

**\*\*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](http://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.com7tv.com](http://www.com7tv.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](http://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](mailto: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 [Zoom Meeting Webinar IDs and Passcodes](#)
- Click Here for [Zoom Meeting Instructions for Attendees \(as guests\)](#)

Please contact Denise Bohlman, City Clerk, at [bohlmand@billingsmt.gov](mailto:bohlmand@billingsmt.gov), or at 406.657.8210, with any questions.



- C. **Donation** to the Police Department from Sapphire Lounge and Casino.
- D. **Declaring** old Airport Terminal seating surplus.
- E. **Attend** U.S. Department of Defense/Israeli Ministry of Defense training.
- F. **Amended Subdivision Plat** for Olympic Park Subdivision. **\*Quasi-Judicial**
- G. **Amended Subdivision Plat** for Montana Sapphire Subdivision. **\*Quasi-Judicial**
- H. **Preliminary Major Plat** for St. Vincent Healthcare Subdivision, 2nd Filing. **\*Quasi-Judicial**
- I. **Second/Final Reading Ordinance** for Zone Change 1016.
- J. **Bills for the Weeks of:**
  - 1. August 1, 2022
  - 2. August 8, 2022
  - 3. August 15, 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. **TAX INCREMENT FINANCING ASSISTANCE** from Downtown Urban Renewal District to Old Billings Hardware Development Venture, LP, for improvements at 2802 Montana Avenue. Downtown Billings Partnership (DBP) Board recommends approval.
  - *Presented by:* Wyeth Friday, Planning Director and Mehmet Casey, DBA Development Director

**Recommended Motion:** I move to approve the Tax Increment Financing Assistance from Downtown Urban Renewal District to Old Billings Hardware Development Venture, LP, as recommended by the DBP Board.
- 3. **PUBLIC HEARING** to receive input on the City's FY2021-2022 Draft Comprehensive Annual Performance Evaluation Report (CAPER) for Community Development Block Grant (CDBG) and HOME Programs. No action is necessary.
  - *Presented by:* Brenda Beckett, Community Development Manager
- 4. **PUBLIC HEARING AND RESOLUTION** for a street name change from Crescent Street to Western Sky Drive generally located at the southeast corner of King Avenue West and South 48th Street West. Staff recommends approval.
  - *Presented by:* Debi Meling, Public Works Director

**Recommended Motion:** Having conducted a public hearing, considered written and spoken testimony, I move to approve a Resolution for a street name change from Crescent Street to Western Sky Drive, as recommended by staff.
- 5. **PUBLIC HEARING AND RESOLUTION** setting Special Improvement Lighting Maintenance District (SILMD) assessments. Staff recommends approval.
  - *Presented by:* Jennifer Duray, Deputy Public Works Director

**Recommended Motion:** Having conducted a public hearing, considered written and spoken testimony, I move to approve a Resolution setting Special Improvement Lighting Maintenance District (SILMD) assessments, as recommended by staff.

6. **PUBLIC HEARING AND RESOLUTION** revising Encroachment Rental fees. Staff recommends approval.

- *Presented by:* Jennifer Duray, Deputy Public Works Director

**Recommended Motion:** Having conducted a public hearing, considered written and spoken testimony, I move to approve a Resolution revising Encroachment Rental fees, as recommended by staff.

7. **PUBLIC HEARING AND RESOLUTIONS** allocating assessments on the following:

- *Presented by:* Andy Zoeller, Finance Director

a. **SID 2919**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing SID 2919, as recommended by staff.

b. **SID 2920**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing SID 2920, as recommended by staff.

c. **SID 2921**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing SID 2921, as recommended by staff.

d. **SID 2922**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing SID 2922, as recommended by staff.

e. **SID 2923**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing SID 2923, as recommended by staff.

f. **Park District 1**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing Park District 1, as recommended by staff.

g. **General Obligation (GO) Debt**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken testimony, I move to approve a Resolution assessing General Obligation (GO) Debt mill levy rates, as recommended by staff.

**h. Park Maintenance Districts**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing Park Maintenance Districts, as recommended by staff.

**i. Nuisance Property Abatements**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing Nuisance Property Abatements, as recommended by staff.

**j. Weed Abatements**

Staff recommends approval.

**Recommended Motion:** Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution assessing Weed Abatements, as recommended by staff.

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

**COUNCIL INITIATIVES:**

**ADJOURN:**

*Council Chambers are readily accessible to individuals with physical disabilities.*

*For more information or to make requests for special arrangements, please contact the City Clerk's Office at 657-8210 or e-mail [bohlmand@billingsmt.gov](mailto: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.*

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Landfill Household Hazardous Waste Contract  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Yes

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**RECOMMENDATION**

Solid Waste staff recommends award of the Landfill Household Hazardous Waste Contract to Beartooth Environmental Inc. for \$132,681.23 per year with an option to extend the contract for two additional years and a total of \$398,043.69.

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

The City of Billings Regional Landfill (BRL) operates a Household Hazardous Waste facility to accommodate the disposal of certain items from residents. Items accepted for disposal are household quantities of paints, oil, car batteries, antifreeze, pesticides, etc. This household hazardous waste operation and contract ensures that these items are disposed of in an environmentally safe way rather than in the BRL. The bid was advertised on July 22, 2022 and July 29, 2022, in the Yellowstone County News and on the City's website. Bids were opened on August 2, 2022, and two bids were received. Because the two bidders handle container and transportation costs differently and separate from the unit prices for each waste item, we asked for container and transportation costs in addition to the unit prices. In order to compare the two bids, we needed to add the transportation costs to the bid price.

Beartooth Environmental Inc., bid \$103,626.05 for material disposal only. Replacement containers and transportation were not included in that price but based on unit pricing submitted, transportation and containers would add another \$29,055.18 to this bid number. This brings the total annual cost to \$132,681.23.

Clean Earth bid \$105,201.50 for material disposal and replacement containers. Transportation was not included in that price but based on unit pricing, transportation would add another \$33,600 to this bid number. This brings the total annual cost to \$138,801.50.

**ALTERNATIVES**

City Council may:

- Approve the contract for Landfill Household Hazardous Collection with Beartooth Environmental for \$132,681.23 per year; or
- Not approve. If not approved than household hazardous waste will not be disposed of properly and could end up the landfill.

**FISCAL EFFECTS**

Estimated annual cost is \$132,681.23. Total 3 year cost of the contract is estimated to be \$398,043.69. Funds were budgeted in FY23 and available in the Solid Waste Fund.

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**City Council Regular**

**Date:** 09/12/2022  
**Title:** Water Reclamation Facility Chemicals - Dry Polymer  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff recommends that the City Council award the Water Reclamation Facility Chemical contract for dry polymer to Polydyne, Inc. in the amount of \$2.22 per pound for a period up to three years.

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

Chemical polymer is used in the wastewater treatment process to dry solids which are disposed of at the landfill. Annually, the wastewater drying process requires approximately 78,000 lbs of polymer. The polymer bid was advertised on August 5 and August 12 in the *Yellowstone County News* and on the City's website. Bids were opened on August 16. Five (5) bids were received, and Polydyne, Inc. submitted the lowest bid.

**ALTERNATIVES**

City Council may:

- Approve the contract award for the dewatering dry chemical polymer used at the Water Reclamation Facility to Polydyne, Inc.; or,
- Not approve the contract award, reject all bids, and provide additional guidance to staff.

**FISCAL EFFECTS**

There are sufficient funds in the wastewater fund to purchase the dry polymer chemical for the Water Reclamation Facility, which was approved in the FY23 budget. The bids are as follows:

| Participant                   | Product          | Price/lb | Total Bid Price Per Year* |
|-------------------------------|------------------|----------|---------------------------|
| Nalco Water                   | Nalco 9909       | No Bid   | No Bid                    |
| Brenntag Pacific              | CP2620           | \$2.94   | \$229,320.00              |
| Univar Solutions              | Zetag 8180       | \$2.94   | \$229,320.00              |
| Hawkins Water Treatment Group | Zetag 8180       | \$3.17   | \$247,260.00              |
| Polydyne, Inc.                | Clarifloc C-3289 | \$2.22   | \$173,160.00              |

\*Based on 78,000 lbs/yr

**City Council Regular**

**Date:** 09/12/2022  
**Title:** W.O. 22-08, Central Park Tennis Court, Bid Award  
**Presented by:** Mike Whitaker, Parks, Recreation & Public Lands Director  
**Department:** Parks/Rec/Public Lands  
**Presentation:** No  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff recommends the City Council award a contract for the base bid for W.O. 22-08, Central Park Tennis Court, to The Good Earth Works Co., Inc. in the amount of \$664,130.00.

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

W.O. 22-08, Central Park Tennis Court, is intended to replace four existing tennis courts and associated fencing at Central Park. These tennis courts have reached the end of their useful life and have been closed since 2018 due to unsafe playing conditions. One of the four new tennis courts is planned to be configured to be used for both tennis and pickle ball.

In addition to the tennis court replacement, ADA parking is planned as well as sidewalk from the tennis court to the bathrooms for about 180 feet to the south of the tennis courts. Currently, there is no ADA parking or sidewalk from the tennis court to the bathroom facilities.

This project was originally bid on March 8, 2022 and the bid was rejected as it exceeded the budgeted amount. Parks staff applied for an additional Land Water Conservation (LWCF) Grant, which was recently awarded. This allowed the project to be re-bid.

The project was advertised on July 29, August 5, and August 12, 2022, in the *Yellowstone County News* and on the City's website. Bids were opened on August 16, 2022, and one bid was received from The Good Earth Works Co.

**ALTERNATIVES**

City Council may:

- Award W.O.22-08, Central Park Tennis Court, to The Good Earth Works Co., Inc. in the amount of \$664,130.00.
- Not Approve a contract and reject the bid. If not awarded, Central Park Tennis Courts will remain closed and unusable due to the unsafe playing conditions.

**FISCAL EFFECTS**

The following bid was received:

| Contractor                    | Base Bid:<br>Courts,<br>Sidewalk,<br>Fencing,<br>ADA Parking | Additive #1:<br>Upgrade to<br>Coated<br>Fencing | Additive #2:<br>Court Lighting | Additive #3:<br>Fencing Sleeves |
|-------------------------------|--------------------------------------------------------------|-------------------------------------------------|--------------------------------|---------------------------------|
| The Good Earth Works Co. Inc. | \$664,130.00                                                 | \$44,325.00                                     | \$130,000.00                   | \$800.00                        |

The project was budgeted using \$500,000 of approved Park District 1 funds, and \$231,244.95 from the LWCF grant, for a total of \$731,244.95. The base bid plus an approximately \$66,700 of additional costs for survey, geotechnical, consultant, and Public Works engineering fees, totals \$730,830, so there is enough budget available to award the base bid.

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Microsoft Enterprise License 3 Year Renewal  
**Presented by:** David Watterson, IT Director  
**Department:** Information Technology  
**Presentation:** No  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that City Council approve the Microsoft Enterprise/Volume Licensing 3-Year Agreement and the associated license renewals on the SHI, Inc quote. Licensing is paid in 3 equal annual payments of \$87,191.78 for an agreement totaling \$261,575.34

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

Microsoft and SHI, Inc are valued business partners with the City of Billings. The Microsoft Enterprise/Volume License 3-Year Agreement (ELA) is a renewal of our existing ELA contract and covers our Microsoft Office 365 Outlook/Email services for all city staff and the remaining suite of products (Word, Excel, Teams, One-Drive, SharePoint, PowerPoint, Publisher, etc) for about 50% of our end-users. Additionally, the Microsoft ELA covers the licensing for our largest database SQL Server which supports all of our Innoprise/CitySuite applications plus other key applications throughout the organization.

Attached is a quote from SHI, Inc for the Microsoft license renewals. SHI, Inc is an authorized reseller for Microsoft licenses through the State of Montana/NASPO contract #AR2488. The quote from SHI, Inc shows the totals for year 1, 2, and 3 at \$87,191.78/yr.

The Microsoft ELA is an engrained part of doing business and is required to support all users throughout the organization. For years, we have planned for and included the cost of the annual Microsoft ELA in our O & M budget.

**ALTERNATIVES**

City Council may:

- Approve; the new Microsoft Enterprise/Volume 3-Year License Agreement and associated SHI, Inc quoted license renewals or,
- Not Approve and provide staff with direction on how to proceed.

**FISCAL EFFECTS**

The Microsoft Enterprise/Volume License Agreement (ELA) and associated SHI, Inc quote, with an annual renewal amount of \$87,191.78, is included in the approved Information Technology FY2023 Budget. The annual licensing costs are a part of our O & M and are designed to fund the Microsoft Enterprise/Volume License annual renewals in FY23 and into the future.

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**Attachments**

Microsoft Enterprise Agreement  
SHI Quote - Microsoft ELA Renewal  
SHI - State of MT Microsoft Authorized Reseller

# Program Signature Form

MBA/MBSA number

|                                  |
|----------------------------------|
| Agreement number<br><br>01E74013 |
|----------------------------------|

|                 |
|-----------------|
| 5-0000008979149 |
|-----------------|

**Note:** Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

| Contract Document                | Number or Code  |
|----------------------------------|-----------------|
| Enterprise Enrollment (Indirect) | X20-10635       |
| Product Selection Form           | 1228115.005 PSF |
| Enterprise Amendment             | M97 (NEW)       |

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer

**Name of Entity (must be legal entity name)\*** City of Billings

**Signature\*** \_\_\_\_\_

**Printed First and Last Name\***

**Printed Title**

**Signature Date\***

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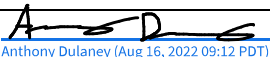
**Tax ID**

*\* indicates required field*

Microsoft Affiliate

Microsoft Corporation

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**Signature**  \_\_\_\_\_  
Anthony Dulaney (Aug 16, 2022 09:12 PDT)

**Printed First and Last Name** Anthony Dulaney

**Printed Title** Authorized Signer

**Signature Date** 8/16/2022  
(date Microsoft Affiliate countersigns)

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**Agreement Effective Date**  
(may be different than Microsoft's signature date)

**Optional 2<sup>nd</sup> Customer signature or Outsourcer signature (if applicable)**

| <b>Customer</b>                                    |
|----------------------------------------------------|
| <b>Name of Entity (must be legal entity name)*</b> |
| <b>Signature*</b> _____                            |
| <b>Printed First and Last Name*</b>                |
| <b>Printed Title</b>                               |
| <b>Signature Date*</b>                             |

*\* indicates required field*

| <b>Outsourcer</b>                                  |
|----------------------------------------------------|
| <b>Name of Entity (must be legal entity name)*</b> |
| <b>Signature*</b> _____                            |
| <b>Printed First and Last Name*</b>                |
| <b>Printed Title</b>                               |
| <b>Signature Date*</b>                             |

*\* indicates required field*

If Customer requires additional contacts or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

**Microsoft Corporation**  
Dept. 551, Volume Licensing  
6880 Sierra Center Parkway  
Reno, Nevada 89511  
USA

## Amendment to Contract Documents

Enrollment Number

54895843

5-0000008979149

This amendment (“Amendment”) is entered into between the parties identified on the attached program signature form. It amends the Enrollment or Agreement identified above. All terms used but not defined in this Amendment will have the same meanings provided in that Enrollment or Agreement.

### Enterprise Enrollment (Indirect) Invoice for Quoted Price Amendment ID M97

The price quoted to Enrolled Affiliate’s Reseller is a fixed price based on an estimated order submission date. Microsoft will invoice Enrolled Affiliate’s Reseller based on this fixed price quote. If this order is submitted later than the estimated order submission date, Enrolled Affiliate’s Reseller will be charged for net new Monthly Subscriptions (including Online Services) for the period during which these services were not provided. Pricing to Enrolled Affiliate is agreed between Enrolled Affiliate and Enrolled Affiliate’s Reseller.

| SKU Number | SKU Description                                       | Existing Quantity | Incremental quantities |
|------------|-------------------------------------------------------|-------------------|------------------------|
| U4S-00002  | O365 G1 GCC Sub Per User                              | 102               |                        |
| AAA-11894  | O365 G3 GCC Sub Per User                              | 140               | 59                     |
| P3U-00001  | Visio P2 GCC Sub Per User                             | 1                 |                        |
| MQP-00001  | AzureInfoProtPremP1GCC ShrdSvr ALNG SubsVL MVL PerUsr | 15                |                        |
| 3MS-00001  | Exchange Online P1 GCC Sub Per User                   | 602               |                        |
| NYH-00001  | Teams AC with Dial Out US/CA GCC Sub Add on           |                   | 301                    |
|            |                                                       |                   |                        |
|            |                                                       |                   |                        |
|            |                                                       |                   |                        |
|            |                                                       |                   |                        |

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

**This Amendment must be attached to a signature form to be valid.**

**Microsoft Internal Use Only:**

|                                                                          |  |     |   |
|--------------------------------------------------------------------------|--|-----|---|
| (M97)EnrAmend(Ind)(InvoiceforQuotedPrice)(<br>WW)(ENG)(Oct2020)(IU).docx |  | M97 | B |
|--------------------------------------------------------------------------|--|-----|---|



# Previous Enrollment(s)/Agreement(s) Form

**Entity Name:** City of Billings

**Contract that this form is attached to:** State Local Government

For the purposes of this form, "entity" can mean the signing entity, Customer, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

Please provide a description of the previous Enrollment(s), Agreement(s), Purchasing Account(s), and/or Affiliate Registration(s) being renewed or consolidated into the new contract identified above.

- a. Entity may select below any previous contract(s) from which to transfer MSDN subscribers to this new contract. Entity shall ensure that each MSDN subscriber transferred is either properly licensed under the new contract or is removed.
- b. Entity may select below only one previous contract from which to transfer the Software Assurance (SA) Benefit contact details, i.e., benefits contact (*not* the SA manager) and the program codes, to this new contract.
- c. An Open License cannot be used to transfer either the SA Benefit details or MSDN subscribers.
- d. The date of the earliest expiring Enrollment/Agreement that contains SA or Online Services will be the effective date of the new contract (or SA coverage period for Select Plus).
- e. Please insert the number of the earliest expiring Enrollment/Agreement with SA or Online Services in the appropriate fields of the new contract.

| Enrollment/Agreement/<br>Purchasing Account/Affiliate<br>Registration Description | Enrollment/Agreement/<br>Purchasing Account/Affiliate<br>Registration Public Customer<br>Number | Transfer<br>SA Benefit<br>Contact | Transfer<br>MSDN<br>Subscribers |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------|
| Standard Enrollment                                                               | 50186398                                                                                        | X                                 |                                 |

## Enterprise Enrollment

## State and Local

|                                                                |          |                                        |  |
|----------------------------------------------------------------|----------|----------------------------------------|--|
| Enterprise Enrollment number<br><i>(Microsoft to complete)</i> | 54895843 | Framework ID<br><i>(if applicable)</i> |  |
| Previous Enrollment number<br><i>(Reseller to complete)</i>    | 50186398 |                                        |  |

**This Enrollment must be attached to a signature form to be valid.**

This Microsoft Enterprise Enrollment is entered into between the entities as identified in the signature form as of the effective date. Enrolled Affiliate represents and warrants it is the same Customer, or an Affiliate of the Customer, that entered into the Enterprise Agreement identified on the program signature form.

This Enrollment consists of: (1) these terms and conditions, (2) the terms of the Enterprise Agreement identified on the signature form, (3) the Product Selection Form, (4) the Product Terms, (5) the Online Services Terms, (6) any Supplemental Contact Information Form, Previous Agreement/Enrollment form, and other forms that may be required, and (7) any order submitted under this Enrollment. This Enrollment may only be entered into under a 2011 or later Enterprise Agreement. By entering into this Enrollment, Enrolled Affiliate agrees to be bound by the terms and conditions of the Enterprise Agreement.

All terms used but not defined are located at <http://www.microsoft.com/licensing/contracts>. In the event of any conflict the terms of this Agreement control.

**Effective date.** If Enrolled Affiliate is renewing Software Assurance or Subscription Licenses from one or more previous Enrollments or agreements, then the effective date will be the day after the first prior Enrollment or agreement expires or terminates. If this Enrollment is renewed, the effective date of the renewal term will be the day after the Expiration Date of the initial term. Otherwise, the effective date will be the date this Enrollment is accepted by Microsoft. Any reference to “anniversary date” refers to the anniversary of the effective date of the applicable initial or renewal term for each year this Enrollment is in effect.

**Term.** The initial term of this Enrollment will expire on the last day of the month, 36 full calendar months from the effective date of the initial term. The renewal term will expire 36 full calendar months after the effective date of the renewal term.

## Terms and Conditions

### 1. Definitions.

Terms used but not defined in this Enrollment will have the definition in the Enterprise Agreement. The following definitions are used in this Enrollment:

“Additional Product” means any Product identified as such in the Product Terms and chosen by Enrolled Affiliate under this Enrollment.

“Community” means the community consisting of one or more of the following: (1) a Government, (2) an Enrolled Affiliate using eligible Government Community Cloud Services to provide solutions to a Government or a qualified member of the Community, or (3) a Customer with Customer Data that is subject to Government regulations for which Customer determines and Microsoft agrees that the use of Government Community Cloud Services is appropriate to meet Customer’s regulatory requirements.

Membership in the Community is ultimately at Microsoft's discretion, which may vary by Government Community Cloud Service.

"Enterprise Online Service" means any Online Service designated as an Enterprise Online Service in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Online Services are treated as Online Services, except as noted.

"Enterprise Product" means any Desktop Platform Product that Microsoft designates as an Enterprise Product in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Products must be licensed for all Qualified Devices and Qualified Users on an Enterprise-wide basis under this program.

"Expiration Date" means the date upon which the Enrollment expires.

"Federal Agency" means a bureau, office, agency, department or other entity of the United States Government.

"Government" means a Federal Agency, State/Local Entity, or Tribal Entity acting in its governmental capacity.

"Government Community Cloud Services" means Microsoft Online Services that are provisioned in Microsoft's multi-tenant data centers for exclusive use by or for the Community and offered in accordance with the National Institute of Standards and Technology (NIST) Special Publication 800-145. Microsoft Online Services that are Government Community Cloud Services are designated as such in the Use Rights and Product Terms.

"Industry Device" (also known as line of business device) means any device that: (1) is not useable in its deployed configuration as a general purpose personal computing device (such as a personal computer), a multi-function server, or a commercially viable substitute for one of these systems; and (2) only employs an industry or task-specific software program (e.g. a computer-aided design program used by an architect or a point of sale program) ("Industry Program"). The device may include features and functions derived from Microsoft software or third-party software. If the device performs desktop functions (such as email, word processing, spreadsheets, database, network or Internet browsing, or scheduling, or personal finance), then the desktop functions: (1) may only be used for the purpose of supporting the Industry Program functionality; and (2) must be technically integrated with the Industry Program or employ technically enforced policies or architecture to operate only when used with the Industry Program functionality.

"Managed Device" means any device on which any Affiliate in the Enterprise directly or indirectly controls one or more operating system environments. Examples of Managed Devices can be found in the Product Terms.

"Qualified Device" means any device that is used by or for the benefit of Enrolled Affiliate's Enterprise and is: (1) a personal desktop computer, portable computer, workstation, or similar device capable of running Windows Pro locally (in a physical or virtual operating system environment), or (2) a device used to access a virtual desktop infrastructure ("VDI"). Qualified Devices do not include any device that is: (1) designated as a server and not used as a personal computer, (2) an Industry Device, or (3) not a Managed Device. At its option, the Enrolled Affiliate may designate any device excluded above (e.g., Industry Device) that is used by or for the benefit of the Enrolled Affiliate's Enterprise as a Qualified Device for all or a subset of Enterprise Products or Online Services the Enrolled Affiliate has selected.

"Qualified User" means a person (e.g., employee, consultant, contingent staff) who: (1) is a user of a Qualified Device, or (2) accesses any server software requiring an Enterprise Product Client Access License or any Enterprise Online Service. It does not include a person who accesses server software or an Online Service solely under a License identified in the Qualified User exemptions in the Product Terms.

"Reseller" means an entity authorized by Microsoft to resell Licenses under this program and engaged by an Enrolled Affiliate to provide pre- and post-transaction assistance related to this agreement;

"Reserved License" means for an Online Service identified as eligible for true-ups in the Product Terms, the License reserved by Enrolled Affiliate prior to use and for which Microsoft will make the Online Service available for activation.

"State/Local Entity" means (1) any agency of a state or local government in the United States, or (2) any United States county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state's jurisdiction and geographic boundaries.

"Tribal Entity" means a federally recognized tribal entity performing tribal governmental functions and eligible for funding and services from the U.S. Department of Interior by virtue of its status as an Indian tribe.

"Use Rights" means, with respect to any licensing program, the use rights or terms of service for each Product and version published for that licensing program at the Volume Licensing Site and updated from time to time. The Use Rights include the Product-Specific License Terms, the License Model terms, the Universal License Terms, the Data Protection Terms, and the Other Legal Terms. The Use Rights supersede the terms of any end user license agreement (on-screen or otherwise) that accompanies a Product.

"Volume Licensing Site" means <http://www.microsoft.com/licensing/contracts> or a successor site.

## **2. Order requirements.**

- a. Minimum order requirements.** Enrolled Affiliate's Enterprise must have a minimum of 250 Qualified Users or Qualified Devices. The initial order must include at least 250 Licenses for Enterprise Products or Enterprise Online Services.
  - (i) Enterprise commitment.** Enrolled Affiliate must order enough Licenses to cover all Qualified Users or Qualified Devices, depending on the License Type, with one or more Enterprise Products or a mix of Enterprise Products and the corresponding Enterprise Online Services (as long as all Qualified Devices not covered by a License are only used by users covered with a user License).
  - (ii) Enterprise Online Services only.** If no Enterprise Product is ordered, then Enrolled Affiliate need only maintain at least 250 Subscription Licenses for Enterprise Online Services.
- b. Additional Products.** Upon satisfying the minimum order requirements above, Enrolled Affiliate may order Additional Products.
- c. Use Rights for Enterprise Products.** For Enterprise Products, if a new Product version has more restrictive use rights than the version that is current at the start of the applicable initial or renewal term of the Enrollment, those more restrictive use rights will not apply to Enrolled Affiliate's use of that Product during that term.
- d. Country of usage.** Enrolled Affiliate must specify the countries where Licenses will be used on its initial order and on any additional orders.
- e. Resellers.** Enrolled Affiliate must choose and maintain a Reseller authorized in the United States. Enrolled Affiliate will acquire its Licenses through its chosen Reseller. Orders must be submitted to the Reseller who will transmit the order to Microsoft. The Reseller and Enrolled Affiliate determine pricing and payment terms as between them, and Microsoft will invoice the Reseller based on those terms. Throughout this Agreement the term "price" refers to reference price. Resellers and other third parties do not have authority to bind or impose any obligation or liability on Microsoft.
- f. Adding Products.**
  - (i) Adding new Products not previously ordered.** New Enterprise Products or Enterprise Online Services may be added at any time by contacting a Microsoft Account Manager or Reseller. New Additional Products, other than Online Services, may be used if an order is placed in the month the Product is first used. For Additional Products that are Online Services, an initial order for the Online Service is required prior to use.

- (ii) **Adding Licenses for previously ordered Products.** Additional Licenses for previously ordered Products other than Online Services may be added at any time but must be included in the next true-up order. Additional Licenses for Online Services must be ordered prior to use, unless the Online Services are (1) identified as eligible for true-up in the Product Terms or (2) included as part of other Licenses.
- g. **True-up requirements.** Enrolled Affiliate must submit an annual true-up order that accounts for any changes since the initial order or last order. If there are no changes, then an update statement must be submitted instead of a true-up order.
- (i) **Enterprise Products.** For Enterprise Products, Enrolled Affiliate must determine the number of Qualified Devices and Qualified Users (if ordering user-based Licenses) at the time the true-up order is placed and must order additional Licenses for all Qualified Devices and Qualified Users that are not already covered by existing Licenses, including any Enterprise Online Services.
- (ii) **Additional Products.** For Additional Products that have been previously ordered under this Enrollment, Enrolled Affiliate must determine the maximum number of Additional Products used since the latter of the initial order, the last true-up order, or the prior anniversary date and submit a true-up order that accounts for any increase.
- (iii) **Online Services.** For Online Services identified as eligible for true-up in the Product Terms, Enrolled Affiliate may place a reservation order for the additional Licenses prior to use and payment may be deferred until the next true-up order. Microsoft will provide a report of Reserved Licenses ordered but not yet invoiced to Enrolled Affiliate and its Reseller. Reserved Licenses will be invoiced retrospectively to the month in which they were ordered.
- (iv) **Subscription License reductions.** Enrolled Affiliate may reduce the quantity of Subscription Licenses at the Enrollment anniversary date on a prospective basis if permitted in the Product Terms, as follows:
- 1) For Subscription Licenses that are part of an Enterprise-wide purchase, Licenses may be reduced if the total quantity of Licenses and Software Assurance for an applicable group meets or exceeds the quantity of Qualified Devices and Qualified Users (if ordering user-based Licenses) identified on the Product Selection Form, and includes any additional Qualified Devices and Qualified Users added in any prior true-up orders. Step-up Licenses do not count towards this total count.
  - 2) For Enterprise Online Services that are not a part of an Enterprise-wide purchase, Licenses can be reduced as long as the initial order minimum requirements are maintained.
  - 3) For Additional Products available as Subscription Licenses, Enrolled Affiliate may reduce the Licenses. If the License count is reduced to zero, then Enrolled Affiliate's use of the applicable Subscription License will be cancelled.
- Invoices will be adjusted to reflect any reductions in Subscription Licenses at the true-up order Enrollment anniversary date and effective as of such date.
- (v) **Update statement.** An update statement must be submitted instead of a true-up order if, since the initial order or last true-up order, Enrolled Affiliate's Enterprise: (1) has not changed the number of Qualified Devices and Qualified Users licensed with Enterprise Products or Enterprise Online Services; and (2) has not increased its usage of Additional Products. This update statement must be signed by Enrolled Affiliate's authorized representative.
- (vi) **True-up order period.** The true-up order or update statement must be received by Microsoft between 60 and 30 days prior to each Enrollment anniversary date. The third-year true-up order or update statement is due within 30 days prior to the Expiration Date, and any license reservations within this 30 day period will not be accepted. Enrolled Affiliate

may submit true-up orders more often to account for increases in Product usage, but an annual true-up order or update statement must still be submitted during the annual order period.

- (vii) **Late true-up order.** If the true-up order or update statement is not received when due, Microsoft will invoice Reseller for all Reserved Licenses not previously invoiced and Subscription License reductions cannot be reported until the following Enrollment anniversary date (or at Enrollment renewal, as applicable).
- h. **Step-up Licenses.** For Licenses eligible for a step-up under this Enrollment, Enrolled Affiliate may step-up to a higher edition or suite as follows:
  - (i) For step-up Licenses included on an initial order, Enrolled Affiliate may order according to the true-up process.
  - (ii) If step-up Licenses are not included on an initial order, Enrolled Affiliate may step-up initially by following the process described in the Section titled "Adding new Products not previously ordered," then for additional step-up Licenses, by following the true-up order process.
- i. **Clerical errors.** Microsoft may correct clerical errors in this Enrollment, and any documents submitted with or under this Enrollment, by providing notice by email and a reasonable opportunity for Enrolled Affiliate to object to the correction. Clerical errors include minor mistakes, unintentional additions and omissions. This provision does not apply to material terms, such as the identity, quantity or price of a Product ordered.
- j. **Verifying compliance.** Microsoft may, in its discretion and at its expense, verify compliance with this Enrollment as set forth in the Enterprise Agreement.

### 3. **Pricing.**

- a. **Price Levels.** For both the initial and any renewal term Enrolled Affiliate's Price Level for all Products ordered under this Enrollment will be Level "D" throughout the term of the Enrollment.
- b. **Setting Prices.** Enrolled Affiliate's prices for each Product or Service will be established by its Reseller. Except for Online Services designated in the Product Terms as being exempt from fixed pricing, As long as Enrolled Affiliate continues to qualify for the same price level, Microsoft's prices for Resellers for each Product or Service ordered will be fixed throughout the applicable initial or renewal Enrollment term. Microsoft's prices to Resellers are reestablished at the beginning of the renewal term.

### 4. **Payment terms.**

For the initial or renewal order, Microsoft will invoice Enrolled Affiliate's Reseller in three equal annual installments. The first installment will be invoiced upon Microsoft's acceptance of this Enrollment and remaining installments will be invoiced on each subsequent Enrollment anniversary date. Subsequent orders are invoiced upon acceptance of the order and Enrolled Affiliate may elect to pay annually or upfront for Online Services and upfront for all other Licenses.

### 5. **End of Enrollment term and termination.**

- a. **General.** At the Expiration Date, Enrolled Affiliate must immediately order and pay for Licenses for Products it has used but has not previously submitted an order, except as otherwise provided in this Enrollment.
- b. **Renewal option.** At the Expiration Date of the initial term, Enrolled Affiliate can renew Products by renewing this Enrollment for one additional 36-month term or by signing a new Enrollment. Microsoft must receive a Renewal Form, Product Selection Form, and renewal order prior to or at the Expiration Date. Microsoft will not unreasonably reject any renewal.

Microsoft may make changes to this program that will make it necessary for Customer and its Enrolled Affiliates to enter into new agreements and Enrollments at renewal.

**c. If Enrolled Affiliate elects not to renew.**

(i) **Software Assurance.** If Enrolled Affiliate elects not to renew Software Assurance for any Product under its Enrollment, then Enrolled Affiliate will not be permitted to order Software Assurance later without first acquiring a new License with Software Assurance.

(ii) **Online Services eligible for an Extended Term.** For Online Services identified as eligible for an Extended Term in the Product Terms, the following options are available at the end of the Enrollment initial or renewal term.

1) **Extended Term.** Licenses for Online Services will automatically expire in accordance with the terms of the Enrollment. An extended term feature that allows Online Services to continue month-to-month (“Extended Term”) is available. During the Extended Term, Online Services will be invoiced monthly at the then-current published price as of the Expiration Date plus a 3% administrative fee for up to one year. If Enrolled Affiliate wants an Extended Term, Enrolled Affiliate must submit a request to Microsoft at least 30 days prior to the Expiration Date.

2) **Cancellation during Extended Term.** At any time during the first year of the Extended Term, Enrolled Affiliate may terminate the Extended Term by submitting a notice of cancellation to Microsoft for each Online Service. Thereafter, either party may terminate the Extended Term by providing the other with a notice of cancellation for each Online Service. Cancellation will be effective at the end of the month following 30 days after Microsoft has received or issued the notice.

(iii) **Subscription Licenses and Online Services not eligible for an Extended Term.** If Enrolled Affiliate elects not to renew, the Licenses will be cancelled and will terminate as of the Expiration Date. Any associated media must be uninstalled and destroyed and Enrolled Affiliate’s Enterprise must discontinue use. Microsoft may request written certification to verify compliance.

**d. Termination for cause.** Any termination for cause of this Enrollment will be subject to the “Termination for cause” section of the Agreement. In addition, it shall be a breach of this Enrollment if Enrolled Affiliate or any Affiliate in the Enterprise that uses Government Community Cloud Services fails to meet and maintain the conditions of membership in the definition of Community.

**e. Early termination.** Any early termination of this Enrollment will be subject to the “Early Termination” Section of the Enterprise Agreement.

For Subscription Licenses, in the event of a breach by Microsoft, or if Microsoft terminates an Online Service for regulatory reasons, Microsoft will issue Reseller a credit for any amount paid in advance for the period after termination.

## **6. Government Community Cloud.**

**a. Community requirements.** If Enrolled Affiliate purchases Government Community Cloud Services, Enrolled Affiliate certifies that it is a member of the Community and agrees to use Government Community Cloud Services solely in its capacity as a member of the Community and, for eligible Government Community Cloud Services, for the benefit of end users that are members of the Community. Use of Government Community Cloud Services by an entity that is not a member of the Community or to provide services to non-Community members is strictly prohibited and could result in termination of Enrolled Affiliate’s license(s) for Government Community Cloud Services without notice. Enrolled Affiliate acknowledges that only Community members may use Government Community Cloud Services.

**b.** All terms and conditions applicable to non-Government Community Cloud Services also apply

to their corresponding Government Community Cloud Services, except as otherwise noted in the Use Rights, Product Terms, and this Enrollment.

- c. Enrolled Affiliate may not deploy or use Government Community Cloud Services and corresponding non-Government Community Cloud Services in the same domain.
- d. **Use Rights for Government Community Cloud Services.** For Government Community Cloud Services, notwithstanding anything to the contrary in the Use Rights:
  - (i) Government Community Cloud Services will be offered only within the United States.
  - (ii) Additional European Terms, as set forth in the Use Rights, will not apply.
  - (iii) References to geographic areas in the Use Rights with respect to the location of Customer Data at rest, as set forth in the Use Rights, refer only to the United States.

## Enrollment Details

### 1. Enrolled Affiliate's Enterprise.

- a. Identify which Agency Affiliates are included in the Enterprise. (Required) Enrolled Affiliate's Enterprise must consist of entire offices, bureaus, agencies, departments or other entities of Enrolled Affiliate, not partial offices, bureaus, agencies, or departments, or other partial entities. Check only one box in this section. If no boxes are checked, Microsoft will deem the Enterprise to include the Enrolled Affiliate only. If more than one box is checked, Microsoft will deem the Enterprise to include the largest number of Affiliates:

Enrolled Affiliate only

Enrolled Affiliate and all Affiliates

Enrolled Affiliate and the following Affiliate(s) (Only identify specific affiliates to be included if fewer than all Affiliates are to be included in the Enterprise):

Enrolled Affiliate and all Affiliates, with following Affiliate(s) excluded:

- b. Please indicate whether the Enrolled Affiliate's Enterprise will include all new Affiliates acquired after the start of this Enrollment: Exclude future Affiliates

### 2. Contact information.

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (\*) indicate required fields. By providing contact information, Enrolled Affiliate consents to its use for purposes of administering this Enrollment by Microsoft, its Affiliates, and other parties that help administer this Enrollment. The personal information provided in connection with this Enrollment will be used and protected in accordance with the privacy statement available at <https://www.microsoft.com/licensing/servicecenter>.

- a. **Primary contact.** This contact is the primary contact for the Enrollment from within Enrolled Affiliate's Enterprise. This contact is also an Online Administrator for the Volume Licensing Service Center and may grant online access to others. The primary contact will be the default contact for all purposes unless separate contacts are identified for specific purposes

**Name of entity (must be legal entity name)\*** City of Billings

**Contact name\* First** David **Last** Watterson

**Contact email address\*** wattersond@billingsmt.gov

**Street address\*** 210 N. 27th Street

**City\*** Billings

**State\*** MT

**Postal code\*** 59100-1938-

(Please provide the zip + 4, e.g. xxxxx-xxxx)

**Country\*** United States

**Phone\*** (406) 657-8330

**Tax ID**

*\* indicates required fields*

- b. **Notices contact and Online Administrator.** This contact (1) receives the contractual notices, (2) is the Online Administrator for the Volume Licensing Service Center and may grant online access to others, and (3) is authorized to order Reserved Licenses for eligible Online Services, including adding or reassigning Licenses and stepping-up prior to a true-up order.

Same as primary contact (default if no information is provided below, even if the box is not checked).

**Contact name\*** First David Last Watterson  
**Contact email address\*** wattersond@billingsmt.gov  
**Street address\*** 210 N. 27th Street  
**City\*** Billings  
**State\*** MT  
**Postal code\*** 59100-1938-  
(Please provide the zip + 4, e.g. xxxxx-xxxx)  
**Country\*** United States  
**Phone\*** (406) 657-8330

**Language preference.** Choose the language for notices. English  
 This contact is a third party (not the Enrolled Affiliate). Warning: This contact receives personally identifiable information of the Customer and its Affiliates.  
*\* indicates required fields*

- c. **Online Services Manager.** This contact is authorized to manage the Online Services ordered under the Enrollment and (for applicable Online Services) to add or reassign Licenses and step-up prior to a true-up order.

Same as notices contact and Online Administrator (default if no information is provided below, even if box is not checked)

**Contact name\*:** First David Last Watterson  
**Contact email address\*** wattersond@billingsmt.gov  
**Phone\*** (406) 657-8330

This contact is from a third party organization (not the entity). Warning: This contact receives personally identifiable information of the entity.  
*\* indicates required fields*

- d. **Reseller information.** Reseller contact for this Enrollment is:

**Reseller company name\*** SHI International Corp.  
**Street address (PO boxes will not be accepted)\*** 290 Davidson Ave  
**City\*** Somerset  
**State\*** NJ  
**Postal code\*** 08873-4145  
**Country\*** United States  
**Contact name\*** Randy Lee  
**Phone\*** 888-764-8888  
**Contact email address\*** randy\_lee@shi.com  
*\* indicates required fields*

By signing below, the Reseller identified above confirms that all information provided in this Enrollment is correct.

|                                                                                          |
|------------------------------------------------------------------------------------------|
| <b>Signature*</b> _____<br><b>Printed name*</b><br><b>Printed title*</b><br><b>Date*</b> |
|------------------------------------------------------------------------------------------|

*\* indicates required fields*

**Changing a Reseller.** If Microsoft or the Reseller chooses to discontinue doing business with each other, Enrolled Affiliate must choose a replacement Reseller. If Enrolled Affiliate or the Reseller intends to terminate their relationship, the initiating party must notify Microsoft and the

other party using a form provided by Microsoft at least 90 days prior to the date on which the change is to take effect.

- e. If Enrolled Affiliate requires a separate contact for any of the following, attach the Supplemental Contact Information form. *Otherwise, the notices contact and Online Administrator remains the default.*
  - (i) Additional notices contact
  - (ii) Software Assurance manager
  - (iii) Subscriptions manager
  - (iv) Customer Support Manager (CSM) contact

### **3. Financing elections.**

Is a purchase under this Enrollment being financed through MS Financing?  Yes,  No.

If a purchase under this Enrollment is financed through MS Financing, and Enrolled Affiliate chooses not to finance any associated taxes, it must pay these taxes directly to Microsoft.

Physically Submitted

**Proposal ID**

1228115.005

**Enrollment Number**

54895843

Language: English (United States)

**Enrolled Affiliate's Enterprise Products and Enterprise Online Services summary for the initial order:**

| Profile    | Qualified Devices | Qualified Users | Device / User Ratio | Enterprise Product Platform | CAL Licensing Model |
|------------|-------------------|-----------------|---------------------|-----------------------------|---------------------|
| Enterprise | 301               | 301             | 1.0                 | No                          | User Licenses       |

| Products    | Enterprise Quantity |
|-------------|---------------------|
| O365 G1 GCC | 102                 |
| O365 G3 GCC | 199                 |

**Enrolled Affiliate's Product Quantities:**

| Price Group                | 1                                                                                                             | 2                                                                                   | 3                                                                           | 4                                                    |
|----------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|------------------------------------------------------|
| <b>Enterprise Products</b> | Office Professional Plus + M365 Apps for Enterprise + Office 365 (Plans E3 and E5) + Microsoft 365 Enterprise | Client Access License + Office 365 (Plans E1, E3 and E5) + Microsoft 365 Enterprise | Client Access License + Windows Intune + EMS USL + Microsoft 365 Enterprise | Win E3 + Win E5 + Win VDA + Microsoft 365 Enterprise |
| <b>Quantity</b>            | 199                                                                                                           | 301                                                                                 | 0                                                                           | 0                                                    |

**Enrolled Affiliate's Price Level:**

| Product Offering / Pool                                                                                                                                                                          | Price Level |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Enterprise Products and Enterprise Online Services USLs:</b> Unless otherwise indicated in associated contract documents, Price level set using the highest quantity from Groups 1 through 4. | D           |
| <b>Additional Product Application Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using quantity from Group 1.                                            | D           |
| <b>Additional Product Server Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using the highest quantity from Group 2 or 3.                                | D           |
| <b>Additional Product Systems Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using quantity from Group 4.                                                | D           |

**NOTES**

Unless otherwise indicated in the associated contract documents, the price level for each Product offering / pool is set as described above, based upon the quantity to price level mapping below:

| Quantity of Licenses and Software Assurance                                                                                                                                                                                                                                                                                                                                         | Price Level |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 2,399 and below                                                                                                                                                                                                                                                                                                                                                                     | A           |
| 2,400 to 5,999                                                                                                                                                                                                                                                                                                                                                                      | B           |
| 6,000 to 14,999                                                                                                                                                                                                                                                                                                                                                                     | C           |
| 15,000 and above                                                                                                                                                                                                                                                                                                                                                                    | D           |
| <b>Note 1:</b> Enterprise Online Services may not be available in all locations. Please see the Product List for a list of locations where these may be purchased.                                                                                                                                                                                                                  |             |
| <b>Note 2:</b> If Enrolled Affiliate does not order an Enterprise Product or Enterprise Online Service associated with an applicable Product pool, the price level for Additional Products in the same pool will be price level "A" throughout the term of the Enrollment. Refer to the Qualifying Government Entity Addendum pricing provision for more details on price leveling. |             |



Pricing Proposal  
Quotation #: 22297408  
Created On: 7/25/2022  
Valid Until: 8/31/2022

## MT-City Of Billings

## Inside Account Executive

### David Watterson

210 N 27th St  
Billings, MT 59101  
United States  
Phone: (406) 657-8330  
Fax: (406) 657-3064  
Email: wattersond@ci.billings.mt.us

### Ty Pellot

290 Davidson ave,  
Somerset, NJ 08879  
Phone: 732-652-3080  
Fax: 732-652-3099  
Email: Ty\_Pellot@shi.com

All Prices are in US Dollar (USD)

| Product                                                                                                                                                                                                                                                                                                                            | Qty | Your Price | Total       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|-------------|
| 1 Microsoft Audio Conferencing Select Dial Out - Subscription license - hosted - EA<br>Subscription, Government Community Cloud<br>Microsoft - Part#: NYH-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1                    | 301 | \$0.00     | \$0.00      |
| 2 Microsoft Azure Information Protection Premium P1 - Subscription license - 1 user -<br>hosted - GOV - Government Community Cloud - All Languages<br>Microsoft - Part#: MQP-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1 | 15  | \$19.57    | \$293.55    |
| 3 Microsoft Exchange Online Plan 1 - Subscription license - 1 user - hosted - GOV - EA<br>Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: 3MS-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1 | 602 | \$39.00    | \$23,478.00 |
| 4 Microsoft Office 365 (Plan E1) - Subscription license - 1 user - hosted - GOV - EA<br>Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: U4S-00002<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1   | 102 | \$90.65    | \$9,246.30  |
| 5 Microsoft Office 365 (Plan G3) - Subscription license (1 month) - 1 user - hosted -<br>GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: AAA-11894<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488                                                                           | 199 | \$252.52   | \$50,251.48 |

Coverage Term: 10/1/2022 – 9/30/2023

**Note:** Basic Commitment - Year 1

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|   |                                                                                                                                                                                                                                                                                                                                 |   |          |          |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|
| 6 | Microsoft Visio Pro for Office 365 - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: P3U-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1 | 1 | \$146.35 | \$146.35 |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|

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|   |                                                                                                                                                                                                                                                                                                                  |   |          |            |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|
| 7 | Microsoft SQL Server Standard Core Edition - Software assurance - 2 cores - academic - Select, Select Plus - Win - All Languages<br>Microsoft - Part#: 7NQ-00292<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2022 – 9/30/2023<br><b>Note:</b> Basic Commitment - Year 1 | 6 | \$629.35 | \$3,776.10 |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|

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|          |             |
|----------|-------------|
| Shipping | \$0.00      |
| Total    | \$87,191.78 |

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Additional Optional Items

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|                                                                                                                                                                                                                                                                                                            |     |        |        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Microsoft Audio Conferencing Select Dial Out - Subscription license - hosted - EA Subscription, Government Community Cloud<br>Microsoft - Part#: NYH-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 301 | \$0.00 | \$0.00 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|

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|                                                                                                                                                                                                                                                                                                                               |    |         |          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------|----------|
| Microsoft Azure Information Protection Premium P1 - Subscription license - 1 user - hosted - GOV - Government Community Cloud - All Languages<br>Microsoft - Part#: MQP-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 15 | \$19.57 | \$293.55 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------|----------|

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|                                                                                                                                                                                                                                                                                                                               |     |         |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|
| Microsoft Exchange Online Plan 1 - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: 3MS-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 602 | \$39.00 | \$23,478.00 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|

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|                                                                                                                                                                                                                                                                                                                             |     |         |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|------------|
| Microsoft Office 365 (Plan E1) - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: U4S-00002<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 102 | \$90.65 | \$9,246.30 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|------------|

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|                                                                                                                                                                                                                               |     |          |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|-------------|
| Microsoft Office 365 (Plan G3) - Subscription license (1 month) - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: AAA-11894<br>Contract Name: NASPO Cloud Solutions | 199 | \$252.52 | \$50,251.48 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|-------------|

Contract #: AR2488  
Coverage Term: 10/1/2023 – 9/30/2024  
**Note:** Basic Commitment - Year 2

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|                                                                                                                                                                                                                                                                                                                                 |   |          |          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|
| Microsoft Visio Pro for Office 365 - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: P3U-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 1 | \$146.35 | \$146.35 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|
| Microsoft SQL Server Standard Core Edition - Software assurance - 2 cores - academic - Select, Select Plus - Win - All Languages<br>Microsoft - Part#: 7NQ-00292<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2023 – 9/30/2024<br><b>Note:</b> Basic Commitment - Year 2 | 6 | \$629.35 | \$3,776.10 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Microsoft Audio Conferencing Select Dial Out - Subscription license - hosted - EA Subscription, Government Community Cloud<br>Microsoft - Part#: NYH-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2024 – 9/30/2025<br><b>Note:</b> Basic Commitment - Year 3 | 301 | \$0.00 | \$0.00 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|

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|                                                                                                                                                                                                                                                                                                                               |    |         |          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------|----------|
| Microsoft Azure Information Protection Premium P1 - Subscription license - 1 user - hosted - GOV - Government Community Cloud - All Languages<br>Microsoft - Part#: MQP-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2024 – 9/30/2025<br><b>Note:</b> Basic Commitment - Year 3 | 15 | \$19.57 | \$293.55 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------|----------|

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|                                                                                                                                                                                                                                                                                                                               |     |         |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|
| Microsoft Exchange Online Plan 1 - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: 3MS-00001<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2024 – 9/30/2025<br><b>Note:</b> Basic Commitment - Year 3 | 602 | \$39.00 | \$23,478.00 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|

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|                                                                                                                                                                                                                                                                                                                             |     |         |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|------------|
| Microsoft Office 365 (Plan E1) - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: U4S-00002<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2024 – 9/30/2025<br><b>Note:</b> Basic Commitment - Year 3 | 102 | \$90.65 | \$9,246.30 |
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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|-------------|
| Microsoft Office 365 (Plan G3) - Subscription license (1 month) - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages<br>Microsoft - Part#: AAA-11894<br>Contract Name: NASPO Cloud Solutions<br>Contract #: AR2488<br>Coverage Term: 10/1/2024 – 9/30/2025<br><b>Note:</b> Basic Commitment - Year 3 | 199 | \$252.52 | \$50,251.48 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|-------------|

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|                                                                                                                                                 |   |          |          |
|-------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|
| Microsoft Visio Pro for Office 365 - Subscription license - 1 user - hosted - GOV - EA Subscription, Government Community Cloud - All Languages | 1 | \$146.35 | \$146.35 |
|-------------------------------------------------------------------------------------------------------------------------------------------------|---|----------|----------|

Microsoft - Part#: P3U-00001  
Contract Name: NASPO Cloud Solutions  
Contract #: AR2488  
Coverage Term: 10/1/2024 – 9/30/2025  
**Note:** Basic Commitment - Year 3

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|                                                                                                                                     |   |          |            |
|-------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|
| Microsoft SQL Server Standard Core Edition - Software assurance - 2 cores -<br>academic - Select, Select Plus - Win - All Languages | 6 | \$629.35 | \$3,776.10 |
|-------------------------------------------------------------------------------------------------------------------------------------|---|----------|------------|

Microsoft - Part#: 7NQ-00292  
Contract Name: NASPO Cloud Solutions  
Contract #: AR2488  
Coverage Term: 10/1/2024 – 9/30/2025  
**Note:** Basic Commitment - Year 3

### Additional Comments

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We are constantly striving to provide you with World Class Support!  
We'd love to hear about your quoting experience with this brief [survey!](#)

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

NASPO ValuePoint  
**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

Master Agreement #: AR2488

Contractor: **SHI INTERNATIONAL CORP.**

Participating Entity: **STATE OF MONTANA**

The following products or services are included in this contract portfolio:

- ⌚ All products and accessories listed on the Contractor page of the NASPO ValuePoint website; PaaS, IaaS, and SaaS.

**Master Agreement Terms and Conditions:**

- Scope: This addendum covers **Cloud Solutions** led by the State of Utah for use by state agencies and other entities located in the Participating State *[or State Entity]* authorized by that State’s statutes to utilize State contracts with the prior approval of the State’s Chief Procurement Official.
- Participation: This NASPO ValuePoint Master Agreement may be used by all state agencies, institutions of higher institution, political subdivisions and other entities authorized to use statewide contracts in the State of Montana. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.
- Access to Cloud Solutions Services Requires State CIO Approval: Unless otherwise stipulated in this Participating Addendum (PA), specific services accessed through the NASPO ValuePoint cooperative Master Agreements for Cloud Solutions by State of Montana executive branch agencies are subject to the prior approval of the State of Montana Information Technology Division’s (SITSD). Contractor may not accept any orders from State of Montana executive branch agencies without proof of prior approval or be subject to a Stop Work Order per the terms and conditions listed below in Part 5. Executive branch agencies are listed in Attachment B.
- Primary Contacts: The primary contact individuals for this PA are a (or their named successors):

**Contractor**

|            |                                         |
|------------|-----------------------------------------|
| Name:      | Nick Grappone                           |
| Address:   | 290 Davidson Avenue, Somerset, NJ 08873 |
| Telephone: | 888-764-8888                            |
| Fax:       |                                         |
| Email:     | Nick_Grappone@shi.com                   |

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
 Led by the State of Utah

Participating Entity

|            |                                                    |
|------------|----------------------------------------------------|
| Name:      | Tia Snyder                                         |
| Address:   | 125 North Roberts St., Room 165, Helena, MT 59601  |
| Telephone: | 406-444-3315                                       |
| Fax:       | 406-444-2529                                       |
| Email:     | <a href="mailto:tsnyder@mt.gov">tsnyder@mt.gov</a> |

**5. Participating Entity Modifications Or Additions To The Master Agreement**

These modifications or additions apply only to actions and relationships within the Participating Entity.

The following changes are modifying or supplementing the Master Agreement terms and conditions, in addition to Attachment A.

**ACCESS AND RETENTION OF RECORDS:** Contractor agrees to, with no less than 15 days' prior written notice, provide the Department of Administration, (Department), Legislative Auditor, or their authorized agents access to any records reasonably necessary to determine contract compliance. (Section 18-1-118, MCA). Contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of seven years after either the completion date of the PA or the conclusion of any claim, litigation, or exception relating to the PA or Master Agreement taken by the State of Montana or third party.

**ASSIGNMENT, TRANSFER AND SUBCONTRACTING:** Contractor shall not assign, transfer or subcontract any portion of the PA without the express written consent of the Department, which shall not be unreasonably withheld. (Section 18-4-141, MCA.)

**AUTHORITY:** The attached bid, request for proposal, limited solicitation, or contract is issued under authority of Title 18, Montana Code Annotated, and the Administrative Rules of Montana, Title 2, chapter 5.

**COMPLIANCE WITH LAWS:** Contractor shall, in performance of work under this PA, fully comply with all applicable federal, state, or local laws, rules, regulations, and executive orders including but not limited to, the Montana Human Rights Act, the Equal Pay Act of 1963, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Contractor is the employer for the purpose of providing healthcare benefits and paying any applicable penalties, fees and taxes under the Patient Protection and Affordable Care Act [P.L. 111-148, 124 Stat. 119]. Any subletting or subcontracting by Contractor subjects subcontractors to the same provisions. In accordance with 49-3-207, MCA, and Executive Order No. 04-2016 Contractor agrees that the hiring of persons to perform this PA will be made on the basis of merit and qualifications and there will be no discrimination based on race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, political or religious affiliation or ideas, culture, creed, social origin or condition, genetic information, sexual orientation, gender identity or

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

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expression, national origin, ancestry, age, disability, military service or veteran status, or marital status by the persons performing this PA.

**COMPLIANCE WITH STATE OF MONTANA IT POLICIES AND STANDARDS.** If, in providing the services and products arising from this PA, Contractor receives and hosts the State of Montana data, then Contractor shall comply with all applicable State of Montana IT policies and standards in effect at the time a Statement of Work is issued.

The links below provide information on State of Montana IT strategic plans, current environment, policies, and standards.

State of Montana Information Technology Strategic Plan  
<http://sitsd.mt.gov/Governance/IT-Plans>

State of Montana Information Technology Environment  
<http://sitsd.mt.gov/Services-Support/Enterprise-Architecture>

State of Montana IT Policies  
<https://montana.policytech.com/?public=true&siteid=1>

**CONFORMANCE WITH CONTRACT:** No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without the State Procurement Bureau's prior written consent. Product or services provided that do not conform to the contract terms, conditions, and specifications may be rejected and returned at Contractor's expense.

**CONTRACT OVERSIGHT:**

**CIO Oversight.** The State of Montana Chief Information Officer (CIO) or designee, may perform PA oversight activities. Such activities may include the identification, analysis, resolution, and prevention of deficiencies that may occur within the performance of PA obligations. The CIO may require the issuance of a right to assurance or may issue a stop work order as provided below.

**Right to Assurance.** If State, in good faith, has reason to believe that Contractor does not intend to, is unable to, or has refused to perform or continue performing all material obligations under this PA, State may demand in writing that Contractor give a written assurance of its intent to perform. Contractor's failure to provide written assurance within the number of days specified in the demand (in no event less than five business days) State may, at State's option, be the basis for terminating this PA and pursuing the rights and remedies available under this PA or law.

**Stop Work Order.** State may, at any time, by written order to Contractor require Contractor to stop any or all parts of the work required by this Contract for the period of

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

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days indicated by State after the order is delivered to Contractor. The order must be specifically identified as a stop work order issued under this clause. Upon receipt of the order, Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. If a stop work order issued under this clause is canceled or the period of the order or any extension expires, Contractor shall resume work. The State Project Manager shall make the necessary adjustment in the delivery schedule or contract price, or both, and this PA shall be amended in writing accordingly.

**Compliance with Policies and Standards.** Contractor is notified that, under the provisions of 2-17-514, MCA, the Department retains the right to cancel or modify any contract, project, or activity that is not in compliance with the Agency's Plan for Information Technology, the State Strategic Plan for Information Technology, or any statewide IT policy or standard.

**DEPARTMENT OF ADMINISTRATION POWERS AND DUTIES:** The Department is responsible for carrying out the planning and program responsibilities for information technology (IT) for state government. (Section 2-17-512, MCA) The CIO is the person appointed to carry out the duties and responsibilities of the Department relating to information technology.

The CIO shall:

- ① review the use of information technology resources for all state agencies;
- ② review and approve state agency specifications and procurement methods for the acquisition of information technology resources; and
- ③ review, approve, and sign all state agency IT contracts and shall review and approve other formal agreements for information technology resources provided by the private sector and other government entities.

**DISABILITY ACCOMMODATIONS:** The State does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Individuals who need aids, alternative document formats, or services for effective communications or other disability related accommodations in the programs and services offered are invited to make their needs and preferences known to this office. Interested parties should provide as much advance notice as possible.

**HOLD HARMLESS/INDEMNIFICATION:**

Changes to Master Agreement noted in bold:

The Contractor shall defend, indemnify and hold harmless State, along with its officers, agents, and employees as well as any person or entity for which they may be liable, from and against third party claims, damages or causes of action including reasonable attorneys' fees and related costs for any death, injury, or damage to property arising directly from act(s), error(s), or omission(s) of the Contractor, its employees or subcontractors or volunteers, at any tier, relating to the performance under the

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Master Agreement and Participating Addendum. Contractor's duties under this provision are dependent on the indemnified party giving Contractor (1) prompt written notice of such third-party claim and (2) sole authority to defend or settle the claim **subject to the right of the Montana Attorney General to participate in the action and settlement.**

**PAYMENT TERM:** All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the State is allowed 30 days to pay such invoices. All contractors will be required to provide banking information at the time of PA execution in order to facilitate State electronic funds transfer payments.

**REDUCTION OF FUNDING:** State must by law terminate this PA if funds are not appropriated or otherwise made available to support State's continuation of performance of this PA in a subsequent fiscal period. (18-4-313(4), MCA) If state or federal government funds are not appropriated or otherwise made available through the state budgeting process to support continued performance of this PA (whether at an initial contract payment level or any contract increases to that initial level) in subsequent fiscal periods, State shall terminate this PA as required by law. State shall provide Contractor the date State's termination shall take effect. State shall not be liable to Contractor for any payment that would have been payable had the PA not been terminated under this provision. As stated above, State shall be liable to Contractor only for the payment, or prorated portion of that payment, owed to Contractor up to the date State's termination takes effect. This is Contractor's sole remedy. State shall not be liable to Contractor for any other payments or damages arising from termination under this section, including but not limited to general, special, or consequential damages such as lost profits or revenues.

**REFERENCE TO PA:** The PA or purchase order number **MUST** appear on all invoices, packing lists, packages, and correspondence pertaining to the PA contract.

**REGISTRATION WITH THE SECRETARY OF STATE:** Any business intending to transact business in Montana must register with the Secretary of State. Businesses that are domiciled in another state or country, but which are conducting activity in Montana, must determine whether they are transacting business in Montana in accordance with sections 35-1-1026 and 35-8-1001, MCA. Such businesses may want to obtain the guidance of their attorney or accountant to determine whether their activity is considered transacting business.

If businesses determine that they are transacting business in Montana, they must register with the Secretary of State and obtain a certificate of authority to demonstrate that they are in good standing in Montana. To obtain registration materials, call the Office of the Secretary of State at (406) 444-3665, or visit their website at <http://sos.mt.gov>.

**SEVERABILITY:** A declaration by any court, or any other binding legal source, that any provision of the PA is illegal and void shall not affect the legality and enforceability of any other provision of the PA, unless the provisions are mutually dependent.

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

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**TAX EXEMPTION:** State of Montana is exempt from Federal Excise Taxes (#81-0302402) except as otherwise provided in the federal Patient Protection and Affordable Care Act [P.L. 111-148, 124 Stat. 119].

**U.S. FUNDS:** All prices and payments must be in U.S. dollars.

**VENUE:** This solicitation is governed by the laws of Montana. The parties agree that any litigation concerning this bid, request for proposal, limited solicitation, or subsequent contract must be brought in the First Judicial District in and for the County of Lewis and Clark, State of Montana, and each party shall pay its own costs and attorney fees except as otherwise provided in this PA or the Master Agreement. (Section 18-1-401, MCA.)

**WARRANTY FOR SERVICES:** Contractor warrants that it performs all services using reasonable care and skill and according to its current description (including any completion criteria) contained in this PA. State agrees to provide timely written notice of any failure to comply with this warranty so that Contractor can take corrective action.

6. Orders: Any order placed by a Participating Entity or Purchasing Entity for a product and/or service available from this Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement unless the parties to the order agree in writing that another contract or agreement applies to such order.

**STATE OF MONTANA ADMINISTRATIVE FEE:** The State of Montana assesses an Administrative Fee of one and one-half percent (1.50%) for all net sales (sales less credits and returns) made under this PA. The prices paid to Contractor must include the 1.5% Administrative Fee. The Contractor shall remit this Administrative Fee concurrent with the Required Usage Reporting described below. The Administrative Fee must be submitted by ACH along with email notification to the State of Montana Contracts Officer. This Administrative Fee is effective upon execution of this Participating Addendum.

**REQUIRED REPORTING:** Contractor shall submit quarterly reports to the Contracts Officer (CO) assigned by the State to manage this contract. Contractor shall provide CO with an electronic usage report (Excel), which must list the following information at the minimum: purchasing entity; description of items purchased; date of purchase; contract price; and the extended price for each transaction. These reports are due no more than 30 days after the end of the quarter.


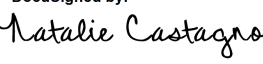


|                 |                               |
|-----------------|-------------------------------|
| First Quarter:  | July 1 through September 30   |
| Second Quarter: | October 1 through December 31 |
| Third Quarter:  | January 1 through March 31    |
| Fourth Quarter: | April 1 through June 30       |

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**PARTICIPATING ADDENDUM**



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IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

|                                                                                                                                                                    |                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Participating Entity:                                                                                                                                              | Contractor:                                                                                                                              |
| Signature:<br>DocuSigned by:<br><br>5FBAABB9738647B...                            | Signature:<br>DocuSigned by:<br><br>0331CE57D1EC4CB... |
| Name:<br>Cheryl Grey                                                                                                                                               | Name:<br>Natalie Castagno                                                                                                                |
| Title:<br>SFSD Administrator                                                                                                                                       | Title:<br>Director of Response Team                                                                                                      |
| Date:<br>6/27/2018                                                                                                                                                 | Date:<br>6/27/2018                                                                                                                       |
| Approved as to Legal Content:<br>DocuSigned by:<br><br>Date:<br>6/25/2018         |                                                                                                                                          |
| Chief Information Officer Approval:<br>DocuSigned by:<br><br>Date:<br>6/27/2018 |                                                                                                                                          |

For questions on executing a participating addendum, please contact:

NASPO ValuePoint

|                                      |                                                                            |
|--------------------------------------|----------------------------------------------------------------------------|
| Cooperative Development Coordinator: | Shannon Berry                                                              |
| Telephone:                           | 775-720-3404                                                               |
| Email:                               | <a href="mailto:sberry@naspovaluepoint.org">sberry@naspovaluepoint.org</a> |

**Please email fully executed PDF copy of this document  
 to  
[PA@naspovaluepoint.org](mailto:PA@naspovaluepoint.org)  
 to support documentation of participation and posting  
 in appropriate data bases.**

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
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**Attachment A**  
**Federal Terms and Conditions**  
**(Non-Construction)**

**1. NONDISCRIMINATION**

The Contractor agrees that no person shall be denied benefits of, or otherwise be subjected to discrimination in connection with the Contractor's performance under this contract, on the ground of race, religion, color, national origin, sex or handicap. Accordingly, and to the extent applicable, the Contractor agrees to comply with the following:

- a. On the basis of race, color or national origin, in Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d et seq.) as implemented by DoD regulations at 32 CFR part 195.
- b. On the basis of race, color, religion, sex, or national origin, in Executive Order 11246 {3 CFR, 1964-1965 Comp. pg. 339}, as implemented by Department of Labor regulations at 41 CFR part 60.
- c. On the basis of sex or blindness, in Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.), as implemented by DoD regulations at 32 CFR part 196.
- d. On the basis of age, in The Age Discrimination Act of 1975 (42 U.S.C. Section 6101 et seq.), as implemented by Department of Health and Human Services regulations at 45 CFR part 90.
- e. On the basis of handicap, in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as implemented by Department of Justice regulations at 28 CFR part 41 and DoD regulations at 32 CFR part 56.

**2. LOBBYING**

a. The Contractor agrees that it will not expend any funds appropriated by Congress to pay any person for influencing or attempting to influence an officer or employee of any agency, or a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract; the making of any Federal grant; the making of any Federal loan; the entering into of any cooperative agreement; and, the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. The Final Rule, New Restrictions on Lobbying, issued by the Office of Management and Budget and the Department of Defense (32 CFR Part 28) to implement the provisions of Section 319 of Public Law 101-121 (31 U.S.C. Section 1352) is incorporated by reference and the State agrees to comply with all the provisions thereof, including any amendments to the Interim Final Rule that may hereafter be issued.

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**3. DRUG-FREE WORK PLACE**

The Contractor agrees to comply with the requirements regarding drug-free workplace requirements in Subpart B of 32 CFR part 26, which implements sec. 5151-5160 of the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D; 41 U.S.C. 701, et seq.).

**4. ENVIRONMENTAL PROTECTION**

a. The Contractor agrees that its performance under this contract shall comply with the following, as applicable:

- (1) The requirements of Section 114 of the Clean Air Act (42 U.S.C. Section 7414);
- (2) Section 308 of the Federal Water Pollution Control Act (33 U.S.C. Section 1318), that relates generally to inspection, monitoring, entry reports, and information, and with all regulations and guidelines issued thereunder;
- (3) The Resources Conservation and Recovery Act (RCRA);
- (4) The Comprehensive Environmental Response, Compensation and Liabilities Act (CERCLA);
- (5) The National Environmental Policy Act (NEPA);
- (6) The Solid Waste Disposal Act (SWDA);
- (7) The applicable provisions of the Clean Air Act (42 U.S.C. 7401, et seq.) and Clean Water Act (33 U.S.C. 1251, et seq.), as implemented by Executive Order 11738 and Environmental Protection Agency (EPA) rules at 40 CFR Part 31;
- (8) To identify any impact this contract may have on the quality of the human environment and provide help as needed to comply with the National Environmental Policy Act (NEPA, at 42 U.S.C. 4321, et seq.) and any applicable federal, state or local environmental regulation.

b. In accordance with the EPA rules, the parties further agree that the Contractor shall also identify to the state any impact this contract may have on:

- (1) The quality of the human environment, and provide help the agency may need to comply with the National Environmental Policy Act (NEPA, at 42 U.S.C 4321, et seq.) and to prepare Environment Impact Statements or other required environmental documentation. In such cases, the recipient agrees to take no action that will have an adverse environmental impact (e.g., physical disturbance of a site such as breaking of ground) until the agency provides written notification of compliance with the environmental impact analysis process.
- (2) Flood-prone areas, and provide help the agency may need to comply with the National Flood Insurance Act of 1968 and Flood Disaster Protection Act of 1973 (42 U.S.C. 4001, et seq.), which require flood insurance, when available, for federally assisted construction or acquisition in flood-prone areas.
- (3) Coastal zones, and provide help the agency may need to comply with the Coastal Zone Management Act of 1972 (16 U.S.C. 1451, et seq.), concerning protection of U.S. coastal resources.
- (4) Coastal barriers, and provide help the agency may need to comply with the Coastal Barriers Resource Act (16 U.S.C. 3501 et seq.), concerning preservation of barrier resources.
- (5) Any existing or proposed component of the National Wild and Scenic Rivers System, and provide help the agency may need to comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.).

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Underground sources of drinking water in areas that have an aquifer that is the sole or principal drinking water source, and provide help the agency may need to comply with the Safe Drinking Water Act (42 U.S.C 300H-3).

(6) Underground sources of drinking water in areas that have an aquifer that is the sole or principal drinking work source, and provide help the agency may need to comply with the Safe Drinking Water Act (42 U.S.C 300H-3)

**5. USE OF UNITED STATES FLAG VESSELS**

**The Contactor agrees that if applicable to its obligations in performance of the Services:**

a. travel under this contract shall use U.S.-flag air carriers ( air carriers holding certificates under 49 U.S.C. 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. 40118) and the inter-operative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B138942.

b. it will comply with the Cargo Preference Act of 1954 (46 U.S.C. 1241), as implemented by Department of Transportation regulation at 46 CFR 381.7, and 46 CFR 381.7(b).

**6. DEBARMENT AND SUSPENSION**

a. The Contractor shall not make any award or permit any award (sub-contract or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension.

b. The Contractor agrees to comply with the requirements regarding debarment and suspension in Subpart C of the OMB guidance in 2 CFR part 180, as implemented by the DoD in 2 CFR part 1125. The Contractor shall comply with 2 CFR Part 1125 by checking the Excluded Parties List System (EPLS) at [www.sam.gov](http://www.sam.gov) to verify Contractor eligibility to receive contracts and subcontracts resulting from this Agreement. The Contractor shall not solicit offers from, nor award contracts to Contractors listed in EPLS. This verification shall be documented in the Contractor's contract files, and shall be subject to audit by federal/State audit agencies

The Contractor agrees to communicate the requirement to comply with Subpart C to persons at the next lower tier with whom the Contractor enters into transactions that are "covered transactions" under Subpart B of 2 CFR part 180 and the DoD implementation in 2 CFR part 1125.

**7. BUY AMERICAN ACT**

The Contractor agrees that it will not expend any funds appropriated by Congress without complying with The Buy American Act (41 U.S.C. 10a et seq). The Buy American Act gives preference to domestic end products and domestic construction material. In addition, the Memorandum of Understanding between the United States of America and the European Economic Community on Government Procurement, and the North American Free Trade Agreement (NAFTA), provide that EEC and NAFTA end products and construction materials are exempted from application of the Buy American Act.

**8. UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY POLICES**

The Contractor agrees that it will comply with CFR 49 part 24, which implements the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601 et

NASPO ValuePoint  
**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
 Led by the State of Utah

seq.) and provides for fair and equitable treatment of persons displaced by federally assisted programs or persons whose property is acquired as a result of such programs.

**9. COPELAND "ANTI-KICKBACK" ACT**

The Contractor agrees that it will comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3). As applied to this contract, the Copeland "Anti-Kickback" Act makes it unlawful to induce, by force, intimidation, threat or procuring dismissal from employment, or otherwise, any person employed in the construction or repair of public buildings or public works, financed in whole or in part by the United States, to give up any part of the compensation to which that person is entitled under a contract of employment.

**10. CONTRACT WORK HOURS AND SAFETY STANDARDS**

The Contractor agrees that it will comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act.(40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5). As applied to this agreement, the Contract Work Hours and Safety Standards Act specifies that no laborer or mechanic doing any part of the work contemplated by this agreement shall be required or permitted to work more than 40 hours in any workweek unless paid for all additional hours at not less than 1 1/2 times the basic rate of pay.

**11. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT**

Contractor must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

**12. CLEAN AIR ACT (42 U.S.C. 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. 1251-1387), AS AMENDED**

Any Contract or subcontract in excess of \$150,000 must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the State who in turn will report to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

**13. BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352)**

Contractors that bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

**14. PROCUREMENT OF RECOVERED MATERIALS**

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**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

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Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 CFR part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

NASPO ValuePoint  
**PARTICIPATING ADDENDUM**



**CLOUD SOLUTIONS 2016-2026**  
Led by the State of Utah

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**Attachment B**  
**Executive Branch Agencies**

Department of Administration  
Department of Agriculture  
Board of Public Education  
Department of Commerce  
Department of Corrections  
Deaf and Blind, School for  
Department of Environmental Quality  
Department of Fish, Wildlife and Parks  
Governor's Office  
Historical Society  
Department of Justice  
Department of Labor and Industry  
Department of Livestock  
Department of Military Affairs  
Montana Arts Council  
Department of Natural Resources and Conservation  
Commissioner of Political Practices  
Department of Public Health and Human Services  
Public Service Commission  
Department of Revenue  
Secretary of State  
State Auditor  
State Library  
Department of Transportation

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Acceptance of Donation in the Amount of \$6,065 to the Billings Police Department  
**Presented by:** Rich St. John, Police Chief  
**Department:** Police  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends that City Council accept the donation from Sapphire Lounge and Casino in the Amount of \$6,065 to be used as needed by the Billings Police Department.

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

Council policy requires that any donation greater than \$500 must be approved by the City Council. Sapphire Lounge hosted a fundraiser and wishes to donate the proceeds in the amount of \$6,065 to the Billings Police Department to be used as needed.

**ALTERNATIVES**

City Council may:

- Approve the donation to the Billings Police Department in the amount of \$6,065 or;
- Disapprove the donation to the Billings Police Department in the amount of \$6,065 and provide further direction to staff.

**FISCAL EFFECTS**

There is no impact to the General Fund.

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**City Council Regular**

**Date:** 09/12/2022  
**Title:** Declaring Old Airport Terminal Seating Surplus  
**Presented by:** Kevin Ploehn, Director of Aviation and Transit  
**Department:** Airport  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends that the City Council declare approximately 125 sets of the older Terminal seating as surplus equipment and allow the Airport to dispose of this seating via either direct sales or through negotiated sales in conjunction with advertised availability, and disposing of any remaining units via auction or salvage.

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

The Airport has approximately 125 sets of Terminal seating that was utilized in the old Terminal Concourses. The Airport has and will purchase new seating for the new Concourse A and B. Additional sets of the older seating will continue to be utilized in the baggage claim and ticketing areas, and a few sets of seating will be kept as spares or for spare parts in order to maintain the older seating still in use. This surplus Terminal seating was mostly purchased in the 1980s and early 1990s and is in need of being replaced to accommodate some of the new features that the modern seating provides, such as built in charging stations and cup holders. Staff plans to reach out to the smaller airports in the region to see if they have any interest in the seating. As the new seating is put in place, the storage of the older seating is becoming problematic.

**ALTERNATIVES**

City Council may:

- Approve declaring approximately 125 sets of old Airport Terminal seating as surplus equipment and allow the Airport to dispose of the seating by direct sale, negotiated sale, auction, or salvage; or
- Not Approve this action and advise staff on how to proceed.

**FISCAL EFFECTS**

The fiscal effect will be difficult to determine. New Terminal seating runs around \$1,500 per set of seats. If \$50 per set is achieved, it would amount to approximately \$6,250 in revenue for the Airport, but that is mere speculation on the part of staff, as the market for used seating is unknown. Staff will strive to get the highest price and best return possible.

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**City Council Regular**

**Date:** 09/12/2022  
**Title:** FIRE: U.S. DOD / Israeli Ministry of Defense Joint Hazmat Training - BC Jason Lyon  
**Presented by:** Pepper Valdez, Fire Chief  
**Department:** Fire  
**Presentation:** No  
**Legal Review** No

**RECOMMENDATION**

Staff recommendation is to approve the travel request by Jason Lyon, Battalion Chief/Hazmat Coordinator to attend the U.S. Department of Defense/Israeli Ministry of Defense test and training in Israel September 29 - October 6, 2022. Council must approve any travel outside the continental United States.

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

Battalion Chief Jason Lyon, the Billings Fire Department's Hazmat Team Leader, has been solicited by the U.S. Department of Defense's Irregular Warfare Technical Support Directorate to be one of six first responders in the United States to travel to Israel. This test will involve the actual detonation of a live radiological dispersion device (dirty bomb).

This test aims to validate FEMA guidance to first responders on how to best respond to an incident involving radiological materials. All six Montana Regional Hazmat Team members, led by Chief Lyon, recently received instruction in these tactics. Chief Lyon was then asked to support the validation mission. Additionally, Battalion Chief Lyon will evaluate how this guidance may improve response to chemical releases similar to the recent ammonia leak here in Billings.

