                         |
| 02/14/2022 | 849804 | Civicplus                       | IT Resources     | \$ 6,766.88  | Quarterly Hosting & Support Fees                               |
| 02/14/2022 | 849805 | Clean Earth Enviro              | Solid Waste      | \$ 5,850.00  | Tanker Transportation. Manifest 666114-21 Bulk Oil.            |
| 02/14/2022 | 849814 | Dana Safety Supply              | Public Safety    | \$ 1,433.86  | 769566                                                         |
| 02/14/2022 | 849814 | Dana Safety Supply              | Public Safety    | \$ 1,169.00  | 769567                                                         |
| 02/14/2022 | 849816 | Dell Computer L P               | Wastewater       | \$ 17,758.52 | WRF FY2022 TRP                                                 |
| 02/14/2022 | 849816 | Dell Computer L P               | General          | \$ 3,658.10  | Dell Latitude 5520, Dock, 2-24" monitors, sound bar & keyboard |
| 02/14/2022 | 849817 | Desert MT Corp                  | Street/Traffic   | \$ 4,816.23  | ice slicer                                                     |
| 02/14/2022 | 849817 | Desert MT Corp                  | Street/Traffic   | \$ 4,621.63  | ice slicer                                                     |
| 02/14/2022 | 849821 | DOWL                            | Planning         | \$ 10,040.33 | BILLINGS CTSP UPDATE-LMO4102021                                |
| 02/14/2022 | 849821 | DOWL                            | Planning         | \$ 8,117.50  | Billings ByPass Corridor Study Inv 4051.21884.01-13            |
| 02/14/2022 | 849822 | Downtown Blgs BID               | Downtown BID     | \$ 4,480.80  | BID Assessment; Paid January Distributed February 2022         |
| 02/14/2022 | 849825 | Eagle Print & Business Form     | Solid Waste      | \$ 1,577.10  | Orange problem card. Collections.                              |
| 02/14/2022 | 849825 | Eagle Print & Business Form     | Solid Waste      | \$ 2,570.00  | Extra tag. Collections.                                        |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 1,175.00  | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 61,348.42 | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 1,609.50  | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | Payroll Clearing | \$ 11,249.83 | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 4,939.20  | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 1,274.00  | March 2022                                                     |
| 02/14/2022 | 849826 | EBMS                            | City Ins Fund    | \$ 29,592.30 | March 2022                                                     |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 20.92     | 2201065                                                        |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 35.98     | 2110382                                                        |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 6,669.73  | 2110105                                                        |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 376.98    | 2110105                                                        |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 1,150.03  | 2201065                                                        |
| 02/14/2022 | 849828 | Ecoverse Industries             | Solid Waste      | \$ 746.92    | 2110382                                                        |
| 02/14/2022 | 849830 | Escosupply                      | Solid Waste      | \$ 3,428.70  | 1255976                                                        |
| 02/14/2022 | 849832 | Financial Consult Solution      | Storm Sewer      | \$ 7,000.88  | WO 20-37 Stormwater Utility Development                        |
| 02/14/2022 | 849833 | Firefighter Inspire, Ready & Ed | Public Safety    | \$ 199.00    | Online 'Mastering Fireground Command-Calm the Chaos'           |
| 02/14/2022 | 849833 | Firefighter Inspire, Ready & Ed | Public Safety    | \$ -         | Online 'Mastering Fireground Command-Calm the Chaos'           |
| 02/14/2022 | 849833 | Firefighter Inspire, Ready & Ed | Public Safety    | \$ 398.00    | Online 'Mastering Fireground Command-Calm the Chaos'           |

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|------------|--------|---------------------------------|-----------------|--------------|---------------------------------------------------------------------|
| 02/14/2022 | 849833 | Firefighter Inspire, Ready & Ed | Public Safety   | \$ 597.00    | Online 'Mastering Fireground Command-Calm the Chaos'                |
| 02/14/2022 | 849833 | Firefighter Inspire, Ready & Ed | Public Safety   | \$ 2,388.00  | Online 'Mastering Fireground Command-Calm the Chaos'                |
| 02/14/2022 | 849836 | Gage Park Restrooms             | Rose Pool Const | \$ 77,909.77 | Centennial park restroom structure project includes 1% business tax |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 3.30      | NONSTOCKING ITEMS-P.U.D.                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 15.91     | NONSTOCKING ITEMS-P.U.D.                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 19.82     | P1-11767.01                                                         |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 89.91     | WTP FILTERS                                                         |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 3.14      | NONSTOCKING ITEMS-P.U.D.                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 24.14     | NONSTOCKING ITEMS-P.U.D.                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 278.33    | Outer Air Elements: RS3700 - 3; RS3508 - 2; RS3512 - 1              |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 3.30      | FILTER UNIT 7201                                                    |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 24.73     | P1-11732.01 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 135.52    | P1-11130.01 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 160.56    | P1-11647.01 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 33.88     | P1-11130.02 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 260.71    | Outer Air Elements                                                  |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 78.30     | P1-11797.01 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 340.50    | Outer Air Element                                                   |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 220.32    | P1-11567.01 PO NUM 313680                                           |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 196.04    | 11910.014 PO NUM 313680                                             |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 208.20    | 11988.01 PO NUM 313680                                              |
| 02/14/2022 | 849837 | Galles Filter Service           | Wastewater      | \$ 54.77     | 11646.01                                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 39.64     | 11767.02                                                            |
| 02/14/2022 | 849837 | Galles Filter Service           | Solid Waste     | \$ 514.70    | Outer Air Element                                                   |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 245.09    | 12105.01 PO NUM 313680                                              |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 24.41     | 00588                                                               |
| 02/14/2022 | 849837 | Galles Filter Service           | Fleet           | \$ 98.94     | 12186.01 PO NUM 313680                                              |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 28.68     | WINDSHIELD WASHER SOLVENT - PREMIXED WINTER MIX/GALL                |
| 02/14/2022 | 849837 | Galles Filter Service           | Water           | \$ 3.04      | NONSTOCKING ITEMS-P.U.D.                                            |
| 02/14/2022 | 849840 | Goche                           | PD Program      | \$ 5,000.00  | Phase 1 & Phase 2 Rocky Mountain HIDTA SAPST Training.              |
| 02/14/2022 | 849843 | Guardian Security Inc           | Library         | \$ 9,720.00  | 848 January 2022 security                                           |
| 02/14/2022 | 849846 | HDR, Inc.                       | Street/Traffic  | \$ 4,254.63  | WO 20-33 Public Works GIS Services                                  |
| 02/14/2022 | 849846 | HDR, Inc.                       | P.W. Admin      | \$ 3,727.86  | WO 20-33 Public Works GIS Services                                  |
| 02/14/2022 | 849846 | HDR, Inc.                       | Solid Waste     | \$ 1,782.89  | WO 20-33 Public Works GIS Services                                  |
| 02/14/2022 | 849846 | HDR, Inc.                       | Engineering     | \$ 2,107.06  | WO 20-33 Public Works GIS Services                                  |
| 02/14/2022 | 849846 | HDR, Inc.                       | Storm Sewer     | \$ 4,740.86  | WO 20-33 Public Works GIS Services                                  |

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| 02/14/2022 | 849846 | HDR, Inc.              | Wastewater       | \$ 5,551.28  | WO 20-33 Public Works GIS Services           |
| 02/14/2022 | 849846 | HDR, Inc.              | Water            | \$ 17,950.49 | WO 20-33 Public Works GIS Services           |
| 02/14/2022 | 849846 | HDR, Inc.              | Light Maint      | \$ 405.20    | WO 20-33 Public Works GIS Services           |
| 02/14/2022 | 849846 | HDR, Inc.              | Solid Waste      | \$ 5,544.42  | WO 20-07 Solid Waste CNG Station Expansion   |
| 02/14/2022 | 849846 | HDR, Inc.              | Water            | \$ 54,795.10 | WO 22-11 Staples Reservoir Evaluation/Design |
| 02/14/2022 | 849853 | Iaff                   | Payroll Clearing | \$ 4,797.36  | Payroll Summary                              |
| 02/14/2022 | 849855 | InfoSend Inc           | P.W. Admin       | \$ 2,896.12  | Monthly billing Services                     |
| 02/14/2022 | 849855 | InfoSend Inc           | P.W. Admin       | \$ 12,944.70 | Monthly billing Services                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 80.79     | 57438696                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 15.92     | 57438703                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 234.61    | 57502606                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 17.70     | 57502609                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 49.55     | 57502610                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 28.80     | 57531994                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 92.97     | 57531995                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 9.19      | 57531991                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 6.59      | 57531995                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 170.59    | 57438706                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 10.19     | 57502607                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 26.80     | 57406453                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 19.30     | 57406453                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 101.59    | 57531992                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 83.31     | 57531995                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 35.96     | 57531996                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 9.57      | 57438700                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 12.97     | 57438700                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 104.93    | 57438702                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 19.76     | 57531995                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 22.46     | 57531993                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 450.94    | 57438706                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 21.99     | 57502607                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 30.30     | 57531990                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 14.99     | 57438694                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 43.94     | 57438698                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 5.99      | 57438696                                     |
| 02/14/2022 | 849856 | Ingram Library Service | Library          | \$ 15.34     | 57438706                                     |

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| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 312.62    | 57438706                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 15.63     | 57531989                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 10.20     | 57438698                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 33.87     | 57502607                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 33.62     | 57502608                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 44.97     | 57502605                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 10.19     | 57502609                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 17.09     | 57502609                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 14.75     | 57438697                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 11.79     | 57438701                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 154.90    | 57531991                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 32.09     | 57438695                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 31.84     | 57438704                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 23.78     | 57438706                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 10.61     | 57502608                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 20.38     | 57502609                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 12.83     | 57406453                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 161.21    | 57531995                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 36.79     | 57406454                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 17.10     | 57438699                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 11.18     | 57438705                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 50.58     | 57531995                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 45.45     | 57438706                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 27.12     | 57502610                                             |
| 02/14/2022 | 849856 | Ingram Library Service | Library     | \$ 24.74     | 57531995                                             |
| 02/14/2022 | 849861 | Interstate Power       | Wastewater  | \$ 4,218.36  | Fuel line repair                                     |
| 02/14/2022 | 849863 | Johnstone Supply       | Airport     | \$ 5,355.00  | Invoice #1341784. Cooler Door for Terminal Expansion |
| 02/14/2022 | 849863 | Johnstone Supply       | Solid Waste | \$ 170.00    | Recycling tanks for Freon. Landfill.                 |
| 02/14/2022 | 849865 | JTLS Mechanical        | Facilities  | \$ 1,493.45  | Stillwater mechanical repairs                        |
| 02/14/2022 | 849865 | JTLS Mechanical        | Facilities  | \$ 191.80    | Stillwater mechanical R&M                            |
| 02/14/2022 | 849865 | JTLS Mechanical        | Facilities  | \$ 1,640.44  | Stillwater mechanical repairs                        |
| 02/14/2022 | 849865 | JTLS Mechanical        | Facilities  | \$ 3,450.97  | Stillwater monthly mechanical service                |
| 02/14/2022 | 849869 | Knine All Systems      | Facilities  | \$ 7,368.65  | retainage release                                    |
| 02/14/2022 | 849869 | Knine All Systems      | Facilities  | \$ 15,296.89 | Access Control Upgrade                               |
| 02/14/2022 | 849869 | Knine All Systems      | Facilities  | \$ 2,031.00  | BOC access control parts replacement                 |
| 02/14/2022 | 849869 | Knine All Systems      | Facilities  | \$ 3,003.00  | Verkada keyfobs x500                                 |

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| 02/14/2022 | 849869 | Knine All Systems           | Public Safety    | \$ 3,920.60 | PD2 EVIDENCE STORAGE DOOR EXPANSION                                 |
| 02/14/2022 | 849873 | L P Anderson Tire           | Transit          | \$ 109.50   | 1969144. Tire Valve Repairs Unit 1832. W/O 205716                   |
| 02/14/2022 | 849873 | L P Anderson Tire           | Public Safety    | \$ 160.00   | 1966920                                                             |
| 02/14/2022 | 849873 | L P Anderson Tire           | Public Safety    | \$ 78.00    | 1968138                                                             |
| 02/14/2022 | 849873 | L P Anderson Tire           | Street/Traffic   | \$ 1,056.18 | 1968132                                                             |
| 02/14/2022 | 849873 | L P Anderson Tire           | Street/Traffic   | \$ 210.00   | 1967850                                                             |
| 02/14/2022 | 849873 | L P Anderson Tire           | Public Safety    | \$ 1,140.00 | 1968129                                                             |
| 02/14/2022 | 849873 | L P Anderson Tire           | General          | \$ 723.60   | 1967934                                                             |
| 02/14/2022 | 849876 | Mail Tech Service           | General          | \$ 1,275.63 | January 2022                                                        |
| 02/14/2022 | 849876 | Mail Tech Service           | Central Services | \$ 5,404.85 | January 2022                                                        |
| 02/14/2022 | 849876 | Mail Tech Service           | Parking          | \$ 99.18    | January 2022                                                        |
| 02/14/2022 | 849884 | Montana CSED                | Payroll Clearing | \$ 3,160.48 | Payroll Summary                                                     |
| 02/14/2022 | 849888 | MT Dept Transport           | Water            | \$ 6,516.94 | Valve box and manhole                                               |
| 02/14/2022 | 849888 | MT Dept Transport           | Wastewater       | \$ 807.52   | Valve box and manhole                                               |
| 02/14/2022 | 849889 | MFPE                        | Payroll Clearing | \$ 2,783.75 | Payroll Summary                                                     |
| 02/14/2022 | 849890 | MT Legislative Service      | General          | \$ 350.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | General          | \$ 1,400.00 | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | General          | \$ 350.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | General          | \$ 700.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | General          | \$ 350.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | Airport          | \$ 350.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849890 | MT Legislative Service      | Library          | \$ 350.00   | 2021 Montana Code Annotated - Full Sets                             |
| 02/14/2022 | 849895 | MT Sheriff & Peace Officers | Public Safety    | \$ 836.00   | MSPOA 414, Nelson SWAT Basic                                        |
| 02/14/2022 | 849895 | MT Sheriff & Peace Officers | Public Safety    | \$ 1,000.00 | MSPOA 413, 2022 TAC Commanders                                      |
| 02/14/2022 | 849895 | MT Sheriff & Peace Officers | Public Safety    | \$ 1,125.00 | MSPOA 294 TAC Commanders 2021                                       |
| 02/14/2022 | 849896 | MT State Firemen            | Payroll Clearing | \$ 4,471.00 | Payroll Summary                                                     |
| 02/14/2022 | 849900 | MPPA                        | Payroll Clearing | \$ 3,908.80 | Payroll Summary                                                     |
| 02/14/2022 | 849902 | Municipal Code Corp         | General          | \$ 1,274.40 | Supplement 59, Update 2 to the Code of Ordinances                   |
| 02/14/2022 | 849902 | Municipal Code Corp         | General          | \$ 3,853.12 | Electronic Update Pages, Electronic Images, Graphs & Tabular Matter |
| 02/14/2022 | 849910 | NorMont Equipmen            | Street/Traffic   | \$ 3,308.00 | sweeper gutter wire                                                 |
| 02/14/2022 | 849913 | NorthWestern Energy         | Water            | \$ 2,253.90 | 5809 Canyon Woods Dr                                                |
| 02/14/2022 | 849913 | NorthWestern Energy         | Parks Maint      | \$ 8.21     | 0723836-3                                                           |
| 02/14/2022 | 849913 | NorthWestern Energy         | Parks Maint      | \$ 9.17     | 1513802-7                                                           |
| 02/14/2022 | 849913 | NorthWestern Energy         | Park Dist 1      | \$ 67.14    | 0722901-6                                                           |
| 02/14/2022 | 849913 | NorthWestern Energy         | Parks Maint      | \$ 7.85     | 0723388-5                                                           |
| 02/14/2022 | 849913 | NorthWestern Energy         | Street/Traffic   | \$ 7.00     | 2047019-1                                                           |

| Check Date | Check# | Name                | Fund Name      | Amount    | Item Desc |
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| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 17.92  | 0723064-2 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723395-0 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723396-8 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 5.75   | 0723879-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 7.35   | 2047017-5 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.85   | 0723393-5 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723398-4 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 1.51   | 2041362-1 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 2.70   | 0723391-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723835-5 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 49.06  | 0999807-1 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 7.85   | 1513804-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 8.21   | 0722862-0 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ -      | 0723039-4 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 7.85   | 0723386-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 35.07  | 1513800-1 |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 6.97   | 2047010-0 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 914.88 | 3771457-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 446.38 | 0722995-8 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 8.30   | 0722274-8 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 17.92  | 0723065-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723384-4 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 17.92  | 0723887-6 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0722253-2 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 155.43 | 0723884-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ -      | 1513796-1 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0723025-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0722281-3 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.00   | 0723046-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.94   | 0723885-0 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 8.21   | 0722258-1 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0722280-5 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0722283-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 28.13  | 0722278-9 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.36   | 0722976-8 |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 12.32  | 0722259-9 |

| Check Date | Check# | Name                | Fund Name      | Amount    | Item Desc                                      |
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| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 7.85   | 0723385-1                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 4.03   | 0723391-9                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.94   | 0723392-7                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723397-6                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.25   | 0723840-5                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.60   | 0723883-5                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 7.73   | 2047007-6                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 7.35   | 2047013-4                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 12.03  | 0722808-3                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 5.52   | 0722272-2                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 266.52 | 0722273-0                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 10.46  | 0723049-3                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 8.29   | 0722272-2                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 80.57  | 0722275-5                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 74.75  | 0723005-5                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.11   | 0723394-3                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.11   | 0722284-7                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 12.03  | 0722279-7                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Water          | \$ 392.50 | 805 Constitution Ave                           |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 33.74  | 2114868-9. Runway Weather System. January 2022 |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 38.55  | 0712797-0. Gate 9. January 2022                |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 8.46   | 0712813-5. Burn Pit. January 2022              |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 34.74  | 0719761-9. Gate 15. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 43.21  | 0712795-4. Gate 17. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 15.22  | 0712535-4. Employee Parking. January 2022      |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 41.69  | 0719759-3. Gate 12. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 6.00   | 0712805-1. IP-10. January 2022                 |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 30.70  | 0712791-3. Gate 16. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 12.03  | 0712534-7. Gate 16 Light. January 2022         |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 30.05  | 0720296-3. Gate 29. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 77.13  | 0719760-1. Gate 14. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Airport        | \$ 38.65  | 0719762-7. Gate 13. January 2022               |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.45   | 3707236-0                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 7.09   | 1514388-6                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.00   | 1588262-4                                      |
| 02/14/2022 | 849913 | NorthWestern Energy | Water          | \$ 6.47   | 1867265-9                                      |

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|------------|--------|---------------------|----------------|-------------|---------------------------------------------------------------|
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 0.80     | 3590004-2                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ -        | 3707234-5                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ -        | 3707235-2                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Facilities     | \$ 6.00     | 3866815-8                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Library        | \$ 7,737.00 | 3039007-4 Library electricity January 2022                    |
| 02/14/2022 | 849913 | NorthWestern Energy | Transit        | \$ 2,205.14 | 0100473-8. Monad Road. February 2022                          |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ -        | 1156527-2                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Wastewater     | \$ 16.74    | 1704025-4                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 108.21   | 1738989-1                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 27.63    | 0722277-1                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Wastewater     | \$ 111.19   | 0723383-6                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 7.85     | 0723387-7                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 34.32    | 1941243-6                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 21.34    | 0813489-2                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.73     | 1564209-3                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 0.94     | 1797828-9                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 7.73     | 1902257-3                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Water          | \$ 6.00     | 1160807-2                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 0.93     | 1692666-9                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 5.10     | 2055817-7                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 18.33    | 3660075-7                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | General        | \$ 141.85   | 0712538-8                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Public Safety  | \$ 338.48   | 0720817-6                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.81     | 0971824-8                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 11.61    | 0978917-3                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Solid Waste    | \$ 77.56    | Opening bill for new container storage building. Collections. |
| 02/14/2022 | 849913 | NorthWestern Energy | Water          | \$ 9.62     | 0722249-0                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Public Safety  | \$ 1,063.80 | 1183483-5                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Wastewater     | \$ 88.30    | 1704030-4                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.00     | 3178260-0                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 6.47     | 0855404-0                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 9.89     | 3241436-9                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 6.00     | 3477233-5                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Facilities     | \$ 9,076.24 | 3927205-9                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 6.36     | 0881455-0                                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 76.72    | 3648861-7                                                     |

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| 02/14/2022 | 849913 | NorthWestern Energy | Parking        | \$ 18.68      | 3835890-9                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Wastewater     | \$ 177.09     | 389 62nd St Lift                              |
| 02/14/2022 | 849913 | NorthWestern Energy | General        | \$ 121.73     | 0720841-6                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 173.07     | 0722256-5                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Water          | \$ 2,300.61   | 0722270-6                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Public Safety  | \$ 40.91      | 0712532-1                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Transit        | \$ 394.05     | 0719225-5                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 1.14       | 1265177-4                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 24.80      | 1904944-4                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 1.04       | 1948667-9                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.83       | 1312707-1                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Park Dist 1    | \$ 8.49       | 1849408-8                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 7.58       | 2047018-3                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Parks Maint    | \$ 0.46       | 1045813-1                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Street/Traffic | \$ 44.24      | 1045820-6                                     |
| 02/14/2022 | 849913 | NorthWestern Energy | Building       | \$ 27.32      | 1569631-3                                     |
| 02/14/2022 | 849923 | Power Service       | Wastewater     | \$ 9,107.97   | Spare TSP Pump                                |
| 02/14/2022 | 849926 | Public Utilities    | Park Dist 1    | \$ 99.41      | 255552                                        |
| 02/14/2022 | 849926 | Public Utilities    | Parks Maint    | \$ 14.52      | 179987                                        |
| 02/14/2022 | 849926 | Public Utilities    | Facilities     | \$ 510.31     | 158260                                        |
| 02/14/2022 | 849926 | Public Utilities    | Wastewater     | \$ 9.60       | 180645                                        |
| 02/14/2022 | 849926 | Public Utilities    | Airport        | \$ 5,729.30   | 136516                                        |
| 02/14/2022 | 849927 | PW-Administration   | Water          | \$ 5,700.00   | PWU Engineering Permits - Watermain Repair    |
| 02/14/2022 | 849927 | PW-Administration   | Water          | \$ 445.00     | PWU Engineering Permits - WSRP                |
| 02/14/2022 | 849929 | RDO Equipment       | General        | \$ 130.23     | Air filters for loaner dozer Landfill         |
| 02/14/2022 | 849929 | RDO Equipment       | General        | \$ 131.45     | Reissue Air filters for loaner dozer Landfill |
| 02/14/2022 | 849929 | RDO Equipment       | General        | \$ 249.68     | Reissue Air filters for loaner dozer Landfill |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 813.08     | P8802812                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 11.22      | P8821812                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ (1,716.18) | 33418A12                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 5.00       | P8748812                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 155.64     | P8748812                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 47.61      | P8744212                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 2,471.16   | P8755612                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 1,716.18   | W3341212                                      |
| 02/14/2022 | 849929 | RDO Equipment       | Solid Waste    | \$ 5.00       | P8744212                                      |

| Check Date | Check# | Name                    | Fund Name     | Amount        | Item Desc                                                        |
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| 02/14/2022 | 849929 | RDO Equipment           | Water         | \$ 248.48     | NONSTOCKING ITEMS-P.U.D.                                         |
| 02/14/2022 | 849932 | River Oaks Commun       | Engineering   | \$ 4,617.50   | Reviewing Macro Cell Tower regulations, standards and guidelines |
| 02/14/2022 | 849938 | Sanderson Stewart       | Tax Incrmnt S | \$ 54,867.01  | WO 21-42 SBURA Streets improvements, Phase 1                     |
| 02/14/2022 | 849943 | Solid Waste Systems     | Solid Waste   | \$ 302,618.00 | Three new side load trucks                                       |
| 02/14/2022 | 849946 | State Bar Of Montana    | General       | \$ 4,540.00   | January '22 Attorney Membership Renewal                          |
| 02/14/2022 | 849947 | Steiner Thuesen         | Park Dist 1   | \$ 18,395.52  | W.O.22-08 Central Park Tennis Court 1                            |
| 02/14/2022 | 849954 | Town & Country Supply   | Fleet         | \$ 22,655.47  | 423793 PO NUM 313873                                             |
| 02/14/2022 | 849954 | Town & Country Supply   | Public Safety | \$ 742.34     | 425819 FIRE 1 UNLEADED                                           |
| 02/14/2022 | 849954 | Town & Country Supply   | Public Safety | \$ 923.84     | 425819 FIRE 1 BLENDED DIESEL                                     |
| 02/14/2022 | 849954 | Town & Country Supply   | Public Safety | \$ 769.87     | 425818 FIRE 5 BLENDED DIESEL                                     |
| 02/14/2022 | 849954 | Town & Country Supply   | Public Safety | \$ 461.92     | 425820 FIRE 2 BLENDED DIESEL                                     |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 1,206.52   | BLWO0214255                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 1,186.00   | BLWO0214255                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 1,164.80   | Rental. Manlift. Landfill. Inspect transfer building after fire. |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 11,376.92  | BLCS0767059                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 6,154.97   | BLWO0212979                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 13,161.00  | BLWO0212979                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 23.00      | BLWO0212979                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 3,894.02   | BLCS0772353                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 388.80     | BLCS0773415                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 31.58      | BLCS0774125                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 1,413.12   | BLCS0772354                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 124.51     | BLCS0774123                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 16.53      | BLCS0774124                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 2,594.28   | BLCD0771645                                                      |
| 02/14/2022 | 849955 | Tractor & Equipment     | Solid Waste   | \$ 156.94     | BLCS0773235                                                      |
| 02/14/2022 | 849964 | Western Municipal Const | Wastewater    | \$ 228,589.91 | WO 20-01 Phase 2 Sanitary Sewer Interceptor Replacement          |
| 02/14/2022 | 849968 | Yllwstn Co Sheriff      | PD Program    | \$ 12,157.40  | Reimbursement of HIDTA expenses for Qtr End 12/31/21             |
| 02/14/2022 | 849968 | Yllwstn Co Sheriff      | PD Program    | \$ 1,679.03   | Reimbursement of HIDTA expenses for Qtr End 12/31/21.            |
| 02/14/2022 | 849969 | Yllwstn Vly An Shelter  | Public Safety | \$ 23,000.00  | contract                                                         |
| 02/14/2022 | 849970 | Yellowstone Valley Elec | Radio         | \$ 135.98     | 4179004 FOX / TANK TOWER ELECTRIC SERVICE                        |
| 02/14/2022 | 849970 | Yellowstone Valley Elec | Solid Waste   | \$ 4,047.57   | Electricity Service Landfill. 12/1/2021 - 1/1/2022.              |
| 02/14/2022 | 849973 | Zoho Corporation        | IT Resources  | \$ 5,110.00   | Manage Engine AD Audit Plus with 3 Damian Controllers            |

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Zone Change 1005 - 934 Lewis Ave - from CMU1 to CMU1, NX1 and NX3 - 2nd reading  
**Presented by:** Nicole Cromwell  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

The Zoning Commission recommends approval and adoption of the findings of the 10 review criteria for Zone Change 1005. The City Council approved this zone change on first reading on February 28, 2022. A second reading public hearing is required to finalize the approval.

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

This is a zone change request from CMU1 (Corridor Mixed Use 1) to CMU1, NX1 (Mixed Residential 1) and NX3 (Mixed Residential 3), on Parcel 1 COS 2474, an 8.02 acre parcel located at 934 Lewis Ave (Elks Lodge & Tennis Center property). A pre application neighborhood meeting was held on December 16, 2021.

**APPLICATION DATA**

**OWNER:** Billings Elks Lodge BPOE #394  
**AGENT:** Dave Goodridge, Goodridge Real Estate and Jeff Lee, Thrive Corporation  
**LEGAL DESCRIPTION:** Parcel 1 of C/S 2474  
**ADDRESS:** 934 Lewis Avenue  
**CURRENT ZONING:** CMU1  
**EXISTING LAND USE:** Elks Lodge and Tennis Center  
**PROPOSED USE:** Apartments and fitness center  
**SIZE OF PARCEL:** 8.2 acres

Concurrent Applications: None

**SURROUNDING LAND USE & ZONING**

**NORTH:** Zoning: N2 - Mid-Century Neighborhood Residential  
 Land Use: Single family, 2-family and multifamily dwellings  
**SOUTH:** Zoning: P3- Civic Campus, N1 - First Neighborhood Residential, NX2 - Mixed Residential 2  
 Land Use: YWCA Campus, single family & two-family dwellings, Midway Townhomes  
**EAST:** Zoning: N1 and N2  
 Land Use: Single family and 2-family dwellings  
**WEST:** Zoning: NO - Neighborhood Office, NMU - Neighborhood Mixed Use, NX3 - Mixed Residential 3  
 Land Use: Accountant office, Apex Fitness, The Art of Play children's center, Family Support Network, Stoneridge Apartments

The Elks Lodge, in the heart of the Mid-town neighborhoods of Billings, put its property up for sale in 2019. Membership in the lodge was not robust and declining revenues from the facility required the sale of the property. The lodge itself will move to another smaller location. The lodge has filed for bankruptcy protection. A buyer, Thrive Corporation from Utah, has come forward and proposed to build residential apartments and re-use the entire property for new development.

Prior to the zoning update in 2021, the property was partially zoned Residential 7,000 (R-70) and partly Community Commercial. The north 200 feet was zoned R-70 and the eastern 100 feet was also zoned R-70. The remaining five acres of Community Commercial took up the southwest portion of the property. During the map update in 2021, the parcel was zoned as CMU1 to better match the current and future uses of the land. The parcel has received previous approvals to have on-premise liquor service and events and gatherings were held in the Elks Lodge building. The Elks Lodge was built here in 1967. About 10 years ago, a tennis center was constructed in partnership with the local tennis association. The plan is to leave this large recreational facility in place and re-purpose it if possible as an amenity for the new residents and for the community.

The current zoning of CMU1 requires a mixed use building for any residential development. Single family, two-family

or multifamily dwellings would have to be within a building with a ground-floor commercial use. The proposed zoning keeps the CMU1 zoning around the tennis center (~1.5 acres), and down-zones the remaining 6.5 acres to NX1 (1 to 4-family dwellings - ~2 acres) on the Lewis Avenue frontage and NX3 in the southwest 4.5 acres of the property. A Master Site Plan approval will be required for the new residential development. This will include adjacent street improvements and on-site improvements to accommodate the development. The developer is financially responsible for these improvements. No adjacent owners will be asked or required to participate in improvements required to accommodate this development.

## STAKEHOLDERS

The applicant conducted a pre application neighborhood meeting as required on December 16, 2021, at the Elks Lodge. Twelve surrounding owners or interested citizens attended the pre app meeting. There were questions on tenancy of the proposed units (unit-owned or developer-owned), the development of 10th St West to be a complete street, the number of dwellings units (200-250 estimated) and the type of units allowed in the NX1 zone district. The pre-app meeting notes are included as an attachment. In addition, Planning staff received a few phone inquiries from surrounding owners about the zone change process and how to participate. One owner asked for information on filing a valid protest petition.

The Zoning Commission received several written public comments just prior to the public hearing on February 1. This included comments from nine surrounding property owners. Those public comments are attached to this Zoning Commission report. The concerns expressed included the potential development density, the traffic that could be generated and how the developer planned to deal with the new traffic, as well as issues related to compatibility with adjacent zones and land uses.

The Zoning Commission conducted its public hearing on February 1, and received the staff report and recommendation, the testimony of the applicant represented by Jeff Kanning of Collaborative Design (for the buyer) and Dave Goodridge (for the Elks Lodge) and testimony from 20 individuals. These include Merry Lee Olson director of the YWCA (campus directly south of subject property), John Peart of 828 Yellowstone Ave, Rebecca Noelle of 1109 Lewis Avenue, Jerry Kessler of 237 Avenue E, Anna O'Donnell of 131 Avenue B, Tom Romine of 1128 N 32nd St, Matt Langman of 935 Avenue F, Sharon Wetsch who owns property at 814 Alderson Ave, Richard Thayer of 844 Lewis Avenue, Michael Kittson of 630 Custer Avenue, Ernie Dutton of 2046 Mariposa Lane who owns a commercial property at 1002 10th St West, John Halverson of 239 Avenue F, Desiree Miller of 1005 Lewis Avenue, Laverne Petersen of 744 Yellowstone Avenue, Lauren and John Wright of 511 Yellowstone Avenue, Rita Harding of 123 Alderson Avenue, Dan Berry of 835 Yellowstone Avenue, Kyle Trafton of 531 Clark Avenue, and Larry Ferro of 845 Yellowstone Avenue.

Mr. Kanning stated he was representing the buyers, Thrive Corporation of Utah, on this proposed zoning and project development. He stated Collaborative Design has been working in Billings for over 40 years and has designed and helped build many similar projects. He stated the current CMU1 zoning would not fit with this buyer's vision for the development that primarily includes dwellings in small to large apartment structures with on site parking and amenities for the residents. He stated the NX1 zone proposed for the Lewis Ave frontage is to make these units more in scale with the housing on the north side of Lewis. He stated the NX3 zoning to the south and west will have the larger apartment buildings that meet the new zone requirements to have parking to the rear and side yards. The CMU1 zone to remain around the tennis center is to preserve this as an amenity if at all possible. He stated the property has great access to collector streets and arterial streets in every direction. He stated there is no firm number yet on the number of units. He stated parking is likely the limiting factor for the number of potential units. The new code requirement is 1.5 spaces per dwelling unit plus 1 guest space for each 10 dwelling units. All of those must be provided on the property and not on the surrounding streets.

Ms. Olson from the YWCA stated she was not opposed to the new development or zoning but was concerned with the safety and security of the women and children who are in the shelter spaces that are part of the YWCA campus. She stated she would like the developers to commit to buildings of 3 stories or less in height to protect the privacy of her clients and their families. Mr. Peart testified he was offended by the zone change application and requested the Zoning Commission require the applicant to submit a traffic study before the application moves forward. He stated any re-development would appear to be putting lipstick on a pig. Ms. Noelle stated she understood the need to adjust the zoning but did not believe the property could support a zone district like NX3 that allows a much higher density of development than the other NX zone districts. Mr. Kessler stated he was opposed to the zone change due to its implied density and the likelihood none of the units would be affordable. He stated Billings already has enough unaffordable housing at this time.

Anna O'Donnell spoke in opposition to the zoning request. She stated her primary concern was the additional traffic loading to Lewis Ave that provides a primary bike route to and from downtown Billings. She stated she is on the Bicycle and Pedestrian Advisory Committee (BPAC) and is concerned the new traffic from this development would damage the safety of bicyclists and pedestrians on Lewis Avenue. She stated she observes children darting across

8th St West at Lewis Avenue already and any additional traffic would make this situation worse. She stated she was also concerned the developer did not have a community-wide meeting before the application was submitted and there was no traffic study available. Mr. Romine stated he owns the 6-plex apartment across the street and does not support the proposed zone change. He stated leaving the tennis center in a CMU1 zone could also allow that property to have many inappropriate uses in the future including a liquor store or a restaurant with the drive through service. He stated he would be in support if the zone change made the tennis center a nonconforming use. He stated the north side of Lewis Avenue was mostly one or two-family dwellings and the Elks property zoning should reflect the same type of housing and not the mixed residential zone proposed. He stated multifamily dwellings tend to lower property values of adjacent single family and two-family dwellings. Mr. Langman stated he was in favor of the zone change because it will bring a much-needed housing choice to the mid-town area. He stated there were many amenities nearby and Lewis Avenue can handle the additional traffic. He stated the proposed zoning was preferred to the existing CMU1 zoning. Ms. Wetsch stated there was no demand for this type of housing in this area. She stated the area needs more single family homes and the multifamily housing would reduce the surrounding property values. Mr. Thayer stated he has witnessed a lot of traffic accidents at 9th St West and Lewis Avenue. He stated the YWCA does a good job as a neighbor but is concerned this new developer will not provide the same sort of consideration. Mr. Kittsons stated he was opposed primarily because of the traffic including the construction traffic that will destroy the surrounding streets. He stated his neighborhood has tried to get the City Engineer to put in place traffic controls to slow traffic but the city has refused to address the current problem. He stated off-street parking will be a problem by displacing the tennis center parking with new housing. He stated the Elks Lodge has been there a very long time and an environmental assessment should be required in addition to a traffic study. He stated renters don't pay taxes so none of these new residents will contribute to the community.

Mr. Dutton stated the city will not be able to force the new owners to dedicate the east 1/2 of the right of way for 10th St West and this will endanger his tenants by forcing all the new traffic on to a half-developed street. He stated most of the traffic from the Midway Townhomes at Yellowstone and 10th St West and the Stoneridge Apartments uses 10th St West to access Lewis Avenue. He stated Yellowstone Avenue is a completely destroyed street with no remaining pavement between 9th St West and 10th St West. He stated there is not enough off-street parking right now for the Stoneridge Apartments and many of those tenants and guests use the Elks Lodge parking lot. He stated the Zoning Commission should not be seduced into believing the city can require any street improvements through the traffic study process. Ms. Petersen stated she is a daily walker and passes through this area on a regular basis. She stated Yellowstone Avenue south of the Elks Lodge is a terrible road and most people only use 9th St West or Lewis Avenue to drive in the area. She stated Lewis and 9th St W already has too much traffic and is not safe for pedestrians. She stated she was also concerned about school overcrowding. Ms Wright stated this application came as a surprise to her and more should be aware of this development. She stated she supports infill but the proposed zoning is too much density for this property. She stated the zoning would allow buildings that are too tall for the area. She stated the mixed residential zone does not require any landscaping, open space or other improvements. She stated she was concerned about a stormwater detention area on the southeast corner of the property and how this development may cause this to overflow. She stated there should be a master plan submitted and a traffic study submitted before the zoning is approved.

Ms. Harding stated she is also a daily walker and that traffic is a big concern for her. She stated many drivers on Lewis Avenue speed and this has resulted in more accidents than ever before. She stated there should be a traffic study first and it should include the accident history of all the surrounding area. She also stated she would like to have more traffic enforcement in the area. Mr. Berry stated he has lived in the same place for over 30 years and has watched the number of kids in the neighborhood increase steadily. He stated there are a lot of kids who walk to school and the speeding on Lewis has gotten worse. He stated he was concerned about adding to the traffic and the number of children who have to walk to school. Mr. Trafton stated a traffic study should be done first and should include a wide area all the way down to Clark Avenue. He stated he understood the need for more multifamily housing but was not in support for this location. Mr. Wright stated he was primarily concerned with the stormwater drainage from the property and the catchment basin on the southeast corner of the property. He wondered whether the developer has even considered this storm water and how to control it when the development occurs. He stated there is significant established architecture in the area and believes a master plan and traffic study should come before the zoning is approved. Mr. Ferro stated he was concerned with the value of his property if this site is built with multifamily apartments. He stated he was stunned the developer thought 200 units would fit on this property. He is concerned that many renters will increase parking issues, crime and other problems. Mr. Halverson stated he was in favor of the zone change because it will bring a much-needed housing choice to this area. He stated it is often the argument that people understand the need for apartments but never support them in an infill situation. He compared this dichotomy to children who tell their parents they can agree that vegetables are good for them, but for this meal they don't want any vegetables.

