



City of Helena

CITY OF HELENA

City Commission Meeting

February 27, 2023 - 6:00 PM

Commission Chambers, Room 330 / Zoom Online Meeting; <https://us06web.zoom.us/j/83726869486>

1. Call to Order and Roll Call

2. Pledge of Allegiance

3. Minutes

- A. 2-1-23 Admin Meeting
- B. 2-6-23 Commission Meeting
- C. 2-15-23 Admin Meeting

4. Board Appointments

- A. Board Appointments: Affordable Housing Trust Fund Advisory Board; City-County Consolidated Parks Board; Downtown TIF Board; Citizens Conservation Board

5. Consent Agenda

- A. Claims
- B. Approval for the Submission of the Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Transportation Advisory Committee.
- C. Approval of the Annual Update to the Transportation Coordination Plan Specific to the 5311 Operating Funds.
- D. Authorize the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.
- E. Submission of the Capital Transit Service Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 Operating Grant request.
- F. Submission of Capital Transit's Fiscal Year 2024 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$140,941.
- G. A Resolution Declaring Various Vehicles Owned By The City Of Helena To Be Surplus Personal Property And Authorizing The City Manager To Dispose Of That Property
- H. Move to approve, table or deny a Resolution of Intent to vacate a portion of alley Right-of-Way north of 1940 University St between University Street and Saint Andrews School.
- I. Final passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943

6. Communication/Proposals from Commissioners

7. Report of the City Attorney

8. Report of the City Manager

9. Communications from the Helena Citizens Council

10. Regular Items

- A. Consider Acceptance of Federal Financial Assistance Award Domestic Grant 23-DG-11011500-007
- B. Consider a Curb Cut Variance Request for 700 Cole Avenue

- C. Consider preliminary plat for the 700 Cole Avenue Minor Subdivision creating 3 new lots from 1 acre and to adopt the findings of fact and the conditions contained therein for the property legally described as a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana
- D. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to the City of Helenas Open Lands, Parks, and Recreation Department, for rehabilitation of the Fire Tower.
- E. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Livery Square, LLC, for facade improvements at 534 North Last Chance Gulch and 23 Neill Avenue.

11. Public Hearings

- A. Consider a Resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

12. Public Communications

13. Adjournment

It is the policy of the City Commission to take public comment on any action item. For further information on any of the items mentioned above, please contact the City Clerk's Office at 447-8410 or dmclayborn@helenamt.gov.

To read packet information while attending a City Commission Meeting please use the City/County wireless network COMM_MEET during the meeting.

The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities.

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

Phone: (406) 447- 8490

TTY Relay Service 1-800-253-4091 or 711

Email: citycommunitydevelopment@helenamt.gov

Mailing Address & Physical Location: 316 North Park Avenue, Room 445, Helena, MT 59623.



City of Helena
Administrative Meeting
February 1, 2023 – 4:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/83631866418>
City County Building, Room 326

Time & Place

A City Commission Administrative meeting was held on Wednesday, February 1, 2023 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/83631866418> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:03) The following responded present, either via zoom or in person:

City Attorney Dockter
Interim City Manager Burton
Commissioner Dean
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed
Mayor Collins

Commission Comments, Questions

- (00:01:07)** Mayor Collins addressed the Commission regarding sustainability measures taken by the City.
- (00:02:31)** Commissioner Reed expressed support for communicating with the Sustainability Coordinator and Finance Department about measures taken by the City.
- (00:03:33)** Manager Burton updated the Commission about ongoing sustainability efforts.
- (00:04:50)** Commissioner Dean expressed support for pursuing grant opportunities and continuing the conversation of sustainability efforts, as well as celebrating existing successes.
- (00:06:48)** Commissioner Logan recommended reassessing priorities based on community need.
- (00:08:05)** Mayor Collins expressed desire to continue prioritizing sustainability measures.
- (00:08:28)** Public Works Director Leland agreed that the City should celebrate successes, and supported continuing the conversation.

Recommendations from the Helena Citizens Council

- (00:09:08) HCC Representative Patricia Bik discussed recent and upcoming meeting agenda items.

Report of the City Manager

- (00:10:53) Interim City Manager Burton had nothing to report.

Presentations

A. Adoption of the City of Helena Engineering and Design Standards for 2022 Update

- (00:11:02) Engineer Clark, Public Works Director Leland, and Transportation Systems Director Knoepke presented Item A.
- (00:15:35) Commissioner Reed asked Engineer Clark if subsurface stormwater storage would require easements.
- (00:16:46) Commissioner Reed asked Director Leland and Engineer Clark about how the standards affect the building of affordable housing.
- (00:20:00) Mayor Collins asked Engineer Clark about other cities requiring copper service lines.
- (00:20:52) Commissioner Dean asked Director Leland about the cost to citizens should the lines fail.
- (00:23:06) Mayor Collins asked Director Leland for clarification about cost.
- (00:23:34) Mark Runkle provided public comment, recommending changes to the proposed standards.
- (00:29:23) Greg Wirth provided public comment, recommending changes to the proposed standards.
- (00:31:31) Rebecca Ryland provided public comment, recommending changes to the proposed standards.
- (00:34:44) Manager Burton and Commissioner Logan discussed next steps.
- (00:36:28) Commissioner Dean and Commissioner Reed clarified which concerns had been addressed and which still needed consideration at the next meeting.

Department Reports

A. New City Capital Improvement Plan (CCIP) Template

- (00:37:26) Budget/Revenue Officer Smith and Director Danielson presented Item A.
- (00:42:00) Manager Burton thanked Officer Smith and the Finance Department and expressed support for the use of the template.
- (00:43:16) Commissioner Dean thanked Officer Smith and requested keeping a running list of projects that have been added and/or removed from funding.
- (00:44:50) Commissioner Logan discussed an example of Commissioner Dean's request used in the past.
- (00:46:10) Director Danielson addressed Commissioner Dean's request.
- (00:47:03) Commissioner Logan asked Director Danielson and Manager Burton if project details are available for Commission viewing.
- (00:47:27) Manager Burton advocated for a common spreadsheet with specific parameters.

B. FY23 Six Months Financial Report

- (00:48:40) Finance Director Danielson and Budget/Revenue Officer Smith presented Item B.
- (01:06:06) Mayor Collins asked Officer Smith and Manager Burton about the contract for services with the VA.
- (01:07:50) Commissioner Logan asked Officer Smith and Manager Burton about the revenue difference.
- (01:10:45) HR Director McMahon confirmed the number of current vacancies.
- (01:11:41) Manager Burton asked Director McMahon about outliers and special cases regarding the ongoing pay study.
- (01:16:30) Commissioner Dean asked Director Danielson about the vacancy savings dollar amount.

C. ARPA and General Fund Savings Update

- (01:18:06) Commissioner Reed requested that future ARPA agenda items be moved to the beginning in the interest of time.
- (01:18:41) Grants Administrator Opitz and Finance Director Danielson presented Item C.
- (01:19:54) Facilities Director Sampson and Manager Burton discussed the Law & Justice Fund project.
- (01:21:53) Parks Director Smith discussed the Memorial Park Warming House project.
- (01:23:38) Fire Chief Campbell and Manager Burton discussed the Wildland Fire Truck funding request and insurance claim settlement details.

- (01:25:39)** Commissioner Dean expressed support.
- (01:32:32)** Commissioner Logan asked about the cost to the City regarding the Our Redeemer's project and outlined his other project priorities, referencing public comments.
- (01:36:40)** Mayor Collins discussed the Solar Program.
- (01:37:00)** Commissioner Dean discussed partnering with the County to fund internal projects.
- (01:38:55)** Commissioner Shirliff agreed and highlighted partnering with the County to address housing, also referencing public comments.
- (01:40:33)** Manager Burton discussed the upcoming City-County Joint Meeting and adding ARPA to the next Admin Meeting as well.
- (01:41:47)** Commissioner Dean, Manager Burton, and Mayor Collins discussed the need for grant funding opportunities to be added to a future agenda and using funds to fill vacancies.
- (01:43:23)** Commissioner Reed asked for clarification.
- (01:44:50)** Amy Teagarden provided public comment, advocating for their ARPA application regarding wildfire risk assessment project.
- (01:48:03)** Chris Imony provided public comment, advocating for their ARPA application regarding the Carroll College's Nelson Stadium project.
- (01:49:41)** Cal Poole provided public comment, advocating for their ARPA application regarding the Our Redeemer's Lutheran Church housing project.
- (01:51:33)** Paul Anderson provided public comment, advocating for their ARPA application regarding the Helena Regional Sports Association project.
- (01:54:23)** Bruce Day provided public comment via zoom, advocating for their ARPA application regarding the Helena Food Share project.
- (01:56:36)** Dr. Gregory Thomas provided public comment via zoom, recommending the Commission not afford Carroll College ARPA funding.
- (02:00:13)** Renee Bower provided public comment, advocating for their ARPA application regarding the Family Promise project.

Public Comment

- (02:01:55)** There were no further comments or questions by the Commission and/or public.

Adjournment



(02:02:05) There being no further business before the Commission, the meeting adjourned at 6:03pm.



**City of Helena
City Commission Meeting
February 6, 2023 – 6:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/83955090672>
City County Building Commission Chambers, Room 330**

Time & Place

A regular City Commission meeting was held on Monday, February 6, 2023 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/83955090672> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:28) The following responded present, either via zoom or in person:

City Attorney Dockter
Interim City Manager Burton
Commissioner Dean
Commissioner Shirliff
Commissioner Logan
Mayor Collins

The following members were absent:

Commissioner Reed arrived late via zoom

Pledge of Allegiance

(00:01:12) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

- A. 1-9-23 Commission Meeting
- B. 1-18-23 Admin Meeting
- C. 1-23-23 Commission Meeting

(00:02:08) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A, B, and C.

Communications/Proposals from Commissioners



- (00:02:27) Commissioner Logan read an update about the City Manager Recruitment process.
- (00:05:17) Commissioner Dean expressed excitement about moving forward.
- (00:05:40) Mayor Collins and the Commission discussed moving forward with the three applicants identified by the subcommittee and reached consensus.

Report of the City Attorney

- (00:07:26) City Attorney Dockter had nothing to report.

Report of the City Manager

- (00:07:37) Interim City Manager Burton introduced Police Chief Petty.
- (00:07:53) Chief Petty provided an update about the Handle with Care program, partnered with the Helena School District.
- (00:10:22) Mayor Collins expressed support.
- (00:11:10) Commissioner Dean thanked all involved and expressed support.
- (00:12:30) Commissioner Logan thanked all involved and asked Attorney Dockter if the program requires an agreement or other legal proceedings.

Communications from the Helena Citizens Council

- (00:14:30) HCC Representative Chelly Hasquet discussed recent and upcoming meeting agenda items.

Regular Items

- A. Consider a Right-of-Way Use Permit for 361 N. Last Chance Gulch**
- (00:15:45) Mayor Collins informed Transportation Systems Director Knoepke of positive public correspondence regarding the Transportation Systems Department.
- (00:16:00) Director Knoepke presented Item A.
- (00:18:20) Commissioner Dean asked Director Knoepke about tree removal to comply with ADA standards.
- (00:20:03) The applicant addressed Commissioner Dean's question.
- (00:21:06) Commissioner Dean expressed support.



(00:21:38) **Commissioner Logan made a motion to conditionally approve a Right-of-Way Use Permit for 361 N. Last Chance Gulch pending final sale, including a sidewalk variance to allow for an unincumbered remainder of sidewalk that is no less than five feet in width. Commissioner Dean seconded the motion.**

(00:22:09) Mayor Collins called for a vote.

Commissioner Dean voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Shirtliff voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Public Communications

(00:22:40) Mayor Collins welcomed a visitor from Africa to the City of Helena.

Adjournment

(00:23:20) There being no further business before the Commission, the meeting adjourned at 6:23pm.

MAYOR

ATTEST:

CLERK OF THE CITY COMMISSION



**City of Helena
Administrative Meeting
February 15, 2023 – 4:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/81397325402>
City County Building, Room 326**

Time & Place

A City Commission Administrative meeting was held on Wednesday, February 15, 2023 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/81397325402> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:23) The following responded present, either via zoom or in person:

City Attorney Dockter
Interim City Manager Burton
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed
Mayor Pro Tem Dean

The following were absent:

Mayor Collins

Commission Comments, Questions

A. Service Line Repair Loan Program & Proposal for Partnering with HomeServe

- (00:02:43)** Commissioner Logan presented Item A.
- (00:04:35)** Commissioner Reed expressed support for an evaluation of services with reservations about future possibilities.
- (00:05:28)** Commissioner Shirtliff expressed support.
- (00:05:42)** Mayor Pro Tem Dean expressed support for an evaluation of services and asked Finance Director Danielson about the financial possibility of a study.
- (00:09:09)** Manager Burton received the direction.

B. MBAC Comprehensive Economic Development Strategy Document



- (00:09:34) Commissioner Shirliff introduced Katherine Anderson and Brian Obert from MBAC.
- (00:10:22) Katherine Anderson and Brian Obert presented Item B.
- (00:21:02) Mayor Pro Tem Dean discussed the need for county-wide housing solutions and asked the representatives about projections for balanced housing availability in the future.
- (00:27:20) Commissioner Shirliff thanked the representatives and discussed creating partnerships for funding opportunities.

Board Appointment Review

A. Board Appointments: Affordable Housing Trust Fund Advisory Board; City-County Consolidated Parks Board; Downtown TIF Board

- (00:28:08) Mayor Pro Tem presented Item A on behalf of Mayor Collins.

Recommendations from the Helena Citizens Council

- (00:28:18) HCC Representative John R. Andrew had nothing to report.

Report of the City Manager

- (00:29:22) Interim City Manager Burton had nothing to report.

Presentations

A. ARPA and General Fund Savings Update

- (00:30:45) Mayor Pro Tem Dean and Manager Burton discussed the Mayor and Commissioners submitting final preferences following the meeting.
- (00:32:17) Grants Administrator Opitz presented Item A.
- (00:37:40) Commissioner Reed asked Director Danielson and Manager Burton for clarification about the internal recommendation funding amount.
- (00:40:09) Mayor Pro Tem Dean asked Manager Burton about partnering with the County regarding the Law and Justice Center project.
- (00:41:50) Grants Administrator Opitz asked the Commission and Manager Burton for clarification about a timeframe.
- (00:42:14) Commissioner Reed requested this be the sole item on the next meeting agenda, answered by Manager Burton.

(00:43:40) Mayor Pro Tem Dean asked Manager Burton if a special meeting would be required for this item.

B. Transportation Systems – Rodney Street Tree Replacement Update

(00:43:50) Transportation Systems Director Knoepke presented Item B.

(00:51:05) Manager Burton recommended support.

(00:51:38) Mayor Pro Tem Dean asked Director Knoepke where members of the public should look for contact information if they have questions.

C. Update on Capital Transit’s FY-24 Operational Budget and Overall Operation

(00:52:56) Transportation Systems Director Knoepke, Deputy Director Couey and Transit Manager Harms presented Item C.

(01:10:43) Commissioner Logan asked Deputy Director Couey how the Helena and East Helena contributions are determined.

(01:12:40) Commissioner Shirliff asked Director Knoepke and Director Couey about decisions regarding temporarily dropped East Helena routes.

(01:13:17) Commissioner Shirliff asked Director Knoepke about ride use statistics.

(01:14:34) Mayor Pro Tem Dean asked Director Knoepke about interest for expanding service routes.

D. Transportation Systems – Special Events Application Update

(01:18:00) Transportation Systems Director Knoepke presented Item D.

(01:20:25) Mayor Pro Tem Dean asked Director Knoepke about what prompted the project.

(01:23:40) Commissioner Reed asked Director Knoepke if correspondence with applicants will be consolidated or in separate email chains.

(01:24:50) Manager Burton explained the process and inter-departmental work that has gone into creating the form.

(01:26:18) Director Knoepke discussed the probability of adjusting the form through further testing.

(01:27:10) Clerk Clayborn thanked Records Systems Administrator Kotecki for creating the form and demonstrated the form usage.

Public Comment



- (01:33:20)** Manager Burton explained the background and context for the project.
- (01:34:22)** Commissioner Shirliff asked Director Knoepke and Manager Burton about the testing process.
- (01:37:33)** Commissioner Logan thanked those involved.
- (01:38:01)** Mayor Pro Tem Dean thanked Administrator Kotecki for his work.
- (01:38:11)** Kev Hamm provided public comment, expressing gratitude and support for the new form, and provided recommendations based on past experiences.
- (01:39:28)** Director Knoepke addressed Kev Hamm's request.
- (01:40:21)** John Dendy provided public comment, expressing gratitude and support for the new form.
- (01:40:21)** Sarah Hadlock provided public comment, expressing gratitude and support for the new form.
- (01:41:22)** Mayor Pro Tem Dean thanked Director Knoepke and encouraged continuous improvement.

Adjournment

- (01:42:23)** There being no further business before the Commission, the meeting adjourned at 05:43pm.

February 27, 2023

TO: City Commissioners
FROM: Mayor Wilmot Collins
SUBJECT: Board Appointments

I am recommending the following board appointments:

**Affordable Housing Trust Fund
Advisory Board**

Reappointment of Rachel Ballweber to a second term on the Affordable Housing Trust Fund Advisory Board as an Engineering or Architecture Representative. Term will expire January 31, 2026.

Downtown TIF Advisory Board

Appointment of Seth Brandenberger to a first term on the Downtown TIF Advisory Board as a Business Improvement District Representative.

Appointment of Brett Charles to a first term on the Downtown TIF Advisory Board as a Lewis & Clark County Resident Representative.

**City-County Consolidated Parks
Board**

Appointment of Doug Habermann to a first term on the City-County Consolidated Parks Board as a City Resident Representative. Term will expire September 30, 2025.

Citizens Conservation Board

Appointment of Lori FitzGerald to a first term on the Citizens Conservation Board as a citizen-at-large. Term will expire February 28, 2024.

Appointment of Diana Hammer to a single term on the Citizens Conservation Board as a citizen-at-large. Term will expire February 28, 2024.

Appointment of Richard Sloan to a first term on the Citizens Conservation Board as a citizen-at-large. Term will expire February 28, 2024.

Appointment of Mark Juedeman to a first term on the Citizens Conservation Board as a citizen-at-large. Term will expire February 28, 2026.

Appointment of Devon Malizia to a first term on the Citizens Conservation Board as a citizen-at-large. Term will expire February 28, 2026.

Appointment of Jason Selong to a first term on the
Citizens Conservation Board as a citizen-at-large. Term
will expire February 28, 2026.

*Appointees can reapply for full terms following the completion of the Interim Appointment.

City of Helena, Montana

January 26, 2023

To: Mayor Collins, Helena City Commission

From: Sheila Danielson, Finance Director

Subject: Claims

Present Situation:

- Claims paid on 1/4/23 and 1/5/23 checks numbered 192108 - 192157 and (1) ACH Payment for \$976,466.76;
- Claims paid on 1/10/23, 1/12/23 and 1/13/23 checks numbered 192158 – 192324 and (2) ACH Payments for \$948,610.25;
- Claims paid on 1/20/23 checks numbered 192325 – 192424 and (1) ACH Payments for \$366,309.80;
- Claims paid on 1/24/23, 1/26/23 and 1/27/23 checks numbered 192425 - 192580 for \$1,476,218.23;

For a grand total of claims paid of \$3,767,605.04

Background Information: Move to approve Claims

Proposal/Objective: Move to approve Claims

Advantage: N/A

Notable Energy Impact: N/A

Disadvantage: N/A

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve claims

ATTACHMENTS:

☐ [Claims Memo 2.27.23 Meeting](#)

☐ [1/6/23 Claims Memo](#)

☐ [1/13/23 Claims Memo](#)

☐ [1/21/23 Claims Memo](#)

☐ [2/8/23 Claims Memo](#)



Commission Meeting February 27, 2023

helenamt.gov



Motion: Move to approve claims paid from 1/4/23 through 1/27/23, checks numbered 192108 - 192580 and seven (7) ACH Payments for a grand total of \$

Prepared by: Sheila Danielson, Finance Director

Action to be Considered by the Commission

Move to approve:

- Claims paid on 1/4/23 and 1/5/23 checks numbered 192108 - 192157 and (1) ACH Payment for \$976,466.76;
- Claims paid on 1/10/23, 1/12/23 and 1/13/23 checks numbered 192158 – 192324 and (2) ACH Payments for \$948,610.25;
- Claims paid on 1/20/23 checks numbered 192325 – 192424 and (1) ACH Payments for \$366,309.80;
- Claims paid on 1/24/23, 1/26/23 and 1/27/23 checks numbered 192425 - 192580 for \$1,476,218.23;

For a grand total of claims paid of \$3,767,605.04.

Recommended Motion

Move to approve claims

Respectfully submitted,

Sheila Danielson
Finance Director

Presentation Documents

1/6/23 Claims Memo
1/13/23 Claims Memo
1/21/23 Claims Memo
2/8/22 Claims Memo



Finance Dept.
316 North Park Avenue
Helena, MT 59623

: Phone: 406-447-8417
: Fax: 406-447-8434
: Email: jrensmon@helenamt.gov

helenamt.gov

January 6, 2023

To: Tim Burton, Interim Acting City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 1/4/23 and 1/5/23 have been approved for claims in the amount of \$976,466.76. Checks numbered 192108 – 192157 and ACH #14 have been issued for payment.

A list of all claims paid and supporting detail are available in the City Finance Department, Room 320, for anyone who wishes to review them.

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0001695	00	LEHRKIND'S							
1992193		4810	H52700	00	11/17/2022	563-4113-464.20-53	RETURN OF RESALE ITEMS	166.00-	
1992051		4811	H52701	00	11/17/2022	563-4113-464.20-53	RETURN OF RESALE ITEMS	166.00-	
1997231		4947	H52820	00	11/21/2022	563-4113-464.20-53	RETURN OF PRODUCT - MUNIS	166.00-	
2002032		000249		00	12/07/2022	563-4113-464.20-53	DEC22-ALCOHOL PREPAY	53.00	
2002031		000250		00	12/07/2022	563-4113-464.20-53	DEC22-ALCOHOL PREPAY	115.70	
2002131		000291		00	12/20/2022	563-4113-464.20-53	DEC22-Alcohol	111.00	
2006655		000328		00	01/04/2023	563-4113-464.20-53	DEC22-Alcohol	278.20	
VENDOR TOTAL *								59.90	
TOTAL EXPENDITURES ****								59.90	
GRAND TOTAL *****									59.90

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0000090	00	DAKOTA SUPPLY GROUP INC							
S102353837.001	6078	H53868	00	12/29/2022	521-3126-435.20-81	BACKFLOW PREVENTOR (GROUN		1,055.60	
S102376145.001	6079	H53869	00	12/29/2022	521-3126-435.20-82	REPAIR SLEEVE		256.78	
VENDOR TOTAL *								1,312.38	
0000174	00	DEPT OF REVENUE							
#1HALE MALBMEN	6070	H53862	00	12/29/2022	521-3126-435.90-30	PRV HALE MALBEN INTERZONE		5,397.77	
#1HALE MALBMEN	6071	H53862	00	12/29/2022	521-3126-435.90-60	PRV HALE MALBEN INTERZONE		1,082.23	
#1HALE MALBMEN	6072	H53862	00	12/29/2022	521-3126-435.90-30	PRV HALE MALBEN INTERZONE		200.41	
0-917-725-952	6093	H53884	00	12/30/2022	573-4512-403.90-20	CGR ABRAHAM CONSTRUCTION		578.59	
VENDOR TOTAL *								7,259.00	
0000377	00	ACTION PRINT							
113654	6045	H53829	00	12/28/2022	521-3125-435.30-21	PRINTING-VIOLATION NOTICE		940.00	
VENDOR TOTAL *								940.00	
0000393	00	INFORMATION TECHNOLOGY & SRVCS							
PHN CHRGS-1/23	001186		00	06/07/2013	100-1101-411.30-02	JAN22-PHONE CHRGS FY23		177.75	
PHN CHRGS-1/23	001187		00	06/07/2013	100-1201-412.30-02	JAN22-PHONE CHRGS FY23		158.00	
PHN CHRGS-1/23	001188		00	06/07/2013	100-1301-412.30-02	JAN22-PHONE CHRGS FY23		355.50	
PHN CHRGS-1/23	000385		00	01/14/2019	100-1302-412.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	001189		00	06/07/2013	100-1401-413.30-02	JAN22-PHONE CHRGS FY23		316.00	
PHN CHRGS-1/23	001190		00	06/07/2013	100-1501-414.30-02	JAN22-PHONE CHRGS FY23		158.00	
PHN CHRGS-1/23	001191		00	06/07/2013	100-1506-415.30-02	JAN22-PHONE CHRGS FY23		237.00	
PHN CHRGS-1/23	001192		00	06/07/2013	100-1507-415.30-02	JAN22-PHONE CHRGS FY23		237.00	
PHN CHRGS-1/23	001193		00	06/07/2013	100-1601-418.30-02	JAN22-PHONE CHRGS FY23		276.50	
PHN CHRGS-1/23	000231		00	11/17/2022	100-1701-411.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	001194		00	06/07/2013	100-1801-417.30-02	JAN22-PHONE CHRGS FY23		197.50	
PHN CHRGS-1/23	001195		00	06/07/2013	100-2201-421.30-02	JAN22-PHONE CHRGS FY23		1,224.50	
PHN CHRGS-1/23	000720		00	06/07/2013	100-2209-421.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	001196		00	06/07/2013	100-2301-424.30-02	JAN22-PHONE CHRGS FY23		746.68	
PHN CHRGS-1/23	001197		00	06/07/2013	100-3101-431.30-02	JAN22-PHONE CHRGS FY23		197.50	
PHN CHRGS-1/23	001198		00	06/07/2013	100-3102-433.30-02	JAN22-PHONE CHRGS FY23		355.50	
PHN CHRGS-1/23	001199		00	06/07/2013	100-4101-464.30-02	JAN22-PHONE CHRGS FY23		79.00	
PHN CHRGS-1/23	001200		00	06/07/2013	100-4102-464.30-02	JAN22-PHONE CHRGS FY23		170.59	
PHN CHRGS-1/23	000298		00	12/15/2020	100-4103-464.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	000721		00	06/07/2013	100-4104-464.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	001203		00	06/07/2013	201-3503-432.30-02	JAN22-PHONE CHRGS FY23		259.91	
PHN CHRGS-1/23	001204		00	06/07/2013	201-3504-432.30-02	JAN22-PHONE CHRGS FY23		101.91	
PHN CHRGS-1/23	000722		00	06/07/2013	201-3509-432.30-02	JAN22-PHONE CHRGS FY23		27.26	
PHN CHRGS-1/23	001202		00	06/07/2013	201-3510-432.30-02	JAN22-PHONE CHRGS FY23		39.50	
PHN CHRGS-1/23	001205		00	06/07/2013	211-4120-464.30-02	JAN22-PHONE CHRGS FY23		349.62	
PHN CHRGS-1/23	001208		00	06/07/2013	212-4505-403.30-02	JAN22-PHONE CHRGS FY23		118.50	
PHN CHRGS-1/23	001209		00	06/07/2013	218-2206-421.30-02	JAN22-PHONE CHRGS FY23		197.50	
PHN CHRGS-1/23	001211		00	06/07/2013	219-2202-421.30-02	JAN22-PHONE CHRGS FY23		395.00	
PHN CHRGS-1/23	001212		00	06/07/2013	235-4172-464.30-02	JAN22-PHONE CHRGS FY23		118.50	
PHN CHRGS-1/23	000723		00	06/07/2013	503-1602-425.30-02	JAN22-PHONE CHRGS FY23		434.50	
PHN CHRGS-1/23	001213		00	06/07/2013	521-3125-435.30-02	JAN22-PHONE CHRGS FY23		491.78	
PHN CHRGS-1/23	001214		00	06/07/2013	521-3126-435.30-02	JAN22-PHONE CHRGS FY23		308.10	
PHN CHRGS-1/23	001215		00	06/07/2013	531-3135-436.30-02	JAN22-PHONE CHRGS FY23		185.38	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND- ISSUED
NO		NO	NO						AMOUNT

0000393	00	INFORMATION TECHNOLOGY & SRVCS							
PHN	CHRG	1/23	001216	00	06/07/2013	531-3136-436.30-02	JAN22-PHONE CHRG	FY23	205.40
PHN	CHRG	1/23	001217	00	06/07/2013	541-3141-438.30-02	JAN22-PHONE CHRG	FY23	88.48
PHN	CHRG	1/23	001218	00	06/07/2013	542-3140-438.30-02	JAN22-PHONE CHRG	FY23	108.20
PHN	CHRG	1/23	001219	00	06/07/2013	546-3150-438.30-02	JAN22-PHONE CHRG	FY23	148.92
PHN	CHRG	1/23	001220	00	06/07/2013	547-3151-438.30-02	JAN22-PHONE CHRG	FY23	49.38
PHN	CHRG	1/23	001221	00	06/07/2013	563-4111-464.30-02	JAN22-PHONE CHRG	FY23	118.50
PHN	CHRG	1/23	001222	00	06/07/2013	563-4113-464.30-02	JAN22-PHONE CHRG	FY23	39.50
PHN	CHRG	1/23	001224	00	06/07/2013	563-4115-464.30-02	JAN22-PHONE CHRG	FY23	39.50
PHN	CHRG	1/23	001225	00	06/07/2013	570-4510-403.30-02	JAN22-PHONE CHRG	FY23	420.35
PHN	CHRG	1/23	001226	00	06/07/2013	573-4512-403.30-02	JAN22-PHONE CHRG	FY23	237.00
PHN	CHRG	1/23	000724	00	06/07/2013	580-3560-434.30-02	JAN22-PHONE CHRG	FY23	237.00
PHN	CHRG	1/23	000513	00	03/03/2020	610-3570-501.30-02	JAN22-PHONE CHRG	FY23	246.88
VENDOR TOTAL *								10,051.09	
0000393	00	INFORMATION TECHNOLOGY & SRVCS,CK GRP-A							
JANUARY	2023	001413	00	06/07/2013	100-1101-411.30-01	JAN22-IT&S	CHRG	FY23	1,701.48
JANUARY	2023	001414	00	06/07/2013	100-1201-412.30-01	JAN22-IT&S	CHRG	FY23	1,128.33
JANUARY	2023	001415	00	06/07/2013	100-1301-412.30-01	JAN22-IT&S	CHRG	FY23	2,112.34
JANUARY	2023	000416	00	06/07/2013	100-1302-412.30-01	JAN22-IT&S	CHRG	FY23	264.73
JANUARY	2023	001416	00	06/07/2013	100-1401-413.30-01	JAN22-IT&S	CHRG	FY23	1,600.10
JANUARY	2023	001417	00	06/07/2013	100-1501-414.30-01	JAN22-IT&S	CHRG	FY23	939.82
JANUARY	2023	001418	00	06/07/2013	100-1506-415.30-01	JAN22-IT&S	CHRG	FY23	1,298.24
JANUARY	2023	001419	00	06/07/2013	100-1507-415.30-01	JAN22-IT&S	CHRG	FY23	1,294.18
JANUARY	2023	001420	00	06/07/2013	100-1601-418.30-01	JAN22-IT&S	CHRG	FY23	1,741.76
JANUARY	2023	000924	00	06/07/2013	100-1701-411.30-01	JAN22-IT&S	CHRG	FY23	202.97
JANUARY	2023	001421	00	06/07/2013	100-1801-417.30-01	JAN22-IT&S	CHRG	FY23	1,087.98
JANUARY	2023	001422	00	06/07/2013	100-2201-421.30-01	JAN22-IT&S	CHRG	FY23	13,701.83
JANUARY	2023	001423	00	06/07/2013	100-2203-446.30-01	JAN22-IT&S	CHRG	FY23	455.05
JANUARY	2023	000411	00	06/07/2013	100-2207-421.30-01	JAN22-IT&S	CHRG	FY23	388.41
JANUARY	2023	000412	00	06/07/2013	100-2209-421.30-01	JAN22-IT&S	CHRG	FY23	259.65
JANUARY	2023	001424	00	06/07/2013	100-2301-424.30-01	JAN22-IT&S	CHRG	FY23	10,079.72
JANUARY	2023	001425	00	06/07/2013	100-3101-431.30-01	JAN22-IT&S	CHRG	FY23	1,067.71
JANUARY	2023	001426	00	06/07/2013	100-3102-433.30-01	JAN22-IT&S	CHRG	FY23	2,612.61
JANUARY	2023	001427	00	06/07/2013	100-4101-464.30-01	JAN22-IT&S	CHRG	FY23	571.83
JANUARY	2023	001428	00	06/07/2013	100-4102-464.30-01	JAN22-IT&S	CHRG	FY23	1,736.76
JANUARY	2023	001429	00	06/07/2013	100-4103-464.30-01	JAN22-IT&S	CHRG	FY23	949.98
JANUARY	2023	001430	00	06/07/2013	100-4104-464.30-01	JAN22-IT&S	CHRG	FY23	564.77
JANUARY	2023	001431	00	06/07/2013	201-3503-432.30-01	JAN22-IT&S	CHRG	FY23	2,705.57
JANUARY	2023	001432	00	06/07/2013	201-3504-432.30-01	JAN22-IT&S	CHRG	FY23	605.93
JANUARY	2023	000925	00	06/07/2013	201-3509-432.30-01	JAN22-IT&S	CHRG	FY23	51.93
JANUARY	2023	001434	00	06/07/2013	201-3510-432.30-01	JAN22-IT&S	CHRG	FY23	583.41
JANUARY	2023	001435	00	06/07/2013	211-4120-464.30-01	JAN22-IT&S	CHRG	FY23	1,452.81
JANUARY	2023	001436	00	06/07/2013	212-4505-403.30-01	JAN22-IT&S	CHRG	FY23	933.39
JANUARY	2023	001438	00	06/07/2013	218-2206-421.30-01	JAN22-IT&S	CHRG	FY23	2,770.24
JANUARY	2023	001439	00	06/07/2013	219-2202-421.30-01	JAN22-IT&S	CHRG	FY23	2,508.79
JANUARY	2023	000928	00	06/07/2013	235-4172-464.30-01	JAN22-IT&S	CHRG	FY23	640.90
JANUARY	2023	001440	00	06/07/2013	237-4171-464.30-01	JAN22-IT&S	CHRG	FY23	1,021.53
JANUARY	2023	001441	00	06/07/2013	245-3106-432.30-01	JAN22-IT&S	CHRG	FY23	328.91
JANUARY	2023	001442	00	06/07/2013	503-1602-425.30-01	JAN22-IT&S	CHRG	FY23	3,081.42

VEND NO	SEQ#	VENDOR NAME	INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
NO			NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
											AMOUNT
0000393	00	INFORMATION TECHNOLOGY & SRVCS,CK GRP-A									
JANUARY 2023		001443				00	06/07/2013	521-3125-435.30-01	JAN22-IT&S CHRGS-FY23	3,261.60	
JANUARY 2023		001444				00	06/07/2013	521-3126-435.30-01	JAN22-IT&S CHRGS-FY23	4,375.72	
JANUARY 2023		001445				00	06/07/2013	531-3135-436.30-01	JAN22-IT&S CHRGS-FY23	2,491.92	
JANUARY 2023		001446				00	06/07/2013	531-3136-436.30-01	JAN22-IT&S CHRGS-FY23	534.35	
JANUARY 2023		001447				00	06/07/2013	531-3137-436.30-01	JAN22-IT&S CHRGS-FY23	208.06	
JANUARY 2023		001448				00	06/07/2013	541-3141-438.30-01	JAN22-IT&S CHRGS-FY23	844.23	
JANUARY 2023		001449				00	06/07/2013	542-3140-438.30-01	JAN22-IT&S CHRGS-FY23	514.34	
JANUARY 2023		001450				00	06/07/2013	546-3150-438.30-01	JAN22-IT&S CHRGS-FY23	2,062.72	
JANUARY 2023		001451				00	06/07/2013	547-3151-438.30-01	JAN22-IT&S CHRGS-FY23	506.93	
JANUARY 2023		001452				00	06/07/2013	551-3501-432.30-01	JAN22-IT&S CHRGS-FY23	1,672.09	
JANUARY 2023		001454				00	06/07/2013	563-4111-464.30-01	JAN22-IT&S CHRGS-FY23	1,178.72	
JANUARY 2023		001455				00	06/07/2013	563-4113-464.30-01	JAN22-IT&S CHRGS-FY23	963.50	
JANUARY 2023		001456				00	06/07/2013	563-4115-464.30-01	JAN22-IT&S CHRGS-FY23	981.03	
JANUARY 2023		000413				00	06/07/2013	570-4510-403.30-01	JAN22-IT&S CHRGS-FY23	1,481.05	
JANUARY 2023		001457				00	06/07/2013	573-4512-403.30-01	JAN22-IT&S CHRGS-FY23	714.33	
JANUARY 2023		000414				00	06/07/2013	580-3560-434.30-01	JAN22-IT&S CHRGS-FY23	2,516.41	
JANUARY 2023		000415				00	06/07/2013	581-3562-434.30-01	JAN22-IT&S CHRGS-FY23	275.07	
JANUARY 2023		000274				00	10/25/2019	610-3570-501.30-01	JAN22-IT&S CHRGS-FY23	2,481.36	
									VENDOR TOTAL *	89,508.51	
0000424	00	ROBERT PECCIA & ASSOCIATES									
22720_1		6075 H53865				00	12/29/2022	521-3126-435.90-60	CROSS TOWN CONNECTOR PROJ	17,110.96	
									VENDOR TOTAL *	17,110.96	
0000490	00	MORRISON-MAIERLE, INC.									
000227522		6074 H53864				00	12/29/2022	521-3125-435.90-63	GROUNDWATER WELL PROJECT/	18,049.25	
									VENDOR TOTAL *	18,049.25	
0000520	00	MONTANA BROOM AND BRUSH									
261865 00		6081 H53872				00	12/29/2022	521-3126-435.20-24	VEHICLE BRUSH, HANDLE	36.60	
261445 00 00		6089 H53881				00	12/30/2022	573-4512-403.20-24	10 CHEM LABELS, VACUUM PE	5.04	
									VENDOR TOTAL *	41.64	
0000562	00	NORTHWEST PIPE FITTINGS									
2852524		6082 H53873				00	12/29/2022	521-3126-435.20-82	HYMAX	703.08	
2849001		6083 H53874				00	12/29/2022	531-3136-436.20-98	FLOAT/SEAL, ORING - AIRPO	1,204.40	
									VENDOR TOTAL *	1,907.48	
0000618	00	POWER TOWNSEND									
872867		6053 H53840				00	12/28/2022	531-3135-436.30-62	BFP REPAIRS	168.86	
873051		6044 H53822				00	12/28/2022	570-4510-403.20-98	SHRINK FILM, WINDOW FAN,	104.67	
									VENDOR TOTAL *	273.53	
0000640	00	EAGLE TIRE BRAKE & ALIGNMENT									
1009518		6097 H53886				00	01/03/2023	580-3560-434.20-38	REPAIR AMD REPLACE 4 TIRE	1,039.89	
									VENDOR TOTAL *	1,039.89	
0000649	00	ROCK HAND HARDWARE									
750288		6085 H53876				00	12/29/2022	245-3106-432.20-29	THREADLOCKER	9.59	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0000649	00	ROCK HAND HARDWARE							
749769		6084	H53875	00	12/29/2022	531-3136-436.20-29	CLEANER, PVC CUTTER, CEME	53.55	
750228		6058	H53851	00	12/29/2022	551-3501-432.20-98	DRILL BITS AND NUTS & BOL	17.04	
VENDOR TOTAL *								80.18	
0000667	00	L & C COUNTY TREASURER							
TY22PROPTAXB		6101	H53912	00	01/04/2023	235-4172-464.50-40	PROP TAX FOR CITY WATER T	5.50	
VENDOR TOTAL *								5.50	
0001305	00	ALPINE ANALYTICAL, INC.							
8094		6046	H53830	00	12/28/2022	521-3125-435.30-98	LAB-SAMPLES	387.00	
8117		6047	H53831	00	12/28/2022	521-3125-435.30-98	LAB-SAMPLES	200.00	
VENDOR TOTAL *								587.00	
0001321	00	L & C COUNTY PUBLIC HEALTH							
5067		6080	H53870	00	12/29/2022	531-3136-436.30-51	VACCINES - HEP A/B SAMUEL	207.00	
VENDOR TOTAL *								207.00	
0001322	00	FRONTLINE GLASS							
153886		6055	H53842	00	12/28/2022	573-4512-403.20-98	REPLACEMENT GLASS	99.00	
VENDOR TOTAL *								99.00	
0001695	00	LEHRKIND'S							
2006186		6094	H53844	00	12/28/2022	100-1101-411.30-79	COMMISSION CHAMBERS WATER	20.90	
VENDOR TOTAL *								20.90	
0002207	00	SERVICE MASTER COMMERCIAL BUILDING							
23211		6099	H53889	00	01/03/2023	580-3560-434.30-99	JAN JANITORIAL	675.00	
VENDOR TOTAL *								675.00	
0002443	00	JACKSON, MURDO & GRANT, P.C.							
18764		6102	H53913	00	01/04/2023	100-1201-412.30-99	SERVICES RENDERED BETWEEN	1,327.00	
VENDOR TOTAL *								1,327.00	
0002517	00	RUSSELL INDUSTRIES, INC.							
146052-00		6086	H53877	00	12/29/2022	521-3126-435.20-81	3" OMNI METER (GROUNDS GU	1,685.72	
VENDOR TOTAL *								1,685.72	
0002639	00	DEXYP							
610055675410		6098	H53888	00	01/03/2023	580-3560-434.30-37	YELLOW PAGES AD- DECEMBER	58.00	
VENDOR TOTAL *								58.00	
0002652	00	AMERICAN WATER WORKS ASSOCIATION							
7002076587		6077	H53867	00	12/29/2022	521-3126-435.30-35	MEMBERSHIP DUES	75.00	
VENDOR TOTAL *								75.00	
0002671	00	HARD ROCK ROAD BUILDING & UTILITIES							
#1 HALE MALBEN		6067	H53861	00	12/29/2022	521-3126-435.90-30	PRV HALE MALBEN INTERZONE	534,379.05	
#1 HALE MALBEN		6068	H53861	00	12/29/2022	521-3126-435.90-60	PRV HALE MALBEN INTERZONE	107,140.35	
#1 HALE MALBEN		6069	H53861	00	12/29/2022	521-3126-435.90-30	PRV HALE MALBEN INTERZONE	19,840.80	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0002671	00	HARD ROCK ROAD BUILDING & UTILITIES						
						VENDOR TOTAL *	661,360.20	
0002813 1090758	00	FERGUSON ENTERPRISES, INC. #109 6048 H53832	00	12/28/2022	521-3125-435.30-62	TMTP-CL2	276.15	
						VENDOR TOTAL *	276.15	
0002854 6-23 6-23	00	WILLIAMS, CARMEN 6088 H53880	00	12/30/2022	212-4505-403.30-99	DECEMBER CLEANING	515.00	
		6087 H53880	00	12/30/2022	213-4505-403.30-99	DECEMBER CLEANING	790.00	
						VENDOR TOTAL *	1,305.00	
0003048 180559 180559	00	NATIONAL LEAGUE OF CITIES 5312	00	12/16/2022	100-1101-411.30-35	11/01/22 TO 10/31/23 NLC	CHECK #: 191771	2,064.00-
		5312	00	01/04/2023	100-1101-411.30-35	11/01/22 TO 10/31/23 NLC	2,064.00	
						VENDOR TOTAL *	2,064.00	2,064.00-
0003821 210706	00	USA BLUE BOOK 6054 H53841	00	12/28/2022	531-3135-436.20-22	LAB SUPPLIES	89.61	
						VENDOR TOTAL *	89.61	
0003882 1244967-0 1242886-1	00	360 OFFICE SOLUTIONS 6095 H53878	00	12/29/2022	100-1101-411.20-19	PENS BATTERIES PAPER	105.23	
		6049 H53833	00	12/28/2022	521-3125-435.20-45	WIRELESS KEYBOARDS-TMTP	95.97	
						VENDOR TOTAL *	201.20	
0003937	00	VERIZON WIRELESS						
9923855128		000034	00	01/02/2020	100-1101-411.30-16	JAN22 VERIZON WIRELESS	41.48	
9923855128		000403	00	01/02/2020	100-1201-412.30-16	JAN22 VERIZON WIRELESS	165.92	
9923855128		000544	00	06/08/2022	100-1401-413.30-99	JAN22 VERIZON WIRELESS	41.48	
9923855128		000279	00	11/10/2021	100-1501-414.30-16	JAN22 VERIZON WIRELESS	41.48	
9923855128		000160	00	09/15/2020	100-1601-418.30-16	JAN22 VERIZON WIRELESS	147.33	
9923855128		000123	00	09/07/2022	100-1701-411.30-16	JAN22 VERIZON WIRELESS	24.36	
9923855128		000237	00	01/02/2020	100-1801-417.30-16	JAN22 VERIZON WIRELESS	41.48	
9923855128		000122	00	09/07/2022	100-3101-431.30-16	JAN22 VERIZON WIRELESS	41.48	
9923855128		000625	00	01/02/2020	100-3102-433.30-16	JAN22 VERIZON WIRELESS	140.07	
9923855128		000088	00	01/02/2020	100-4101-464.30-16	JAN22 VERIZON WIRELESS	81.49	
9923855128		000363	00	01/02/2020	100-4102-464.30-16	JAN22 VERIZON WIRELESS	30.02	
9923855128		000361	00	01/02/2020	212-4505-403.30-16	JAN22 VERIZON WIRELESS	94.61	
9923855128		000624	00	01/02/2020	212-4506-403.30-16	JAN22 VERIZON WIRELESS	26.89	
9923855128		000364	00	01/02/2020	237-4171-464.30-16	JAN22 VERIZON WIRELESS	160.04	
9923855128		000361	00	01/02/2020	503-1602-425.30-16	JAN22 VERIZON WIRELESS	367.44	
9923855128		000281	00	11/10/2021	521-3125-435.30-16	JAN22 VERIZON WIRELESS	50.03	
9923855128		000280	00	11/10/2021	531-3135-436.30-16	JAN22 VERIZON WIRELESS	103.77	
9923855128		000374	00	01/02/2020	541-3141-438.30-16	JAN22 VERIZON WIRELESS	7.90	
9923855128		000185	00	01/02/2020	541-3141-438.30-99	JAN22 VERIZON WIRELESS	24.01	
9923855128		000185	00	01/02/2020	541-3141-438.30-99	JAN22 VERIZON WIRELESS	240.06	
9923855128		000907	00	01/02/2020	542-3140-438.30-16	JAN22 VERIZON WIRELESS	7.90	
9923855128		000902	00	01/02/2020	542-3140-438.30-99	JAN22 VERIZON WIRELESS	16.00	
9923855128		000372	00	01/02/2020	546-3150-438.30-16	JAN22 VERIZON WIRELESS	7.91	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT
0003937	00	VERIZON WIRELESS							
							VENDOR TOTAL *	1,903.15	
0003956	00	NORTHERN INDUSTRIAL HYGIENE INC							
30975		6043	H53821	00	12/28/2022	573-4512-403.90-20	SITE VISIT, REPORTING, SA	572.00	
							VENDOR TOTAL *	572.00	
0003969	00	BATTERIES PLUS BULBS							
P58200481		6051	H53835	00	12/28/2022	531-3135-436.20-29	BATTERIES	11.00	
							VENDOR TOTAL *	11.00	
0004187	00	KOLAR TIRE & AUTO							
9512		6059	H53852	00	12/29/2022	551-3501-432.20-38	SKIDSTEER TIRE REPAIR	235.00	
10019		6100	H53891	00	01/03/2023	580-3560-434.20-38	FLAT REPAIR FOR 613.	15.00	
							VENDOR TOTAL *	250.00	
0004532	00	ABRAHAM CONSTRUCTION SERVICES LLC							
CF23-01	002	6092	H53883	00	12/30/2022	573-4512-403.90-20	SERVICES 12/1/22-12/31/22	EFT:	57,280.00
							VENDOR TOTAL *	.00	57,280.00
0005055	00	FISHER'S TECHNOLOGY							
1108632		6090	H53882	00	12/30/2022	643-1553-415.30-62	MAINT CNTRCT AGRMNT-12/23	47.44	
1108632		6091	H53882	00	12/30/2022	643-1553-415.30-62	MAINT CONTRCT OVRG-9/23/2	78.09	
							VENDOR TOTAL *	125.53	
0005119	00	BOBCAT OF HELENA							
304385		6052	H53836	00	12/28/2022	531-3135-436.30-62	SKID SHOE FOR PLOW	197.48	
							VENDOR TOTAL *	197.48	
0005186	00	CALE AMERICA INC.							
172504		6057	H53850	00	12/29/2022	551-3501-432.30-99	METER FEES	5,062.16	
							VENDOR TOTAL *	5,062.16	
0005253	00	AE2S, INC.							
84498		6060	H53856	00	12/29/2022	521-3125-435.90-70	TMWTP FILTER IMRPOVEMENTS	13,569.00	
82868		6061	H53857	00	12/29/2022	521-3125-435.90-70	TMWTP FILTER IMPROVEMENTS	10,267.75	
84499		6062	H53858	00	12/29/2022	521-3125-435.90-30	WATER TREATMENT MASTER PL	7,561.75	
							VENDOR TOTAL *	31,398.50	
0005277	00	GOT SNOW?							
0222		6056	H53849	00	12/29/2022	551-3501-432.30-99	SIDEWALK SNOW REMOVAL	1,155.00	
							VENDOR TOTAL *	1,155.00	
0005426	00	MONTANA INFRASTRUCTURE COALITION							
230019		6073	H53863	00	12/29/2022	100-3101-431.30-35	MT INFRASTRUCTURE COALITI	5,000.00	
							VENDOR TOTAL *	5,000.00	
0005437	00	NAPA - HELENA							
635061		6038	H53123	00	12/06/2022	563-4115-464.30-61	FILTERS FOR MOWERS X7 QTY	138.93	
637464		6039	H53668	00	12/20/2022	563-4115-464.30-61	FILTERS FOR MOWERS AND HA	149.69	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005437 637465	00	NAPA - HELENA 6040 H53669	00	12/20/2022	563-4115-464.30-61	PARTS FOR SIDEWINDER MOWE	118.69	
						VENDOR TOTAL *	407.31	
0005517 12212022	00	MCMAHON, RENEE 6041 H53786	00	12/21/2022	100-1801-417.30-35	REAL INSTITUTE TRAVEL REI	92.00	
						VENDOR TOTAL *	92.00	
0005585 003303	00	SPARE LABS INC. 6096 H53885	00	01/03/2023	580-3560-434.30-99	SOFTWARE USAGE FOR 9 BUSE	2,700.00	
						VENDOR TOTAL *	2,700.00	
0005628 3475-22208041	00	FCS GROUP 6063 H53859	00	12/29/2022	521-3125-435.30-99	WATER & SEWER RATE STUDY	6,333.31	
3475-22209022		6065 H53860	00	12/29/2022	521-3125-435.30-99	WATER & SEWER RATE STUDY	1,375.00	
3475-22208041		6064 H53859	00	12/29/2022	531-3135-436.30-99	WATER & SEWER RATE STUDY	6,333.31	
3475-22209022		6066 H53860	00	12/29/2022	531-3135-436.30-99	WATER & SEWER RATE STUDY	1,375.00	
						VENDOR TOTAL *	15,416.62	
0005727 INV#01042023	00	DOCKTER, REBECCA 6103 H53951	00	01/04/2023	100-1201-412.30-99	REIMBURSEMENT FOR CITY AT	189.49	
						VENDOR TOTAL *	189.49	
0005782 4099-32624	00	NATIONAL LAUNDRY CO. 6076 H53866	00	12/29/2022	212-4505-403.30-99	8CT 4X6, 1CT 3X10 MATS 12	87.67	
						VENDOR TOTAL *	87.67	
0005859 100658	00	Q-MATION, INC, DBA WONDERWARE NORTH 6050 H53834	00	12/28/2022	521-3125-435.30-99	CUSTOMER SUPPORT 12-23-22	6,542.43	
						VENDOR TOTAL *	6,542.43	
0005870 S10319	00	ELECTRIC TRADING COMPANY, INC. 6042 H53820	00	12/28/2022	212-4505-403.30-66	HAND HELD REMOTE	242.50	
						VENDOR TOTAL *	242.50	
0005872 LOAN-1/3/23	00	MAURILLO, ALFRED & LAURA 000326	00	01/03/2023	532-0000-125.20-03	JAN23-Srvc Line Loan-Swr	14,733.00	
						VENDOR TOTAL *	14,733.00	
0005873 LOAN-1/3/23	00	PAULSON, HELEN 000327	00	01/03/2023	532-0000-125.20-03	JAN23-Srvc Line Loan-Swr	15,000.00	
						VENDOR TOTAL *	15,000.00	
9999120 000064243	00	CYGNUS HOME SERVICES LLC UT	00	01/05/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	430.83	
						VENDOR TOTAL *	430.83	
						HAND ISSUED TOTAL ***		2,064.00-
						EFT/EPAY TOTAL ***		57,280.00

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT

9999120	00								
							TOTAL EXPENDITURES ****	919,126.86	55,216.00
						GRAND TOTAL	*****		974,342.86



Finance Dept.
316 North Park Avenue
Helena, MT 59623

: Phone: 406-447-8417
: Fax: 406-447-8434
: Email: jrensmon@helenamt.gov

helenamt.gov

February 8, 2023

To: Tim Burton, Interim Acting City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 1/10/23, 1/12/23, and 1/13/23 have been approved for claims in the amount of \$948,610.25. Checks numbered 192158 – 192324 and ACH #15 - 16 have been issued for payment.

A list of all claims paid and supporting detail are available in the City Finance Department, Room 320, for anyone who wishes to review them.