This once-in-a-lifetime opportunity allows the Billings Fire Department to impact national planning scenarios, a field mostly dominated by large metropolitan fire departments, by representing the interests of medium-sized urban centers. It also gives the Billings Fire Department a subject matter expert in the field who continues to train other first responders in our state successfully.

Finally, being invited to participate in this elite training is a testament to the professionalism of the Billings Fire Department and its Regional Hazmat Team.

**STAKEHOLDERS**

Chief Lyon has secured over 1.3 Million dollars in grant money for the Montana Regional Hazmat Teams. These funds have led to implementing a statewide hazmat-medical program, three trainings and exercises at federal training facilities, and new, state-of-the-art hazmat and rescue equipment.

Jason is also the Secretary of the Montana State Hazmat Advisory Group, which advises the State Emergency Response Committee and the Governor on hazmat/WMD incidents. Additionally, in 2018, Chief Lyon organized a whole-of-community, FEMA-led training on active shooter/high threat incidents. This program reinforced the Billings Police Department/Fire Department Rescue Task Force program.

**ALTERNATIVES**

City Council may: Approve; or, Not Approve this travel.

**FISCAL EFFECTS**

All participants in this program are expected to fund their travel. The estimated cost is \$5,500, including airfare, lodging, rental car, and per diem. Grant Funds previously awarded through the State of Montana in the Regional Hazmat Team budget will be used for these expenses. This travel will not affect the current Fire Department budget. Costs associated with this will be provided by HazMat Team training funds.

**Attachments**

Chief Lyon letter of support



**FIRE DEPARTMENT CITY OF NEW YORK**  
**Hazardous Materials Operations**  
*FDNY Training Academy*  
*Building No. 8*  
*Randall's Island, New York 10035*

**To:** Whom It May Concern

**From:** Timothy Rice                      Battalion Chief                      WMD Coordinator

**Date:** August 8, 2022

**Subject:** **Green Day Testing 2022**

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I am writing on behalf of Battalion Chief Jason Lyon. Chief Lyon and I have been colleagues and peers for several years. He, along with five other hazmat response leaders from the first responder community have been invited to participate in the Green Day testing this fall. This series is funded in part by the Counterterrorism Technical Support Office (CTTSO), the Department of Energy as well international partners from Israel and Canada.

Having been involved in a number of unique projects opportunities during my tenure, none has been more impactful and realistic than the radiological dispersal device test series. The radiological competency for hazmat personnel in my opinion is the most challenging to maintain and improve. Decades of research, tests, and procedures for response to radiological incidents were taken to task in 2018 and again in 2019. In 2018, my role was to provide a responder perspective to what was until that time theoretical emergency response procedures. The following year in 2019, I participated again with the condition I expand this knowledge and opportunity to a larger cross-section of the emergency response community. To meet that objective, we invited five other hazmat experts and responders from around the country. This is the next iteration of that test series. Chief Lyon is an ideal candidate given his role in Billings, the region, and the state of Montana. He demonstrates the strategic perspective required for incidents of this nature.

Experiments and training of this type are typically inaccessible to personnel who would be first on scene. All emergencies start locally, and just as importantly, end locally. No amount of classroom or simulated training can provide the level of practical experience that this test series provides. While large urban areas and agencies may have the resources at their disposal to pursue planning guidance for a large-scale radiological accident, emergency, or intentional act, it is virtually impossible to demonstrate real competency or proliferate the concepts nationally across the First Responder community. This unique opportunity and partnership has exponentially increased the ability to disseminate best practices by some of the nation's HazMat community leadership. I strongly encourage you to consider Chief Lyon for participation.

Respectfully,  
BC Timothy Rice, FDNY  
WMD Coordinator  
[Timothy.rice@fdny.nyc.gov](mailto:Timothy.rice@fdny.nyc.gov)  
347-203-7125

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Amended Plat of Olympic Park Subdivision  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends that the City Council approve the amended subdivision plat for Olympic Park Subdivision, Amended Lots 1B-5A & 1B-4A of Amended Lots 1B-1 through 1B-5 of Amended Lot 1B, of Amended Lot 1, Block 20.

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

The plat of Olympic Park Subdivision, Amended Lots 1B-5A & 1B-4A of Amended Lots 1B-1 through 1B-5 of Amended Lot 1B, of Amended Lot 1, Block 20, is located at the northeast corner of King Avenue West and Shiloh Road. The subdivision was platted with access control along Shiloh Road. The developer desires to relocate the northernmost approach slightly to the south along Shiloh Road towards the Shiloh Road and King Avenue West intersection. This approach is restricted to right-in, right-out access to Shiloh Road. Public Works engineering staff have reviewed the impacts of this access change and have no concerns. Attached is a copy of the amended plat of Olympic Park Subdivision.

**ALTERNATIVES**

City Council may:

- Approve the subdivision plat for Olympic Park Subdivision, Amended Lots 1B-5A & 1B-4A of Amended Lots 1B-1 through 1B-5 of Amended Lot 1B, of Amended Lot 1, Block 20, or;
- Disapprove the subdivision plat. If the subdivision plat is not approved, the developer will have to design the site utilizing the existing platted access location to Shiloh Road.

**FISCAL EFFECTS**

There is no financial impact to the City with acceptance of this plat.

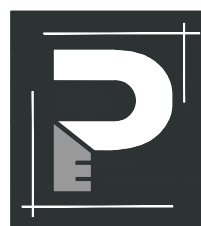
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**Attachments**

Subdivision Plat

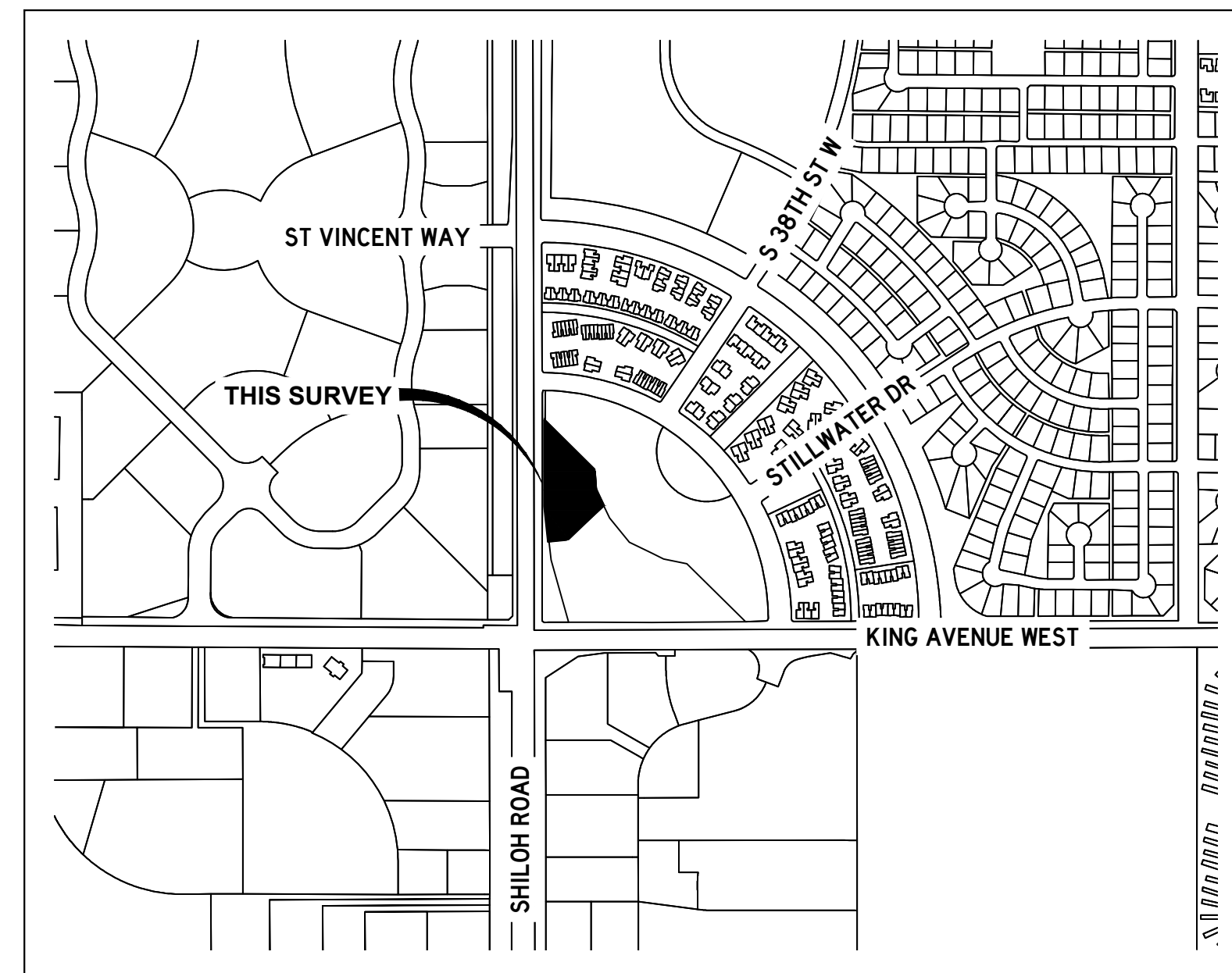
PLAT OF AMENDED LOTS 1B-5A & 1B-4A OF AMENDED LOTS 1B-1 THRU 1B-5 OF AMENDED LOT 1B,  
OF AMENDED LOT 1, BLOCK 20,  
**OLYMPIC PARK SUBDIVISION**  
LOCATED IN THE SW 1/4 OF SECTION 11, TOWNSHIP 01 S, RANGE 25 E, P.M.M., CITY OF BILLINGS,  
YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : BILLINGS 13 RE, LLC  
PREPARED BY : PERFORMANCE ENGINEERING, LLC

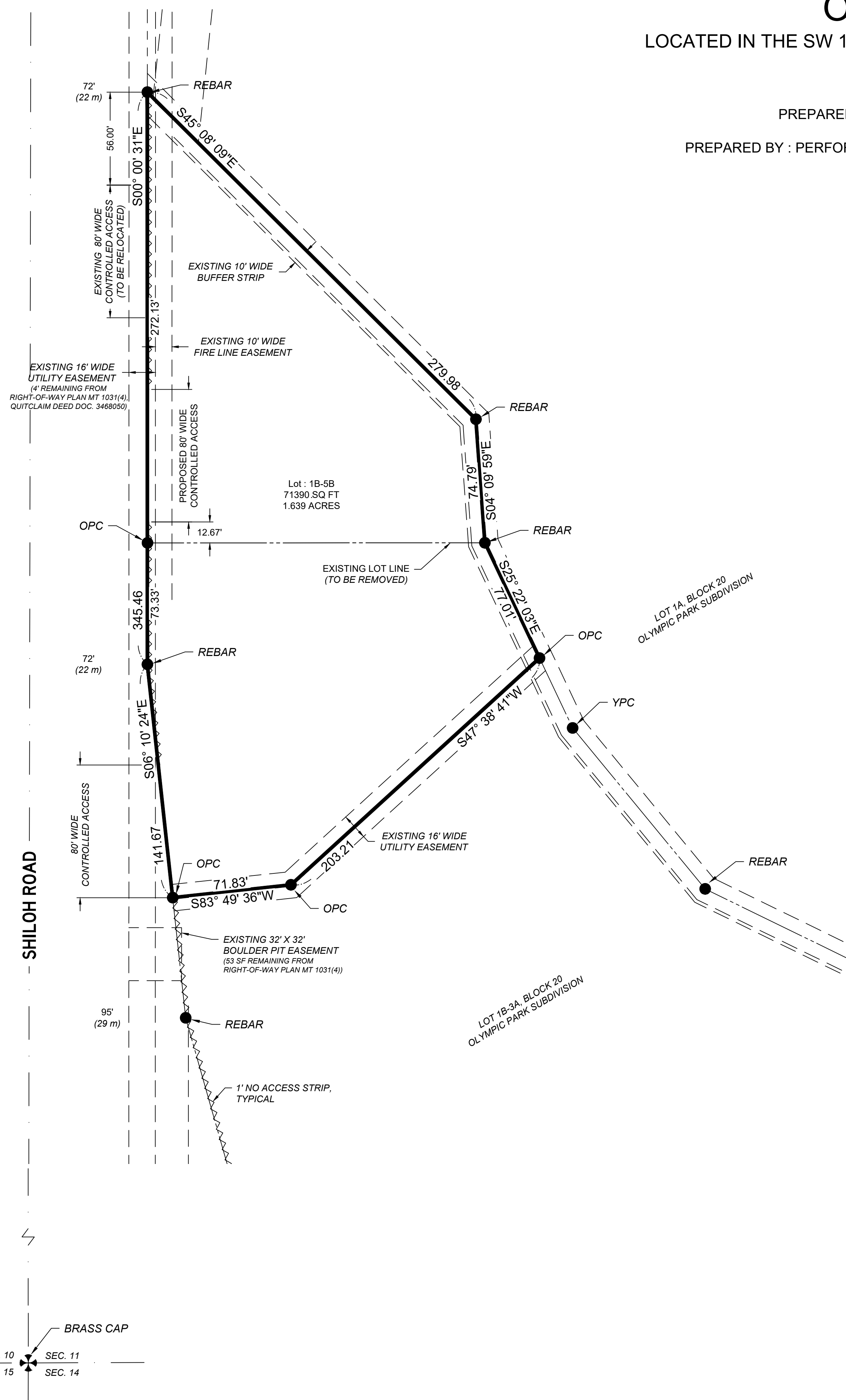


PURPOSE OF SURVEY : LOT AGGREGATION  
DATE OF SURVEY : JUNE 2022

| LEGEND                                     |  |
|--------------------------------------------|--|
| PROPERTY BOUNDARY                          |  |
| SECTION LINE                               |  |
| EASEMENT LINE                              |  |
| FOUND PROPERTY CORNER, AS DESCRIBED        |  |
| SET PROPERTY CORNER, 5/8" REBAR W/ PEC CAP |  |
| FOUND SECTION CORNER                       |  |



VICINITY MAP



**CERTIFICATE OF CITY COUNCIL APPROVAL**

STATE OF MONTANA )  
County of Yellowstone )

We hereby certify that we have examined the annexed and foregoing PLAT OF AMENDED LOTS 1B-5A & 1B-4A OF AMENDED LOTS 1B-1 THROUGH 1B-5 OF AMENDED LOT 1B, OF AMENDED LOT 1, BLOCK 20 OF OLYMPIC PARK SUBDIVISION, and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of the Yellowstone County Board of Planning. It is therefore approved, and the dedication to public use of any land and all lands shown on this plat as being dedicated to such use as accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
CITY OF BILLINGS, MONTANA

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

Attest: \_\_\_\_\_  
City Clerk

**CERTIFICATE OF CITY ATTORNEY**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Reviewed by \_\_\_\_\_

**CERTIFICATE OF COUNTY TREASURER**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Yellowstone County Treasurer

**ERRORS AND OMISSIONS REVIEW**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Examining Land Surveyor

**CERTIFICATE OF SURVEYOR**

I, the undersigned Mark W. Kadmas, Registered Land Surveyor, do hereby certify that this survey was done under my direct supervision of a tract of land located in the SW 1/4 of Section 11, Township 01S, Range 25E, P.M.M., City of Billings, Yellowstone County, Montana, said property being Lots 1B-4A and 1B-5A of the of the Plat of Amended Lots 1B-1 thru 1B-5 of Amended Lot 1B of Amended Lot 1, Block 20 of Olympic Park Subdivision (Doc. No. 4006414).

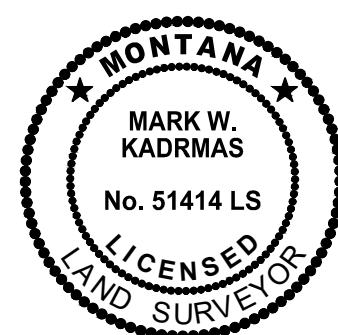
Said tracts contain a gross and net area of 1.639 acres, more or less.

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

This survey was conducted in accordance with the provisions of the Montana Subdivision and Platting Act, Sections 76-3-101 thru 76-3-625, M.C.A.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Mark W. Kadmas, PLS 51414LS



**LEGAL DESCRIPTION AND OWNER CERTIFICATION**

The undersigned owner(s) do hereby certify that they have cause to be surveyed, aggregated, and platted in to lots, blocks, roads, and other divisions and dedications, as shown on this plat hereunto included, the following described as follows:

Being Lots 1B-4A and 1B-5A of the Plat of Amended Lots 1B-1 thru 1B-5 of Amended Lot 1B of Amended Lot 1, Block 20 of Olympic Park Subdivision (Doc. No. 4006414), located in the SW 1/4 of Section 11, Township 01 South, Range 25 East, P.M.M., City of Billings, Yellowstone County, Montana.

Said tract contains 1.639 acres, more or less, in net and gross.

The undersigned hereby certifies that the purpose of this survey is to aggregate lots within a platted subdivision to establish a larger aggregate parcel and therefore is exempt from subdivision review pursuant to Sections 76-3-207(1)(f), M.C.A.

This survey is not subject to review by the Department of Environmental Quality pursuant to ARM 17.36.605(3).

Billings 13 RE, LLC

Printed Name \_\_\_\_\_  
Title \_\_\_\_\_

STATE OF MONTANA )  
County of )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_ known to me to be the \_\_\_\_\_ of Billings 13 RE, LLC, known to me to be the persons who signed the forgoing instrument and who acknowledged to me that they executed the same. Witness my hand and seal the day and year herein above written.

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

**BASIS OF BEARING**

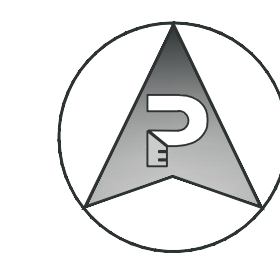
Bearings shown are derived from a low distortion Lambert Conformal Conic single parallel projection with parameters as follows:

Latitude of Origin: 45° 47' 00" N  
Longitude of Origin: 108° 25' 00" W  
Mapping Scale Factor: 1.0001518

Distances are ground.

**SURVEYOR'S NOTE**

Unless otherwise noted, record distances between found monuments shown hereon are within local accepted practice.



C:\Users\Kinslee\OneDrive\Dropbox (PEC Billings)\PEC Billings\Town Pump\2022-069 Shiloh TP Car Wash\CADD\DWG\Plat\22-069 Exempt Plat.dwg

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Amended Plat of Montana Sapphire Subdivision, Block 1, Lot 1  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review** Not Applicable

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**RECOMMENDATION**

Staff recommends that the City Council approve the amended subdivision plat of Montana Sapphire Subdivision, Block 1, Lot 1.

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

The plat of Montana Sapphire Subdivision, Block 1, Amended Lot 1 is located at the southwest corner of King Avenue West and Montana Sapphire Drive. The original subdivision for Montana Sapphire Subdivision was platted with access control along the first 275-feet of Montana Sapphire Drive south of King Avenue West. The developer is proposing to construct a pharmacy on the Amended Lot 1 and desires to eliminate approximately 175-feet of the access control in order to allow a drive approach to be located further to the north. The approach would be more than 100-feet from the intersection of Montana Sapphire Drive and King Avenue West and staff has reviewed the impacts of this access change and have no concerns about the operation of either street. The no access strip was platted to ensure approaches were located far enough south of King Avenue to prevent queue stacking onto King Avenue. Retaining a no access strip for the 100 feet south of King Avenue will accomplish the necessary protection. Attached is a copy of the amended plat of Montana Sapphire Subdivision, Block 1, Amended Lot 1.

**ALTERNATIVES**

City Council may:

- Approve the subdivision plat for Montana Sapphire Subdivision, Block 1, Amended Lot 1, or;
- Disapprove the subdivision plat. If the subdivision plat is not approved, the developer will have to re-design the site utilizing the existing access point.

**FISCAL EFFECTS**

There is no financial impact to the City with acceptance of this plat.

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**Attachments**

Subdivision Plat

DRAFT

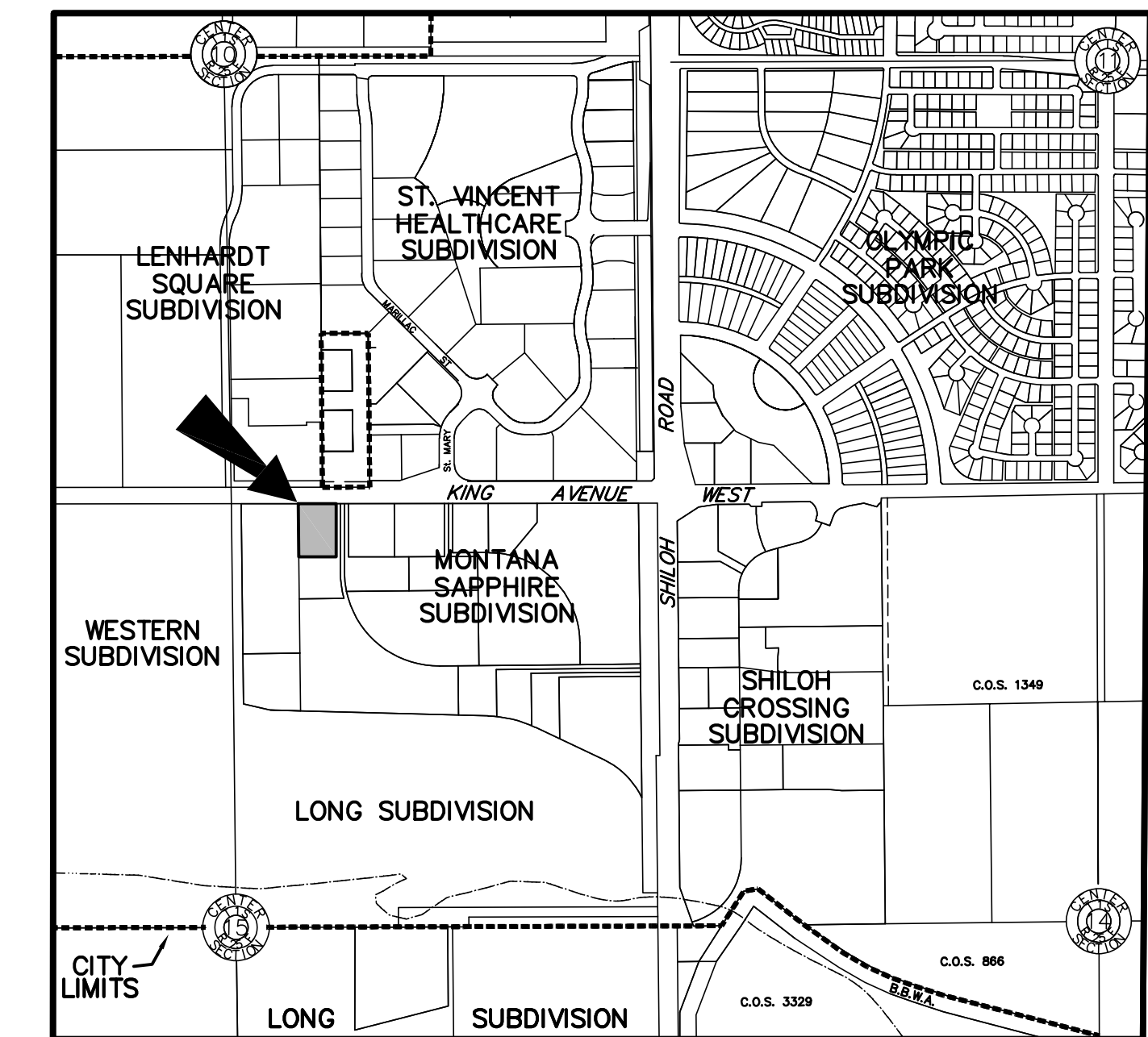
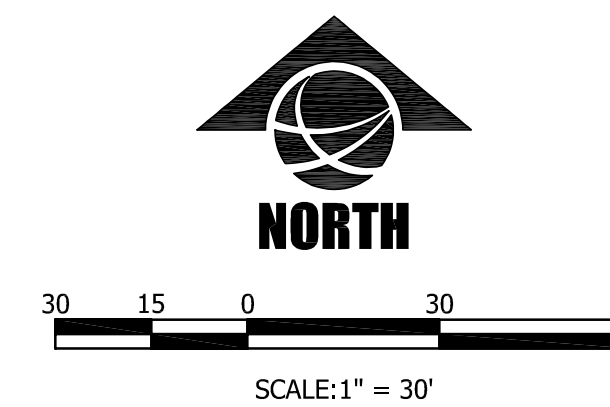
AMENDED PLAT OF LOT 1, BLOCK 1, OF
MONTANA SAPPHIRE SUBDIVISION
SITUATED IN THE NE 1/4 OF SECTION 15, T. 1 S., R. 25 E., P.M.M.
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : TING TING WU

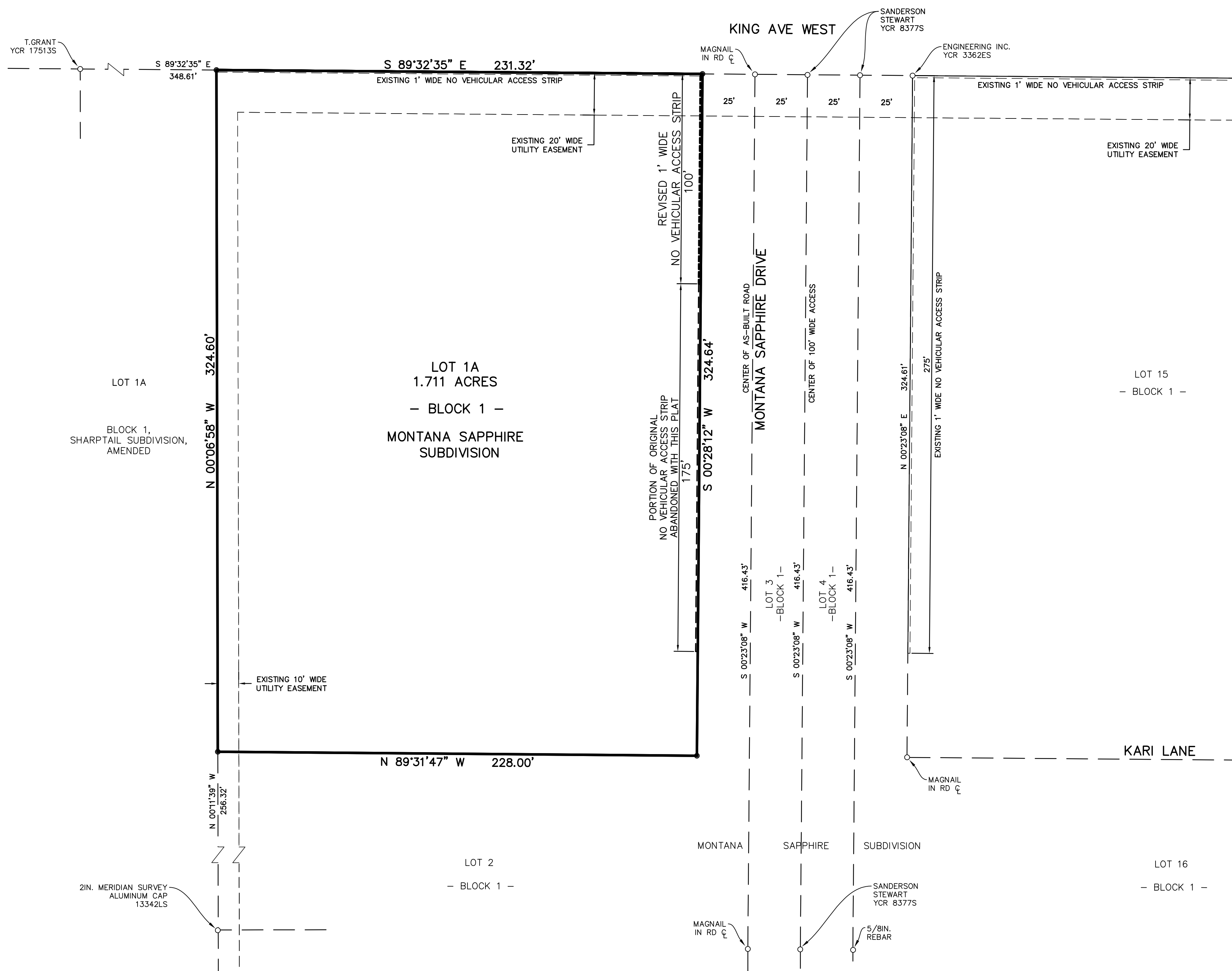
PREPARED BY : SANDERSON STEWART

APRIL, 2022

BILLINGS, MONTANA



VICINITY MAP
NOT TO SCALE



THIS PLAT HAS BEEN PREPARED TO REVISE THE "NO VEHICULAR ACCESS" STRIP WITHIN ORIGINAL LOT 1. NO ADDITIONAL LOTS ARE BEING CREATED WITH THIS PLAT

CERTIFICATE OF SURVEYOR

STATE OF MONTANA )
: ss
County of Yellowstone )

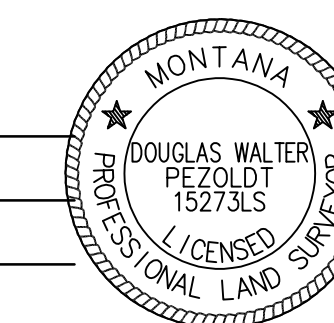
The undersigned, a Land Surveyor licensed in the State of Montana, states that during the month of April 2022, a survey was performed under his supervision of a tract of land situated in the NE 1/4 of Section 15, T. 1 S., R. 25 E., P.M.M. in the City of Billings, Yellowstone County, being more particularly described as follows, to wit:

LOT 1 OF BLOCK 1 OF THE PLAT OF MONTANA SAPPHIRE SUBDIVISION

That the monuments found and set are of the character and occupy the positions shown hereon, that said survey and the plat hereof shows true and correct dimensions and that the plat conforms with the work on the ground.

SANDERSON STEWART

By:
Montana License No.
Date:



BASIS OF BEARING:

THE BASIS OF BEARINGS FOR THIS SURVEY HAS BEEN DERIVED FROM GPS OBSERVATIONS AND IS BASED ON A NAD 83, LAMBERT CONFORMAL CONIC, SINGLE PARALLEL, LOW DISTORTION PROJECTION FOR THE CITY OF BILLINGS; HAVING A POINT OF ORIGIN AT 45°47'00"N LATITUDE AND 108°25'00"W LONGITUDE WITH A SCALE FACTOR OF 1.0001515. THE GRID TO GROUND COMBINED SCALE FACTOR AT THE FLAG CORNER COMMON TO LOTS 3 AND 4 OF BLOCK 1, A SANDERSON STEWART YCR 8377S, IS 0.999982845; THE CONVERGENCE ANGLE IS -0°08'58". DISTANCES ARE INTERNATIONAL FEET. FOR THIS SURVEY, GRID DISTANCE IS ESSENTIALLY EQUAL TO GROUND DISTANCE.

- FOUND SURVEY MONUMENT AS NOTED
SET 5/8" X 18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERSIGNED LAND SURVEYOR AND "SANDERSON STEWART".

PURPOSE OF SURVEY: REVISE "NO ACCESS STRIP"

The undersigned owner does hereby certify that the purpose of this survey is to revise the "1' WIDE NO VEHICULAR ACCESS STRIP" as shown on the Plat of Montana Sapphire Subdivision, recorded under document No. 3173821 in Yellowstone County, and no new or additional tracts are being created.

Therefore this survey is exempt from review as a subdivision pursuant to Section 76-3-404(1)(c), M.C.A. to "discloses evidence to suggest alternate locations of lines or points".

This survey is not subject to review by the Department of Environmental Quality pursuant to ARM 17.36.605(2)(b)(i)&(ii) for "a parcel that has a previous approval issued under Title 76, chapter 4, part 1, M.C.A.".

OWNER: Lot 1, Block 1, of Montana Sapphire Subdivision

CERTIFICATE OF CITY COUNCIL APPROVAL

STATE OF MONTANA )
: ss
County of Yellowstone )

We hereby certify that we have examined the annexed and foregoing AMENDED PLAT OF LOT 1, BLOCK 1, MONTANA SAPPHIRE SUBDIVISION, and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of the Yellowstone County Board of Planning. It is therefore approved and accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this \_\_\_ day of \_\_\_, 2022

CITY OF BILLINGS, MONTANA

By: Mayor

Attest: City Clerk

ERRORS AND OMISSIONS REVIEW

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

Date:
Examining Land Surveyor

CERTIFICATE OF CITY ATTORNEY

This document has been reviewed by the City Attorney's office and is acceptable as to form.

Date:
Reviewed by:

CERTIFICATE OF COUNTY TREASURER

I hereby certify that all real property taxes and special assessments have been paid per 76-3-611(1)(b)/76-3-207(3), M.C.A.

Date:
Yellowstone County Treasurer
By: Deputy

RESERVED FOR CLERK AND RECORDER

**City Council Regular**

**Date:** 09/12/2022  
**Title:** St Vincent Healthcare Subdivision, 2nd Filing - Preliminary City Major Plat  
**Presented by:** Hunter Kelly, Planner 1  
**Department:** Planning & Community Services  
**Presentation:** No

---

**RECOMMENDATION**

The Planning Board recommends the City Council conditionally approve the preliminary plat of St. Vincent Healthcare Subdivision, 2nd filing and adopt the Findings of Fact as presented in the staff report.

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

On July 1, 2022, Sanderson Stewart, on behalf of SCL Health - Montana, applied for preliminary subsequent Major plat approval for St. Vincent Healthcare Subdivision, 2nd Filing. The proposed subdivision creates 27 lots for development. The subject property is generally located at the northwest corner of the intersection of King Avenue West and Shiloh Road. The property is zoned PUD - Planned Unit Development. The land is currently vacant.

VARIANCES: No variances are requested.

**PROPOSED CONDITIONS OF APPROVAL**

1. To minimize the effects on local service prior to final plat approval, the applicant will coordinate with the USPS to determine what type of deliver system is preferred and to locate and provide the correct amount of space for safely delivering the mail to the lots.
2. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
3. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.

**PROCEDURAL HISTORY**

Pre-Application Meeting: June 9, 2022  
Preliminary Plat application submitted to Planning Division: July 1, 2022  
Departmental Review Meeting: July 14, 2022  
Preliminary Plat Resubmittal: July 21, 2022  
Planning Board Plat Review: August 9, 2022  
Planning Board Public Hearing: August 23, 2022  
Preliminary Plat to City Council: September 12, 2022  
60 Working-Day Preliminary Plat Review period ends: September 26, 2022

**PLAT INFORMATION**

General Location: Northwest corner of the intersection of King Avenue West and Shiloh Road  
Legal Description: Lots 1A & 2A of Amended St. Vincent Healthcare  
Subdivision Owner/Subdivider: SCL Health - Montana  
Engineer/Surveyor: Sanderson Stewart  
Existing Zoning: PD - Planned Development  
Existing Land Use: vacant land  
Proposed Zoning: PD - Planned Development  
Proposed Land Use: Commercial  
Proposed Number of Lots: 27  
Gross & Net Area: 60.44 acres / 57.56 acres  
Lot Size:  
    Minimum: 5.68 acres  
    Maximum: 0.48 acres

Parkland Requirements: There are no parkland requirements for commercial subdivisions, however the applicant is providing 3.25 acres of private parkland under the Planned Development Zoning already established on the site.

**STAKEHOLDERS**

There are no stakeholder responses at this time. A public hearing was held for this subdivision on August 23, 2022. Staff gave an overview of the subdivision and declared there have been no significant developments with this project since the preliminary plat review meeting during the last Planning Board meeting. President Cook called for questions

and discussion by the Board. There were no questions or discussion.

## **PUBLIC HEARING**

President Cook opened the public hearing and asked if there is anyone wishing to speak in favor or against St. Vincent Healthcare Subdivision, 2nd Filing. Mr. Leuthold, an agent of Sanderson Stewart, stated that this survey will bring the project to current trends with future buyers. He said they are submitting for a zone change and plan to update the Planned Development Agreement. He pointed out the carrot-shaped public/private parkland in the center of the survey. He respectfully requested a recommendation of approval. President Cook asked if there is anyone else wishing to speak in favor or against St. Vincent Healthcare Subdivision, 2nd Filing. There were none. At 6:30 pm President Cook closed the public hearing and called for a motion.

## **MOTION**

Board member Stephenson made a motion and Board member Woods seconded the motion to forward a recommendation to City Council that the preliminary plat of St. Vincent Healthcare Subdivision, 2nd Filing be conditionally approved and the Findings of Fact adopted as presented in the staff report

## **DISCUSSION**

In response to question by Board member Woods, Mr. Leuthold explained that there are three smaller parklets that will make up the total parkland specified in the Planned Development. Board member Thompson asked regarding the oval depicted near the college and Rick Leuthold said he will follow up. Director Friday commented on future plans for walking paths and open space in the oval area adjacent to the parkland.

The motion carried with a unanimous voice vote.

## **ALTERNATIVES**

In accordance with state law, the City Council has 60 working days to act upon this major preliminary plat. The 60 working day review period for the proposed plat ends September 26, 2022. State and City subdivision regulations also require that preliminary plat be reviewed using specific criteria, as stated within this report. The City may not unreasonably restrict an owner's ability to develop land if the subdivider provides evidence that any identified adverse effects can be mitigated. Within the 60 working day review period, the City Council is required to:

1. Approve;
2. Conditionally Approve; or
3. Deny the Preliminary Plat

## **FISCAL EFFECTS**

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

## **SUMMARY**

One of the purposes of the City's subdivision review process is to identify potential negative effects of property being subdivided. Negative effects that are identified become the subdivider's responsibility to mitigate. Various City departments, private service/utility providers and the affected school district/s, have reviewed this application and provided input on effects and mitigation. The Findings of Fact, which are presented as an attachment, discuss potential negative impacts of the subdivision and conditions of approval are recommended as measures to further mitigate any impacts. In this case, there were found to be minimal impacts from this proposed subdivision.

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## **Attachments**

Preliminary Plat  
Subdivision Improvement Agreement  
Findings of Fact

PRELIMINARY PLAT OF  
**ST. VINCENT HEALTHCARE  
SUBDIVISION, SECOND FILING**

BEING LOTS 1A & 2A OF AMENDED ST. VINCENT  
HEALTHCARE SUBDIVISION

SITUATED IN THE SE1/4 OF SECTION 10, T. 1 S., R. 25 E., P.M.M.,  
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : SCL HEALTH-MONTANA

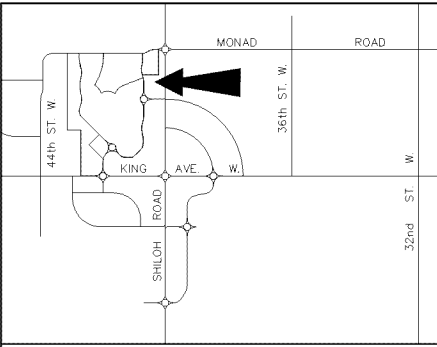
JUNE, 2022

PREPARED BY : SANDERSON STEWART

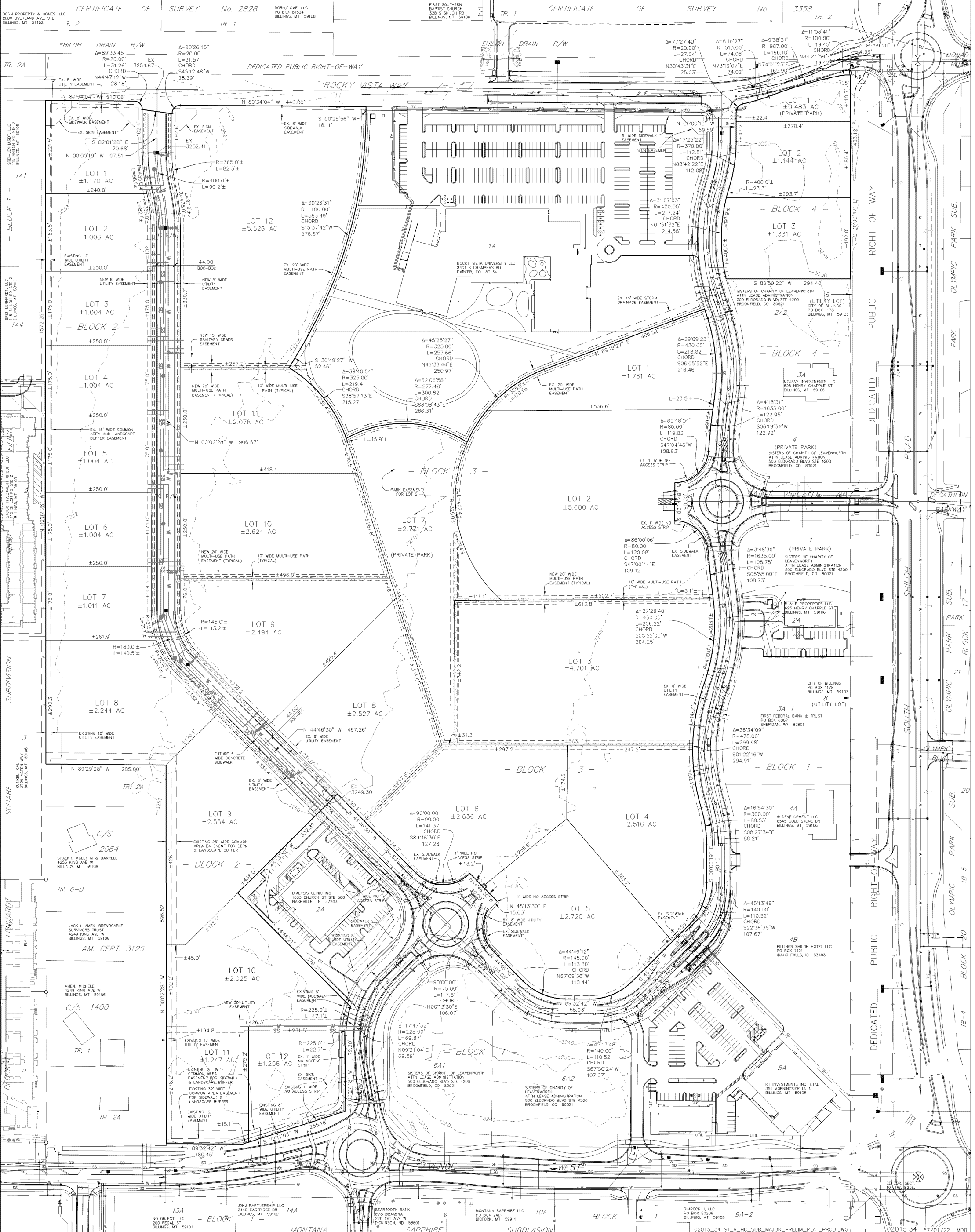
BILLINGS, MONTANA

**PLAT DATA**

|                        |   |                              |
|------------------------|---|------------------------------|
| GROSS AREA             | = | 60.444 ACRES                 |
| NET AREA               | = | ±57,564 ACRES                |
| NUMBER OF LOTS         | = | 27                           |
| PRIVATE PARKS          | = | 2                            |
| PRIVATE PARK AREA      | = | ±3,254 ACRES                 |
| MINIMUM LOT SIZE       | = | ±0.483 ACRES                 |
| MAXIMUM LOT SIZE       | = | ±5.680 ACRES                 |
| LINEAL FEET OF STREETS | = | ±1,792                       |
| EXISTING ZONING        | = | PLANNED DEVELOPMENT          |
| SURROUNDING ZONING:    |   |                              |
| NORTH                  | = | PUBLIC, CIVIC & INSTITUTIONS |
| SOUTH                  | = | CORRIDOR MIXED USE 2         |
| EAST                   | = | PLANNED DEVELOPMENT          |
| WEST                   | = | PLANNED DEVELOPMENT          |
| EXISTING LAND USE      | = | PROFESSIONAL & BUSINESS      |
| PROPOSED LAND USE      | = | PROFESSIONAL & BUSINESS      |



VICINITY MAP  
NOT TO SCALE



CERTIFICATE OF SURVEY No. 2828  
DORN PROPERTY & HOMES, LLC  
5808 OVERLAND AVE STE 7  
BILLINGS, MT 59102

CERTIFICATE OF SURVEY No. 3358  
FIRST SOUTHERN BAPTIST CHURCH  
328 S SHILOH RD  
BILLINGS, MT 59106

LOT 1 ±1.170 AC  
LOT 2 ±1.006 AC  
LOT 3 ±1.004 AC  
LOT 4 ±1.004 AC  
LOT 5 ±1.004 AC  
LOT 6 ±1.004 AC  
LOT 7 ±1.011 AC  
LOT 8 ±2.244 AC  
LOT 9 ±2.554 AC  
LOT 10 ±2.025 AC  
LOT 11 ±1.247 AC  
LOT 12 ±1.256 AC

LOT 1 ±1.761 AC  
LOT 2 ±5.680 AC  
LOT 3 ±4.701 AC  
LOT 4 ±2.516 AC  
LOT 5 ±2.720 AC

LOT 1 ±0.483 AC (PRIVATE PARK)  
LOT 2 ±1.144 AC  
LOT 3 ±1.331 AC

ROCKY VISTA UNIVERSITY LLC  
8401 S CHAMBERS RD  
PARKER, CO 80134

SHILOH DRAIN R/W  
ROCKY VISTA WAY  
DEDICATED PUBLIC RIGHT-OF-WAY

TR. 1  
TR. 2

TR. 2A  
TR. 1A  
TR. 6-B  
TR. 1  
TR. 2A

BLOCK 1  
BLOCK 2  
BLOCK 3  
BLOCK 4

SHILOH ROAD  
MONAD ROAD  
OLYMPIC PARK SUB. BLOCK 17  
OLYMPIC PARK SUB. BLOCK 21  
OLYMPIC PARK SUB. BLOCK 20  
OLYMPIC PARK SUB. BLOCK 18-5  
OLYMPIC PARK SUB. BLOCK 20

02015\_34\_ST-V\_HC-SUB-MAJOR-PRELIM-PLAT\_PROD.DWG  
07/01/22 MDB

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

**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST  
FUTURE SPECIAL IMPROVEMENT DISTRICTS  
ST. VINCENT HEALTHCARE SUBDIVISION  
SECOND FILING  
CITY OF BILLINGS  
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**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST  
FUTURE SPECIAL IMPROVEMENT DISTRICTS  
ST. VINCENT HEALTHCARE SUBDIVISION  
SECOND FILING**

**THIS AGREEMENT** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between **SISTERS OF CHARITY OF LEAVENWORTH HEALTH SYSTEMS INC**, whose address for the purpose of this Agreement is 500 Eldorado Blvd, Ste 4300, Broomfield, CO 80021 hereinafter referred to as “Subdivider,” and the **CITY OF BILLINGS**, Montana, hereinafter referred to as “City.”

**WITNESSETH:**

**WHEREAS**, at a meeting held by the Yellowstone County Board of Planning on the \_\_\_\_ day of \_\_\_\_\_, 2022, the Board recommended for approval, subject to certain conditions, an area known as St. Vincent Healthcare Subdivision, Second Filing; and

**WHEREAS**, at a regular meeting conducted on the \_\_\_\_ day of \_\_\_\_\_, 2022 the City Council conditionally approved a preliminary plat of St. Vincent Healthcare Subdivision, Second Filing; and

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

**WHEREAS**, the real property affected by the proposed plat was previously subdivided and is known as St Vincent’s Healthcare Subdivision, as filed the 12th day of June, 2014, under Document No. 3707746; records of Yellowstone County; and,

**WHEREAS**, the real property affected by the proposed plat is covered by and subject to the terms and conditions of that certain Subdivision Improvements Agreement and Waiver between Sisters of Charity of Leavenworth Health System, Inc. as “Subdivider” and the City of Billings as “City,” dated the 27th day of May, 2014, and recorded the 12th day of June, 2014, under Document No. 3707749, for The Village Subdivision; and that certain Declaration of Restrictions on Transfers and Conveyances, dated the 1st day of April, 2014, and recorded the 12th day of June, 2014, under Document No. 3707750, all in records of Yellowstone County; and

**WHEREAS**, the real property affected by the proposed plat is covered by and subject to the terms and conditions of that certain Planned Development Agreement, recorded the 27th day of February, 2015, under Document No. 3732703, in the office of the Clerk and Recorder of Yellowstone County, Montana; and, that certain Declaration of Conditions, Covenants, and Restrictions, dated the 1st day of April, 2014, and recorded the 12th day of June, 2014, under Document No. 3707751, all in records of Yellowstone County; and

**WHEREAS**, the real property affected by the proposed plat is covered by and subject to the terms and conditions of that certain new Planned Development Agreement, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, under Document No. \_\_\_\_\_, in the office of the Clerk and Recorder of Yellowstone County, Montana; and, that certain new Declaration of Conditions, Covenants, and Restrictions, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, under Document No. \_\_\_\_\_, all in records of Yellowstone County, both new documents which supersede and replace the original Village Subdivision documents; and

**WHEREAS**, the provisions of this agreement shall be effective and applicable to St. Vincent Healthcare Subdivision upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana, and the original Village Subdivision Improvements Agreement as well as subsequent documents filed as part of amendments of property subject to this plat and related documents referenced above shall have no further force or effect. The subdivision shall comply with all requirements of the City of Billings Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Billings, and the laws and administrative rules of the State of Montana.

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

**I. VARIANCES**

Subdivider has requested, and the City hereby grants, the following variance by the City Council from the strict interpretation of the City's Subdivision Regulations:

- A.** No Variances are being requested with this subdivision.

## **II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS**

- A.** Lot owners will be required to construct that segment of the required five-foot-wide boulevard-style sidewalk that fronts their property at the time of lot development. If sidewalk is not constructed within 5 years, the City has the right to construct the sidewalk and assess the property owners.
- B.** Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.
- C.** Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the geotechnical investigation report for this property, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical investigation prior to construction. Assessment and mitigation, if any, of these conditions shall be the responsibility of the lot owner.
- D.** The Subdivider and subsequent contractors/builders acknowledge that there is a Stormwater Pollution and Prevention Plan (SWPPP) filed with the city and the Montana Department of Environmental Quality (MDEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by MDEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Chapter 28, BMCC and the Billings Stormwater Management Manual.
- E.** Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best Management Practices are defined within Section 28-201, BMCC and detailed in the Billings Stormwater Management Manual.
- F.** There is attached hereto a waiver waiving the right to protest the creation of the special improvement district, or districts, which, by this reference, is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner, or owners, of the developments described herein. Said waiver is effective upon filing and is

not conditioned on the completion of the conditions set forth in this agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.

- G. Lot owners should be aware that agricultural activities could be present on surrounding properties. Any impacts associated with agricultural activities, and any issue arising therefrom, is the responsibility of the lot owners.

### **III. TRANSPORTATION**

#### **A. Streets**

Marillac Street within the subdivision shall be public and shall be located within a 70-foot-wide right-of-way and have a street width of 44-feet back of curb to back of curb. This street shall be built in accordance with the City of Billings site development ordinance, Subdivision Regulations, and Uniform Building Code. The internal access roads shall be built to grade with a standard crown and a satisfactory subbase, base course, curb and gutter, and asphalt surface.

#### **B. Sidewalks & Multi-Use Paths**

City and the Subdivider agree that the developer will install accessibility ramps at time of private contract construction. Individual lot owners will be responsible for the construction of the five-foot wide boulevard sidewalks adjacent to their lot at the time of lot construction. The City reserves the right to construct any missing sidewalk and assess the property owners three years after construction of a phase.

Individual lot owners will be responsible for the construction of the multi-use paths adjacent to their lot at the time of initial construction. Each lot owner shall be responsible for building the ten (10) foot wide Multi-Use Paths (in the Easement Area reflected on the plat) in the Easement Area appurtenant to each owner's lot, as provided in the Planned Development Agreement for the Subdivision.

#### **C. Street Lighting**

City and Subdivider agree that streetlights will be installed in the boulevard area within the right-of-way along both sides of St. Mary Way, St. Vincent Way, Henry Chapple Street, Marillac Street, and Rocky Vista Way. Subdivider has created a City of Billings street light maintenance

district for construction, operation, and maintenance prior to the installation of the street lights.

City and Subdivider agree that the streetlights shall be designed to meet City of Billings' standards and that said design will be reviewed by the City Engineer. However, Subdivider reserves the right to choose fixture and pole types of the streetlights. City and Subdivider agree that fixture and pole types will be determined by mutual agreement between the two parties.

**D. Traffic Control Devices**

There has previously been completed a comprehensive area wide Traffic impact Study for this subdivision. As part of this re-platting, an executive summary update letter will be completed reviewing current conditions to those outlined in the original study.

The Subdivider shall furnish and install all necessary traffic control devices adjacent to the subdivision. Traffic control devices shall include all necessary signing, striping, and channelization devices to properly complete the implementation of the proposed street construction. All traffic control devices shall be subject to review and approval by the City Engineering office.

Subdivider reserves the right to install traffic calming devices throughout the Subdivision in order to create and maintain a pedestrian friendly subdivision. Traffic calming devices in dedicated streets may only be installed with the cooperation and consent of the City and in accordance with approved plans and specifications submitted by the Subdivider.

**E. Access**

Access to this subdivision is provided by connecting Marillac Street to Rocky Vista Way at Marillac's north end and to Saint Mary Way and Henry Chapple Street at Marillac's south end. Lots fronting Henry Chapple Street will have access from Henry Chapple Street and from Saint Vincent Way to Monad Road, Saint Mary Way to King Avenue West and to Monad Road via Rocky Vista Way.

**F. Billings Area Bikeway and Trail Master Plan and On-Site Trails**

The Billings Area Bikeway and Trail Master Plan identifies the west side of Shiloh Road and the north side of Monad Road as routes for segments

of the multi-use trail. The Shiloh Road segment has been constructed as part of the Shiloh Road reconstruction project (Shiloh Road Federal-Urban Project Number STPU 103(2) CN 4666) and no further trail or sidewalk improvements on Shiloh Road are anticipated at this time.

The trail adjacent to Rocky Vista Way will be 10-feet wide and will meet Billings Area Bikeway and Trail Master Plan and On-Site Trails standards. City and Subdivider agree that the trail adjacent to Rocky Vista Way will be constructed by Subdivider in connection with the final completion and paving of Rocky Vista Way.

As part of the King Avenue West widening project constructed in 2009, a new 10-foot-wide multi-use path has been installed along the north side of King Avenue West adjacent to the subdivision. No further trail or sidewalk improvements on King Avenue West are anticipated at this time.

City and Subdivider agree that construction of trail improvements on the lots shall be constructed by lot owners at the time of lot development. Provisions for planning, development, and maintenance of said trails shall be as described in the planned development agreement for this subdivision.

#### **G. Public Transit**

Internal street circulation and multi-use path interconnectivity is provided in this subdivision plan. This will, in turn, provide sidewalks for pedestrians to access public transit routes. There is a planned transit stop within the subdivision, but it has been subject to relocation at the direction of the City and in agreement with the Subdivider. It is anticipated that the new transit stop will be constructed in the vicinity of and with the development of Lot 2, Block 3. No other specific public transit provisions are proposed at this time.

#### **IV. EMERGENCY SERVICE**

Emergency services will be provided by the City of Billings. Access to this subdivision is provided at three locations along Shiloh Road and two locations along King Avenue West.

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and water supply (fire hydrants) in place to allow for fire suppression requirements. Prior to the issuance of a building permit for construction using combustible materials (i.e., lumber, plywood, wood trusses,

etc.), fire apparatus access roads and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.

At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150 feet of the furthest portion of a building under construction as measured along the approved route.
- The access roads are required to support fire apparatus vehicle loading (40 tons) during all weather conditions and shall be a minimum of twenty (20) feet wide.
- An operational fire hydrant shall be located within 600 feet of the furthest portion of a residence under construction or within 400 feet of the furthest portion of a commercial building under construction as measured along the access roads to the site.
- The above requirements do not alter or effect the current minimum subdivision requirements for fire apparatus access and water supply

## **V. STORM DRAINAGE**

All drainage improvements shall comply with the provisions of the *Stormwater Management Manual* and Section 23-706, BMCC, an updated stormwater management plan shall be submitted to and approved by the Engineering Division, which shall be in accordance with the recommendations of the approved storm drain study previously submitted to the Engineering Division by the Subdivider in addition to addressing the more recent revisions to the stormwater regulations. Stormwater will be handled on site through surface flow on the streets; collection through a network of catch basins, inlets, and piping; and discharge following appropriate treatment to the existing storm drain in King Avenue West and to the Shiloh Drain.

Individual lot owners shall be responsible for their on-site stormwater storage as required by the provisions of the *Stormwater Management Manual*.

## **VI. UTILITIES**

Water and sanitary sewer lines shall be sized and installed in conformance with the City design standards and specifications and the rules and regulations of the City of Billings.

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property

owner shall make application for extension/connection of water mains and sanitary sewers to the Public Works Department, Distribution and Collection Division. The extension/connection of/to water mains and sanitary sewers are subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications. The appropriate water and wastewater fees in effect shall be submitted with the applications.

The developer/owner acknowledges that the subdivision shall be subject to the applicable system development fees in effect at the time new water and sanitary sewer service connections are made.

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

**A. Water**

A 12-inch water main shall be connected to the existing stub in Marillac Street just north of the intersection of Saint Mary Way and Henry Chapple Street and will be connected to the existing watermain in Rocky Vista Way. Lots fronting Henry Chapple Street shall continue to be served by the existing main in that street. Fire hydrants will be provided at all appropriate locations and will be subject to approval by the City of Billings Fire Department. Appropriately sized mains and services in the internal streets will provide service to the individual lots within the subdivision. Each lot shall be provided with its own separate water service. All water construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the City of Billings and Montana Department of Environmental Quality, and will be approved by the Public Works Department, Distribution, and Collection Division.

**B. Sanitary Sewer**

The subdivision will be served by the extension of lateral sanitary sewer stub in Marillac Street and from the existing main in Henry Chapple Street. All sanitary sewer construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the City of Billings and Montana Department of

Environmental Quality, and will be approved by the Public Works Department, Distribution, and Collection Division.

**C. Power, Telephone, Gas, and Cable Television**

All telephone, gas, electrical power, and cable television lines shall be placed in designated easements outside of the right-of-way, where possible, and shall be installed underground prior to surface improvements. The location of all such facilities shall be subject to approval of the City Engineer.

**VII. PARKS/OPEN SPACE**

This is a replat of existing subdivided land. No additional lands are being included and none of the uses anticipated within the platted area are considered residential in nature. As such, there are no park contributions anticipated in this re-platting and only reconfiguration of existing open spaces that were created in the original platting.

**VIII. IRRIGATION**

Various lateral irrigation supply and waste ditches traverse the property. These ditches are serving the agricultural needs of this and other upstream property and will be continued in service as development progresses.

The Sisters of Charity of Leavenworth Health System, Inc. will retain its shares in the irrigation district serving St. Vincent Healthcare Subdivision for continued agricultural purposes and for future landscaping irrigation and watercourse recharge needs.

**IX. SOILS/GEOTECHNICAL STUDY**

The Subdivider has performed a preliminary geotechnical analysis for this property in accordance with City Subdivision Regulations and there are several area geotechnical reports that have been completed in the earlier phases of the development.

It is recommended that owners, purchasers, realtors, builders, or developers fully familiarize themselves with the information contained in this report prior to any design or construction.

**X. FINANCIAL GUARANTEES**

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

**XI. LEGAL PROVISIONS APPLYING TO SUBDIVIDER**

- A. The Subdivider agrees to guarantee all public improvements for a period of two years from the date of final acceptance by the City of Billings.
- B. The owners of the properties involved in this proposed subdivision, by signature subscribed herein below, agree, consent, and shall be bound by the provision of the agreement.
- C. The covenants, agreements, and all statements in this agreement run with the land and apply to, and shall be binding, on the heirs, personal representatives, successors, assigns and transferees of the respective parties.
- D. In the event it becomes necessary for either party to this agreement to retain an attorney to enforce any of the terms or conditions of this agreement, or to give any notice required herein, then the prevailing party giving notice shall be entitled to reasonable attorney fees and costs.
- E. Any amendments or modifications of this agreement, or any provisions herein, shall be made in writing and executed in the same manner as this original document, and shall, after execution, become a part of this agreement.
- F. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. The Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

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

“SUBDIVIDER”

**SISTERS OF CHARITY OF LEAVENWORTH  
HEALTH SYSTEM, INC.**

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

It's: \_\_\_\_\_

STATE OF MONTANA        )  
                                          : ss  
County of Yellowstone    )

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me, the undersigned Notary Public for the State of Montana, personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument as \_\_\_\_\_ of the **SISTERS OF CHARITY OF LEAVENWORTH HEALTH SYSTEM, INC.**, and who acknowledged to me that he executed the same.

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

\_\_\_\_\_  
Notary Public for the State of Montana  
Printed name: \_\_\_\_\_  
Residing in: \_\_\_\_\_  
My commission expires: \_\_\_\_\_



**WAIVER OF RIGHT TO PROTEST  
FUTURE SPECIAL IMPROVEMENT DISTRICTS**

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

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

The real property hereinabove mentioned is more particularly described as follows, to-wit:

All of St. Vincent Healthcare Subdivision, Second Filing, according to the plat thereof on file and of record in the office of the Clerk and Recorder of Yellowstone County, Montana

**WAIVER** signed and dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

‘SUBDIVIDER’

**SISTERS OF CHARITY OF LEAVENWORTH  
HEALTH SYSTEM, INC.**

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

Its: \_\_\_\_\_

STATE OF MONTANA            )  
                                          : ss  
County of Yellowstone        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, the undersigned Notary Public for the State of Montana, personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument as \_\_\_\_\_ of the **SISTERS OF CHARITY OF LEAVENWORTH HEALTH SYSTEM, INC.**, and who acknowledged to me that he executed the same.

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

\_\_\_\_\_  
Notary Public for the State of Montana  
Printed name: \_\_\_\_\_  
Residing in: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

## FINDINGS OF FACT

The Planning staff has prepared the Findings of Fact for the preliminary plat of St. Vincent Healthcare Subdivision, 2nd Filing. These findings are based on the preliminary plat application and supplemental documents and address the review criteria required by the Montana Subdivision and Platting Act (76-3-608, MCA) and the Billings Subdivision Regulations (Section 23-303(H), BMCC).

**A. What are the effects on agriculture, local services, the natural environment, wildlife, wildlife habitat, and public health, safety and welfare? [MCA 76-3-608 (3) (a) and BMCC 23-302.H.2.]**

### **1. Effect on agriculture and agricultural water user facilities**

The subject property is vacant land in a PUD Zone. Perimeter ditches and drains shall remain in place and not be altered by the subdivider or subsequent owners. The subdivision should not affect agricultural water users' facilities.

### **2. Effect on local services**

- a. **Utilities** – Water service will be provided by the City of Billings. New individual services will be provided to all the lots, and new fire hydrants will be installed as required by the City Fire Department. The water service for this subdivision comes from existing mains along Marillac & Rocky Vista Way. Any needed extension of those water lines will be installed by the subdivider to meet the requirements of the City of Billings Engineering Department regulations. The subdivider will install all new water lines in the local streets and individual services for each lot in accordance with design standards, specifications, rules and regulations of the City of Billings Engineering/Public Works Department and MDEQ. This is outlined in the SIA under the heading VI Utilities, A, Water.

Sanitary sewer service will be provided by connecting to the existing City of Billings' sewer mains. The subdivision will be served by extending sanitary sewer lines in the public streets from the existing main in King Avenue West. All new services shall be installed in accordance with design standards, specifications, rules and regulations of the City of Billings Public Works Department and MDEQ. This is outlined in the SIA under the heading VI Utilities, B, Sanitary Sewer.

Private Utilities will be provided from existing facilities to the subdivision. No additional easements on the lot frontage have been requested.

**Stormwater** – Stormwater drainage for the public streets is proposed to be provided by curb and gutters that discharge into storm water pipes. These and all other drainage improvements shall satisfy the criteria set forth by the *City of Billings Stormwater Management Manual* and will be subject to review and approval by the City Engineering Department.

- b. **Solid Waste** – The City of Billings will provide solid waste collection and disposal. The City's landfill has adequate capacity for this waste.

- c. **Streets** – The subdivision is adjacent to King Avenue West and South Shiloh Road. Both of these streets are developed rights of way and all proposed internal streets shall be built to grade with a standard crown and a satisfactory subbase, base course, curb and gutter, and asphalt surface. Street improvements are included in the Waiver of Right to Protest Future Special Improvement Districts.

The sidewalks will be installed by the respective lot owner on a lot-by-lot basis, as lots develop. Sidewalks along the street frontage shall be minimum 5-foot-wide and separated with a boulevard width not less than five feet. The developer will also install all ADA required ramps at the intersections within the proposed subdivision. This information is all in the SIA under the heading Transportation.

- d. **Emergency Services** – The Billings Police and Fire Departments will respond to emergencies within the proposed subdivision. The nearest fire station, Station #7, is located at 1501 54<sup>th</sup> Street West. The subdivision is located within the ambulance service area of American Medical Response (AMR).
- e. **Schools** – School District #2 provides educational services to elementary through high school students. Schools serving these students are Meadowlark Elementary,
- f. Ben Steele Middle School, and West High School. At the time of the writing of this staff report all schools are shown as being over capacity. The subdivision is intended for commercial development
- g. **Parks and Recreation** – This subdivision is part of a master planned development. The parkland requirements have been met with the previous filing of the subdivision.
- h. **Mail Delivery** - The United States Postal Service will provide postal service to the subdivision and has indicated that centralized mailbox units will be required as were installed for the previous filings of this subdivision. The developer will need to coordinate mailbox locations with the postal service. (**Condition #1**)

### **3. Effect on the natural environment**

The subject property is currently vacant land with the proposed use of commercial development. The property is not located in a floodplain. During development, storm water pollution prevention best management practices are required to be used and monitored to prevent erosion on exposed ground. Overall, the effect on the natural environment should be minimal.

### **4. Effect on wildlife and wildlife habitat**

There are no known endangered or threatened species on the property. There is a paragraph in the SIA that warns future lot owners of the presence of deer in the area, which may cause damage to their landscaping. This subdivision should have a minimal effect on wildlife and wildlife habitat.

**5. Effect on the public health, safety and welfare**

There will be no impacts to public health, safety and welfare because of this subdivision.

**B. Was an Environmental Assessment required? [(MCA 76-3-616 and BMCC 23-302.H.1.)]**

The proposed subdivision is exempt from the requirement for an Environmental Assessment pursuant to Section 76-3-616, MCA.

**C. Does the subdivision conform to the City of Billings 2016 Growth Policy, the 2014 Transportation Plan, and the Billings Area Bikeway and Trail Master Plan? [BMCC 23-302.H.4.]**

**1. City of Billings 2016 Growth Policy**

The proposed subdivision is consistent with the following goals of the Growth Policy:

**Strong Neighborhoods (livable, safe, sociable and resilient neighborhoods):** Neighborhoods that are safe and attractive and provide essential services are much desired (p.8). Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels. (p.8)

**2. West Billings Plan**

The proposed subdivision is consistent with the following goals of the West Billings Plan.

**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.

**3. 2018 Billings Urban Area Long Range Transportation Plan**

The proposed subdivision adheres to the goals and objectives of the 2018 Transportation Plan and preserves the street network and street hierarchy specified in the plan.

**4. Billings Area Bikeway and Trail Master Plan (BABTMP)**

The proposed subdivision is within the jurisdiction of the Billings Area Bikeways and Trail Master Plan. The Billings Area Bikeway and Trail Master Plan identifies the west side of Shiloh Road and the north side of Rocky Vista Way as routes for segments of the multi-use trail. The trail adjacent to Rocky Vista Way will be 10-feet wide and will meet Billings Area Bikeway and Trail Master Plan and On-Site Trails standards. No further trail or sidewalk improvements on King Avenue West or South Shiloh Road are anticipated at this time.

**D. Does the subdivision conform to the Montana Subdivision and Platting Act and to local subdivision regulations? [MCA 76-3-608 (3) (b) and BMCC 23-302.H.3.a.]**

The proposed subdivision satisfies the requirements of the Montana Subdivision and Platting Act and to the design standards specified in the local subdivision regulations. The subdivider and the local government have complied with the subdivision review and approval procedures set forth in the local and state subdivision regulations.

**E. Does the proposed subdivision conform to all requirements of the zoning in effect? [BMCC 23-302.H.3.e.]**

The subject property is located within Planned Unit Development zoning. The lot frontages conform to the requirements of this zone. Other building setbacks and structure specific requirements will be reviewed for compliance at the time of building permit review.

**F. Does the proposed plat provide easements for the location and installation of any utilities? [MCA 76-3-608 (3) (c) and BMCC 23-302.H.3.b.]**

The subdivider will provide utility easements as requested by private utility companies on the face of the plat.

**G. Does the proposed plat provide legal and physical access to each parcel within the subdivision and notation of that access on the plat? [MCA 76-3-608 (3) (d) and BMCC 23-302.H.3.c.]**

Legal and physical access is provided to the proposed will be from connecting Marillac Street to Rocky Vista Way at Marillac's north end and to Saint Mary Way and Henry Chapple Street at Marillac's south end. Lots fronting Henry Chapple Street will have access from Henry Chapple Street and from Saint Vincent Way.

**CONCLUSIONS OF FINDINGS OF FACT**

- The preliminary plat of St. Vincent Healthcare Subdivision, 2nd Filing does not create any adverse impacts that warrant denial of the subdivision.
- The proposed subdivision conforms to several of the goals and policies of the 2016 Growth Policy, West Billings Plan and does not conflict with the Transportation or Bikeway/Trail Plans.
- The proposed subdivision complies with state and local subdivision regulations, local zoning, and sanitary requirements and provides legal and physical access to each lot.
- Any potential negative or adverse impacts will be mitigated with the proposed conditions of approval.

**RECOMMENDATION**

The Planning Board recommends to City Council that the preliminary plat of St. Vincent Healthcare Subdivision, 2nd Filing be conditionally approved and adopt the Findings of Fact as presented in the staff report.

Approved by the Billings City Council, September 12, 2022

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William A. Cole, Mayor

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Zone Change 1016 - 1400 S 24th St West - I1 to CX - 2nd reading  
**Presented by:** Nicole Cromwell  
**Department:** Planning & Community Services  
**Presentation:** No

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**RECOMMENDATION**

The Zoning Commission recommends approval and adoption of the proposed findings of the 10 review criteria for Zone Change 1016. The City Council approved the zone change on first reading on August 22, 2022. A second reading is required to finalize the approval of the zone change ordinance. Planning staff recommends the Council approve the zone change on second reading.

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

This is a zone change request from Light Industrial (I1) to Heavy Commercial (CX) on four parcels of land located generally at 1400 S 24th St West. The location was formerly the Sutton's Clothing manufacturing facility and has now been converted to several new uses and new structures for retail and personal services including an indoor trampoline park, a wellness clinic, restaurants and a bar. Some of these current uses are no longer allowed uses within the industrial zoning district. The Zoning Commission held its public hearing on August 2, 2022, and is recommending approval.

The previous zoning of the property was Controlled Industrial (CI). The map update converted many existing CI zone districts to the new Light Industrial (I1) zone district. The zoning code update in 2021 included major revisions to each zoning district type to better define what uses are allowed or prohibited in those districts. The previous zoning of CI allowed a wide array of uses making the district somewhat unpredictable. For example, hotels, restaurants, all types of healthcare facilities as well as heavy contractor yards, distribution warehouses, manufacturing and truck stops were all allowed uses in the CI zone district. For the 2021 code update, the use table was revised to eliminate uses from the new Light Industrial district that were incompatible. Some uses such as bars, casinos, restaurants and indoor recreational facilities continue to be allowed in the I1 zone district. Hotels, healthcare and personal services are no longer allowed in the I1 zone district.

Staff did review the zoning map update carefully to ensure existing uses and the new zone districts matched as much as possible. For example, most of the property north of Overland Avenue west of 24th St West was updated to Heavy Commercial (CX) to match existing uses. Similarly, the lots with frontage on King Ave West were originally zoned either CI or Highway Commercial and many of these parcels were updated to Corridor Mixed Use. The properties west of 24th St W and south of King Avenue West were previously zoned CI and now these parcels are a mixture of three zone districts - CMU2, CX and I1. This added more predictability to the current owners and any future owners of the property.

Commercial and industrial centers like this area are unique because more than one zone district may be both appropriate and compatible. In this case, both the I1 and CX zones are compatible for the existing built environment, existing uses and proposed uses. Staff recommended approval of this zone change request based on the findings provided in this staff report.

**STAKEHOLDERS**

The applicant conducted a pre-application neighborhood meeting on June 27, 2022, at the By All Mean Brewing company located on the subject property. No other property owners attended the meeting. Planning staff did not receive any public comment either by phone, or in writing prior to the Zoning Commission public hearing.

The Zoning Commission conducted a public hearing on August 2, 2022, and received the staff recommendation of approval and proposed findings of the 10 review criteria. The Commission also received testimony from the applicant, Janine Griffin. No other testimony was received.

Greg McCall made a motion to recommend approval and adoption of the findings of the 10 review criteria. The motion was seconded by Dan Brooks. Commission members commented on how the development was a great addition to this area of the west end. Dave Goss commented he is often wary of "down zoning" a property from industrial to commercial due to the difficulty of adopting industrial zones in the first place. Mr. Goss stated he was in favor of this

proposal based on the unique character of the area and the adjacent similar zones and development. The Zoning Commission voted 5-0 to recommend approval and adoption of the findings of the 10 review criteria for Zone Change 1016.

The City Council held its public hearing on the zone change on August 22, 2022 and approved the zone change on first reading. A second reading is required to finalize the approval of the request zoning. The City Council asked clarifying questions of staff to understand the building, use and process that led to this zone change. There was minimal discussion around the potential of housing in the vicinity. No public testimony was received at the public hearing except from the applicants, Janine Griffin and Max Griffin. Janine Griffin provided a brief overview of the need for the zone change and referenced changes of allowable uses once the zone changed from Controlled Industrial to Light Industrial. Max and Janine also echoed Council Member Gulick's comment about housing potential in the vicinity.

## ALTERNATIVES

The City Council may:

- Approve and adopt the findings of the ten review criteria as recommended by the Zoning Commission for Zone Change 1016; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1016; or,
- Delay action on the zone change request for up to 30 days; or,
- Allow the applicant to withdraw the zone change request.

## FISCAL EFFECTS

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

## SUMMARY

Prior to making a decision on the requested zone change, the City Council shall consider the recommended findings from the Zoning Commission:

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

The proposed zone change is consistent with the following guidelines of the 2016 Growth Policy: Prosperity (promoting equal opportunity and economic advancement)

- Predictable, reasonable City taxes and assessments are important to Billings' taxpayers
- A diversity of available jobs can ensure a strong Billings' economy
- Successful businesses that provide local jobs benefit the community
- Retaining and supporting existing businesses helps sustain a healthy economy

The proposed zoning will allow a healthcare and wellness clinic which is a compatible use for the area. Specifically, the new and proposed uses of the property will be consistent with each other and nearby uses to the east and north. The proposed zone aligns with continued heavy commercial development along S 24th St West and further west on Gabel Road. The uses on the property are compatible with the adjacent I1 zoning and uses.

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

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

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

Public health and public safety will be promoted by the proposed zoning. The proposed CX zoning would allow the owner to ensure future development is conforming and compatible with adjacent uses. Further, the CX district, like all zone districts, has site and structure standards to ensure public healthy and safety. The proposed district will promote the public health and general welfare.

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 have a direct impact on the transportation system. The parcels all have direct access to S 24th St West or Gabel Road. Both of these streets are considered arterial streets and are designed and built to accommodate truck traffic as well as high volumes of daily traffic.

**Water and Sewer:** The City provides water and sewer to the property. City Utilities Department voiced no concerns.

**Schools and Parks:** Schools and parks should not be negatively affected by the proposed zoning. The proposed development does not include residential uses.

**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. Both Police and Fire will continue to serve the property regardless of the zone district.

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 existing property has a fully developed sidewalk on S 24th St West and Gabel Road and appears to be in good condition. Traffic volume near this property is approximately 7,620 to 8,000 vehicle trips per day. The existing street is designed to handle any increase in traffic volume that may come as a result of new uses constructed on the property because of the zone change. The new zoning designation itself should not have any measurable effect on the transportation system.

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 area has some vacant properties but the general vicinity is developed with a wide variety of uses that are compatible with multiple districts including CX and I1. The Property east and north of the subject parcel is zoned CMU2 (east) and CX (north). Zoning to the west and northwest is I1. There are no residential uses within these districts or in the area. The zoning does promote compatible urban growth.

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 commercial activity to include retail, business and personal services in an area of existing heavy commercial uses.

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. The proposed zoning will sustain the existing value of buildings by ensuring the uses are conforming to the zoning district. Any development of the property will need to meet the site development requirements, including landscaping, screening, building heights and setbacks.