Mr. Kanning responded to the comments. He thanked everyone for the input and appreciates their concerns. He stated the traffic study literally cannot be done until the site plan, including the arrangement of the buildings, access points and other details are finalized. The traffic study is based on actual numbers of dwelling units. He stated some

comments on-line have stated the Avenue C apartments are not affordable and so these apartments will also not be affordable dwelling units. The Avenue C apartments was an example of a recent project by Collaborative Design and is not owned by Thrive Corporation. He stated these apartments will be market rate apartments. These units will not be subsidized to make them affordable to a certain market segment for low to moderate income families. He stated the zoning regulations dictate the mailed notification area for this application (300 feet from the boundary) as well as notice to the neighborhood task force for this part of town (Central Terry). He stated there is an existing stormwater trunk line that runs down 10th St. West and connects to the larger stormwater drainage system owned by the city. He stated this builder as do all builders, has to comply with the stormwater regulations adopted by the city and enforced through engineering. He stated the NX1 zoning is in character with the existing N2 zoning on the north side of Lewis Avenue. He stated NX1 zoning has a lower height limit that matches the N2 and the buildings will be compatible with the existing homes. He stated all development is required to provide street frontage landscaping, off-street parking and control of stormwater.

Mr. Goodridge also provide testimony in favor of the proposed zone change. He stated he is representing the Elks Lodge and the existing CMU1 zoning is the same zoning as Shiloh Commons at Central Ave and Shiloh Rd. He stated this probably same style of development is not a viable option for most of this property. He state every neighborhood supports kids who walk to and from school and this development will not be detrimental to walkability. He stated the 2016 City Growth Policy supports and encourages this type of infill. He stated the most common word in response to the question of "where should we grow" in 2016 was "infill". The 2016 growth policy adopted guidelines to encourage infill and the zoning code update implemented these guidelines through Project ReCode. He stated not all property generates the same amount of tax revenue per square foot of land. He stated the Shiloh Commons development generates about 83 cents per square foot while the Avenue C apartments generates about \$1.18 per square foot of land. He stated this property will have higher tax revenue per square foot when it is re-developed.

Mike Larson, Chair of the Zoning Commission, closed the hearing. Commission member Greg McCall made a motion to forward a recommendation of approval and adoption of the findings of the 10 criteria for Zone Change 1005. The motion was seconded by David Goss. The Commission voted 3-0 to approve the motion.

### **City Council Hearing**

The City Council held a public hearing for the first reading of this zone change on February 28, 2022. The Council received the Zoning Commission recommendation, testimony from the applicant and agent and testimony from interested parties. These include the following individuals: Jeff Kanning, Collaborative Design Architects for the prospective buyer, Thrive Corporation; Jeff Isom, Special Representative of the Elks Lodge; Kolten Knatterud, IMEG Corporation and past president of the Home Builder's Association; Greg McCall of McCall Homes and Development and member of the Zoning Commission; John Halverson of 239 Avenue F and land use planner; David Goodridge, agent for the Elks Lodge property; Merry Lee Olson, Director of the YWCA at 909 Wyoming Avenue; and Linda and James Healow of 312 Clark Avenue.

Mr. Kanning presented information on the proposed re-development of the property, the pre-application neighborhood meeting and how the new development will be required to comply with all city regulations and requirements for any new development including storm water control, traffic control and mitigation of traffic impacts as required by City Engineering, building, off-street parking and landscaping at a minimum. Mr. Kanning stated this was a great location to encourage infill development. The proposed zoning is essentially down-zoning from the CMU1 zone district to neighborhood zones that will only allow residential uses. The new owner intends to keep and re-purpose the existing tennis center. The center really is only 4 indoor courts with no audience area or extra space. Mr. Kanning stated the new development will be compatible with the existing surrounding neighborhood including the multifamily apartments on 10th St W and the apartments on the YWCA property.

Mr. Isom stated the Elks Lodge started 60 years ago at this location with over 5,000 members. The current membership cannot support the existing lodge building and property. He stated the re-development will be a good infill project.

Mr. Knatterud stated there is a housing affordability crisis in Billings and Montana. He stated this project will provide the type and range of housing choices the city should be encouraging to alleviate this issue. He stated it is difficult to recruit new staff for his firm when there is a 6-8 month waiting list to get into an apartment in Billings. He stated this included any type or price range of apartments.

Mr. McCall stated he has also been a member and past president of the HBA and there is clearly a housing crisis in Billings - and not just supply but also types of housing choices. He stated he did some background checking on Thrive Corporation before tonight's hearing and they have a good background in this type of development. He stated this project will be a good project and the Planning staff will ensure all the buildings and the development will fit in the area.

Mr. Halverson stated it was his experience as a young professional in Billings there are not enough housing choices. He stated public safety and traffic safety is important. He stated the city should look at the design of the streets first since the problem is not capacity but speeding and uncontrolled intersections. He stated the Growth Policy for the city supports and encourages infill development and this application certainly fits that policy. He stated there are at least 44,000 renters in Billings and these renters deserve more choices.

Mr. Goodridge state he is a commercial real estate broker for the past 17 years in Billings. He has listed the Elks Lodge property for the past two years and the only contract to purchase the property has been from Thrive Corporation. He stated development under the current zoning of CMU1 would not allow just multifamily development - it has to be within a mixed use building. He stated for a site this size, that would equal about 50 to 60 thousand square feet of ground-floor commercial space. He stated the triple net price for this space would have to be about \$25/sf to make financial sense. He stated this location on Lewis Avenue, 2 blocks north of a major arterial street, with only 5,000 vehicle trips per day, could not lease these spaces for that amount of money. He stated if the city is in favor of infill, then this is the place to support infill. He urged the Council to approve the Zoning Commission recommendation and to trust the city staff and the volunteer boards who have worked on this application.

Ms. Olson stated she has worked well with the Elks and the other surrounding property owners to help keep the YWCA's shelter residents safe over the years. She stated she was not opposed to the zoning per se, but had several concerns. First, there is no concept plan to review, second, the multifamily buildings at 4-stories tall would not be compatible with the YWCA's campus, third, the density of the development is too high and last, public safety has not been addressed. She stated they serve a very vulnerable population of women and children. She is concerned the new apartments will not keep these residents safe. She asked the Council to delay action on the zoning and request the applicant to consider a Planned Development zone, so all the site details can be done as part of the public process.

Mr. & Mrs. Healow stated concerns regarding school children who will be walking to school from this development and the increased traffic that will impact the safe route to school. Mrs. Healow stated the Broadwater Elementary school may not have the capacity to accept more students. Mr. Healow asked the Council to just say no to the zone change. He stated Thrive Corporation is not licensed to do business in Montana. Their activity here reeks of dark money and defiance of Montana law. Mr. Healow stated there are ridiculous gaps in the findings for the zone change. He stated that zoning is not the key to affordability for housing on the property - the sales price is the key to housing prices. He stated he was curious if any of the neighbors would be here to support the zone change. He stated the current zoning could allow a rendering plant - Billings does not have one right now so the owners would be filling a need. He stated the application reeks of spot zoning and is not compatible with the area. He stated the one reason there is a traffic signal at 14th St W and Lewis Avenue was a student that got run over and killed trying to cross Lewis Avenue to get to school. He urged the Council to vote against the zone change.

Mayor Cole closed the public hearing. Council member Shaw made a motion to approve the zone change and adopt the findings of the 10 criteria as recommended by the Zoning Commission. The motion was seconded by Council member Joy. The Council debated the discussed the merits of the motion and asked staff questions for clarification of the findings and the criteria for zone changes. Questions were related to district requirements specific to building heights, building location, and parking requirements. Council members also had transportation oriented questions ranging from existing road conditions, connectivity, how future improvements are triggered, and requirements related to traffic studies. After significant discussion and questions and answers with City staff, the Council voted 10 to 1 in favor of the motion. The zone change was approved on first reading.

## **ALTERNATIVES**

The City Council may:

- Approve and adopt the findings of the ten review criteria for Zone Change 1005 on 2nd reading; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1005 on 2nd reading; or,
- Delay action on the zone change request for up to 30 days; or,
- Allow the applicant to withdraw the zone change request.

The City Council voted 10 to 1 to approve the zone change and adopt the Zoning commission's recommended findings of the ten review criteria at the first reading on February 28, 2022. Unless the Council is prepared to submit different findings of the ten review criteria, staff recommends the Council approve the zone change on second reading.

## **FISCAL EFFECTS**

Approval or denial of the proposed zone change will not have an effect on the Planning Division budget.

## SUMMARY

Before making a decision of the zone change request, the City Council shall consider the following findings of the ten review criteria as recommended by the Zoning Commission:

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

The proposed zone change is consistent with the following guidelines of the 2016 Growth Policy and the Central Terry Neighborhood Plan (1999):

The Central Terry Neighborhood Plan goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The Central Terry Neighborhood Plan was written when the task force area was much smaller and did not necessarily include this specific area. However, some of the stated goals of the neighborhood plan related to housing and land uses are applicable to this major in-fill/re-fill development proposal. The proposed down-zoning is responsive to the need to not allow commercial or non-residential uses to interfere with the existing residential neighborhood patterns. The NX1 proposed for the Lewis Avenue frontage will match the similar type of development on the north side of Lewis that has single-family, two-family and multi-family dwellings. The NX3 zoning for the southwest corner of the property matches the zoning and development on the west side of 10th St W (Stoneridge Apartments). The P3-Civic Campus for the YWCA to the south will be compatible with the proposed uses in the NX3 zone. Reducing the CMU1 zone to just contain the existing tennis center, will allow this recreational facility to be re-used or re-purposed as an amenity for the new development and the neighborhood.

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

### **Strong Neighborhoods:**

- Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels
- Walkable neighborhoods that permit convenient destinations such as neighborhood services, open space, parks, schools and public gathering spaces foster health, goodwill and social interaction
- Safe and livable neighborhoods can be achieved through subdivision design that focuses on complete streets, pedestrian-scale street lights, street trees and walkable access to public spaces
- Neighborhoods that are safe and attractive and provide essential services are much desired
- Implementation of the Infill Policy is important to encourage development of underutilized properties

### **Home Base:**

- A mix of housing types that meet the needs of a diverse population is important
- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings
- Public safety and emergency service response are critical to the well-being of Billings' residents
- Homes that are safe and sound support a healthy community

### **Prosperity:**

- Predictable, reasonable City taxes and assessments are important to Billings' taxpayers

This area of Billings has attracted some new developments over the past decade including the new Midway Townhomes project to the south and west, and new townhomes (4-unit dwellings) on Wyoming Avenue. The YWCA has also invested in housing to support women and their families transitioning to independent living. There are additional in-fill/re-fill opportunities in the area including some vacant residential lots to the south and west, the Shrine property on Broadwater Avenue, and other property that is ready for a "second" cycle of development. Many of the non-residential buildings in the area are reaching an expected life span of 50-70 years. These properties will be re-developed or re-purposed in the coming decades.

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

The zoning requires build-to zones, setbacks, open and landscaped areas and building separations. The proposed zoning is designed to secure the development from fire and other dangers.

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

Public health and public safety will be promoted by the proposed change. Approval of the overall zoning plan will provide more certainty both for the property owner and the surrounding owners. Completing incomplete city streets

and infrastructure is beneficial to the general welfare.

4) Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?

Transportation: The applicant will need to develop a traffic impact study and will need to coordinate with the city Engineering Division. The type of traffic generated (or was generated) by the Elks Lodge facility is very different from the day-to-day traffic of a residential neighborhood. Event-type traffic can bring several hundred vehicles to the location in a short period of time. Lewis Avenue is designated a collector street and currently handles about 5,000 vehicle trips per day. Collector Roads are intended to carry more vehicles than a local street. Specifically, collector roadways collect traffic from the locals streets and link them to arterial roadways. Collector roads are intended to handle lower volumes of traffic, at slower speeds, than an arterial, but are more robust than local streets. These collectors may provide direct residential access. On this section of Lewis, bicycles share the road with vehicles and parked cars. Further west, there is an on-street bike lane and limited on-street parking. In addition to Lewis, the property is adjacent to 9th Avenue, 10th Avenue and Yellowstone Avenue. These are all considered local streets. Tenth Street does not have full right of way and lacks some improvements. Yellowstone Avenue also lacks improvements. Public improvements for all of the streets around the property required by this development will be evaluated by the Public Works department during site plan review.

The tennis center is estimated to generate a maximum of 1,240 trips per day. Multi-family developments can generate between 5 and 8 trips per dwelling unit or about half the number of trips a single family development generates per dwelling unit. A traffic impact study is never required at the time of a zoning application. This is due to the cost of such a study based on uncertain numbers of new dwelling units or intensity of development. One will be required prior to development and will include potential impacts and mitigations for adjacent streets, and street intersections. The mitigation, as determined by the city engineer, will be the responsibility of the developer.

Water and Sewer: The City will provide water and sewer to the property. There will be no additional impacts to the system from the proposed changes.

Schools and Parks: Schools and parks may be effected by the proposed zone change and development of a new in-fill city neighborhood. Any new children in the development will attend Broadwater Elementary School, Lewis and Clark Middle School and Senior High School. SD #2 did not provide any comments.

Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5) Will the new zoning provide adequate light and air?

The proposed zoning provides for sufficient setbacks and building separations to allow for adequate separation between structures and adequate light and air.

6) Will the new zoning effect motorized and non-motorized transportation?

Non-motorized travel -- walking and biking -- is an essential part of this area of Billings. There are some deficiencies in the surrounding road network including half-built or under-built roads. Connecting this property to a full mobility network will be essential. Completion of the roadway and walking infrastructure usually only happens with new development. The property is within walking distance to Grand Avenue (1/4-mile north) and Broadwater Avenue (2 blocks south) - two major commercial corridors connecting to the rest of Billings. Fixed bus routes on MET transit are available on Grand and Broadwater. Lewis Avenue is a major bikeway corridor connecting this property to the downtown core.

7) Will the new zoning will promote compatible urban growth?

The proposed down-zoning from CMU1 to the NX1 and the NX3 zone districts is compatible with urban growth and the provision of city level services to the new residents. The proposed zone district boundaries are consistent with the urban growth in this area and will be compatible with the surrounding neighborhoods. The CMU1 zone can allow up to a 4-story structure with ground-floor commercial uses and 3 stories of apartment above. The proposed NX1 zoning for the Lewis Avenue frontage will be height limited to 27 feet, and all garages will be rear-loading to allow a compatible residential frontage. The NX3 zone can allow taller structures - up to 4 stories - but also requires rear loading garages or surface parking/detached garages to the rear of a building space. The NX3 also requires provision of some usable open space for each 3 acres of development. Except for a small portion in the southeast corner, the proposed NX3 zone is not across the street from any single-family or two-family zone districts.

8) Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

The proposed zoning does consider the character of the district and the suitability of the property for the proposed

use. This area between Lewis Avenue and Broadwater is an under-developed are of the Central Terry Neighborhood. Geographic challenges are in the area including Spring Creek, a large underground drain and dramatic changes in topography from north to south. The property is suitable for the proposed uses for multi-family development.

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

The property has an older structure that will be difficult to re-purpose as is. The new zoning will place this building in a zone that does not allow the use by right. It will become legally non-conforming. The buyer does not intend to keep this structure. The newer tennis center will be in the remaining area of the CMU1 zone district. This will preserve the value of this building. Approval of the zone change will provide certainty for the intended development to surrounding landowners and may help to maintain property values of adjacent buildings. In general, new construction tends to raise surrounding property and building values.

10) Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

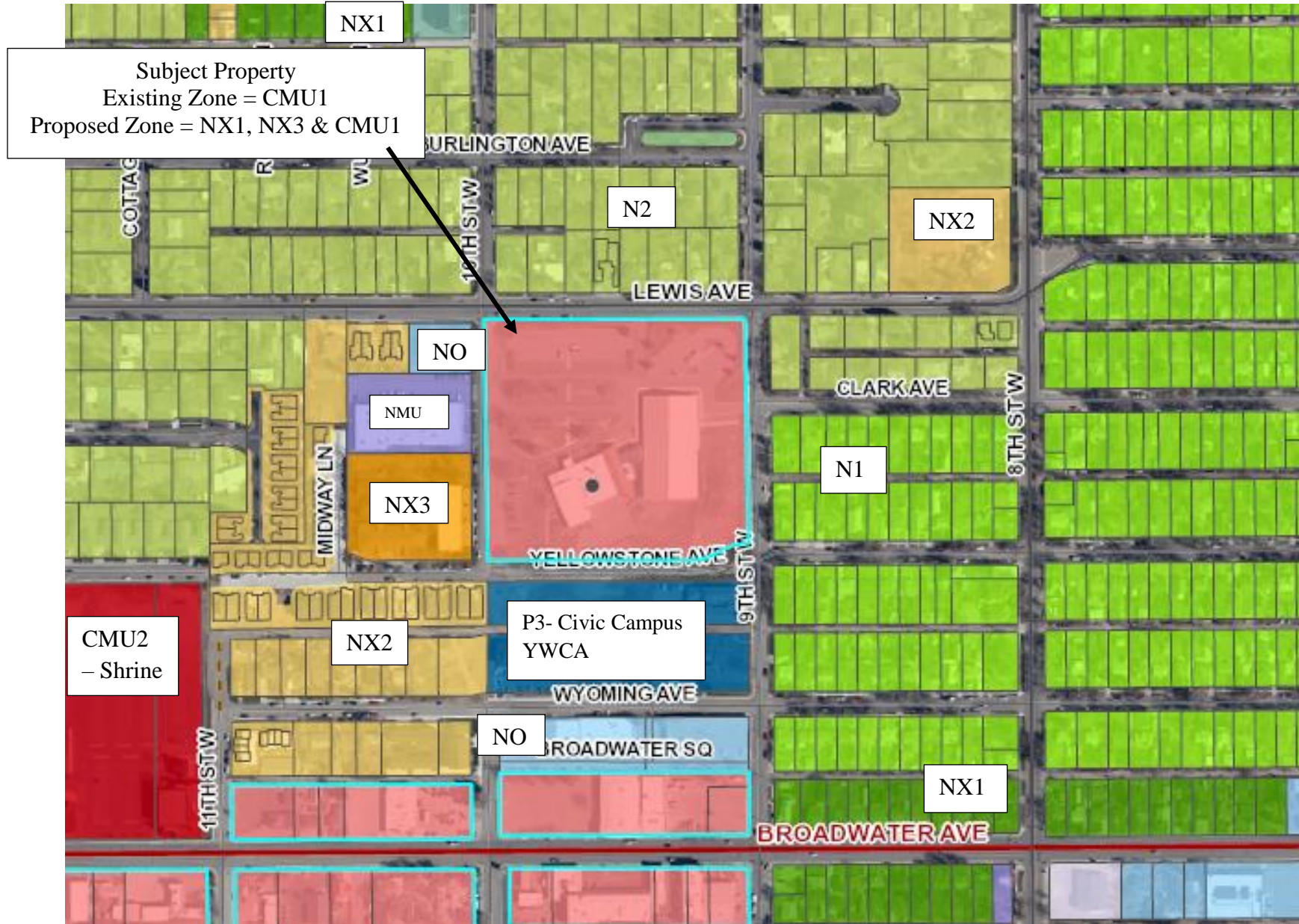
The proposed down-zoning from CMU1 to NX1 and NX3 for 6.5 acres of the 8-acre parcel will encourage the most appropriate use of this land in Billings.

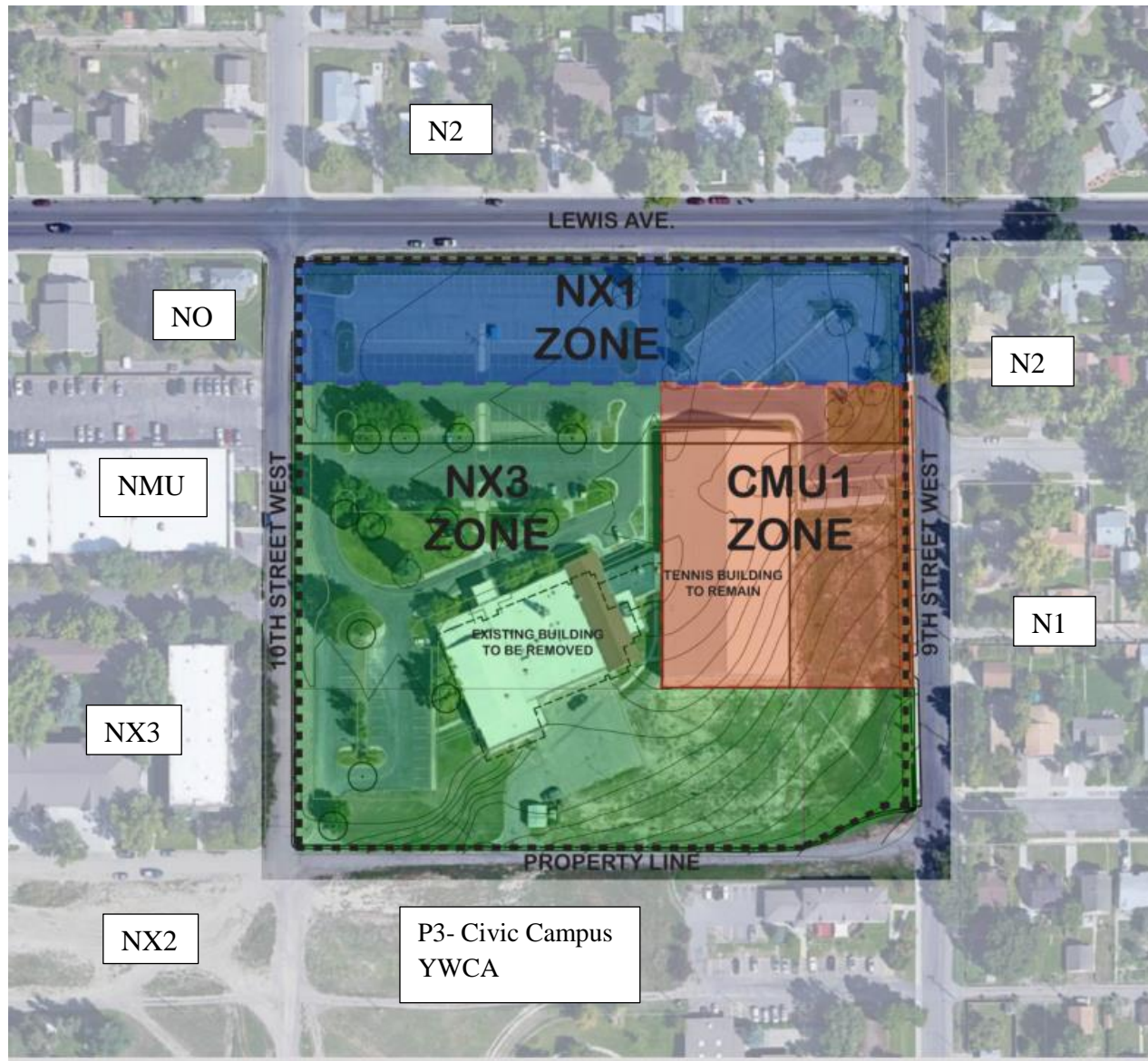
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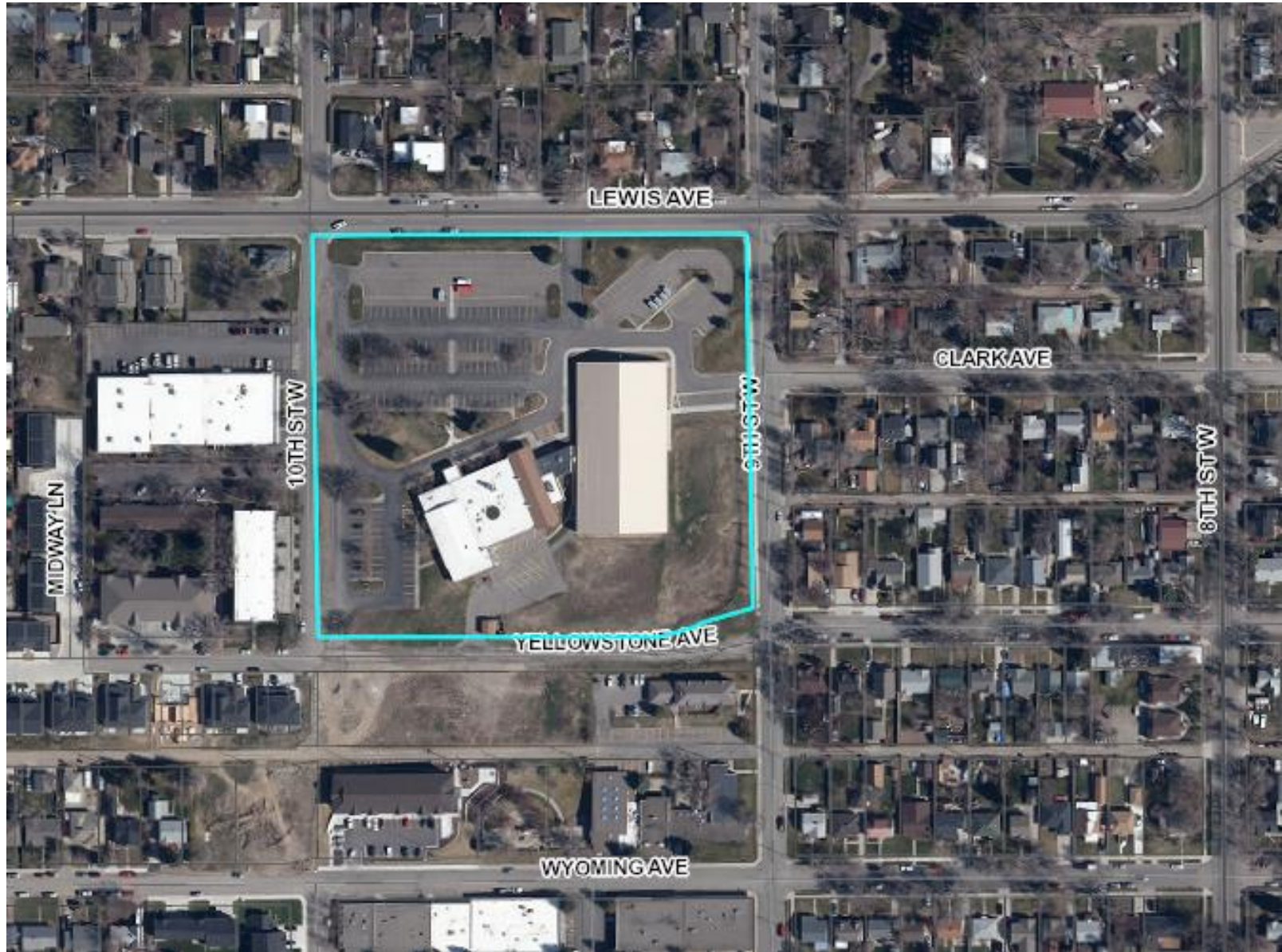
### Attachments

Zoning Map and Site photos  
Proposed zoning Plan  
Application and Pre app meeting  
Applicant Letter  
Written public comments  
Ordinance ZC 1005

City Zone Change 1005 – 934 Lewis Avenue  
Zoning Map and Site Photos









Subject Property at Lewis Ave



View east on Lewis Avenue



View north east across Lewis Avenue



View north across Lewis Avenue



View west on Lewis Avenue



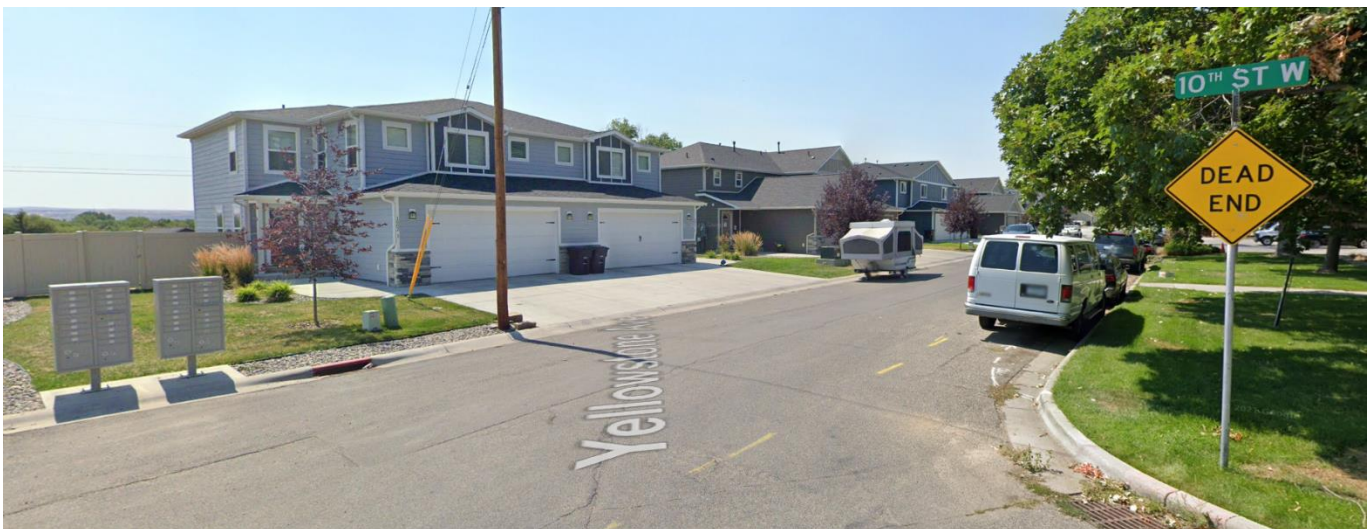
View from south east corner to the north and west



View north from Yellowstone Avenue



View south and east from Yellowstone Avenue – YWCA Campus



Yellowstone Ave and 10<sup>th</sup> St West – Midway Townhomes



View north on 10<sup>th</sup> St West from intersection of Yellowstone Avenue



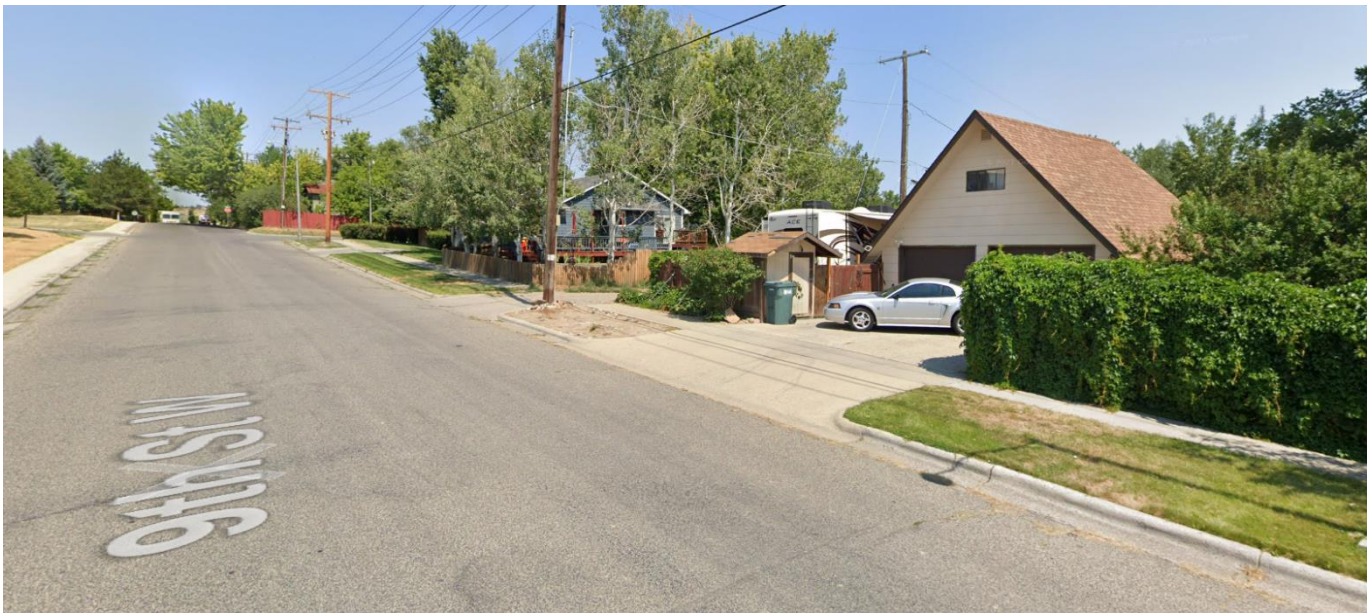
View north and east from 10<sup>th</sup> St West



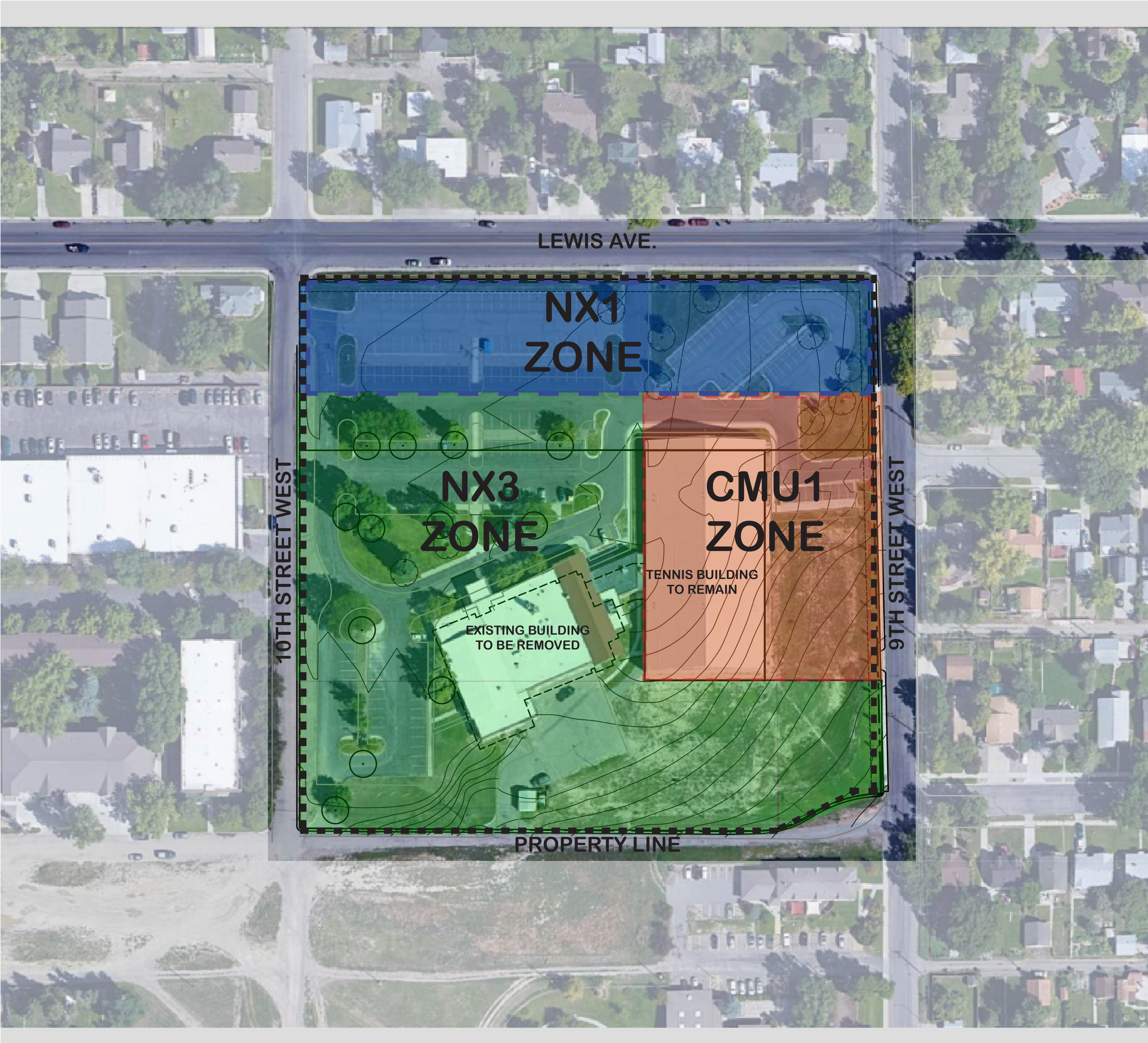
View west on 10<sup>th</sup> St West near Lewis Ave intersection



View south and west from intersection of 9<sup>th</sup> St West



View north and east on 9<sup>th</sup> St West



ZONING SITE PLAN

# APPLICATION FORM

CITY ZONE CHANGE

Billings Zone Change #

~~1005~~ 1005

- Project #

PZX21-00314

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

Present Zoning CMU 1

Proposed Zoning: NX1, CMU 1, NX3

TAX ID# D 012810

CITY ELECTION WARD \_\_\_\_\_

Legal Description of Property: D 05, T 01 S, R 26 E, C.O.S. 2474, PARCEL 1

Address or General Location (If unknown, contact City Engineering): 934 LEWIS AVE, BILLINGS, MT 5910

Size of Parcel (Area & Dimensions): 8.20 ACRES

Present Land-Use: CMU 1 - CORRIDOR MIXED USE

Proposed Land-Use: CMU 1 (TO REMAIN IN A DESIGNATED LOCATION) - CORRIDOR MIXED USE  
NX1 - MIXED RESIDENTIAL 1, AND NX3 - MIXED RESIDENTIAL 3.

Covenants or Deed Restrictions on Property: Yes \_\_\_\_\_ No X

If yes, please attach to application

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

Owner(s): Billings CLKs BPOE # 394  
(Recorded Owner) 934 Lewis Ave  
(Address) 406 670 6419  
(Phone Number) jrliceman1963@gmail.com  
(email)

Agent(s): JEFF LEE  
(Name) 7585 UNION PARK AVE. STE 200, COTTONWOOD HEIGHTS, UT 84047  
(Address) 801.808.3288  
(Phone Number) JEFF@THRIVECORP.COM  
(email)

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

Signature: [Signature] Special Representative Date: Dec 02 2021  
(Recorded Owner) BPOE 394



Pre-Application Statement of Owner(s) or Agent(s)

The owner(s), contract purchasers (if any) and agents (if any) are required to submit this completed form and any attachments along with a completed zone change application packet, including any required fees, for a zone change to be processed by the Planning Division.

1. Present Zoning: CMU 1

2. Written description of the Zone Change Plan including existing and proposed new zoning:

TO ADD AN "NX1" ZONE ON THE NORTH, REDUCE THE "CMU1" ZONE, §  
ADD "NX3" ON THE WEST § SOUTH OF THE PARCEL.

3. Subject Property Map: please attach to this form

4. Legal Description of Property:

S05, T01 S, R26 E, C.O.S. 2474, PARCEL 1

5. Neighborhood Task Force Area: Yes // No . If Yes, Name of Task Force and mailing address of Chairperson:

CENTRAL TERRY TASK FORCE, LISA SANDAU - 845 MILES AVE., BILLINGHAM, MT 59111

6. Roster of persons who attended the pre-application neighborhood meeting: please attach to this form

✓7. A copy of the meeting notice. please attach to this form

8. A brief synopsis of the meeting results including any written minutes or audio recording. please attach to this form

9. The undersigned affirm the following:

1) The pre-application neighborhood meeting was held on the 16, day of DECEMBER, 2021.

2) The zone change application is based on materials presented at the meeting.