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0003038	00	GUSTO	BEVERAGE COMPANY						
1623953		000329		00	01/10/2023	563-4113-464.20-53	JAN23-Alcohol	176.12	
VENDOR TOTAL *								176.12	
0004929	00	EAGLE	BEVERAGE - HELENA						
2267689		000330		00	01/10/2023	563-4113-464.20-53	JAN23-Alcohol	EFT:	149.00
VENDOR TOTAL *								.00	149.00
EFT/EPAY TOTAL ***									149.00
TOTAL EXPENDITURES *****								176.12	149.00
GRAND TOTAL *****									325.12

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000044 CG207389	00	FINSTADS CARPET ONE 6357 H54111	00	01/06/2023	212-4505-403.30-66	160FT 4"RUBBER BASE	256.00	
VENDOR TOTAL *							256.00	
0000064 BRGC-010323-0566280	00	VANS THRIFTWAY H54097	00	01/05/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	19.73	
VENDOR TOTAL *							19.73	
0000143 211000	00	ALLEGRA PRINT & IMAGING 6282 H54108	00	01/06/2023	100-3084-430.20-19	BUSINESS CARDS/SCOTT BURK	59.95	
VENDOR TOTAL *							59.95	
0000154 10182361	00	KLJ ENGINEERING LLC 6188 H53997	00	01/04/2023	201-3503-432.90-64	RODNEY PH II	512.05	
10182361		6189 H53997	00	01/04/2023	240-3508-432.90-64	RODNEY PH II	1,032.38	
10182361		6190 H53997	00	01/04/2023	241-3508-432.90-64	RODNEY PH II	1,032.38	
10182361		6193 H53997	00	01/04/2023	245-3106-432.90-60	RODNEY PH II	144.53	
10182361		6191 H53997	00	01/04/2023	521-3126-435.90-60	RODNEY PH II	1,176.91	
10182361		6192 H53997	00	01/04/2023	531-3136-436.90-60	RODNEY PH II	231.25	
VENDOR TOTAL *							4,129.50	
0000174 0-239-952-640	00	DEPT OF REVENUE 6287 H53903	00	01/03/2023	573-4512-403.90-20	FINAL PAY APP CGR	136.00	
VENDOR TOTAL *							136.00	
0000191 000296707	00	WEF MEMBERSHIP RENEWALS 6320 H53998	00	01/04/2023	531-3135-436.30-35	WEF MEMBERSHIP-JEFF BROWN	85.00	
VENDOR TOTAL *							85.00	
0000295 120035	00	SURPLUS PROPERTY PROGRAM 6194 H54000	00	01/04/2023	201-3503-432.20-49	ELROY'S DESK & SHELVES	315.00	
10004		6337 H54092	00	01/05/2023	245-3106-432.20-19	CHAIRS	3.33	
10004		6335 H54092	00	01/05/2023	521-3126-435.20-19	CHAIRS	3.34	
10004		6336 H54092	00	01/05/2023	531-3136-436.20-19	CHAIRS	3.33	
VENDOR TOTAL *							325.00	
0000319 22-2018	00	HELENA STAMP WORKS & ENGRAVING 6162 H53946	00	01/04/2023	219-2202-421.20-19	"SERVED" STAMP FOR RECORD	15.25	
VENDOR TOTAL *							15.25	
0000329 12312022-P&R	00	CITY UTILITY CUSTOMER SERVICE 6248 H54061	00	01/05/2023	100-4102-464.30-42	PARKS WATER/SEWER DEC2022	199.88	
12312022-P&R		6249 H54061	00	01/05/2023	100-4102-464.30-45	PARKS SOLID WASTE DEC2022	772.38	
24904JAN2023		6329 H54067	00	01/05/2023	213-4505-403.30-42	11/10/22-12/9/2022	15.40	
8291410JAN2023		6351 H54105	00	01/06/2023	213-4505-403.30-42	11/10/22-12/8/22	66.27	
8291410JAN2023		6352 H54105	00	01/06/2023	213-4505-403.30-45	4YD X 1WK	91.61	
12312022-P&R		6250 H54061	00	01/05/2023	235-4172-464.30-96	OPEN LANDS SOLID WASTE DE	69.07	
1292JAN2023		6355 H54109	00	01/06/2023	570-4510-403.30-42	11/9/22-12/7/22	375.15	
18334JAN2023		6356 H54110	00	01/06/2023	570-4510-403.30-45	11/30/22-12/31/22	234.24	
5770JAN2023		6353 H54106	00	01/06/2023	573-4512-403.30-42	11/09/22-12/07/22	221.95	

VEND NO	SEQ#	VENDOR NAME		BNK		CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.			DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO							AMOUNT
0000329	00	CITY UTILITY CUSTOMER SERVICE								
30074JAN2023		6354	H54107	00	01/06/2023		573-4512-403.30-45	6YDX2WKS 11/30/22-12/31/2	228.24	
VENDOR TOTAL *									2,274.19	
0000331	00	BUREAU OF RECLAMATION								
1803721307		6324	H54029	00	01/05/2023		521-3125-435.30-99	2023 O&M-HELENA VALLEY &	13,578.91	
VENDOR TOTAL *									13,578.91	
0000344	00	MONTANA LEAGUE OF CITIES & TOWNS								
ML00560		6225	H54038	00	01/05/2023		531-3135-436.30-99	NUTRIENT WORK GROUP EXPEN	418.86	
VENDOR TOTAL *									418.86	
0000359	00	QWIK SIGNS & CLASSIC CREATIONS								
192544		6184	H53972	00	01/04/2023		219-2202-421.20-26	POLOS FOR 911 CENTER	78.00	
VENDOR TOTAL *									78.00	
0000377	00	ACTION PRINT								
113682		6379	H54194	00	01/11/2023		100-1506-415.20-11	2023 LICENSE PRINT INSERT	3,212.36	
114102		6180	H53968	00	01/04/2023		100-2201-421.30-21	GENERIC BUSINESS CARDS (2	41.00	
114101		6181	H53969	00	01/04/2023		100-2201-421.30-21	LESHINSKI BUSINESS CARDS	41.00	
VENDOR TOTAL *									3,294.36	
0000393	00	INFORMATION TECHNOLOGY & SRVCS								
230389-64B		6383	H53987	00	01/04/2023		100-1101-411.20-45	COMMISSION OFFICE CABLING	1,348.16	
FY23-90		6384	H53990	00	01/04/2023		100-1101-411.20-45	NEW POSITION SEPT 2022 TO	1,508.46	
VENDOR TOTAL *									2,856.62	
0000518	00	MONTANA PROPANE, INC.								
0052057		6270	H54085	00	01/05/2023		235-4172-464.20-31	FUEL OUTSIDE VENDOR	14.85	
0051703		6157	H53942	00	01/04/2023		610-3571-501.20-31	8.7G PROPANE FOR FLEET SH	25.58	
VENDOR TOTAL *									40.43	
0000520	00	MONTANA BROOM AND BRUSH								
259441	01 01	6298	H53918	00	01/04/2023		570-4510-403.20-24	6CT HEAVY DUTY MOP HEADS	133.08	
262879	00 01	6330	H54069	00	01/05/2023		570-4510-403.20-24	2 CASES XL BLACK NITRILE	231.01	
262421	00 00	6297	H53917	00	01/04/2023		573-4512-403.20-24	GLOVES, HOOVER BAGS, TRAS	995.65	
VENDOR TOTAL *									1,359.74	
0000549	00	FASTENAL COMPANY								
MTHL248768		6241	H54049	00	01/05/2023		100-4102-464.20-98	MAINTENANCE MATERIALS	37.57	
MTHL248715		6306	H53980	00	01/04/2023		531-3135-436.20-29	GLOVES	82.98	
MTHL248361		6288	H53906	00	01/03/2023		570-4510-403.20-98	24 AA BATTERIES, 12 9VOLT	85.31	
VENDOR TOTAL *									205.86	
0000562	00	NORTHWEST PIPE FITTINGS								
2857967		6265	H54080	00	01/05/2023		521-3126-435.20-82	REPAIR CLAMP	427.52	
VENDOR TOTAL *									427.52	
0000618	00	POWER TOWNSEND								
873225		6243	H54056	00	01/05/2023		100-4102-464.20-41	SMALL TOOLS/EQUIP	24.07	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0000618	00	POWER TOWNSEND							
VENDOR TOTAL *								24.07	
0000649	00	ROCK HAND HARDWARE							
750135		6244	H54057	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	11.99	
750187		6245	H54058	00	01/05/2023	100-4102-464.20-41	SMALL TOOLS/EQUIP	71.49	
749952		6124	H53898	00	01/03/2023	211-4120-464.20-41	SNOW SHOVEL	99.99	
750506		6272	H54087	00	01/05/2023	235-4172-464.20-41	SMALL TOOLS/EQUIP	20.48	
750307		6246	H54059	00	01/05/2023	237-4171-464.20-41	SMALL TOOLS/EQUIP	31.98	
750443		6275	H54090	00	01/05/2023	521-3126-435.20-29	BLEACH, MOUSE TRAPS, PIK	41.49	
750094		6276	H54091	00	01/05/2023	521-3126-435.20-41	TAPE MEASURE, ANTI SEIZE	26.98	
750094		6277	H54091	00	01/05/2023	521-3126-435.20-46	GLOVES	39.98	
750196		6150	H53937	00	01/04/2023	541-3141-438.20-29	EXTENSION CORD PARTS/SUPP	14.32	
750196		6151	H53937	00	01/04/2023	542-3140-438.20-29	EXTENSION CORD PARTS/SUPP	14.30	
750338		6142	H53929	00	01/04/2023	546-3150-438.20-41	RAKES/SMALL TOOLS	45.96	
750196		6152	H53937	00	01/04/2023	546-3150-438.20-99	EXTENSION CORD PARTS/SUPP	14.32	
750377		6218	H54020	00	01/04/2023	551-3501-432.20-98	BOLTS	23.99	
750502		6310	H53984	00	01/04/2023	570-4510-403.20-98	VARIOUS COUPLERS FOR THER	70.89	
750503		6309	H53983	00	01/04/2023	573-4512-403.20-98	1.75IN FLOOR DOORSTOP	6.99	
VENDOR TOTAL *								535.15	
0000677	00	SHERWIN WILLIAMS/COLUMBIA PAINT							
4900-7		6247	H54060	00	01/05/2023	100-4102-464.20-46	SAFETY EQUIP	40.62	
3383-8		6341	H54068	00	01/06/2023	212-4505-403.30-66	PAINT AND TAPE	93.81	
VENDOR TOTAL *								134.43	
0000747	00	MURDOCH'S RANCH AND HOME SUPPLY							
159974/4		6163	H53947	00	01/04/2023	100-2201-421.20-99	COPPER DOG FOOD 12/27/22	64.99	
159942/4		6251	H54062	00	01/05/2023	100-4102-464.20-48	FIXTURES	499.95	
159943/4		6252	H54063	00	01/05/2023	100-4102-464.20-48	RETURN OF PRODUCT	499.95-	
159943/4		6253	H54063	00	01/05/2023	100-4102-464.20-48	FIXTURES	274.95	
159959/4		6254	H54064	00	01/05/2023	100-4102-464.30-66	BUILDING REPAIRS/MAINTENA	8.99	
160001/4		6271	H54086	00	01/05/2023	235-4172-464.20-41	SMALL TOOLS/EQUIP	799.99	
VENDOR TOTAL *								1,148.92	
0000775	00	GENERAL DISTRIBUTING CO							
21141-1197576		6307	H53981	00	01/04/2023	531-3135-436.20-29	OXY	14.57	
2114000011975756149			H53936	00	01/04/2023	610-3570-501.30-99	CYLINDERS FOR WELDING	75.95	
2114000011962076153			H53938	00	01/04/2023	610-3570-501.20-41	GOUGING TIP	65.15	
VENDOR TOTAL *								155.67	
0000819	00	CRESCENT ELECTRIC SUPPLY CO.							
S511004639.001		6305	H53979	00	01/04/2023	531-3135-436.30-62	BFP-HEAT REPAIR	32.76	
VENDOR TOTAL *								32.76	
0000823	00	MT MUNICIPAL INTERLOCAL AUTHORITY							
01122023		6382		00	01/12/2023	750-0000-209.03-03	OCT-DEC22 WC PAYMT	173,699.21	
VENDOR TOTAL *								173,699.21	
0000823	00	MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-A							

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0000823	00	MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-A							
DR1005362		6377	H54117	00	01/06/2023	645-1505-505.50-17	DEC22-LB2022009467-TRANSI	1,667.74	
VENDOR TOTAL *								1,667.74	
0000909	00	HELENA CYCLE CENTER							
100081091		6242	H54050	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	141.99	
VENDOR TOTAL *								141.99	
0000940	00	MONTANA LAW ENFORCEMENT ACADEMY							
21418		6223	H54036	00	01/05/2023	100-2201-421.30-81	HAMILTON/MCMILLAN/SMITH M	4,500.00	
VENDOR TOTAL *								4,500.00	
0000991	00	MONTANA HYDRAULICS LLC							
10139		6311	H53986	00	01/04/2023	531-3135-436.30-62	REPAIR CAST IRON HOUSING	214.76	
VENDOR TOTAL *								214.76	
0001030	00	UTILITIES UNDERGROUND LOCATION CNTR							
2125086		6220	H54023	00	01/05/2023	503-1602-425.30-99	UG LOCATES DEC 22 (74)	116.18	
VENDOR TOTAL *								116.18	
0001096	00	WEX BANK							
86040545		6168	H53954	00	01/04/2023	610-3571-501.20-31	DECEMBER 2022 FUEL PURCHA	EFT:	58,324.23
VENDOR TOTAL *								.00	58,324.23
0001113	00	PACIFIC STEEL AND RECYCLING							
8237199		6268	H54083	00	01/05/2023	235-4172-464.20-98	CONSTRUCTION/MAINT MATERI	38.16	
8237132		6130	H53914	00	01/04/2023	547-3151-438.30-84	CARDBOARD BALING-83.22T@\$	3,328.80	
VENDOR TOTAL *								3,366.96	
0001160	00	CSED WAGE WITHHOLDING UNIT							
20230113		PR0113		00	01/13/2023	100-1301-412.10-10	PAYROLL SUMMARY	138.46	
20230113		PR0113		00	01/13/2023	100-1401-413.10-10	PAYROLL SUMMARY	133.84	
20230113		PR0113		00	01/13/2023	100-2201-421.10-10	PAYROLL SUMMARY	208.61	
20230113		PR0113		00	01/13/2023	100-2207-421.10-10	PAYROLL SUMMARY	48.00	
20230113		PR0113		00	01/13/2023	100-2301-424.10-10	PAYROLL SUMMARY	113.53	
20230113		PR0113		00	01/13/2023	521-3125-435.10-10	PAYROLL SUMMARY	553.84	
VENDOR TOTAL *								1,196.28	
0001237	00	ALSCO							
LBIL1814355		6273	H54088	00	01/05/2023	563-4113-464.20-24	JANITORIAL	54.02	
VENDOR TOTAL *								54.02	
0001257	00	OTIS ELEVATOR COMPANY							
SLH16021001		6219	H54021	00	01/04/2023	551-3501-432.30-68	ELEVATOR REPAIR	633.61	
VENDOR TOTAL *								633.61	
0001305	00	ALPINE ANALYTICAL, INC.							
8148		6321	H54026	00	01/05/2023	521-3125-435.30-98	LAB-SAMPLES	49.00	
8164		6322	H54027	00	01/05/2023	521-3125-435.30-98	LAB-SAMPLES	200.00	
8208		6323	H54028	00	01/05/2023	521-3125-435.30-98	LAB-SAMPLES	200.00	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0001305	00	ALPINE ANALYTICAL, INC.							
8093		6301	H53975	00	01/04/2023	531-3135-436.30-98	LAB-SAMPLES	256.00	
8135		6302	H53976	00	01/04/2023	531-3135-436.30-98	LAB-SAMPLES	45.00	
8176		6303	H53977	00	01/04/2023	531-3135-436.30-98	LAB-SAMPLES	45.00	
8230		6304	H53978	00	01/04/2023	531-3135-436.30-98	LAB-SAMPLES	45.00	
VENDOR TOTAL *								840.00	
0001321	00	L & C COUNTY PUBLIC HEALTH							
5092		6264	H54078	00	01/05/2023	531-3136-436.30-51	VACCINATIONS (HEPA/B, TDA	307.00	
VENDOR TOTAL *								307.00	
0001495	00	CITY PETTY CASH							
FINANCE-1/3/23		6292	H53911	00	01/04/2023	100-1301-412.20-19	COPIES FROM L&C COUNTY CL	3.00	
FINANCE-1/3/23		6294	H53911	00	01/04/2023	100-1301-412.30-22	CERTIFIES DRIVING RECORD	21.00	
FINANCE-1/3/23		6295	H53911	00	01/04/2023	100-1301-412.20-19	POSTAGE STAMPS	12.00	
FINANCE-1/3/23		6296	H53911	00	01/04/2023	100-1301-412.20-19	RECORDING FEE WAIVER OF P	16.00	
FINANCE-1/3/23		6290	H53911	00	01/04/2023	503-1602-425.20-19	BATTERIES	35.98	
FINANCE-1/3/23		6293	H53911	00	01/04/2023	503-1602-425.20-19	COMPUTER SCREENS	9.99	
FINANCE-1/3/23		6291	H53911	00	01/04/2023	547-3151-438.30-79	DONUTS FOR LATEX PAINT WO	8.99	
VENDOR TOTAL *								106.96	
0001509	00	GREAT NORTHERN TOWN CENTER							
GNTC-ASS 1/23		6217	H54019	00	01/04/2023	551-3501-432.50-40	QUARTERLY FEES	12,270.53	
VENDOR TOTAL *								12,270.53	
0001611	00	BRUCO INC.							
413464		6122	H53895	00	01/03/2023	211-4120-464.20-41	FLOOR SCRUBBER MAINTENANC	1,567.77	
VENDOR TOTAL *								1,567.77	
0001689	00	LINCOLN TELEPHONE CO.							
4449620001	0123	6174	H53962	00	01/04/2023	218-2206-421.30-43	911 MAINTENANCE LINE 01/0	44.84	
VENDOR TOTAL *								44.84	
0001695	00	LEHRKIND'S							
2006185		6187	H53985	00	01/04/2023	100-1507-415.20-19	(3) GAL BIG SPRING WATER	25.95	
2006187		6257	H54071	00	01/05/2023	100-4101-464.30-99	PARKS OFFICE WATER	25.95	
261832		6258	H54072	00	01/05/2023	100-4101-464.20-49	PARKS OFFICE WATER DISPEN	12.00	
261833		6118	H53843	00	12/28/2022	211-4120-464.20-53	COOLER RENTAL	9.00	
VENDOR TOTAL *								72.90	
0001800	00	GALLS, LLC							
022891984		6177	H53966	00	01/04/2023	100-2201-421.20-26	RADIO POUCHES (6)	183.60	
VENDOR TOTAL *								183.60	
0001835	00	L & C COUNTY PUBLIC WORKS							
2023-TS06		6138	H53926	00	01/04/2023	546-3150-438.30-96	LANDFILL CHARGES-2534.63T	65,900.38	
VENDOR TOTAL *								65,900.38	
0001960	00	NITRO GREEN							
631587		6350	H54104	00	01/06/2023	570-4510-403.30-99	REMOVAL & SANDING 12/1/22	1,775.00	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND- ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0001960	00	NITRO GREEN								
631679		6343	H54102	00	01/06/2023	573-4512-403.30-99	REMOVAL & SANDING 12/1/22	1,775.00		
631660		6364	H54126	00	01/09/2023	580-3560-434.30-99	DEC SNOW REMOVAL	1,825.00		
VENDOR TOTAL *								5,375.00		
0001983	00	MONTANA CONTRACTORS ASSOCIATION INC								
REFUND-1/11/23		000332		00	01/12/2023	100-0000-341.82-00	Refund-Application Fee	125.00		
VENDOR TOTAL *								125.00		
0002004	00	MACHINERY POWER & EQUIPMENT CO								
40CS0461405		6278	H54093	00	01/05/2023	521-3126-435.20-98	GREASE CART FOR NEW BACKH	165.40		
VENDOR TOTAL *								165.40		
0002056	00	DUNDAS OFFICE INTERIORS INC								
5237		6186	H53974	00	01/04/2023	218-2206-421.20-19	DISPATCH CHAIRS (2)	2,335.42		
VENDOR TOTAL *								2,335.42		
0002366	00	LES SCHWAB								
90800425270		6133	H53920	00	01/04/2023	542-3140-438.20-38	TIRE REPAIRS UNIT #244	1,678.14		
90800425979		6135	H53922	00	01/04/2023	542-3140-438.20-38	TIRE REPAIRS UNIT #244	1,681.14		
90800425273		6134	H53921	00	01/04/2023	546-3150-438.20-38	TIRE REPAIRS UNIT #228	1,696.48		
VENDOR TOTAL *								5,055.76		
0002484	00	NORTHWESTERN ENERGY								
0721880-3		000455		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.15		
0721881-1		000456		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.00		
0721907-4		000457		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.29		
0722810-9		000459		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.73		
0722811-7		000460		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	7.16		
0721978-5		000461		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	12.30		
0721982-7		000462		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	88.20		
0721984-3		000463		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.44		
0721988-4		000464		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	74.60		
0722057-7		000465		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.15		
0722058-5		000466		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	44.54		
0722783-8		000467		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	150.88		
1014983-9		000468		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.29		
3125271-1		000541		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	48.35		
3140628-3		000542		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	35.60		
0723007-1		000225		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	6.29		
0721936-3		000226		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	71.95		
0721886-0		000227		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	94.07		
0721971-0		000228		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	40.49		
0721972-8		000229		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	40.49		
0721973-6		000230		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	56.98		
1200538-5		000231		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	108.47		
0721974-4		000232		00	12/12/2017	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	22.87		
0721975-1		000469		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	71.46		
0721934-8		000470		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	136.80		
3487625-0		000540		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	25.78		

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND- ISSUED
NO		NO	NO						AMOUNT
0002484	00	NORTHWESTERN ENERGY							
3487629-2		000109		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	25.63	
3487798-5		001159		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	41.88	
3487799-3		001160		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	4.34	
3487802-5		000260		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	14.79	
3487800-9		000701		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	14.94	
3487890-0		000041		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	15.66	
3487894-2		000401		00	01/14/2015	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	21.82	
3855568-6		000333		00	12/20/2021	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	49.99	
3971413-4		000545		00	06/09/2022	100-1002-410.50-41	JAN23-NW ENERGY-LIGHTS	14.08	
1671831-4		000877		00	04/20/2011	100-2201-421.30-41	JAN23-NW ENERGY-VAR DEPT.	179.48	
PARKS-POOL-GC		000042		00	04/20/2011	100-4102-464.30-41	JAN23-NW ENERGY-PARKS	1,151.31	
PARKS-POOL-GC		000520		00	04/20/2011	100-4102-464.30-44	JAN23-NW ENERGY-PARKS	491.29	
PARKS-POOL-GC		000737		00	04/20/2011	100-4103-464.30-41	JAN23-NW ENERGY-PARKS	91.59	
PARKS-POOL-GC		000401		00	04/20/2011	100-4103-464.30-44	JAN23-NW ENERGY-PARKS	176.82	
0100420-9		000335		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	2,233.49	
0724685-3		000336		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	82.79	
0724685-3		000337		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	2,933.19	
1955668-7		000175		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	107.82	
1955670-3		000176		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	6.44	
1352245-3		000338		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	847.61	
1352245-3		000339		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	1,733.86	
3808268-1		000208		00	10/21/2020	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	511.13	
0724851-1		000342		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	80.74	
0724852-9		000343		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	96.13	
0100417-5		000344		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	3,405.37	
0100417-5		000345		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	1,135.12	
0724846-1		000347		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	21.35	
0724846-1		000348		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	7.12	
0100427-4		000350		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	620.70	
0725004-6		000351		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	777.68	
3270412-4		000516		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	578.25	
3270412-4		000517		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	1,121.47	
3270413-2		000518		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	314.28	
3270413-2		000519		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	863.93	
0654711-1		000407		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	6.00	
0725534-2		000251		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-VAR DEPT.	286.44	
0100424-1		000441		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-VAR DEPT.	376.52	
1794875-3		000328		00	04/20/2011	212-4505-403.30-41	JAN23-NW ENERGY-VAR DEPT.	207.45	
1794875-3		000454		00	04/20/2011	212-4505-403.30-44	JAN23-NW ENERGY-VAR DEPT.	153.32	
1268080-7		000340		00	04/20/2011	213-4505-403.30-41	JAN23-NW ENERGY-COM FACIL	698.63	
1268080-7		000341		00	04/20/2011	213-4505-403.30-44	JAN23-NW ENERGY-COM FACIL	394.51	
0725193-7		000433		00	04/20/2011	218-2206-421.30-41	JAN23-NW ENERGY-VAR DEPT.	123.65	
3556712-2		000402		00	04/20/2011	218-2206-421.30-41	JAN23-NW ENERGY-VAR DEPT.	768.24	
3556712-2		000403		00	04/20/2011	218-2206-421.30-44	JAN23-NW ENERGY-VAR DEPT.	57.82	
PARKS-POOL-GC		000008		00	07/10/2019	235-4172-464.30-41	JAN23-NW ENERGY-PARKS	6.44	
0724433-8		000514		00	04/17/2019	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	2,258.22	
1341905-6		000406		00	04/20/2011	521-3125-435.30-44	JAN23-NW ENERGY-VAR DEPT.	3,766.37	
0724432-0		000413		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	7.91	
0100514-9		000414		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	368.76	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0002484	00	NORTHWESTERN	ENERGY							
0100509-9		000415		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	2,471.57		
0100509-9		001320		00	04/20/2011	521-3125-435.30-44	JAN23-NW ENERGY-VAR DEPT.	21.55		
0100491-0		000416		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	202.95		
0724605-1		000417		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	41.46		
0724442-9		000703		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	27.06		
0100397-9		000078		00	08/12/2020	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	383.07		
0724443-7		000420		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	16.06		
0100487-8		000421		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	978.64		
0724603-6		000422		00	04/20/2011	521-3125-435.30-44	JAN23-NW ENERGY-VAR DEPT.	65.06		
0724441-1		000423		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	9.38		
0982741-1		000464		00	03/12/2019	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	1,906.59		
0724557-4		000522		00	03/10/2020	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	19.04		
3729089-7		000426		00	01/16/2020	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	8.70		
0100510-7		000426		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	9,985.80		
0724439-5		000427		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	112.80		
0724571-5		000428		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	112.08		
1283723-3		000429		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	6.00		
1283737-3		000430		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	6.15		
1283764-7		000431		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	6.00		
1283782-9		000432		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	6.00		
1756022-8		001246		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	127.33		
1688421-5		000454		00	04/20/2011	521-3125-435.30-41	JAN23-NW ENERGY-VAR DEPT.	227.25		
0100504-0		000402		00	04/20/2011	531-3135-436.30-41	JAN23-NW ENERGY-VAR DEPT.	11,451.64		
0858116-7		000403		00	04/20/2011	531-3135-436.30-41	JAN23-NW ENERGY-VAR DEPT.	23,087.07		
0724011-2		000452		00	04/20/2011	531-3135-436.30-44	JAN23-NW ENERGY-VAR DEPT.	8,867.90		
1994533-6		000422		00	04/20/2011	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	77.89		
1994533-6		000423		00	04/20/2011	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	132.83		
1939980-7		000688		00	04/20/2011	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	688.24		
1891857-3		000406		00	04/20/2011	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	7.75		
1139565-4		000416		00	02/12/2019	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	243.64		
1139565-4		000417		00	02/12/2019	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	53.78		
1648363-8		000418		00	02/12/2019	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	581.71		
1648363-8		000419		00	02/12/2019	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	49.87		
1746127-8		000164		00	04/20/2011	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	1,029.82		
1746127-8		000165		00	04/20/2011	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	150.38		
1895161-6		000223		00	04/20/2011	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	83.81		
1895161-6		000099		00	08/23/2022	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	74.70		
3171902-4		000790		00	04/20/2011	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	126.43		
3171902-4		000791		00	04/20/2011	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	45.83		
3620081-4		000422		00	02/12/2019	531-3136-436.30-41	JAN23-NW ENERGY-VAR DEPT.	270.08		
3620081-4		000423		00	02/12/2019	531-3136-436.30-44	JAN23-NW ENERGY-VAR DEPT.	36.62		
0724388-4		000434		00	04/20/2011	543-3140-438.30-41	JAN23-NW ENERGY-VAR DEPT.	112.87		
0841534-1		000634		00	06/13/2019	543-3140-438.30-41	JAN23-NW ENERGY-VAR DEPT.	18.00		
0100536-2		000442		00	04/20/2011	546-3150-438.30-41	JAN23-NW ENERGY-VAR DEPT.	2,683.29		
0725535-9		000443		00	04/20/2011	546-3150-438.30-41	JAN23-NW ENERGY-VAR DEPT.	46.92		
3851475-8		000335		00	12/20/2021	546-3150-438.30-41	JAN23-NW ENERGY-VAR DEPT.	6.00		
3456312-2		000195		00	04/20/2011	547-3151-438.30-41	JAN23-NW ENERGY-VAR DEPT.	87.32		
1033119-7		000446		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	103.40		
1903728-2		000328		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	876.87		

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT
0002484	00	NORTHWESTERN	ENERGY						
0100512-3		000340		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	1,882.00	
0100511-5		000322		00	11/13/2019	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	75.54	
0909559-7		000449		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	1,677.89	
0909559-7		000157		00	04/20/2011	551-3501-432.30-44	JAN23-NW ENERGY-VAR DEPT.	200.45	
1462381-3		000339		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	1,286.41	
0725573-0		000452		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	22.12	
0725726-4		000453		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	6.44	
3245958-8		000379		00	04/20/2011	551-3501-432.30-41	JAN23-NW ENERGY-VAR DEPT.	6.29	
PARKS-POOL-GC		000393		00	04/20/2011	563-4111-464.30-41	JAN23-NW ENERGY-PARKS	986.00	
PARKS-POOL-GC		000394		00	02/16/2022	563-4113-464.30-41	JAN23-NW ENERGY-PARKS	7.47	
PARKS-POOL-GC		000396		00	04/20/2011	563-4113-464.30-44	JAN23-NW ENERGY-PARKS	1,102.56	
PARKS-POOL-GC		000397		00	04/20/2011	563-4115-464.30-41	JAN23-NW ENERGY-PARKS	549.37	
PARKS-POOL-GC		000513		00	04/17/2019	563-4115-464.30-44	JAN23-NW ENERGY-PARKS	318.45	
0144578-2		000660		00	04/20/2011	570-4510-403.30-41	JAN23-NW ENERGY-COM FACIL	11.86	
0133466-3		000359		00	04/20/2011	570-4510-403.30-41	JAN23-NW ENERGY-COM FACIL	5,160.42	
0133466-3		000360		00	04/20/2011	570-4510-403.30-44	JAN23-NW ENERGY-COM FACIL	9,506.12	
3556106-7		000087		00	08/14/2018	573-4512-403.30-41	JAN23-NW ENERGY-COM FACIL	3,334.91	
3556106-7		000088		00	08/14/2018	573-4512-403.30-44	JAN23-NW ENERGY-COM FACIL	6,527.15	
3556107-5		000089		00	08/14/2018	573-4512-403.30-41	JAN23-NW ENERGY-COM FACIL	4,032.52	
0725311-5		000089		00	04/20/2011	580-3560-434.30-41	JAN23-NW ENERGY-VAR DEPT.	6.00	
0723306-7		000090		00	04/20/2011	580-3560-434.30-41	JAN23-NW ENERGY-VAR DEPT.	15.09	
1958455-6		000420		00	02/12/2019	580-3560-434.30-41	JAN23-NW ENERGY-VAR DEPT.	1,193.68	
1958455-6		000421		00	02/12/2019	580-3560-434.30-44	JAN23-NW ENERGY-VAR DEPT.	3,298.73	
0722960-2		000515		00	01/14/2015	800-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	770.77	
0723070-9		000516		00	01/14/2015	801-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	779.67	
0723083-2		000517		00	01/14/2015	802-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	255.46	
0723088-1		000518		00	01/14/2015	803-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	278.52	
0723158-2		000519		00	01/14/2015	804-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,877.78	
1328681-0		000923		00	01/14/2015	805-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,254.19	
1184065-9		000520		00	01/14/2015	806-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	255.46	
1230771-6		000521		00	01/14/2015	807-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	546.67	
1652057-9		000522		00	01/14/2015	808-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	102.19	
1229131-6		000523		00	01/14/2015	809-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	2,205.27	
1867946-4		000924		00	01/14/2015	810-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	153.29	
1470147-8		000526		00	01/14/2015	811-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	779.84	
1440511-2		000525		00	01/14/2015	812-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	451.42	
1542353-6		000527		00	01/14/2015	813-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	672.80	
1543261-0		000528		00	01/14/2015	814-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	736.35	
1629839-0		000771		00	01/14/2015	815-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	299.03	
1652019-9		000530		00	01/14/2015	816-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	420.64	
1652350-8		000531		00	01/14/2015	817-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,196.07	
1867974-6		000534		00	01/14/2015	818-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	501.56	
1868050-4		000533		00	01/14/2015	819-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,279.74	
1868043-9		000536		00	01/14/2015	820-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	2,106.60	
1788752-2		000532		00	01/14/2015	821-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,554.92	
1975027-2		000537		00	01/14/2015	822-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	5,205.82	
2092589-7		000538		00	01/14/2015	823-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	854.10	
2127127-5		000539		00	01/14/2015	824-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,432.71	
3492894-5		000702		00	01/14/2015	825-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,282.77	

PROGRAM: GM339L

AS OF: 01/13/2023

PAYMENT DATE: 01/13/2023

City of Helena

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0002484	00	NORTHWESTERN ENERGY						
0721960-3		000503	00	01/14/2015	826-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	705.78	
0721969-4		000512	00	01/14/2015	851-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,456.23	
0721928-0		000474	00	01/14/2015	857-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,387.93	
0721931-4		000477	00	01/14/2015	857-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,163.11	
0721935-5		000480	00	01/14/2015	857-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	239.27	
0721943-9		000487	00	01/14/2015	857-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	879.94	
0721942-1		000486	00	01/14/2015	858-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	35.98	
0721948-8		000492	00	01/14/2015	858-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	76.26	
0721953-8		000481	00	05/16/2018	858-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	346.45	
0722059-3		000471	00	01/14/2015	859-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	60.51	
0722060-1		000472	00	01/14/2015	859-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	63.29	
0100513-1		000473	00	01/14/2015	859-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	136.58	
0721954-6		000497	00	01/14/2015	859-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	4,437.07	
0721955-3		000498	00	01/14/2015	859-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	585.35	
0721945-4		000489	00	01/14/2015	860-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	919.80	
0721946-2		000490	00	01/14/2015	860-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,143.55	
0721949-6		000493	00	01/14/2015	860-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	477.98	
0721951-2		000495	00	01/14/2015	860-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,221.72	
0721959-5		000502	00	01/14/2015	861-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	2,802.96	
0721929-8		000475	00	01/14/2015	862-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	264.04	
0721944-7		000488	00	01/14/2015	862-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	200.84	
0721956-1		000499	00	01/14/2015	862-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	875.36	
0721957-9		000500	00	01/14/2015	862-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	3,265.54	
0721937-1		000342	00	01/14/2015	863-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	108.26	
0721965-2		000508	00	01/14/2015	863-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	423.51	
0721964-5		000507	00	01/14/2015	864-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	3,372.57	
0721932-2		000478	00	01/14/2015	865-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	3,189.68	
0721962-9		000505	00	01/14/2015	865-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	569.41	
0721958-7		000501	00	01/14/2015	866-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,101.21	
0721967-8		000510	00	01/14/2015	867-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	727.14	
0721966-0		000509	00	01/14/2015	869-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,852.40	
0721940-5		000484	00	01/14/2015	873-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,267.07	
0721947-0		000491	00	01/14/2015	879-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	334.29	
0721939-7		000483	00	01/14/2015	883-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	161.13	
0721961-1		000504	00	01/14/2015	885-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	216.40	
0721941-3		000485	00	01/14/2015	889-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	196.24	
0722818-2		000513	00	01/14/2015	890-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	334.22	
0721950-4		000494	00	01/14/2015	892-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	463.99	
0721952-0		000496	00	01/14/2015	893-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	189.88	
0721930-6		000476	00	01/14/2015	894-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	364.46	
0721968-6		000511	00	01/14/2015	895-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	705.91	
0721933-0		000479	00	01/14/2015	896-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	5,982.79	
0721963-7		000506	00	01/14/2015	897-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,280.11	
0722959-4		000514	00	01/14/2015	898-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	383.22	
3912202-3		000334	00	12/20/2021	899-1511-432.30-41	JAN23-NW ENERGY-LIGHTS	1,868.86	
VENDOR TOTAL *							214,468.30	
0002548	00	MOUNTAIN VIEW FAMILY HEALTH CARE						
484K22122		6365 H54140	00	01/10/2023	521-3126-435.30-99	G BOLLINGER DOT PHYSICAL	95.00	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0002548	00	MOUNTAIN VIEW FAMILY HEALTH CARE							
484K22122		6366	H54140	00	01/10/2023	521-3126-435.30-99	B BROWN DOT PHYSICAL	95.00	
484K22122		6368	H54140	00	01/10/2023	541-3141-438.30-99	B STEPHENSON DOT PHYSICAL	95.00	
484K22122		6367	H54140	00	01/10/2023	580-3560-434.30-99	K SIMMONS DOT PHYSICAL	95.00	
484K22122		6369	H54140	00	01/10/2023	580-3560-434.30-99	J VOELLER DOT PHYSICAL	95.00	
VENDOR TOTAL *								475.00	
0002584	00	BALCO UNIFORM CO., INC.							
73196		6178	H53967	00	01/04/2023	100-2201-421.30-12	SHIPPING - SCAVONE NAME T	7.09	
73196		6179	H53967	00	01/04/2023	100-2201-421.20-26	SCAVONE NAME TAG	6.80	
VENDOR TOTAL *								13.89	
0002645	00	THE UPS STORE 4489							
20650392355967		6216	H54017	00	01/04/2023	551-3501-432.30-12	SHIPPING FEES	26.87	
VENDOR TOTAL *								26.87	
0002651	00	HELENA CIVIC TELEVISION							
FY23-PMT 2		000331		00	01/11/2023	100-1002-410.50-81	JAN23-HLNA CIVIC TV	103,660.50	
VENDOR TOTAL *								103,660.50	
0002666	00	AXON ENTERPRISE, INC.							
INUS126349		6205	H54006	00	01/04/2023	100-2201-421.20-22	TASER POWER MAGAZINES (5)	396.15	
VENDOR TOTAL *								396.15	
0002677	00	LELAND, RYAN							
RLELAND162023		6344	H54103	00	01/06/2023	100-3101-431.30-85	WASTE EXPO	845.46	
RLELAND152023		6226	H54039	00	01/05/2023	100-3102-433.30-85	WASTE EXPO CONFERENCE	1,492.00	
RLELAND152023		6227	H54039	00	01/05/2023	100-3102-433.30-35	WASTE EXPO CONFERENCE	299.00	
RLELAND152023		6228	H54039	00	01/05/2023	541-3141-438.30-85	WASTE EXPO CONFERENCE	373.00	
RLELAND162023		6346	H54103	00	01/06/2023	541-3141-438.30-85	WASTE EXPO	211.36	
RLELAND152023		6229	H54039	00	01/05/2023	542-3140-438.30-85	WASTE EXPO CONFERENCE	373.00	
RLELAND162023		6347	H54103	00	01/06/2023	542-3140-438.30-85	WASTE EXPO	211.36	
RLELAND152023		6230	H54039	00	01/05/2023	546-3150-438.30-85	WASTE EXPO CONFERENCE	373.00	
RLELAND162023		6348	H54103	00	01/06/2023	546-3150-438.30-85	WASTE EXPO	211.37	
RLELAND152023		6231	H54039	00	01/05/2023	547-3151-438.30-85	WASTE EXPO CONFERENCE	373.00	
RLELAND162023		6349	H54103	00	01/06/2023	547-3151-438.30-85	WASTE EXPO	211.37	
RLELAND162023		6345	H54103	00	01/06/2023	610-3570-501.30-81	WASTE EXPO	1,168.73	
VENDOR TOTAL *								6,142.65	
0002681	00	MOSAIC ARCHITECTURE, PC							
CF22-39 009		6300	H53955	00	01/04/2023	573-4512-403.90-20	SERVICES 11/1/2022-12/31/	1,425.00	
VENDOR TOTAL *								1,425.00	
0002684	00	MONTANA TRANSIT ASSOCIATION							
MTA-2023		6362	H54122	00	01/09/2023	580-3560-434.30-35	2023 MTA MEMBERSHIP	150.00	
VENDOR TOTAL *								150.00	
0002717	00	HOME DEPOT CREDIT SERVICES							
1024902		6106	H53107	00	12/05/2022	201-3503-432.20-41	SHOVEL, BATTERIES, SPREAD	74.81	
0031098		6110	H53503	00	12/14/2022	201-3503-432.20-79	EXTENSION CORDS	128.91	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0002717	00	HOME DEPOT CREDIT SERVICES								
0031097		6111	H53505	00	12/14/2022	201-3503-432.20-79	POWER CORD FOR REMOTE SAN	31.96		
4135058		6105	H52998	00	11/30/2022	211-4120-464.30-66	POWER STRIPS FESTIVAL OF	86.32		
735051		6263	H54077	00	01/05/2023	235-4172-464.20-41	SMALL TOOLS/EQUIP	199.95		
1130767		6267	H54082	00	01/05/2023	235-4172-464.30-66	BUILDING REPAIRS	40.43		
8025152		6107	H53227	00	12/07/2022	531-3135-436.20-29	MAINT	30.89		
7612001		6109	H53497	00	12/14/2022	531-3135-436.20-29	MAINT	45.48		
1020558		6115	H53837	00	12/28/2022	531-3135-436.30-62	BFP CABLE REPAIRS	38.36		
0031293		6116	H53838	00	12/28/2022	531-3135-436.30-62	BFP REPAIRS	80.94		
1020609		6117	H53839	00	12/28/2022	531-3135-436.20-29	MAINT	73.48		
7623671		6108	H53298	00	12/07/2022	551-3501-432.20-98	TRUFUEL	83.76		
5523609		6112	H53555	00	12/14/2022	551-3501-432.20-24	TRASH BAGS	67.88		
9612347		6113	H53742	00	12/21/2022	551-3501-432.20-98	TRUFUEL	83.76		
4612542		6114	H53743	00	12/21/2022	551-3501-432.20-98	TRUFUEL	83.76		
VENDOR TOTAL *								1,150.69		
0002754	00	CHEVROLET OF HELENA								
33306		6380	H54203	00	01/11/2023	201-3504-432.90-50	UNIT 105-TRAFFIC DIV TRUC	45,000.00		
VENDOR TOTAL *								45,000.00		
0002935	00	ASCAP								
500579294-2023		6334	H54076	00	01/05/2023	100-4101-464.30-35	2023 POOL ASCAP FEES	140.00		
500579294-2023		6333	H54076	00	01/05/2023	211-4120-464.30-35	2023 CIVIC CTR ASCAP FEES	140.00		
500579294B-2023		6360	H54120	00	01/09/2023	580-3560-434.30-99	MUSIC LICENSE FEE	140.00		
VENDOR TOTAL *								420.00		
0003000	00	INDEPENDENT RECORD								
137980		6120	H53893	00	01/03/2023	100-1601-418.30-37	ZONING AND CITY COMMISSIO	52.00		
137009		6121	H53894	00	01/03/2023	100-1601-418.30-37	BOARD OF ADJUSTMENT 1-3-2	72.00		
134202		6123	H53896	00	01/03/2023	100-1601-418.30-37	ZONING AND CITY COMMISSIO	72.00		
VENDOR TOTAL *								196.00		
0003000	00	INDEPENDENT RECORD,CK GRP-A								
135076-1		6224	H54037	00	01/05/2023	218-2206-421.30-35	LEGAL AD FOR CAD/RMS RFP	92.00		
VENDOR TOTAL *								92.00		
0003181	00	S.J. PERRY CO., INC.								
T11716		6318	H53995	00	01/04/2023	531-3135-436.30-62	BFP HEAT TAPE INSULATION	85.98		
VENDOR TOTAL *								85.98		
0003186	00	PLATT ELECTRIC SUPPLY								
3050190		6233	H54041	00	01/05/2023	100-3084-430.20-41	ELECTRONICS, SOCKET TESTE	30.96		
3040119		6326	H54031	00	01/05/2023	521-3125-435.20-29	MRTP-PEC	55.17		
3027427		6140	H53928	00	01/04/2023	541-3141-438.20-29	TRUCK STORAGE HEATER PART	18.47		
3027427		6141	H53928	00	01/04/2023	542-3140-438.20-29	TRUCK STORAGE HEATER PART	18.47		
VENDOR TOTAL *								123.07		
0003329	00	NORTHERN COMMUNICATIONS								
70058-01012023		6182	H53970	00	01/04/2023	100-2201-421.30-43	CRIMESTOPPERS 01/01/23	179.84		
VENDOR TOTAL *								179.84		
0003343	00	MODERN MACHINERY COMPANY, INC.								

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0003343 2871604 PS	00	MODERN MACHINERY COMPANY, INC. 6154 H53939	00	01/04/2023	610-3571-501.30-61	OIL ANALYSIS UNIT 246	14.00	
						VENDOR TOTAL *	14.00	
0003362 9565	00	WOODY'S CAR WASH 6222 H54035	00	01/05/2023	503-1602-425.20-19	CAR WASH & AIR FRESHENER	15.00	
						VENDOR TOTAL *	15.00	
0003381 10292	00	NASH ELECTRIC 6313 H53989	00	01/04/2023	531-3135-436.30-99	BFP-REPAIR	495.00	
						VENDOR TOTAL *	495.00	
0003383 3238374	00	MT.GOV-MONTANA INTERACTIVE 6374 H54100	00	01/06/2023	100-1507-415.50-64	DEC22-CR CRD CHGBCKS	158.55	
3238374		6375 H54100	00	01/06/2023	100-1507-415.50-64	DEC22-CR CRD NSF CKS	84.18	
3238374		6376 H54100	00	01/06/2023	100-1507-415.50-64	DEC22-CREDIT CRD FEES	7,341.65	
3238374		6373 H54100	00	01/06/2023	219-2202-421.50-64	DEC22-CREDIT CRD FEES	18.20	
3238374		6372 H54100	00	01/06/2023	521-3126-435.50-64	DEC22-CREDIT CRD FEES	8.50	
						VENDOR TOTAL *	7,611.08	
0003441 RS-12571	00	THE RADAR SHOP, INC. 6206 H54007	00	01/04/2023	100-2201-421.20-41	TUNING FORKS FOR RADAR UN	266.50	
						VENDOR TOTAL *	266.50	
0003460 12222	00	ALPINE TECHNOLOGY CORPORATION 6172 H53960	00	01/04/2023	541-3141-438.30-99	ON-ROUTE+YEARLY SUPPORT-D	4,743.02	
12222		6173 H53960	00	01/04/2023	542-3140-438.30-99	ON-ROUTE+YEARLY SUPPORT-D	3,162.01	
						VENDOR TOTAL *	7,905.03	
0003802 2022-026.1	00	ABATEMENT CONTRACTORS OF MONTANA 6286 H53902	00	01/03/2023	573-4512-403.90-20	ASBESTOS ABATEMENT	13,464.30	
						VENDOR TOTAL *	13,464.30	
0003811 3882326	00	A & I DISTRIBUTORS 6143 H53930	00	01/04/2023	610-3571-501.20-39	DRUM DEPOSIT RETURN	70.00-	
3880630		6144 H53931	00	01/04/2023	610-3571-501.20-39	DRUM DEPOSIT RETURN	210.00-	
3883532		6145 H53932	00	01/04/2023	610-3571-501.20-39	ANTIFREEZE & HYDRAULIC FL	1,971.50	
						VENDOR TOTAL *	1,691.50	
0003821 216460	00	USA BLUE BOOK 6327 H54032	00	01/05/2023	521-3125-435.20-22	LAB SUPPLIES	257.03	
220125		6328 H54034	00	01/05/2023	521-3125-435.20-22	LAB SUPPLIES	535.09	
215193		6319 H53996	00	01/04/2023	531-3135-436.20-22	LAB SUPPLIES	212.49	
						VENDOR TOTAL *	1,004.61	
0003882 IN255235	00	360 OFFICE SOLUTIONS 6370 H54161	00	01/10/2023	100-1101-411.20-45	HUBSHARE LICENSE	4,200.00	
IN255247		6371 H54162	00	01/10/2023	100-1101-411.20-45	(3) MFILES LICENSES	4,044.00	
1243897-0		6128 H53908	00	01/03/2023	100-1301-412.20-19	OFFICE SUPPLIES	120.81	
1244926-0		6289 H53907	00	01/03/2023	100-1301-412.20-19	OFFICE SUPPLIES	130.07	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0003882	00	360	OFFICE SOLUTIONS							
1246795-0		6281	H54101	00	01/06/2023	100-3102-433.20-19	OFFICE SUPPLIES - NOTEBOO	49.68		
1243597-0		6171	H53959	00	01/04/2023	201-3510-432.20-19	MOUSE & STAPLER FOR SYERR	43.98		
1243597-1		6176	H53965	00	01/04/2023	201-3510-432.20-19	WIRELESS KEYBOARD FOR SYE	28.99		
1245116-0		6125	H53901	00	01/03/2023	211-4120-464.20-19	3HOLE PUNCH,TAPE DISP.PEN	131.93		
C1245116-0		6126	H53904	00	01/03/2023	211-4120-464.20-19	CALENDAR DAMAGE CREDIT	22.99-		
1245733-0		6127	H53905	00	01/03/2023	211-4120-464.20-19	REORDER CALENDAR	22.99		
IN258080		6342	H54098	00	01/06/2023	212-4505-403.20-45	ANNUAL LICENSE FEES	2,124.00		
IN259928		6262	H54074	00	01/05/2023	245-3106-432.20-45	B/W RATE - COPIES	3.60		
IN259928		6260	H54074	00	01/05/2023	521-3126-435.20-45	B/W RATE - COPIES	3.60		
IN259928		6261	H54074	00	01/05/2023	531-3136-436.20-45	B/W RATE - COPIES	3.60		
1243121-0		6159	H53944	00	01/04/2023	546-3150-438.20-19	PACKING TAPE	19.43		
1242962-0		6170	H53958	00	01/04/2023	546-3150-438.20-19	CALCULATOR INK ROLLERS	10.58		
VENDOR TOTAL *								10,914.27		
0003903	00	DJ'S AUTOMOTIVE INC								
44201		6147	H53934	00	01/04/2023	610-3571-501.30-61	OUTSIDE REPAIR UNIT 450	1,218.37		
VENDOR TOTAL *								1,218.37		
0003908	00	STAPLES CREDIT PLAN-HPD								
33392		6209	H54010	00	01/04/2023	100-2201-421.20-45	BACKUP HARD DRIVE N.CASEY	66.99		
VENDOR TOTAL *								66.99		
0003937	00	VERIZON WIRELESS								
9924172659		6200	H54004	00	01/04/2023	100-1301-412.30-16	CITY ATTY CELL PHONE 12/0	135.23		
9924172659		6199	H54004	00	01/04/2023	100-1302-412.30-16	VICTIM SVCS CELL PHONE 12	52.27		
9924172659		6198	H54004	00	01/04/2023	100-2201-421.30-16	POLICE CELL PHONE 12/01-1	4,242.23		
9924172659		6204	H54004	00	01/04/2023	100-2203-446.30-16	ACO CELL PHONE 12/01-12/3	82.96		
9924172659		6201	H54004	00	01/04/2023	100-2207-421.30-16	MRDTF CELL PHONE 12/01-12	41.48		
9924172659		6202	H54004	00	01/04/2023	100-2209-421.30-16	VAWA CELL PHONE 12/01-12/	46.48		
9924172659		6203	H54004	00	01/04/2023	219-2202-421.30-16	DISPATCH CELL PHONE 12/01	263.88		
9923855129		6340	H54094	00	01/05/2023	245-3106-432.30-16	UMD CELL PHONE / IPAD SER	124.42		
9923855129		6338	H54094	00	01/05/2023	521-3126-435.30-16	UMD CELL PHONE / IPAD SER	124.42		
9923855129		6339	H54094	00	01/05/2023	531-3136-436.30-16	UMD CELL PHONE / IPAD SER	124.42		
VENDOR TOTAL *								5,237.79		
0003947	00	P-PODS								
129711		6269	H54084	00	01/05/2023	235-4172-464.30-99	POPS-DONALDSON DEC2022	90.00		
VENDOR TOTAL *								90.00		
0003977	00	INTERNATIONAL CODE COUNCIL								
Q15.000003870		6131	H53915	00	01/04/2023	503-1602-425.30-31	ICC ANNUAL GOVERNMENT MEM	145.00		
VENDOR TOTAL *								145.00		
0004017	00	CENTURYLINK								
4064426801	12226156	H53941	00	01/04/2023	218-2206-421.30-43	SUPPORT LINE @ 911 CENTER		62.64		
4064471597	01236211	H54012	00	01/04/2023	551-3501-432.30-43	GETCHELL PHONE		50.52		
4064471579	01236212	H54013	00	01/04/2023	551-3501-432.30-43	6TH AVE PHONE		111.63		
4064471578	01236213	H54014	00	01/04/2023	551-3501-432.30-43	6TH AVE PHONE		57.30		
4064471599	01236214	H54015	00	01/04/2023	551-3501-432.30-43	GETCHELL PHONE		151.57		

VEND NO	SEQ#	VENDOR NAME										EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM		CHECK			HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION		AMOUNT			AMOUNT
0004017	00	CENTURYLINK										
4064478419	01236	215	H54016	00	01/04/2023	551-3501-432.30-43	OFFICE PHONES		293.41			
VENDOR TOTAL *									727.07			
0004084	00	IMSA										
ID:71181-2023	6197		H54003	00	01/04/2023	201-3504-432.30-35	IMSA DUES: ID:71181 2023		100.00			
VENDOR TOTAL *									100.00			
0004187	00	KOLAR TIRE & AUTO										
9743	6137		H53925	00	01/04/2023	546-3150-438.20-38	TIRE REPAIRS-UNIT #161		122.00			
VENDOR TOTAL *									122.00			
0004215	00	XEROX CORPORATION										
017787113	6175		H53964	00	01/04/2023	100-2201-421.30-99	ADMIN COPY CHARGES 10/30/		7.94			
VENDOR TOTAL *									7.94			
0004446	00	EMBLEM ENTERPRISES, INC.										
40832	4792			00	11/23/2022	100-2201-421.20-26	HONOR GUARD NPATCHES (100	CHECK #:	191472		323.00-	
VENDOR TOTAL *									.00		323.00-	
0004520	00	INTEGRATED IMAGING SYSTEMS										
33139	6129		H53909	00	01/03/2023	100-1301-412.20-19	COPIER CONTRACT BILLING 1		49.46			
VENDOR TOTAL *									49.46			
0004530	00	CHARTER COMMUNICATIONS										
0717286010523	6358		H54112	00	01/06/2023	100-1002-410.50-81	FIBER @ 1015 POPLAR		959.96			
VENDOR TOTAL *									959.96			
0004546	00	CURB MASTERS MAINTENANCE										
PK-010323	6284		H53899	00	01/03/2023	212-4505-403.30-99	DECEMBER CLEANING		550.00			
96	6285		H53900	00	01/03/2023	212-4505-403.30-99	DECEMBER CLEANING		500.00			
VENDOR TOTAL *									1,050.00			
0004572	00	BIG SKY COMMUNICATIONS INC.										
85224	6136		H53923	00	01/04/2023	218-2206-421.20-41	911 HEADSET PARTS		52.00			
VENDOR TOTAL *									52.00			
0004625	00	FIREPAC										
20230113	PR0113			00	01/13/2023	100-2301-424.10-10	PAYROLL SUMMARY		40.84			
VENDOR TOTAL *									40.84			
0004635	00	RDO EQUIPMENT CO.										
W0015592	6266		H54081	00	01/05/2023	531-3136-436.30-99	GOLDEN ESTATES LS MAINTEN		929.80			
W0015492	6274		H54089	00	01/05/2023	531-3136-436.30-99	COMFORT INN LS MAINTENANC		726.06			
P7681913	6164		H53948	00	01/04/2023	610-3571-501.20-39	PARTS FOR UNIT 326 - MOLD		18,340.76			
P7621513	6165		H53950	00	01/04/2023	610-3571-501.20-39	PARTS FOR UNIT 326 - MOLD		1,318.62			
VENDOR TOTAL *									21,315.24			
0004679	00	CIVIC PLUS										
251944	6256		H54070	00	01/05/2023	100-4101-464.30-99	RESERVATION SOFTWARE		100.00			

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0004679	00	CIVIC PLUS						
						VENDOR TOTAL *	100.00	
0004685 9978	00	HELENA RECYCLING, LLC 6155 H53940	00	01/04/2023	541-3141-438.30-71	1441 CUSTOMERS/20 BINS-DE	23,717.00	
						VENDOR TOTAL *	23,717.00	
0004706 XA113001581:01	00	CREATIVE BUS SALES 6146 H53933	00	01/04/2023	610-3571-501.20-39	PARTS FOR UNIT 603.	1,486.93	
						VENDOR TOTAL *	1,486.93	
0004754 1132920000551786169	00	LAR, CHASE H53956	00	01/04/2023	201-3504-432.20-26	BOOT ALLOWANCE	150.00	
						VENDOR TOTAL *	150.00	
0004813 010523	00	MONTANA COALITION AGAINST DOMESTIC 6221 H54024	00	01/05/2023	100-1302-412.30-31	2023 COALITION MEMBERSHIP	250.00	
						VENDOR TOTAL *	250.00	
0004839 01/04/23 HPD	00	SUSAN DAY, PH.D. 6207 H54008	00	01/04/2023	100-2201-421.30-51	SHANKS BIANNUAL EMPLOYMEN	300.00	
						VENDOR TOTAL *	300.00	
0004875 3171 3143	00	ROCKY MOUNTAIN SUPPLY, INC. 6166 H53952 6167 H53953	00	01/04/2023 01/04/2023	610-3571-501.20-31 610-3571-501.20-31	150 G #1/ 150 G #2 DYED D 330 G #1 DYED DIESEL	1,149.00 1,280.40	
						VENDOR TOTAL *	2,429.40	
0004981 719933-2023 719933-2023 719933B-2023	00	SESAC, INC. 6332 H54075 6331 H54075 6359 H54119	00	01/05/2023 01/05/2023 01/09/2023	100-4101-464.30-35 211-4120-464.30-35 580-3560-434.30-99	2023 POOL SESAC DUES 2023 CIVIC CTR SESAC DUES MUSIC LICENSE	368.00 368.00 368.00	
						VENDOR TOTAL *	1,104.00	
0005054 2022069-1	00	SLATE ARCHITECTURE, INC. 6283 H53854	00	12/29/2022	440-1801-417.90-20	ARCHITECTURE SETUP, DESIG	755.00	
						VENDOR TOTAL *	755.00	
0005055 1111246	00	FISHER'S TECHNOLOGY 6378 H54171	00	01/11/2023	643-1553-415.30-62	MAINT CNTRCT BASE RATE-12	45.00	
						VENDOR TOTAL *	45.00	
0005085 3661402	00	XEROX FINANCIAL SERVICES 6299 H53949	00	01/04/2023	100-2201-421.30-99	ADMIN COPY LEASE 12/01-12	269.41	
						VENDOR TOTAL *	269.41	
0005119 304415 304380 304379	00	BOBCAT OF HELENA 6235 H54043 6236 H54044 6237 H54045	00	01/05/2023 01/05/2023 01/05/2023	100-4102-464.30-62 100-4102-464.30-62 100-4102-464.30-62	EQUIP REPAIRS EQUIP REPAIRS EQUIP REPAIRS	56.50 1,065.92 115.21	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005119 304395 304405	00	BOBCAT OF HELENA 6238 H54046 6239 H54047	00	01/05/2023 01/05/2023	100-4102-464.30-62 100-4102-464.30-62	EQUIP REPAIRS EQUIP REPAIRS	48.85 534.85	
VENDOR TOTAL *							1,821.33	
0005122 1505758	00	BIG STATE INDUSTRIAL SUPPLY 6240 H54048	00	01/05/2023	100-4102-464.20-41	SMALL TOOLS/EQUIP	824.16	
VENDOR TOTAL *							824.16	
0005125 DECEMBER 2022	00	MR. WISE DRY CLEANERS LLC 6208 H54009	00	01/04/2023	100-2201-421.30-69	DECEMBER 2022 UNIFORM CLE	271.60	
VENDOR TOTAL *							271.60	
0005243 2607	00	WALKER MOWERS OF HELENA, LLC 6234 H54042	00	01/05/2023	100-4102-464.30-62	EQUIPMENT REPAIRS	12.00	
VENDOR TOTAL *							12.00	
0005257 SO4282	00	CASCADE MACHINERY & ELECTRIC INC. PI6104 050604	00	01/10/2023	570-4510-403.20-98	3 GAL. QUINCY COMP. OIL	114.00	
VENDOR TOTAL *							114.00	
0005269 18191	00	JOSEPH ELLIOTT USA LLC 6279 H54096	00	01/05/2023	563-4111-464.20-53	GOLF PRO RESALE ITEMS	316.57	
VENDOR TOTAL *							316.57	
0005295 22120124	00	KGR LLC 6361 H54121	00	01/09/2023	580-3560-434.30-37	DEC RADIO ADS	835.00	
VENDOR TOTAL *							835.00	
0005314 10698897 10720156	00	LANGUAGE LINE SERVICES, INC. 5390 H53317 6210 H54011	00	12/08/2022 01/04/2023	100-2201-421.30-99 100-2201-421.30-99	NOVEMBER 2022 LANGUAGE LI LANGUAGE LINE CHARGES DEC	.69 15.98	
VENDOR TOTAL *							16.67	
0005326 11302022-2	00	GOOD SAMARITAN MINISTRIES 6119 H53855	00	12/29/2022	100-1601-418.30-99	HOUSING NAVIGATOR BILLING	330.14	
VENDOR TOTAL *							330.14	
0005338 20230113	00	ARIZONA CHILD SUPPORT PR0113	00	01/13/2023	100-2301-424.10-10	PAYROLL SUMMARY	145.88	
VENDOR TOTAL *							145.88	
0005398 2219	00	SKYWEST COMMERCIAL CLEANING LLC 6308 H53982	00	01/04/2023	212-4505-403.30-99	DECEMBER CLEANING	300.00	
VENDOR TOTAL *							300.00	
0005408 871295	00	JCCS PC 6381 H54227	00	01/11/2023	100-1506-415.30-53	PROGRESS BILLING FOR FY22	30,000.00	
VENDOR TOTAL *							30,000.00	
0005432	00	LITT'L JOHN'S PORTABLES						

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005432 9241	00	LITT'L JOHN'S PORTABLES 6139 H53927	00	01/04/2023	546-3150-438.30-99	ADA TOILET FOR TS-NOV22	110.00	
						VENDOR TOTAL *	110.00	
0005463 22150-2023	00	LINK, STEVEN 6259 H54073	00	01/05/2023	563-4115-464.30-81	REIMBURSE FOR CEC'S	90.00	
						VENDOR TOTAL *	90.00	
0005475 3249872 3253769	00	MOUNTAIN ALARM 6325 H54030 6312 H53988	00	01/05/2023 01/04/2023	521-3125-435.30-99 531-3135-436.30-99	TMTP-SECURITY SECURITY	63.85 49.19	
						VENDOR TOTAL *	113.04	
0005555 DECEMBER 2022	00	THE TO DO LIST 6232 H54040	00	01/05/2023	100-2201-421.30-69	OCTOBER/NOV/DEC UNIFORM A	156.00	
						VENDOR TOTAL *	156.00	
0005650 1191995	00	PARKER, JEREMIAH 6255 H54065	00	01/05/2023	237-4171-464.30-35	REIMBURSE FOR CERT ARBOR	405.00	
						VENDOR TOTAL *	405.00	
0005700 61329728	00	ROBERT HALF 6183 H53971	00	01/04/2023	100-1506-415.30-53	CONTRACTED ACCTNG SRVCS X	2,460.97	
						VENDOR TOTAL *	2,460.97	
0005725 91751890	00	FARO TECHNOLOGIES, INC. 6132 H53919	00	01/04/2023	440-2201-421.90-40	FARO ONSITE TRAINING 12/1	5,203.00	
						VENDOR TOTAL *	5,203.00	
0005761 5187111	00	PROCESS TECHNOLOGY INC. 6317 H53994	00	01/04/2023	531-3135-436.30-62	GAS DETECTION SYSTEM	229.00	
						VENDOR TOTAL *	229.00	
0005766 22-00564	00	BRADY'S TOWING & RECOVERY OF MT 6158 H53943	00	01/04/2023	100-2201-421.30-99	HP226253 TOW PER J.GUERRE	125.00	
						VENDOR TOTAL *	125.00	
0005782 4039-32164 4039-34107 4039-34107 4041-34577 4089-32623 4089-32623	00	NATIONAL LAUNDRY CO. 6314 H53991 6315 H53993 6316 H53993 6363 H54123 6160 H53945 6161 H53945	00	01/04/2023 01/04/2023 01/04/2023 01/09/2023 01/04/2023 01/04/2023	531-3135-436.20-26 531-3135-436.20-24 531-3135-436.20-26 580-3560-434.20-24 610-3570-501.20-26 610-3570-501.20-29	CLOTHING-LAUNDRY JANITORIAL CLOTHING-LAUNDRY DISH TOWELS, SHOP TOWELS, COVERALLS/UNI'S GREASE RAGS	92.11 27.66 96.27 11.80 45.22 20.93	
						VENDOR TOTAL *	293.99	
0005798 254021/1	00	FORD OF HELENA 6148 H53935	00	01/04/2023	610-3571-501.30-61	OUTSIDE REPAIR UNIT 161	276.29	
						VENDOR TOTAL *	276.29	
0005840	00	THE EMBLEM AUTHORITY						

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005840 40832	00	THE EMBLEM AUTHORITY 4792	00	01/11/2023	100-2201-421.20-26	HONOR GUARD NPATCHES (100	323.00	
						VENDOR TOTAL *	323.00	
0005869 212133	00	COMPUNET, INC. 6185 H53973	00	01/04/2023	218-2206-421.90-40	CISCO CUBE ROUTER/LICENSI	11,523.02	
						VENDOR TOTAL *	11,523.02	
0005874 19054 19055	00	TRANSPORTATION SOLUTIONS 6195 H54001	00	01/04/2023	201-3503-432.30-99	CRAFTSMAN PH 8-10 REVIEW	2,105.51	
		6196 H54002	00	01/04/2023	201-3503-432.30-99	WESTSIDE WOODS TRAFFIC RE	2,484.50	
						VENDOR TOTAL *	4,590.01	
9999100 BRANDT, C.	00	BRANDT, CHERYL 000337	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100 CHASE, K.	00	CHASE, KATHERINE 000338	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 HICKMAN, C.	00	HICKMAN, CLAY 000344	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 MEHRENS, J.	00	MEHRENS, JEAN 000352	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 ACKERMAN, E.	00	ACKERMAN, EMMA K. 000333	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 BECKSTROM, K.	00	BECKSTROM, KIMBERLY J. 000334	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 BLACK, E.	00	BLACK, EDWARD G. 000335	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 BRADLEY, G.	00	BRADLEY, GERALD W. 000336	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 CLAUSEN, R.	00	CLAUSEN, ROBERT J. 000339	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100	00	COX, RICK L.						

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
9999100 COX, R.	00	COX, RICK L. 000340	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 GUTOWSKI, A.	00	GUTOWSKI, ANGEL F. 000341	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 HANSEN, D.	00	HANSEN, DAVID T. 000342	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 HEINZINGER, N.	00	HEINZINGER, NINA K. 000343	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 HILL, M.	00	HILL, MICHAEL K. 000345	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 HOWARD, K.	00	HOWARD, KIMBERLY E. 000346	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100 JOYNER, K.	00	JOYNER, KYLE R. 000347	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 LAMBERT, M.	00	LAMBERT, MICHAEL D. 000348	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100 MALLO, I.	00	MALLO, INGRID M. 000349	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100 MCCUE, P.	00	MCCUE, PATRICK S. 000350	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 MCHUGH, R.	00	MCHUGH, ROBIN A. 000351	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 MILLER, J.	00	MILLER, JONATHAN R. 000353	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100 PEACH, P.	00	PEACH, PATRICIA M. 000354	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
9999100	00	PEACH, PATRICIA M.						
						VENDOR TOTAL *	12.00	
9999100	00	PERETTO, DAVID D.						
PERETTO, D.		000355	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	PORSILD, CHARLENE L.						
PORSILD, C.		000356	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	SAFRONOFF, DEBORAH L.						
SAFRONOFF, D.		000357	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	SHERLOCK, MELISSA						
SHERLOCK, M.		000358	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	SKIDMORE, CYNTHIA J.						
SKIDMORE, C.		000359	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	TRETTIN, TRAVIS						
TRETTIN, T.		000360	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	ANASTASIA M. TURECK						
TURECK, A.		000361	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	VAUGHEY, LINDA L.						
VAUGHEY, L.		000362	00	01/12/2023	100-1401-413.30-06	Jury Duty	25.00	
						VENDOR TOTAL *	25.00	
9999100	00	VAZQUEZ, MARISSA M.						
VAZQUEZ, M.		000363	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999100	00	WICHMAN, CRAIG C.						
WICHMAN, C.		000364	00	01/12/2023	100-1401-413.30-06	Jury Duty	12.00	
						VENDOR TOTAL *	12.00	
9999120	00	L & C CO. HISTORICAL SOCIETY						
000055345		UT	00	01/13/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	35.67	
						VENDOR TOTAL *	35.67	
						HAND ISSUED TOTAL ***		323.00-
						EFT/EPAY TOTAL ***		58,324.23

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT

9999120	00								
							TOTAL EXPENDITURES ****	852,093.20	58,001.23
						GRAND TOTAL	*****		910,094.43

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0000485	00	GEORGE'S DISTRIBUTING, INC.							
1044780		000367		00	01/13/2023	563-4113-464.20-53	JAN23-PrePay-Alcohol	297.00	
							VENDOR TOTAL *	297.00	
0002687	00	PREMIERE DANCE COMPANY							
2284		000366		00	01/13/2023	211-4120-464.30-59	PDC Nutcreacker Stlmnt	37,172.86	
							VENDOR TOTAL *	37,172.86	
0003038	00	GUSTO BEVERAGE COMPANY							
1627221		000368		00	01/13/2023	563-4113-464.20-53	JAN23-PrePay-Alcohol	397.84	
							VENDOR TOTAL *	397.84	
							TOTAL EXPENDITURES ****	37,867.70	
						GRAND TOTAL *****			37,867.70



Finance Dept.
316 North Park Avenue
Helena, MT 59623

: Phone: 406-447-8417
: Fax: 406-447-8434
: Email: jrensmon@helenamt.gov

helenamt.gov

January 21, 2023

To: Tim Burton, Interim Acting City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 1/20/23 have been approved for claims in the amount of \$366,309.80. Checks numbered 192325 – 192424 and ACH #17 have been issued for payment.