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

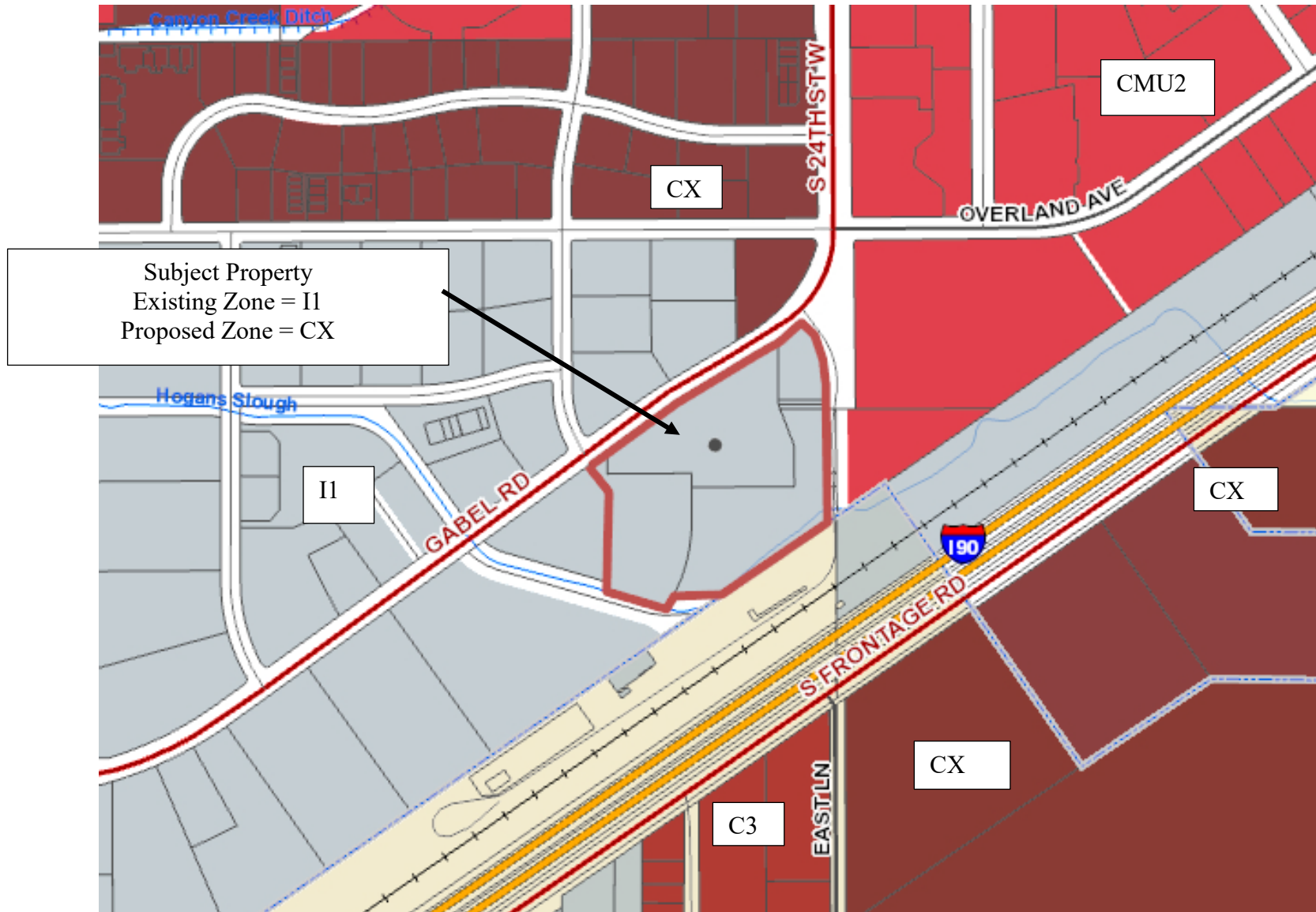
The proposed zoning will allow the development of the property in a heavy commercial area and will encourage the most appropriate use of land in the district. Supporting local business expansion is beneficial to the economic growth for the City of Billings.

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### Attachments

Zoning Map and Site Photos  
Chart of Zoning History  
Application and Letter  
Ordinance Zone Change 1016

City Zone Change 1016 – 1400 S 24<sup>th</sup> St W  
Zoning Map and Site Photos







Subject Property



View south on S 24<sup>th</sup> St W



View south and west across subject property



View west along Gabel Road



View north across Gabel Road



View north west across Gabel Road

| <b>SUBJECT PROPERTY</b>     | <b>Zone Change</b> | <b>DATE</b> | <b>FOR</b>                           | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                     |
|-----------------------------|--------------------|-------------|--------------------------------------|-----------------------|--------------------------------------------|
|                             | Special Review 682 | 9/25/2000   | 300 ft wireless communications tower | Yes with conditions   | Appears wireless tower has been demolished |
| <b>SURROUNDING PROPERTY</b> | <b>Zone Change</b> | <b>DATE</b> | <b>FOR</b>                           | <b>APPROVED (Y/N)</b> | <b>ADDITIONAL DATA</b>                     |
| 6200 S Frontage Rd          | County 652         | 1/27/2015   | A to HC                              | Y                     | Now QFC Sub – zone updated to CX           |
| 1824 King Ave W             | 723                | 1/12/2004   | CI to HC                             | Y                     | Updated to CMU2                            |

# APPLICATION FORM

CITY ZONE CHANGE Billings Zone Change # 1016 - Project # PZX-22-00166

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 Light Industrial L-1

Proposed Zoning: Mixed Use Commercial - CX

TAX ID# See Attached CITY ELECTION WARD 5

Legal Description of Property: See Attached

Address or General Location (If unknown, contact City Engineering): 1400 South 24<sup>th</sup> St.

Size of Parcel (Area & Dimensions): 12.967 Acres

Present Land-Use: Mixed use commercial

Proposed Land-Use: Mixed use commercial

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): 1400 South 24<sup>th</sup> LLC

(Recorded Owner)

(Address) 1010 Central Ave Ste 1 Billings 59102

(Phone Number) 406-256-0362 (email) janine@gniffindevlp.com

Agent(s): Janine Giffen

(Name)

(Address) 1010 Central Ave Ste 1 Billings 59102

(Phone Number) 406-256-0362 (email) janine@gniffindevlp.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: [Signature]  
(Recorded Owner)

Date: 6-27-22



## Legal Description of Property for 1400 South 24<sup>th</sup> Street Complex

**Taxid: D00558C** Legal Description: CENEX PARK SUB, S13, T01 S, R25 E, BLOCK 5, Lot 10B1, AMD (22)

Address: 1400 S 24TH ST W **Operating outside Zoning Code Change February 25, 2021**

**Taxid: D00559A** Legal Description: CENEX PARK SUB, S13, T01 S, R25 E, BLOCK 5, Lot 10A, AMD BLK 5 LT 10 (18).

Address: 1390 S 24TH ST W

**Taxid: A26170** Legal Description: CENEX PARK SUB, S13, T01 S, R25 E, BLOCK 5, Lot 10C1, AMD (22)

Address: 1420 S 24TH ST W **Operating outside Zoning Code Change February 25, 2021**

**Taxid: D00559** Legal Description: S13, T01 S, R25 E, C.O.S. 738, PARCEL 1B1, AMD TR 1B & LT 11 BLK 5 CENEX PARK S\* **Operating outside Zoning Code Change February 25, 2021**

Address: 2490 GABEL RD

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**Taxid:** D00558D

**Geocode:** 03092613414080000

**Property owner:** 1400 S 24TH LLC

**Subdivision:**

**Block:**

**Lot:**

**Certificate of Survey:** CS 2095

**Tract:** 1C2

**Legal Description:** S13, T01 S, R25 E, C.O.S. 2095, PARCEL 1C2, AMEND TR:1C (**UNDEEDED ROAD**)

**Address:**

**Taxid:** D00559B

**Geocode:** 03092613414060000

**Property owner:** CITY OF BILLINGS

**Subdivision:**

**Block:**

**Lot:**

**Certificate of Survey:** CS 738

**Tract:** 1B3

**Legal Description:** S13, T01 S, R25 E, C.O.S. 738, PARCEL 1B3, AMEND TR 1B

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: Light Industrial L1

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

Must be changed to meet building permit already issued and built. Holding up financing

3. Subject Property Map: please attach to this form

4. Legal Description of Property:

See attached

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

Janine Griffin 1010 Central Ave Ste 1 Billings 59102

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 27, day of June, 2022

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

Owner (s): 1400 S. 24th LLC Janine Griffin Telephone: 406-256-0362

Address: 1010 Central Ave Ste 1 Email: janine@griffindelp.com

Agent (s): Janine Griffin Telephone: 406-256-0362

Address: 1010 Central Ave Ste 1 Email: janine@griffindelp.com

June 17, 2022

**1400 South 24<sup>th</sup> LLC**  
1010 Central Ave Ste 1  
Billings, Mt 59102

Re: ZONE CHANGE

**City of Billings**  
P.O. Box 1178  
Billings Mt, 59103-1178

Dear City of Billings

Our property is located at 1400 South 24<sup>th</sup> Street. You might know it as the trampoline park building, or By all Means Brewing is located.

1400 South 24<sup>th</sup> LLC is requesting a zone change. Today we are zoned light industrial under the new zoning codes established last February 2021. We will be requesting to go back to a similar code that we had prior the zone change last spring. We are requesting CX which allows for professional use.

If you are interested and would like to learn more, you invited to a neighborhood meeting. There will also be a public hearing in July and then in August the city council will vote on the zone change.

Neighborhood meeting

- When: June 27, 2022
- What time: 6:00 pm
- Where: By all means Brewing is located at 1400 south 24<sup>th</sup> street by the trampoline park.

If you have any questions before that date, I can be reached by email at [Janine@griffindvlp.com](mailto:Janine@griffindvlp.com)

Sincerely,

Janine Griffin

ORDINANCE 22-\_\_\_\_\_

AN ORDINANCE OF THE CITY OF BILLINGS,  
PROVIDING THE ZONE CLASSIFICATION ON CENEX  
PARK SUB, BLOCK 5, Lot 10B1, Lot 10A, Lot 10C1, and  
Lot 11 and C/S 738 Parcel 1B1, 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.** CENEX PARK SUB, BLOCK 5, Lot 10B1, Lot 10A, Lot 10C1, and Lot 11 and C/S 738 Parcel 1B1, is presently zoned Light Industrial (I1) 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 CENEX PARK SUB, BLOCK 5, Lot 10B1, Lot 10A, Lot 10C1, and Lot 11 and C/S 738 Parcel 1B1, is hereby changed from Light Industrial (I1) to Heavy Commercial (CX), and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining Heavy Commercial (CX) 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 22<sup>nd</sup> day of August, 2022.

PASSED, ADOPTED and APPROVED on second reading this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS

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

William A. Cole, Mayor

Attest:

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

Denise R. Bohlman, City Clerk

Zone Change 1016 – 1400 S 24<sup>th</sup> St W

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Payment of Claims for week of August 1, 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 \$5,289,153.32 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 08012022

| Check Date | Check# | Name                         | Fund Name        | Amount       | Item Desc                                                          |
|------------|--------|------------------------------|------------------|--------------|--------------------------------------------------------------------|
| 08/01/2022 | 854216 | A & E Architects             | Tax Incrmnt S    | \$ 51,625.75 | Generational Community Recreation Center design                    |
| 08/01/2022 | 854220 | Advanced Eng & Enviro        | Storm Sewer      | \$ 10,428.64 | Babcock Boulevard Drainage Area Improvements                       |
| 08/01/2022 | 854220 | Advanced Eng & Enviro        | Water            | \$ 27,039.73 | WO 22-20 WTP High Service Pump Station HVAC Upgrades/Pmt #1        |
| 08/01/2022 | 854220 | Advanced Eng & Enviro        | Water            | \$ 4,505.15  | WO 22-20 WTP High Service Pump Station                             |
| 08/01/2022 | 854222 | Altitude Signal              | Arterial Streets | \$ 12,450.00 | WO 22-99 Signal Equipment Purchase Agreement                       |
| 08/01/2022 | 854224 | Ambitec                      | Public Safety    | \$ 18,770.70 | RTS Active Shooter SWAT Ballistic Shield 18x30 Level IIIA          |
| 08/01/2022 | 854229 | Bcs Scrip                    | City Ins Fund    | \$ 7,500.00  | Healthy Is Wellness Incentive August Event #2                      |
| 08/01/2022 | 854236 | Blgs Industrial Revital Dist | Tax Incrmnt E    | \$ 34,985.00 | TIF Management FY 2022; Qtr 4                                      |
| 08/01/2022 | 854240 | Business Tax Section         | Arterial Streets | \$ 1,190.51  | S 32nd Street W; 7 WO2012 Knife River                              |
| 08/01/2022 | 854240 | Business Tax Section         | Arterial Streets | \$ 46.44     | WO 21-03 Contract No. 1 City Overlay, schedule 1                   |
| 08/01/2022 | 854240 | Business Tax Section         | Facilities       | \$ 79.88     | Demo existing Air Test sensors & install new @ Stillwater Building |
| 08/01/2022 | 854240 | Business Tax Section         | Facilities       | \$ 50.50     | Maintenance and Repair at the Stillwater Building                  |
| 08/01/2022 | 854240 | Business Tax Section         | Gas Tax          | \$ 36.51     | WO 21-03 Contract No. 1 City Overlay, schedule 1                   |
| 08/01/2022 | 854240 | Business Tax Section         | Gas Tax          | \$ 645.42    | WO 21-03 Contract No. 1 City Overlay, schedule 1                   |
| 08/01/2022 | 854240 | Business Tax Section         | Park Dist 1      | \$ 89.24     | WO 22-03 Overlay - Riverfront Park                                 |
| 08/01/2022 | 854240 | Business Tax Section         | Public Safety    | \$ 28.75     | Complete roof system on Fire Station #4                            |
| 08/01/2022 | 854240 | Business Tax Section         | Public Safety    | \$ 239.60    | Fire Station Overhead Doors safety sensors & curtains.             |
| 08/01/2022 | 854240 | Business Tax Section         | Sidewalk Const   | \$ 625.18    | S 32nd Street W; 7 WO2012 Knife River                              |
| 08/01/2022 | 854240 | Business Tax Section         | Tax Incrmnt N27  | \$ 686.56    | Installation of Parking Gate Control Equipment for Empire Garage   |
| 08/01/2022 | 854240 | Business Tax Section         | Tax Incrmnt S    | \$ 6,455.12  | WO 21-42 SBURA Gravel Streets, Phase I-3 WO2142 Knife River        |
| 08/01/2022 | 854240 | Business Tax Section         | Wastewater       | \$ 50.00     | WO 20-01 60 Sewer Interceptor Trenchless Rehabilitation Project    |
| 08/01/2022 | 854240 | Business Tax Section         | Wastewater       | \$ 6,046.10  | WO 20-01 Phase 2 Sanitary Sewer Interceptor Replacement            |
| 08/01/2022 | 854240 | Business Tax Section         | Wastewater       | \$ 6,000.33  | WO 20-01 Phase 2 Sanitary Sewer Interceptor Replacement            |
| 08/01/2022 | 854240 | Business Tax Section         | Water            | \$ 65.73     | WO2226 WTP Sediment Hauling; 1F RR WO2226 Winkler                  |
| 08/01/2022 | 854241 | C and C Construction         | Public Safety    | \$ 2,846.45  | Complete roof system on Fire Station #4                            |
| 08/01/2022 | 854243 | Cellebrite USA Corp          | Public Safety    | \$ 3,850.00  | Cellebrite Certified Operator + Physical Analyst training          |
| 08/01/2022 | 854251 | Cop Construction             | Water            | \$ 3,272.49  | West End Raw Water Pipeline Project                                |
| 08/01/2022 | 854259 | Dakota Supply Group          | Wastewater       | \$ 264.80    | HYDRANT EXTENSION ROD                                              |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 1,348.28  | #31 VALVE SEAT PACER - SPAFCPACER31                                |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 654.34    | 12" X 15" SH CI-FC REPAIR CLAMP - F1-1350 X 15-SH                  |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 36.71     | 3/4" SDR9 CTS 250 #POLY PIPE P/N: 428303                           |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 2,980.10  | 6 " MJ GATE VALVE                                                  |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 493.27    | 6" GRIP RING ACCESSORY PACK - C 900 (RGRAPDIU)                     |
| 08/01/2022 | 854259 | Dakota Supply Group          | Water            | \$ 98.66     | 8 INCH INDIANA SEWER SEAL - PVC X CLAY                             |

| Check Date | Check# | Name                   | Fund Name       | Amount       | Item Desc                                                        |
|------------|--------|------------------------|-----------------|--------------|------------------------------------------------------------------|
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 127.26    | BREAK AWAY COUPLING - 67 WATEROUS COUPLING SLV                   |
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 42.42     | FLANGE LOCK RING SP-A64                                          |
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 34.56     | HAIRPIN COTTER PIN #180 - SP-AFCPACER180                         |
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 397.20    | HYDRANT EXTENSION ROD                                            |
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 176.20    | TYLER 5-1/4" X 1" PAVING RISER (TY533641)                        |
| 08/01/2022 | 854259 | Dakota Supply Group    | Water           | \$ 1,823.29  | WATEROUS 5-1/4" WB67 TRAFFIC REPAIR KIT                          |
| 08/01/2022 | 854262 | Dell Computer          | Engineering     | \$ 249.49    | Mobile Precision 15" 32GB RAM, 512GB SSD                         |
| 08/01/2022 | 854262 | Dell Computer          | General         | \$ 430.96    | Four 24" Monitors and two sound bars                             |
| 08/01/2022 | 854262 | Dell Computer          | General         | \$ 503.00    | Four 24" Monitors and two sound bars                             |
| 08/01/2022 | 854262 | Dell Computer          | P.W. Admin      | \$ 1,585.26  | Dell Optiplex 5000, i7, 32GB RAM, 512GB SSD, 2-24 monitors       |
| 08/01/2022 | 854262 | Dell Computer          | Public Safety   | \$ 249.49    | Dell Latitude 5430, i7, 16GB RAM, 256GB SSD, docking station     |
| 08/01/2022 | 854266 | Dorsey & Whitney       | Sidewalk Const  | \$ 3,374.95  | Professional Services Re: Bonds, Series 2022                     |
| 08/01/2022 | 854266 | Dorsey & Whitney       | Sidewalk Const  | \$ 6,379.32  | Professional Services Re: Bonds, Series 2023                     |
| 08/01/2022 | 854266 | Dorsey & Whitney       | Sidewalk Const  | \$ 3,261.71  | Professional Services Re: Bonds, Series 2024                     |
| 08/01/2022 | 854266 | Dorsey & Whitney       | Sidewalk Const  | \$ 1,960.09  | Professional Services Re: Bonds, Series 2025                     |
| 08/01/2022 | 854266 | Dorsey & Whitney       | Sidewalk Const  | \$ 10,023.93 | Professional Services Re: Bonds, Series 2026                     |
| 08/01/2022 | 854268 | Downtown Blgs Partners | Tax Incrmnt N27 | \$ 23,286.75 | Annual DBP Operating Agreement FY2023                            |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 4,336.98  | asphalt                                                          |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 4,980.89  | asphalt                                                          |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 4,961.82  | asphalt                                                          |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 7,799.43  | asphalt                                                          |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 491.39    | asphalt                                                          |
| 08/01/2022 | 854276 | Fisher Sand & Gravel   | Street/Traffic  | \$ 10,373.82 | asphalt                                                          |
| 08/01/2022 | 854277 | FlashParking           | Parking         | \$ 96.25     | Credit Card Transactions                                         |
| 08/01/2022 | 854277 | FlashParking           | Tax Incrmnt N27 | \$ 67,969.04 | Parking Gate Control Equipement for the Empire Garage            |
| 08/01/2022 | 854279 | Garney Companies       | Water           | \$ 7,564.60  | WO 19-42 West End Water Treatment Plant Project; 6420-03/3       |
| 08/01/2022 | 854279 | Garney Companies       | Water           | \$ 4,464.64  | WO 19-42 West End Water Treatment Plant Project                  |
| 08/01/2022 | 854291 | High Point Networks    | IT Resources    | \$ 4,053.00  | Palo Alto firewall for IT.                                       |
| 08/01/2022 | 854291 | High Point Networks    | IT Resources    | \$ 11,100.00 | Qty. 50 Zerto Ent. Cloud Edition Maint. and Support              |
| 08/01/2022 | 854291 | High Point Networks    | Phone System    | \$ (112.00)  | Power Cord Credit from Invoice                                   |
| 08/01/2022 | 854298 | Insituform Tech        | Wastewater      | \$ 4,950.00  | WO 20-01 60" Sewer Interceptor Trenchless Rehabilitation Project |
| 08/01/2022 | 854300 | JC Billion             | Public Safety   | \$ 58,696.00 | Detectives cars PSML funds.                                      |

| Check Date | Check# | Name                 | Fund Name        | Amount        | Item Desc                                         |
|------------|--------|----------------------|------------------|---------------|---------------------------------------------------|
|            |        |                      |                  |               | inv#P00223                                        |
| 08/01/2022 | 854301 | Joe Johnson Equipt   | Street/Traffic   | \$ 2,779.68   |                                                   |
|            |        |                      |                  |               | main brooms for sweepers                          |
| 08/01/2022 | 854308 | Knife River          | Arterial Streets | \$ 117,860.21 | S 32nd Street W; 7 WO2012 Knife River             |
| 08/01/2022 | 854308 | Knife River          | Arterial Streets | \$ 4,597.45   | WO 21-03 Contract No. 1 City Overlay, schedule 1  |
| 08/01/2022 | 854308 | Knife River          | Gas Tax          | \$ 63,897.09  | WO 21-03 Contract No. 1 City Overlay, schedule 1  |
| 08/01/2022 | 854308 | Knife River          | Gas Tax          | \$ 3,614.57   | WO 21-03 Contract No. 1 City Overlay, schedule 1  |
| 08/01/2022 | 854308 | Knife River          | Park Dist 1      | \$ 8,835.01   | WO 22-03 Overlay - Riverfront Park                |
| 08/01/2022 | 854308 | Knife River          | Sidewalk Const   | \$ 61,893.10  | S 32nd Street W                                   |
| 08/01/2022 | 854308 | Knife River          | Tax Incrmnt S    | \$ 639,056.92 | WO 21-42 SBURA Gravel Streets, Phase I-3          |
| 08/01/2022 | 854312 | Kone Inc             | Airport          | \$ 140.00     | FY23 Elevator/Escalator Maintenance - IP9         |
| 08/01/2022 | 854312 | Kone Inc             | Airport          | \$ 58.00      | FY23 Elevator/Escalator Maintenance - Operations  |
| 08/01/2022 | 854312 | Kone Inc             | Airport          | \$ 1,855.00   | FY23 Elevator/Escalator Maintenance - Terminal    |
| 08/01/2022 | 854312 | Kone Inc             | Facilities       | \$ 637.00     | Kone Maintenance Period 7-1-2022 - 7-31-2022      |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 349.00     | 962250966                                         |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 349.00     | 962250966                                         |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 349.00     | 962250966                                         |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 1,979.23   | 1158364852                                        |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 492.77     | 1158365290                                        |
| 08/01/2022 | 854312 | Kone Inc             | Parking          | \$ 397.02     | 1158365291_P1 Elevator                            |
| 08/01/2022 | 854327 | Midrange Consulting  | Airport          | \$ 742.50     | Recovery Services for AS400                       |
| 08/01/2022 | 854327 | Midrange Consulting  | Fleet            | \$ 2,598.75   | Recovery Services for AS400                       |
| 08/01/2022 | 854327 | Midrange Consulting  | General          | \$ 371.25     | Recovery Services for AS400                       |
| 08/01/2022 | 854327 | Midrange Consulting  | General          | \$ 2,598.75   | Recovery Services for AS400                       |
| 08/01/2022 | 854327 | Midrange Consulting  | IT Resources     | \$ 371.25     | Recovery Services for AS400                       |
| 08/01/2022 | 854327 | Midrange Consulting  | Transit          | \$ 742.50     | Recovery Services for AS400                       |
| 08/01/2022 | 854337 | Morrison Maierle Inc | Airport          | \$ 314.66     | FY 22 Amendment 28. On call Engineering Services  |
| 08/01/2022 | 854337 | Morrison Maierle Inc | Transit          | \$ 1,718.78   | Transit Training Parking Lot - Construction Admin |
| 08/01/2022 | 854337 | Morrison Maierle Inc | Wastewater       | \$ 3,932.55   | WO 22-10 Alkali Creek Water and Sewer Extension   |
| 08/01/2022 | 854337 | Morrison Maierle Inc | Water            | \$ 4,806.45   | WO 22-10 Alkali Creek Water and Sewer Extension   |
| 08/01/2022 | 854331 | MT Dakota Utilities  | Facilities       | \$ 256.91     | 130 733 1000 8                                    |
| 08/01/2022 | 854331 | MT Dakota Utilities  | Facilities       | \$ 318.11     | 757 633 1000 2                                    |
| 08/01/2022 | 854331 | MT Dakota Utilities  | Facilities       | \$ 936.38     | 989 733 1000 0                                    |
| 08/01/2022 | 854331 | MT Dakota Utilities  | Facilities       | \$ 90.45      | 993 733 1000 4                                    |

| Check Date | Check# | Name                   | Fund Name        | Amount          | Item Desc                                     |
|------------|--------|------------------------|------------------|-----------------|-----------------------------------------------|
| 08/01/2022 | 854331 | MT Dakota Utilities    | General          | \$ 563.84       | 061 943 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | General          | \$ 32.39        | 571 295 3342 8                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Park Dist 1      | \$ 27.79        | 371 101 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Public Safety    | \$ 119.90       | 442 190 1000 4                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Solid Waste      | \$ 95.03        | 284 225 1320 1                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Solid Waste      | \$ 110.86       | 602 680 9335 2                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Solid Waste      | \$ 55.24        | 770 390 1000 2                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Wastewater       | \$ 73.57        | 310 490 1000 7                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Wastewater       | \$ 30.53        | 410 490 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Wastewater       | \$ 67.81        | 868 563 1000 7                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 33.56        | 010 490 1000 0                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 24.34        | 110 490 1000 9                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 209 077 5055 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 210 490 1000 8                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 220.74       | 310 490 1000 7                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 91.60        | 410 490 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 143.70       | 500 490 1000 7                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 23.26        | 510 490 1000 5                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 527 033 1000 4                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 566 923 1000 8                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 11.04        | 600 490 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 11.04        | 600 490 1000 6                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 24.34        | 610 490 1000 4                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 666 923 1000 7                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 39.26        | 700 490 1000 5                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 65.57        | 800 490 1000 4                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 22.08        | 832 001 1000 1                                |
| 08/01/2022 | 854331 | MT Dakota Utilities    | Water            | \$ 131.26       | 900 490 1000 3                                |
| 08/01/2022 | 854332 | MT Municipal Authority | Property Ins     | \$ 1,878,580.00 | Billings Liability Insurance Premium for FY23 |
| 08/01/2022 | 854336 | MT State Firemen       | Payroll Clearing | \$ 3,806.39     | Payroll Summary                               |
| 08/01/2022 | 854344 | Newman Traffic Signs   | Street/Traffic   | \$ 6,974.80     | sign blanks                                   |
| 08/01/2022 | 854348 | NorthWestern Energy    | Airport          | \$ 28,077.43    | 0100482-9. Main Vault. July 2022              |
| 08/01/2022 | 854348 | NorthWestern Energy    | Airport          | \$ 280.05       | 0712792-1. IP-7. July 2022                    |
| 08/01/2022 | 854348 | NorthWestern Energy    | Airport          | \$ 884.01       | 0712800-2. IP-9. July 2022                    |

| Check Date | Check# | Name                | Fund Name   | Amount      | Item Desc                             |
|------------|--------|---------------------|-------------|-------------|---------------------------------------|
| 08/01/2022 | 854348 | NorthWestern Energy | Airport     | \$ 197.83   | 0712809-3. IP-11/12 Alpine. July 2022 |
| 08/01/2022 | 854348 | NorthWestern Energy | Engineering | \$ 1,044.73 | 1741314-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Engineering | \$ 36.28    | The depot parking lot lights          |
| 08/01/2022 | 854348 | NorthWestern Energy | Facilities  | \$ 7,622.13 | 0100507-3                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Facilities  | \$ 85.29    | 3602453-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Facilities  | \$ 1,748.34 | 3602454-5                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Facilities  | \$ 9,040.59 | 3927205-9                             |
| 08/01/2022 | 854348 | NorthWestern Energy | General     | \$ 1,472.53 | 0100506-5                             |
| 08/01/2022 | 854348 | NorthWestern Energy | General     | \$ 180.62   | 0712683-2                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 6.00     | 0722237-5                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 0.11     | 0722254-0                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 450.79   | 0722257-3                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 247.09   | 0722260-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 17.20    | 0722261-5                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 10.53    | 0722262-3                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ -        | 0722263-1                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 81.54    | 0722265-6                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 10.82    | 0722268-0                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ -        | 0723027-9                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 18.07    | 0723038-6                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 258.34   | 0723044-4                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 8.19     | 0723051-9                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 49.71    | 0723052-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 8.70     | 0723090-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 655.65   | 0723170-7                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Park Dist 1 | \$ 6.00     | 0831702-6                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 559.14   | 0720829-1                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 1,441.91 | 0720834-1                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 1,230.01 | 1569636-2                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 1,163.34 | 1594282-4                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 1,492.90 | 3067416-2                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 20.64    | 3279035-4                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parking     | \$ 76.48    | 3463478-2                             |
| 08/01/2022 | 854348 | NorthWestern Energy | Parks Maint | \$ -        | 1059093-3                             |

| Check Date | Check# | Name                    | Fund Name     | Amount        | Item Desc                                               |
|------------|--------|-------------------------|---------------|---------------|---------------------------------------------------------|
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 2,412.27   | 0100476-1 FIRE 1 ELECTRIC SERVICE, FY2023               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 454.88     | 0712537-0                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 337.31     | 0720840-8                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 313.97     | 1984150-1                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 374.75     | 1984155-0                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Public Safety | \$ 2,372.15   | 3448739-7                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Transit       | \$ 6.00       | 0712764-0                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Transit       | \$ 147.36     | 1784756-7                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Wastewater    | \$ 58,044.74  | 0100591-7                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Wastewater    | \$ 1,448.72   | 0100606-3                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Water         | \$ 8,073.62   | 0100540-4                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Water         | \$ 4,346.14   | 0100606-3                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Water         | \$ 110,102.06 | 0100606-3                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Water         | \$ 762.99     | 0722252-4                                               |
| 08/01/2022 | 854348 | NorthWestern Energy     | Water         | \$ 4,365.26   | 0723043-6                                               |
| 08/01/2022 | 854350 | Paddock Heat & Cool     | Public Safety | \$ 3,750.00   | FIRE 2: REPLD AO SMITH HOT WATER HEATER                 |
| 08/01/2022 | 854354 | Quest Services Corp.    | Facilities    | \$ 3,622.50   | Consultant to manage multiple hail repair projects      |
| 08/01/2022 | 854355 | RDO Equipment Co.       | Solid Waste   | \$ 500.00     | Landfill pond pump.                                     |
| 08/01/2022 | 854355 | RDO Equipment Co.       | Solid Waste   | \$ 2,722.20   | P9709712                                                |
| 08/01/2022 | 854355 | RDO Equipment Co.       | Solid Waste   | \$ 725.68     | P9745312                                                |
| 08/01/2022 | 854358 | Reliable Mech & Control | Facilities    | \$ 7,908.12   | Demo existing Air Test sensors                          |
| 08/01/2022 | 854360 | Reliable Mech & Control | Facilities    | \$ 4,999.50   | Maintenance and Repair at the Stillwater Building       |
| 08/01/2022 | 854362 | Rimrock Foundation      | PD Program    | \$ 15,716.46  | Reimbursement of Grant expenses for Qtr End 6-30-2022.  |
| 08/01/2022 | 854363 | Rolling Right Door      | Public Safety | \$ 1,017.00   | FIRE 3: REPLD BROKEN SPRINGS ON ENGINE 3 DOOR.          |
| 08/01/2022 | 854363 | Rolling Right Door      | Public Safety | \$ 23,720.40  | Overhead door safety sensors & curtain at Fire Stations |
| 08/01/2022 | 854369 | SRF Consulting          | Transit       | \$ 14,865.32  | 5 Year Transit Development Plan Consultant              |
| 08/01/2022 | 854371 | Star Service Inc        | Park Dist 1   | \$ 230.00     | server labor alarm on sewage tank at Stewart - 64864    |
| 08/01/2022 | 854371 | Star Service Inc        | Solid Waste   | \$ 3,044.00   | 5 new hose retractors for CNG fueling station.          |
| 08/01/2022 | 854371 | Star Service Inc        | Wastewater    | \$ 32,719.50  | WO 22-18 WRF Digester Gas Valve Install Phase 2         |
| 08/01/2022 | 854376 | Sysco Montana, Inc.     | General       | \$ 129.28     | food for rose concessions - 343912819                   |
| 08/01/2022 | 854376 | Sysco Montana, Inc.     | General       | \$ 187.00     | food for rose concessions 343904314                     |
| 08/01/2022 | 854376 | Sysco Montana, Inc.     | General       | \$ 1,368.22   | food for rose concessions 343909648                     |
| 08/01/2022 | 854376 | Sysco Montana, Inc.     | General       | \$ 1,654.02   | food for rose concessions-343916325                     |
| 08/01/2022 | 854381 | Thompson Pools          | General       | \$ 8,100.00   | pump for pool - 95423                                   |

| Check Date | Check# | Name                          | Fund Name      | Amount       | Item Desc                                   |
|------------|--------|-------------------------------|----------------|--------------|---------------------------------------------|
| 08/01/2022 | ACH    | Town & Country Supply         | Fleet          | \$ 16,747.13 | 426754 PO NUM 314796                        |
| 08/01/2022 | ACH    | Town & Country Supply         | Fleet          | \$ 28,380.68 | 427314 PO NUM 314796                        |
| 08/01/2022 | ACH    | Town & Country Supply         | General        | \$ 907.05    | fuel for Mountview cemetery - 429907        |
| 08/01/2022 | ACH    | Town & Country Supply         | Transit        | \$ 7,714.20  | 419771 PO NUM 314787. 2000 Gallons Unleaded |
| 08/01/2022 | ACH    | Town & Country Supply         | Transit        | \$ 26,959.47 | 427309 PO NUM 314787. 6003 Dyed #2          |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 116.10    | BLCS0780072                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 55.34     | BLCS0780073                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 233.15    | BLCS0786599                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 449.04    | BLCS0786686                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 620.04    | BLCS0787004                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 4,176.83  | BLCS0787169                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 2,805.56  | BLCS0787289                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 990.47    | BLWO0217866                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 4,100.00  | BLWO0217866                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 640.00    | BLWO0217867                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 632.99    | BLWO0217867                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 480.00    | BLWO0217878                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Solid Waste    | \$ 19.20     | BLWO0217878                                 |
| 08/01/2022 | ACH    | Tractor & Equipment           | Street/Traffic | \$ 85.29     | BLCS0786600                                 |
| 08/01/2022 | 854380 | Trust Acct-Towe, Ball, Mackey | General        | \$ 48,679.00 | Plaintiffs: Final Judgment                  |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 1,263.00  | 4Te*Alarm Services - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 762.82    | 4Te*Alarm Services - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 431.25    | 4Te*Alarm Services - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ (267.98)  | A And H Turf And Specialt - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 410.00    | A And H Turf And Specialt - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 110.00    | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 145.00    | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 95.00     | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 80.00     | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 80.00     | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 130.00    | A1 Jds Lock - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 154.92    | Abilene Machine - PCard                     |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 247.50    | Aerotrionics Inc Tfbo - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards              | Airport        | \$ 1,976.80  | Air Controls-Billings - PCard               |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 15.98    | Albertsons #1227 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 31.96    | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 150.00   | Als Bootery & Repair Shop - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 16.99    | Amazon.Com*8W8Hy1Fw3 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 59.60    | Amazon.Com*Dt4492S03 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 29.67    | Amazon.Com*Hh3Nw8Lq3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 107.98   | Amazon.Com*Hj5Xt0W83 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 150.12   | Amazon.Com*Sz3Zi3Ev3 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 300.00   | American Water Technol - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 28.87    | Amzn Mktp Us*916534Yp3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 880.92   | Amzn Mktp Us*Je1100Mo3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 106.98   | Amzn Mktp Us*Pn0Hx5Yc3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 60.98    | Amzn Mktp Us*Uv7Nb74R3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 202.00   | Amzn Mktp Us*Xi7B10Rr3 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 6.64     | Applied Ind Tech 2422 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 403.38   | Ats Inland Nw - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 211.12   | Awg 3575 - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 50.00    | Batteries+Bulbs #0253 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 24.99    | Best Buy 00005926 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 105.44   | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 101.50   | Billings Construction Sup - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 257.92   | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 94.20    | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 65.49    | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 3,000.00 | Central Maine Diesel - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 334.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 308.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 33.30    | Culligan Billings - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 29.80    | Culligan Billings - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,440.00 | Curtis - PCard                    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 50.00    | Dt *Duluth Trading Co - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 100.99   | Dtv*Directv Service - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 192.09   | Ecolab Inc - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 123.86   | Ecolab Inc - PCard                |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 122.34   | Ecolab Inc - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 106.11   | Ecolab Inc - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 445.15   | Ecosolutions - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 296.74   | Edge Construction Supp - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 80.00    | Energy Laboratories Inc - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 464.00   | Erc Wiping Products - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 44.94    | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 659.64   | Ferguson Ent #1342 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 24.18    | Galles Filter And Exhaust - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,811.61 | Genesis Lamp Corp - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 7.16     | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 617.16   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 426.00   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 172.60   | Graybar Electric - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 8.61     | Graybar Electric - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,066.00 | H&E Equipment Services - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 250.17   | H&E Equipment Services - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 30.95    | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 375.00   | Historical Society-Gift - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 25.68    | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 491.63   | Itw Gse - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 411.15   | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,431.18 | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,205.00 | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,478.55 | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 399.85   | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 124.95   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,161.18 | Marketing Specialtites - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 154.00   | Meadow Green Sales - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,321.25 | Meadow Green Sales - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 550.00   | Metro Marketing Inc - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 525.39   | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 144.60   | Norco Inc - PCard                 |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 127.60   | Norco Inc - PCard                 |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 61.60    | North Coast Electric - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ (242.00) | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,195.98 | Nwestco - 001 - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 155.94   | O'Reilly Auto Parts 1551 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 181.92   | O'Reilly Auto Parts 1551 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 67.67    | Partstree.Com - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 51.00    | Party America Billings He - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 23.78    | Sherwin Williams 703429 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 660.00   | Sign Pro Billings - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 136.00   | Sp Rock Rooster Foot - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 16.68    | Spencer Fluid Power Inc - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 202.50   | Spic And Span - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 217.60   | Sq *Hotsy Wy-Mont - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 113.79   | Sq *Rimrock Art & Frame - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 262.20   | State Chemic*State Che - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 78.00    | Superior Water Solutions - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 26.36    | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 44.52    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 775.00   | The Montana Quarterly - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 1,500.00 | Transportation Security - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 136.00   | Ua.Com*888-727-6687 Md - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,124.41 | Usda Aphis Act Hldr - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,520.00 | Wilbur Ellis Billings - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 2,219.32 | Yellowstone Electric Comp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 462.88   | Yellowstone Electric Comp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 260.00   | Yellowstone Electric Comp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 14.99    | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Airport   | \$ 84.00    | Ztl*Zee Creative - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 6.27     | Bargreen Ellingson #11 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 892.20   | Delta Air 0062327517337 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 120.00   | Iaei - PCard                      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 59.99    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 9.95     | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Building  | \$ 32.13    | Samsclub.Com - PCard              |

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|------------|--------|------------------|--------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 91.04    | Albertsons #0047 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 8.56     | Albertsons #0047 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 96.67    | Amzn Mktp Us*9S2222Y03 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 31.99    | Amzn Mktp Us*W827Q03B3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 12.95    | Canva* I03465-28621237 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 115.20   | Cke*Neptune'S Taphouse An - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 10.89    | Facebk *738Wzftrs2 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 75.00    | Facebk *Jtaxugbss2 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 75.00    | Facebk *Sy9Vzffrs2 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 500.00   | Paypal *Shannonstob - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 9.60     | Spotify Ab - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 31.80    | Sq *Coffee Crossing - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 27.60    | Sq *Five On Black - Billi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 100.00   | Sq *The Livingston Food P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | CDBG         | \$ 693.84   | Tst* Buffalo Block Prime - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 40.00    | Albertsons #1227 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 26.99    | Albertsons #1227 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 79.20    | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 75.00    | Allegra - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 13.99    | Amzn Mktp Us*6B68M6NI3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 989.70   | Delta Air 0062323062338 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 989.70   | Delta Air 0062323062340 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 1,089.70 | Delta Air 0062323259481 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 40.99    | Great American Bagel - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 895.00   | Nadcp - PCard                     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 1,790.00 | Nadcp - PCard                     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 29.00    | Party America Billings He - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 19.19    | Pizza Hut #1720 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Court Grants | \$ 137.49   | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering  | \$ 100.00   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering  | \$ 890.76   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering  | \$ 54.50    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering  | \$ 68.80    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering  | \$ 15.80    | A And H Turf And Specialt - PCard |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering | \$ 16.46    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering | \$ 54.20    | Selby'S - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Engineering | \$ 96.90    | The Rubber Stamp Shop, - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | EOC 911     | \$ 150.85   | Amazon.Com*Hb3li95Z3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | EOC 911     | \$ 6.82     | Corporate Translate - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | EOC 911     | \$ 3.95     | Corporate Translate - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ (262.97) | 0725 Ced - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 12.50    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 760.00   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 1,600.00 | Air Controls-Billings - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 144.45   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 144.45   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 193.60   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 144.45   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 57.74    | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 29.40    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 38.87    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 20.98    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 641.51   | Montana Broom & Brush Co1 - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 49.77    | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 1,821.00 | Sq *Rolling Right Door Se - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 120.00   | Sq *Skyline Services, Inc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 742.90   | State Chemic*State Che - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 24.20    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Facilities  | \$ 59.00    | West End Lock And Secur - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 133.74   | Amzn Mktp Us*8T65B08E3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 155.31   | Amzn Mktp Us*Ff37O1Nj3 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 44.99    | Amzn Mktp Us*Sv1Tu3Br3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 145.00   | Bighorn Boots Work Wareh - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 750.00   | Helm-Ford Diag Software - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 486.00   | Oil Price Info Serv - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 5.94     | Sams Club #4805 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 46.44    | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet       | \$ 173.29   | Samsclub #4805 - PCard            |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Fleet     | \$ 132.98   | Scheels Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 350.96   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 45.00    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 25.36    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 45.00    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 18.24    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 56.92    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 28.27    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 112.00   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 29.13    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 38.00    | Aaim - Services - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 1,390.00 | Absaroka River Adventures - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 730.00   | Absaroka River Adventures - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 870.00   | Absaroka River Adventures - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 19.00    | Aces Brand Imaging - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 14.99    | Adobe *800-833-6687 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 54.99    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 54.99    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 52.99    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 58.42    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 54.99    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 14.99    | Adobe Pdf Pack Subs - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 22.88    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 23.49    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 32.31    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 78.70    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 21.06    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 28.32    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 94.25    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 47.68    | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 3.49     | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 13.98    | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 22.56    | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 13.98    | Albertsons #4041 - PCard          |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 19.12    | AlSCO Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 799.50   | Amazon.Com*J89Rn6683 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.13    | Amazon.Com*Mz4R93443 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 40.54    | Amazon.Com*Mz4R93443 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 319.98   | Amazon.Com*U631G1Pj3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 39.99    | Amazon.Com*Ws0I15O53 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 59.85    | American Legion Emblem - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 101.85   | American Table Tennis - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 4.99     | Ampd Resistance - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 7.99     | Amzn Mktp Us*0B3D95Sd3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 21.95    | Amzn Mktp Us*318Kh7Th3 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 389.98   | Amzn Mktp Us*3F4Es7Yz3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 71.94    | Amzn Mktp Us*3S2Jq6Db3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 350.65   | Amzn Mktp Us*5W3D05K93 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 859.90   | Amzn Mktp Us*6N2Lx39X3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.99    | Amzn Mktp Us*8U0Aq96V3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 45.96    | Amzn Mktp Us*Ab5846D83 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 147.50   | Amzn Mktp Us*B96Oh6Qo3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 418.76   | Amzn Mktp Us*C091H10M3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 103.88   | Amzn Mktp Us*Cs7Tt6Vc3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 598.00   | Amzn Mktp Us*Fc21U6Uk3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 2,495.00 | Amzn Mktp Us*G28Ru73H3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 89.98    | Amzn Mktp Us*Gb6Y41TI3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 83.94    | Amzn Mktp Us*H07R87Sq3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 131.00   | Amzn Mktp Us*HI62V8Js3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 25.99    | Amzn Mktp Us*Hw0Ex1H03 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 251.36   | Amzn Mktp Us*Id74T7Jq3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 103.88   | Amzn Mktp Us*II5Ub6Du3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 206.58   | Amzn Mktp Us*J14L31U13 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 175.09   | Amzn Mktp Us*Je14Z6lp3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 175.43   | Amzn Mktp Us*Ji4X20P93 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 10.98    | Amzn Mktp Us*Kb7519Ys3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 21.46    | Amzn Mktp Us*L70834Qd3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 10.99    | Amzn Mktp Us*Lq8Wi0Br3 - PCard    |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                         |
|------------|--------|------------------|-----------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 56.94  | Amzn Mktp Us*Lw7Sn9Ax3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 302.54 | Amzn Mktp Us*Mp5Df71K3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 137.49 | Amzn Mktp Us*Mv81Q0L23 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 27.98  | Amzn Mktp Us*O08Nl2Mj3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 519.98 | Amzn Mktp Us*O25C88L83 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 82.00  | Amzn Mktp Us*O41ly2Wm3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 35.48  | Amzn Mktp Us*Oa4Rc07V3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 89.69  | Amzn Mktp Us*Ol4lz1Vc3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 39.99  | Amzn Mktp Us*Py1Jn9Un3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 84.90  | Amzn Mktp Us*Rj8238A53 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 79.98  | Amzn Mktp Us*Rq5Mg5l13 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 529.47 | Amzn Mktp Us*Sw3Qz2C33 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 55.54  | Amzn Mktp Us*Wn1Lf5F03 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 42.48  | Amzn Mktp Us*X48X59Ll3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 51.16  | Amzn Mktp Us*X48X59Ll3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 25.26  | Amzn Mktp Us*Xs9Dz5653 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 17.18  | Amzn Mktp Us*Xz2142Ej3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 51.50  | Bargreen Ellingson #11 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 6.28   | Bargreen Ellingson #11 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 55.00  | Batteries+Bulbs #0253 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 51.72  | Big Lots Stores - #1923 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 8.99   | Big Lots Stores - #1923 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 119.90 | Billings Army Navy Surplu - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 56.98  | Billings Hardware & Servi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 225.00 | Billings Parks And Recre - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 61.00  | Bin 119 - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 500.00 | Blues Bar-B-Q - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 150.00 | Buddy Punch - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 42.43  | Buddy Punch - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 100.00 | Buddy Punch - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 250.00 | Buddy Punch - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 11.45  | Cenex Town C07042880 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 88.82  | Concentra Inc - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 64.87  | Costco Whse #0069 - PCard         |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                        |
|------------|--------|------------------|-----------|-----------|----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 108.28 | Costco Whse #0069 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 30.00  | Creative Monograms Smb - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 134.00 | Creative Monograms Smb - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 127.35 | Denny Menholt Chevrolet - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 10.00  | Dollar Tree - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 22.50  | Dollar Tree - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 412.00 | Elk River Outfitters - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 566.50 | Elk River Outfitters - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 412.00 | Elk River Outfitters - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 515.00 | Elk River Outfitters - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 39.97  | Evergreen Ace Hardware - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 36.96  | Evergreen Ace Hardware - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 19.37  | Evergreen Ace Hardware - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 43.10  | Family Dollar #11231 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 67.37  | Fedex 91968083 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 116.13 | Fisher'S Technology - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 86.64  | Fisher'S Technology - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 112.71 | Fisher'S Technology - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 254.99 | Get Air Billings, Llc - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 560.99 | Get Air Billings, Llc - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 24.05  | Gm Service Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 22.75  | Gm Service Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 17.87  | Gm Service Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 3.99   | Google *Chen Yubin - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 4.99   | Google *Chen Yubin - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 258.71 | Hansen Music - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 459.96 | Hansen Music - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 432.72 | Hanson Chemical - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 234.04 | Hanson Chemical - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 285.44 | Hanson Chemical - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 185.51 | Hanson Chemical - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 117.17 | Harbor Freight Tools 207 - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 39.98  | Harbor Freight Tools 207 - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 154.28 | Hotelscom7234179956482 - PCard   |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 75.00    | In *Billings Overhead Doo - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 20.98    | Issa Intl Sports Scien - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 89.30    | Issa Intl Sports Scien - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 1,124.50 | Juli Pierce Law Pllc - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 14.99    | Kettlebell Ampd - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 5.99     | Kettlebell Ampd Unplug - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 74.58    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 9.99     | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 22.99    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 45.18    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 13.49    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 99.00    | Lawline / Furthered - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 159.84   | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 48.88    | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 65.00    | Meadow Green Sales - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ (127.78) | National Academy Of Spor - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 127.78   | National Academy Of Spor - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 127.78   | National Academy Of Spor - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 257.25   | Office Depot #2135 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 59.99    | Office Depot #2135 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 37.99    | Office Depot #2135 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 47.87    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 112.43   | O'Reilly Auto Parts 1551 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 1,705.00 | Pepsicola Bottling Compan - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 119.00   | Pepsicola Bottling Compan - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 1,828.00 | Pepsicola Bottling Compan - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 74.00    | Pita Pit - 14-025-Mt - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.47    | Poly Food Basket - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 29.99    | Pound Fitness - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 9.95     | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 146.82   | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 32.15    | Samsclub.Com - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 65.00    | Scheels Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 481.74   | Shamrock Fsw590 Billings - PCard  |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 260.00   | Skateworld - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 190.00   | Skateworld - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 170.00   | Skateworld - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 229.00   | Societyforhumanresource - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 507.00   | Sq *Wild Rose Paintball / - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 29.00    | Sq *Yellowstone Western H - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 90.00    | Sq *Yellowstone Wildlife - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 36.00    | Stacked A Montana Grill - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 190.00   | Steepworld Climbing & - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 225.00   | Sunset Bowl - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 142.50   | Sunset Bowl - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 191.25   | Sunset Bowl - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 172.50   | Sunset Bowl - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 29.90    | Target 00001719 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 19.99    | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 32.36    | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 6.27     | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 4.80     | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 68.97    | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.00    | The Rubber Stamp Shop, In - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 1,878.68 | Thomson West*Tcd - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 682.69   | Thomson West*Tcd - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 331.55   | Tokensdirectstore.Com - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 139.99   | Tractor Supply #1381 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 44.97    | Tractor-Supply-Co #0303 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 29.99    | Tractor-Supply-Co #0303 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 574.00   | Tst* Waterpark - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 69.95    | Tummee.Com - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 7.58     | Usps Po 2907800103 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 179.16   | Wal-Mart #1956 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 246.90   | Wal-Mart #1956 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 13.76    | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.42    | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 9.25     | Wal-Mart #2923 - PCard            |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                         |
|------------|--------|------------------|-----------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 85.15  | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 187.24 | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 9.94   | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 200.10 | Wal-Mart #2923 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 82.56  | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 82.56  | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 12.00  | Western Office Equipment - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 200.00 | Wheniwork.Com - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 50.00  | Wheniwork.Com - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 27.60  | Wheniwork.Com - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 50.00  | Wheniwork.Com - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 359.96 | Wilson Sporting Goods Co. - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 27.36  | Wm Supercenter #1956 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 116.96 | Wm Supercenter #1956 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 322.49 | Wm Supercenter #1956 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 134.27 | Wm Supercenter #2923 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 124.60 | Wm Supercenter #2923 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 13.72  | Wm Supercenter #2923 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 151.55 | Wm Supercenter #2923 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 25.98  | Wm Supercenter #4412 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 459.90 | Www Costco Com - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 36.90  | Www.Pacer.Gov - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 870.00 | Zeecreativeinc - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.55  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 57.05  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.55  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.55  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.55  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 12.80  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 15.55  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 49.97  | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 49.00  | Zoom.Us 888-799-9667 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 112.00 | Zsk*Ce Zoomontana Pos - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | General   | \$ 92.00  | Zsk*Ce Zoomontana Pos - PCard     |

| Check Date | Check# | Name             | Fund Name    | Amount      | Item Desc                         |
|------------|--------|------------------|--------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | General      | \$ 72.39    | Zumba Fitness - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | General      | \$ 35.00    | Zumbini - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 34.50    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 9.25     | Amazon.Com*Tr1E127H3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 1,049.99 | Best Buy 00005926 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 282.05   | Idu*Insight Public Sec - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 1,510.02 | Sp Ubiquiti Inc. - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 1,510.02 | Sp Ubiquiti Inc. - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 155.00   | Urisa - PCard                     |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 588.00   | Wave - *Ubiq - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 262.41   | Web*Networksolutions - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 1,279.75 | Wyndham San Diego Baysid - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | IT Resources | \$ 1,535.70 | Wyndham San Diego Baysid - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 938.98   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 87.50    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 87.50    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 6.99     | Amazon.Com*6W04L25F3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 17.31    | Amazon.Com*8Q9Qt6Oi3 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 14.98    | Amazon.Com*Go3P704H3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 4.00     | Amerlibassoc Ecommerce - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 178.00   | Amzn Mktp Us*6X65P0853 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 13.49    | Amzn Mktp Us*9L76H1Ip3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 43.98    | Amzn Mktp Us*Dy82404A3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 16.47    | Amzn Mktp Us*Ie6Nf76D3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 11.90    | Amzn Mktp Us*K26Ob2Cj3 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 15.26    | Amzn Mktp Us*Kc61L1A53 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 63.97    | Amzn Mktp Us*Kk7B99I73 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 31.64    | Amzn Mktp Us*Kk7B99I73 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 14.37    | Amzn Mktp Us*M594F4Kj3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 70.85    | Amzn Mktp Us*Rb22H1Ks3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 11.95    | Amzn Mktp Us*Sn3Rr3Xc3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 28.69    | Amzn Mktp Us*Wg49E0Ii3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 69.75    | Amzn Mktp Us*Z52Wb7Bc3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library      | \$ 91.52    | Amzn Mktp Us*Zt9Nu31N3 - PCard    |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 74.90    | Anc*Newspapers.Com - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 15.00    | Barnes & Noble #2765 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 165.99   | Baymont Inn & Suites - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 1,255.00 | Bayscan Technologies L - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 65.29    | Book Outlet - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 81.17    | Book Outlet - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 97.82    | Book Outlet - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 20.72    | Facebk *Rmvd9Gfjb2 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 50.22    | Ferguson Ent #1342 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 19.54    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 17.92    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 5.19     | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 33.89    | Holiday Stations 0108 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 252.32   | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 26.17    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 136.77   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 244.61   | Lowe's #00319* - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 125.00   | Montana Library Associati - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 46.96    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 44.97    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 38.09    | Safeway Fuel1486 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 149.00   | Skillpath / National - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 52.00    | Sq *Yellowstone County Ne - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 52.00    | Sq *Yellowstone County Ne - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 52.00    | Sq *Yellowstone County Ne - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 350.00   | Summit Fire & Security - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 10.00    | Target.Com * - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 10.00    | Target.Com * - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 10.00    | Target.Com * - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 10.00    | Target.Com * - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 10.00    | Target.Com * - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 30.94    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 50.00    | Wal-Mart #1956 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Library   | \$ 45.57    | Wal-Mart #1956 - PCard            |

| Check Date | Check# | Name             | Fund Name   | Amount     | Item Desc                         |
|------------|--------|------------------|-------------|------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Library     | \$ 100.00  | Yellowstone Art Museum - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 576.24  | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 423.33  | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 22.98   | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 79.99   | Amazon.Com*Gf0lq5653 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 224.52  | Amazon.Com*Vw0Su9823 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ (26.59) | Amzn Mktp Us - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 22.98   | Amzn Mktp Us*3B22W0K73 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 208.99  | Amzn Mktp Us*525Vi8Kl3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 12.44   | Amzn Mktp Us*879F51k3 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 53.98   | Amzn Mktp Us*I660T23T3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 26.59   | Amzn Mktp Us*Zt4Bn1Dx3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 19.99   | Billingsgazettethriftync - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 71.13   | Cenex Zip Trip09905795 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 58.30   | Conoco - Fics Plaza Rk Pl - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 23.93   | Conoco - Muralts Conoco T - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 50.00   | Facebk *Eqghzdpv42 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 585.04  | Holiday Inn Downtown Mis - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 112.00  | Taylor & Francis - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 79.90   | Tlf*Gainans Floral And G - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | P.W. Admin  | \$ 15.55   | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 28.28   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 19.32   | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 35.71   | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 173.30  | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 52.99   | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 29.99   | Adobe Stock - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 14.96   | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 4.65    | Amazon.Com*Mz4R93443 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 58.99   | Amazon.Com*Tr1E127H3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 69.99   | Amzn Mktp Us*B29V93Bu3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 147.37  | Amzn Mktp Us*Zt4Fq1Wx3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 69.57   | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 275.29  | Billings - Tacoma Screw P - PCard |

| Check Date | Check# | Name             | Fund Name   | Amount    | Item Desc                         |
|------------|--------|------------------|-------------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 11.67  | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 12.69  | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 191.09 | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 112.61 | Billings Construction Sup - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 412.48 | Bobcat Of Big Sky Inc - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 750.00 | Bobcat Of Big Sky Inc - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 81.95  | Border States Industries - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 101.64 | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 198.60 | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 109.71 | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 377.99 | Cab Store Billings, Mt - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 7.49   | Cab Store Billings, Mt - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 213.41 | Carquest 3104 - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 24.84  | Carquest 3104 - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 210.00 | Cy-Corp Trailer - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 51.30  | Denny Menholt Chevrolet - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 50.00  | Dt *Duluth Trading Co - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 359.02 | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 104.94 | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 115.94 | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 149.00 | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 86.95  | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 129.98 | Famousfootwear#2195 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 111.45 | Fei, Inc - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 112.71 | Fisher'S Technology - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 213.98 | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 463.00 | Great Bear Native Plan - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 163.80 | Great Bear Native Plan - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 135.80 | Great Bear Native Plan - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 41.50  | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 22.45  | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 154.93 | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 8.97   | Harbor Freight Tools 207 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 27.90  | Harbor Freight Tools 207 - PCard  |

| Check Date | Check# | Name             | Fund Name   | Amount    | Item Desc                         |
|------------|--------|------------------|-------------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 12.18  | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 26.96  | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 6.57   | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 5.99   | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 127.87 | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 24.99  | Interstate All Battery - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 105.95 | Interstate Battery Of The - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 142.31 | Interstate Battery Of The - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 8.86   | Johnstone Supply - Billin - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 38.45  | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 20.68  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 53.90  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 38.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 27.49  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 16.77  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 45.96  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 38.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 26.95  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (1.01) | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 10.57  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 60.97  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 102.97 | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 29.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 94.86  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 16.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 143.11 | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 26.97  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 58.48  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 16.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 15.96  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 18.57  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 19.99  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 45.00  | Knife River 5601 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 276.84 | Knife River 5601 - PCard          |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                      |
|------------|--------|------------------|-------------|-------------|--------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 924.36   | Knife River 5601 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 142.00   | Lisacs Billingstire Sp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 66.60    | Lithia Cjd Of Billings - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 17.48    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 39.98    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 87.74    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 98.92    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 8.38     | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 62.48    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 81.96    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 92.74    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 6.18     | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 5.16     | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 16.76    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 22.98    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 54.08    | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 115.86   | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 219.32   | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (12.12)  | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 163.96   | Lowe's #00319* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 779.00   | Lowe's #00907* - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 32.75    | Meadow Green Sales - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 9.00     | Meadow Green Sales - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 630.49   | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 66.50    | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 6.76     | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 1,737.40 | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 236.19   | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 130.67   | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 1,070.68 | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 495.74   | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 170.80   | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 39.06    | Midland Implement Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 389.37   | Midland Implement Co - PCard   |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                       |
|------------|--------|------------------|-------------|-------------|---------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 1,095.62 | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 319.44   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 318.62   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 10.36    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 33.00    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 62.50    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 24.22    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 165.60   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 222.09   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 149.69   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 279.72   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 1,171.80 | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 107.54   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 24.07    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 105.89   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 37.13    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 86.76    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 60.92    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 5.67     | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 556.50   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 38.37    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 18.00    | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 174.22   | Midland Implement Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 206.00   | Mojo Graph* Billings P - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 18.49    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 67.75    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 27.28    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 48.74    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 19.76    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 10.85    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (168.62) | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 168.62   | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 27.28    | Napa Store 3547001 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 342.34   | Northwest Pipe Fittings - PCard |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (342.34) | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 855.99   | Northwestern Ene - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 43.48    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 1,062.33 | Onlinecomponentscom - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 19.93    | Rei #198 Billings - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 49.95    | Rei.Com 800-426-4840 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 83.88    | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 68.00    | Scheels Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 178.98   | Scheels Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 118.49   | Selby'S - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 144.99   | Shiptons Big R Heights - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 20.97    | Shiptons Big R Service - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 21.96    | Shipton'S Big R-East - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 79.99    | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 88.20    | Snappyduds - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 7.50     | Snappyduds - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 77.98    | Snappyduds - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 55.60    | Sq *Hotsy Wy-Mont - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 274.50   | Staley S Tire And Automot - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 39.00    | Surveylegend Ab - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (59.00)  | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 13.98    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 33.94    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 59.00    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 22.98    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 6.63     | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 53.61    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 420.99   | Tire Rama 105 It - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 145.00   | Tire Rama 105 It - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 39.97    | Toner Buzz - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 64.99    | Tractor-Supply-Co #0303 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ (20.00)  | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 135.00   | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 196.60   | Tvetene Turf Inc - PCard          |

| Check Date | Check# | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|--------|------------------|-------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 35.95    | Walgreens #12155 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 15.00    | Wal-Mart #4412 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 44.96    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 912.00   | West End Lock And Secur - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 178.93   | Www.Kohls.Com #0873 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 245.99   | Www.Scheels.Com - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 19.00    | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Dist 1 | \$ 14.99    | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 1,263.55 | 4Imprint, Inc - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 620.99   | Anypromo.Com - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 620.99   | Anypromo.Com - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 350.00   | International Bronze Plaq - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 85.00    | The Good Earth Works - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 191.25   | The Good Earth Works Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 212.50   | The Good Earth Works Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Park Prgrms | \$ 297.50   | The Good Earth Works Co - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 35.96    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 516.14   | Ace Electric - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 246.03   | Ace Electric - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 89.85    | Amzn Mktp Us*Be15I3943 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 25.99    | Amzn Mktp Us*Lx1510Df3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 5.99     | Car Wash Systems, Inc. - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 6.69     | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 214.18   | Df Supply Inc - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 230.63   | Econo Print - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 49.94    | Galls - PCard                     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 52.96    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 52.95    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 52.96    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 4.20     | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 18.44    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 25.98    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 6.56     | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 97.15    | Office Depot #450 - PCard         |

| Check Date | Check# | Name             | Fund Name   | Amount    | Item Desc                         |
|------------|--------|------------------|-------------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 45.57  | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 37.98  | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 144.00 | Sign Pro Billings - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 135.00 | Sq *Skyline Services, Inc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 105.00 | Sq *Skyline Services, Inc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 30.00  | Sq *Skyline Services, Inc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 24.00  | Target 00013334 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 259.10 | Ticket Supplies - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 17.50  | Tire Rama 104 Br - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 37.74  | Uline *Ship Supplies - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 37.76  | Uline *Ship Supplies - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 37.76  | Uline *Ship Supplies - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 17.94  | Wal-Mart #1956 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 10.00  | Zeecreativeinc - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 240.00 | Ztl*Zee Creative - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parking     | \$ 122.00 | Ztl*Zee Creative - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 171.68 | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 334.92 | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 67.96  | In *Canyon Creek Nursery - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 36.22  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 278.00 | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 109.30 | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 267.12 | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 33.82  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 37.06  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 34.87  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 212.92 | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 339.70 | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 67.84  | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 521.71 | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 149.39 | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 20.35  | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 40.22  | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint | \$ 19.45  | Yellowstone Valley Elect - PCard  |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint   | \$ 40.36    | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Parks Maint   | \$ 205.62   | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | PD Program    | \$ 763.63   | Amazon.Com*Ph3Z674U3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | PD Program    | \$ 959.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | PD Program    | \$ 310.00   | Mineroff Electronics - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Phone System  | \$ 12.90    | Amzn Mktp Us*117Aw3I13 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Phone System  | \$ 14.44    | Amzn Mktp Us*5Y2Uu4J23 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Phone System  | \$ 1,374.82 | Graybar Electric - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 14.99    | Adobe Acropro Subs - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 17.58    | Albertsons #4025 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 20.90    | Albertsons.Com #1227 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 29.97    | Amazon.Com*0H0O88O33 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 59.98    | Amazon.Com*Yd1294Zl3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 60.07    | Amzn Mktp Us*2A1Hx2323 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 130.00   | Association Of Pedestrian - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 6.27     | Bargreen Ellingson #11 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 237.94   | Jimmy Johns - 1646 - E - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 101.75   | Pizza Hut #1714 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 9.96     | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 32.13    | Samsclub.Com - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 47.00    | Sq *Mt Mobile Shredding - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 13.00    | Usps.Com Postal Store - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Planning      | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 20.08    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 39.98    | Albertsons #0047 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 26.99    | Albertsons #0047 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 26.10    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 36.64    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 26.10    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 52.64    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 40.10    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 18.20    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 26.85    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 43.95    | Alsco Inc. - PCard                |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 394.99   | Amazon.Com*6P00K9Ca3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 31.99    | Amazon.Com*D39Yl1Dq3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 10.88    | Amazon.Com*S21Pm1Ah3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 369.99   | Amazon.Com*Tz3D49D33 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 25.00    | Amer Assoc Notaries - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 258.62   | Amzn Mktp Us*252Ox9On3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 33.90    | Amzn Mktp Us*5T8969Ke3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,777.44 | Applied Ind Tech 2422 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 962.19   | B&H Photo 800-606-6969 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 795.60   | B&H Photo 800-606-6969 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 101.28   | B&H Photo 800-606-6969 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 117.48   | Best Buy 00005926 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 19.99    | Billingsgazettethriftync - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 15.15    | Budget Rent A Car - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 23.55    | Budget Rent A Car - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 110.00   | Businessradiolicensing - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 110.00   | Businessradiolicensing - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 169.95   | Cab Store Billings, Mt - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 48.95    | Ccc Verify - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 50.00    | Cenex Zip Trip07082639 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 155.51   | City Of Billings Buildin - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 175.55   | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 276.12   | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ (75.00)  | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 92.94    | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 63.00    | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 243.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 452.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 128.00   | Creative Monograms Smb - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 902.45   | Crye Precision - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 614.20   | Delta Air 0062325355917 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 571.20   | Delta Air 0062325621294 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 567.20   | Delta Air 0062327764871 - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 14.99    | Delta Air Seat Fees - PCard       |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 107.44   | Detroit Ammunition Co - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,044.68 | Dmi* Dell Bus Online - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 2,432.29 | Dooley Enterprises Inc - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,156.25 | Dt Downtown Sd - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 87.37    | Efx*Infoservices - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 224.15   | Elite K9 Inc 2 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 105.00   | Enduro Seat Covers - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 29.98    | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 68.00    | Exxonmobil 45948007 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 77.74    | Exxonmobil 47650205 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 12.03    | Fedex 275199773614 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 424.00   | Gw Inc - PCard                    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 472.00   | Gw Inc - PCard                    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,950.00 | Hanser Wrecker Company - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,050.00 | Hanser Wrecker Company - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,625.00 | Hanser Wrecker Company - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 159.92   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 881.65   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 601.40   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 109.56   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 118.08   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 247.18   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 109.56   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,146.00 | Havis Inc - PCard                 |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 14.97    | Holiday Stations 0385 - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 815.50   | Hyatt Place Grand Rapids - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 2,638.84 | Idu*Insight Public Sec - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 495.00   | In *Gwenlin Commercial Cl - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 126.90   | Iron Mountain - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 67.70    | Jimmy Johns - 1646 - M - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 213.58   | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,122.37 | L Tech Ammunition Llc - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 37.53    | Marathon Petro144014 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 17.00    | Meijer # 050 Fuel - PCard         |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 38.00    | Minuteman Press Billings - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 79.00    | Montana Brewing Company - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 40.96    | Montana Club Of Billings - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 673.39   | Moore Lane Vh - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 77.51    | Murphy7494Atwalmart - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 194.93   | Office Depot #2135 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 6.99     | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 34.99    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 150.40   | Priceln*Delta Air Line - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 80.00    | Rei.Com 800-426-4840 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 240.00   | Rei.Com 800-426-4840 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 846.00   | Riverhouse On The Deschut - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 86.25    | Rockets Gourmet Wraps - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,000.00 | Safariland, Llc - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 80.50    | Sambrownshields.Com - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 179.00   | Samsclub #4805 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,190.00 | Shieldspike Llc - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,250.00 | Sp Crash Data Group - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 264.19   | Spectrum - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 40.00    | Sq *Cpr Cell Phone Repair - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 600.00   | Sq *Mustangs Baseball Llc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 315.90   | Sq *Tel Net Systems Inc - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 44.00    | Sq *The Sourdough B - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 364.90   | State Chemic*State Che - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 8.98     | Target 00001719 - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 399.99   | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 189.85   | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 80.00    | The lai - PCard                   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 30.97    | The Ups Store 2594 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 20.70    | Tiger Town - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 99.50    | Tinys Tavern Inc 2 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 257.60   | Tlo Transunion - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 25.00    | Tst* City Brew Coffee - C - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 25.00    | Tst* City Brew Coffee - C - PCard |

| Check Date | Check# | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|--------|------------------|---------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 35.00    | United 0161591284229 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 35.00    | United 0161592517301 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 35.00    | United 0161592518497 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,862.50 | Universal Awards - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 33.47    | Ups*Billing Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 11.21    | Ups*Billing Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 9.23     | Ups*Billing Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 45.13    | Ups*Billing Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 10.64    | Ups*Billing Center - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 15.44    | Wal-Mart #1956 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 13.28    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 13.28    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 13.28    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 13.28    | Walmart.Com Aa - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 7.00     | West End Lock And Secur - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 129.99   | Www Costco Com - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 60.00    | Www.Rocky.Edu - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 1,198.00 | Www.Scheels.Com - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 97.00    | Www.Volgistics.Com - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 41.71    | Yellowstone County Treas - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 155.52   | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Public Safety | \$ 99.84    | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 5.95     | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 15.11    | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 311.73   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 166.84   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 312.19   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 166.84   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 6.97     | Amazon.Com*W30G55Sx3 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 42.00    | American Water Technol - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 8.70     | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 21.19    | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 507.72   | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste   | \$ 92.84    | Billings - Tacoma Screw P - PCard |

| Check Date | Check# | Name             | Fund Name      | Amount      | Item Desc                         |
|------------|--------|------------------|----------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 130.00   | Cab Store Billings, Mt - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 1,015.02 | Caster Connection, Inc. - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 12.80    | City Of Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 110.23   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 186.48   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 95.08    | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 172.61   | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 209.89   | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 105.39   | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ (679.36) | Impact Plastics - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 2,408.36 | Impact Plastics - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 100.00   | Industrial Sales And Se - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 768.74   | Johnstone Supply - Billin - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 247.38   | Kb Commercial Products - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 67.96    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 485.80   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 4.38     | Montana Fence - Billings - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 89.60    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 100.00   | Napa Store 3547004 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 334.09   | Northwest Pipe Fittings - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 10.99    | Rdoce Bil 020112 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 19.34    | Six Robbles No 6 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 113.00   | Six Robbles No 6 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 85.00    | Sprockets Machine & Weld - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Solid Waste    | \$ 225.00   | Yellowstone Electric Comp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ (37.45)  | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ (809.60) | Amazon.Com Amzn.Com/Bill - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 333.18   | Amazon.Com*0C1Hh9263 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 63.89    | Awg 3575 - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 169.70   | Campbell Scientific Inc - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 99.97    | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 7.68     | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 126.46   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 62.07    | Kings Ace Hdwe - PCard            |

| Check Date | Check# | Name             | Fund Name      | Amount      | Item Desc                         |
|------------|--------|------------------|----------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 19.24    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 75.96    | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 89.90    | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 119.00   | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 13.50    | Macon Supply Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 47.32    | Montana Fence - Billings - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 51.54    | Norco Inc - PCard                 |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 95.00    | Pacific Steel Branch #02 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 239.98   | Scheels Billings - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 142.97   | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 32.97    | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 60.98    | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 21.12    | Yellowstone County Treas - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Street/Traffic | \$ 313.17   | Yellowstone Valley Elect - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 29.99    | Adobe Creative Cloud - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 44.99    | Albertsons #0630 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 39.99    | Amazon.Com*Dv0Ev7P73 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ (114.99) | Amzn Mktp Us - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 14.12    | Amzn Mktp Us*2L0Nz8413 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 8.99     | Amzn Mktp Us*308Lx00H3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 28.99    | Amzn Mktp Us*4U6Dw4Jz3 Am - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 19.99    | Amzn Mktp Us*K583M9Gr3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 85.99    | Amzn Mktp Us*Ky40Q8Hm3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 114.99   | Amzn Mktp Us*Zz3Bj3S53 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 114.99   | Amzn Mktp Us*Zz3Bj3S53 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 120.00   | Awg 3575 - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ (120.00) | Awg 3575 - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 65.08    | Awg 3575 - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 12.59    | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 75.00    | Facebk *Sjt5Jd3742 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 25.00    | Facebk *Ypjzld3742 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 375.00   | In *Cotter'S Sewer, Septi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 195.00   | In *Yellowstone County Co - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit        | \$ 120.00   | Indeed - PCard                    |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 11.96    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 19.99    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 65.26    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 25.48    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 39.60    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 158.25   | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 155.00   | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 18.00    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 21.35    | Napa Store 3547001 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 414.99   | Paypal *Safetysync - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 415.86   | Peterbiltparts.Com - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 3.71     | Rsd - Billings#57 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 477.06   | Safety Kleen Systems - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 43.75    | Sq *Transitional Marketin - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 49.94    | Tlf*Gainans Floral And G - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 39.89    | Ups (800) 811-1648 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 267.30   | Zeecreativeinc - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 178.20   | Zeecreativeinc - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Transit    | \$ 15.55    | Zoom.Us 888-799-9666 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 262.00   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ (135.80) | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 1.96     | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 71.99    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 5.89     | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 73.47    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 117.32   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 264.75   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 8.46     | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 14.53    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 63.69    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 39.84    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 13.53    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 423.60   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 9.08     | 4Te*Alarm Services - PCard        |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 45.51    | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 14.99    | Adobe Acropro Subs - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 112.78   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 88.73    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 8.17     | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 25.75    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 124.65   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 24.51    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 373.95   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 77.23    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 266.19   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 348.96   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 99.95    | Amzn Mktp Us*Hc14T4783 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 12.49    | Amzn Mktp Us*Mj2C90H03 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 4.00     | Amzn Mktp Us*Wb6Ha3Ro3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 210.59   | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 556.31   | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 599.84   | Billingsnursery - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 1,099.95 | Bretz Rv And Marine - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 80.54    | Cdw Govt #Z788071 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 12.82    | Cenex Zip Trip09905753 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 30.00    | Conoco - Conomart Iv - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 16.83    | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 655.99   | Dx Engineering 8000 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 14.35    | Econo Print - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 414.67   | Edge Construction Supp - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 9.09     | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 150.33   | Fedex 275301390370 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 28.66    | Ferguson Ent #1342 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 128.64   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 28.67    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 36.51    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 55.31    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 359.89   | Hanson Chemical - PCard           |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 575.65   | Hanson Chemical - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 3,266.20 | Hawk Measurement America - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 89.98    | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 149.92   | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 14.99    | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 6.99     | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 89.95    | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 108.22   | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 75.27    | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 13.03    | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 20.25    | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 421.52   | Idec Corporation - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 861.04   | Idec Corporation - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 8.99     | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 62.97    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 299.40   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 16.20    | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 14.40    | Launchpoint Solutions - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 16.99    | Lockwood Ace Hardware - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 531.00   | Lous Gloves - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 106.50   | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 79.20    | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ (69.72)  | Lowes #00319* - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 176.79   | Mac Tools - Billings - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 163.25   | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 204.54   | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 75.88    | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 357.10   | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 93.48    | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 429.13   | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 181.58   | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 75.88    | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 75.88    | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 295.43   | Midland Scientific Inc - - PCard  |

| Check Date | Check# | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|--------|------------------|------------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 311.38   | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 110.80   | Montana Masonry Supply In - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 26.48    | Northwest Industrial Supp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 251.13   | Provantage - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 180.47   | Provantage - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 60.00    | Pzg**Mt Dli Ebiz - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 4,153.10 | Redline Systems Inc - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 1,867.70 | Salsbury Industries - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 20.97    | Shiptons Big R Service - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 70.00    | Shipton'S Big R-East - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 7.19     | Shipton'S Big R-East - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 141.00   | Shipton'S Big R-East - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 83.20    | Sp Powder Mix Direct - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 29.98    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 27.02    | Theelectricaldepot - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 522.00   | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 699.22   | Www.Superbrightleds.Co - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 260.00   | Yellowstone Ice And Water - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 260.00   | Yellowstone Ice And Water - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Wastewater | \$ 260.00   | Yellowstone Ice And Water - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 5.90     | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 39.11    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 117.65   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 17.69    | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 220.41   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 234.64   | 360 Office Solutions Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 27.25    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 21.79    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 95.53    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 20.29    | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 635.39   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 794.24   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 119.39   | 4Te*Alarm Services - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water      | \$ 25.37    | 4Te*Alarm Services - PCard        |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 6.38     | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 68.27    | A And H Turf And Specialt - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 38.00    | Aaim - Services - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 84.70    | Agilent Technologies, - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 862.00   | Agilent Technologies, - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 129.85   | Agilent Technologies, - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 3.99     | Albertsons #0038 - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 96.87    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 164.63   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 169.16   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 24.51    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 88.73    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 77.23    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 231.71   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 290.61   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 523.43   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 73.53    | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 266.19   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 509.71   | Alsco Inc. - PCard                |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 63.96    | Amazon.Com*032Ov58H3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 252.54   | Amazon.Com*Yq1642Tf3 Amzn - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 24.00    | Amzn Mktp Us*716En9Mw3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 338.90   | Amzn Mktp Us*8401C9N33 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 99.95    | Amzn Mktp Us*Hc14T4783 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 31.98    | Amzn Mktp Us*Hj0Aa4Ae3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 12.49    | Amzn Mktp Us*Mj2C90H03 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 35.97    | Amzn Mktp Us*Rk61C0Y03 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 384.11   | Amzn Mktp Us*Tv8Tc18J3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 5.99     | Amzn Mktp Us*Wb6Ha3Ro3 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,388.00 | B&H Photo 800-606-6969 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 2,424.00 | B&H Photo 800-606-6969 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 932.91   | Backflow Supply - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 720.51   | Barr Thorp Electric Co I - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 74.00    | Batteries+Bulbs #0253 - PCard     |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,049.96 | Best Buy 00005926 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 25.79    | Billings - Tacoma Screw P - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 955.40   | C&B Billings - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 12.83    | Cenex Zip Trip09905753 - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 30.00    | Conoco - Conomart Iv - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 25.24    | Costco Whse #0069 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ (3.81)   | Courtyard By Marriott- - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 655.99   | Dx Engineering 8000 - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 82.50    | Dxp Enterprises - PCard           |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 4.78     | Econo Print - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 28.71    | Econo Print - PCard               |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,443.14 | Edge Construction Supp - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 88.50    | Edge Construction Supp - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 622.01   | Edge Construction Supp - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 511.21   | Environmental Resource - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 9.08     | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 8.99     | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 11.69    | Evergreen Ace Hardware - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 182.66   | Fedex 91974304 - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 25.86    | Fei, Inc - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 139.50   | Fisher Sand & Gravel Riv - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 67.74    | Fisher Sand & Gravel Riv - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,883.09 | Ge Analytical Instrument - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 163.90   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 111.30   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 50.28    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 67.32    | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 206.60   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 221.28   | Grainger - PCard                  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 334.70   | Hach Company - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 30.97    | Hach Company - PCard              |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 24.99    | Harbor Freight Tools 207 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 27.98    | Harbor Freight Tools 207 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 6.99     | Heights Ace Hdwe - PCard          |

| Check Date | Check# | Name             | Fund Name | Amount    | Item Desc                         |
|------------|--------|------------------|-----------|-----------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 112.41 | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 15.00  | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 106.96 | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 89.96  | Heights Ace Hdwe - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 19.55  | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 22.36  | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 30.38  | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 112.91 | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 203.47 | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 726.99 | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 372.26 | Hose And Rubber Supply Bi - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 140.95 | Interstate All Battery - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 107.94 | Interstate All Battery - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 171.95 | Interstate Battery Of The - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 36.05  | Jims Electric - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 92.70  | Jims Electric - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 128.75 | Jims Electric - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 53.04  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 26.98  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 8.99   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 16.14  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 6.23   | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 11.68  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 24.29  | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 107.22 | Kings Ace Hdwe - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 21.60  | Launchpoint Solutions - PCard     |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 21.96  | Lowe's #00907* - PCard            |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 200.63 | McMaster-Carr - PCard             |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 16.25  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 53.87  | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 134.18 | Midland Implement Co - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 79.35  | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 196.75 | Midland Scientific - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 250.70 | Midland Scientific Inc - - PCard  |

| Check Date | Check# | Name             | Fund Name | Amount      | Item Desc                         |
|------------|--------|------------------|-----------|-------------|-----------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 252.88   | Midland Scientific Inc - - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 166.20   | Montana Masonry Supply In - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,436.00 | Montana Radiator Works - PCard    |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 39.73    | Northwest Industrial Supp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 23.90    | Northwest Industrial Supp - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 67.14    | Northwest Scientific Inc - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 499.98   | Office Depot #1080 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 69.27    | Office Depot #1080 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 78.61    | Office Depot #1080 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 8.71     | Office Depot #1080 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 202.42   | Office Depot #2135 - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 131.96   | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 68.96    | Office Depot #450 - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 508.63   | O'Reilly Auto Parts 1551 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 255.00   | Pacific Steel Branch #02 - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 144.90   | Peak Trading Corp - PCard         |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 519.00   | Perkinelmer Health - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 90.00    | Pzg**Mt Dli Ebiz - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 1,867.70 | Salsbury Industries - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 10.79    | Shipton'S Big R-East - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 125.91   | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 131.39   | Shipton'S Big R-West - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 731.63   | Sp Camlockdirectcom - PCard       |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 3.30     | Spencer Fluid Power Inc - PCard   |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 425.95   | Sunshine Sports Aardvark - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 169.90   | Sunshine Sports Aardvark - PCard  |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 29.99    | The Home Depot #3101 - PCard      |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 48.74    | The Webstaurant Store Inc - PCard |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 37.80    | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 18.90    | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 18.90    | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 21.50    | Tvetene Turf Inc - PCard          |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 2,711.95 | Water Pumps Direct - PCard        |
| 08/01/2022 | ACH    | U.S. Bank PCards | Water     | \$ 3,373.94 | Water Pumps Direct - PCard        |

| Check Date | Check# | Name                    | Fund Name      | Amount        | Item Desc                                                 |
|------------|--------|-------------------------|----------------|---------------|-----------------------------------------------------------|
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 2,049.96   | Water Pumps Direct - PCard                                |
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 342.81     | Www.Superbrightleds.Co - PCard                            |
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 699.22     | Www.Superbrightleds.Co - PCard                            |
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 32.33      | Www.Superbrightleds.Co - PCard                            |
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 15.55      | Zoom.Us 888-799-9666 - PCard                              |
| 08/01/2022 | ACH    | U.S. Bank PCards        | Water          | \$ 95.52      | Zoro Tools Inc - PCard                                    |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 75.00      | 4Te*Alarm Services - PCard                                |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 238.21     | Air Controls-Billings - PCard                             |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 193.60     | Alsco Inc. - PCard                                        |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 108.00     | Creative Monograms Smb - PCard                            |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 312.83     | Ecolab Inc - PCard                                        |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 40.47      | Kings Ace Hdwe - PCard                                    |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 733.82     | Montana Broom & Brush Co1 - PCard                         |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 138.98     | Shipton'S Big R-West - PCard                              |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 287.83     | Sq *Koinonia Laundry - PCard                              |
| 08/01/2022 | ACH    | U.S. Bank PCards        | #N/A           | \$ 136.22     | Sq *Koinonia Laundry - PCard                              |
| 08/01/2022 | 854387 | Valmont Industries      | Street/Traffic | \$ 4,000.00   | CD2206220 PO NUM 314449                                   |
| 08/01/2022 | 854390 | Western Municipal Const | Wastewater     | \$ 598,564.33 | Phase 2 Sanitary Sewer Interceptor Replacement            |
| 08/01/2022 | 854390 | Western Municipal Const | Wastewater     | \$ 594,032.38 | Phase 2 Sanitary Sewer Interceptor Replacement            |
| 08/01/2022 | 854395 | Winkler Excavating      | Water          | \$ 6,507.10   | WO2226 WTP Sediment Hauling                               |
| 08/01/2022 | 854397 | Ylwstn Co Finance       | Building       | \$ 6,853.89   | Miller Building; August Rent; Building Dept.              |
| 08/01/2022 | 854397 | Ylwstn Co Finance       | CDBG           | \$ 5,330.52   | Miller Building; August Rent; Community Development       |
| 08/01/2022 | 854397 | Ylwstn Co Finance       | General        | \$ 2,132.82   | Miller Building; August Rent; Code Enforcement            |
| 08/01/2022 | 854397 | Ylwstn Co Finance       | Parking        | \$ 1,892.18   | June_2022 1/2 County Lot Meter Collections                |
| 08/01/2022 | 854397 | Ylwstn Co Finance       | Planning       | \$ 4,566.03   | Miller Building; August Rent; Planning Dept.              |
| 08/01/2022 | 854398 | Ylwstn Co Sheriff       | PD Program     | \$ 17,331.00  | Reimbursement of JAG Grant Expenses for QtrEnd 6-30-2022. |