Owner (s): Billings EIKS BPOE # 394 Telephone: 406 670 6419

Address: 934 Lewis Ave Email: jriceman1963@gmail.com  
Billings MT 59101

Agent (s): JEFF LEE Telephone: 801. 808. 3288

Address: 7585 UNION PARK AVE. STE 200 Email: JEFF@THRIVECORP.COM  
COTTONWOOD HEIGHTS, UT

84047

# PLEASE SIGN IN

## Roster of Names in Attendance per City of Billings Requirement

|    | First Name      | Last Name | Contact Information (Voluntary) |
|----|-----------------|-----------|---------------------------------|
| 1  | Steve           | Zeier     | Steve@trinityrent.com           |
| 2  | JASON + Desirae | Miller    |                                 |
| 3  | Frank           | Witt      | fjwitt4@hotmail.com             |
| 4  | Conna           | Johnson   |                                 |
| 5  | Jeff            | Isom      | jr.isom1963@gmail.com           |
| 6  | Joan            | CLARK     |                                 |
| 7  | Dee Dee         | Chiesa    |                                 |
| 8  | MARV            | Volesky   |                                 |
| 9  | Robert          | Ostler    | (406) 671-4005                  |
| 10 | Michael         | Burke     | 406-6705243 mburke@chgh.net     |
| 11 | Ernie           | Dutton    | 406 591 1290                    |
| 12 | Russ            | Fagg      | 406-855-0224                    |
| 13 |                 |           |                                 |
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David Goodridge  
PO Box 3174  
Billings, Mt  
59103  
(406)591-1605

December 21, 2021

### City of Billings Zoning

*Summary of Pre-App Neighborhood meeting held December 16<sup>th</sup>, 2021, at 7:00PM at 934 Lewis for the purpose of informing the immediate neighbors of the intent to change the current zoning at 934 Lewis.*

The meeting was started at 7:00PM. There were 12 in attendance at the start of the meeting with three more coming in a little later for a total of 15. Along with the 15 attendees there were 2 from Thrive Development (applicant), the party seeking the zone change. There were 2 from Thrive's contracted architect firm Collaborative Design, Jeff Kanning and Bill Haynes. Also in attendance was the buyer's Real Estate Broker David Goodridge with Good Ridge Real estate.

Jeff Kanning from Collaborative Design started the meeting by describing the property and its current zoning and what that zoning allows and does not allow. He also described the desired zoning that the applicant is looking to obtain. Collaborative brought illustrations showing the approximate locations of the different zoning lines, NX1, NX3, and CMU1.

Steve Broadbent, Principal with Thrive Development, provided a description of his company and what kind of structures could be built if the desired zoning was obtained. Examples of structures were supplied on boards showing the types of structures that could be built. He and Jeff Kanning both emphasized that a final product and location was not solidified in any way at this point.

#### Questions from attendees (15 minutes)

- Were there going to be condos available for purchase?
  - No, these units would all be built for rent.
- What was going to happen with the 10<sup>th</sup> St W half street? Would it be fully built out?
  - Owner/developer would complete whatever the city required.
- How many units would be built?
  - Unknown for right now. Thrive said they need 200-250 for it to make financial sense.
- How far back from Lewis would the bigger apartment buildings be located?
  - Thrive and Collaborative informed the neighbor that it would be behind the NX1 zoning but could not inform him an exact measurement at this time.

The meeting was adjourned at 7:35 after having no more questions.



**Three Categories discussed in this document:**

- 1) Statement How the Proposed Zone Change Is consistent with the adopted Growth Policy, Neighborhood Plans, and other city development policies**
- 2) How the Zone Change meets the 10 Statutory Criteria for a zone change**
- 3) Statement how it fits in with Existing or Planned Developments in the Area**

**Statement How the Proposed Zone Change Is consistent with the adopted Growth Policy, Neighborhood Plans, and other city development policies**

The proposed zone change is consistent with the Growth Policy, Neighborhood Plans, and other City Development Policies because we are following the city guidelines and policies to ensure a beautiful and healthy development and neighborhood.

One of the city policies our project meets is to have a neighborhood that is safe and attractive, and that provides essential services (such as housing) that are desired. It also meets the policy of choosing to have infill development that is near city infrastructure that will add real value to the community. Currently, much of the parcel goes unused, is allocated purely for parking, or is unfinished grass. Providing a mix of beautiful housing that meets the needs of various Billings residents is an important aspect of city growth.

We also wish to incorporate amenities that are otherwise non-existent in Billings that will provide a nice and different lifestyle than is currently available.

We will enhance and maintain the community fabric as we intend to build aesthetically pleasing, and uniquely Billings, landscapes and architecture that beautify and inspire the residents of the city.

Providing a safe and livable neighborhood can be achieved through smart subdivision design that focuses on complete streets, and walkable access to public spaces. We intend to both provide and enhance a neighborhood that is safe, attractive and provides essential services that are strongly desired.

### **How the Zone Change meets the 10 Statutory Criteria for a Zone Change**

- 1) The new zoning is consistent with the growth policy because it provides special amenities and active living opportunities that are desirable for an attractive and healthy community. The development will also improve the property values and provide an excellent infill development near existing City infrastructure.
- 2) The new zoning will meet all fire codes and safety codes for all tenants and guests on the property as we will abide by and incorporate all Billings city fire and safety codes into the development.
- 3) It promotes public health, safety, and welfare as it will allow a mixture of housing types with access to recreation, special amenities and active living opportunities that are desirable for an attractive and healthy community.
- 4) It will facilitate adequate provision of transportation, water, sewer, schools, parks, and other public requirements as we will design the property to meet these City requirements and provide for the tenants accordingly.
- 5) It will provide adequate light and air as we will not exceed the allowable density allotments.
- 6) We will provide motorized and non-motorized transportation accordingly and build the project in compliance with parking and safety standards for transportation.
- 7) It does provide for compatible urban growth as we are building a buffer which will contain a mixture of densities for multi-family use. We will have both townhomes and apartments to provide an opportunity for families of all shapes, sizes, and income levels.
- 8) The architecture will be in character of the district and will be suitable for the property and particular uses. We plan to incorporate architecture that both accentuates and beautifies the surrounding area and landscape.
- 9) The new zoning will conserve and increase the value of existing and surrounding buildings.
- 10) The new zoning will encourage the most appropriate use of the land throughout the City of Billings. The parcel is essentially mostly parking lot and grass. We intend to provide the necessary parking through the infill project and provide beautiful and clean housing for all people in Billings.

### **Statement how it fits in with Existing or Planned Developments in the Area**

The proposed zoning fits in with the area as we will be providing infill development that beautifies and adds value to the property and surrounding neighborhood. It also allows a mixture of housing types to provide housing options for all age groups and income levels. A nice mixture of housing also provides for a vibrant and unique community. We will also be planning and enhancing the public space and landscaping on the parcel.

Lastly, the mix of housing types will meet the needs of a diverse population, and the housing and community will be clean, healthy, and safe.

February 1, 2022

City of Billings Zoning Commission  
City/County Planning Division  
2825 3<sup>rd</sup> Avenue North  
Billings, MT 59101

RE: YWCA Billings comments to requested Zone Change 1005-934 Lewis Avenue

City Zoning Commission Members:

YWCA Billings is the largest adjacent property owner to the project proposed by Thrive Development on the site of the Elks Lodge and Tennis Center. We own the block that stretches between 9<sup>th</sup> and 10<sup>th</sup> Streets West, and from Wyoming Avenue north to the undeveloped stretch of Yellowstone Avenue.

Our campus presently includes a shelter for women and children who are victims of domestic violence and human trafficking, a 24-unit apartment building that provides homes for victims and their children, a play park, and an administrative/ services/and community center. We have a new project underway which is a 25-unit shelter for battered women for which plans have been approved by the City. It is scheduled for ground-breaking in March. Another undeveloped lot on our property is large enough to support a second apartment building or a third shelter to protect more victims.

In our build-out of the YWCA campus, we have been careful to avoid situations that would create unpleasant or unsafe situations for the neighborhood. We have committed to preserving green space, to spreading buildings apart, to not building anything over three-stories, to managing parking and traffic control, and avoiding large signage or tall, bright outdoor lighting.

We are not opposed to development of the Elk's property. We are concerned, though, about the density of units, the height of the buildings immediately contingent to our campus, the proximity of units and/or parking to YWCA's two shelters where security is a top priority (we are obligated to provide 24/7 365 days per year protection from further threat to the victims of violence whom we house). We are also very concerned about the effects on traffic, overall noise levels, and changes to the local environment.

The streets adjacent to the Elks property and YWCA's campus, are narrow and limited to 25 miles per hour. The main access road is Lewis Avenue, which intersects with 8<sup>th</sup> Street West at the awkward, inefficient, and dangerous intersection where Lewis does not match up. There is no traffic control anywhere along Lewis in the area of the project, other than stop signs. Tenth Street does not go through, nor does Yellowstone Avenue – and Yellowstone west of 9<sup>th</sup> Street does not align with Yellowstone east of 9<sup>th</sup>, creating another very awkward and hazardous traffic control situation. There is no stoplight to control traffic entering onto Broadwater Avenue at 9<sup>th</sup> Street. YWCA is concerned about how our employees and campus residents and our neighbors will get in and out to go to work and school.

YWCA requests that the City Zoning Commission and other City departments carefully consider the overall impacts of the very large number of units proposed on the property and work closely with Thrive to assure that best interests of the neighbors and the victims that YWCA safeguards are protected.



Merry Lee Olson, CEO

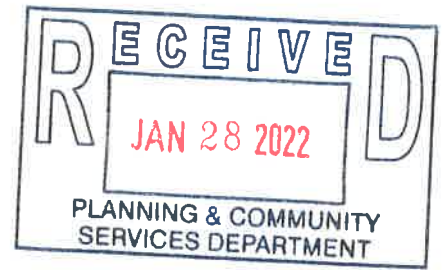


**YWCA Billings**  
909 Wyoming Ave  
Billings, MT 59101  
P 406.252.6303  
F 406.245.7867  
[ywcabillings.org](http://ywcabillings.org)

January 25, 2022

828 Yellowstone Avenue  
Billings, MT 59101

RE: Billings Zoning Change #1005, Project # PZX21-00314



Dear Members of the Zoning Commission:

For the following reasons, I oppose this zoning change for, among other reasons, health and safety concerns, auto and pedestrian traffic concerns, bicycle travel concerns on Lewis Avenue, increased traffic on Yellowstone Avenue, noise concerns, and parking concerns since the residents of the apartments SW of the Elks Club already have inadequate parking and are parking in the Elks parking lots. The intersections of Lewis and 13<sup>th</sup> and Lewis and 8<sup>th</sup> Street West are already fraught with danger for the inattentive travelers. Children who attend Lewis and Clark Middle school are far from the most attentive when it comes to their own safety. Many car accidents have occurred at the intersection of Lewis and 8<sup>th</sup> and that is the current reality. Since your decision must be based on the criteria set out, I am addressing each one individually.

**1. Whether the new zoning is designed in accordance with the comprehensive plan;**

Saying that the new zoning would be consistent with the growth policy, The application's assertion that it designed in accordance with the plan, without evidence, is like me saying, no it doesn't without evidence. If the following criteria are indicative of the growth policy, then my conclusion has more merit than their statement. Only the planning department can make this determination as I have not read the policy, nor do I suspect have the out of state developers.

**2. Whether the new zoning was designed to lessen congestion in the streets.**

Not surprisingly, the request for a zoning change from Thrive Development completely ignores this criterion completely. The math would be that 200 units would increase the number of cars on the streets by, conservatively 300, going in and out of this concrete complex. These additional cars would add traffic to Lewis Avenue, Yellowstone Avenue, Clark Avenue and 8<sup>th</sup> and 9<sup>th</sup> streets before entering Broadwater and/or Grand Avenues. Certainly this proposed change will not lessen congestion in the streets but rather will further congest already busy streets. More cars equal more accidents, injuries, etc.

With the added traffic entering Broadwater Avenue and 8<sup>th</sup> Street West, will traffic lights become necessary at those intersections, paid for with taxpayer, not Thrive Development dollars to address the increased, not decreased congestion?

Parking will also add congestion to the streets. Already the residents of the apartments located to the SW of the current Elks Club are already parking in the Elks Club lot. In other words, there is inadequate parking for those apartments. It's not farfetched to suggest that the developer of those apartments promised there would be adequate parking when their requests were approved but that is not the case.

Parked cars will line Lewis, Clark, Yellowstone and 8<sup>th</sup> and 9<sup>th</sup>. More cars parked on the street will further cause congested parking. It will be like the streets around Daylis Stadium jam packed with cars when Senior plays West in football. Unlike that scenario, which is temporary, this will be a constant in my neighborhood.

**3. Whether the new zoning will promote health and general welfare.**

The application boldly addresses this criterion by painting a picture of nirvana for its residents. Recreation, special amenities and active living are benefits they stated in their application. Aside from the already existing tennis courts, it is hard to imagine where these special amenities will be located in such a dense housing area. These only speak to the residents of this concrete complex. I believe that this criterion be applied to the promotion of health and general welfare of the whole community and neighborhood. Under my belief, this application fails for many of the reasons stated throughout this objection. Traffic problems, parking problems, potential drug problems, and problems between neighbors, in and out of the complex, do not promote the health and general welfare of our community. The only general welfare being promoted by the request will be the monetary profit of an out-of-state corporate developer. Conservatively stated, 200 plus units at a minimum of \$1000 a month per unit would result in a minimum \$200,000 leaving Billings every month landing in the bank accounts of Utah developers.

**4. Whether the new zoning is designed to secure from fire and other dangers;**

Increased housing density, regardless of the building practices, increases the possibility of fire in one or more of the 200 – 250 units that Thrive Development proposes to build on this one city block. If each unit, on average, houses 3 people, that is an additional 600 to 750 fallible people who can make a mistake and turn the entire block into a blaze. High density living increases the risk of high density disaster. The number of proposed or required units (to make the project financially feasible) increases the risks of a catastrophe. The entire block could easily burn down before the Fire Department could even reach it.

Other dangers include traffic problems, potential drug problems, parking problems and garbage problems, all which will be exacerbated by high density housing.

**5. Whether the new zoning will provide light and air**

More cars equals more exhaust pollution impacting the air quality in my neighborhood. As for light, that remains to be seen. When horizontal space is limited the only option is to build vertically. There is simply no way that a developer can build 200 – 250 units on the available horizontal space, especially if the land abutting Lewis Avenue is for nice townhouses, or what I call the lipstick on the pig and the smells and squalor is to the south of that. That is the approach to requesting that strip along Lewis be changed to NX1. The garbage, or less desirable and denser, housing would be built on NX3. How would they do this? If this request is granted, it will followed by a variance request to build higher than the currently allowed 27 feet. The housing building near 13<sup>th</sup> and Poly Drive is one example of when that happened. In the case of higher, much higher buildings, the view, or light, from my living room window will be impaired.

**6. Whether the new zoning will prevent the overcrowding of land**

It's hard to imagine a more overcrowding of land than in this proposal. The targeted area for construction is surrounded to the north, east and west by mostly single family dwellings. It's a nice area of mostly older homes, most of which are owner occupied. 200 – 250 rental units simply will not comfortably, aesthetically, or safely fit into the horizontal space allowed.

**7. Whether the new zoning will avoid undue concentration of population**

This another criterion that the applicant failed to address. Again, I cannot imagine a greater undue concentration of population than the project proposed by Thrive Development of Salt Lake City, Utah. 200 -250 units would house 600 – 800 people on one square block. That is the definition of over concentration of people. As I have already stated, problems multiply when the dense population increases.

**8. Whether the new zoning will facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements**

My city councilwomen, in justifying the ubiquitous water rate increases stated that the increases were necessary because of the old and antiquated water treatment plant. There will be huge new demands on the water system of the city. Rather than facilitating the aforementioned items, if the proposed project zoning changes are granted there will be additional stress on the existing city infrastructure serving this neighborhood.

Additionally, during the construction of this concrete complex, if these changes are granted, there will be disruptions to traffic, bicycle lanes, pedestrian paths, not to mention the noise and other disruptions during the months, or even years of construction. This area of the city will not be the same during construction nor the years thereafter.

**9. Whether the new zoning gives reasonable consideration to the character of the district.**

The proposal, evidenced by the zoning change request is totally out of character of the district. While Broadwater and Grand Avenues are mainly commercial streets, the surrounding residential streets are comprised of mostly single family dwellings, with some basement apartments. It is a far cry to say look, there's a rental here and there in the area so let us build a dense housing area of 200 – 250 units in the heart of the area. Thrive Development's proposal doesn't care about the character of the district. They see maximum profits from their building a dense concrete complex. Profit should never be a reason for a zoning change.

**10. Whether the new zoning gives reasonable consideration to peculiar suitability of the property for particular uses.**

No. This property would be a good site for a city park, 15 – 20 single family dwellings, several office buildings, or a community garden or wildflower garden. It

is not suitable for 200 – 250 rental units, 500 or more people, with 300 additional cars on the streets, or the parking problems that an approval would create.

**11. Whether the new zoning was adopted with a view to conserving the value of buildings.**

Let's face facts. An out of state real estate developer does not and will not care about maintaining the value of my house or any other houses or buildings in the area. They may argue that their glorious concrete complex will maintain or even enhance the values of houses in the surrounding area but they have no way to prove it. They may even hope so while those of us who live here, not in Utah, may fear just the opposite.

No one has seen any plans or architectural drawings to know what is being proposed, or what zoning variances they may seek in the future. We only have their words and mere words, without proof, should not be the reason to grant several zoning changes that will change the character of our neighborhood.

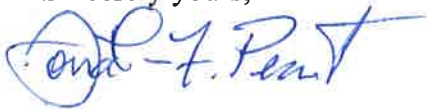
**12. Whether the new zoning will encourage the most appropriate use of land throughout the City of Billings.**

Adequate housing, especially affordable housing is an issue in Billings. Rents are incredibly high, especially for low income families. That being said, Thrive Development has made no mention of building low income housing. Their website speaks of "luxury" apartments they have built in Utah. They also are not saying that they would build luxury apartments on the land for which they are seeking zoning changes. In other words, we do not know what they are really planning. What if they go bankrupt during the construction phase? Who would pick up the pieces with a full block of a concrete mess?

Appropriate and better uses for this land would be a city park, homeowner occupied houses, office space, mix of office space and housing.

In conclusion, I oppose the zoning changes sought by Thrive Development for the reasons stated above and respectfully ask the Zoning Commission to reject the request for zoning changes for the property currently known as the Elks Club.

Sincerely yours,



Jonathan F. Peart

Cc: Denise Joy, Council Member Ward 3, Danny Choriki, Council Member Ward 3

## Bartley, Robbin

---

**From:** Bartley, Robbin  
**Sent:** Tuesday, February 1, 2022 8:26 AM  
**To:** Daniel Brooks; David G. Goss (dgg954@gmail.com); Greg McCall; Michael Larson; Trina White  
**Cc:** Cromwell, Nicole  
**Subject:** FW: [EXTERNAL] Concerns About Zoning Change To Allow Construction Of 250 Unit Housing Complex On Lewis

FYI

*Robbin P. Bartley*

Admin. Support I  
Planning & Community Services Division  
406-247-8676

*City of Billings email messages and attachments are subject to the Right to Know provisions of Montana's Constitution (Art. II, Sec. 9) and may be considered a "public record" pursuant to Title 2, Chapter 6, Montana Code Annotated. As such, this email, its sender and receiver, and the contents may be available for public disclosure and will be retained pursuant to the City's record retention policies. Emails that contain confidential information such as information related to individual privacy may be protected from disclosure under law. This message is intended for the use of the individual or entity named above. If you are not the intended recipient of this transmission, please notify the sender immediately, do not forward the message to anyone, and delete all copies. Thank you.*

**From:** Rita Harding <mtroses22@gmail.com>  
**Sent:** Saturday, January 29, 2022 7:40 PM  
**To:** Bartley, Robbin <bartleyr@billingsmt.gov>  
**Subject:** [EXTERNAL] Concerns About Zoning Change To Allow Construction Of 250 Unit Housing Complex On Lewis

I have lived on Alderson Avenue for about 15 years. I bought the property specifically because I like the quietness and friendliness of the bigger neighborhood. People are often seen walking these streets to do errands or to work downtown. I personally walk the larger neighborhood area regularly to do errands and for exercise. I find the area to be relaxing, safe, and not disturbed by heavy traffic.

The proposed conversion of the Elks property to include 250 housing units is alarming. It has the potential to destroy the neighborhood atmosphere and make walking or driving much more congested. Small residential lots like a subdivision and housing that already exists certainly could work but high rise buildings to house hundreds of people all with vehicles is very alarming.

It seems like this change is for commercialization and for profit and has the potential to destroy the neighborhood atmosphere.

Rita Harding  
123 Alderson  
Billings, MT

**From:** [Julie Brown](#)  
**To:** [Cromwell, Nicole](#)  
**Subject:** [EXTERNAL] Elk's Club zoning request  
**Date:** Monday, January 31, 2022 1:05:10 PM

---

Ms. Cromwell,

I am Julie Brown. I live at 726 Lewis Ave. We are 3rd generation homeowners. I am concerned about the change in zoning for the 800 block of Lewis Ave and its negative impact it will have on our neighborhood. We hate to see the charm of our neighborhood change for the worse as it has become revitalized in the last 10 years. The 8th and Lewis intersection is a worry as is the extra traffic (speeders) on our street. What impact will it have on Broadwater Elementary, Lewis and Clark and Senior High? I am not sure to whom I submit my concerns to. Could you please help me?

Thank you,

Bob(Robert J.) and Julie A. Brown

p.s. I sent this email to Robbin Bartley first before I saw the blurb about your position.

**From:** [Bartley, Robbin](#)  
**To:** [Daniel Brooks](#); [David G. Goss \(dgg954@gmail.com\)](#); [Greg McCall](#); [Michael Larson](#); [Trina White](#)  
**Cc:** [Cromwell, Nicole](#)  
**Subject:** FW: [EXTERNAL] Comments Re: Proposed Zoning Change at 9th and Lewis  
**Date:** Friday, January 28, 2022 8:36:56 AM

---

Good morning Commissioners,

Please see the following letter of support.

Thank you.

*Robbin P. Bartley*

Admin. Support I  
Planning & Community Services Division  
406-247-8676

*City of Billings email messages and attachments are subject to the Right to Know provisions of Montana's Constitution (Art. II, Sec. 9) and may be considered a "public record" pursuant to Title 2, Chapter 6, Montana Code Annotated. As such, this email, its sender and receiver, and the contents may be available for public disclosure and will be retained pursuant to the City's record retention policies. Emails that contain confidential information such as information related to individual privacy may be protected from disclosure under law. This message is intended for the use of the individual or entity named above. If you are not the intended recipient of this transmission, please notify the sender immediately, do not forward the message to anyone, and delete all copies. Thank you.*

**From:** Simon Cecil <scecil42@gmail.com>  
**Sent:** Thursday, January 27, 2022 6:44 PM  
**To:** Bartley, Robbin <bartleyr@billingsmt.gov>  
**Subject:** [EXTERNAL] Comments Re: Proposed Zoning Change at 9th and Lewis

Good Evening Ms. Bartley,

Would please pass my comments on to the commission? Thank you so much!

-Simon

Good Evening members of the zoning commission,

My name is Simon Cecil. I currently live on Yale Avenue two blocks from Rocky Mountain college. Prior to moving to our current home, my spouse and I lived in the 300 block of Lewis Ave.

I am writing to express my strong support for the proposed zoning change at 9<sup>th</sup> and Lewis where the Elks Club currently stands. It is my understanding that Thrive, a developer, is requesting the opportunity to build denser housing on this site. I cannot think of a better use of the space. I strongly encourage you to vote in favor of this zoning change.

The site sits less than a mile from Billings downtown. Continuing to build housing close to downtown

will help keep our city vibrant and our downtown area thriving. Moreover, by building housing in our existing city instead of on the far west end we will have an easier and less costly time providing all of the municipal services citizens should expect such as fire protection, police, and snow plowing. Support for public safety levies over the past two years highlights just how important our citizens think those services are. The opportunity to keep them economical is a wonderful chance to provide what residents need without continuing to increase taxes.

In the past two years I have seen home prices in my neighborhood increase by close to 25%. While this is a nice windfall for those of us who own homes, it is not sustainable for our city. Having lived in cities across the country, one thing I love about Billings is that blue collar workers can afford homes and a good life in our city, while they would be stuck in small apartments in a place like Bozeman or Denver. Increasing our housing supply is an important step to help keep home values from sky rocketing.

Additionally, research is quite clear that there is a close connection between housing prices and homelessness. I think all of us understand the homeless population downtown is a concern for residents across our city. If we can make housing more affordable in our city, we will be able to reduce homelessness in turn allowing people in our city to have the dignity of living in a home and strengthening the appeal of our downtown.

I know that there are neighbors who do not wish to see housing built on this site. However, almost all of us started out our lives in a house different from where we now live. Those of us who have the chance to enjoy all the good things Billings provides should do what we can to afford others the same opportunity, not slam the door in the face of those who wish to join our fair city.

We must put the overall wellbeing of our city and its residents at the top of our considerations. Strengthening our downtown, keeping taxes from rising, keeping home prices under control and reducing homelessness are all critical goals that make this a great project that I strongly hope you will support.

Simon Cecil  
923 Yale Ave  
Billings, MT

**From:** [Katelyn Rebecca Cameron](#)  
**To:** [Cromwell, Nicole](#)  
**Subject:** [EXTERNAL] City Zone Change 1005 934 Lewis  
**Date:** Wednesday, January 26, 2022 5:02:33 PM

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I do not own a lot in this area but i am a resident and property owner of Billings. I fully support this rezoning. Please allocate a portion to affordable housing or subsidized housing. The market is so tight that people cannot find housing, especially if they are on any form of assistance. We need more housing in almost every area of the city.

Please help that become a reality.

- Katelyn

**From:** [Plecker, Monica](#)  
**To:** [Bartley, Robbin](#); [Cromwell, Nicole](#)  
**Subject:** Fw: [EXTERNAL] FW: Very concerned about the plans for apartment buildings to be built on Lewis Avenue  
**Date:** Friday, January 28, 2022 9:35:26 AM  
**Importance:** High

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**From:** Greg Cook <grcook@bresnan.net>  
**Sent:** Thursday, January 27, 2022 8:08 PM  
**To:** Plecker, Monica <PleckerM@billingsmt.gov>  
**Subject:** [EXTERNAL] FW: Very concerned about the plans for apartment buildings to be built on Lewis Avenue

The concentration of people and housing will be too dense. It sounds like the out of state company is trying to make as much money as possible by cramming as many people in a small space as possible. Definitely not good for this area of Billings!

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**From:** Greg Cook [mailto:grcook@bresnan.net]  
**Sent:** Thursday, January 27, 2022 6:30 PM  
**To:** 'pleckerm@billingsmt.gov'  
**Subject:** Very concerned about the plans for apartment buildings to be built on Lewis Avenue  
**Importance:** High

Hello, Ms. Plecker, We are very concerned about the construction of apartment buildings/multifamily units on Lewis Avenue. We have lived on Lewis Avenue for years. It is a beautiful neighborhood. Our neighbors are all single family homes! There may be a duplex scattered here and there, but they are not noticeable. Why would anyone authorize that apartment buildings be allowed to be built there? It will ruin the neighborhood! It will mean a lot more traffic in an already congested street. People complain about the traffic as it is! Not to mention that it is not zoned for multifamily! I understand that it is zoned for commercial, right now. It needs to be zoned for single family, like the rest of the area. I appeal to your sense of fairness and your commitment to the people who live in the area and ask you to not allow apartments to be built there. Please zone it for single family homes, not multifamily units.

Sincerely, Greg and Rose Cook

Dear Members of the City Zoning Commission,

I am asking that you deny the rezoning of the land at 934 Lewis Avenue (Elks Club) for the following reasons.

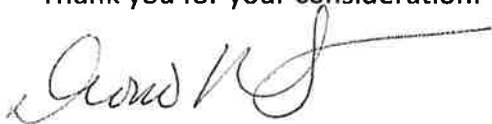
-The new zoning will NOT prevent overcrowding of the land. On page 7 the developer states that to be profitable, 200 to 250 units would have to be built. That could average 300 or more cars. How can the tennis courts stay, the units be built and 300 cars fit in that area? Already, the apartments to the west of the Elks has overflow parking that parks along the Elks. Where will those cars go?

-The new zoning will NOT avoid undue concentration of population. Again, citing page 7, if 200 to 250 units are built at an average 2-3 people to unit, that would add 400 to 750 people to this area.

-The new zoning will ABSOLUTELY NOT lessen congestion on the streets. Again, adding 300 or more cars to this corner is too many. 10<sup>th</sup> street is not finished and dead ends at Yellowstone. Yellowstone is not finished and has no gutters, proper paving or street lights and it dead ends near 10<sup>th</sup>. This leaves all traffic to be on Lewis and 9<sup>th</sup>. Both of these streets are 2 lane. Overflow parking will line the streets of Lewis and 9<sup>th</sup> is narrow and can't accommodate overflow parking.

In conclusion, I have no problem with mixed use 1 but using that to add a buffer (pretty face) on Lewis and then putting the less attractive high density mixed use 3 housing hiding in back abutting our single family homes is not reasonable for the character of our neighborhoods.

Thank you for your consideration.



Dionē Roberts  
833 Wyoming Avenue  
Billings, MT 59101  
(406)591-7591



**From:** [Tara Stricker](#)  
**To:** [Cromwell, Nicole](#)  
**Subject:** [EXTERNAL] zoning  
**Date:** Tuesday, January 25, 2022 2:48:13 PM

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Good Afternoon

I am emailing regarding the proposed unit to be built on the Elks Property. As a homeowner in this area, I very much disagree with this unit being built. In addition to creating a huge amount of traffic, this will also adversely affect our sewer system. Where will the parking be for the apartment complex? People moving into this unit with children will then inundate our school district with new enrollment. I would like info on how to share my concerns with the city, in addition to the email. I will also be walking door to door to discuss this with area homeowners. Thank you

Tara Stricker  
[taras@queenbeebilling.com](mailto:taras@queenbeebilling.com)  
406-702-0055

February 1, 2022

Billings Zoning Commission

Hello, my name is Ernie Dutton. I reside at 2046 Mariposa Lane here in Billings. I am part-owner of the commercial property directly west of the Elks Club.

I am concerned that the proposed zone change #1005 will adversely affect the neighborhood. If approved, this zone change will significantly and negatively impact the parking and traffic in the area.

**The City of Billings does not have the means to adequately mitigate the problems.**

The Elks Club has never granted the City of Billings any right-of way on their side of 10<sup>th</sup> Street West. They have granted utility easements, but have specifically retained their “right to fully use and enjoy” the property.

Consequently, 10<sup>th</sup> Street West south of Lewis Avenue to Yellowstone Avenue is only ½ of a City Street right of way. This substandard street is the only real access for numerous properties, including the Stoneridge apartment complex and numerous duplexes. There is a shortage of on-street parking, (See the picture of the overflow parking from the Stoneridge apartments onto the Elks property), as well as a safety hazard along this substandard road, which is the only way in or out of the area (See the dead-end streets marked on the map.).

You know that you are prohibited from attaching any conditions onto zone change. You may not know that the City is unable to require a right-of-way dedication, unless a property owner seeks to subdivide (confirmed with City Planning and Engineering departments). So please don't be seduced into thinking that a traffic study or the site plan approval can cure the parking and traffic problems previously identified.

Do not be persuaded to approve this zone change based on the argument that the proposed zoning is better than the existing zoning that allows potential commercial development to occur. As a commercial broker in this community for over 40 years, I can tell you that this is not a good commercial location. That is why the property hasn't previously sold despite being on the market for over 2 years. Multi-family might be good use of the property, but the proposed density will have a significant and permanent impact on the neighborhood. Let's make sure that the negative consequences are minimized.

You and the City of Billings only get one bite at the apple. Hopefully, your denial of this zone change request will motivate the Elks Club to dedicate the right-of-way needed to complete 10<sup>th</sup> Street West, before they attempt another bite of the apple.

The Elks property is strategically located and can potentially be developed to be a significant asset to our community. The property isn't going anywhere, and you will surely have another opportunity to see that it gets properly developed.

I respectfully request you recommend denial of this zone change.

**ORDINANCE 22-\_\_\_\_\_**  
**AN ORDINANCE OF THE CITY OF BILLINGS,**  
**PROVIDING THE ZONE CLASSIFICATION ON Parcel 1,**  
**C/S 2474, BE AMENDED**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 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.

**Section 2. DESCRIPTION.** **Parcel 1 of C/S 2474,** is presently zoned **Corridor Mixed Use 1 (CMU1)** and is shown on the official zoning map within this zone.

**Section 3. ZONE DISTRICT AMENDMENT.** The official zoning map is hereby amended the zoning for **Parcel 1, C/S 2474,** is hereby changed from **Corridor Mixed Use 1 (CMU1) to Mixed Residential 1 (NX1) and Mixed Residential 3 (NX3) and Corridor Mixed Use 1 (CMU1)** as shown on the attached exhibit, and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining to **Mixed Residential 1 (NX1) and Mixed Residential 3 (NX3) and Corridor Mixed Use 1 (CMU1),** as set out in the Billings, Montana City Code.

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 6. 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.

PASSED by the City Council on first reading this 28<sup>th</sup> day of February, 2022.

PASSED, ADOPTED and APPROVED on second reading this 14<sup>th</sup> day of March, 2022.

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

Attest:

BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1005, 934 Lewis Avenue

Zone Change 1005

Zoning Exhibit



**City Council Regular**

**Date:** 03/14/2022  
**Title:** Zone Change 1006 - 1204 Howard from N1 to NX1 - Second Reading  
**Presented by:** Karen Husman  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review:** Not Applicable

**RECOMMENDATION**

The Zoning Commission recommends approval of Zone Change 1006 and adoption of the findings of the 10 review criteria. The City Council held a public hearing and approved the zone change on first reading of the ordinance on February 28, 2022. A second reading public hearing is required for the zone change ordinance.

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

City Zone Change 1006 -- 1204 Howard Ave -- from N1 to NX1 - A zone change request from N1 (First Neighborhood Residential) to NX1 (Mixed Residential 1), on Block 2, Lots 1-2 of the West Billings Heights Subdivision, a 7,000 square foot parcel located at 1204 Howard Avenue. The purpose of the zone change is to allow the existing duplex to be modified into a 4-unit structure. A pre application neighborhood meeting was held on December 18, 2021. Presented by Karen Husman, Planner I

**APPLICATION DATA**

**OWNER:** Ashley Delp  
**LEGAL DESCRIPTION:** Block 2, Lots 1-2 of the West Billings Heights Subdivision  
**CURRENT ZONING:** N1  
**EXISTING LAND USE:** One two-unit dwelling and one single family dwelling  
**PROPOSED USE:** Residential multi-family (increase units in duplex to make a 4-unit dwelling)  
**SIZE OF PARCEL:** 7,000 sf

**CONCURRENT APPLICATIONS:**

None

**SURROUNDING ZONING AND LAND USE:**

**NORTH:** Zoning: N1 & NX2  
 Land Use: Residential single family & a 4-unit dwelling  
**SOUTH:** Zoning: N2  
 Land Use: Residential single family (2 single family dwellings)  
**EAST:** Zoning: NX1  
 Land Use: Residential multi-family (3-unit dwelling)  
**WEST:** Zoning: N1  
 Land Use: Residential (2 single family dwellings)

The proposed zoning would allow an existing duplex dwelling to use the basement area to add two units, creating a 4-unit dwelling on the property along with the existing single family dwelling. This will provide additional affordable housing choices without increasing the footprint of the existing structures. There are other similar multi unit properties in the area and throughout this neighborhood, including two 4-unit dwellings on the northeast corner of 12th St West and Howard Avenue. The property east across 12th Street West is zoned NX1 and has a multi-unit building. A Master Site Plan review will be required with the increase in dwelling units, the applicant is prepared to provide additional off-street parking. The additional units will have egress windows added for safety as required by building code, and the new units will meet all other requirements for building and fire codes.

**STAKEHOLDERS**

The applicant and agent conducted a pre-application neighborhood meeting on December 18, 2021, at 934 Lewis Avenue. There were no attendees. A summary of the meeting is included as an attachment. Planning staff did not receive any comments prior to completing the staff report for the zone change. The Zoning Commission conducted its public hearing and received the Planning staff recommendation of approval, and testimony from the owners and agent. The Zoning Commission voted 5-0 on a motion to recommend approval and adoption of the findings of the ten review criteria.

City Council conducted a public hearing and first reading for this application on February 28, 2022. Testimony was received from the applicant's agent. It was clarified that additional off-street parking spaces would be required for the additional dwelling units. The applicant's agent confirmed they would be providing two additional spaces at the alley and one additional space off of Howard Ave. The Council approved the zone change on first reading of the ordinance with a unanimous voice vote.

**ALTERNATIVES**

The City Council may:

- Approve and adopt the findings of the ten review criteria for Zone Change 1006 on 2nd reading; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1006 on 2nd reading; or,
- Delay action on the zone change request for up to 30 days; or,

- Allow the applicant to withdraw the zone change request.

The City Council voted unanimously to approve the zone change and adopt the Zoning commission's recommended findings of the ten review criteria at the first reading on February 28, 2022. Unless the Council is prepared to submit different findings of the ten review criteria, staff recommends the Council approve the zone change on second reading.

## FISCAL EFFECTS

Approval or denial of the proposed zone change will not have an effect on the Planning Division budget.

## SUMMARY

Prior to any decision, the City Council shall consider the following:

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

The proposed zone change does conform to the following guidelines of the 2016 Growth Policy:

### Strong Neighborhoods:

- Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels
- Neighborhoods that are safe and attractive and provide essential services are much desired

### Home Base:

- A mix of housing types that meet the needs of a diverse population is important
- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe

The proposed zoning would allow an existing duplex dwelling to use the basement to add two units, creating a 4-unit dwelling on the property along with the existing single family dwelling. The proposed zone is consistent with the City's Growth Policy and increases density without adding a large demand on city services. This will provide additional affordable housing choices without increasing the footprint of the existing structures.

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

The new zoning requires minimum build-to zones, open and landscaped areas, and building separations. The new zoning, as do all zoning districts, provides adequate building separations and density limits to provide security from fire and other dangers. The existing structure footprints will not be expanded so current setbacks and building separation will not be reduced.

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

Public health and public safety will be promoted by the proposed zoning. The existing parcel has already been developed and used for as a two-family residence and for a single family residence since they were built in the 1930's. A zoning of NX1 is required to have more than 2 attached dwelling units. The proposed zoning would allow the owner to acquire a rebuild letter under the new zoning after converting the basement into two more dwelling units. This will also allow the owner to reduce the risk associated with insuring the property and investing in property improvements. The proposed zoning (NX1) would allow the owner to ensure development is not intrusive to neighboring property, and still allow compatible uses with the adjacent N1 and the NX1 zoning.

4. Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?

Transportation: The proposed zoning will have little impact on the surrounding transportation systems.

Water and Sewer: The property has City water and sewer services.

Schools and Parks: Schools and parks should not be significantly affected by the proposed zone change, this will depend on the new tenants.

Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5. Will the new zoning provide adequate light and air?

The proposed zoning provides for sufficient setbacks to allow for adequate separation between structures and adequate light and air.

6. Will the new zoning effect motorized and non-motorized transportation?

The new zoning will have little effect on vehicle and pedestrian traffic, although additional off-street parking for the added units will be provided.