A list of all claims paid and supporting detail are available in the City Finance Department, Room 320, for anyone who wishes to review them.

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0000011	00	BURDICKS LOCKSMITH SERVICES, INC.								
CS19694		6619	H54349	00	01/13/2023	521-3125-435.30-66	NEW DOOR LOCK AT MRTP	197.00		
CS19908		6438	H54167	00	01/11/2023	570-4510-403.20-98	4X KEYS FOR BUILDING	18.00		
VENDOR TOTAL *								215.00		
0000064	00	VANS THRIFTWAY								
BRGC-010423-0606		528	H54257	00	01/11/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	5.99		
VENDOR TOTAL *								5.99		
0000093	00	CAPITAL SPORTS								
01/03/23 HPD		6549	H54278	00	01/12/2023	100-2201-421.20-41	EAR PLUGS	17.15		
VENDOR TOTAL *								17.15		
0000143	00	ALLEGRA PRINT & IMAGING								
211068		6452	H54180	00	01/11/2023	211-4120-464.30-59	FEBFEST POSTERS AND CARDS	145.00		
VENDOR TOTAL *								145.00		
0000174	00	DEPT OF REVENUE								
#4OKEEFE		6580	H54310	00	01/12/2023	521-3125-435.90-63	GROUNDWATER PROJECT - CGR	202.21		
VENDOR TOTAL *								202.21		
0000267	00	HYDROMETRICS, INC								
31563		6473	H54196	00	01/11/2023	201-3503-432.30-99	SWEEPINGS ANNUAL REPORT &	598.35		
VENDOR TOTAL *								598.35		
0000319	00	HELENA STAMP WORKS & ENGRAVING								
21-911B		6613	H54339	00	01/12/2023	100-1801-417.30-35	NAME PLATES - A DECKER &	27.00		
VENDOR TOTAL *								27.00		
0000329	00	CITY UTILITY CUSTOMER SERVICE								
50203-0123		6409	H54134	00	01/09/2023	100-2301-424.30-42	FIRE WATER AND SEWER	236.56		
1043-0123		6411	H54135	00	01/09/2023	100-2301-424.30-45	FIRE SOLID WASTE	138.14		
12000-1/04/2023		6448	H54179	00	01/11/2023	201-3503-432.30-42	STREETS WATER & SEWER	78.49		
13386-1/04/23		6455	H54183	00	01/11/2023	201-3503-432.30-42	STREETS IRRIGATION	8.88		
12640-1/04/23		6461	H54186	00	01/11/2023	201-3503-432.30-45	STREETS SOLID WASTE	119.45		
12000-1/04/2023		6449	H54179	00	01/11/2023	201-3504-432.30-42	TRAFFIC WATER & SEWER	13.61		
13386-1/04/23		6456	H54183	00	01/11/2023	201-3504-432.30-42	TRAFFIC IRRIGATION	1.54		
12640-1/04/23		6462	H54186	00	01/11/2023	201-3504-432.30-45	TRAFFIC SOLID WASTE	20.72		
12000-1/04/2023		6450	H54179	00	01/11/2023	201-3509-432.30-42	SIGNAL WATER & SEWER	2.40		
13386-1/04/23		6457	H54183	00	01/11/2023	201-3509-432.30-42	SIGNAL IRRIGATION	.27		
12640-1/04/23		6463	H54186	00	01/11/2023	201-3509-432.30-45	SIGNAL SOLID WASTE	3.65		
50203-0123		6408	H54134	00	01/09/2023	211-4120-464.30-42	CIVIC CENTER WATER AND SE	551.97		
1043-0123		6410	H54135	00	01/09/2023	211-4120-464.30-45	CIVIC CENTER SOLID WASTE	279.28		
15808JAN2023		6589	H54316	00	01/12/2023	245-3106-432.30-42	UMD W/WW	39.08		
15808JAN2023		6592	H54316	00	01/12/2023	245-3106-432.30-45	UMD SOLID WASTE	46.05		
15808JAN2023		6587	H54316	00	01/12/2023	521-3126-435.30-42	UMD W/WW	39.08		
15808JAN2023		6590	H54316	00	01/12/2023	521-3126-435.30-45	UMD SOLID WASTE	46.05		
64807-JAN2023		6421	H54148	00	01/10/2023	531-3135-436.30-42	WTR/WW-ADMIN BLDG 64807-1	36.83		
64807-JAN2023		6422	H54148	00	01/10/2023	531-3135-436.30-45	SW-ADMIN BLDG.	91.61		
8331-JAN2023		6423	H54149	00	01/10/2023	531-3135-436.30-42	WTR-WARM STORAGE BLDG 833	9.26		

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT

0000329	00	CITY	UTILITY	CUSTOMER	SERVICE				
8329-JAN2023		6424	H54150	00	01/10/2023	531-3135-436.30-42	WTR/WW-OLD ADMIN BLDG 832	18.99	
8327-JAN2023		6425	H54151	00	01/10/2023	531-3135-436.30-42	WTR-IMP BLDG 8327-16274	9.26	
8325-JAN2023		6426	H54152	00	01/10/2023	531-3135-436.30-42	WTR-DIGESTER BLDG 8325-16	15.40	
8333-JAN2023		6427	H54153	00	01/10/2023	531-3135-436.30-42	WTR/WW BREAK RM BASEMENT	145.25	
18644JAN2023		6584	H54313	00	01/12/2023	531-3136-436.30-42	WOLF RD	9.26	
20900JAN2023		6585	H54314	00	01/12/2023	531-3136-436.30-42	ANDESITE DR	9.26	
22482JAN2023		6586	H54315	00	01/12/2023	531-3136-436.30-42	AIRPORT RD	9.26	
15808JAN2023		6588	H54316	00	01/12/2023	531-3136-436.30-42	UMD W/WW	39.07	
15808JAN2023		6591	H54316	00	01/12/2023	531-3136-436.30-45	UMD SOLID WASTE	46.05	
18402JAN2023		6593	H54317	00	01/12/2023	531-3136-436.30-42	COLONIAL DR	15.40	
28308JAN2023		6594	H54319	00	01/12/2023	531-3136-436.30-42	SANDERS	15.40	
26910JAN2023		6595	H54320	00	01/12/2023	531-3136-436.30-42	KELLEHER LN	9.26	
29994JAN2023		6596	H54321	00	01/12/2023	531-3136-436.30-42	SKYWAY DR	9.26	
SHOP-11/10-12/86	505		H54238	00	01/11/2023	541-3141-438.30-42	SHOP WATER BILL-11/10-12/	38.65	
SHOP-11/10-12/86	506		H54238	00	01/11/2023	542-3140-438.30-42	SHOP WATER BILL-11/10-12/	38.64	
189913472	0123	6483	H54211	00	01/11/2023	551-3501-432.30-42	TIP FEE	6.00	
1349517026	0123	6490	H54217	00	01/11/2023	551-3501-432.30-42	JACKSON GARAGE WATER	25.13	
2479526292	0123	6492	H54220	00	01/11/2023	551-3501-432.30-42	6TH AVE GARAGE WATER	33.71	
5778312186	0123	6493	H54222	00	01/11/2023	551-3501-432.30-42	GETCHELL GARAGE WATER	40.53	
1961720980	0123	6494	H54223	00	01/11/2023	551-3501-432.30-42	15TH GARAGE WATER	9.26	
12000-1/04/2023	6451		H54179	00	01/11/2023	610-3570-501.30-42	FLEET WATER & SEWER	41.65	
13386-1/04/23	6458		H54183	00	01/11/2023	610-3570-501.30-42	FLEET IRRIGATION	4.71	
12640-1/04/23	6464		H54186	00	01/11/2023	610-3570-501.30-45	FLEET SOLID WASTE	63.39	
VENDOR TOTAL *								2,415.71	
0000329	00	CITY	UTILITY	CUSTOMER	SERVICE,CK GRP-A				
COPPER-2023		6610	H54335	00	01/12/2023	100-2201-421.30-35	COPPER CITY DOG LICENSE 2	15.00	
INDY-2023		6611	H54337	00	01/12/2023	100-2201-421.30-35	INDY CITY DOG LICENSE 202	15.00	
VENDOR TOTAL *								30.00	
0000344	00	MONTANA LEAGUE OF CITIES &	TOWNS						
ML00574		6632	H54376	00	01/17/2023	100-1201-412.30-99	MONTHLY CONTRACT FEES SEP	1,000.00	
VENDOR TOTAL *								1,000.00	
0000377	00	ACTION PRINT							
114119		6570	H54301	00	01/12/2023	245-3106-432.30-21	24X36 SIGNS	55.50	
113908		6385	H53632	00	12/16/2022	503-1602-425.30-21	500-BUSINESS CARDS DEREK	51.00	
113910		6386	H53633	00	12/16/2022	503-1602-425.30-21	500-BUSINESS CARDS COREY	51.00	
113912		6387	H53634	00	12/16/2022	503-1602-425.30-21	500-BUSINESS CARDS TYSON	51.00	
113914		6388	H53635	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS ROBIN	36.00	
113915		6389	H53636	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS KIM MA	36.00	
113917		6390	H53637	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS EDWARD	36.00	
113918		6391	H53638	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS TAMMY	36.00	
113919		6392	H53639	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS CHUCK	36.00	
113920		6393	H53640	00	12/16/2022	503-1602-425.30-21	250-BUSINESS CARDS MIKE F	36.00	
114119		6568	H54301	00	01/12/2023	521-3126-435.30-21	24X36 SIGNS	55.50	
114119		6569	H54301	00	01/12/2023	531-3136-436.30-21	24X36 SIGNS	55.50	
VENDOR TOTAL *								535.50	
0000393	00	INFORMATION TECHNOLOGY &	SRVCS						

VEND NO	SEQ#	VENDOR NAME									EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM		CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION		AMOUNT		AMOUNT
0000393	00	INFORMATION TECHNOLOGY & SRVCS									
230388-102		6486	H54214	00	01/11/2023	546-3150-438.50-60	WASTEWORCS SUPPORT-3RD QT		125.00		
230388-102		6487	H54214	00	01/11/2023	547-3151-438.50-60	WASTEWORCS SUPPORT-3RD QT		125.00		
VENDOR TOTAL *									250.00		
0000400	00	HOTSYS WY-MONT									
47408		6429	H54155	00	01/10/2023	531-3135-436.30-62	HOTSYS PARTS-REPAIR		304.63		
VENDOR TOTAL *									304.63		
0000520	00	MONTANA BROOM AND BRUSH									
2626300101		6404	H54130	00	01/09/2023	211-4120-464.20-24	GARBAGE BAGS		180.00		
2626300000		6405	H54131	00	01/09/2023	211-4120-464.20-24	GARBAGE BAGS		38.00		
261285		6467	H54189	00	01/11/2023	521-3125-435.20-24	TMTP-JANITORIAL SUPPLIES		107.50		
262946 00		6600	H54323	00	01/12/2023	521-3126-435.20-24	JANITORIAL SUPPLIES - TIS		71.60		
262946 00		6599	H54323	00	01/12/2023	531-3136-436.20-24	JANITORIAL SUPPLIES - TIS		71.60		
260803		6523	H54252	00	01/11/2023	563-4113-464.20-24	JANITORIAL		418.65		
VENDOR TOTAL *									887.35		
0000549	00	FASTENAL COMPANY									
MTHL248964		6488	H54215	00	01/11/2023	100-4102-464.20-46	SAFETY EQUIPMENT		167.23		
MTHL248781		6406	H54132	00	01/09/2023	211-4120-464.20-41	AAA BATTERIES FOR WIRELES		24.20		
MTHL248999		6437	H54166	00	01/11/2023	212-4505-403.30-66	12EA OF 11X24X1, 19X34X2,		709.92		
MTHL248974		6489	H54216	00	01/11/2023	440-4103-464.90-36	SUPPLIES/MATERIALS		63.41		
VENDOR TOTAL *									964.76		
0000562	00	NORTHWEST PIPE FITTINGS									
2775670-1		6603	H54327	00	01/12/2023	521-3126-435.20-86	BRASS BUSHING, COUPLINGS		101.72		
VENDOR TOTAL *									101.72		
0000618	00	POWER TOWNSEND									
874434		6535	H54266	00	01/11/2023	235-4172-464.20-41	SMALL TOOLS/EQUIP		124.97		
874049		6536	H54267	00	01/11/2023	235-4172-464.20-26	CLOTHING ALLOWANCE		6.69		
874609		6479	H54202	00	01/11/2023	440-3102-433.90-20	8X2 SCREWS, 2CT 5GAL ULTR		310.17		
VENDOR TOTAL *									441.83		
0000649	00	ROCK HAND HARDWARE									
750599		6503	H54236	00	01/11/2023	100-4102-464.20-41	EQUIP REPAIR		120.96		
750518		6504	H54237	00	01/11/2023	100-4102-464.20-41	SUPPLIES		33.35		
750548		6607	H54330	00	01/12/2023	245-3106-432.20-41	SNOW SHOVELS		53.49		
750548		6606	H54330	00	01/12/2023	531-3136-436.20-41	SNOW SHOVELS		53.49		
750526		6520	H54249	00	01/11/2023	551-3501-432.20-98	PAINT AND SUPPLIES		140.26		
750677		6522	H54251	00	01/11/2023	551-3501-432.20-98	WINTER GLOVES AND SNOW SH		92.16		
VENDOR TOTAL *									493.71		
0000667	00	L & C COUNTY TREASURER									
EMAIL 1/6/23		6439	H54168	00	01/11/2023	610-3571-501.50-60	LIC & REG FOR UNIT 657		53.05		
VENDOR TOTAL *									53.05		
0000686	00	NORTHSIDE WELDING & FABRICATION INC									
7063		6498	H54230	00	01/11/2023	100-4102-464.30-62	EQUIPMENT REPAIRS		1,037.61		

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000686	00	NORTHSIDE WELDING & FABRICATION INC						
						VENDOR TOTAL *	1,037.61	
0000747	00	MURDOCH'S RANCH AND HOME SUPPLY						
159653/4		6614 H54343	00	01/13/2023	100-2201-421.20-99	INDY DOG FOOD	56.99	
159836/4		6615 H54344	00	01/13/2023	100-2201-421.20-99	INDY DOG FOOD	56.99	
159992/4		6495 H54224	00	01/11/2023	100-4102-464.20-26	CLOTHING ALLOWANCE	42.98	
160009/4		6532 H54263	00	01/11/2023	235-4172-464.20-26	CLOTHING ALLOWANCE	25.18	
160040/4		6601 H54325	00	01/12/2023	521-3126-435.20-29	SHACKLES, CHAIN FOR BACKH	60.94	
160015/4		6602 H54326	00	01/12/2023	521-3126-435.20-26	CLOTHING	99.98	
						VENDOR TOTAL *	343.06	
0000769	00	AMERICAN SHEET METAL						
20014628		6419 H54146	00	01/10/2023	531-3135-436.30-62	SERVICE-FURNACE	135.00	
						VENDOR TOTAL *	135.00	
0000775	00	GENERAL DISTRIBUTING CO						
21145-001195058		6491 H54218	00	01/11/2023	441-4140-464.90-36	SUPPLIES/MATERIALS	64.65	
1093065CR		4945 H52818	00	11/21/2022	563-4113-464.30-99	DUPLICATE INVOICE PMT CRE	25.20-	
						VENDOR TOTAL *	39.45	
0000775	00	GENERAL DISTRIBUTING CO,CK GRP-A						
211400001200789		6440 H54169	00	01/11/2023	610-3570-501.20-29	WELDING GASES	147.90	
						VENDOR TOTAL *	147.90	
0000777	00	DRUG INFORMATION SYSTEMS, INC.						
12974		6400 H54114	00	01/06/2023	100-2201-421.30-99	HPD 9-PANEL DRUG TEST (HA	69.50	
13336		6623 H54115	00	01/17/2023	100-2201-421.30-99	J SWARTZ - HPD DRUG TEST	59.50	
13336		6624 H54115	00	01/17/2023	201-3503-432.30-99	S BLIXT - DOT DRUG SCREEN	59.50	
13336		6625 H54115	00	01/17/2023	201-3503-432.30-99	S BLIXT - BREATH TEST	35.00	
12974		6398 H54114	00	01/06/2023	219-2202-421.30-99	HPD 9-PANEL DRUG TEST (BR	69.50	
13336		6621 H54115	00	01/17/2023	521-3126-435.30-99	K WOOD - DOT DRUG SCREEN	59.50	
13336		6622 H54115	00	01/17/2023	521-3126-435.30-99	K WOOD - BREATH TEST	35.00	
13336		6628 H54115	00	01/17/2023	531-3136-436.30-99	T SCHEUER - DOT DRUG SCRE	59.50	
13336		6626 H54115	00	01/17/2023	541-3141-438.30-99	M ARNOLD - DOT DRUG SCREE	59.50	
13336		6627 H54115	00	01/17/2023	541-3141-438.30-99	K ANDERSON - DOT DRUG SCR	59.50	
12974		6399 H54114	00	01/06/2023	580-3560-434.30-99	DOT DRUG SCREEN (SCHAFF)	59.50	
						VENDOR TOTAL *	625.50	
0000819	00	CRESCENT ELECTRIC SUPPLY CO.						
S511048696.001		6565 H54295	00	01/12/2023	212-4505-403.30-66	36CT SLIM F20 LIGHT BULBS	98.57	
S511039729.001		6436 H54165	00	01/11/2023	570-4510-403.20-98	27CT F20 SLIMLINE LIGHT B	73.93	
S511051477.001		6616 H54345	00	01/13/2023	573-4512-403.20-98	2CT LU70 LIGHTBULBS	54.61	
						VENDOR TOTAL *	227.11	
0001113	00	PACIFIC STEEL AND RECYCLING						
8242380		6533 H54264	00	01/11/2023	235-4172-464.20-98	MAINTENANCE MATERIALS	207.45	
8233490		6499 H54232	00	01/11/2023	441-4140-464.90-36	MATERIALS	469.98	
						VENDOR TOTAL *	677.43	
0001237	00	ALSCO						

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
INVOICE NO		VOUCHER NO	P.O. NO						
0001237	00	ALSCO							
LBIL1816207		6524	H54253	00	01/11/2023	551-3501-432.20-24	FLOOR MATS	38.87	
LBIL1816214		6526	H54255	00	01/11/2023	551-3501-432.20-24	FLOOR MATS	60.04	
LBIL1812287		6508	H54240	00	01/11/2023	563-4113-464.20-24	JANITORIAL	54.02	
VENDOR TOTAL *								152.93	
0001262	00	HACH COMPANY							
13409681		6444	H54174	00	01/11/2023	521-3125-435.20-22	LAB SUPPLIES	646.63	
VENDOR TOTAL *								646.63	
0001305	00	ALPINE ANALYTICAL, INC.							
8257		6418	H54145	00	01/10/2023	531-3135-436.30-98	LAB-SAMPLES	69.00	
VENDOR TOTAL *								69.00	
0001611	00	BRUCO INC.							
413938		6403	H54129	00	01/09/2023	211-4120-464.30-62	TENNANT SWEEPER LOCK CLAM	25.74	
VENDOR TOTAL *								25.74	
0001676	00	DEPT OF ENVIRONMENTAL QUALITY							
222334		6574	H54304	00	01/12/2023	521-3125-435.90-70	GEOTECH INVESTIGATION	600.00	
VENDOR TOTAL *								600.00	
0001695	00	LEHRKIND'S							
2010359		6612	H54338	00	01/12/2023	100-1801-417.30-35	HR WATER	25.95	
VENDOR TOTAL *								25.95	
0001756	00	3 RIVERS COMMUNICATIONS							
562-3845	0101236	555	H54283	00	01/12/2023	218-2206-421.30-43	ENHANCED 911 SERVICES 01/	18.03	
VENDOR TOTAL *								18.03	
0001835	00	L & C COUNTY PUBLIC WORKS							
ACCT3-DEC2023		6431	H54157	00	01/10/2023	531-3135-436.30-45	CITY SCREENINGS-DEC2023	485.50	
C&D-DEC22		6534	H54265	00	01/11/2023	542-3140-438.30-96	DIRECT HAUL C&D-48.03T@\$2	1,104.69	
VENDOR TOTAL *								1,590.19	
0001960	00	NITRO GREEN							
631658		6413	H54138	00	01/10/2023	212-4505-403.30-99	DECEMBER SNOW REMOVAL	694.00	
VENDOR TOTAL *								694.00	
0002276	00	DEPT OF LABOR & INDUSTRY							
BLDG011023		6414	H54142	00	01/10/2023	503-1602-425.30-99	BLDG CODE SEMI-ANNUAL EDU	3,224.00	
VENDOR TOTAL *								3,224.00	
0002366	00	LES SCHWAB							
90800426388		6537	H54268	00	01/11/2023	546-3150-438.20-38	TIRE REPAIRS-UNIT #260	52.24	
VENDOR TOTAL *								52.24	
0002443	00	JACKSON, MURDO & GRANT, P.C.							
18799		6631	H54371	00	01/17/2023	100-1301-412.30-52	MEETING PREP X.5 HRS:CTY	125.00	
VENDOR TOTAL *								125.00	
0002511	00	HARRINGTON BOTTLING COMPANY							

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0002511	00	HARRINGTON BOTTLING COMPANY								
14032660		6518	H54247	00	01/11/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	258.10		
14032632		6521	H54250	00	01/11/2023	563-4113-464.20-53	CREDIT - RETURN PRODUCT	7.20-		
VENDOR TOTAL *								250.90		
0002548	00	MOUNTAIN VIEW FAMILY HEALTH CARE								
345K22122		0052		00	07/15/2022	201-3503-432.30-51	GIBSON - STREETS DOT PHYS	CHECK #: 189268		95.00-
345K22122		0053		00	07/15/2022	201-3504-432.30-51	BRISTOW - TRAFFIC DOT PHY	CHECK #: 189268		95.00-
345K22122		0054		00	07/15/2022	531-3135-436.30-51	S BOGARD - WW UTILITIES D	CHECK #: 189268		95.00-
345K22122		0054		00	01/19/2023	531-3135-436.30-51	S BOGARD - WW UTILITIES D	95.00		
VENDOR TOTAL *								95.00		285.00-
0002608	00	DEPT OF LIVESTOCK								
2310338		6554	H54282	00	01/12/2023	100-2203-446.30-12	SHIPPING - ACO 12/04/22	5.15		
VENDOR TOTAL *								5.15		
0002645	00	THE UPS STORE 4489								
17		6609	H54334	00	01/12/2023	100-2203-446.30-12	SHIPPING - ACO TO LAB IN	16.40		
20650325825343		6481	H54208	00	01/11/2023	551-3501-432.30-12	SHIPPING FEES	14.27		
VENDOR TOTAL *								30.67		
0002717	00	HOME DEPOT CREDIT SERVICES								
1020576		6445	H54175	00	01/11/2023	521-3125-435.20-29	SNOW SHOVEL	22.98		
VENDOR TOTAL *								22.98		
0002784	00	SYSCO FOOD SERVICES OF MONTANA								
443170742 3		6525	H54254	00	01/11/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	1,030.73		
VENDOR TOTAL *								1,030.73		
0002832	00	O'REILLY AUTO PARTS								
1561-276536		6604	H54328	00	01/12/2023	521-3126-435.20-29	TERMINAL SWITCH	41.90		
1561-275152		6396	H53683	00	12/20/2022	531-3135-436.20-29	WIPER BLADES-UNIT 474	40.78		
VENDOR TOTAL *								82.68		
0002911	00	ECOLAB PEST ELIMINATION								
8650479		6402	H54128	00	01/09/2023	211-4120-464.30-99	COCKROACH/RODENT PROGRAM	104.72		
VENDOR TOTAL *								104.72		
0003000	00	INDEPENDENT RECORD								
137980-DIGCON		6459	H54184	00	01/11/2023	211-4120-464.30-59	IR YOURTIME DIGITIAL CONN	99.00		
119761		6460	H54185	00	01/11/2023	211-4120-464.30-59	IR YOURTIME ONLINE	75.00		
130289		6465	H54187	00	01/11/2023	211-4120-464.30-59	IR YOURTIME CLINT BLACK A	73.50		
130290		6466	H54188	00	01/11/2023	211-4120-464.30-59	IR YOURTIME MULTI EVENT A	73.50		
130291		6470	H54191	00	01/11/2023	211-4120-464.30-59	IR YOURTIME NUTCRACKER AD	73.50		
130295		6471	H54192	00	01/11/2023	211-4120-464.30-59	IR YOURTIME NEW YEARS EVE	73.50		
VENDOR TOTAL *								468.00		
0003008	00	CALLAWAY GOLF								
935762938		6514	H54243	00	01/11/2023	563-4111-464.20-53	GOLF PRO RESALE ITEMS	700.65		
VENDOR TOTAL *								700.65		
0003186	00	PLATT ELECTRIC SUPPLY								

VENDE INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0003186 3050146	00	PLATT ELECTRIC SUPPLY 6433 H54159	00	01/10/2023	531-3135-436.30-62	BFP REPAIR	591.16	
VENDOR TOTAL *							591.16	
0003644 INV-72182	00	ACCESSO SHOWARE 6447 H54178	00	01/11/2023	211-4120-464.30-35	DECEMBER TICKET SALES	1,136.95	
VENDOR TOTAL *							1,136.95	
0003646 38674	00	HYDROSOLUTIONS INC 6575 H54305	00	01/12/2023	521-3125-435.90-63	GROUNDWATER TEST WELLS PR	2,270.00	
38675		6576 H54306	00	01/12/2023	521-3125-435.90-63	GROUNDWATER TEST WELLS PR	3,234.00	
38738		6577 H54307	00	01/12/2023	521-3125-435.90-63	GROUNDWATER TEST WELLS PR	3,206.00	
38739		6578 H54308	00	01/12/2023	521-3125-435.90-63	GROUNDWATER TEST WELLS PR	13,376.50	
VENDOR TOTAL *							22,086.50	
0003700 #40KEEFE	00	O'KEEFE DRILLING CO INC 6579 H54309	00	01/12/2023	521-3125-435.90-63	GROUNDWATER PROJECT - RET	20,018.42	
VENDOR TOTAL *							20,018.42	
0003811 3885762	00	A & I DISTRIBUTORS 6441 H54170	00	01/11/2023	610-3571-501.20-39	DEF & LITHOPLEX	262.18	
VENDOR TOTAL *							262.18	
0003821 223701	00	USA BLUE BOOK 6434 H54160	00	01/10/2023	531-3135-436.20-22	LAB SUPPLIES	120.00	
VENDOR TOTAL *							120.00	
0003832 H1790-09031684	00	AMERICAN WELDING & GAS 6485 H54213	00	01/11/2023	441-4140-464.90-36	SUPPLIES/MATERIALS	219.60	
VENDOR TOTAL *							219.60	
0003882 IN260273	00	360 OFFICE SOLUTIONS 6412 H54136	00	01/09/2023	100-1101-411.20-45	MFILES AND HUBSHARE 22-23	937.50	
1229466-1		6567 H54297	00	01/12/2023	100-1101-411.20-45	ENVELOPES	31.99	
IN255244		6401 H54118	00	01/09/2023	100-1201-412.20-45	360 OFFICE SOLUTIONS - AC	2,088.00	
1250815-0		6633 H54384	00	01/17/2023	100-1401-413.20-19	STAPLES FOR MUNI COURT	11.38	
IN255259		6581 H54311	00	01/12/2023	100-1501-414.30-35	M-FILES USER LICENSE - 20	1,416.00	
IN255259		6582 H54311	00	01/12/2023	100-1506-415.30-35	M-FILES USER LICENSE - 20	1,044.00	
1249639-0		6629 H54367	00	01/17/2023	100-1506-415.20-19	WHITE OUT CORRECTION TAPE	21.22	
IN255259		6583 H54311	00	01/12/2023	100-1507-415.30-35	M-FILES USER LICENSE - 20	1,044.00	
1245116-1		6407 H54133	00	01/09/2023	211-4120-464.20-19	OFFICE SUPPLIES-PENS AND	17.99	
1247779-0		6531 H54262	00	01/11/2023	235-4172-464.20-19	OFFICE SUPPLIES	43.38	
1238999-0		6394 H53655	00	12/19/2022	503-1602-425.20-19	WALL CALENDAR	20.99	
1238999-1		6395 H53656	00	12/19/2022	503-1602-425.20-19	DESK CALENDAR	15.99	
1246195-0		6415 H54143	00	01/10/2023	503-1602-425.20-19	2023 DAILY CALENDAR REFIL	30.99	
1246882-0		6416 H54144	00	01/10/2023	503-1602-425.20-11	PRINTER PAPER	304.14	
1246882-0		6417 H54144	00	01/10/2023	503-1602-425.20-19	ENVELOPES	13.99	
1246452-0		6510 H54242	00	01/11/2023	541-3141-438.20-19	MISC OFFICE SUPPLIES	33.34	
1246452-0		6511 H54242	00	01/11/2023	542-3140-438.20-19	MISC OFFICE SUPPLIES	33.33	
1248137-0		6484 H54212	00	01/11/2023	546-3150-438.20-19	CALENDAR 2023	29.99	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0003882	00	360	OFFICE SOLUTIONS							
1246452-0		6512	H54242	00	01/11/2023	546-3150-438.20-19	MISC OFFICE SUPPLIES	33.34		
1246452-0		6513	H54242	00	01/11/2023	547-3151-438.20-19	MISC OFFICE SUPPLIES	33.33		
VENDOR TOTAL *								7,204.89		
0003947	00	P-PODS								
129709		6500	H54233	00	01/11/2023	100-4102-464.30-99	MEMORIAL POPS-DEC2022	265.00		
129710		6501	H54234	00	01/11/2023	100-4102-464.30-99	CENTENNIAL POPS-DEC2022	730.00		
129712		6502	H54235	00	01/11/2023	100-4102-464.30-99	LOCKEY POPS-DEC2022	90.00		
VENDOR TOTAL *								1,085.00		
0003969	00	BATTERIES PLUS BULBS								
P58845372		6573	H54302	00	01/12/2023	245-3106-432.20-29	BATTERIES	156.00		
P58845372		6571	H54302	00	01/12/2023	521-3126-435.20-29	BATTERIES	156.00		
P58845372		6572	H54302	00	01/12/2023	531-3136-436.20-29	BATTERIES	156.00		
VENDOR TOTAL *								468.00		
0004017	00	CENTURYLINK								
4064578710	01236545	H54274	00	01/12/2023	218-2206-421.30-43	E911 TRUNK LINE 01/01/23		4,401.88		
4064422333	01236546	H54275	00	01/12/2023	218-2206-421.30-43	T1 RADIO CHARGES 01/01/23		241.28		
4064422346	01236547	H54276	00	01/12/2023	218-2206-421.30-43	PAGING CIRCUIT CHARGES 01		89.66		
4064429111	12226548	H54277	00	01/12/2023	218-2206-421.30-43	SEVEN DIGIT NON-EMERGENCY		213.10		
4064496564	01236480	H54204	00	01/11/2023	551-3501-432.30-43	JAX ELEVATOR		96.42		
VENDOR TOTAL *								5,042.34		
0004187	00	KOLAR TIRE & AUTO								
9880		6550	H54279	00	01/12/2023	100-2201-421.30-99	HP230018 TOW 01/05/2023	125.00		
10392		6474	H54197	00	01/11/2023	201-3503-432.20-38	UNITS 311 & 314 WHEEL SWI	70.00		
10296		6475	H54198	00	01/11/2023	201-3503-432.20-38	TIRE REPAIRS UNIT 313	261.50		
10363		6476	H54199	00	01/11/2023	201-3503-432.20-38	TIRE REPAIRS UNIT 311	82.50		
VENDOR TOTAL *								539.00		
0004254	00	BIG SKY PRINTWEAR LLC								
2308		6620	H54355	00	01/13/2023	570-4510-403.20-26	5 EMBROIDERED SHIRTS	183.00		
VENDOR TOTAL *								183.00		
0004288	00	INTERNATIONAL ASSOCIATION FOR								
M23-C184156		6551	H54280	00	01/12/2023	100-2201-421.30-35	IAPE MEMBERSHIP - R.DAVID	65.00		
VENDOR TOTAL *								65.00		
0004442	00	BUSHNELL								
776300		6562	H54290	00	01/12/2023	563-4111-464.20-53	GOLF PRO RESALE SUPPLIES	1,456.00		
VENDOR TOTAL *								1,456.00		
0004469	00	CAPITAL CUSTOM UPHOLSTERY								
862		6442	H54172	00	01/11/2023	610-3571-501.30-61	OUTSIDE REPAIR UNIT 325	215.00		
VENDOR TOTAL *								215.00		
0004520	00	INTEGRATED IMAGING SYSTEMS								
33173		6529	H54258	00	01/11/2023	551-3501-432.20-45	COPIER REPAIR	102.00		

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM		CHECK	HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION		AMOUNT	AMOUNT
<hr/>										
0004520	00	INTEGRATED IMAGING SYSTEMS								
VENDOR TOTAL *									102.00	
0004637	00	KELLEY CONNECT								
IN1214077		6552	H54281	00	01/12/2023	100-2201-421.30-99	ADMIN COPY CHARGES 12/01/		36.11	
IN1214077		6553	H54281	00	01/12/2023	219-2202-421.30-99	SSD COPY CHARGES 12/01/22		87.07	
VENDOR TOTAL *									123.18	
0004676	00	HUBER TECHNOLOGY INC.								
CD10023823		6430	H54156	00	01/10/2023	531-3135-436.20-29	BAGS FOR SCREW PRESS		2,200.00	
VENDOR TOTAL *									2,200.00	
0004855	00	SAARELA, SHANE								
J24887/4		6617	H54346	00	01/13/2023	551-3501-432.20-26	BOOT REIMBURSEMENT		150.00	
VENDOR TOTAL *									150.00	
0004864	00	TOP GUN RECOVERY LLC								
23-03964		6566	H54296	00	01/12/2023	100-2201-421.30-99	HP230179 TOW PER D.ZAPATA		125.00	
VENDOR TOTAL *									125.00	
0004875	00	ROCKY MOUNTAIN SUPPLY, INC.								
3206		6446	H54177	00	01/11/2023	610-3571-501.20-31	500G #2 DYED DIESEL		1,810.00	
VENDOR TOTAL *									1,810.00	
0004930	00	THE THIRD ELEMENT, INC.								
REFUND-1/19/23		000369		00	01/19/2023	503-0000-329.02-00	JAN23-PERMIT REFUND		91.00	
VENDOR TOTAL *									91.00	
0004968	00	AMERIGAS PROPANE LP								
3145148644		6420	H54147	00	01/10/2023	531-3135-436.50-33	ANNUAL PROPANE TANK RENTA		89.07	
VENDOR TOTAL *									89.07	
0004978	00	406 LANDSCAPES INC								
2112		6482	H54209	00	01/11/2023	100-4102-464.20-65	SUFACING MATERIALS		490.00	
VENDOR TOTAL *									490.00	
0005023	00	ENVIRONMENTAL PRODUCTS & ACCESORIES								
260909		6598	H54322	00	01/12/2023	245-3106-432.20-41	MANHOLE CLAM		232.20	
260909		6597	H54322	00	01/12/2023	531-3136-436.20-41	MANHOLE CLAM		232.20	
VENDOR TOTAL *									464.40	
0005056	00	SIGN SOLUTIONS USA								
404738		6472	H54193	00	01/11/2023	201-3504-432.21-04	HIP WHITE LETTERS FOR STR		443.19	
VENDOR TOTAL *									443.19	
0005163	00	CHRISTENSEN & PREZEAU, PLLP								
7843		6397	H54113	00	01/06/2023	100-1801-417.30-99	HR CONSULTANT PHONE INVES		623.50	
VENDOR TOTAL *									623.50	
0005183	00	ADVANCED PUMP & EQUIPMENT								

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0005183	00	ADVANCED PUMP & EQUIPMENT							
INVAPE12817		6435	H54164	00	01/11/2023	521-3125-435.90-30	TMTF-HYPO SKID PRJ	37,672.54	
VENDOR TOTAL *								37,672.54	
0005229	00	ASSOCIATED PROPERTIES, LLC							
56		6560	H54289	00	01/12/2023	573-4512-403.30-76	JANUARY PERMITS	500.00	
56		6561	H54289	00	01/12/2023	573-4512-403.30-74	JANUARY PERMIT FOR HONDA	50.00	
VENDOR TOTAL *								550.00	
0005262	00	PASSPORT LABS, INC.							
INV-1035661		6530	H54260	00	01/11/2023	551-3501-432.30-99	PARKING APP FEES	916.35	
VENDOR TOTAL *								916.35	
0005267	00	CAVANAUGH, CONNOR							
CCAVANAUGHJAN236608		6608	H54333	00	01/12/2023	521-3126-435.20-26	CLOTHING	170.00	
VENDOR TOTAL *								170.00	
0005277	00	GOT SNOW?							
0232		6527	H54256	00	01/11/2023	551-3501-432.30-99	SIDEWALK SNOW REMOVAL	520.00	
VENDOR TOTAL *								520.00	
0005340	00	ECOLAB INC.							
8650455		6516	H54245	00	01/11/2023	563-4113-464.30-99	MUNIS SERVICE	86.69	
VENDOR TOTAL *								86.69	
0005437	00	NAPA - HELENA							
638151		6640	H53579	00	12/15/2022	100-2301-424.30-61	2.5 DEF	76.96	
642300		6651	H54361	00	01/13/2023	100-2301-424.30-61	FLUID	37.70	
637848		6637	H53479	00	12/13/2022	100-4102-464.30-62	EQUIP REPAIR	14.87	
637176		6638	H53480	00	12/13/2022	100-4102-464.30-62	EQUIP REPAIR	12.72	
638992		6641	H53755	00	12/21/2022	100-4102-464.30-62	EQUIP REPAIRS	23.68	
639105		6642	H53757	00	12/21/2022	100-4102-464.30-62	EQUIP REPAIRS	120.54	
644211		6647	H54052	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	9.43	
644209		6648	H54053	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	129.97	
643642		6649	H54054	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	5.11	
642185		6650	H54055	00	01/05/2023	100-4102-464.30-62	EQUIP REPAIRS	14.61	
637800		6639	H53569	00	12/15/2022	212-4505-403.30-66	HIGH POWER BELT	16.11	
639957		6646	H53818	00	12/23/2022	212-4505-403.30-66	HI POWE II U9B	8.47	
639148		6643	H53795	00	12/21/2022	235-4172-464.20-41	SMALL TOOLS/EQUIP	19.60	
634942		6635	H53378	00	12/08/2022	531-3136-436.20-29	GREASE, WD40 - STONE MEAD	13.89	
639027		6644	H53807	00	12/22/2022	531-3136-436.20-29	ANTIFREEZE FOR LIFT STATI	221.94	
639601		6645	H53808	00	12/22/2022	531-3136-436.20-29	ANDIFREEZE RETURNED	147.96	
637588		6636	H53420	00	12/13/2022	571-4511-403.30-61	WINDSHIELD WIPER FLUID	21.96	
VENDOR TOTAL *								580.74	
0005492	00	BUTTE BROADCASTING INCORPORATED							
22120572		6454	H54182	00	01/11/2023	211-4120-464.30-59	CLINT BLACK RADIO AD	93.50	
VENDOR TOTAL *								93.50	
0005563	00	MAV EVENT SERVICES							

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0005563	00	MAV EVENT SERVICES								
5601		6453	H54181	00	01/11/2023	211-4120-464.30-59	CLINT BLACK SECURITY	1,716.00		
							VENDOR TOTAL *	1,716.00		
0005570	00	CLEAN HEAT MT LLC								
1504		6428	H54154	00	01/10/2023	531-3135-436.30-62	FURNACE REPAIR	442.52		
							VENDOR TOTAL *	442.52		
0005648	00	DOCTOR LAWN LANDSCAPE MANAGEMENT								
51505		6496	H54226	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	1,013.12		
51506		6507	H54239	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	623.72		
51507		6509	H54241	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	1,140.08		
51509		6515	H54244	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	525.42		
51510		6517	H54246	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	889.71		
51508		6519	H54248	00	01/11/2023	551-3501-432.30-99	SNOW PLOWING	1,018.29		
							VENDOR TOTAL *	5,210.34		
0005700	00	ROBERT HALF								
61360483		6630	H54369	00	01/17/2023	100-1506-415.30-53	CONTRACTED ACCOUNTING SRV	3,674.39		
61401090		6634	H54386	00	01/17/2023	100-1506-415.30-53	CONTRACTED ACCOUNTING SRV	2,112.19		
							VENDOR TOTAL *	5,786.58		
0005717	00	406 ELECTRIC LLC								
2230		6443	H54173	00	01/11/2023	521-3125-435.30-66	TMTP-MOTION SENSOR	127.50		
							VENDOR TOTAL *	127.50		
0005742	00	POMP'S TIRE SERVICE, INC.								
1820004501		6605	H54329	00	01/12/2023	521-3126-435.49-34	FLAT TIRE REPAIR	25.00		
							VENDOR TOTAL *	25.00		
0005782	00	NATIONAL LAUNDRY CO.								
4099-36838		6559	H54288	00	01/12/2023	212-4505-403.30-99	8CT 4X6, 1CT 3X10 MATS 1/	87.67		
4039-36388		6432	H54158	00	01/10/2023	531-3135-436.20-26	CLOTHING-LAUNDRY	82.54		
4730-DEC22		6539	H54272	00	01/12/2023	541-3141-438.20-26	RESD UNIFORMS+ENERGY	185.24		
4730-DEC22		6540	H54272	00	01/12/2023	542-3140-438.20-26	COMM UNIFORMS	59.40		
4192-DEC22		6538	H54270	00	01/11/2023	546-3150-438.20-24	TS RUGS	339.92		
4730-DEC22		6541	H54272	00	01/12/2023	546-3150-438.20-26	TS UNIFORMS	221.73		
4730-DEC22		6543	H54272	00	01/12/2023	546-3150-438.20-24	TS RUGS	79.40		
4730-DEC22		6542	H54272	00	01/12/2023	547-3151-438.20-26	REC UNIFORMS	15.89		
4089-34587		6468	H54190	00	01/11/2023	610-3570-501.20-26	COVERALLS/UNI'S	46.36		
4089-34587		6469	H54190	00	01/11/2023	610-3570-501.20-29	GREASE RAGS	21.46		
							VENDOR TOTAL *	1,139.61		
0005827	00	PETERS & KEATTS EQUIPMENT INC.								
28536		6497	H54229	00	01/11/2023	546-3150-438.90-50	2023 KENWORTH T880 TRACTO	212,575.00		
							VENDOR TOTAL *	212,575.00		
0005874	00	TRANSPORTATION SOLUTIONS								
19083		6477	H54200	00	01/11/2023	201-3503-432.30-99	CRAFTSMAN PH 8-10 REVIEW	1,395.00		
19084		6478	H54201	00	01/11/2023	201-3503-432.30-99	TRIDENT APT TRAFFIC REVIE	2,795.00		

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
<hr/>								
0005874	00	TRANSPORTATION SOLUTIONS						
VENDOR TOTAL *							4,190.00	
0005876 DOC-105256	00	DAIDA 6544 H54273	00	01/12/2023	503-1602-425.30-99	SA-SP3-AC-1 MAINT SVC AGR	1,369.50	
VENDOR TOTAL *							1,369.50	
0005877	00	PUREVIEW HEALTH CENTER						
402985	12/27/23	6556 H54284	00	01/12/2023	100-2201-421.30-51	PRE-EMPLOYMENT PHYSICAL J	80.00	
402987	12/27/22	6557 H54285	00	01/12/2023	100-2201-421.30-51	PRE-EMPLOYMENT PHYSICAL J	80.00	
403002	12/27/22	6558 H54286	00	01/12/2023	100-2201-421.30-51	PRE-EMPLOYMENT PHYSICAL T	80.00	
VENDOR TOTAL *							240.00	
0005878	00	BRANDT, TIM						
2020870095514396618		H54347	00	01/13/2023	551-3501-432.20-26	BOOT ALLOWANCE REIMBURSEM	150.00	
VENDOR TOTAL *							150.00	
0005879	00	POWER DMS, INC.						
INV-28466		6563 H54292	00	01/12/2023	100-2201-421.30-99	FTO SUBSCRIPTION 12/11/22	1,250.00	
INV-28466		6564 H54292	00	01/12/2023	218-2206-421.30-99	FTO SUBSCRIPTION 12/11/22	938.50	
VENDOR TOTAL *							2,188.50	
9999120	00	KLAUE, ROY						
000058183		UT	00	01/16/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	232.26	
VENDOR TOTAL *							232.26	
HAND ISSUED TOTAL ***								285.00-
TOTAL EXPENDITURES *****							365,324.22	285.00-
GRAND TOTAL								365,039.22

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0003038	00	GUSTO	BEVERAGE COMPANY						
1627284		000370		00	01/20/2023	563-4113-464.20-53	Alcohol	226.98	
1572085		000371		00	01/20/2023	563-4113-464.20-53	Alcohol-Credit	60.00-	
VENDOR TOTAL *								166.98	
0004929	00	EAGLE	BEVERAGE - HELENA						
2269494		000372		00	01/20/2023	563-4113-464.20-53	Alcohol	EFT:	316.00
2268497		000373		00	01/20/2023	563-4113-464.20-53	Alcohol	EFT:	502.60
VENDOR TOTAL *								.00	818.60
EFT/EPAY TOTAL ***									818.60
TOTAL EXPENDITURES ****								166.98	818.60
GRAND TOTAL *****									985.58



Finance Dept.
316 North Park Avenue
Helena, MT 59623

: Phone: 406-447-8417
: Fax: 406-447-8434
: Email: jrensmon@helenamt.gov

helenamt.gov

February 8, 2023

To: Tim Burton, Interim Acting City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 1/24/23, 1/26/23, and 1/27/23 have been approved for claims in the amount of \$1,476,218.23. Checks numbered 192425 – 192580 and ACH #18 - 20 have been issued for payment.

A list of all claims paid and supporting detail are available in the City Finance Department, Room 320, for anyone who wishes to review them.

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0002754	00	CHEVROLET OF HELENA							
33306		6380		00	01/13/2023	201-3504-432.90-50	UNIT 105-TRAFFIC DIV TRUC	CHECK #: 192220	45,000.00-
33306		6380		00	01/24/2023	201-3504-432.90-50	UNIT 105-TRAFFIC DIV TRUC	45,000.00	
							VENDOR TOTAL *	45,000.00	45,000.00-
							HAND ISSUED TOTAL ***		45,000.00-
							TOTAL EXPENDITURES ****	45,000.00	45,000.00-
GRAND TOTAL							*****		

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0000040	00	ENTENMANN ROVIN COMPANY								
0170760-IN		6737	H54441	00	01/18/2023	100-2201-421.20-26	SERGEANT/K9 BADGES	338.50		
0170760-IN		6738	H54441	00	01/18/2023	100-2201-421.30-12	SHIPPING - SERGEANT/K9 BA	15.50		
VENDOR TOTAL *								354.00		
0000064	00	VANS THRIFTWAY								
BRGC-011223-076		6747	H54450	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	6.63		
BRGC-011223-101		6748	H54451	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	12.42		
BRGC-011623-044		6749	H54452	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	28.78		
BRGC-011123-031		6750	H54453	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	23.63		
BRGC-011823-079		6791	H54505	00	01/19/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	9.68		
VENDOR TOTAL *								81.14		
0000090	00	DAKOTA SUPPLY GROUP INC								
S102005368.002		6809	H54530	00	01/20/2023	580-3560-434.30-66	FREIGHT FOR WATER HEATER	17.50		
VENDOR TOTAL *								17.50		
0000095	00	CAPITAL COMMUNICATIONS								
43253		6689	H54379	00	01/17/2023	580-3560-434.20-41	BUS 638 RADIO CHECK	55.00		
VENDOR TOTAL *								55.00		
0000143	00	ALLEGRA PRINT & IMAGING								
211269		6873	H54570	00	01/24/2023	211-4120-464.30-59	THREE MUSKETEERS POSTERS	50.00		
VENDOR TOTAL *								50.00		
0000150	00	GRAINGER, INC.								
9562123050		6721	H54422	00	01/18/2023	531-3135-436.30-62	BFP #1	492.92		
VENDOR TOTAL *								492.92		
0000295	00	SURPLUS PROPERTY PROGRAM								
10006		6697	H54391	00	01/18/2023	201-3503-432.20-49	MONITOR STAND	20.00		
VENDOR TOTAL *								20.00		
0000319	00	HELENA STAMP WORKS & ENGRAVING								
23-148		6879	H54578	00	01/24/2023	551-3501-432.20-19	REPLACEMENT INK PAD	13.00		
VENDOR TOTAL *								13.00		
0000321	00	HELENA SAND AND GRAVEL								
221753		6907	H54623	00	01/25/2023	100-4102-464.20-65	SURFACING MATERIALS	52.65		
221737		6908	H54624	00	01/25/2023	100-4102-464.20-65	RESURFACING MATERIALS	202.20		
VENDOR TOTAL *								254.85		
0000324	00	MONTANA STATE UNIVERSITY								
85-103		6679	H54363	00	01/13/2023	100-2301-424.30-89	FIRE OFFICER I - MILLER	95.00		
VENDOR TOTAL *								95.00		
0000326	00	AL ROSE TOWING								
002016		6733	H54437	00	01/18/2023	100-2201-421.30-99	HP230178-2 TOW 01/17/23	125.00		
VENDOR TOTAL *								125.00		
0000329	00	CITY UTILITY CUSTOMER SERVICE								

VEND NO	SEQ#	VENDOR NAME		EFT, EPAY OR	
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	HAND-ISSUED
NO	NO	NO		DATE	AMOUNT
0000329	00	CITY UTILITY CUSTOMER SERVICE			
401-JAN2023	6706	H54403	00	01/18/2023	521-3125-435.30-42
8101-JAN2023	6707	H54404	00	01/18/2023	521-3125-435.30-42
					WTR-REEDERS VILLAGE 401-1
					WTR-NOB HILL RES 8101-162
					VENDOR TOTAL *
0000377	00	ACTION PRINT			
114586	6940	H54657	00	01/25/2023	100-1401-413.20-11
114287	6669	H54350	00	01/13/2023	100-2301-424.20-19
114300	6770	H54481	00	01/19/2023	551-3501-432.20-19
					WINDOW ENVELOPES FOR MUNI
					BUSINESS CARDS FM
					PURPLE CARDSTOCK FOR RES
					VENDOR TOTAL *
0000395	00	HELENA B I D			
BID-DEC22	6943	H54680	00	01/26/2023	707-1570-521.81-40
					NOV22-DEC22 TAX COLLTN
					VENDOR TOTAL *
0000424	00	ROBERT PECCIA & ASSOCIATES			
22602_1	6853	H54563	00	01/24/2023	201-3503-432.90-64
22602_1	6854	H54563	00	01/24/2023	201-3503-432.90-64
					SAFE CROSSING AT EWING &
					SAFE CROSSING AT N MONTAN
					VENDOR TOTAL *
0000520	00	MONTANA BROOM AND BRUSH			
2653310000	6692	H54385	00	01/17/2023	211-4120-464.20-24
265058	6812	H54533	00	01/20/2023	580-3560-434.20-24
266175-00	6874	H54571	00	01/24/2023	610-3570-501.20-24
					PAPER TOWEL AND TOILET PA
					AIR FRESHENER
					JANITORIAL SUPPLIES-LINER
					VENDOR TOTAL *
0000520	00	MONTANA BROOM AND BRUSH,CK GRP-A			
264210 00 00	6785	H54499	00	01/19/2023	563-4113-464.20-24
265686 00 00	6786	H54500	00	01/19/2023	563-4113-464.20-24
					JANITORIAL
					JANITORIAL CREDIT
					VENDOR TOTAL *
0000528	00	L N CURTIS AND SONS			
INV662242	6674	H54357	00	01/13/2023	100-2301-424.20-46
INV662534	6680	H54364	00	01/13/2023	260-2301-424.90-40
					STRUCTURE BOOTS - CIK
					TRAVERSE STRETCHER T1
					VENDOR TOTAL *
0000547	00	DIAMOND PRODUCTS INC			
78679	6773	H54486	00	01/19/2023	100-4102-464.20-24
					JANITORIAL
					VENDOR TOTAL *
0000549	00	FASTENAL COMPANY			
MTHL249030	6774	H54487	00	01/19/2023	100-4102-464.20-41
MTHL249089	6775	H54488	00	01/19/2023	237-4171-464.20-41
MTHL249056	6691	H54381	00	01/17/2023	580-3560-434.20-29
					EQUIP
					EQUIPMENT
					FILTERS FOR BUS BARN
					VENDOR TOTAL *
0000562	00	NORTHWEST PIPE FITTINGS			
2864576	6729	H54430	00	01/18/2023	531-3135-436.90-30
					GENERATOR PRJ
					VENDOR TOTAL *
0000618	00	POWER TOWNSEND			

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0000618	00	POWER	TOWNSEND							
874667		6797	H54515	00	01/19/2023	235-4172-464.20-26	CLOTHING	37.07		
875265		6703	H54397	00	01/18/2023	570-4510-403.20-98	9" WINDOW TWIN FAN	84.99		
VENDOR TOTAL *								122.06		
0000649	00	ROCK	HAND HARDWARE							
K50773		6780	H54494	00	01/19/2023	100-4102-464.20-41	EQUIP	21.98		
K50844		6781	H54495	00	01/19/2023	100-4102-464.20-48	FIXTURES	151.96		
K50785		6782	H54496	00	01/19/2023	100-4102-464.20-48	FIXTURES	227.94		
750996		6921	H54642	00	01/25/2023	100-4102-464.20-41	PARTS	5.80		
750993		6923	H54644	00	01/25/2023	100-4102-464.20-41	PARTS	47.98		
750981		6924	H54645	00	01/25/2023	100-4102-464.20-41	MATERIALS	5.98		
K50743		6683	H54370	00	01/17/2023	211-4120-464.20-41	SUPER GLUE	8.99		
K50739		6684	H54372	00	01/17/2023	211-4120-464.20-41	ISOPROPYL ALCOHOL	24.99		
K50775		6806	H54524	00	01/19/2023	245-3106-432.20-41	PLIERS, RATCHETS, SCRAPER	67.47		
K50865		6704	H54399	00	01/18/2023	440-3102-433.90-20	60IN POLY TUBING, CABLE T	15.79		
K50892		6922	H54643	00	01/25/2023	441-4140-464.90-36	MATERIALS	134.89		
K50914		6925	H54646	00	01/25/2023	441-4140-464.90-36	MATERIALS	34.49		
K50775		6805	H54524	00	01/19/2023	531-3136-436.20-41	PLIERS, RATCHETS, SCRAPER	67.47		
K50906		6767	H54477	00	01/19/2023	551-3501-432.20-98	CANNED AIR AND NUTS & BOL	59.10		
750711		6768	H54478	00	01/19/2023	551-3501-432.20-24	BROOM, SNOWBRUSH, AND ODO	40.15		
K50758		6769	H54479	00	01/19/2023	551-3501-432.20-98	HANDLE AND VALVE REPAIR K	50.47		
751021		6886	H54585	00	01/24/2023	551-3501-432.20-98	MATERIALS TO REPAIR 6TH A	6.59		
751059		6887	H54586	00	01/24/2023	551-3501-432.20-98	FASTENERS, VELCRO, METAL	36.61		
K50891		6762	H54469	00	01/19/2023	573-4512-403.20-98	9OZ CAULK	9.99		
VENDOR TOTAL *								1,018.64		
0000696	00	ST. PETER'S	HEALTH-HOSPITAL							
PHELFIRNOV22A		6672	H54353	00	01/13/2023	100-2301-424.20-25	MEDS NOV	374.55		
VENDOR TOTAL *								374.55		
0000747	00	MURDOCH'S	RANCH AND HOME SUPPLY							
159914/4		6670	H54351	00	01/13/2023	100-2301-424.20-22	SM ENGINE FUEL	107.96		
160046/4		6776	H54489	00	01/19/2023	100-4102-464.20-31	FUEL/OIL OUTSIDE VENDOR	159.96		
902632/4		6777	H54490	00	01/19/2023	100-4102-464.30-62	EQUIP REPAIRS	20.98		
160059/4		6778	H54491	00	01/19/2023	100-4102-464.30-62	EQUIP REPAIRS	33.96		
160061/4		6779	H54492	00	01/19/2023	100-4102-464.20-41	EQUIPMENT	16.99		
936784/4		6911	H54631	00	01/25/2023	100-4102-464.30-62	EQUIP REPAIRS	40.99		
160076/4		6913	H54633	00	01/25/2023	100-4102-464.20-48	FIXTURES	39.99		
160093/4		6914	H54634	00	01/25/2023	100-4102-464.30-62	EQUIP REPAIRS	19.47		
160068/4		6912	H54632	00	01/25/2023	441-4140-464.90-36	SUPPLIES	45.98		
160019/4		6711	H54410	00	01/18/2023	521-3125-435.20-41	PISTOL BIT TOOL	219.99		
160074/4		6796	H54511	00	01/19/2023	521-3126-435.20-46	ICE CLEATS	54.99		
160075/4		6798	H54517	00	01/19/2023	521-3126-435.20-26	CLOTHING	49.99		
160067/4		6799	H54518	00	01/19/2023	521-3126-435.20-46	GLOVES	19.99		
160053/4		6800	H54519	00	01/19/2023	521-3126-435.20-29	SHACKLES FOR BACKHOE 417	36.98		
160052/4		6801	H54520	00	01/19/2023	521-3126-435.20-41	GAS TORCH	59.99		
159909/4		6802	H54521	00	01/19/2023	521-3126-435.20-26	CLOTHING	99.00		
159910/4		6803	H54522	00	01/19/2023	521-3126-435.20-26	CREDIT- RETURN CLOTHING	99.00-		
160042/4		6725	H54427	00	01/18/2023	531-3135-436.20-29	RUBBER BOOTS-JOSH	114.99		

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0000747	00	MURDOCH'S RANCH AND HOME SUPPLY								
160060/4		6804	H54523	00	01/19/2023	531-3136-436.20-29	SHACKLE	22.99		
160018/4		6717	H54416	00	01/18/2023	563-4115-464.20-99	SCRUB BRUSH AND SAFETY GO	13.88		
VENDOR TOTAL *								1,080.07		
0000777	00	DRUG INFORMATION SYSTEMS, INC.								
13274		6835	H54535	00	01/23/2023	100-1801-417.30-99	AFTER HOURS CHARGE	75.00		
13274		6822	H54535	00	01/23/2023	100-2201-421.30-99	B HAUX HPD 9-PANEL	69.50		
13274		6823	H54535	00	01/23/2023	100-2201-421.30-99	A NIMMICK HPD 9-PANEL	69.50		
13274		6832	H54535	00	01/23/2023	100-2201-421.30-99	S SCHOENFELDER HPD 9-PANE	69.50		
13274		6833	H54535	00	01/23/2023	100-2201-421.30-99	M BAKER HPD 9-PANEL	69.50		
13274		6836	H54535	00	01/23/2023	100-2201-421.30-99	R BROADHURST HPD 9-PANEL	69.50		
13274		6841	H54535	00	01/23/2023	100-2201-421.30-99	M LEWIS HPD 9-PANEL	69.50		
13274		6842	H54535	00	01/23/2023	100-2201-421.30-99	T ERICKSON HPD 9-PANEL	69.50		
13274		6843	H54535	00	01/23/2023	100-2201-421.30-99	J STRANDBERG HPD 9-PANEL	69.50		
13274		6821	H54535	00	01/23/2023	100-2203-446.30-99	R TANNIEHILL HPD 9-PANEL	69.50		
13274		6827	H54535	00	01/23/2023	201-3503-432.30-99	P KIENLEN DOT DRUG SCREEN	59.50		
13274		6820	H54535	00	01/23/2023	219-2202-421.30-99	J HARRISON HPD 9-PANEL	69.50		
13274		6824	H54535	00	01/23/2023	219-2202-421.30-99	L LAUER HPD 9-PANEL	69.50		
13274		6834	H54535	00	01/23/2023	219-2202-421.30-99	M HUTCHINGS HPD 9-PANEL	69.50		
13274		6839	H54535	00	01/23/2023	219-2202-421.30-99	J HAMMOND HPD 9-PANEL	69.50		
13274		6840	H54535	00	01/23/2023	219-2202-421.30-99	C O'CONNELL HPD 9-PANEL	69.50		
13274		6844	H54535	00	01/23/2023	219-2202-421.30-99	C DESJARLAIS HPD 9-PANEL	69.50		
13274		6845	H54535	00	01/23/2023	219-2202-421.30-99	C CLARKE HPD 9-PANEL	69.50		
13274		6846	H54535	00	01/23/2023	521-3126-435.30-99	B MCEVERS DOT DRUG SCREEN	59.50		
13274		6847	H54535	00	01/23/2023	521-3126-435.30-99	W NANCE DOT DRUG SCREEN	59.50		
13274		6829	H54535	00	01/23/2023	541-3141-438.30-99	B STEPHENSON DOT DRUG SCR	59.50		
13274		6837	H54535	00	01/23/2023	546-3150-438.30-99	B WILLIAMS DOT DRUG TEST	59.50		
13274		6838	H54535	00	01/23/2023	546-3150-438.30-99	B WILLIAMS BREATH TEST	35.00		
13274		6828	H54535	00	01/23/2023	547-3151-438.30-99	R HUCKINS DOT DRUG SCREEN	29.50		
13274		6830	H54535	00	01/23/2023	580-3560-434.30-99	E GUITIERREZ BREATH TEST	35.00		
13274		6831	H54535	00	01/23/2023	580-3560-434.30-99	E GUITTIEREZ DOT DRUG SCR	59.50		
13274		6825	H54535	00	01/23/2023	610-3570-501.30-99	D THOMPSON DOT DRUG SCREE	59.50		
13274		6826	H54535	00	01/23/2023	610-3570-501.30-99	J FOREMAN DOT DRUG SCREEN	59.50		
VENDOR TOTAL *								1,762.50		
0000819	00	CRESCENT ELECTRIC SUPPLY CO.								
S511052675.001		6682	H54368	00	01/17/2023	211-4120-464.20-41	CABLE TIES	59.92		
S511035557.001		6720	H54421	00	01/18/2023	531-3135-436.30-66	DGC GAS LEAK	42.95		
S511056576.001		6705	H54400	00	01/18/2023	573-4512-403.20-98	3CT ELECTRONIC BALLASTS	62.16		
VENDOR TOTAL *								165.03		
0000929	00	HEIMAN FIRE EQUIPMENT								
0916041-IN		6678	H54362	00	01/13/2023	100-2301-424.30-61	OPTICOM CABLE	212.65		
VENDOR TOTAL *								212.65		
0001004	00	ACE ELECTRIC								
10848		6771	H54482	00	01/19/2023	551-3501-432.90-40	EQUIP UPGRADE JACKSON GAR	68,228.80		
VENDOR TOTAL *								68,228.80		
0001069	00	L & C COUNTY HUMANE SOCIETY								