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Payment of Claims for week of August 8, 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 \$1,535,815.69 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 08082022

| Check Date | Check# | Name                  | Fund Name        | Amount      | Item Desc                                                        |
|------------|--------|-----------------------|------------------|-------------|------------------------------------------------------------------|
| 08/08/2022 | 854401 | 3 Bull Contracting    | Park Dist 1      | \$ 9,393.82 | flood restoration at Riverfront Park                             |
| 08/08/2022 | 854405 | Allstream Business    | Airport          | \$ 44.57    | Airport Alarm                                                    |
| 08/08/2022 | 854405 | Allstream Business    | Phone System     | \$ 79.95    | Main Bill New Account # 330046 -IT                               |
| 08/08/2022 | 854405 | Allstream Business    | Phone System     | \$ 2,503.66 | Main Bill New Account # 330046 -IT                               |
| 08/08/2022 | 854411 | ArchiveSocial         | IT Resources     | \$ 5,988.00 | Archive Standard 3.5KR package 9/1/22-8/31/23                    |
| 08/08/2022 | 854422 | Business Tax Section  | Airport          | \$ 108.33   | Access Control and CCTV Systems - Eligible Share                 |
| 08/08/2022 | 854422 | Business Tax Section  | Airport          | \$ 9.16     | Access Control and CCTV Systems - Ineligible Share               |
| 08/08/2022 | 854422 | Business Tax Section  | Airport          | \$ 587.10   | Materials and Application of Epoxy Paint for Runway 28R/10L      |
| 08/08/2022 | 854422 | Business Tax Section  | Airport          | \$ 1,902.00 | West Utilities & Road Improvement - Amendment #27                |
| 08/08/2022 | 854422 | Business Tax Section  | Arterial Streets | \$ 574.47   | WO 22-29 24th St West Signal Conduit Upgrade                     |
| 08/08/2022 | 854422 | Business Tax Section  | Gas Tax          | \$ 15.67    | WO 22-09 BBWA Canal Trail 1 wo2009                               |
| 08/08/2022 | 854422 | Business Tax Section  | Gas Tax          | \$ 108.74   | WO 22-24 Park PL Retaining Wall 1 WO2224 EMX                     |
| 08/08/2022 | 854422 | Business Tax Section  | Park Dist 1      | \$ 37.33    | business tax on Playco for Ponderosa playground                  |
| 08/08/2022 | 854422 | Business Tax Section  | Park Dist 1      | \$ 94.88    | restoration from flood damage at Riverfront                      |
| 08/08/2022 | 854422 | Business Tax Section  | Park Dist 1      | \$ 16.80    | retainage release                                                |
| 08/08/2022 | 854422 | Business Tax Section  | Public Safety    | \$ 39.20    | Fire Station #4 Retainage Release                                |
| 08/08/2022 | 854422 | Business Tax Section  | Solid Waste      | \$ 3,044.32 | WO 20-41 Landfill Gas Collection System Lift One                 |
| 08/08/2022 | 854422 | Business Tax Section  | Tax Incrmnt N27  | \$ 68.66    | Installation of Parking Gate Control Equipment for Empire Garage |
| 08/08/2022 | 854422 | Business Tax Section  | Wastewater       | \$ 373.00   | WO 22-36 WRF Bioreactor Flowmeter Pmt 2                          |
| 08/08/2022 | 854422 | Business Tax Section  | Water            | \$ 44.75    | Water Service Repairs- 10/22/2021 - B Pmt 2 GRT                  |
| 08/08/2022 | 854423 | C and C Const         | Public Safety    | \$ 3,880.99 | Retainage Release                                                |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 22.04    | water charges for Arrowhead - 13137                              |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 2,215.43 | water charges for Arrowhead- 13138                               |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 306.12   | water charges for cleavenger- 01019                              |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 4,315.40 | water charges for Hawthorne - 08163                              |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 1,111.04 | water charges for Luthern- 10112                                 |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Park Dist 1      | \$ 2,519.87 | water charges for Primrose - 06100                               |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Parks Maint      | \$ 2,001.53 | water charges for Frances- 16219                                 |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Parks Maint      | \$ 1,168.35 | water charges for Rolling Hills- 09174                           |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Parks Maint      | \$ 6,133.70 | water charges for Twin oaks- 17196                               |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Parks Maint      | \$ 2,711.75 | water charges for Uinta- 17140                                   |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Parks Maint      | \$ 3,069.44 | water charges for Walden grove- 30388                            |
| 08/08/2022 | 854440 | Co Water Dist-Heights | Street/Traffic   | \$ 28.32    | water at hilltop/bench roundabout                                |
| 08/08/2022 | 854444 | Crowley Fleck         | General          | \$ 6,912.50 | Expert Witness Fees Abromeit                                     |

| Check Date | Check# | Name                 | Fund Name       | Amount        | Item Desc                                                             |
|------------|--------|----------------------|-----------------|---------------|-----------------------------------------------------------------------|
| 08/08/2022 | 854447 | Dakota Supply Group  | Wastewater      | \$ 28.67      | HYDRANT BREAKAWAY COUPLING                                            |
| 08/08/2022 | 854447 | Dakota Supply Group  | Wastewater      | \$ 585.00     | Job # PBS032-Parts                                                    |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 544.87     | 27" POLYWRAP .008 MIL - PIPE WRAP                                     |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 2,228.59   | 3/4" - 1-1/2" HIGH - 24" HDPE MAN HOLE ADJUSTING RINGS                |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 6,144.00   | 3/4" METER LOOPS AKA YOKE                                             |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 1,089.69   | 4" HIGH - 24" HDPE MAN HOLE ADJUSTING RINGS                           |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 252.00     | DUC LUGS-FIG-S-14-STELLAR - CORP                                      |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 43.00      | HYDRANT BREAKAWAY COUPLING                                            |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 366.85     | TYLER #6 VALVE BOX BASE                                               |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 619.20     | TYLER 6860 HD 26" TOP SECTION                                         |
| 08/08/2022 | 854447 | Dakota Supply Group  | Water           | \$ 187.98     | water service fittings                                                |
| 08/08/2022 | 854448 | Dana Safety Supply   | General         | \$ 1,337.00   | 800630                                                                |
| 08/08/2022 | 854448 | Dana Safety Supply   | General         | \$ 63.38      | 800630                                                                |
| 08/08/2022 | 854448 | Dana Safety Supply   | Public Safety   | \$ 3,906.73   | 800741                                                                |
| 08/08/2022 | 854451 | Dixie Petro-Chem     | General         | \$ 2,924.05   | chemicals for pools                                                   |
| 08/08/2022 | 854451 | Dixie Petro-Chem     | General         | \$ 1,169.62   | chemicals for pools                                                   |
| 08/08/2022 | 854453 | DuraEdge Products    | Donations       | \$ 8,125.00   | pro infield mix for dehler park                                       |
| 08/08/2022 | 854453 | DuraEdge Products    | Donations       | \$ 4,992.00   | pro infield mix for dehler park                                       |
| 08/08/2022 | 854454 | Earth Movers Exc     | Gas Tax         | \$ 10,764.98  | WO 22-24 Park PL Retaining Wall                                       |
| 08/08/2022 | 854455 | Econo Glass          | Transit         | \$ 3,030.00   | Glass Repair at Downtown Transfer Center                              |
| 08/08/2022 | 854459 | First MT Title       | CDBG            | \$ 10,000.00  | FTHB Eloisa DeHerrera 325 Jackson Street                              |
| 08/08/2022 | 854460 | Fisher Sand & Gravel | Street/Traffic  | \$ 3,667.86   | asphalt                                                               |
| 08/08/2022 | 854460 | Fisher Sand & Gravel | Street/Traffic  | \$ 3,475.37   | asphalt                                                               |
| 08/08/2022 | 854460 | Fisher Sand & Gravel | Street/Traffic  | \$ 874.53     | asphalt                                                               |
| 08/08/2022 | 854460 | Fisher Sand & Gravel | Street/Traffic  | \$ 247.85     | asphalt                                                               |
| 08/08/2022 | 854460 | Fisher Sand & Gravel | Street/Traffic  | \$ 708.48     | asphalt                                                               |
| 08/08/2022 | 854461 | FlashParking         | Tax Incrmnt N27 | \$ 6,796.90   | Installation of Parking Gate Control Equipement for the Empire Garage |
| 08/08/2022 | 854462 | Frontier Psychiatry  | Public Safety   | \$ 2,656.25   | Frontier Psychiatry RTD interview                                     |
| 08/08/2022 | 854466 | Hample Exc           | Airport         | \$ 4,999.25   | Repair Broken Pipe.                                                   |
| 08/08/2022 | 854466 | Hample Exc           | Airport         | \$ 188,297.80 | West Utilities & Road Improvement - Amendment #27                     |
| 08/08/2022 | 854472 | Highmark Traffic     | Airport         | \$ 58,122.90  | Materials and Application of Epoxy Paint for Runway 28R/10L           |
| 08/08/2022 | 854473 | Holland Supply       | General         | \$ 3,499.35   | Mobil stand for Mountview cemetery                                    |
| 08/08/2022 | 854474 | Homestead Secure     | Planning        | \$ 500.00     | Planning Minutes Imaging Project                                      |
| 08/08/2022 | 854474 | Homestead Secure     | Planning        | \$ 3,650.00   | Planning Minutes Imaging Project                                      |

| Check Date | Check# | Name                      | Fund Name      | Amount        | Item Desc                                                          |
|------------|--------|---------------------------|----------------|---------------|--------------------------------------------------------------------|
| 08/08/2022 | 854474 | Homestead Secure          | Planning       | \$ 4,103.00   | Planning Minutes Imaging Project                                   |
| 08/08/2022 | 854477 | Insight Public Sector     | General        | \$ 2,811.71   | 2-MS Pro 7+, i5, 8GB RAM, 256GB SSD, adapters, Type cover keyboard |
| 08/08/2022 | 854478 | Integrated Info Solutions | IT Resources   | \$ 5,150.00   | IBMX3650 s/n E2-K8585                                              |
| 08/08/2022 | 854480 | Jackson Court LLLP        | Tax Incrmnt S  | \$ 17,540.00  | Geotechnical investigation, Site Survey, and Lot Aggregation       |
| 08/08/2022 | 854481 | Jacobs Engineering        | Gas Tax        | \$ 1,706.90   | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854481 | Jacobs Engineering        | Light Maint    | \$ 1,706.90   | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854481 | Jacobs Engineering        | Storm Sewer    | \$ 3,499.14   | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854481 | Jacobs Engineering        | Street/Traffic | \$ 5,120.70   | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854481 | Jacobs Engineering        | Wastewater     | \$ 11,436.22  | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854481 | Jacobs Engineering        | Water          | \$ 11,447.34  | Asset Management Program Project Pmt 26                            |
| 08/08/2022 | 854484 | Joe Johnson Equipt        | Wastewater     | \$ 3,589.10   | P00207                                                             |
| 08/08/2022 | 854484 | Joe Johnson Equipt        | Wastewater     | \$ 1,794.56   | P00207                                                             |
| 08/08/2022 | 854485 | Johnson Laffen Galloway   | GO Const       | \$ -          | Phase 1 Stillwater Bldg - develop comprehensive master plan        |
| 08/08/2022 | 854485 | Johnson Laffen Galloway   | GO Const       | \$ -          | Phase 1 Stillwater Bldg. - construction                            |
| 08/08/2022 | 854485 | Johnson Laffen Galloway   | GO Const       | \$ 118,093.87 | Phase I Stillwater Bldg - comprehensive design plan                |
| 08/08/2022 | 854492 | KLE Construction          | Solid Waste    | \$ 301,387.08 | WO 20-41 Landfill Gas Collection System Lift One                   |
| 08/08/2022 | 854494 | Kois Brothers             | Fleet          | \$ 404.46     | 126558 PO NUM 314644                                               |
| 08/08/2022 | 854494 | Kois Brothers             | Fleet          | \$ 77.71      | 126589 PO NUM 314644                                               |
| 08/08/2022 | 854494 | Kois Brothers             | Fleet          | \$ 88.64      | 126640 PO NUM 314644                                               |
| 08/08/2022 | 854494 | Kois Brothers             | Solid Waste    | \$ 226.05     | 126543                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Solid Waste    | \$ 1,230.18   | 126590                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Solid Waste    | \$ 296.14     | 126728                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Street/Traffic | \$ 428.43     | 126473                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Street/Traffic | \$ 904.58     | 126621                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Water          | \$ 653.45     | 126514                                                             |
| 08/08/2022 | 854494 | Kois Brothers             | Water          | \$ 59.00      | 126618                                                             |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 1,800.00   | BC CLOTHING ALLOWANCE, FY 2023                                     |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 2,700.00   | BUREAU CLOTHING ALLOWANCE, FY 2023                                 |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 13,500.00  | CAPTAINS CLOTHING ALLOWANCE, FY 2023                               |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 3,087.00   | CLASS 'A' UNIFORMS                                                 |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 5,175.00   | CLOTHING: 1ST YR/NEW HIRES                                         |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 13,500.00  | ENGINEERS CLOTHING ALLOWANCE, FY 2023                              |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 15,750.00  | FIREFIGHTERS, CONFIRMED CLOTHING ALLOWANCE, FY 2023                |
| 08/08/2022 | 854501 | Local 521                 | Public Safety  | \$ 900.00     | TRAINING CLOTHING ALLOWANCE, FY 2023                               |

| Check Date | Check# | Name                   | Fund Name        | Amount       | Item Desc                                                             |
|------------|--------|------------------------|------------------|--------------|-----------------------------------------------------------------------|
| 08/08/2022 | 854502 | Mail Tech Service      | Central Services | \$ 6,238.47  | July 2022                                                             |
| 08/08/2022 | 854502 | Mail Tech Service      | General          | \$ 476.33    | July 2022                                                             |
| 08/08/2022 | 854502 | Mail Tech Service      | General          | \$ 681.86    | July 2022                                                             |
| 08/08/2022 | 854502 | Mail Tech Service      | Parking          | \$ 41.27     | July 2022                                                             |
| 08/08/2022 | 854505 | MT Dakota Utilities    | Fleet            | \$ 7,203.57  | 102022 PO NUM 314835                                                  |
| 08/08/2022 | 854508 | Montana Lines          | Arterial Streets | \$ 56,872.81 | WO 22-29 24th St West Signal Conduit Upgrade PMT 1                    |
| 08/08/2022 | 854509 | MT Municipal Authority | Property Ins     | \$ 32,333.73 | July 2022 Liability Self Insurance Payment                            |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 38,623.68 | AIP-73 Terminal Expansion - Eligible for Reimbursement                |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 3,267.51  | AIP-73 Terminal Expansion - Ineligible for Reimbursement              |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 25,472.73 | Amendment #13 Terminal Expansion Project                              |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 9,892.25  | Engineering Contract Terminal Expansion - MM - Eligible for Reimburse |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 1,099.14  | Engineering Contract Terminal Expansion - MM - Eligible Local Costs   |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 929.86    | Engineering Contract Terminal Expansion - MM - Ineligible Costs       |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 7,632.22  | Pavement Condition Index Study - Phase 1 - Federal Amount             |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 848.03    | Pavement Condition Index Study - Phase 1 - Local Amount               |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 1,144.45  | Westend Taxilane Extension Project - Federal Share - Construction     |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 127.16    | Westend Taxilane Extension Project - Local Share - Construction       |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 2,646.80  | Rimtop Overlay                                                        |
| 08/08/2022 | 854511 | Morrison Maierle       | Airport          | \$ 10,267.00 | Westend Utilities & Road Project Construction                         |
| 08/08/2022 | 854517 | NorMont Equipt         | Street/Traffic   | \$ 2,137.50  | emulsion for road patcher                                             |
| 08/08/2022 | 854517 | NorMont Equipt         | Street/Traffic   | \$ 1,727.50  | gutter wire for sweepers                                              |
| 08/08/2022 | 854518 | NorthWestern Energy    | Engineering      | \$ 36.28     | Depot electricity parking lot                                         |
| 08/08/2022 | 854518 | NorthWestern Energy    | General          | \$ 70.24     | 0712539-6                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | General          | \$ 1,849.79  | 0720841-6                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | General          | \$ 9.74      | 1635289-0                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Library          | \$ 9,935.35  | 3039007-4 Library electricity July 2022                               |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 173.69    | 0722256-5                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 27.67     | 0722277-1                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 119.21    | 0793134-8                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 31.38     | 0920801-8                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 265.32    | 1141284-8                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 15.59     | 1156527-2                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 1,161.77  | 1160780-1                                                             |
| 08/08/2022 | 854518 | NorthWestern Energy    | Park Dist 1      | \$ 6.00      | 1230066-1                                                             |

| Check Date | Check# | Name                  | Fund Name      | Amount       | Item Desc                                                 |
|------------|--------|-----------------------|----------------|--------------|-----------------------------------------------------------|
| 08/08/2022 | 854518 | NorthWestern Energy   | Park Dist 1    | \$ 41.77     | 1692666-9                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Park Dist 1    | \$ 7.63      | 1902257-3                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Park Dist 1    | \$ 15.83     | 3020837-5                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Parks Maint    | \$ 6.00      | 0723387-7                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Parks Maint    | \$ 0.95      | 0971824-8                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Parks Maint    | \$ 0.83      | 1312707-1                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Parks Maint    | \$ 6.87      | 1564209-3                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Public Safety  | \$ 427.66    | 0100477-9 FIRE 6 ELECTRIC SERVICE, FY2023                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Radio          | \$ 191.53    | 1006915-1                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Street/Traffic | \$ 17.36     | 1738989-1                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Street/Traffic | \$ 1.28      | 1797828-9                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Street/Traffic | \$ 6.98      | 2047000-1                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Street/Traffic | \$ 7.75      | 2047011-8                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Street/Traffic | \$ 8.00      | 2047018-3                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Wastewater     | \$ 83.58     | 0723383-6                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Wastewater     | \$ 306.91    | 0723878-5                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Wastewater     | \$ 6.98      | 1704025-4                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Wastewater     | \$ 65.68     | 1704030-4                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Wastewater     | \$ 1,784.64  | 2132749-9                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Water          | \$ 1,339.68  | 0100478-7                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Water          | \$ 6.00      | 0722249-0                                                 |
| 08/08/2022 | 854518 | NorthWestern Energy   | Water          | \$ 6,036.43  | 0722270-6                                                 |
| 08/08/2022 | 854520 | One Source Lighting   | Public Safety  | \$ 2,541.72  | FIRE 1: REPLACE EXISTING FIXTURES WITH LED'S.             |
| 08/08/2022 | 854520 | One Source Lighting   | Public Safety  | \$ 260.55    | FIRE 1: CEILING TILES FOR TRAINING ROOM                   |
| 08/08/2022 | 854521 | One Source Parts      | Solid Waste    | \$ 3,950.64  | 834831                                                    |
| 08/08/2022 | 854524 | Palm Tree Const       | Water          | \$ 800.00    | 1814 Lyndale ln, curb box and coupling                    |
| 08/08/2022 | 854524 | Palm Tree Const       | Water          | \$ 1,700.00  | 637 Custer Ave repair                                     |
| 08/08/2022 | 854526 | Perform Eng & Consult | Engineering    | \$ 10,300.00 | WO 22-49 Lincoln Lane Road Rehab                          |
| 08/08/2022 | 854530 | Playco Park Builders  | Park Dist 1    | \$ 3,695.67  | playground equipment and installation                     |
| 08/08/2022 | 854530 | Playco Park Builders  | Park Dist 1    | \$ 1,663.05  | retainage release                                         |
| 08/08/2022 | 854531 | Pride of MT           | Facilities     | \$ 2,688.21  | General cleaning of the Stillwater Building for July 2022 |
| 08/08/2022 | 854532 | Proforce Law Enforce  | Public Safety  | \$ 3,961.50  | ProForce 488420, taser mags                               |
| 08/08/2022 | 854533 | Public Utilities      | Airport        | \$ 75.17     | 250828-Alpine Air-Maintenance                             |
| 08/08/2022 | 854533 | Public Utilities      | Airport        | \$ 172.68    | 250831-Zone Dispatch-IP6 & IP7                            |

| Check Date | Check# | Name                   | Fund Name     | Amount       | Item Desc                                                  |
|------------|--------|------------------------|---------------|--------------|------------------------------------------------------------|
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 52.12     | 250832-Corp Air/Alpine                                     |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 187.22    | 250834-QTA                                                 |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 93.61     | 250836-West End T-Hangars                                  |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 127.29    | 250840-Edwards Jet Center West                             |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 97.97     | 250842-Executive Hangars                                   |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 7.00      | 250842-Executive Hangars USDA APHIS                        |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 158.27    | 250843-Airfield Maintenance Compactor                      |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 126.62    | 250845-Airfield Maintenance                                |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 328.98    | 250847-UPS Gate 21                                         |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 104.24    | 250848-Edwards Jet Center 1871 Aviation Place              |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 104.97    | 250849-Rocky Mountain College-EJC                          |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 127.29    | 250850-US Postal Service Gate 15                           |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 149.34    | 250851-Edwards Jet Center 1691 Aviation Place              |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 74.67     | 250853-Aertronics                                          |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 127.29    | 250854-Marchi Hangar                                       |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 63.69     | 250855-Marchi Office                                       |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 104.97    | 250857-MT State Lands DEQ/DNRC                             |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 104.97    | 250858-Billings Fire Center-BLM                            |
| 08/08/2022 | 854533 | Public Utilities       | Airport       | \$ 52.12     | 250859-TSA                                                 |
| 08/08/2022 | 854533 | Public Utilities       | Park Dist 1   | \$ 104.97    | 255552                                                     |
| 08/08/2022 | 854533 | Public Utilities       | Solid Waste   | \$ 33.53     | 273982                                                     |
| 08/08/2022 | 854533 | Public Utilities       | Solid Waste   | \$ 12.85     | 273983                                                     |
| 08/08/2022 | 854533 | Public Utilities       | Wastewater    | \$ 1,799.20  | 111176                                                     |
| 08/08/2022 | 854537 | Rimrock Foundation     | Court Grants  | \$ 7,215.24  | 22 June No Ins., copays, deduct.                           |
| 08/08/2022 | 854537 | Rimrock Foundation     | Court Grants  | \$ 2,615.00  | 22 June Rimrock Ancillary                                  |
| 08/08/2022 | 854537 | Rimrock Foundation     | Court Grants  | \$ 157.34    | 22 June Rimrock Brun                                       |
| 08/08/2022 | 854537 | Rimrock Foundation     | Court Grants  | \$ 93.63     | 22 June Rimrock Peterson                                   |
| 08/08/2022 | 854539 | Rocky Mt Health        | City Ins Fund | \$ 7,800.00  | July 2022 Healthy Is Corporate Wellness and Health         |
| 08/08/2022 | 854546 | SHI International Corp | IT Resources  | \$ 32,000.00 | Qty.1000 Duo License renewal 7/16/2022-7/15/2023           |
| 08/08/2022 | 854547 | Signature Signs        | Transit       | \$ 3,775.00  | Invoice #7688. Bus Bench Signs                             |
| 08/08/2022 | 854555 | Star Service           | Wastewater    | \$ 36,927.00 | WO 22-36 WRF Bioreactor Flowmeter PMt 2                    |
| 08/08/2022 | 854556 | Steiner Thuesen        | Park Dist 1   | \$ 3,301.20  | W.O.22-08 Central Park Tennis Court 1 Payment #7           |
| 08/08/2022 | 854556 | Steiner Thuesen        | Park Dist 1   | \$ 3,450.00  | WO 22-43 Ponderosa Park Irrigation Sys Replacement Pmt 3   |
| 08/08/2022 | 854557 | Stevens Brothers       | Facilities    | \$ 97.50     | Inv. 1059 put patch on condensate return line at City Hall |

| Check Date | Check# | Name                  | Fund Name      | Amount       | Item Desc                                                               |
|------------|--------|-----------------------|----------------|--------------|-------------------------------------------------------------------------|
| 08/08/2022 | 854557 | Stevens Brothers      | Facilities     | \$ 3,322.25  | Inv. 1070 Removed concrete and poured new at Stillwater Building        |
| 08/08/2022 | 854557 | Stevens Brothers      | Public Safety  | \$ 95.00     | FIRE 2: auto vent where leaking-will return during heat season & repair |
| 08/08/2022 | 854559 | Sunset Excavation     | Water          | \$ 4,430.25  | Water Service Repairs- 10/22/2021 - B Pmt 2                             |
| 08/08/2022 | 854560 | Sysco MT              | General        | \$ 1,017.83  | food for rose concessions -343921679                                    |
| 08/08/2022 | 854560 | Sysco MT              | General        | \$ 1,823.44  | food for rose concessions 343927666                                     |
| 08/08/2022 | 854560 | Sysco MT              | Park Dist 1    | \$ 152.02    | toilet rental - 3176                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Airport        | \$ 29,453.28 | QTA Car Rental Fuel                                                     |
| 08/08/2022 | ACH    | Town & Country Supply | Fleet          | \$ 30,091.60 | 427220 PO NUM 314803                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Fleet          | \$ 40,001.28 | 430208 PO NUM 314836                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 1,220.28  | 431410 FIRE 3 DIESEL                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 1,627.04  | 431411 FIRE 1 DIESEL                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 1,059.60  | 431411 FIRE 1 UNLEADED                                                  |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 813.52    | 431412 FIRE 2 DIESEL                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 821.66    | 431413 FIRE 6 DIESEL                                                    |
| 08/08/2022 | ACH    | Town & Country Supply | Public Safety  | \$ 1,810.08  | FIRE 5: DIESEL DELIVERED 7/29/2022 - 445 GALLONS                        |
| 08/08/2022 | ACH    | Town & Country Supply | Water          | \$ 683.64    | NONSTOCKING ITEMS-P.U.D.                                                |
| 08/08/2022 | 854566 | Tyler Tech            | IT Resources   | \$ 17,400.00 | Enterprise Server Migration                                             |
| 08/08/2022 | 854574 | Voegele Acquisition   | Street/Traffic | \$ 2,632.50  | weed control on shiloh/grand/aronson                                    |
| 08/08/2022 | 854574 | Voegele Acquisition   | Street/Traffic | \$ 2,521.46  | mid summer fertilizer for ROW                                           |
| 08/08/2022 | 854582 | Yellowstone Co GIS    | IT Resources   | \$ 8,750.00  | Yellowstone County GIS/MOU Agreement quarterly payment                  |
| 08/08/2022 | 854583 | Ylwstn Co Sheriff     | PD Program     | \$ 5,875.95  | Overtime for Harris, Poe & Bodine.                                      |
| 08/08/2022 | 854583 | Ylwstn Co Sheriff     | PD Program     | \$ 4,871.90  | PE/PI funds.                                                            |
| 08/08/2022 | 854584 | Yellowstone Electric  | Airport        | \$ 10,725.17 | Access Control and CCTV Systems - Eligible Share                        |
| 08/08/2022 | 854584 | Yellowstone Electric  | Airport        | \$ 907.34    | Access Control and CCTV Systems - Ineligible Share                      |
| 08/08/2022 | 854584 | Yellowstone Electric  | General        | \$ 136.00    | electrician services pump repair at stewart park-2954                   |
| 08/08/2022 | 854584 | Yellowstone Electric  | Public Safety  | \$ 309.00    | 911: LOST POWER TO UPS UNITS, SERVICE INVOICE 2920                      |

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Payment of Claims for week of August 15, 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 \$1,722,817.74 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 08152022

| Check Date | Check# | Name                  | Fund Name        | Amount        | Item Desc                                              |
|------------|--------|-----------------------|------------------|---------------|--------------------------------------------------------|
| 08/15/2022 | ACH    | A & I Distributors    | Airport          | \$ 2,276.06   | 382886. Motr Oil 15W4                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 1,652.06   | 3812932 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 1,819.12   | 3815176 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 1,818.77   | 3815911 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 647.26     | 3818263 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 2,110.90   | 3818263 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Fleet            | \$ 2,203.93   | 3819843 PO NUM 314639                                  |
| 08/15/2022 | ACH    | A & I Distributors    | Public Safety    | \$ 53.64      | 3818263                                                |
| 08/15/2022 | ACH    | A & I Distributors    | Public Safety    | \$ 137.50     | FIRE 6: 55 GALLON DEF DELIVERED                        |
| 08/15/2022 | ACH    | A & I Distributors    | Solid Waste      | \$ 130.98     | 3812934                                                |
| 08/15/2022 | ACH    | A & I Distributors    | Solid Waste      | \$ 54.37      | 3818263                                                |
| 08/15/2022 | ACH    | A & I Distributors    | Solid Waste      | \$ 825.00     | 330GAL DEF TOTE. Collections.                          |
| 08/15/2022 | ACH    | A & I Distributors    | Solid Waste      | \$ 825.00     | 330GAL DEF TOTE. Collections.                          |
| 08/15/2022 | ACH    | A & I Distributors    | Solid Waste      | \$ 825.00     | 330GAL DEF TOTE. Landfill.                             |
| 08/15/2022 | ACH    | A & I Distributors    | Street/Traffic   | \$ 53.64      | 3818263                                                |
| 08/15/2022 | ACH    | A & I Distributors    | Transit          | \$ 79.01      | 3816989 PO NUM 314639. 20 Qts. Transmission Fluid      |
| 08/15/2022 | ACH    | A & I Distributors    | Transit          | \$ 1,764.34   | 3820309. 5W-40 motor oil-440 qts.                      |
| 08/15/2022 | 854599 | Askin Const           | Gas Tax          | \$ 9,226.77   | SID 1411 Park Lane Paving Payment 3                    |
| 08/15/2022 | 854599 | Askin Const           | SID Const        | \$ 2,035.71   | SID 1411 Park Lane Paving Payment #3                   |
| 08/15/2022 | 854600 | ATS Inland NW         | Airport          | \$ 714.00     | FY23 Energy Management Services - QTA                  |
| 08/15/2022 | 854600 | ATS Inland NW         | Airport          | \$ 3,079.00   | FY23 Energy Management Services - Terminal             |
| 08/15/2022 | 854602 | Automatic Doors- MT   | Airport          | \$ 3,464.80   | Invoice #21616. Service and Repair Doors 1 through 4   |
| 08/15/2022 | 854602 | Automatic Doors- MT   | Park Dist 1      | \$ 230.00     | technician replaced 9v battery in the push buttons     |
| 08/15/2022 | 854610 | Brenntag Pacific      | Wastewater       | \$ 6,292.50   | Chemical Supplies                                      |
| 08/15/2022 | 854610 | Brenntag Pacific      | Wastewater       | \$ 8,240.00   | Chemical Supplies, Hicothaw                            |
| 08/15/2022 | 854615 | Burns & McDonnell Eng | Water            | \$ 227,805.87 | WO 19-42 West End Water Treatment Plant Project        |
| 08/15/2022 | 854616 | Business Tax Section  | Arterial Streets | \$ 231.49     | WO2015 Riverside Contracting Ret Release               |
| 08/15/2022 | 854616 | Business Tax Section  | Gas Tax          | \$ 93.20      | SID 1411 Park Lane Paving Pmt 3                        |
| 08/15/2022 | 854616 | Business Tax Section  | Gas Tax          | \$ 29.49      | SID 1418 Holiday Ave Improvements Ret Release          |
| 08/15/2022 | 854616 | Business Tax Section  | Gas Tax          | \$ 442.32     | WO 20-28 Songbird Drive Construction Retainage Release |
| 08/15/2022 | 854616 | Business Tax Section  | Gas Tax          | \$ 3,200.35   | WO 22-03 Contract No. 1 City Overlay Payment 2         |
| 08/15/2022 | 854616 | Business Tax Section  | Gas Tax          | \$ 250.01     | WO2015 Riverside Contracting Ret Release               |
| 08/15/2022 | 854616 | Business Tax Section  | SID Const        | \$ 20.56      | SID 1411 Park Lane Paving                              |
| 08/15/2022 | 854616 | Business Tax Section  | SID Const        | \$ 68.68      | SID 1418 Holiday Ave Improvements Ret Release          |

| Check Date | Check# | Name                 | Fund Name      | Amount      | Item Desc                                              |
|------------|--------|----------------------|----------------|-------------|--------------------------------------------------------|
| 08/15/2022 | 854616 | Business Tax Section | Sidewalk Const | \$ 127.41   | WO 20-28 Songbird Drive Construction Retainage Release |
| 08/15/2022 | 854616 | Business Tax Section | Sidewalk Const | \$ 203.54   | WO2015 Riverside Contracting Ret Release               |
| 08/15/2022 | 854616 | Business Tax Section | Water          | \$ 111.00   | Water Service Repairs- 10/22/2021 - B Pmt # 1 FY22     |
| 08/15/2022 | 854616 | Business Tax Section | Water          | \$ 245.00   | Water Service Repairs-3/25/2022 List                   |
| 08/15/2022 | 854619 | Cengage Learning     | Library        | \$ 6,341.00 | 78226063 Standing Orders 7/2022 - 6/2023               |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 51.03    | 406-245-1044 Airport Terminal Power M                  |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 45.66    | 406-245-5834 Airport Alarm                             |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 53.54    | 406-252-0721 Airport 1FB Line                          |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 83.36    | 406-252-9412 Airport                                   |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 53.54    | 406-256-6014 Airport P9 Building                       |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 69.29    | 406-256-7070 Airport                                   |
| 08/15/2022 | 854621 | Century Link         | Airport        | \$ 38.31    | Bill Date: Aug 16, 2021. QTA Phone                     |
| 08/15/2022 | 854621 | Century Link         | Engineering    | \$ 139.83   | 406-259-7758 Measured Lines Depot 60/40                |
| 08/15/2022 | 854621 | Century Link         | EOC 911        | \$ 45.65    | 406-245-3107 911                                       |
| 08/15/2022 | 854621 | Century Link         | EOC 911        | \$ 45.65    | 406-245-3108 911                                       |
| 08/15/2022 | 854621 | Century Link         | EOC 911        | \$ 311.26   | 406-245-7101 9-1-1 Center Landfill #2                  |
| 08/15/2022 | 854621 | Century Link         | EOC 911        | \$ 311.26   | 406-245-7102 9-1-1 Center Fox Reservoir #2             |
| 08/15/2022 | 854621 | Century Link         | EOC 911        | \$ 5,367.14 | 406-245-8527 9-1-1 Center                              |
| 08/15/2022 | 854621 | Century Link         | Fleet          | \$ 51.54    | 406-256-5047 Motor Pool                                |
| 08/15/2022 | 854621 | Century Link         | General        | \$ 41.68    | 406-652-0269 Cemetery FAX Line                         |
| 08/15/2022 | 854621 | Century Link         | General        | \$ 62.94    | 406-652-8403 Stewart Park Batting Cages                |
| 08/15/2022 | 854621 | Century Link         | IT Resources   | \$ 51.03    | 406-245-4437 Kenco Security Alarm IT Alarm             |
| 08/15/2022 | 854621 | Century Link         | Library        | \$ 189.93   | 406-245-1579 Library 6 lines                           |
| 08/15/2022 | 854621 | Century Link         | P.W. Admin     | \$ 93.22    | 406-259-7758 Measured Lines Depot 60/40                |
| 08/15/2022 | 854621 | Century Link         | Park Dist 1    | \$ 69.29    | 406-652-5507 Parks                                     |
| 08/15/2022 | 854621 | Century Link         | Park Dist 1    | \$ 51.03    | 406-657-3014 Parks 3890 Stillwater                     |
| 08/15/2022 | 854621 | Century Link         | Parking        | \$ 41.68    | 406-252-2041 Park 2 Elevator Phone                     |
| 08/15/2022 | 854621 | Century Link         | Parking        | \$ 51.03    | 406-657-3054 Park 1 Elevator Phone                     |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 126.62   | 406-245-1579 Library 6 lines                           |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 105.20   | 406-248-3329 Airport Measured Lines 406-248-9989       |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 115.64   | 406-248-9124 Met Measured Lines 406-248-9179           |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 112.44   | 406-252-3774 BOC Measured Lines 406-252-3789           |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 163.49   | 406-657-3009 PUD Measured Lines 406-247-8579           |
| 08/15/2022 | 854621 | Century Link         | Phone System   | \$ 2,595.97 | 406-657-8377 Main System Centrex                       |

| Check Date | Check# | Name                | Fund Name      | Amount       | Item Desc                                            |
|------------|--------|---------------------|----------------|--------------|------------------------------------------------------|
| 08/15/2022 | 854621 | Century Link        | Planning       | \$ 51.03     | 406-656-9578 Planning Traffic Central Broadwater     |
| 08/15/2022 | 854621 | Century Link        | Planning       | \$ 51.03     | 406-656-9604 Planning Traffic Central 9th            |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 52.48     | 406-245-1743 Fire Elevator                           |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 51.03     | 406-245-6600 Crime Prevention Alarm                  |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 119.32    | 406-245-7469 Fire                                    |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 118.28    | 406-373-3742 Fire RR Crossing Alarm                  |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 61.41     | 406-651-0282 Fire 5 911 Line                         |
| 08/15/2022 | 854621 | Century Link        | Public Safety  | \$ 41.68     | 406-655-0728 Fire Maintenance Shop                   |
| 08/15/2022 | 854621 | Century Link        | Radio          | \$ 311.26    | 406-248-3635 Fire Airport Radio Tower WCK            |
| 08/15/2022 | 854621 | Century Link        | Radio          | \$ 311.26    | 406-248-3636 Fire Airport Radio Tower Jellison       |
| 08/15/2022 | 854621 | Century Link        | Solid Waste    | \$ 97.47     | 406-245-9820 Solid Waste Landfill                    |
| 08/15/2022 | 854621 | Century Link        | Solid Waste    | \$ 157.22    | Landfill 9-1-1 Line 406.259.3336 549B                |
| 08/15/2022 | 854621 | Century Link        | Solid Waste    | \$ 194.09    | SW Landfill #406.259.3065, 406.259.3554, 406.359.395 |
| 08/15/2022 | 854621 | Century Link        | Street/Traffic | \$ 42.86     | 406-259-3298 PW Traffic 3728 McDougall               |
| 08/15/2022 | 854621 | Century Link        | Street/Traffic | \$ 52.48     | 406-652-8104 PW Traffic Signal 24 Central            |
| 08/15/2022 | 854621 | Century Link        | Transit        | \$ -         | 406-254-7038 MET Transit                             |
| 08/15/2022 | 854621 | Century Link        | Wastewater     | \$ 51.03     | 406-259-2328 PUD Sahara Sand Lift Station            |
| 08/15/2022 | 854621 | Century Link        | Water          | \$ 39.44     | 406-245-3659 PUD Alarm Water Tower                   |
| 08/15/2022 | 854636 | Cushing Terrell     | Facilities     | \$ 3,425.00  | Billings Fire Station #7 Roofing Hail Replacement    |
| 08/15/2022 | 854636 | Cushing Terrell     | Facilities     | \$ 2,330.00  | Billings Fire Station #7 Roofing Hail Replacement    |
| 08/15/2022 | 854636 | Cushing Terrell     | Facilities     | \$ 10,491.00 | Billings Fire Station #7 Roofing Hail Replacement    |
| 08/15/2022 | 854636 | Cushing Terrell     | Facilities     | \$ 1,614.00  | Billings Fire Station #7 Roofing Hail Replacement    |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 70.92     | 1" X 100' POLY PIPE - SDR9 CTS 250#                  |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 42.92     | 3/4" X 100' POLY PIPE - SDR9 CTS 250# P/N: 428303    |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 8.08      | 6" FLANGE GASKET - RED FULL FACE #150 (0723252)      |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 3,461.25  | 7' FIRE HYDRANT - PUSH ON                            |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 5.18      | DEBURRING TOOLS - (4306100)                          |
| 08/15/2022 | 854638 | Dakota Supply Group | Water          | \$ 53.02     | PIPE BURSTING - 6" PV LOK CLAMP (PWMC6)              |
| 08/15/2022 | 854641 | Dixie Petro-Chem    | Water          | \$ 17,707.20 | BULK CHLORINE                                        |
| 08/15/2022 | 854642 | Donnes Inc          | Water          | \$ 5,425.00  | Dig out Sed Basin #1 and River Intake                |
| 08/15/2022 | 854644 | Eastern OR Commun   | Wastewater     | \$ 1,500.00  | New Licensing Apps and Filing fees for 4             |
| 08/15/2022 | 854644 | Eastern OR Commun   | Water          | \$ 1,500.00  | New Licensing Apps and Filing fees for 4             |
| 08/15/2022 | 854645 | EBMS                | City Ins Fund  | \$ 60,390.83 | September Monthly Billing                            |
| 08/15/2022 | 854645 | EBMS                | City Ins Fund  | \$ 1,000.00  | September Monthly Billing                            |

| Check Date | Check# | Name                 | Fund Name        | Amount       | Item Desc                                               |
|------------|--------|----------------------|------------------|--------------|---------------------------------------------------------|
| 08/15/2022 | 854645 | EBMS                 | City Ins Fund    | \$ 1,671.00  | September Monthly Billing                               |
| 08/15/2022 | 854645 | EBMS                 | City Ins Fund    | \$ 29,210.75 | September Monthly Billing                               |
| 08/15/2022 | 854645 | EBMS                 | City Ins Fund    | \$ 1,242.50  | September Monthly Billing                               |
| 08/15/2022 | 854645 | EBMS                 | City Ins Fund    | \$ 4,875.50  | September Monthly Billing                               |
| 08/15/2022 | 854645 | EBMS                 | Payroll Clearing | \$ 11,177.33 | September Monthly Billing                               |
| 08/15/2022 | 854649 | Faro Tech            | Public Safety    | \$ 8,054.04  | FARO 91581015, 3Y maintenance renewal                   |
| 08/15/2022 | 854652 | Fisher Sand & Gravel | Street/Traffic   | \$ 1,257.68  | asphalt                                                 |
| 08/15/2022 | 854652 | Fisher Sand & Gravel | Street/Traffic   | \$ 6,939.05  | asphalt                                                 |
| 08/15/2022 | 854657 | Grainger Parts       | Wastewater       | \$ 106.29    | BAG FOR ALL FIBER TOOLS AND EQUIPMENT                   |
| 08/15/2022 | 854657 | Grainger Parts       | Wastewater       | \$ 210.90    | Fiber Optic cable tool                                  |
| 08/15/2022 | 854657 | Grainger Parts       | Wastewater       | \$ 1,061.34  | Hazmat nonsparking tool set 10 pc                       |
| 08/15/2022 | 854657 | Grainger Parts       | Wastewater       | \$ 122.62    | safety glasses, Impact socket set                       |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 106.29    | BAG FOR ALL FIBER TOOLS AND EQUIPMENT                   |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 23.34     | Cable Hanger                                            |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 91.93     | card reader cover                                       |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 91.93     | Card Reader Cover                                       |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 459.24    | Countdown timer for lights                              |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 618.09    | Electric Strike Heavy Duty 12/24VDC                     |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 210.89    | Fiber Optic cable tool                                  |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 139.90    | FOr HVAC unit in filter gallery, fan coi                |
| 08/15/2022 | 854657 | Grainger Parts       | Water            | \$ 122.61    | safety glasses, Impact socket set                       |
| 08/15/2022 | 854660 | Guardian Security    | Library          | \$ 9,553.66  | 910 July 2022                                           |
| 08/15/2022 | 854661 | Hach Chemical        | Wastewater       | \$ 1,750.00  | HACH Calibration Agreement 9/07/22-09/06                |
| 08/15/2022 | 854661 | Hach Chemical        | Water            | \$ 1,750.00  | HACH Calibration Agreement 9/07/22-09/06                |
| 08/15/2022 | 854663 | Hawkins Inc          | General          | \$ 3,876.85  | chemicals for pools-6255849                             |
| 08/15/2022 | 854663 | Hawkins Inc          | Water            | \$ 30,496.62 | AQUA HAWK COAGULANT                                     |
| 08/15/2022 | 854663 | Hawkins Inc          | Water            | \$ 30,050.33 | AQUA HAWK COAGULANT                                     |
| 08/15/2022 | 854663 | Hawkins Inc          | Water            | \$ 2,790.86  | Sodium Hypochlorite for Staples pump Sta                |
| 08/15/2022 | ACH    | HDR, Inc             | Water            | \$137,578.84 | WO 19-12 West End Reservoir Invoice #1200452277 Pmt 40  |
| 08/15/2022 | ACH    | HDR, Inc             | Water            | \$ 6,576.13  | WO 22-11 Staples Reservoir Evaluation/Design Pmt # 8    |
| 08/15/2022 | 854664 | High Point Network   | IT Resources     | \$ 3,835.80  | DAC & SFP cables/adapters                               |
| 08/15/2022 | 854664 | High Point Network   | Wastewater       | \$ 4,789.00  | Camera Upgrade Project for Security and Safety Purposes |
| 08/15/2022 | 854665 | Holland & Hart       | Solid Waste      | \$ 12,688.00 | Hillcrest Intervention                                  |
| 08/15/2022 | 854669 | Iaff                 | Payroll Clearing | \$ 4,708.52  | Payroll Summary                                         |

| Check Date | Check# | Name                   | Fund Name     | Amount      | Item Desc                                              |
|------------|--------|------------------------|---------------|-------------|--------------------------------------------------------|
| 08/15/2022 | 854670 | IMEG Corp              | Public Safety | \$ 5,588.75 | ENGINEERING SERVICES FOR FIRE 1/911 CENTER PARKING LOT |
| 08/15/2022 | 854671 | InfoSend Inc           | P.W. Admin    | \$ 8,226.01 | Infosend Postage July 2022                             |
| 08/15/2022 | 854671 | InfoSend Inc           | P.W. Admin    | \$ 2,269.34 | Infosend Postage July 2022                             |
| 08/15/2022 | 854671 | InfoSend Inc           | P.W. Admin    | \$ 1,606.06 | Infosend Postage July 2022                             |
| 08/15/2022 | 854671 | InfoSend Inc           | P.W. Admin    | \$ 5,387.81 | Infosend Postage July 2022                             |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 21.81    | 70461316                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.60     | 70461316                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 26.71    | 70461316                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.32     | 70461317                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 14.74    | 70461317                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 16.51    | 70461318                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.15     | 70461318                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.26     | 70461319                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 33.96    | 70461319                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.22     | 70461320                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 14.99    | 70461320                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.26     | 70461321                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 17.69    | 70461321                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.56     | 70461322                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 47.70    | 70461322                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 15.90    | 70461323                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.13     | 70461323                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 28.04    | 70493745                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1.15     | 70493745                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 14.97    | 70493746                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1.35     | 70493746                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 12.64    | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 124.73   | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 86.95    | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 14.72    | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 373.23   | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 385.75   | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 2.50     | 70529455                                               |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 11.20    | 70573818                                               |

| Check Date | Check# | Name                   | Fund Name | Amount      | Item Desc |
|------------|--------|------------------------|-----------|-------------|-----------|
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 32.29    | 70573818  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.38     | 70573818  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 7.80     | 70573819  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.05     | 70573819  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 14.97    | 70573820  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.11     | 70573820  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.09     | 70573821  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 22.20    | 70573821  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 192.09   | 70573822  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 1.87     | 70573822  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 16.52    | 70573822  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 350.00   | 70600145  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.18     | 70662021  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 33.96    | 70662021  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 37.99    | 70662022  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 10.02    | 70662022  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.08     | 70662022  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 2.14     | 70662023  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 175.93   | 70662023  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 26.11    | 70662023  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 0.10     | 70662024  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 11.37    | 70662024  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 615.97   | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 360.25   | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 278.69   | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 74.25    | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 2.50     | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 1,815.24 | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 48.58    | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 21.81    | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 10.77    | 70662025  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 222.63   | 70700494  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 24.82    | 70700494  |
| 08/15/2022 | 854672 | Ingram Library Service | Library   | \$ 55.72    | 70700494  |

| Check Date | Check# | Name                   | Fund Name     | Amount       | Item Desc                                   |
|------------|--------|------------------------|---------------|--------------|---------------------------------------------|
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 52.86     | 70700494                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 2.32      | 70700494                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 428.42    | 70700494                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 267.31    | 70700494                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 85.22     | 70700494                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 10.00     | 70700495                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.03      | 70700495                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 47.02     | 70700496                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.11      | 70700496                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 0.04      | 70700497                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 16.51     | 70700497                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 10.79     | 70700498                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 29.67     | 70729939                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1.11      | 70729939                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 64.77     | 70729939                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1.39      | 70729940                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 17.08     | 70729940                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 118.83    | 70729940                                    |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 2,753.00  | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1,268.05  | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 16.49     | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 332.14    | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 2.50      | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1,499.31  | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 232.69    | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 1,318.14  | 70461324 OBB partial                        |
| 08/15/2022 | 854672 | Ingram Library Service | Library       | \$ 15.92     | 70461324 OBB partial                        |
| 08/15/2022 | 854675 | Invoice Cloud          | Building      | \$ 75.06     | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854675 | Invoice Cloud          | City Ins Fund | \$ 30.67     | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854675 | Invoice Cloud          | Parking       | \$ 322.25    | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854675 | Invoice Cloud          | Solid Waste   | \$ 8,853.52  | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854675 | Invoice Cloud          | Wastewater    | \$ 10,189.47 | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854675 | Invoice Cloud          | Water         | \$ 13,486.07 | Service Bill for 07/01/2022 through07/31    |
| 08/15/2022 | 854677 | Jacobs Eng             | Gas Tax       | \$ 1,011.90  | Asset Management Program Project Payment 27 |

| Check Date | Check# | Name                | Fund Name        | Amount        | Item Desc                                                  |
|------------|--------|---------------------|------------------|---------------|------------------------------------------------------------|
| 08/15/2022 | 854677 | Jacobs Eng          | Light Maint      | \$ 1,011.90   | Asset Management Program Project Payment 27                |
| 08/15/2022 | 854677 | Jacobs Eng          | Storm Sewer      | \$ 2,074.39   | Asset Management Program Project Payment 27                |
| 08/15/2022 | 854677 | Jacobs Eng          | Street/Traffic   | \$ 3,035.69   | Asset Management Program Project Payment 27                |
| 08/15/2022 | 854677 | Jacobs Eng          | Wastewater       | \$ 6,779.71   | Asset Management Program Project Payment 27                |
| 08/15/2022 | 854677 | Jacobs Eng          | Water            | \$ 6,786.31   | Asset Management Program Project Payment 27                |
| 08/15/2022 | 854678 | JC Billion          | Capital Replace  | \$ 63,151.00  | 2 Nissan Altima for Detectives.                            |
| 08/15/2022 | 854691 | Knife River         | Gas Tax          | \$ 2,919.48   | SID 1418 Holiday Ave Improvements Retainage Release        |
| 08/15/2022 | 854691 | Knife River         | Gas Tax          | \$ 316,834.12 | WO 22-03 Contract No. 1 City Overlay Payment 2             |
| 08/15/2022 | 854691 | Knife River         | SID Const        | \$ 6,799.12   | SID 1418 Holiday Ave Improvements Retainage Release        |
| 08/15/2022 | 854695 | Land Design         | Park Dist 1      | \$ 4,608.00   | phase I of the Poly Vista project-invoice 016379           |
| 08/15/2022 | 854695 | Land Design         | Tax Incrmnt S    | \$ 294.00     | design & construction management- shelter at Optimist Park |
| 08/15/2022 | 854696 | LEAD Inc            | PD Program       | \$ 10,000.00  | HIDTA On the Street training.                              |
| 08/15/2022 | 854697 | Lee Newspaper       | P.W. Admin       | \$ 12,808.35  | Public Works Department Media Marketing                    |
| 08/15/2022 | 854714 | MFPE                | Payroll Clearing | \$ 2,656.25   | Payroll Summary                                            |
| 08/15/2022 | 854708 | Miovision Tech      | Engineering      | \$ 4,138.00   | Traffic Camera                                             |
| 08/15/2022 | 854710 | Montana CSED        | Payroll Clearing | \$ 4,690.94   | Payroll Summary                                            |
| 08/15/2022 | 854720 | MPPA                | Payroll Clearing | \$ 3,811.08   | Payroll Summary                                            |
| 08/15/2022 | 854718 | MT St Firemen       | Payroll Clearing | \$ 4,372.27   | Payroll Summary                                            |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 12.12      | 0712534-7. Entrance to Gate 16 Light. July 2022            |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 132.38     | 0712535-4. Employee Parking. July 2022                     |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 19.86      | 0712791-3. Gate 16. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 19.24      | 0712795-4. Gate 17. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 17.72      | 0712797-0. Gate 9. July 2022                               |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 8.98       | 0712805-1. IP-10. July 2022                                |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 7.25       | 0712813-5. Burn Pit. July 2022                             |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 18.11      | 0719759-3. Gate 12. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 63.57      | 0719760-1. Gate 14. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 20.48      | 0719761-9. Gate 15. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 18.74      | 0719762-7. Gate 13. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 16.99      | 0720296-3. Gate 29. July 2022                              |
| 08/15/2022 | 854730 | NorthWestern Energy | Airport          | \$ 12.96      | 2114868-9. Runway Weather System. July 2022                |
| 08/15/2022 | 854730 | NorthWestern Energy | Building         | \$ 18.01      | 1569631-3                                                  |
| 08/15/2022 | 854730 | NorthWestern Energy | Facilities       | \$ 6.00       | 3866815-8                                                  |
| 08/15/2022 | 854730 | NorthWestern Energy | Facilities       | \$ 78.50      | 3922089-2                                                  |

| Check Date | Check# | Name                | Fund Name   | Amount    | Item Desc |
|------------|--------|---------------------|-------------|-----------|-----------|
| 08/15/2022 | 854730 | NorthWestern Energy | General     | \$ 984.17 | 0712538-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0722253-2 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.00   | 0722258-1 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 12.34  | 0722259-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 8.30   | 0722272-2 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 35.75  | 0722273-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 8.40   | 0722274-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 81.12  | 0722275-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 28.18  | 0722278-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 12.12  | 0722279-7 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0722280-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0722281-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0722283-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0722284-7 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 12.12  | 0722808-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 8.89   | 0722852-1 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 8.29   | 0722862-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 42.72  | 0722901-6 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.49   | 0722976-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 310.68 | 0722995-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 74.73  | 0723005-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.12   | 0723025-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 0.24   | 0723039-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.00   | 0723046-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 22.93  | 0723049-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 18.21  | 0723064-2 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 18.21  | 0723065-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 4.18   | 0723391-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 110.56 | 0723884-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 18.21  | 0723887-6 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 38.40  | 0813489-2 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ -      | 0839280-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 15.74  | 0978917-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 73.95  | 0999807-1 |

| Check Date | Check# | Name                | Fund Name   | Amount    | Item Desc |
|------------|--------|---------------------|-------------|-----------|-----------|
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 395.49 | 1191404-1 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.00   | 1588262-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 14.36  | 1849408-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 26.10  | 1904944-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 34.42  | 1941243-6 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.00   | 3178260-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 75.81  | 3241436-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 6.00   | 3477233-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Park Dist 1 | \$ 11.24  | 3771457-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parking     | \$ 107.94 | 3835890-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 5.52   | 0722272-2 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723384-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.00   | 0723385-1 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.00   | 0723386-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.00   | 0723388-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 2.80   | 0723391-9 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 0.72   | 0723392-7 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.87   | 0723393-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723394-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723395-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723396-8 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723397-6 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723398-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.12   | 0723835-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 8.29   | 0723836-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.25   | 0723840-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 177.22 | 0723879-3 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.76   | 0723883-5 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 0.83   | 0723885-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 6.87   | 0881455-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 0.47   | 1029192-0 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 49.80  | 1045813-1 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 1.42   | 1265177-4 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint | \$ 148.91 | 1513796-1 |

| Check Date | Check# | Name                | Fund Name      | Amount       | Item Desc                                 |
|------------|--------|---------------------|----------------|--------------|-------------------------------------------|
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 176.47    | 1513800-1                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 8.00      | 1513802-7                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 13.12     | 1513804-3                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 7.37      | 1514388-6                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 1.29      | 1948667-9                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 1.67      | 2041362-1                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 5.60      | 2055817-7                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 12.84     | 3707234-5                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 19.46     | 3707235-2                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Parks Maint    | \$ 26.88     | 3707236-0                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Public Safety  | \$ 8.00      | 0712532-1                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Public Safety  | \$ 595.20    | 0720817-6                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Public Safety  | \$ 1,793.22  | 1183483-5                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 7.51      | 0855404-0                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 24.35     | 1045820-6                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 7.86      | 2047007-6                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 7.63      | 2047010-0                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 7.37      | 2047013-4                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 7.37      | 2047017-5                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 6.98      | 2047019-1                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 21.90     | 3088038-9                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 0.94      | 3590004-2                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 38.88     | 3648861-7                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Street/Traffic | \$ 13.99     | 3660075-7                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Transit        | \$ 2,302.31  | 0100473-8. Monad Road. August 2022        |
| 08/15/2022 | 854730 | NorthWestern Energy | Transit        | \$ 249.85    | 0719225-5                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Wastewater     | \$ 67,322.37 | 0100591-7                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Water          | \$ 130.88    | 1142253-2                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Water          | \$ 41.85     | 1160807-2                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Water          | \$ 26.11     | 1346673-5                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Water          | \$ 6.98      | 1867265-9                                 |
| 08/15/2022 | 854730 | NorthWestern Energy | Water          | \$ 587.03    | 805 Constitution Ave 1920951-9 July 202   |
| 08/15/2022 | 854731 | OCLC                | Library        | \$ 11,897.88 | 1000242297 Group Contract 7/2022 - 6/2023 |
| 08/15/2022 | 854735 | Palm Tree Const     | Water          | \$ 24,255.00 | Water Service Repairs-3/25/2022 List      |

| Check Date | Check# | Name                   | Fund Name      | Amount       | Item Desc                                                  |
|------------|--------|------------------------|----------------|--------------|------------------------------------------------------------|
| 08/15/2022 | 854738 | Peterson Office        | Public Safety  | \$ 7,561.20  | 10 Office Chairs for evidence.                             |
| 08/15/2022 | 854739 | Plotbox Inc            | Cemetery       | \$ 26,000.00 | Cemetery Management software                               |
| 08/15/2022 | 854740 | Polydyne Inc           | Wastewater     | \$ 52,272.00 | Clarifloc C-3289                                           |
| 08/15/2022 | 854740 | Polydyne Inc           | Wastewater     | \$ 5,096.00  | Flosporse 30S                                              |
| 08/15/2022 | 854743 | Public Utilities       | Airport        | \$ 15,727.55 | 136516                                                     |
| 08/15/2022 | 854743 | Public Utilities       | Facilities     | \$ 538.54    | 158260                                                     |
| 08/15/2022 | 854743 | Public Utilities       | Wastewater     | \$ 9.75      | 180645                                                     |
| 08/15/2022 | 854744 | PW-Administration      | Water          | \$ 15,710.00 | Acct # 101434 PWU Engineering Permits Ju                   |
| 08/15/2022 | 854744 | PW-Administration      | Water          | \$ 445.00    | Acct # 101434 PWU Engineering Permits Ju                   |
| 08/15/2022 | 854745 | RDO Equipt             | Airport        | \$ 14,300.00 | Invoice #1561459. Backhoe Attachment for Skid Steer Loader |
| 08/15/2022 | 854752 | Rocky Mt Compost       | Park Dist 1    | \$ 240.00    | mulch for mt avenue - 22405                                |
| 08/15/2022 | 854752 | Rocky Mt Compost       | Park Dist 1    | \$ 9,780.00  | playground chips for lillis - 21229                        |
| 08/15/2022 | 854752 | Rocky Mt Compost       | Parks Maint    | \$ 240.00    | cherry mulch - 22416                                       |
| 08/15/2022 | 854752 | Rocky Mt Compost       | Parks Maint    | \$ 160.00    | cherry mulch for broadway -22468                           |
| 08/15/2022 | 854754 | S & S Machine          | Wastewater     | \$ 5,986.00  | Repair Parts for SSP                                       |
| 08/15/2022 | 854757 | Silent 6 LLC           | Public Safety  | \$ 2,821.00  | TacitTrack Model TT25 Tracker.                             |
| 08/15/2022 | 854760 | Special Services Group | PD Program     | \$ 3,661.99  | C-Cat mini Audio Transmitter & Recorder.                   |
| 08/15/2022 | 854762 | SRF Consulting         | Transit        | \$ 21,396.93 | 5 Year Transit Development Plan Consultant                 |
| 08/15/2022 | 854763 | St V Occupational      | Airport        | \$ 190.00    | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | City Ins Fund  | \$ 135.00    | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | General        | \$ 2,290.00  | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Public Safety  | \$ 20.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Solid Waste    | \$ 95.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Street/Traffic | \$ 95.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Transit        | \$ 95.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Wastewater     | \$ 38.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854763 | St V Occupational      | Water          | \$ 57.00     | Drug Testing, On-site nursing, DOT Physicals               |
| 08/15/2022 | 854765 | Stop Stick             | Public Safety  | \$ 7,918.00  | Stop Stick 0025249-IN                                      |
| 08/15/2022 | 854768 | Sunset Excavation      | Water          | \$ 10,989.00 | Water Service Repairs- 10/22/2021 - B Pmt #1 FY22          |
| 08/15/2022 | ACH    | Town & Country Supply  | Fleet          | \$ 27,348.41 | 429543 PO NUM 314852                                       |
| 08/15/2022 | ACH    | Town & Country Supply  | Fleet          | \$ 22,187.25 | 431339 PO NUM 314844                                       |
| 08/15/2022 | ACH    | Town & Country Supply  | Fleet          | \$ 16,621.06 | 431341 PO NUM 314844                                       |
| 08/15/2022 | ACH    | Town & Country Supply  | Public Safety  | \$ 1,132.80  | 431454 FIRE 5: DIESEL                                      |
| 08/15/2022 | ACH    | Town & Country Supply  | Public Safety  | \$ 853.38    | 431455 FIRE 3 DIESEL                                       |

| Check Date | Check# | Name                   | Fund Name     | Amount       | Item Desc                                                    |
|------------|--------|------------------------|---------------|--------------|--------------------------------------------------------------|
| 08/15/2022 | ACH    | Town & Country Supply  | Public Safety | \$ 1,888.00  | 431456 FIRE 1 DIESEL                                         |
| 08/15/2022 | ACH    | Town & Country Supply  | Public Safety | \$ 1,439.45  | 431456 FIRE 1 UNLEADED                                       |
| 08/15/2022 | ACH    | Town & Country Supply  | Transit       | \$ 6,930.92  | 431262 PO NUM 314846. 2002 Gallons Unleaded                  |
| 08/15/2022 | 854779 | TriTech Software       | Public Safety | \$ 2,646.00  | Central Square invoice for annual crime mapping subscription |
| 08/15/2022 | 854780 | Uniforms2gear          | PD Program    | \$ 1,170.24  | U2G 07-0050, Becker vest                                     |
| 08/15/2022 | 854780 | Uniforms2gear          | Public Safety | \$ 1,745.06  | U2G 07-0234, SWAT shirts                                     |
| 08/15/2022 | 854787 | Wesco Dist             | Water         | \$ 4,113.83  | Breakers for high service HVAC Upgrades                      |
| 08/15/2022 | 854794 | Yellowstone An Shelter | Public Safety | \$ 27,025.00 | city contract                                                |
| 08/15/2022 | 854793 | Yellowstone Electric   | Airport       | \$ 2,850.00  | Media Badges for Airport Police                              |

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Downtown Billings Partnership - Tax Increment Assistance - Old Billings Hardware Building - 2802 Montana Avenue  
**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 application and recommends the City Council approve up to a maximum reimbursement of \$745,000, starting with annual payments as specified below in the fiscal year following the year in which the project is completed, from Downtown Urban Renewal tax increment finance district funds to Old Billings Hardware Development Venture, LP for its mixed use project at 2802 Montana Avenue.

Actual reimbursement will be based upon 100% of the actual costs incurred for qualified expenses for renovation, subject to the following conditions:

1. The Applicant shall sign a development agreement with the City of Billings and DBP within 365 days of City Council approval or after completion of Phase II of obtaining Historic Tax Credits, whichever occurs first.
2. This TIFD reimbursement is the maximum that can be received pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project.
3. This TIFD reimbursement is approved per the condition that it be broken down into to five disbursements of \$149,000 each within five continuous fiscal years following the year in which the project is completed.
4. If funds are not available, reimbursement can be carried over to the next fiscal year or when funds are available based on prior District bonding and debt obligations.

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

Old Billings Hardware Development Venture, LP submitted an application on July 18, 2022 to the DBP requesting TIF assistance to renovate the Old Billings Hardware Building to accommodate a variety of commercial spaces and loft-style apartments. The DBP Development Review Committee considered the application at a meeting on August 8 and recommended approval to the full DBP Board. The DBP Board met on August 26 and voted unanimously to recommend the City Council award this project a TIF funding grant.

The project will result in a total of 24 residential units and the basement and ground level will be activated by businesses and tenant amenity space. The apartments are described as mid-level market rate units (the applicants estimate rents of \$1,100 -- \$1,350 scaled depending on number of rooms and floor). The business activity will increase foot traffic at this corner of Montana Avenue and Broadway and offer an improved pedestrian experience in this area of the downtown. The project involves a total rehabilitation effort of the 2802 Montana Avenue building both inside and outside. This building is unique along the Burlington Northern and Sante Fe (BNSF) tracks as the property under the building is also owned by the building owner. Many buildings along the railroad in Billings have ground leases from the railroad, limiting their uses. Housing is a use BNSF has more recently restricted where they own the ground.

The lower & ground levels of the building will be occupied by businesses as well as some amenities for tenants. The second and third floors will include a total of 24 energy efficient market rate residential units; 4 two-bed units in the second floor and 8 one-bed units, and then 5 two-bed units in the third floor and 7 one-bed units. There will be minimal parking available in the back of the building. There will also be a communal space on the rooftop to be utilized by the residents. Some of the exterior improvements will include facade repairs, lighting & security, windows & entrances/exits, storefront as well as minimal landscaping & hardscaping improvements. The interior will involve adding a fire suppression system, utility upgrades/additions and ADA compliance, much of which did not exist before.

The applicants outlined several elements of this project that illustrate its creativity and alignment with various plans and policies of the DBP and City:

1. **Historic Redevelopment:** The historic redevelopment of OBHB shall rehabilitate and celebrate historic elements while achieving Federal Historic Tax Credits.
2. **Urban Revitalization:** Revitalizing the existing, vacant building will preserve the density of downtown Billings,

boost the vitality and longevity of the neighborhood, and reduce demolition waste and building materials. The building shall contribute to as many of the Downtown Billings Alliance 9 strategic goals as possible

3. **Ultra-High Performance:** The building shall be energy and water efficient to minimize operating costs and to responsibly minimize environmental impact. The building shall use, at a minimum, 50% less energy from the grid than the baseline energy code (through the combination of energy efficiency and on-site renewable power generation.)

4. **Provide Workforce Housing:** The building shall provide at least 24 market rate living units that support a healthy, vibrant downtown neighborhood.

5. **Boost Commercial Vitality:** The building shall assist in boosting commercial vitality of the neighborhood by providing tenants space for restaurants, retail, and/or entertainment venues.

6. **Economically Profitable:** The building shall be economically profitable for the owners, investors, and commercial tenants.

The total renovation project is estimated at just over \$7.4 million. The application was vetted by staff and presented to the Development Committee on August 8 with a TIF request of \$745,000. The Development Committee reviewed the proposal and made a recommendation to the DBP Board for a TIF grant of \$745,000. The recommendation was presented to the DBP Board on August 26 and the DBP Board made its recommendation to City Council (See attached Minutes of DBP Board discussion). The reasoning for support of the application by DBP are its alignment with its current goal of support of additional housing in the downtown core, the elements/goals of the DBA Strategic Plan, North 27th Street Urban Renewal Plan, City TIF Policy and MCA.

The Board of Directors of the DBP as well as the Development Committee support this project and recommend approval. This project complies with the Montana Code Annotated as well as City's TIF Policy in regards to the 5:1 preferred threshold (this project is 10:1) of private to public investment & eligibility of qualified expenses. Furthermore, this project conforms with many goals & elements of the Urban Renewal Plan as well as the Downtown Billings Strategic Plan such as housing, safety, activation of vacancies, & retail recruitment. This density will add more shopping capacity, potential workforce for businesses, natural surveillance to enhance safety, and new downtown visitations of the new businesses.

Table 1.

| Qualified Improvements                                                                                                                                                                                                                                                                                                                                                                                                                 | DBA Strategic Plan                                                                                                                                                                                                                                         | City TIF Policy                                                                                                                                                                                                                                                                                               | Urban Renewal Plan                                                                                                                                                                           | Montana Code Annotated |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <p>Site work and safety -<br/><i>Some interior and exterior demolition; Concrete work for sidewalk areas</i></p> <p><i>Building Exterior and Facade and work - ground floor windows, doors, framing of entrance areas, millwork on store frontage, some structural steel work</i></p> <p>Building Safety and Utility work to code -<br/><i>Roof/skylight work; mechanical, plumbing, electrical, HVAC; fire/life safety system</i></p> | <p>Vibrant &amp; Connected Downtown -- <i>includes downtown living P. 13</i></p> <p>Strong Downtown Identity --P. 13</p> <p>Transformative Initiative - P. 15 - Increase Downtown Residential Population Through Targeted Downtown Housing Initiatives</p> | <p>Permitted uses of TIF Funds:</p> <ul style="list-style-type: none"> <li>• Demolition and structure removal - P.2</li> <li>• Private infrastructure with Public Benefit and Public infrastructure --P.2</li> </ul> <p>Financial Assistance Through TIF -- (grants may be for for-profit businesses) P.2</p> | <p>Infrastructure Improvements-- <i>includes improvements to support workforce housing and loft and condo housing development - P.55</i></p> <p>Crime Prevention and Public Safety -P.55</p> | <p>7-15-4288</p>       |

**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.

- Modify the recommendation from the DBP Board for the expenditure of these TIF funds before taking action, or;
- Disapprove the recommendation from the DBP Board for the expenditure of these TIF funds. If the Council chooses not to approve this TIF application, specific reasoning for the denial is necessary to provide further direction to the DBP Board and staff, and City staff for future applications.

## **FISCAL EFFECTS**

The recommendation is for up to a maximum of \$745,000 to be reimbursed to Old Billings Hardware Development Venture, LP for the identified existing site and building renovations. The estimated total project cost is about \$7.4 million, making the private to public investment ratio for this total project about 10:1.

The funds are payable per the conditions of approval outlined above in the DBP recommendation, pending satisfactory submission of all paid invoices showing actual cost incurred for the project, and per the reimbursement being broken down into five disbursements of \$149,000 within five continuous fiscal years following the year in which the project is completed. If approved, payments will be incorporated into future year budgets, the earliest is expected to be FY25. Current estimates of the future Downtown District revenues are expected to be able to cover this project in FY25 and later as well as support known future planned projects and bonding. However, ongoing monitoring of the budget based on annual valuation of the District could delay payments to future years per the conditions of approval for this TIF grant award.

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## **Attachments**

Old Billings Hardware Development Venture, LP Application  
DBP Transmittal Letter to City Council  
DBP Funding Recommendation  
DBP Board Minutes  
2008 Downtown Urban Renewal Plan  
City TIF Policy

# downtown *Billings*

## City of Billings Expanded North 27th Street Urban Renewal District

**Tax Increment Financing Assistance  
Information & Application**

Updated 2/25/2022

**Applications must be submitted to the DBP and  
approved by the City prior to the start of  
construction**

**Downtown Billings Partnership, Inc.  
116 N. 29<sup>th</sup> St, Billings, MT 59101 - Tel. 406-294-5060  
[www.downtownbillings.com](http://www.downtownbillings.com)**

# Large Project Incentive Grant

## Purpose:

The purpose of this program is to provide financial and practical assistance to develop or redevelop buildings within the boundaries of the Expanded North 27th Street Urban Renewal District (URD) in downtown Billings. This program will:

- 1) Assist in the economic revitalization and stabilization of the URD;
- 2) Attract and retain a stable clientele population within the URD;
- 3) Stimulate private investment within the URD;
- 4) Generate additional property tax revenues within the URD; and
- 5) Encourage and facilitate the remodeling and restoration of historically significant structures within the URD.