7. Will the new zoning promote compatible urban growth?

The proposed zoning is compatible with the adjacent zoning and existing urban growth in the vicinity. The proposed zoning will allow an existing structure to become conforming to the NX1 zone district as a four dwelling unit structure.

8. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. The proposed zoning will allow expansion of an existing residential use, without increasing the footprint of the structure. There are other multi unit properties in the area.

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

The new zoning is not expected to alter the value of any buildings in the area. Any development of the property will need to meet the site development requirements in the zoning code, including landscaping, screening, building heights and setbacks. A Master Site Plan will

be required with the remodel and additional dwelling units.

10. Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

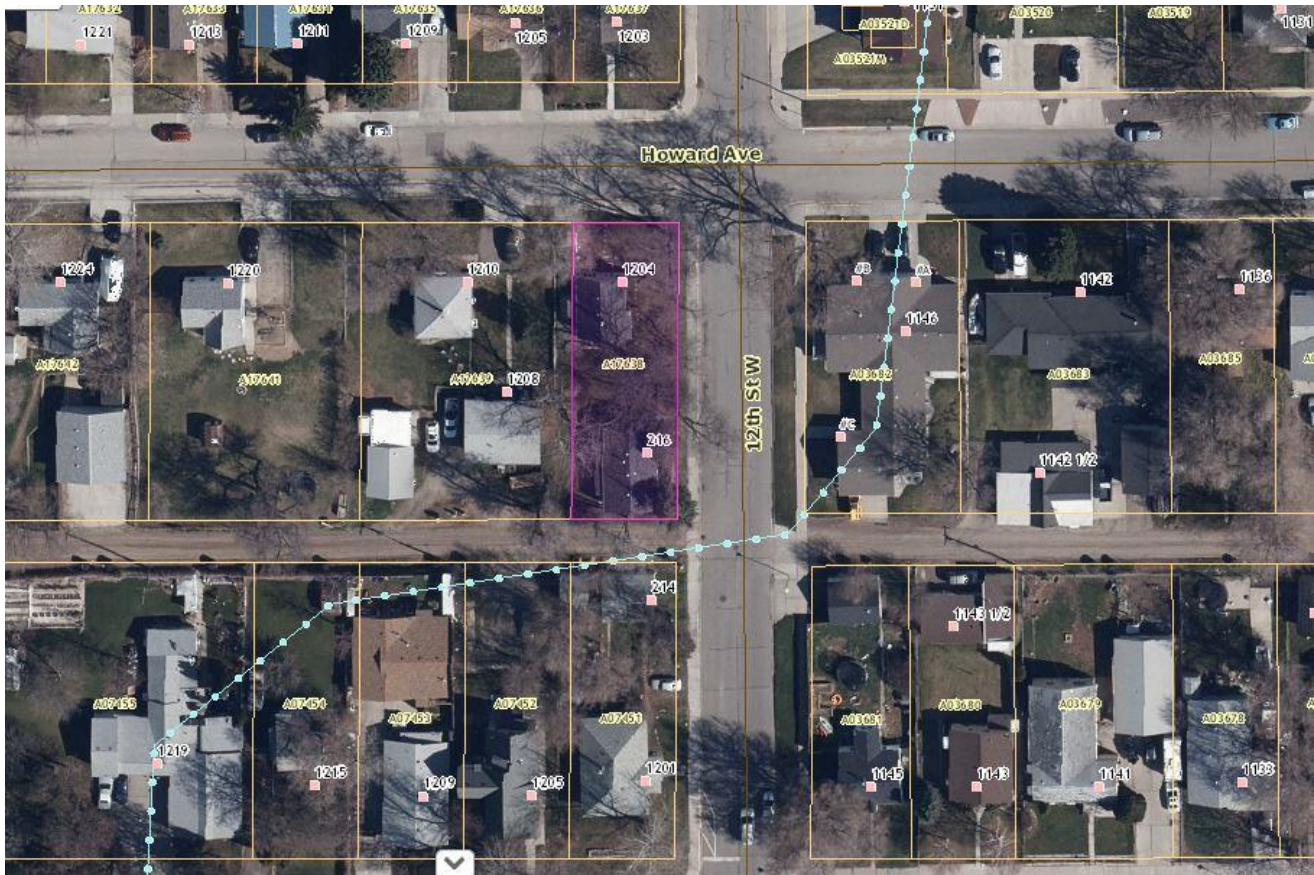
The proposed zoning will allow an existing structure to be rebuilt as a 4-unit dwelling if it were destroyed. This is an appropriate location for the zoning to allow additional density that is compatible with adjacent uses. The parcel directly across 12th Street West is currently NX1 and has a multi unit residential structure.

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#### **Attachments**

Zoning Map & Site Photos  
Application & Applicant Letter  
Preapplication Meeting Held  
Zoning History  
Ordinance

# Zoning Map & Site Photos





South



East



North



West



East



Looking from the intersection south west toward the property

## APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # PZX-21-00313

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

Present Zoning: N1-First Neighborhood

Proposed Zoning: NX1 - Mixed Residential 1

TAX ID# A17638

CITY ELECTION WARD : Ward 3

Legal Description of Property:

WEST BILLINGS HEIGHTS, S05, T01 S, R26 E, BLOCK 2, Lot 1-2

Address or General Location (If unknown, contact City Engineering):

1204 Howard Avenue, Billings MT, 59102

Size of Parcel (Area & Dimensions): 7000 sq. ft.

Present Land-Use: Residential Multi Family

Proposed Land-Use: Residential Multi Family (Increased by two units) My goal is to configure the duplex into a four-plex. The layout makes it ideal for this modification without changing the footprint of the building.

Covenants or Deed Restrictions on Property: Yes \_\_\_\_\_ No  \_\_\_\_\_ If yes, please attach to application

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

Owner(s):

(Ashley Delp)

(1204 Howard Avenue, Billings MT, 59102)

(406-690-4388) (ashley@ashleydelpteam.com)

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

Signature: 

Date: 12/19/2021

13 Zone Change Application Packet 2021/2022

To whom it may concern,

I would like to take this opportunity to request a zone change for my recently purchased home at 1204 Howard Ave. The property currently is zoned N1 with a Duplex and stand alone 2 bed, 1 bath home. Our goal with the zone change is to get the zoning switched to NX1 which would allow us to modify the duplex into a 4 plex unit. This goal can be achieved without changing the footprint of the existing building. The only access to the basement portion of the duplex is on the west side of the building so makes it very easy to add two additional units as it will just be interior modifications. The proposed zone change request is consistent with the city of Billings growth policy and increases density without a large demand on city services. There is a lack of affordable housing in Billings and this will allow us to provide two more living units in an area that desperately needs additional housing units.

The master site plan will include additional parking with alley access and expanding the on site parking currently in place, additional units will have egress added for safety/light/air, units to be built to code with appropriate fire rating between units, property will have exterior security cameras installed. Being centrally located in Billings and having access to public transportation within walking distance will make this an ideal rental unit.

There are a precedent of multi family units in the direct vicinity of the property and will not affect the usability of the property or the nature of the neighborhood.

This will add value to the lot as current units are renovated, parking improved, unfinished basement will be converted to living quarters so will be 100% completed vs. finished upstairs and less than 25% finished basement.

I feel that I can accomplish this goal with the favorable support of the community and zoning board. I am prepared to accommodate any provisions that the city may impose upon me in granting this zone change request.

Thank you for your consideration and please do not hesitate to contact me with any questions.

Ashley Delp  
406-690-4388

Ashley Delp

406-690-4388

12/11/2021

Dear Property Owner:

Please be advised that a formal application will be submitted to Yellowstone County seeking approval of a zoning change for the following described property:

**WEST BILLINGS HEIGHTS, S05, T01 S, R26 E, BLOCK 2, LOT 1 - 2**

The petitioner is asking the County to approve this application to allow development of the above address to transition from N1-First Neighborhood to NX1 zoning multi family housing on the described property.

In compliance with the City Zoning requirements, a Neighborhood Information Meeting will be held to provide you an opportunity to become fully aware of our development intentions. The Neighborhood Information Meeting will be held on December 18, 2021 at Elks Lodge, Lounge. 934 Lewis Avenue, Billings MT 59101 @ 2:00 p.m

At this meeting the petitioner will make every effort to illustrate how the property will be developed and to answer any questions. Should you have questions prior to the meeting, please contact me.

Sincerely,

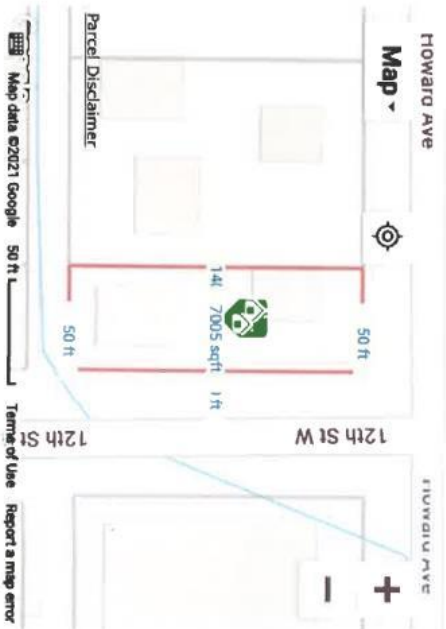
Ashley Delp

□ 1204 Howard Ave, Billings, MT 59102  
WEST BILLINGS HEIGHTS, S05, T01 S, R26 E, BLOCK 2, LOT 1 - 2

**Project Summary:**

**Zone Change:** currently zoned N1, proposed conversion to N1 Zoning  
This will allow us to modify the duplex into a 4-plex unit. The current building will allow for this modification without changing the footprint of the building itself.

**Contact: Ashley Delp**  
406-690-4386





| <b>SUBJECT PROPERTY</b>         | <b>Zone Change</b> | <b>DATE</b> | <b>FOR</b>    | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b> |
|---------------------------------|--------------------|-------------|---------------|-----------------------|------------------------|
| 1204 Howard Ave                 | None               |             |               |                       |                        |
| <b>SURROUNDING PROPERTY</b>     | <b>Zone Change</b> | <b>DATE</b> | <b>FOR</b>    | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b> |
| Broadwater Sub Blk 4, Lt 8-18   | ZC # 314           | 4/6/81      | R60 – RMF-R   | N                     | Denied                 |
| Broadwater Sub Blk 16, Lt 1 & 2 | ZC # 417           | 12/12/83    | R60 to NC     | N                     | Denied                 |
| Keirle Sub, Blk 8, Lt 11-15     | ZC # 320           | 6/8/81      | R60 to Public | Y                     | 3 <sup>rd</sup> Filing |
| Keirle Sub, Blk 5 Lt 1&2        | ZC # 340           | 11/23/81    | R72 to R60    | N                     | Denied                 |
| Glenn Sub, Lt 8-14              | ZC # 43?           | 11/27/73    | CC to R60     | Y                     | 2 <sup>nd</sup> filing |
| Ross Sub, Blk 1, Lt 13-24       | ZC # 270           | 10/22/79    | R60 to RP     | Y                     |                        |
| 1107 Alderson Ave               | ZC # 8             | 3/26/1973   | R60 to RMF-R  | Y                     | Apt Building           |
| 940 Avenue B                    | ZC # 53            | 4/22/1974   | R-60 to RMF-R | Y                     | Renovation of MF       |
| 130 Prickett Ln                 | ZC # 733           | 07/26/2004  | R60 to RMF    | N                     | Denied                 |
| 1545 Hawthorne Ln               | ZC # 936           | 07/17/2015  | R50 to RMF-R  | Withdrawn             | Applicant Withdrew     |

**ORDINANCE 22-\_\_\_\_\_**  
**AN ORDINANCE OF THE CITY OF BILLINGS,**  
**PROVIDING THE ZONE CLASSIFICATION ON Block 2,**  
**Lots 1-2 of the West Billings Heights Subdivision, BE**  
**AMENDED**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 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.*

**Section 2. DESCRIPTION.** **Block 2, Lots 1-2 of the West Billings Heights Subdivision**, is presently zoned **First Neighborhood Residential (N1)** and is shown on the official zoning map within this zone.

**Section 3. ZONE DISTRICT AMENDMENT.** The official zoning map is hereby amended and the zoning for **Block 2, Lots 1-2 of the West Billings Heights Subdivision**, is hereby changed from **First Neighborhood Residential (N1)** to **Mixed Residential (NX1)**, and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining **Mixed Residential (NX1)** as set out in the Billings, Montana City Code.

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 6. 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.

PASSED by the City Council on first reading this 28<sup>th</sup> day of February, 2022.

PASSED, ADOPTED and APPROVED on second reading this 14<sup>th</sup> day of March, 2022

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

Attest:

BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1006, 1204 Howard Avenue

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Zone Change 1007- Emma Jean Heights - Second Reading  
**Presented by:** Karen Husman  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Zoning Commission recommends approval of Zone Change 1007 and adoption of the findings of the 10 review criteria. The City Council held a public hearing and approved the zone change on first reading of the ordinance on February 28, 2022. A second reading public hearing is required for the zone change ordinance.

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

City Zone Change 1007 -- Emma Jean Heights -- from N2 to N3 - A zone change request from N2 (Mid-century Neighborhood Residential) to N3 (Suburban Neighborhood Residential), on 51 parcels in the Emma Jean Heights Subdivision located off Bitterroot Dr. A pre application neighborhood meeting was held on December 11, 2021.

**APPLICATION DATA**

**OWNER:** Chamberlain Construction, Charlie Felton, Felton Associates, Rodney & Mary Giesler, Jerry & Sandra Stoltenberg, Livelynye, LLC., Brent & Krista Montague, Kenneth & Denise Roesch, Green Jeans, LLC  
**AGENT:** Charlie Felton & Kerry Martinson  
**LEGAL DESCRIPTION:** Emma Jean Heights Sub. 1st Filing, Block 2, Lots 12-15, Emma Jean Heights Sub 2nd, Block 4, Lot 1, Block 9, Lots 10 & 11, 1 Block 10, Lots 10 & 11, Block 19, Lot 1, Emma Jean Heights Sub 4th filing, Block 8, Lots 1-20, Block 9, Lots 12-20, Block 10, Lots 1-9, Block 11, Lot 4, Block 13, Lots 2-14  
**ADDRESS:** Multiple  
**CURRENT ZONING:** N2  
**EXISTING LAND USE:** Residential single family and vacant lots  
**PROPOSED USE:** Residential single family  
**SIZE OF PARCEL:** Multiple

**CONCURRENT APPLICATIONS**

Several pending Building Permit applications for new construction

**SURROUNDING LAND USE & ZONING**

**NORTH:** Zoning: N2/N3  
Land Use: Residential  
**SOUTH:** Zoning: N2/N3  
Land Use: Residential  
**EAST:** Zoning: N2/N3  
Land Use: Residential  
**WEST:** Zoning: N2/N3  
Land Use: Residential

**STAFF REVIEW**

This is a zone change request to change from N2 to N3. The proposed zoning would update the properties within the Emma Jean Heights Subdivision from a mixture of N2 - a zone that allows 1 and two family dwellings - to N3 - a zone that only allows single family dwellings. Both zone districts allow single family dwellings on individual lots. The N2 zone district was included in Project Recode map update for these parcels in an effort to keep the existing development moving forward with the same allowed uses as the previous Residential 7,000 (R-70) zone district. The

previous R-70 zoning and the N2 zoning both allow single family dwellings as well as 2-unit dwellings. Planning Staff chose the N2 zone district as it closely resembled the previous zone (Residential-7000). The applicants are requesting the change to N3 for the undeveloped parcels as these current owners only intend to build single family dwellings, and to clarify the recently constructed single family homes that do not meet the N2 district requirements. During the transition from the previous zoning to the new zoning code, there have been a few building permits that were approved under the previous code and are now nonconforming under the N2 zone district. The change to N3 would bring the nonconforming structures into conformance. The zone change will also allow the developer to use existing house plans for the remainder of parcels in this portion of Emma Jean Heights Subdivision.

Project Recode was widely publicized and all property owners, developers and task forces were encouraged to attend the neighborhood meetings and public meetings to voice their opinions, concerns and recommendations on the proposed changes. After years of preparation and numerous working group meetings developing the code, the Zoning Commission and City Council held public hearings in the summer of 2020 through the end of the calendar year. The new zoning code and map were adopted by the City Council on January 25, 2021. The draft maps and new maps were available online for review and everyone was encouraged to view and comment on the changes. During 2021 there was a transition period allowing staff to make amendments to zoning on parcels and address minor changes or amendments that did not fit the new designation. The transition period ended, and these property owners are requesting a change to N3 on their properties to continue developing the parcels in uniformity with the previous suburban single family development.

The Planning staff reviewed the request and recommended approval based on the findings of the 10 review criteria. The Zoning Commission concurred with the staff recommendation in making its recommendation to City Council after it conducted its hearing on February 1, 2022. The adjacent zoning and development is similar and will provide continuity within the subdivision and between adjacent subdivisions. The adopted Growth Policy of Billings does support compatibility of development. The proposed zoning and uses are conforming to the growth policy and development can occur without disrupting the existing neighborhood fabric. Staff received several phone calls during the process before the Zoning Commission meeting from residents within the subdivision asking for an explanation of the zone change and who initiated it. Staff explained the details and the residents were satisfied and were not concerned about their own property.

## **STAKEHOLDERS**

The applicant and agent conducted a pre-application neighborhood meeting on December 11, 2021, at 1410 Jean Avenue, there were 15 attendees. A summary of the meeting is included as an attachment. Planning staff did receive several inquiries by phone and in person from residents wanting an explanation of the request. Staff clarified the details of the zone change and what the applicants reasons were for the requested change. The Zoning Commission conducted its public hearing on February 1, 2022, and received the Planning staff recommendation of approval, and testimony from the owners and agent. There were several members of the public in attendance. The Zoning Commission voted 4-0 on a motion to recommend approval and adoption of the findings of the ten review criteria.

City Council conducted a public hearing and first reading for this application on February 28, 2022. Testimony was received from the applicant and agent. Charles Felton, agent, expressed his frustration with changes in zoning through the Recode process and felt he shouldn't have had to apply for a zone change. Council members questioned the reason for the zone designation of N2 for the parcels, and it was explained by Staff that the previous Zone (Residential 7000) was best matched to the N2 due to the allowance of single and two family dwellings. Staff found it would not have been appropriate to take away the property owners rights to have a choice of building single or two family dwellings. The N3 zone district does not allow two family dwellings. The Council approved the zone change on first reading of the ordinance with a unanimous voice vote.

## **ALTERNATIVES**

The City Council may:

- Approve and adopt the findings of the ten review criteria for Zone Change 1007 on 2nd reading; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1007 on 2nd reading; or,
- Delay action on the zone change request for up to 30 days; or,

- Allow the applicant to withdraw the zone change request.

The City Council voted unanimously to approve the zone change and adopt the Zoning commission's recommended findings of the ten review criteria at the first reading on February 28, 2022. Unless the Council is prepared to submit different findings of the ten review criteria, staff recommends the Council approve the zone change on second reading.

## FISCAL EFFECTS

Approval or denial of the proposed zone change will not have an effect on the Planning Division budget.

## SUMMARY

Prior to any decision, the City Council shall consider the following:

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

The proposed zone change is consistent with the following guidelines of the 2016 Growth Policy:

### Strong Neighborhoods:

- Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels
- Neighborhoods that are safe and attractive and provide essential services are much desired

### Home Base:

- A mix of housing types that meet the needs of a diverse population is important
- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe

The proposed zone change is consistent with the following goals of the **2006 Billings Heights Neighborhood Plan**:

- To provide safe, good quality and affordable housing in the Heights.
- Develop housing patterns that are compatible with existing neighborhoods.
- Maintain similar housing in established neighborhoods.

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

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

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

Public health and public safety will not be affected by the proposed zoning. The new zone would not change the public health, safety and general welfare status from the existing zoning.

4. Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?

Transportation: The proposed zoning will not significantly increase post-development traffic volume.

Water and Sewer: The City provides water and sewer to the property.

Schools and Parks: Schools and parks should not be negatively affected by the proposed zoning. School population may increase depending on the demographic of the new residents as homes are built.

Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5. Will the new zoning provide adequate light and air?

The proposed zoning provides for sufficient setbacks to allow for adequate separation between structures and adequate light and air.

6. Will the new zoning effect motorized and non-motorized transportation?

The new zoning designation itself should not have any increase effect on the transportation system. The N2 zoning may have brought in more dwelling units under the allowed density, therefore the proposed N3 may actually have less

of an impact on the transportation system.

7. Will the new zoning promote compatible urban growth?

The new zoning does promote compatibility with urban growth. The proposed zoning will allow this subdivision to provide single family housing compatible with most of the existing neighborhood.

8. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. Previous filings of Emma Jean Heights are built out in accordance with the N3 district. Therefore, allowing these additional lots to be constructed in the same pattern expands the already existing character. Further, the proposed zoning will continue to allow a housing choice that is in demand in the area and could be built in N2 or N3 zoning districts.

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

Both the N3 (new zone) and N2 (old zone) conserve the value of buildings and allow for single family dwellings. The existing homes in the neighborhoods are predominantly single-family homes and some homes that have already been constructed are built to the N3 standard. Therefore, the new zoning will not diminish the value of the existing neighborhood or the newly zoned property.

10. Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

The proposed zoning will allow the continuance of an existing housing choice in this area of Billings Heights. Residential uses are the most appropriate use of the land.

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### **Attachments**

Zoning Map & Site Photos  
Applications  
Preapplication Meeting Held  
Zoning History  
Ordinance

# Zoning Map & Site Photos







Looking West on Anchor





Looking North at the corner of Anchor and Columbine



Looking South



South East



Looking West on Anchor



North on Columbine  
Photos submitted by applicant







# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N-2

Proposed Zoning: N-3 which is consistant with Existing home of 100 plus

TAX ID# \_\_\_\_\_ CITY ELECTION WARD 2

Legal Description of Property: Numerous: Attached

Address or General Location (If unknown, contact City Engineering): \_\_\_\_\_

Size of Parcel (Area & Dimensions): \_\_\_\_\_

Present Land-Use: Single Family Homes

Proposed Land-Use: Single Family Homes

Covenants or Deed Restrictions on Property:  Yes  No

If yes, please attach to application

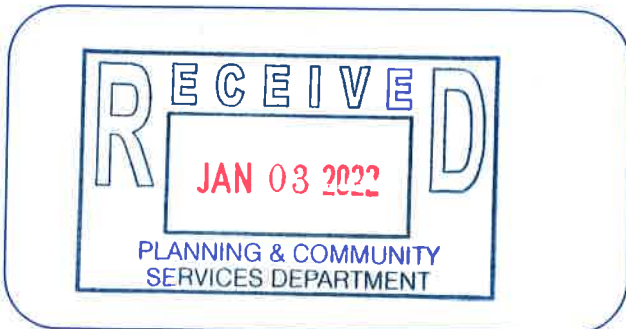
\*\*\* Additional information may be required as determined by the Zoning Coordinator in order to fully evaluate the application.

Owner(s): Felton Associates INC. Charles J Felton President  
(Recorded Owner)  
(Address) P.O. Box 598 Frenchtown, MT 59834  
(Phone Number) (406) 239-4964 (email) \_\_\_\_\_

Agent(s): Kerry Martinson  
(Name)  
(Address) 2044 Broadwater Ave Billings MT 59102  
(Phone Number) (406) 690-5737 (email) \_\_\_\_\_

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

Signature: Charles J. Felton Date: \_\_\_\_\_  
(Recorded Owner)



# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 - Suburban Residential Neighborhood

TAX ID# None; A35410, A35407 A35408, A35409, A34268 A34269 A34271 A34270 CITY ELECTION WARD 2

Legal Description of Property: See attached sheet

Address or General Location (If unknown, contact City Engineering): Emma Jean Heights

Size of Parcel (Area & Dimensions): NA

Present Land-Use: vacant

Proposed Land-Use: single family residences

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): Charlie Felton

(Recorded Owner) **Felton Associates**

(Address) P.O. Boc 598 Frenchtown, MT 59834-0598

(Phone Number) 406-239-4964 (email) charlie.felton@yahoo.com

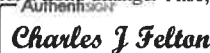
Agent(s): Kerry Martinson

(Name) **4 Seasons Real Estate**

(Address) 2044 Broadwater Ave Suite A Billings MT 59102

(Phone Number) 406-690-5737 (email) kerry.martinson@outlook.com

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

Signature:  Charles J Felton Date: 11/29/2021  
11/29/2021 8:07:05 AM MST  
(Recorded Owner)



# APPLICATION FORM

**CITY ZONE CHANGE** Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# None CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th Block 13, Lot 14

Address or General Location (If unknown, contact City Engineering): 1357 Tania Cir

Size of Parcel (Area & Dimensions): 7,918 sf

Present Land-Use: vacant

Proposed Land-Use: single family residence

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): Chamberlain Construction

(Recorded Owner)

(Address) 1506 Anchor Ave Billings, MT 59105

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

Agent(s): Charile Felton & Kerry Martinson

(Name) Felton Associates & 4 Seasons Real estate

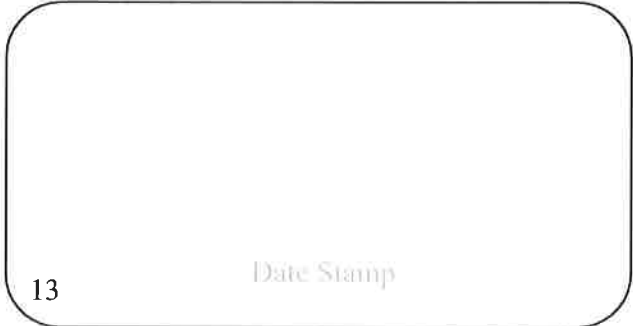
(Address) \_\_\_\_\_

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

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

Signature:  Date: 11/29/2021

(Recorded Owner)



# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# None CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th filing Block 9, Lot 20

Address or General Location (If unknown, contact City Engineering): 1306 Tania Circle (aka 1309 Anchor Ave)

Size of Parcel (Area & Dimensions): 8,745 sf

Present Land-Use: vacant

Proposed Land-Use: single family residence

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): Jerry & Sandra Stoltenberg

(Recorded Owner)

(Address) 1840 Walter Rd Billings MT 59105

(Phone Number)

(email)

Agent(s): Charlie Felton & Kerry Martinson

(Name) Felton Associates & 4 Seasons Real Estate

(Address)

(Phone Number)

(email)

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

Signature:    
 11/28/2021 10:41:09 AM MST   
 (Recorded Owner)

   
 11/28/2021 10:43:30 AM MST   
 Date: 11/28/2021   
 11/28/2021



# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# None CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th Block 13 Lts 7 & 8

Address or General Location (If unknown, contact City Engineering): 1327 & 1331 Tania Circle

Size of Parcel (Area & Dimensions): 7,973 sf & 8,213 sf

Present Land-Use: vacant

Proposed Land-Use: single family residences

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): KENNETH & DENISE ROESCH

(Recorded Owner)

(Address) 1415 Granite Ave Billings, MT 59102

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

Agent(s): \_\_\_\_\_

(Name)

(Address)

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

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

Signature: Kenneth Roesch Denise Roesch Date: 11/27/2021 11/27/2021  
(Recorded Owner) 11/27/2021 2:39:42 PM MST



# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# A35382 CITY ELECTION WARD 2

Legal Description of Property: EMMA JEAN HEIGHTS SUBD 2ND FILING BLOCK 4, Lot 1

Address or General Location (If unknown, contact City Engineering): 1419 Anchor Ave

Size of Parcel (Area & Dimensions): 7,479 sf

Present Land-Use: single family residence

Proposed Land-Use: same

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): MONTAGUE, BRENT & KRISTA

(Recorded Owner)

(Address) 1419 Anchor Ave Billings MT 59105

(Phone Number)

(email)

Agent(s): Charlie Felton & Kerry Martinson

(Name) Felton Associates & 4 Seasons Real Estate

(Address)

(Phone Number)

(email)

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

Signature: [Signature] Date: 12-5-21

(Recorded Owner)



# APPLICATION FORM

**CITY ZONE CHANGE**      **Billings Zone Change #** \_\_\_\_\_ **- Project #** \_\_\_\_\_

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

Present Zoning: N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# None      CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th Block 10, Lot 3

Address or General Location (If unknown, contact City Engineering): 1312 Emma Ave

Size of Parcel (Area & Dimensions): 8,131 sf

Present Land-Use: vacant

Proposed Land-Use: single family residence

Covenants or Deed Restrictions on Property:    Yes       No \_\_\_\_\_

If yes, please attach to application

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

Owner(s): LIVELYNYE LLC

(Recorded Owner) 1930 VILLAGE CENTER CIRCLE #3-104

(Address) Las Vegas NV 59134

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

Agent(s): Charlie Felton & Kerry Martinson

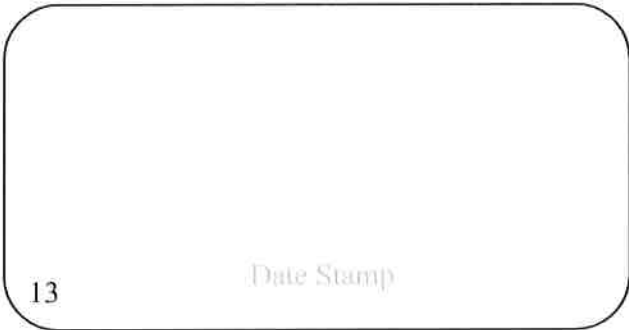
(Name)

(Address)

(Phone Number) \_\_\_\_\_ (email) \_\_\_\_\_

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

Signature:       Date: 12/05/21  
(Recorded Owner)



# APPLICATION FORM

**CITY ZONE CHANGE**      **Billings Zone Change #** \_\_\_\_\_ **- Project #** \_\_\_\_\_

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

Present Zoning      N2 - Mid-Century Residential Neighborhood

Proposed Zoning:      N3 Suburban Residential Neighborhood

TAX ID#      None      CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th Block 13, Lt 10 & Block 10, Lot 2

Address or General Location (If unknown, contact City Engineering): 1341 Tania Cir & 1308 Emma Ave

Size of Parcel (Area & Dimensions):      10,202 sf & 8,131 sf

Present Land-Use:      vacant

Proposed Land-Use:      single family residences

Covenants or Deed Restrictions on Property:    Yes       No \_\_\_\_\_

If yes, please attach to application

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

Owner(s): Green Jeans LLC

(Recorded Owner)

(Address) P.O. BOX 50597 Billings, MT 59105

(Phone Number)      (email)

Agent(s): Charlie Felton & Kerry Martinson

(Name) Felton Associates & 4 Seasons Real Estate

(Address)

(Phone Number)      (email)

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

Signature:  William B Thompson      Date: 11/27/2021  
Authentisign  
11/27/2021 5:22:10 PM MST  
(Recorded Owner)



# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # \_\_\_\_\_ - Project # \_\_\_\_\_

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

Present Zoning N2 - Mid-Century Residential Neighborhood

Proposed Zoning: N3 Suburban Residential Neighborhood

TAX ID# None CITY ELECTION WARD 2

Legal Description of Property: Emma Jean Heights 4th Filing, Block 10, Lot 9

Address or General Location (If unknown, contact City Engineering): 1410 EMMA AVE

Size of Parcel (Area & Dimensions): 8,195 sf

Present Land-Use: vacant

Proposed Land-Use: single family residence

Covenants or Deed Restrictions on Property: Yes  No

If yes, please attach to application

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

Owner(s): RODNEY & MARY GIESLER

(Recorded Owner)

(Address) 15875 SD HIGHWAY 73 Faith, SD 57626

(Phone Number)

(email)

Agent(s): Charile Felton & Kerry Martinson

(Name) Felton Associates and 4 Seasons Real Estate

(Address)

(Phone Number)

(email)

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

Signature: *Rodney & Mary Giesler* Date: 12-7-2021

(Recorded Owner)

**Pre-Application Statement of Owner(s) or Agent(s)**

The owner(s), contract purchasers (if any) and agents (if any) are required to submit this completed form and any attachments along with a completed zone change application packet, including any required fees, for a zone change to be processed by the Planning Division.

- 1. **Present Zoning:** N-2
- 2. **Written description of the Zone Change Plan** including existing and proposed new zoning:

Change zoning from N-2 to N-3

- 3. **Subject Property Map:** please attach to this form

- 4. **Legal Description of Property:**

numerous & attached

- 5. **Neighborhood Task Force Area:** Yes /// No . If Yes, Name of Task Force and mailing address of Chairperson: Billings Heights Task force

Ming Cabrera

- 6. **Roster of persons who attended the pre-application neighborhood meeting:** please attach to this form

- 7. **A copy of the meeting notice.** please attach to this form

- 8. **A brief synopsis of the meeting results including any written minutes or audio recording.** please attach to this form

- 9. **The undersigned affirm the following:**

1) The pre-application neighborhood meeting was held on the 11<sup>th</sup>, day of December, 2021.

2) The zone change application is based on materials presented at the meeting.

**Owner (s):** Fallon Assoc Inc. Charles Fallon Telephone: (406) 239-4964

Address: P.O. Box 598 Frenchtown, Mt 59834 Email: Charlie.fallon@yahoo.com  
Cindysoffice@yahoo.com

**Agent (s):** Kerry Martinson Telephone: (406) 690-5737

Address: 2044 Broadwater Ave Email: kerry.martinson@outlook.com  
Billings, Mt 59102

December 2, 2021

Dear Property Owner,

This letter is to inform you of an informational meeting regarding a zoning change for Emma Jean Heights Subdivision, 4<sup>th</sup> Filing, that is being made to the city of Billings. The meeting will be held at 1410 Jean Avenue in the Emma Jean Heights Subdivision on December 11, at 10:00 am.

As you may or may not know, the city recently adopted a new Zoning Code for the entire city. The 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Filings in the Emma Jean Heights Subdivision are now zoned N-3. This is labeled by the city as suburban residential zoning and homes that have been built in the subdivision meet this zoning guideline. The 4<sup>th</sup> Filing (new filing with vacant lots available) has been zoned N-2, which is labeled by the city as mid 20<sup>th</sup> century zoning and does not allow for many of the features found in the style of homes that have been and are currently being built in the subdivision. This issue came to the developer's attention when it was discovered that the homes currently being built (and approved by the city) were apparently approved in error after the new zoning took effect. Other than the public hearings regarding the new Zoning Code, there was no notice by the city and it is still not clear to the developer why the change was unilaterally made. There had been no notice by the city of the change that was made and it is still unclear as to why. The City of Billings is requiring the developer and land owners of 4<sup>th</sup> Filing lots formally apply to change the zoning district to N-3, a zoning designation that will match the rest of the subdivision. It is the city's position that it does not "zone downward", but it is the position of the developer that the 4<sup>th</sup> Filing has been zoned downward so that the zoning request change will be submitted to protect Subdivision property values.

Attached you will find the city supplied definitions of N-2 and N-3 zoning, the legal descriptions of the Emma Jean 4<sup>th</sup> Filing lots, map of Subdivision showing current zoning, as well as the contact information for the current owners of affected lots.

Developer, Charles Felton, believes this is in the best interest of all lot owners in the Subdivision to maintain the attractive look and desirability of the Subdivision. 100% of the builders currently building in the 4<sup>th</sup> Filing of the Subdivision have signed the application for the requested change as well. The developer will be present at the meeting to answer any questions you may have regarding the proposed change to N-3 zoning to conform with the rest of the Subdivision.

Sincerely,

 *Charles J Felton*

Charles Felton  
(406) 239-4964  
1616 Bitterroot Drive  
Billings, MT 59105

**SECTION 27-306 N3 DISTRICT**

The following site and structure regulations apply to any lot in the N3 district. Refer to 27-303 for general regulations applicable to all districts and Table 27-300.5, below, for regulations specific to this district, keyed to illustrations in Figure 27-300(3). See Article 27-1800 for definitions and information on how to measure the following regulations.

**TABLE 27-300.5 : SITE AND STRUCTURE REGULATIONS**

| <b>A. BUILDING SITING</b> |                                                                                                                  | <b>REFERENCES</b>                                                                                                 |
|---------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>1</b>                  | Minimum Lot Width (feet) per principal building 65<br>Minimum Lot Size (square feet) per principal building none | See Article 27-1500 existing lots of record.<br>See 27-306.C for exemption from minimum lot widths.               |
| <b>2</b>                  | Maximum Building Width (feet) None                                                                               |                                                                                                                   |
| <b>3</b>                  | Front Setback (feet) 20 minimum                                                                                  |                                                                                                                   |
| <b>4</b>                  | Street-Side Setback (feet) 10 minimum                                                                            |                                                                                                                   |
| <b>5</b>                  | Side Setback (feet) 5 minimum<br>Space Between Principal Buildings on Lot (feet) 10 minimum                      |                                                                                                                   |
| <b>6</b>                  | Rear Setback (feet) 5 minimum                                                                                    |                                                                                                                   |
| <b>7</b>                  | Accessory Building Yard Location Rear                                                                            |                                                                                                                   |
| <b>8</b>                  | Accessory Building: Rear Setback (feet) 5 minimum, except 0 at alley                                             |                                                                                                                   |
| <b>9</b>                  | Maximum Total Building Coverage (%) 40                                                                           |                                                                                                                   |
| <b>10</b>                 | Permitted Driveway Access Location Any                                                                           | See BMCC Section 6-1200 for driveway access standards.                                                            |
| <b>11</b>                 | Attached Garage Entrance Location Any façade; front façade limited to no more than 50% of façade                 |                                                                                                                   |
| <b>B. Height</b>          |                                                                                                                  |                                                                                                                   |
|                           | Principal Building: Maximum Height (stories) 3                                                                   | See Article 27-1800 for instructions for measuring height.<br>Accessory roof pitch shall match principal building |
|                           | Maximum Height (feet) 34                                                                                         |                                                                                                                   |
|                           | Accessory Building: Maximum Height (stories) 1.5 stories, no taller than the principal building                  |                                                                                                                   |

SINGLE-UNIT HOME

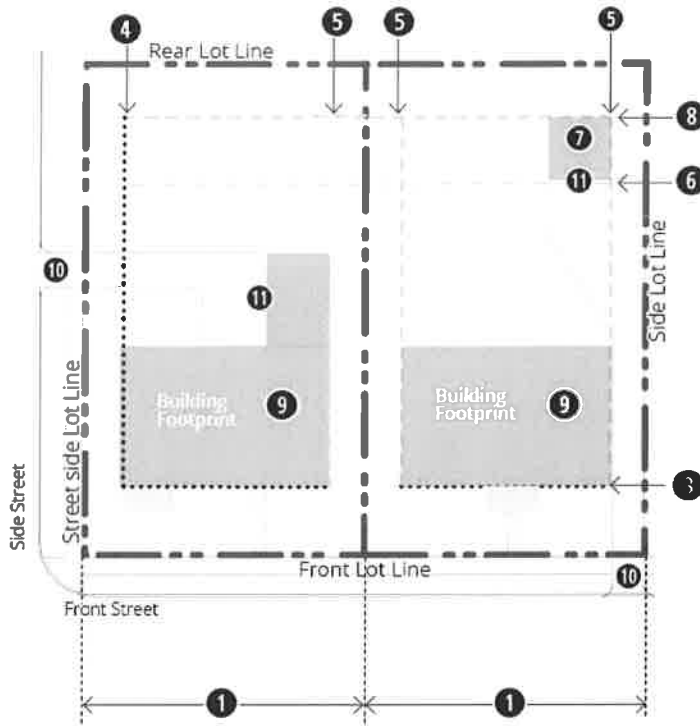


Figure 27-300(3)- N3-district diagrammatic plan.