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001069 681	00	L & C COUNTY HUMANE SOCIETY 6877 H54575	00	01/24/2023	100-1002-410.50-74	JAN-MAR23-QTRLY LCHS SUPP	16,500.00	
VENDOR TOTAL *							16,500.00	
0001113 8252608	00	PACIFIC STEEL AND RECYCLING 6917 H54638	00	01/25/2023	441-4140-464.90-36	MATERIALS	132.29	
VENDOR TOTAL *							132.29	
0001160 20230127	00	CSED WAGE WITHHOLDING UNIT PR0127	00	01/27/2023	100-1301-412.10-10	PAYROLL SUMMARY	138.46	
20230127		PR0127	00	01/27/2023	100-1401-413.10-10	PAYROLL SUMMARY	133.84	
20230127		PR0127	00	01/27/2023	100-2201-421.10-10	PAYROLL SUMMARY	208.61	
20230127		PR0127	00	01/27/2023	100-2207-421.10-10	PAYROLL SUMMARY	48.00	
20230127		PR0127	00	01/27/2023	100-2301-424.10-10	PAYROLL SUMMARY	113.53	
20230127		PR0127	00	01/27/2023	521-3125-435.10-10	PAYROLL SUMMARY	553.84	
VENDOR TOTAL *							1,196.28	
0001170 01272023	00	MT STATE FIREMANS ASSOCIATION 6935	00	01/27/2023	750-0000-209.07-02	JAN23 CONTRIBUTIONS	2,605.27	
VENDOR TOTAL *							2,605.27	
0001172 01272023	00	FIRE FIGHTERS LOCAL 448 6933	00	01/27/2023	750-0000-209.06-01	JAN23 CONTRIBUTIONS	3,240.00	
VENDOR TOTAL *							3,240.00	
0001176 01272023	00	MT POLICE PROTECTIVE ASSOCIATION 6934	00	01/27/2023	750-0000-209.04-04	JAN23 CONTRIBUTIONS	2,789.70	
VENDOR TOTAL *							2,789.70	
0001237 LBIL1820255	00	ALSCO 6756 H54463	00	01/19/2023	213-4505-403.30-99	1CT 3X10, 1CT 4X6 1/19/20	50.43	
LBIL1808119		6789 H54503	00	01/19/2023	551-3501-432.20-24	FLOOR MATS	60.04	
LBIL1808112		6792 H54506	00	01/19/2023	551-3501-432.20-24	FLOOR MATS	38.87	
LBIL1820246		6880 H54579	00	01/24/2023	551-3501-432.20-24	FLOOR MATS	38.87	
LBIL1820252		6881 H54580	00	01/24/2023	551-3501-432.20-24	FLOOR MATS	60.04	
LBIL181503		6739 H54442	00	01/18/2023	563-4113-464.20-24	MUNIS JANITORIAL	54.02	
LBIL1816457		6740 H54443	00	01/18/2023	563-4113-464.20-24	MUNIS JANITORIAL	54.02	
LBIL1820438		6897 H54613	00	01/25/2023	563-4113-464.20-24	MUNIS JANITORIAL	54.02	
VENDOR TOTAL *							410.31	
0001262 13417840	00	HACH COMPANY 6708 H54405	00	01/18/2023	521-3125-435.20-22	LAB-DPD COMPOUND	600.00	
VENDOR TOTAL *							600.00	
0001305 8289	00	ALPINE ANALYTICAL, INC. 6757 H54464	00	01/19/2023	531-3137-436.30-98	PRETREATMENT TESTING	392.00	
VENDOR TOTAL *							392.00	
0001533 23-125	00	L & C COUNTY CLERK AND RECORDER 6794 H54508	00	01/19/2023	531-3136-436.20-29	WW SERVICE LINE LOAN CORR	56.00	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001533	00	L & C COUNTY CLERK AND RECORDER						
						VENDOR TOTAL *	56.00	
0001611	00	BRUCO INC.						
413404		6862 H54566	00	01/24/2023	211-4120-464.20-41	TENNANT EXTRACTOR REPAIR	1,248.08	
413406		6872 H54569	00	01/24/2023	211-4120-464.20-41	TENNANT SWEEPER REPAIR	629.14	
						VENDOR TOTAL *	1,877.22	
0001695	00	LEHRKIND'S						
2013656		6753 H54456	00	01/19/2023	100-1401-413.30-99	REFILL WATER JUGS FOR HEL	25.95	
263595		6910 H54626	00	01/25/2023	100-4101-464.20-49	ADMIN OFFICE COOLER RENTA	12.00	
						VENDOR TOTAL *	37.95	
0001695	00	LEHRKIND'S,CK GRP-A						
2011552		000376	00	01/25/2023	563-4113-464.20-53	Alcohol	141.00	
						VENDOR TOTAL *	141.00	
0001715	00	ANIMAL CENTER VETERINARY HOSPITAL						
580596		6736 H54440	00	01/18/2023	100-2201-421.30-51	COPPER VET EXAM 12/10/22	257.33	
						VENDOR TOTAL *	257.33	
0001773	00	EAGLE ELECTRIC, INC.						
25600		6758 H54465	00	01/19/2023	570-4510-403.30-66	RELAY, LIGHT SERVICE 12/2	400.00	
						VENDOR TOTAL *	400.00	
0001807	00	INTERMOUNTAIN HEATING & A/C, INC.						
16958166		6909 H54625	00	01/25/2023	235-4172-464.30-66	HEATING REPAIR	165.00	
						VENDOR TOTAL *	165.00	
0001852	00	CHRISTMAN ROOFING, INC						
74384		6902 H54618	00	01/25/2023	100-4102-464.30-66	BUILDING REPAIRS	1,100.00	
74389		6889 H54598	00	01/24/2023	212-4505-403.90-20	ROOF MATERIALS FOR GRANDS	24,800.00	
74384		6901 H54618	00	01/25/2023	440-4102-464.90-36	BUILDING REPAIRS	5,000.00	
						VENDOR TOTAL *	30,900.00	
0001973	00	BISON MOTOR COMPANY						
E29183		6681 H54365	00	01/13/2023	260-2301-424.90-50	2022 FORD F150	72,532.80	
						VENDOR TOTAL *	72,532.80	
0002177	00	JANDT SPECIALTIES						
997		6883 H54582	00	01/24/2023	551-3501-432.30-56	DESIGNA/CARDINAL IT MAINT	653.80	
996		6884 H54583	00	01/24/2023	551-3501-432.30-56	DESIGNA/CARDINAL IT MAINT	1,936.20	
						VENDOR TOTAL *	2,590.00	
0002198	00	GAMETIME						
PJI-0199563		6904 H54620	00	01/25/2023	100-4102-464.20-48	FIXTURES	EFT:	1,844.39
						VENDOR TOTAL *	.00	1,844.39
0002207	00	SERVICE MASTER COMMERCIAL BUILDING						
23210		6892 H54601	00	01/24/2023	212-4505-403.30-99	JANUARY CLEANING	975.00	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0002207 23212 23212	00	SERVICE MASTER COMMERCIAL BUILDING 6893 H54602 00 01/24/2023 6894 H54602 00 01/24/2023			212-4505-403.30-99 212-4505-403.30-99	JANUARY CLEANING JANUARY CLEANING	1,075.00 325.00	
						VENDOR TOTAL *	2,375.00	
0002243 0502757	00	BIG SKY FIRE/AFFIRMED MEDICAL 6673 H54356 00 01/13/2023			100-2301-424.20-46	MSA SCBA MASK - PEABODY	425.00	
						VENDOR TOTAL *	425.00	
0002339 P22158	00	TORGERSON'S LLC 6817 H54401 00 01/18/2023			610-3571-501.20-39	PARTS ORDERED BY STEVE	197.56	
						VENDOR TOTAL *	197.56	
0002511 14033341	00	HARRINGTON BOTTLING COMPANY 6906 H54622 00 01/25/2023			563-4113-464.20-53	MUNIS RESALE SUPPLIES	197.50	
						VENDOR TOTAL *	197.50	
0002576 22268	00	J & D TOWING & RECOVERY OF HELENA 6693 H54387 00 01/18/2023			201-3503-432.30-69	TOW SVC FOR DAMAGED PLOW	3,972.96	
						VENDOR TOTAL *	3,972.96	
0002645 35	00	THE UPS STORE 4489 6928 H54324 00 01/12/2023			211-4120-464.30-12	EAR MOLD FOR AUDITORIUM S	40.43	
						VENDOR TOTAL *	40.43	
0002717 3611764 2514372 1024896 2201223 6270175 9026310 0515071 9510024 8510070 1026057 5544222	00	HOME DEPOT CREDIT SERVICES 6652 H53079 00 12/01/2022 6653 H53240 00 12/07/2022 6654 H53344 00 12/08/2022 6655 H53345 00 12/08/2022 6656 H53346 00 12/08/2022 6662 H53678 00 12/20/2022 6663 H53679 00 12/20/2022 6664 H53680 00 12/20/2022 6722 H54423 00 01/18/2023 6657 H53429 00 12/13/2022 6668 H54205 00 01/11/2023			212-4505-403.20-41 212-4505-403.30-66 212-4505-403.30-66 212-4505-403.30-66 212-4505-403.30-66 531-3135-436.20-29 531-3135-436.20-29 531-3135-436.20-29 531-3135-436.20-29 531-3135-436.20-29 570-4510-403.30-66 570-4510-403.20-98	2CT 4X4 LED SHOP LIGHTS THERMOSTAT 8CT 4X8 OSB, 4CT 2X4 STUD 2CT 2X4, 12CT 2X4 STUDS 4FT LED SHOP LIGHT ADMIN BLDG-TOILET ADMIN BLDG-SHIMS ADMIN BLDG-REST ROOM DOWN ADMIN BLDG-BASEMENT RESTR TAP CONS TO SECURE PILLAR RADIANT HEATER	142.94 49.75 136.60 58.36 71.47 179.00 6.84 62.94 24.59 12.44 159.99	
						VENDOR TOTAL *	904.92	
0002854 7-23 7-23	00	WILLIAMS, CARMEN 6890 H54600 00 01/24/2023 6891 H54600 00 01/24/2023			212-4505-403.30-99 213-4505-403.30-99	JANITORIAL @ SOLID WASTE JANITORIAL @ CHAMBER	515.00 790.00	
						VENDOR TOTAL *	1,305.00	
0002996 914344749	00	TITLEIST 6787 H54501 00 01/19/2023			563-4111-464.20-53	GOLF PRO RESALE SUPPLIES	344.70	
						VENDOR TOTAL *	344.70	
0003008 935768332	00	CALLAWAY GOLF 6741 H54444 00 01/18/2023			563-4111-464.20-53	GOLF PRO RESALE ITEMS	905.39	

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
<hr/>										
0003008	00	CALLAWAY GOLF								
VENDOR TOTAL *								905.39		
0003025	00	AUTOTRIX SIGNS & GRAPHICS								
4801		6808	H54528	00	01/20/2023	100-1401-413.30-21	SIGNS FOR HELENA MUNI COU	EFT:		45.00
4792		6764	H54474	00	01/19/2023	551-3501-432.30-99	SIGNS FOR STAIRS	EFT:		260.00
4796		6765	H54475	00	01/19/2023	551-3501-432.30-99	DO NOT OVERHANG SIGNS	EFT:		70.00
4788		6766	H54476	00	01/19/2023	551-3501-432.30-99	PEDESTRIAN SIGNS	EFT:		288.00
4791		6688	H54378	00	01/17/2023	580-3560-434.20-29	NEW LOBBY SIGNS	EFT:		80.00
VENDOR TOTAL *								.00		743.00
0003052	00	PING								
16534717		3275	H51365	00	10/05/2022	563-4111-464.20-53	GOLF PRO RESALE ITEMS - C	406.50-		
16546000		3702	H51628	00	10/13/2022	563-4111-464.20-53	GOLF PRO RESALE ITEMS - C	597.50-		
16380688		4544	H52425	00	11/08/2022	563-4111-464.20-53	GOLF PRO RESALE ITEMS	191.00		
16659555		6918	H54639	00	01/25/2023	563-4113-464.20-53	GOLF PRO RESALE SUPPLIES	1,151.50		
16659553		6919	H54640	00	01/25/2023	563-4113-464.20-53	GOLF PRO RESALE SUPPLIES	375.25		
VENDOR TOTAL *								713.75		
0003181	00	S.J. PERRY CO., INC.								
U02940		6807	H54525	00	01/19/2023	503-1602-425.20-41	NEBO FLASHLIGHT - COREY P	39.00		
VENDOR TOTAL *								39.00		
0003186	00	PLATT ELECTRIC SUPPLY								
3P06980		6761	H54468	00	01/19/2023	100-3084-430.20-41	FLUKE CLAMP METER	467.99		
3P33440		6712	H54411	00	01/18/2023	521-3125-435.30-62	TMTF PARKING LOT OUTLETS	327.70		
3P07039		6730	H54431	00	01/18/2023	531-3135-436.30-62	BFP REPAIR	175.09		
VENDOR TOTAL *								970.78		
0003291	00	DEPT OF HEALTH & HUMAN SERVICES								
2023FIRE		6677	H54359	00	01/13/2023	100-2301-424.30-31	SERVICE RENEWAL	35.00		
VENDOR TOTAL *								35.00		
0003364	00	LOWE'S CREDIT SERVICES								
901299		6659	H53475	00	12/13/2022	100-4102-464.20-41	SMALL TOOLS/EQUIP	42.90		
923066		6660	H53476	00	12/13/2022	100-4102-464.20-19	MAINTENANCE OFFICE SUPPLI	42.74		
923675		6667	H54051	00	01/05/2023	100-4102-464.20-48	FIXTURES	75.98		
917007		6658	H53473	00	12/13/2022	237-4171-464.20-41	SMALL TOOLS/EQUIP	8.54		
917494		6665	H53803	00	12/22/2022	521-3126-435.20-29	WELDING SUPPLIES	85.40		
901728		6666	H53871	00	12/29/2022	521-3126-435.20-98	SAND	40.92		
901885		6724	H54426	00	01/18/2023	531-3135-436.20-29	ADMIN BLDG BASEMENT RESTR	170.80		
908296		6661	H53604	00	12/16/2022	531-3136-436.20-29	1 1/2 IN FERNCO COUPLER	4.95		
VENDOR TOTAL *								472.23		
0003439	00	WESTERN TIRE CHAIN								
23285		6863	H54567	00	01/24/2023	201-3503-432.20-73	WINTER TIRE CHAINS FOR SN	6,844.50		
23219		6751	H54455	00	01/19/2023	541-3141-438.20-29	RESD-TIRE CHAINS	533.71		
23219		6752	H54455	00	01/19/2023	542-3140-438.20-29	COMM-TIRE CHAINS	533.71		
VENDOR TOTAL *								7,911.92		
0003644	00	ACCESSO SHOWARE								

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0003644 INV-71940	00	ACCESSO SHOWARE 6875 H54572	00	01/24/2023	211-4120-464.30-35	NOVEMBER TICKET SALES	2,442.70	
						VENDOR TOTAL *	2,442.70	
0003656 01272023	00	HELENA POLICE PROTECTIVE 6936	00	01/27/2023	750-0000-209.06-02	JAN23 CONTRIBUTIONS	1,020.00	
						VENDOR TOTAL *	1,020.00	
0003657 20230127 20230127 01272023	00	HELENA POLICE PROTECTIVE PR0127 PR0127 6937	00 00 00	01/27/2023 01/27/2023 01/27/2023	100-2201-421.10-10 219-2202-421.10-10 750-0000-209.06-02	PAYROLL SUMMARY PAYROLL SUMMARY JAN23 CONTRIBUTIONS	70.00 10.00 340.00	
						VENDOR TOTAL *	420.00	
0003821 230516	00	USA BLUE BOOK 6716 H54414	00	01/18/2023	521-3125-435.20-29	TMTP-ELECTRODE	256.66	
						VENDOR TOTAL *	256.66	
0003832 H1790-09043170	00	AMERICAN WELDING & GAS 6755 H54460	00	01/19/2023	100-4102-464.20-98	MAINTENANCE SUPPLIES	151.60	
						VENDOR TOTAL *	151.60	
0003847 X606561	00	COBRA PUMA GOLF INC 6784 H54498	00	01/19/2023	563-4111-464.20-53	GOLF PRO RESALE ITEMS	587.27	
						VENDOR TOTAL *	587.27	
0003848 274462	00	RELIANT BEHAVIORAL HEALTH LLC 6687 H54377	00	01/17/2023	650-1841-505.30-05	EAP SERVICES	476.52	
						VENDOR TOTAL *	476.52	
0003882 1253798-0 1253798-1 1250001-0 1250257-1 1250257-0 1248459-1 1248459-0 IN262199 1251535-0 1250405-0 1250405-1 1251953-0	00	360 OFFICE SOLUTIONS 6888 H54591 6939 H54656 6686 H54375 6759 H54466 6760 H54467 6694 H54388 6695 H54389 6696 H54390 6852 H54562 6731 H54435 6732 H54436 6895 H54603	00 00 00 00 00 00 00 00 00 00 00 00 00	01/24/2023 01/25/2023 01/17/2023 01/19/2023 01/27/2023 01/18/2023 01/18/2023 01/18/2023 01/24/2023 01/18/2023 01/18/2023 01/24/2023	100-1401-413.20-11 100-1401-413.30-21 100-1601-418.20-11 100-3084-430.20-19 100-3102-433.20-19 201-3503-432.20-19 201-3503-432.20-19 201-3503-432.30-99 201-3510-432.20-19 503-1602-425.20-19 503-1602-425.20-19 570-4510-403.20-19	PRINTING PAPER 2 REAMS HE TONER FOR KLIVESAY HELENA LEGL RULED MEMO PADS 2 DZ DAYPLANNERS FOR ELECTRICI SHARPIES, SCOTCH TAPE, OF CALENDAR CALENDAR 8 EACH M-FILE LICENSES CALENDARS VERICAL DESK ORGANIZER DESK ESSENTIAL ORGANIZER PAPER, HILIGHTERS, POST-I	17.98 139.99 71.98 37.98 28.19 12.89 12.09 5,664.00 46.98 63.99 24.99 81.57	
						VENDOR TOTAL *	6,202.63	
0003937 9924172658 9924172658	00	VERIZON WIRELESS 6675 H54358 6676 H54358	00 00	01/13/2023 01/13/2023	100-2301-424.30-16 100-2305-424.30-99	17 DATA PLANS HAZMAT DATA PLAN	657.69 40.01	
						VENDOR TOTAL *	697.70	
0003969	00	BATTERIES PLUS BULBS						

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0003969	00	BATTERIES PLUS BULBS							
P58937589		6719	H54420	00	01/18/2023	531-3135-436.20-29	BATTERIES	38.00	
VENDOR TOTAL *								38.00	
0003987	00	HELENA TOURISM BID							
TBID-DEC22		6944	H54682	00	01/26/2023	708-1570-521.81-40	NOV22-DEC22 TAX COLLTN	236,349.00	
VENDOR TOTAL *								236,349.00	
0004007	00	SHELL ENERGY NORTH AMERICA							
3646347		6700	H54393	00	01/18/2023	212-4505-403.30-44	DECEMBER GAS SUPPLY	1,741.98	
3646347		6701	H54393	00	01/18/2023	212-4505-403.30-44	DECEMBER GAS SUPPLY	3,249.36	
VENDOR TOTAL *								4,991.34	
0004017	00	CENTURYLINK							
4064436517	0123	6763	H54472	00	01/19/2023	551-3501-432.30-43	15TH ELEVATOR PHONES	58.57	
VENDOR TOTAL *								58.57	
0004039	00	CENTURYLINK BUSINESS SERVICES							
624580507		6878	H54577	00	01/24/2023	551-3501-432.30-43	PHONE MESSAGE SERVICES	26.15	
VENDOR TOTAL *								26.15	
0004113	00	CAPITAL TRAILER & EQUIPMENT							
27029		6899	H54615	00	01/25/2023	100-4102-464.30-62	EQUIP REPAIR	60.00	
27027		6900	H54617	00	01/25/2023	100-4102-464.30-62	EQUIP REPAIR	18.00	
VENDOR TOTAL *								78.00	
0004334	00	TD&H ENGINEERING							
32373		6926	H54647	00	01/25/2023	440-4102-464.90-40	STRUCTURAL ANALYSIS	5,000.00	
VENDOR TOTAL *								5,000.00	
0004363	00	MONTANA PUBLIC EMPLOYEES ASSOC.							
01272023		6938		00	01/27/2023	750-0000-209.06-06	JAN23 CONTRIBUTIONS	384.84	
VENDOR TOTAL *								384.84	
0004370	00	MONTANA INTERNET CORPORATION							
N14385-22		6742	H54445	00	01/18/2023	563-4113-464.30-32	PREMIUM ROUTER LEASE	125.00	
VENDOR TOTAL *								125.00	
0004444	00	FASTSIGNS OF HELENA							
637-2641		6795	H54509	00	01/19/2023	235-4172-464.30-37	ADVERTISING	84.80	
VENDOR TOTAL *								84.80	
0004497	00	MARRON, PATRICK C							
011023-36413		6783	H54497	00	01/19/2023	100-4102-464.20-19	OFFICE SUPPLIES/REIMBURSE	58.77	
VENDOR TOTAL *								58.77	
0004533	00	KTVH							
1065950-3		6848	H54537	00	01/23/2023	100-1801-417.30-37	KTVH AD	1,000.00	
1044514-5		6849	H54538	00	01/23/2023	100-1801-417.30-99	KTVH AD	2,710.00	
1046377-4		6850	H54539	00	01/23/2023	100-1801-417.30-37	KTVH AD	1,000.00	

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0004533	00	KTVH							
1065950-2		6851	H54540	00	01/23/2023	100-1801-417.30-37	KTVH AD	1,000.00	
1097465-1		6698	H54392	00	01/18/2023	201-3503-432.30-37	STREETS-WINTER SNOW ADS	440.00	
1097465-1		6699	H54392	00	01/18/2023	201-3510-432.30-37	RCE-SIDEWALK SNOW ADS	220.00	
							VENDOR TOTAL *	6,370.00	
0004625	00	FIREPAC							
20230127		PR0127		00	01/27/2023	100-2301-424.10-10	PAYROLL SUMMARY	40.84	
							VENDOR TOTAL *	40.84	
0004685	00	HELENA RECYCLING, LLC							
8552		6754	H54459	00	01/19/2023	547-3151-438.30-87	PLASTIC BALING-15.13T@\$19	2,950.35	
							VENDOR TOTAL *	2,950.35	
0004810	00	HUGHES FIRE EQUIPMENT INC.							
582165B		6942	H54659	00	01/26/2023	100-2301-424.30-61	SWITCH ASSEMBLY	990.81	
							VENDOR TOTAL *	990.81	
0004819	00	MUTT MITT							
525862		6916	H54635	00	01/25/2023	100-4102-464.20-48	DOG WASTE BAGS	6,599.20	
525862		6915	H54635	00	01/25/2023	100-4107-464.30-99	DOG WASTE BAGS	3,000.00	
							VENDOR TOTAL *	9,599.20	
0004875	00	ROCKY MOUNTAIN SUPPLY, INC.							
3258		6718	H54417	00	01/18/2023	563-4115-464.20-31	278GAL GAS,250 GAL DIESEL	1,745.12	
3238 1/10/23		6816	H54398	00	01/18/2023	610-3571-501.20-31	105G #2/ 228G #1 DYED DIE	1,315.62	
3260		6876	H54573	00	01/24/2023	610-3571-501.20-31	290 G #2 DYED DIESEL-TS	1,078.80	
							VENDOR TOTAL *	4,139.54	
0004876	00	KAMAN FLUID POWER							
M28236-001		6723	H54424	00	01/18/2023	531-3135-436.20-29	GAS FILTER	1,107.82	
							VENDOR TOTAL *	1,107.82	
0004890	00	RIGBY, BEN							
2023-BACKFLOW		6713	H54412	00	01/18/2023	521-3125-435.30-81	BACKFLOW COURSE	875.00	
2023-BACKFLOW		6714	H54412	00	01/18/2023	521-3125-435.30-81	BOOK & EXAM	225.50	
							VENDOR TOTAL *	1,100.50	
0004927	00	WIRED ELECTRICAL SERVICES							
1166		6882	H54581	00	01/24/2023	551-3501-432.30-68	THERMOSTAT REPLACEMENT EL	182.00	
							VENDOR TOTAL *	182.00	
0004984	00	ASSOCIATION OF MONTANA TURF							
1030		6896	H54610	00	01/25/2023	237-4171-464.30-81	AMTOPP REGISTRATION	650.00	
							VENDOR TOTAL *	650.00	
0005030	00	GEAR FOR SPORTS - UNDER ARMOUR							
41936058		6905	H54621	00	01/25/2023	563-4111-464.20-53	GOLF PRO RESALE SUPPLIES	44.00	
							VENDOR TOTAL *	44.00	
0005119	00	BOBCAT OF HELENA							

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005119 304484 304457	00	BOBCAT OF HELENA 6898 H54614 6793 H54507	00	01/25/2023 01/19/2023	100-4102-464.30-62 235-4172-464.20-41	EQUIP REPAIRS EQUIP	57.61 53.96	
						VENDOR TOTAL *	111.57	
0005193 330112001	00	DIAMOND CUSTOMS 6903 H54619	00	01/25/2023	235-4172-464.20-98	MAINTENANCE MATERIALS	185.40	
						VENDOR TOTAL *	185.40	
0005277 0235	00	GOT SNOW? 6885 H54584	00	01/24/2023	551-3501-432.30-99	SIDEWALK SNOW REMOVAL	520.00	
						VENDOR TOTAL *	520.00	
0005338 20230127	00	ARIZONA CHILD SUPPORT PR0127	00	01/27/2023	100-2301-424.10-10	PAYROLL SUMMARY	145.88	
						VENDOR TOTAL *	145.88	
0005360 1500 1474	00	SORENSEN PLUMBING & HEATING 6709 H54408 6715 H54413	00	01/18/2023 01/18/2023	212-4505-403.30-66 521-3125-435.30-66	2X HOURLY, 2CT PRESS CAPS MRTP-REPAIR DRAIN LINES	261.28 2,966.43	
						VENDOR TOTAL *	3,227.71	
0005388 3712	00	MONTANA PRO AUDIO INFORMATION 6772 H54484	00	01/19/2023	204-4121-464.90-30	UPLIGHT-X2 FLEX AND X6 R2	15,561.58	
						VENDOR TOTAL *	15,561.58	
0005475 3316605	00	MOUNTAIN ALARM 6710 H54409	00	01/18/2023	521-3125-435.30-99	MRTP-SECURITY	51.36	
						VENDOR TOTAL *	51.36	
0005518 022502-4850 352501-4850	00	DEPT OF ADMINISTRATION 6929 H54592 6930 H54593	00	01/24/2023 01/24/2023	100-1506-415.30-53 100-1506-415.30-53	FY22 ACFR LATE FILING FEE FY22 ACFR - BID LATE FILI	300.00 55.00	
						VENDOR TOTAL *	355.00	
0005563 5636	00	MAV EVENT SERVICES 6685 H54373	00	01/17/2023	211-4120-464.30-99	SECURITY FOR NEW YEARS EV	450.00	
						VENDOR TOTAL *	450.00	
0005575 20230127	00	SOLAS LLC PR0127	00	01/27/2023	212-4505-403.10-10	PAYROLL SUMMARY	225.03	
						VENDOR TOTAL *	225.03	
0005602 425862	00	BERRYDUNN 6932 H54612	00	01/25/2023	440-1501-414.90-40	ERP PROJ IMPLEMENTATION C	1,435.00	
						VENDOR TOTAL *	1,435.00	
0005621 2/02/23 2/02/23	00	T-MOBILE 6855 H54564 6856 H54564	00	01/24/2023 01/24/2023	201-3503-432.30-16 201-3504-432.30-16	STREETS DATA & CELLULAR TRAFFIC DATA	1,162.60 71.63	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005621	00	T-MOBILE						
2/02/23		6857 H54564	00	01/24/2023	201-3510-432.30-16	RCE DATA & CELLULAR	119.21	
2/02/23		6858 H54564	00	01/24/2023	551-3501-432.30-16	PARKING DATA & CELLULAR	307.14	
2/02/23		6859 H54564	00	01/24/2023	580-3560-434.30-16	TRANSIT CELLULAR	105.65	
2/02/23		6860 H54564	00	01/24/2023	580-3560-434.30-99	TRANSIT DATA	297.50	
VENDOR TOTAL *							2,063.73	
0005672	00	AIRE MASTER OF WESTERN MONTANA LLC						
59321		6861 H54565	00	01/24/2023	211-4120-464.30-66	DEODORIZER SERVICE BATHRO	48.00	
59324		6702 H54395	00	01/18/2023	213-4505-403.30-99	4CT DEODORIZER	32.00	
VENDOR TOTAL *							80.00	
0005700	00	ROBERT HALF						
61450472		6941 H54658	00	01/25/2023	100-1506-415.30-53	CONTRACTED ACCOUNTING SRV	1,801.88	
VENDOR TOTAL *							1,801.88	
0005741	00	US FOODS, INC.						
4004696		6743 H54446	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	101.90	
4057982		6744 H54447	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	86.54	
4124342		6745 H54448	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	1,921.63	
3960513		6746 H54449	00	01/18/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	1,422.70	
4194930		6788 H54502	00	01/19/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	812.92	
4222109		6790 H54504	00	01/19/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	32.32	
4289019		6927 H54648	00	01/25/2023	563-4113-464.20-53	MUNIS RESALE SUPPLIES	454.97	
VENDOR TOTAL *							4,832.98	
0005742	00	POMP'S TIRE SERVICE, INC.						
1820004539		6690 H54380	00	01/17/2023	580-3560-434.20-38	ALIGNMENT FOR 638	125.00	
VENDOR TOTAL *							125.00	
0005763	00	K12 MONTANA INC.						
1657		6735 H54439	00	01/18/2023	218-2206-421.20-41	CAMERAS FOR THE 911 CENTE	2,440.00	
VENDOR TOTAL *							2,440.00	
0005766	00	BRADY'S TOWING & RECOVERY OF MT						
23-00582		6734 H54438	00	01/18/2023	100-2201-421.30-99	HP230277 TOW PER J.GUERRE	125.00	
VENDOR TOTAL *							125.00	
0005782	00	NATIONAL LAUNDRY CO.						
4179-35027		6671 H54352	00	01/13/2023	100-2301-424.20-24	TOWEL SERVICE	9.65	
4039-S38808		6726 H54428	00	01/18/2023	531-3135-436.20-26	LAUNDRY-GEORGE N	17.07	
4039-38300		6727 H54429	00	01/18/2023	531-3135-436.20-24	JANITORIAL	27.66	
4039-38300		6728 H54429	00	01/18/2023	531-3135-436.20-26	LAUNDRY	84.48	
4043-38734		6810 H54531	00	01/20/2023	580-3560-434.20-24	MAT CLEANING AND SCRAPERS	51.57	
4041-38733		6811 H54532	00	01/20/2023	580-3560-434.20-24	DISH TOWEL AND LAUNDRY BA	5.36	
4089-36837		6814 H54396	00	01/18/2023	610-3570-501.20-26	COVERALLS & UNI'S	46.36	
4089-36837		6815 H54396	00	01/18/2023	610-3570-501.20-29	GREASE RAGS	21.46	
4089-38745		6818 H54433	00	01/18/2023	610-3570-501.20-26	COVERALLS & UNI'S	46.36	
4089-38745		6819 H54433	00	01/18/2023	610-3570-501.20-29	GREASE RAGS	21.46	
VENDOR TOTAL *							331.43	
0005875	00	NAPA-IBS						

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
<hr/>										
0005875	00	NAPA-IBS								
11302022		6865	H54568	00	01/24/2023	201-3503-432.20-73	STREETS-SNOW & ICE	722.29		
11302022		6866	H54568	00	01/24/2023	201-3503-432.20-74	STREETS-SWEEPING	27.34		
11302022		6867	H54568	00	01/24/2023	201-3503-432.20-79	STREETS-MISC SUPPLIES	42.71		
11302022		6864	H54568	00	01/24/2023	531-3135-436.30-62	WWT GENERATOR BATTERY	129.44		
11302022		6868	H54568	00	01/24/2023	610-3570-501.20-29	FLEET-SHOP SUPPLIES	63.66		
11302022		6869	H54568	00	01/24/2023	610-3570-501.20-41	FLEET-SMALL TOOLS	3.43		
11302022		6871	H54568	00	01/24/2023	610-3570-501.30-99	FLEET-IBS CONTRACT FEE	6,915.00		
11302022		6870	H54568	00	01/24/2023	610-3571-501.20-39	FLEET-PARTS	24,537.69		
VENDOR TOTAL *								32,441.56		
0005880	00	PRO-TECH STEEL LLC								
SI2-0029035		6920	H54641	00	01/25/2023	235-4172-464.20-98	MAINTENANCE MATERIALS	17.72		
VENDOR TOTAL *								17.72		
0005882	00	GOOSEN, CHERYL								
STLMNT-1/24/23		000374		00	01/24/2023	211-4120-464.30-59	New Yr's Eve Bash	102.00		
VENDOR TOTAL *								102.00		
0005884	00	TYLER TECHNOLOGIES, INC.								
045-405515		6931	H54611	00	01/25/2023	440-1501-414.90-40	ERP SYSTEM - SAAS FEES 1/	54,758.38		
VENDOR TOTAL *								54,758.38		
0005885	00	ROSLING, KIMA								
REFUND-1/26/23		000377		00	01/26/2023	551-0000-344.71-01	Refund Annual Prkg Permit	783.75		
VENDOR TOTAL *								783.75		
9999120	00	STATE OF MONTANA								
000006685		UT		00	01/23/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	348.00		
000022843		UT		00	01/23/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	324.00		
000027339		UT		00	01/23/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	324.00		
000035543		UT		00	01/23/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	233.00		
000053147		UT		00	01/23/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	316.00		
VENDOR TOTAL *								1,545.00		
9999120	00	BELCHER, STEPHEN								
000036601		UT		00	01/27/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	39.06		
VENDOR TOTAL *								39.06		
9999120	00	CAROLINEA & CARL ELLIS								
000030343		UT		00	01/27/2023	521-0000-208.00-00	UTILITY CREDIT REFUND	448.25		
VENDOR TOTAL *								448.25		
EFT/EPAY TOTAL ***										2,587.39
TOTAL EXPENDITURES ****								839,876.58		2,587.39
GRAND TOTAL *****										842,463.97

VENDE INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000095 43284 43218	00	CAPITAL COMMUNICATIONS 6964 H54608 7001 H54595	00	01/25/2023 01/24/2023	610-3571-501.30-61 610-3571-501.30-61	RADIO PROGRAMING UNIT 210 RADIO FOR UNIT 252	55.00 55.00	
						VENDOR TOTAL *	110.00	
0000165 529694	00	ENERGY LABORATORIES, INC. 6950 H54548	00	01/23/2023	521-3125-435.30-98	LAB-SAMPLES	108.00	
						VENDOR TOTAL *	108.00	
0000167 20230104 20230103 20230071	00	PRECISION EMBROIDERY 6986 H54673 6987 H54674 6961 H54561	00	01/26/2023 01/26/2023 01/23/2023	100-3084-430.20-26 100-3084-430.20-26 531-3135-436.20-29	CLOTHING EMBROIDERY/COLIN CLOHTING EMBROIDERY/JOE E WWTP-HATS	30.00 45.00 312.00	
						VENDOR TOTAL *	387.00	
0000267 31572	00	HYDROMETRICS, INC 6945 H54458	00	01/19/2023	543-3140-438.30-48	OLD LANDFILL MONITORING-D	10,639.93	
						VENDOR TOTAL *	10,639.93	
0000344 ML00585 ML00585	00	MONTANA LEAGUE OF CITIES & TOWNS 6974 H54668 6975 H54668	00	01/26/2023 01/26/2023	201-3503-432.30-99 531-3135-436.30-99	MDT LAG MANUAL REVIEW NUTRIENT WORK GROUP EXPEN	1,012.93 385.09	
						VENDOR TOTAL *	1,398.02	
0000485 1049263	00	GEORGE'S DISTRIBUTING, INC. 000378	00	01/27/2023	563-4113-464.20-53	ALCOHOL	462.34	
						VENDOR TOTAL *	462.34	
0000490 000217730 000227229 000217730 000227229 000217730 000227229 000217730 000227229	00	MORRISON-MAIERLE, INC. 6976 H54669 6980 H54670 6977 H54669 6981 H54670 6978 H54669 6982 H54670 6979 H54669 6983 H54670	00	01/26/2023 01/26/2023 01/26/2023 01/26/2023 01/26/2023 01/26/2023 01/26/2023 01/26/2023	240-3508-432.90-64 240-3508-432.90-64 245-3106-432.90-60 245-3106-432.90-60 521-3125-435.90-30 521-3125-435.90-30 531-3136-436.90-30 531-3136-436.90-30	CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION CRUSE AVE RECONSTRUCTION	71.50 5,041.88 71.50 5,041.88 71.50 5,041.87 71.50 5,041.87	
						VENDOR TOTAL *	20,453.50	
0000562 2864576-1	00	NORTHWEST PIPE FITTINGS 6960 H54560	00	01/23/2023	531-3135-436.20-29	COUPLIING	58.61	
						VENDOR TOTAL *	58.61	
0000618 875318	00	POWER TOWNSEND 6985 H54672	00	01/26/2023	100-3084-430.20-41	KNEE PADS/TAPE MEASURE/UT	71.37	
						VENDOR TOTAL *	71.37	
0000747 160104/4 160088/4	00	MURDOCH'S RANCH AND HOME SUPPLY 6984 H54671 6991 H54678	00	01/26/2023 01/26/2023	100-3084-430.20-26 546-3150-438.20-99	WOKR JEANS - JOE EDWARDS DOG BISCUITS FOR SCALE HO	49.99 40.98	

VEND NO INVOICE NO	SEQ#	VENDOR NAME VOUCHER P.O. NO NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000747	00	MURDOCH'S RANCH AND HOME SUPPLY						
						VENDOR TOTAL *	90.97	
0000823 432353	00	MT MUNICIPAL INTERLOCAL AUTHORITY 6995 H54685	00	01/26/2023	650-1841-505.50-20	MMIA	414,112.00	
						VENDOR TOTAL *	414,112.00	
0000823 432354	00	MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-A 6996 H54686	00	01/26/2023	650-1841-505.50-20	MMIA	35,626.00	
						VENDOR TOTAL *	35,626.00	
0000823 432355	00	MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-B 6997 H54687	00	01/26/2023	650-1841-505.50-20	MMIA	25,823.00	
						VENDOR TOTAL *	25,823.00	
0000823 432357	00	MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-C 6998 H54688	00	01/26/2023	650-1841-505.50-20	MMIA	32,482.00	
						VENDOR TOTAL *	32,482.00	
0000991 10182	00	MONTANA HYDRAULICS LLC 6965 H54609	00	01/25/2023	610-3571-501.30-61	OUTSIDE REPAIR: UNIT 215	1,034.36	
						VENDOR TOTAL *	1,034.36	
0001305 8241 8279 8284 8304	00	ALPINE ANALYTICAL, INC. 6946 H54544 6947 H54545 6948 H54546 6955 H54555	00	01/23/2023 01/23/2023 01/23/2023 01/23/2023	521-3125-435.30-98 521-3125-435.30-98 521-3125-435.30-98 531-3135-436.30-98	LAB-SAMPLES LAB-SAMPLES LAB-SAMPLES LAB-SAMPLES 1ST QTR	200.00 387.00 200.00 1,953.00	
						VENDOR TOTAL *	2,740.00	
0001774 2004-10898	00	WE DUST CONTROL & DE-ICING, INC. 6966 H54663	00	01/26/2023	201-3503-432.20-73	11.54 T ICE SLICER	2,538.80	
						VENDOR TOTAL *	2,538.80	
0002026 1200491185	00	HDR INC 6951 H54549	00	01/23/2023	521-3125-435.30-99	SCADA SUPPORT	1,533.77	
						VENDOR TOTAL *	1,533.77	
0002366 90800427904 90800427921	00	LES SCHWAB 6989 H54676 6990 H54677	00	01/26/2023 01/26/2023	541-3141-438.20-38 542-3140-438.20-38	TIRE REPAIRS UNIT #251 TIRE SWAP UNIT #248	1,531.67 39.98	
						VENDOR TOTAL *	1,571.65	
0002652 S016814	00	AMERICAN WATER WORKS ASSOCIATION 6949 H54547	00	01/23/2023	521-3125-435.30-35	SUBSCRIPTION	415.00	
						VENDOR TOTAL *	415.00	
0002677 RLELAND12623	00	LELAND, RYAN 6973 H54667	00	01/26/2023	100-3101-431.30-81	PUBLIC WORKS DIRECTORS ME	144.34	
						VENDOR TOTAL *	144.34	
0002695	00	MONTANA RURAL WATER SYSTEMS						

VEND NO	SEQ#	VENDOR NAME								EFT, EPAY OR
INVOICE		VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO		NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0002695	00	MONTANA RURAL WATER SYSTEMS								
2023CONF-BEN R	6952	H54552	00	01/23/2023	521-3125-435.30-81	MRWS-2023	CONFERENCE-BEN	250.00		
2066	6953	H54553	00	01/23/2023	521-3125-435.30-35	MRWS-2023	MEMBERSHIP DUES	400.00		
2023CONF-JOSH	6956	H54556	00	01/23/2023	531-3135-436.30-81	2023 MRWS	CONFERENCE-JOSH	175.00		
2023CONF-GEORGE	6957	H54557	00	01/23/2023	531-3135-436.30-81	2023 MRWS	CONFERENCE-GEOR	175.00		
2023CONF-MATT V	6958	H54558	00	01/23/2023	531-3135-436.30-81	2023 MRWS	CONFERENCE-MATT	250.00		
VENDOR TOTAL *								1,250.00		
0002757	00	UNITED STATES PLASTIC CORP								
7000922	6954	H54554	00	01/23/2023	521-3125-435.30-62	TMTP-REPAIR		40.40		
VENDOR TOTAL *								40.40		
0003460	00	ALPINE TECHNOLOGY CORPORATION								
12303	6992	H54679	00	01/26/2023	541-3141-438.30-99	RAMS/VOR	SUPPORT-DEC22	744.57		
12303	6993	H54679	00	01/26/2023	542-3140-438.30-99	RAMS/VOR	SUPPORT-DEC22	496.38		
VENDOR TOTAL *								1,240.95		
0003811	00	A & I DISTRIBUTORS								
3888166	6813	H54394	00	01/18/2023	610-3571-501.20-39	DRUM DEPOSIT	REFUND	105.00-		
3890986	7000	H54594	00	01/24/2023	610-3571-501.20-39	LITHOPLEX,	HYDRAULIC FL,	2,397.03		
VENDOR TOTAL *								2,292.03		
0003882	00	360 OFFICE SOLUTIONS								
1254370-0	6999	H54691	00	01/26/2023	100-1401-413.30-21	TONER FOR	DESKTOP PRINTER	116.99		
1251184-0	6994	H54681	00	01/26/2023	546-3150-438.20-49	OFFICE CHAIR	FOR SARAH	209.99		
VENDOR TOTAL *								326.98		
0003937	00	VERIZON WIRELESS								
9925570517	7002	H54596	00	01/24/2023	551-3501-432.30-16	DATA FOR	HANDHELD DEVICES	209.15		
VENDOR TOTAL *								209.15		
0004533	00	KTVH								
1044514-6B	6962	H54589	00	01/24/2023	100-1801-417.30-99	KTVH AD		2,635.00		
1046377-5	6963	H54590	00	01/24/2023	100-1801-417.30-37	KTVH AD		1,000.00		
VENDOR TOTAL *								3,635.00		
0004929	00	EAGLE BEVERAGE - HELENA								
2270489	000379		00	01/27/2023	563-4113-464.20-53	ALCOHOL		EFT:	149.00	
VENDOR TOTAL *								.00	149.00	
0005109	00	WWC ENGINEERING								
181300048	6988	H54675	00	01/26/2023	531-3136-436.90-60	WESTSIDE	WATER & SEWER EX	5,419.75		
VENDOR TOTAL *								5,419.75		
0005628	00	FCS GROUP								
3475-22210091	6967	H54664	00	01/26/2023	521-3125-435.30-99	WATER & SEWER	RATE STUDY	2,754.38		
3475-22211053	6969	H54665	00	01/26/2023	521-3125-435.30-99	WATER & SEWER	RATE STUDY	1,026.88		
3475-22210091	6968	H54664	00	01/26/2023	531-3135-436.30-99	WATER & SEWER	RATE STUDY	2,754.37		
3475-22211053	6970	H54665	00	01/26/2023	531-3135-436.30-99	WATER & SEWER	RATE STUDY	1,026.87		
VENDOR TOTAL *								7,562.50		
0005717	00	406 ELECTRIC LLC								

VEND NO	SEQ#	VENDOR NAME		BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE		VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO		NO	NO						AMOUNT
0005717	00	406	ELECTRIC LLC						
2176		6971	H54666	00	01/26/2023	541-3141-438.90-30	INSTALL OF GATE CONTROLS	6,516.25	
2176		6972	H54666	00	01/26/2023	542-3140-438.90-30	INSTALL OF GATE CONTROLS	6,516.25	
VENDOR TOTAL *								13,032.50	
0005741	00	US FOODS, INC.							
4361188		7003	H54694	00	01/27/2023	563-4113-464.20-53	MUNIS RESALE ITEMS	1,712.80	
VENDOR TOTAL *								1,712.80	
0005782	00	NATIONAL LAUNDRY CO.							
4039-40168		6959	H54559	00	01/23/2023	531-3135-436.20-26	CLOTHING-LAUNDRY	82.54	
VENDOR TOTAL *								82.54	
EFT/EPAY TOTAL ***									149.00
TOTAL EXPENDITURES *****								588,605.26	149.00
GRAND TOTAL *****									588,754.26

City of Helena, Montana

January 30, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: Tim Burton, Intrim City Manager
David Knoepke, Transportation Systems Director
Lauren Harms, Transit Manager

Subject: Approval for the Submission of the Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Transportation Advisory Committee.

Present Situation: The Transportation Advisory Committee (TAC) receives requests from the community for capital equipment and ranks the requests. Capital Transit did not request any new vehicles for FY 2024. However, West Mont has requested one (1) 5-passenger Sedan for their programs fleet. Since Westmont's Capital Equipment request was the only submission for ranking Transportation Advisory Committee has forwarded the request along to the State of Montana for funding consideration.

Background Information: Submit Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Transportation Advisory Committee.

Proposal/Objective: Submit Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Transportation Advisory Committee.

Advantage: Allows all public transportation providers in the Helena area to continue to update and protect its bus fleet. Fleet replacement is vital to maintaining an effective operation.

Notable Energy Impact: New buses are more energy efficient and have up-to-date electronics and emission systems as required by the federal government.

Disadvantage: None

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve Submission of the Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Transportation Advisory Committee.

<u>ATTACHMENTS:</u>
<input type="checkbox"/> CTAC Minutes Capital Equipment Ranking
<input type="checkbox"/> Westmonts FY24 Capital Equipment Request

Capital Transit Advisory Committee (CTAC)
CTAC Executive Committee
December 16, 2022

Attendees: Sandie Dearman – Chair, Emily McVey – Vice Chair, Mindy Diehl – Secretary
Meeting Called to Order at 10:00 am

Call to Order: The meeting was called to order at 10:00 a.m.

One Capital Equipment Request was submitted to Sandie Dearman. CTAC Executive Committee reviewed Westmont’s FY-24 Capital Equipment Request; the request includes two – five passenger sedans. The TAC Ranking Outline was utilized for ranking.

Westmont is a CTAC member and has attended 50% of the 2022 meetings (1 point). Westmont has demonstrated coordination within the greater Helena area community (5 points). Westmont’s request supports the overall betterment of community transportation options in the greater Helena area (5 points). Westmont’s overall score is 11 points.

Sandie Dearman made the motion to approve Westmont’s FY-24 Capital Equipment Request. Emily McVey seconded and the motion passed unanimously.

The meeting was adjourned at 10:30 a.m.

Next Meeting: TBD, Sandie Dearman to send invitations.

December 8, 2022

Sandie Dearman, Chair
Capital Transit Advisory Committee
825 Great Northern Blvd Ste 105
Helena, MT 59601

Dear Ms. Dearman:

West Mont provides transportation for hundreds of people with disabilities annually. These people reside with us, attend our vocational/employment programs, benefit from our supported services programs, and/or participate in West Mont activities. Some clients can utilize Capital Transit for transportation; however, more and more are medically fragile, physically challenged, and require staff assistance and special accommodations for transportation.

The West Mont fleet has a median age of 13 years and comprises 27 passenger vehicles, ranging from a 12-person bus to vans and passenger cars. Our transportation services are demand-response 24 hours per day, 7 days per week. Transportation can include driving clients to their jobs, medical appointments, shopping, and on outings. In FY22, our organization continued to face challenges resulting from COVID-19. These include site closures due to quarantine and staff shortages. These challenges have impacted our transportation services in various ways. Despite that, for the 12 months ending 6/30/22, West Mont vehicles:

- Provided 36,799 passenger trips (3,066 avg/month)
- Drove 168,775 miles (14,062 avg/month)

During the specified period, fourteen of our vehicles (51%) had 100,000+ odometer miles (105,382 odometer miles avg); one had 229,290+ miles.

All West Mont facilities are in Helena, although our farm residential and vocational sites are outside city limits in the Helena Valley.

We occasionally receive requests from families or individuals needing transportation that are not enrolled in our services, and we attempt to fulfill reasonable requests for assistance.

For many years, West Mont has been an active member on the Capital Transit Advisory Council.

For FY24, in alignment with the FY24 Coordinated Plan, we respectfully request a 5-passenger sedan. This sedan would be used by staff widely (a smaller pool of staff operates our large vans and buses) to transport clients with disabilities who have greater mobility. It would supplement our fleet and eventually replace a sedan with higher mileage.

In consideration of the approved FY24 Coordinated Plan, we also respectfully request an additional 5-passenger sedan (two sedans in total), which would also be used by staff widely to transport clients with disabilities who have greater mobility. This additional vehicle would likewise supplement our fleet and eventually replace a sedan with higher mileage. West Mont makes this additional request with both concern that existing resources may not be fully utilized this fiscal year and with confidence that this capital investment would fill an important community need and be adequately utilized by our staff and clientele.

West Mont FY22 Transportation Inventory

#	YEAR	MAKE	MODEL	LOCATION	MILEAGE
1	2009	Toyota	Sienna	Blaine	127,740
2	2001	Chevy	Silverado	Blaine	157,617
3	2003	Chevy	TranStar	Caldwell	87,390
4	2005	Dodge	Caravan	Cedar	89,023
5	2015	Ford	Transit	Farm	115,016
6	2009	Chrysler	Town & Country	Farm	135,446
7	2005	Ford	Van	Hillside	123,123
8	2009	Chevy	Express	Hillside	71,774
9	2006	Toyota	Sienna	Humbolt	108,136
10	2007	Ford	Econoline	Humbolt	143,515
11	1999	Ford	Van	Lewis & Clark	62,459
12	1992	Ford	W/C Van	Lewis & Clark	108,192
13	2015	Dodge	Caravan	Ron's Place	31,586
14	2018	Ford	Coach Bus	Ron's Place	6,174
15	2013	Ford	Focus	Supported Services	41,623
16	2006	Toyota	Matrix	Supported Services	229,291
17	2011	Dodge	Caravan	Supported Services	162,052
18	2010	Dodge	Caravan	Supported Services	199,146
19	2019	Nissan	Versa	Supported Services	60,523
20	2009	Chrysler	Town & Country	Supported Services	162,869
21	2019	Chevy	Traverse	Supported Services	27,020
22	2009	Chevy	Express	Supported Services	130,921
23	2016	Ford	Transit	Tara	101,582
24	2008	Toyota	Sienna	Tara	150,721
25	2001	Dodge	Van	Townsend	112,401
26	2019	Ford	Transit	Townsend	8,547
27	1995	Dodge	Ram	VASTT	91,435

Bolded vehicles were acquired from grants submitted to and awarded by the Montana Department of Transportation.

Thank you for your consideration of our requests.

Sincerely,

Janelle Egli

Janelle Egli
Director of Development and Marketing

City of Helena, Montana

January 30, 2023

To: Honorable Mayor Collin and City of Helena City Commissioners

From: Tim Burton, Intrim City Manager
David Knoepke, Transportation Systems Director
Lauren Harms, Transit Manager

Subject: Approval of the Annual Update to the Transportation Coordination Plan Specific to the 5311 Operating Funds.

Present Situation: This is an annual update to the Transportation Coordination Plan as required, specific to segment 5311 of Operating Funds which is then used to complete a Grant Request. Attached is the current plan which was approved by the Capital Transportation Advisory Committee (CTAC). The CTAC includes representatives of public, private, and non-profit transportation and human-services providers, and other programs sponsored by federal, state, and local agencies that either provide a form of transportation in the community or have an interest in community transportation services.

The FY-24 Transportation Coordination Plan reflects how transportation coordination is progressing in our community. In addition, local coordination plans are used by the State in their scoring metrics when considering all Capital Equipment Grant requests that are submitted by transit/transportation providers throughout the State of Montana. The Coordination Plan maximizes Helena's collective coverage by minimizing duplication of services. Finally, the Transportation Coordination plan seeks to provide greater access to transportation services for people with disabilities, older adults, and individuals with lower incomes.

Background Information: Approval of the annual update to the Transportation Coordination Plan is both required and needed to complete our grant application package submittal.

Proposal/Objective: Approval of the annual update to the Transportation Coordination Plan is both required and needed to complete our grant application package submittal.

Advantage: An annual update to the Transportation Coordination Plan satisfies a requirement specific to segment 5311 of Operating Funds which is then used to complete a Grant Request.

Notable Energy Impact: None

Disadvantage: Not accepting the CTAC Updated Transportation Coordination Plan for FY-24 for inclusion of our grant package submittal would constitute an incomplete submission, impacting the City of Helena/Capital Transit's ability to secure operational funding in FY-24.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve the annual update to the Transportation Coordination Plan specific to the 5311 Operating Funds.

ATTACHMENTS:

□ [FY 24 Coordination Plan](#)



"Ride the Capital T"

Coordination Overview

FY2024 Coordination Plan

HISTORY OF COORDINATION

The concept of coordination has been promoted since the late 1960s; however, it was not until recently that a real push for coordination, emphasized at the federal level, has been observed. More and more communities are realizing the scarcity of resources (fuel, vehicles, drivers, and funding) and that cost-effective and efficient delivery of services is vital if local communities are to continue to ensure access to vital human services, employment, recreation, and other opportunities and needs. Coordination should be looked at as a step-wise effort. It takes a firm understanding of local needs and resources to develop a plan that, in the end, increases the mobility of residents. The earliest coordination studies focused on a three-tiered continuum of service integration (as described in the Montana Coordinated Transportation Handbook):

- Communication – informally working together towards a common goal;
- Collaboration – this is the level most associated with the term Coordination. Collaboration involves the formalization of the process of two or more organizations working together;
- Consolidation – is the merging of two or more organizations resources together for all participates.

Consolidation of resources is one which is not likely to be done in most communities. It requires that all agencies and providers to fall under one authority and it is difficult to obtain complete consensus for operations. However, the first two elements represent plausible ways to integrate services in a given area. The goal is to build on that cooperation between providers and human services to determine **if coordination is a viable option**. One of the greatest barriers to coordination is that the key stakeholders are not present or choose not to participate when planning of coordinated services is being done.

Levels of Coordination

There are varying levels of coordination across a broad spectrum of operating scenarios. Levels can range from very low levels of coordination, such as sharing rides on several different agency vehicles, to the extreme levels such as shared vehicles, shared maintenance, a brokerage established for all agencies, and others. The Capital Transit Advisory Committee (CTAC) understands that coordination of services generally may take some amount of time and effort upon the part of the local providers and human service agencies.

Resource Management

The first set of resource management objectives, targeting greater efficiencies, focuses on reducing duplication and fragmentation in operating, administering, and funding transportation services. Specific strategies for achieving these objectives include reducing the following:

- Operating and administrative salaries;
- Capital costs on vehicles and other equipment; and
- Other operating costs such as maintenance, fuel, and insurance.

The second set of resource management objectives, targeting more productive or effective services, focuses on improving acceptability, accessibility, adaptability, affordability, and availability of transportation services within the area. Specific strategies for achieving these objectives include increasing the following:

- Days and hours of service;
- Service area;
- Rider types and purposes of the rides;
- The accessibility of vehicles and facilities for people with special needs;
- Public information concerning services; and
- Funding available to help pay the cost of the service.

COMMON COORDINATION STRATEGIES

Brokerage/Lead Agency Scenario

This coordination concept is possibly the most used in transit coordination. In recent years there has been a quantum leap in computerized dispatch and reservation technology. Many large transit systems across the United States have implemented this software to operate their complementary ADA Para- Transit service. The basic premise of this technology is that a customer can call in a reservation for service. This reservation is then placed into the computer which takes this reservation and combines it with other reservations to develop a transit route that emphasizes efficiency and effectiveness. In the past, as well as today in some circumstances, dispatching has been done manually. This can be done successfully if the dispatchers are knowledgeable of the area and the number of trips per day to be dispatched is relatively small. The advantage of the new dispatching software is that it can handle much larger trip numbers and, with GIS technology, can accurately develop a transit route that handles the most customers in a cost-effective manner. The dispatching software can also easily develop a multitude of reports that can be very useful in reporting the activities of the brokerage service to its member agencies as well as various states, local, and federal agencies.

Reservation software works in concert with the dispatch software and can be developed to store necessary information about customers for billing purposes. The reservation software can store more than one request from a customer for service and, since it is interconnected to the dispatch software, assures that these multiple trip requests are not misplaced or forgotten.

In FY2015, Capital Transit formally known as “HATS” purchased through the State of Montana Department of Transportation the RouteMatch scheduling/ dispatching software package for its operation. In FY 2017, the fixed route component was added.

Consolidation of Services

Consolidation of transit services differs from a brokerage/lead agency coordinated service in that under consolidation, social service agencies would turn over their transit vehicles, equipment, and other transit assets to one organization that would then provide the social service agency with transportation services. This would relieve the social service agency of the burden of providing and operating a transit service. The State of Montana is encouraging coordinated/consolidated rural transit in each of the state’s transportation regions. Having a consolidated rural transit system allows social service agencies to concentrate on their primary goals as an agency, which generally does not include operating a transit system. Since many agencies receive their vehicles through state-administered federal grants, it is a simple matter of transferring the state-owned title to the new consolidated service. In cases where there is no longer any state equity in a vehicle or where a vehicle has been purchased with agency funds, these vehicles can be donated, leased, or sold to the consolidated transit service. Contracts are

negotiated between the social service agency and the new consolidated transit provider that will assure transit service to the social service agency at a reasonable cost.

Consolidated transit service would create “one-stop shopping” for local residents. Instead of going through a long list of potential providers, citizens would now only need to call one telephone number to get transportation. The new agency could acquire the reservation and dispatch software described earlier in this chapter to help provide efficient and effective service that should enable the transit service to charge less than it cost for the social service agency to provide the service.

Elements of a Coordinated Transit Plan

The guidelines specify elements that must be in a coordinated plan, but do not provide much structure in how planning must be done.

- Assessment of transportation needs for individuals with disabilities, older adults, and persons with limited incomes.
- An inventory of available services that identifies areas of redundant service and gaps in service.
- Strategies to address the identified gaps in service.
- Identification of coordination actions to eliminate or reduce duplication in services and strategies for more efficient utilization of resources.
- Prioritization of implementation strategies.

Some of these objectives were completed with Round 2 of the Helena Area Inclusive Transit Planning grant from Community Transportation Association of America (CTAA).

Outreach to Allow for Participation

The following list represents those agencies, providers, organizations, or groups that should be involved in a coordinated effort:

- Area transportation planning agencies
- Transit riders and potential riders
- Public transportation providers
- Private transportation providers
- Nonprofit transportation providers

- Human service agencies funding and/or supporting access for transportation services
- Other government agencies that administer health, employment, or other support programs for targeted populations
- Nonprofit organizations that serve targeted populations
- Advocacy organizations working on behalf of targeted populations
- Security and emergency management agencies
- Other appropriate local or state officials
- Tribes and tribal representatives
- Representatives of the business community
- Community-based organizations
- Economic development agencies
- Job training and placement agencies
- Elected officials

Capital Transit along with the members and leaders of our local transportation advisory council, Capital Transit Advisory Committee (CTAC) are working together to create an atmosphere where collaboration and even consolidation may occur. While this high goal remains out of reach currently, being open and searching for opportunities of collaboration can only improve our relationships.

Agencies involved in Coordination

City of Helena operates Capital Transit and works cooperatively with the below listed agencies to the extent possible for the public ridership.

Lewis and Clark County and City of East Helena

Lewis and Clark County is the City of Helena's primary partner in providing public transit. The county provides most of the match funds for the East Valley deviated-fixed route bus service which serves the area east of the City of Helena extending through East Helena and its eastern boundary is Lake Helena Drive. Canyon Ferry Road currently serves as the northern boundary and Hwy 12 serves as the southern boundary. The remaining match funding is provided by the City of East Helena. This service runs five days a week 7-11 AM and 1- 5 PM. Both Lewis and Clark County and the City of East Helena are active members of the TAC.

WEST MONT FY24 COORDINATION PLAN

Empowering People to Succeed by Promoting Dignity, Ability, and Independence

About Us

West Mont is a Montana 501(c)(3) non-profit organization that was established in 1973. We operate 17 locations throughout Helena and provide a wide variety of services, care, and support for over 250 individuals with disabilities annually.

Residential Services (Group Homes /Apartments): Our 13 homes operate 24 hours a day, 7 days a week with trained staff onsite to ensure the safety of our residents, provide supervision, and give necessary supports. Residential staff escort and transport clients to and from medical appointments, shopping excursions, jobs in the community or at vocational sites, social activities, and community outings.

Vocational Sites: Our vocational enterprises offer employment and job training options at four sites: West Mont Flowers, West Mont Farm & Gardens, Blaine Work Services, and VASTT. Each program offers meaningful work that gives clients a sense of accomplishment and the opportunity to earn a paycheck. West Mont provides necessary transportation for client participation.