Large projects **must support** the goals of the [Downtown Billings Strategic Plan](#) and the [Urban Renewal Plan of the North 27<sup>th</sup> St. TIFD](#). Applicants are encouraged to consider the design aesthetic of the surrounding neighborhood when submitting a design for review.

*Applicants are reminded that grant awards made by the Downtown Billings Partnership (DBP) are discretionary in nature and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for awards and successful applicants may receive any amount up to the maximum award. Should an applicant meet all grant criteria, a grant may or may not be awarded at the DBP and Billings City Council's discretion due to funding limitation, competing applications, and/or competing priorities of the DBP.*

## Eligible Expenses:

**Section One:** All public governments as well as public corporations (501c3) inherently have a public benefit purpose. Even though public business normally is not subject to property tax, if their projects, programs, or activities can show blight remediation, as defined by the Urban Renewal Plan, they qualify for up to 100% TIFD assistance. [MCA 35-1-1402 Definitions](#).

**Section Two:** Pursuant to [MCA 7-15-4208](#), private enterprise and private projects are encouraged and enabled to receive TIFD support for qualified expenditures/costs.

**Section Three:** Qualified Expenditures - [MCA 7-15-4282](#) through [7-15-4294](#). Ordinance [08-5483](#).

- a. Remediation or diminishing blight {[MCA 7-15-4206\(2\)](#)} affecting buildings and structures that negatively impact the residents of the city due to:
  - i. Substantial deterioration especially roofs in serious need of repair or replacement
  - ii. Obsolete uses that require a change of use
  - iii. Defective and lack of compliance with current Building and Fire Codes
    1. Electrical service upgrades
    2. plumbing upgrades
  - iv. Unsanitary and/or unsafe structures
  - v. Vacant and unused spaces

- b. Relocation of displaced people and/or businesses
- c. Enhancement of infrastructure, public or private, that improve the pedestrian experience
  - i. Streetlights, sidewalks, curbs, gutters, wayfinding, and placemaking
  - ii. Repair and stabilization of vault caps in the public right of way
  - iii. Building and business signage
  - iv. Facade stabilization and/or improvement
  - v. Outdoor patios
  - vi. Landscaping
  - vii. Green spaces
- d. Mixed use redevelopment containing
  - i. Parking
  - ii. Conference facilities
  - iii. Housing
    - 1. Market rate
    - 2. Workforce
  - iv. Street level retail and dining
- e. Improvements that lead to stabilized and/or increased taxable valuation
- f. Relocation of utility wires, inefficient land use, and/or problems of access and circulation
- g. Increased use of public transit
- h. Increased Crime Prevention and Public Safety
  - i. Increased energy efficiencies
  - i. Exterior windows, and doors
  - ii. HVAC upgrades
- j. Change of ownership through property acquisition

**Section Four:** Qualified Expenditures - [MCA 7-15-4282](#) through [7-15-4294](#). Ordinance [12-5590](#).

- k. Remediation or diminishing blight {MCA 7-15-4206(2)} at sidewalk/street level that negatively impacts the residents of the city due to:
  - i. Vacant storefronts
    - 1. Business Retention and Recruitment projects
      - a. Business plan program/contest (e.g. Battle of the Plans)
      - b. Retail coordinator staff or consultant
      - c. Strategic planning
      - d. Marketing and promotion
      - e. Commercial rent assistance
      - f. Public art
      - g. Pocket parks

**Timeframe and application process:**

Applications will be accepted and reviewed quarterly. Applications must be received by the 15<sup>th</sup> day of the first month of each quarter. Each complete application will be reviewed by the DBP staff, Development Committee, and the DBP Board of Directors and, if recommended, will go to the Billings City Council for final approval within each quarterly grant cycle.

| <b>Application Due to DBP</b>                                                                                                                                                          | <b>Application Reviewed by Development Committee and DBP Board</b>                               | <b>Application Presented to City Council for Final Approval</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| July 1                                                                                                                                                                                 | 2 <sup>nd</sup> Thursday of July – Dev. Com<br>4 <sup>th</sup> Friday of August – DBP Board      | September Council Business Meeting                              |
| October 1                                                                                                                                                                              | 2 <sup>nd</sup> Thursday of October – Dev. Com<br>4 <sup>th</sup> Friday of November – DBP Board | December Council Business Meeting                               |
| January 1                                                                                                                                                                              | 2 <sup>nd</sup> Thursday of January – Dev. Com<br>4 <sup>th</sup> Friday of February – DBP Board | March Council Business Meeting                                  |
| April 1                                                                                                                                                                                | 2 <sup>nd</sup> Thursday of April – Dev. Com<br>4 <sup>th</sup> Friday of May – DBP Board        | June Council Business Meeting                                   |
| <b>Every effort will be made to facilitate every complete application through the entire process within each quarterly grant cycle. Incomplete applications may extend the process</b> |                                                                                                  |                                                                 |

**Grading Criteria:**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>The purpose of this program is to provide financial and practical assistance to develop or redevelop buildings within the boundaries of the Expanded North 27th Street Urban Renewal District (URD) in downtown Billings. This program will:</b></p> <ul style="list-style-type: none"> <li>- Assist in the economic revitalization and stabilization of the URD;</li> <li>- Attract and retain a stable clientele population within the URD;</li> <li>- Stimulate private investment within the URD;</li> <li>- Generate additional property tax revenues within the URD; and</li> <li>- Encourage and facilitate the remodeling and restoration of historically significant structures within the URD.</li> </ul> | <p><b>Grant adjustment based upon contributions to the Downtown Billings Strategic Plan; project must score 12 points or more to receive maximum funding;</b></p> <p><b>maximum grant is reduced 10% for each point less than 12;</b></p> <p><b>Projects receiving 0 or 1 point do not qualify for a grant</b></p> |
| <p><b>All applications are considered at the sole discretion of the DBP &amp; Council per URD’s priorities/objectives/availability of funds</b></p> <p><b>Current priorities primarily encourage mixed-use developments with housing and street level business activity - priorities are reviewed annually and may evolve depending on the landscape</b></p>                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                    |

| <b>Tier 1</b>                                                                                                 |                                                                                                                                                                                                                                                                                              |                        |
|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Does it eliminate blight?                                                                                     | Blight may include but is not limited to conditions which represent a risk to public health, morals, safety, and welfare in its present condition. Examples range from physical dilapidation to improper or inefficient layout. For a more complete list of factors, refer to MCA 7-15-4206. | <b>3 points</b><br>Y/N |
| Does it add/keep/improve housing?                                                                             | Construction or rehabilitation of housing is a priority in the downtown area. Quantity, quality, and projected rental or sale rates of units are to be considered.                                                                                                                           | <b>3 points</b><br>Y/N |
| Does it improve the overall design/aesthetic (facade, signage, historic preservation, alleyscapes)?           | Structural restoration, wayfinding, activation of alleys, and celebration of downtown's historical character are priorities as well as indicators of a strong town/city.                                                                                                                     | <b>3 points</b><br>Y/N |
| Does it promote economic growth (increasing taxable value, maximizing opportunities for shoppers & visitors)? | Activating vacant buildings or improving its operations in terms of safety contribute positively to the taxable value. Eliminating vacancies and adding density of populations enhance the vitality, vibrancy, resiliency, and connectivity of the neighborhood.                             | <b>3 points</b><br>Y/N |
| Is it energy efficient (environmentally and/or sustainably)?                                                  | Obtaining LEED certification, rehabilitating an existing building, and maintaining up-to-date utilities not only ensure the safety of tenants but also enhance their health while keeping costs low.                                                                                         | <b>3 points</b><br>Y/N |

| <b>Tier 2</b>                                                                                                |                                                                                                                                                                                                                                                                                                   |                        |
|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Does it add/maintain/enhance landscaping (trees, boulevards, nativescaping)?                                 | City Centers are often places of gatherings for cultural events, musical concerts, and artisan eateries and shopping in addition to being a place to work, live, and play. Greenery is essential in maintaining a healthy positive environment where inhabitants have access to natural elements. | <b>2 points</b><br>Y/N |
| Does it activate an inactive building/space (abandoned, empty, unoccupied)?                                  | Vacancies lead to stagnating or declining taxable value. They also tend to be dark, which attracts undesired activities, which impacts the perception of safety.                                                                                                                                  | <b>2 points</b><br>Y/N |
| Does it provide an improved pedestrian experience (seasonal decor, ambiance lighting, sidewalk activations)? | Robust storefronts and sidewalk furniture/amenities engage with pedestrians and offer a compelling invitation to continue exploring businesses.                                                                                                                                                   | <b>2 points</b><br>Y/N |

|                                                                                   |                                                                                                                                                                                                      |                        |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Does it add public art?                                                           | Public art can be a mural, storefront paint, signalbox wraps, sculptures, artistic installations of benches and bike racks.                                                                          | <b>2 points</b><br>Y/N |
| Does it promote creation of jobs?                                                 | New businesses or business growth often mean new jobs and/or more human presence, which contribute to the economy and safety.                                                                        | <b>2 points</b><br>Y/N |
| <b>Tier 3</b>                                                                     |                                                                                                                                                                                                      |                        |
| Does it connect/improve walkways and/or parks?                                    | Colorful walkways, pavement, or cobblestones that are ADA compliant and well lit.                                                                                                                    | <b>1 point</b><br>Y/N  |
| Does it encourage business development (recruitment, retention, diversification)? | Businesses offer jobs as well as a place for the community to come to as a destination. Businesses provide natural surveillance with eyes on the street. Businesses contribute to our local economy. | <b>1 point</b><br>Y/N  |
| Does it offer/maintain off-street parking?                                        | Parking can be convenient for those who own vehicles and for visitors who live elsewhere or from out of town/state.                                                                                  | <b>1 point</b><br>Y/N  |
| Does it support public safety (Crime Prevention Through Environmental Design)?    | Active spaces, well lit environments, and densely populated neighborhoods.                                                                                                                           | <b>1 point</b><br>Y/N  |
| Does it reinforce safe pedestrian crossings?                                      | ADA entrances, exits, sidewalks, bulbouts, signage.                                                                                                                                                  | <b>1 point</b><br>Y/N  |

|                                                                                     |                                                                                                                                      |                       |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>Tier 4 - Bonus</b>                                                               |                                                                                                                                      |                       |
| Does it provide a new or improved green/public space?                               | Whether it's a dog park, pocket park, playground, or a picnic haven, greenery contributes positively to the livelihood or residents. | <b>3 point</b><br>Y/N |
| Does it drive visitations?                                                          | Catalyst or one-of-a-kind attractions, activities, or anchor businesses increase visitations from other parts of the City or State.  | <b>3 point</b><br>Y/N |
| Does it pave the way to the creation of a convention/conference center or facility? | Convention centers bring in events, tourism, professional conferences, all of which contributes to the local business and economy.   | <b>3 point</b><br>Y/N |
| Does it promote traffic calming?                                                    | Sidewalk widening or parklets that slow car traffic.                                                                                 | <b>3 point</b><br>Y/N |

**Total: 26 points**

| <b>Tier 5 - Disadvantage</b>                                   |                                                                                                                                                                                                                |                        |
|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Does it demolish a historically significant landmark           | Historical artifacts showcase architectural marvels and characteristics of the neighborhood's identity.                                                                                                        | <b>Minus 6<br/>Y/N</b> |
| Does it demolish a structure that could otherwise be salvaged? | Salvaging a building may not contribute to historical significance but it promotes longevity of energy efficiency practices and may create interesting architectural marvels when mixing the old with the new. | <b>Minus 3<br/>Y/N</b> |

At the sole discretion of the DBP Board of Directors, applicants are required to seek endorsement from the TIF Development Committee, which shall consist of design professionals, business or property owners, community members with an interest in downtown vitality, and members of the DBP Board. Applications will be reviewed by the DBP staff under supervision of the Development Committee. The DBP shall review applications on a first come, first served basis for the duration of funding availability. Quarterly, all projects that are recommended for approval by the Committee shall be submitted to the DBP Board of Directors for recommendation to Billings City Council for final approval or disapproval of funding the project.

All applicants will be apprised of the status of their application by written communication from the DBP staff. Award recipients shall receive a Development Agreement indicating the amount of the incentive funds awarded and any conditions deemed necessary by the DBP Board for receipt of the award. Applicants are required to return a signed copy of the Development Agreement to the DBP staff before funds will be committed to the project.

**Release of Funds:**

It is the responsibility of the award recipient to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the DBP by the award recipient. The project must be completed essentially as presented to the Committee and DBP Board in order to receive payment.

Incentive funds will be paid out according to the following criteria:

1. Applicants must submit copies of all required building permits.
2. Payment documentation must be submitted to the DBP office at 116 N 29<sup>th</sup> St.
3. Incentive awards will be paid upon **completion** of the project.

**Acceptable documentation is defined as PAID invoices, statements, or schedule of values from vendors, contractors, or consultants clearly detailing the work completed for the project**

**Encumbrance Policy:**

Applicants receiving funding under this program during the course of a given fiscal year (July 1 through June 30) are eligible to carry forward/encumber unexpended funds for a **maximum of one additional fiscal year** if all effort has been made to begin the project in the initial year; and/or when circumstances related to weather, construction season, etc. prohibit the completion of the project. Applicants must advise the DBP by June 1<sup>st</sup> if they will be requesting an extension of their project schedule.

**Disclaimer:**

The Downtown Billings Partnership, Inc., its committees, partners and or affiliates are not responsible for the planning, design, or construction of improvements to property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the Urban Renewal Project Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

# downtown *Billings*

## Expanded North 27th Street Urban Renewal District TIF Application

Project Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

### Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

If the applicant is not an individual conducting business under their own name, the applicant has the status indicated below and is organized or operating under the law of:

|                       |                                                 |             |       |
|-----------------------|-------------------------------------------------|-------------|-------|
| Corporation/LLC       | Nonprofit or charitable institution/corporation | Partnership | Other |
| Date of organization: |                                                 |             |       |

## Project Information

Building name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Legal Description (obtained from Orion via County records):

\_\_\_\_\_

### **Property owner (if property is not owned by the applicant)**

Property Owner (name or entity): \_\_\_\_\_

Property owner contact: \_\_\_\_\_

Lessor's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Employment

Existing FTEs: \_\_\_\_\_

New permanent FTEs created by the project: TBD - new commercial lease space/activity

Construction FTEs: 10-30

## Architectural Firm

Firm name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Contractor

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Financial lending institution

Business name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Project Information

### **Description of Project:**

Attach a narrative explaining the project and any other design information. Use this section to pitch your project and explain how it will eliminate blight and/or provide a benefit to the public.

### **Rehabilitation Plans:**

Attach schematic design drawings and/or completed construction document plans - including site, landscaping, and other engineering design information.

### **Project Schedule:**

Attach a timeline or schedule through completion.

Project Details

Land and site improvements (itemized)

|    |          |          |
|----|----------|----------|
| 1. | _____    | \$ _____ |
| 2. | _____    | \$ _____ |
| 3. | _____    | \$ _____ |
| 4. | _____    | \$ _____ |
|    | Subtotal | \$ _____ |

Construction/rehabilitation costs (use general construction trade divisions)

|    |          |          |
|----|----------|----------|
| 1. | _____    | \$ _____ |
| 2. | _____    | \$ _____ |
| 3. | _____    | \$ _____ |
| 4. | _____    | \$ _____ |
| 5. | _____    | \$ _____ |
| 6. | _____    | \$ _____ |
| 7. | _____    | \$ _____ |
| 8. | _____    | \$ _____ |
|    | Subtotal | \$ _____ |

Fees

|    |                                 |          |
|----|---------------------------------|----------|
| 1. | Architectural/engineering       | \$ _____ |
| 2. | Permits                         | \$ _____ |
| 3. | _____                           | \$ _____ |
|    | Subtotal                        | \$ _____ |
|    | Total Project Development Costs | \$ _____ |



D. Other sources of funding  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_

Sources of funds summary (post totals from above)

|                         |                     |
|-------------------------|---------------------|
| A. Applicant equity     | \$ <u>2,371,248</u> |
| B. Lender commitments   | \$ <u>0</u>         |
| C. TIF assistance       | \$ <u>745,000</u>   |
| D. Other funds          | \$ _____            |
| Total Project financing | \$ <u>3,116,248</u> |

**Certification**

I (we), the Old Billings Hardware Development Venture, LP (please print),  
 the APPLICANT, certify that the statements and estimates within this application as well as any and all  
 documentation submitted as attachments to this application or under separate are true and correct to the  
 best of my (our) knowledge and belief.

Signature: Randy Hager G.P.  
 Title: Managing Partner  
 Address: P.O. Box 2203  
Billings, MT 59101  
 Date: 7/18/22

Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

| TW CLARK CONSTRUCTION, LLC               |                                          |                       |
|------------------------------------------|------------------------------------------|-----------------------|
| OLD BILLINGS HARDWARE BUILDING SD BUDGET |                                          |                       |
| BUDGET 7.6.22                            |                                          |                       |
| Cost Code                                | Description                              | BUDGET                |
|                                          | <b>GENERAL CONDITIONS</b>                | \$338,729.00          |
|                                          | <b>FINAL CLEANING</b>                    | \$25,500.00           |
|                                          | <b>TEMP FENCE</b>                        | \$5,500.00            |
|                                          | <b>HEAT / COVER (ALLOWANCE)</b>          | \$20,000.00           |
|                                          | <b>DEMOLITION</b>                        | \$104,769.00          |
|                                          | <b>DEMOLITION</b>                        |                       |
|                                          | <b>SITework</b>                          | \$54,165.00           |
|                                          | <b>LANDSCAPE ALLOWANCE</b>               | \$9,750.00            |
|                                          | <b>CONCRETE</b>                          | \$100,283.00          |
|                                          | <b>SITE WORK / UTILITIES</b>             | \$136,200.00          |
|                                          | <b>CONCRETE TOPPING SLABS</b>            | \$15,750.00           |
|                                          | <b>MASONRY ALLOWANCE</b>                 | \$35,000.00           |
|                                          | <b>STRUCTURAL STEEL</b>                  | \$137,682.00          |
|                                          | <b>FRAMING</b>                           | \$558,396.00          |
|                                          | <b>CABINETS AND MILLWORK</b>             | \$292,831.00          |
|                                          | <b>INSULATION / AIR MOISTURE BARRIER</b> | \$108,270.00          |
|                                          | <b>ROOFING</b>                           | \$225,360.00          |
|                                          | <b>JOINT PROTECTION / FIRE CAULKING</b>  | \$5,500.00            |
|                                          | <b>DOORS / FRAMES / HWR</b>              | \$156,968.00          |
|                                          | <b>NEW / REFURBISHED WINDOWS</b>         | \$136,974.00          |
|                                          | <b>SKYLIGHTS</b>                         | \$15,000.00           |
|                                          | <b>STOREFRONT DOORS / WINDOWS</b>        | \$198,300.00          |
|                                          | <b>GYPsum</b>                            | \$224,733.00          |
|                                          | <b>FLOORING / SHOWER WALLS</b>           | \$181,389.00          |
|                                          | <b>HARDWOOD FLOORS</b>                   | \$141,300.00          |
|                                          | <b>PAINT</b>                             | \$144,742.00          |
|                                          | <b>SPECIALTIES</b>                       | \$21,732.00           |
|                                          | <b>LIFT (ALLOWANCE)</b>                  | \$45,000.00           |
|                                          | <b>ELEVATOR</b>                          | \$225,000.00          |
|                                          | <b>FIRE SUPPRESSION</b>                  | \$186,000.00          |
|                                          | <b>PLUMBING</b>                          | \$841,790.00          |
|                                          | <b>HVAC</b>                              | \$438,050.00          |
|                                          | <b>ELECTRICAL</b>                        | \$666,720.00          |
|                                          |                                          |                       |
|                                          | <b>LIABILITY INSURANCE</b>               | \$45,365.00           |
|                                          | <b>GC FEE</b>                            | \$311,885.00          |
|                                          | <b>PERMIT</b>                            | BY OWNER              |
|                                          | <b>BUILDERS RISK</b>                     | BY OWNER              |
|                                          | <b>BONDS</b>                             | NOT INCLUDED          |
|                                          | <b>PREVAILING WAGES / 1% GRT</b>         | NOT INCLUDED          |
|                                          |                                          |                       |
|                                          | <b>SUB TOTAL</b>                         | <b>\$6,154,633.00</b> |
|                                          | <b>CONTINGENCY (10% SD)</b>              | \$615,463.00          |
|                                          | <b>MATERIAL ESCALATION FACTOR</b>        | \$140,555.00          |
|                                          |                                          |                       |
|                                          | <b>TOTAL BUDGET</b>                      | <b>\$6,910,651.00</b> |
|                                          |                                          |                       |

DOWNTOWN BILLINGS PARTNERSHIP  
DOWNTOWN (N 27TH STREET) URBAN RENEWAL DISTRICT  
TAX INCREMENT FINANCING FUND APPLICATION

**OLD BILLINGS HARDWARE BUILDING**

2802 MONTANA AVENUE  
BILLINGS, MONTANA  
JULY, 2022

**Project Financing - Qualifying Expenditures (QE) Continuation Sheet\***

|    | A                                                                    | B                                                        | C                   | D            | E          | F                   |
|----|----------------------------------------------------------------------|----------------------------------------------------------|---------------------|--------------|------------|---------------------|
| 1  | The following is based on "Old Billings Hardware Building SD Budget" |                                                          |                     |              |            |                     |
| 2  | dated 7/6/22 provided by TW Clark Construction (attached)            |                                                          |                     |              |            |                     |
| 3  | DIVISION                                                             | DESCRIPTION                                              | Budget Value        | QE?<br>(y/n) | % Modifier | QE Value            |
| 4  | 1.1                                                                  | General Conditions                                       | \$ 338,729          | y            | 100%       | \$ 338,729          |
| 5  | 1.2                                                                  | Final Cleaning                                           | \$ 25,500           | y            | 100%       | \$ 25,500           |
| 6  | 1.3                                                                  | Temp Fence                                               | \$ 5,500            | y            | 100%       | \$ 5,500            |
| 7  | 1.4                                                                  | Heat / Cover (allowance)                                 | \$ 20,000           | n            | 0%         | \$ -                |
| 8  | 2.1                                                                  | Demolition (Building interior)                           | \$ 104,769          | y            | 100%       | \$ 104,769          |
| 9  | 2.2                                                                  | Site Work                                                | \$ 54,165           | y            | 100%       | \$ 54,165           |
| 10 | 2.3                                                                  | Landscape (allowance)                                    | \$ 9,750            | y            | 100%       | \$ 9,750            |
| 11 | 2.4                                                                  | Utilities                                                | \$ 136,200          | y            | 100%       | \$ 136,200          |
| 12 | 3.1                                                                  | Concrete                                                 | \$ 100,283          | y            | 100%       | \$ 100,283          |
| 13 | 3.2                                                                  | Concrete topping slabs                                   | \$ 15,750           | y            | 100%       | \$ 15,750           |
| 14 | 4.1                                                                  | Masonry (allowance)                                      | \$ 35,000           | y            | 100%       | \$ 35,000           |
| 15 | 5.1                                                                  | Structural Steel                                         | \$ 137,682          | y            | 100%       | \$ 137,682          |
| 16 | 6.1                                                                  | Framing (rough carpentry)                                | \$ 558,396          | y            | 100%       | \$ 558,396          |
| 17 | 6.2                                                                  | Cabinets and Millwork                                    | \$ 292,831          | y            | 50%        | \$ 146,416          |
| 18 | 7.1                                                                  | Insulation / Air Moisture Barrier                        | \$ 108,270          | y            | 100%       | \$ 108,270          |
| 19 | 7.2                                                                  | Roofing                                                  | \$ 225,360          | y            | 100%       | \$ 225,360          |
| 20 | 7.3                                                                  | Joint Protection / Fire Caulking                         | \$ 5,500            | y            | 100%       | \$ 5,500            |
| 21 | 8.1                                                                  | Doors / Frames / Hardware                                | \$ 156,968          | y            | 100%       | \$ 156,968          |
| 22 | 8.2                                                                  | New / Refurbished Windows                                | \$ 136,974          | y            | 100%       | \$ 136,974          |
| 23 | 8.3                                                                  | Skylights                                                | \$ 15,000           | y            | 100%       | \$ 15,000           |
| 24 | 8.4                                                                  | Storefront Doors / Windows                               | \$ 198,300          | y            | 100%       | \$ 198,300          |
| 25 | 9.1                                                                  | Gypsum                                                   | \$ 224,733          | y            | 100%       | \$ 224,733          |
| 26 | 9.2                                                                  | Flooring / Shower Walls                                  | \$ 181,389          | n            | 0%         | \$ -                |
| 27 | 9.3                                                                  | Hardwood Floors                                          | \$ 141,300          | n            | 0%         | \$ -                |
| 28 | 9.4                                                                  | Paint                                                    | \$ 144,742          | n            | 0%         | \$ -                |
| 29 | 10.1                                                                 | Specialties (Toilet Accessories, FE / Cabinets, Signage) | \$ 21,732           | n            | 0%         | \$ -                |
| 30 | 14.1                                                                 | Lift (allowance)                                         | \$ 45,000           | y            | 100%       | \$ 45,000           |
| 31 | 14.2                                                                 | Elevator                                                 | \$ 225,000          | n            | 0%         | \$ -                |
| 32 | 21                                                                   | Fire Suppression                                         | \$ 186,000          | y            | 100%       | \$ 186,000          |
| 33 | 22                                                                   | Plumbing                                                 | \$ 841,790          | y            | 100%       | \$ 841,790          |
| 34 | 23                                                                   | HVAC                                                     | \$ 438,050          | y            | 100%       | \$ 438,050          |
| 35 | 26                                                                   | Electrical                                               | \$ 666,720          | y            | 100%       | \$ 666,720          |
| 36 | 99                                                                   | Liability Insurance                                      | \$ 45,365           | n            | 0%         | \$ -                |
| 37 | 99                                                                   | GC Fee                                                   | \$ 311,885          | n            | 0%         | \$ -                |
| 38 |                                                                      | <b>Total Budget</b>                                      | <b>\$ 6,154,633</b> |              |            | <b>\$ 4,916,805</b> |
| 39 |                                                                      |                                                          |                     |              |            | 80%                 |
| 40 |                                                                      | <b>Items not Included in Total Budget Above</b>          |                     | n            |            | \$ -                |
| 41 | 1                                                                    | Contingency                                              | \$ 615,463          | n            |            | \$ -                |
| 42 | 2                                                                    | Material Escalation Factor                               | \$ 140,555          | n            |            | \$ -                |
| 43 |                                                                      |                                                          | <b>\$ 6,910,651</b> |              |            | <b>\$ 4,916,805</b> |

71%

# OLD BILLINGS HARDWARE BUILDING

2802 MONTANA AVE  
BILLINGS, MONTANA

## PROJECTED INCOME WORKSHEET

OLD BILLINGS HARDWARE DEVELOPMENT VENTURE, LP - P.O. BOX 2203, BILLINGS, MT 59103

July, 2022

| BASEMENT - COMMERCIAL      |  |                    |              |            |                 |                 |
|----------------------------|--|--------------------|--------------|------------|-----------------|-----------------|
| Space Name                 |  | Rentable Area (SF) | Rent/SF /mo. | Rent/SF/yr | Rent Income/mo. | Rent Income/yr. |
| B01                        |  | 2,285              |              | \$12.00    | \$2,285         | \$27,420        |
| B02                        |  | 3,960              |              | \$12.00    | \$3,960         | \$47,520        |
| B03                        |  | 1,752              |              | \$12.00    | \$1,752         | \$21,024        |
| <b>Commercial Subtotal</b> |  | <b>7,997</b>       |              |            | <b>\$7,997</b>  | <b>\$95,964</b> |
| CIRCULATION                |  |                    |              | *          |                 | \$0             |
| PUBLIC RESTROOMS           |  |                    |              | *          |                 | \$0             |
| EXT. WALLS, ETC.           |  |                    |              |            |                 |                 |
| MECHANICAL                 |  |                    |              | *          |                 | \$0             |
| <b>Common Subtotal</b>     |  | <b>-</b>           |              |            |                 |                 |
| <b>Level Subtotal</b>      |  | <b>7,997</b>       |              |            | <b>\$15,994</b> | <b>\$95,964</b> |

| FIRST FLOOR - COMMERCIAL   |  |                    |              |            |                 |                  |
|----------------------------|--|--------------------|--------------|------------|-----------------|------------------|
| Space Name                 |  | Rentable Area (SF) | Rent/SF /mo. | Rent/SF/yr | Rent Income/mo. | Rent Income/yr.  |
| 101                        |  | 3,137              |              | \$13.50    | \$3,529         | \$42,350         |
| 102                        |  | 2,268              |              | \$13.50    | \$2,552         | \$30,618         |
| 103                        |  | 1,118              |              | \$13.50    | \$1,258         | \$15,093         |
| 104                        |  | 1,752              |              | \$13.50    | \$1,971         | \$23,652         |
| <b>Commercial Subtotal</b> |  | <b>8,275</b>       |              |            | <b>\$9,309</b>  | <b>\$111,713</b> |
| CIRCULATION                |  |                    |              | *          |                 |                  |
| RESTROOMS                  |  |                    |              | *          |                 |                  |
| <b>Common Subtotal</b>     |  |                    |              |            |                 |                  |
| <b>Level Subtotal</b>      |  | <b>8,275</b>       |              |            | <b>\$9,309</b>  | <b>\$111,713</b> |

| SECOND FLOOR - RESIDENTIAL APARTMENTS |      |                    |               |            |                 |                  |       |
|---------------------------------------|------|--------------------|---------------|------------|-----------------|------------------|-------|
| Space Name                            | BDRM | Rentable Area (SF) | Rent/SF /mo.  | Rent/SF/yr | Rent Income/mo. | Rent Income/yr.  | % AMI |
| APT. 201                              | 2    | 900                | \$1.50        |            | \$1,350         | \$16,200         | 75%   |
| APT. 202                              | 2    | 748                | \$1.80        |            | \$1,350         | \$16,200         | 75%   |
| APT. 203                              | E    | 510                | \$1.91        |            | \$975           | \$11,700         | 70%   |
| APT. 204                              | E    | 544                | \$1.79        |            | \$975           | \$11,700         | 70%   |
| APT. 205 (TYPE 'A')                   | 1    | 680                | \$1.62        |            | \$1,100         | \$13,200         | 73%   |
| APT. 206                              | 2    | 800                | \$1.69        |            | \$1,350         | \$16,200         | 75%   |
| APT. 207                              | 1    | 625                | \$1.76        |            | \$1,100         | \$13,200         | 73%   |
| APT. 208                              | 1    | 654                | \$1.68        |            | \$1,100         | \$13,200         | 73%   |
| APT. 209                              | 1    | 634                | \$1.74        |            | \$1,100         | \$13,200         | 73%   |
| APT. 210                              | 2    | 804                | \$1.68        |            | \$1,350         | \$16,200         | 75%   |
| APT. 211                              | 1    | 680                | \$1.62        |            | \$1,100         | \$13,200         | 73%   |
| APT. 212                              | 2    | 836                | \$1.61        |            | \$1,350         | \$16,200         | 75%   |
| <b>Residential Subtotal</b>           |      | <b>8415</b>        | <b>\$1.69</b> |            | <b>\$14,200</b> | <b>\$170,400</b> |       |

|                        |  |              |   |  |                 |                  |
|------------------------|--|--------------|---|--|-----------------|------------------|
| CIRCULATION            |  |              | * |  |                 |                  |
| STORAGE                |  |              | * |  |                 |                  |
| LAUNDRY                |  |              | * |  | \$600           | \$7,200          |
| <b>Common Subtotal</b> |  | -            |   |  | <b>\$600</b>    | <b>\$7,200</b>   |
| <b>Level Subtotal</b>  |  | <b>8,415</b> |   |  | <b>\$14,800</b> | <b>\$177,600</b> |

**THIRD FLOOR - RESIDENTIAL APARTMENTS**

| Space Name                  | BDRM | Rentable Area (SF) | Rent/SF /mo.  | Rent/SF/yr | Rent Income/mo. | Rent Income/yr.  | % AMI |
|-----------------------------|------|--------------------|---------------|------------|-----------------|------------------|-------|
| APT. 301                    | 2    | 900                | \$1.58        |            | \$1,425         | \$17,100         | 79%   |
| APT. 302                    | 2    | 748                | \$1.91        |            | \$1,425         | \$17,100         | 79%   |
| APT. 303                    | E    | 510                | \$2.06        |            | \$1,050         | \$12,600         | 75%   |
| APT. 304                    | E    | 544                | \$1.93        |            | \$1,050         | \$12,600         | 75%   |
| APT. 305                    | 1    | 680                | \$1.73        |            | \$1,175         | \$14,100         | 78%   |
| APT. 306                    | 2    | 800                | \$1.78        |            | \$1,425         | \$17,100         | 79%   |
| APT. 307                    | 1    | 625                | \$1.88        |            | \$1,175         | \$14,100         | 78%   |
| APT. 308                    | 1    | 654                | \$1.80        |            | \$1,175         | \$14,100         | 78%   |
| APT. 309                    | 1    | 634                | \$1.85        |            | \$1,175         | \$14,100         | 78%   |
| APT. 310                    | 2    | 804                | \$1.77        |            | \$1,425         | \$17,100         | 79%   |
| APT. 311                    | 1    | 680                | \$1.73        |            | \$1,175         | \$14,100         | 78%   |
| APT. 312                    | 2    | 836                | \$1.70        |            | \$1,425         | \$17,100         | 79%   |
| <b>Residential Subtotal</b> |      | <b>8415</b>        | <b>\$1.79</b> |            | <b>\$15,100</b> | <b>\$181,200</b> |       |
| CIRCULATION                 |      |                    |               |            |                 |                  |       |
| STORAGE                     |      |                    | *             |            |                 |                  |       |
| LAUNDRY                     |      |                    | *             |            | \$600           | \$7,200          |       |
| <b>Common Subtotal</b>      |      | -                  |               |            | <b>\$600</b>    | <b>\$7,200</b>   |       |
| <b>Level Subtotal</b>       |      | <b>8,415</b>       |               |            | <b>\$15,700</b> | <b>\$188,400</b> |       |

\* Note: Restrooms and circulation prorated among commercial and/or residential spaces.

|                                       |                  |                             |                  |
|---------------------------------------|------------------|-----------------------------|------------------|
| <b>POTENTIAL ANNUAL INCOME</b>        | <b>33,102 SF</b> | <b>\$55,803</b>             | <b>\$573,677</b> |
| POTENTIAL ANNUAL INCOME - COMMERCIAL  | 16,272 SF        |                             | \$207,677        |
|                                       |                  | Less Vacancy Rate Of 5%     | -\$10,384        |
|                                       |                  | <b>COMMERCIAL SUBTOTAL</b>  | <b>\$197,293</b> |
| POTENTIAL ANNUAL INCOME - RESIDENTIAL | 16,830 SF        |                             | \$366,000        |
|                                       |                  | Less Vacancy Rate Of 5%     | -\$18,300        |
|                                       |                  | <b>RESIDENTIAL SUBTOTAL</b> | <b>\$347,700</b> |
| <b>GROSS ANNUAL INCOME</b>            |                  | Less Vacancy                | <b>\$544,993</b> |

| 2021, Billings, MT | efficiency | 1-bdr    | 2-bdr    |
|--------------------|------------|----------|----------|
| 60% AMI            | \$ 840     | \$ 900   | \$ 1,080 |
| 100% AMI           | \$ 1,400   | \$ 1,500 | \$ 1,800 |

**OLD BILLINGS HARDWARE BUILDING**

2802 MONTANA AVE  
BILLINGS, MONTANA

**FINANCIAL PRO FORMA ANALYSIS**

OLD BILLINGS HARDWARE DEVELOPMENT VENTURE, LP - P.O. BOX 2203, BILLINGS, MT 59103

REVISED

July 18, 2022

**1. REMODEL COSTS**

|                                                               | Amount                  | Unit        | \$/Unit        | Subtotal            | TIF QE?<br>(y/n) | QE Value            |                                                                                                                         |
|---------------------------------------------------------------|-------------------------|-------------|----------------|---------------------|------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>BUILDING PURCHASE</b>                                      | 0                       | EA          | \$ -           | \$ -                | n                | \$ -                |                                                                                                                         |
|                                                               |                         |             |                | <b>\$ -</b>         |                  | <b>\$ -</b>         |                                                                                                                         |
| <b>HARD COSTS</b>                                             |                         |             |                |                     |                  |                     | <b>Notes</b>                                                                                                            |
|                                                               | <b>Amount</b>           | <b>Unit</b> | <b>\$/Unit</b> | <b>Subtotal</b>     |                  |                     |                                                                                                                         |
| Construction                                                  | 1                       | EA          | \$ 5,797,383   | \$ 5,797,383        | y                | *                   | From "Old Billings Hardware Building SD Budget" by TW Clark, 7/6/2022, Apartments finished, commercial space is a shell |
| Liability Insurance                                           | 1                       | EA          | \$ 45,365      | \$ 45,365           | n                | \$ -                | % of Subtotal                                                                                                           |
| Contractor O+P                                                | 5%                      | of          | \$ 5,797,383   | \$ 311,885          | n                | \$ -                | % of Subtotal                                                                                                           |
| <b>Const. Cost Total</b>                                      |                         |             |                | <b>\$ 6,154,633</b> |                  | <b>\$ 4,916,805</b> | *~80% of construction cost, see attached breakdown                                                                      |
| <b>SOFT COSTS</b>                                             |                         |             |                |                     |                  |                     | <b>Notes</b>                                                                                                            |
|                                                               | <b>Amount</b>           | <b>Unit</b> | <b>\$/Unit</b> | <b>Subtotal</b>     |                  |                     |                                                                                                                         |
| Design Fee                                                    | 10.35%                  | of          | \$ 6,154,633   | \$ 637,005          | y                | \$ 637,005          | Architectural + Engineering as % of Const. Cost Total + 1% Historic Bldg + 0.5% Sustainable Bldg                        |
| Reimbursable Expenses                                         | 3.0%                    | of          | \$ 637,005     | \$ 19,110           | n                | \$ -                |                                                                                                                         |
| Supplementary Design Fees                                     | 1                       | EA          | \$ 64,000      | \$ 64,000           | y                | \$ 64,000           | Acoustic, Civil engineering, Commissioning                                                                              |
| Historic Tax Credit Application                               | 1                       | EA          | \$ 35,000      | \$ 36,000           | y                | \$ 36,000           |                                                                                                                         |
| LEED Documentation                                            | 1                       | EA          | \$ 45,000      | \$ 45,000           | Y                | \$ 45,000           | Goal: Platinum certification                                                                                            |
| Initial Developer Fee (UFDS)                                  | 1                       | EA          | \$ 50,000      | \$ 50,000           | n                | \$ -                |                                                                                                                         |
| Wishneff Hist. Tax Credit Legal Services                      | 1                       | EA          | \$ 157,000     | \$ 157,000          | Y                | \$ 157,000          | Fee for setting up syndication of tax credits, assuming development team finds a local buyer                            |
| Marketing                                                     | 1                       | EA          | \$ 5,000       | \$ 5,000            | N                | \$ -                |                                                                                                                         |
| Appraisal                                                     | 1                       | EA          | \$ 12,000      | \$ 12,000           | Y                | \$ 12,000           |                                                                                                                         |
| Closing Costs                                                 | 1.1%                    | of          | \$ 6,982,000   | \$ 76,802           | y                | \$ 76,802           | from set aside for Commercial Loan                                                                                      |
| Insurance (bldr's risk and liability)                         | 1                       | EA          | \$ 10,000      | \$ 10,000           | y                | \$ 10,000           |                                                                                                                         |
| Property Taxes, until occupancy                               | 1                       | EA          | \$ 10,700      | \$ 10,700           | n                | \$ -                |                                                                                                                         |
| Legal                                                         | 1                       | EA          | \$ 5,000       | \$ 5,000            | y                | \$ 5,000            |                                                                                                                         |
| Interest during construction                                  | 1                       | EA          | \$ 149,000     | \$ 149,000          | n                | \$ -                | from set aside in Sources of Cash                                                                                       |
| Capital Reserve                                               | 1                       | EA          | \$ 50,000      | \$ 50,000           | n                | \$ -                |                                                                                                                         |
|                                                               | <b>TOTAL SOFT COSTS</b> |             |                |                     |                  | <b>\$ 1,042,807</b> |                                                                                                                         |
| <b>TOTAL PROJECT COSTS (PURCHASE, SOFT + HARD COSTS)</b>      |                         |             |                | <b>\$ 7,481,250</b> |                  | <b>\$ 5,959,612</b> | <b>Total Large Project Grant Qualifying Expenditures</b>                                                                |
| <b>QUALIFYING REHABILITATION EXPENSES (SOFT + HARD COSTS)</b> |                         |             |                | <b>\$ 7,481,250</b> |                  |                     |                                                                                                                         |

# OLD BILLINGS HARDWARE BUILDING

2802 MONTANA AVE

FINANCIAL PRO FORMA ANALYSIS

## FINANCIAL PRO FORMA ANALYSIS

OLD BILLINGS HARDWARE DEVELOPMENT VENTURE, LP - P.O. BOX 2203, BILLINGS, MT 59103

REVISED

July 18, 2022

### 2. TAX CREDITS and GRANTS

Historic Tax Credit (QRE - Qualified Rehabilitation Expenditures)

|                                     |                   |                                         |    |                  |  |
|-------------------------------------|-------------------|-----------------------------------------|----|------------------|--|
| QRE (Total Project Costs)           |                   |                                         | \$ | 7,481,250        |  |
| IRS Allowed Developer Fee @         | 15%               |                                         | \$ | 1,122,187        |  |
| Total QRE                           |                   |                                         | \$ | 8,603,437        |  |
| Federal Tax Credit @                | 20%               | of QRE                                  | \$ | 1,720,687        |  |
| State of Montana Tax Credit @       | 5%                | of QRE                                  | \$ | 430,172          |  |
| Total Fed + State Hist. Tax Credits |                   |                                         | \$ | 2,150,859        |  |
|                                     | HTC syndicated at | \$ 0.87 per TC dollar                   | \$ | 1,871,248        |  |
|                                     |                   | <b>Net Historic Tax Credits Equity:</b> | \$ | <b>1,871,248</b> |  |

Other Credits

|                                                              | kW  | \$/kW    |    |         |           |
|--------------------------------------------------------------|-----|----------|----|---------|-----------|
| PV array cost                                                | 50  | \$ 2,500 | \$ | 125,000 |           |
| Renewable Energy Tax Credit                                  | 26% |          |    |         | \$ 32,500 |
| (These tax credits to be distributed to partners in Year 1.) |     |          |    |         |           |

### Total Grants

|                                  |                   |    |         |                       |
|----------------------------------|-------------------|----|---------|-----------------------|
| Downtown TIF Large Project Grant | 16.67% of LPG QEs | \$ | 993,269 | <b>Maximum Amour</b>  |
|                                  | 12.50%            | \$ | 745,000 | <b>Requested Amou</b> |
| Other Grants                     |                   | \$ | -       |                       |
|                                  |                   |    | \$      | <b>745,000</b>        |

# OLD BILLINGS HARDWARE BUILDING

2802 MONTANA AVE

BILLINGS, MONTANA

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OLD BILLINGS HARDWARE DEVELOPMENT VENTURE, LP - P.O. BOX 2203, BILLINGS, MT 59103

REVISED

July 18, 2022

### 3. SOURCES OF CASH

#### Cash

|                                 |    |   |    |        |              |                     |
|---------------------------------|----|---|----|--------|--------------|---------------------|
| Limited Partners (upfront cash) | 20 | @ | \$ | 25,000 | \$           | 500,000             |
| Total Grants (downtown TIF)     |    |   |    |        | \$           | 745,000             |
| Net Historic Tax Credit Equity  |    |   |    |        | \$           | 1,871,248           |
|                                 |    |   |    |        | <b>TOTAL</b> | <b>\$ 3,116,248</b> |

#### Equity (based on 2017 Tax Appraisal)

|                           |  |  |  |  |       |            |
|---------------------------|--|--|--|--|-------|------------|
| Property Value (Land)     |  |  |  |  | \$    | 109,573    |
| Property Value (Building) |  |  |  |  | \$    | 347,540    |
|                           |  |  |  |  | TOTAL | \$ 457,113 |

#### Assigned Building Value

**\$460,000**

**TOTAL CASH + EQUITY \$ 3,576,248**

#### Construction Loan

|                                                                                   |    |        |  |           |    |         |              |
|-----------------------------------------------------------------------------------|----|--------|--|-----------|----|---------|--------------|
| Construction Loan [Equal to Total Project Costs (Hard + Soft) minus Upfront Cash] |    |        |  |           |    | \$      | 6,981,250    |
| Set Aside for Closing Costs                                                       |    |        |  |           |    | \$      | 6,982,000    |
| Construction Loan Interest @                                                      |    |        |  |           |    |         |              |
|                                                                                   |    |        |  | 4.25%     | \$ | 24,725  | monthly max. |
| Assume average of                                                                 | \$ | 12,363 |  | 12 months | \$ | 148,352 |              |
| Interest Set Aside                                                                |    |        |  |           |    | \$      | 149,000      |

#### Alternative Loans

|                                 |  |  |  |  |  |    |                      |
|---------------------------------|--|--|--|--|--|----|----------------------|
| Downtown Revolving Loan Fund    |  |  |  |  |  | \$ | 250,000              |
| Interest rate:                  |  |  |  |  |  |    | 2.3%                 |
| Amortized over:                 |  |  |  |  |  |    | 20 years             |
|                                 |  |  |  |  |  |    | 240 monthly payments |
| Principal + Interest (Monthly)  |  |  |  |  |  | \$ | 1,295                |
| Principal + Interest (Annually) |  |  |  |  |  | \$ | 15,534               |

#### Permanent Loan

|                                                    |  |  |  |  |  |           |                      |          |
|----------------------------------------------------|--|--|--|--|--|-----------|----------------------|----------|
| Total Project Cost                                 |  |  |  |  |  | \$        | 7,481,250            |          |
| less Cash + Cash Equivalents (Grants, Tax Credits) |  |  |  |  |  | \$        | (3,116,248)          |          |
| less Alternative Loans                             |  |  |  |  |  | \$        | (250,000)            |          |
|                                                    |  |  |  |  |  | <b>\$</b> | <b>4,115,002</b>     | Subtotal |
| Interest rate:                                     |  |  |  |  |  |           | 4.25%                |          |
| Amortized over:                                    |  |  |  |  |  |           | 20 years             |          |
|                                                    |  |  |  |  |  |           | 240 monthly payments |          |
| Principal + Interest (Monthly)                     |  |  |  |  |  | \$        | 25,482               |          |
| Principal + Interest (Annually)                    |  |  |  |  |  | \$        | 305,778              |          |

|                                                             |                  |
|-------------------------------------------------------------|------------------|
| Total Monthly Financing (Principal + Interest / month)      | \$26,776         |
| <b>Total Annual Financing (Principal + Interest / year)</b> | <b>\$321,312</b> |

|                                         |              |   |       |
|-----------------------------------------|--------------|---|-------|
| Equity to Project Value (Cash only)     | \$ 3,116,248 |   |       |
|                                         | \$ 7,481,250 | = | 41.7% |
| Equity to Project Value (Cash + Equity) | \$ 3,576,248 |   |       |
|                                         | \$ 7,481,250 | = | 47.8% |
| Commercial Loan to Project Value        | \$ 4,115,002 |   |       |
|                                         | \$ 7,481,250 | = | 55.0% |

# OLD BILLINGS HARDWARE BUILDING

2802 MONTANA AVE

BILLINGS, MONTANA

## FINANCIAL PRO FORMA ANALYSIS

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**REVISED**

July 18, 2022

### 4. INCOME

PROJECTED GROSS INCOME (Refer to attached Projected Income Worksheet)

|                                | Rentable<br>Area | Monthly<br>Rent/SF | Yearly<br>Rent/SF      | Monthly Rent | Yearly Rental     |
|--------------------------------|------------------|--------------------|------------------------|--------------|-------------------|
| Basement - Commercial          | 7,997            |                    | \$ 12.00               | \$ 7,997     | \$ 95,964         |
| First Floor - Commercial       | 8,275            |                    | \$ 13.50               | \$ 9,309     | \$ 111,713        |
| Second Floor - Residential     | 8,415            | \$ 1.69            |                        | \$ 14,200    | \$ 170,400        |
| Third Floor - Residential      | 8,415            | \$ 1.79            |                        | \$ 15,100    | \$ 181,200        |
| Laundry                        |                  |                    |                        | \$ 1,200     | \$ 14,400         |
| <b>POTENTIAL ANNUAL INCOME</b> |                  |                    |                        |              | <b>\$ 573,677</b> |
| Less Vacancy Rate of           |                  | 5%                 | <i>for commercial</i>  |              | \$ (10,384)       |
| Less Vacancy Rate of           |                  | 5%                 | <i>for residential</i> |              | \$ (18,300)       |
| <b>GROSS ANNUAL INCOME</b>     |                  |                    |                        |              | <b>\$ 544,993</b> |

### BUILDING OWNER EXPENSE ANALYSIS

|                                         |        |                       | Monthly            | Yearly              |
|-----------------------------------------|--------|-----------------------|--------------------|---------------------|
| Building Insurance                      |        |                       | \$ 1,583           | \$ 19,000           |
| Accounting                              |        |                       | \$ 167             | \$ 2,000            |
| Property Taxes @                        | 0.60%  | of total project cost | \$ 3,741           | \$ 44,887           |
| General Maintenance                     |        |                       | \$ 500             | \$ 6,000            |
| Common Area Cleaning @                  | 12,050 | SF                    | \$ 1,004           | \$ 12,050 *         |
| Common Area Utilities @                 | 12,050 | SF                    | \$ 1,406           | \$ 16,870 **        |
| Maintenance Reserve @                   | \$27   | per unit/mo           | \$ 833             | \$ 10,000           |
| Management Fee @                        | 6%     | annual rents          | \$ 2,725           | \$ 32,700           |
| <b>TOTAL ANNUAL OPERATING EXPENSES</b>  |        |                       | <b>\$ (11,959)</b> | <b>\$ (143,507)</b> |
| <b>NET OPERATING INCOME (Cash Flow)</b> |        |                       | <b>\$ 33,457</b>   | <b>\$ 401,486</b>   |
| Less Debt Service (Financing)           |        |                       | \$ (26,776)        | \$ (321,312)        |
| <b>NET INCOME FIRST MONTH   YEAR</b>    |        |                       | <b>\$ 6,681</b>    | <b>\$ 80,173</b>    |
| Debt Coverage Ratio at Year 1:          |        |                       |                    | 1.25                |

\* Past HPA projects have been averaging about \$1/SF/year.

\*\* This assumes about \$1.40/SF/year. According to BOMA, the average US office building has about \$2.50/SF/year in utility costs; the approach that High Plains takes typically results in utility costs being 40-60% lower b/c HPA projects are more efficient than current energy codes. These utilities cover all water in bldg and power for common areas and central

**OLD BILLINGS HARDWARE BUILDING**

REVISED

July 18, 2022

**5A. 2-YEAR CASH FLOW ANALYSIS - BEGINNING OF CONSTRUCTION THROUGH LEASE UP**

| INCOME                                | MONTH     | 1              | 2                 | 3                 | 4                 | 5                 | 6                 | 7                 | 8                 | 9                 | 10                | 11                | 12                | Year 1           |
|---------------------------------------|-----------|----------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| Suite B01                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite B02                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite B03                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite 101                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite 102                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite 103                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Suite 104                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 201                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,350          | \$ 1,350         |
| Apartment 202                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,350          | \$ 1,350         |
| Apartment 203                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 975            | \$ 975            | \$ 1,950         |
| Apartment 204                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 975            | \$ 975            | \$ 1,950         |
| Apartment 205                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,100          | \$ 1,100         |
| Apartment 206                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 207                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 208                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 209                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 210                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 211                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 212                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Apartment 301                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,425          | \$ 1,425          | \$ 2,850         |
| Apartment 302                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,425          | \$ 1,425          | \$ 2,850         |
| Apartment 303                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,050          | \$ 1,050          | \$ 2,100         |
| Apartment 304                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,050          | \$ 1,050          | \$ 2,100         |
| Apartment 305                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,175          | \$ 1,175         |
| Apartment 306                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,425          | \$ 1,425         |
| Apartment 307                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,175          | \$ 1,175         |
| Apartment 308                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,175          | \$ 1,175         |
| Apartment 309                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,175          | \$ 1,175         |
| Apartment 310                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,425          | \$ 1,425         |
| Apartment 311                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,175          | \$ 1,175         |
| Apartment 312                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,425          | \$ 1,425         |
| Laundry                               | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 100            | \$ 500            | \$ 600           |
| <b>GROSS INCOME</b>                   | <b>\$</b> | <b>-</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 7,000</b>   | <b>\$ 21,350</b>  | <b>\$ 28,350</b> |
| <b>EXPENSES</b>                       |           |                |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                  |
| Construction                          | \$        | 100,000        | \$ 200,000        | \$ 300,000        | \$ 400,000        | \$ 500,000        | \$ 600,000        | \$ 700,000        | \$ 800,000        | \$ 750,000        | \$ 650,000        | \$ 600,000        | \$ 554,633        | \$ 6,154,633     |
| Permit                                | \$        | 5,000          | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Construction Interest                 | \$        | -              | \$ 3,000          | \$ 6,000          | \$ 8,000          | \$ 10,000         | \$ 12,000         | \$ 14,000         | \$ 16,000         | \$ 18,000         | \$ 20,000         | \$ 21,000         | \$ 21,000         | \$ 149,000       |
| Appraisal                             | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 12,000         | \$ -              | \$ -             |
| Closing Costs                         | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 76,802         | \$ -             |
| Insurance (bidr's risk and liability) | \$        | 10,000         | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 10,000        |
| Mortgage (P + I)                      | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -             |
| Building Insurance                    | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 833            | \$ 833            | \$ 1,666         |
| Accounting                            | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 250            | \$ 250            | \$ 500           |
| Property Taxes @                      | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 600            | \$ 800            | \$ 1,400         |
| General Maintenance                   | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 250            | \$ 250            | \$ 500           |
| Common Area Cleaning @                | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 408            | \$ 408            | \$ 816           |
| Common Area Utilities @               | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 340            | \$ 340            | \$ 680           |
| Management Fee @                      | \$        | -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 3,000          | \$ 3,000          | \$ 2,500          | \$ 8,500         |
| <b>TOTAL EXPENSES</b>                 | <b>\$</b> | <b>115,000</b> | <b>\$ 203,000</b> | <b>\$ 306,000</b> | <b>\$ 408,000</b> | <b>\$ 510,000</b> | <b>\$ 612,000</b> | <b>\$ 714,000</b> | <b>\$ 816,000</b> | <b>\$ 768,000</b> | <b>\$ 673,000</b> | <b>\$ 638,681</b> | <b>\$ 657,816</b> | <b>\$ 14,062</b> |
| <b>OPERATING EXPENSES TOTAL</b>       |           |                |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   | <b>\$ 14,062</b> |

**OLD BILLINGS HARDWARE BUILDING**

REVISED

July 18, 2022

**5A. 2-YEAR CASH FLOW ANALYSIS - BEGINNING OF CONSTRUCTION THROUGH LEASE UP**

| MONTH                                 | 13               | 14                | 15               | 16               | 17               | 18               | 19               | 20               | 21               | 22               | 23               | 24               | Year 2            |
|---------------------------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| Suite B01                             | \$ 2,285         | \$ 2,285          | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 2,285         | \$ 27,420         |
| Suite B02                             | \$ -             | \$ -              | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 3,960         | \$ 39,600         |
| Suite B03                             | \$ -             | \$ -              | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 1,752         | \$ 17,520         |
| Suite 101                             | \$ 3,529         | \$ 3,529          | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 3,529         | \$ 42,348         |
| Suite 102                             | \$ -             | \$ -              | \$ -             | \$ -             | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 2,552         | \$ 20,416         |
| Suite 103                             | \$ 1,258         | \$ 1,258          | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ 1,258         | \$ -             | \$ 1,258         | \$ 13,838         |
| Suite 104                             | \$ -             | \$ -              | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 1,971         | \$ 19,710         |
| Apartment 201                         | \$ 1,350         | \$ 1,350          | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ -             | \$ 14,850         |
| Apartment 202                         | \$ 1,350         | \$ 1,350          | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 16,200         |
| Apartment 203                         | \$ 975           | \$ 975            | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ -             | \$ 975           | \$ 10,725         |
| Apartment 204                         | \$ 975           | \$ 975            | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 975           | \$ 11,700         |
| Apartment 205                         | \$ 1,100         | \$ 1,100          | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ -             | \$ 1,100         | \$ 1,100         | \$ 12,100         |
| Apartment 206                         | \$ 1,350         | \$ 1,350          | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 16,200         |
| Apartment 207                         | \$ 1,100         | \$ 1,100          | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ -             | \$ 1,100         | \$ 1,100         | \$ 12,100         |
| Apartment 208                         | \$ 1,100         | \$ 1,100          | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 13,200         |
| Apartment 209                         | \$ 1,100         | \$ 1,100          | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ -             | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 12,100         |
| Apartment 210                         | \$ 1,350         | \$ 1,350          | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 16,200         |
| Apartment 211                         | \$ 1,100         | \$ 1,100          | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ -             | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 1,100         | \$ 12,100         |
| Apartment 212                         | \$ 1,350         | \$ 1,350          | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 1,350         | \$ 16,200         |
| Apartment 301                         | \$ 1,425         | \$ 1,425          | \$ 1,425         | \$ 1,425         | \$ -             | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 15,675         |
| Apartment 302                         | \$ 1,425         | \$ 1,425          | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 17,100         |
| Apartment 303                         | \$ 1,050         | \$ 1,050          | \$ 1,050         | \$ -             | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 11,550         |
| Apartment 304                         | \$ 1,050         | \$ 1,050          | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 1,050         | \$ 12,600         |
| Apartment 305                         | \$ 1,175         | \$ 1,175          | \$ -             | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 12,925         |
| Apartment 306                         | \$ 1,425         | \$ 1,425          | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 17,100         |
| Apartment 307                         | \$ 1,175         | \$ 1,175          | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 14,100         |
| Apartment 308                         | \$ 1,175         | \$ 1,175          | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ -             | \$ 12,925         |
| Apartment 309                         | \$ 1,175         | \$ 1,175          | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 14,100         |
| Apartment 310                         | \$ 1,425         | \$ 1,425          | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ -             | \$ 1,425         | \$ 15,675         |
| Apartment 311                         | \$ 1,175         | \$ 1,175          | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 1,175         | \$ 14,100         |
| Apartment 312                         | \$ 1,425         | \$ 1,425          | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 1,425         | \$ 17,100         |
| Laundry                               | \$ 600           | \$ 600            | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 600           | \$ 7,200          |
| <b>GROSS INCOME</b>                   | <b>\$ 36,972</b> | <b>\$ 36,972</b>  | <b>\$ 43,480</b> | <b>\$ 43,605</b> | <b>\$ 45,782</b> | <b>\$ 47,207</b> | <b>\$ 46,107</b> | <b>\$ 46,107</b> | <b>\$ 46,107</b> | <b>\$ 44,849</b> | <b>\$ 44,807</b> | <b>\$ 44,682</b> | <b>\$ 526,677</b> |
| Construction                          | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Permit                                | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Construction Interest                 | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Appraisal                             | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Closing Costs                         | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Insurance (bldr's risk and liability) | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              |
| Mortgage (P + I)                      | \$ 26,776        | \$ 26,776         | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 26,776        | \$ 321,312        |
| Building Insurance                    | \$ 1,583         | \$ 1,583          | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 1,583         | \$ 19,000         |
| Accounting                            | \$ 167           | \$ 167            | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 167           | \$ 2,000          |
| Property Taxes @                      | \$ 3,741         | \$ 3,741          | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 3,741         | \$ 44,887         |
| General Maintenance                   | \$ 500           | \$ 500            | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 500           | \$ 6,000          |
| Common Area Cleaning @                | \$ 1,004         | \$ 1,004          | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 1,004         | \$ 12,050         |
| Common Area Utilities @               | \$ 1,406         | \$ 1,406          | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 1,406         | \$ 16,870         |
| Management Fee @                      | \$ 2,725         | \$ 2,725          | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 2,725         | \$ 32,700         |
| <b>TOTAL EXPENSES</b>                 | <b>\$ 37,902</b> | <b>\$ 37,902</b>  | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 37,902</b> | <b>\$ 454,819</b> |
| Operating Expenses w/o Mortgage       | \$ -             | \$ -              | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ -             | \$ 133,507        |
| <b>CASH FLOW</b>                      | <b>\$ (930)</b>  | <b>\$ (930)</b>   | <b>\$ 5,578</b>  | <b>\$ 5,703</b>  | <b>\$ 7,880</b>  | <b>\$ 9,305</b>  | <b>\$ 8,205</b>  | <b>\$ 8,205</b>  | <b>\$ 8,205</b>  | <b>\$ 6,947</b>  | <b>\$ 6,905</b>  | <b>\$ 6,780</b>  |                   |
| <b>CUMULATIVE CASH FLOW</b>           | <b>\$ (930)</b>  | <b>\$ (1,859)</b> | <b>\$ 3,719</b>  | <b>\$ 9,423</b>  | <b>\$ 17,303</b> | <b>\$ 26,608</b> | <b>\$ 34,814</b> | <b>\$ 43,019</b> | <b>\$ 51,224</b> | <b>\$ 58,172</b> | <b>\$ 65,077</b> | <b>\$ 71,858</b> |                   |

**OLD BILLINGS HARDWARE BUILDING**

2802 MONTANA AVE  
BILLINGS, MONTANA

**FINANCIAL PRO FORMA ANALYSIS**

OLD BILLINGS HARDWARE DEVELOPMENT VENTURE, LP - P.O. BOX 2203, BILLINGS, MT 59103

REVISED

July 18, 2022

**5B. 10-YEAR INCOME - CASH FLOW (after stabilization)**

Annual escalation rate:

|                                             | Year 1           | Year 2           | Year 3           | Year 4           | Year 5            | Year 6            | Year 7            | Year 8            | Year 9            | Year 10           | Year 11*          | Year 12           |
|---------------------------------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                             | 100.0%           | 100.0%           | 100.8%           | 102.3%           | 103.8%            | 105.3%            | 106.8%            | 108.3%            | 109.8%            | 111.3%            | 112.8%            | 114.3%            |
| Gross Income / Year                         | \$ 28,350        | \$ 526,677       | \$ 544,993       | \$ 557,528       | \$ 565,702        | \$ 573,877        | \$ 582,052        | \$ 590,227        | \$ 598,402        | \$ 606,577        | \$ 614,752        | \$ 622,927        |
| Operating Expenses / Year                   | \$ (14,062)      | \$ (133,507)     | \$ (143,507)     | \$ (146,808)     | \$ (148,960)      | \$ (151,113)      | \$ (153,266)      | \$ (155,418)      | \$ (157,571)      | \$ (159,723)      | \$ (161,876)      | \$ (164,029)      |
| Net Operating Income / Year                 | \$ 14,288        | \$ 393,170       | \$ 401,486       | \$ 410,720       | \$ 416,742        | \$ 422,764        | \$ 428,787        | \$ 434,809        | \$ 440,831        | \$ 446,853        | \$ 452,876        | \$ 458,898        |
| Debt Service                                | \$ -             | \$ (321,312)     | \$ (321,312)     | \$ (321,312)     | \$ (321,312)      | \$ (321,312)      | \$ (321,312)      | \$ (321,312)      | \$ (321,312)      | \$ (321,312)      | \$ (321,312)      | \$ (316,621)      |
| <b>NET INCOME / YEAR</b>                    | <b>\$ 14,288</b> | <b>\$ 71,858</b> | <b>\$ 80,173</b> | <b>\$ 89,407</b> | <b>\$ 95,430</b>  | <b>\$ 101,452</b> | <b>\$ 107,474</b> | <b>\$ 113,497</b> | <b>\$ 119,519</b> | <b>\$ 125,541</b> | <b>\$ 131,563</b> | <b>\$ 142,277</b> |
| \$0.00 Capital Reserve estimated to be used | \$ -             | \$ -             | \$ -             | \$ -             | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Effective Income w/ Reserve</b>          | <b>\$ 71,858</b> | <b>\$ 80,173</b> | <b>\$ 89,407</b> | <b>\$ 95,430</b> | <b>\$ 101,452</b> | <b>\$ 107,474</b> | <b>\$ 113,497</b> | <b>\$ 119,519</b> | <b>\$ 125,541</b> | <b>\$ 131,563</b> | <b>\$ 142,277</b> |                   |
| <b>ROI w/ Reserve</b>                       |                  | 14.4%            | 16.0%            | 17.9%            | 19.1%             | 20.3%             | 21.5%             | 22.7%             | 23.9%             | 25.1%             | 26.3%             | 28.5%             |
| <b>Cumulative w/ Reserve</b>                | \$ 14,288        | \$ 86,146        | \$ 166,319       | \$ 255,726       | \$ 351,156        | \$ 452,608        | \$ 560,082        | \$ 673,579        | \$ 793,097        | \$ 918,639        | \$ 1,050,202      | \$ 1,192,479      |

Sale Year      \*MT DEQ loan  
repaid in full  
this year



August 26, 2022

City of Billings Planning and Community Services  
Attn: Wyeth Friday  
P.O. Box 1178  
Billings, MT 59103-1178

Request for TIF Assistance - Old Billings Hardware Building

Dear Wyeth -

The DBP is hereby submitting a request for TIF assistance on behalf of the owners & developers of the Old Billings Hardware Building for a project in the Expanded North 27th Street Urban Renewal District.

The project involves a total rehabilitation effort of the 2802 Montana Avenue building both inside & outside. The lower & ground levels will be occupied by businesses as well as some amenities for tenants. The second & third floors will each consist of 12 energy efficient market rate residential units (5 two-bedroom apartments and 19 one-bedroom apartments). There will be minimal parking available in the back of the building. There will also be a communal space on the rooftop to be utilized by the residents. Some of the exterior improvements will include facade repairs, lighting & security, windows & entrances/exits, storefronts as well as minimal landscaping & hardscaping. The interior will involve fire suppression, utility upgrades & addition (much of it does not exist) & ADA compliance.

The total request is \$745,000. The Board of Directors of the DBP as well as the Development Committee support this project & recommend approval. This project complies with the Montana Code Annotated as well as exceeds the City's TIF Policy in regards to the 5:1 preferred threshold of private to public investment & eligibility of qualified expenses. Furthermore, this project conforms with many goals & elements of the Urban Renewal Plan as well as the Downtown Billings Strategic Plan such as housing, safety, activation of vacancies, & retail recruitment. This density will add more shopping capacity, potential workforce for businesses, natural surveillance to enhance safety, and new downtown visitations of the new businesses.

The DBP is requesting a position for review by the Billings City Council during its regular meeting on Monday, September 12, 2022.

Thank you for your consideration,

Mehmet Casey  
Development Director  
Downtown Billings Partnership



August 26, 2022

The Downtown Billings Partnership recommends approval

Project: Old Billings Hardware Building

Entity: OBHDV LP

Tax parcel: A34620

Full building redevelopment including facade, housing, retail, public & private infrastructure

| Items                               | Expenses           | Eligibility   |                  | Percentage |
|-------------------------------------|--------------------|---------------|------------------|------------|
|                                     |                    | MCA 7-15-4233 | MCA 7-15-4288    |            |
| Interior Demo                       | \$104,769          | \$0           | \$17,000         | 16%        |
| Concrete/Slabs                      | \$116,033          | \$0           | \$19,000         | 16%        |
| Framing & Millwork                  | \$851,227          | \$0           | \$141,000        | 16%        |
| Insulation & Gypsum                 | \$333,003          | \$0           | \$55,000         | 16%        |
| Structural Steel & Joint Protection | \$143,182          | \$0           | \$23,000         | 16%        |
| Door & Windows                      | \$293,942          | \$0           | \$48,000         | 16%        |
| Roofing & Skylights                 | \$240,360          | \$0           | \$40,000         | 16%        |
| Utilities                           | \$2,082,760        | \$0           | \$338,000        | 16%        |
| Storefronts                         | \$198,300          | \$0           | \$33,000         | 16%        |
| Fire Suppression                    | \$186,000          | \$0           | \$31,000         | 16%        |
| Other                               | \$2,931,674        | \$0           | \$0              | 0%         |
| <b>Total</b>                        | <b>\$7,481,250</b> |               | <b>\$745,000</b> |            |

# downtown *Billings*

|                                                           |             |
|-----------------------------------------------------------|-------------|
| Current assessed value                                    | \$453,166   |
| Estimated increase in taxable value (80% of project cost) | \$5,985,000 |
| Commercial tax rate (1.89%)                               | \$113,117   |
| Annual tax increment (699 mills)                          | \$79,068    |
| ROI                                                       | 9 years     |

**Public Benefit:**

This project answers to housing, safety, and retail elements of the URD & DBA Strategic Plan

Qualified expenses comply & conform with MCA & City TIF policy

This project preserves a historic building adding further complementation to the downtown character

This building will be activated & contributes to the health of downtown

This site will complement & contribute to the growth of downtown & Billings as a whole



|                               |                           |              |                 |
|-------------------------------|---------------------------|--------------|-----------------|
| <b>Present:</b> Andy Patten   | Commissioner Denis Pitman | Jock West    | Matt Blakeslee  |
| Brandon Scala                 | Steve Arveschoug          | Sean Lynch   | Mehmet Casey    |
| Katy Easton                   | Meri McGlone              | Andy Zoeller | James Chandler  |
| Janna Hafer                   | Councilman Tom Rupsis     | Eric Schmidt | Jenny Ross      |
| Cori LaFever                  | Allison LaFever           | Randy Hafer  | Dave Fishbaugh  |
| Amalia Sumberg                | Chris Kukulski            |              |                 |
| <b>Absent:</b> Chris Montague | Steve Wahrlich            | Wyeth Friday | Steve Tostenrud |
| Ethan Kanning                 | Mary Walks Over Ice       |              |                 |

1. **Call to Order** – Mr. Lynch called the meeting to order at 7:30 AM, a round of introductions was facilitated, no public comments were made.
2. **Regular Agenda:**
  - a. Minutes – July 29, 2022 meeting minutes - Mr. Scala made a motion to approve the July 29, 2022 meeting minutes, Mr. West seconded the motion all were in favor, none opposed.
3. **OBHB Presentation** - Mr. Schmidt provided a presentation on the Old Billings Hardware Building (OBHB), he noted that they have presented to the development committee. Mr. Schmidt stated that the general partners are representing more than a dozen limited partners that are primarily local investors that are made up of young 40 and under. Mr. Schmidt provided an overview of the history of the OBHB building. The group is going to revitalize the building to bring a retail store front to the street and lower levels and to take the second and third floors and turn them into residential units. Mr. Schmidt covered the details of the project in which they are requesting funding for. Mr. Schmidt defined what they consider to be affordable rents; affordable defined as 60-80 AMI, \$1,100 – \$1,350 scaled depending on number of rooms and floor; they believe they can significantly reduce costs due to pursuing a platinum LEED certification in building and using innovative strategies to make the building efficient.

They are planning for at least 24 residential units 12 on each floor and are pursuing historic tax credits for this building in addition to TIF funding which is a critical mission to this building.

Mr. Patten asked if they owned the land under the building, and Mr. Schmidt confirmed yes, they did, and provided the history on this trade/purchase of property with the railroad. Mr. Lynch asked about status and process with the historic tax credits, Mr. Schmidt stated they have part one of three phases of the tax credit approved and they are planning to submit the second part at the end of September. Questions were asked regarding LEED certification and issues regarding asbestos and lead based paint and Mr. Schmidt believed that there were measures in place to take care of all of these items and that there would be no concerns.

4. **OBHB - Committee supports a recommendation** – Ms. Easton shared that she believes this is an exciting project and it was discussed how this building is one of Billings' last large, blighted buildings in the downtown core.

Discussion was had regarding the current state of financials in the TIF district and other TIF districts in Billings as well as the State. Mr. Casey covered the current anticipated TIF awards, the current cash, future obligations, Mr. Casey covered the method used to forecast TIF funding and the several variables that may change predictions, future buildings that will come into the TIF district. Discussion was had regarding various line items on the budgets, specific buildings in question and their contributions to the TIF, Ms. Easton encouraged the board for creative approaches to reimbursements of grants of this size and larger, discussion was had regarding options to be able to feasibly provide reimbursement, Mr. Lynch asked about the ability to spread out the repayment. Mr. Zoeller provided an example of a building that was creatively financed in the EBIRD District, the board discussed how it's hard-to-get developers to come to Billings when they see buildings like this, and it was expressed amongst the board that they wanted this project to succeed. Mr. Arveschoug is excited to see the price point of the apartments in the OBHB project.

It was suggested that the grant also be conditional on the historic tax credit, and that the risk be put on the grantee, Mr. Casey shared that it's promising that they have already been approved through Phase I and that they are expecting to hear back on Phase II in September. Ms. Easton shared that next year is a full assessment and believes it's likely that the TIF will see a bump and a hopeful outcome.

Commissioner Pitman shared this could also be a perfect project for the C-PACE program, discussion was had regarding C-PACE going on the agenda for an upcoming County meeting.

Mr. Kukulski suggested tying TIF funding to their construction and the project deadlines and discussion was had regarding the various years that the reimbursement could start in. The Committee had recommended a five-year plan to reimburse \$149,000 a year for five years for a total of \$745,000. The reimbursements wouldn't start until the year following the year in which the project was completed.

There was also a discussion to wait an additional year before signaling the reimbursements to begin. Mr. Lynch suggested to start the reimbursement in FY 2027 when most of the Downtown District larger commitments are no longer in place but if the funds are available, it can start earlier. Ms. Easton suggested that there be a review process if approached to be refunded earlier. Discussion was had with current projects that are a concern with projects that funding has been approved but might not meet the requirements of the agreement.

Councilman Rupsis suggested the option of being able to establish a partnership with a local credit union or bank to be able to provide essentially a bridge loan. Mr. Scala concurred that this is something that he has been thinking about as well.

Commissioner Denis Pitman Made a motion to Approve the OBHB TIF request Mr. Patten seconded the motion.

Ms. Easton asked for a clarification regarding the details of the motion. Discussion was had regarding the presentation to Council, the language in the contracts, the years in which to reimburse, as well as the current projects and commitments. Mr. Lynch clarified that this Board has done its job to fulfill the agreements to the grantees and it's the developer's responsibility to fulfill their end of the agreement and he believes that we can't hold hands and continue to wait for the grantees to exceed their already once extended deadlines. Ultimately it was decided that the reimbursement timeline is always indicated in the development agreement and that the City has to fulfill its debt service obligations first; all of which a developer agrees with when signing an agreement. Therefore, if the reimbursements are scheduled to begin in FY25 and the project is not complete yet or the district doesn't have money, reimbursements won't begin until the following year pending the two conditions stated above.

Ms. Hafer recused herself from the vote regarding the OBHB.

All were in favor, none were opposed, and the motion passed unanimously.

##### 5. **Mixed use developments (Retail/Housing)**

- a. Yesteryear's RFP – Mr. Casey shared that this is in the packet and given the amount of remaining time this will not be addressed. He asked the Board to follow up on these matters. Discussion was had regarding the Yesteryears RFP, TIF funding for the Yesteryears building, and questions amongst the Board.



**DBP Board Agenda - August 26, 2022,**

**G&W Building - 2722 3rd Ave N**

**Regular Business Meeting - 7:30 - 9:00 a.m.**

6. **New Business/Old Business** – None discussed at this time
  
7. **Partner Reports** –
  - a. BSEDA: Mr. Steve A provided an update on their annual meeting.
  - b. Commissioner shared that the C-PACE program is moving forward to be put on the agenda.
  - c. Mr. Scala provided an update on the Parking Board activities.
  