C. Supplemental Regulations

Lots on cul-de-sacs and flag lots are exempt from minimum lot width regulations. See also Article 27-1500, Nonconformities, for existing lots of record.

## SECTION 27-305 N2 DISTRICT

The following site and structure regulations apply to any lot in the N2 district. Refer to 27-303 for general regulations applicable to all districts and Table 27-300.4, below, for regulations specific to this district, keyed to illustrations in Figure 27-300(2). See Article 27-1800 for definitions and information on how to measure the following regulations.

TABLE 27-300.4 : SITE AND STRUCTURE REGULATIONS

| A. BUILDING SITING           |                                                  |                                                                           | REFERENCES                                                                                                              |
|------------------------------|--------------------------------------------------|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1                            | Minimum Lot Width(feet) per principal building   | 50                                                                        | See <u>27-305.D</u> for 2-unit buildings. See Article 27-1500 existing lots of record.                                  |
|                              | Maximum Lot Width (feet) per principal building  | 120                                                                       |                                                                                                                         |
| 2                            | Maximum Front Building Width (feet)              | 80 per principal building                                                 |                                                                                                                         |
| 3                            | Front Build-to Zone (feet)                       | 10-20; match block face average                                           | See Article 27-1800 for block face averaging instructions                                                               |
| 4                            | Street-Side Build-to Zone (feet)                 | 10-15                                                                     |                                                                                                                         |
| 5                            | Side Setback (feet)                              | 5 minimum                                                                 |                                                                                                                         |
|                              | Space Between Principal Buildings on Lot (feet)  | 10 minimum                                                                |                                                                                                                         |
| 6                            | Rear Setback (feet)                              | 5 minimum                                                                 | See <u>27-305.D</u> for side street lots                                                                                |
| 7                            | Accessory Building Yard Location                 | Rear                                                                      |                                                                                                                         |
| 8                            | Accessory Building: Rear Setback (feet)          | 3 minimum, except 0 at alley                                              |                                                                                                                         |
| 9                            | Maximum Total Building Coverage (%)              | 40                                                                        |                                                                                                                         |
| 10                           | Permitted Driveway Access Location               | Any                                                                       | See BMCC Section 6-1200 for driveway access exceptions                                                                  |
| 11                           | Attached Garage Entrance Location                | Any façade; front façade limited to no more than 50% of façade            |                                                                                                                         |
| B. HEIGHT                    |                                                  |                                                                           |                                                                                                                         |
| 12                           | Principal Building: Maximum Height (stories).    | 1.5; 2 stories on maximum 60% of footprint except as provided in 27-305.D |                                                                                                                         |
|                              | Maximum Height (feet)                            | 27                                                                        |                                                                                                                         |
| 13                           | Accessory Building: Maximum Height (stories)     | 1.5 stories, no taller than the principal building                        | Accessory roof pitch shall match principal building                                                                     |
| C. WINDOWS, FRONT DOOR, ROOF |                                                  |                                                                           |                                                                                                                         |
| 14                           | Minimum Window & Door Coverage: Front Façade (%) | 15 per story                                                              | Measured per each full and half story. See Article 27-1800 for information on measuring window and door facade coverage |
| 15                           | Front Door Location                              | Street Façade                                                             | See <u>27-305.D</u> for 2-unit buildings.                                                                               |
| 16                           | Permitted Roof Types                             | Low pitched, flat                                                         | See Article 27-1800 for definition of roof types and exception for other allowed roof types.                            |
|                              | Minimum pitch                                    | 3:12 (rise:run)                                                           |                                                                                                                         |
|                              | Maximum pitch                                    | 6:12 (rise:run), except as provided in 27-305.D                           |                                                                                                                         |

SINGLE-UNIT OR TWO-UNIT HOME

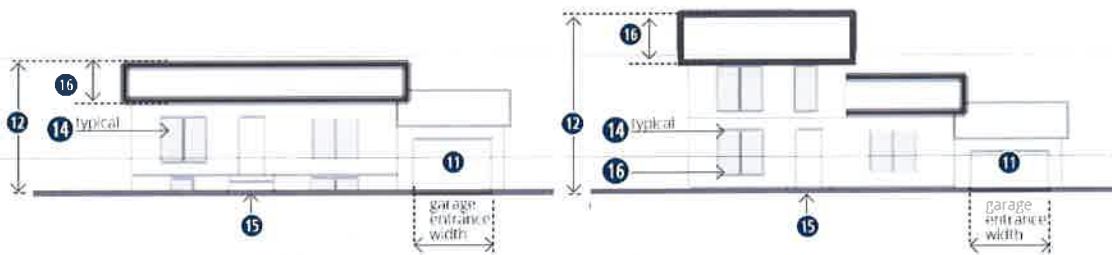
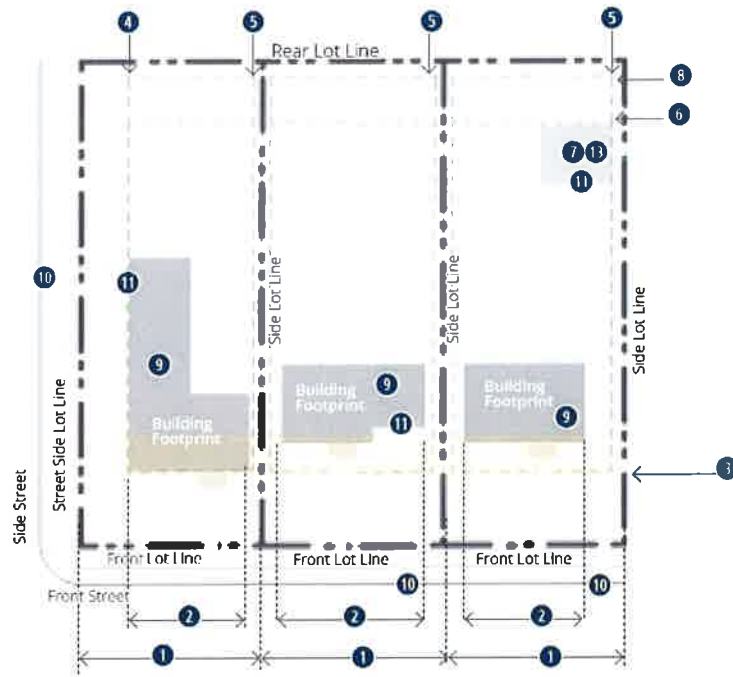
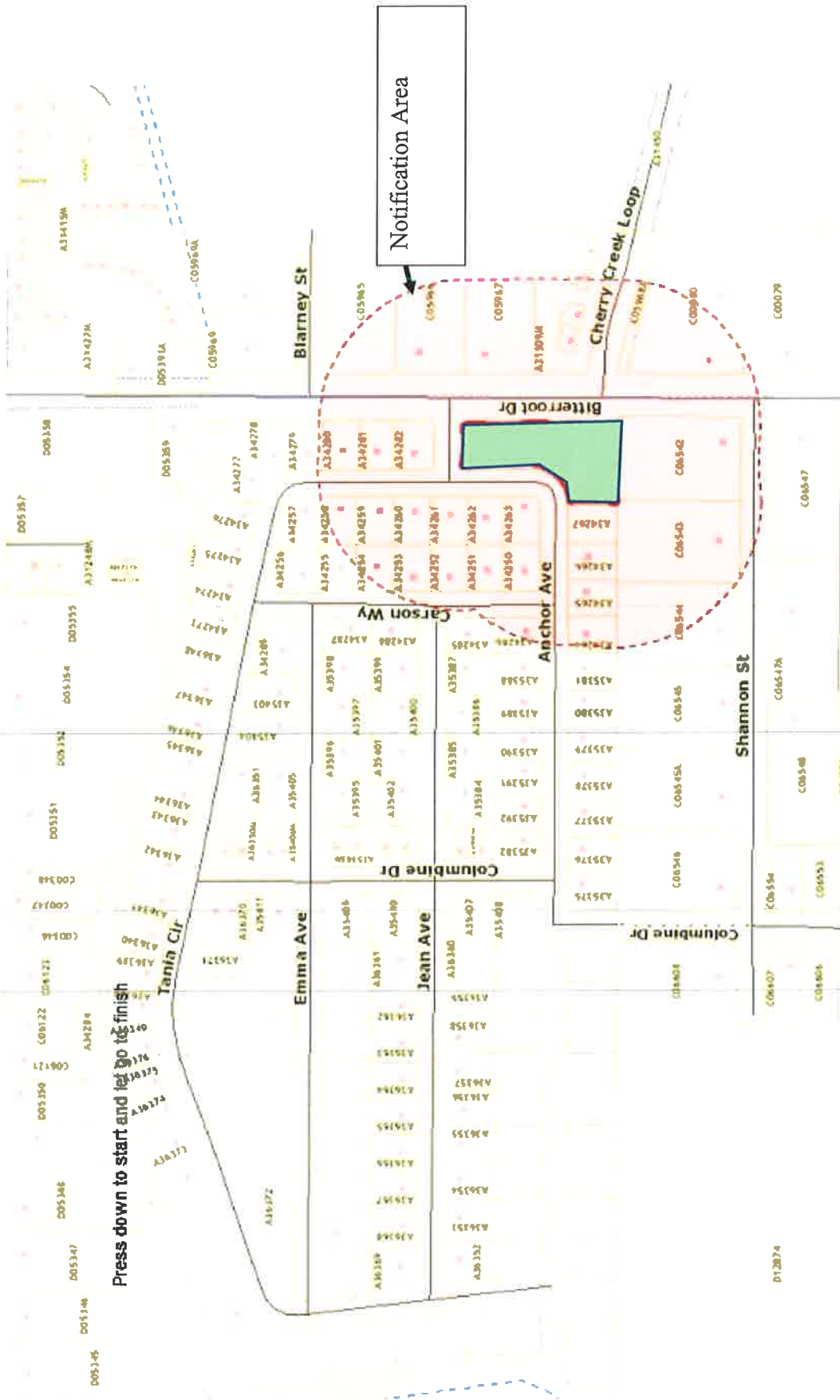


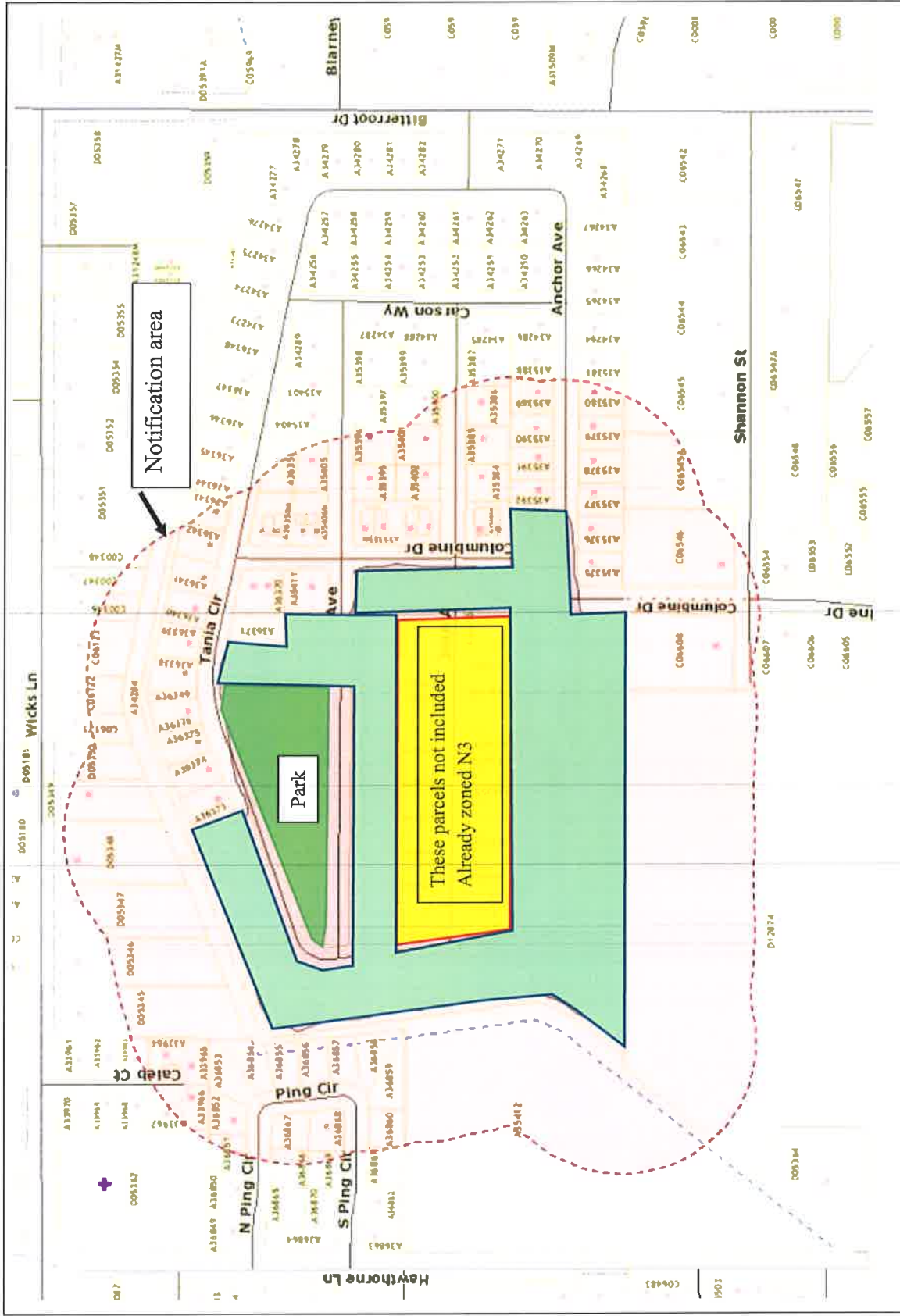
Figure 27-300(2). N2 district diagrammatic plans and elevations.

D. Supplemental Regulations

1. Side Street Lots. Side street lots are those lots located along the short end of blocks, where the front of the lot faces the side street and the depth of the lot is generally the width of most of the lots on the block. Lots with only side street frontage are allowed maximum building coverage of 80%.
2. The following standards apply to 2-unit buildings:
  - (a) Configuration. Allowed configurations include the following: side-by-side per below, stacked units, front and rear units, all located in the principal building; two principal buildings on one lot; or a principal building with an accessory building (see Article 27-1000).
    1. Garage entrances located on the front façade are limited to no more than 50% of the front façade width.
    2. Up to two front door entrances are permitted on the street façade (Table 27-300.4.C)
    3. Principal buildings may have two stories for the entire footprint of the structure.
    4. Roofs may exceed the 6:12 maximum roof pitch.



300 ft radius map – parcels in Emma Jean Heights 1st Filing – Zone Change N2 to N3



300 ft radius map Emma Jean Heights 2<sup>nd</sup> and 4<sup>th</sup> Filing Lots Zone Change N2 to N3



Map above indicates Emma Jean Heights Subdivision 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Filings

City provided Definitions of N-2 and N-3 Zoning below. Note that existing homes in Emma Jean Heights do not meet N-2 Zoning Guidelines.

**N2: MID-CENTURY NEIGHBORHOOD RESIDENTIAL** The N2 district is intended to continue the existing character of the residential neighborhoods with single-and two-family homes developed during the middle of the twentieth century. This district may also be used for new neighborhoods designed with similar characteristics of the mid-century neighborhoods. These characteristics include homes wide on the lot, proportionate garages located in the front façade, low pitched roofs, and doors and windows on the front facades. Building and garage location are specified in the regulations, with basic parameters for front doors and windows

**N3: SUBURBAN NEIGHBORHOOD RESIDENTIAL** The N3 district is intended for residential neighborhoods primarily with single-family homes. Characteristics include wide lots and attached garages typically located on the front building façade, often greater than 35% of the façade. Basic setback and height parameters apply.

## Pre application Statement of Owner or Agent

Re: Zone change request – 4<sup>th</sup> Filing of Emma Jean Heights Subdivision

The zone change from N-3 to N-2 would be inconsistent with the intent for single family homes. With the changes in the set backs in the front and back of new homes with current N-2 zoning, it would be a great contrast with the already over 100 homes built and would seriously change the look of homes built in the subdivision. It is not the intent of the developer to change the look or characteristics of the subdivision. I believe the changes made by the Zoning and Planning Department would diminish the number of future lot sales, and devalue the value of existing homes and lots. I have already lost many lot sales over the erroneous change of zoning for the 4<sup>th</sup> filing and have had threats of lawsuits for recent lot sales against myself and my Realtor, Kerry Martinson.

There is a great need for single family homes with -3 zoning. N-3 zoning protects people with existing homes in the subdivision from box like looking homes and from multi family homes being built in the subdivision, now that multifamily homes can be built on a 7000 sf lot. With regard to Emma Jean Heights Subdivision, any multifamily builds would create parking issues and would inundate the streets with parked cars and trucks making travel and snowplowing a challenge. In closing, I would ask to change the zoning of the 4<sup>th</sup> filing of the subdivision to an N-3 designation that would be consistent with the current homes built in the subdivision and would better reflect the old zoning of R-7000. I also have several 4<sup>th</sup> filing lot sales pending with a contingency in each contract of the approval by the City of Billings for zoning of those lots to be changed to N-3.

Emma Jean Heights is a planned development in the Billings Heights of approximately 60 acres in size with an estimated build out of 190 lots. The master plan was approved in 2007 after a lengthy process with the City of Billings departments, HKM Engineering and the Developer. Covenants and restrictions were drafted with input of the City of Billings and to reflect the developers desire to create a subdivision of mostly single family homes. The property was also annexed into the City of Billings so that the developer could create a higher density and provide city services of water, sewer, and garbage collection as well as public transportation to the residents of the subdivision. A land dedication of greater than 11% was granted by the developer to provide for a large city park and a walking path that runs through the entire subdivision from Bitterroot Drive to Hawthorne Avenue. As part of the agreement, it was agreed that the trail would be constructed by the developer as part of the development cost. A list of street names were provided to the Fire Marshall and through interaction between the developer and the Fire Marshall, street names were chosen so that emergency personnel would

# EMMA JEAN HEIGHT REZONE MEETING

## DEC 11, 2021

### ATTENDEES

|   | FULL NAME *         | PHONE *                                                          | REASON  |
|---|---------------------|------------------------------------------------------------------|---------|
| 1 | William C. Urickson | 406 480-1462<br>EMAIL<br>Willcutband@yahoo.com                   |         |
|   | Phyllis A. Urickson | 406-480-2673<br>EMAIL                                            |         |
| 3 | ARDENE BIERWAGEN    | 406-598-8803<br>EMAIL                                            |         |
|   | Susan Schleining    | 406-208-5785<br>EMAIL<br>*Prefer Hockey 59102@hotmail.com        |         |
| 5 | Terry & Schlemmer   | 406-281-0524<br>EMAIL<br>WRongway 59105@hotmail.com Dec 11-10 AM | Meeting |
|   | Ross McCulloch      | 406 860 4586<br>EMAIL<br>bttrækker@bresnack.net                  |         |
| 7 | Stan Kondracki      | 406-698-7079<br>EMAIL<br>skondracki@bresnack.net                 |         |
|   | Scott Helmbrecht    | 406-672-5552<br>EMAIL<br>scottfeyel@hotmail.com                  |         |
| 9 | Brianna Monahan     | 760-914-1726<br>EMAIL<br>briemonahan91@gmail.com                 |         |
|   | William Thompson    | 406.850.9765<br>EMAIL                                            |         |

# EMMA JEAN HEIGHT REZONE MEETING

## DEC 11, 2021

### ATTENDEES

**11** FULL NAME \* PHONE \* REASON  
 Steven SPRAGUE SR 406 480 0863  
 EMAIL STEVENSPRAGUE-SR@Yahoo.com

FULL NAME \* PHONE \* REASON  
 GARY BECKER 406 696-9940 CONCERNS  
 EMAIL gbecker64@gmail.com ??

**13** FULL NAME \* PHONE \* REASON  
 Jerry Stoltenberg 406-698-8309 Lot Owner  
 EMAIL wrench2424@gmail.com

FULL NAME \* PHONE \* REASON  
 Jason Cummings 626 827 0478 Owner in the  
 EMAIL Cummingsjg@hotmail.com Neighborhood

**15** FULL NAME \* PHONE \* REASON  
 Vanessa Cummings  
 EMAIL Vanessa.ovando@gmail.com  
 "on REASON ↓

FULL NAME \* PHONE \* REASON  
 Lindsey wright (406) 671-0785  
 EMAIL Jacob wright

**17** FULL NAME \* PHONE \* REASON  
 EMAIL

FULL NAME \* PHONE \* REASON  
 EMAIL

**19** FULL NAME \* PHONE \* REASON  
 EMAIL

FULL NAME \* PHONE \* REASON  
 EMAIL

## **Synopsis of meeting for preapplication neighborhood meeting for request of rezone of Emma Jean Heights**

Meeting was held at 1410 Jean Avenue Billings, MT on December 11, 2021 at 10:00 am

Several people from the community attended the meeting and they are documented on the attached attendees list with contact information.

Charlie Felton and Kerry Martinson explained the chain of events in a chronological order, including summarizing e mail chain between city employees, Charlie Felton & Kerry Martinson that prompted the rezoning request after discovering that the 4<sup>th</sup> filing of the subdivision had been rezoned to an N-2 designation in late November.

Multiple attendees questioned why the change was made and voiced that they are unhappy with the change to N-2 zoning. All attendees were surprised and concerned that the city has the ability to rezone property without notifying property owners. City documents describing N-2 and N-3 zoning and a map of lots in subdivision were provided in all mailings with notice of meeting. The differences between homes and setbacks for the 2 zoning designations were discussed at length. Beau Thompson, owner of Thompson Homes and longtime builder in the subdivision shared how the changes have negatively impacted him.

100% of attendees agreed that they are unhappy with the city decision to change the 4<sup>th</sup> filing to an N-2 zoning designation, that homes built meeting N-2 zoning will damage the aesthetics of the subdivision, and fear that their property values will decline if N-2 zoning remains in place. 100% of attendees are supportive of change to N-3 Zoning. There was a large amount of frustration with the city voiced by attendees, as there is no understanding why this change was made. Charlie Felton then explained the city position that 2 family homes can be built on the lots and that he is only intending to have single family homes built in the future.

Discussion ensued between attendees and they agreed that they will be reaching out to city council members to encourage the zoning to be changed to N-3 as well as actively encouraging the city to make the zoning change to an N-3 designation. The meeting ended at 10:50 am.

Synopsis prepared by Kerry Martinson

| <b>SUBJECT PROPERTY</b>             | <b>Zone Change #</b> | <b>DATE</b> | <b>FOR</b>                                 | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                               |
|-------------------------------------|----------------------|-------------|--------------------------------------------|-----------------------|------------------------------------------------------|
|                                     |                      |             |                                            |                       |                                                      |
|                                     |                      |             |                                            |                       |                                                      |
|                                     |                      |             |                                            |                       |                                                      |
| <b>SURROUNDING PROPERTY</b>         | <b>Zone Change #</b> | <b>DATE</b> | <b>FOR</b>                                 | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                               |
| Lot 2, Block 1 Cherry Creek Estates | <b>County ZC 496</b> | Feb 1998    | A-1 to R-70 and RMH                        | Withdrawn             |                                                      |
|                                     | <b>City ZC 633</b>   | April 1998  | A-1 to R-70                                | Withdrawn             | Northern lot on Wicks Lane                           |
|                                     | <b>County ZC 506</b> | August 1998 | A-1 to R-96                                | Approved              | Riverview Estates east of Cherry Creek               |
|                                     | <b>County ZC 524</b> | Dec 1999    | A-1 to PD with RMH & Public zones          | Denied                | BOCC recommended annexation                          |
|                                     | <b>County ZC 541</b> | April 2001  | A-1 to R-96 & Public                       | Approved              | Subject Property                                     |
|                                     | <b>County ZC 543</b> | May 2001    | A-1 to RMH & Public                        | Approved              | Litigated & BOCC Decision Affirmed                   |
|                                     | <b>County ZC 551</b> | March 2002  | Clarifying Zone Boundaries R-96 & Public   | Approved              |                                                      |
|                                     | <b>City ZC 696</b>   | April 2002  | A-1 to RMH, RMH to Public & R-96 to Public | Withdrawn             | Mistaken submittal by agent                          |
|                                     | <b>City ZC 702</b>   | July 2002   | RMH & Public to R-96                       | Denied                | City Council initiated after annexation in June 2002 |
|                                     | <b>City ZC 703</b>   | 10/6/2020   | R96 to R80                                 | Denied                |                                                      |
|                                     | <b>City ZC 983</b>   | 7/27/2020   | P to R80                                   | Withdrawn             |                                                      |
|                                     | <b>County ZC 562</b> | July 2003   | A-1 to R-96                                | Approved              | Small area east of MHP                               |
|                                     | <b>County ZC 673</b> | March 2016  | R-96 to RMH                                | Withdrawn             | Subject Property                                     |
| Cherry Island Est                   | <b>City ZC 995</b>   | 9/13/2021   | RR1 to P1 & N3                             | y                     |                                                      |
| Bitterroot Sub, Lt 1-16, bk1        | <b>City ZC 673</b>   | 9/14/98     | R7 to R96                                  | Y                     |                                                      |
| Bitterroot Heights                  | <b>City ZC 751</b>   | 2/14/05     | R7 to R7R                                  | Y                     |                                                      |
| 1922 – 1950 Mary St                 | <b>County ZC 85</b>  | 4/27/1976   | R-70 to RMH                                | Y                     | Court reversed ZC                                    |
| 1415 Yellowstone River Rd           | <b>County ZC 312</b> | 1/22/1982   | R-70 to Public                             | Y                     | Eagle Cliff Nursing Home                             |
| 1817 Bitterroot Dr                  | <b>County ZC 371</b> | 11/84       | R-70 to R-60                               | Withdrawn             | Annexed                                              |
| Bitterroot Dr & Walter Rd           | <b>County ZC 505</b> | 9/28/1998   | R-70 to R-96                               | Y                     | Multiple owners adjacent to Cherry Creek             |
| 1601 – 1747 Wicks Ln                | <b>City ZC 637</b>   | 9/14/1998   | R-70 to R-96                               | Y                     | Multiple owners adjacent to Cherry Creek             |
| Caleb Park Hawthorne & Wicks Ln     | <b>City ZC 761</b>   | 9/20/2005   | R-70 to R-50                               | Y                     | Townhomes                                            |

**ORDINANCE 22-\_\_\_\_\_**  
**AN ORDINANCE OF THE CITY OF BILLINGS,**  
**PROVIDING THE ZONE CLASSIFICATION ON Block 2,**  
**Lots 12-15, Emma Jean Heights Sub. 1<sup>st</sup> , Filing, Block 4,**  
**Lot 1, Block 9, Lots 10 & 11, Block 10, Lots 10 & 11, Block**  
**19, Lot 1, Emma Jean Heights Sub 2<sup>nd</sup>, Block 8, Lots 1-20,**  
**Block 9, Lots 12-20, Block 10, Lots 1-9, and Block 11, Lot**  
**4, Block 13, Lots 2-14, Emma Jean Heights Sub 4<sup>th</sup> filing,**  
**BE AMENDED**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 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.

**Section 2. DESCRIPTION.** **Block 2, Lots 12-15, Emma Jean Heights Sub. 1<sup>st</sup> , Filing, Block 4, Lot 1, Block 9, Lots 10 & 11, Block 10, Lots 10 & 11, Block 19, Lot 1, Emma Jean Heights Sub 2<sup>nd</sup>, Block 8, Lots 1-20, Block 9, Lots 12-20, Block 10, Lots 1-9, and Block 11, Lot 4, Block 13, Lots 2-14, Emma Jean Heights Sub 4<sup>th</sup> filing,** is presently zoned **Mid-Century Neighborhood Residential (N2)** and is shown on the official zoning map within this zone.

**Section 3. ZONE DISTRICT AMENDMENT.** The official zoning map is hereby amended and the zoning for **Block 2, Lots 12-15, Emma Jean Heights Sub. 1<sup>st</sup> , Filing, Block 4, Lot 1, Block 9, Lots 10 & 11, Block 10, Lots 10 & 11, Block 19, Lot 1, Emma Jean Heights Sub 2<sup>nd</sup>, Block 8, Lots 1-20, Block 9, Lots 12-20, Block 10, Lots 1-9, and Block 11, Lot 4, Block 13, Lots 2-14, Emma Jean Heights Sub 4<sup>th</sup> filing,** is hereby changed from **Mid-Century Neighborhood Residential (N2)** to **Suburban Neighborhood Residential (N3)**, and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining **Suburban Neighborhood Residential (N3)** as set out in the Billings, Montana City Code.

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 6. 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.

PASSED by the City Council on first reading this 28<sup>th</sup> day of February, 2022.

PASSED, ADOPTED and APPROVED on second reading this 14<sup>th</sup> day of March, 2022

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

Attest:

BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1007, Emma Jean Heights

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Zone Change 1009 - Zimmerman Home Place - 2nd reading  
**Presented by:** Nicole Cromwell  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

The Zoning Commission recommends approval and adoption of the findings of the 10 review criteria for Zone Change 1009. The City Council approved the zone change on first reading on February 28, 2022. A public hearing for the second reading is required to finalize the approval of the zone change. Staff recommends the City Council approve the zone change on second reading.

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

This is a zone change request for two lots within the Zimmerman Home Place Subdivision that are requesting annexation to the city. The current zoning was updated from the previous County adopted zoning of Residential 7,000, Residential 5,000, Residential 9,600, Public and Residential Multi-family-Restricted was adopted by the County in August 2016. When the County and City updated the zoning regulations in 2020 and 2021, new zoning districts were placed on these two lots that reflected to the maximum extent the previous zoning districts. The current zoning of these lots is N3 - Suburban Neighborhood (1 family dwellings), NX1 - Mixed Residential (1-4 family dwellings), NX3 - Mixed Residential 3 (5 and up attached dwellings), and P1 - Parks and Open Space. The arrangement of the current zoning districts is shown on the Zoning Map attachment. The proposed zoning intends to eliminate the N3-Suburban Neighborhood zoning from the northern edge of Lot 1 in Block 2 and replace it with N2 - Mid-century Neighborhood (1 and 2 family dwellings). The applicant also proposes to re-arrange the P1 zoning to be more distributed throughout the NX3 zone district and increases the area from 2.67 acres in Lot 1, Block 2 to 4.32 acres. In Lot 1 of Block 1, the applicant proposes to eliminate the 4.79 acres of N3 zoning on the northern part of the parcel and replace it with 1.02 acres of P1 adjacent to Colton Boulevard and 3.77 acres of NX1 zoning. This will match the southern 12.90 acres of existing NX1 zoning in Lot 1 Block 1.

**APPLICATION DATA**

**OWNER:** Highlands ZHP Subdivision LLC, Preston Lees  
**AGENT:** Performance Engineering, Robert Neihart, P.E.  
**LEGAL DESCRIPTION:** Lot 1, Block 1 and Lot 1, Block 2, Zimmerman Home Place Subdivision  
**CURRENT ZONING:** N3, NX1, NX3 and P1  
**EXISTING LAND USE:** Agriculture  
**PROPOSED USE:** Mixed Residential development with 1-2 family as well as multi-family dwellings  
**SIZE OF PARCEL:** 36.66 acres

**CONCURRENT APPLICATIONS:**

Petition for Annexation 22-02

**SURROUNDING ZONING AND LAND USE:**

**NORTH:** Zoning: N3 - Suburban Neighborhood  
Land Use: 1 family dwellings  
**SOUTH:** Zoning: RR1 (County), NMU and CMU1(City)  
Land Use: Vacant land  
**EAST:** Zoning: NO - Neighborhood Office  
Land Use: Vacant  
**WEST:** Zoning: N2 and N3  
Land Use: 1 and 2 family dwellings

This area of Billings has been developing over the past 10 to 15 years following the connection of Zimmerman Trail through the Yegen Family Grand Avenue Farm and the major reconstruction of Shiloh Road, another major north/south connection. The Zimmerman family chose to zone the property outside the city limits in 2016, and then market the pre-entitled property to developers who would then annex and build within the city limits. In 2017, Town Pump bought all the commercially zoned property on the southeast corner of the subdivision and put in a new gas station, convenience food store, liquor store and casino. The northern lots of the Zimmerman Home Place subdivision

are the subject of this proposed re-arrangement of zoning boundaries. Block 3, Lot 1 will remain in its current zone district of Neighborhood Office (NO) and is being annexed along with Blocks 1 and 2.

Village West Subdivision (west of the subject parcels) began building out in 2005. The subdivisions to the north - Poly Vista and Green Valley - are older subdivision that have homes built in the late 1970s through the 1980s, 1990s and 2000s. The unit ownership development just the west of Zimmerman Trail (Icewine Drive) was built in the 2010s after the completion of Zimmerman Trail south of Poly Drive.

Housing demand reached a high level in 2021 and the trend continues into 2022. Supply of all types of housing choices has not kept up with the demand. At least two decades ago, local planning and growth policy documents indicated a need for independent living units for aging residents who want to "downsize" from a maintenance heavy single family dwelling on a large lot to unit ownership or townhomes as well as rental apartments. The 2010 Census indicated Billings, like many other urban areas, saw a reduction in average household size to 2.3 persons. Smaller households, aging residents and the higher costs of all housing has driven the demand for apartments, townhomes, and smaller multi-family dwellings (studios and 1-bedroom units). Developers have made robust investments in multi-family dwelling choices in west Billings but less so in northwest Billings. There have been more new residential developments south of Broadwater Avenue than this area to the north. The most recent multi-family dwelling development in this area is at 41st St West and Avenue C - Wheatbaker Patio Homes (2016). Prior to 2016, only a handful of multi-family dwellings have been built (Grand Peaks and Falcon Ridge) north of Broadwater. There is a significant deficit of this type of housing choice in this area of West Billings.

There are challenges to an area of urban development that is on an infill property with existing development around it. This is not meant to ensure homogenous development patterns between neighborhoods, but the development plan should include similar and compatible zone districts, connectivity where and when needed, and recognition of similar goals for both types of property. The 2016 Billings Growth Policy and the 2001 West Billings Neighborhood Plan goals and policies support the proposed adjustment to the zone district boundaries. The West Billings Neighborhood Plan goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The proposed zone change supports these goals. The 2016 Billings Growth Policy supports a broad range of housing choices, encourages more walkable neighborhoods with connectivity to other transportation options, and building the community fabric through urban designed public spaces. The proposed zone change supports these goals as well.

## **STAKEHOLDERS**

The applicant conducted a pre-application neighborhood meeting on December 16, 2021. The requirement of annexation stipulates a 1/4-mile notification area for surrounding owners. Over 680 individual property owners were notified of the proposed zone change. The pre-application meeting synopsis is attached to this report. Over 30 persons attended the on-line meeting. The Planning staff has received a few phone calls from surrounding owners regarding the process for the zone change and participation in the hearings. The Zoning Commission received some written comment prior to the hearing. These comments are included as an attachment.

The Zoning Commission conducted its hearing on February 1, and received the staff report and recommendation, testimony from the applicant, Preston Lees and the agent, Craig Dalton from Performance Engineering. Six surrounding property owners also provided comments to the Zoning Commission including Jim Wise of 2202 Avalon Rd, David Munson of 2108 Avalon Rd, Jill Courier of 3834 Fairmeadow, Jeff Carroll of 2105 Avalon Rd, Breanne Mecham of 3804 Fairmeadow, and Chester Sharbono of 2104 Avalon Rd.

Mr. Lees stated the company recently purchased these parcels from the Zimmerman family. The discussion with the owners included the understanding the development would be built to the expectations of the family standards to leave a living legacy of the Zimmerman family. The larger parcel with the NX3 zoning will be the first to develop and will have a lot of open space and amenities included. The developer will be responsible for finishing the south half of Colton Blvd in front of the property including the multi-use path to connect with the existing path on Zimmerman Trail. The proposed N2 zoning on the north end of this development is intended to provide townhome style dwellings with up to 3 bedrooms with garages off the interior roads and not off Colton Blvd. He stated this will keep the walkability of the new multi-use path very safe and usable. He stated the company will be the owner and management company for all the units and open space on the center parcel. The parcel to the west is not yet under consideration for a development concept. He stated the intent of changing the N3 along the north end of the west parcel was to ensure the area will be managed not as a parkland for kids to play but as an area that is vacant but tended by the management company. He stated the P1 designated parts of the development will not be dedicated to the public but will be open to the public and to the new residents.

Mr. Wise stated he was concerned with the dispersal of the parkland and that they would remain private and not public lands. He was concerned this would circumvent the subdivision requirement to dedicate parkland. He stated he

was concerned with how traffic would be managed by this developer. He stated Zimmerman Trail was under-built and has been experiencing traffic back-ups since the day it opened. He stated both north and south bound traffic is backed up at every light from Rimrock Road down to Broadwater during the morning and evening rush hour. He stated he was concerned about the potential Avenue D connection to the west when the west parcel was developed and whether the people in this subdivision were aware of the development. He stated he was also concerned about the private road that will go east to west through the middle of the NX3 development.

Mr. Munson stated the previous zone change kept the single family zoning on the north end of both parcels in order to protect the homeowners to the north. He stated these homes enjoy a high market value in Billings and the zoning of N3 should be kept in place to protect their home values. He stated the developer threatened to build less-than-top-quality single family homes if the zone change to N2 was not approved. He stated this was not a very neighborly way to approach the surrounding owner's concerns. Ms. Courier stated she was not in support of the zone change to N2 from the N3. She stated this was why the previous county zone change was approved because of this identical zoning across the street. She stated changing this area to N2 would violate that previous agreement. She stated the developer should deal with the traffic impacts up front before the zoning was approved. She was also concerned about the increase in the NX1 zoning on the west parcel. Mr. Carroll stated he had a few concerns. He stated the NX3 is to be expected and is reasonable but now the N3 buffer area is really necessary to make the transition between the two neighborhoods. He stated when the zoning was updated, the R-96 was updated to N3. He stated the N2 is not a compatible zone with N3 because N2 allows for the 2-family residence. He stated the surrounding owners already negotiated with the Zimmerman family to keep the same zoning as on the north side of Colton. He stated the Harvard Review article about property values for 1 or two family homes adjacent to or close to multifamily dwellings was out of date and not really comparable to this market. He stated there are many \$500,000+ homes in this neighborhood and those values need to be protected. He stated a two-unit dwelling would have a significant impact on the value of these single family homes. He stated this was not a minor adjustment to the zone districts.

Ms. Mecham stated this area of Colton and 38th St West is heavily traveled because of Arrowhead School. She stated there are a lot of accidents where 38th St W dead ends and turns into Colton Blvd. She urged the Zoning Commission to keep the N3 zoning intact. Mr. Sharbono stated he was opposed to the N3 changes. He stated there are currently 8 single family homes on the north side of Colton Blvd. He stated if the N2 zoning is approved, the developer would have up to 24 dwelling units facing these 8 single family homes. He stated this was not a good transition between the two neighborhoods. He stated the Harvard study was done over 14 years ago during the largest real estate bubble in history. He stated a more recent study from the Charter Foundation (2019) found that higher density rental units drives down the property value and marketability of nearby single family homes. He stated the proximity drives down buyer demand and reduces market values.