Supported Employment Services: Our job coaches and supported employment program managers help clients find and prepare for work in the community. Staff may provide transportation, help with interviews, assist with resume writing, oversee the development of social and “soft” skills, provide on-the-job training, give job coaching, etc., to ensure a successful placement.

Supported Living Services: Our supported living staff ensure those who need supports at home, get them and have the opportunity to live with dignity and self-determination. Staff teach the necessary skills to help clients live as independently as possible. This can include assistance with personal hygiene, household maintenance, safety, meal preparation, transportation, and shopping.

Description of Transportation Services

West Mont provides transportation to people with disabilities who reside with us, attend our vocational and employment programs, participate in our supported services programs, and/or participate in other West Mont activities. Some clients can utilize Capital Transit for transportation; however, more and more, our medically fragile and physically challenged clients require staff assistance with transportation.

The West Mont fleet has a median age of 13 years and is comprised of 27 passenger vehicles, ranging from a 12-person bus to vans, and passenger cars. Our transportation services are demand-response 24 hours per day, 7 days per week. Transportation can include driving clients to their jobs, medical appointments, shopping, and on outings. In FY22, our organization continued to face challenges resulting from COVID-19. These include site closures due to quarantine and staff shortages. These challenges have impacted our transportation services in various ways. Despite that, for the 12-months ending 6/30/22, West Mont vehicles:

- Provided 36,799 passenger trips (3,066 avg/month)
- Drove 168,775 miles (14,062 avg/month)

During the specified period, fourteen of our vehicles (51%) had 100,000+ odometer miles (105,382 odometer miles avg); one had 229,290+ miles.

We occasionally receive requests from families or individuals needing transportation that are not enrolled in our services and we attempt to fulfill reasonable requests for assistance. For many years, West Mont has been

an active member on the Capital Transit Advisory Council.

For FY24, we respectfully request a 5-passenger sedan. This sedan would be used by staff widely (a smaller pool of staff operates our large vans and buses) to transport clients with disabilities who have greater mobility. It would supplement our fleet and eventually replace a sedan with higher mileage.

West Mont FY22 Transportation Inventory

#	YEAR	MAKE	MODEL	LOCATION	MILEAGE
1	2009	Toyota	Sienna	Blaine	127,740
2	2001	Chevy	Silverado	Blaine	157,617
3	2003	Chevy	TranStar	Caldwell	87,390
4	2005	Dodge	Caravan	Cedar	89,023
5	2015	Ford	Transit	Farm	115,016
6	2009	Chrysler	Town & Country	Farm	135,446
7	2005	Ford	Van	Hillside	123,123
8	2009	Chevy	Express	Hillside	71,774
9	2006	Toyota	Sienna	Humbolt	108,136
10	2007	Ford	Econoline	Humbolt	143,515
11	1999	Ford	Van	Lewis & Clark	62,459
12	1992	Ford	W/C Van	Lewis & Clark	108,192
13	2015	Dodge	Caravan	Ron's Place	31,586
14	2018	Ford	Coach Bus	Ron's Place	6,174
15	2013	Ford	Focus	Supported Services	41,623
16	2006	Toyota	Matrix	Supported Services	229,291
17	2011	Dodge	Caravan	Supported Services	162,052
18	2010	Dodge	Caravan	Supported Services	199,146
19	2019	Nissan	Versa	Supported Services	60,523
20	2009	Chrysler	Town & Country	Supported Services	162,869
21	2019	Chevy	Traverse	Supported Services	27,020
22	2009	Chevy	Express	Supported Services	130,921
23	2016	Ford	Transit	Tara	101,582
24	2008	Toyota	Sienna	Tara	150,721
25	2001	Dodge	Van	Townsend	112,401
26	2019	Ford	Transit	Townsend	8,547
27	1995	Dodge	Ram	VASTT	91,435

Bolded vehicles were acquired from grants submitted to and awarded by the Montana Department of Transportation.

Rocky Mountain Development Council, Inc. (Rocky)

Rocky Mountain Development Council, Inc. strives to improve quality of life and promote self-sufficiency for individuals and families.

Rocky Mountain Development Council, Inc. (Rocky)

Rocky strives to improve quality of life and promote self-sufficiency for individuals and families.

Rocky is a Community Action Agency, formed in 1965 after President Lyndon Johnson declared a "war on poverty" in response to a national poverty rate of 19%. Several pieces of legislation were passed and this law is how Community Action Programs were born. As a community resource for individuals and families, Rocky is committed to improving quality of life, especially for low-income citizens, in Lewis & Clark, Broadwater, and Jefferson Counties. Currently, Rocky encompasses senior services, affordable housing, energy assistance, child care, Head Start and provides senior volunteer opportunities. Rocky has been serving young children during their early educational years and seniors in their most challenging years for 57 years.

Description of Transportation Services

Description of Transportation Services

Virtually all of Rocky's programs require transportation in one form or another. Rocky provides free transportation for Helena area senior citizens, within Helena city limits, participating in the following Rocky programs: Helena Senior Center (located in the Neighborhood Center) for lunch and other activities, Foster Grandparent Program, Senior Companion Program, Retired & Senior Volunteer Program, and Rocky's Agency on Aging.

Each year, Rocky helps over 700 seniors in Lewis & Clark, Broadwater, and Jefferson counties live as independently through the Meals on Wheels Program. Hot nutritious meals are delivered Monday through Friday, to seniors 60 and over who are home bound or have trouble preparing their own meals due to a disabling physical, emotional, or environmental condition. Since the COVID-19 pandemic, many clients have continued on this program, with some returning to congregate dining. In FY2021, Rocky's Meals on Wheels program transitioned to primarily a volunteer-based model. Rocky also distributes shelf stable groceries through the Commodity Supplemental Food Program to income eligible seniors throughout the tri-counties, Elliston, and White Sulphur Springs bi-monthly.

Rocky is a partner in the Eagles Manor Complex, which currently includes the Penkay Eagles Manor (with 66 one-bedroom and single-room occupancy units), Eagles Manor II (with an additional 44 units), and Eagles Manor III (additional 30 units in the common complex), which is located at 715 North Fee in Helena. These units are dedicated to low-income seniors and adults with disabilities. The complexes are home to the frail elderly with a mean age in the 80s. Most experience age-related disabilities and need walkers, wheelchairs, and portable oxygen tanks. Few drive or have access to personal vehicles. The Eagles shuttle is primarily used for senior outings, such as breakfast or lunch away from the facility, and to view Christmas lights or attend educational seminars provided locally.

Senior Companions and Foster Grandparents are senior volunteer programs for low-income seniors. Volunteers receive a small hourly stipend and are reimbursed for the mileage they log in support of providing service. Senior Companions provide in-home services, transportation, and run errands for their frail elderly clients. Not only do these programs serve the specific target population noted, they also provide a strong protective factor for the impoverished senior volunteers themselves.

It is the policy of Rocky to provide equal opportunity to all of its employees and clients and to assure that there shall be no discrimination against any person on the basis of sex, age, race, color, religion, creed, national origin, physical or mental handicap, marital status, political beliefs, veterans' status, sexual orientation, gender identity or expression, or genetic information unless related to a bonafide occupational requirement.

Service Productivity

Rocky provided 2,604 one-way, passenger-trips between July 2020 and June 2021 (FY22). Currently, Rocky's shuttle provides an average of 340 rides per month or 4,100 annually. Rocky's current monthly ridership average is approximately 170 one-way rides. We anticipate our ridership will continue to increase in FY23 and FY24. Our current ridership average is 22 passengers. Area demographics indicate that there will be a steady rise in the percentage of seniors in the population for the next 20 years, as reflected in the projected growth in the tri-county population aged 65 and older.

Service Analysis – Vehicle Fleet

Rocky Vehicle Inventory Description Fund Name

Rocky's vehicle fleet is 20 vehicles (includes trailers); four are used for Rocky's Weatherization, a

The following list provides the detail.

Rocky Vehicle Inventory Description	Fund Name
1992 GM Safari Van	Head Start
2017 Jeep Patriot	Head Start
2020 Chevy Traverse	Head Start
2020 Buick Enclave	Head Start
2008 Ford Ranger	Meals on Wheels
2009 GMC Van	Meals on Wheels
2017 Subaru Forester	Meals on Wheels
2013 Chevy Express Bus – 13 psgr.	Senior Transportation
2020 Ford Elkhart Coach E450 Bus-13 psgr.	Senior Transportation
2007 Starcraft Bus	Senior Transportation (Eagles)
2003 GMC Savana Van	CSFP (Commodity Supplemental Food Program)
2018 Chevy Silverado 1500 LT	CSFP (Commodity Supplemental Food Program)
2020 Load Runner Cargo Trailer 7 X 16	CSFP (Commodity Supplemental Food Program)
2009 Dodge Ram 2500 (donated)	Weatherization
1998 Cargo Mate Trailer	Weatherization

2012 Nissan Rogue	Weatherization
2014 Rav 4	Weatherization
2021 Subaru Ascent Limited – Vehicle #1	Agency on Aging
2021 Subaru Ascent Limited – Vehicle #2	Agency on Aging

Future Needs

Currently Rocky has no immediate needs for short-term transportation purchases. Currently our Meals on Wheels trucks are on aging out and require increased maintenance and repair. With the implementation of our Volunteer Meals on Wheels delivery program, the need for replacement vehicles is not necessary, at this current time. In FY21 Rocky updated our CSFP (Commodity Supplemental Food Program) program with a 2018 Chevrolet Silverado and a 2020 Load Runner Cargo Trailer. These additions provide more delivery flexibility. We deliver commodities every two months to Augusta, Avon, Boulder, Elliston, Lincoln, Townsend, Wolf Creek, White Sulphur Springs, and Whitehall. We also purchased a new 2020 Ford E450 13-passenger shuttle in October 2020 to replace our aging 2013 Chevrolet Express 13-passenger shuttle.

Table 2: Rocky Short-Term Needs

Description	Amount
Total Estimated Short-Term Needs	\$00

Rocky is an active member of the TAC

Good Samaritan Ministries

Good Samaritan Ministries

What we do and how we are involved in community services

Good Samaritan Ministries, motivated by Catholic Social Teaching, works in our community to advance family life, human dignity and the common good. We provide services to meet the physical, social, emotional, and spiritual needs of individuals and families of all faiths, especially those most in need.

Good Samaritan Ministries serves as the "social justice arm" of Helena's four Catholic parishes; St. Mary Catholic Community, Cathedral of St. Helena Parish, Our Lady of the Valley Parish, Ss. Cyril and Methodius Catholic Community. Likewise, GSM works closely with numerous other denominations.

GSM has been serving the people of Helena and surrounding communities for over 35 years with support from many denominations and partnering non-profit agencies within the community of

Helena. GSM serves all people regardless of faith, sex, race, orientation or creed. GSM is currently under the same 501c3 as the Diocese of Helena. The GSM Board and staff are working to obtain our own 501 in the future. GSM is fortunate to receive infrastructure support from the Diocese of Helena such as access to group health insurance and unemployment costs.

The Assistance Ministry

GSM's initial Assistance Ministry to the Needy started nearly 35 years ago. The Ministry is funded through various small grants, private donations, and fundraisers.

Quarterly, when possible, the thrift store tithes 10% to the assistance ministry. The Assistance office is run by one person serving well over 1500 individuals and families annually in Lewis and Clark, Jefferson, and Broadwater counties. The program is

Managed by a database system monitoring all clients, assistance giving with an elaborate reporting system.

HUNTHAUSEN HOUSING LOAN/GRANT PROGRAM

The Hunthausen Fund was established by the Hunthausen Family and Good Samaritan Ministries to honor the social teachings and extraordinary work of Archbishop Hunthausen, Fr. John (Jack) Hunthausen and Sr. Edna Hunthausen. All three siblings are champions of Social Justice, working for the poor and needy in Montana. The Hunthausen Fund is a replica of The Hunthausen Fund in Seattle, WA. The Helena GSM fund began July 1, 2018 to award grants to help house the working poor in the Greater Helena Area. The fund is a "hands-up" approach to reducing homelessness. This grant is to help move men, women, and children from shelters and transitional housing into more stable and permanent housing.

The fund is two-part assistance with a grant and no interest loan enabling individuals and Families into a home of their own with a positive start to a stable living situation. The fund is unique to any other grant/or account of funds at GSM or other agencies in town because of the two components: a grant portion and a loan portion. The Hunthausen Fund preliminary supports the working poor who fall through cracks by not qualifying for funds due to their Income.

Emergency Solutions Grant (ESG)

The Emergency Solutions Grant (ESG) is a HUD pass through grant from Rocky Mountain Development Council (ROCKY). GSM has managed and implemented ESG funds for the past six years. ESG requires a 100% matching grant, which GSM is easily able to provide through non-cash match from our Assistance Ministry. The grant is specifically to address Homeless Prevention and Rapid Rehousing. GSM has grown the grant from our starting award of \$5,000 initial start for GSM to this past year of \$57,000 serving forty-seven individuals and families. The grant is given to Montana Counties according to homeless populations.

Our Place Drop in Center

GSM took on Our Place December of 2019 in collaboration with the L&C County on a temporary basis. The purpose of Our Purpose is:

“We are peer led, peer run and our purpose is to provide a place for mental health and those with substance abuse issues to find support, friendship, advocacy, community integration, a sense of purpose and mutual belonging.”

Our Place is open Monday through Saturday from 9:00-4:00 staffed by credentialed Peer Supports through the State of Montana. In addition to having a safe place to be, Our Place has optional groups, provides the obtaining of housing, employment, enrolling and transporting individuals to treatment of various types, to residential and returning from residential treatment, and other day to day needs. Our Place is a day treatment program only.

Street Outreach Program

The street outreach program is to meet individuals on the street, develop a relationship, and make referrals to other agencies. The street outreach staff ensures individuals are safe, provides transportation and follow up on individuals.

Good Samaritan is an active member of the TAC

Montana Independent Living Project dba AbilityMT FY23 Coordination Plan Update

Ability MT is a 501(c)(3) nonprofit and one of four Centers of Independent Living (CIL) in the state of Montana. We are funded in part by the Rehabilitation Act of 1973 as amended in 1992 (Title VII – Independent Living Services) and the Montana Department of Public Health and Human Services (Disability Services Division). Ability MT provides Information and Referral, Transition Services, Peer Counseling, Independent Living Training, and Individual and Systems Advocacy to people with disabilities throughout southwest Montana. We currently serve approximately 360 consumers in our 14 county area.

Ability MT has 1 accessible van in the Helena area. We are currently looking for grant funding to be able to operate this van during the evenings and weekends when Capital Transit is not operational.

Ability MT is an active member of the TAC.

St. Peters Health/Hospital

St. Peter's Health supports the efforts of the Helena Transportation Advisory Council to assess and address local transportation needs. While we do not have transportation options for coordination (something we continually look at to help support our patients) we do greatly appreciate the work underway by our local TAC and look forward to continued involvement.

St. Peters Health/Hospital was last active in the TAC during FY 22

Non-Profit sector agencies currently not participating in coordination

Montana Council Developmental Disabilities (MCDD)

No update provided at this time.

Easter Seals/ Goodwill

No update provided at this time.

Spring Meadow Resources

No update provided at this time.

PEERS, Unlimited

No update provided at this time.

The CTAC and Capital Transit have made numerous invites to groups and individuals who may have an interest in public transit. We had over 50 participants at the charrette to develop the proposed new two route fixed bus service. Over the past year we have had numerous individuals and organizations attend CTAC meetings. Many do not attend every meeting due to other priorities and commitments but through our email list over 90 individuals and groups maintain connectivity with our CTAC. Listed below are organizations that are engaged with the CTAC and support the need for public transit but are unable to regularly attend CTAC meetings.

Lewis and Clark Co. Treatment Court
YWCA
God's Love Inc.
Helena's Business Improvement District (BID)

Public Sector Involvement

Public involvement for CTAC meetings has been handled by the CTAC. The CTAC currently has over 90 individuals or groups who have signed up to be informed about the CTAC meetings and items discussed. Minutes for each CTAC meeting are kept. Transit items which go before the lead agency for formal decisions are conducted through the City of Helena's city administrative meetings and city commission meetings process. All items before the City Commission are properly public noticed and minutes are kept.

Private sector agencies participating in coordination

None at this time

Private sector agencies currently not participating in coordination

Helena Taxi

Operates in City of Helena but does not participate in the TAC

First Student

First Student provides rides for our school district and is not an active member of the TAC.

Salt Lake Express (SLE)

Salt Lake Express provides intercity transportation from Helena to the cities of Butte, Great Falls and Salt Lake City. SLE also connects with Jefferson Lines to provide transportation east/west across Montana. SLE is currently not an active member of the TAC. Salt Lake Express has permission use the west foyer entrance for ticket sales via an unmanned ticket kiosk; loading and unloading of passengers and their luggage only; there are no freight services provided by SLE at the Capital Transit Facility, SLE is not charged for the activities located in the Capital Transit facility. All operational costs associated with operating the Kiosk are reimbursed through the 5311 Operating Grant.

Plan for transit growth and/or increased ridership

The City of Helena/Capital Transits number one way to increase ridership numbers is to continue to grow and develop a more efficient transit service such as the recently implement Demand Response/Curb-to-Curb service for all ridership groups. This goal remains the city's first priority going into FY 2024 budget process.

SUMMARY

Coordination is a management strategy for improving the performance of various individual transportation services. It wrings inefficiencies out of the disparate operations and service patterns that often result from a multiplicity of providers. Overlapping, duplicate, and inefficient services can be combined for more efficient service delivery. As a result, coordinated services may achieve economies of scale not available to smaller providers. Coordinated services often provide a higher quality of service with greater efficiency that helps to stretch the limited (and often insufficient) funding and personnel resources of coordinating agencies. This plan will allow the CTAC to build upon existing associations to create a plan of action.

Current / ongoing Coordination Efforts:

1. Capital Transit is committed to inviting all players to be part of the process of updating its Transit Plan in FY 2024. Capital Transit continuously gathers community input from the citizens of Helena. The ridership groups include current riders, potential riders, businesses, medical providers, appointed and elected officials, advocacy groups and the general public. A key focus how Capital Transit continues to develop and serve the elderly and disabled while balancing public transportation daily.
2. Ongoing coordination with other local transportation provider such as but not limited to Rocky Mountain Development Councils (RMDC).

List of items accomplished during FY 2023 and Ongoing for FY 2024

#	Action	Status
Objective 1	Implement service changes	
Action 1	Implement full rollout of Demand Response/Curb-to-Curb service for all ridership groups	Done
Action 2	Update current fare structure as needed.	Under review
Action 3	Resume operation of the East Valley/East Helena deviated fixed route bus.	Done

#	Action	Status
Action 4	Expand hours of operation for new demand response/curb-to-curb service	Under Review
Action 5	Consider Park & Rides to West Valley and North Valley Ares	On-going
Objective 2	Implement fleet upgrades and improve maintenance supervision	
Action 1	Improve maintenance documentation and procedures	Done
Action 2	Implement a financially sustainable phased vehicle replacement and fleet expansion plan	Done
Action 3	Work with MDT to ensure that Capital Transit operates with vehicles that provide safe, efficient, and quality service	On-going
Objective 3	Improve coordination with human services providers to minimize duplication of services and improve overall service to transportation disadvantaged populations.	
Action 1	Work with human service providers to develop strategies to coordinate services and funding to improve efficiency and service quality.	On-going
Action 2	Continue working with human service providers to implement coordination strategies and contracts to improve and expand efficiency, funding and service quality.	On-going
Action 3	Expand participation in the TAC to include other organizations in addition to transportation providers and health and human services agencies.	On-going
Objective 4	Expand funding & partnerships to provide effective commuter service.	
Action 1	Consider developing a communications plan Completed/ Helena Area Inclusive Planning grant phase II	Done

#	Action	Status
Action 2	Pursue ideas for additional revenue	On-going
Action 3	Position Capital Transit to meet growing demand for services and to become more integrated into the community.	On-going
Action 4	Consider creating an Urban Transportation District (UTD) within the Helena area. Voter petition failed in 2011 for inclusion on ballot, may look at this option in future as demand/interest for service grows in Greater Helena Valley	On-going
Objective 5	Strategically implement data management and technology to improve management capabilities as well as service to customers.	
Action 1	Streamline data tracking through interim improvements to spreadsheets	On-going
Action 2	New/Improved software platform obtained and in full use from Spare Labs Inc.	Done
Objective 6	Create and implement a marketing, outreach, and promotion plan to significantly increase usage of new Demand Response/Curb-to-Curb services for all ridership groups.	
Action 1	Update and review the website for improvements periodically.	On-going
Action 2	Take advantage of opportunities for free media coverage and other free publicity	On-going
Action 3	Develop a marketing plan with a dedicated budget	On-going
Objective 7	Continue to improve management and staffing	
Action 1	Improve management of curb-to-curb through policy changes and up-to-date tools.	On-going
Action 2	Improve training and procedures as recommended in Maintenance & Operations Review	On-going
Action 3	Practice sound and sustainable financial management	On-going
Action 4	Provide customer service that produces highly satisfied riders and respects the needs of people with disabilities.	On-going
Action 5	Continually monitor rider satisfaction and Capital Transit performance, make modifications where necessary.	On-going

Even with the switch in service types from Fixed Route and Complementary Paratransit service to Demand Response/Curb-to-Curb service for all ridership groups many benchmarks needed to improve upon past successes and have been able to assure continued success and growth, it is important to understand that transit is not a race with a finish line but a continuing process. Therefore, many additional topics and services to consider have come to the front. Some of these are:

- Expand from 5 days of service to 7 days of service
- Operate on all Holidays
- Weekend service
- Expand to an 18 or 24 hour a day transit operation

FY 23 Accomplishments:

- Implemented new dispatching software to provide more efficient scheduling and electronic fare collection for new Demand Response/Curb-to-Curb Service.
- Resumed normal operation of East Helena/East Valley service and reduced disruptions caused by COVID-19 for entire service offering provided by Capital Transit.

FY 24 Goals:

- Look for efficiencies created by new software for extended operational hours Monday – Friday or operate on all Holidays or both.
- Continue to explore providing transportation to areas currently not served such as North Valley and West Valley/Fort Harrison region.

City of Helena, Montana

January 30, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: Tim Burton, Intrim City Manager
David Knoepke, Transportation Systems Director
Lauren Harms, Transit Manager

Subject: Authorize the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.

Present Situation: The lead agency must submit the grant funding request to the Montana Department of Transportation (MDT) to assist in funding our public transportation program. For Helena, the City is the lead agency. The FY 2024 grant request includes the 5311-operating budget, use of TransADE funding, and the updated Transportation Coordination Plan for FY-24. The 5311 Operating Grant, TransADE funds and Capital Equipment funding provided by the MDT allows the City of Helena to:

1. Continue to provide vital public transportation to the community.
2. Helps reduce air pollution in our community and provides alternative transportation to private vehicle use.

Background Information: Authorize the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.

Proposal/Objective: Authorize the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.

Advantage: The 5311 Operating Grant, TransADE funds and Capital Equipment funding provided by the MDT allows the City of Helena to continue to provide vital public transportation. Without the federal funding the city would need to totally fund the public transit operation. In addition, the use of public transportation can help reduce air pollution in our community, as well as to provide alternative transportation to the private vehicle.

Notable Energy Impact: Using public transportation can help reduce air pollution in our community, as well as to provide alternative transportation to the private vehicle.

Disadvantage: Without the federal funding the city would need to totally fund the public transit operation.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve authorization for the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.

<u>ATTACHMENTS:</u>
No Attachments Available

City of Helena, Montana

January 30, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: Tim Burton, Interim City Manager
David Knoepke, Transportation Systems Director
Lauren Harms, Transit Manager

Subject: Submission of the Capital Transit Service Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 Operating Grant request.

Present Situation: The City of Helena/Capital Transit has historically capitalized on the operational grant provided by MDT to support the communities public transit operations. In addition, the City of Helena/Capital Transit recognizes the important role public transportation provides from helping to improve our citizens' health as well as the environment by reducing traffic congestion, fuel consumption, and exhaust emissions. Finally, the City of Helena/Capital Transit understands the positive impacts this program has on our most vulnerable ridership groups that depend on public transportation to get them to important programs, services and activities located within the City of Helena.

Background Information: Approve submission of the Capital Transit Service Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 Operating Grant request.

Proposal/Objective: Approve submission of the Capital Transit Service Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 Operating Grant request.

Advantage: The utilization of allocated grant funding provided by the MDT to communities in support of transit operations allows communities such as the City of Helena/Capital Transit to provide affordable public transportation. Further, the City of Helena/Capital Transit recognizes the important role public transportation provides from helping to improve our citizens' health as well as the environment by reducing traffic congestion, fuel consumption, and exhaust emissions. Finally, the City of Helena/Capital transit understands that this grant opportunity has positive impacts for our most vulnerable ridership groups that depend on public transportation to get them to important programs, services and activities located within the City of Helena.

Notable Energy Impact: Without public transportation the carbon footprint of the community would increase due to higher emissions and more personal vehicle trips being generated by increase traffic.

Disadvantage: Without submission of the operations grant package the City would be required to fund public transportation at 100%.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve submission of the Capital Transit Service Fiscal Year 2024 Montana Department of Transportation (MDT) 5311 Operating Grant request.

<u>ATTACHMENTS:</u>
No Attachments Available

City of Helena, Montana

January 30, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: Tim Burton, Intrim City Manager
David Knoepke, Transportation Systems Director
Lauren Harms, Transit Manager

Subject: Submission of Capital Transit's Fiscal Year 2024 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$140,941.

Present Situation: Each year MDT, Transit Division provides communities/Lead Agencies (City of Helena/Capital Transit) with an allocation known as Transit Assistance for the Disabled and Elderly (TransADE) funds. TransADE is intended to support the provision of transportation for seniors, elderly, and disabled individuals. The City of Helena/Capital Transit's TransADE allocation from MDT for fiscal year 2024 is \$140,941.

Background Information: Consider Submission of Capital Transit's Fiscal Year 2024 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$140,941.

Proposal/Objective: Consider Submission of Capital Transit's Fiscal Year 2024 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$140,941.

Advantage: Full utilization of the TransADE funds allows Capital Transit to continue to provide much needed transportation services to the many individuals that rely on its operations. Additionally, the TransADE funding is used as an offset to the required non-federal match for the 5311 grant, reducing the General Fund's contribution.

Notable Energy Impact: None

Disadvantage: Without TransADE funding many individuals would be left relying on friends, neighbors, or relatives for transportation at various times of the day, year or both. In addition, without TransADE funding other services currently provided or supported by this funding would be impacted and force Capital Transit to adjust services accordingly such as: not consider additional expansions of services such as evenings or weekends, and reduce operational hours for the recently added holiday schedule or eliminate holiday operations in its entirety.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve submission of Capital Transit's Fiscal Year 2024 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$140,941.

ATTACHMENTS:

No Attachments Available

City of Helena, Montana

February 14, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: David Knoepke, Director of Transportation Systems

Subject: A Resolution Declaring Various Vehicles Owned By The City Of Helena To Be Surplus Personal Property And Authorizing The City Manager To Dispose Of That Property

Present Situation: The vehicles and equipment identified in the resolution are being assembled at the City Fleet Maintenance Facility for disposal. All of the identified vehicles and equipment have exceeded their operational service and maintenance life. Most of the listed vehicles and equipment have been replaced by newer and more efficient vehicles/equipment.

Background Information: Disposing the surplus vehicles and equipment will remove them from the City inventory which will reduce maintenance and insurance costs associated with each vehicle and piece of equipment being disposed.

Proposal/Objective: Disposing the surplus vehicles and equipment will remove them from the City inventory which will reduce maintenance and insurance costs associated with each vehicle and piece of equipment being disposed.

Advantage: Eliminates older fleet vehicles and equipment that are not fuel efficient; past service life, no longer in service, expensive to maintain or no longer in repairable condition.

Notable Energy Impact: None noted at this time

Disadvantage: None noted.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve a Resolution Declaring Various Vehicles owned by the City of Helena to be Surplus Personal Property and Authorizing the City Manager to Dispose of that Property.

<u>ATTACHMENTS:</u>
<input type="checkbox"/> Res Surplus Pers Property Vehicles FD Spring 2023

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

RESOLUTION NO. _____

A RESOLUTION DECLARING VARIOUS VEHICLES
OWNED BY THE CITY OF HELENA TO BE SURPLUS PERSONAL PROPERTY
AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF THAT PROPERTY

WHEREAS, the City of Helena owns various used vehicles and
equipment as follows:

UNIT #	DEPARTMENT- DIVISION	YEAR/MAKE/MODEL	VIN/SERIAL NUMBER
126	Helena Fire Department	2005 Ford F550	1FDAW57Y55ED16527

WHEREAS, the original value of each individually listed piece
of personal property is equal to or greater than \$5,000.00;

WHEREAS, this property is no longer needed for use by the
City of Helena at present or in the foreseeable future; and

WHEREAS, for personal property with an original value equal
to or greater than \$5,000.00, Section 1-4-18, Helena City Code,
requires the Commission to direct the City Manager, by resolution,
as to the authorized method of disposition of the surplus personal
property; and

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

WHEREAS, it appears to be in the best interests of the City of Helena and the inhabitants thereof that the vehicles and equipment be declared surplus and disposed of by the City Manager.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. The following personal property is hereby declared surplus property, and the City Manager is authorized to dispose of the property according to the method described below for each vehicle:

UNIT #	DEPARTMENT-DIVISION	YEAR/MAKE/MODEL	VIN/SERIAL NUMBER	AUTHORIZED DISPOSAL METHOD
126	Helena Fire Department	2005 Ford F550	1FDAW57Y55ED16527	Vendor Disposal and Donation

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 27th DAY OF February, 2023.

ATTEST:

MAYOR

CLERK OF THE COMMISSION

City of Helena, Montana

February 14, 2023

To: Mayor Collins and the Helena City Commission

From: Ryan Leland, P.E, Public Works Director
Jamie Clark, P.E., City Engineer

Subject: Move to approve, table or deny a Resolution of Intent to vacate a portion of alley Right-of-Way north of 1940 University St between University Street and Saint Andrews School.

Present Situation: Alan Bock the applicant has submitted a request to the City asking to vacate a section of alley located between Block 184 Lot 1 of the Bradford addition and Tract A as shown on C.O.S 493013/B. The alley is a platted alley that extends roughly 60' west before dead ending at the neighboring lot. Northwestern Energy and Lumens have existing utilities in the alley right of way.

Background Information: The applicant is requesting to vacate the full alley right of way and purchase the full Alley instead of half, Saint Andrews School has indicated it is not interested in purchasing half the right of way they have frontage on and does not object to the applicants request for vacation. The alley is currently undeveloped and serves no beneficial use to the public since it does not provide access to any other properties. If the alley is vacated an easement would be obtained for both Northwestern Energy and Lumens Existing utilities. The calculated sq/ft transfer price would be \$3.51. The alley consists of 995 sq/fr for a total cost of \$3,495.05.

Proposal/Objective: The applicant is requesting to vacate the full alley right of way and purchase the full Alley instead of half, Saint Andrews School has indicated it is not interested in purchasing half the right of way they have frontage on and does not object to the applicants request for vacation. The alley is currently undeveloped and serves no beneficial use to the public since it does not provide access to any other properties. If the alley is vacated an easement would be obtained for both Northwestern Energy and Lumens Existing utilities. The calculated sq/ft transfer price would be \$3.51. The alley consists of 995 sq/fr for a total cost of \$3,495.05.

Advantage: none noted

Notable Energy Impact: none noted

Disadvantage: none noted

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve, table, or deny a Resolution of Intent to vacate a portion of alley Right-of-Way north of 1940 University Street between University Street and St Andrews School.

<u>ATTACHMENTS:</u>
<input type="checkbox"/> Petition to Vacate
<input type="checkbox"/> Survey of the Bradford Addition
<input type="checkbox"/> C.O.S 493013
<input type="checkbox"/> Aerial Map
<input type="checkbox"/> Resolution of Intention
<input type="checkbox"/> Email from St Andrews School

 Utility repsonses
 Property Vicinity Map



Public Works Department
316 North Park Avenue Helena, MT
59623

PETITION TO CLOSE OR
VACATE A STREET OR ALLEY Helena

DATE

4/1/22

PRIMARY APPLICANT:	PHONE #	EMAIL ADDRESS:
Alan Beck	406-431-8262	intmagic@ccol.com

We, the undersigned property owners, do hereby petition the City of Helena to:

<input checked="" type="checkbox"/> VACATE	<input type="checkbox"/>	<input type="checkbox"/> CLOSE	<input type="checkbox"/>
--	--------------------------	--------------------------------	--------------------------

LEGAL DESCRIPTION: (include lot, block and subdivision where applicable)

Bradford addition S26, T10N, R04W Block Block 184 Lot 1
S26 T10N, R04W Tract A N2 NE4 C.O.S. 4930131B

GENERAL DESCRIPTION:

Approx 50 ft. Alley that goes from Linden St to the west and deadends at Janet Beck's property
--

We, the undersigned property owners declare:

1. Our plans and needs in using the land are:

Access to Triangular shaped lot that is not buildable due to setbacks and square footage. The alley may allow me to build a garage and using the alley to access the garage.

2. Hardships we will incur if the street or alley is not closed or vacated:

Access to North part of triangular lot. Lewis & Clark County requested that we vacate the alley before it was annexed into the city. There are no city services in the alley.



Public Works Department

316 North Park Avenue Helena, MT 59623

PETITION TO CLOSE OR VACATE A STREET OR ALLEY

We, the undersigned, declare that we are owners of the property that abuts the street/alley and hereby waive service of notice in the manner prescribed in 7-3-4448, MCA. We individually consent to service of notice by first class mail, postage prepaid, addressed to our respective mailing addresses shown below.

NAME	ADDRESS	PHONE #	EMAIL ADDRESS
Alan Beck	1940 University St.	406-431-8262	mtmagic@aol.com
Jamot Beck	1940 University St.	406-442-8030	Jamotshockey@gmail.com
St. Andrews School	1900 Flowerree		
Joe Hansen	President St. Andrew School 4/1/22	406-459-6538	jhanasstandrew@outlook.com
Alan Beck	4/1/22		
Garnet Beck	4/1/22		

7-1-7: CLOSURE AND VACATIONS:

The commission may close or vacate streets, alleys and other public ways. Any person desiring the closure or vacation of a street, alley or other public way shall apply therefore and pay to the city an application fee of two hundred fifty dollars (\$250.00). The city shall investigate the proposed closure or vacation and shall, after public notice, hold a public hearing thereon and either approve, deny or conditionally approve said closure or vacation.

A. The term "closure" shall mean the cessation of general public use, but the city shall retain title to the right of way. A closed public way may subsequently be reopened for vehicular or other traffic by the commission after public notice and hearing. (Ord. 2267, 11-15-1982)

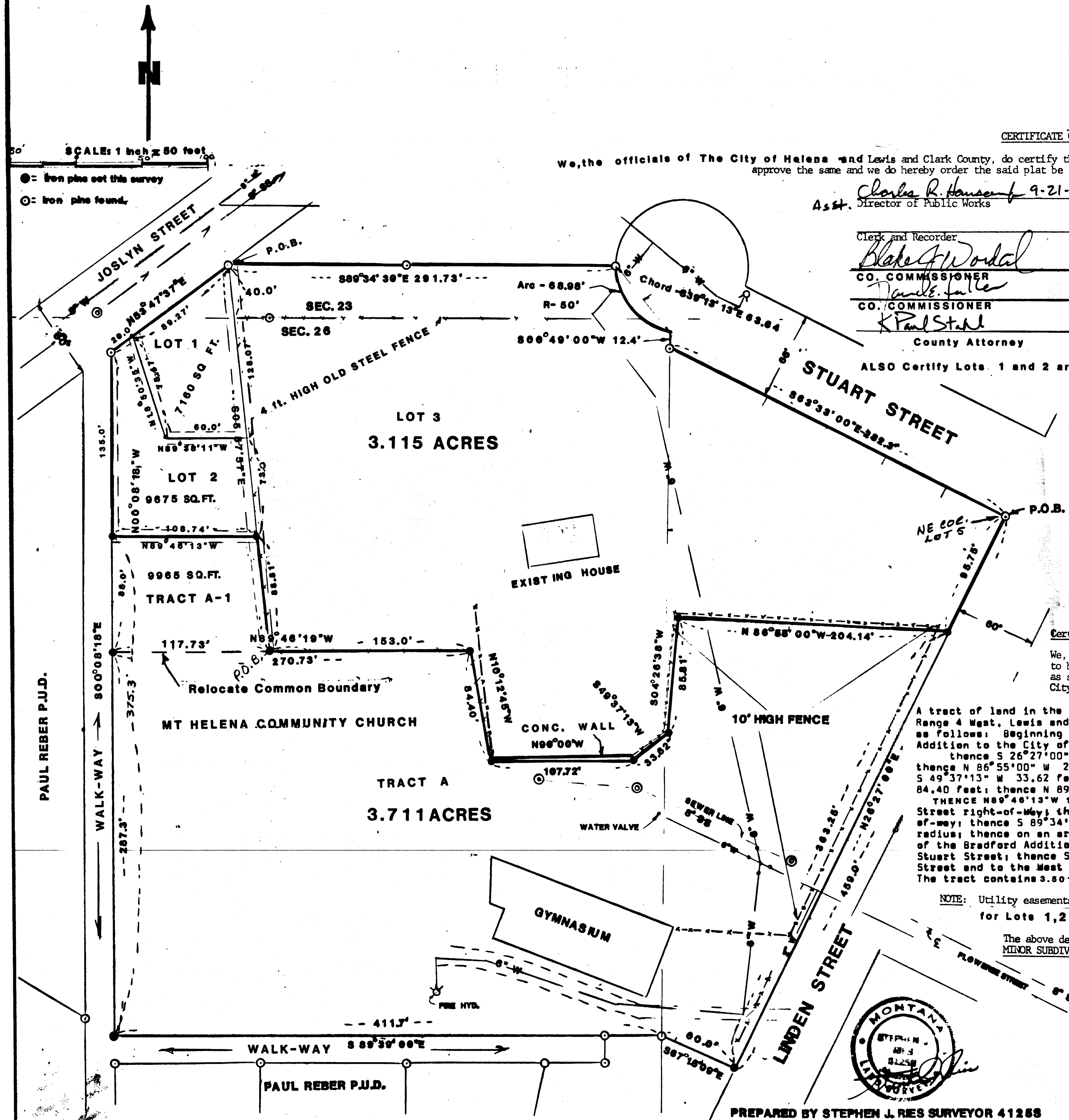
B. The term "vacation" shall mean closure and transfer of legal title of the right of way. On vacation, the owners of the adjacent parcels shall each take title to the portions of the vacated right of way that revert to the adjacent parcels as determined by the city commission. The owners shall present an amended plat to the city commission for approval, showing the new lots or parcels resulting from the reversion of the vacated right of way, and are responsible for preparing quit claim deeds for the transfer of the vacated right of way in accordance with the approved amended plat. (Ord. 2810, 10-6-1997)

C. A person applying for a quitclaim deed for vacated right of way shall first pay a transfer fee to the city in an amount equal to the market value of the vacated right of way to be reverted. The market value of the vacated right of way is the value per square foot of the adjoining property to which the vacated right of way will revert, as appraised by the Montana department of revenue in the most recent periodic evaluation, multiplied by the area of the portion of the reverted right of way. If there is no value for the adjoining property from the department of revenue, the value of the closest property having such an appraised value will be used. No deed for vacated right of way may be delivered until the transfer fee is paid. (Ord. 2851, 8-24-1998)

752

4246

DEAN MINOR SUBDIVISION



CERTIFICATE OF APPROVAL

We, the officials of The City of Helena and Lewis and Clark County, do certify that we have examined this plat, find same to conform to law and do hereby approve the same and we do hereby order the said plat be filed of record in the office of the County Clerk and Recorder.

Charles R. Hansen 9-21-92
Asst. Director of Public Works

Blake G. Woodal
Clerk and Recorder
CO. COMMISSIONER
Paul Stahl
County Attorney

Kathleen D. Marshall 9-21-92
Director of Planning - City

A. Ray Madonna
Mayor
John Paul Anderson
CO. COMMISSIONER

Robert S. Rasmussen
Director of Planning - County

ALSO Certify Lots 1 and 2 are serviced by City of Helena water and sewer system.

FOR: MT HELENA COMMUNITY CHURCH PASTOR DOUG KELLY TRACT A-1 AREA ADDED TO TRACT A

A tract of land beginning at the southwest corner of Lot 3 (3.115 acre tract), which is the true point of beginning:
thence N 89°46'19" W 117.73 feet to Paul Reber P.U.D. walkway; thence N 00°08'18" W 88.0 feet along walkway; thence S 39°46'13" E 108.74 feet to the west side of Lot 3; thence S 05°57'57" E 88.51 feet along Lot 3 and to the true point of beginning. The area contains 9,965 square feet to be added to Mount Helena Community Church property.

TOTAL OF TRACT A

A tract of land in the NE 1/4 of Section 26, Township 10 North, Range 4 West, Lewis and Clark County, P.M. Montana; more particularly described as follows: Beginning at the northeast corner of Lot 5, Block 183 of the Bradford Addition to the City of Helena, Montana; thence S 26°27' W 95.75 feet along the west right-of-way of Linden Street and to the northeast corner of said tract which is the true point of beginning:
thence N 86°55'00" W 204.14 feet; thence S 04°26'38" W 85.81 feet; thence S 49°37'13" W 33.62 feet; thence N 90°00' W 107.72 feet; thence N 10°12'45" W 84.40 feet; thence N 89°46'19" W 188.0 feet; thence N 05°57'57" W 88.51 feet; thence N 86°40'13" W 108.74 feet to PAUL REBER'S P.U.D.
thence S 00°08'18" E 376.3 feet and to the southwest corner of said tract thence S 89°39'00" E 411.7 feet along Paul Reber's P.U.D. and to the south side of Block 184 of the Bradford Addition; thence S 67°15'09" E 60.0 feet along the south side of Lots 2 and 3 of Block 184 of the Bradford Addition and to the west side of Linden Street; thence N 26°27'00" E 363.25 feet along the west side of Linden Street and to the true point of beginning.
The tract contains 3.711 acres more or less.

REF. C.O.S. NO. 411852/O

EXEMPTION: We, the undersigned, hereby certify that the division of land shown on this CERTIFICATE OF SURVEY AS TRACT A is exempt from review as a subdivision in accordance with the provisions of Section 76-3-207(a) of the Revised Codes of Montana 1991; as this is a relocation of common boundary lines between adjoining properties.

Owners: *Edmund Curtiss*
Bishop Elden F. Curtiss
Douglas B. Kelly
PASTOR DOUG KELLY

TRACT A-1 EXEMPTION: 16.15.605 (2) (a) ARM Division for the purpose of acquiring additional land to become part of a parcel that does not have sanitary restrictions imposed provided that no dwelling or structure requiring water or sewage be erected on the additional acquired parcel.

DEAN MINOR SUBDIVISION
LOTS 1 and 2 ANNEXED into CITY LIMITS OF HELENA
LOT 3 REMAINS in the COUNTY

Certificate of Dedication

We, the undersigned property owners, do hereby certify that we have caused to be surveyed, subdivided and platted into lots, blocks, streets and alleys, as shown by the plat hereto annexed, the following described land in the City of Helena, Lewis and Clark County, to-wit:

A tract of land in the SE 1/4 of Section 23, NE 1/4 of Section 26, Township 10 North, Range 4 West, Lewis and Clark County, P.M. Montana; more particularly described as follows: Beginning at the northeast corner of Lot 5, Block 183 of the Bradford Addition to the City of Helena, Montana, which is the true point of beginning:
thence S 26°27'00" W 95.75 feet along the west right-of-way of Linden Street; thence N 86°55'00" W 204.14 feet; thence S 04°26'38" W 85.81 feet; thence S 49°37'13" W 33.62 feet; thence N 90°00' W 107.72 feet; thence N 10°12'45" W 84.40 feet; thence N 89°46'19" W 188.0 feet; thence N 05°57'57" W 88.51 feet; thence N 86°40'13" W 108.74 feet; thence N 00°08'18" W 136.0 feet and to Joslyn Street right-of-way; thence N 53°47'37" E 109.27 feet along Joslyn Street right-of-way; thence S 89°34'30" E 291.73 feet and to a cul-de-sac having a fifty foot radius; thence on an arc to the left with a distance of 68.98 feet to the west side of the Bradford Addition and Stuart Street; thence S 00°49'00" W 12.0 feet along Stuart Street; thence S 63°33'00" E 282.3 feet along the south side of Stuart Street and to the West side Linden Street which is the true point of beginning. The tract contains 3.601 acres more or less.

NOTE: Utility easements 10.0 feet each side of all interior side lot lines for Lots 1, 2 and 3.

The above described tract of land is to be known and designated as DEAN MINOR SUBDIVISION.

Edmund Curtiss
Roman Catholic Bishop of Helena Elden F. Curtiss
Douglas B. Kelly
Doug Kelly

STATE OF MONTANA)
County of Lewis & Clark) ss.
City of Helena)

On this 23 day of October, 1992, before me, a Notary Public for the State of Montana, personally appeared *Edmund F. Curtiss and Douglas B. Kelly*, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they executed the same.

Paul R. Hansen
Notary Public for the State of Montana
Residing at Helena, Montana
My Commission Expires August 9, 1995

Certificate of County Treasurer

I hereby certify, pursuant to Section 76-3-611(1)(b), MCA, that no real property taxes assessed and levied on the land described on this plat and encompassed by the proposed Dean Minor Subdivision are delinquent.

Property Identification Number (PIN) 25187
Dated this 23 day of September, 1992.

(Seal) *Kim Morris by Barbara Krings*
Treasurer, Lewis and Clark County, Montana

I, Stephen J. Ries, a registered Land Surveyor do hereby certify that I have performed the survey shown on the attached plat of Dean Minor Subdivision that such survey was made on Aug. 23, 1992 that said survey is true and complete as shown and that the monuments found and set are of the character and occupy the positions shown thereon.

Dated this 23 day of September, 1992
Stephen J. Ries
Signature of Surveyor
Registration No. A1255
Helena, MT. 59601
Address

Paul R. Hansen
Notary Public
2254-S
Notary Public for Section 7-6-611, MCA
Date 11-5-92

PREPARED BY STEPHEN J. RIES SURVEYOR 41285

1/4	SEC.	T.	R.
<input checked="" type="checkbox"/>	26	10N	4W
<input checked="" type="checkbox"/>	23	10N	4W

CERTIFICATE OF SURVEY
NUMBER

DATE: AUG. 23, 1992.



Area of Requested Vacation

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION OF INTENTION TO VACATE THE FULL WIDTH OF THE EAST-WEST ALLEY RIGHT-OF-WAY BETWEEN LOT 1, BLOCK 184 OF THE BRADFORD ADDITION IN THE CITY OF HELENA, MONTANA AND TRACT A AS SHOWN ON THE C.O.S 493013/B.

WHEREAS, ALLEN BOCK, the owner of the property adjacent to the following-described property in the City of Helena, Montana, has petitioned for the vacation of the east-west alley right-of-way between Lot 1 Block 184 of the Bradford Addition and Tract A as shown on C.O.S 493013/B located in the City of Helena, County of Lewis and Clark, State of Montana. The attached map shows the proposed vacation; and

WHEREAS, it appears to be in the best interests of the City of Helena, Montana, and the inhabitants thereof that said right-of-way in the Bradford Addition be vacated.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. It is the intention of the Helena City Commission that the east-west alley right-of-way between Lot 1 Block 184 of the Bradford Addition and Tract A as shown on C.O.S 493013/B in the City of Helena, County of Lewis and Clark, State of Montana, be vacated. The Commission hereby directs the City Manager or his designee to serve notice of this resolution of intention upon

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

affected owners of property abutting the portion of right-of-way affected by this proposed vacation, and directs the Clerk of the Commission to cause a notice to be published once in The Independent Record, a daily newspaper published in Helena, Montana, as provided by §7-3-4448, MCA. The notice shall state the time and place for hearing objections, and that expressions of approval or disapproval will be received in writing in the office of the Clerk of the Commission prior to the hearing thereon.

Section 2. A public hearing on the vacation of said right-of-way shall be held before the Helena City Commission in its chambers at 316 North Park Avenue in Helena, Montana, on **February 27, 2023, at 6:00 p.m.**

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 27th DAY OF February, 2023.

ATTEST:

—
MAYOR

CLERK OF THE COMMISSION

Adam Jorgenson

From: Alan Bock <alancbock@gmail.com>
Sent: Tuesday, January 31, 2023 2:52 PM
To: Adam Jorgenson
Subject: Fwd: St. Andrew response to Bock inquiry regarding adjoining property

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Adam, here's the approval letter from St Andrew's School.

----- Forwarded message -----

From: John Ramirez <jramirezstandrew@outlook.com>
Date: Tue, Mar 29, 2022 at 12:57 PM
Subject: St. Andrew response to Bock inquiry regarding adjoining property
To: alancbock@gmail.com <alancbock@gmail.com>
Cc: jhavensstandrew@outlook.com <jhavensstandrew@outlook.com>, John Ramirez <jramirezstandrew@outlook.com>

Alan,

On behalf of the St. Andrew Board, please accept this email as our formal notification that if you go forward with the City of Helena process to request an abandonment of the alley that adjoins the St. Andrew property at 1900 Flowerree Street and your property at 1940 University Street, the Board will not object. Furthermore, if you proceed with the process to purchase that defined alley easement once it is deemed abandoned by the City of Helena, St. Andrew will not contest nor bid against you for that property. While speaking with Adam Jorgenson at the City of Helena Public Works Department, he indicated you will need to have Joe Havens, St. Andrew Board President, also sign your Abandonment application since the form requires the signature of a representative all adjacent property owners. I have cc'ed Joe on this message. Please let us know when you are ready for his signature, and we will be happy to coordinate a time for Joe to meet with you.

Respectfully,

John Ramirez, on behalf the St. Andrew Board

St. Andrew School

1900 Flowerree Street

Helena, Montana 59601



UTILITY NOTIFICATION RESPONSE FORM

PROPOSED VACATION

Location: R/W Between Lot 1 in Block 184 of the Bradford Addition and Tract A as Shown in C.O.S 493013

Petitioners: Alan Bock

Date Returned: 1/12/23

Comments

☒ **Police Department:** N/A

☐ **Fire Department:** Not Required

☒ **Utilities Maintenance Division:** N/A

☒ **Water/Wastewater Treatment:** N/A

☐ **Solid Waste:** Not Required

☒ **Lumens:** Utilities within requested closer, Easement will be required.

☒ **Community Development:** N/A

☒ **Northwestern Energy (Gas) (Electric):** Electrical and Gas utilities underground, Easement will be required.

☒ **Optimum:** N/A

Comments: Both Northwestern Energy and Lumens Will require 10' easements for there utilities. The easement must be placed five feet either side of the utility as it exists in place.

Private Utility Contacts:

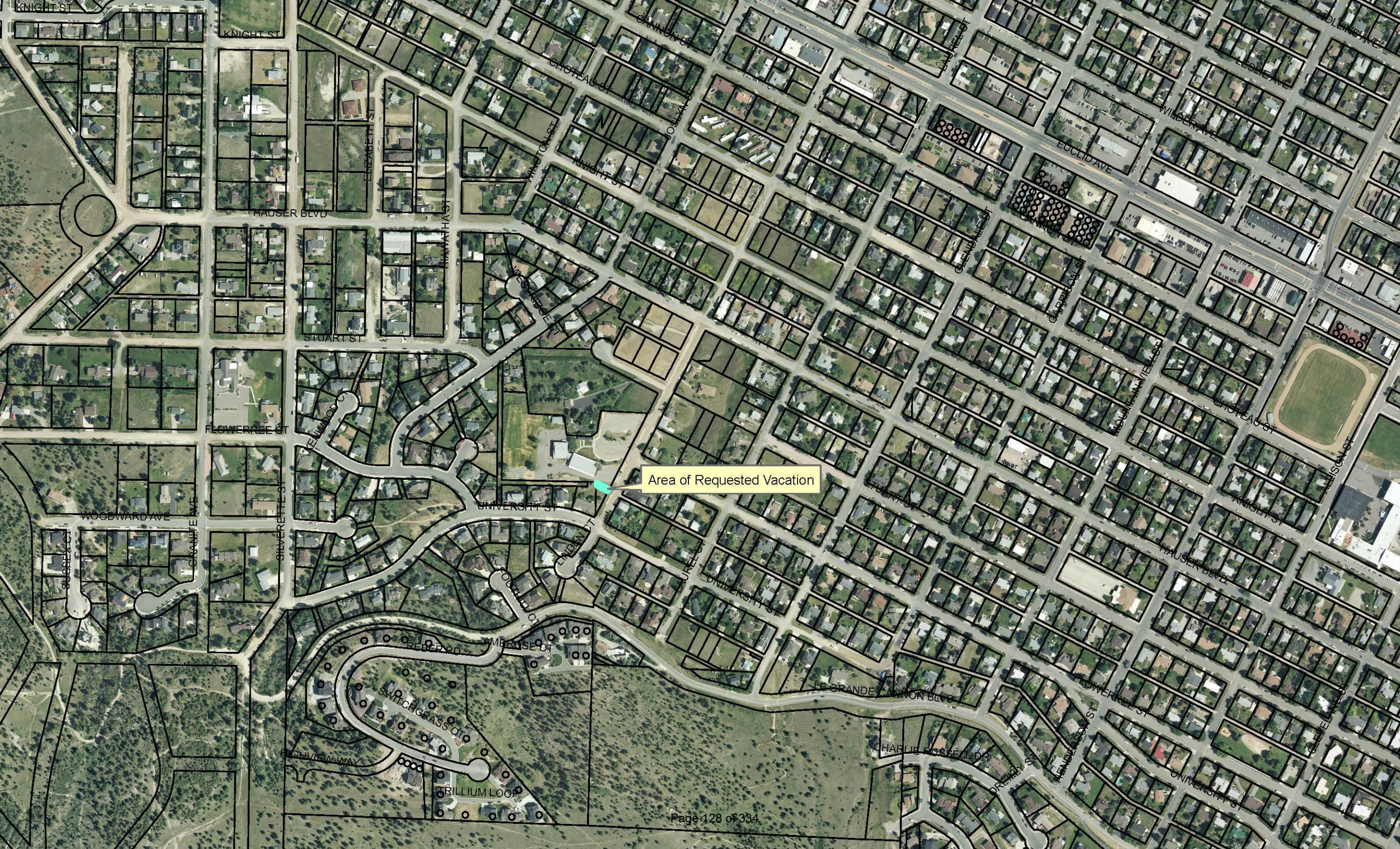
NWE – Steve Rock, steve.rock@northwestern.com

Lumens – John Olson, john.olson@lumen.com

Charter Bresnan – Brett Gilbert & Mark Huddleston, brett.gilbert@charter.com/ mark.huddleston@charter.com

Note* Contact Private Utility Companies to address comments if provided above.

City of Helena
Engineering Division
316 North Park Avenue
Helena, Montana 59623



Area of Requested Vacation

City of Helena, Montana

February 2, 2023

To: Mayor Collins and the Helena City Commission

From: Tim Burton, Interim City Manager
Michael Alvarez, Planner II, Community Development Dept
Christopher Brink, Director, Community Development Dept

Subject: Final passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943

Present Situation: This application was heard by the City Commission on January 23, 2023 and received unanimous vote to approve.
This application was heard by the Zoning Commission on December 15, 2022 and received a unanimous vote to recommend approval.

Background Information: This change in zoning offers a chance (along with the recently re-zoned property adjacent to the south) to fill in a gap in housing between N Montana Ave and I-15 and north of Orange St. This area lacks housing but includes many retail and service destinations. The lack of housing in the area means that the opposite travel node for trips here will be longer, increasing congestion. The City would like to see high-density residential projects in areas of high commercial development.

Proposal/Objective: This change in zoning offers a chance (along with the recently re-zoned property adjacent to the south) to fill in a gap in housing between N Montana Ave and I-15 and north of Orange St. This area lacks housing but includes many retail and service destinations. The lack of housing in the area means that the opposite travel node for trips here will be longer, increasing congestion. The City would like to see high-density residential projects in areas of high commercial development.

Advantage: This proposal allows the applicant to develop the property by right and in a manner congruent to the 2019 Growth Policy.

Notable Energy Impact: None

Disadvantage: The intersection at N Sanders and Cedar St is currently failing and this project along with the housing project adjacent and to the south will exacerbate that condition. It is the intention of Transportation Systems to find a solution to this issue through working with the developer and Montana Dept of Transportation.

Notice of Public Hearing: N/A

Staff Recommendation: The zoning commission recommends approval of first passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

ATTACHMENTS:

- ☐ [Ordinance](#)
- ☐ [Staff Report](#)

<input type="checkbox"/> Zone Change Application
<input type="checkbox"/> Zone Change Application – Applicant
<input type="checkbox"/> Certificate of Survey
<input type="checkbox"/> Deed
<input type="checkbox"/> Dedication
<input type="checkbox"/> Deed
<input type="checkbox"/> Vicinity Map
<input type="checkbox"/> Aerial
<input type="checkbox"/> Applicant Zoning Map
<input type="checkbox"/> Engineering Survey
<input type="checkbox"/> Tax
<input type="checkbox"/> Narrative
<input type="checkbox"/> ZONC letter from neighbor
<input type="checkbox"/> Review Comments
<input type="checkbox"/> Reviews Response from applicant
<input type="checkbox"/> Neighbor notification
<input type="checkbox"/> Legal ad
<input type="checkbox"/> Zoning Commission December 15, 2022 Minutes

ORDINANCES OF THE CITY OF HELENA, MONTANA

ORDINANCE NO. _____

AN ORDINANCE AMENDING CITY OF HELENA ORDINANCE NO. 3097 AND AMENDING THE OFFICIAL ZONING MAP FOR THE CITY OF HELENA FOR A ZONE CHANGE FROM CLM (COMMERCIAL - LIGHT MANUFACTURING) TO B-2 (COMMERCIAL) FOR PROPERTIES DESCRIBED IN EXHIBIT 1 AND LEGALLY DESCRIBED AS Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

WHEREAS, Trident Development, as applicant, and Thomas Walter Schulke Jr, as owner, of the following properties, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From CLM (commercial - light manufacturing) district to B-2 (commercial) district for property legally described as Tract 2 on Certificate of Survey No. 3198943; City of Helena, Lewis and Clark County, Montana, generally located on the east side of N Sanders St, south of Winco and the US Chef Store, west of I-15, and across from Marshall Ln, shown on Exhibit 1 as CLM, and more particularly described in Exhibit 1, which is hereby incorporated into this Ordinance and made a part thereof by this reference;

WHEREAS, this zone change is in substantial compliance with the 2019 City of Helena Growth Policy and Future Land Use map;

WHEREAS, pursuant to Section 11-1-3 of the Helena City Code

ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord. _____

the official zoning map of the City of Helena must be amended to change the zoning designation for said properties;

WHEREAS, a public hearing was held on **December 15, 2022**, before the Helena Zoning Commission concerning this zone change and amendment to the official zoning map;

WHEREAS, the Zoning Commission recommended **APPROVAL** of this amendment and zone change;

WHEREAS, a public hearing was held on **January 23, 2023**, before the Helena City Commission concerning this zone change and amendment to the official zoning map;

WHEREAS, this amendment and zone change appear to be in the best interests of the City of Helena, Montana, and the inhabitants thereof; and

WHEREAS, in considering this amendment and zone change, the City of Helena has given due consideration to the matters set forth in § 76-2-304, MCA.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. City of Helena Ordinance No. 3097 is amended, and the zoning designation for property legally described as Tract

ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord. _____

2 on Certificate of Survey No. 3198943; City of Helena, Lewis and Clark County, Montana, generally located on the east side of N Sanders St, south of Winco and the US Chef Store, west of I-15, and across from Marshall Ln, shown on Exhibit 1 as CLM, and more particularly described in Exhibit 1, attached hereto, is changed as follows:

From CLM (commercial - light manufacturing) to B-2 (commercial).

**FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,
THIS 23rd DAY OF January, 2023.**

MAYOR

ATTEST:

CLERK OF THE COMMISSION

**FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 27th DAY OF February, 2023.**

MAYOR

ATTEST:

ORDINANCES OF THE CITY OF HELENA, MONTANA

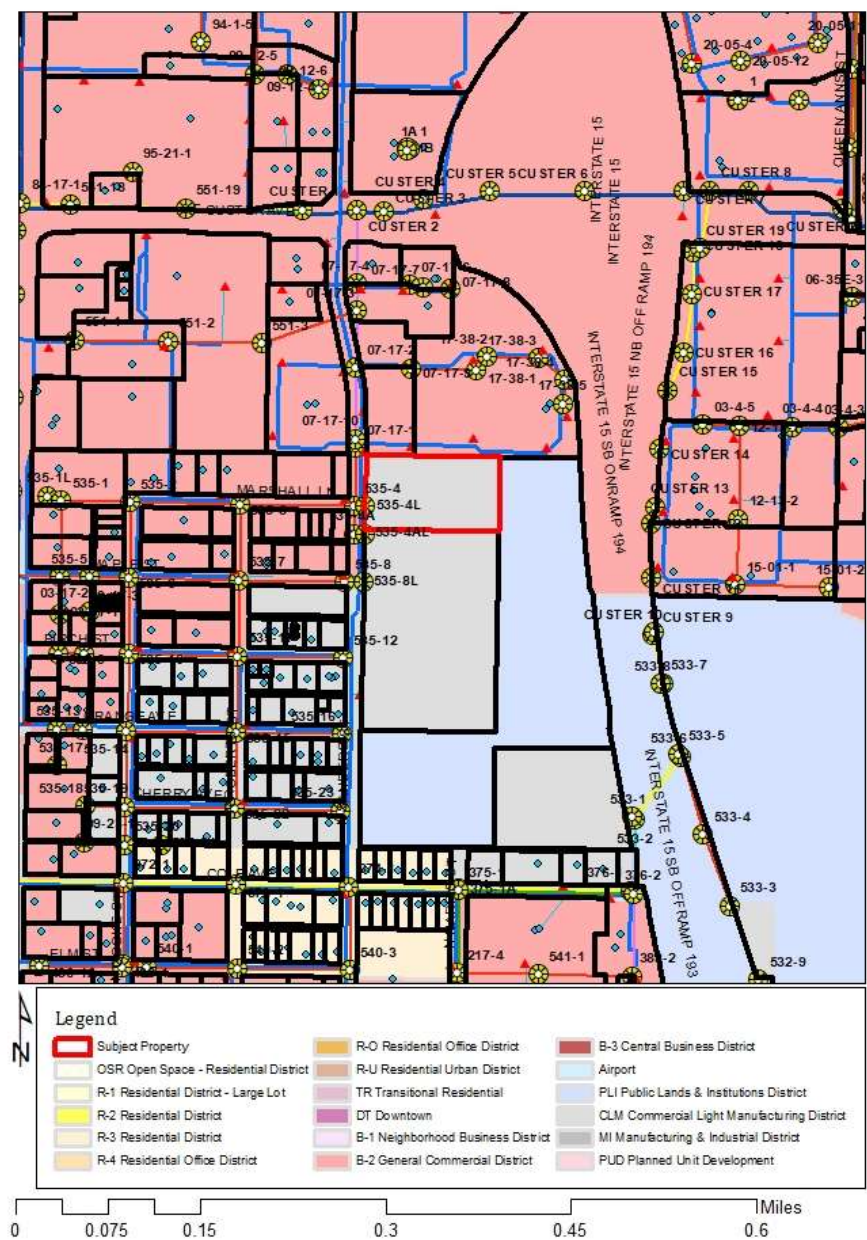
Ord. _____

CLERK OF THE COMMISSION

Exhibit 1:

ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord. _____



ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord. _____

RETURN TO:
Thomas Walter Schulke, Jr.
1265 Lariat Rd
Helena, MT 59602

QUIT CLAIM DEED

For Value Received:

THOMAS WALTER SCHULKE, JR.

does hereby convey, release, remise and forever quit claim unto

THOMAS WALTER SCHULKE, JR.