8. **Adjourn at 9:00 a.m.** - Mr. Lynch adjourned the meeting at 9:02 AM

**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

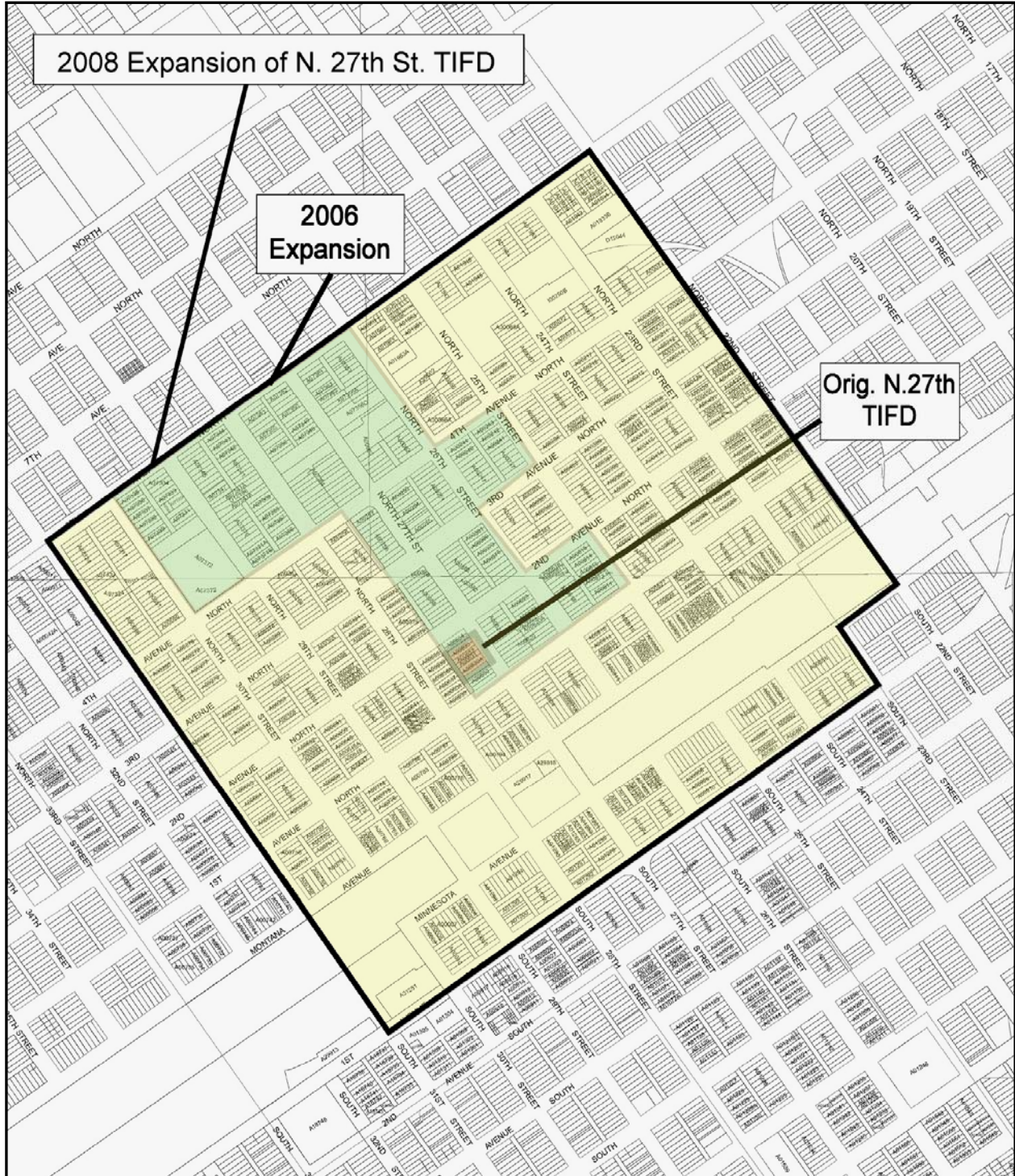
ATTEST:

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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**

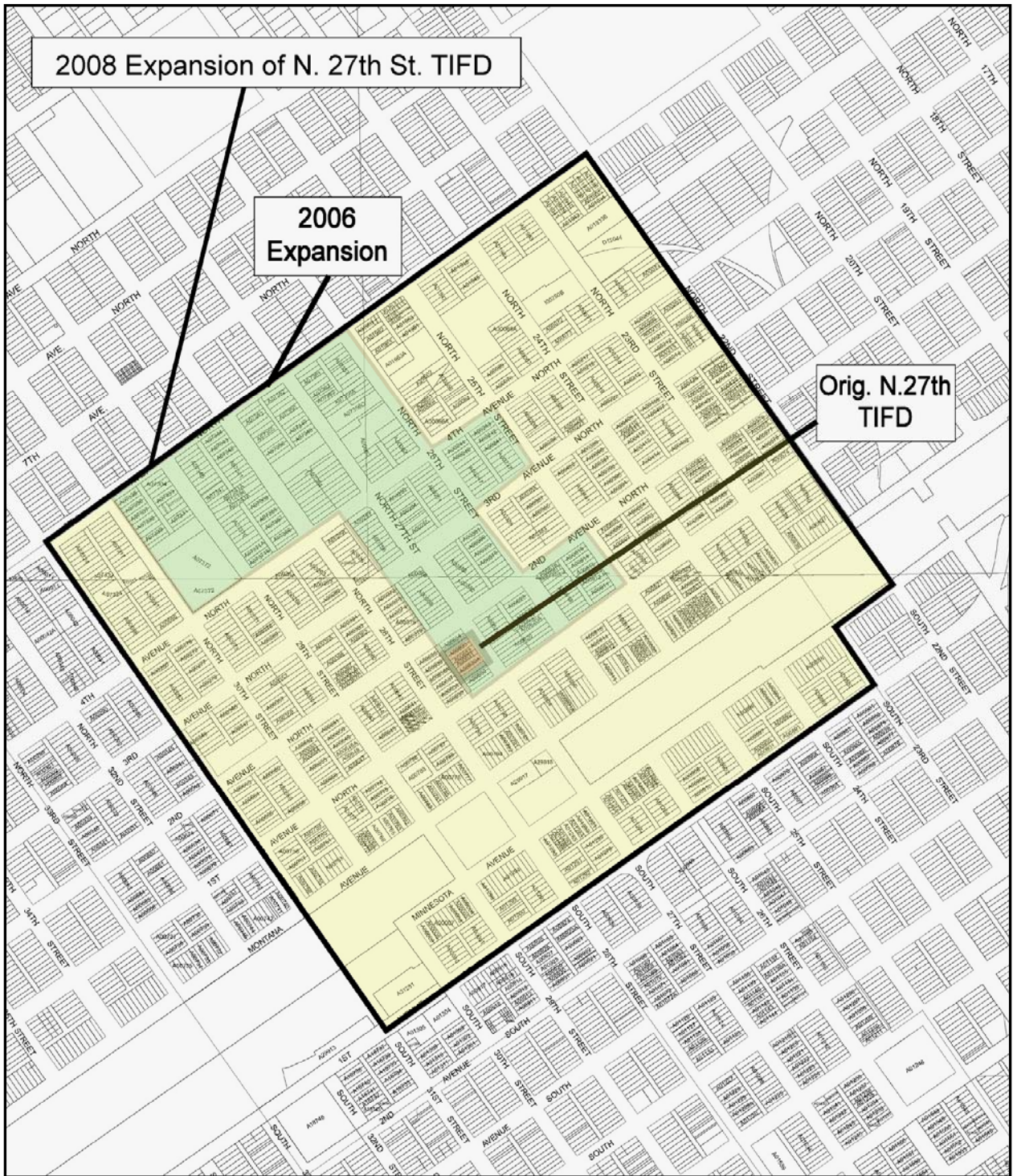
As noted, the expanded North 27<sup>th</sup> Street Urban Renewal Area comprises most of the Central Business District (CBD) of the City of Billings.

### **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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing for the FY2021-2022 Draft Comprehensive Annual Performance Evaluation Report (CAPER) and Community Needs  
**Presented by:** Brenda Beckett  
**Department:** Planning & Community Services  
**Presentation:** Yes  
**Legal Review** No

---

**RECOMMENDATION**

Staff recommends Council hold a public hearing to receive input on the City's draft Comprehensive Annual Performance Evaluation Report (CAPER) and to obtain public comment on community needs, including those of low-income households and those experiencing homelessness. The hearing will assist the Community Development Board in designing the application process for the upcoming program year. No further action is required at this time.

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

As a recipient of the Community Development Block Grant (CDBG) and HOME Investment Partnerships program (HOME) funding, the United States Department of Housing and Urban Development (HUD) requires City staff to submit a performance report within 90 days following June 30, the end of the program year. This report is called the Comprehensive Annual Performance Evaluation Report (CAPER) (See attached process description for the Consolidated Planning Process).

As part of the community review process, City staff must make the report available for public comment for a minimum 15-day period, scheduled from August 26 through September 12, 2022. A notice of the availability of the draft report has been published online and provided to community partners and stakeholders. The drafted CAPER has been provided as an attachment to this report. An updated version of the CAPER can be viewed online at [www.BillingsMT.gov/caper](http://www.BillingsMT.gov/caper).

**STAKEHOLDERS**

There are many potential stakeholders for the CDBG and HOME programs funded by HUD and administered by the Community Development Division for the City of Billings. Stakeholder organizations and individuals include public and private agencies that provide: assisted housing; health, social, and fair housing services; low-income families and individuals; persons with disabilities; elderly persons; children; persons with HIV/AIDS and their families; those experiencing homelessness; and racial and ethnic minorities.

**ALTERNATIVES**

City Council's only option at this stage of the process is to hold the required public hearing in order continue receiving CDBG and HOME funds and to comply with Federal law.

**FISCAL EFFECTS**

The annual performance report summarizes the City's progress in achieving the goals of its five-year Consolidated Plan and Annual Action Plan for FY2021-2022. The City received \$654,649 in new federal CDBG funding and \$334,548 in new HOME funding to carry out housing, pandemic, and poverty-impact initiatives for the new fiscal year. Last fiscal year, the City received \$657,820 in CDBG and \$349,144 in HOME, so the allocations have held relatively steady these two most recent fiscal years (See attached program funding history chart).

A CDBG-CV allocation of \$909,126 was allocated to the City for coronavirus preparation, prevention, and response activities. All of this funding has been awarded for parks improvements and nonprofit organizations for public (social) services and public facilities. A total of \$235,028 was expended during the program year and more will be expended in the new program year. At least 80 percent of this funding needs to be expended by 2024.

The Community Development Board has made a request to obtain input on community needs for low-income individuals and those experiencing homelessness, prior to developing application processes for next year's federal funding allocations. Routine resources for next fiscal year include entitlement funds like CDBG and HOME with application processes beginning in December 2022. The City Council will have the opportunity to review funding recommendations in April 2023.

The City also received a HUD HOME-ARP allocation of \$1,211,321 to meet the needs of those at-risk of homelessness and those experiencing homelessness. Twenty percent of this funding will be allocated to administrative and capacity-building costs (personnel, communications, office supplies, equipment, etc.) for the life of the grant; up to 23 years (See attached description of administrative cost tracking process). Remaining funding (\$969,057) will be available to allocate in 2023 following the development and completion of a needs assessment, priorities, procedures, and an application process that meets HUD guidance and requirements. Funding needs to be expended by 2030.

## **SUMMARY**

Staff recommends Council hold a public hearing to receive input on the City's Draft CAPER and current community needs per the requirements of HUD for Billings to continue to receive federal funding for its programs, including special funding allocations like CDBG-CV and HOME-ARP.

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## **Attachments**

Draft CAPER FY2021-2022

CDBG, HOME, and Special Allocation Funding History

Memo - Consolidated Planning Processes

Community Development Time Tracking & Draw Procedures



# Comprehensive Annual Performance Evaluation Report FY2021 - 2022

**DRAFT**

Community Development Division  
2825 Third Avenue North  
Billings, Montana 59101  
[www.BillingsMT.gov/comdev](http://www.BillingsMT.gov/comdev)  
406.657.8281 TTY711



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**IDIS Reports Available by Request**

- |                                                  |                                           |
|--------------------------------------------------|-------------------------------------------|
| PR03: CDBG Activity Summary Report               | PR26: CDBG Financial Summary Report       |
| PR05: Drawdown Report by Project and Activity    | PR26: Activity Summary by Selected Grant  |
| PR07: Drawdown Report by Voucher Number          | PR27: Status of HOME Grants - Entitlement |
| PR09: Receipt Fund Type Detail Report HOME       | PR33: Home Matching Liability Report      |
| PR22: Status of HOME Activities - Entitlement    | PR56: CDBG Timeliness Report              |
| PR23: CDBG / HOME Summary of Accomplishments     |                                           |
| PR25: Status of CHDO Funds by Fiscal Year Report |                                           |

*\*All table references are those included and required in HUD's IDIS eCon Planning Suite system.*

## CR-05 Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview including major initiatives/highlights that were proposed and executed throughout the program year. Maximum 4,000 characters and no additional text boxes available.

#### Introduction

Presented herein is the City of Billings FY2021-2022 Comprehensive Annual Performance and Evaluation Report (CAPER) for the federally funded Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). CDBG and HOME funds were granted to the City as an entitlement community through the United States Department of Housing and Urban Development (HUD).

The CAPER covers a program year beginning on July 1 to June 30 and it illustrates the City's progress in meeting goals in the five-year Consolidated and Annual Action Plans. Funding is allocated on a shovel- / close-ready basis to ensure efficient use of funds.

The public comment period for this CAPER exceeded the 15-day minimum; August 26 through September 12, 2022. The City Council will hold a public hearing to obtain public comment on:

- CDBG and HOME achievements in the CAPER;
- Current community needs to assist the Community Development Board in:
  - Designing the application process for the upcoming program year, before the publication of the drafted Annual Action Plan; and
  - Identifying the needs of those experiencing homelessness in preparation for HOME-ARP assessment and activities.

Federal regulations require the City to facilitate two public hearings, at different stages of the program year, to obtain residents' views and respond to questions. Public comments are included in the appendix.

**Major Initiatives and Highlights:** The COVID-19 pandemic had a significant impact on low-income individuals and families, contractor availability, project feasibility, and housing prices. The number of positive COVID cases rose beginning in July 2021 and peaked in January 2022; the highest number of daily cases in history. The chart below represents the number of positive cases identified per day.

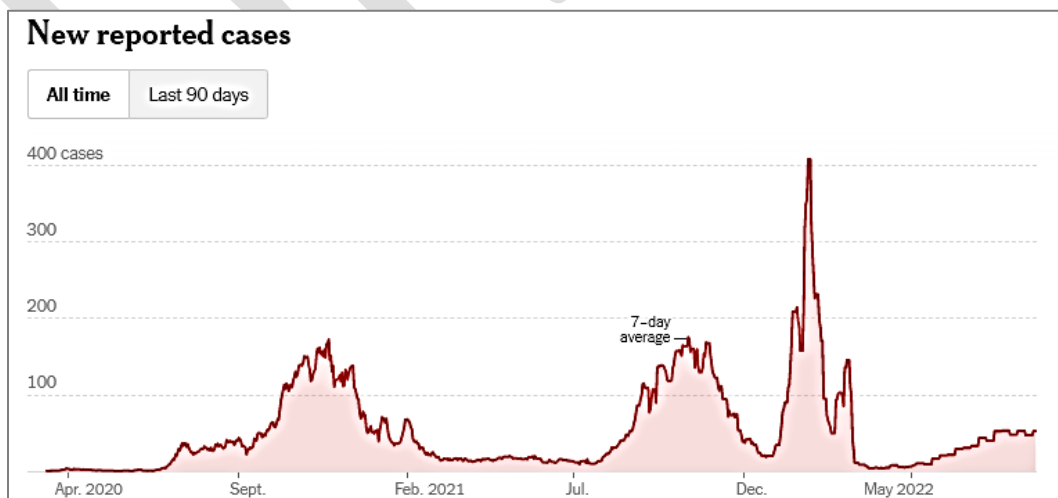


Figure One – Number of Positive COVID Cases per Day - Yellowstone County, Montana Covid Case and Risk Tracker  
*Retrieved from the New York Times on August 22, 2022*

The CDBG-CV allocation and revenue from CDBG and HOME loan repayments allowed the City to respond quickly with additional allocations to help prepare, prevent, and respond to the coronavirus. The City posted three separate opportunities to access federal resources. Several public facility and public service projects and activities were funded to address pandemic needs.

- **The Salvation Army:** Increase food service by 20 percent through the mobile meals program.
- **Downtown Billings Improvement District:** Installation of a public handwashing and restroom facility in an area frequently used by those experiencing homelessness.
- **Parks Improvements:** Low-income neighborhood parks will be improved with touchless restroom fixtures; facilities to provide suitable outdoor fitness and creating spaces to support social distancing; ADA upgrades; playground equipment; community building airflow exchange; and the installation of adult exercise equipment to encourage physical activity and social distancing outside.
- **Fast-Track Public Services:** The City implemented a fast-track public services application process in December 2021 and several awards were made to social service agencies to address pandemic needs. Awards can be found online [www.BillingsMT.gov/CDBGcvfast](http://www.BillingsMT.gov/CDBGcvfast).
- **Alternatives, Inc.:** \$47,000 in CDBG funding will be used to strengthen information technology and app development to provide mental health treatment options, at a distance, to low-income clients.
- **Boys & Girls Club:** \$140,000 in CDBG funding will be used to renovate an insufficient front reception area at the Boys & Girls Club in order to provide room for social distancing.
- **Billings Public Schools:** \$313,300 in CDBG and CDBG-CV funding will be used to replace an insufficient HVAC system at Washington Elementary School to improve indoor air quality and ventilation. The Delta variant significantly impacted children attending school in Billings and accelerated the spread of the coronavirus across the city.

The following tables compare proposed and actual outcomes for the FY2020-2024 Consolidated Plan (*Expected / Actual Strategic Plan*) and the FY2021-2022 Annual Action Plan (*Expected / Actual Program Year*).

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives.** 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

*HUD IDIS Tables 1 and 2 - Accomplishments –Strategic Plan to Date and Program Year*

| Goal                                                    | Category                                                | Source / Amount*                          | Indicator                                                                            | Unit of Measure        | Five-Year Goals: FY2020-2024        |                       |            | One-Year Goals: FY2021-2022         |                                                                      |            |
|---------------------------------------------------------|---------------------------------------------------------|-------------------------------------------|--------------------------------------------------------------------------------------|------------------------|-------------------------------------|-----------------------|------------|-------------------------------------|----------------------------------------------------------------------|------------|
|                                                         |                                                         |                                           |                                                                                      |                        | Expected Strategic Plan             | Actual Strategic Plan | % Complete | Expected Program Year               | Actual Program Year                                                  | % Complete |
| Create, preserve, and expand affordable housing options | Affordable Housing                                      | CDBG \$1,886,534                          | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit | Households Assisted    | 60                                  | 60                    | 100%       | -                                   | -                                                                    | -          |
|                                                         |                                                         |                                           | Rental units constructed                                                             | Household Housing Unit | 10                                  | -                     | -          | -                                   | -                                                                    | -          |
|                                                         |                                                         | Rental units rehab                        | -                                                                                    |                        | -                                   | -                     | -          | -                                   | -                                                                    |            |
|                                                         |                                                         | Homeowner Housing Added                   | -                                                                                    |                        | -                                   | -                     | -          | -                                   | -                                                                    |            |
|                                                         |                                                         | Homeowner Housing Rehabilitated           | 20                                                                                   |                        | Did not meet goal - pandemic impact |                       | 2          | Did not meet goal - pandemic impact |                                                                      |            |
|                                                         |                                                         | Direct Financial Assistance to Homebuyers | Households Assisted                                                                  | 175                    | 88                                  | 50%                   | 35         | 27                                  | 77%                                                                  |            |
| Neighborhood Revitalization: Foreclosures               | Affordable Housing                                      | CDBG \$780,677                            | Homeowner Housing Rehabilitated                                                      | Household Housing Unit | 5                                   | 1                     | 20%        | 1                                   | 0                                                                    | 100%       |
|                                                         |                                                         |                                           | Buildings Demolished                                                                 | Buildings              | 0                                   | 1                     | -          | -                                   | 0                                                                    | N/A        |
| Poverty Impact                                          | Poverty Impact                                          | CDBG \$585,508                            | Public service activities other than Low/Moderate Income Housing Benefit             | Persons Assisted       | 1,000                               | 1338                  | 134%       | 200                                 | 448                                                                  | 224%       |
| Prevent, prepare for, and respond to coronavirus        | Other: Prevent, prepare for, and respond to coronavirus | CDBG-CV \$909,126                         | Public service activity for low-income benefit                                       | Persons Assisted       | 500                                 | 1977                  | 395%       | 500                                 | 1977                                                                 | 395%       |
|                                                         |                                                         |                                           | Public facility or infrastructure activities                                         |                        | 500                                 | 0                     | -          | 100                                 | Accomplishments will be reported in FY22-23 CAPER, projects underway |            |

*Staff Note: HUD’s Integrated Disbursement and Information System (IDIS) screen separates HUD Table 1 - Accomplishments - Program Year and HUD Table 2 - Accomplishments - Strategic Plan to Date.*

*\*Monetary figures in this chart represent the estimated investment of CDBG and HOME funds noted in the Consolidated Plan for a five-year period.*

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

---

The City of Billings utilizes CDBG funds to address low-income housing needs through home repair, home buyer, and affordable housing development programs. The City also supports a public service activities to assist nonprofit organizations in meeting the needs of those impacted by the coronavirus, and those experiencing homelessness and / or poverty. The following priorities have been identified as specific and are included in the Consolidated Plan.

**Create, preserve, and expand affordable housing options:** The use of CDBG funds for housing positively influences housing accessibility and affordability for current low-income home owners and potential homebuyers. The majority of homeowners are cost burdened; paying greater than 30% of household income for housing expenses.

- **Housing Rehabilitation:** The City was unable to assist low-income households with financing to carry out major home repairs. Significant hail storms the summer of 2019 contributed to a contractor and workforce shortage. Homeowners have been hesitant to engage with the program due to coronavirus contamination concerns. Skyrocketing building supply costs and lack of inventory have also contributed to the program's decline. The program has been discontinued beginning in FY2022-2023.
- **Affordable Housing Development:** CDBG funding totaling \$540,000 was provided to NeighborWorks Montana, a certified Community Housing Development Organization (CHDO), to upgrade infrastructure for a resident-owned-community benefitting 60 low-income households residing in manufactured housing. The project is nearly complete and asphalt was installed in the fall of 2021. Several additional items will be completed on the project during 2022. Achievements for this activity were reported in the FY2021-2022 CAPER.
- **First Time Home Buyer:** Twenty-one families were able to purchase their first home this fiscal year through financing for down payment and closing costs. Ten of the households were assisted with CDBG and 17 were assisted with HOME funding.

This is a tremendous achievement given current local economic conditions. Billings was ranked number one in the Wall Street Journal / Realtor.com's [July 2021 Emerging Housing Markets Index](#), noting increased opportunity for remote work. The [housing price index](#) for the first quarter in 2020 was \$261,100; in 2021 it increased to 279,910; and in 2022 it rose again to \$342,710. There are very few homes on the market, particularly those appraising under HUD's purchase price limits.

**Neighborhood Revitalization: Foreclosures:** Using CDBG funds to create low-income housing opportunities improves access to, and the quality of, the affordable housing stock. Low-income households need access to affordable housing and there are a limited number of housing units available, as indicated in the Consolidated Plan's Market Analysis. In addition, the Consolidated Plan's Needs Assessment indicates the majority of homeowners and renters are cost burdened; paying greater than 30% of household income for housing expenses. The number of people in need is rising, including the homeless, the elderly, and the disabled.

- **Foreclosure Acquisition / Rehabilitation:** The City purchased, rehabilitated and sold twelve homes to income-qualified households since 2009. One property was purchased in the Billings Heights area (Steffanich Drive) and staff reviewed the project for rehabilitation feasibility. The property was not feasible for rehabilitation and subsequently demolished. City staff has facilitated

several Request for Proposals / Invitation for Bids processes without receiving responses:

- **Request for Proposals – Affordable Housing Development Project** (advertising): November 29 & December 6, 2019; January 17 & 31, 2020; and March 6 & 20, 2020.
- **Request for Proposals – Affordable Modular Housing Project** (advertising): December 17 & 24, 2021.
- **Invitation for Bids – Modular Home** (advertising): July 8, 15 & 29, 2022.

Staff is presently visiting with all of the modular home companies in the Billings area to discuss direct bids for the project. Staff is also seeking a 3D home printing bid using the same project specifications for this reconstruction project.

**Poverty Impact:** Nonprofit social service organizations greatly benefit from the use of CDBG funds to support the Billings Metro VISTA Project. VISTA members work to alleviate poverty through the expansion or improvement of services such as housing, healthcare, education, employment, and financial literacy to alleviate poverty conditions for very low-income citizens.

- **Billings Metro VISTA Project:** AmeriCorps Volunteers in Service to America (VISTA) members were dedicated to impacting poverty and homelessness in Billings. Overall, the project provided education, housing, health and social services to 448 extremely low-income and low-income individuals in the Billings area this year.

DRAFT

**CR-10 Racial and Ethnic Composition of Families Assisted**

**Describe the families assisted (including the ext and ethnic status of families assisted).** 91.520(a)

| Race / Ethnicity                          | CDBG        | HOME      | Totals      |
|-------------------------------------------|-------------|-----------|-------------|
| White                                     | 1648        | 16        | 1700 / 62%  |
| Black or African American                 | 59          |           | 1023 / 38%  |
| Asian                                     | 20          |           |             |
| American Indian or American Native        | 816         |           |             |
| Native Hawaiian or Other Pacific Islander | 5           |           |             |
| American Indian and Black*                | 6           | 1         |             |
| Multi-Racial*                             | 116         |           |             |
| <b>Totals*</b>                            | <b>2706</b> | <b>17</b> | <b>2723</b> |
| Hispanic                                  | 173         | 1         | 174 / 6%    |
| Not Hispanic                              | 2533        | 16        | 2549 / 94%  |

HUD IDIS Table 3 - Assistance to racial and ethnic populations by source of funds.

**Narrative**

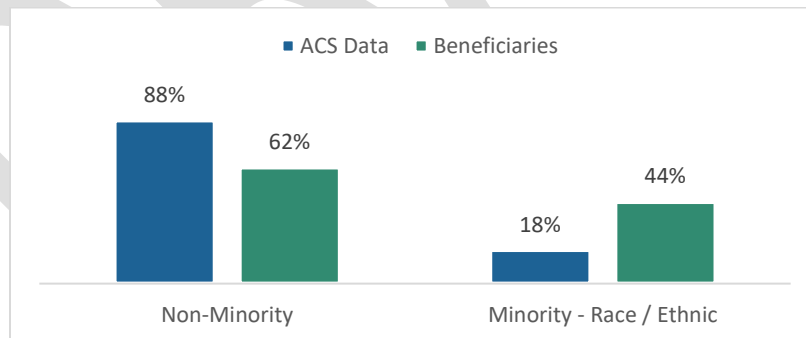
The City assisted 2,723 beneficiaries with CDBG and HOME this fiscal year. Thirty-eight percent of the beneficiaries self-reported they were a racial minority. Six percent reported they were Hispanic.

| Special Categories       |        | CDBG | HOME | Totals All Programs |
|--------------------------|--------|------|------|---------------------|
| Single Head of Household | Female | 616  | 5    | 1303 / 48%          |
|                          | Male   | 681  | 1    |                     |
| Disabled                 |        | 458  | 0    | 458 / 17%           |
| Elderly                  |        | 196  | 0    | 196 / 7%            |

City of Billings - Table A - Special category beneficiaries by funding source.

Out of the total beneficiaries assisted, 48 percent noted they were single-headed households, 17 percent self-reported disabilities, and 7 percent of the beneficiaries noted they were elderly.

*\*Please note: The above charts were adapted from HUD’s IDIS system as IDIS does not include a category for American Indian and Black or Multi-Racial beneficiaries, which impacts table totals and percentages.*



City of Billings - Figure 1 - Billings ACS data compared to beneficiary demographics.

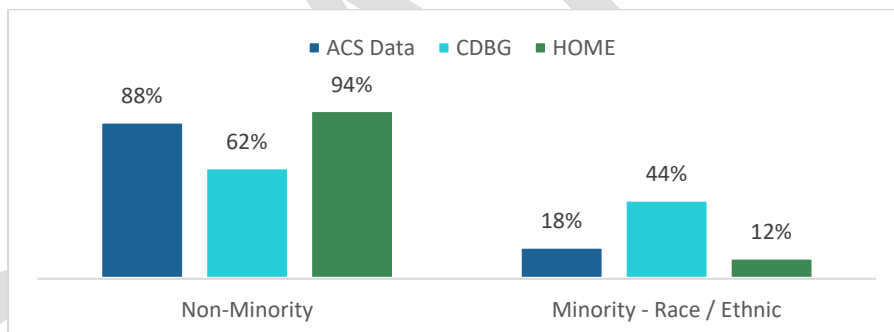
The 2021 American Community Survey (ACS) estimates indicate a 18 percent overall percent minority rate in Billings, including Hispanics. Forty-four percent of the City’s beneficiaries were racial and ethnic minorities this past fiscal year when calculated using category percentages collectively.

*Please note: ACS data estimates are derived from sample data and sampling / non-sampling errors are likely. The small size of the City’s population (117,445) creates variability in data accuracy, particularly for cohorts less than 10 percent of the total population and the margin of error can be 10 percent. Further, programs serving less than 30 households are not considered statistically valid, like the First Time Home Buyer program.*

| Beneficiaries by Program and Funding Source |            |            |            |                 |                 |        |
|---------------------------------------------|------------|------------|------------|-----------------|-----------------|--------|
| Race / Ethnicity                            | Home Buyer |            | VISTA      | Public Services | Totals          |        |
|                                             | CDBG       | HOME       | CDBG       | CDBG-CV         |                 |        |
| White                                       | 8          | 16         | 278        | 1398            | 1700            |        |
| Black or African American                   |            |            | 13         | 46              | 59              |        |
| Asian                                       |            |            | 5          | 15              | 20              |        |
| American Indian or American Native          | 2          |            | 133        | 681             | 816             |        |
| Native Hawaiian or Other Pacific Islander   |            |            |            | 5               | 5               |        |
| American Indian and Black                   |            | 1          |            | 6               | 7               |        |
| Multi-Racial                                |            |            | 19         | 97              | 116             |        |
| Subtotals                                   | 10         | 17         |            |                 |                 |        |
| <b>Totals</b>                               | <b>27</b>  |            | <b>448</b> | <b>2248</b>     | <b>2723</b>     |        |
| Hispanic                                    | 1          | 1          | 42         | 130             | 174             |        |
| Not Hispanic                                | 9          | 16         | 406        | 2118            | 2549            |        |
| Special Populations                         |            | Home Buyer |            | VISTA           | Public Services | Totals |
|                                             |            | CDBG       | HOME       | CDBG            | CDBG            |        |
| Single Head of Household                    | Female     | 1          | 5          | 119             | 496             | 621    |
|                                             | Male       |            | 1          | 90              | 591             | 682    |
| Disabled Households                         |            |            |            | 72              | 386             | 458    |
| Elderly                                     |            |            |            | 24              | 172             | 196    |

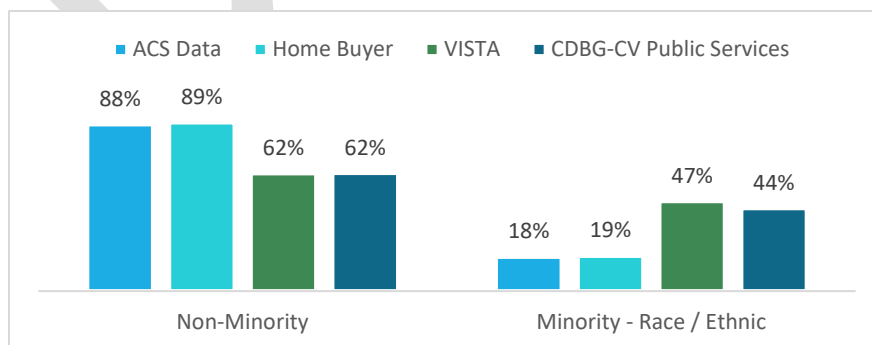
City of Billings - Table B - Beneficiaries by City program and funding source.

**Demographics by Funding Source:** The 2021 ACS data indicates an approximate 18 percent minority rate, including both racial and ethnic categories. Over 40 percent of CDBG beneficiaries are minorities. HOME data is not considered statistically valid due to the low cohort size (17 households).



City of Billings - Figure 2 - Billings ACS data compared to beneficiaries by funding source.

**Demographics by Program:** Nineteen percent of the First Time Home Buyer beneficiaries, forty-seven percent of the Billings Metro VISTA Project beneficiaries, and 44 percent of the CDBG-CV Public Service beneficiaries were racial / ethnic minorities.



City of Billings - Figure 3 - Billings ACS data compared to beneficiaries by City program.

Please note: The PDF version of the CAPER submitted to HUD via email and through IDIS contains various charts and graphs depicting data explained herein. Charts and graphs may not be included in the IDIS version, as they are not sizing correctly when uploaded.

**Ongoing Marketing:** Community Development Division staff makes concerted efforts to market available programs and opportunities to attract minorities, the disabled, and female-headed households to participate. The **Montana Relay 711** phone number is placed on City correspondence, publications, notices, and on program brochures. Information on home repair and purchase programs has been continually available via the City of Billings website, at the Community Development office, the City’s Building Division and the Billings Home Center.

**Community Outreach:** When possible, staff has participated in community events to promote home buyer / repair programs and contractor opportunity, including the *Phillips 66 Meet in the Park* event held each September in South Park, a lower income neighborhood. The South Side Neighborhood has high concentrations of low-income, racial / ethnic minorities, and female-headed households. City staff has historically contacted mobile home park managers to distribute brochures on home buyer / repair programs and contractor opportunity. In the past, staff also provided a contractor’s ad to local title companies who manage rehabilitation accounts for various construction agencies. Contractor recruitment cards have also been made available through the City’s Building Division.

Each spring, staff offers to present information on the Consolidated Plan, Annual Action Plans, housing programs, contractor opportunity, and to garner feedback on federal funding allocations to Neighborhood Task Forces representing low-income communities. In prior years, home buyer / repair brochures, contractor opportunity, and marketing materials have been provided to the Office of Indian Education for distribution during their Native Family Nights. Materials have also been provided to the Indian Health Board. CDBG-CV grant opportunities were marketed through direct emails to all local area nonprofit organizations, website posts, and mentioned during multiple public meetings.

**Advertising:** Print advertisement for home buyer / repair programs and contractor ads have appeared in multiple publications including the Tidbits of Billings, Generation Link, the CityLink, and the Senior News. Online banner ads have been placed in the Billings Gazette to be displayed on their website. Several years ago, a full-color insert was enclosed in more than 35,000 utility bills and direct mailed to City residents.

**Marketing and Outreach Results:** The City received 67 applications for the First Time Home Buyer program (see chart below). Sixteen percent of the applicant households self-identified as racial or ethnic minorities, collectively. Application denials are typically due to Area Median Income limits for both home buyer and repair programs. The City also received 16 applications for CDBG-CV public service or facility grants this fiscal year for coronavirus prevention, preparation, and response activities.

| Applicants by City Program                |        |            |
|-------------------------------------------|--------|------------|
| Race / Ethnicity                          |        | Home Buyer |
| White                                     |        | 59         |
| Black or African American                 |        | 1          |
| Asian                                     |        | 0          |
| American Indian or American Native        |        | 6          |
| Native Hawaiian or Other Pacific Islander |        | 0          |
| American Indian and Black                 |        | 0          |
| Multi-Racial                              |        | 1          |
| <b>Totals</b>                             |        | <b>67</b>  |
| Hispanic                                  |        | 3          |
| Not Hispanic                              |        | 64         |
| Special Populations                       |        | Home Buyer |
| Single Head of Household                  | Female | 18         |
|                                           | Male   | 3          |
| Disabled Households                       |        | 3          |
| Elderly                                   |        | 2          |

City of Billings - Table C - Demographics of applicants by City program

## Identify the resources made available

| Source of Funds | Source | Resources Made Available | Amount Expended During Program Year |
|-----------------|--------|--------------------------|-------------------------------------|
| CDBG            | HUD    | \$1,150,835              | \$820,592                           |
| HOME            | HUD    | \$831,459                | \$346,274                           |
| CDBG-CV         | HUD    | \$909,126                | \$235,028                           |
| HOME-ARP        | HUD    | \$1,211,321              | \$0                                 |

HUD IDIS Table 4 - Resources made available and expended, including new entitlement and fiscal year repayments.

## Narrative

## Resources Made Available

- **CDBG:** New CDBG entitlement funds totaled \$654,649 and program income received during the fiscal year totaled \$496,186. The City of Billings had a total of \$1,150,835 in CDBG funds available this fiscal year. Funding was allocated to support coronavirus response, preparation, and prevention activities including parks improvements, public services, upgrades at a local elementary school, the Boys & Girls Club, etc.
- **HOME:** New HOME entitlement funds totaled \$334,548 and recaptured funding and other HOME revenues totaled \$496,911 (\$348,000 in recaptured funds and \$68,911 in program income). The City of Billings had a total of \$831,459 available in HOME funds this fiscal year.
- **CDBG-CV:** HUD allocated \$909,126 and this funding has been fully committed to coronavirus response, preparation, and prevention projects and activities. Please reference the CDBG explanation of projects / activities above.
- **HOME-ARP:** The City was awarded \$1,211,321 and 15 percent will be used for administration for the life of the grant (up to 23 years). City staff is currently developing the tools necessary to carry out a required needs assessment prior to designing an application / allocation process for data-driven priority activities. All funds must be expended by the year 2030 and projects must be monitored for 15 years.

## Amount Expended During Program Year

- **CDBG:** Expenditures in entitlement and program income funds totaled \$820,592 this fiscal year. This included funding allocated in previous fiscal years that was expended this year. This year's timeliness ratio was **1.67** as measured on May 2, 2022; above the maximum 1.5 ratio. If the City cannot meet the timeliness goal in FY2022-2023, a workout plan will need to be submitted to HUD.
- **HOME:** Expenditures in entitlement and program income funds totaled \$346,274 this fiscal year. This included funding allocated in previous fiscal years that was expended this year.
- **CDBG-CV:** Expenditures total \$235,028 for coronavirus prevention, preparation and response activities; 26 percent of total funding. The City must expend 80 percent of CDBG-CV funding by July 2024 and 100 percent of all funding by July 2027.

As required by HUD, City staff ensures the use of currently available program income prior to drawing down entitlement funds in the CDBG program.

**Identify the geographic distribution and location of investments**

| <b>Target Area</b> | <b>Planned Percentage of Allocation</b> | <b>Actual Percentage of Allocation</b> | <b>Narrative Description</b> |
|--------------------|-----------------------------------------|----------------------------------------|------------------------------|
| Citywide           | 100%                                    | 100%                                   | City of Billings Limits      |

*HUD IDIS Table 5 – Geographic distribution and location of investments.*

**Narrative**

As per findings and recommendations from the City’s Analysis of Impediments to Fair Housing Choice, the investment of federal funds is not distributed to a specific geographical location in Billings. The City of Billings utilizes federal funding on a citywide basis, targeting qualified low-income households for investment and programs.

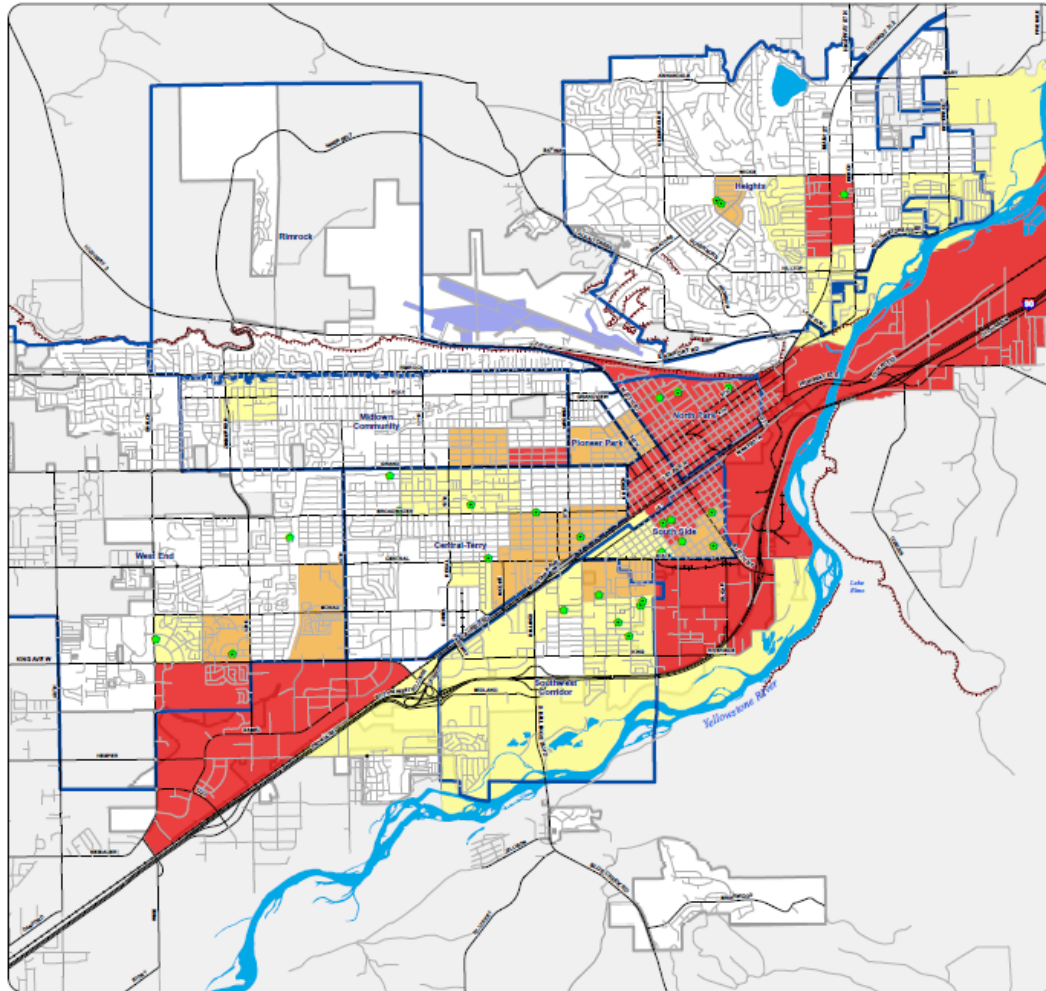
Priorities for funding are based on both the most recent Needs Assessment in the Consolidated Plan and the 2013 Analysis of Impediments to Fair Housing Choice. Citation 24 CFR 91.220(f) reads as follows, “When appropriate, jurisdictions should estimate the percentage of funds they plan to dedicate to target areas.” Estimating the percentage of funds planned for dedication to target areas is not appropriate for the Billings community due to the following reasons:

- Geographic area is defined by the current City of Billings limits.
- Strategies encourage the distribution of resources citywide to support affirmatively furthering fair housing, equal opportunity, and the avoidance of segregation in Billings.
- The description for geographic distribution includes the focus of resources on a citywide basis to support diversity across the community.
- The City of Billings is classified as a smaller city on a national scale.
- The preliminary dollar amount dedicated to each program is included in the Annual Action Plan.

The City has focused distribution of investments on a citywide basis in order to support diversity and mixed-income development across the community. The City’s performance in serving predominantly low-income households is clear via Integrated Distribution Information System (IDIS) reporting; nearly 100%.

Neighborhood Revitalization Strategy areas have not been established in Billings and there is no specific amount of funding allocated for a target area in the City’s geographic distribution of resources. Therefore, the City has dedicated zero percent of funding to target areas in favor of supporting a citywide approach to further fair housing, equal opportunity and anti-segregation efforts.

The map below clearly illustrates the disbursement of federal investments to promote equal opportunity in all neighborhoods for the City’s home buyer, repair and foreclosure programs for this fiscal year. [An infrastructure project is underway in the Southwest Corridor. The C & C Community is a resident-owned, manufactured housing community.](#)



City of Billings - Figure 4 - Geographic distribution of CDBG and HOME investments.

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Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

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**Publicly-Owned Land:**

The requirements set forth in CFR 24 91.220 and 91.520 are as follows:

- Where the jurisdiction deems it appropriate, the jurisdiction may indicate publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.
- The performance report must include a description of the resources made available, the investment of available resources, the geographic distribution and location of investments, the families and persons assisted (including the racial and ethnic status of persons assisted), actions taken to affirmatively further fair housing, and other actions indicated in the strategic plan and the action plan.

The City of Billings does not have plans to use publicly owned land to address needs identified in the Consolidated Plan. However, the Billings City Council supported the Community Development Division's housing programs by dedicating \$250,000 in non-federal funds in 2013. The City Council dedicated an additional \$195,321 in non-federal funding to further the City's housing programs. The City's generous and dedicated financial support should be recognized, even if the City does not use publicly owned land to support the Consolidated Plan.

**Overall Leveraging:** The City continually makes strides in obtaining other public and private resources to address identified needs. The total leveraging for CDBG and HOME this fiscal year is \$5,508,013 which calculates to a leveraging ratio of 1:6. Included in this figure are the following notable leveraging resources:

- **Montana Board of Housing (MBOH) and Lender Financing:** \$4,800,063 in loans secured in conjunction with its First Time Home Buyer and Foreclosure programs. Several lenders also offer below-market, fixed interest rates for low-income homebuyers.
- **CDBG-CV Awardees:** Public service awardees matched the CDBG-CV awards with \$119,453 to carry out activities to prevent, prepare for, and respond to the coronavirus pandemic.
- **AmeriCorps VISTA:** This fiscal year, VISTA members generated \$117,208 in cash and in-kind contributions. The Corporation for National and Community Services' grant to the City totaled \$466,289. Host Sites also contributed \$5,000 to support the program.

Since 2005, City staff has generated an additional \$8,215,678 in cash and grant awards (outside of CDBG and HOME) to further goals developed in the City's Consolidated Plans. This includes significant funds to further fair housing education through the Fair Housing Initiative Programs.

**HOME Leveraging:** The HOME program requires 25 percent match funding for projects be dedicated from non-federal sources. The City of Billings meets HOME matching requirements through low-interest financing available for First Time Home Buyer loans issued through private lenders and the MBOH and matching funds provided for other affordable housing projects undertaken with HOME funds, such as private contributions.

| <b>Fiscal Year Summary – HOME Match</b>                                        |                              |
|--------------------------------------------------------------------------------|------------------------------|
| 1. Excess match from prior Federal fiscal year                                 | \$6,509,175                  |
| 2. Match contributed during current Federal fiscal year                        | \$0                          |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2)  | \$6,509,175                  |
| 4. Match liability for current Federal fiscal year                             | \$0 - waived due to pandemic |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | \$6,509,175                  |

HUD IDIS Table 6 - Funding leveraged to support the HOME program.

| <b>Match Contribution for the Federal Fiscal Year</b> |                      |                  |                               |                              |                         |                                                         |                |             |
|-------------------------------------------------------|----------------------|------------------|-------------------------------|------------------------------|-------------------------|---------------------------------------------------------|----------------|-------------|
| <i>October 1, 2020 through September 30, 2021</i>     |                      |                  |                               |                              |                         |                                                         |                |             |
| Project No. or Other ID                               | Date of Contribution | Non-Federal Cash | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated Labor | Bond Financing | Total Match |
| Waived due to pandemic                                |                      |                  |                               |                              |                         |                                                         |                |             |
| <b>Total</b>                                          |                      |                  |                               |                              |                         |                                                         |                |             |

HUD IDIS Table 7 - Match contribution for the most recently completed federal fiscal year.

| <b>HOME Program Income</b>                                |                                         |                                               |             |                                            |
|-----------------------------------------------------------|-----------------------------------------|-----------------------------------------------|-------------|--------------------------------------------|
| <i>Enter the program amounts for the reporting period</i> |                                         |                                               |             |                                            |
| Balance on hand at beginning of reporting period          | Amount received during reporting period | Total amount expended during reporting period | TBRA Amount | Balance on hand at end of reporting period |
| \$0                                                       | \$99,554                                | \$99,554                                      | \$0         | \$0                                        |

HUD IDIS Table 8 - Program income entered into IDIS via the IDIS PR-09 Report during the fiscal year; does not include recaptured revenue received from loan repayments.

As noted on the PR-09 IDIS report: a total of \$99,554 was entered into IDIS prior to the fiscal year end; and the balance on hand at the end of the reporting period totals \$0. The City utilized HOME funding for homebuyer assistance activities and no HOME contracts. There were no rental property owners assisted and displacement did not occur. *Add IDIS Textbox*

| <b>Minority Business Enterprises and Women Business Enterprises</b>                                              |       |                                   |                           |                    |          |                    |
|------------------------------------------------------------------------------------------------------------------|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| <i>Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</i> |       |                                   |                           |                    |          |                    |
|                                                                                                                  | Total | Minority Business Enterprises     |                           |                    |          | White Non-Hispanic |
|                                                                                                                  |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Contracts                                                                                                        | 0     | 0                                 | 0                         | 0                  | 0        | 1                  |
| Number                                                                                                           | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Dollar Amount                                                                                                    | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Subcontracts                                                                                                     | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Number                                                                                                           | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Dollar Amount                                                                                                    | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
|                                                                                                                  | Total | Women Business Enterprises        | Male                      |                    |          |                    |
| Contracts                                                                                                        | 0     | 0                                 | 0                         |                    |          |                    |
| Number                                                                                                           | 0     | 0                                 | 0                         |                    |          |                    |
| Dollar Amount                                                                                                    | 0     | 0                                 | 0                         |                    |          |                    |
| Subcontracts                                                                                                     | 0     | 0                                 | 0                         |                    |          |                    |
| Number                                                                                                           | 0     | 0                                 | 0                         |                    |          |                    |
| Dollar Amount                                                                                                    | 0     | 0                                 | 0                         |                    |          |                    |

HUD IDIS Table 9 - Minority- and women-owned business enterprises engaged during the program year.

| <b>Minority Owners of Rental Property</b>                                                                                                 |       |                                   |                           |                    |          |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| <i>Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</i> |       |                                   |                           |                    |          |                    |
|                                                                                                                                           | Total | Minority Business Enterprises     |                           |                    |          | White Non-Hispanic |
|                                                                                                                                           |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Number                                                                                                                                    | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Dollar Amount                                                                                                                             | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |

HUD IDIS Table 10 - Minority owners of rental property assisted during the program year.

| <b>Relocation and Real Property Acquisition</b>                                                                                               |       |                                   |                           |                    |          |                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| <i>Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition</i> |       |                                   |                           |                    |          |                    |
| Parcels Acquired                                                                                                                              |       | 0                                 |                           | 0                  |          |                    |
| Businesses Displaced                                                                                                                          |       | 0                                 |                           | 0                  |          |                    |
| Nonprofit Organizations Displaced                                                                                                             |       | 0                                 |                           | 0                  |          |                    |
| Households Temporarily Relocated, not Displaced                                                                                               |       | 0                                 |                           | 0                  |          |                    |
| Households Displaced                                                                                                                          | Total | Minority Property Enterprises     |                           |                    |          | White Non-Hispanic |
|                                                                                                                                               |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Number                                                                                                                                        | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Cost                                                                                                                                          | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |

HUD IDIS Table 1 Number of individuals displaced during the program year.

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Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate income, and middle income persons served.

|                                                                            | One-Year Goal | Actual    |
|----------------------------------------------------------------------------|---------------|-----------|
| Number of homeless households to be provided affordable housing units      | 0             | 0         |
| Number of non-homeless households to be provided affordable housing units  | 38            | 27        |
| Number of special-needs households to be provided affordable housing units | 0             | 0         |
| <b>Total</b>                                                               | <b>38</b>     | <b>27</b> |

HUD IDIS Table 2 - Number of homeless, non-homeless, and special-needs households assisted.

|                                                                          | One-Year Goal | Actual   |
|--------------------------------------------------------------------------|---------------|----------|
| Number of households supported through rental assistance                 | 0             | 0        |
| Number of households supported through the production of new units       | 0             | 0        |
| Number of households supported through the rehab of existing units       | 3             | 0        |
| Number of households supported through the acquisition of existing units | 1             | 0        |
| <b>Total</b>                                                             | <b>4</b>      | <b>0</b> |

HUD IDIS Table 33 - Number of households receiving assistance through housing development.

### Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The 27 units represented in the non-homeless households provided with affordable housing includes:

- 10 CDBG First Time Home Buyer beneficiaries, IDIS activity 1699; and
- 17 HOME beneficiaries, various IDIS activities from 1694 through 1750.

Unfortunately, the City was unable to meet the one-year goals established for rehabilitating existing units through the Housing Rehabilitation program and was unsuccessful in assisting households through the Foreclosure Acquisition / Rehabilitation programs. Other housing efforts for activities open during the fiscal year can be reviewed in the PR-03 CDBG Activity Summary Report.

#### Affordable Housing Development Program

- **Activity 1669** represents the C & C Community's infrastructure project to assist 60 low-income households in a resident-owned-community. The project involves street improvements for a manufactured housing development. Achievements and beneficiaries are included in the FY2020-2021 CAPER ([www.BillingsMT.gov/CAPER](http://www.BillingsMT.gov/CAPER)).

#### Housing Rehabilitation Program

- **Activity 1666** funded Housing Rehabilitation program administration. Despite valiant efforts, staff has been unable to close rehabilitation loans with low-income households due to pandemic impacts. As a result, the program has been closed beginning in FY2022-2023.

## Foreclosure Acquisition / Rehabilitation Program

- **Activity 1631** represents demolition work competed on a foreclosed property on Steffanich Drive. A feasibility assessment for rehabilitation or demolition was completed. The property was not feasible for rehabilitation and subsequently demolished. City staff has facilitated several Request for Proposals / Invitation for Bids processes without receiving bids or proposals:
  - **Request for Proposals – Affordable Housing Development Project** (advertising): November 29 & December 6, 2019; January 17 & 31, 2020; and March 6 & 20, 2020.
  - **Request for Proposals – Affordable Modular Housing Project** (advertising): December 17 & 24, 2021.
  - **Invitation for Bids – Modular Home** (advertising): July 8, 15 & 29, 2022.

Staff is presently visiting with all of the modular home companies in the Billings area to discuss direct bids for the project. Staff is also seeking a 3D home printing bid using the same project specifications for this reconstruction project.

- **Activity 1664** is the rehabilitation of a foreclosed property located at 817 North 22<sup>nd</sup> Street. This foreclosed property was purchased, rehabilitated, and sold to a low-income household. Beneficiary demographic data is recorded in this activity in a prior year’s CAPER.
- **Activity 1667** was opened as a Foreclosure Acquisition / Rehabilitation project. However, no foreclosed homes have been available in the Billings area due to the pandemic.

### Discuss how these outcomes will impact future annual action plans.

The City of Billings is utilizing CDBG and HOME funds to support home buyer, foreclosure and development programs. Outcomes are based on program demand and available federal and non-federal funding resources to carry out planned activities. City staff will continue to set achievable annual action plan goals and will adjust the Consolidated Plan as needed to reflect changes in available federal and non-federal funding and program demand.

Include the number of extremely low-income, low-income, and moderate income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

| Number of Persons Served | CDBG Actual | HOME Actual |
|--------------------------|-------------|-------------|
| Extremely Low-income     | 0           | 1           |
| Low-income               | 10          | 16          |
| Moderate income          | 0           | 0           |
| <b>Total</b>             | <b>10</b>   | <b>17</b>   |

Table 4 - Number of households assisted through the City’s housing programs.

### Narrative Information

All of the City’s beneficiaries served this fiscal year had household incomes less than 80 percent of the Area Median Income (AMI) level. In the CDBG program, *low and moderate income* refers to households under 80 percent of the AMI, which is the same threshold in determining factor in the HOME program’s *low-income* determination. All of the City’s affordable housing beneficiaries were homeowners or were assisted in achieving homeownership. Therefore, the City did not offer rental assistance during this fiscal year.

CDBG actual data illustrated in Table 13 includes homebuyer, foreclosure, and Affordable Housing Development projects. The HOME actual category includes homebuyer and HOME housing development activities. Actions taken to foster and maintain affordable housing include the following:

- **Extremely Low-income:**
  - **HOME:** One extremely low-income household was assisted through the First Time Home Buyer program.
- **Low-income:**
  - **CDBG:** Ten households were assisted through the First Time Home Buyer program.
  - **HOME:** Sixteen low-income households were assisted through the First Time Home Buyer program.

The City of Billings was not able to achieve its affordable housing goals and did not provide assistance to middle-income households. The pandemic impacted the City's ability to meet many goals. The City did not meet its goals to in the First Time Home Buyer program or rehabilitate housing units through home repair / foreclosure programs primarily due to the pandemic.

Efforts to address *worst case needs* refers to low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, including the homeless, or who have been involuntarily displaced. This fiscal year, the City did not create any goals to assist rental households with rental assistance. However, the City may have assisted rental households in acquiring a home through the homebuyer programs. This fiscal year, zero households assisted through Community Development Division's housing programs self-reported that they were disabled.

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Evaluate progress in meeting its specific objectives for reducing and ending homelessness through:

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.**

The City does not directly receive Continuum of Care, Emergency Shelter Grant, or other federal funds to exclusively support efforts to impact homelessness. CDBG resources have decreased dramatically, which greatly inhibits the City's ability to support overall administrative activities to coordinate services to benefit the homeless, particularly when the City does not directly receive mainstream federal funding sources to impact homelessness. Therefore, the City's progress in reaching out to homeless persons, particularly unsheltered persons, is greatly limited.

**Current Efforts:** In October and November 2020, the local Continuum of Care opened a 40-unit low-barrier shelter with quarantine / isolation capacity. In September 2021, the owner of the property, HAB Development, submitted an Affordable Housing Development program application for boiler repairs, rehabilitation, and the installation of new heating / cooling systems. The project will be reviewed by the Billings City Council on October 25, 2021.

**Historical Efforts:** In 2006, City staff began the process of writing a ten-year plan to impact homelessness. Local housing, health, and social service organizations have been intricately involved in planning processes for the homeless and chronically homeless. The Billings City Council created the Mayor's Committee on Homelessness, which is comprised of twenty individuals representing nonprofit organizations, lending, housing, philanthropy, social service providers, code and law enforcement, economic development, work force agencies, veterans, civic and business leaders, philanthropic organizations, academia, health care, American Indian stakeholders, and those experiencing homelessness. In 2009, the City's ten-year plan to impact homelessness, *Welcome Home Billings*, was adopted by the Billings City Council.

To the greatest extent possible, City staff has continued to implement Welcome Home Billings with support provided through the Billings Metro VISTA Project. VISTA members have been placed at over 50 nonprofit Host Site organizations to work on specific anti-poverty initiatives to assist people in accessing housing, healthcare, education and employment.

The Community Development Division staff has implemented the following:

- Development and distribution of the City's *Resource Map* and *Notepad*, which includes a comprehensive downtown service directory for anyone seeking assistance. These resources are also available at the City office and are also online:
  - [www.CityofBillings.net/resourcemap](http://www.CityofBillings.net/resourcemap)
  - [www.CityofBillings.net/notepad](http://www.CityofBillings.net/notepad)
- Placement of full-year and ten-week summer associate VISTA members at local nonprofit organizations primarily serving the homeless and those at risk of homelessness through the *Billings Metro VISTA Project*.

The Mental Health Center manages the Projects for Assistance in Transition from Homelessness (PATH) outreach program to engage those living outside or in areas unfit for human habitation. Tumbleweed runs a Street Outreach program to seek out unaccompanied youth to engage them in services. A complete listing of services, including outreach, is included in the MA-30 Homeless Facilities and Services section of this Consolidated Plan.

## Addressing the emergency shelter and transitional housing needs of homeless persons.

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The City of Billings is addressing homelessness to the greatest extent possible, although the City does not directly receive Emergency Solutions Grants, McKinney Vento Homeless Assistance Act grants, or other federal funding to specifically address the housing needs of the homeless. Temporary housing needs for the homeless in Billings are primarily met by the Montana Rescue Mission Shelter, the Community Crisis Center, YWCA's Gateway House, Volunteers of America's Independence Hall, Family Promise of Yellowstone Valley, and Rimrock. A complete listing of services, including emergency and transitional housing, is included in the MA-30 Homeless Facilities and Services section of the Consolidated Plan.

City staff received an Affordable Housing Development program application from HAB Development for boiler repair, rehabilitation, and the installation of new heating / cooling systems for 40 units dedicated to serving those experiencing homelessness and individuals and families needing isolation and / or quarantine. This project was cancelled by HAB Development in April 2022 due to unforeseen circumstances.

Several local and state agencies assist homeless families by providing funding for rent, mortgage, utility, and deposits. The Community Crisis Center provides crisis intervention and 23-hour stays as a technique to impact chronic homelessness. The YWCA provides transitional housing for victims of domestic violence. The State of Montana has been providing six months of housing assistance for renters and homeowners if they have been impacted by the coronavirus.

Volunteers of America's Independence Hall is a 20-bed men's facility that has been providing transitional housing and services for honorably discharged veterans. While residing at Independence Hall, veterans are able to continue receiving treatment through the Department of Veterans Affairs and are given opportunities to participate in activities designed to help them reconnect with the community and get back to independent living.

City staff has provided over \$800,000 in HUD Economic Development Initiative and State financing to establish new housing for those experiencing homelessness in Billings:

- \$500,000 was awarded to Family Promise of Yellowstone Valley, formerly known as Interfaith Hospitality Network. Two duplex apartment properties were acquired and rehabilitated, resulting in a total of four rental units serving homeless families.
- \$300,000 was awarded to Rimrock, formerly Rimrock Foundation, to acquire and rehabilitate a single-family home to house up to six men who have experienced chronic homelessness.

For those living on the downtown streets of Billings, a new position has been created for an addiction / mental health counselor to accompany two downtown police officers when engaging people living on the streets. This initiative has been undertaken as one of the many outcomes from the Community Innovations Summit, which was facilitated by the Community Development Division, City Administration, and the Downtown Billings Alliance. [An article](#) published by the Billings Gazette highlights immediate successes as a result of this program. A complete list of service providers offering housing, services and prevention support is located in MA-30 Homeless Facilities and Services section of the Consolidated Plan.

With the HOME-ARP allocation, City staff will have the opportunity to conduct a needs assessment and respond to local homeless needs in FY2022-2023 and beyond.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

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The City does not receive or administer McKinney Vento Homeless Assistance Act or Emergency Solutions Grant funds to support programs to directly meet the needs of the homeless. The City did not receive requests this fiscal year for CDBG or HOME funding to assist the homeless. The HOME-ARP funding resource is the first direct allocation made directly to the City of Billings to assist those experiencing, or at-risk of, homelessness.

The Montana Continuum of Care (MT CoC) for the Homeless Coalition is primarily responsible for discharge policy and is the state's lead agency for addressing homeless activities through federal CoC funds, which includes the City of Billings. The MT CoC is a statewide collaboration of diverse homeless service providers, nonprofit organizations, local and state governments dedicated to preventing homelessness. The avoidance of discharging people living in federally funded programs to homelessness is a primary philosophy for Montana service providers.

CoC awards to organizations located in the City of Billings have historically been very low, as renewal grants are prioritized over pro-rata need and geographic distribution. Organizations in Billings have previously received five to seven percent of the over \$2.5 million awarded to the statewide Continuum of Care each year.

Additional local organizations providing prevention services include Family Service, Inc., the Food Bank, the Center for Children and Families, Harmony House, the Yellowstone AIDS Project, St. Vincent de Paul, and Tumbleweed, to name a few.

To the greatest extent possible, City staff has continued to implement *Welcome Home Billings*, the City's ten-year plan to impact homelessness. The City assists in the prevention of homelessness through the development and distribution of the City's *Resource Map* and *Notepad*, which includes a comprehensive downtown service directory for anyone seeking assistance. These resources have been distributed to health / mental health care facilities, foster care and other youth facilities, and local corrections programs. This initiative has been adopted by several community members and social service agencies and updates are underway. Montana 211 is also a resource to identify housing, healthcare, addiction, food, and other resources.

Through the Billings Metro VISTA Project, beneficiaries have received direct services relating to housing, food security, economic opportunity, education and employment support. Full-year and summer associate VISTA members have supported over 50 nonprofit organizations in the Billings area from 2007 to the present. For other accomplishments, please see the response to the first question in this section (CR-25).

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

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As previously stated, the City of Billings does not receive mainstream federal funding to reduce and end homelessness. To the greatest extent possible, City staff has continued to implement Welcome Home Billings, the City's ten-year plan to impact homelessness.

The City's *Resource Map* and *Notepad* includes a comprehensive downtown service directory for anyone seeking assistance. These resources have been distributed to health / mental health care facilities, foster care and other youth facilities, and local corrections programs. A local social services group has volunteered to update these documents and they have secured funding for printing and distribution. The Montana 211 website and phone line is now up and running, and this service provides another resource for Billings citizens.

The City sponsored a full-year VISTA member to assist NeighborWorks Montana in researching the feasibility of establishing a comprehensive housing center to serve low-income renters and homeowners. The VISTA member facilitated a working group comprised of the Billings affordable housing organizations to bring the Home Center into fruition. Participants included the City of Billings, HomeFront, Rebuilding Together Yellowstone County, District 7 HRDC, Rural Dynamics, Beartooth Resource Conservation and Development, and Homeward.

After 18 months of planning, the Home Center opened in July 2015 and it is located in downtown Billings, which is central to the City's low-income neighborhoods. The City provided a second, full-year VISTA member from July 2015 to July 2016 to help create the Home Center's housing programs. Today, the Home Center provides comprehensive housing services including information on available units, fair housing information, housing education and counseling. Housing services are coordinated under one roof, creating the opportunity for potential homebuyers and renters seeking safe, affordable homes and access all housing services in a one-stop-shop.

Additional information regarding crosscutting strategic and programmatic goals to impact homelessness is located in SP-40 Institutional Delivery Structure of the Consolidated Plan. For other accomplishments, please see the response to the first question in this section (CR-25).

**Actions taken to address the needs of public housing.**

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HomeFront, the City's local public housing authority, is eligible to apply for funding through the City's Affordable Housing Development Program. In the past, the City has granted over \$1.5 million to support efforts to expand affordable housing opportunities, resulting in 75 new housing units. The City has also provided funding for a variety of rehabilitation and new construction projects to neighborhoods that have public housing units.

The City has helped rehabilitate properties, sold land for new businesses, and granted land to nonprofits to assist with neighborhood revitalization efforts in neighborhoods where HomeFront complexes have been built. The City has also provided funding for parks and play areas for the neighborhoods where HomeFront families reside. The City's First Time Home Buyer program assists with home ownership down payment assistance and home ownership counseling for clients interested in purchasing their first home.

City staff coordinates with the HomeFront to assist with applications for supportive services when required. The City has also dedicated VISTA resources to support food security initiatives and a new reading literacy program. Several community gardens have been created on residential properties owned and managed by the HomeFront.

**Actions taken to encourage public housing residents to become more involved in management and participate in homeownership.**

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HomeFront implements the Family Self-Sufficiency program, which links participants to community agencies to help them become self-sufficient through individualized goal setting. expanded the program to include clients from the Montana Department of Commerce (MDOC). Resident councils, an Advisory Board and the Family Self-Sufficiency Panel are involved in providing input on program needs and assisting others to become actively involved in the process.

Each year, HomeFront goes through a process to assess physical needs addressed by tenants through their Resident Advisory Board for the Annual Plan process; comments are also solicited via Resident Council functions throughout the year. These comments, Board participation, tenant commissioners, and Public Housing Asset Managers' daily communications with HomeFront's client base serve to assist in assessing client needs for physical adjustments, security issues, and needed links with the community. The physical needs requests are implemented along with staff recommendations in the Capital Fund planning process.

Additional information relative to HomeFront's successes is included in the five-year plan on file at the HomeFront office.

**Actions taken to provide assistance to troubled PHAs.**

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Not applicable. HomeFront received certification from HUD for sustaining a High Performer Status for the Public Housing Assessment System and, therefore, a review of troubled status needs is not required as part of the Consolidated or Annual Action Plan. HomeFront has also consistently received a score of 100% from HUD for the SEMAP (Section 8 Management Assessment).

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.**

91.220 (j); 91.320 (i)

According to the City's most recent Analysis of Impediments to Fair Housing Choice, most of the typical exclusionary provisions that would hinder affordable housing development do not exist in the current Billings zoning codes. However, the following issues may act as barriers to affordable housing investment:

- Density bonuses have not been established to offset the cost of development if a project contains a certain percentage of affordable housing.
- There is currently not a way to fast-track the approval processes for affordable housing development projects.

However, fast-tracking may not be as important in Billings as it is in other parts of the country. Subdivision review times are set by the Montana State Legislature. Building permit reviews for single-family homes (one to four units) are three to five days and commercial permits, including multi-family with five or more units in a structure, take four to six weeks to review. Other areas of the country, and some cities in Montana, take 30 days or longer for single-family reviews and four to six months for commercial reviews.

- The City does not currently permit a waiver or reduction of impact fees, including water and wastewater system development fees, to promote affordable housing development.
- The use of accessory dwelling units is not a widely practiced housing development strategy.

**Project Re:Code:** The City has undertaken a large-scale initiative to modernize zoning regulations to ensure equal opportunity and housing affordability citywide. Several AmeriCorps Volunteers in Service to America (VISTA) members have been placed in the City's Planning Division to assist with this effort.

**Analysis of Impediments to Fair Housing Choice:** In early 2017, the City of Billings started collaborating with entities across Montana to construct a regional 2020 fair housing analysis utilizing data and formatting recently made available through HUD's [Assessment of Fair Housing](#) initiative. This collaboration includes partnerships with the State of Montana's Department of Commerce (MDOC), the City of Missoula, and the City of Great Falls. Seven full-year AmeriCorps Volunteers in Service to America (VISTA) members have been placed to assist with this fair housing / equal opportunity initiative:

- **Montana Department of Commerce, Helena:** One member began in July 2017 and one additional member began in January 2018.
- **City of Billings:** One member began service in August 2017 in the Community Development Division. Two members began service in the Planning Division in January 2018.
- **Cities of Great Falls and Missoula:** One VISTA member was placed in each of these jurisdictions in January 2018 and a third VISTA member was placed in Missoula in January 2019.

The City's Analysis of Impediments to Fair Housing Choice was drafted in 2020 and is available online at [www.BillingsMT.gov/CDreports](http://www.BillingsMT.gov/CDreports).

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**Actions taken to address obstacles to meeting underserved needs.** 91.220(k); 91.320(j)

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The City has been meeting underserved needs through the following programs:

- **Create, Preserve, and Expand Affordable Housing:** Housing Rehabilitation, Affordable Housing Development, and First Time Home Buyer
- **Neighborhood Revitalization - Foreclosures:** The City's Foreclosure Acquisition / Rehabilitation loan program.
- **Poverty Impact:** Billings Metro VISTA Project

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**Actions taken to reduce lead-based paint hazards.** 91.220(k); 91.320(j)

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The City continues to be in compliance with HUD's lead-based paint requirements as established in September of 2000. According to the American Community Survey estimates from 2007-2011, there are over 29,317 housing units built before 1979 that are at risk of containing lead-based paint, which comprises 64 percent of the total housing stock in Billings. Not all of the homes built prior to 1979 contain lead-based paint and lead hazards. However, projects involving structures built prior to 1978 are considered to have the potential for lead-based paint and consistent procedures have been developed to ensure compliance with federal regulations.

In 2012, the Center for Disease Control recommended action for children with elevated levels greater than or equal to five ug/dL. The Montana Department of Public Health and Human Services cited a [2012 field study](#) conducted in 11 counties in the state. Children enrolled in Medicaid aged one to five years were tested for elevated blood lead levels. Nearly 600 children participated in the study, and three percent of the children had levels  $\geq$  five ug/dL. One in four of the children tested had  $\geq$  one ug/dL. This information is the latest data available on children in Montana and exposure to lead to date.

The City will continue to practice diligence while undertaking rehabilitation and construction activities in order to maintain the safety of households participating in federal programs. Participants in the City's housing programs are made aware of lead-based paint requirements. Education on the hazards of exposure to lead-based paint is provided for each rehabilitation project. The City currently offers risk assessment, paint inspections, and clearance testing through certified professionals. The City also has access to certified, lead-safe and abatement contractors to ensure compliance.

In addition, City staff promotes lead-safe work practices training whenever it is offered in Montana, which gives local contractors the opportunity to become certified in lead-safe work methods. The City will continue to maintain working relationships and partner in furthering educational efforts with lead-based paint professionals to ensure HUD requirements are effectively met.

In summary, the City of Billings has achieved full compliance with HUD lead-based paint requirements. City staff continues to develop local contractor capacity for regulatory compliance. Certified Risk Assessors are utilized for assessments and clearance activities. All rehabilitation projects facilitated and monitored by City staff are brought to lead-safe standards.

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**Actions taken to reduce the number of poverty-level families.** 91.220(k); 91.320(j)

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The City supports efforts to improve economic conditions and supports activities to address economic conditions of low-income households in Billings. All of the Consolidated Plan strategies target the improvement of economic conditions of lower income households in the community, including housing development, financing home repair and buyer activities, continuing partnerships to support community needs and funding public service activities. Specifically, the City's efforts to reduce the number of persons

living below the poverty level include CDBG and HOME funding allocations to home buyer / repair programs. The results of this fiscal year's actions are as follows:

- **First Time Home Buyer:** Extremely low and low-income households acquired their first home.
- **Foreclosure Acquisition / Rehabilitation:** When units are completed, low-income households are able to purchase a fully-renovated home.

The City has continued to work with nonprofit organizations to help address the human service needs of lower income residents of the community in general and also to serve lower income neighborhoods. This has been achieved in the past through funding allocations to social service organizations under CDBG Public Service activities, including the VISTA program. In addition, HOME program requirements stipulate serving low-income households exclusively.

The City of Billings - Community Development Division staff began working with the AmeriCorps VISTA program in 2007 to assist with the development and implementation of Welcome Home Billings, the City's ten-year plan to impact homelessness. This project generates full-time volunteers to work in nonprofit organizations to support homeless and poverty-impact initiatives.

By July 2009, the City had earned an official project designation and the Billings Metro VISTA Project was established. This initiative is particularly important when funding levels decline; all work completed must impact poverty and homelessness. Volunteers work to provide social services to those experiencing homelessness and / or poverty. Examples of projects undertaken this fiscal year include: furthering childhood literacy and food security for public housing residents at HomeFront; assisting the Parks and Recreation Department expand food security for low-income households through the development of a community garden located in Billings' Southwest Corridor neighborhood; assisting economically disadvantaged children succeed in education through monitored mentoring programs; and expanding health education for American Indians in Billings.

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**Actions taken to develop institutional structure.** *91.220(k); 91.320(j)*

The City of Billings is the lead government entity responsible for Consolidated Plan activities funded through CDBG and HOME. The City's ability to carry out home repair / buyer and poverty impact programs relies heavily on partnerships in the community, representing a significant strength in institutional structure. Gaps in institutional structure would, in part, be remedied with additional administrative funds to further coordinate services.

The City has been strengthening institutional structure by carrying out housing, homeless and other community development activities to address the following priorities as listed below.

**Create, Preserve, and Expand Affordable Housing and Neighborhood Revitalization:** The City has the comprehensive ability to address priority needs through home repair programs such as Housing Rehabilitation and Foreclosure Acquisition / Rehabilitation programs. Private-industry contractors are trained in lead-safe work methods and staff advertises contractor opportunities through print media, on the City's website, and through the Adjacent Neighborhood Task Force through public informational meetings. Emphasis continues on the provision of opportunities to Section 3, minority and women-owned businesses and furthering equal opportunity to low-income owners / employers, racial / ethnic minorities and businesses owned by women.

The City maintains positive relations with HomeFront, CDBG and HOME officials at the Montana Department of Commerce, private industry developers, lenders, realtors and others to ensure collaboration and engagement in the implementation housing programs. The City has two currently certified nonprofit CHDOs and is actively seeking additional project opportunities for the purposes of affordable housing development.

**Poverty Impact:** CDBG and HOME resources are not adequate to meet the needs of the homeless and those experiencing poverty in Billings. The City's main anti-poverty initiative is the implementation of the Billings Metro VISTA Project. The City has provided full-year and summer associate VISTA support to dozens of nonprofit organizations in the Billings area to date. The Billings Metro VISTA Project enables the City to support nonprofit organizations in a sustainable fashion since the provision of public service grants is no longer an option due to historically low CDBG allocations.

**Actions taken to enhance coordination between public and private housing and social service agencies.**  
*91.220(k); 91.320(j)*

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The City of Billings staff works in collaborative partnership with social service providers, other government agencies, and the private sector to further community development programs, including HomeFront and the CDBG and HOME administrators at the Montana Department of Commerce.

City staff believes positive collaboration and coordination of programs and services will enhance the community's ability to meet the needs of low-income citizens. The City has continued coordinating with public, private, and social service agencies to further activities and projects identified herein, including participation in the following groups and initiatives:

- **Adjacent Neighborhood Committee:** The Planning and Community Services Department facilitates a quarterly meeting for the Neighborhood Task Force officers to collaborate. The City Council has dedicated \$12,000 in non-federal funds to support Task Force newsletters, public information mailings, and community events.
- **Community Innovations Initiatives:** In October 2014, staff members from the Community Development Division, City Administration, and the Downtown Billings Alliance facilitated the Community Innovations Summit. The Summit was the catalyst for a multi-jurisdictional, coordinated response to downtown street homelessness. City staff and community leaders addressed legislation, the justice system, law enforcement and business environments. [An article](#) published by the Billings Gazette, highlights immediate successes as a result of this collaboration.
- **Resource Map and Notepad:** City staff has continued to make available the City's *Resource Map* and *Notepad*, which includes a comprehensive downtown service directory. A group of social service providers is working on an update to this document and the group has garnered funding for printing.
- **Billings Metro VISTA Project:** The City has assisted dozens of nonprofit social service organizations to expand and enhance programs for the homeless and those experiencing poverty. Priority focus areas include housing, financial literacy, employment, education, food security and access to healthcare.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

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The City's most significant achievement is the adoption of [Project Re:Code](#). This initiative was the City's first chance, in nearly a half-century, to adopt modern zoning regulations that meet the communities' stated goals and aspirations. This community-led process began in January 2018 and was steered by an ad hoc committee comprised of city and county representatives. The new zoning code was passed by the Billings City Council in January 2021.

The new zoning code has also spurred reinvestment and there is a significant increase in the number of remodeling permits for additions to existing residential homes, particularly in older neighborhoods. Accessory dwelling units can now be placed in most residential neighborhoods; a significant achievement for affordable housing development.

The [City of Billings Pattern Guide](#) is designed to provide guidance to homeowners, home builders, and small business owners looking to invest in the First Neighborhoods of Billings. The guide provides character profiles for several of the lower-income neighborhoods including the South Side, North Park, and Central-Terry.

The City's Analysis of Impediments to Fair Housing Choice revealed the beginnings of segregated neighborhoods and lending discrimination for Hispanic Americans in Billings. The Analysis contained the following recommendation:

*Billings should establish a housing service center... where home seekers are introduced to housing options beyond the racial or ethnic neighborhoods to which they often feel they are limited.*

The City sponsored a full-year VISTA member to assist NeighborWorks Montana in researching the feasibility of establishing a comprehensive housing center to serve low-income renters and homeowners. The VISTA member facilitated a working group comprised of the Billings affordable housing organizations to bring the Home Center into fruition. Participants included the City of Billings, HomeFront, Rebuilding Together Yellowstone County, District 7 HRDC, Rural Dynamics, Beartooth Resource Conservation and Development, and Homeward.