Mr. Dalton provided response to the public comments. He stated the 2016 zone change by the County is already in place and can just come into the city as it is. He stated this owner desired to make changes to increase pedestrian safety on Colton Blvd. The N3 zone would require multiple driveway crossings from Colton Blvd. He stated the owner was interested in having more parkland and recreation spaces for the new apartments and the existing P1 designated area was not distributed enough. He stated the developer has carefully chosen the zone district to ensure the same category of zone districts face each other across a street but can change at a rear property boundary. The N2 and N3 are in the same category of zone districts. He stated Avenue D currently dead ends and at an adjacent owner's property line. This development will not build Avenue D through another owner's property. If this owner parcel is annexed and zoned, then Avenue D will connect to the west. He stated the traffic impact study is underway and will be completed prior to any development moving forward. He stated the owner would be required to follow all the City Engineer's recommended improvements and mitigation.

Chairman Larson closed the public hearing. Commission member David Goss made a motion to recommend approval and adoption of the findings of the 10 criteria for Zone Change 1009. The motion was seconded by Greg McCall. The Commission voted 3-0 in favor of the motion.

### **Council Public Hearing**

The City Council held a hearing on first reading on February 28, 2022, and received the Zoning Commission recommendation, testimony from the applicant and agent and testimony from other interested parties. These interested parties included: Rick Leuthold from Sanderson Stewart, Jeff Carroll of 2105 Avalon Road, and Preston Lees, agent for the applicant and owner.

Mr. Leuthold stated he was here to observe the hearings this evening and did not intend to testify on this project but found this application to fit the needs and direction the city should be going in the next few decades. He stated he has been an engineer in the area for over 37 years. He stated he was part of the previous generation of applicants who literally annexed and zoned square miles of land into the city with only one type of zoning - R-96 - single family only on large lots. He stated history has proven this is not the best way to build great communities. He stated diversity in housing choices - and zoning - is a better way to build cities and towns. He stated this is generally how cities were

planned and zoned in the 1940s and 1950s. He stated it was not unusual to find single family homes next to duplexes, next to a corner store near apartment buildings. He stated ReCode is helping undo some of these past planning errors by requiring a mix of zone districts and housing options when property is annexed and zoned for city development. He stated a great community builds for walkability, for affordability and attainable housing across the spectrum of housing choices.

Mr. Carroll stated he was opposed to the zone change and had provided a letter to the Council regarding this application. He stated in 2016, the Zimmerman family agreed to buffer the neighborhood to the north with the R-96 zoning - now updated to N3 zoning. The zoning on the south side of Colton Blvd should be same as the north side to be compatible. He stated there are no "townhomes" on the north side of Colton Blvd. He believes the city staff is being deceptive in its presentation of the application to the Council by stating there are townhomes on the north side of Colton Blvd. He stated during the Zoning Commission hearing and during a conversation with the applicant about the development of this area, it took almost one-half of the meeting to discover these would be duplexes and a giant rental community. He stated there is a big difference between an N3 zone and an N2 zone district. He stated townhomes and multifamily rental units are not compatible with the neighborhood.

Mr. Lees stated it is their intention to build a great new community. He stated his family has been building and developing in Billings for three generations and he is excited to be chosen by the Zimmerman's to develop this parcel. He stated they have been discussing the purchase with the family for quite some time. He stated the new dwellings on the south side of Colton Blvd will have rear loading garages so no driveways will cross the multi-use path they will build on Colton Blvd to connect the south end of 38th St W to Zimmerman Trail. The N3 zone will not work with this design because of the minimum setbacks and the shallow depth of the zoning district.

Mayor Cole closed the public hearing. Council member Shaw made a motion to approve the requested zone change and adopt the Zoning Commission's recommended findings of the ten review criteria. The motion was seconded by Council Member Gulick. The Council asked a variety of questions regarding the development plans along Colton Boulevard in terms of the multi-use pathway and access to the units on the south side of Colton. There also were questions on the ditch that crosses the northwestern corner of the property and under Colton Boulevard and the planned park space in that area. There was concern from some Council Members that the previously zoned N3 property along the south side of Colton Boulevard should remain given the N3 zoning across the street. After significant discussion and questions for staff and the developer's agent, the City Council voted 7 to 4 to approve the motion. The zone change was approved on first reading.

## **ALTERNATIVES**

The City Council may:

- Approve and adopt of the findings of the ten review criteria for Zone Change 1009 on second reading; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1009 on second reading; or,
- Delay action on the zone change request for up to 30 days; or,
- Allow the applicant to withdraw the zone change request.

The City Council approved the zone change on first reading and adopted the recommended findings of the ten review criteria. Unless the City Council has prepared different findings of the ten review criteria, the staff recommends the City Council approve the zone change on second reading.

## **FISCAL EFFECTS**

Approval or denial of the proposed zone change will not have an effect on the Planning Division budget.

## **SUMMARY**

Before making a decision on the zone change request the City Council shall consider the following findings of the ten review criteria as recommended by the Zoning Commission:

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

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

The **West Billings Neighborhood Plan** goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The West Billings Plan adopted a number of Goals, Policies, and Implementation Strategies. The proposed adjustment to the current zone districts and boundaries is consistent

with the following adopted Policies of Planned Growth Goal 1: Establish Development Patterns that Use Land More Efficiently

- Policy A "Promote efficient utilization of land within the West Billings planning area by promoting well-designed, more pedestrian friendly, urban development patterns with a mix of uses and an efficient, creative use of land."
- Policy K "Increase residential densities within the West Billings planning area by approving requests for residential zoning that are consistent with this plan."
- Policy M "Development in the West Billings planning area shall provide for a variety of residential types and densities."
- Policy N "Medium and high-density residential development(including elderly and disabled housing) should be located nearby and within walking distance to commercial centers, medical facilities, parks, and recreational amenities."
- Policy R "Encourage innovative land-use planning techniques to be used in building higher density and mixed-use developments as well as infill developments."

The proposed zoning is compatible with goals of the West Billings Neighborhood Plan. The proposed zone change and street layout will accommodate uses that are compatible in a new mixed residential neighborhood. The proposed development will also have good access to outdoor activities and is in proximity to commercial centers and transportation options. The proposed zoning and development will provide for a variety of housing choices that are not abundant in this area of West Billings. The property is within walking distance to a commercial center, medical facilities, parks and a multi-use trail system.

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

#### **Strong Neighborhoods:**

- Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels
- Walkable neighborhoods that permit convenient destinations such as neighborhood services, open space, parks, schools and public gathering spaces foster health, goodwill and social interaction
- Safe and livable neighborhoods can be achieved through subdivision design that focuses on complete streets, pedestrian-scale streetlights, street trees and walkable access to public spaces
- Neighborhoods that are safe and attractive and provide essential services are much desired
- Implementation of the Infill Policy is important to encourage development of underutilized properties

#### **Home Base:**

A mix of housing types that meet the needs of a diverse population is important

- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings
- Public safety and emergency service response are critical to the well-being of Billings' residents
- Homes that are safe and sound support a healthy community

The proposed layout for the property will allow the higher density housing to be located internal to the property and the dwellings adjacent to the city neighborhoods to the north and west will be similar in choice (1 or 2 family dwellings). The proposed P1 zoning for the north end of Block 1 is a more reasonable and predictable zoning because of the physical limitations the ditch imposes on this parcel (see attached maps). The proposed N2 zoning for the northern edge of Block 2, Lot 1 will allow a 1 or 2 family dwelling that will be similar and compatible to the single-family dwellings in the subdivisions north of Colton Boulevard. The developer intends to rear-load the garages on these new homes. This will reduce the number of driveway crossings of the multi-use trail that will be constructed on the south side of Colton Boulevard. The development of the multi-family dwellings will be further south on the property behind this row of dwellings that face Colton Boulevard. The proposal for several interspersed recreation areas for the new apartment residents will provide a much-needed amenity for this area. The proposal is to zone these amenities as P1 - Parks and Open Space to provide predictability to the final development. The NX1 zoning on Block 1 will provide an area to build a mixed residential neighborhood with at least four options for housing. Single family dwellings, two-family dwellings or 3/4 family dwellings are all allowed within the NX1 zone district. Similar NX1 zoned areas include the south end of Grand Peaks Subdivision, the southwest corner of the new Sweetgrass Creek Subdivision, and some townhomes along Golden Boulevard.

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

The zoning requires minimum setbacks, open and landscaped areas and building separations. The zoning plan and

street layout within Block 2, is designed to secure the development from fire and other dangers.

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

Public health and public safety will be promoted by the proposed change. Approval of the adjustment to the zoning boundaries and street layout will provide certainty both for the property owner and the surrounding owners. Annexation and provision of public health and safety services from the city will promote the general welfare of the area. The completion of the south half of Colton Boulevard, the multi-use trail connection from the end of 38th St W to the multi-use trail on Zimmerman Trail, connecting Green Valley Drive and completing the utility connections will all benefit the general welfare of the city.

4) Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?

- Transportation: The applicant will start the process of developing a traffic impact study and will coordinate with the city Engineering Division. The traffic study will analyze each of the adjacent street intersections and determine if mitigation or improvements are needed to accommodate the additional traffic. The City Engineering will determine the required improvements. The County Subdivision Improvement Agreement (SIA) anticipated the requirement for analysis of the traffic impact.
- Water and Sewer: The City will provide water and sewer to the property. There will be no additional impacts to the system from the proposed changes.
- Schools and Parks: Schools and parks may be effected by the proposed zone change and development of a new city neighborhood. SD #2 did not provide any comments.
- Fire and Police: The subject property is served by city public safety services. The Police and Fire Departments had no concerns with the zone change.

5) Will the new zoning provide adequate light and air?

The proposed zoning provides for sufficient setbacks to allow for adequate separation between structures and adequate light and air.

6) Will the new zoning effect motorized and non-motorized transportation?

Non-motorized travel -- walking and biking -- is an essential part of the circulation plan both within the proposed development and connecting to adjacent areas including the multi-use trail to be finished on Colton Boulevard and connection to the Zimmerman Trail multi-use path, the school and park to the northwest and the commercial area and facilities to the south and east. Pedestrian connections will be ensured through the development, and the property is close to three fixed route MET bus lines (two on Grand and one on Poly Dr). There are no traffic counts on Zimmerman Trail between Rimrock Road and Broadwater Avenue. Traffic counts on Poly Drive near the Zimmerman Trail intersection are about 5,000 vehicle trips per day. Traffic counts on Grand Avenue near the Zimmerman Trail intersections are between 18,000 and 20,000 vehicle trips per day. The proposed street connections with the development will allow multiple pathways for the new residents to enter and leave the area including Green Valley Drive and Avenue E. Green Valley Drive will be built to a local commercial street standard (the NO zone and the CMU1 zone), and will provide the most direct connection to Zimmerman Trail to the east (through Colton Boulevard) and Grand Avenue to the south. A traffic impact analysis will be done prior to any development and mitigation will be required by the City Engineering Division to ensure all existing and future street intersections are maintained in good capacity.

7) Will the new zoning will promote compatible urban growth?

The proposed increase in the overall development density is compatible with urban growth and the provision of city level services to the new residents. The proposed zone district boundaries are consistent with the urban growth in this area and will be compatible with the surrounding neighborhoods.

8) Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. This area between Broadwater Avenue and Rimrock Road is beginning to experience growth and development similar to areas further south in West Billings. The city's investment in public infrastructure in the area is spurring the development of new areas for city infill.

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

The property is an undeveloped agricultural parcel. Approval of the zone change will provide certainty to surrounding landowners and may help to maintain property values of adjacent buildings.

10) Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

The proposed adjustments to the zoning boundaries will encourage the most appropriate use of this land in Billings.

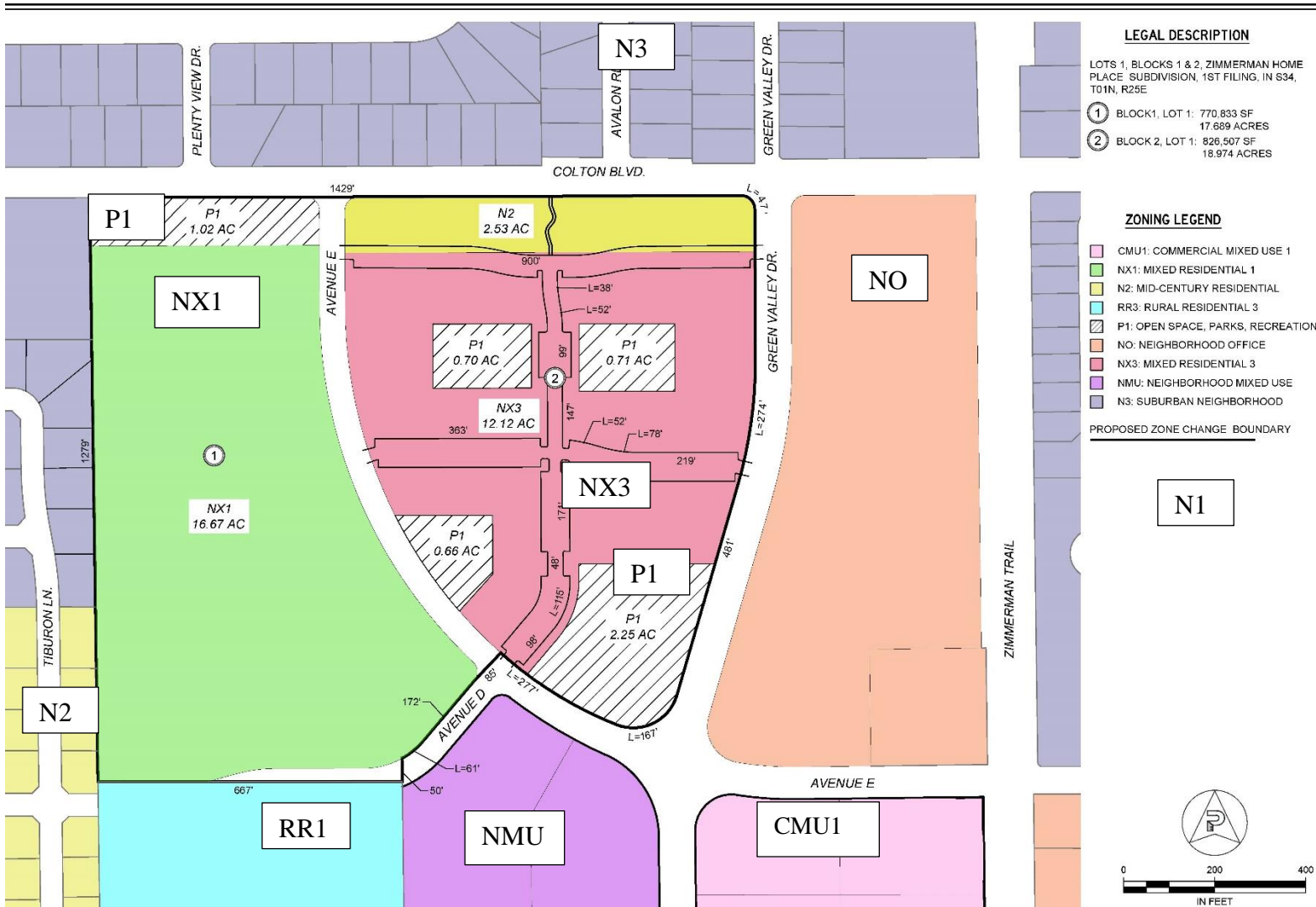
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### **Attachments**

Zoning Map and Site Photos  
Pre application meeting notes  
Applicant Letter  
Application Form  
Applicants Zoning Exhibit  
Chart of Zoning History  
Combined Public Comments  
Ordinance ZC 1009

City Zone Change 1009 – Zimmerman Home Place  
Zoning Map and Site Photos





HIGHLANDS  
APARTMENTS, LLC

BILLINGS, MT 59102

|                  |               |
|------------------|---------------|
| DATE PREPARED BY | DATE REVIEWED |
| BY               | BY            |
| DATE             | DATE          |
| DATE             | DATE          |
| DATE             | DATE          |

SHEET TITLE  
ZIMMERMAN HOME PLACE  
PROPOSED ZONING MAP

|                |          |
|----------------|----------|
| PROJECT NUMBER | 2021-173 |
| SHEET NUMBER   | 2 OF 2   |
| EXHIBIT        | B        |

Proposed Zoning Boundary Adjustments





View south from Colton Boulevard



View west on Colton Boulevard from intersection of Avalon Road



View north across Colton Boulevard at Avalon Road



View northeast across Colton Boulevard at Avalon Road



View east on Colton Boulevard



Intersection of Green Valley Drive at Grand Avenue

## Block 1, Lot 1, and Block 2, Lot 1, of Zimmerman Home Place Subdivision, 1<sup>st</sup> Filing

### Zone Change Neighborhood Meeting Notes

The meeting was conducted from 6-7 PM on December 16<sup>th</sup>, 2021 via a virtual Zoom meeting. The meeting was hosted by Robert Neihart of Performance Engineering (agent).

There were approximately 30 members of the public that participated in the virtual Zoom meeting.

Questions from the individuals and subsequent responses are shown below:

- Who will pay for the public improvements and interior parks as part of the development project?

*The developer will pay for the public improvements through private financing. This will be accomplished through a Private Contract through the City of Billings' Public Works Department. The developer will also pay for the development of the private parks within the development, which will include any amenities such as a basketball court, amphitheater, pickle ball court, etc.*

- What is the timeline on the development of the property?

*The developer will start construction on the public improvements (roads, curb & gutter, sidewalks, water, sewer, and stormwater) in the spring of 2022. The site within the development will be built starting from the south end and working to the north. This will take place once the public improvements are completed.*

- Why is it being proposed to switch the existing N3 property zoning to N2?

*The N2 district allows more flexibility on the type of homes that can be constructed. The developer currently has plans to construct twin homes with rear loaded garages along Colton Blvd. Under the current N3 zoning, twin-homes are not allowed per the zoning code. If the property were to remain N3, the single-family houses would likely be front loaded off Colton Blvd.*

- I am concerned that my property value will decrease with this development.

*This is often a question nearby homeowners have when multifamily development occurs. A study was completed by Harvard University titled, [Overcoming Opposition to Multifamily Rental Housing](#) in which the researchers compiled information from several studies across the county in regards to the impacts of*

multi-family housing on nearby single-family property values. A few quotes from this study are provided below:

1. "We find that large, dense, multi-family rental developments...do not negatively impact the sales price of nearby single-family homes." - "Effects of Mixed-Income, Multi-family Housing Developments on Single-family Housing Values," Cambridge, MA: MIT Center For Real Estate, April 2005
2. "We find that if located properly with attractive landscaping and entranceways, adverse price effects can be minimized and sometimes can add value. In the long term, such apartment complexes probably raise the overall value of detached homes relative to their absence." - "Apartments and Detached Home Values," On Common Ground, National Association of Realtors, 2003; "Price Effects of Apartments on Nearby Single-family Detached Residential Homes," Virginia Tech University, 2003

- Will the homes along Colton Blvd. create a transient community?

This local developer currently plans to construct "high-end" twin homes along Colton Blvd. with the intent being to attract long-term tenants. These units will be operated and maintained by the overall development of Lot 1, Block 2 to ensure the entire property is kept up to a high standard.

- What is going to be done to address the increase in traffic in the area?

A Traffic Impact Study (TIS) was previously completed for this development. However, since the zone change request is being submitted, the developer is required to complete an updated TIS. This TIS report will be submitted to the City's Public Works Department with the Master Site submittal. The updated TIS will include any recommendations of traffic improvements that may be warranted with the revisions to the proposed zoning. If traffic improvements are warranted based on the updated TIS the developer will be required to install these as part of the public improvements with the Private Contract.

## Lots 1, Blocks 1 & 2, Zimmerman Home Place Subdivision, 1<sup>st</sup> Filing

### Zone Change Questions

1. Explain how the proposed project is consistent with the adopted Growth Policy, Neighborhood Plans, and other applicable city development policies?

**Essential Investments** – The proposed project is classified as an “infill development” making it very cost effective to provide essential City services to the property. The project will extend existing water and sewer infrastructure to service the development. Furthermore, this project will incorporate developed parks which will provide recreation opportunities such as pickleball and basketball courts and playground areas.

**Strong Neighborhoods** – The proposed project will utilize a mix of housing options (NX1, NX3, and N2) to draw individuals of all ages in addition to families. The development is planned in a way as to provide a strong community by providing easy access to pocket parks and outdoor areas for neighbors to gather.

**Business Access** – The proximity of the medium- and high-density housing to commercial areas located near this development serve as an attraction for national and regional businesses, which in turn helps to build our city’s tax base. Attraction of anchor tenants will lead to the draw of smaller local businesses, developing a well-rounded community node where people can find jobs near where they live.

**Zoning** – The proposed project complies with the regulations outlined in the new zoning code in the following ways:

- a. Districts within the same district category shall face each other across the streets. N2 on the north portion of Lot 1, Block 2 faces N3 across Colton Boulevard. NX1 and NX3 face each other across Avenue E.
  - b. Change in districts shall generally occur at a rear lot line or an alley. Lot 1, Block 1 provides a transition from N2/N3 to NX1 across the rear (west) property line.
2. Explain how the proposed project meets the 10 zone change criteria.
    - a. Is the new zoning is designed in accordance with the growth policy?

The proposed zoning aligns with the existing growth policy as it is surrounded by the current city boundary and will extend existing infrastructure. Furthermore, the mix of medium- and high-density housing will provide for a strong, diversified community.
    - b. Is new zoning is designed to secure from fire and other dangers?

The proposed project will extend existing water mains and implement new hydrants for fire protection of the proposed residences.

- c. **Will the new zoning promote public health, public safety and general welfare?**

The proposed project will promote a strong diversified community where residents will be able to access businesses and special outdoor amenities via pedestrian routes. Furthermore, the development of medium- to high-density housing adjacent to commercial areas alleviates traffic as residents will be able to access amenities and services closer to their homes rather than traveling extended distances on city roadways.

- d. **Will the new zoning facilitate the adequate provision of transportation, water, sewage, schools, parks and other public requirements?**

The new zoning is located just north of an existing MET route which will service this growing area. The proposed project will extend existing water and sewer infrastructure in Avenue E and Green Valley Dr. The development will also implement a mixture of Greens and larger park spaces to provide outdoor areas for the public. Furthermore, sidewalks and pedestrian paths will interconnect the development to trails along Colton Blvd.

- e. **Will the new zoning provide adequate light and air?**

The development is proposed to provide a mix of housing opportunities with open space and park areas located throughout the project providing adequate light and air.

- f. **Will the new zoning effect motorized and nonmotorized transportation?**

The proposed project will have some impact on the motorized transportation system in the area as it was historically agricultural property and will move to residential development. However, the development of medium- and high-density housing near commercial districts affords residents the ability to access amenities and services by walking or driving on roadways internal to the subdivision, and not needing to enter onto the city's main roads. Additionally, this development will extend sidewalks internally within the subdivision as well as the multi-use path along Colton Boulevard. The developer has already begun the process of coordinating with City personnel for a traffic study update to be submitted at the time of master site plan submittal.

- g. **Will the new zoning promote compatible urban growth?**

The proposed zoning will promote compatible urban growth, providing the desired density gradient from the north and west down to the commercial areas located around the Grand Avenue and Zimmerman Trail intersection.

- h. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?**

The proposed development continues the character of the N district category from the north and transitions the property effectively down into the commercial district. The proposed PND will maintain the character of the existing neighborhoods while also providing diversification in housing options for the area.

- i. Will the new zoning conserve the value of buildings?**

The proposed development will conserve the value of buildings by maintaining characteristics of the existing neighborhood while providing an attractive blend of housing options to the area.

- j. Will the new zoning will encourage the most appropriate use of land throughout the City of Billings?**

The proposed development is surrounded by city limits and therefore is the next logical annexation for the City and it meets the intent of the zoning code by providing diverse housing options near commercial areas and major intersections.

**2. Does the new zoning fit with the existing or planned developments within the area.**

To current surrounding zoning is generally described as single-family homes to the north and west (N2 and N3), professional services to the east (NO), and commercial to the south (NMU and CMU1). The proposed PND fits with the existing zoning in the area by maintaining district categories across Colton Boulevard (N3 to N2) and Avenue E (NX1 to NX3), and providing a preferred density gradient from the surrounding low density neighborhoods towards the existing commercial districts just south of the proposed PND. transitioning to high-density as one moves south toward the commercial districts. Additionally, the proposed NX1 and NX3 will face each other across Avenue E.

single-family, to 2-unit residences and then continuing that gradient to high-density housing to the south. The high-density residential will then transition to the existing zoning of commercial to the south and east.



**ZONE CHANGE PRE-APPLICATION MEETING AFFIRMATION**

The owner(s), contract purchasers (if any) and agents (if any) are required to submit this completed form and any attachments along with a zone change application.



Check one:  **City of Billings Zone Change**       **Yellowstone County Zone Change**

Property Address    Near the intersection of Colton Blvd. and Avenue E.

Legal Description    Lot 1, Blocks 1 & 2 of Zimmerman Home Place Subdivision, 1st Filing

City Present Zoning    NX3 - Mixed Residential 3

City Proposed Zoning?    PD – Planned Development and

County Present Zoning    Choose One

County Proposed Zoning    Choose One

Neighborhood Task Force Area?    Westend Task Force

Task Force Chairperson    Howard Holz

**Required Uploads to Online Project Attachments:**

- o **Zone Change Pre-application Meeting Affirmation Form**
- o **Statement:** Written description of the Zone Change Plan including square footage or acres of proposed new zoning.
- o **Subject Property Map**
- o **Roster of persons who attended the pre-application neighborhood meeting**
- o **Meeting Notice and a brief synopsis of the meeting results**

**Affirmation:**

1) *The pre-application neighborhood meeting was held on:*      December 16, 2021

2) *The zone change application is based on materials presented at the meeting.*

Recorded Owner(s)    Highlands ZHP Subdivision, LLC

Owner's Address    2116 Broadwater Ave., Ste. 101, Billings, MT 59102

Owner's Phone Number    (406) 839-7661    E-mail    preston@beartoothholding.com

Applicant/Agent    Performance Engineering, Robert Neihart

Applicant/Agent's Address    608 N. 29th Street, Billings, MT 59101

Applicant/Agent's Phone Number    406-384-0080    E-mail    rob@performance-ec.com

Signature of Recorded Owner(s)

Date    12/22/21

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



# ZONE CHANGE REQUEST



The undersigned as owner(s) of the following described property hereby request a Zone Change as outlined in the Yellowstone County Regulations.

Check one:  **City of Billings Zone Change**       **Yellowstone County Zone Change**

Address                      Near the intersection of Colton Blvd. and Avenue E.

Legal Description      Lot 1, Blocks 1 & 2 of Zimmerman Home Place Sub. 1st Filing

**STATEMENT: Answer the following questions on a separate document and upload to the online project attachments.**

1. In what ways is your proposal consistent with the goals and policies of the adopted Growth Policy?  
Explain your need for the intended zone change and why the property cannot be used under the existing zoning.
2. Explain how the new zoning will fit in with the existing zoning and land uses of the immediate area.

**REQUIRED UPLOADS Online Applications: <https://services.billingsmt.gov/citizenaccess/>**

--**Pre-Application Statement of Owner(s) or Agent(s)** affirming pre-application meeting was held, and include the following: 1) the pre-application neighborhood meeting was held, and 2) the zone change application is based on materials presented at the meeting. Include a copy of the meeting notice, written materials mailed or provided at the meeting, the sign-in sheet of attendees, and a brief synopsis of the meeting results.

--**Signed Application and Zone Change Statement** (Zone Change questions)

--[Site Plan](#)

--[Typed Mailing Labels Certified Surrounding Property Owners](#)

--[Radius Map & Certified List of Property Owners](#)

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

Recorded Owner(s) **Highlands ZHP Subdivision, LLC**

Owner's Address **2116 Broadwater Ave., Ste. 101, Billings, MT 59102**

Owner's Phone Number **(406) 839-7661**      E-mail **preston@beartoothholding.com**

Applicant/Agent **Performance Engineering, Robert Neihart**

Applicant/Agent's Address **608 N. 29th Street, Billings, MT 59101**

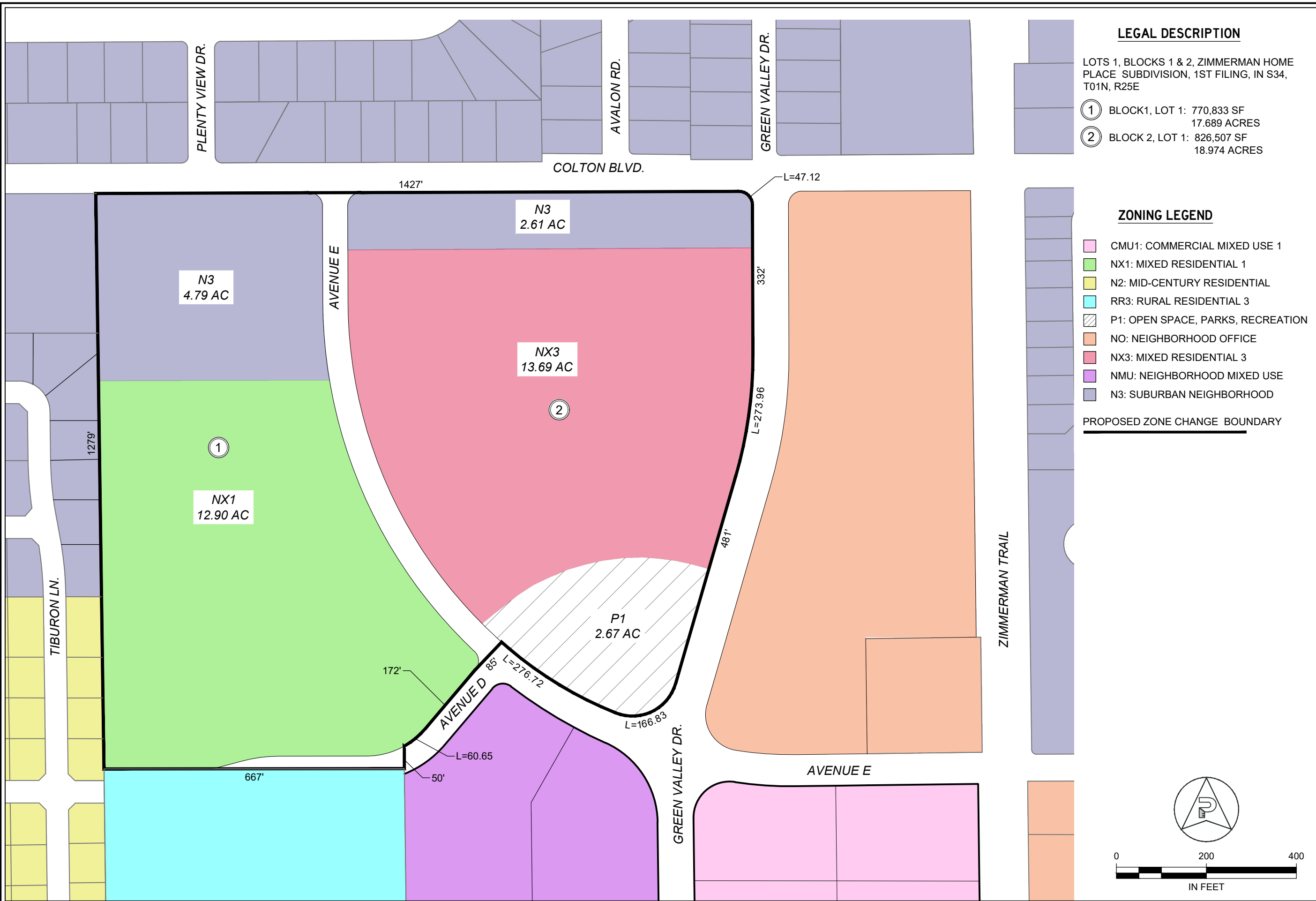
Applicant/Agent's Phone Number **406-384-0080**      E-mail **rob@performance-ec.com**

Signature of Recorded Owner(s)

Date

**AUTHORITIES: Procedures and Review Criteria for Zone Change requests Billings Montana City Code (BMCC) Section 27-1502 et seq. SEC. 27-1502. AMENDMENTS TO CHAPTER.** (a) General. This chapter, including the official zoning map, may be amended only by the city council but no amendment shall be finally approved by the city council unless it has been submitted to the city zoning commission for review and recommendation. Proposals to amend this chapter, including the official zoning map, may be initiated by the city council or by the board of planning. Proposals to amend this chapter, except for the official zoning map, may also be initiated by the city zoning commission. Before enacting an amendment to this chapter, the city council shall give public notice and hold a public hearing thereon. Before enacting on its own motion an amendment to the official zoning map, the city council shall provide written notification by mail of such amendment to each property owner whose name appears on the last tax record of the property subject to the amendment. The notification shall include what the proposed amendment is, the time, date and place of the public hearing on the proposed amendment. Such notification shall be made no less than fifteen (15) days nor more than thirty (30) days in advance of the date of public hearing.

**AUTHORITIES: Procedures and Review Criteria for Zone Change requests Unified Zoning Regulations Section 27-1508 et seq. SEC. 27-1508. AMENDMENTS TO CHAPTER.** (a) General. Although each zoning district is primarily intended for a predominant type of use, there are a number of uses which may or may not be appropriate in a particular district depending upon all the circumstances of the individual case. For example, the location, nature of the proposed use, the character of the surrounding development, traffic capacities of adjacent streets and potential environmental effects, all may indicate that the circumstances of the development should be individually reviewed. It is the intent of this chapter to provide a system of review of such uses so that the community is assured that the uses are compatible with their locations and with surrounding land uses, and will further the purpose of this chapter and the objectives of the comprehensive plan. **\*\*Additional information may be required as determined by the Zoning Coordinator in order to fully evaluate the application.**



**LEGAL DESCRIPTION**

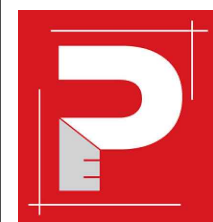
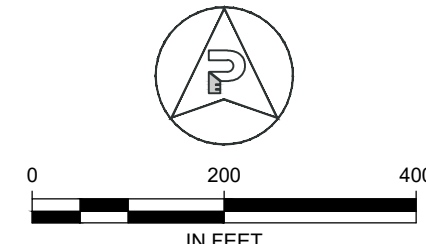
LOTS 1, BLOCKS 1 & 2, ZIMMERMAN HOME PLACE SUBDIVISION, 1ST FILING, IN S34, T01N, R25E

- ① BLOCK1, LOT 1: 770,833 SF  
17.689 ACRES
- ② BLOCK 2, LOT 1: 826,507 SF  
18.974 ACRES

**ZONING LEGEND**

- CMU1: COMMERCIAL MIXED USE 1
- NX1: MIXED RESIDENTIAL 1
- N2: MID-CENTURY RESIDENTIAL
- RR3: RURAL RESIDENTIAL 3
- P1: OPEN SPACE, PARKS, RECREATION
- NO: NEIGHBORHOOD OFFICE
- NX3: MIXED RESIDENTIAL 3
- NMU: NEIGHBORHOOD MIXED USE
- N3: SUBURBAN NEIGHBORHOOD

**PROPOSED ZONE CHANGE BOUNDARY**



**HIGHLANDS APARTMENTS, LLC**

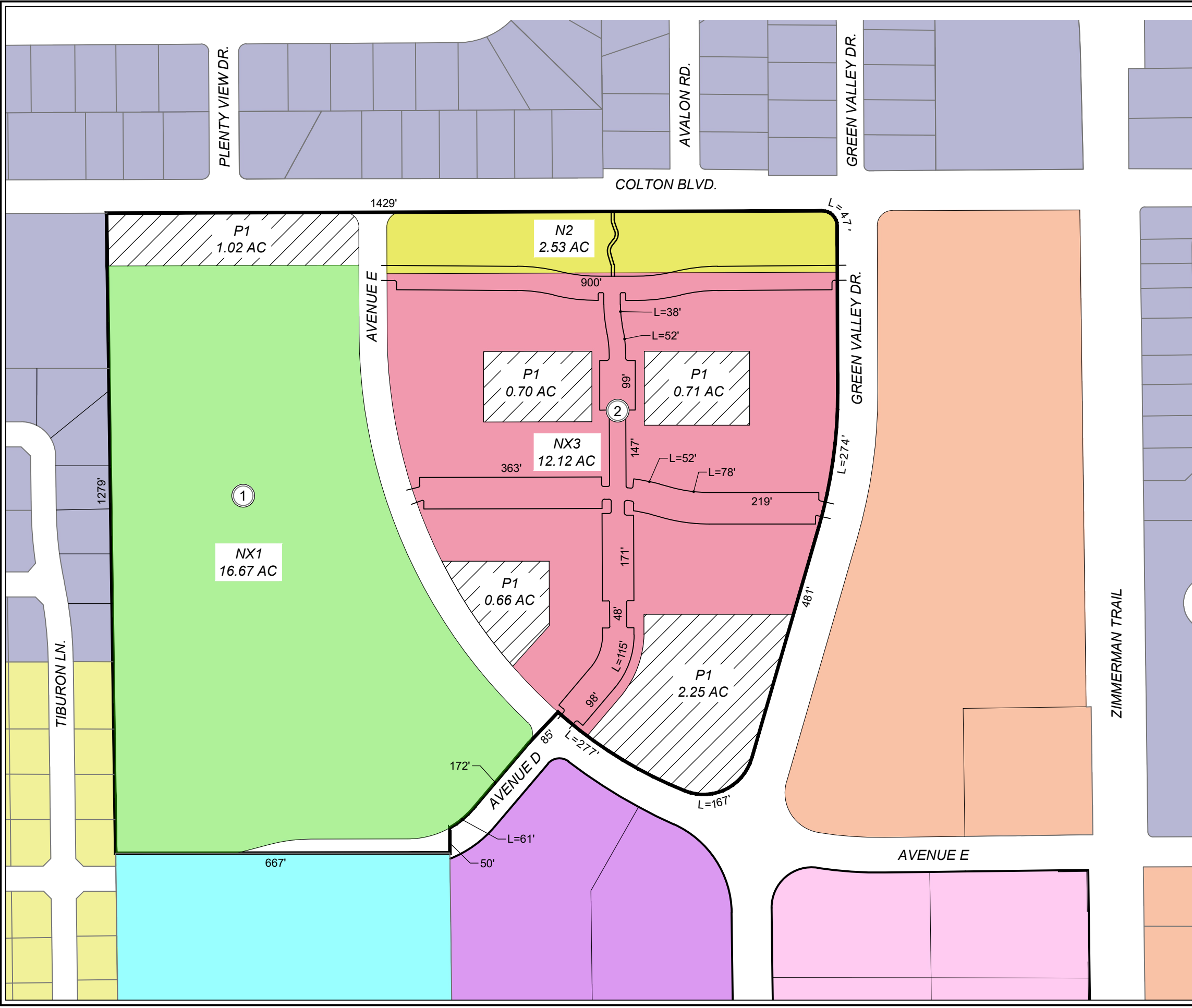
BILLINGS, MT 59102

|                 |      |                   |  |
|-----------------|------|-------------------|--|
| RDN DESIGNED BY |      | QUALITY ASSURANCE |  |
| RDN DRAWN BY    |      | RDN CHECKED BY    |  |
| 12/2021 DATE    |      | 12/2021 DATE      |  |
| REV BY          | DATE | CHKD BY           |  |
|                 |      |                   |  |