The grantee, the following described premises, in Lewis and Clark County, Montana, to-wit:

Tract 2, situated in Section 20, Township 10 North, Range 3 West, P.M.M., Lewis and Clark County, Montana, as shown and described on Certificate of Survey filed under Document No. 3198943 in the records of the Clerk and Recorder of Lewis and Clark County, Montana

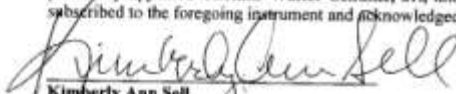
Together with all tenements, hereditaments, and appurtenances belonging thereto, including but not limited to easements shown on the plat and all improvement situated thereon.

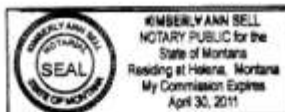
DATED this 28th day of December, 2010.


THOMAS WALTER SCHULKE, JR.

STATE OF MONTANA)
COUNTY OF LEWIS & CLARK) ss.

On this 28th day of December, 2010, before me, a Notary Public for the State of Montana, personally appeared **Thomas Walter Schulke, Jr.**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same.


Kimberly Ann Sell
Notary Public for State of Montana
Residing at Helena, Montana
My Commission expires 4/30/2011.





Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Room 404
Helena, MT 59623

Phone: 406-447-8491
Fax: 406-447-8460
Email: malvarez@helenamt.gov

helenamt.gov

Date: Dec 06, 2022

File: ZONC2210-001 | N Sanders St Apts

ZONE CHANGE

STAFF REPORT

TO: City of Helena Zoning Commission

FROM: Michael Alvarez, Planner II
Christopher Brink, Community Development Director

SUBJECT: **To make a recommendation on an ordinance amending the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.**

GENERAL INFORMATION

DATE OF APPLICATION: Oct 03, 2022
DATE DEEMED COMPLETE: Oct 20, 2022

PUBLIC HEARING DATES:

Zoning Commission: 6:00 P.M. Thursday, December 15, 2022
City Commission: 6:00 P.M. Monday, January 23, 2023

PUBLIC NOTICE:

Legal notice has been published November 30, 2022 in the Independent Record; notice letters have been sent to adjacent property owners, and a sign posted on the property.

PUBLIC COMMENT:

As of Tuesday, September 6th no public comments have been received regarding this proposed zone change.

OWNER: Thomas Walter Schulke Jr
ADDRESS: 1265 Lariat Rd, Helena, MT 59602

APPLICANT: Trident Development: ATTN Andy Brummer
ADDRESS: 3601 18th Street South Ste 103, St. Cloud, MN 56301

REPRESENTATIVE: Stahly Engineering & Assoc.: Greg Wirth
ADDRESS: 3530 Centennial Dr., Helena MT, 59601

LEGAL DESCRIPTION:

Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943, City of Helena, Lewis and Clark County, Montana.

GENERAL LOCATION: The property is generally located on the east side of N Sanders St, south of Winco and the US Chef Store, west of I-15, and across from Marshall Ln.

PRESENT LAND USE: Vacant
Size: 4.38 Acres

ADJACENT LAND USE:

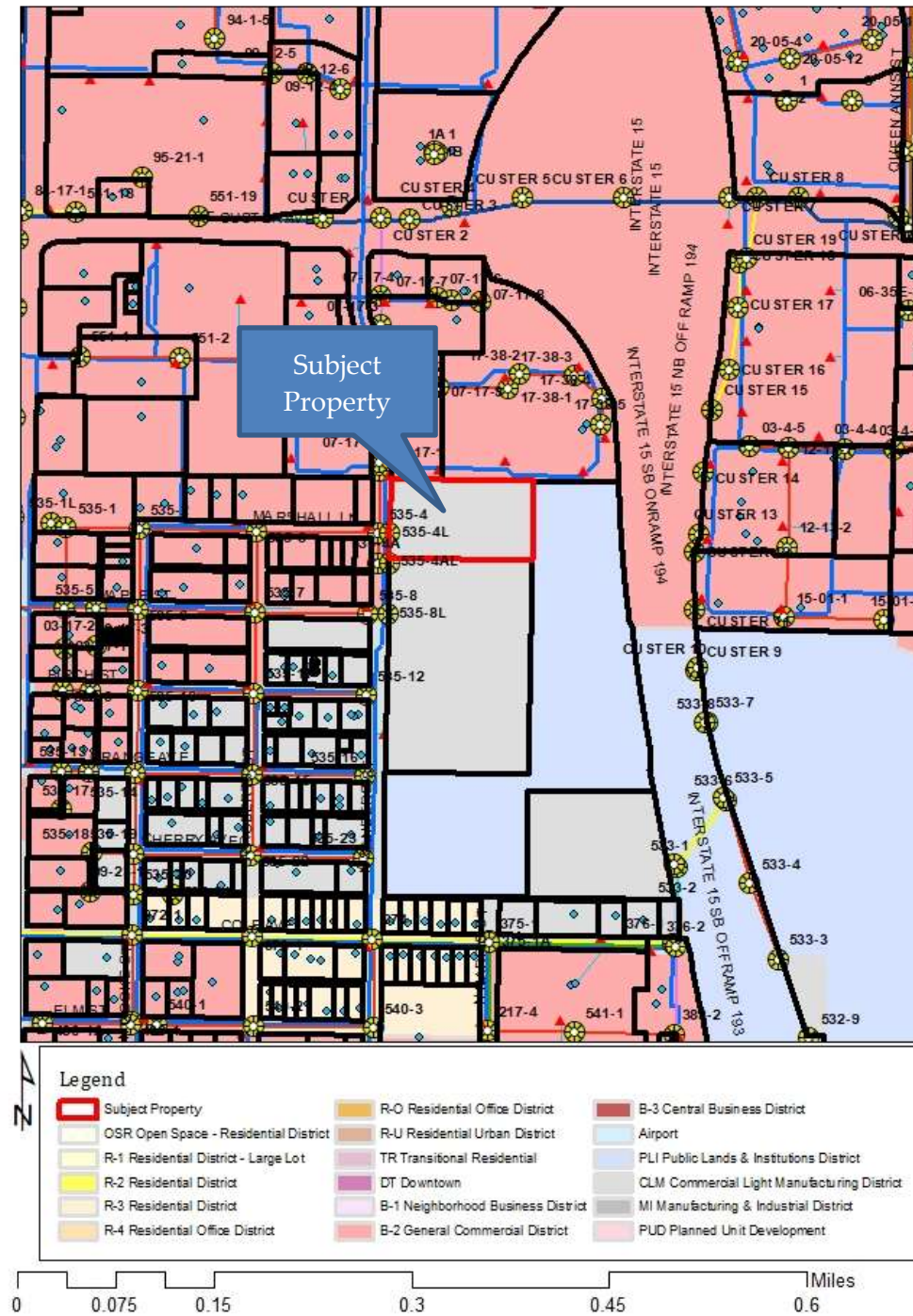
North: General retail locations (grocery stores)
South: Residential (under development)
East: City of Helena park land and east again is HWY I-15
West: Commercial buildings

PRESENT ZONING: CLM (Commercial-Light Manufacturing)

ADJACENT ZONING:

North: B-2 (General Commercial)
South: R-4 (Residential-Office)
East: PLI (Public Lands and Institutions)
West: CLM (Commercial-Light Manufacturing) & B-2 (General Commercial)

VICINITY MAP:



ZONING USE DEFINITIONS:

The CLM (commercial-light manufacturing) District provides for the community's commercial and light manufacturing needs. These uses generally need access to the City's transportation amenities and should be located to reduce adverse impacts upon residential neighborhoods in the City.

The B-2 (general commercial) district provides for compatible residential uses and a broad range of commercial and service uses that serve large areas of the City and that are normally required to sustain a community.

DESCRIPTION / BACKGROUND

The applicant/property owner is requesting a that the official zoning map for the City of Helena be amended to change the zoning district of the above described property from CLM (Commercial-Light Manufacturing) to B-2 (General Commercial). The property is currently vacant and a zone change would allow high-density residential housing to be constructed at the location.

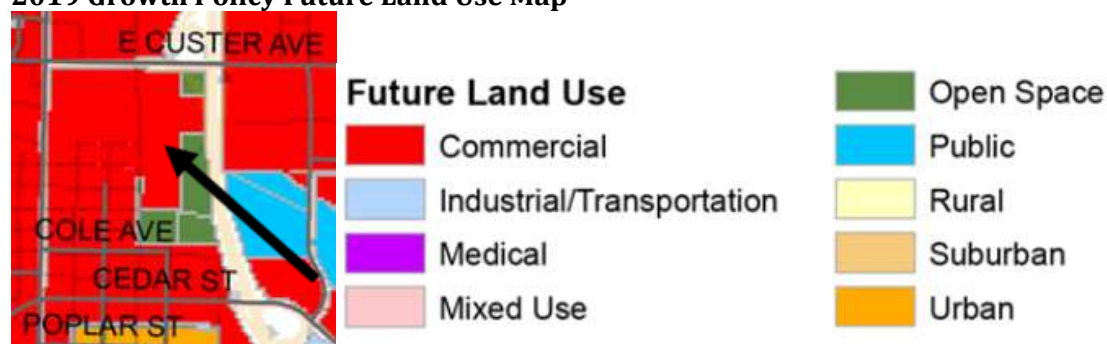
RECOMMENDATION

Move to recommend **Approval** of an ordinance amending the official zoning map for the City of Helena that changes the zoning district from CLM (Commercial-Light Manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943

EVALUATION:

GROWTH POLICY:

2019 Growth Policy Future Land Use Map



Montana MCA Section 76-2-304 (1.a), Criteria and guidelines for zoning regulations: Zoning regulations must be made in accordance with a growth policy.

1) Growth Policy Area Designation:

The 2019 Helena Growth Policy Land Use Chapter and Future Land Use map identifies the neighborhood that the proposed rezone area is in as commercial. Areas to the north, south,

and west of the property are also designated as commercial. There are areas designated as Open Space to the east. All developable areas in the vicinity are designated commercial. The Growth Policy also includes several goals and objectives that are applicable to the proposed zone change.

2) Growth Policy Area Definition:

The 2019 Growth Policy identifies the Commercial future land use areas as “[l]ands where the predominant use is the transaction of goods or services such as retail, office, restaurants, entertainment, etc.; such areas are usually near arterials or have good access to major streets. These properties are expected to have limited single-unit residential uses, but may include high-density residential uses and residences associated with a commercial use.” B-2 (General Commercial) squarely fits this definition.

The Land Use chapter of the 2019 Growth Policy sets forth a range of objectives relevant to the present rezoning application. When considering rezoning of lots within the city, consideration must be made for factors such as the future land use mapping (discussed above), compatibility with surrounding land uses, and the development of vacant and under-utilized spaces, to name a few.

3) Growth policy Objectives of note:

Objective 12 of the Growth Policy seeks to “Promote and maintain development of a diverse housing stock, helping to:

- Minimize depletion of natural resources;
- Reduce land consumption and demands on the physical environment;
- Provide housing for all residents;
- Optimize infrastructure use;
- Prepare Helena to meet emerging needs.

The CLM district does not accommodate moderate to high density residential units without a CUP. B-2 (General Commercial) allows for the development of the high density housing the future land use map allows for with a Commercial designation.

Objective 78 of the Growth Policy seeks to “Encourage infill development on vacant and under-utilized land within the city, directing growth to areas currently served by, or in close proximity to existing infrastructure and that harmonizes with the character of existing neighborhoods.”

This N Sanders St property is currently vacant. Development here would be considered in-fill.

4) Zoning compatibility:

The proposed zoning, B-2, is the predominant zoning district in the area. The property directly to the south was recently re-zoned to R-4 to allow for high-density residential development. The proposed use of subject property will also be high-density residential, however, the developers are proposing a 4-story apartment building that would be difficult to accommodate with the height restriction found in R-4.

The proposed zone change from CLM to B-2 District meets all the zone change requirements outlined in MCA Section 76-2-304(1.b). This is documented below.

Montana MCA Section 76-2-304(1.b), Criteria and guidelines for zoning regulations:

- (1) Zoning regulations must be (b) designed to:
- (i) secure safety from fire and other dangers;

- (ii) promote public health, public safety, and the general welfare; and*
- (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*

Designed to (i) secure safety from fire and other dangers;

All structures built in either a CLM district, or a B-2 district would need to adhere to all applicable safety and fire codes. City Code secures safety from fire and other dangers primarily through Title 3: Building Regulations.

Designed to (ii) promote public health, public safety, and the general welfare; and

This change in zoning offers a chance to fill in a gap in housing between N Montana Ave and I-15 and north of Orange St. This area lacks housing but includes many retail and service destinations. The lack of housing in the area means that the opposite travel node for trips here will be longer, increasing congestion. The City would like to see high-density residential projects in areas of high commercial development.

Both zoning districts contain provisions that address the promotion of public health and safety through dimensional limitations and allowed uses.

The intent of CLM district is the creation and preservation of businesses that provide for the city's commercial and manufacturing needs. Generally, CLM is an appropriate designation for an area that can handle trucking and should be located near highways. This area does fit that desired design element for a CLM zoning designation. However, this tract has not been developed under the CLM designation and the prospective property owner seeks to develop residential at the location. Development of vacant or under-utilized CLM zoned areas have seen greater success east of I-15.

Designed to (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

The property is currently vacant and the change in zoning will allow it to be developed. The provision of transportation, water, sewerage, schools, parks, and/or other public requirements must be calculated and mitigated as necessary in order to receive building permits. The property is approximately 4.38 acres in size and city utilities are in the area.

Zone changes are to be reviewed in the abstract of zone types and are not based the project proposal. Public works is therefore holding comment until building permit.

The Community Development Dept's traffic estimate for 4.38 acres of CLM is 3,797 trips per day. The traffic estimate for B-2 is 5,144 trips per day. The applicant was required to submit a Traffic Impact Study (TIS) since the City expects this property to produce more than 200 additional vehicle trips per day zoned B-2 than CLM.

The applicant has submitted a TIS. The City's Transportation Systems Department doesn't agree with the conclusions and recommendations given in the TIS submitted by the applicant (note: Transportation Dept disagrees with those conclusions not the underlying data provided). The Transportation Dept believes the proposed development could participate in the mitigation of the impacts of the 663 additional weekday trips the TIS states that this proposed project would create.

There are existing public lands adjacent to the property, however, they lack park facilities.

The property is currently served by the Helena Police Department, and Helena Fire Department.

The application shall also be reviewed through Montana MCA Section 76-2-304. Montana MCA Section 76-2-304(2.a thru e), In the adoption of zoning regulations, the municipal governing body shall consider:

- (2) *In the adoption of zoning regulations, the municipal governing body shall consider:*
- (a) reasonable provision of adequate light and air;*
 - (b) the effect on motorized and non-motorized transportation systems;*
 - (c) promotion of compatible urban growth;*
 - (d) the character of the district and its peculiar suitability for particular uses; and*
 - (e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.*

a) reasonable provision of adequate light and air;

The city's zoning districts, and their accompanying regulations are intended to protect the public health and general welfare by identifying appropriate land uses for each zoning district found in the community. Additionally, the provisions outlined in the city's zoning code under Title 11 are designed to ensure that properties located in each zoning district will be developed in accordance with the zoning requirements and restrictions for the district, such as: use, size, setbacks, lot coverage, off street parking, landscaping, and screening.

The minimum lot size, setbacks, height restrictions of City Code are intended to prevent the overcrowding of the land and ensure buildings that are compatible in size and scale to others in the district. In addition, these requirements are also intended to assure adequate light and air will be provided. The dimensional limitations for both the CLM and B-2 districts are listed in the Table under §11-4-2. B-2 has fewer dimensional standard limitations than CLM.

b) the effect on motorized and non-motorized transportation systems;

CLM is considered a less intensive traffic producing land use than B-2. Sidewalks would be required on all frontages with any new primary structure (required for a building permit).

c) promotion of compatible urban growth;

The proposed zone change is squarely in keeping with the surrounding area.

d) the character of the district and its peculiar suitability for particular uses; and

The area has primarily developed as a commercial district and this proposed zone change could see the area begin to be developed as a neighborhood.

e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area

A change in zoning from CLM to B-2 will not have any clear impacts on the value of buildings in the area.

CONCLUSION

Staff concludes this proposal is consistent with the 2019 Helena Growth Policy and is consistent with all the Montana zoning criteria.

Staff recommends that the Zoning Commission:

Move to recommend **Approval** of an ordinance amending the official zoning map for the City of Helena that changes the zoning district from CLM (Commercial-Light Manufacturing) to B-2

(General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943



ZONE CHANGE APPLICATION

Community Development Department, Planning Division
316 North Park Avenue, Room 445, Helena, MT 59623
406-447-8490; citycommunitydevelopment@helenamt.gov

Date received:

APPLICATION FEE: \$410.00
(PAYABLE TO THE CITY OF HELENA)
ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

PROPERTY OWNER: *Primary Contact?* **No**

Name: **Thomas Walter Schulke** Primary Number: **406-458-5565**
Address: **1265 Lariat Road** Other Phone: **None**
Helena, MT 59602
Email: **None**

APPLICANT (If different from property owner): *Primary Contact?* **No**

Name: **Trident Development, LLC** Primary Number: **320-293-4200**
ATTN: Andy Brummer/Roger Fink
Address: **3601 18th Street South, Suite 103** Other Phone: **None**
Saint Cloud, MN 56301
Email: **andyb@tridentdevelopmentmn.com**

AUTHORIZED REPRESENTATIVE: *Primary Contact?* **Yes**

Name: **Stahly Engineering & Associates** Primary Number: **406-442-8594**
ATTN: Greg Wirth, PE
Address: **3530 Centennial Drive** Other Phone: **None**
Helena, MT 59601
Email: **gwirth@seaeng.com**

X Address of the Property: **None Assigned**
Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Tract 2 as shown on a Certificate of Survey filed under Doc. No. 3198943

X Provide a current deed and plat/COS with the metes and bounds of the subject property

Included in Application

- X** Geocode **05-1888-20-2-04-20-0000**
- X** Current City Zoning District **CLM (Commercial and Light Manufacturing)**
- X** Proposed Zoning District **B-2 (General Commercial)**
- X** Adjacent Zoning Districts **North – B-2**
South – CLM (Pending Zone Change to R-4)
East – PLI
West – B-2
- X** Are there other related Land Use Applications being submitted: Yes No **X**
- X** Submit proof of current paid taxes **Included in Application**
- X** Existing use on the property **Vacant**

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: _____

Property Owner

Date: _____

Applicant: _____

(If different from Owner)

Date: 9/28/2022

Review Criteria

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

- (1) *Zoning regulations must be:*
- (a) *made in accordance with a growth policy; and*
 - (b) *designed to secure safety from fire and other dangers;*
 - (ii) *promote public health, public safety, and the general welfare; and*
 - (iii) *facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*
- (2) *In the adoption of zoning regulations, the municipal governing body shall consider:*
- (a) *reasonable provision of adequate light and air;*
 - (b) *the effect on motorized and nonmotorized transportation systems;*
 - (c) *promotion of compatible urban growth;*
 - (d) *the character of the district and its peculiar suitability for particular uses; and*
 - (e) *conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.*

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

- X** 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

Signed application and fee provided

- X** 2. Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

Zoning Review Criteria Narrative Provided in Application

- X** 3. Provide a statement why the proposed zone change should be approved; _____

Proposed zone change is to facilitate a proposed four (4) story apartment building which will provide much needed additional housing opportunities within the City of Helena. B-2 zoning is proposed to allow a taller building height than is allowable in the residential zoning districts.

- X** 4. Submit a traffic impact study for a proposed zoning district that is anticipated to generate more than two hundred (200) additional vehicle trips a day;

A Traffic Impact Study is being prepared and will be provided when available

- X** 5. Provide a vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets and pedestrian facilities (sidewalks, trails);

Mapping provided in Application

- X** 6. Submit a statement on how the proposed zoning conforms to the Helena Growth Policy and Land Use Map; include how the proposed zoning conforms with the area neighborhood plan if one has been adopted;

The proposed zoning and project meet the Goals and Objectives of the Growth Policy by promoting economic vitality and attracting economic sectors that provide employment opportunities (G.01), supports the provision of housing (G.02), promote development of diverse housing stock to reduce land consumption and optimize infrastructure (O.12),

support the development of housing located in proximity to necessary services (0.14), encourages infill development on vacant and under-utilized land within the City (0.78), encourages mixed-use neighborhoods to support more compact land use patterns (0.81) and encourages development that promotes the efficient use of City infrastructure (0.82).

The proposed zoning is directly aligned with the Land Use Map identifying the property with a future land use as commercial. There is no Neighborhood Plan for the area.

- X 7. Statement indicating if the existing structures meets the proposed zoning dimensional standards requirements without the need for a variance;

There are no existing structures on the property

- X 8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

There is no existing use on the property

- X 9. Historical uses, established use patterns, and recent changes and trends in the neighborhood.

The historical uses include commercial use to the west, vacant land to the south, City of Helena stormwater ponds to the east and modern retail development to the north. The land use on properties to the west, south and east have not seen any recent changes. The development to the north has occurred within the last decade. An application is currently being processed by the City of Helena to change the zoning of the adjoining property to the south to R-4 for a proposed multi-family development project. The Zoning Commission on 9/13/22 has recommended approval for the zone change.

IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ZONE CHANGE AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the commission meeting. City Planning Staff represents the City; staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.



ZONE CHANGE APPLICATION

Community Development Department, Planning Division
316 North Park Avenue, Room 445, Helena, MT 59623
406-447-8490; citycommunitydevelopment@helenamt.gov

Date received:

APPLICATION FEE: \$410.00
(PAYABLE TO THE CITY OF HELENA)
ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

PROPERTY OWNER: *Primary Contact?* **No**

Name: **Thomas Walter Schulke Jr**

Primary Number: **406-439-0139** (TWS)

Address: **1265 Lariat Road
Helena, MT 59602**

Other Phone: **None**

Email: ~~andyb@tridentdevelopmentmn.com~~ **tschulke@bresnan.net** (TWS)

APPLICANT (If different from property owner): *Primary Contact?* **No**

Name: **Trident Development, LLC
ATTN: Andy Brummer**

Primary Number: **320-293-4200**

Address: **3601 18th Street South, Suite 103
Saint Cloud, MN 56301**

Other Phone: **None**

Email: **andyb@tridentdevelopmentmn.com**

AUTHORIZED REPRESENTATIVE: *Primary Contact?* **Yes**

Name: **Stahly Engineering & Associates
ATTN: Greg Wirth, PE**

Primary Number: **406-442-8594**

Address: **3530 Centennial Drive
Helena, MT 59601**

Other Phone: **None**

Email: **gwirth@seaeng.com**

X Address of the Property: **None Assigned**
Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)


Tract 2 as shown on a Certificate of Survey filed under Doc. No. 3198943


X Provide a current deed and plat/COS with the metes and bounds of the subject property

Included in Application

- X** Geocode **05-1888-20-2-04-20-0000**
- X** Current City Zoning District **CLM (Commercial and Light Manufacturing)**
- X** Proposed Zoning District **B-2 (General Commercial)**
- X** Adjacent Zoning Districts **North – B-2**
South – CLM (Pending Zone Change to R-4)
West – PLI
East – B-2
- X** Are there other related Land Use Applications being submitted: Yes No **X**
- X** Submit proof of current paid taxes **Included in Application**
- X** Existing use on the property **Vacant**

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed:  Date: 10/04/2022
 Property Owner

Applicant:  Date: _____
 (If different from Owner)

Review Criteria

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

- (1) Zoning regulations must be:
- (a) made in accordance with a growth policy; and
 - (b) designed to secure safety from fire and other dangers;
 - (ii) promote public health, public safety, and the general welfare; and
 - (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- (2) In the adoption of zoning regulations, the municipal governing body shall consider:
- (a) reasonable provision of adequate light and air;
 - (b) the effect on motorized and nonmotorized transportation systems;
 - (c) promotion of compatible urban growth;
 - (d) the character of the district and its peculiar suitability for particular uses; and
 - (e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

- X** 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

Signed application and fee provided

- X** 2. Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

Zoning Review Criteria Narrative Provided in Application

- X** 3. Provide a statement why the proposed zone change should be approved;

Proposed zone change is to facilitate a proposed four (4) story apartment building which will provide much needed additional housing opportunities within the City of Helena. B-2 zoning is proposed to allow a taller building height than is allowable in the residential zoning districts.

- X** 4. Submit a traffic impact study for a proposed zoning district that is anticipated to generate more than two hundred (200) additional vehicle trips a day;

A Traffic Impact Study is being prepared and will be provided when available

- X** 5. Provide a vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets and pedestrian facilities (sidewalks, trails);

Mapping provided in Application

- X** 6. Submit a statement on how the proposed zoning conforms to the Helena Growth Policy and Land Use Map; include how the proposed zoning conforms with the area neighborhood plan if one has been adopted;

The proposed zoning and project meet the Goals and Objectives of the Growth Policy by promoting economic vitality and attracting economic sectors that provide employment opportunities (G.01), supports the provision of housing (G.02), promote development of diverse housing stock to reduce land consumption and optimize infrastructure (O.12),

support the development of housing located in proximity to necessary services (O.14), encourages infill development on vacant and under-utilized land within the City (O.78), encourages mixed-use neighborhoods to support more compact land use patterns (O.81) and encourages development that promotes the efficient use of City infrastructure (O.82).

The proposed zoning is directly aligned with the Land Use Map identifying the property with a future land use as commercial. There is no Neighborhood Plan for the area.

- X 7. Statement indicating if the existing structures meets the proposed zoning dimensional standards requirements without the need for a variance;

There are no existing structures on the property

- X 8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

There is no existing use on the property

- X 9. Historical uses, established use patterns, and recent changes and trends in the neighborhood.

The historical uses include commercial use to the west, vacant land to the south, City of Helena stormwater ponds to the east and modern retail development to the north. The land use on properties to the west, south and east have not seen any recent changes. The development to the north has occurred within the last decade. An application is currently being processed by the City of Helena to change the zoning of the adjoining property to the south to R-4 for a proposed multi-family development project. The Zoning Commission on 9/13/22 has recommended approval for the zone change.

IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ZONE CHANGE AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the commission meeting. City Planning Staff represents the City; staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.

CERTIFICATE OF SURVEY

A SURVEY TO DEDICATE LAND FOR SANDERS STREET RIGHT-OF-WAY.

PERIMETER DESCRIPTION

2 TRACTS OF LAND IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 3 WEST, PRINCIPAL MERIDIAN MONTANA, LEWIS AND CLARK COUNTY, MONTANA, AND BEING COMPRISED OF TRACT 1 OF CERTIFICATE OF SURVEY NO. 565249/T AND A TRACT OF LAND DESCRIBED IN M35, Pg 7272 OF DEEDS; LOCATED IN THE CITY OF HELENA, AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID TRACT 1 ON THE EAST RIGHT-OF-WAY LINE OF SANDERS STREET, THENCE N00°59'20"E, 487.37 FT. ALONG SAID RIGHT-OF-WAY LINE; THENCE LEAVING SAID EAST RIGHT-OF-WAY LINE N88°30'13"W, 70.00 FT. TO THE WEST RIGHT-OF-WAY LINE OF SANDERS STREET AND BEING THE NORTHEAST CORNER OF LOT 1 BLOCK 12 ON THE EAST LINE OF THE HERSHFIELD ADDITION; THENCE ALONG SAID EAST LINE N01°09'42"E, 375.30 FT. TO THE NORTHWEST CORNER OF TRACT 1 OF CERTIFICATE OF SURVEY 565249/T; THENCE N01°09'42"E, 91.42 FT.; TO THE NORTHEAST CORNER OF LOT 16, BLOCK 13 OF THE HERSHFIELD ADDITION; THENCE S88°52'07"E, 70.00 FT.; THENCE N01°09'32", 60.00 FT.; THENCE N88°52'07"W, 70.00 FT.; THENCE N01°09'42"E, 183.88 FT. TO THE SOUTHEAST CORNER OF LOT 6 CUSTER LANDING, CERTIFICATE OF SURVEY NO. 3148378; THENCE S88°45'48"E, 639.37 FT. TO THE NORTHWEST CORNER OF PARCEL A, CERTIFICATE OF SURVEY NO. 534421/B; THENCE ALONG THE WEST LINE OF SAID PARCEL A S01°03'43"W, 1176.40 FT. TO THE SOUTHEAST CORNER OF TRACT 1 CERTIFICATE OF SURVEY NO. 565249/T; THENCE ALONG THE SOUTH LINE OF SAID TRACT 1 N88°57'11"W, 570.01 FT. TO THE POINT OF BEGINNING

THIS TRACT CONTAINS 16.46 ACRES AND IS SUBJECT TO ALL APPURTANENT EASEMENTS OF RECORD

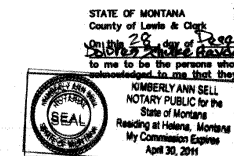
CERTIFICATE OF EXEMPTION AND DEDICATION

WE, DO HEREBY CERTIFY THAT THE PURPOSE OF THIS SURVEY IS TO DEDICATE, TO THE PUBLIC AND THE CITY OF HELENA TRACTS R-1, R-2 AND R-3 FOR SANDERS STREET RIGHT OF WAY, AND IT IS THEREFORE EXEMPT FROM REVIEW AS A SUBDIVISION PURSUANT TO SECTION 76-3-201(h), AND EXEMPT FROM DEQ REVIEW PURSUANT TO 76-4-125(2)(a) M.C.A.

WE, THE UNDERSIGNED PROPERTY OWNERS, DO HEREBY CERTIFY THAT THE LAND SHOWN ON THIS CERTIFICATE OF SURVEY AS BEING DEDICATED TO THE USE OF THE PUBLIC IS HEREBY DEDICATED, GRANTED, AND DONATED TO THE CITY OF HELENA FOR SUCH USE.

Dolores Schulke Havdahl
DOLORES SCHULKE HAVDAHL

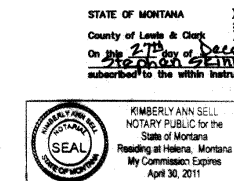
Thomas Walter Schulke, Jr.
THOMAS WALTER SCHULKE, JR.



Kimberly Ann Sell
KIMBERLY ANN SELL
NOTARY PUBLIC for the State of Montana
Residing at: Helena, Montana
My Commission Expires: 4/30/11

OWNER OF THE TRACT
SUMIST TWO LLC - M31, 8841
DOLORES SCHULKE HAVDAHL &
THOMAS WALTER SCHULKE, JR. - M35, 7272

BASIS OF BEARINGS
GPS OBSERVATION GRID NORTH



Stephen Skinner
STEPHEN SKINNER
NOTARY PUBLIC for the State of Montana
Residing at: Helena, Montana
My Commission Expires: 4/30/11



CERTIFICATE OF R/W DEDICATION ACCEPTANCE

THE CITY COMMISSION HEREBY ACCEPTS THE DEDICATION, GRANT AND DONATION TO THE CITY OF HELENA OF ANY AND ALL LANDS SHOWN ON THIS PLAT AS BEING DEDICATED TO THE PUBLIC FOR PUBLIC USE.

DATED THIS 30th DAY OF December 2010
Jana E. Smith MAYOR, CITY OF HELENA

DATED THIS 30th DAY OF December 2010
Debra Brown Deputy
CITY CLERK, CITY OF HELENA

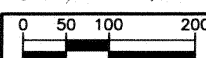
DATED THIS 29th DAY OF July 2010
Don Sakala CITY ENGINEER, CITY OF HELENA

DATED THIS 29th DAY OF Dec. 2010
Kathleen D. MacFarland COMMUNITY DEVELOPMENT, CITY OF HELENA

CERTIFICATE OF SURVEYOR

I, LARRY D. REDMOND, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF MONTANA, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY DIRECT SUPERVISION AND IS SHOWN AND DESCRIBED ON THE ACCOMPANYING PLAT.

Larry D. Redmond 7/20/10
LARRY D. REDMOND, MONTANA REG. NO. 13755 LS



SCALE IN FEET

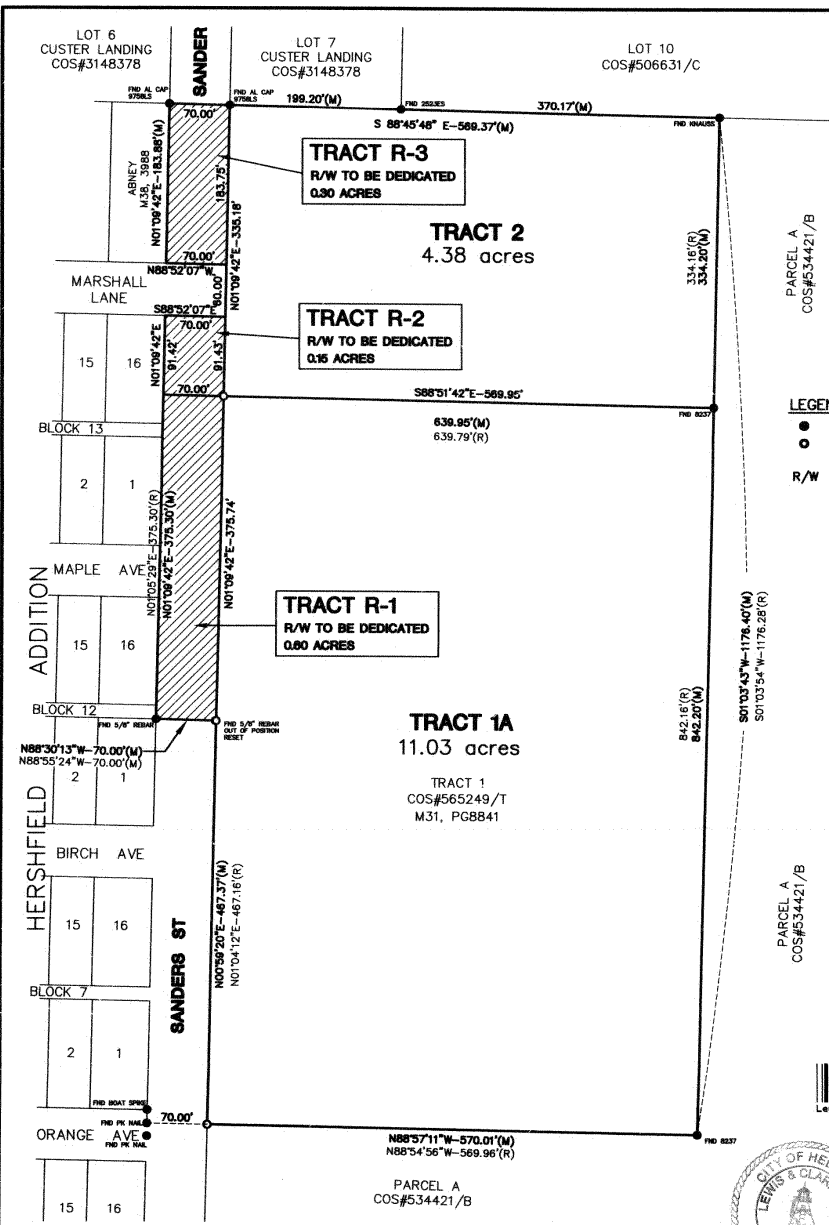
1/4	Sec.	T	R
20	10N	3W	



STANLY ENGINEERING & ASSOCIATES
Professional Engineers & Surveyors
3530 Centennial Drive
Helena, MT 59601
Phone: (408)442-8594
Fax: (408)442-8557
E-MAIL: stanlyengr@mt.net

DATED: 6-08-10
REVISED: 7-28-10
DWG: 0008-04009

SHEET NO.
1 OF 1



CERTIFICATE OF COUNTY TREASURER
I HEREBY CERTIFY, PURSUANT TO SECTION 76-3-611(1)(b) M.C.A. THAT THE PROPERTY TAXES ARE PAID AND CURRENT.
PROPERTY IDENTIFICATION NUMBER (PIN) 188820204150000
PROPERTY IDENTIFICATION NUMBER (PIN) 188820204200000
DATED THIS 30 DAY OF Dec 2010
Paula DeHart
TREASURER, LEWIS AND CLARK COUNTY, MONTANA

CERTIFICATE OF EXAMINING LAND SURVEYOR
REVIEWED FOR ERRORS AND OMISSIONS IN CALCULATIONS AND DRAFTING THIS 28 DAY OF JULY 2012
PURSUANT TO SECTION 76-3-611(2)(a) M.C.A.
Donna E. Lapp
EXAMINING LAND SURVEYOR
7962-LS
LICENSE NO.

RETURN TO:
Thomas Walter Schulke, Jr.
1265 Lariat Rd
Helena, MT 59602

QUIT CLAIM DEED

For Value Received:

DOLORES SCHULKE HAVDAHL

does hereby convey, release, remise and forever quit claim unto

THOMAS WALTER SCHULKE, Jr.

The grantee, the following described premises, in Lewis and Clark County, Montana, to-wit:

A tract of land, located in the S 1/2 of the NE1/4NW1/4 of Section 20, Township 10 North, Range 3 West, PMM; and known as the Ida Lingle Tract, recorded as Document No. 95012 in Book 206 of Deeds at page 368, in the records of Lewis and Clark County, Montana; more particularly described as follows: Beginning at an iron pin, 3/4" x 24" rebar, set on the East boundary of the Hershfield Addition, to the City of Helena, and the South Boundary of the NE1/4NW1/4 of said Section 20; thence, East along said South line, 638.5 feet distance, to an iron pin 3/4" x 24" rebar, set on fence line; thence; North 0°11' West, along said fence line, 327.9 feet, distance to an iron pin, 3/4" x 24" rebar, set at fence corner; thence, North 89°43' West, along said fence line, 637.5 feet distance to an iron pin, original boat spike in place, on line with the East boundary line of the said Hershfield Addition extended North; thence, South 243.3 feet distance to the original boat spike in place at the Northeast corner of the said Hershfield Addition; and 331.0 feet distance to the place of beginning.

Deed Reference: Book 271 of Deeds, page 752, records of Lewis and Clark County, Montana

TOGETHER WITH all buildings, improvements, rights and appurtenances thereto,

SUBJECT TO, all easements, restriction, rights-of-way, exceptions, and reservations of record.

DATED this 28th day of December, 2010.

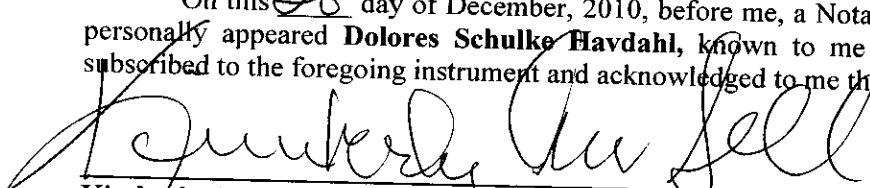

DOLORES SCHULKE HAVDAHL

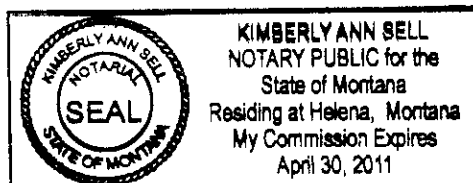
STATE OF MONTANA)
COUNTY OF LEWIS & CLARK) ss.



3198942
Page: 1 of 1
12/30/2010 01:56P
Bk-M43 Pg-862

On this 28th day of December, 2010, before me, a Notary Public for the State of Montana, personally appeared **Dolores Schulke Havdahl**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same.


Kimberly Ann Sell
Notary Public for State of Montana
Residing at Helena, Montana
My Commission expires 4/30/2011.



City Attorney's Office
316 North Park Avenue
Room 203
Helena, MT 59623
(406) 457-8595

DEDICATION OF PUBLIC RIGHT-OF-WAY

THOMAS WALTER SCHULKE, JR., 1265 Lariat Road, Helena, Montana 59602, hereby grant and dedicate to the **CITY OF HELENA, MONTANA**, a municipal corporation, 316 North Park Avenue, Helena, Montana 59623, the following described property as public right-of-way:

Dedicated as public right-of-way: Tracts R-2 and R-3 as shown on Certificate of Survey No. 3198943, located in the City of Helena, Lewis and Clark County, Montana.

This property is granted and dedicated to the City of Helena as public right-of-way for the use of the public forever.

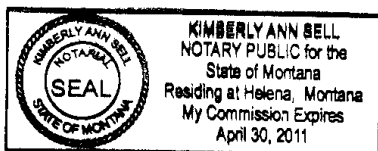
DATED this 28th day of December, 2010.

By Thomas Walter Schulke, Jr.
Thomas Walter Schulke, Jr.

STATE OF MONTANA)
) ss.
COUNTY OF LEWIS AND CLARK)

On this 28th day of December, 2010, before me, the undersigned, a Notary Public for the State of Montana, personally appeared **Thomas Walter Schulke, Jr.**, known to me or proved to me to be the person whose name is subscribed to the foregoing instrument, and 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 first above written.



Kimberly Ann Sell
Kimberly Ann Sell
Notary Public for State of Montana
Residing at Helena, Montana
My Commission expires 4/30/2011.



Lewis & Clark County

DEED

3198945

Page: 1 of 1
12/30/2010 01:58P
Bk-M43 Pg-864

RETURN TO:
Thomas Walter Schulke, Jr.
1265 Lariat Rd
Helena, MT 59602

QUIT CLAIM DEED

For Value Received:

THOMAS WALTER SCHULKE, JR.

does hereby convey, release, remise and forever quit claim unto

THOMAS WALTER SCHULKE, JR.

The grantee, the following described premises, in Lewis and Clark County, Montana, to-wit:

Tract 2, situated in Section 20, Township 10 North, Range 3 West, P.M.M., Lewis and Clark County, Montana, as shown and described on Certificate of Survey filed under Document No. 3198943 in the records of the Clerk and Recorder of Lewis and Clark County, Montana

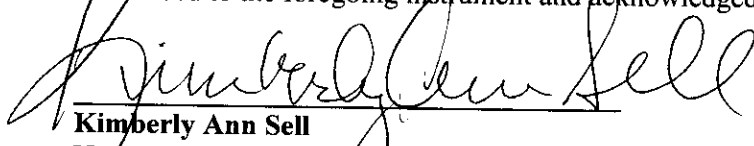
Together with all tenements, hereditaments, and appurtenances belonging thereto, including but not limited to easements shown on the plat and all improvement situated thereon.

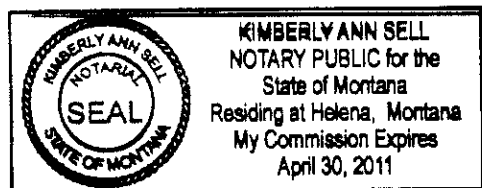
DATED this 28th day of December, 2010.


THOMAS WALTER SCHULKE, JR.

STATE OF MONTANA)
COUNTY OF LEWIS & CLARK) ss.

On this 28th day of December, 2010, before me, a Notary Public for the State of Montana, personally appeared **Thomas Walter Schulke, Jr.**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same.


Kimberly Ann Sell
Notary Public for State of Montana
Residing at Helena, Montana
My Commission expires 4/30/2011.



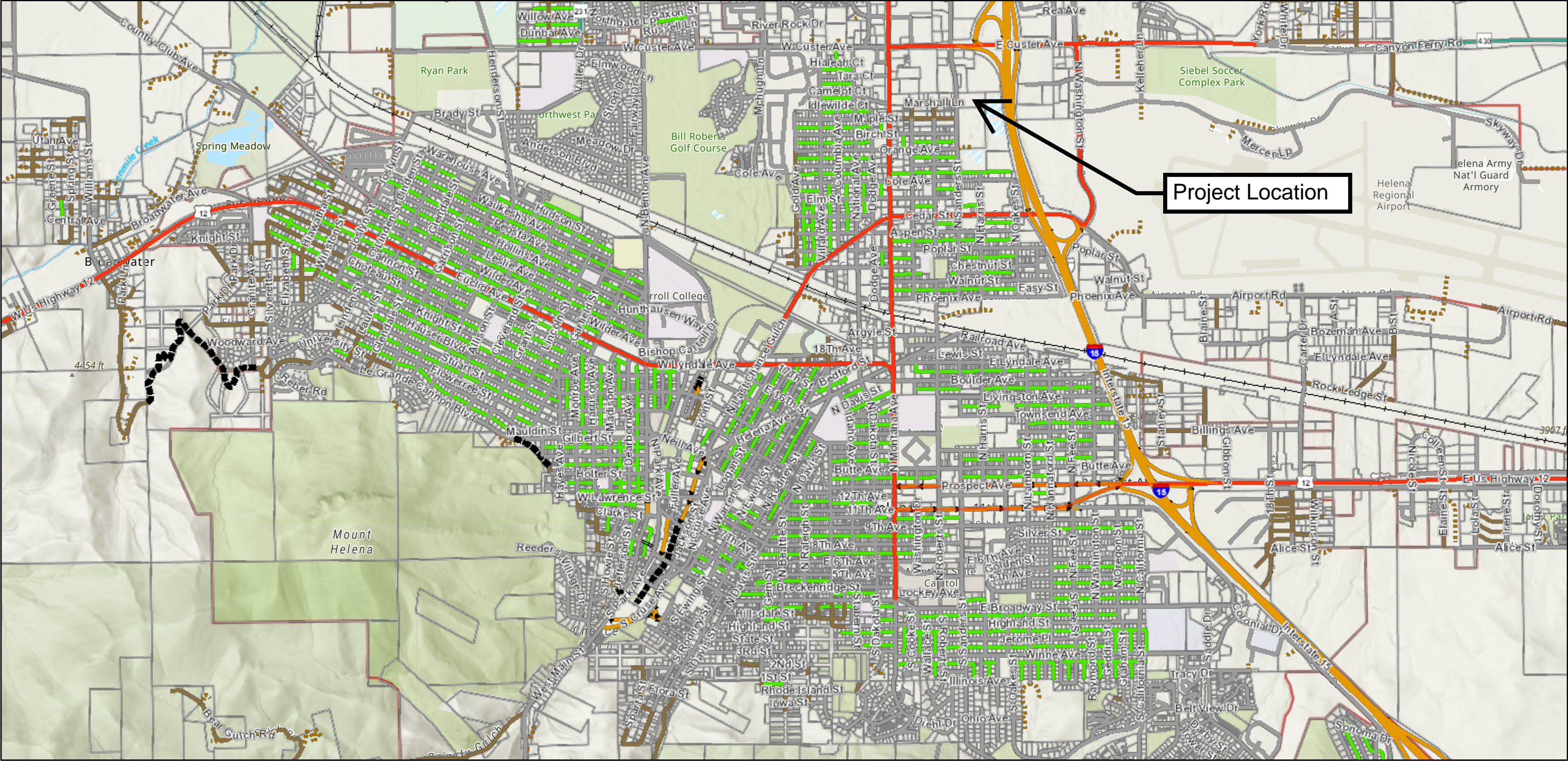
Lewis & Clark County

DEED

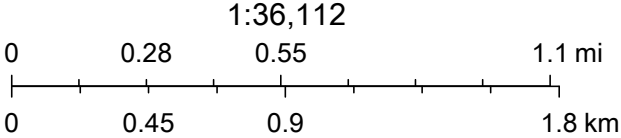
3198946

Page: 1 of 1
12/30/2010 02:04P
Bk-M43 Pg-865

Vicinity Map



9/27/2022, 12:12:29 PM



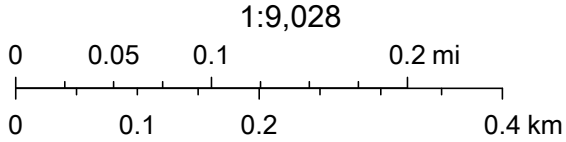
County of Lewis and Clark, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, Esri, NASA, NGA, USGS, FEMA, Lewis and Clark County/City of Helena GIS

Web AppBuilder for ArcGIS

Aerial Photo

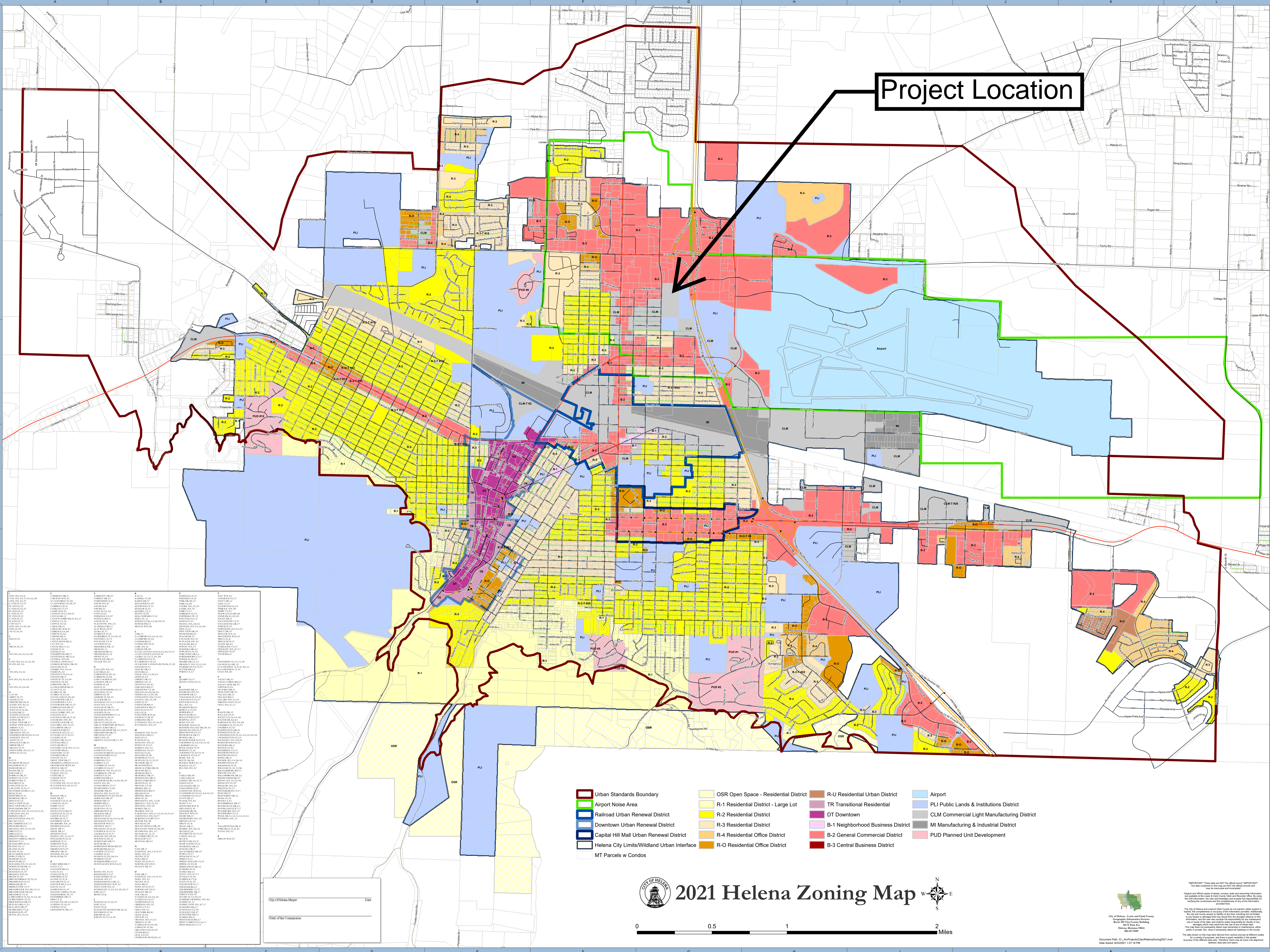


9/27/2022, 12:14:20 PM



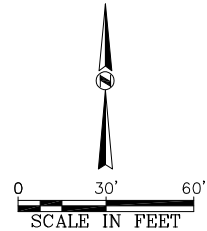
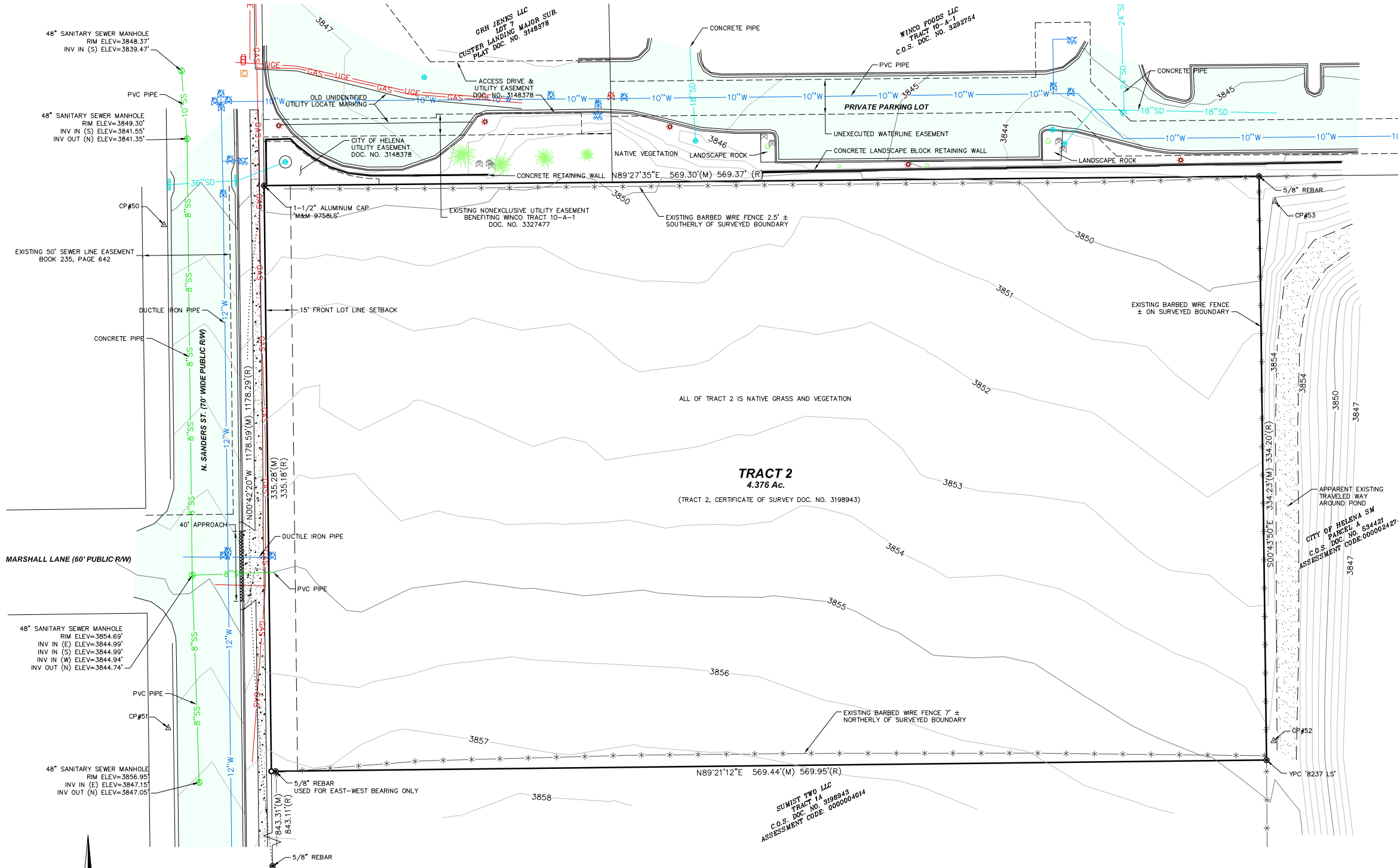
Lewis and Clark County/City of Helena GIS Services, Maxar

Project Location



A	B	C	D	E	F	G	H	I	J	K	L
1	2	3	4	5	6	7	8	9	10	11	12
13	14	15	16	17	18	19	20	21	22	23	24
25	26	27	28	29	30	31	32	33	34	35	36
37	38	39	40	41	42	43	44	45	46	47	48
49	50	51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70	71	72
73	74	75	76	77	78	79	80	81	82	83	84
85	86	87	88	89	90	91	92	93	94	95	96
97	98	99	100	101	102	103	104	105	106	107	108
109	110	111	112	113	114	115	116	117	118	119	120
121	122	123	124	125	126	127	128	129	130	131	132
133	134	135	136	137	138	139	140	141	142	143	144
145	146	147	148	149	150	151	152	153	154	155	156
157	158	159	160	161	162	163	164	165	166	167	168
169	170	171	172	173	174	175	176	177	178	179	180
181	182	183	184	185	186	187	188	189	190	191	192
193	194	195	196	197	198	199	200	201	202	203	204
205	206	207	208	209	210	211	212	213	214	215	216
217	218	219	220	221	222	223	224	225	226	227	228
229	230	231	232	233	234	235	236	237	238	239	240
241	242	243	244	245	246	247	248	249	250	251	252
253	254	255	256	257	258	259	260	261	262	263	264
265	266	267	268	269	270	271	272	273	274	275	276
277	278	279	280	281	282	283	284	285	286	287	288
289	290	291	292	293	294	295	296	297	298	299	300
301	302	303	304	305	306	307	308	309	310	311	312
313	314	315	316	317	318	319	320	321	322	323	324
325	326	327	328	329	330	331	332	333	334	335	336
337	338	339	340	341	342	343	344	345	346	347	348
349	350	351	352	353	354	355	356	357	358	359	360
361	362	363	364	365	366	367	368	369	370	371	372
373	374	375	376	377	378	379	380	381	382	383	384
385	386	387	388	389	390	391	392	393	394	395	396
397	398	399	400	401	402	403	404	405	406	407	408
409	410	411	412	413	414	415	416	417	418	419	420
421	422	423	424	425	426	427	428	429	430	431	432
433	434	435	436	437	438	439	440	441	442	443	444
445	446	447	448	449	450	451	452	453	454	455	456
457	458	459	460	461	462	463	464	465	466	467	468
469	470	471	472	473	474	475	476	477	478	479	480
481	482	483	484	485	486	487	488	489	490	491	492
493	494	495	496	497	498	499	500	501	502	503	504
505	506	507	508	509	510	511	512	513	514	515	516
517	518	519	520	521	522	523	524	525	526	527	528
529	530	531	532	533	534	535	536	537	538	539	540
541	542	543	544	545	546	547	548	549	550	551	552
553	554	555	556	557	558	559	560	561	562	563	564
565	566	567	568	569	570	571	572	573	574	575	576
577	578	579	580	581	582	583	584	585	586	587	588
589	590	591	592	593	594	595	596	597	598	599	600
601	602	603	604	605	606	607	608	609	610	611	612
613	614	615	616	617	618	619	620	621	622	623	624
625	626	627	628	629	630	631	632	633	634	635	636
637	638	639	640	641	642	643	644	645	646	647	648
649	650	651	652	653	654	655	656	657	658	659	660
661	662	663	664	665	666	667	668	669	670	671	672
673	674	675	676	677	678	679	680	681	682	683	684
685	686	687	688	689	690	691	692	693	694	695	696
697	698	699	700	701	702	703	704	705	706	707	708
709	710	711	712	713	714	715	716	717	718	719	720
721	722	723	724	725	726	727	728	729	730	731	732
733	734	735	736	737	738	739	740	741	742	743	744
745	746	747	748	749	750	751	752	753	754	755	756
757	758	759	760	761	762	763	764	765	766	767	768
769	770	771	772	773	774	775	776	777	778	779	780
781	782	783	784	785	786	787	788	789	790	791	792
793	794	795	796	797	798	799	800	801	802	803	804
805	806	807	808	809	810	811	812	813	814	815	816
817	818	819	820	821	822	823	824	825	826	827	828
829	830	831	832	833	834	835	836	837	838	839	840
841	842	843	844	845	846	847	848	849	850	851	852
853	854	855	856	857	858	859	860	861	862	863	864
865	866	867	868	869	870	871	872	873	874	875	876
877	878	879	880	881	882	883	884	885	886	887	888
889	890	891	892	893	894	895	896	897	898	899	900
901	902	903	904	905	906	907	908	909	910	911	912
913	914	915	916	917	918	919	920	921			

LA 3423 - Tridient Development - 00122 Apartment Project (UWS) Survey, TP Area, ENGINEERING SURVEY, Plotted: Sep. 21, 2022 - 4:28pm



BASIS OF BEARING
HELENA LOW DISTORTION PROJECTION
DATUM: NAD83(2011) (EPOCH 2010.00)
PROJECTION: TRANSVERSE MERCATOR
CENTRAL MERIDIAN: W 111°57'00\"/>

VERTICAL DATUM
NAVD88(GEOD18)

NOTE: ALL UNITS ARE INTERNATIONAL FEET

CONTROL POINT TABLE				
POINT #	NORTHING	EASTING	ELEVATION	DESCRIPTION
50	141507.46'	183595.11'	3850.51'	1/2\"/>

NOTE: COORDINATES AND ELEVATIONS PROVIDED WERE DERIVED USING SURVEY GRADE GPS

SURVEY NOTES

- THE BOUNDARY SHOWN IS BASED ON FOUND MONUMENTS OF RECORD AND BEST AVAILABLE EVIDENCE.
 - A CORNER RECORD WILL BE FILED FOR THE SET MONUMENT REPRESENTING THE SOUTHWEST CORNER OF TRACT 2 WITHIN 90 DAYS OF PLACING THE MONUMENT; A CERTIFICATE OF SURVEY WILL NOT BE FILED AS A PART OF THIS SURVEY.
 - SEVERAL OFFSITE EASEMENTS OBTAINED BY THE SURVEYOR THAT MAY BE RELEVANT TO ENGINEERING SITE DESIGN FOR THE FUTURE DEVELOPMENT OF THE SURVEYED PROPERTY ARE SHOWN; OTHER EASEMENTS MAY EXIST.
 - AN UNEXECUTED WATER LINE EASEMENT IS SHOWN BASED ON EXHIBITS PROVIDED BY THE CITY OF HELENA, CITY COORDINATION REGARDING THE EASEMENT REQUIRED.
- UTILITIES: INFORMATION FROM THE SOURCES SPECIFIED BELOW WAS COMBINED WITH VISIBLE OBSERVED EVIDENCE OF UTILITIES, HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY, AND RELIABLY DEPICTED. IN ADDITION, IN SOME JURISDICTIONS, 811 OR OTHER SIMILAR UTILITY LOCATE REQUESTS FROM DESIGN PROFESSIONALS MAY BE IGNORED OR RESULT IN AN INCOMPLETE RESPONSE.
 - SHALLOW UNDERGROUND UTILITIES WERE SURVEYED BASED ON MARKS PROVIDED IN RESPONSE TO 811 UTILITY LOCATE TICKET NO. 22108212 AND OBSERVED VISIBLE ABOVE GROUND EVIDENCE.
 - BASED ON WHERE THE UTILITY MARKS NORTHERLY OF THE SURVEYED PROPERTY END AND THE BEST AVAILABLE OBSERVABLE EVIDENCE ON THE DATE FIELD DATA WAS COLLECTED, UTILITIES POTENTIALLY RUN FURTHER EAST THAN THE SURVEYED MARKS. AN ADDITIONAL UTILITY LOCATE WILL BE CALLED IN AND THE ENGINEERING SURVEY DELIVERABLE WILL BE UPDATED ACCORDINGLY, WITH A NEW ENGINEERING SURVEY ISSUED BY OCTOBER 3, 2022.
 - SEWER, WATER AND STORM DRAIN MAINS, INCLUDING PIPE SIZES AND TYPES, ARE SHOWN BASED CITY OF HELENA GIS INFORMATION AND OBSERVED VISIBLE EVIDENCE.