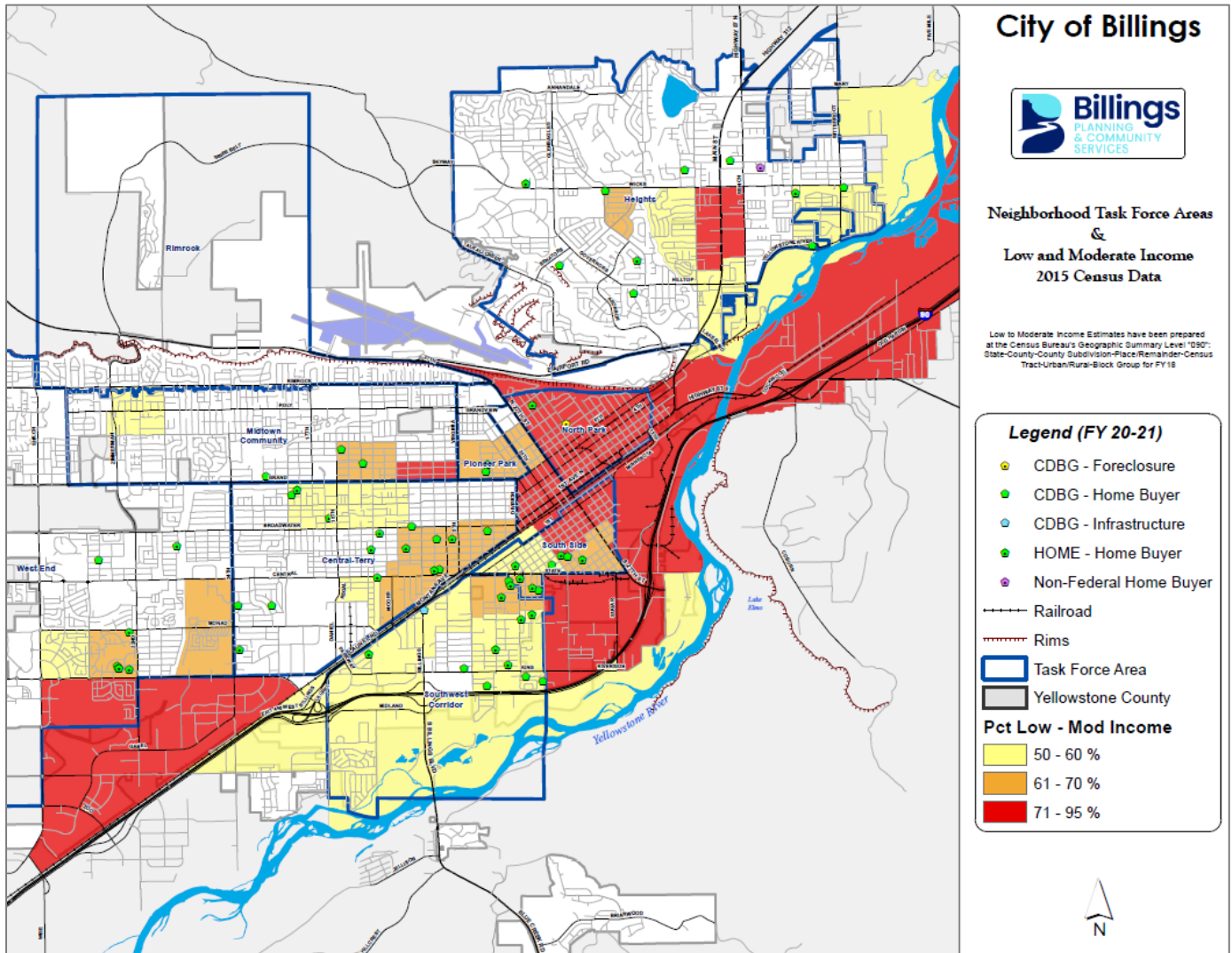
After 18 months of planning, the Home Center opened in July 2015 and it is located in downtown Billings, which is central to the City's low-income neighborhoods. The City provided a second, full-year VISTA member from July 2015 to July 2016 to help create the Home Center's housing programs. Today, the Home Center provides comprehensive housing services including information on available units, fair housing information, housing education and counseling. Housing services are coordinated under one roof, creating the opportunity for potential homebuyers and renters seeking safe, affordable homes and access all housing services in a one-stop-shop.

The City has focused distribution of investments on a citywide basis in order to support diversity and mixed-income development across the community. The City's performance in serving predominantly low-income households is clear via Integrated Distribution Information System (IDIS) reporting; nearly 100%.

Neighborhood Revitalization Strategy areas have not been established in Billings and there is no specific amount of funding allocated for a target area in the City's geographic distribution of resources. Therefore, the City has dedicated zero percent of funding to target areas in favor of supporting a citywide approach to further fair housing, equal opportunity and anti-segregation efforts.

The following map clearly illustrates the disbursement of federal investments to promote equal opportunity in all neighborhoods for the City's home buyer, repair and foreclosure programs for this fiscal year. One infrastructure project is currently underway. The C & C Community is a resident-owned, manufactured housing project and CDBG funding has been allocated for infrastructure and street improvements.

FY2021-2022



**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Overall monitoring includes the following for CDBG and HOME programs:

- Examination of the community's use of available HUD, state, and local resources to meet the affordable housing and community development needs as outlined in the Consolidated Plan.
- Examination of the effectiveness of, and demand for, the Community Development Division's programs.
- Review of public comments received on the community's performance in meeting the affordable housing and community development needs described in the City's Consolidated Plan.

**Organizations:** The City may fund a variety of organizations to carry out CDBG and HOME activities each year. Written agreements are executed that describe applicable regulations, the scope of work and funding. This fiscal year, the City entered into an agreement with NeighborWorks Montana to develop two homeownership housing units. Organizations receiving City funds are monitored by Community Development staff to ensure compliance with the terms of the agreement and applicable regulations, including Section 3 and minority business outreach.

**Affordable Housing Projects:** Housing projects are monitored via desk review and / or site-visits, including inspections, on a schedule based on the number of units in the project:

| <b># of Units</b>                                                                                      | <b>Frequency of On-Site Monitoring</b> |
|--------------------------------------------------------------------------------------------------------|----------------------------------------|
| 1 - 4 Units                                                                                            | Every 3 years                          |
| 5 - 25 Units                                                                                           | Every 2 years                          |
| 26+ Units                                                                                              | Every year                             |
| Source Documentation                                                                                   | Every 6 years                          |
| <i>Staff inspects 15% - 20% of the total HOME units per project, minimum one unit in each building</i> |                                        |
| 10+ HOME-Assisted Units = Annual Financial Review                                                      |                                        |

*Chart omitted from IDIS*

On-site visits include property standards completion and ongoing compliance inspections, tenant file review, household income verification, etc. City staff also conducts annual desk reviews to ensure leases are in compliance with HOME regulations; rents are compliant with HOME limits; tenant incomes are reviewed annually and they are within eligibility limits; the property owner/manager is inspecting the property at least annually; that adequate project reserves have been established and annual reports are received; and the year-end profit and loss statements show the project is profitable and/or sustainable for the period of affordability.

**Risk Assessments:** Affordable housing projects are also scrutinized via routine Risk Assessment in order for City staff to evaluate the relative level of risk of noncompliance for each project in the assisted portfolio. The risk assessment includes reviewing:

- Number of units
- Staff turnover and experience
- Funding amounts, affordability periods and type of assistance provided
- File and project documentation
- Past performance

Projects with higher risk assessment scores are prioritized for intensive case management efforts to bring the project into compliance. These projects typically undergo multiple site visits and extensive technical assistance from City staff.

**First Time Home Buyers:** Homebuyers receiving HOME assistance are monitored for residency requirements annually through the United States Postal Service. City staff sends a newsletter via first class mail to each assisted household. If homeowners have changed primary residency, the mail is returned to the City office. Noncompliant projects are prioritized for intervention through the City's legal office.

**Community Housing Development Organizations (CHDOs):** The City requires CHDOs apply for recertification on an annual basis to ensure continued requirements are being met for CHDO designation throughout applicable affordability periods. The application includes (but is not limited to) maintenance of Board composition, including at least one-third membership by residents of low-income neighborhoods and no more than one-third may be public officials or local / state employees. Staff also conducts a CHDO capacity review every time a new project is funded to ensure the organization has the ability to carry out functions of the proposed project. This fiscal year, NeighborWorks Montana and Homeward were certified as active CHDOs.

**Citizen Participation Plan: Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.** *91.105(d); 91.115(d)*

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Federal regulations require the City to facilitate two public hearings, at different stages of the program year, to obtain residents' views and respond to questions. Together, the hearings must address housing and community development needs, development of proposed activities, proposed strategies and actions for affirmatively furthering fair housing, and a review of program performance.

The City of Billings held a public hearing in September 2022 to obtain public comment on:

- CDBG and HOME Comprehensive Annual Performance Evaluation Report (CAPER) for the prior program year; and
- Current community needs to assist the Community Development Board in:
  - Designing the application process for the upcoming program year, before the publication of the drafted Annual Action Plan; and
  - Identifying the needs of those experiencing homelessness in preparation for HOME-ARP assessment and activities.

As noted in the first section of this CAPER (CR-05), the public comment period for the City's CDBG and HOME CAPER exceeds the minimum 15-day requirement. A public hearing is also held before the Billings City Council at the end of the public comment period. Notice of both the public comment period and hearing are published in a local newspaper for three consecutive weeks. Public comments are noted in the first section of the CAPER.

The City's Citizen Participation Plan includes garnering input throughout annual allocation and performance reporting procedures and continuing to work with stakeholders to address needs. City staff encourages citizen participation in the consolidated planning process and makes special efforts to include low-income citizens, minorities, non-English speaking persons, persons with disabilities, and female-headed households. City staff is also fully prepared to comply with Citizen Participation requirements for the development of the Assessment of Fair Housing.

**Community Development Board:** The City of Billings created the Community Development Board in the 1970s to ensure low-income citizen participation and consultation for the use of federal funds. By City

ordinance, six of the nine Board members must reside in low-income areas or be designated as representatives of a low-income neighborhood.

The Board meets on the first Tuesday of each month and is responsible for making recommendations to the City Council for the use of federal funds and monitoring program implementation. The Board members review drafted Consolidated Plans, Annual Action Plans and CAPERs and they annually attend Neighborhood Task Force meetings and public events to promote the City's programs.

**Website Posting:** The drafted CAPER was posted to the City's website and a public notice was published for three consecutive weeks to notify the public about the drafted document and the City Council's public hearing.

DRAFT

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The coronavirus pandemic's impact has greatly impacted the Billings community. The Delta variant surge in August and September 2021 has not influenced the City's goals and strategies, as they are still relevant (see below), although the City may not meet established goals due to pandemic-related challenges. However, funding allocations and how funding may be utilize is expected to change.

The City's core programs have also been impacted by the pandemic. Foreclosed homes are currently not available for the City to acquire, rehabilitate, and sell to low-income households. The cost of building supplies, lack of contractors available, and homeowner hesitancy to allow contractors in and out of their homes has stalled the City's Housing Rehabilitation program. Despite frequent publication and solicitation, developers are not responding to the City's Request for Proposals to develop new affordable housing for the City's foreclosure project on Steffanich Drive.

City staff received an Affordable Housing Development program application from HAB Development for boiler repair, rehabilitation, and the installation of new heating / cooling systems for 40 units dedicated to serving those experiencing homelessness and individuals and families needing isolation and / or quarantine. This project was cancelled by HAB Development in April 2022.

The City will need to remain flexible and willing to make substantial amendments to Annual Action Plans as the coronavirus pandemic force changes in community needs. Maintaining the City's close- and shovel-ready prioritization is pinnacle to community response.

**Goals and Objectives**

- Create, preserve, and expand affordable housing options
  - Encourage the citywide development of new affordable single-family, multi-family and special needs housing in the community through private developers and nonprofit organizations.
  - Provide direct, affordable financing and assistance to low income homeowners for the completion of needed repairs citywide.
  - Provide affordable financing and support to promote homeownership opportunities citywide.
- Neighborhood Revitalization: Foreclosures
  - Revitalize neighborhoods through foreclosure remediation, redevelopment and infill development. Impact Poverty
- Impact Poverty
  - Provide public service activity funding to support the Billings Metro VISTA Project to support local nonprofit organizations expand services for the homeless and special needs populations: Healthcare; Food Security; Education; Employment; Financial Literacy; and Housing.
- Prevent, prepare for, and respond to coronavirus
  - Provide public service activity and public facility improvement funding to prevent, prepare for, and respond to the coronavirus. Priority needs have been identified in the City's Community Assessment Report, including, but not limited to:

- Low-Income Beneficiaries: Rent, mental health care, meal distribution, mortgage payments, internet access, utility assistance, childcare, etc.
- Public Improvements & Facilities: Handwashing stations, additional public restrooms / cleaning, infrastructure, etc.
- Social Service Agencies & Public Health Support: Client remote access, vaccination activities, virtual service ability, exposure prevention - staff training, unmet hospital / public health needs, FEMA match, facility social distancing, etc.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

The City of Billings - Community Development Division does not have an open BEDI grant.

DRAFT

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations.**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

City staff conducts annual reviews of affordable rental housing projects funded through the HOME program throughout the affordability period. HOME-funded projects requiring on-site inspections this year included: Old Town Square apartments (HomeFront of Billings); Southern Lights apartments (Homeward); Magic City Terrace apartments (Volunteers of America); Westchester Square apartments (HomeFront of Billings) and Pheasant Home apartments.

All of the issues detected during the inspection of HOME-assisted units were minor and were immediately remedied. A second floor bedroom was missing a screen which was replaced. Another property needed to have a smoke detector replaced and one burner on a stovetop replaced. All of the projects were reviewed this year and staff determined that they are being operated in compliance with HOME program regulations. Properties not meeting compliance with regulations are addressed through case-management and a targeted provisional work plan is created to bring the project into compliance.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.** 92.351(b)

The City adheres to an Affirmative Marketing Procedure to further the City's commitment to nondiscrimination and equal opportunity in housing. The intention of City staff's efforts is to attract those who are least likely to apply for housing and community development programs. City staff has assessed affirmative actions taken and believes the marketing completed for HOME units is adequate.

**Affordable Housing:** Proposed affordable housing development projects with more than five HOME units are required to submit an Affirmative Marketing Plan with the application for funding. Plans include procedures for marketing units to minority / disabled populations and performing significant outreach to ensure equal housing opportunity for potential renters / owners of the housing units.

Affirmative Marketing Action Plans were also reviewed during annual monitoring reviews. Organizations list the process by which they are marketing vacant units (rental offices, the local newspaper, and entrance of the project) in attempt to reach different minorities, genders, and the disabled.

**Home Buyer:** In recent fiscal years, information regarding the home repair / buyer programs and contractor opportunities have been distributed as follows:

- City staff routinely emails fliers to agencies serving the elderly, disabled and those experiencing homelessness including HRDC District 7, Rimrock, Family Service, Inc., the Mental Health Center and the Community Crisis Center.
- A flyer describing the home repair programs has been sent to low-income homeowners previously assisted through the First Time Home Buyer program and to local lenders.
- Print advertising appeared multiple issues of *Tidbits of Billings* (a weekly publication).
- Printed brochures and information are continually distributed through the Billings Home Center.
- Before the pandemic, over 35,000 full-color direct mail inserts were distributed to City residents via water bills.

- Distributed printed flyers, brochures and information through the Office of Indian Education and the Indian Health Board of Billings.
- Information, applications, and other information are continuously available on City of Billings' website [here](#).

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

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A total of \$496,911 in program income and recaptured funds was received in the HOME program this fiscal year. Funding was committed and expended this fiscal year via the First Time Home Buyer program.

HUD requires the City of Billings to utilize program income, repaid, and recaptured revenues prior to drawing down entitlement funds. Therefore, staff reduces previously committed entitlement funds from IDIS activities and replaces it with cash revenue funds for immediate use. The Consolidated Plan stipulates that federal resources will be allocated on a close- and shovel-ready basis, ensuring the efficient use of funds in programs that are in higher demand.

A total of 27 households achieved homeownership through the First Time Home Buyer program, 17 of which were funded using HOME dollars. The average purchase price of the homes was just under \$192,000. Last fiscal year, the average purchase price was \$173,000. One of the HOME-assisted homebuyer households were minorities, and six households were single-headed households. One household was extremely low-income and the remaining households were low-income.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k)**

---

The City has been managing the following programs to foster and maintain affordable housing:

- **Create, preserve, and expand affordable housing options**
  - First Time Home Buyer, Affordable Housing Development, and Housing Rehabilitation
- **Neighborhood Revitalization:** Foreclosure Acquisition / Rehabilitation
- **Poverty Impact:** Billings Metro VISTA Project
- **Prevent, prepare for, and respond to coronavirus**
  - **Public Services:** Rent, mental health care, meal distribution, mortgage payments, internet access, utility assistance, childcare, etc.
  - **Public Facility Improvements:** Handwashing stations, additional public restrooms / cleaning, infrastructure, etc.
  - **Social Service Agencies & Public Health Support:** Client remote access, vaccination activities, virtual service ability, exposure prevention - staff training, unmet hospital / public health needs, FEMA match, facility social distancing, etc.

## *ATTACHMENT A - Public Notice*

## *ATTACHMENT B - Public Comments*

The City of Billings will hold a public hearing on Monday, September 12, 2022 at 5:30 pm to obtain public comment on:

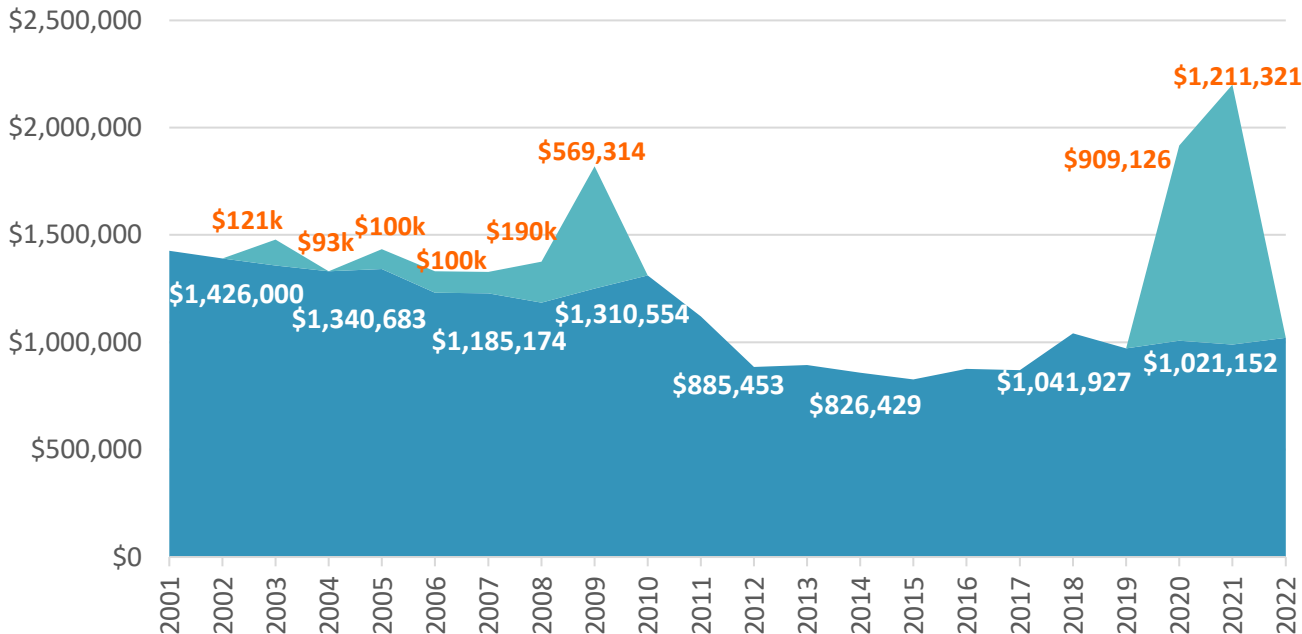
- CDBG and HOME Comprehensive Annual Performance Evaluation Report (CAPER) for the prior program year;
- Designing the application process for the upcoming program year, before the publication of the drafted Annual Action Plan; and
- Identifying the needs of those experiencing homelessness in preparation for HOME-ARP assessment and activities.

Federal regulations require the City to facilitate two public hearings, at different stages of the program year, to obtain residents' views and respond to questions. Together, the hearings must address housing and community development needs, development of proposed activities, proposed strategies and actions for affirmatively furthering fair housing, and a review of program performance.

Public comments include:

### Community Development Funding History

■ CDBG & HOME   ■ Special Allocations





**COMMUNITY DEVELOPMENT DIVISION**  
**Memorandum - Consolidated Planning Processes**

2825 3<sup>rd</sup> Avenue North, Billings, MT 59101

406.657.8281

Relay: 711

BillingsMT.gov/ComDev

This guide is intended to provide an outline of the City of Billings’ Consolidated Planning process for decisions relative to Community Development Block Grants (CDBG), HOME Investment Partnerships program (HOME), and other funding allocated through the U.S. Department of Housing and Urban Development (HUD).

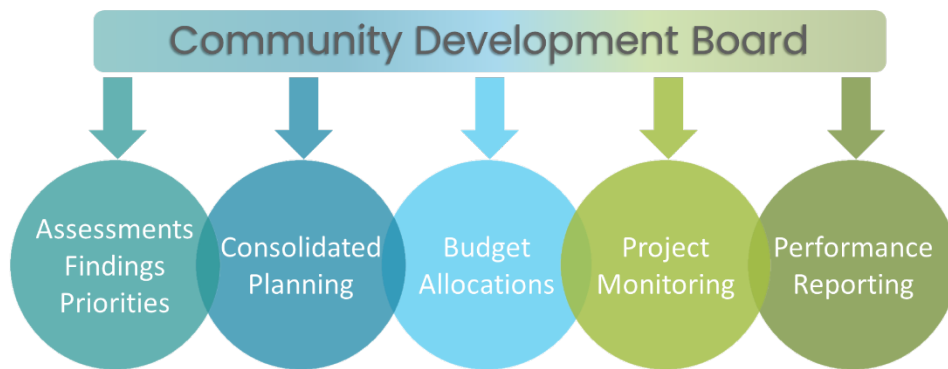
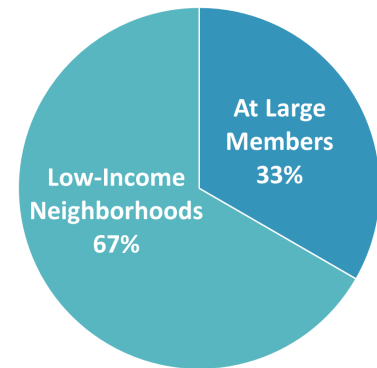
**Funding Source and Intent**

The City of Billings has been a recipient of HUD entitlement CDBG allocations since the mid-1970s and HOME funds since the early 1990s (*over \$47 million collectively*). Investments in CDBG and HOME has generated nearly \$10 million in loan repayments since 2001. Projects, programs, and activities funded through CDBG and HOME are regulated and monitored by the federal government and must be primarily targeted to address community affordable housing for low-income citizens and poverty-impact needs in Billings.

**Guidance & Recommendations Process**

The Community Development Board provides staff guidance relative to assessment, planning, allocation, monitoring, and reporting processes for HUD federal funding. The Board is composed of six low-income neighborhood representatives and three at-large members. This composition complies with a federal regulation to ensure decision-making processes include involvement from residents of low-income neighborhoods. The Board is also responsible for making funding recommendations to the City Council for review and approval.

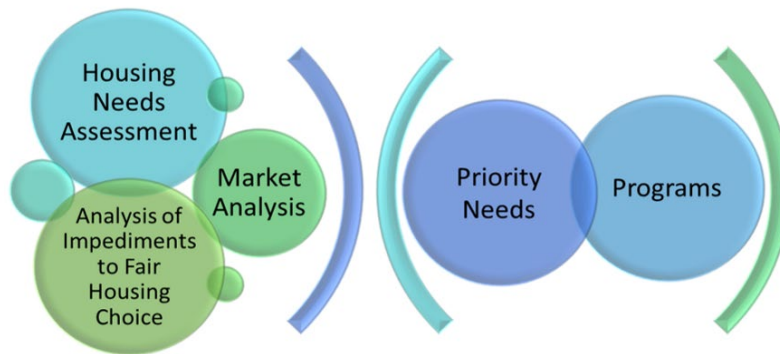
Community Development Board Representatives



**Planning Process**

The Consolidated Plan is the primary planning document directing the City’s CDBG and HOME investments and it covers a five-year period. The Consolidated Plan includes a comprehensive housing needs assessment and a housing market analysis, (*refer to page 4 for a list of the Consolidated Plan components*). The City must also complete an Analysis of Impediments to Fair Housing Choice every five years (*summary begins on page 6*). Key findings establish priority needs, and City programs are developed based on findings and priorities.

Data Studies ➡ Key Findings ➡ Priority Needs ➡ City Programs



Planning for each five-year Consolidated Planning cycle begins in September with a public hearing to obtain data and public comment on community needs to assist the Community Development Board in designing the application process for the upcoming program year. The Consolidated Plan includes the Annual Action Plan for the first year of the five-year period.



### Allocation Process

To allocate CDBG and HOME resources, the Community Development Division staff and Board members facilitate an extensive process to gather public input on the use of federal funds beginning each September. The Board sets priorities for funding based on demonstrated community need.

Applications are made available at the beginning of December and due at the end of January. Applications are then forwarded to the Community Development Board and recommendations are prepared for City Council consideration. The Staff facilitates a 30-day public comment period, the City Council takes action, and the Annual Action Plan is submitted to HUD by May 15.

### Allocation Compliance

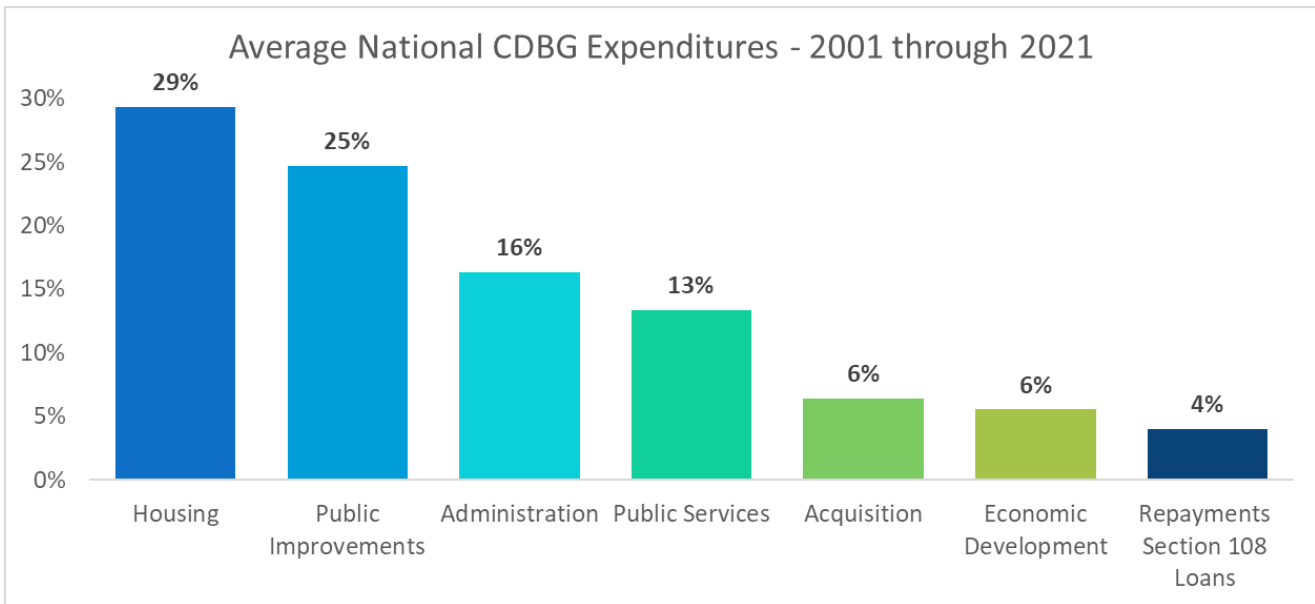
Allocations must be consistent with the goals and priorities of the approved five-year Consolidated Plan for the use of CDBG & HOME resources in Billings. Allocation recommendations must conform to pre-determined spending requirements on several categories including: CDBG and HOME administration caps (*maximum of 20% and 10% of new funding respectively*); public service caps (*up to 15% of new CDBG funding*); and Community Housing Development Organization set-aside for affordable housing development (*minimum 15% of new HOME funding*).

If the City is non-compliant with federal spending requirements, the City’s entitlement status for federal funds would be at risk. Non-federal funding repayment is required for noncompliant project, program, and activity expenditures.

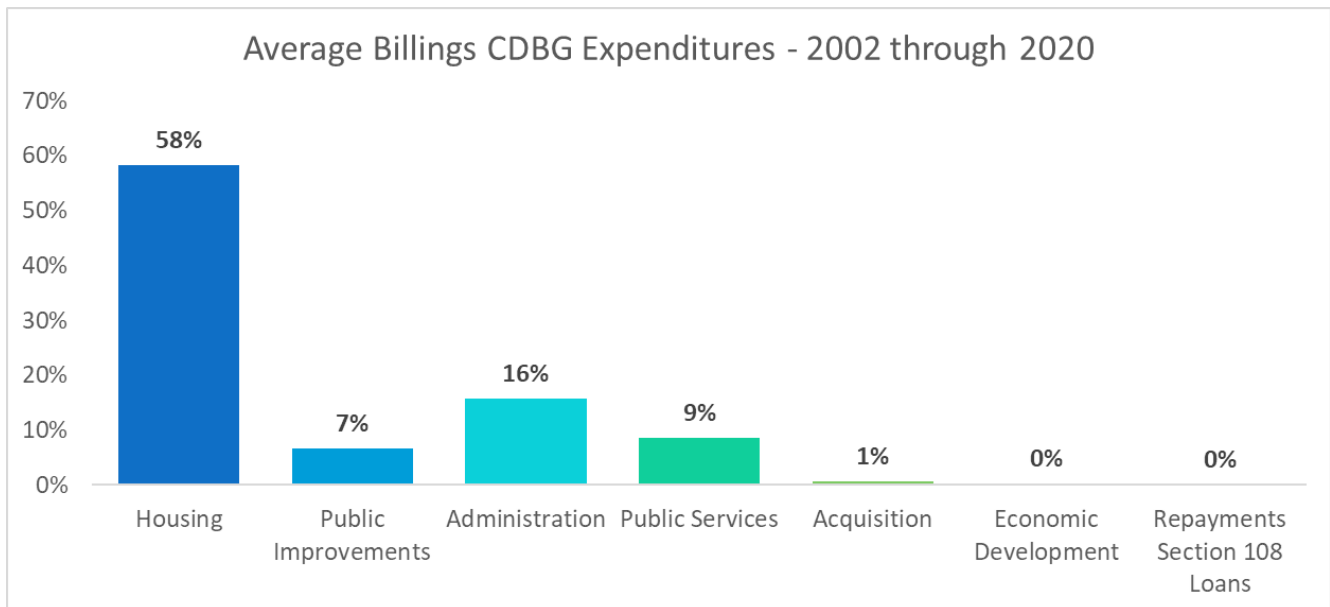


### Average Expenditures

Across the nation, housing has been the number one expenditure for all participating jurisdictions, followed by public improvements, administration, public services, acquisition, economic development, and repaying Section 108 loans (loans the City can leverage to borrow against future CDBG funding allocations).



In Billings, housing is also the number one expenditure. However, the City has not dedicated similar amounts of CDBG funding to support public improvements. Local administration costs matches the percentage costs for the nation and the City has expended slightly less than the national average on public services, five percent less on acquisition. Economic development training was funded in 2002 and several years thereafter. HUD later notified the City that economic development training would need to be funded within the public services cap in future years. The City has not borrowed against future CDBG entitlement allocations through the Section 108 program.



## Consolidated Plan Components

The [Consolidated Plan](#) is an extensive assessment including Housing Needs Assessment, a Housing Market Analysis, Strategic Planning, and the first Annual Action Plan for the Consolidated Plan's five-year period. The City is also required to conduct an Analysis of Impediments to Fair Housing Choice as part of the Consolidated Planning process. Every five years, the City has the opportunity to reassess community needs, identify key priorities, and determine strategies to meet community needs.

### Executive Summary

- Introduction
- City of Billings Objectives & Outcomes
- Evaluation of Past Performance
- Citizen Participation & Consultation
- Summary
- Special Needs Facilities and Services
- Barriers to Affordable Housing
- Non-Housing Community Development Assets
- Education
- Needs and Market Analysis Discussion
- Broadband Needs of Housing
- Hazard Mitigation

### The Process

- Responsible Agencies
- Introduction
- Public Housing & Assisted Housing Providers
- Participation & Consultation
- Citizen Participation Process & Outreach

### Housing Needs Assessment

- Demographics
- Number of Households by Income Level
- Housing Problems
- Disproportionate Need - Housing Problems by Income Level, Race, & Ethnicity
- Disproportionate Need - Severe Housing Problems by Income Level, Race, & Ethnicity
- Disproportionate Need - Housing Cost Burdens
- Disproportionate Need - Discussion
- Public Housing
- Homeless Needs Assessment
- Non-Homeless Special Needs Assessment
- Non-Housing Community Development Needs

### Housing Market Analysis

- Overview
- Number of Housing Units
- Cost of Housing
- Condition of Housing
- Public and Assisted Housing
- Homeless Facilities and Services

### Strategic Plan

- Overview
- Geographic Priorities
- Priority Needs
- Influence of Market Conditions by Affordable Housing Type
- Anticipated Resources, Leveraging, Land
- Institutional Delivery Structure
- Goals Summary, Categories & Needs Addressed, Outcomes, Objectives, Goal Outcome Indicators, Five-Year Goals
- Public Housing Accessibility and Involvement
- Barriers to affordable housing
- Homelessness Strategy
- Lead based paint Hazards
- Anti-Poverty Strategy
- Monitoring

### Annual Action Plan

- Expected Resources
- Annual Goals and Objectives
- Projects
- Geographic Distribution
- Affordable Housing
- Public Housing
- Homeless and Other Special Needs Activities
- Barriers to affordable housing
- Other Actions

## Analysis of Impediments to Fair Housing Choice

As recipients of HUD funding, entitlement communities are required to: conduct an analysis to identify impediments to fair housing choice (AI); and take and maintain records of appropriate actions to overcome the effects of identified impediments. HUD allocates funding to the State and entitlement communities through the CDBG and HOME programs.

According to HUD's Fair Housing Planning Guide, impediments to fair housing choice are defined as any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choice, or other protected characteristics and any actions, omissions, or decisions that have this effect. The list of protected classes included in this definition is drawn from the federal Fair Housing Act, which was first enacted in 1968. State and local governments may enact fair housing laws that extend protection to other groups, and the AI is to address housing choice for these additional protected classes as well. Montana state code has extended additional fair housing protections based on creed, marital status, and age. The Cities of Bozeman, Butte, Helena, and Missoula have adopted ordinances prohibiting housing discrimination based on sexual orientation and gender identity or expression.

The AI process involves a thorough examination of a variety of data related to housing in Billings, much of the data highlighted are based on HUD recommendations. This data is collected, analyzed and assessed to determine barriers to affordable housing. Identified impediments are then used to establish quantifiable goals and the reduction of the barriers to fair housing choice. The AI is also subject to a 30-day public comment review process before submission to HUD.

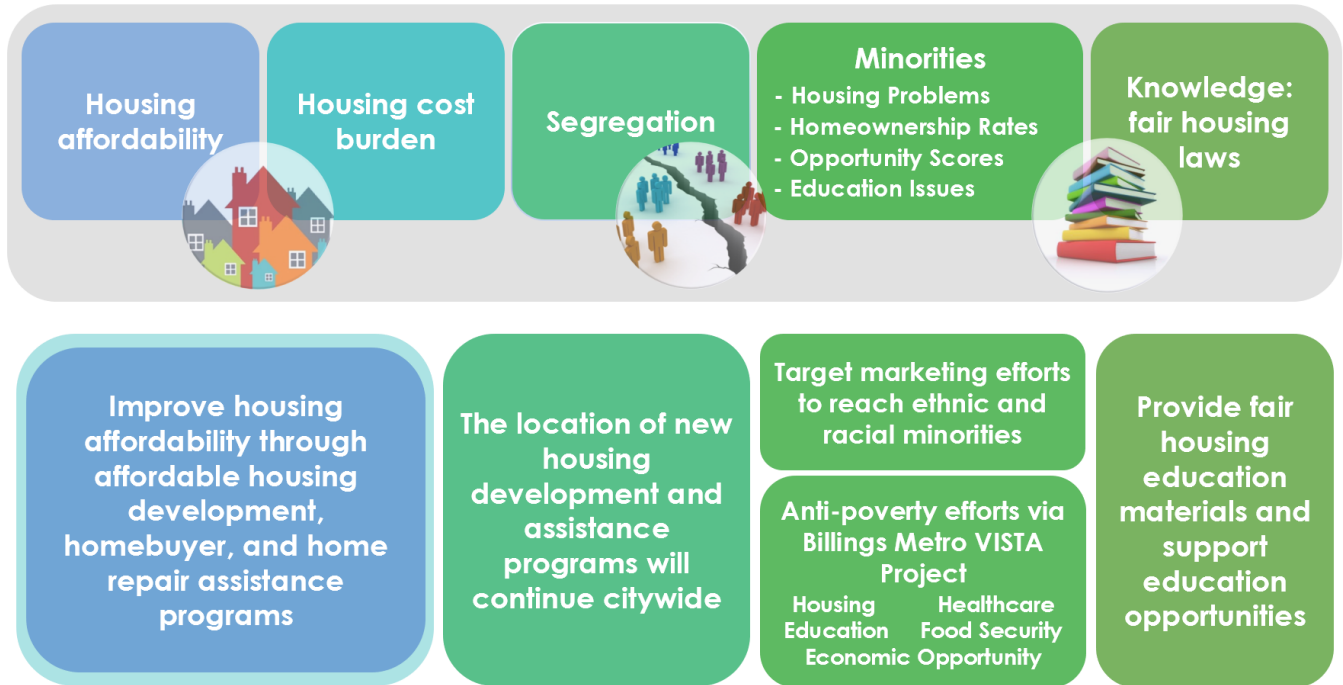
The City of Billings [Analysis of Impediments to Fair Housing Choice](#) was completed in 2020 in preparation for the [FY2020-2024 Consolidated Plan](#). A summary of impediments is illustrated below.

## Impediments

### Factors limiting fair housing choice



# Impediments & Strategies



## Impediments & Strategies

- **Housing affordability limits rental and owner housing choice and opportunity.**
- **Housing cost burden is the most significant issue for both rental and ownership households.**
  - City staff will continue efforts to improve housing affordability for homeowners and renters through affordable housing development, homebuyer, and home repair assistance programs.
- **Billings is in the beginning stages of segregation.**
  - The location of new housing development and assistance programs will continue on a citywide basis.
- **Low-Income racial and ethnic minorities are disproportionately and negatively impacted by: housing problems; homeownership rates; opportunity scores; and access to education.**
  - The City will continue to target marketing efforts to reach ethnic and racial minorities to improve access to housing opportunity.
  - The City will also continue to support the Billings Metro VISTA Project as an anti-poverty strategy to expand access to: housing; healthcare; education; food security; and economic opportunity.
- **Citizens are unfamiliar with fair housing laws.**
  - City staff will continue efforts to provide fair housing education materials on the City's website, in the office, at the Home Center, and will support fair housing educational opportunities with Montana Fair Housing.



# City of Billings - Community Development Division

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## Staff Time Tracking & Grant Draw Procedures

Community Development's time-tracking practices and accounting methods are continually monitored by the U.S. Department of Housing and Urban Development, the Corporation of National and Community Service, the City's Finance Department, and the City's external auditing team.

### Staff Time Tracking

Personnel Expenses - 2 CFR 200.430:

**(i) *Standards for Documentation of Personnel Expenses*** (1) Charges to [Federal awards](#) for salaries and wages must be based on records that accurately reflect the work performed. These records must:

**(i)** Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;

**(ii)** Be incorporated into the official records of the [non-Federal entity](#);

**(iii)** Reasonably reflect the total activity for which the employee is compensated by the [non-Federal entity](#), not exceeding 100% of compensated activities (for IHE, this per the IHE's definition of IBS);

**(iv)** Encompass federally-assisted and all other activities compensated by the [non-Federal entity](#) on an integrated basis, but may include the use of [subsidiary](#) records as defined in the [non-Federal entity](#)'s written [policy](#);

**(v)** Comply with the established accounting policies and practices of the [non-Federal entity](#) (See paragraph (h)(1)(ii) above for treatment of incidental work for IHEs.); and

**(vi)** [Reserved]

**(vii)** Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Each staff member has a spreadsheet with the grant programs they may be working in. They track the number of hours they spend for every day in the week. Here is an example:

| Week Beginning | Monday           |         |       |       |             |       | Tuesday    |         |       |       |             |       |
|----------------|------------------|---------|-------|-------|-------------|-------|------------|---------|-------|-------|-------------|-------|
|                | HOME             |         | CDBG  |       |             | VISTA | HOME       |         | CDBG  |       |             | VISTA |
|                | HOME Admin       | Aff Hsg | COVID | Rehab | Foreclosure |       | HOME Admin | Aff Hsg | COVID | Rehab | Foreclosure |       |
| 7/1/2020       | Last fiscal year |         |       |       |             |       |            |         |       |       |             |       |
| 7/6/2020       |                  |         |       | 0.25  |             | 7.75  |            |         |       | 3.00  | 1.50        | 3.50  |
| 7/13/2020      |                  |         | 1.25  | 2.50  | 2.25        | 2.00  |            |         |       | 3.50  | 3.25        | 1.25  |
| 7/20/2020      |                  |         |       | 1.00  | 4.50        |       |            |         |       | 1.25  | 6.75        |       |
| 7/27/2020      |                  |         |       | 0.50  | 2.50        | 5.00  |            |         | 0.50  | 5.25  | 1.75        | 0.50  |
| 8/3/2020       |                  |         | 1.50  | 2.00  |             | 4.50  |            |         | 2.00  | 3.75  |             | 2.25  |
| 8/10/2020      |                  |         | 4.00  | 1.00  | 0.75        | 2.25  |            |         | 4.25  | 0.75  | 0.50        | 2.50  |
| 8/17/2020      |                  |         | 0.50  | 1.75  | 0.75        | 6.00  |            |         | 3.00  | 3.25  | 0.50        | 1.25  |
| 8/24/2020      |                  |         | 0.75  | 2.25  | 0.50        | 4.50  |            |         | 0.50  | 4.25  | 2.75        | 0.50  |
| 8/31/2020      |                  |         |       | 0.75  |             | 7.75  |            |         | 1.50  | 4.25  | 0.50        | 1.75  |
| 9/7/2020       | Holiday          |         |       |       |             |       |            |         |       | 0.50  | 1.75        | 5.75  |
| 9/14/2020      |                  |         | 1.00  | 0.75  | 3.50        | 2.75  |            |         | 3.50  | 0.50  | 1.25        | 2.75  |

Every quarter, Finance sends the Community Development manager the exact amount that was spent for each staff member in the Division for wages, unemployment insurance, industrial accident, health insurance, FICA, retirement, Medicare, etc.

The average percentage of time a staff member spends in each grant program is calculated every quarter. The personnel costs are then multiplied by the percentage for each grant program and drawn accordingly.

## Internal Grant Draw Procedures

The City of Billings is tracking the expenses corresponding to the HUD grant years by reserving a different fund for each grant year. Expenses are tracked within the accounting system by type of expense in each grant year.

### Quarterly reports:

1. During the quarter each expense and project is tracked in a fund that corresponds to the correct origin year.
2. At the end of the quarter, a report is pulled from the City's accounting system by the Finance Department and sent to the Community Development Manager.
  - a. The report gives the quarter's budget (which matches the amount in IDIS), the amount expended year-to-date, and the amount left in the budget. This report also tracks the Revenue by Program Income or Entitlement.
  - b. This report from the accounting software is entered by the Community Development Manager into a spreadsheet "Innoprise Draw Report" tracking the budgeted amount, the current quarter's expenses (difference between prior YTD amount and current YTD amount) and any necessary changes against the IDIS balance to determine the amount of the draw.
  - c. Salaries and Benefits are tracked in a separate fund and are reallocated at the end of the quarter according to the time spent in each program per employee, not to exceed the budgeted amount in the funds.
    - i. The HR Department pulls a payroll report by employee for the quarter (by the date paid) to be sent to Finance and the Community Development Manager.
    - ii. The Community Development Manager allocates the salaries and benefits for each employee for each program by the number of hours tracked during the quarter – "Staff Allocations by Program".
  - d. Necessary changes to the expenses during the quarter including the salaries allocation will be adjusted in the City's accounting software by journal entry to match the total expenses in each fund and the spreadsheet created by the Community Development Manager "Innoprise Draw Report".
  - e. The Innoprise Draw Report also tracks the closed and pending loans by name and IDIS #.
3. A Quarter Draw Summary is created by the Community Development Manager.
  - a. The Quarter Draw summary summarizes the IDIS number, and activity, the draw expected from IDIS and which grant year(s) and amount per grant year to be drawn.
4. The Community Development Manager tracks the sum total of the programs and grant years according to the Origin Year Test and the Program Year Test within the Community Development Drawdowns spreadsheet.
  - a. The program year test is filled out per quarter to test that no more than 20% of Program Income and Entitlement shall be obligated.

- b. The origin year test pulls the CDBG Administration amounts in the Quarter Draws Summary by Grant Origin Year and compares it to 20% of the total Entitlement funds for the origin year for Planning and Administrative Expenses. This is tracked over multiple years/quarters to compare the admin expense totals for the origin year.
5. The Community Development Manager also tracks the Program Income and Entitlement amounts by year in the spreadsheet entitled IDIS & Revenue Book to track which revenues are used by IDIS # and Activity.
6. The Innoprise Draw Report, Quarter Draw Summary, Community Development Drawdowns, and Staff Allocations by Program are returned to the Finance Department to create the journal entry for changes and compare the final amounts to the City's accounting system. After the Journal Entry, the balance of the City should match the Innoprise Draw Report. The difference between the final City balances (Budget less Actual) at the end of the quarter, less the balance of the IDIS report on the website should equal the draw amount.
7. Once compared, the Community Development Manager reports the projects within the IDIS system.

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing and Resolution Approving a Street Name Change for Crescent Street, located in Western Sky Subdivision 2nd Amended  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review** Yes

---

**RECOMMENDATION**

Staff recommends City Council approve the resolution to change the name of Crescent Street to Western Sky Drive.

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

City staff received a request from the developer of Western Sky Subdivision, 2nd Amended, to change the name of Crescent Street to Western Sky Drive. Crescent Street is located within Western Sky Subdivision, 2nd Amended, generally located at the southeast corner of King Avenue West and South 48th Street West.

City staff has reviewed the request to rename the street. A street may be renamed by the City Council by resolution upon conducting a public hearing per BMCC 22-700 Renaming of Streets. The only property owner addressed to Crescent Street is the developer. There are other properties that may be addressed to this section of street as they develop.

**ALTERNATIVES**

City Council may:

- Approve the Resolution and street name change to Western Sky Drive; or,
- Not approve the name change. If the street name change is not approved, the current street name will remain in use.

**FISCAL EFFECTS**

If the street name is changed, the City will incur nominal costs for map updates. New street name signs will be installed and paid for by the developer.

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**Attachments**

Resolution  
Exhibit

**RESOLUTION NO. 22-\_\_\_\_\_**

**A RESOLUTION PURSUANT TO BILLINGS,  
MONTANA CITY CODE ARTICLE 22-700, RENAMING  
OF CRESCENT STREET TO WESTERN SKY DRIVE.**

WHEREAS, the City Council has authority to change the name of any street or avenue pursuant to Section 22-701, Billings, Montana City Code (BMCC); and

WHEREAS, the City Clerk published a notice of the public hearing in accordance with Section 22-702, BMCC; and

WHEREAS, the City Clerk mailed a notice of the public hearing to each property owner, or his agent, abutting Crescent Street, west of South 46<sup>th</sup> Street West, in accordance with Section 22-702, BMCC; and

WHEREAS, on Monday, September 12, 2022, the City Council held a public hearing on the renaming of Crescent Street to Western Sky Drive; and

WHEREAS, the City Council finds that the renaming of this section of Crescent Street appears to be in the best interests of the City and its inhabitants and acceptable.

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

That once a copy of this resolution is filed with the Yellowstone County Clerk and Recorder, Crescent Street west of South 46<sup>th</sup> Street West is deemed changed to WESTERN SKY DRIVE.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the 12<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

*EXHIBIT  
CRESCENT STREET TO BE RENAMED TO WESTERN SKY DRIVE*

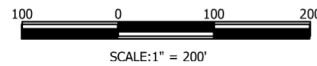
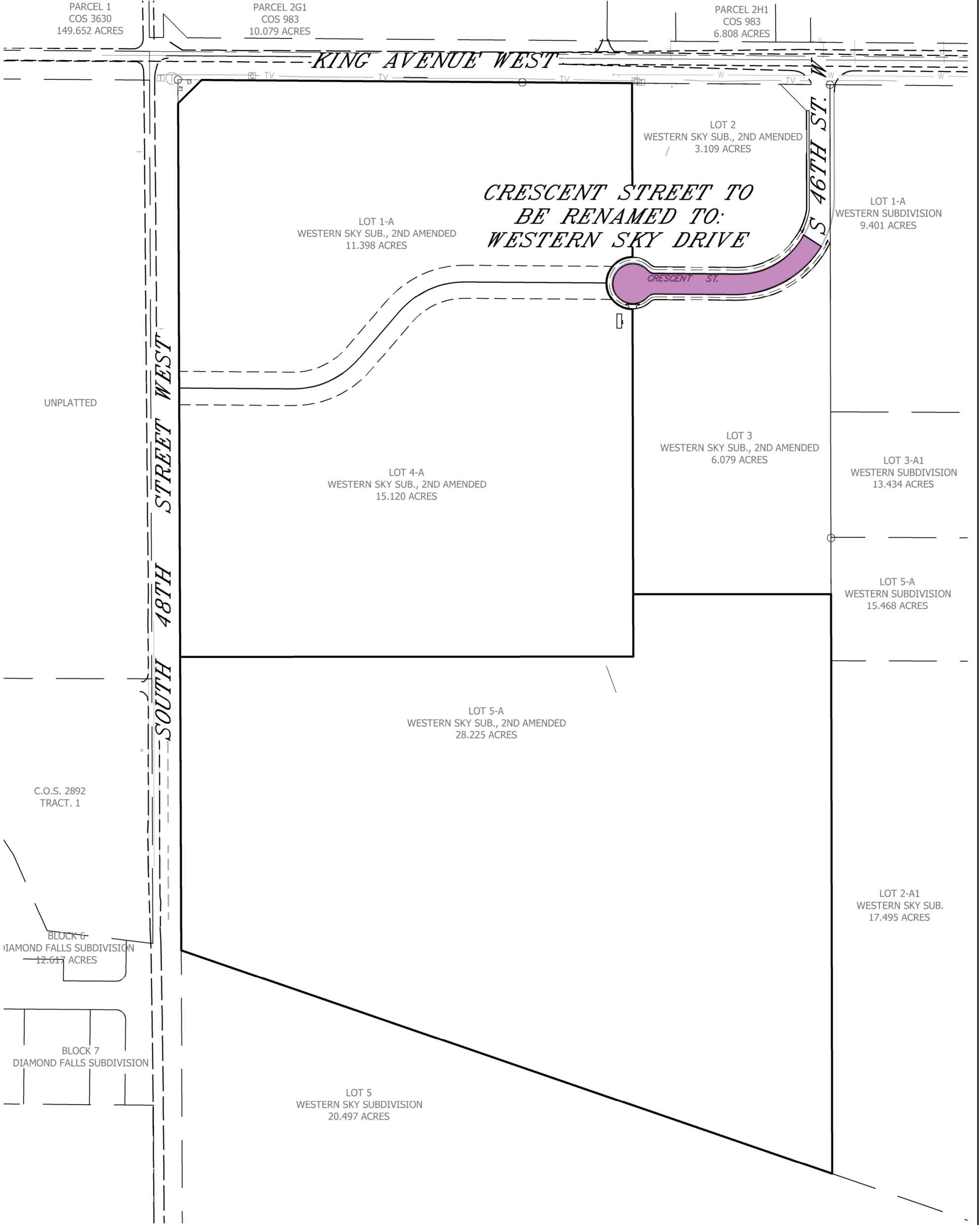
LOT 5A, WESTERN SKY SUB., 2ND AMENDED  
SITUATED IN THE NW1/4 OF SECTION 15, T.1S., R.25E., P.M.M.  
CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : CHRIS HERTZ, CITY OF BILLINGS

AUGUST 2022

PREPARED BY : **SANDERSON STEWART**

BILLINGS, MONTANA



**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing & Resolution Setting Annual Light District Assessments for FY23  
**Presented by:** Jennifer Duray  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review** Yes

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**RECOMMENDATION**

Staff recommends that City Council conduct a public hearing and approve the proposed resolution adopting the annual Special Improvement Lighting Maintenance District assessments for FY23.

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

Montana Code Annotated, Section 7-12-4332, requires that the City Council annually adopt a resolution to assess the costs for each Special Improvement Lighting Maintenance District (SILMD) on or before the first Monday in October each year. The amount assessed is based on anticipated utility rates, estimated maintenance costs and administrative fees, as well as the reserve requirements needed for each district. The attached resolution specifies the proposed SILMD assessments for FY23.

**ALTERNATIVES**

City Council may:

- Approve the resolution assessing annual light districts; or,
- Not approve the resolution. If Council does not approve the resolution, Council will need to approve the resolution at the September 26, 2022, Council meeting to be in compliance with State statutes.

**FISCAL EFFECTS**

SILMD assessments for FY23 will generate approximately \$2,478,310 in revenues which is the amount calculated to recover the estimated costs of electricity, maintenance and administration fees, and to maintain an adequate cash balance in each light district fund. The SILMD assessment will increase for 170 light districts, decrease for 12 light districts, and remain unchanged for 15 light districts. The overall increase for existing light districts in FY2023 compared to FY2022 is \$97,970, or 4.1%.

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**Attachments**

Resolution  
Presentation

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

**A RESOLUTION LEVYING AND ASSESSING PROPERTY IN  
SPECIAL IMPROVEMENT LIGHTING MAINTENANCE  
DISTRICTS OF THE CITY OF BILLINGS, PROVIDING FOR  
NOTICE, HEARING AND ADOPTION.**

WHEREAS, certain lighting maintenance districts have been created within the City of Billings, and WHEREAS, State Law provides for assessing the costs of maintaining lights and furnishing electrical current annually within these lighting maintenance districts; and

WHEREAS, Section 7-12-4332, MCA. provides that the City shall pass a resolution levying and assessing maintenance costs.

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

1. DISTRICTS AND ASSESSMENTS. The lighting maintenance districts and assessments to defray one hundred percent (100%) of all the costs of maintenance and lighting are hereby levied and assessed as listed on EXHIBIT "A" attached hereto, and by this reference, said exhibit is made a part hereof.
2. PERIOD OF ASSESSMENT. That said assessment is to defray costs for the fiscal year 2023 (July 1, 2022, through June 30, 2023).
3. DISPOSITION OF COLLECTIONS. That the assessments as collected shall be placed in the respective lighting maintenance funds and shall be used to defray the costs of maintenance and lighting as provided by law.
4. NOTICE OF HEARING. On Monday, September 12, 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.
5. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana,  
on the 12<sup>th</sup> day of September 2022.

CITY OF BILLINGS

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

ATTEST:

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

**Exhibit A**

| <b>District Number</b> | <b>FY 23 Assessment</b> |
|------------------------|-------------------------|
| 8                      | \$6,600                 |
| 9                      | \$6,000                 |
| 10                     | \$20,000                |
| 13                     | \$192,000               |
| 14                     | \$100,000               |
| 17                     | \$17,000                |
| 18                     | \$2,400                 |
| 95                     | \$11,500                |
| 97                     | \$125,000               |
| 99                     | \$16,500                |
| 100                    | \$27,000                |
| 107                    | \$24,000                |
| 109                    | \$59,000                |
| 113                    | \$7,400                 |
| 114                    | \$13,000                |
| 115                    | \$3,000                 |
| 116                    | \$8,000                 |
| 117                    | \$46,000                |
| 118                    | \$3,150                 |
| 119                    | \$2,000                 |
| 121                    | \$34,000                |
| 122                    | \$2,600                 |
| 123                    | \$4,600                 |
| 124                    | \$13,200                |
| 125                    | \$5,100                 |
| 126                    | \$2,650                 |
| 127                    | \$9,800                 |
| 128                    | \$6,800                 |
| 129                    | \$4,500                 |
| 130                    | \$1,700                 |
| 131                    | \$11,700                |
| 133                    | \$3,150                 |
| 134                    | \$7,400                 |
| 135                    | \$7,200                 |
| 136                    | \$6,500                 |
| 137                    | \$5,900                 |
| 138                    | \$10,300                |
| 139                    | \$3,400                 |
| 143                    | \$8,000                 |
| 144                    | \$380                   |
| 145                    | \$6,500                 |
| 146                    | \$4,900                 |

|     |          |
|-----|----------|
| 147 | \$5,900  |
| 149 | \$28,000 |
| 150 | \$10,400 |
| 151 | \$8,700  |
| 152 | \$57,000 |
| 153 | \$7,400  |
| 154 | \$16,800 |
| 155 | \$6,800  |
| 157 | \$12,700 |
| 158 | \$11,000 |
| 159 | \$13,000 |
| 160 | \$9,800  |
| 161 | \$14,300 |
| 162 | \$800    |
| 163 | \$17,500 |
| 164 | \$5,200  |
| 165 | \$12,000 |
| 167 | \$3,250  |
| 171 | \$7,700  |
| 172 | \$7,300  |
| 173 | \$16,200 |
| 174 | \$13,600 |
| 175 | \$4,500  |
| 176 | \$580    |
| 178 | \$3,500  |
| 179 | \$7,100  |
| 180 | \$4,800  |
| 181 | \$22,800 |
| 182 | \$8,000  |
| 183 | \$16,000 |
| 184 | \$5,150  |
| 185 | \$1,950  |
| 186 | \$15,300 |
| 187 | \$3,250  |
| 188 | \$3,900  |
| 189 | \$3,200  |
| 190 | \$16,800 |
| 191 | \$5,800  |
| 192 | \$4,200  |
| 193 | \$10,500 |
| 194 | \$8,300  |
| 195 | \$5,400  |
| 196 | \$2,700  |
| 197 | \$2,700  |
| 198 | \$1,600  |

|     |          |
|-----|----------|
| 200 | \$3,300  |
| 201 | \$6,800  |
| 202 | \$14,200 |
| 203 | \$700    |
| 204 | \$12,000 |
| 205 | \$450    |
| 206 | \$4,500  |
| 207 | \$5,200  |
| 208 | \$10,500 |
| 209 | \$7,500  |
| 210 | \$3,200  |
| 211 | \$1,800  |
| 212 | \$1,800  |
| 213 | \$1,040  |
| 214 | \$4,800  |
| 216 | \$1,920  |
| 217 | \$7,200  |
| 220 | \$8,800  |
| 221 | \$110    |
| 222 | \$2,250  |
| 223 | \$4,300  |
| 224 | \$18,300 |
| 225 | \$8,900  |
| 226 | \$4,600  |
| 227 | \$12,600 |
| 228 | \$10,900 |
| 229 | \$5,700  |
| 230 | \$13,500 |
| 231 | \$8,000  |
| 232 | \$34,000 |
| 233 | \$28,800 |
| 234 | \$9,200  |
| 235 | \$10,500 |
| 236 | \$4,000  |
| 237 | \$5,500  |
| 238 | \$230    |
| 239 | \$1,300  |
| 240 | \$9,600  |
| 241 | \$7,800  |
| 242 | \$1,100  |
| 244 | \$1,500  |
| 245 | \$980    |
| 246 | \$4,500  |
| 247 | \$13,200 |
| 249 | \$37,000 |

|     |          |
|-----|----------|
| 250 | \$5,000  |
| 251 | \$52,500 |
| 252 | \$7,600  |
| 253 | \$24,000 |
| 254 | \$4,600  |
| 255 | \$4,800  |
| 257 | \$18,200 |
| 258 | \$37,500 |
| 259 | \$37,000 |
| 261 | \$6,800  |
| 262 | \$42,000 |
| 263 | \$22,500 |
| 264 | \$4,900  |
| 265 | \$5,000  |
| 266 | \$1,350  |
| 270 | \$12,500 |
| 271 | \$12,800 |
| 272 | \$38,000 |
| 273 | \$2,850  |
| 276 | \$9,700  |
| 277 | \$11,300 |
| 278 | \$5,000  |
| 279 | \$820    |
| 280 | \$15,000 |
| 283 | \$10,500 |
| 285 | \$4,300  |
| 286 | \$3,300  |
| 288 | \$24,500 |
| 289 | \$4,800  |
| 290 | \$2,850  |
| 292 | \$8,400  |
| 293 | \$3,200  |
| 294 | \$6,500  |
| 295 | \$1,500  |
| 296 | \$17,200 |
| 297 | \$2,900  |
| 298 | \$2,550  |
| 299 | \$4,700  |
| 300 | \$5,500  |
| 301 | \$71,000 |
| 302 | \$5,700  |
| 305 | \$18,000 |
| 306 | \$6,100  |
| 307 | \$64,000 |
| 308 | \$3,700  |

|       |             |
|-------|-------------|
| 309   | \$10,500    |
| 310   | \$4,600     |
| 311   | \$7,800     |
| 312   | \$12,500    |
| 313   | \$8,500     |
| 315   | \$11,900    |
| 316   | \$16,200    |
| 317   | \$4,100     |
| 318   | \$10,600    |
| 320   | \$2,700     |
| 321   | \$10,500    |
| 322   | \$3,350     |
| 323   | \$30,000    |
| 324   | \$7,700     |
| 325   | \$7,500     |
| 326   | \$3,300     |
| 327   | \$2,650     |
| 328   | \$12,000    |
| 329   | \$5,000     |
| 330   | \$6,700     |
| Total | \$2,478,310 |



**Billings**  
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WORKS

## **Street Improvement Lighting Maintenance Districts (SILMDs)**

**Fiscal Year 2023 Assessments**

# Overview



- Assessments reviewed by Council annually
- Cover the costs of maintenance and electricity through assessments to properties within each district area
- 197 SILMDs
  - City-owned = 65
  - Owned by other entities = 123
  - Combination = 9

# Overview...continued

- **Fiscal Year 2023 Assessments will generate \$2,478,310 in revenues.**
  - No change - 15 districts
  - Decrease - 12 districts
  - Increase - 170 districts
- **There is an overall increase in assessed fees of \$97,970 from FY2022.**

*The Street and Traffic Division maintains 4,469 lights annually!*



*Decorative lighting in downtown.*



**Billings**  
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# THANK YOU

“Exceed expectations through innovation, integrity, and service to the community.”

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing & Resolution Revising and Assessing Encroachment Rental Fees  
**Presented by:** Jennifer Duray  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review** Yes

**RECOMMENDATION**

Staff recommends Council conduct a public hearing and approve the resolution setting and assessing the fees for encroachment rentals for FY23.

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

The City charges an annual rental fee for approved encroachments in the right-of-way. Some examples of encroachments are fences, restaurant patios, signs, and conduit. The City needs to assure safety and accessibility of the right-of-way, and for this reason, it requires an encroachment permit any time a property owner requests to use part of the right-of-way. Encroachment permit applications are processed and approved by the Public Works Department. A fee is collected with the permit application to cover the administrative costs of processing the application. If the encroachment is approved, annual assessments of the encroachment fee for the rental of the right-of-way will begin. The assessments will continue until the permit is revoked. Awning and canopies in the Central Business District are not charged an annual rental fee in accordance with Resolution 86-15316.

The annual encroachment rental fee had been set at \$1.00 per square foot of the surface area of the encroachment from 1988 until FY21 when Council adopted new fees and methodology. The current methodology is a tier structure consisting of two tiers. Tier 1 encroachments have minimal impact to the right-of-way and include awnings, overhanging signs, conduit, and other encroachments that minimally impact accessibility of the right-of-way. Tier 2 encroachments have a major impact to the right-of-way and cause the part of the right-of-way that is encroached on to be unusable. Some types of Tier 2 encroachments are restaurant patios on the sidewalk, fences, stairs, and sheds.

The City began increasing Tier 2 encroachments in FY21 utilizing a five-year plan to gradually increase rates to 50% of the average taxable value of the adjacent properties, approximately \$7.40 per square foot. For FY23, Staff is proposing to increase Tier 2 encroachments from \$2.80 to \$3.80 per square foot. Staff is also recommending to increase the minimum fee from \$10 per year to \$20 per year to cover administrative costs. This additional revenue is recommended to be utilized in the beautification of the right-of-way.

Included in the resolution is the list of property owners and assessments at the proposed FY23 encroachment rental fee amounts.

**ALTERNATIVES**

City Council may:

- Approve the Resolution to revise the encroachment rental fees; or,
- Approve an amended resolution to revise and assess the fees at another specified rate, or;
- Not approve the Resolution. If not approved, Council will need to approve a resolution at the September 26, 2022, Council meeting or no encroachment fees will be assessed for FY23.

**FISCAL EFFECTS**

The proposed FY23 encroachment rental fee will generate \$82,942.19 for FY23. This is an increase of \$17,909.60 over the FY22 revenues.

**Attachments**

Resolution  
Presentation

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

**A RESOLUTION REVISING FEES TO BE CHARGED FOR ENCROACHMENT RENTALS AND LEVYING RELATED ANNUAL ASSESSMENTS TO BE PAID BY PERSONS, FIRMS, AND CORPORATIONS WHO ARE MAINTAINING THE ENCROACHMENTS ON, OVER, ACROSS, OR ABOVE THE STREETS, AVENUES, SIDEWALKS, OR ALLEYS OF THE CITY OF BILLINGS.**

WHEREAS, Section 13-301, Billings, Montana City Code provides that every person that has or maintains any structure, encumbrance, obstruction, or encroachment in or upon ore extending or projecting on, over, across, or above and within seven (7) feet of the grade of any public property, public street, avenue, sidewalk, or alley shall obtain an encroachment permit and shall pay an annual encroachment rental fee; and

WHEREAS, Section 13-302 Billings, Montana City Code provides that the City Council shall establish the amount of the annual encroachment rental fee to be paid to the City for each structure, encumbrance, obstruction or encroachment; and

WHEREAS, Section 13-303 Billings, Montana City Code provides that the City Council shall annually, by resolution, make a special assessment for such annual encroachment rental upon lots abutting on that part of the street, avenue, sidewalk, or alley upon which a structure, encumbrance, obstruction or encroachment is situated on the owner of such abutting lots; and

WHEREAS, the encroachment rental fees should reflect payment for encroachments based on the impact of the encroachment to the right-of-way; and

WHEREAS, the existing fees no longer adequately reflect the value of the encroachment; and

WHEREAS, the City Council has duly considered the matter.

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

1. ENCROACHMENT RENTAL FEES. The City Administrator or his or her designee may determine in his or her discretion the boundaries of the encroachment area which may be larger than the physical dimensions of an item placed in the right-of-way. The encroachment rental fees to be charged by the City of Billings are hereby established as follows:
  - A. Tier 1 encroachments shall be determined by the Public Works Department as those encroachments that have minimal impact to the right-of-way, including, but not limited to awnings, hanging signs, landscaping, and conduit.
    - i. Annual rate per square foot of the encroachment area: \$2.00

- ii. Annual rate per linear foot of the encroachment \$2.00
- iii. Minimum annual fee per encroachment \$20.00

B. Tier 2 encroachments shall be determined by the Public Works Department as those encroachments that have a major impact to the right-of-way, making the encroached upon right-of-way unusable to the public. Tier 2 encroachments include, but are not limited to signs on the ground, fences, restaurant patios, and buildings/structures in the right-of-way.

- i. Annual rate per square foot of the encroachment area: \$3.80
- ii. Annual rate per linear foot of the encroachment \$3.80
- iii. Minimum annual fee per encroachment \$20.00

2. TERM OF FEES. The above fees shall continue in full force and effect until changed by the City Council by subsequent resolution.
3. ANNUAL ASSESSMENT FOR RENTAL. That for the purposes of collecting said rents for the fiscal year 2023 for said structures, encumbrances, obstructions, and encroachments on, over, across, or above the streets, avenues, alleys, and sidewalks of the City of Billings, there is hereby fixed, levied and assessed a special assessment upon the lots or parcels of land provided in the schedule attached, described as EXHIBIT "A" and by this reference made a part hereof.
4. DISPOSITION OF COLLECTIONS. All monies collected from said assessment shall be paid to the Public Works Engineering Fund of the City of Billings, Montana.
5. NOTICE OF HEARING. On Monday, September 12, 2022, at 5:30 p.m. or as soon thereafter as the matter may be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council will hear objections to the adoption of this resolution. The City Clerk is hereby directed to publish notice thereof twice, at least five (5) days prior to the hearing, in the Yellowstone County News.
6. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF BILLINGS

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

ATTEST:

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

## EXHIBIT A

| <b>TAX<br/>CODE</b> | <b>PROPERTY OWNER</b>            | <b>AMOUNT</b> |
|---------------------|----------------------------------|---------------|
| A00028              | Scott Atwood                     | \$ 38.00      |
| A00029              | APEX Billings LLC                | \$ 380.00     |
| A00123              | Trail Creek Properties           | \$ 190.00     |
| A00139              | Carrol Bros LLC                  | \$ 80.00      |
| A00140              | Shipton Supply Co                | \$ 160.00     |
| A00143              | DLB/JMS LLC                      | \$ 40.00      |
| A00146              | McDonnel Family Trust            | \$ 160.00     |
| A00243              | Blngs U S Employees FED CR Union | \$ 240.00     |
| A00260              | TAJ Properties/Wendy's           | \$ 1,181.80   |
| A00262              | City of Billings/Alberta Bair    | \$ 180.00     |
| A00264              | Miller Trois                     | \$ 250.00     |
| A00349              | Roman Catholic Bishop            | \$ 520.60     |
| A00363              | Cormier Properties/Daisy Dukes   | \$ 1,900.00   |
| A00364              | Michael Gray                     | \$ 1,269.20   |
| A00374              | Lo, Chia Wei                     | \$ 182.40     |
| A00495              | Carrol Bros LLC                  | \$ 80.00      |
| A00510              | Frank Family Limited Partnership | \$ 3,648.00   |
| A00604              | Mountrail Properties             | \$ 26.60      |
| A00618              | Clock Tower Inn                  | \$ 1,375.60   |
| A00624              | WFC I LLC                        | \$ 49.40      |
| A00636              | Robertson, Jeff & Donna          | \$ 1,333.80   |
| A00637              | Acme Historic Hotel              | \$ 1,474.40   |
| A00642A             | City of Billings                 | \$ 252.40     |
| A00642B             | WSR LLC                          | \$ 958.89     |
| A00642C             | CJM LLC                          | \$ 12.31      |
| A00644              | Royer Property LLC               | \$ 585.20     |
| A00656              | Swank Properties LLC             | \$ 119.16     |
| A00708              | Yellowstone Auto and RV INC      | \$ 20.00      |
| A00710              | Yellowstone Auto and RV INC      | \$ 20.00      |
| A00737              | Rider, Theodore & Etal           | \$ 20.00      |
| A00765              | Mignone, Francis                 | \$ 448.68     |
| A00774              | Neal LaFever Trust               | \$ 6,536.00   |
| A00776              | Sturm & Drake Development LLC    | \$ 419.00     |
| A00778              | Glacier Bank                     | \$ 1,204.00   |
| A00781              | Nelson, Bert & Andrew            | \$ 478.80     |
| A00783              | Neal LaFever Trust               | \$ 410.40     |
| A00796A             | Securities Building LLC          | \$ 17.10      |

|         |                                      |    |          |
|---------|--------------------------------------|----|----------|
| A00796B | Securities Building LLC              | \$ | 12.05    |
| A00796C | Securities Building LLC              | \$ | 5.05     |
| A00796D | Securities Building LLC              | \$ | 9.08     |
| A00796E | Securities Building LLC              | \$ | 5.13     |
| A00796F | WEBHEN LLC                           | \$ | 9.73     |
| A00796G | WEBHEN LLC                           | \$ | 4.56     |
| A00796H | Securities Building LLC              | \$ | 2.62     |
| A00796I | Securities Building LLC              | \$ | 2.55     |
| A00796J | Securities Building LLC              | \$ | 2.66     |
| A00796K | Securities Building LLC              | \$ | 1.71     |
| A00796L | Securities Building LLC              | \$ | 2.39     |
| A00796N | Securities Building LLC              | \$ | 2.32     |
| A00796O | Securities Building LLC              | \$ | 2.62     |
| A00796P | Securities Building LLC              | \$ | 2.55     |
| A00796Q | Securities Building LLC              | \$ | 2.66     |
| A00796R | Securities Building LLC              | \$ | 1.71     |
| A00796S | Securities Building LLC              | \$ | 2.39     |
| A00796T | Securities Building LLC              | \$ | 2.32     |
| A00804  | Makenna Hotel Investments LLC        | \$ | 494.00   |
| A00806  | Computers Unlimited                  | \$ | 4,791.80 |
| A00807  | RPS LLC                              | \$ | 201.40   |
| A00817  | Larson Family Properties LLC         | \$ | 296.40   |
| A00822  | Nelson, Andy & Bert                  | \$ | 433.20   |
| A00823  | Computers Unlimited                  | \$ | 95.00    |
| A00832  | D B Squared LLC                      | \$ | 2,308.50 |
| A00833  | Computers Unlimited                  | \$ | 1,679.60 |
| A00838  | 2223 Montana LLC                     | \$ | 2,443.40 |
| A00939  | Dean Dairy Fluid LLC                 | \$ | 478.80   |
| A00949  | Yellowstone Health Partnership       | \$ | 38.00    |
| A00964  | Hatzell Properties LLC               | \$ | 80.00    |
| A01010  | Phillips 66 Company                  | \$ | 160.00   |
| A01251  | ConocoPhillips Company               | \$ | 40.00    |
| A01264  | Interfaith Hospitality Network       | \$ | 159.60   |
| A01273  | Plath, Russell & Susan               | \$ | 513.00   |
| A01285  | Halsten Holdings LLC                 | \$ | 92.00    |
| A01293  | Yellowstone Paper Company            | \$ | 114.00   |
| A01298  | Montana Rescue Mission               | \$ | 350.00   |
| A01699  | State of Montana Department of Admin | \$ | 95.00    |
| A01809  | Koinonia Management Co LLC           | \$ | 100.00   |
| A01963A | Yellowstone Art Museum               | \$ | 440.00   |
| A02434A | Midtown Realty LLC                   | \$ | 57.00    |
| A02920  | Coffman, Stephen & Victoria          | \$ | 20.00    |
| A03492  | Miller, Janel                        | \$ | 38.00    |

|         |                                                               |              |
|---------|---------------------------------------------------------------|--------------|
| A04983A | Wilgus, Mark & Josi                                           | \$ 50.00     |
| A05968  | Deaconess Medical Center of Billings INC                      | \$ 608.00    |
| A06751  | Glynn, Andrew                                                 | \$ 24.70     |
| A07017  | Jacobson, Richard & Jacquelyne                                | \$ 57.00     |
| A07120  | Billings Clinic                                               | \$ 200.00    |
| A07131  | Billings Clinic                                               | \$ 2,246.00  |
| A07153  | Billings Clinic                                               | \$ 640.00    |
| A07192  | Billings Clinic                                               | \$ 40.00     |
| A07279  | Billings Clinic                                               | \$ 40.00     |
| A07370  | KARLSEN, VIRGINIA G                                           | \$ 34.00     |
| A08646  | Bryson, Jeffery                                               | \$ 95.00     |
| A09085  | Short, Daniel & Elizabeth                                     | \$ 20.00     |
| A09171  | Main Street Partners                                          | \$ 190.00    |
| A10202  | Lutheran Church of the Good Shepherd                          | \$ 10,689.40 |
| A10613  | Stoughton, Alice                                              | \$ 387.60    |
| A11091  | Berry, Gale & Amy                                             | \$ 190.00    |
| A11193  | Robertson, Matthew                                            | \$ 20.00     |
| A11354  | State of Montana Dept of Institutions                         | \$ 20.00     |
| A11550  | Billings Clinic                                               | \$ 791.68    |
| A11592  | Sisters of Charity of Lvnwrth Hlth                            | \$ 30.00     |
| A11630  | Deaconess Medical Center of Billings INC                      | \$ 160.00    |
| A12102  | Deaconess Medical Center of Billings INC                      | \$ 446.00    |
| A12194  | Billings Clinic                                               | \$ 114.28    |
| A12226  | Sisters of Charity of Leavenworth Health Services Corporation | \$ 2,736.00  |
| A12584  | Lavinder, lisa                                                | \$ 684.00    |
| A12971A | Popp, Gregory & Shelly                                        | \$ 95.00     |
| A13885  | Thomas Family Living Trust, THE                               | \$ 20.00     |
| A13999  | Schaefer, Joshua & Corey                                      | \$ 95.00     |
| A14554  | Staely, Paul                                                  | \$ 220.40    |
| A16557  | Rimrock Hospitality LLC                                       | \$ 30.00     |
| A17196  | Bergman, Samuel & Catherine                                   | \$ 76.00     |
| A17571  | Grand Lanes INC                                               | \$ 182.40    |
| A17942  | Emerick, Richard                                              | \$ 34.20     |
| A17949  | Ballou, Carolyn                                               | \$ 45.60     |
| A19326  | Albertson's Stores SUB LLC                                    | \$ 20.00     |
| A19570  | Billings 9 RE2 LLC                                            | \$ 112.00    |
| A19680  | Cozzens, Jeannine                                             | \$ 100.00    |
| A20220  | Pust, Noah & Mary                                             | \$ 129.20    |
| A20357  | Jones Family Holdings LLC                                     | \$ 60.00     |
| A20610  | Von Wagoner, Jeremy                                           | \$ 372.40    |
| A20713  | Boggs, Justin                                                 | \$ 20.00     |
| A20842  | Teichert, Lyle & Valerie                                      | \$ 38.00     |

|         |                                                                          |             |
|---------|--------------------------------------------------------------------------|-------------|
| A22975  | Moffett, Dave                                                            | \$ 190.00   |
| A23158A | Baxter, Shawn & Ashley                                                   | \$ 20.00    |
| A23158B | Cromwell, Leisha                                                         | \$ 20.00    |
| A23158C | Brien, Yuki                                                              | \$ 20.00    |
| A23158D | Fagg, Shelly & Gertrude                                                  | \$ 20.00    |
| A23158E | Cavazos, Francis & Cora                                                  | \$ 20.00    |
| A23158F | Derke, Craig                                                             | \$ 20.00    |
| A23158G | Heggmern, Conner                                                         | \$ 20.00    |
| A23158H | Webster, Diane                                                           | \$ 20.00    |
| A23703  | Valkenburg, Corneluis & Linda                                            | \$ 222.30   |
| A24268  | Collett, Gordon & Siv                                                    | \$ 50.00    |
| A24843  | Schneider, Jason & Summer                                                | \$ 190.00   |
| A28233A | Grand West Property LLC                                                  | \$ 73.49    |
| A28233B | Grand Ave Investor LLC                                                   | \$ 245.86   |
| A28233C | Grand Ave Investor LLC                                                   | \$ 44.00    |
| A28233D | Grand Ave Investor LLC                                                   | \$ 42.86    |
| A28233E | Grand Avenue Investors LLC                                               | \$ 49.78    |
| A28994  | BK RE 11036 LLC                                                          | \$ 95.00    |
| A29218  | Bottrell Family Investments LP                                           | \$ 240.00   |
| A30109  | Wood, Alvin & Stacey                                                     | \$ 260.00   |
| A31092  | Capital Holdings LLC 49.9% INT                                           | \$ 1,000.00 |
| A31495  | Hunters Pointe Apartments LLC                                            | \$ 114.00   |
| A33004  | Sermon, Edward & Regina                                                  | \$ 20.00    |
| A36143  | Corp of Presiding Bishop of Chur of Jesus Christ<br>of Latter Day Saints | \$ 1,050.00 |
| C01755  | Parker, Patrick                                                          | \$ 20.00    |
| C06176  | Zimny, Gerard & Michele                                                  | \$ 427.50   |
| C07319  | Magga LLC                                                                | \$ 1,412.00 |
| C08660  | Eggebrecht Family Limited Ptnrshp                                        | \$ 20.00    |
| D00527  | RMR I LLC                                                                | \$ 3,800.00 |
| D01389  | Hanser Automotive Co INC                                                 | \$ 2,610.60 |
| D04718  | Ellis, Shelley                                                           | \$ 76.00    |
| D05641  | Robertson, Matt                                                          | \$ 20.00    |
| D05900  | B WHO U R, LLC                                                           | \$ 5,472.00 |
| D05903  | Rookhuizen, Edward & Dianna                                              | \$ 380.00   |
| E00004A | Northwestern Energy                                                      | \$ 638.40   |



September 12, 2022

# Annual Encroachment Fees



**Billings**  
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# OVERVIEW

An **encroachment** is when any physical object projects into the City's right-of-way (ROW).