**ZIMMERMAN HOME PLACE EXISTING ZONING MAP**

|                            |
|----------------------------|
| PROJECT NUMBER<br>2021-173 |
| SHEET NUMBER<br>1 OF 2     |
| EXHIBIT<br><b>A</b>        |
| COPYRIGHT 2021 ©           |

1/11/2022 4:03:58 PM  
 C:\Users\CraigDalton\Dropbox (PEC Billings)\Team\Folder\Bearthooth\Holdings\2021-173\_ZHP\_Sub\3rd\CAD\DWG\Exhibits\Zone Change\ZHP3\_Zone\_Map\_Proposed.dwg  
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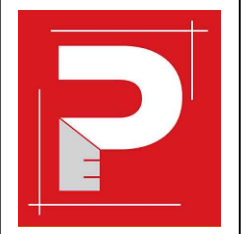
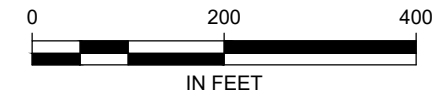
**LEGAL DESCRIPTION**

- LOTS 1, BLOCKS 1 & 2, ZIMMERMAN HOME PLACE SUBDIVISION, 1ST FILING, IN S34, T01N, R25E
- ① BLOCK1, LOT 1: 770,833 SF  
17.689 ACRES
  - ② BLOCK 2, LOT 1: 826,507 SF  
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PROPOSED ZONE CHANGE BOUNDARY



**HIGHLANDS APARTMENTS, LLC**

BILLINGS, MT 59102

|                 |                   |         |
|-----------------|-------------------|---------|
| RDN DESIGNED BY | QUALITY ASSURANCE |         |
| RDN DRAWN BY    | RDN CHECKED BY    |         |
| 12/2021 DATE    | 12/2021 DATE      |         |
| REV BY          | DATE              | CHKD BY |
|                 |                   |         |
|                 |                   |         |

SHEET TITLE  
**ZIMMERMAN HOME PLACE  
 PROPOSED ZONING MAP**

|                            |
|----------------------------|
| PROJECT NUMBER<br>2021-173 |
| SHEET NUMBER<br>2 OF 2     |
| EXHIBIT<br><b>B</b>        |
| COPYRIGHT 2021 ©           |

| <b>SUBJECT PROPERTY</b>          | <b>Zone Change #</b> | <b>DATE</b>      | <b>FOR</b>                                            | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                                                      |
|----------------------------------|----------------------|------------------|-------------------------------------------------------|-----------------------|-----------------------------------------------------------------------------|
| Zimmerman Home Place Subdivision | <b>County ZC 675</b> | August 2, 2016   | A-1 to CC, NC, RP, Public, RMF-R, R-50, R-70 and R-96 | Y                     | CC & NC parcels annexed for Town Pump development<br>3411 Grand Ave<br>2018 |
| <b>SURROUNDING PROPERTY</b>      | <b>Zone Change #</b> | <b>DATE</b>      | <b>FOR</b>                                            | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                                                      |
| Cardwell Ranch PD                | 986                  | October 26, 2020 | Update to PD                                          | Y                     |                                                                             |
| E.D. King Sub                    | 782                  | 7/10/2006        | A-1 to CC                                             | Y                     | Country Meadow Apts 1997                                                    |
| 1501 Zimmerman Trail             | 807                  | 7/9/2007         | R-60-R to CC & RP                                     | Y                     | Ace Hardware & Offices                                                      |
| 3737 Grand Ave                   | 779                  | 6/26/2006        | RP to NC                                              | Y                     | Multi-tenant office/retail                                                  |
| 1500 Golden Blvd                 | 572                  | 2/28/1994        | A-1 to RMF                                            | Y                     | Carriage Homes 1997                                                         |
| 3155 Avenue C                    | 413                  | 10/25/1983       | R-96 to RMF-R                                         | Y                     | Aspen Meadows 2005                                                          |
| 2291 Avenue C                    | 68                   | 8/26/1974        | PD to R-60                                            | Y                     | Rosepark Plaza Apts 1981                                                    |

In RE: CITY zone Change 1009  
Project Number: PZX-22-00006  
February 1, 2022

Remarks submitted by Ellen Pfister  
owner of 3641 Colton Blvd., Billings, MT

1. There seems to be some confusion as to where the hearing on this zone change will be held on February 1, 2022. Your MPO Notice gives the date, but not the time of the meeting. I called your office, and they gave me the place of the hearing as well as the time. A legal notice without time, date and place is a defective notice. The city zoning commission listed the place as being in the Miller Building, but no time given. A call to the zoning office uncovered a meeting in the Public Library together with a time.
2. I did not participate in the zoom meeting, because where I live in the county, the internet does not have sufficient bandwidth to support zoom.
3. I do not think this proposal thinks through how it will work out on the ground. If the Zoning Commission staff thinks that Montana seniors are going to want to downsize to apartments and studio apartments where they have to walk to get their groceries and then pull their loaded grocery bags up hill from Grand Avenue, they do not know their quarry for tenants very well. The staff discussion puts this whole development in competition with Mission Ridge and numerous other facilities built in the general area in the last several years.
4. I really don't see any concrete discussion of where the automobiles of the area residents will be kept. The Zoning staff seems to think people will walk clear down to Grand or up to Poly to catch a bus. That might work in Massachusetts or Virginia, but hardly in Eastern Montana. I think a Met stop will have to be located somewhere within this project.
5. An assumption that there will be no young children living there is not feasible. I have seen big buses turning off GreenValley Drive onto Colton Blvd. Is the subdivision planning to admit buses or keep the loading or unloading areas on Colton?
6. How many stories high does the Planning staff consider to be "High density" housing? Will they have elevators for the residents? Where will be residents park their transportation? How much square footage per building per story will be allowed for "High Density" housing?
7. Will P1 of 1.02 acres simply be paved over the ditch banks there? Who will pay for lighting Ditch Bank Park? Will the Ditch Company release its easement on the smaller

Page2

ditch that does not cross Colton, but stays on the south side? Part of the ditch easement in P1 (1.02 acres) is 30 feet wide in the designated park area.

8. If you allow the developers to put in duplexes with back loading parking, will we wind up facing a long plastic fence such as those on Zimmerman, which in essence will be the duplex residents back yard facing on Colton? Will the long plastic fence be the thing which will make the sidewalk on the south side of Colton a "trail"? Will most of the ditch be paved over on the South side of Colton?

9. Lot 1 is 16.67 acres of ambiguity. Will you require an alley along the west side of it against all those plastic fences. The access for emergency vehicles would be non-existent without access of some kind along that area.

10. What is rural residential zoning?

This proposal strikes me that it has no been thought out completely, and until it has a few more details, it should be put on hold.

Ellen Pfister  
PO Box 330  
Shepherd, MT 59079

Feb. 1, 2022

Dear City of Billings Planning Division,

I live at 2104 Avalon Rd and I am against changing the current designation of the lots on the south side of Colton Blvd from single family home lots to the smaller higher density duplex lots now requested for the new proposed development. (City zone change 1009 Project PZX-22-00006N3 to N2).

Here is why this change would not be good for the neighborhood:

- 1) Currently, there are 8 single family home spaces on the N side of Colton. Directly across the street from the current 8 single family living spaces the new proposal would have 24 living spaces. This is not in the best interest of the nearby neighborhoods. The 24 living spaces is not a soft buffer to the larger complexes to the south; it would be a transitioning train wreck.
- 2) The square footage of each living space would be much smaller than any of the single- family homes on the North side of the street. Any potential buyer for one of the current single-family homes would, for many reasons, have a negative perception about making a purchase there.
- 3) We should know more about the details of the buildings being proposed not just about making the lots smaller, adding more lots and changing them to duplex designations. Details should be clearly spelled out for the structural changes. For example, I am wondering how many feet above the Colton Ave pavement would these buildings reach.
  - a. I requested an answer by email to Performance Engineering as to the elevation question. The answer came back, "The maximum height will be 2 story."  
Then following my inquiry, I received a photo from Mr. Lees showing a single story structure. So I still do not know the elevation of the proposed structures to be on Colton.

In a related matter

The proposal notification for zone change sent out to those of us in the neighborhood included quotes from a study by Harvard University which is outdated by around 14-15 years. However, everyone knows information changes in way less time than 14- 15 years. Also, we don't even know the relevant or irrelevant factors included in that study.

The Harvard Study is not the only study out there. I read a more recent article which was written by Carl Oleskewicz then later reviewed by Chartered Institute for Securities and Investments dated April 2019. It is about research on the subject of having rental property nearby.

Here are two quotes from that article:

1) “..other studies have shown that a high density of rental properties can drive down home values.”

2)“A large number of renters in a given area also reduces the amount of buyer demand.”

These are only a few reasons out of many as to why the zoning on the Colton lots should not be changed to N2. The zoning along Colton should be kept the way it is now. Back loading (mentioned in the proposal) can be done for single family homes too. This requested change in density is far too drastic for the adjacent neighborhoods.

Sincerely,

Chet Sharbono  
2104 Avalon Rd  
Billings, MT 59102

## **Bartley, Robbin**

---

**From:** Chad Woodyatt <chadwoodyatt@gmail.com>  
**Sent:** Tuesday, February 1, 2022 9:58 AM  
**To:** Bartley, Robbin  
**Subject:** [EXTERNAL] Zone Change 1009 - Zimmerman Home Place - Written Comment

While we understand the need for additional housing options on the west end of Billings, the existing zoning does not need to be changed. There is good development and bad development. Good development adds value to the surrounding areas. Bad development aims to take advantage of the local community amenities and conveniences while not offering any additional value.

Why this zoning change proposal needs not be approved.

1. Adding additional multi-unit rentals only adds additional traffic pressure to the already existing proposed apartment complex in the middle of the development. The current street layout in the proposed development encourages traffic to flow directly on to Colton Blvd.
2. Increased enrollment of students at an already approaching maximum capacity at Arrowhead Elementary School. No projections or investigations have been presented to definitely say this development will not impact the affected schools.
3. Increased potential for property crime. There is no question that crime rates are increasing in the City of Billing. Rental units by design encourage a transient population. The current layout of the development encourages crime to be focused in the north.
4. Removing a boundary of single family homes. Removing the transition from single family homes to multi-unit dwellings completely removes the identity of the single family home neighborhood. There needs to be a logical transition between building types.

Chad and Aubry Woodyatt - 3745 Colin Dr, Billings, MT 59102  
480-259-8845  
[chadwoodyatt@gmail.com](mailto:chadwoodyatt@gmail.com)

## **Bartley, Robbin**

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**From:** Bruce Carlson <bruced1975@gmail.com>  
**Sent:** Tuesday, February 1, 2022 10:00 AM  
**To:** Bartley, Robbin  
**Subject:** [EXTERNAL] Oppose City zone change 1009

February 1, 2022

Attn: City Zoning Commission  
RE: City Zone Change 1009  
Project Number PZX-22-00006

I oppose this change for the following reasons:

Twin homes are predominantly investment properties and not owner occupied. They are essentially two living units with a common wall and are typically low-end construction built. I feel they will degrade the value and change the integrity of our single -family neighborhood as it was originally designed. I am in favor of keeping the property as N3 zoning with single family house front loaded off Colton Blvd.

This Zoning Change should NOT go forward because of the potential impact to area schools that are already reaching capacity. Changing Single-family homes to Multi-unit homes on this property are not needed at this time due to multiple projects that are already addressing this need on the westend.

Sincerely,

Bruce D. Carlson-Homeowner  
3749 Hayden Dr  
Billings, MT 59102

## **Bartley, Robbin**

---

**From:** BreAnn Mecham <ladybugstar30@hotmail.com>  
**Sent:** Tuesday, February 1, 2022 8:01 PM  
**To:** Bartley, Robbin  
**Subject:** [EXTERNAL] City Zone Change 1009

My letter is in regards to concerns over the City zone change 1009 project number PZX-22-00006. I have 3 main points. The first one being how unprofessional everything has been up to this point with the meetings and the change of meetings without letting the public know. It is also been deceiving with regards to the wording claiming that these N2 mid century properties will not bring down the value of our houses. Where is the data to prove that. We have not been shown plans. We do not know what the houses will look like. The materials they will be made out of and the aesthetics, or even what the landscaping plans will look like. These are all going to contribute to property value in the area. You have poor quality homes being built to make some money and that effects every ones prices. Also, who is going to take care and clean these new properties and park. As a Fairmeadow neighborhood we already do a couple clean up days a year because our trail behind our house gets trashed everyday. It is just unprofessional how little and lack of information has been given to the public.

Second, with the amount of people entering into the area, traffic is going to increase in an already busy spot due to two schools currently there. We like not having connecting roads because it cuts down the traffic. There have already been two accidents on 38<sup>th</sup> and Colton in the last 6 months, resulting in cars crashing in the ditch. We are bringing more people into this already over populated area. We are building more N2 residentail neighborhoods with out plans for building more schools.

Third, the existing zoning of our N3 suburban neighborhood is already a good mix of commercial and existing zones the picture below shows how far the new zone is encroaching into the space. Thanks for your time.  
Fairmeadow property owner.



## Bartley, Robbin

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**From:** Alexis Richards <jlrichards12@gmail.com>  
**Sent:** Tuesday, February 1, 2022 12:55 PM  
**To:** Bartley, Robbin  
**Subject:** [EXTERNAL] City Zone Change 1009- Zimmerman Home Place

Good morning,

I am writing in objection to city zone change 1009- Zimmerman Home Place. The initial plan- to have a barrier of suburban neighborhood homes built along Colton- is a better plan aesthetically, and practically, to assist in the quality and cohesiveness of the neighborhood. The P1 of 1.02 acres is practical, but there should still be a barrier of N3 homes behind that area as initially planned.

However, we are concerned with a few things:

1. This proposed zone change and building of rentals will decrease home values in the area. If we are trying to build a better Billings, it seems illogical to undermine the integrity of a neighborhood by inviting transients to the area, increasing theft, vandalism, noise, traffic, crime in general, and decreasing home values in the area.
2. While the idea of having the pedestrian paths extended is great in theory, we have lived in the area a long time and know that it takes a lot of work to keep them up to par. We already have a neighborhood cleanup crew that takes care of the path because, without it, the path would be so overrun with trash and dog poop it'd be unbearable to use. I fear that adding so many new residents to the area, due to high density units being built, that complacency for care of the path and other outdoor areas will really tank and the residents trying to use it will suffer. How is this going to be addressed?
3. Arrowhead Elementary is already busting at the seams and class sizes exceed what they are meant to. We realize this is the case all over town... so it's hard to understand why we are focused on increasing the number of people we can fit into the area by building high density units, rather than taking care of those who are already here and need improvements made.
4. Since 38th St. W. was connected to Colton a couple years ago, that street has become downright dangerous. Something needs to be done to slow traffic down and/or decrease traffic in that area. Adding units and increasing traffic seems like it'd make it more unsafe and dangerous than it already is.

Poly Vista Homeowner

**ORDINANCE 22-\_\_\_\_\_**  
**AN ORDINANCE OF THE CITY OF BILLINGS,**  
**PROVIDING THE ZONE CLASSIFICATION ON Lot 1,**  
**Block 1 and Lot 1, Block 2 of Zimmerman Home Place**  
**Subdivision, BE AMENDED**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 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.

**Section 2. DESCRIPTION.** Lot 1, Block 1 and Lot 1, Block 2 of Zimmerman Home Place Subdivision, is presently zoned Suburban Neighborhood (N3), Mixed Residential 1 (NX1), Mixed Residential 3 (NX3) and Public 1 (P1) and is shown on the official zoning map within this zone.

**Section 3. ZONE DISTRICT AMENDMENT.** The official zoning map is hereby amended the zoning for Lot 1, Block 1 and Lot 1, Block 2 of Zimmerman Home Place Subdivision, is hereby changed from Suburban Neighborhood (N3), Mixed Residential 1 (NX1), Mixed Residential 3 (NX3) and Public 1 (P1) to Mid-Century Neighborhood (N2), Mixed Residential 1 (NX1) and Mixed Residential 3 (NX3) and Public 1 (P1) as shown on the attached exhibit, and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining to Mid-Century Neighborhood (N2), Mixed Residential 1 (NX1) and Mixed Residential 3 (NX3) and Public 1 (P1), as set out in the Billings, Montana City Code.

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law, or upon effective date of Resolution 22-\_\_\_\_\_ approving the annexation of the above territory, whichever is later.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 6. 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.

PASSED by the City Council on first reading this 28<sup>th</sup> day of February, 2022.

PASSED, ADOPTED and APPROVED on second reading this 14<sup>th</sup> day of March, 2022.

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

Attest:

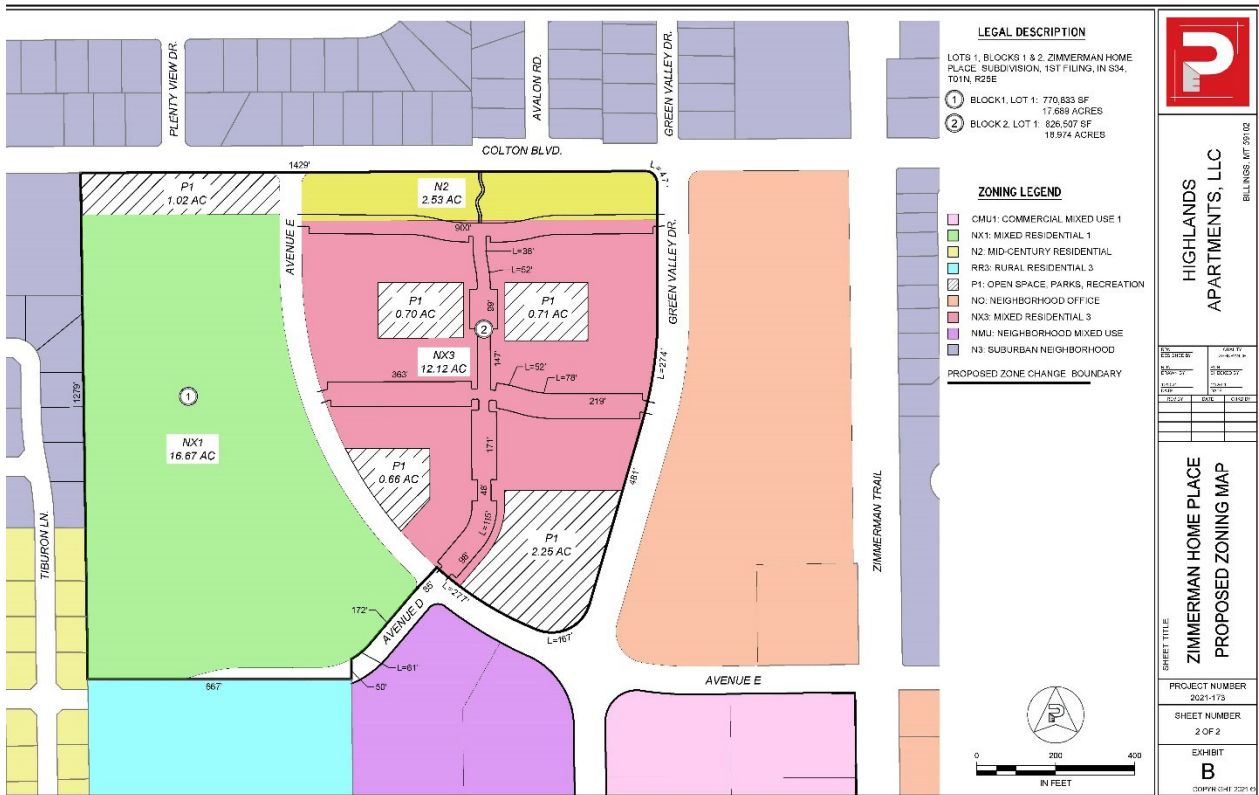
BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1009, Zimmerman Home Place Subdivision Lot 1, Block 1 and Lot 1, Block 2

Zone Change 1009

Zoning Exhibit



**LEGAL DESCRIPTION**

LOTS 1, BLOCKS 1 & 2, ZIMMERMAN HOME PLACE SUBDIVISION, 1ST FILING, IN S34, T01N, R23E

① BLOCK 1, LOT 1: 770,833 SF  
17.689 ACRES

② BLOCK 2, LOT 1: 826,507 SF  
18.974 ACRES

**ZONING LEGEND**

- CMU1: COMMERCIAL MIXED USE 1
  - NX1: MIXED RESIDENTIAL 1
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  - N3: SUBURBAN NEIGHBORHOOD
- PROPOSED ZONE CHANGE BOUNDARY



HIGHLANDS  
APARTMENTS, LLC

BILLINGS, MT 59102

SHEET TITLE  
ZIMMERMAN HOME PLACE  
PROPOSED ZONING MAP

PROJECT NUMBER  
2021-173

SHEET NUMBER  
2 OF 2

EXHIBIT  
B

DDPFR 0141 2/21/15

**City Council Regular**

**Date:** 03/14/2022  
**Title:** SBBURD TIF and Public Works Assistance for South Frontage Road Water Line Extension  
**Presented by:** Wyeth Friday  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

City staff recommends the City Council approve reimbursement to KSKC Properties, LLC, Torgerson, LLC, or a third party contractor working on their behalf for tax increment assistance to complete a City water line extension in the South Frontage Road between Washington Street and Sugar Avenue. The water line project must meet all City of Billings infrastructure standards and specifications, and actual reimbursement will be based upon 100% of the actual costs incurred for the water line project.

This item is being presented to Council in combination with Compensation Agreements to outline the Public Works contribution to the project for KSKC Properties, LLC, and Torgerson, LLC. Approval of all three of these elements will make it possible for the project to move forward early this spring and in alignment with new private development planned adjacent to the South Frontage Road in this area.

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

In 2021, SBURA, City Public Works Department and City Planning and Community Services Department staff coordinated the opportunity for this water line extension in the South Frontage Road to be a CIP project instead of trying to address it in multiple TIF applications for multiple properties. The City Council included this project in the FY23-FY27 CIP that was adopted in December 2021. It was determined that a combination of TIF funds and Public Works funds could be used to complete the water line, finishing a looping of the line in this area of the City, and benefiting both the City and current and future property in the City along the South Frontage Road. Since the South Frontage Road will only have development on the south side, since the north side is the I-90 ROW, the City would normally pay for half of a water line in this situation anyway, so making the project a City managed CIP project is a logical approach.

The City could start this water line extension project this summer as soon as the FY23 Budget cycle is started. However, property owners and developers along the water line project corridor would like to start the project as soon as possible this spring to align with commercial development projects they intend to start construction on this summer. To accommodate this request, staff is recommending the Council approve reimbursing the developers or a private contractor working on their behalf to complete the project early. The project will still be built to City standards, with City oversight, and the reimbursement request will be subject to City staff review to ensure the project is completed to City requirements. This Council action reaffirms this already approved CIP project but provides the option for a private construction process to complete it early in 2022.

**ALTERNATIVES**

City Council may:

- Approve the City staff recommendation for the reimbursement to a third party of SBBURD tax increment finance (TIF) funds to complete the water line extension project, or;
- Disapprove City staff recommendation for the reimbursement to a third party of SBBURD tax increment finance (TIF) funds to complete the water line extension project. If the Council chooses not to approve this reimbursement, the project will be constructed by the City in FY23 per the approved CIP.

**FISCAL EFFECTS**

The recommendation is for up to a maximum of \$474,177 in TIF funds to be reimbursed to KSKC Properties, LLC, Torgerson, LLC, or a third party contractor working on their behalf to construct the water line extension. The funds are payable per the project meeting all City standards and requirements for a public infrastructure project. The project is estimated for completion in early 2022. The TIF and City portions of this project are already incorporated into the

FY23 budget per the adopted City FY23-FY27 CIP.

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**Attachments**

Water Line Project CIP Page

Department: Public Works FY23 - FY27 CIP  
 Project Category: Utilities Project Title: Water - South Frontage Road Water Main Loop

**Project Description/Location:**  
 This project will install water mains to complete two loops along the South Frontage Rd from Washington Street to 550 ft west of the intersection of Garden and Sugar Avenues. Another loop will be provided from Arlington Avenue SW about 350 feet east along the South Frontage Road. The installation of the aforementioned water mains will create a loops to eliminate two dead ends in the City's water system that will facilitate water management and annexation of properties to the City of Billings.

**Justification:**  
 The Billings City Council recently authorized the addition of two major parcels along the South Frontage Rd. to the South Billings Boulevard Urban Renewal District. Accordingly, the South Billings Urban Renewal Association seeks to install infrastructure that will facilitate economic development and/or reduce blight. The recently added parcels have characteristics of blight but equally important is they are currently targeted for private development. The installation of the water mains along the South Frontage Rd. will simultaneously foster development of the recently added properties, facilitate water management for existing users and promote the future annexation of adjacent County properties. Additionally, the project will complete looping for two existing dead ends, that will improve fire flows and water quality.

**CIP Status**  
 Modify Existing  
 New Project

**Project Type**  
 Renewal/ Replacement  
 Enhancement/ New

**Operating Budget Impact:**  
 The additional water main will require regular O&M.

**Comments:**



| Estimated Project Cost(s)       | Prior Years | FY 2023           | FY 2024     | FY 2025     | FY 2026     | FY 2027     | Future      | Total Cost        |
|---------------------------------|-------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------------|
| Planning, Design, & Engineering |             | 120,516           |             |             |             |             |             | \$ 120,516        |
| Land Acquisition                |             |                   |             |             |             |             |             | \$ -              |
| Construction                    |             | 724,906           |             |             |             |             |             | \$ 724,906        |
| Equipment                       |             |                   |             |             |             |             |             | \$ -              |
| Other                           |             |                   |             |             |             |             |             | \$ -              |
| <b>Total Project Cost</b>       | <b>\$ -</b> | <b>\$ 845,422</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 845,422</b> |

| Project Funding                 | Prior Years | FY 2023           | FY 2024     | FY 2025     | FY 2026     | FY 2027     | Future      | Total Cost        |
|---------------------------------|-------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------------|
| Arterial Fees                   |             |                   |             |             |             |             |             | \$ -              |
| Developer Contributions         |             |                   |             |             |             |             |             | \$ -              |
| Gas Tax                         |             |                   |             |             |             |             |             | \$ -              |
| Gas Tax - BAARSA                |             |                   |             |             |             |             |             | \$ -              |
| Landfill Revenues               |             |                   |             |             |             |             |             | \$ -              |
| Revenue Bond/Loan               |             |                   |             |             |             |             |             | \$ -              |
| SID Bond                        |             |                   |             |             |             |             |             | \$ -              |
| Sidewalk Bond                   |             |                   |             |             |             |             |             | \$ -              |
| Solid Waste Collection Revenues |             |                   |             |             |             |             |             | \$ -              |
| Storm Drain Assessments         |             |                   |             |             |             |             |             | \$ -              |
| Street Maintenance Fees         |             |                   |             |             |             |             |             | \$ -              |
| TIFD Revenues                   |             | 474,177           | -           | -           | -           |             |             | \$ 474,177        |
| Wastewater Revenues             |             |                   |             |             |             |             |             | \$ -              |
| Water Revenues                  |             | 371,245           |             |             |             |             |             | \$ 371,245        |
| <b>Total Project Funding</b>    | <b>\$ -</b> | <b>\$ 845,422</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 845,422</b> |

**City Council Regular**

**Date:** 03/14/2022  
**Title:** Compensation Agreement with KSKC Properties, LLC  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Yes

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**RECOMMENDATION**

Staff recommends that Council approves the attached Compensation Agreement with KSKC Properties, LLC.

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

In order to obtain water service, KSKC Properties, LLC will be extending a 12-inch water main along the South Frontage Road frontage of Tract 1 of Certificate of Survey No. 1591, Tract 1 of Certificate of Survey No. 1596, and along the frontage of Riverside Acreage Tracts Subdivision Tracts 3 through 7. KSKC Properties, LLC owns Tract 1 of Certificate of Survey No. 1591 and Tract 1 of Certificate of Survey No. 1596. There are no property owners along the north side of the South Frontage Road due to Interstate 90. This water extension, in combination with the Torgerson's Real Estate Holdings, LLC water main extension, will complete a water main loop along the South Frontage Road that not only benefits these properties, but also provides additional water service reliability and redundancy for properties further west and north. Past practice has been to compensate the Developer for one-half of the cost of the construction of the water mains where there are no property owners fronting the street. Compensation for the water main is estimated to be \$183,232.50.

**ALTERNATIVES**

The Council may:

- Approve an Agreement for compensation from the City to the Developer.
- Not approve an Agreement for compensation. This would be inconsistent with current City practice of compensating for utility extensions that have no developable land fronting the main on one side.

**FISCAL EFFECTS**

Based on review of the quantities to be installed and information provided by the Developer's agent, staff estimated the cost of the of water main to be \$183,232.50. The extent and timing of the City's participation in the project costs is determined in conformance with the budget approved by City Council and based on actual quantities installed. The project is included in the approved FY23-FY27 CIP and will be included in the proposed FY23 budget.

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**Attachments**

Compensation Agreement  
Map

## COMPENSATION AGREEMENT

THIS AGREEMENT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ between THE CITY OF BILLINGS, Billings, Montana, hereinafter referred to as the “CITY”, and KSKC Properties, LLC, PO Box 80601, Billings, Montana 59108, hereinafter referred to as “DEVELOPER”.

### W I T N E S S E T H

WHEREAS, the CITY’S Rules and Regulations Governing Water and Wastewater Service outlines the procedure and criteria the CITY uses in approving extensions of the public water and wastewater systems; and

WHEREAS, the CITY’S Rules and Regulations Governing Water and Wastewater Service outlines how the CITY participates in construction of various water and wastewater facilities and applies water and wastewater construction fees and system development fees to developments; and

WHEREAS, no person, developer, customer or applicant shall acquire any vested rights under the terms and provisions of this agreement; and

WHEREAS, DEVELOPER has agreed to extend or replace water, wastewater, and storm drain facilities for the purpose of providing service through plans and specifications approved by the City on the   2nd   day of   August  , 20  19  . Said plans and specifications generally provide for the construction of water facilities which are specifically described in Exhibit 1, attached hereto; and

WHEREAS, DEVELOPER is desirous of obtaining compensation for a portion of the water, wastewater, and storm drain facilities hereafter described; and

WHEREAS, the CITY is desirous of compensating the DEVELOPER for fifty percent (50%) of water facilities along DEVELOPER’S frontage and fifty-percent (50%) of water facilities from DEVELOPER’S eastern boundary to tie in at Garden Ave.

NOW, THEREFORE, CITY and DEVELOPER, in consideration of their mutual promises to each other hereinafter stated, agree as follows:

1. The water, wastewater, and storm drain facilities which are eligible for compensation to the extent set forth in this Agreement are specifically described in Exhibit 1, attached hereto, and by this reference incorporated herein as if fully set out.

2. With respect to DEVELOPER’S entitlement to compensation, the CITY and DEVELOPER agree that the conditions set forth hereinafter, must be met before DEVELOPER is entitled to or will receive any compensation. Said conditions are:

(a) The extent, timing, and manner of the CITY’S participation in a water,

wastewater, and storm drain facilities extension or replacement is determined in conformance with the CITY'S Rules and Regulations Governing Water and Wastewater Service and the DEVELOPER'S compliance with city, state and federal laws, rules, and regulations. These policies require necessary funds to be included in the current, approved Capital Improvements Projects (CIP) budget in order to be eligible for compensation back to the DEVELOPER. The DEVELOPER may choose to proceed with an extension or replacement project without waiting for funds to be made available in the CIP budget; in this case, the DEVELOPER is responsible for paying the entire cost of the construction. Extensions or replacements not eligible for compensation according to these CITY policies and practices must be constructed by the DEVELOPER at his expense.

- (b) DEVELOPER shall provide to the CITY sufficient verifiable cost data to determine the appropriate amount of compensation within thirty (30) days of final inspection of the water, wastewater and storm drain facilities and approval and acceptance by the CITY that all construction was completed according to the approved plans and specifications.
- (c) DEVELOPER shall enter into a compensation agreement with the CITY at the time the CITY approves the DEVELOPER'S application for extension of water, wastewater, and storm drain facilities or, in the case of a replacement project, prior to submittal of preliminary plans and specifications by the DEVELOPER.
- (d) Upon completion of the extension or replacement of the water, wastewater and storm drain facilities, the DEVELOPER must convey all right, title and interest in the facilities to the CITY.
- (e) DEVELOPER shall, at all times, provide to the CITY a current address for purposes of mailing compensation to DEVELOPER.
- (f) Extension or replacement of water, wastewater and storm drain facilities must be done in compliance with all rules, regulations, resolutions and ordinances of the CITY, including but not limited to standards for design and construction of the facilities, competitive bidding and contract requirements for cities, prevailing wage rates, non-discrimination requirements, etc.

DEVELOPER agrees that it will not be entitled to any compensation whatsoever until the above conditions have been completely satisfied. DEVELOPER'S violation of any of the conditions set forth herein may, at the option of the CITY, result in denial of any and all compensation to the DEVELOPER.

3. In addition, it is expressly agreed that any compensation is conditioned upon the following:

- (a) Compensation is limited to costs attributable to water and/or wastewater facilities described in Exhibit 1, less all administrative costs incurred by the CITY. In no event will compensation exceed the actual cost to the DEVELOPER of extending or replacing the water and/or wastewater facilities.
- (b) Compensation shall not include any interest charges.

Acceptance of the water, wastewater and storm drain facilities for purposes of compensation as set forth in this agreement shall be evidenced by written notice of a letter from the Public Works Department of the CITY and directed to the DEVELOPER at the address set forth in the first paragraph of this agreement.

4. The CITY, by this agreement, is not guaranteeing that full compensation by the CITY to the DEVELOPER will be made. The CITY is only agreeing that it will develop a plan under the CITY'S Rules and Regulations Governing Water and Wastewater Service that will recommend that compensation for water and/or wastewater facilities which have been extended or replaced at the DEVELOPER'S expense will be made as set forth herein. Compensation does not apply to

additional extensions or replacements of the water facilities. Compensation shall be based upon the final total project costs.

5. The address for mailing compensation to the DEVELOPER shall be that address specified in the first paragraph of this agreement. Any change in address of the DEVELOPER shall be sent to the Public Works Director of the City of Billings at P.O. Box 1178, Billings, MT 59103. The designation of a new address shall be accompanied by a copy of this agreement.

6. This agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their successors and assigns.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

DEVELOPER

By \_\_\_\_\_

CITY OF BILLINGS

By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## Exhibit 1

In order to obtain water service, DEVELOPER will extend a 12-inch water main along the South Frontage Road frontage of Tract 1 of Certificate of Survey No. 1591, Tract 1 of Certificate of Survey No. 1596, and along the frontage of Riverside Acreage Tracts Subdivision Tracts 3 through 7. Since the Interstate is on the north side of the South Frontage Road and per City policy, the City shall compensate for one-half of the cost of constructing the 12-inch water main fronting Tract 1 of Certificate of Survey No. 1591, Tract 1 of Certificate of Survey No. 1596 and one-half cost of water main fronting Riverside Acreage Tracts Subdivision Tracts 3 through 7. Compensation for the water main is estimated to be \$183,232.50.



APPROXIMATE TIE-IN  
LOCATION PROVIDED  
BY SANDERSON  
STEWART PRIVATE  
CONTRACT NO. 748  
PLANS DATED 5/7/2020

GARDEN AVENUE

~2,175 TOTAL LINEAL FEET  
OF 12" Ø WATER MAIN

50% COMPENSATION

50% COMPENSATION

S. FRONTAGE RD.

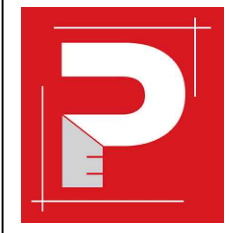
EXISTING  
LOT LINE

KSKC  
PROPERTY

INTERSTATE 90

WASHINGTON ST.

YELLOWSTONE  
RIVER



KSKC PROPERTIES, LLC

BILLINGS, MT. 59108

|                    |                      |         |
|--------------------|----------------------|---------|
| BAA<br>DESIGNED BY | QUALITY<br>ASSURANCE |         |
| BAA<br>DRAWN BY    | SAA<br>CHECKED BY    |         |
| JUN 21<br>DATE     | JUN 21<br>DATE       |         |
| REV BY             | DATE                 | CHKD BY |
|                    |                      |         |
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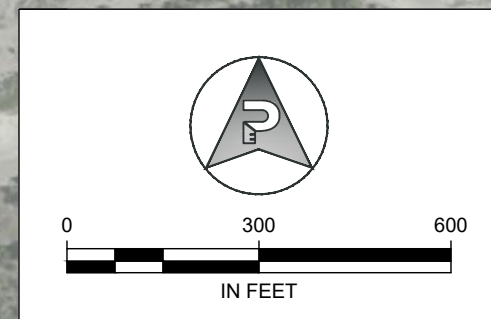
SHEET TITLE  
**S. FRONTAGE SITE  
LANDOWNER EXHIBIT**

PROJECT NUMBER  
2021-215

SHEET NUMBER  
1 OF 1

DRAWING NUMBER  
**EX 1**

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**City Council Regular**

**Date:** 03/14/2022  
**Title:** Compensation Agreement with Torgerson's Real Estate Holdings, LLC  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Yes

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**RECOMMENDATION**

Staff recommends that Council approves the attached Compensation Agreement with Torgerson's Real Estate Holdings, LLC.

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

In order to obtain water service, Torgerson's Real Estate Holdings, LLC will be extending a 12-inch water main along the South Frontage Road frontage of Tracts 2 and 3 of Certificate of Survey No. 2394. There are no property owners along the north side of the South Frontage Road due to Interstate 90. This water extension, in combination with the KSKC Properties, LLC water main extension, will complete a water main loop along the South Frontage Road that not only benefits these properties, but also provides additional water service reliability and redundancy for properties further west and north. Past practice has been to compensate the Developer for one-half of the cost of the construction of the water mains where there are no property owners fronting the street. Compensation for the water main is estimated to be \$99,226.50.

**ALTERNATIVES**

The Council may:

- Approve an Agreement for compensation from the City back to the Developer.
- Not approve an Agreement for compensation from the City back to the Developer. This would be inconsistent with current City practice of compensating for utility extensions that have no developable land fronting the main on one side.

**FISCAL EFFECTS**

Based on review of the quantities to be installed and cost information provided by the Developer's agent, staff estimated the water main to be \$99,226.50. The extent and timing of the City's participation in the project costs is determined in conformance with the budget approved by City Council and based on actual quantities installed. The project is included in the approved FY23-FY27 CIP and will be included in the proposed FY23 budget.

---

**Attachments**

Compensation Agreement  
Map

## COMPENSATION AGREEMENT

THIS AGREEMENT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ between THE CITY OF BILLINGS, Billings, Montana, hereinafter referred to as the “CITY”, and Torgerson’s Real Estate Holdings, LLC, 4701 River Drive North, Great Falls, Montana 59405, hereinafter referred to as “DEVELOPER”.