STAHLY ENGINEERING & ASSOCIATES

PROFESSIONAL ENGINEERS & SURVEYORS

2223 MONTANA AVE. STE. 201 BILLINGS, MT 59101 Phone: (406)601-4055
3530 CENTENNIAL DR. HELENA, MT 59601 Phone: (406)442-8594 mail@seeng.com
851 BRIDGER DR. STE. 1 BOZEMAN, MT 59715 Phone: (406)522-8594 mail@seeng.com

ENGINEERING SURVEY

COUNTY: LEWIS & CLARK


PRINCIPAL MERIDIAN,
MONTANA

1/4	SEC	T	R	1/4	SEC	T	R
<input checked="" type="checkbox"/>	20	10N	3W	<input type="checkbox"/>			
<input type="checkbox"/>				<input type="checkbox"/>			

FIELD: JMB
DRAWN: JMB & RJS
CHECKED: DRS
DATE: 9/21/2022

SHEET
1 OF 1



Shopping Cart: 0 items [\$0.00] 



New Search



History



Payoff



PayTaxes



Help

Property Tax ID: 6308

Status: Current

Realware#: 188820204200000

Receipt:

2022 Owner(s):

SCHULKE THOMAS WALTER JR

Mailing Address:

1265 LARIAT RD

HELENA, MT 596029369

Levy District:

01-01, Tax District 01

2022 Value:

Market: \$543,315

Taxable: \$10,269



Detail

2022 Taxes:

First Half: \$0.00 **Due:**

Second Half: \$0.00 **Due:**

Total: \$0.00



Detail

2022 Payments:

First Half: \$0.00

Second Half: \$0.00

Total: \$0.00

(May include penalty & interest)

2022 Legal Records:

Geo Code: 05-1888-20-2-04-20-0000 **Deed Book:** M43 **Page:** 862 **Instru#:** 3198942 **Date:** 2010-12-28

TRS: T10 N, R03 W, Sec. 20

Legal: S20, T10 N, R03 W, C.O.S. 3198943,
ACRES 4.38, TRACT 2, IN NE4NW4

Note: The accuracy of this data is not guaranteed. Property Tax data was last updated 09/27/2022 02:00 PM.

Send Payments to:

Lewis & Clark County

316 North Park Ave; Room #113

Helena, Montana 59623

Phone: (406) 447-8329

Email: propertytax@lccountymt.gov





Zoning Review Criteria Narrative

Date: September 2022
Subject: Trident Development Apartment Project
Stahly Engineering Project No. 3423-00122
To: Michael Alvarez, Planner
City of Helena
Community Development
316 North Park Avenue
Helena, MT 59623
From: Greg Wirth, PE

The following narratives describe how a zone change for a proposed apartment development conforms to the zoning regulation and criteria in accordance with 76-2-304 MCA. For convenience, the zoning criteria is reiterated with narrative response included in **bold blue text**.

- (1) *Zoning regulations must be:*
(a) *made in accordance with a growth policy; and*

The proposed zone change is in direct conformance with the Growth Policy and Future Land Use Map by providing zoning district for commercial use.

- (b) *designed to secure safety from fire and other dangers;*

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations.

- (ii) *promote public health, public safety, and the general welfare; and*

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations.

- (iii) *facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*

The property is currently annexed and served by existing city services. Sanders Street is located immediately west of the property and includes

existing water and sewer mains. The property is located within the Helena School District and the developed project will increase assessments needed to support the existing schools. Open space is provided to the immediate east with the City of Helena stormwater ponds. Cherry Park is located approximately 0.5 miles southwest and Skelton Park is located approximately 0.7 miles northwest of the proposed project. Additionally, the proposed project will provide recreational amenities for tenants.

- (2) *In the adoption of zoning regulations, the municipal governing body shall consider:*
- (a) *reasonable provision of adequate light and air;*

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations including dimensional standards for setbacks.

- (b) *the effect on motorized and nonmotorized transportation systems;*

The property is immediately adjacent to Sanders Street which is fully operational for motorized use and includes existing sidewalk adjacent to the property.

- (c) *promotion of compatible urban growth;*

The property is currently annexed and served by existing city services. The proposed land use is consistent with the commercial development to the immediate north and proposed multi-family development to the immediate south.

- (d) *the character of the district and its peculiar suitability for particular uses; and*

The property to the immediately north is zoned as B-2 and is currently developed for retail use. A multi-family housing development is proposed for the property to the immediate south. The proposed multi-family development is compatible with the existing and proposed uses adjacent to the property.

- (e) *conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.*

The proposed zone change will facilitate modern development that is compatible with the existing, modern buildings to the north and will support the existing buildings to the east by retaining values. The project will encourage the most appropriate use by providing much needed housing diversity in Helena with infill to utilize existing infrastructure and capitalize on existing vacant, under-utilized property in Helena.

Michael Alvarez

From: Goins, Greg <greg.goins@wincofoods.com>
Sent: Saturday, December 10, 2022 3:30 PM
To: andyb@tridentdevelopmentmn.com
Cc: Greg Wirth; Michael Alvarez
Subject: Helena, MT
Attachments: RE: Helena Hearing - Property Adjoining WinCo ; Helena Hearing - Property Adjoining WinCo

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Andy – WinCo rec'd notice of your planned apartment project adjoining our new store property just to the south. I/We are strongly "in favor" of your planned apartment project. If it would help, happy to submit a letter to Planning Commission/City Council in support.

Good luck w/your project.

*Greg Goins
VP of Real Estate
WinCo Foods, LLC*

Project Reviews

City of Helena

Project Number: ZONC2210-001

Description: CLM to B2 Zone Change, N Sanders

Applied: **10/3/2022**

Approved:

Site Address:

Closed:

Expired:

City, State Zip Code: ,

Status: **RECEIVED**

Applicant: **Trident Development LLC**

Parent Project:

Owner: **SCHULKE THOMAS WALTER JR**

Contractor: **<NONE>**

Details:

LIST OF REVIEWS

SENT DATE	RETURNED DATE	DUE DATE	TYPE	CONTACT	STATUS	REMARKS
Review Group: ALL						
10/5/2022	10/17/2022	10/18/2022	TRANSPORTATION SYSTEMS	Mark Young	INCOMPLETE	
Notes: TIS is required for zone change.						
10/20/2022	11/22/2022	11/4/2022	TRANSPORTATION SYSTEMS	Mark Young	SEE COMMENTS	
Notes: The Transportation Systems Department (TSD) does not agree with the conclusions and recommendations given in the Traffic Impact Study. The impacts of the projected 663 additional weekday trips are substantial and should be mitigated. The TSD does believe that if the zone change is approved, the proposed development could participate in steps to mitigate the traffic impacts to the area.						
Review Group: AUTO						
10/3/2022		10/6/2022	DIRECTOR REVIEW	Christopher Brink		
Notes:						
Review Group: ZONING						
10/5/2022	10/7/2022	10/18/2022	ADDRESSING	Jason Danielson	NO COMMENT	
Notes:						
10/5/2022	10/5/2022	10/18/2022	BUILDING	Kim Mack	NO COMMENT	
Notes:						
10/5/2022	12/13/2022	10/18/2022	CITY ATTORNEY	AIMEE HAWKALUK	NO COMMENT	
Notes:						

Project Reviews

City of Helena

10/5/2022	10/17/2022	10/18/2022	FIRE	Lou Antonick	NO COMMENT	
Notes:						
10/5/2022		10/28/2022	HCC			
Notes:						
10/5/2022	10/19/2022	10/18/2022	PARKS	Craig Marr	NO COMMENT	
Notes:						
10/5/2022		10/18/2022	PLANNING	Planning Bucket		
Notes:						
10/5/2022		10/18/2022	POLICE	Police Bucket		
Notes:						
10/5/2022	10/17/2022	10/18/2022	PUBLIC WORKS	JAMIE CLARK	NO COMMENT	
Notes:						
10/5/2022		10/17/2022	ZONING ENFORCEMENT	Planning Bucket		
Notes:						



Zone Change Review Response

Date: December 7, 2022
Subject: Trident Development
Zone Change Application
SEA Project No.: 3423-00122
To: Michal Alvarez
From: Greg Wirth, PE

The following information is provided in response to review comments for the subject project from the Transportation Systems Department provided on November 29, 2022. For convenience, the comments are reiterated with a narrative response provided.

According to our phone conversation, due to the ambiguity of the comments, direction was provided to contact the Transportation Systems Department directly to discuss the comments. As of this date, a response to a voicemail has not been received and the following narrative response is provided as needed for timely preparing the Zone Change Staff Report for presentation to and deliberation by the Zoning Commission and City Commission.

Transportation Systems Comments:

The Transportation Systems Department (TSD) does not agree with the conclusions and recommendations given in the Traffic Impact Study. The impacts of the projected 663 additional weekday trips are substantial and should be mitigated. The TSD does believe that if the zone change is approved, the proposed development could participate in steps to mitigate the traffic impacts to the area.

Response:

As noted in the Traffic Impact Study (TIS), the projected additional trips are well within the capacity of Sanders Street. According to the Long-Range Transportation Plan (LRTP), the theoretical capacity of Sanders Street, being a two-lane street, is approximately 12,000 vehicle trips per day. As described in the TIS, Sanders Street is currently functioning at about half of the capacity and the projected additional 663 weekday trips represents a nominal increase of about 5%. Additionally, the presence of several connecting streets in the immediate vicinity provides outlets for traffic distribution.

It is recognized that a TIS prepared according to industry standards utilizes national trip generation data which is typically more conservative than what is realized locally, and the projected trips are higher than expected actual trips. The location of the proposed residential project, being in immediate proximity of places of work, grocery supplies and other necessities, with readily available access to non-motorized facilities, fully adheres to sound urban planning practices to reduce the dependency on motorized vehicular travel with varying transportation opportunities. With the current trends of occupational environments promoting work-from-home benefits, the potential for vehicular trips is further reduced.

The property owner has participated greatly in transportation impact mitigation by previously dedicating the right-of-way providing the means for the full connectivity of Sanders Street between Cedar Street and Custer Avenue. Further, the development of the property will significantly increase the tax base and provide the means to collectively participate in any City identified steps to mitigate the traffic impacts to the area. As a comparison, the current undeveloped property (4.4 acres) currently contributes approximately \$8,700 in annual taxes, while the recently constructed Remington Apartments (9.4 acres) contributes approximately \$355,700 in annual taxes.

The TIS conclusions and recommendations are based on sound data and engineering practices. The street network in the immediate vicinity has the available capacity to support the proposed project, where the property has already participated in transportation mitigation. The imposition of any additional traffic mitigation measures are unsubstantiated and present a regulatory barrier to much needed housing inventory as identified in the Growth Policy.



Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Rm. 445
Helena, MT 59623

Phone: 406-447-8459
Fax: 406-447-8460
Email: malvarez@helenamt.gov

helenamt.gov

December 02, 2022

TO WHOM IT MAY CONCERN: A land use change is being proposed in your area. Please review the enclosed description, and vicinity map. You may respond to the proposal at the public hearing or submit written comments prior to the December 15, 2022 Zoning Commission public hearing to the City Planning Division, 316 North Park, Helena MT 59623. For written comments to be distributed to the Zoning Commission with the staff report, they must be submitted to the City by **December 09, 2022.**

The Helena Zoning Commission will hold public hearings for the following items on Thursday, December 15, 2022, at 6pm:

The hearings will be conducted as hybrid in-person and online meeting utilizing the Zoom meeting platform. The meeting will serve to consider the following proposals:

To make a recommendation on an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

The Helena Zoning Commission hearing can be accessed via the online meeting platform zoom at:

<https://zoom.us/j/92989300533>

Meeting ID: 929 8930 0533

Dial in at 1(346) 248-7799, or find your local number at: <https://zoom.us/u/a7dWq98hm>

The Helena City Commission will hold public hearings for the following items on Monday, January 23, 2023, at 6pm:

First passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

The Helena City Commission hearing can be accessed via the online meeting platform zoom at:

<https://us06web.zoom.us/j/86919868695>

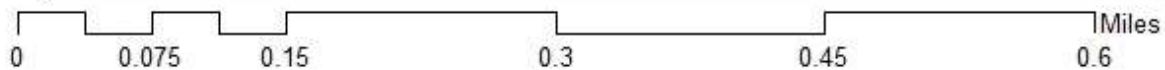
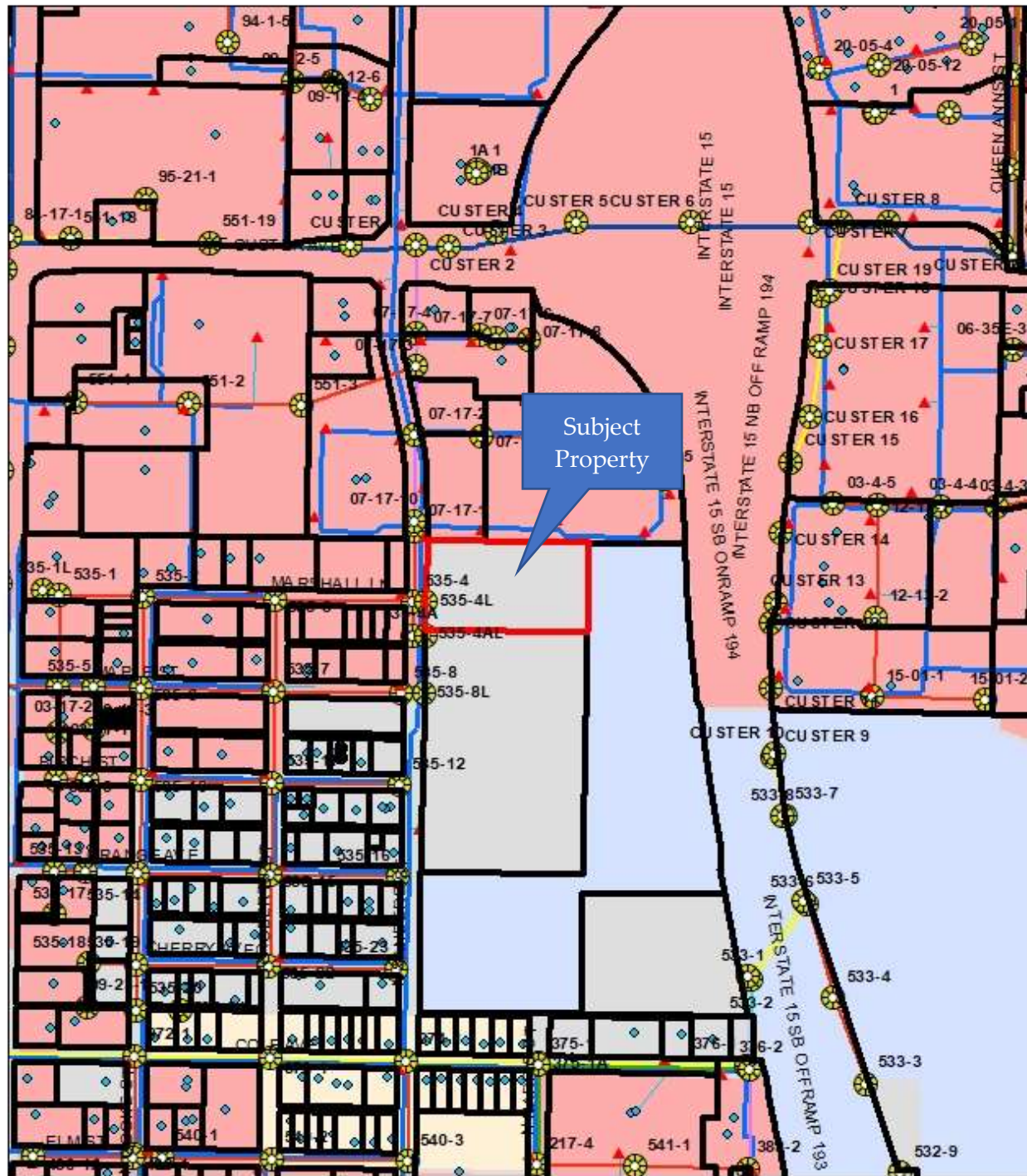
Webinar ID: 869 1986 8695

Dial US: 1 (346) 248 7799

If you have questions concerning the proposed change, please contact the City Planning Division of the Community Development Department at 447-8459.

Sincerely,

Michael Alvarez, Planner II





Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Room 402
Helena, MT 59623

Phone: 406-447-8459
Fax: 406-447-8460
Email: malvarezl@helenamt.gov

helenamt.gov

Date: November 23, 2022
TO: Independent Record -- Legal Ads
PUBLICATION DATE: November 30, 2022

NOTICE OF PUBLIC HEARING

The **Helena Zoning Commission** will hold public hearings for the following items on **Thursday, December 15, 2022, at 6pm:**

The hearings will be conducted as hybrid in-person and online meeting utilizing the Zoom meeting platform. The meeting will serve to consider the following proposals:

To make a recommendation on an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

The **Helena Zoning Commission** hearing can be accessed via the online meeting platform zoom at:

<https://zoom.us/j/92989300533>

Meeting ID: 929 8930 0533

Dial in at 1(346) 248-7799, or find your local number at: <https://zoom.us/u/a7dWq98hm>

The **Helena City Commission** will hold public hearings for the following items on **Monday, January 23, 2022, at 6pm:**

First passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.

The **Helena City Commission** hearing can be accessed via the online meeting platform zoom at:

<https://us06web.zoom.us/j/86919868695>

Webinar ID: 869 1986 8695

Dial US: 1 (346) 248 7799

Public comment will be taken up to and at the above meeting. If you wish to submit written comments prior to the meeting please send them in via email to malvarezl@helenamt.gov or mail to Michael Alvarez, Community Development Department, Room 403, 316 N. Park Ave, Helena MT, 59623. For any questions, please call 406-447-8459.
Michael Alvarez --Planner II

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: Phone: (406) 447- 8490; TTY Relay Service [1-800-253-4091](tel:1-800-253-4091) or 711; Email: Citycommunitydevelopment@helenamt.gov; Mailing Address & Physical Location: 316 North Park, Avenue, Room 445, Helena, MT 59623.

Minutes
Zoning Commission Meeting
December 15, 2022, 6:00 p.m.
Via ZOOM Virtual Platform and in Commission Chambers

Commission Members Present:

Kim Wilson, *Vice Chair*
Nicole Anderson
Betsy Story

Members of the Public Present:

HCTV
Andy Brummer
Greg Wirth
Tyler Warren

Staff Present:

Michael Alvarez, Planner II
April Sparks, Administrative Assistant III

<u>Topic</u>	<u>Time</u>	<u>Description</u>
<i>Call to Order & Staff Introduction</i>	<i>(0:00:40)</i>	Meeting began at 6:00 pm with a brief introduction.
<i>Approval of Minutes</i>	<i>(0:01:37)</i>	Minutes from October 18, 2022 were approved without discussion.
<i>Public Hearing: Item 1</i>	<i>(0:03:03)</i>	Mr. Alvarez presented a power point staff report on his findings regarding the public hearing item: Make a recommendation on an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943. One public comment was received for the proposal and provided to the Commission as an addendum to their packet
	<i>(0:09:26)</i>	Staff recommends that the Zoning Commission <u>recommend Approval</u> of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from CLM (commercial-light manufacturing) to B-2 (General Commercial) for property legally described as Tract 2, situated in Section 20, Township 10 N, Range 3 W, P.M.M.; City of Helena, Lewis and Clark County, Montana, as shown and described on COS 3198943.
<i>Questions for Staff by the Commission</i>	<i>(0:10:10)</i>	Vice-Chair Wilson asked where the new grocery store that was mentioned in the presentation located and where the residential units that were approved earlier in the year located. Mr. Alvarez indicated the location of grocery store on the map in his presentation. Vice-Chair Wilson asked how many residential units would be included in the new proposal or if the developer does not have specifics yet. Mr. Alvarez stated that would be a question for the applicant, but he thinks that it is going to be around 130 units.

(0:11:47) Ms. Story asked about the disagreement about the traffic impact study and what Transportation Systems may ask the applicant to do to mitigate any impacts. Mr. Alvarez stated that part of it is the traffic impact study from the residential units to the south came up with some ideas for mitigation and that there is hope that MDT will approve the ability to move a traffic light over, however it is a better conversation to have with someone from Transportation. Vice-Chair Wilson asked Mr. Alvarez to summarize what the concerns were. Mr. Alvarez stated that there were concerns with the level of service, as his understanding is that Cedar is doing worse than Custer was, and the level of service there is already a D and between this development and the other one, it is going to get a failing grade. Vice-Chair Wilson clarified this was the Cedar and Sanders intersection. Ms. Story asked if Mr. Alvarez was talking about the light at the Cedar and Harris intersection. Mr. Alvarez confirmed.

(0:14:11) When asked by Vice-Chair Wilson, Ms. Sorenson stated that she did not have any questions, but just had her usual residential concerns with B2, the set back concerns with his density residential right up against really big commercial, and stated that with this being a mutli-story development it is different than what has been seen in other similar areas. Mr. Alvarez noted that city staff did have conversations with the applicant about R4 zoning, but with the height restrictions it simply wasn't going to work for the project they want to do.

***Applicant
Presentation***

(0:16:15) Greg Wirth of Stahly Engineering provided a brief presentation on behalf of the applicant. Mr. Wirth noted that the project had been brought forward at the September 26, 2022 pre-application meeting and it was discussed if it would be more beneficial to pursue a zone change or a conditional use permit, and everyone concurred that a zone change would be the best course of action so the use would be by right. He noted that the proposal is for a 4-story 132 unit apartment building, and while they recognize that a zone change is not specific to use, the specific use is what caused the need for a zone change, and it was determined that B2 was the most appropriate as they are proposing a 4 story building a 42' height restriction in R4 prohibits a 4 story building, which at the peak of the rood would be approximately 60' and then the project would get into variances, and it was decided that a B2 zone simplifies things and allows the use by right. Mr. Wirth stated that they applicant had reviewed the staff report and concur with the analysis that the zone change is aligned with the growth policy and compatible with adjacent B2 zoning and the recently changed R4 zoning to the immediate south. It was also noted that the project promotes infill development to fully utilize city services, and has the infrastructure, water, sewer, and streets with available capacity. Mr. Wirth also acknowledged that Transportation has expressed concerns, however the traffic impact studies that they're asking about weekday trips and the amount of weekday trips are really about 5% to the capacity on Sanders St , so the infrastructure is built to support this use. Mr. Wirth also noted that

Winco Foods provided correspondence on December 10th that they are strongly in favor of the planned apartment project.

(0:19:13) Mr. Wirth also stated that Trident Development has over 20 years' experience in constructing similar apartment buildings, including a recent development in Bozeman. He also noted the development will significantly increase the tax base in Helena while providing much needed housing in the community.

Questions for the Applicant

(0:20:01) Ms. Sorenson asked if there are any plans for screening in the direct adjacency from the residential use to commercial to the north. Mr. Wirth stated that there were currently no specific plans for screening, but the way in which the project is currently sited on the property the building would be on the south side and possibly carports or single stall garages to potentially allow for solar panels on the north side of the property, and the structures would provide for the screening. He additionally noted that there is an approximate 4 foot grade difference between the Winco property and the project site. Ms. Sorenson stated that it appeared that her concerns would not be relevant in this case, but that she tends to be concerned about people living on the first story right up against parking lots where people might be driving in and out in the nighttime hours.

(0:21:27) Vice-Chair Wilson asked if there are plans for landscaping in the area between the driveway and the apartment buildings as well as on the north and west side, and further what kind of landscaping and buffer does the applicant envision. Mr. Wirth stated that with the way the site is currently laid out, and even with the developer's projects in Bozeman, they respond to the market and provide some recreational opportunities such as an athletic court and a dog park. Mr. Wirth further explained the layout of the proposed parking lot between the garages to the north and building to the south, along with the locations of a stormwater management pond, and that there would be boulevard trees as required by the city along with a vegetated buffer in a monument sign and entryway corridor along the Sanders St frontage. Vice-Chair Wilson asked if there would be any connectivity to the new residential parcel to the south. Mr. Wirth stated that had not been coordinated or planned, but there would be connectivity via the sidewalk along Sanders St, and on Sanders St, in addition in a meeting with the Fire Marshal, based upon the size of the building there will be fire sprinklers, the Fire Marshal also requested a path around the building, so the developer is planning on a path, primarily for fire access, but also for residents to walk dogs and for fitness.

(0:23:52) Vice-Chair Wilson asked about open space adjacent to the property. Mr. Wirth confirmed that there is open space immediately to the east, but it is wetlands for the purpose of stormwater management and not necessarily a recreational property. Vice-Chair Wilson also asked about the traffic issue and stated that his understanding is that the concern from the city is that the level of service is close to or already maxing out at Cedar

[and Sanders]. Mr. Wirth stated that the comment was regarding weekday traffic, not necessarily the intersection traffic, and that Transportation Services did recognize that southbound traffic attempting to make a left-hand turn going eastbound on Cedar is problematic, and the projected traffic from this project would increase those but not enough to warrant any other type of mitigation measures you could try and eliminate that movement, but most people would bypass those so they don't work well. Mr. Wirth further stated that the traffic engineer that did the TIS recommended that it's really a long-range transportation plan issue and not a site specific issue because there are other things that influence the complications with making left hand turns, and it would be poor planning to put another light a block down from the Harris intersection, and it's part of an overall traffic problem that this project alone cannot solve. Vice-Chair Wilson state presumably people that live in there, if they're regularly turning east on Cedar are going to know to go left and right by the post office. Mr. With stated that traffic model actually shoes that people learn that if they want to go eastbound, you use the four way stop north of the post office and go around the block to use the traffic signal which is well signed already.

- | | | |
|---|------------------|---|
| Public Comment | (0:26:56) | Vice-Chair Wilson opened the meeting for public comment. Tyler Warren of Coldwell Banker Commercial Green and Green stated he is representing the buyer of this property and wanted to make a statement in favor of this proposal. He noted he is also a real estate appraiser and is continuously looking at the economics of housing cost and rents and the increase in rents in the Helena market has elicited more development here, but more competition will stabilize rents and provide more housing for Helena, which is an important part of keeping the community viable. Mr. Warren also noted this will prevent people from developing in the county, which is an ongoing problem and what he is observing in the market. |
| Commission,
Discussion, Motion,
and Vote | (0:29:08) | Vice-Chair Wilson opened commission discussion. Ms. Story voiced her support and stated she thought is was a great use of property which is currently vacant, and changing it to B2 would git in with the rest of the surrounding area, and if this project ultimately did not come to fruition it would allow for another big-box store or large business to come in and utilize the property. Ms. Story also noted the proximity to the interstate would be beneficial for a high-density residential development |
| | (0:30:30) | Ms. Sorenson stated her support for the proposed change, and that it's a really great location for a high-density residential development with the proximity to a gym, grocery store, and brewery and hopes the project works out. Vice-Chair Wilson also stated his support for those reasons, additionally he stated that he thinks it is good infill development and he likes the idea of starting to have a residential buffer along that street between the big boxes and the residential to the south. |

- (0:31:46) Ms. Story motioned to recommend approval of an ordinance amending the official zoning map for the City of Helena that changes the zoning district from CLM commercial light manufacturing to B2 general commercial or property legally described as track 2 situated in Section 20 Township 10 N Range 3 W City of Helena, Lewis and Clark County, Montana, as shown and described on Certificate of Survey 319-8943. Ms. Sorenson seconded.
- (0:32:26) With no further discussion on the motion, Vice-Chair Wilson called for a vote. Motion to recommend passed unanimously (3:0).
- Old Business** (0:32:53) There was no old business to discuss.
- Public Comment** (0:33:06) Andy Brummer, Trident Development, expressed his thanks to everyone for reviewing the application, and that they are very exiting to get the project going and on the market.
- New Business** (0:33:40) Mr. Alvarez stated that while it is not new business, he did want to give the commission an update on some of the marijuana zoning. A letter had been sent out to all the marijuana businesses in town and one response had already been received, so city staff would be collecting those as per the commission's request. There was some discussion of when the next work session would be held in order to discuss the matter further and the strategy for eliciting a response.
- Public Comment** (0:35:35) There was no additional public comment.
- Proposals for Next Agenda** (0:35:45) There were no proposals for the next agenda.
- Adjournment** (0:36:02) The meeting was adjourned at approximately 6:30 PM.

City of Helena, Montana

February 6, 2023

To: Mayor Collins and the Helena City Commission

From: Parks Director, Doug Smith
Open Lands Manager, Brad Langsather

Subject: Consider Acceptance of Federal Financial Assistance Award Domestic Grant 23-DG-11011500-007

Present Situation: City staff recommends that the commission accept Domestic Grant 23-DG-11011500-007 in the amount of \$13,125 from the USDA, National Forest Service, Helena-Lewis and Clark National Forest to obliterate/rehabilitate 1.5 miles of existing jeep trail routes located within the city of Helena's Open Lands system.

Background Information: By accepting this grant award, city staff would be able to mechanically obliterate 15 identified jeep trail routes (1.5 miles) and install erosion preventative drainage dips to prevent additional erosion. Following completion of mechanical closure/erosion control, the sites would be seeded with a mixture of native grasses in the spring and fall of 2023. Additionally, the obliterated road prisms would be monitored for the presence of noxious weeds with herbicide applications scheduled to occur in during the vegetative growing seasons of 2023 & 2024. There is a \$0.00 match from the City in order to accept this grant award.

Proposal/Objective: By accepting this grant award, city staff would be able to mechanically obliterate 15 identified jeep trail routes (1.5 miles) and install erosion preventative drainage dips to prevent additional erosion. Following completion of mechanical closure/erosion control, the sites would be seeded with a mixture of native grasses in the spring and fall of 2023. Additionally, the obliterated road prisms would be monitored for the presence of noxious weeds with herbicide applications scheduled to occur in during the vegetative growing seasons of 2023 & 2024. There is a \$0.00 match from the City in order to accept this grant award.

Advantage: The City of Helena would be obtaining funding assistance for the City's Open Lands program that will allow the Parks Department to address decades old resource damage that occurred on the Whyte property prior to donation acceptance by the Helena City Commission in 2019.

Notable Energy Impact: N/A

Disadvantage: None

Notice of Public Hearing: N/A

Staff Recommendation: Acceptance of Federal Financial Assistance Award Domestic Grant 23-DG-11011500-007

ATTACHMENTS:

- | |
|--|
| <input type="checkbox"/> Domestic Grant 23-DG-11011500-007 |
| <input type="checkbox"/> Narrative and Operating Plan |
| <input type="checkbox"/> Application for Federal Assistance, Mount Helena Road Closure Project, Dated 01-02-2022 |

**FEDERAL FINANCIAL ASSISTANCE
AWARD OF DOMESTIC GRANT 23-DG-11011500-007
Between The
CITY OF HELENA
And The
USDA, FOREST SERVICE
HELENA-LEWIS AND CLARK NATIONAL FOREST**

Project Title: Mount Helena Road Closure Project

Upon execution of this document, an award to City of Helena, hereinafter referred to as "City of Helena," in the amount of **\$13,125**, is made under the authority of Secure Rural Schools and Community Self-Determination Act of 2000, Public Law 106-393, 16 U.S.C. 500, as reauthorized and amended by the Emergency Economic Stabilization Act of 2008, Energy Improvement and Extension Act of 2008, and Tax Extenders and Alternative Minimum Tax relief Act of 2008, Section 601(a) in division C of Pub. L. 110. The Federal Assistance Listing (formerly Catalog of Federal Domestic Assistance - CFDA) number and name are 10.665. City of Helena accepts this award for the purpose described in the application narrative. Your application for Federal financial assistance, dated January 02, 2022, and the attached Forest Service provisions, 'Forest Service Award Provisions,' are incorporated into this letter and made a part of this award.

This authority requires a match of 0, which your organization has agreed to provide as shown in the attached application, financial plan and narrative.

This is an award of Federal financial assistance. Prime and sub-recipients to this award are subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFRs can be obtained at the following internet site: www.ecfr.gov. If you are unable to retrieve these regulations electronically, please contact your Grants and Agreements Office at shannon.vaughan@udsa.gov, Shannon Vaughan.

The following administrative provisions apply to this award:

- A. **LEGAL AUTHORITY.** City of Helena shall have the legal authority to enter into this award, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.
- B. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this award.

Principal Cooperator Contacts:



Cooperator Program Contact	Cooperator Administrative Contact
Brad Langsather Open Lands Manager City of Helena 316 North Park Avenue Helena, MT 59623 Telephone: 406-447-8454 Fax: 406-447-8434 Email: blangsather@helenamt.gov	Barbara Walsh Controller City of Helena 316 N Park Avenue Helena, MT 59601 Telephone: 406-447-8407 Fax: 406-447-8434 Email: bwalsh@helenamt.gov

Principal Forest Service Contacts:

Forest Service Program Manager Contact	Forest Service Administrative Contact
Mandy Alvino Natural Resource Specialist Helena and Townsend Ranger Districts 2880 Skyway Drive Helena, MT 59602 Telephone: 406-449-5201 Email: mandy.alvino@usda.gov	Shannon Vaughan Grants Management Specialist Northern Region Grants and Agreements Building 24 Fort Missoula Road Missoula, MT 59804 Telephone: 406-544-5770 Email: shannon.vaughan@usda.gov

- C. ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE APPLICANTS. This award is subject to the provisions contained in the Department of the Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 as continued by Consolidated and Further Continuing Appropriations Act, 2013, P.L. No. 113-6, Division F, Title I, Section 1101(a)(3) regarding corporate felony convictions and corporate Federal tax delinquencies. Accordingly, by entering into this award City of Helena acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an award with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarment official of the U.S. Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If City of Helena fails to comply with these provisions, the Forest Service will annul this award and may recover any funds City of Helena has expended in violation of sections 433 and 434.
- D. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). City of Helena shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if

required by changes in information or award term(s). Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

- E. REIMBURSABLE PAYMENTS – FINANCIAL ASSISTANCE. Reimbursable payments are approved under this award. Only costs for those project activities approved in (1) the initial award, or (2) modifications thereto, are allowable. Requests for payment must be submitted on Standard Form 270 (SF-270), Request for Advance or Reimbursement, and must be submitted no more than monthly. In order to approve a Request for Advance Payment or Reimbursement, the Forest Service shall review such requests to ensure advances or payments for reimbursement are in compliance and otherwise consistent with OMB, USDA, and Forest Service regulations.

The Program Manager reserves the right to request additional information prior to approving a payment.

The invoice must be sent by one of three methods:	Send a copy to:
EMAIL (preferred): SM.FS.asc_ga@usda.gov	Mandy Alvino
FAX: 877-687-4894	Natural Resource Specialist
POSTAL: Albuquerque Service Center	Helena and Townsend Ranger
Payments – Grants & Agreements	Districts
101B Sun Ave NE	2880 Skyway Drive
Albuquerque, NM 87109	Helena, MT 59602
	Telephone: 406-449-5201
	Email: mandy.alvino@usda.gov

- F. INDIRECT COST RATES. Indirect costs will not be assessed.
- G. PRIOR WRITTEN APPROVAL. City of Helena shall obtain prior written approval pursuant to conditions set forth in 2 CFR 200.407.
- H. MODIFICATIONS. Modifications within the scope of this award must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.
- I. PERIOD OF PERFORMANCE. This agreement is executed as of the date of the Forest Service signatory official signature. The end date, or expiration date is **12/31/2024**. This instrument may be extended by a properly executed modification. *See Modification Provision above.*
- J. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award.



TIMOTHY BURTON, Interim City Manager
City of Helena

2-13-23

Date

EMILY PLATT, Forest Supervisor
U.S. Forest Service, Helena-Lewis and Clark
National Forest

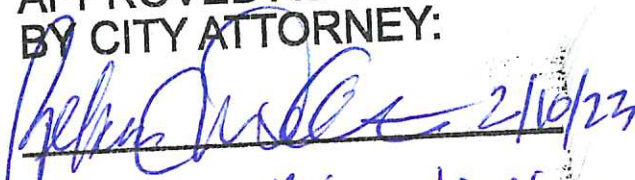
Date

The authority and the format of this award have been reviewed and approved for signature.

THOMAS RICHARDS
Forest Service Grants Management Specialist

Date

APPROVED AS TO FORM
BY CITY ATTORNEY:



2/16/23

Print Name: Rebecca J Datta

ATTACHMENT A: FOREST SERVICE AWARD PROVISIONS

- A. COLLABORATIVE ARRANGEMENTS. Where permitted by terms of the award and Federal law, City of Helena may enter into collaborative arrangements with other organizations to jointly carry out activities with Forest Service funds available under this award.
- B. FOREST SERVICE LIABILITY TO THE RECIPIENT. The United States shall not be liable to City of Helena for any costs, damages, claims, liabilities, and judgments that arise in connection with the performance of work under this award, including damage to any property owned by City of Helena or any third party.
- C. NOTICES. Any notice given by the Forest Service or City of Helena will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the Forest Service Program Manager, at the address specified in the award.

To City of Helena, at the address shown in the award or such other address designated within the award.

Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- D. SUBAWARDS. Prior approval is required to issue subawards under this grant. The intent to subaward must be identified in the approved budget and scope of work and approved in the initial award or through subsequent modifications. Approval of each individual subaward is not required, however the cooperator must document that each sub-recipient does NOT have active exclusions in the System for Award Management (sam.gov).

The Cooperator must also ensure that they have evaluated each subrecipient's risk in accordance with 2 CFR 200.332 (b).

Any subrecipient under this award must be notified that they are subject to the OMB guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400. Any sub-award must follow the regulations found in 2 CFR 200.331 through .333.

All subawards \$30,000 or more must be reported at fsrs.gov in compliance with 2 CFR 170. See Attachment B for full text.

- E. FINANCIAL STATUS REPORTING. A Federal Financial Report, Standard Form SF-425 (and Federal Financial Report Attachment, SF-425A, if required for reporting multiple awards), must be submitted annually. These reports are due 90 days after the reporting period ending December 31. The final SF-425 (and SF-425A, if applicable)

must be submitted either with the final payment request or no later than 120 days from the expiration date of the award. These forms may be found at <https://www.grants.gov/web/grants/forms.html>.

- F. PROGRAM PERFORMANCE REPORTS. The recipient shall perform all actions identified and funded in application/modification narratives within the performance period identified in award.

In accordance with 2 CFR 200.301, reports must relate financial data to performance accomplishments of the federal award.

City of Helena shall submit annual performance reports. These reports are due 90 days after the reporting period ending December 31. The final performance report shall be submitted either with City of Helena's final payment request, or separately, but not later than 120 days from the expiration date of the award.

- G. NOTIFICATION. City of Helena shall immediately notify the Forest Service of developments that have a significant impact on the activities supported under this award. Also, notification must be given in case of problems, delays or adverse conditions that materially impair the ability to meet the objectives of the award. This notification must include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.
- H. CHANGES IN KEY PERSONNEL. Any revision to key personnel identified in this award requires notification of the Forest Service Program Manager by email or letter.
- I. USE OF FOREST SERVICE INSIGNIA. In order for City of Helena to use the Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted by the Forest Service's Office of Communications (Washington Office). A written request will be submitted by Forest Service, Program Manager, to the Office of Communications Assistant Director, Visual Information and Publishing Services prior to use of the insignia. The Forest Service Program Manager will notify City of Helena when permission is granted.
- J. FUNDING EQUIPMENT. Federal funding under this award is not available for reimbursement of City of Helena's purchase of equipment. Equipment is defined as having a fair market value of \$5,000 or more per unit and a useful life of over one year. Supplies are those items that are not equipment.
- K. PUBLIC NOTICES. It is Forest Service's policy to inform the public as fully as possible of its programs and activities. City of Helena is encouraged to give public notice of the receipt of this award and, from time to time, to announce progress and accomplishments.

City of Helena may call on Forest Service's Office of Communication for advice regarding public notices. City of Helena is requested to provide copies of notices or announcements to the Forest Service Program Manager and to Forest Service's Office Communications as far in advance of release as possible.

- L. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS, AND ELECTRONIC MEDIA. City of Helena shall acknowledge Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this award. Follow direction in USDA Supplemental 2 CFR 415.2.
- M. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. City of Helena shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410; or*
- (2) Fax: (833) 256-1665 or (202) 690-7442; or*
- (3) Email: program.intake@usda.gov.*

If the material is too small to permit the full Non-Discrimination Statement to be included, the material will, at a minimum, include the alternative statement:

"This institution is an equal opportunity provider."

N. DISPUTES.

1. Any dispute under this award shall be decided by the Signatory Official. The Signatory Official shall furnish City of Helena a written copy of the decision.
2. Decisions of the Signatory Official shall be final unless, within 30 days of receipt of the decision of the Signatory Official, City of Helena appeal(s) the decision to the Forest Service's Director. Any appeal made under this provision shall be in writing and addressed to the Director, USDA, Forest Service, Washington, DC 20024. A copy of the appeal shall be concurrently furnished to the Signatory Official.
3. In order to facilitate review on the record by the Director, City of Helena shall be given an opportunity to submit written evidence in support of its appeal. No hearing will be provided.
4. A decision under this provision by the Director, is final.
5. The final decision by the Director, does not preclude City of Helena from pursuing remedies available under the law.

- O. AWARD CLOSEOUT. City of Helena must submit, no later than 120 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the Federal award.

Any unobligated balance of cash advanced to City of Helena must be immediately refunded to the Forest Service, including any interest earned in accordance with 2 CFR 200.344(d).

If this award is closed without audit, the Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

- P. TERMINATION. This award may be terminated, in whole or part pursuant to 2 CFR 200.340.

- Q. DEBARMENT AND SUSPENSION. City of Helena shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, should City of Helena or any of their principals receive a transmittal letter or other official federal notice of debarment or suspension, then they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary. The Recipient shall adhere to 2 CFR Part 180 Subpart C in regards to review of sub-recipients or contracts for debarment and suspension.

All subrecipients and contractors must complete the form AD-1048, Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, Lower Tier Covered Transactions. Blank forms are available electronically. Completed forms must be kept on file with the primary recipient.

R. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this award, or benefits that may arise therefrom, either directly or indirectly.

S. TRAFFICKING IN PERSONS.

1. Provisions applicable to a Recipient that is a private entity.

- a. You as the Recipient, your employees, Subrecipients under this award, and Subrecipients' employees may not:
 - (1) Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procure a commercial sex act during the period of time that the award is in effect; or
 - (3) Use forced labor in the performance of the award or subawards under the award.
- b. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a Subrecipient that is a private entity:
 - (1) Is determined to have violated a prohibition in paragraph a.1 of this award term; or
 - (2) Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either:
 - i. Associated with performance under this award; or
 - ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement),".

2. Provision applicable to a Recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity:

- a. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
- b. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
 - (1) Associated with performance under this award; or

- (2) Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),”
- 3. Provisions applicable to any recipient.
 - a. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - b. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - (1) Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - (2) Is in addition to all other remedies for noncompliance that are available to us under this award.
 - c. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- 4. Definitions. For purposes of this award term:
 - a. “Employee” means either:
 - (1) An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - (2) Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - b. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - c. “Private entity”:
 - (1) Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
 - (2) Includes:
 - i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
 - ii. A for-profit organization.
 - d. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

T. DRUG-FREE WORKPLACE.

- 1. City of Helena agree(s) that it will publish a drug-free workplace statement and provide a copy to each employee who will be engaged in the performance of any project/program that receives federal funding. The statement must

- a. Tell the employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace;
- b. Specify the actions City of Helena will take against employees for violating that prohibition; and
- c. Let each employee know that, as a condition of employment under any award, the employee:

- (1) Shall abide by the terms of the statement, and
- (2) Shall notify City of Helena in writing if they are convicted for a violation of a criminal drug statute occurring in the workplace, and shall do so no more than 5 calendar days after the conviction.

2. City of Helena agree(s) that it will establish an ongoing drug-free awareness program to inform employees about

- a. The dangers of drug abuse in the workplace;
- b. The established policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation and employee assistance programs; and
- d. The penalties that you may impose upon them for drug abuse violations occurring in the workplace.

3. Without the Program Manager's expressed written approval, the policy statement and program must be in place as soon as possible, no later than the 30 days after the effective date of this instrument, or the completion date of this award, whichever occurs first.

4. City of Helena agrees to immediately notify the Program Manager if an employee is convicted of a drug violation in the workplace. The notification must be in writing, identify the employee's position title, the award number of each award on which the employee worked. The notification must be sent to the Program Manager within 10 calendar days after City of Helena learns of the conviction.

5. Within 30 calendar days of learning about an employee's conviction, City of Helena must either
 - a. Take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 USC 794), as amended, or
 - b. Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

U. PROHIBITION AGAINST USING FUNDS WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS.

1. The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality

agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

2. The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this award provision are no longer in effect.
 3. The prohibition in paragraph (1) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 4. If the Government determines that the recipient is not in compliance with this award provision, it;
 - a. Will prohibit the recipient's use of funds under this award in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and
 - b. May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.
- V. ELIGIBLE WORKERS. City of Helena shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 U.S.C. 1324(a)). City of Helena shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract or supplemental instruments awarded under this award.
- W. FREEDOM OF INFORMATION ACT (FOIA). Public access to award or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 315(e).
- Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2009 Farm Bill).
- X. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- Y. PROMOTING FREE SPEECH AND RELIGIOUS FREEDOM. As a recipient of USDA financial assistance, you will comply with the following:

1. Do not discriminate against applicants for sub-grants on the basis of their religious character.
 2. 7 Code of Federal Regulations (CFR) part 16.3(a), Rights of Religious Organizations.
 3. Statutory and National policy requirements, including those prohibiting discrimination and those described in Executive Order 13798 promoting free speech and religious freedom, 2 CFR 200.300.
- Z. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. The cooperator (including subrecipients) is responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216. See Public Law 115-232, Section 889 for additional information.

In accordance with 2 CFR 200.216, the grantee (including subrecipients) is prohibited from obligating or expending loan or grant funds for covered telecommunications equipment or services to:

- (1) procure or obtain, extend or renew a contract to procure or obtain;
- (2) enter into a contract (or extend or renew a contract) to procure; or
- (3) obtain the equipment, services or systems.

ATTACHMENT B: 2 CFR PART 170

Appendix A to Part 170—Award Term

I. Reporting Subawards and Executive Compensation

a. *Reporting of first-tier subawards.*

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).
2. *Where and when to report.*
 - i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. *Reporting total compensation of recipient executives for non-Federal entities.*

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
 - i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in 2 CFR 170.320;

- ii. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards), and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and,
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:
- i. As part of your registration profile at <https://www.sam.gov>.
 - ii. By the end of the month following the month in which this award is made, and annually thereafter.
- c. *Reporting of Total Compensation of Subrecipient Executives.*
1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier non-Federal entity subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—
- i. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards) and,
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
- i. To the recipient.
 - ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.
- d. *Exemptions.*
- If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are

exempt from the requirements to report:

- i. Subawards, and
 - ii. The total compensation of the five most highly compensated executives of any subrecipient.
- e. *Definitions.* For purposes of this award term:
1. Federal Agency means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 2. Non-Federal *entity* means all of the following, as defined in 2 CFR part 25:
 - i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization; and,
 - iv. A domestic or foreign for-profit organization
 3. *Executive* means officers, managing partners, or any other employees in management positions.
 4. *Subaward*:
 - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.331).
 - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
 5. *Subrecipient* means a non-Federal entity or Federal agency that:
 - i. Receives a subaward from you (the recipient) under this award; and
 - ii. Is accountable to you for the use of the Federal funds provided by the subaward.
 6. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)).

END OF ATTACHMENT B: 2 CFR PART 170

ATTACHMENT C: WHISTLEBLOWER NOTICE

Whistleblowers perform an important service to USDA and the public when they come forward with what they reasonably believe to be evidence of wrongdoing. They should never be subject to reprisal for doing so. Federal law protects federal employees as well as personal services contractors and employees of Federal contractors, subcontractors, grantees, and subgrantees against reprisal for whistleblowing. USDA bears the responsibility to ensure that nothing in a non-disclosure agreement which a contractor, subcontractor, grantee, or subgrantee requires their employees to sign should be interpreted as limiting their ability to provide information to the Office of Inspector General (OIG).

41 U.S.C. § 4712 requires the head of each executive agency to ensure that its contractors inform their workers in writing of the rights and remedies under the statute.

Accordingly, it is illegal for a personal services contractor or an employee of a Federal contractor, subcontractor, grantee, or subgrantee to be discharged, demoted, or otherwise discriminated against for making a protected whistleblower disclosure. In this context, these categories of individuals are whistleblowers who disclose information that the individual reasonably believes is evidence of one of the following:

- Gross mismanagement of a Federal contract or grant;
- A gross waste of Federal funds;
- An abuse of authority relating to a Federal contract or grant;
- A substantial and specific danger to public health or safety; or
- A violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant.

To be protected under 41 U.S.C. § 4712, the disclosure must be made to one of the following:

- A Member of Congress, or a representative of a committee of Congress;
- The OIG;
- The Government Accountability Office (GAO);
- A Federal employee responsible for contract or grant oversight or management at USDA;
- An otherwise authorized official at USDA or other law enforcement agency;
- A court or grand jury; or
- A management official or other employee of the contractor, subcontractor, or grantee who has the responsibility to investigate, discover, or address misconduct.

Under 41 U.S.C. § 4712, personal services contractors as well as employees of contractors, subcontractors, grantees, or subgrantees may file a complaint with OIG, who will investigate the matter unless they determine that the complaint is frivolous, fails to allege a violation of the prohibition against whistleblower reprisal, or has been addressed in another proceeding. OIG's investigation is then presented to the head of the executive agency who evaluates the facts of the investigation and can order the contractor, subcontractor, grantee, or subgrantee

to take remedial action, such as reinstatement or back pay.

Federal Acquisition Regulation (FAR) Subpart 3.903, *Whistleblower Protections for Contractor Employees, Policy*, prohibits government contractors from retaliating against a contract worker for making a protected disclosure related to the contract. FAR Subpart 3.909-1 prohibits the Government from using funds for a contract with an entity that requires its employees or subcontractors to sign internal confidentiality statements prohibiting or restricting disclosures of fraud, waste, or abuse to designated persons. This prohibition does not contravene agreements pertaining to classified information. The regulation also requires contracting officers to insert FAR clause 52.203-17, *Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights*, in all solicitations and contracts that exceed the Simplified Acquisition Threshold as defined in FAR Subpart 3.908. This clause requires notification to contractor employees that they are subject to the whistleblower rights and remedies referenced in 41 U.S.C. § 4712.

In order to make a complaint alleging any of the violations mentioned above, one should complete the OIG Hotline form located at: <https://www.usda.gov/oig/hotline>. For additional information, they may also visit the WPC's webpage at: <https://www.usda.gov/oig/wpc> or they may directly contact the WPC at OIGWPC@oig.usda.gov.

Narrative and Operating Plan

The Forest Service shall:

1. Provide funding for road obliteration on old jeep trails on City of Helena open lands.
2. Work cooperatively with the City of Helena and the Missouri River Resource Advisory Committee (RAC) to ensure the project is successful.

The City of Helena shall:

1. Contract a mechanical excavator to obliterate 1.5 miles of existing jeep trail routes and install erosion preventative water-bars where appropriate.
2. Monitor and treat the obliterated road prisms for noxious weeds, with herbicide applications scheduled to occur in during the two following vegetative growing seasons.
3. Complete and submit the required RAC monitoring report to the Forest Service.

Secure Rural Schools & Community Self-Determination Act
Reauthorized by Public Law 115-141
Title II Project Submission Form
USDA Forest Service

Resource Advisory Committee
Project Number (Assigned by Designated Federal Official):

Funding Fiscal Year(s):

2. Project Name: Mount Helena Road Closure Project	3a. State: MT 3b. County(s): Lewis & Clark
4. Project Submitted By: City of Helena	5. Date: 01-02-2022
6. Contact Phone Number: (406) 447-8454	7. Contact E-mail: blangsather@helenamt.gov

8. Project Location: Mount Helena City Park, Helena, MT	
a. National Forest(s): Helena - Lewis & Clark	b. Forest Service District: Helena
c. Location (Township-Range-Section) Township 10 North, Range 4 West, Section 26	

9. Project Goals and Objectives: Close & rehabilitate approximately 1.5 miles of jeep trail roads.

10. Project Description: <p>a. Brief: Contract a mechanical excavator to obliterate 1.5 miles of existing jeep trail routes and install erosion preventative water-bars where appropriate.</p> <p>b. Detailed: In 2019 the City of Helena (City) accepted donation of an approximate 90 acre parcel of property formally owned by the William Whyte family which is located between Mount Helena City Park and a closed portion of Le Grande Cannon Blvd., on Helena's northwest side. Acceptance of the Whyte property from Prickly Pear Land Trust ensured seamless public access to Mount Helena City Park. From 2019 to present, the City has made extensive progress in reducing forest fuel loads and noxious weed populations on the Whyte parcel. In 2021, the City contracted the services of Prickly Pear Land Trust for the purpose of developing a system trail plan for the Whyte property that determined the sustainability of existing trail/road routes and identified potential locations for new trail opportunities. The plan that Prickly Pear developed identified 15 jeep roads, collectively totaling 1.5 miles in length, that had excessive grades and/or displayed visible evidence of ongoing erosion issues. The Mount Helena road closure project proposes to mechanically obliterate the 15 identified jeep trail routes and install erosion preventative drainage dips to prevent additional erosion. Following completion of mechanical closure/erosion control the sites would be seeded with a mixture of native grasses in the fall of 2022 and 2023. Additionally, the obliterated road prisms would be monitored for the presence of noxious weeds with herbicide applications scheduled to occur in during the vegetative growing seasons of 2023 & 2024.</p>

11. Types of Lands Involved?
State/Private/Other lands involved? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Land Status: Municipal
If Yes, specify: City of Helena - Open Space

12. How does the proposed project meet purposes of the Legislation? (Check at least 1)
<input checked="" type="checkbox"/> Improves maintenance of existing infrastructure.
<input type="checkbox"/> Implements stewardship objectives that enhance forest ecosystems.
<input checked="" type="checkbox"/> Restores and improves land health.
<input type="checkbox"/> Restores water quality

13. Project Type	
a. Check all that apply: (check at least 1)	
<input type="checkbox"/> Road Maintenance	<input type="checkbox"/> Trail Maintenance
<input checked="" type="checkbox"/> Road Decommission/Obliteration	<input type="checkbox"/> Trail Obliteration
<input checked="" type="checkbox"/> Other Infrastructure Maintenance (specify): Culvert Installation	
<input type="checkbox"/> Soil Productivity Improvement	<input type="checkbox"/> Forest Health Improvement
<input checked="" type="checkbox"/> Watershed Restoration & Maintenance	<input type="checkbox"/> Wildlife Habitat Restoration
<input type="checkbox"/> Fish Habitat Restoration	<input checked="" type="checkbox"/> Control of Noxious Weeds
<input type="checkbox"/> Reestablish Native Species	<input type="checkbox"/> Fuels Management/Fire Prevention
<input type="checkbox"/> Implement CWPP Project	<input type="checkbox"/> Other Project Type (specify):
b. Primary Purpose (select only 1 from above):	

14. Identify What the Project Will Accomplish
Miles of road maintained:
Miles of road decommissioned/obliterated: 1.5
Number of structures maintained/improved:
Acres of soil productivity improved: 3.6
Miles of stream/river restored/improved:
Miles of fish habitat restored/improved:
Acres of native species reestablished:
Acres of hazardous fuel treatment
Miles of trail maintained:

Miles of trail obliterated:
Acres of forest health improved (including fuels reduction):
Acres of rangeland improved: 3.6
Acres of wildlife habitat restored/improved: 3.6
Acres of noxious weeds controlled: 3.6
Timber volume generated (mbf): NA
Jobs generated in full time equivalents (FTE) to nearest tenth. One FTE is 52 forty hour weeks: .01
People reached (for environmental education projects/fire prevention): NA
Direct economic activity benefit:
Other:

15. Estimated Project Start Date: 07-01-2022	16. Estimated Project Completion Date: 01-20-2022
---	--

17. List known partnerships or collaborative opportunities.

18. Identify benefits to communities.

19. How does the project benefit federal lands/resources?

20. What is the Proposed Method(s) of Accomplishment? (check at least 1)	
<input checked="" type="checkbox"/> Contract	<input type="checkbox"/> Federal Workforce
<input type="checkbox"/> County Workforce	<input type="checkbox"/> Volunteers
<input type="checkbox"/> Grant	<input type="checkbox"/> Agreement
<input type="checkbox"/> Americorps	<input type="checkbox"/> YCC/CCC Crews
<input type="checkbox"/> Job Corps	<input type="checkbox"/> Stewardship Contract
<input type="checkbox"/> Merchantable Timber Pilot	<input type="checkbox"/> Other (specify):

21. Will the Project Generate Merchantable Timber? ☐ Yes ☒ No

22. Anticipated Project Costs
a. Title II Funds Requested: \$13,125.00
b. Is this a multi-year funding request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

23. Identify Source(s) of Other Funding: City of Helena Open Space Maintenance Assessment Fund Code 235

24. Monitoring Plan (provide as attachment)

- a. Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.

- b. Identify who will conduct the monitoring:
- c. Identify total funding needed to carry out specified monitoring tasks (Worksheet 1, Item k):

25. Identify remedies for failure to comply with the terms of the agreement.

If project cannot be completed under the terms of this agreement:

- ☒ Unused funds will be returned to the RAC account.
- ☐ Other, please explain:

Project Recommended By:

/s/ (INSERT Signature)

Chairperson

Resource Advisory Committee

Project Approved By:

/s/ (INSERT Signature)

Forest Supervisor

_____ National Forest

Project Cost Analysis Worksheet

Worksheet 1

Please submit this worksheet with your proposal

Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	Column D Total Available Funds
a. Field Work & Site Surveys				
b. NEPA/CEQA				
c. ESA Consultation				
d. Permit Acquisition				
e. Project Design & Engineering			\$600.00	
f. Contract/Grant Preparation			\$360.00	
g. Contract/Grant Administration			\$1,080.00	
h. Contract/Grant Cost		\$13,125.00		
i. Salaries			\$2,800.00	
j. Materials & Supplies			\$800.00	
k. Monitoring			\$675.00	
l. Other ex. Partner Indirect Cost				
m. Project Sub-Total				
n. FS Indirect Costs				
Total Cost Estimate		\$13,125.00	\$6,325.00	

NOTES :

Col. A: FS costs incurred as part of proposal implementation. Coordinate with FS to identify any FS cost for items in Col. A.

Col. B: Title II funding requested to implement the proposal.

Col. C: Matching funds being contributed by proponent or third parties. Proposals funded with a Participating Agreement will require a minimum 20% match.

Col. D: Sum of columns A, B, and C for each individual row.

Row A: Costs associated with project planning, not project implementation, such as assessment of miles of trail needing maintenance. Assessments and planning needed to develop a specific proposal. For Col. B: proponents must request permission in advance to request Title II funds to complete NEPA/CEQA analyses, as this is expected to be completed prior to proposal submission.

Rows B, C, D, and E: cost associated with environmental compliance and project design. Proponents must request permission in advance to request Title II funds to complete NEPA/CEQA analyses, as this is expected to be completed prior to proposal submission.

Row G: Costs associated with preparation of contract or agreement instruments used to implement the proposal. Contracts used to complete projects have special provisions; contact the FS to identify these early in the process.

Row G: Costs associated with administration of contract or agreement instruments used to implement the proposal.

Row H: Estimated value of any contracts/agreements used to implement proposal. Contracts/agreements used to complete projects have special provisions; contact the FS to identify these early in the process.