One-time **permit** due with encroachment applications.

**Annual Rental** fees are assessed for encroachments that are not temporary in nature.

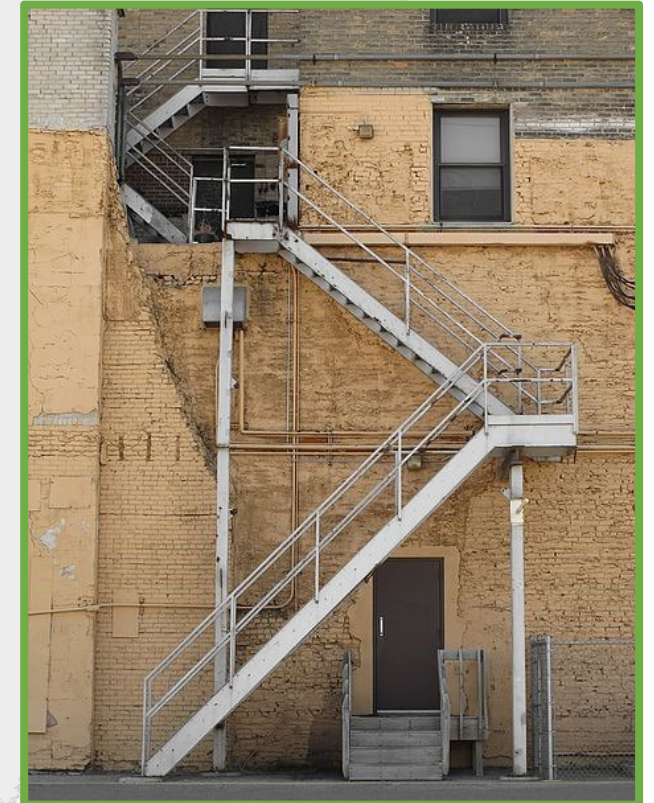
The proposed **Resolution** will revise the established fees and levy annual rental fee assessments for encroachments in the ROW.

## Why assess a rental fee?

### **Cover costs**

- Inspection
- Administration
- On-going ROW Management

### **Ensure safety and accessibility of the ROW**



# ENCROACHMENT RENTAL FEES

## FY85

- Encroachment rental fee set at \$1/SF

## FY86

- Awnings and canopies in CBD exempted

## FY21

- Changed to tier system
- Encroachment rental fee set at \$2/SF
- First year of 5-year plan for tier 2 encroachments

## FY22

- Second year of 5-year plan for tier 2 encroachments
- Tier 2 encroachments increased from \$2/SF to \$2.80/SF

## Tier Structure

### Defined by public impact

#### Tier 1

- minimal impact to the right-of-way
- awnings, overhanging signs, conduit

#### Tier 2

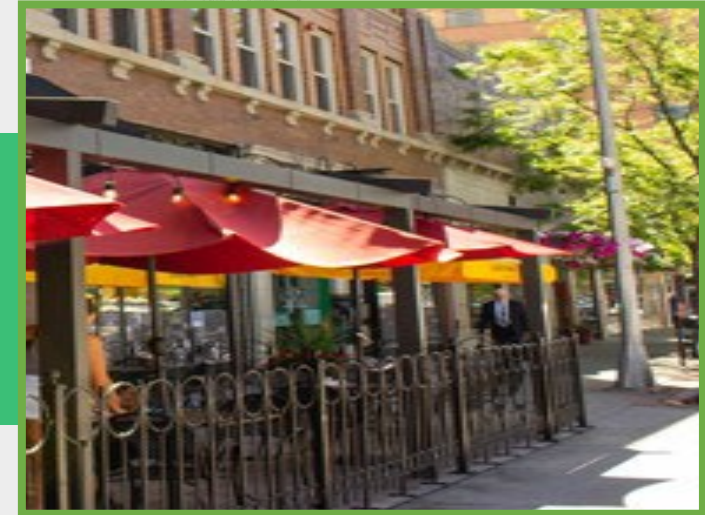
- major impact to the right-of-way and cause part of the right-of-way to be unusable
- restaurant patios on the sidewalk, fences, stairways, and sheds
- 5-year fee phase-in
  - 50% of the average taxable value of adjacent land
  - Target rate = \$7.35



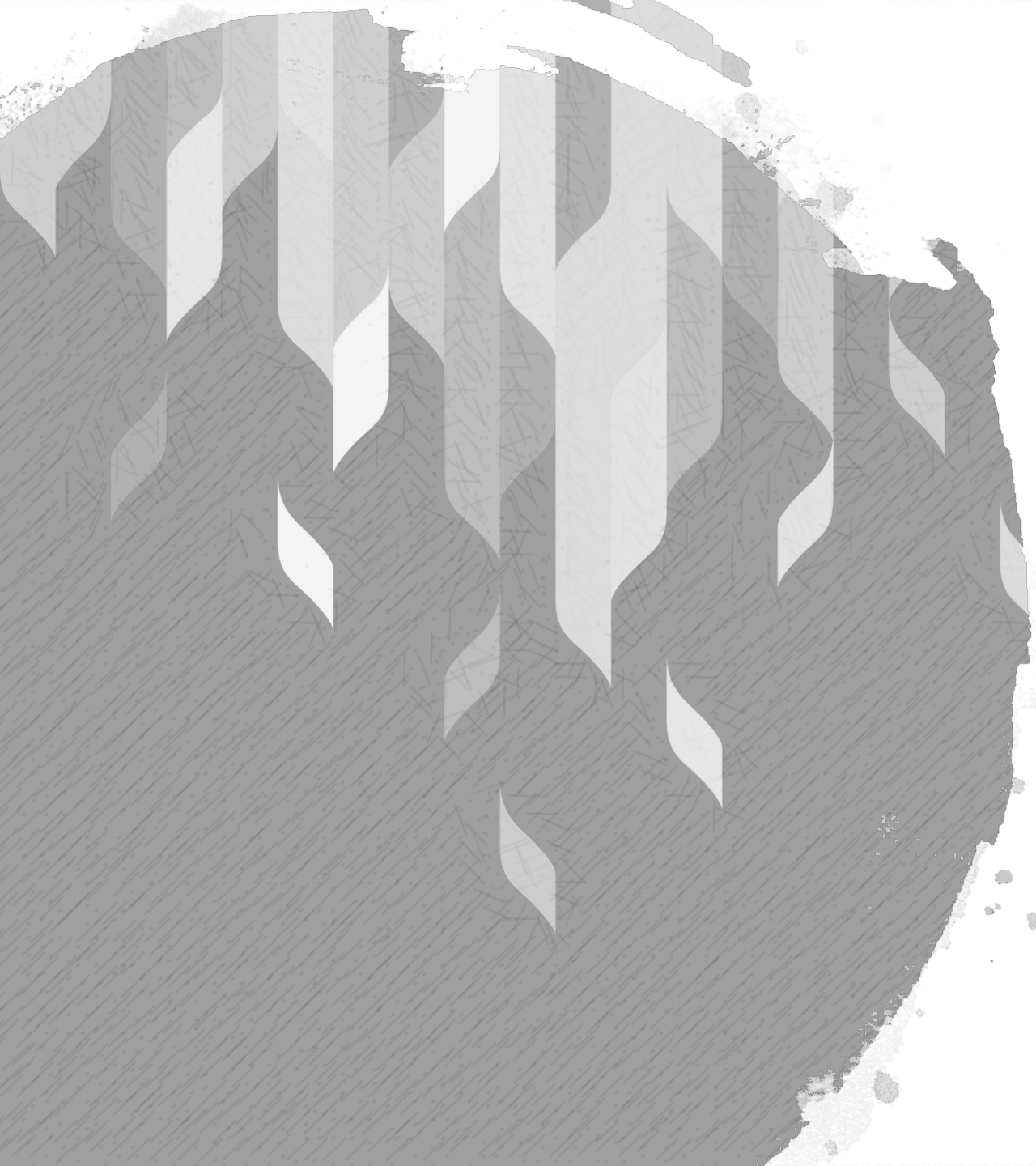
# RENTAL FEES & ANNUAL ASSESSMENTS

| Description                 | Current Rate | Proposed Rate |
|-----------------------------|--------------|---------------|
| <b>Tier I</b>               |              |               |
| Annual rate per square foot | \$2.00       | \$2.00        |
| Annual rate per linear foot | \$2.00       | \$2.00        |
| Minimum annual fee          | \$10.00      | \$20.00       |
| <b>Tier II</b>              |              |               |
| Annual rate per square foot | \$2.80       | \$3.80        |
| Annual rate per linear foot | \$2.80       | \$3.80        |
| Minimum annual fee          | \$10.00      | \$20.00       |

**132** encroachments  
 Assessed to **157** tax codes  
**\$83k** in revenues from  
 annual rental fees



| Address                    | Encroachment        | Tier | FY22 Annual Assessment | FY23 Annual Assessment | \$ Increase |
|----------------------------|---------------------|------|------------------------|------------------------|-------------|
| 2305 3 <sup>rd</sup> Ave S | Underground Conduit | I    | \$160                  | \$160                  | \$0         |
| 138 Florine Ln             | Fence in Alley      | II   | \$42                   | \$57                   | \$15        |
| 533 Park Ln                | Retaining Wall      | II   | \$14                   | \$20                   | \$6         |
| 3040 Central Ave           | Sign                | II   | \$84                   | \$114                  | \$30        |
| 222 N 28 <sup>th</sup>     | Outdoor Patio       | II   | \$1,400                | \$1,900                | \$500       |



# THANK YOU

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EXCELLENCE  
INNOVATION  
INTEGRITY



**Billings**  
PUBLIC  
WORKS

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing SID 2919 Allocation of Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and pass the proposed resolution to assess property owners for sidewalk, curb and gutter, drive approaches, and alley approaches construction costs for SID 2919 (work order 20-02).

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

This project is for Missing Sidewalk Improvements in various locations around the city. SID No. 2919 (work order 20-02) has been completed by the Finance Department and is ready to spread on the 2022 tax roll.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the property owners will not be assessed, and the General Fund will be responsible for paying for the improvements.

**FISCAL EFFECTS**

The total cost spread to the district is \$251,664. Assessments range from \$360 to \$24,769 spread over a 12 year period, at an interest rate of 6%. The amount assessed per property is stated in the resolution.

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**Attachments**

Resolution SID 2919

**RESOLUTION NO. 22\_\_\_\_\_**

**A RESOLUTION LEVYING A SPECIAL ASSESSMENT TAX UPON ALL  
BENEFITED PROPERTY IN A SPECIAL IMPROVEMENT DISTRICT OR  
PROJECT KNOWN AS 2919, IN THE CITY OF BILLINGS, MONTANA.**

WHEREAS, the City created a special improvement district or project known as 2919 and;

WHEREAS, it is necessary to levy a special assessment tax upon each benefited property in the district or project area to defray the cost and expenses of said district or project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Billings, Montana as follows:

1: LEVY AND ASSESSMENT. That for the purpose of defraying the cost and expense of making improvements in a special improvement district or project known as 2919 of the City of Billings, Montana, there is hereby levied and assessed upon each lot or parcel of land described below, owned by persons respectively indicated, a special assessment tax payable in semi-annual installments with interest. Each lot and parcel assessed and the owner thereof is hereinafter described:

| <u>Tax Code</u><br><u>/Owner Name</u><br><u>/Legal Description</u>                                               | <u>Assessment</u><br><u>Amount</u> | <u>Interest</u><br><u>Rate</u> | <u>Years</u><br><u>Assessed</u> |
|------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| A01882A<br>BEST, CAMERON<br>BILLINGS SECOND ADDITION, S03, T01 S, R26 E, BLOCK 247, Lot 7 - 8                    | \$2,716.69                         | 6.000                          | 12                              |
| A02112<br>BRADBURY, DAN R<br>BILLINGS ORIGINAL TOWNSITE, S33, T01 N, R26 E, BLOCK 289, Lot 23 - 24               | \$6,020.46                         | 6.000                          | 12                              |
| A02499B<br>ROHR RENTALS LLC #2<br>SEDGEWOOD TOWNHOMES (15), S06, T01 S, R26 E, UNIT 2337, 50% COMMON AREA<br>INT | \$2,228.35                         | 6.000                          | 12                              |
| A04477<br>KRIEGER, TROY G<br>CENTRAL HEIGHTS SUB 1ST FILING, S07, T01 S, R26 E, BLOCK 3, Lot 9                   | \$1,981.59                         | 6.000                          | 12                              |
| A04675                                                                                                           | \$2,441.35                         | 6.000                          | 12                              |

YUHAS, DENNIS C & MARY T  
CENTRAL HEIGHTS SUB 5TH FILING, S07, T01 S, R26 E, BLOCK 8, Lot 30, LESS N

|                                                                                                            |            |       |    |
|------------------------------------------------------------------------------------------------------------|------------|-------|----|
| A05872                                                                                                     | \$2,000.11 | 6.000 | 12 |
| CUMMINS, LANA J<br>CURTIS SUBD 2ND FILING, S31, T01 N, R26 E, BLOCK 1, Lot 13                              |            |       |    |
| A06047                                                                                                     | \$3,669.26 | 6.000 | 12 |
| ROGERS, CHARLES B & SUZANNE M<br>DESCRO SUBD - 2ND FILING, S01, T01 S, R25 E, BLOCK 4, Lot 20              |            |       |    |
| A06048                                                                                                     | \$3,991.58 | 6.000 | 12 |
| FISHER, CLAYTON & LESLIE<br>DESCRO SUBD - 2ND FILING, S01, T01 S, R25 E, BLOCK 5, Lot 1                    |            |       |    |
| A08177                                                                                                     | \$6,038.55 | 6.000 | 12 |
| FRANCIS, MICHAEL H & VICTORIA<br>GRANDVIEW SUBD, S32, T01 N, R26 E, BLOCK 4, Lot 6, & N15' LT 7            |            |       |    |
| A08178                                                                                                     | \$2,538.26 | 6.000 | 12 |
| SMITH, BRIAN T<br>GRANDVIEW SUBD, S32, T01 N, R26 E, BLOCK 4, Lot 7, S45' LT 7 & N15' LT 8                 |            |       |    |
| A09734                                                                                                     | \$2,503.63 | 6.000 | 12 |
| HANDLEY, STEPHEN L & VICKI D<br>KOBER SUBD, S36, T01 N, R25 E, BLOCK 5, Lot 27 - 28, & E2 FT LT 26         |            |       |    |
| A10216                                                                                                     | \$899.33   | 6.000 | 12 |
| NESSAN, RICHARD TRUSTEE<br>LILLIS SUBD 1ST FILING, S01, T01 S, R25 E, BLOCK 2, Lot 6                       |            |       |    |
| A10218                                                                                                     | \$359.73   | 6.000 | 12 |
| NESSAN, RICHARD TRUSTEE<br>LILLIS SUBD 1ST FILING, S01, T01 S, R25 E, BLOCK 2, Lot 8, (LESS 1240 SQ<br>FT  |            |       |    |
| A10219                                                                                                     | \$2,174.70 | 6.000 | 12 |
| STANGELAND, MILO & KAREN<br>LILLIS SUBD 1ST FILING, S01, T01 S, R25 E, BLOCK 2, Lot 9                      |            |       |    |
| A10221                                                                                                     | \$359.73   | 6.000 | 12 |
| MONAD ONE LLP<br>LILLIS SUBD 1ST FILING, S01, T01 S, R25 E, BLOCK 2, Lot 11                                |            |       |    |
| A10225                                                                                                     | \$4,587.29 | 6.000 | 12 |
| MUNDAHL, BRANDY J<br>LILLIS SUBD 1ST FILING, S01, T01 S, R25 E, BLOCK 2, Lot 15                            |            |       |    |
| A12678                                                                                                     | \$2,706.97 | 6.000 | 12 |
| PUST, LESTER A & LAURA J<br>PARTINGTON PARK SUB 4TH FILING, S36, T01 N, R25 E, BLOCK 10, Lot 10, LESS<br>E |            |       |    |
| A13902                                                                                                     | \$573.18   | 6.000 | 12 |
| MAY, AMY B                                                                                                 |            |       |    |

SHAFFER SUBD, S35, T01 N, R25 E, Lot 19

|                                                                                                            |            |       |    |
|------------------------------------------------------------------------------------------------------------|------------|-------|----|
| A13911                                                                                                     | \$2,595.35 | 6.000 | 12 |
| WILKINSON, GREGORY A & RITA G<br>SHAFFER SUBD, S35, T01 N, R25 E, Lot 28                                   |            |       |    |
| A14637                                                                                                     | \$2,238.33 | 6.000 | 12 |
| BOESPFLUG, ROCHELLE L<br>STATE REALTY ADD, S10, T01 S, R26 E, BLOCK 2, Lot 43 - 44                         |            |       |    |
| A14888                                                                                                     | \$1,846.62 | 6.000 | 12 |
| ELLIOTT, JOHN B & ANNA<br>STREETER ADD, S31, T01 N, R26 E, BLOCK 4, Lot 19 - 20                            |            |       |    |
| A16257                                                                                                     | \$5,681.01 | 6.000 | 12 |
| BRIGGS, DONALD C & CAROL ANN<br>SUNNYSIDE SUBD 1ST FILING, S32, T01 N, R26 E, BLOCK 1, Lot 4, E50 FT S2 LT |            |       |    |
| A16271                                                                                                     | \$4,467.96 | 6.000 | 12 |
| CORCORAN, PAUL &<br>SUNNYSIDE SUBD 1ST FILING, S32, T01 N, R26 E, BLOCK 2, Lot 3, S50 FT LT 3              |            |       |    |
| A16294                                                                                                     | \$5,523.17 | 6.000 | 12 |
| AGOSTO, EBONI<br>SUNNYSIDE SUBD 1ST FILING, S32, T01 N, R26 E, BLOCK 3, Lot 3, S50 FT LT 3                 |            |       |    |
| A16317                                                                                                     | \$1,756.77 | 6.000 | 12 |
| ELEVEN O ONE (1101) NORTH 27TH<br>SUNNYSIDE SUBD 1ST FILING, S32, T01 N, R26 E, BLOCK 4, Lot 3             |            |       |    |
| A16359                                                                                                     | \$1,636.15 | 6.000 | 12 |
| HILL CREST, INC<br>SUNNYSIDE SUBD 2ND FILING, S32, T01 N, R26 E, BLOCK 6, Lot 2, N50 FT LT 2               |            |       |    |
| A16402                                                                                                     | \$6,436.15 | 6.000 | 12 |
| RED GATE #2 LLC<br>SUNNYSIDE SUBD 2ND FILING, S32, T01 N, R26 E, BLOCK 8, Lot 2, N50 FT LT 2               |            |       |    |
| A16501                                                                                                     | \$6,996.89 | 6.000 | 12 |
| DAVIS, RICKY W<br>SUNNYSIDE SUBD 3RD FILING, S32, T01 N, R26 E, BLOCK 16, Lot 4, E70' S100'<br>L           |            |       |    |
| A16502                                                                                                     | \$5,608.74 | 6.000 | 12 |
| SCANSON, SEAN & REBECCA<br>SUNNYSIDE SUBD 3RD FILING, S32, T01 N, R26 E, BLOCK 16, Lot 4, W70 FT S100      |            |       |    |
| A17352                                                                                                     | \$1,184.32 | 6.000 | 12 |
| MILAM FAMILY TRUST<br>VAN ORNUM SUBD, S05, T01 S, R26 E, BLOCK 2, Lot 3, W57 FT LT 3                       |            |       |    |
| A17353                                                                                                     | \$841.14   | 6.000 | 12 |
| MILAM FAMILY TRUST<br>VAN ORNUM SUBD, S05, T01 S, R26 E, BLOCK 2, Lot 3, E36 FT LT 3 & W21 FT LT           |            |       |    |

|                                                                                                         |            |       |    |
|---------------------------------------------------------------------------------------------------------|------------|-------|----|
| A19835                                                                                                  | \$4,183.12 | 6.000 | 12 |
| ROSS, DERREK A & JANET K<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 19              |            |       |    |
| A19836                                                                                                  | \$3,668.30 | 6.000 | 12 |
| SOUTH, DARYLL L<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 20                       |            |       |    |
| A19837                                                                                                  | \$4,232.36 | 6.000 | 12 |
| BOLIN, ROBERT W JR<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 21                    |            |       |    |
| A19842                                                                                                  | \$9,209.12 | 6.000 | 12 |
| BANKA, CYNTHIA S<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 26                      |            |       |    |
| A19843                                                                                                  | \$5,834.36 | 6.000 | 12 |
| WOHLER, LEO E & DIANA A<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 27, & LT 36<br>( |            |       |    |
| A19844                                                                                                  | \$4,028.99 | 6.000 | 12 |
| BURROUGHS, KAREN E &<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 28                  |            |       |    |
| A19845                                                                                                  | \$6,353.66 | 6.000 | 12 |
| SOWDEN, CLINTON<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 29                       |            |       |    |
| A19847                                                                                                  | \$7,416.61 | 6.000 | 12 |
| BRINKMAN, CORY<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 5, Lot 31                        |            |       |    |
| A19921                                                                                                  | \$7,633.21 | 6.000 | 12 |
| SCRIMSHAW, ERNEST J & KELLY L<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 8, Lot 16         |            |       |    |
| A19922                                                                                                  | \$4,598.17 | 6.000 | 12 |
| BROOKIE, SHARA D<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 8, Lot 17                      |            |       |    |
| A19923                                                                                                  | \$3,495.63 | 6.000 | 12 |
| GUENZLER, CASADY LEE & KATIE ANNE W<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 8, Lot 18   |            |       |    |
| A19966                                                                                                  | \$3,810.28 | 6.000 | 12 |
| KOSMICKI, RICHARD L & JULINE M<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 10, Lot 15       |            |       |    |
| A19968                                                                                                  | \$5,256.07 | 6.000 | 12 |
| TOKARSKI, GERARD P<br>KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 10, Lot 17                   |            |       |    |
| A19969                                                                                                  | \$5,776.81 | 6.000 | 12 |
| TONNING, NICHOLAS &                                                                                     |            |       |    |

|                                                                    |             |       |    |
|--------------------------------------------------------------------|-------------|-------|----|
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 10, Lot 18    |             |       |    |
| A19970                                                             | \$10,170.33 | 6.000 | 12 |
| SORLIE, DONALD D & BECKY A                                         |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 10, Lot 19    |             |       |    |
| A19999                                                             | \$7,623.11  | 6.000 | 12 |
| VOSS, STEVEN M & MITSUE                                            |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 12, Lot 3     |             |       |    |
| A20010                                                             | \$5,646.34  | 6.000 | 12 |
| EVANS, NORMAN R & CATHERINE J                                      |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 12, Lot 14    |             |       |    |
| A20028                                                             | \$4,518.23  | 6.000 | 12 |
| NORDHUS, KAYLA L                                                   |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 13, Lot 8     |             |       |    |
| A20029                                                             | \$4,342.36  | 6.000 | 12 |
| PULSE, VICTOR D & NICOLE M                                         |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 13, Lot 9     |             |       |    |
| A20030                                                             | \$5,752.50  | 6.000 | 12 |
| PIERCE, BURTON & VIRGINIA                                          |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 13, Lot 10    |             |       |    |
| A20032                                                             | \$4,509.27  | 6.000 | 12 |
| MCCAULLEY, BETTY E,                                                |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 13, Lot 12    |             |       |    |
| A20075                                                             | \$5,631.64  | 6.000 | 12 |
| MCCOSKERY, DAVID M                                                 |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 16, Lot 1     |             |       |    |
| A20097                                                             | \$5,857.00  | 6.000 | 12 |
| BEARTUSK, KEITH L & DEBBY E                                        |             |       |    |
| KIMBERLEY HEIGHTS SUBD 1ST, S21, T01 N, R26 E, BLOCK 16, Lot 23    |             |       |    |
| A21226                                                             | \$2,744.42  | 6.000 | 12 |
| SCHANTZ, DAVID A & SARA E                                          |             |       |    |
| SILVERWOOD SUBD, S25, T01 N, R25 E, BLOCK 3, Lot 3                 |             |       |    |
| C08182                                                             | \$24,768.71 | 6.000 | 12 |
| BLAKE, LEWIS P & BETTY J                                           |             |       |    |
| LAKE HILLS SUBD 11TH (ANNEXED), S09, T01 N, R26 E, BLOCK 41, Lot 4 |             |       |    |

2: **DISPOSITION OF COLLECTION.** All monies collected from the assessment shall be paid into a special improvement district or project Fund. Assessments become delinquent based on the semi-annual due dates of real property taxes, currently December 1 and June 1 of each year.

3: NOTICE AND HEARING. On Monday, September 12, 2022 at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda of the City Council at a regular meeting held in the Council Chambers of the Police Facility, 220 N. 27<sup>th</sup> St., Billings, Montana, the City Council held a public hearing to hear comments and/or objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice with at least six (6) days separating each publication in a newspaper of general paid circulation with a periodicals mailing permit. The final publication was made at least 10 days prior to the public hearing per MCA 7-12-4177.

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

PASSED AND APPROVED this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing SID 2920 Allocation of Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and pass the proposed resolution to assess property owners for sidewalk, curb and gutter, drive approaches, and appurtenant construction costs for SID 2920 (work order 20-15).

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

The Improvements constituting the Wicks Lane Improvements will be the curb/gutter, sidewalk, drive approach and appurtenant. SID No. 2920 (work order 20-15) has been completed by the Finance Department and is ready to spread on the 2022 tax roll.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the property owners will not be assessed, and the General Fund will be responsible for paying for the improvements.

**FISCAL EFFECTS**

The total cost spread to the district is \$395,264. Assessments range from \$4,246 to \$43,667 spread over a 12 year period, at an interest rate of 6%. The amount assessed per property is stated in the resolution.

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**Attachments**

Resolution SID 2920

**RESOLUTION NO. 22\_\_\_\_\_**

**A RESOLUTION LEVYING A SPECIAL ASSESSMENT TAX UPON ALL  
BENEFITED PROPERTY IN A SPECIAL IMPROVEMENT DISTRICT OR  
PROJECT KNOWN AS 2920, IN THE CITY OF BILLINGS, MONTANA.**

WHEREAS, the City created a special improvement district or project known as 2920 and;

WHEREAS, it is necessary to levy a special assessment tax upon each benefited property in the district or project area to defray the cost and expenses of said district or project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Billings, Montana as follows:

1: LEVY AND ASSESSMENT. That for the purpose of defraying the cost and expense of making improvements in a special improvement district or project known as 2920 of the City of Billings, Montana, there is hereby levied and assessed upon each lot or parcel of land described below, owned by persons respectively indicated, a special assessment tax payable in semi-annual installments with interest. Each lot and parcel assessed and the owner thereof is hereinafter described:

| <u>Tax Code</u><br><u>/Owner Name</u><br><u>/Legal Description</u>                           | <u>Assessment</u><br><u>Amount</u> | <u>Interest</u><br><u>Rate</u> | <u>Years</u><br><u>Assessed</u> |
|----------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| A20460<br>GILL FAMILY REVOCABLE LIVING TRUST<br>HEYN SUBD, S23, T01 N, R26 E, BLOCK 1, Lot 1 | \$20,122.48                        | 6.000                          | 12                              |
| A20470<br>RENO, JOSHUA & REBECCA A<br>HEYN SUBD, S23, T01 N, R26 E, BLOCK 1, Lot 11          | \$20,218.41                        | 6.000                          | 12                              |
| A20471<br>RENTZIOS, CHRISTOS D<br>HEYN SUBD, S23, T01 N, R26 E, BLOCK 2, Lot 1, CORR (73)    | \$19,502.70                        | 6.000                          | 12                              |
| A20487<br>ZIM PROPERTIES, LLC<br>HEYN SUBD, S23, T01 N, R26 E, BLOCK 2, Lot 17, (CORR)       | \$4,246.38                         | 6.000                          | 12                              |
| A23001<br>GIBSON, STEVE &<br>BREWINGTON SUBD, S14, T01 N, R26 E, BLOCK 2, Lot 1              | \$28,963.65                        | 6.000                          | 12                              |

|                                                                             |             |       |    |
|-----------------------------------------------------------------------------|-------------|-------|----|
| A23002A                                                                     | \$21,287.04 | 6.000 | 12 |
| SAVARIA, MICHAEL S                                                          |             |       |    |
| BREWINGTON SUBD, S14, T01 N, R26 E, BLOCK 2, Lot 2B                         |             |       |    |
| C01115                                                                      | \$11,499.05 | 6.000 | 12 |
| BOELTER, BRIAN & KRISTIE                                                    |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 2                              |             |       |    |
| C01117                                                                      | \$13,417.51 | 6.000 | 12 |
| HANSEN, JEFF A                                                              |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 4                              |             |       |    |
| C01118                                                                      | \$6,655.76  | 6.000 | 12 |
| FELSTAT, THOMAS R                                                           |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 5A, AMND (08)                  |             |       |    |
| C01119                                                                      | \$19,952.26 | 6.000 | 12 |
| POLLY PROPERTIES LLC                                                        |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 6A, (08)                       |             |       |    |
| C01120                                                                      | \$14,426.27 | 6.000 | 12 |
| N T C VENTURES INC                                                          |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 7                              |             |       |    |
| C01121                                                                      | \$15,997.93 | 6.000 | 12 |
| SUDERMAN, AARON K                                                           |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 8                              |             |       |    |
| C01122                                                                      | \$22,645.99 | 6.000 | 12 |
| SKOGEN, TAMARA A & ALFRED                                                   |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 9, S140' LT 9                  |             |       |    |
| C01124                                                                      | \$24,398.54 | 6.000 | 12 |
| WALSTAD, PATRICK                                                            |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 10, & N 175' LT 9, E FRAC LT 1 |             |       |    |
| C01127                                                                      | \$10,774.87 | 6.000 | 12 |
| ASKIN, DALYN S & TERESA L                                                   |             |       |    |
| LYNCH ACRES, S14, T01 N, R26 E, BLOCK 1, Lot 14                             |             |       |    |
| D05153                                                                      | \$21,856.07 | 6.000 | 12 |
| BROWN, MARY K                                                               |             |       |    |
| S14, T01 N, R26 E, C.O.S. 485, PARCEL B1, AMD 1.883 AC (07)                 |             |       |    |
| D05154                                                                      | \$19,233.25 | 6.000 | 12 |
| WEICKUM, LENORA B & GARY D                                                  |             |       |    |
| S14, T01 N, R26 E, C.O.S. 485, PARCEL C, & TR D (1.85 ACRES)                |             |       |    |
| D05156                                                                      | \$6,657.42  | 6.000 | 12 |
| RENTZIOS, CHRISTOS D                                                        |             |       |    |
| HEYN SUBD, S23, T01 N, R26 E, BLOCK 2, Lot 1, CORR (73)                     |             |       |    |
| D05158                                                                      | \$12,742.38 | 6.000 | 12 |
| WEICKUM, LENORA B & GARY D                                                  |             |       |    |
| S14, T01 N, R26 E, C.O.S. 485, PARCEL C, & TR D (1.85 ACRES)                |             |       |    |
| D05160                                                                      | \$6,435.52  | 6.000 | 12 |

|                                                     |             |       |    |
|-----------------------------------------------------|-------------|-------|----|
| KANGA WAY LLC                                       |             |       |    |
| S14, T01 N, R26 E, C.O.S. 3751, (21)                |             |       |    |
| D05161                                              | \$11,345.60 | 6.000 | 12 |
| MILLER, CARL E                                      |             |       |    |
| S14, T01 N, R26 E, C.O.S. 122, LESS ED'S SUB        |             |       |    |
| D05373                                              | \$19,216.98 | 6.000 | 12 |
| LEANN D LLC                                         |             |       |    |
| S23, T01 N, R26 E, C.O.S. 1056, PARCEL A1, AMD (09) |             |       |    |
| D05375                                              | \$43,667.17 | 6.000 | 12 |
| CORP OF PRES BISHOP OF CHURCH / LDS                 |             |       |    |
| S23, T01 N, R26 E, C.O.S. 1205, PARCEL 1            |             |       |    |

2: DISPOSITION OF COLLECTION. All monies collected from the assessment shall be paid into a special improvement district or project Fund. Assessments become delinquent based on the semi-annual due dates of real property taxes, currently December 1 and June 1 of each year.

3: NOTICE AND HEARING. On Monday, September 12, 2022 at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda of the City Council at a regular meeting held in the Council Chambers of the Police Facility, 220 N. 27<sup>th</sup> St., Billings, Montana, the City Council held a public hearing to hear comments and/or objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice with at least six (6) days separating each publication in a newspaper of general paid circulation with a periodicals mailing permit. The final publication was made at least 10 days prior to the public hearing per MCA 7-12-4177.

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

PASSED AND APPROVED this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing SID 2921 Allocation of Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and pass the proposed resolution to assess property owners for sidewalk, curb and gutter, drive approaches, and appurtenant construction costs for SID 2921 (work order 20-28).

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

The improvements constituting the Songbird Drive Improvements will be the construction and installation of curb/gutter, sidewalk, drive approach and appurtenant improvements, storm sewer improvements, and asphalt pavement on Songbird Drive, between Frontier Drive and Midland Road within the City of Billings. SID No. 2921 (work order 20-28) has been completed by the Finance Department and is ready to spread on the 2022 tax roll.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the property owners will not be assessed, and the General Fund will be responsible for paying for the improvements.

**FISCAL EFFECTS**

The total cost spread to the district is \$121,518. Assessments range from \$10,814 to \$52,980 spread over a 12 year period, at an interest rate of 6%. The amount assessed per property is stated in the resolution.

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**Attachments**

Resolution SID 2921

**RESOLUTION NO. 22\_\_\_\_\_**

**A RESOLUTION LEVYING A SPECIAL ASSESSMENT TAX UPON ALL  
BENEFITED PROPERTY IN A SPECIAL IMPROVEMENT DISTRICT OR  
PROJECT KNOWN AS 2921, IN THE CITY OF BILLINGS, MONTANA.**

WHEREAS, the City created a special improvement district or project known as 2921 and;

WHEREAS, it is necessary to levy a special assessment tax upon each benefited property in the district or project area to defray the cost and expenses of said district or project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Billings, Montana as follows:

1: LEVY AND ASSESSMENT. That for the purpose of defraying the cost and expense of making improvements in a special improvement district or project known as 2921 of the City of Billings, Montana, there is hereby levied and assessed upon each lot or parcel of land described below, owned by persons respectively indicated, a special assessment tax payable in semi-annual installments with interest. Each lot and parcel assessed and the owner thereof is hereinafter described:

| <u>Tax Code</u><br><u>/Owner Name</u><br><u>/Legal Description</u>                       | <u>Assessment</u><br><u>Amount</u> | <u>Interest</u><br><u>Rate</u> | <u>Years</u><br><u>Assessed</u> |
|------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| C09240<br>BELL, RICHARD W & LORI A<br>WEIL SUBD, S17, T01 S, R26 E, BLOCK 3, Lot 7       | \$21,188.59                        | 6.000                          | 12                              |
| C09241<br>DRINGLE, JOE JAY & DOROTHY &<br>WEIL SUBD, S17, T01 S, R26 E, BLOCK 3, Lot 8   | \$11,114.74                        | 6.000                          | 12                              |
| C09242<br>DRINGLE, JOE JAY & DOROTHY &<br>WEIL SUBD, S17, T01 S, R26 E, BLOCK 3, Lot 9   | \$10,814.32                        | 6.000                          | 12                              |
| C09435<br>DNR DEVELOPMENT LLC<br>LANGER-THOMPSON SUBD, S17, T01 S, R26 E, BLOCK 1, Lot 4 | \$25,420.21                        | 6.000                          | 12                              |
| D01896<br>WELLS, DANIEL (ETAL)<br>S17, T01 S, R26 E, C.O.S. 2834, PARCEL 1               | \$52,980.43                        | 6.000                          | 12                              |

2: DISPOSITION OF COLLECTION. All monies collected from the assessment shall be paid into a special improvement district or project Fund. Assessments become delinquent based on the semi-annual due dates of real property taxes, currently December 1 and June 1 of each year.

3: NOTICE AND HEARING. On Monday, September 12, 2022 at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda of the City Council at a regular meeting held in the Council Chambers of the Police Facility, 220 N. 27<sup>th</sup> St., Billings, Montana, the City Council held a public hearing to hear comments and/or objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice with at least six (6) days separating each publication in a newspaper of general paid circulation with a periodicals mailing permit. The final publication was made at least 10 days prior to the public hearing per MCA 7-12-4177.

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

PASSED AND APPROVED this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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



**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing SID 2922 Allocation of Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and pass the proposed resolution to assess property owners for curb and gutter, drive approaches, appurtenant improvements, storm sewer improvements, and asphalt pavement construction costs for SID 2922 (work order 21-12).

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

The improvements constituting the Harrow Drive Improvements will be the construction and installation of curbs, gutters, drive approaches, and appurtenant improvements, storm sewer improvements, and asphalt pavement on Harrow Drive, north of Rimrock Road within the City of Billings. SID No. 2922 (work order 21-12) has been completed by the Finance Department and is ready to spread on the 2022 tax roll.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the property owners will not be assessed, and the General Fund will be responsible for paying for the improvements.

**FISCAL EFFECTS**

The total cost spread to the district is \$133,291. Assessments range from \$5,014 to \$22,949 spread over a 12 year period, at an interest rate of 6%. The amount assessed per property is stated in the resolution.

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**Attachments**

Resolution SID 2922

**RESOLUTION NO. 22\_\_\_\_\_**

**A RESOLUTION LEVYING A SPECIAL ASSESSMENT TAX UPON ALL  
BENEFITED PROPERTY IN A SPECIAL IMPROVEMENT DISTRICT OR  
PROJECT KNOWN AS 2922, IN THE CITY OF BILLINGS, MONTANA.**

WHEREAS, the City created a special improvement district or project known as 2922 and;

WHEREAS, it is necessary to levy a special assessment tax upon each benefited property in the district or project area to defray the cost and expenses of said district or project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Billings, Montana as follows:

1: LEVY AND ASSESSMENT. That for the purpose of defraying the cost and expense of making improvements in a special improvement district or project known as 2922 of the City of Billings, Montana, there is hereby levied and assessed upon each lot or parcel of land described below, owned by persons respectively indicated, a special assessment tax payable in semi-annual installments with interest. Each lot and parcel assessed and the owner thereof is hereinafter described:

| <u>Tax Code</u><br><u>/Owner Name</u><br><u>/Legal Description</u>                                             | <u>Assessment</u><br><u>Amount</u> | <u>Interest</u><br><u>Rate</u> | <u>Years</u><br><u>Assessed</u> |
|----------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| A04072<br>LOYNING, JASON T & JESSICA A<br>CAMBRIDGE HEIGHTS SUBD, S25, T01 N, R25 E, Lot 2                     | \$5,692.65                         | 6.000                          | 12                              |
| A04073<br>BELINSKI, WILLIAM & LORETTA I<br>CAMBRIDGE HEIGHTS SUBD, S25, T01 N, R25 E, Lot 3                    | \$8,373.95                         | 6.000                          | 12                              |
| A04074<br>BEAL, JAMES R & LINDA M B<br>CAMBRIDGE HEIGHTS SUBD, S25, T01 N, R25 E, Lot 4                        | \$22,101.17                        | 6.000                          | 12                              |
| A04078<br>GLANTZ, ASHLEY M<br>CAMBRIDGE HEIGHTS SUBD, S25, T01 N, R25 E, Lot 7, & N10 LT 8                     | \$8,624.23                         | 6.000                          | 12                              |
| A10093<br>KESSLER, JEFFREY A & CYNTHIA N<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, Lot 2, S75 FT LT 2 | \$8,701.62                         | 6.000                          | 12                              |

|                                                                                                          |             |       |    |
|----------------------------------------------------------------------------------------------------------|-------------|-------|----|
| A10094                                                                                                   | \$18,432.74 | 6.000 | 12 |
| DAWSON, MICHAEL K &<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, BLOCK 1, Lot 3 - 4                |             |       |    |
| A10095                                                                                                   | \$9,474.23  | 6.000 | 12 |
| ELDREDGE, THOMAS H & BONNIE J<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, Lot 5, & N20 FT OF LT 6 |             |       |    |
| A10098                                                                                                   | \$16,434.22 | 6.000 | 12 |
| POWELL, JAMES D & GLORIA L<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, BLOCK 1, Lot 8             |             |       |    |
| A10099                                                                                                   | \$22,949.30 | 6.000 | 12 |
| SCHILLER, EDWARD R<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, BLOCK 1, Lot 9                     |             |       |    |
| A10100                                                                                                   | \$7,491.90  | 6.000 | 12 |
| PIKE, VANESSA A & DEVIN M<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, BLOCK 1, Lot 10             |             |       |    |
| A10102                                                                                                   | \$5,014.49  | 6.000 | 12 |
| BEAN, LARRY R & DORALEE<br>LEE HEIGHTS SUBD 1ST FILING, S25, T01 N, R25 E, Lot 12, S35 FT ALSO N60 FT    |             |       |    |

2: DISPOSITION OF COLLECTION. All monies collected from the assessment shall be paid into a special improvement district or project Fund. Assessments become delinquent based on the semi-annual due dates of real property taxes, currently December 1 and June 1 of each year.

3: NOTICE AND HEARING. On Monday, September 12, 2022 at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda of the City Council at a regular meeting held in the Council Chambers of the Police Facility, 220 N. 27<sup>th</sup> St., Billings, Montana, the City Council held a public hearing to hear comments and/or objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice with at least six (6) days separating each publication in a newspaper of general paid circulation with a periodicals mailing permit. The final publication was made at least 10 days prior to the public hearing per MCA 7-12-4177.

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

PASSED AND APPROVED this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing SID 2923 Allocation of Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and pass the proposed resolution to assess property owners for sidewalk construction costs for SID 2923 (work order 21-25).

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

The improvements constituting the Boulder Avenue Improvements will be for sidewalks. The improvements were installed and constructed at various addresses along 30th St and 31st St on Boulder Avenue. SID No. 2923 (work order 21-25) has been completed by the Finance Department and is ready to spread on the 2022 tax roll.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the property owners will not be assessed, and the General Fund will be responsible for paying for the improvements.

**FISCAL EFFECTS**

The total cost spread to the district is \$77,544. Assessments range from \$4,178 to \$11,249 spread over a 12 year period, at an interest rate of 6%. The amount assessed per property is stated in the resolution.

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**Attachments**

Resolution SID 2923

**RESOLUTION NO. 22\_\_\_\_\_**

**A RESOLUTION LEVYING A SPECIAL ASSESSMENT TAX UPON ALL  
BENEFITED PROPERTY IN A SPECIAL IMPROVEMENT DISTRICT OR  
PROJECT KNOWN AS 2923, IN THE CITY OF BILLINGS, MONTANA.**

WHEREAS, the City created a special improvement district or project known as 2923 and;

WHEREAS, it is necessary to levy a special assessment tax upon each benefited property in the district or project area to defray the cost and expenses of said district or project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Billings, Montana as follows:

1: LEVY AND ASSESSMENT. That for the purpose of defraying the cost and expense of making improvements in a special improvement district or project known as 2923 of the City of Billings, Montana, there is hereby levied and assessed upon each lot or parcel of land described below, owned by persons respectively indicated, a special assessment tax payable in semi-annual installments with interest. Each lot and parcel assessed and the owner thereof is hereinafter described:

| <u>Tax Code</u><br><u>/Owner Name</u><br><u>/Legal Description</u>                           | <u>Assessment</u><br><u>Amount</u> | <u>Interest</u><br><u>Rate</u> | <u>Years</u><br><u>Assessed</u> |
|----------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| A18654B<br>WEBER, KEITH R<br>WOLF SUBD, S34, T01 N, R25 E, Lot 11, AMND S 1/2 LT 11          | \$4,178.29                         | 6.000                          | 12                              |
| A18656<br>KUNTZ, JACOB G &<br>WOLF SUBD, S34, T01 N, R25 E, Lot 12, W2 S2 LT 12              | \$6,452.86                         | 6.000                          | 12                              |
| A18657<br>SCHATZKE, MATTHEW &<br>WOLF SUBD, S34, T01 N, R25 E, Lot 12, E2 S2 LT 12           | \$5,129.25                         | 6.000                          | 12                              |
| A18658<br>MCCANN, RACHEL<br>WOLF SUBD, S34, T01 N, R25 E, Lot 13, W2 LT 13                   | \$5,321.98                         | 6.000                          | 12                              |
| A18659<br>DOUCETTE, JEREMIAH & BRITTAINY A<br>WOLF SUBD, S34, T01 N, R25 E, Lot 13, E2 LT 13 | \$4,469.86                         | 6.000                          | 12                              |

|                                                                                      |             |       |    |
|--------------------------------------------------------------------------------------|-------------|-------|----|
| A18660                                                                               | \$5,627.59  | 6.000 | 12 |
| DOUCETTE, JEREMIAH & BRITTAINY A<br>WOLF SUBD, S34, T01 N, R25 E, Lot 14, W2 LT 14   |             |       |    |
| A18661A                                                                              | \$4,637.11  | 6.000 | 12 |
| KLEPPERICH, MICHAEL J<br>S34, T01 N, R25 E, C.O.S. 1710, PARCEL 14B                  |             |       |    |
| A18662A                                                                              | \$4,353.53  | 6.000 | 12 |
| LECLAIR, DAVID S & DENISE E<br>WOLF SUBD, S34, T01 N, R25 E, Lot 15B, AMND W2 LOT 15 |             |       |    |
| A18663                                                                               | \$4,853.93  | 6.000 | 12 |
| GUERRERO, SOLEDAD & ROBERT<br>WOLF SUBD, S34, T01 N, R25 E, Lot 15, E2 LT 15         |             |       |    |
| A18664B                                                                              | \$5,949.02  | 6.000 | 12 |
| ANGEL, DARRICK M & AMY M<br>WOLF SUBD, S34, T01 N, R25 E, Lot 16C, LT 16 AMEND       |             |       |    |
| A18665                                                                               | \$11,248.99 | 6.000 | 12 |
| BRADY, SEAN D<br>WOLF SUBD, S34, T01 N, R25 E, Lot 17                                |             |       |    |
| A18666                                                                               | \$8,038.03  | 6.000 | 12 |
| KIRKWOOD, JUDY L & JESSICA M<br>WOLF SUBD, S34, T01 N, R25 E, Lot 18                 |             |       |    |
| A18668                                                                               | \$7,283.65  | 6.000 | 12 |
| 3001/3003 BOULDER AVE LLC<br>WOLF SUBD, S34, T01 N, R25 E, Lot 20, S2 S2 LT 20       |             |       |    |

2: DISPOSITION OF COLLECTION. All monies collected from the assessment shall be paid into a special improvement district or project Fund. Assessments become delinquent based on the semi-annual due dates of real property taxes, currently December 1 and June 1 of each year.

3: NOTICE AND HEARING. On Monday, September 12, 2022 at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda of the City Council at a regular meeting held in the Council Chambers of the Police Facility, 220 N. 27<sup>th</sup> St., Billings, Montana, the City Council held a public hearing to hear comments and/or objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice with at least six (6) days separating each publication in a newspaper of general paid circulation with a periodicals mailing permit. The final publication was made at least 10 days prior to the public hearing per MCA 7-12-4177.

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

PASSED AND APPROVED this 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing and Resolution for Park District 1 Assessment  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends the City Council hold a public hearing and approve the resolution setting the assessment for Park District 1 for Fiscal Year 2023.

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

The FY23 budget was adopted based upon the Park District 1 assessment generating \$3,611,597 to fund FY23 operations. Per City Council direction, this is a 16.88% increase in revenue over the prior year. This resolution establishes the FY 23 Park District 1 assessment at 1.597% of taxable value, resulting in \$3,611,597 in revenue, consistent with the adopted FY23 budget. The FY 22 assessment was 1.3875% of taxable value. The assessment list for each parcel is available at the City Clerk's office.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve

**FISCAL EFFECTS**

Applied to a median home with a \$228,000 market value, the 1.597% of taxable value would result in an assessment of approximately \$49 per year. This is an increase of approximately \$8 per year, over the prior year median home.

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**Attachments**

Resolution City Wide Park District 1

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

**A RESOLUTION ASSESSING PROPERTIES WITHIN THE CITY OF BILLINGS FOR THE PARK DISTRICT 1 ASSESSMENT, PROVIDING FOR NOTICE, HEARING AND ADOPTION.**

WHEREAS, Billings, Montana (the “City”) is a municipality duly organized existing under and by virtue of the Constitution and laws of the State of Montana.

WHEREAS: the City Council (the “Council”) is authorized by Montana Code Annotated (“MCA”), 7-11-1024 to make assessments or impose fees for the costs and expenses of the special district based upon a budget proposed by the governing body.

WHEREAS: Council adopted the FY 23 Budget on 6/27/22, including the operations and maintenance, personal services and capital expenses for Park District 1 in the amount of \$3,864,938 Per MCA 7-11-1024 and 7-11-1025(2).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF

BILLINGS, MONTANA, AS FOLLOWS:

1. ASSESSMENT FOR FISCAL YEAR 2023. MCA 7-11-1024(3)(a) (iii) authorizes the Council to assess the percentage of cost for Park District 1 to each parcel of land, including improvements on the lot or parcel for the fiscal year. Each parcel shall pay to the City that portion of the total Park District 1 assessment of \$3,611,597 imposed annually as hereinafter provided, as the total taxable value of each parcel bears to the total taxable value (1.597% per taxable value dollar), within the City.

2 LIST OF PROPERTIES ASSESSED. The official list of those properties subject to the assessment within the District, including the tax code, name/names of the owners of such properties and amount of assessment on each property, is on file for public inspection in the City of Billings Clerk’s office per MCA 7-11-1025 (3).

3. NOTICE OF HEARING. On Monday, September 12, 2022 at 5:30 o'clock p.m., or as soon thereafter as the matter may be considered on the agenda in

the Council Chambers of the City Hall, Billings, Montana, the City Council will hear objections to the adoption of this resolution. The City Clerk is hereby directed to publish notice thereof twice, at least five (5) days prior to the hearing, in the Yellowstone County News.

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

ADOPTED and APPROVED by the City Council on the 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing & Resolution for Setting GO Debt Mill Levy Rates  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

**RECOMMENDATION**

Staff recommends that the City Council hold the public hearing and approve the resolution setting the mill levy rates for GO Bonds for FY23.

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

This resolution sets the FY23 City property tax mills for General Obligation Debt Service Streets at 1.61 mills, General Obligation Debt Service Library at 2.94 mills and General Obligation Debt Service Series A Baseball Stadium at 3.45 mills. These levies are based on the certified taxable valuation from the Montana Department of Revenue. The table below shows a comparison to last year's mills. On 6/27/2022 the City Council approved 203 mills per the City of Billings Charter. The total mills levied by the City of Billings for FY23 are 211 mills compared to 177.30 mills for FY22. The revenue generated by setting the GO mills is consistent with the revenue projected in the FY23 budget, adopted by City Council on 6/27/2022. The GO debt mills generate enough revenue to pay the principal and interest expense on the debt. Lowering the number of mills would result in not paying the debt service payment or borrowing money to make the debt service payment.

|             | FY22 | FY23 |
|-------------|------|------|
| GO Streets  | 1.52 | 1.61 |
| GO Library  | 3.50 | 2.94 |
| GO Ballpark | 3.28 | 3.45 |
| Total       | 8.30 | 8.00 |

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, which would result in not making the debt service payments or using General Fund reserves to make debt service payments for FY23.

**FISCAL EFFECTS**

These mills are set in order to generate the necessary revenues to make the debt service payments for General Obligation (GO) Debt as authorized by the City Charter. The total FY23 of 8.00 mills will generate \$1,741,500 in tax revenue, as compared to the FY22 mills of 8.30, which generated \$1,776,905 in tax revenue. If approved the median home valued at \$228,000 will pay \$25 for G.O. Mill Levy in 2023, compared to \$26 in 2022.

**Attachments**

Resolution GO Debt Mill rates

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

**A RESOLUTION ESTABLISHING THE MILL LEVIES FOR  
GENERAL OBLIGATION DEBT FOR STREET, LIBRARY,  
AND BASEBALL STADIUM DEBT SERVICE FOR TAX  
YEAR 2022.**

WHEREAS, pursuant to law, the City of Billings is required to make annual mill levies.

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

1. That the following mill levies shall be imposed for the fiscal year July 1, 2022 through June 30, 2023.
2. That the mill levies in the amounts stated are hereby imposed on all taxable property within the City of Billings, Montana, to provide payment for the following:
  - A. 1.61 mills-General Obligation Debt Service Streets
  - B.. 2.94 mills-General Obligation Debt Service Library
  - C. 3.45 mills-General Obligation Debt Service Baseball Stadium Series A
3. That when said taxes are collected, the same shall be placed in respective funds for the City and expended pursuant to the annual budget.
4. This Resolution shall be effective upon adoption.

ADOPTED and APPROVED by the City Council on the 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

BY: \_\_\_\_\_  
William A. Cole    MAYOR

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing and Resolution Setting PMD Annual Assessments for Fiscal Year 2023  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

Staff recommends the City Council conduct a public hearing and approve the resolution setting the assessments for the City's Park Maintenance Districts.

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

The annual assessment resolution for the City's 36 Park Maintenance Districts (PMD's) has been calculated and allocated to each property within the district. Assessed amounts are consistent with the FY23 Budget adopted on June 27, 2022. The assessment method varies by district, as described in the attached resolution, consistent with the creation of each PMD.

**ALTERNATIVES**

City Council may:

- Approve; or,
- Not Approve, the Parks Department could stop maintaining the PMD parks or Council could direct staff to continue maintaining the parks and use General Fund or other resources for that purpose.

**FISCAL EFFECTS**

The total amount to be assessed for these PMD's is \$1,270,200 for FY 23. Park maintenance district rates are calculated by estimating the expenses for maintenance, recovering actual expenditures, and planning for future equipment replacement within each district.

There are 6,295 properties in Billings that are within the boundaries of a Park Maintenance District. The average annual charge is \$202 and the median annual charge is \$141.

Gross amounts assessed for each PMD are shown below, with a comparison to FY22 amounts:

| <b>PMD Name</b>                        | <b>FY 23</b>        | <b>FY 22</b>        | <b>Increase/<br/>Decrease</b> |
|----------------------------------------|---------------------|---------------------|-------------------------------|
| Harvest                                | \$ 196,000          | \$ 174,000          | \$ 22,000                     |
| Olympic                                | 172,000             | 168,000             | 4,000                         |
| Parkland West                          | 46,000              | 34,000              | 12,000                        |
| Kiwanis/Durland                        | 20,000              | 16,000              | 4,000                         |
| High Sierra                            | 73,000              | 70,000              | 3,000                         |
| Forest Park                            | 2,000               | 2,000               | -                             |
| Woodland Estates                       | 4,000               | 3,000               | 1,000                         |
| Terra West                             | 22,000              | 17,000              | 5,000                         |
| Aspen Grove                            | 9,000               | 7,000               | 2,000                         |
| Lakeview Drain                         | 500                 | 500                 | -                             |
| Montana Avenue                         | 62,000              | 48,000              | 14,000                        |
| Country Manor (Village West-Circle 50) | 46,000              | 36,000              | 10,000                        |
| Broadway/City Hall                     | 40,000              | 33,000              | 7,000                         |
| Rush/Shiloh Point                      | 13,000              | 6,000               | 7,000                         |
| Howard Heights                         | 8,700               | 8,700               | -                             |
| Mission United (West end Bike Trail)   | 10,000              | 10,000              | -                             |
| South Gate                             | 5,000               | 10,000              | (5,000)                       |
| Frances Park                           | 22,000              | 19,000              | 3,000                         |
| Rolling Hills (Silver Spur Trail)      | 9,000               | 7,000               | 2,000                         |
| Dokken (Town and Country)              | 8,000               | 8,000               | -                             |
| Lutheran Park                          | 9,500               | 8,000               | 1,500                         |
| Rimrock West                           | 50,000              | 50,000              | -                             |
| Walden Grove                           | 27,000              | 24,000              | 3,000                         |
| Rehberg Ranch                          | 24,000              | 20,000              | 4,000                         |
| Uinta and Twin Oaks                    | 41,000              | 37,000              | 4,000                         |
| Ironwood                               | 117,000             | 110,000             | 7,000                         |
| Vintage Estates                        | 7,000               | 7,000               | -                             |
| Cottonwood                             | 2,000               | 2,000               | -                             |
| Kings Green                            | 12,000              | 12,000              | -                             |
| Copper Ridge                           | 98,000              | 87,000              | 11,000                        |
| Riverfront Pointe                      | 1,000               | 1,000               | -                             |
| Falcon Ridge                           | 42,000              | 60,000              | (18,000)                      |
| Josephine Crossing                     | 12,000              | 12,000              | -                             |
| Terra West Entrance                    | 3,500               | 3,000               | 500                           |
| Yellowstone Family Park                | 36,000              | 32,000              | 4,000                         |
| Annafeld Parks                         | 20,000              | 15,000              | 5,000                         |
| <b>Total Annual PMD Assessments</b>    | <b>\$ 1,270,200</b> | <b>\$ 1,157,200</b> | <b>\$ 113,000</b>             |

## Attachments

FY23 PMD Resolution

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

A RESOLUTION LEVYING AND ASSESSING ALL PROPERTY WITHIN PARK MAINTENANCE DISTRICTS AN AMOUNT EQUAL TO THE COST OF MAINTAINING THE IMPROVEMENTS IN SAID PARK MAINTENANCE DISTRICTS WITHIN THE CITY OF BILLINGS, PROVIDING FOR NOTICE, HEARING AND FINAL ADOPTION.

WHEREAS, certain Park Maintenance Districts within the City have been created and constructed, and

WHEREAS, certain improvements within those Park Maintenance Districts require maintenance, and

WHEREAS, M.C.A. Section 7-12-4162 provides that the City may levy and assess the costs of maintenance against said districts.

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

1. MAINTENANCE OF IMPROVEMENTS. Certain improvements including trees, shrubs, grass and care thereof require maintenance with certain Park Maintenance Districts.
2. MAINTENANCE DISTRICT BOUNDARIES. The boundaries of the park maintenance districts are established by resolution and are on file in the City Clerk's office.
3. ASSESSMENT METHOD. The entire maintenance costs shall be assessed against the entire district, based on either square footage of the lot or a per lot basis of the entire district exclusive of streets, avenues, alleys and public places all as provided in M.C.A. Section 7-12-4162.
4. COST OF MAINTENANCE. The Parks Department estimates that the cost of maintenance for fiscal year 2023 for the following Park Maintenance Districts is:

| <b>PMD Name</b>                        | <b>Project Number</b> | <b>FY 23</b>           | <b>FY 23 Assessment Rate</b> | <b>sq/ft or lot</b> |
|----------------------------------------|-----------------------|------------------------|------------------------------|---------------------|
| Harvest                                | 684001                | \$ 196,000.00          | 0.045514                     | sq/ft               |
| Olympic                                | 684002                | \$ 172,000.00          | 0.038506                     | sq/ft               |
| Parkland West                          | 684003                | \$ 46,000.00           | 0.021802                     | sq/ft               |
| Kiwanis/Durland                        | 684004                | \$ 20,000.00           | 0.029123                     | sq/ft               |
| High Sierra                            | 684005                | \$ 73,000.00           | 0.009252                     | sq/ft               |
| Forest Park                            | 684006                | \$ 2,000.00            | 0.003168                     | sq/ft               |
| Woodland Estates                       | 684007                | \$ 4,000.00            | 0.004840                     | sq/ft               |
| Terra West                             | 684008                | \$ 22,000.00           | 0.026558                     | sq/ft               |
| Aspen Grove                            | 684009                | \$ 9,000.00            | 0.024298                     | sq/ft               |
| Lakeview Drain                         | 684010                | \$ 500.00              | 0.002088                     | sq/ft               |
| Montana Avenue                         | 684011                | \$ 62,000.00           | 0.112291                     | sq/ft               |
| Country Manor (Village West-Circle 50) | 684012                | \$ 46,000.00           | 0.014892                     | sq/ft               |
| Broadway/City Hall                     | 684013                | \$ 40,000.00           | 0.110102                     | sq/ft               |
| Rush/Shiloh Point                      | 684014                | \$ 13,000.00           | 0.004575                     | sq/ft               |
| Howard Heights                         | 684015                | \$ 8,700.00            | 0.007721                     | sq/ft               |
| Mission United (West end Bike Trail)   | 684016                | \$ 10,000.00           | 0.012187                     | sq/ft               |
| South Gate                             | 684017                | \$ 5,000.00            | 0.002237                     | sq/ft               |
| Frances Park                           | 684018                | \$ 22,000.00           | 114.58                       | per lot             |
| Rolling Hills (Silver Spur Trail)      | 684019                | \$ 9,000.00            | 290.32                       | per lot             |
| Dokken (Town and Country)              | 684020                | \$ 8,000.00            | 400.00                       | per lot             |
|                                        |                       |                        |                              |                     |
| Lutheran Park                          | 684022                | \$ 9,500.00            | 133.80                       | per lot             |
| Rimrock West                           | 684023                | \$ 50,000.00           | 206.61                       | per lot             |
| Walden Grove                           | 684024                | \$ 27,000.00           | 0.033422                     | sq/ft               |
| Rehberg Ranch                          | 684025                | \$ 24,000.00           | 0.009622                     | sq/ft               |
| Uinta and Twin Oaks                    | 684026                | \$ 41,000.00           | 146.43                       | per lot             |
| Ironwood                               | 684027                | \$ 117,000.00          | 0.017260                     | sq/ft               |
| Vintage Estates                        | 684028                | \$ 7,000.00            | 62.50                        | per lot             |
| Cottonwood                             | 684029                | \$ 2,000.00            | 0.001663                     | sq/ft               |
| Kings Green                            | 684030                | \$ 12,000.00           | 240.00                       | per lot             |
| Copper Ridge                           | 684031                | \$ 98,000.00           | 312.10                       | per lot             |
| Riverfront Pointe                      | 684032                | \$ 1,000.00            | 9.62                         | per lot             |
| Falcon Ridge                           | 684033                | \$ 42,000.00           | 270.97                       | per lot             |
|                                        |                       |                        |                              |                     |
|                                        |                       |                        |                              |                     |
| Josephine Crossing                     | 684036                | \$ 12,000.00           | 0.015385                     | sq/ft               |
|                                        |                       |                        |                              |                     |
| Terra West Entrance                    | 684038                | \$ 3,500.00            | 44.87                        | per lot             |
|                                        | 684039                |                        |                              |                     |
| Yellowstone Family Park                | 684040                | \$ 36,000.00           | 94.49                        | per lot             |
| Annafeld Parks                         | 684041                | \$ 20,000.00           | 0.041976                     | sq/ft               |
|                                        |                       |                        |                              |                     |
| <b>Total Annual PMD Assessments</b>    |                       | <b>\$ 1,270,200.00</b> |                              |                     |

5. DISPOSITION OF COLLECTIONS. The monies collected from the assessment shall be paid into the respective Park Maintenance Funds.

6. NOTICE OF HEARING. On Monday, September 12<sup>th</sup>, 2022, at 5:30 o'clock p.m., or as soon thereafter as the matter may be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council will hear objections to the adoption of this resolution. The City Clerk is hereby directed to publish notice thereof twice, at least five (5) days prior to the hearing, in the Yellowstone County News.

7. EFFECTIVE DATE. This Resolution shall be effective upon adoption.

The foregoing Resolution No. \_\_\_\_\_ was ADOPTED by the City Council and APPROVED on the 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing & Resolution for Nuisance Property Abatement Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

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

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

A nuisance property abatement assessment resolution has been completed and the assessment is ready to be placed on the taxes for the following properties.

(A09708) The property located at 1702 Avenue D had a complaint called in and new case opened on 09/02/2020 for Construction of a fence without permit. Nicole Cromwell sent a letter per the request from Tom Pardy and Brent Brooks detailing what needs to happen and by 25th of Sept. Code Enforcement attempted to serve citation to Karls on 10-30-20. A citation was mailed via certified mail 11-12-20 with a copy of the fence permit, several emails between Karls and Chris Hertz City Engineer stating the fence cannot be over 30 inches in height. 3/10/2021, case presented with multiple written notices and email and photos, case lasted for over an hour. Case proven, Judge notified Karls that his fence is in clear violation and if anyone is hurt he would be liable. Judge ordered Karls to fix the fence, apply for a new fence permit. Status hearing April 7th, 1300 hrs. 4/1/2022 Mailed a copy of letter from Tina Hoeger with copies of the Judge's order of denial of relief and the court order from Judge Kolar for abatement Friday April 1st 2022. At 0800 April 6th, Jares fence had 2 workers remove the fence, Solid waste provided crane truck to remove the panels. Had Ofc's Keightly and Schara stand by while the fence abatement proceeded. We removed the entire 6 foot fence and posts cut flush to the raised cement raised curbing. The \$644.00 invoice remains unpaid.

(A09301) On 10/22/20 the house on property located at 202 Jackson was called in as a complaint for several junk vehicles stored outside. Several notices and pictures were sent to the home owner asking for vehicle removal. Minimal progress was being made with the notices and pictures being sent. 12/24/20 a Notice to appear was sent certified mail. On 1/8/21 the notice was served and signed for by Robert Parker. 6/21/21 Robert Parker appeared in Court. Court was continued until 7/28/21 for a show cause hearing. On 7/28/21 Municipal Court Judge Michelle R Lee, found in favor of Code Enforcement to get the property into compliance with City Codes. On 8/20/21, met with the owner at the violation address and explained what needed to be removed to be in compliance. On 3/1/22 the abatement started. It took less than 2 hours to complete. The work was complete on time and in a satisfactory manner on 3/1/22. The property owner, Robert Parker, was sent an invoice for the work in May, 2022. The \$675.08 bill remains unpaid.

(A19838) The property located at 917 Aronson Ave had a complaint called upon it on February 3rd, 2020 for Junk Vehicles, Open Storage, and Parking in Front Yard. Over the course of the next two years, plenty of notices were sent out to gain compliance but still nothing moved, nothing was cleaned up, and none of the vehicles got an up to date registration. Contact was finally made in person in August 2020 to finally get something moving to which the resident complied with. Even after contact still nothing got done for four months so a citation was in order for court to try and gain compliance via an abatement.

Got the approval of an abatement order in January 2021 but a mishap with the abatement wording was wrong and had to be re-done. Additional family members got involved later throughout the year so additional time was given to see if they could talk him into getting things into compliance as well as help him out further. Extensions given. Finally towards late 2021, asked for a status hearing of this case to further progress in the abatement proceedings because no progress was made. Finally an abatement order was presented in January 2022 and abatement conducted and finished early February 2022. Property owner Bryan Redlich was invoiced the amount of \$513.48 on 2/18/2022 that is still unpaid.

**ALTERNATIVES**

City Council may:

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

**FISCAL EFFECTS**

The assessments total \$1,832.56 and will reimburse the General Fund.

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**Attachments**

Resolution Property Nuisance Abatement

**RESOLUTION NO. 22 \_\_\_\_\_**

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

WHEREAS, Billings, Montana City Code, Section 18-301, et seq. sets forth the procedures to be followed (a) to designate property within the City of Billings as a nuisance, and (b) to abate such a nuisance when ordered to do so by the Municipal Court.

WHEREAS, Section 18-305 provides that the property owner will be sent an abatement expense report for the subject property and will be given notice that any assessment that is not paid shall become a lien upon the property and is enforceable in the same manner as the nonpayment of property taxes. The owners of the property described on Exhibit A have been sent an assessment notice for abatement expenses incurred pursuant to Section 18-301, et seq., but the property owner has not reimbursed the City for its expenses set forth in the report or any part thereof. Further, City policy dictates that the City Clerk shall prepare and present a Resolution containing a list of the properties to be assessed, the recorded owners, and the amount of the cost for abatement, not to exceed the statutory amount for a Municipal Court judgement as in MCA 3-11-103, as amended.

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

1. LEVYING OF SPECIAL TAX. That for the purpose of collecting funds to defray the cost of abatement, there is hereby levied and assessed a special tax upon the owners and the lots or parcels described on the list attached hereto.

2. ASSESSMENT AND COLLECTION. Said tax shall be placed upon the assessment rolls and collected in the same manner as other taxes.

3. DISPOSITION OF COLLECTIONS. Pursuant to Section 18-305(6)k. BMCC, monies collected from taxes shall be paid into a special abatement fund established to account for costs, collections, and transactions necessary to the efficient operation of the Nuisance Abatement program. Assessment funds collected will be returned to the designated abatement account for future use on other involuntary property abatements or for transfer back to the city general fund.

4. NOTICE OF HEARING. On Monday, September 12, 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, as provided in Section 7-1-4127, MCA.

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

ADOPTED and APPROVED by the City Council on the 12<sup>th</sup> day of **September, 2022.**

CITY OF BILLINGS:

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

ATTEST:

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

*Exhibit A*

| Owner Name                   | Address         | Tax Code | Assessed Amount |
|------------------------------|-----------------|----------|-----------------|
| Karls, Shawn                 | 1702 Avenue D   | A09708   | \$644.00        |
| Parker, Robert E             | 202 Jackson St  | A09301   | \$675.08        |
| Redlich, Keith E &<br>Mary W | 917 Aronson Ave | A19838   | \$513.48        |

**City Council Regular**

**Date:** 09/12/2022  
**Title:** Public Hearing & Resolution for Weed Assessments  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** No

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**RECOMMENDATION**

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

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

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

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

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

**ALTERNATIVES**

City Council may:

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

**FISCAL EFFECTS**

The assessments total \$10,040 and the payments will reimburse the General Fund.

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**Attachments**

Resolution Weed Abatement

**RESOLUTION NO. 22\_\_\_\_\_**

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

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

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

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

4. NOTICE OF HEARING. On Monday, September 12<sup>th</sup>, 2022, at 5:30 p.m., or as soon thereafter as the matter was considered on the agenda. The City Clerk is hereby directed to publish notice thereof twice, at least five (5) days prior to the hearing, in the Yellowstone County News.

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

ADOPTED and APPROVED by the City Council on the 12<sup>th</sup> day of September, 2022.

CITY OF BILLINGS:

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

ATTEST:

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

Exhibit A

| <u>NAME</u>                        | <u>VIOLATION ADDRESS</u>     | <u>TAX CODE</u> | <u>AMOUNT</u>       |
|------------------------------------|------------------------------|-----------------|---------------------|
| 9 SISTERS LLC                      | 311 S. 32ND ST.              | A01365          | \$ 181.25           |
| BLAINE, AMBERLE                    | 1119 MEGAN CIR               | A28744          | \$ 177.50           |
| BURNHAM, MICHA                     | 840 CUSTER AVENUE            | A03414          | \$ 177.50           |
| CARDWELL, LINDA L                  | 1031 AVENUE F                | A16153          | \$ 275.00           |
| CLARK, DEVYN M.                    | 347 MONROE ST                | A14812A         | \$ 177.50           |
| DAWSON, MARK                       | 4102 HEADWATER LANE          | A34946B         | \$ 271.25           |
| DEFIELD, NORMAN                    | 1142 MILES AVENUE            | A03523          | \$ 282.50           |
| DRYSDALE, CRYSTAL                  | 720 N. 25TH ST.              | A07241          | \$ 177.50           |
| EGAN, ALLISON                      | 1738 AVENUE B                | A09753          | \$ 177.50           |
| FAMILY DOLLAR #1231                | 4188 STATE AVE.              | A20297          | \$ 177.50           |
| FARMER, TAD & ZIMMERMAN DEVIN      | 2938 MILLICE AVENUE          | C06030A         | \$ 177.50           |
| FLETCHER, BRETT M                  | 2507 LAKE HEIGHTS DR.        | C08266          | \$ 215.00           |
| FRANK, KENNETH & CHERYL D TRUST    | 3103 CENTRAL AVE.            | C01861          | \$ 177.50           |
| GADADE, VAIBHAV N.                 | 102 S 33RD ST.               | A18790          | \$ 177.50           |
| GOHN, SANDRA R                     | 3523 LYNN AVENUE             | C01796          | \$ 177.50           |
| GREEN, FRANCES C.                  | 211 S. CRESTWOOD DR.         | A04416          | \$ 177.50           |
| HARDY, QUINN & AMANDA              | 2901 TERRY AVENUE            | C01969          | \$ 275.00           |
| JOHNSON, DEIRDRE                   | 522 GRAND AVENUE             | A15229          | \$ 177.50           |
| JOSEPH, JOSEPH H                   | 102 S. 33RD ST.              | A18790          | \$ 202.50           |
| KWASNIK, BRANDON                   | 1701 AVENUE F                | A09795          | \$ 252.50           |
| LAKEVIEW LOAN SERVICING LLC        | 349 ZION CIRCLE              | A25066          | \$ 177.50           |
| LOCKEN, JENNIFER                   | 4120 FRANCES AVENUE          | A08653          | \$ 200.00           |
| MARCHINGTON, PATRICIA L ALBRECHT   | 1248 FROST ST                | A30338          | \$ 263.75           |
| MCKNIGHT, LESLIE E.                | 827 HOWARD AVENUE            | A03585          | \$ 177.50           |
| NELSON, SAMUEL J.                  | 5234 CLEMSON DR.             | A35483          | \$ 177.50           |
| NESS, GREGORY A.                   | 223 WINDSOR CIR S            | A21266          | \$ 203.75           |
| NEWHART, RYAN WILLIAM              | 285 MONROE ST                | A14812V         | \$ 177.50           |
| NORWOOD, DAVID                     | 3509 6TH AVENUE SOUTH        | A14073          | \$ 177.50           |
| PARKER, PATRICK A                  | 2724 SHILOH ROAD             | C01755          | \$ 316.25           |
| PARKER, ROBERT J.                  | 2205 GLENEAGLES RD           | A22199          | \$ 278.75           |
| PASSIVE ACTIVE WEALTH LLC          | 120 S. 29TH ST.              | A00912          | \$ 233.75           |
| PRICE, AMY                         | 5107 AMHERST DR.             | A35547          | \$ 177.50           |
| PRICE, AMY                         | 2603 TULANE DR.              | A35546          | \$ 215.00           |
| PRICE, AMY                         | 2607 TULANE DR.              | A35545          | \$ 177.50           |
| PRICE, AMY                         | 2611 TULANE DR.              | A35544          | \$ 216.25           |
| PRICE, AMY                         | 5129 CLEMSON                 | A35458          | \$ 177.50           |
| R & S ENTERPRISES LLC              | 220 LEWIS AVE.               | A18004          | \$ 202.50           |
| SCHREDER, SARAH                    | 317 VICEROY                  | A30669          | \$ 177.50           |
| SERVICE CANDY CO                   | 3RD AVE N.                   | A09355B         | \$ 177.50           |
| SHEPPARD, JAMI                     | 939 YALE AVENUE              | A05430          | \$ 177.50           |
| SNLD CORP LLC                      | 412 CHARLES ST.              | A27779          | \$ 391.25           |
| STEVENSON, FRED W JR               | 1114 20 ST W                 | A02685          | \$ 391.25           |
| TUCKER, CHRISTOPHER                | 802 YELLOWSTONE AVE          | A13293          | \$ 177.50           |
| US DEPT OF HOUSING & URBAN DEVELOP | 1709 ST. JOHNS AVE.          | A17539          | \$ 380.00           |
| VENGLER, DANIEL W.                 | 687 LAKEHILLS PLACE          | A22143          | \$ 177.50           |
| VENGLER, DANIEL W.                 | 2051 GRENBRIAR ROAD          | A22139          | \$ 177.50           |
| WILLIAMS, JENNY                    | 2617 13TH STREET             | A05281          | \$ 177.50           |
|                                    |                              |                 |                     |
|                                    | <b>TOTAL WEED ABATEMENTS</b> |                 | <b>\$ 10,040.00</b> |