### W I T N E S S E T H

WHEREAS, the CITY’S Rules and Regulations Governing Water and Wastewater Service outlines the procedure and criteria the CITY uses in approving extensions of the public water and wastewater systems; and

WHEREAS, the CITY’S Rules and Regulations Governing Water and Wastewater Service outlines how the CITY participates in construction of various water and wastewater facilities and applies water and wastewater construction fees and system development fees to developments; and

WHEREAS, no person, developer, customer or applicant shall acquire any vested rights under the terms and provisions of this agreement; and

WHEREAS, DEVELOPER has agreed to extend or replace water facilities for the purpose of providing service through plans and specifications approved by the City on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_22\_\_. Said plans and specifications generally provide for the construction of water facilities which are specifically described in Exhibit 1, attached hereto; and

WHEREAS, DEVELOPER is desirous of obtaining compensation for a portion of the water facilities hereafter described; and

WHEREAS, the CITY is desirous of compensating the DEVELOPER for fifty percent (50%) of construction of said water facilities.

NOW, THEREFORE, CITY and DEVELOPER, in consideration of their mutual promises to each other hereinafter stated, agree as follows:

1. The water facilities which are eligible for compensation to the extent set forth in this Agreement are specifically described in Exhibit 1, attached hereto, and by this reference incorporated herein as if fully set out.

2. With respect to DEVELOPER’S entitlement to compensation, the CITY and DEVELOPER agree that the conditions set forth hereinafter, must be met before DEVELOPER is entitled to or will receive any compensation. Said conditions are:

- (a) The extent, timing, and manner of the CITY’S participation in a water facilities extension or replacement is determined in

conformance with the CITY'S Rules and Regulations Governing Water and Wastewater Service and the DEVELOPER'S compliance with city, state and federal laws, rules, and regulations. These policies require necessary funds to be included in the current, approved Capital Improvements Projects (CIP) budget in order to be eligible for compensation back to the DEVELOPER. The DEVELOPER may choose to proceed with an extension or replacement project without waiting for funds to be made available in the CIP budget; in this case, the DEVELOPER is responsible for paying the entire cost of the construction. Extensions or replacements not eligible for compensation according to these CITY policies and practices must be constructed by the DEVELOPER at his expense.

- (b) DEVELOPER shall provide to the CITY sufficient verifiable cost data to determine the appropriate amount of compensation within thirty (30) days of final inspection of the water facilities and approval and acceptance by the CITY that all construction was completed according to the approved plans and specifications.
- (c) DEVELOPER shall enter into a compensation agreement with the CITY at the time the CITY approves the DEVELOPER'S application for extension of water facilities or, in the case of a replacement project, prior to submittal of preliminary plans and specifications by the DEVELOPER.
- (d) Upon completion of the extension or replacement of the water facilities, the DEVELOPER must convey all right, title and interest in the facilities to the CITY.
- (e) DEVELOPER shall, at all times, provide to the CITY a current address for purposes of mailing compensation to DEVELOPER.
- (f) Extension of water facilities must be done in compliance with all rules, regulations, resolutions and ordinances of the CITY, including but not limited to standards for design and construction of the facilities, competitive bidding and contract requirements for cities, prevailing wage rates, non-discrimination requirements, etc.

DEVELOPER agrees that it will not be entitled to any compensation whatsoever until the above conditions have been completely satisfied. DEVELOPER'S violation of any of the conditions set forth herein may, at the option of the CITY, result in denial of any and all compensation to the DEVELOPER.

3. In addition, it is expressly agreed that any compensation is conditioned upon the following:

- (a) Compensation is limited to costs attributable to water facilities described in Exhibit 1, less all administrative costs incurred by the CITY. In no event will compensation exceed the actual cost to the DEVELOPER of extending or replacing the water facilities.
- (b) Compensation shall not include any interest charges.

Acceptance of the water facilities for purposes of compensation as set forth in this agreement shall be evidenced by written notice of a letter from the Public Works Department of the CITY and directed to the DEVELOPER at the address set forth in the first paragraph of this agreement.

4. The CITY, by this agreement, is not guaranteeing that full compensation by the CITY to the DEVELOPER will be made. The CITY is only agreeing that it will develop a plan under the CITY'S Rules and Regulations Governing Water and Wastewater Service that will recommend that compensation for water facilities which have been extended at the DEVELOPER'S expense will be made as set forth herein. Compensation does not apply to

additional extensions or replacements of the water facilities. Compensation shall be based upon the final total project costs.

5. The address for mailing compensation to the DEVELOPER shall be that address specified in the first paragraph of this agreement. Any change in address of the DEVELOPER shall be sent to the Public Works Director of the City of Billings at P.O. Box 1178, Billings, MT 59103. The designation of a new address shall be accompanied by a copy of this agreement.

6. This agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their successors and assigns.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

DEVELOPER

By \_\_\_\_\_

CITY OF BILLINGS

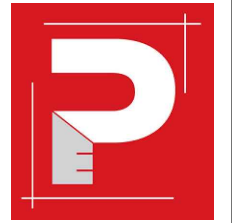
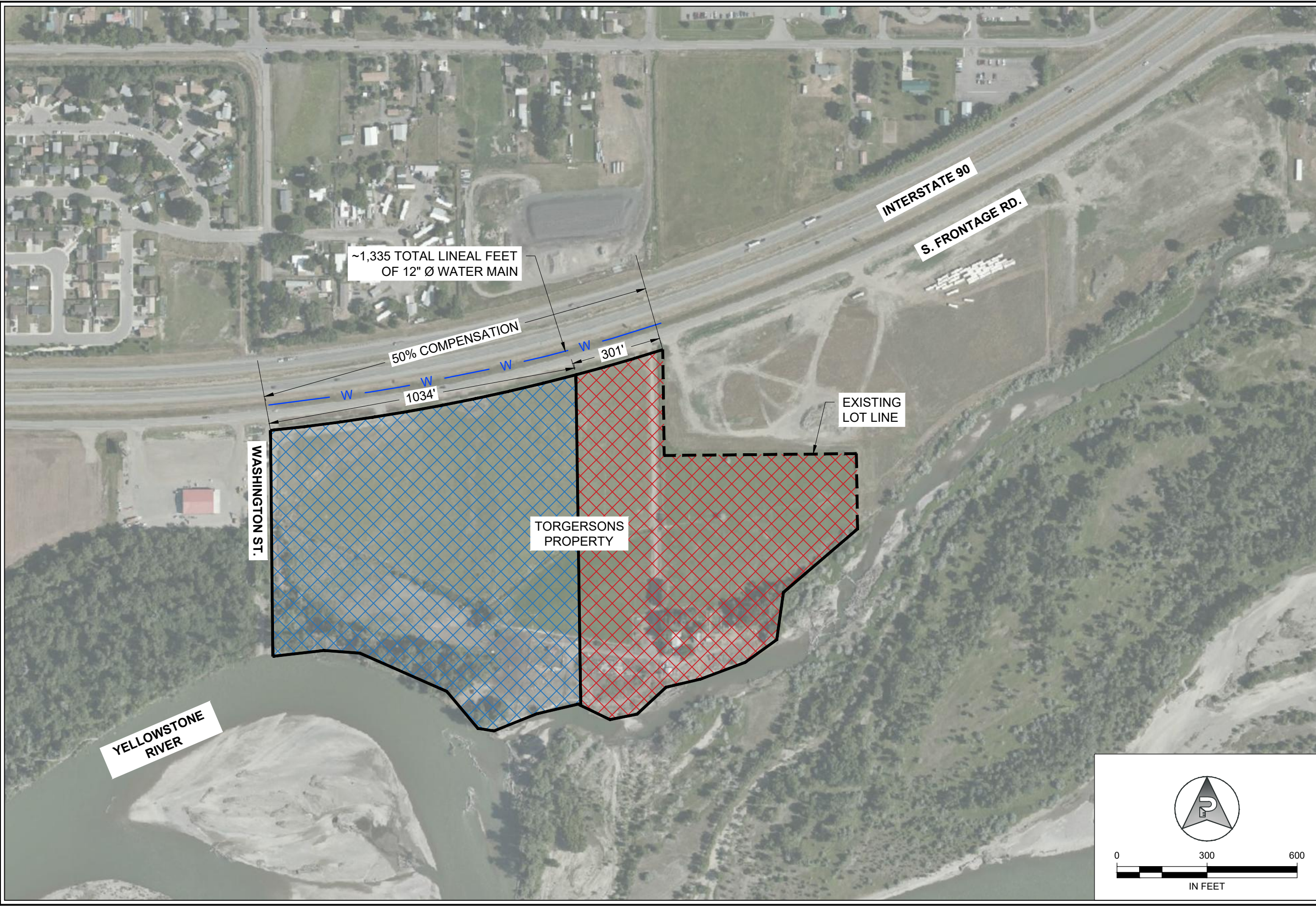
By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## Exhibit 1

In order to obtain water service, DEVELOPER will extend a 12-inch water main along the South Frontage Road frontage of Lots 2 & 3 of Certificate of Survey No. 2394. Since the Interstate is on the north side of the South Frontage Road and per City policy, the City shall compensate for one-half of the cost of constructing the 12-inch water main. Compensation for the water main is estimated to be \$99,226.50.



TORGERSONS, LLC

GREAT FALLS, MT 59405

|                 |                   |         |
|-----------------|-------------------|---------|
| BAA DESIGNED BY | QUALITY ASSURANCE |         |
| BAA DRAWN BY    | SAA CHECKED BY    |         |
| JUN 21 DATE     | JUN 21 DATE       |         |
| REV BY          | DATE              | CHKD BY |
|                 |                   |         |
|                 |                   |         |

SHEET TITLE

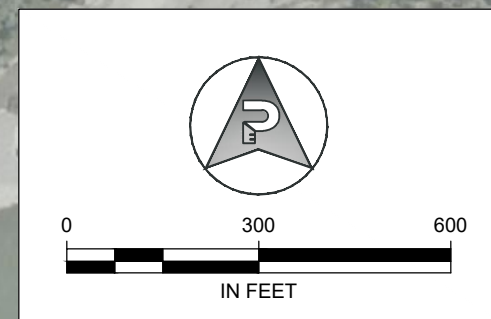
**S. FRONTAGE SITE  
LANDOWNER EXHIBIT**

PROJECT NUMBER  
2021-204

SHEET NUMBER  
1 OF 1

DRAWING NUMBER  
**EX 1**

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**City Council Regular**

**Date:** 03/14/2022  
**Title:** Downtown Billings Partnership - Tax Increment Assistance - Downtown Public Restroom Project at Park 3 Location  
**Presented by:** Wyeth Friday  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

The Downtown Billings Partnership (DBP) Board has reviewed this TIF funding request from DBA staff per the Council-approved downtown public restroom project coordinated for funding and construction through the City of Billings Community Development Division and City Engineering Division, and recommends the City Council approve up to \$70,000 from Downtown Urban Renewal tax increment finance district funds to complete acquisition and installation of the restroom facility. Actual expenditure will be based upon 100% of the actual costs incurred for the restroom installation.

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

The application was vetted by DBP and City staff, and the project funding recommendation was presented to the DBP Board at its meeting on January 28, 2022. The DBP Board made its recommendation to City Council to provide this supplemental funding for the project at that meeting. The public restroom project is planned to be a permanent 24-hour restroom facility in Downtown Billings outside the Park 3 garage on 2nd Avenue North. A Community Development Block Grant (CDBG-CV) was awarded by the City Council in June 2021. However, with the time it took to get through the CDBG process and the necessary studies and various approvals, the initial costs significantly increased for the facility by about \$30,000. With this cost increase in the last 8 months, the DBP is requesting funding up to \$70,000 in TIF dollars to cover the increase of the unit's cost as well as construction. The Downtown Billings Business Improvement District (BID) will be responsible for management of the project and the installation of the facility.

The project is the procurement and installation of a permanent restroom and handwashing facility in Downtown Billings adjacent to Park 3. The facility, called the Portland Loo, is a standalone structure designed to provide toilet and handwashing access. The facility was designed specifically to be easily cleaned and sanitized, is graffiti and vandalism resistant, provides privacy while also allowing for law enforcement to determine if the facility is being used inappropriately, and uses blue colored lighting to prevent needle use. The facility is able to be winterized to temps of -35, but can be closed if temperatures or conditions require it in the winter months. The Portland Loo will be keyed to allow law enforcement to open the doors if they are locked and access is needed in an emergency. The facility will be cleaned and sanitized by the BID.

The DBP Board supports the project and found it was a very strong match for accessing urban renewal funds because:

- It adds an important piece of public infrastructure to the Downtown area
- It aligns with Crime Prevention Through Environmental Design practices promoting safe environments
- The application aligns with elements/goals of the DBA Strategic Plan regarding infrastructure improvements in downtown (may be viewed through this link <https://downtownbillings.com/about/about-the-dba/>), City TIF Policy, MCA, and the North 27th Urban Renewal Plan
- It conforms to the 27th Street District Urban Renewal Plan.

If this request is approved by the Council, its outcome will benefit the public to support a clean and safe downtown area and make outdoor and public events more accessible because of a public restroom.

**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, the DBA will have to find other sources of funds to complete installation of this public restroom facility.

### **FISCAL EFFECTS**

The total project cost is now estimated to be \$187,000. The CDBG-CV grant will fund \$117,000 of the cost. This TIF grant of up to \$70,000 would cover the remaining costs beyond the CDBG-CV grant already awarded. The restroom facility is now estimated to cost \$146,000, with installation at \$40,000. The project is expected to be completed in May and be included in the current FY22 budget year for the Downtown Urban Renewal District. The Downtown Urban Renewal District budget has adequate revenue to cover this cost in the current fiscal year, but a budget amendment may be needed, as it was not planned as part of the original FY22 budget.

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### **Attachments**

Portlan Loo Information  
DBP Board Minutes  
2008 Downtown Urban Renewal Plan  
City TIF Policy

# The Portland Loo

offers high durability and a unique and balanced blend of privacy and security, all at a cost that is a fraction of current stand-alone restroom models.

- Affordable
- Design deters illicit activity (CPTED)
- Durable/vandalism resistant
- Easy to service/replace damaged components
- Site almost anywhere (with water and sewer hookup)
- Designed to be open 24/7 without an attendant
- ADA accessible
- Sustainable/Solar-powered



Space available on exterior rear panels for graphics or advertising



Solar mechanics accessed through rear panel



Interior view



Exterior hand washing area



Solar panels and skylight on roof

## The Portland Loo



[www.theloo.biz](http://www.theloo.biz)

**CONTACT:**

Evan Madden  
503-298-6032

[emadden@theloo.biz](mailto:emadden@theloo.biz)

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# The Portland Loo

Innovative Public Restroom Design



*A Unique Solution to a Universal Problem*

## The Portland Loo

**LIGHTWEIGHT.**

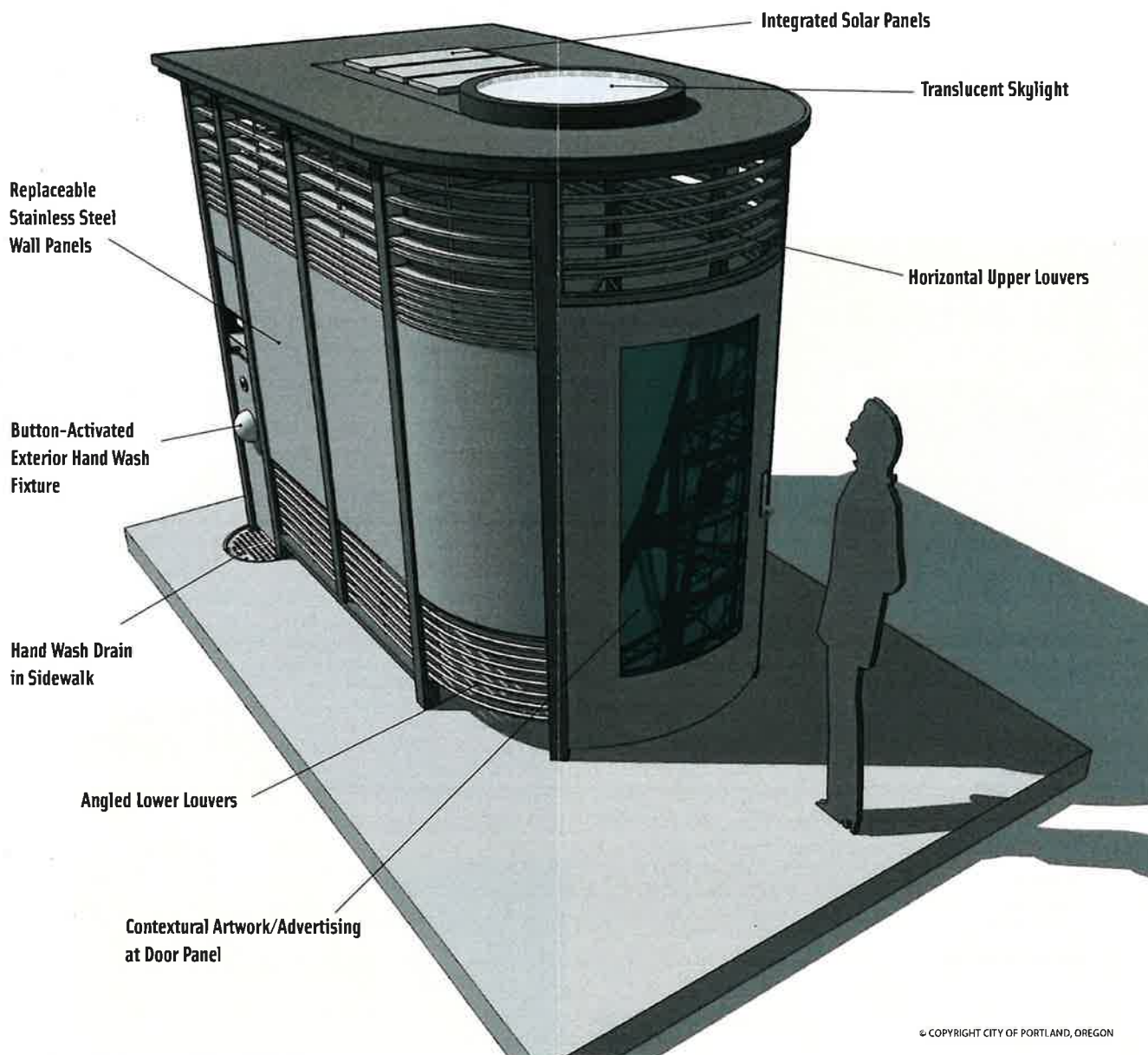
The unit is composed of a minimum of materials. Utilizing stainless steel wall panels mounted to a slim profile steel structure means that the Portland Loo weighs a fraction of a typical restroom and can be delivered on-site as a complete enclosure.

**SECURE.**

Louvers at the top and bottom of the wall create an interior environment that offers complete visual privacy, while remaining as connected with the outside as possible. The lower louvers are angled to provide law enforcement the opportunity to observe the number of users within the unit without compromising privacy. The unit's hand-washing station is mounted on the exterior to promote shorter use times and to serve the general pedestrian population.

**FUNCTIONAL.**

The entire unit can be off-grid and lit entirely by solar-powered LED fixtures. Or the unit can be pre-wired for 115 volt AC power. At night a gentle light washes the exterior until it is occupied, at which time the interior lights activate and the exterior lights dim, announcing that it is in use. All of the cleaning and maintenance implements, as well as electrical components and solar batteries, are housed in the cabinet at the rear of the unit.



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| <b>Downtown Billings Partnership At Large Members</b> |                     |                     |
|-------------------------------------------------------|---------------------|---------------------|
| <b>PRESENT:</b> Ethan Kanning                         | James "Andy" Patten | Mary Walks Over Ice |
| Steve Wahrlich                                        | Joni Harman         | Jock West           |
|                                                       |                     |                     |
| <b>ABSENT:</b>                                        | Chris Montague      | Steve Tostenrud     |
| <b>Partners</b>                                       |                     |                     |
| <b>PRESENT:</b> Janna Hafer                           | Katy Easton         | Wyeth Friday        |
| Commissioner Dennis Pitman                            | Brandon Scala       | Steve Arveschoug    |
| <b>ABSENT:</b> Matt Blakeslee                         | Sean Lynch          |                     |
| <b>Staff and Guests</b>                               |                     |                     |
| Mehmet Casey                                          | James Chandler      | Lexie Mann          |

**DBP Board Agenda - January 28, 2022**

**VIRTUAL Via Zoom**

**Regular Business Meeting - 7:30 - 9 a.m.**

1) Call to Order – Introductions, Courtesies, and Public Comments (3 min. limit) Mr. Patten called the meeting to order and requested attendees to introduce themselves.

2) Regular Agenda:

a. Minutes - November 19, 2021 meeting minutes, vote to approve minutes – Ms. Harman made the first motion to approve. Mr. Wahrlich seconded the motion. All were in favor. None opposed.

3) Action Items

a. Portland Loo - Ms. Easton presented to the board the Portland Loo on behalf of the Business Improvement District. Ms. Easton asked the board to consider TIF funding for The Portland Loo which is a permanent 24 hour restroom facility. Ms. Easton provided an overview of the Portland Loo and the importance of having a public restroom. She shared that a Community Block Grant was awarded for the cost of the Portland Loo in May 2021, however with the time it took to get through the process of all necessary studies and various approvals had impacted the initial costs, which have risen significantly in the last six months. Ms. Easton is requesting funding up to \$70,000 in TIF dollars and she believes this will cover the increase of the unit’s cost as well as construction.

b. Ms. Easton opened the conversation to discussion and questions. Mr. Scala questioned dimensions and issues of blocking traffic and pedestrian vision. Per Ms. Easton, safety features such as mirrors and concrete bollards can be added as an extra safety measure should the need arise. Ms. Easton also shared that the size of this unit is roughly equivalent to the size of one parking slot. Mr. Arveschoug wondered about the maintenance; he expressed a wish to keep a regimented cleaning schedule and asked about other communities and their experiences with The Portland Loo. Ms. Easton relayed that other communities that have used this

product have implemented a strict cleaning schedule. Discussion was had concerning whether or not the facility would be open 24 hours a day with concerns for weather, safety, lighting, and cleanliness. Ms. Easton shared that location and product design were specifically chosen to help with these issues.

- i. Mr. Patten asked for a motion to approve and Mr. West so moved and made the initial motion to approve the BID's request for TIF funding and Ms. Hafer seconded the motion to approve, further discussion was had regarding additional and unexpected costs to be inquired by Mr. Scala. Ms. Easton shared that the BID was able to cover some additional costs but that they will be looking for in-kind donations to assist with funding future costs. All were in favor, none opposed and motion carried. Mr. Casey stated that he would work with Ms. Easton and Mr. Friday to figure out when they would be able to present this to City Council.

#### 4) Staff Update/Financials

##### a. Financial

- i. Mr. Casey presented the TIF budget and discussed line items including budget projections per fiscal year. Discussions were had on whether or not to include properties that have been taken out of the TIF fund and the zero growth projection of funding. Discussion was had as to creating two budgets that show no growth and one that shows the 3-5% growth. Ms. Easton relayed that properties that are included in the TIF are constantly changing status that it's difficult to project where they will be from fiscal year to fiscal year. Mr. Pitman asked to include a note as to property changes within the TIF district. Mr. Scala asked that a quarterly list of TIF properties be produced quarterly.
- b. Mr. Casey relayed Council updates to the board. Council agreed to modify the development agreement from 90 days to 180 days. A deadline extension request was approved for the Burger Dive and Women's Shelter. The Griffin project is scheduled for the February 14th Council meeting.
- c. Mr. Casey shared a document that was created jointly with Big Sky Economic Development and Downtown Billings Partnership to leverage potential future developers, investors, and business owners that are considering relocating or developing in Downtown Billings.
- d. Mr. Casey shared that one unified TIF application is being created among all TIF districts. Discussions were had on changes in TIF agreements between different districts. This new application is set to be reviewed annually.
- e. Mr. Casey reminded the Board that elections for open board seats are in progress. Applicants will need  $\frac{2}{3}$  majority for electronic votes.
- f. Mr. Casey shared with the board that the Downtown Billings Alliance will host the Montana Downtown Conference on April 6-8 and that Charles Marohn, Founder of Strong Towns, will be the keynote speaker.

5) Old Business/New Business - Discussions were had on the City Council ex-officio role and if there is a need for replacement of the previous council member. Discussions were also had on voting for new board members. One seat needs to be filled on the board. Mr. Patton expressed the urgency for the board members to vote.

6) Partner reports (if time permits)

- a. Downtown Billings Association - Ms. Easton shared that The Downtown Conference is set for April 6, 7, & 8, 2022 in Billings as well as The Downtown Billings visitor guide that's being updated for 2022 and beyond. The gift card program was successful over the holiday season. Ms. Easton shared gift card statistics.
- b. Yellowstone County - Mr. Pittman shared that the RFP was released for mental health dollars and RFQI on the Metra Park is in progress.
- c. Business Improvement District - Ms. Easton shared that the BID is working to bring on a third Downtown officer which is paid 75% through BID assessments.
- d. School District 2 - Ms. Hafer shared a draft plan in the works for Daylis Stadium for improvements. They are looking to add a 10 lane track to this site, so that future events may be held at the location. She believes that it won't be a band-aid but a 75 year fix.
- e. Billings Cultural Partners
- f. Big Sky Economic Development - Mr. Arveschoug stated the building project is on track to be completed in June 2022. There is hope to have a soft opening in June and to have offices move in July. Tours of the space are available at 1:30 pm on Thursdays. BSEDA is kindly requesting that their annual survey be shared to help guide their yearly planning process.
- g. Billings Parking Board - Mr. Scala shared discussions on maintenance, naming of the garages and funding. Ms. Hafer expressed kudos in the free parking program during the 2021 Holiday season.
- h. Downtown Billings Property Owners Association - Mr. West shared that an annual election is underway for a new president.

7) Meeting Adjourned 8:45 am

**Next scheduled meeting – February 25, 2022**

**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 27<sup>th</sup> 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 29<sup>th</sup> 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 Non-Agenda Items -- Speaker sign-in required.** (*Restricted to ONLY 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>

**ATTACHMENT A**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE MODIFYING THE URBAN RENEWAL PLAN OF THE NORTH 27<sup>TH</sup> 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 27<sup>th</sup> Street District Urban Renewal Area (hereafter “North 27<sup>th</sup> Street District”) and adopted the Urban Renewal Plan of the North 27<sup>th</sup> Street District Urban Renewal Area (“N. 27<sup>th</sup> 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. 27<sup>th</sup> Street Plan to create the Extended N. 27<sup>th</sup> Street District that included a tax increment provision and endorsed urban renewal projects.

WHEREAS, it has been determined that the Extended North 27<sup>th</sup> Street District and the N. 27<sup>th</sup> Street Plan should be modified to include additional property contiguous to the Extended North 27<sup>th</sup> Street District.

WHEREAS, this Council on November 24, 2008, conducted a public hearing on a proposal to modify the N. 27<sup>th</sup> Street Plan by adopting the Urban Renewal Plan of the Expanded North 27<sup>th</sup> Street District Urban Renewal Area - 2008, thereby establishing a modified urban renewal area to be formally designated as the Expanded North 27<sup>th</sup> Street District Urban Renewal Area - 2008 (the “Expanded North 27<sup>th</sup> 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 27<sup>th</sup> Street District - 2008 is depicted on Attachment 1 (depicting the relationship of the Expanded North 27<sup>th</sup> District – 2008 to the Extended N. 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 8<sup>th</sup> day of December, 2008.

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Ron Tussing, Mayor

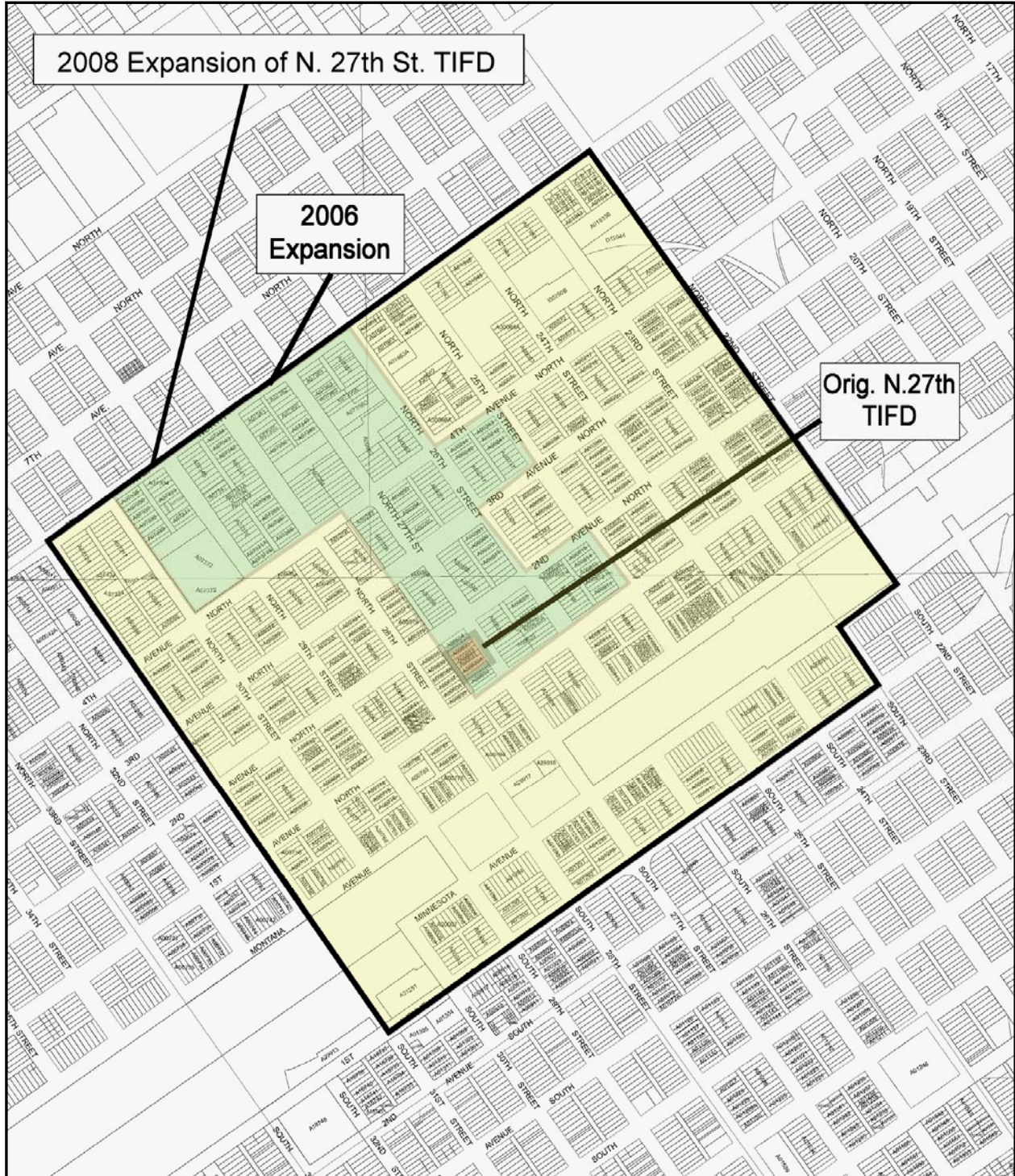
ATTEST:

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Cari Martin, City Clerk

**ATTACHMENT 1**

**Expanded North 27<sup>th</sup> Street Urban Renewal District – 2008 Boundaries, Boundaries of the Extended N. 27<sup>th</sup> Street District (2006) and the Boundaries of the N. 27<sup>th</sup> Street District (2005)**



**ATTACHMENT 2**  
**Expanded North 27<sup>th</sup> Street Urban Renewal District – 2008**  
**Boundary Description**

**Beginning at a point at the intersection of the centerlines of 6<sup>th</sup> Avenue North and North 31<sup>st</sup> St. proceeding east along the centerline of 6<sup>th</sup> Ave. North to a point at the intersection of the centerlines of 6<sup>th</sup> Avenue North and N. 22<sup>nd</sup> Street proceeding south along the centerline of North 22<sup>nd</sup> Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22<sup>nd</sup> Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23<sup>rd</sup> Street proceeding south along the centerline of South 23<sup>rd</sup> Street to a point at the intersection of South 23<sup>rd</sup> Street and 1st Avenue South proceeding west along the centerline of 1<sup>st</sup> Avenue South to a point at the intersection of the centerlines of 1<sup>st</sup> Avenue South and South 31<sup>st</sup> Street proceeding north along the centerline of South 31<sup>st</sup> Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31<sup>st</sup> Street and 6<sup>th</sup> Avenue North encompassing all parcels and tax codes therein.**

**ATTACHMENT 3**  
**Expanded North 27<sup>th</sup> Street Urban Renewal Area – 2008**  
**Modified Plan**

**EXPANSION OF THE BILLINGS, MONTANA  
NORTH 27<sup>TH</sup> 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 2<sup>nd</sup> Ave. North – Billings, MT 59101 – [gregk@downtownbillings.com](mailto:gregk@downtownbillings.com)

## **SECTION 1 – INTRODUCTION**

On July 11, 2005, the City Council adopted an ordinance that (a) created the North 27<sup>th</sup> Street District Urban Renewal Area (“North 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> Street District (“Plan”), it has been determined that the North 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> Street District to encompass development needs on the North 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> 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 27<sup>th</sup> Street District is essential to any planned development at 4<sup>th</sup> 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 27<sup>th</sup> 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 value 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 4<sup>th</sup> Avenue North and 6<sup>th</sup> 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. 25<sup>th</sup> Street and to the east boundary of the East Billings Urban Renewal Area (N. 22<sup>nd</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> 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 27<sup>th</sup> Street District contains a number of underdeveloped properties. The Council previously determined that the property included in the North 27<sup>th</sup> 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 27<sup>th</sup> 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**

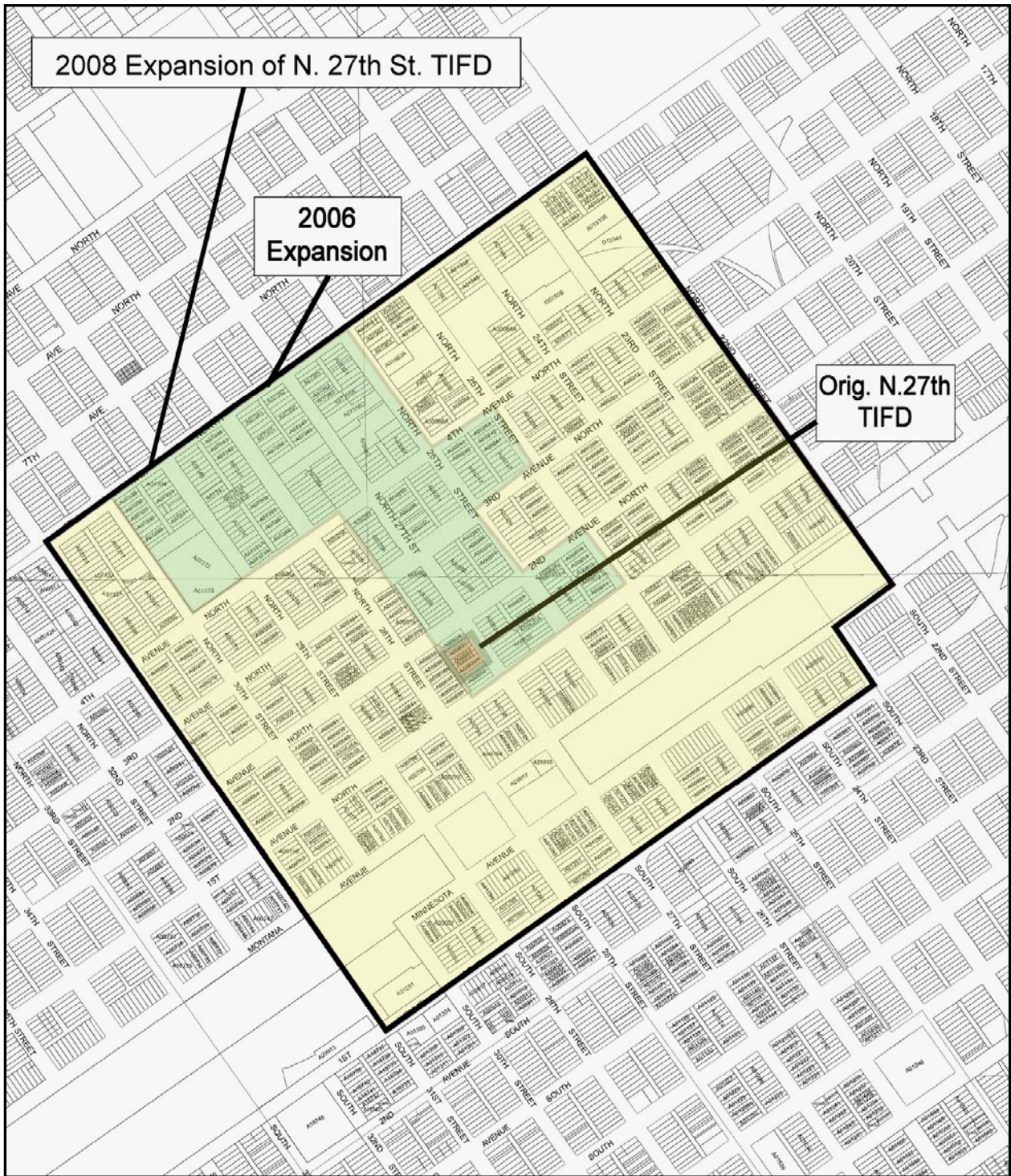
As noted, the expanded North 27<sup>th</sup> Street Urban Renewal Area comprises most of the Central Business District (CBD) of the City of Billings.

### **SECTION 7 – LEGAL DESCRIPTION**

The legal description of the proposed Expanded North 27<sup>th</sup> Street District – 2008 is as follows:

**Beginning at a point at the intersection of the centerlines of 6<sup>th</sup> Avenue North and North 31<sup>st</sup> St. proceeding east along the centerline of 6<sup>th</sup> Ave. North to a point at the intersection of the centerlines of 6<sup>th</sup> Avenue North and N. 22<sup>nd</sup> Street proceeding south along the centerline of North 22<sup>nd</sup> Street, crossing the centrally assessed Burlington Northern Railroad property, to a point at the intersection of South 22<sup>nd</sup> Street and Minnesota Avenue proceeding west along the centerline of Minnesota Avenue to a point at the intersection of Minnesota Avenue and South 23<sup>rd</sup> Street proceeding south along the centerline of South 23<sup>rd</sup> Street to a point at the intersection of South 23<sup>rd</sup> Street and 1st Avenue South proceeding west along the centerline of 1<sup>st</sup> Avenue South to a point at the intersection of the centerlines of 1<sup>st</sup> Avenue South and South 31<sup>st</sup> Street proceeding north along the centerline of South 31<sup>st</sup> Street, crossing the centrally assessed Burlington Northern Railroad property, to the starting point at the intersection North 31<sup>st</sup> Street and 6<sup>th</sup> Avenue North encompassing all parcels and tax codes therein, all inclusive.**

Map of entire Expanded N. 27<sup>th</sup> 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 4<sup>th</sup> Avenue North and 6<sup>th</sup> 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 27<sup>th</sup> 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
- 5<sup>th</sup> 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 27<sup>th</sup> 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. 27<sup>th</sup> 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 27<sup>th</sup> 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 (15<sup>th</sup>) 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 27<sup>th</sup> 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 4<sup>th</sup> 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 5<sup>th</sup> 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 27<sup>th</sup> 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 9<sup>th</sup> day of July, 2018.



CITY OF BILLINGS

BY: William A Cole  
William A. Cole, Mayor

ATTEST

BY: Denise R. Bohlman  
Denise R. Bohlman, City Clerk