Row I: Cost of salaries to implement project

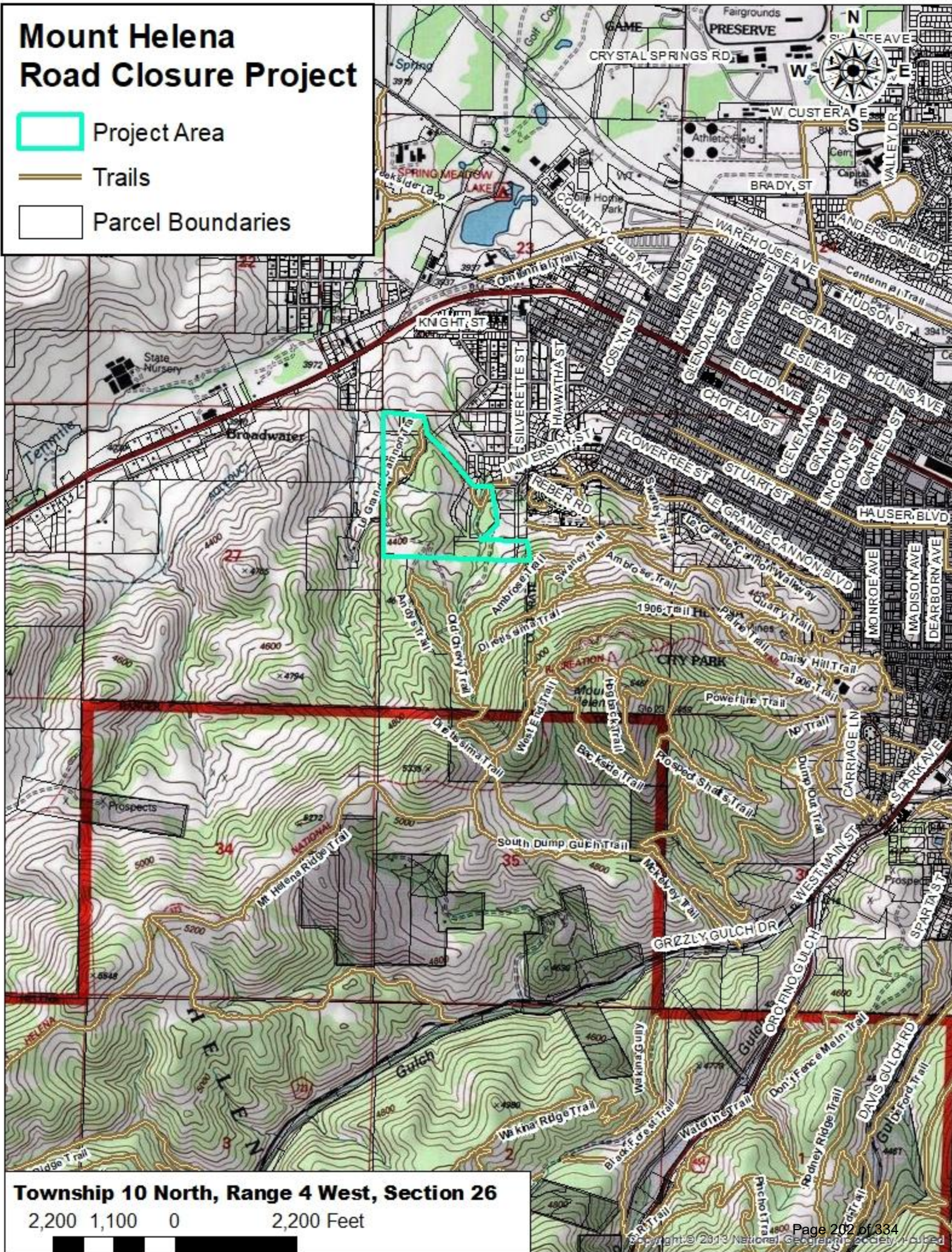
Row L: Examples include overhead charges from other partners, vehicles, equipment rentals, travel, etc.

Row K: Costs associated with performing monitoring described in Items 24a, 24b, and 24c. Amounts should be similar between Item 24 and Row K.

Row N: Forest Service indirect costs, including contracting/grant officer costs if needed.

Mount Helena Road Closure Project

-  Project Area
-  Trails
-  Parcel Boundaries



City of Helena, Montana

February 3, 2023

To: Honorable Mayor Collins and City of Helena City Commissioners

From: David Knoepke, Transportation Director
Mark Young, Transportation Engineer

Subject: Consider a Curb Cut Variance Request for 700 Cole Avenue

Present Situation: Applicant plans to financially guarantee the installation of new sidewalk, curb & gutter along Cole Avenue with their Plat Application in order to sell a lot on McHugh and then install the curb, gutter and sidewalk.

Background Information: Applicant is requesting a Curb Cut Variance to allow drive approach cuts to be closer than the minimum (25') for their existing garage doors.

Proposal/Objective: Applicant is requesting a Curb Cut Variance to allow drive approach cuts to be closer than the minimum (25') for their existing garage doors.

Advantage: Allows homeowner to access their existing garage.

Notable Energy Impact: N/A

Disadvantage: None.

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve a Curb Cut Variance Request for 700 Cole Avenue.

<u>ATTACHMENTS:</u>
<input type="checkbox"/> 700 Cole Ave. Variance Request
<input type="checkbox"/> 700 Cole Ave. Site Plan
<input type="checkbox"/> 700 Cole Ave. Vicinity Map



Transportation Systems Department
ENGINEERING DIVISION

...
...
...

SIDEWALK/CURBCUT
VARIANCE REQUEST

TYPE OF VARIANCE: ☐SIDEWALK ☒CURBCUT

DATE RECIEVED: 08 Feb 2023

APPLICANT:	Jasan Moyer	PHONE #:	406-459-1202
CONTACT NAME:	(same)	CONTACT PHONE:	
ADDRESS:	700 Cole Avenue, Helena, MT 59601		
EMAIL ADDRESS:	jmoyer@diamondconstruction.com		
VARIANCE LOCATION:	(same)		

Description of and reason for variance request (please attach additional sheet(s) if necessary):


The owner/applicant is requesting a variance from the twenty-five feet (25') mimimum curb cut separation distace, for the R-3 zoning. (City Code Section 7-5-7.B)

With the new installation of sidewalk along Cole, this variance is necessary to maintain access to the existing (south-facing) garage doors on ColeAvenue. Applicant is requesting two (2) twelve-foot (12') curb cuts on Cole Avenue separated by approximately eight feet (8') of full height curbing.

Note to applicant:

Please provide a site plan and signed Sidewalk and Curb Cut Variance Application with any variance request. The variance process requires that City Staff, City Manager, and the City Commission all review the request. Due to this process please allow for a minimum of 6-8 weeks to process all requests.

Please return to Mike Gunderson in Room 205 of The City Shop Building, or mail to:
City of Helena
Engineering Division
Attention: Mike Gunderson
3001 E. Lyndale Avenue
Helena MT 59601

OWNERS SIGNATURE:		DATE:	02/08/23
PRINT NAME:	Jasan Moyer	TITLE:	Owner/Developer

UTILITY LEGEND:

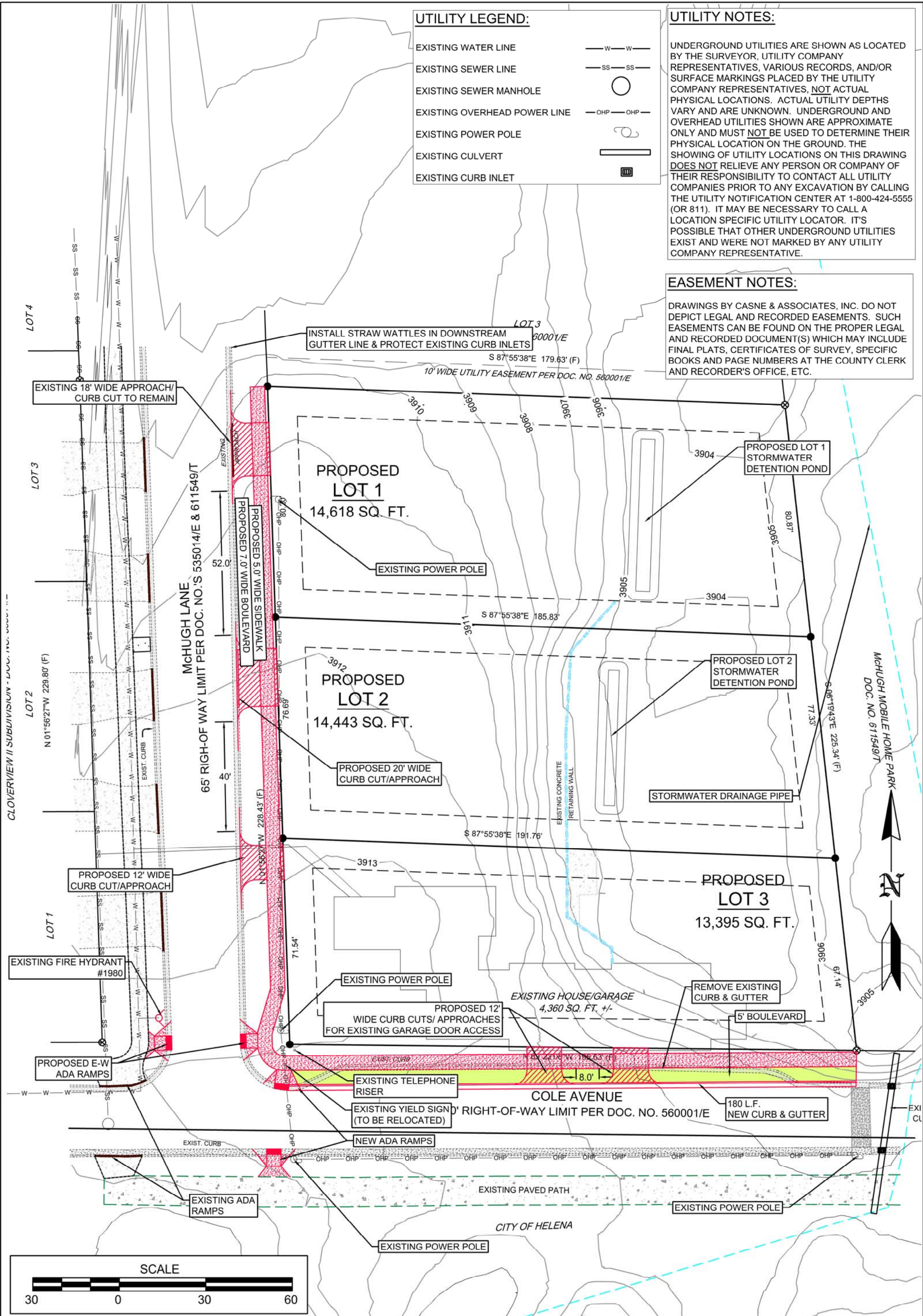
EXISTING WATER LINE	— W — W —
EXISTING SEWER LINE	— SS — SS —
EXISTING SEWER MANHOLE	○
EXISTING OVERHEAD POWER LINE	— OHP — OHP —
EXISTING POWER POLE	⊙
EXISTING CULVERT	▬
EXISTING CURB INLET	⌑

UTILITY NOTES:

UNDERGROUND UTILITIES ARE SHOWN AS LOCATED BY THE SURVEYOR, UTILITY COMPANY REPRESENTATIVES, VARIOUS RECORDS, AND/OR SURFACE MARKINGS PLACED BY THE UTILITY COMPANY REPRESENTATIVES, NOT ACTUAL PHYSICAL LOCATIONS. ACTUAL UTILITY DEPTHS VARY AND ARE UNKNOWN. UNDERGROUND AND OVERHEAD UTILITIES SHOWN ARE APPROXIMATE ONLY AND MUST NOT BE USED TO DETERMINE THEIR PHYSICAL LOCATION ON THE GROUND. THE SHOWING OF UTILITY LOCATIONS ON THIS DRAWING DOES NOT RELIEVE ANY PERSON OR COMPANY OF THEIR RESPONSIBILITY TO CONTACT ALL UTILITY COMPANIES PRIOR TO ANY EXCAVATION BY CALLING THE UTILITY NOTIFICATION CENTER AT 1-800-424-5555 (OR 811). IT MAY BE NECESSARY TO CALL A LOCATION SPECIFIC UTILITY LOCATOR. IT'S POSSIBLE THAT OTHER UNDERGROUND UTILITIES EXIST AND WERE NOT MARKED BY ANY UTILITY COMPANY REPRESENTATIVE.

EASEMENT NOTES:

DRAWINGS BY CASNE & ASSOCIATES, INC. DO NOT DEPICT LEGAL AND RECORDED EASEMENTS. SUCH EASEMENTS CAN BE FOUND ON THE PROPER LEGAL AND RECORDED DOCUMENT(S) WHICH MAY INCLUDE FINAL PLATS, CERTIFICATES OF SURVEY, SPECIFIC BOOKS AND PAGE NUMBERS AT THE COUNTY CLERK AND RECORDER'S OFFICE, ETC.



As-Shown

T1

2/8/2023

Project:

700 COLE AVENUE MINOR

GRAND AVE ADDN, S19, T10N, R03W M & B

TR IN SE4NE4

HELENA, MONTANA

Sheet Title:

PROPOSED

PEDESTRIAN

IMPROVEMENTS

Page 205 of 334

Casne & Associates, Inc.

PO Box 1123

Helena, Montana 59624

(406) 443-1656

ryan@casneinc.com

CASNE

ASSOCIATES

INCORPORATED

Water, Wastewater, Subdivision Design and Environmental Solutions



City of Helena, Montana

February 13, 2023

To: Mayor Collins and the Helena City Commission

From: Ellie Ray, Senior Planner
Chris Brink, Community Development Director

Subject: Consider preliminary plat for the 700 Cole Avenue Minor Subdivision creating 3 new lots from 1 acre and to adopt the findings of fact and the conditions contained therein for the property legally described as a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana

Present Situation: The applicant is requesting preliminary plat approval for a 3-lot minor subdivision of 700 Cole Avenue. The subject property is located on the northeast corner of Cole Avenue and McHugh Drive. The property currently contains a single-family home and accessory garage structure, and the parcel is zoned R-3 (Residential). The applicant, Jasan Moyer, is proposing the minor subdivision to allow for future residential development on the two new, proposed lots.

There are no new streets or infrastructure proposed with this subdivision other than required sidewalk installations. The property is adjacent to City rights-of-way and has water and wastewater mains adjacent to the property in McHugh Drive to serve the proposed lots.

Background Information: To consider approval of the preliminary plat application for the 700 Cole Avenue Subdivision creating 3 new lots from 1 acre.

Proposal/Objective: To consider approval of the preliminary plat application for the 700 Cole Avenue Subdivision creating 3 new lots from 1 acre.

Advantage: The 700 Cole Avenue 3-lot minor subdivision preliminary plat application will allow for the future infill development of much needed housing stock to the City of Helena in alignment with 2019 Growth Policy goals and objectives.

Notable Energy Impact: By constructing new housing near city services and existing developed areas, residents will be better able to utilize city infrastructure and lower vehicle miles traveled, thereby preventing additional sprawl.

Disadvantage: None noted

Notice of Public Hearing: N/A

Staff Recommendation: Move to conditionally approve the preliminary plat for the 700 Cole Avenue Minor Subdivision creating 3 new lots from 1 acre and to adopt the findings of fact and the conditions contained therein for the property legally described as a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana.

ATTACHMENTS:

- ☐ [700 Cole Avenue Preliminary Plat Staff Report & Findings of Fact](#)
- ☐ [700 Cole Avenue Preliminary Plat](#)
- ☐ [700 Cole Avenue Minor Subdivision Site Plan](#)
- ☐ [700 Cole Avenue Vicinity Map](#)

STAFF REPORT

700 Cole Avenue Minor Subdivision

Preliminary Plat

Case #: MNPP2204-001

Ellie Ray, AICP
Senior Planner

Community Development Department
316 North Park Avenue, Room 445
Helena, Montana 59623





Table of Contents

Section 1 - Project Overview	3
Section 2 - Staff Recommendation	3
Section 3 - General Information	3
Section 4 - Public Comment.....	4
Section 5 – Evaluation.....	5
Draft Findings of Fact.....	5
1. Impacts to Agriculture	5
2. Impacts to Agricultural Water User Facilities.....	5
3. Impact to Local Services	6
4. Impact to the Natural Environment, Wildlife & Wildlife Habitat	8
5. Impacts to Public Health and Safety	9
6. Survey Requirements.....	10
7. Helena Subdivision Regulations.....	10
8. Local Subdivision Review Procedure.....	11
9. Easements	11
10. Legal and Physical Access.....	11
11. Post Preliminary Plat Approval.....	11
Section 6 - Growth Policy Analysis.....	13
Section 7 - Staff Recommendation	14
Appendix A – Maps.....	15
Vicinity Map	15
Preliminary Plat	16
Appendix B – Comments.....	17



Section 1 - Project Overview

The applicant is requesting preliminary plat approval for a 3-lot minor subdivision of 700 Cole Avenue. The subject property is located on the northeast corner of Cole Avenue and McHugh Drive. The property currently contains a single-family home and accessory garage structure, and the parcel is zoned R-3 (Residential). The applicant, Jasan Moyer, is proposing the minor subdivision to allow for future residential development on the two new, proposed lots.

There are no new streets or infrastructure proposed with this subdivision other than required sidewalk installations. The property is adjacent to City rights-of-way and has water and wastewater mains adjacent to the property in McHugh Drive to serve the proposed lots.

Section 2 - Staff Recommendation

Move to **CONDITIONALLY APPROVE** the preliminary plat for the 700 Cole Avenue Minor Subdivision creating 3 new lots from 1 acre and to adopt the findings of fact and the conditions contained therein for the property legally described as a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana.

Section 3 - General Information

APPLICATION DATE:	April 26, 2022
COMPLETENESS:	September 22, 2022
SUFFICIENCY:	December 1, 2022
MEETING DATE:	Planning Board – Not Required City Commission – February 27, 2023
APPLICANT/PROPERTY OWNER:	Jasan Moyer 700 Cole Avenue, Helena, MT 59601
REPRESENTATIVE:	Ryan Casne Casne & Associates 664 Logan Street, Helena MT, 59601
LEGAL DESCRIPTION:	A portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana
GENERAL LOCATION:	Northeast corner of Cole Avenue and McHugh Lane.
PRESENT LAND USE:	Residential (Single-family dwelling unit)
ADJACENT LAND USES & ZONING:	North: R-3 (Residential) – Single-family dwelling unit South: PLI (Public Lands and Institutions) – Nature Park East: R-3 (Residential) – Mobile home park

West: R-3 (Residential) – Condominiums

CURRENT ZONING: R-3 (Residential) District

TRACT/PROPERTY SIZE: 1 acre

Section 4 - Public Comment

Public comment solicitation is an integral part of the public process for subdivision application review. As of February 1st, 2023, there have been no comments received regarding the proposed subdivision.

Section 5 – Evaluation

Draft Findings of Fact

Minor Subdivision of a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana

The preliminary plat of the minor subdivision of a portion of the southeast quarter of the northeast quarter of Section 19, Township 10N, Range 3W, is intended to create three lots. The Helena City Commission will consider the staff report, information submitted in the application for the preliminary plat, other related information, the subdivision review criteria set forth in MCA §76-3-608, and the City Code of Helena, including the City of Helena's Subdivision Regulations in Title 12, in evaluating the subdivision proposal. Based upon this review and after considering the applicant's preferences for mitigation of impacts from this subdivision, the Helena City Commission makes the following Findings and Conclusions:

1. Impacts to Agriculture

Findings:

Chapter 10 of the Helena 2019 Growth Policy regarding Subdivision Review defines "Agriculture" as:

...the use of land for growing, raising, or marketing of plants or animals to produce food, feed, and fiber commodities. Examples of agricultural activities include, but are not limited to, cultivation and tillage of the soil; dairying; growing and harvesting of agricultural or horticultural commodities; and raising livestock, fur-bearing animals, or poultry. Agriculture does not include gardening for personal use, keeping house pets, kenneling, or landscaping for aesthetic purposes.

- A. The property at 700 Cole Avenue is located in the City of Helena in an area with a zoning classification of R-3 (Residential), which allows for higher density residential uses by right alongside a limited range of compatible nonresidential uses. The subject property is currently developed with a single-family home and accessory structures (garages) in the southern portion of the property, with the balance being undeveloped to the north of these structures. It is surrounded by developed City parcels to the north, east, and west that include a range of housing types as well as a municipal park (Nature Park) to the south.
- B. There are no agricultural uses in the vicinity, and the property has been designated as "non-agricultural" on the State NRIS Parcel Agricultural Use Map, per the application.

Conclusion: The proposed minor subdivision will not have significant adverse impacts on agricultural production.

2. Impacts to Agricultural Water User Facilities

Findings:

Chapter 10 of the Helena 2019 Growth Policy regarding Subdivision Review defines "Agricultural Water User Facilities" as "*facilities that provide water for irrigation and stock watering for the*

production of agricultural goods. They include, but are not limited to, reservoirs, ponds, ditches, pipes, and other water conveying facilities.”

- A. The existing single-family home at 700 Cole Avenue is served by municipal water and wastewater infrastructure. The proposed lots of the subdivision will utilize city water and wastewater, with the proposed new lots accessing existing mains in McHugh Lane. The subject property is located a substantial distance from the nearest agricultural users.
- B. This subdivision will not have a significant impact on depleting surface or ground waters and will not have a significant impact on agricultural water user facilities.

Conclusion: The proposed minor subdivision will not have significant adverse impacts on agricultural water user facilities.

3. Impact to Local Services

Findings:

Chapter 10 of the Helena 2019 Growth Policy regarding Subdivision Review defines “Local Services” as *“all services provided to the public by the City of Helena, other local governmental bodies, or public utilities, including, but not limited to, transportation systems and non-motorized facilities, law enforcement, fire protection, drainage structures, water supply, sanitary sewage disposal, solid waste collection and disposal, parks, and schools.”*

- A. The 2019 City of Helena Growth Policy local services definition noted above will be applied during subdivision review, subject to the following evaluation guidelines set forth in Chapter 10 of the Growth Policy:
 - 1. *Subdivision review should consider the recommendations of existing service and facility plans and compliance with other service needs assessments.*
 - 2. *Subdivision review could include the impact of the development on the levels of service, proximity of services, response times, and the subdivider’s responsibility in the extension of services.*
 - 3. *The capacity and capability of local services is limited, and all developments should equitably participate in providing adequate services for, including replacement of consumed reserve capacity, to meet levels of service and facility design standards.*
 - 4. *General design of local services within proposed subdivisions should be addressed during the preliminary plat review.*
 - 5. *Lack of adequate service capacity and capability within local services is adequate grounds for denial of subdivision approval when impacts of proposed subdivisions are not mitigated.*
 - 6. *Subdivision review shall include review of easements for the provision and maintenance of services.*
 - 7. *Subdivision review may require a percentage of improvements or specific types of improvements necessary to protect public health and safety to be completed before allowing bonding or other reasonable security for purposes of filing a final plat. An evaluation of the timing of infrastructure installation should be included in the subdivision review.*

- B. Helena City Code §12-2-15 requires public improvements be installed in conformance with plans, specifications, and a construction schedule approved by the city.

Motorized Transportation

- A. Both MCA §76-3-608 (3)(d) and Helena City Code §12-4-6 require legal and physical access to each lot in a new subdivision. The subject subdivision property is located at the northeast corner of Cole Avenue and McHugh Lane, giving the newly created lot access to the wider city transportation network via direct access for the two new lots onto McHugh Lane.
- B. The Greater Helena Area Long Range Transportation Plan – 2014 Update (LRTP) classifies both McHugh Lane and Cole Avenue as “Local Roads.” The Engineering and Design Standards (EDS) for the City of Helena state the posted speed limit on local roads is typically 25 mph. One of the three lots proposed within the 1-acre, 3-lot subdivision is already developed with a single-family home, which typically generates 9.52 vehicle trips per day. The remaining two lots, totaling approximately 0.67 acres, are anticipated to produce approximately 72.9 additional vehicle trips per day based on a weighting of permitted uses found in the R-3 (Residential) District.

Non-Motorized Transportation

- A. The subject corner lot property does not currently have sidewalks installed. Sidewalks are required for installation with final plat for both the McHugh Lane and Cole Avenue frontages in compliance with Helena City Code §7-4-2. The applicant applied for a variance to the installation of sidewalks along Cole Avenue adjacent to the existing single-family home and its accessory garage structure, which the City Commission denied at their regular meeting on December 19, 2022.
- B. Following the denied sidewalk variance request for Cole Avenue, the applicant is required to seek a variance from Helena City Code §7-5-7(B), which states that, within the R-3 (Residential) District, “the maximum curb cut length shall not exceed thirty feet (30') and shall be located in accordance with city specifications or drawings. The minimum distance between curb openings shall be twenty five feet (25').” This variance is required to address the existing inadequate curb length spacing condition for the applicant’s accessory garage along Cole Avenue.
- C. Sidewalks are fully installed along the western side of McHugh Lane, and a paved trail has been installed on the south side of Cole Avenue adjacent to Nature Park. These routes of travel presently provide pedestrian links to the wider area, and installation of sidewalks along the subject property’s McHugh Lane and Cole Avenue frontages will further enhance these amenities.
- D. Sidewalk infrastructure along the McHugh Lane right-of-way is to be installed and approved by the Transportation Systems and Public Works Departments prior to final plat.
(Subdivision Condition #1)
- E. Sidewalk infrastructure along the Cole Avenue right-of-way is to be installed and approved by the Transportation Systems and Public Works Departments or financially guaranteed for a period of one year following final plat for sidewalks along Cole Avenue. **(Subdivision Condition #2)**

Public Transportation

- A. Public transportation through Capital Transit is an on-demand service that will serve future residents of McHugh Lane, should they request to use it in the future.

Stormwater

- A. The subdivision application states that any stormwater will be detained onsite through use of stormwater detention ponds, and that a stormwater pollution prevention plan is not required because less than one acre of disturbance will be associated with future development.
- B. The addition of two new lots any future development is not projected to have an impact on the overall stormwater situation in the area.
- C. No new stormwater facilities are proposed with this development.

Water/Wastewater

- A. The subdivision application states that service connections for proposed new lots will tie into existing mains located in McHugh Lane.
- B. This development will utilize existing water and wastewater facilities and will have a negligible impact on them as a result of new development on site.

Other Services

- A. Medical and ambulance services are available from St. Peter's Hospital; police and fire protection services are provided by the City of Helena.
- B. The City of Helena, in accordance with State laws, will provide solid waste disposal services.
- C. Parkland dedication is required for minor subdivisions that create three (3) or more lots, per Helena City Code §12-4-12(C).
 - a. The applicant is proposing to meet this dedication requirement for the newly created lots that total 0.67-acres through payment of cash-in-lieu of approximately \$11,000. The Parks Board reviewed this proposal at their February 1, 2023, meeting and approved the applicant's cash-in-lieu payment proposal unanimously (5-0).
 - b. A final cash-in-lieu amount will be determined during the final platting process in accordance with §12-2-17(2), Helena City Code.

Conclusion: This proposed minor subdivision will not have significant adverse impacts on local services, and the impacts to non-motorized transportation will be mitigated by the applicant through completion of conditions of approval, as recommended.

4. Impact to the Natural Environment, Wildlife & Wildlife Habitat***Findings:***

Chapter 10 of the Helena 2019 Growth Policy regarding Subdivision Review defines the "Natural Environment" as *"the physical conditions that exist within a given area, including, but not limited to, land, topography, climate, air quality, surface and ground water, wetlands and riparian areas, floodplains, minerals, flora, fauna, noise, light, and objects of historic, cultural, and aesthetic significance."*

Chapter 10 of the Helena 2019 Growth Policy defines "Wildlife" as *"animals that are not*

domesticated or tamed,” and goes on to define “wildlife habitat” as “an area containing the environmental conditions essential to wildlife for feeding and forage, cover, migration, breeding, rearing, nesting, or buffers from those areas. It also includes areas essential to the conservation of species protected by the Endangered Species Act or of special interest or concern to the State of Montana.”

- A. The subject property, while adjacent to Nature Park, is not within any natural drainage or environmentally sensitive area.
- B. The proposed subdivision will utilize city water and wastewater mains that already exist in adjacent rights-of-way.
- C. Noise or light associated with future residential development of the subdivision is expected to be consistent with the existing urban uses in the area.
- D. No floodplains, minerals, or objects of historic, cultural, and aesthetic significance were identified on the subject property.
- E. The proposed minor subdivision parcel is surrounded by urban uses, and, as the application states, is already partially developed.
- F. There is no known habitat located on the property or habitat essential to the conservation of species protected by the Endangered Species Act or of special interest or concern to the State of Montana.
- G. The 2019 Growth Policy notes that rural areas are better suited for wildlife and that urban areas like the City of Helena are not intended for wildlife habitat.
- H. Development of property within city limits may help reduce pressure to develop land located in the county, thus reducing the pressure to develop larger areas of potential wildlife habitat.

Conclusion: The proposed minor subdivision will not have significant adverse impacts on the natural environment, wildlife, or wildlife habitat.

5. Impacts to Public Health and Safety

Findings:

Chapter 10 of the Helena 2019 Growth Policy regarding Subdivision Review defines “Public Health and Safety” as “*a condition of well-being and security for individuals and the population as a whole within the community.*”

- A. The subdivision application states that no public health or safety impacts are foreseen with the proposal, and further notes that “no new wells or drainfields will be installed and all City of Helena Regulations and Standards shall be observed.”
- B. Safe water, wastewater treatment, and adequate stormwater facilities are important components of public health and safety and will be provided with this subdivision. Water and sewer services are adjacent to the subject property along McHugh Lane, and a stormwater line runs behind the property to the east, extending across Cole Avenue from Nature Park.

- C. The subject property has a “high” local level wildlife hazard classification, per the 2019 Growth Policy. The Helena Police and Fire Departments serve the property and help protect the subdivision from fire and other dangers.
- D. The subject property is not located within a high liquefaction area, according to the Helena Area HAZUS Analysis Project, but any impact from earthquake hazards in the surrounding area will be mitigated through adherence to all adopted building codes.
- E. None of the proposed lots associated with the minor subdivision are located within the 100-year floodplain, per the FEMA Flood Insurance Rate map data for Lewis and Clark County.

Conclusion: The proposed minor subdivision will not have significant adverse impacts on public health and safety.

6. Survey Requirements

Findings:

Compliance with survey requirements cannot be evaluated until the final plat is reviewed for approval.

Conclusion: Survey requirements will be reviewed for completeness upon submission of final plat for approval and a copy in digital format for City records.

7. Helena Subdivision Regulations

Findings:

Helena City Code §12-1-5, Helena Subdivision Ordinance, Relationship to Zoning Ordinance, states: “[n]ewly subdivided or replatted lands must conform to the requirements and provisions of the underlying zone as provided in the zoning ordinance, title 11 of this code, as amended. This title shall apply to any and all areas under the jurisdiction of the city.”

- A. Current structures on the subject property include a single-family home and an accessory garage structure.
- B. All current structures are grandfathered in with any existing non-conformities to dimensional standards found in Title 11, Chapter 4 of the Helena City Code as the dwelling unit located at 700 Cole dates to approximately 1888 and other structures date to between approximately 1970-2004, based on Department of Revenue data.
- C. Any future developments must comply with Title 11 of the Helena City Code with respect to use allowance, parking, landscaping, district dimensional standards and all other aspects of the Helena City Code, as well as the City of Helena Engineering and Design Standards, and all adopted building and fire codes.
- D. Both MCA §76-3-608(3)(d) and Helena City Code §12-4-6 require legal and physical access to each parcel in a new subdivision. The subject property has legal and physical access on both McHugh Lane and Cole Avenue, and the two proposed new lots will have direct access onto McHugh Lane.

Conclusion: The proposed minor subdivision with the completion of the proposal complies with the applicable subdivision requirements.

8. Local Subdivision Review Procedure

Findings:

The application was submitted on April 26, 2022, and was reviewed for completeness and sufficiency, per the requirements of MCA 76-3-604. A public hearing is not required for minor subdivisions in accordance with Helena City Code §12-5-2(B), nor is the Planning Board required to review this application. Following the applicant's requested 30-day extension, the City Commission will review this application at the Commission meeting to be held at 6:00 p.m., Monday, February 27, 2023, in accordance with the timeframe established in §76-3-609, MCA.

Conclusion: The subdivision review and approval process are consistent with the requirements of the Montana Subdivision and Platting Act.

9. Easements

Findings:

Per Helena City Code §6-6-17, §6-2-6, and §6-3-4, city infrastructure must be located in right-of-way, city property, or in easements dedicated to the city. However, no city easements are required for the proposed subdivision due to the provision of existing infrastructure.

Conclusion: The proposed subdivision complies with the provision of easements.

10. Legal and Physical Access

Findings:

- A. MCA §76-3-608(3)(d) states a subdivision must be reviewed for "the provision of legal and physical access to each parcel within the proposed subdivision and the required notation of that access on the applicable plat and any instrument of transfer concerning the parcel."
- B. McHugh Lane and Cole Avenue will provide legal and physical access to the three proposed lots. Lots for the two proposed dwelling units will be assigned addresses from McHugh Lane, the public right-of-way that will provide them access upon final plat approval.

Conclusion: The proposed subdivision provides legal and physical access to all proposed subdivision lots.

11. Post Preliminary Plat Approval

Findings:

In light of these Findings and Conclusions, the Helena City Commission hereby conditionally approves the preliminary plat for the 700 Cole Avenue Minor Subdivision, creating three (3) lots from approximately 1-acre in the R-3 (Residential) District.

- A. This approval is in force for three (3) calendar years from Commission action, except when extended as provided by law. This preliminary plat approval by itself does not constitute approval and acceptance of the design and plans for construction and installation of any public infrastructure for the subdivision.

Final plat approval may be granted if:

- A. The applicant develops the property in accordance with the preliminary plat application as previously approved.
- B. Satisfies the following conditions of approval:

- a. Sidewalk infrastructure along the McHugh Lane right-of-way shall be installed and approved by the Transportation Systems and Public Works Departments prior to final plat. **(Subdivision Condition #1)**
- b. Sidewalk infrastructure along the Cole Avenue right-of-way shall be installed and approved by the Transportation Systems and Public Works Departments or financially guaranteed for a period of one year following final plat for sidewalks along Cole Avenue. **(Subdivision Condition #2)**
- C. In accordance with MCA §76-3-507 and §18-2-122, the plans for the public improvements must be complete and in compliance with standards of the City of Helena and the State of Montana, and bear the seal of a professional engineer for the engineering, a professional land surveyor for land surveying, and a licensed architect for the architectural; and
- D. The improvements are either constructed to completion and accepted by the City, or, pursuant to MCA §76-3-507, the applicant either:
 - a. Provides a bond or other reasonable security, in amount and with surety and conditions satisfactory to the City Commission, providing for and securing the construction and installation of the improvements within 18 months from the date of final plat approval. Reasonable time extension may be granted by the City Commission provided bonding or other security is also extended. The amount of the bond or security may be reduced in accordance with the completion and final City acceptance of portions of the required improvements, or
 - b. Applies for and receives approval by the City Commission for an incremental payment or guarantee plan.

Notice of Appeal Rights

Any party aggrieved by this conditional approval has the right to bring an action against the city of Helena pursuant to MCA §76-3-625. In addition, any party may appeal this decision to the district court within thirty (30) days of the date of this decision.

DATED this _____ day of _____, 2023

MAYOR

Section 6 - Growth Policy Analysis

Several factors are assessed to determine the appropriateness of a development in a given area, and staff evaluate minor subdivisions, in part, against the City's adopted Growth Policy. The goals and objectives of the 2019 Growth Policy are supportive of infill development, housing construction, and utilization of existing infrastructure, where possible. The Growth Policy Future Land Use Map designates the property at 700 Cole Avenue as "Urban," which supports "predominantly moderate-to high-density residential uses, smaller" alongside lower intensity commercial uses with the potential for public uses, such as schools, worship facilities, and parks.

The allowed uses in the R-3 (Residential) District are predominantly residential and allows for "the development of a mixture of residential structures to serve varied housing needs and allows limited compatible nonresidential uses." The intent of the R-3 District is in alignment with the "Urban" future land use designation that applies to 700 Cole Avenue Minor Subdivision, and is wholly consistent with the 2019 City of Helena Growth Policy, as proposed, based on this designation. Future infill development of the vacant portions of the subject parcel is supported by the following Growth Policy goals and objectives:

[G.02] Support provision of housing that is safe, available, accessible, and affordable for all Helena residents.

[O.12] Promote and maintain development of a diverse housing stock, helping to:

- Minimize depletion of natural resources;
- Reduce land consumption and demands on the physical environment;
- Provide housing options for all residents;
- Optimize infrastructure use;
- Prepare Helena to meet emerging needs.

[O.14] Support the development of housing located in proximity to necessary services and quality of life assets, including generalized physical, technological, social and economic infrastructure;

[O.27] Promote efficient use of community infrastructure, services and resources, including efforts to:

- Increase energy efficiency;
- Reduce vehicle trips;
- Maintain air quality;
- Minimize noise pollution.

[O.39] Develop and enhance a transportation system in Helena that:

- Facilitates the safe, efficient movement of people, goods and services;
- Supports non-motorized and recreational needs;
- Promotes livable neighborhoods;
- Supports the needs of Helena's elderly, disabled and disadvantaged populations;
- Improves safe pedestrian and bike routes;
- Respects the area's natural and historic context;
- Improves and connects to regional transit systems.

[O.41] Coordinate transportation investment with efficient land use patterns, making cycling and

walking a practical transportation alternative.

[0.42] Promote transportation facilities and land use patterns that support resource efficiency and reduce the output of greenhouse gasses.

[0.46] Require that subdivisions and other developments provide a transportation system that:

- Promotes connectivity where adjacent to developed areas;
- Provides for future connectivity with anticipated development;
- Incorporates 'traffic calming' measures where appropriate;
- Supports non-motorized transportation.

[0.49] Encourage new development to provide multi-modal access to nearby parks, trails and green spaces.

[0.78] Encourage infill development on vacant and under-utilized land within the city, directing growth to areas currently served by, or in close proximity to, existing infrastructure and that harmonizes with the character of existing neighborhoods.

[0.82] Encourage development patterns and proposals that promote efficient use of City infrastructure and resources.

Section 7 - Staff Recommendation

Staff concludes the proposed 700 Cole minor subdivision conforms to the Helena 2019 Growth Policy, to the city's Subdivision and Zoning Regulations, and meets the requirements of the Montana Subdivision and Platting Act. The following is the recommended motion for the application:

Move to **CONDITIONALLY APPROVE** the preliminary plat for the 700 Cole Avenue Minor Subdivision creating 3 new lots from 1 acre and to adopt the findings of fact and the conditions contained therein for the property legally described as a portion of the southeast quarter of the northeast quarter of Section 19, Township 10 North, Range 3 West, Lewis and Clark County, Montana, with the following conditions of approval:

1. Sidewalk infrastructure along the McHugh Lane right-of-way shall be installed and approved by the Transportation Systems and Public Works Departments prior to final plat. **(Subdivision Condition #1)**
2. Sidewalk infrastructure along the Cole Avenue right-of-way shall be installed and approved by the Transportation Systems and Public Works Departments or financially guaranteed for a period of one year following final plat for sidewalks along Cole Avenue. **(Subdivision Condition #2)**

Appendix A – Maps

Vicinity Map

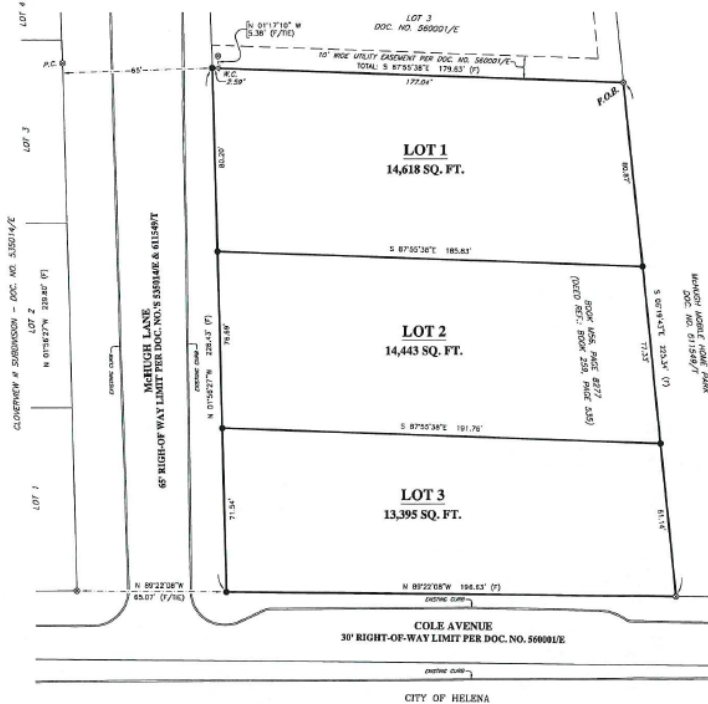


Preliminary Plat

DBR SUBDIVISION

LOCATED IN THE NE1/4 OF SEC. 19, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M. MONTANA,
CITY OF HELENA, LEWIS AND CLARK COUNTY, MONTANA.

PURPOSE: 3 LOT MINOR SUBDIVISION.
COMMISSIONED BY: LANA & JASON MOYER



BASIS OF BEARINGS:
GPS CONTROL SURVEY
ROTATED TO GEODETIC NORTH.

GRAPHIC SCALE - FEET

LEGEND:

- SET 5/8" REBAR WITH Y.P.C. (D.L. RES 1836845)
- ⊙ FOUND 5/8" REBAR W/Y.P.C. (D.C. HANSON 252355)
- △ FOUND 5/8" REBAR W/Y.P.C. (D.C. HANSON 252355)
- ACCEPTED AS WITNESS CORNER
- (*) FOUND/MEASURED

P.O.B. POINT OF BEGINNING

NOTE:

FOR RECORD BEARINGS/DISTANCES SEE THE FOLLOWING DOCUMENTS:
- DOCUMENT NO. 535014/E;
- DOCUMENT NO. 500001/E;
- DOCUMENT NO. 811549/T;
- BOOK M56, PAGE 533;
- ALL DOCUMENTS (SURVEYS/DEEDS) LABELED ON THIS PLAT.

CERTIFICATE OF SURVEYOR

DANIEL J. RIES (LS48416)
PROFESSIONAL LAND SURVEYOR
DATE: _____

CERTIFICATE OF DEDICATION:

I, AND THE UNDERSIGNED PROPERTY OWNERS, DO HEREBY CERTIFY THAT I/WE HAVE CAUSED TO BE SURVEYED, SUBDIVIDED, AND PLATTED INTO LOTS AND EASEMENTS, AS SHOWN BY THE PLAT HEREIN ANNEXED, THE FOLLOWING DESCRIBED LAND IN THE CITY OF HELENA, MONTANA, LEWIS AND CLARK COUNTY TO WIT:

LEGAL DESCRIPTION: PERIMETER

A TRACT OF LAND LOCATED IN THE CITY OF HELENA, THE NE 1/4 OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M. MONTANA, LEWIS AND CLARK COUNTY, BEING BOOK M56, PAGE 5377 (DEED REFERENCE: BOOK 259, PAGE 535), MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID BOOK M56, PAGE 5377;
THENCE S 0°19'43"E, 225.34 FEET ALONG THE WESTERLY LINE OF MAHON MOORE PARK - DOCUMENT NO. 611549/T TO THE NORTH RIGHT-OF-WAY LIMIT OF COLE AVENUE;
THENCE N 89°22'08"W, 198.83 FEET ALONG THE NORTH RIGHT-OF-WAY LIMIT OF COLE AVENUE;
THENCE N 01°56'27"W, 228.43 FEET ALONG THE EAST RIGHT-OF-WAY LIMIT OF MAHON MOORE PARK AS SHOWN/DESCRIBED ON DOCUMENT NO. 611549/T;
THENCE S 87°50'38"E, 179.83 FEET ALONG THE SOUTH LINE OF LOT 3 OF DOCUMENT NO. 58001/E TO THE POINT OF BEGINNING. THE TRACT OF LAND CONTAINS 42,454 SQUARE FEET MORE OR LESS AND SUBJECT TO ALL EXISTING/RECORDED EASEMENTS, DOCUMENTS OF RECORD AND EASEMENTS SHOWN ON THIS PLAT.

THE ABOVE TRACT IS TO BE KNOWN AND DESIGNATED AS "DBR SUBDIVISION".

OWNER: LANA MOYER

OWNER: JASON MOYER

STATE OF _____

COUNTY OF _____

THIS INSTRUMENT WAS SIGNED OR ACKNOWLEDGED BEFORE ME ON

THIS _____ DAY OF _____, 20____

BY _____ LANA & JASON MOYER

NOTARY SIGNATURE

CERTIFICATE OF FINAL PLAT APPROVAL:

THE CITY COMMISSION OF HELENA, MONTANA, DOES HEREBY CERTIFY THAT IT HAS EXAMINED THIS PLAT AND FINDING THE SAME TO CONFORM TO LAW, APPROVES IT.

THIS THE _____ DAY OF _____, 20____

MAYOR - CITY OF HELENA

CITY PLANNING

ATTEST: CITY CLERK

COUNTY ENGINEER

CERTIFICATE OF COUNTY TREASURER:

I, COUNTY TREASURER, PURSUANT TO SECTION 78-3-611(1)(a) OF MCA, THAT ALL ROLL PROPERTY TAXES AND SPECIAL ASSESSMENTS ASSESSED AND LEVIED ON THE LAND DESCRIBED ON THIS PLAT AND ENCOMPASSED BY THE PROPOSED "DBR SUBDIVISION", HAVE BEEN PAID.

GED CODE: 29-1888-19-2-02-01-0000, ASSESSMENT CODE: 0000000000

DATED THIS _____ DAY OF _____, 20____

TREASURER, LEWIS AND CLARK COUNTY, MONTANA

CERTIFICATE OF EXAMINING LAND SURVEYOR:

REVIEWED FOR ERRORS AND OMISSIONS BY CALCULATIONS

AND DRAFTING _____ DAY OF _____

20____ PURSUANT TO SECTION 78-3-811(2)(a), MCA.

EXAMINING LAND SURVEYOR

LICENSE NO. _____

RESTRICTIVE COVENANTS:

RECORDED IN M BOOK _____ PAGE _____

NOTE: SEE HELENA CITY ZONING FOR BUILDING SETBACK REQUIREMENTS FROM STREET RIGHT-OF-WAYS AND PROPERTY LINES, ETC..

1/4	SEC.	T.	R.
1	19	10N	3W
1	19	10N	3W

P.M. MONTANA,
LEWIS AND CLARK COUNTY.

PRELIMINARY PLAT

DOCUMENT NO. _____

SHEET 1 OF 1

DATE: APRIL 21, 2022
JOB NO.: 22119-S
FIELD BY: DJR, CSR
DRAFTED BY: DJR

DESIGNED BY:
RIES & ASSOCIATES P.C.
6850 GREEN MEADOW DR.
HELENA, MONTANA 59602

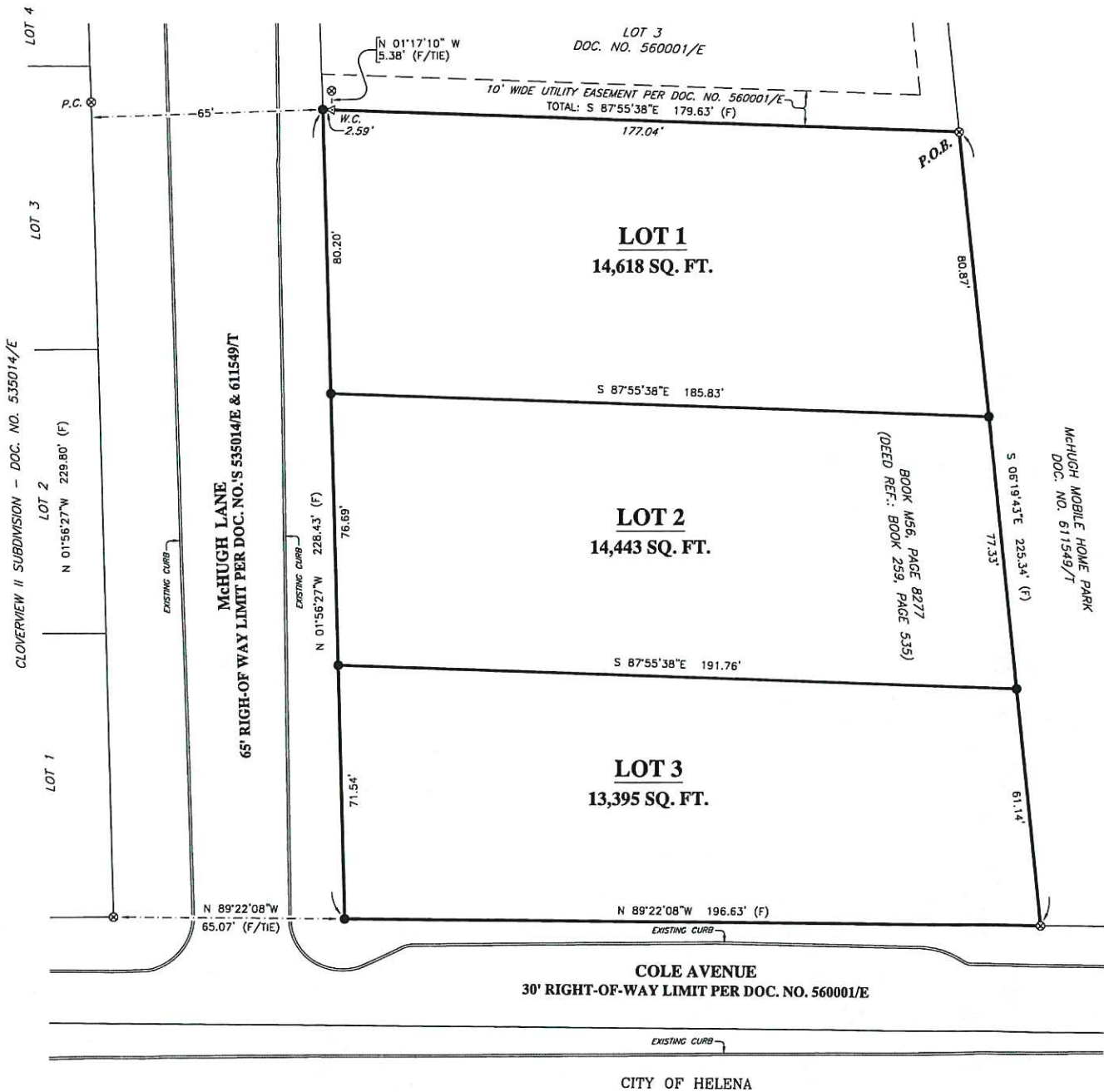


Appendix B – Comments

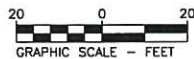
DBR SUBDIVISION

LOCATED IN THE NE1/4 OF SEC. 19, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M. MONTANA,
CITY OF HELENA, LEWIS AND CLARK COUNTY, MONTANA.

PURPOSE: 3 LOT MINOR SUBDIVISION.
COMMISSIONED BY: LANA & JASON MOYER



BASIS OF BEARINGS:
GPS CONTROL SURVEY,
ROTATED TO GEODETIC NORTH.



LEGEND:

- SET 5/8" REBAR WITH Y.P.C. (D.J. RIES 18368LS);
- ⊗ FOUND 5/8" REBAR W/Y.P.C. (L.C. HANSON 2523ES);
- △ FOUND 5/8" REBAR W/Y.P.C. (L.C. HANSON 2523ES);
- ACCEPTED AS WITNESS CORNER;
- (F) FOUND/MEASURED;

P.O.B. POINT OF BEGINNING.

NOTE:

FOR RECORD BEARINGS/DISTANCES SEE THE FOLLOWING DOCUMENTS:
- DOCUMENT NO. 535014/E;
- DOCUMENT NO. 560001/E;
- DOCUMENT NO. 611549/T;
- BOOK M56, PAGE 535;
- ALL DOCUMENTS (SURVEYS/DEEDS) LABELED ON THIS PLAT.

CERTIFICATE OF SURVEYOR



DANIEL J. RIES (18368LS)
PROFESSIONAL LAND SURVEYOR

DATE: _____

CERTIFICATE OF DEDICATION:

I/WE, THE UNDERSIGNED PROPERTY OWNER(S), DO HEREBY CERTIFY THAT I/WE HAVE CAUSED TO BE SURVEYED, SUBDIVIDED, AND PLATTED INTO LOTS AND EASEMENTS, AS SHOWN BY THE PLAT HERETO ANNEXED; THE FOLLOWING DESCRIBED LAND IN THE CITY OF HELENA, MONTANA, LEWIS AND CLARK COUNTY TO WIT:

LEGAL DESCRIPTION: PERIMETER

A TRACT OF LAND LOCATED IN THE CITY OF HELENA, THE NE 1/4 OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M. MONTANA, LEWIS AND CLARK COUNTY, BEING BOOK M56, PAGE 8277 (DEED REFERENCE: BOOK 259, PAGE 535), MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID BOOK M56, PAGE 8277;
THENCE S 06°19'43"E, 225.34 FEET ALONG THE WESTERLY LINE OF McHUGH MOBILE PARK - DOCUMENT NO. 611549/T TO THE NORTH
RIGHT-OF-WAY LIMIT OF COLE AVENUE;
THENCE N 89°22'08"W, 196.63 FEET ALONG THE NORTH RIGHT-OF-WAY LIMIT OF COLE AVENUE;
THENCE N 01°56'27"W, 228.43 FEET ALONG THE EAST RIGHT-OF-WAY LIMIT OF McHUGH LANE AS SHOWN/DESCRIBED ON DOCUMENT NO.S 535014/E & 611549/T;
THENCE S 87°55'38"E, 179.63 FEET ALONG THE SOUTH LINE OF LOT 3 OF DOCUMENT NO. 56001/E TO THE POINT OF BEGINNING. THE TRACT OF LAND CONTAINS 42,456 SQUARE FEET MORE OR LESS AND SUBJECT TO ALL EXISTING/RECORDED EASEMENTS, DOCUMENTS OF RECORD AND EASEMENTS SHOWN ON THIS PLAT.

THE ABOVE TRACT IS TO BE KNOWN AND DESIGNATED AS 'DBR SUBDIVISION'.

OWNER: LANA MOYER

OWNER: JASON MOYER

STATE OF _____

COUNTY OF _____

THIS INSTRUMENT WAS SIGNED OR ACKNOWLEDGED BEFORE ME ON

THIS _____ DAY OF _____, 20____

BY LANA & JASON MOYER

NOTARY SIGNATURE

CERTIFICATE OF FINAL PLAT APPROVAL:

THE CITY COMMISSION OF HELENA, MONTANA, DOES HEREBY CERTIFY THAT IT HAS EXAMINED THIS PLAT AND HAVING FOUND THE SAME TO CONFORM TO LAW, APPROVES IT,

THIS THE _____ DAY OF _____, 20____.

MAYOR - CITY OF HELENA

CITY PLANNING

ATTEST: CITY CLERK

COUNTY ENGINEER

CERTIFICATE OF COUNTY TREASURER:

I, HEREBY CERTIFY, PURSUANT TO SECTION 76-3-611(1)(b) OF MCA, THAT ALL REAL PROPERTY TAXES AND SPECIAL ASSESSMENTS ASSESSED AND LEVIED ON THE LAND DESCRIBED ON THIS PLAT AND ENCOMPASSED BY THE PROPOSED 'DBR SUBDIVISION', HAVE BEEN PAID.

GEO CODE: 05-1888-19-2-02-01-0000, ASSESSMENT CODE: 0000006808,

DATED THIS _____ DAY OF _____, 20____.

TREASURER, LEWIS AND CLARK COUNTY, MONTANA.

CERTIFICATE OF EXAMINING LAND SURVEYOR:

REVIEWED FOR ERRORS AND OMISSIONS IN CALCULATIONS

AND DRAFTING _____ DAY OF _____

20____, PURSUANT TO SECTION 76-3-611(2)(a), MCA.

EXAMINING LAND SURVEYOR

LICENSE NO. _____

RESTRICTIVE COVENANTS:

RECORDED IN M BOOK _____ PAGE _____

NOTE: SEE HELENA CITY ZONING FOR BUILDING SETBACK REQUIREMENTS FROM STREET RIGHT-OF-WAYS AND PROPERTY LINES, ETC...

1/4	SEC.	T.	R.
1	19	10N	3W
2			
3			
4			

P.M. MONTANA,
LEWIS AND CLARK COUNTY.

PRELIMINARY PLAT

DOCUMENT NO.: _____

SHEET 1 OF 1

DATE: APRIL 21, 2022
JOB NO.: 22119-S
FIELD BY: DJR, CSR
DRAFTED BY: DJR



PREPARED BY:
RIES & ASSOCIATES PC.
6850 GREEN MEADOW DR.
HELENA, MONTANA 59602

UTILITY LEGEND:

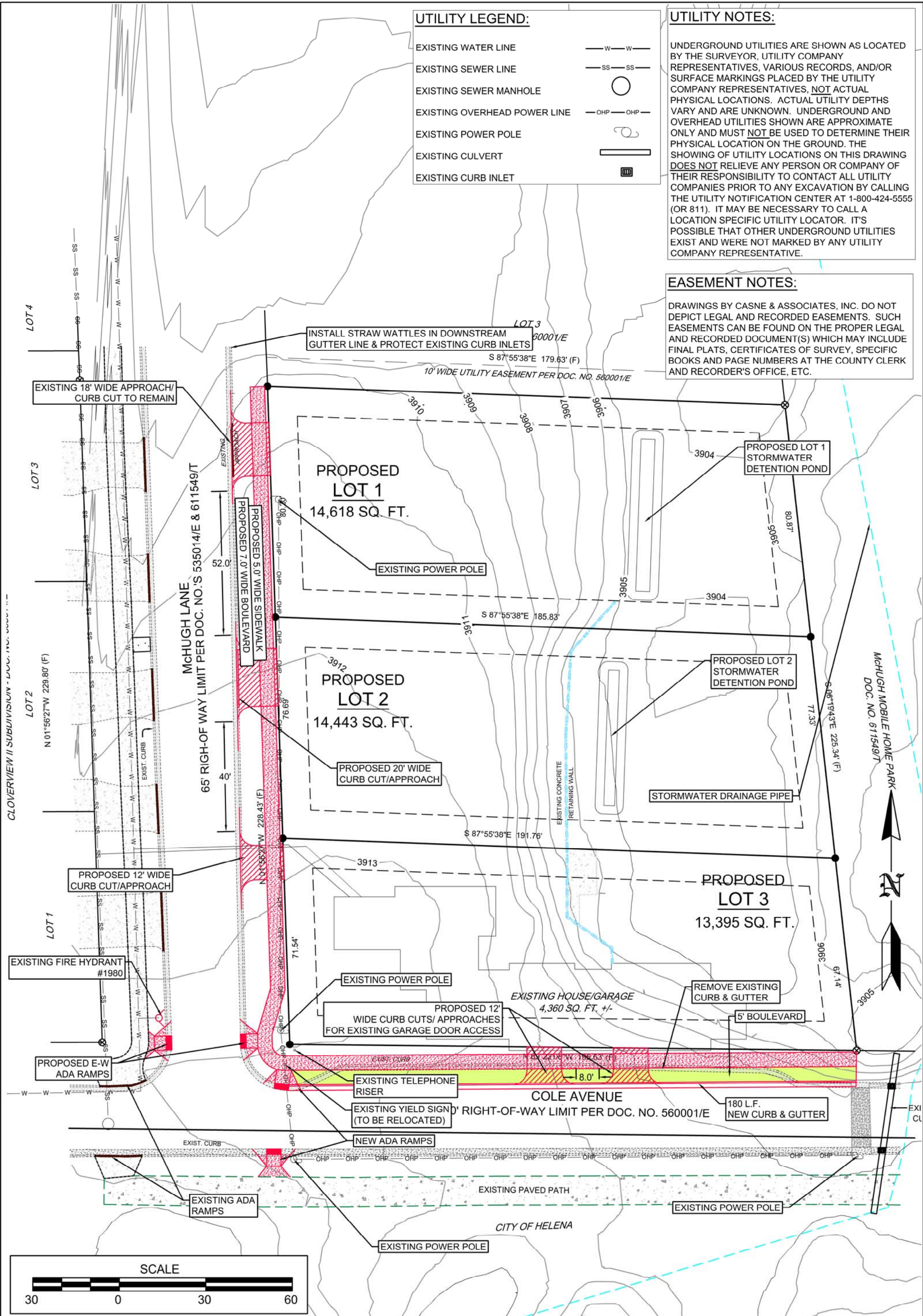
EXISTING WATER LINE	— W — W —
EXISTING SEWER LINE	— SS — SS —
EXISTING SEWER MANHOLE	○
EXISTING OVERHEAD POWER LINE	— OHP — OHP —
EXISTING POWER POLE	⊙
EXISTING CULVERT	▬
EXISTING CURB INLET	⊞

UTILITY NOTES:

UNDERGROUND UTILITIES ARE SHOWN AS LOCATED BY THE SURVEYOR, UTILITY COMPANY REPRESENTATIVES, VARIOUS RECORDS, AND/OR SURFACE MARKINGS PLACED BY THE UTILITY COMPANY REPRESENTATIVES, NOT ACTUAL PHYSICAL LOCATIONS. ACTUAL UTILITY DEPTHS VARY AND ARE UNKNOWN. UNDERGROUND AND OVERHEAD UTILITIES SHOWN ARE APPROXIMATE ONLY AND MUST NOT BE USED TO DETERMINE THEIR PHYSICAL LOCATION ON THE GROUND. THE SHOWING OF UTILITY LOCATIONS ON THIS DRAWING DOES NOT RELIEVE ANY PERSON OR COMPANY OF THEIR RESPONSIBILITY TO CONTACT ALL UTILITY COMPANIES PRIOR TO ANY EXCAVATION BY CALLING THE UTILITY NOTIFICATION CENTER AT 1-800-424-5555 (OR 811). IT MAY BE NECESSARY TO CALL A LOCATION SPECIFIC UTILITY LOCATOR. IT'S POSSIBLE THAT OTHER UNDERGROUND UTILITIES EXIST AND WERE NOT MARKED BY ANY UTILITY COMPANY REPRESENTATIVE.

EASEMENT NOTES:

DRAWINGS BY CASNE & ASSOCIATES, INC. DO NOT DEPICT LEGAL AND RECORDED EASEMENTS. SUCH EASEMENTS CAN BE FOUND ON THE PROPER LEGAL AND RECORDED DOCUMENT(S) WHICH MAY INCLUDE FINAL PLATS, CERTIFICATES OF SURVEY, SPECIFIC BOOKS AND PAGE NUMBERS AT THE COUNTY CLERK AND RECORDER'S OFFICE, ETC.



As-Shown

T1

2/8/2023

Project:

700 COLE AVENUE MINOR GRAND AVE ADDN, S19, T10N, R03W M & B TR IN SE4NE4 HELENA, MONTANA

Sheet Title:

PROPOSED PEDESTRIAN IMPROVEMENTS

Page 228 of 334

Casne & Associates, Inc.

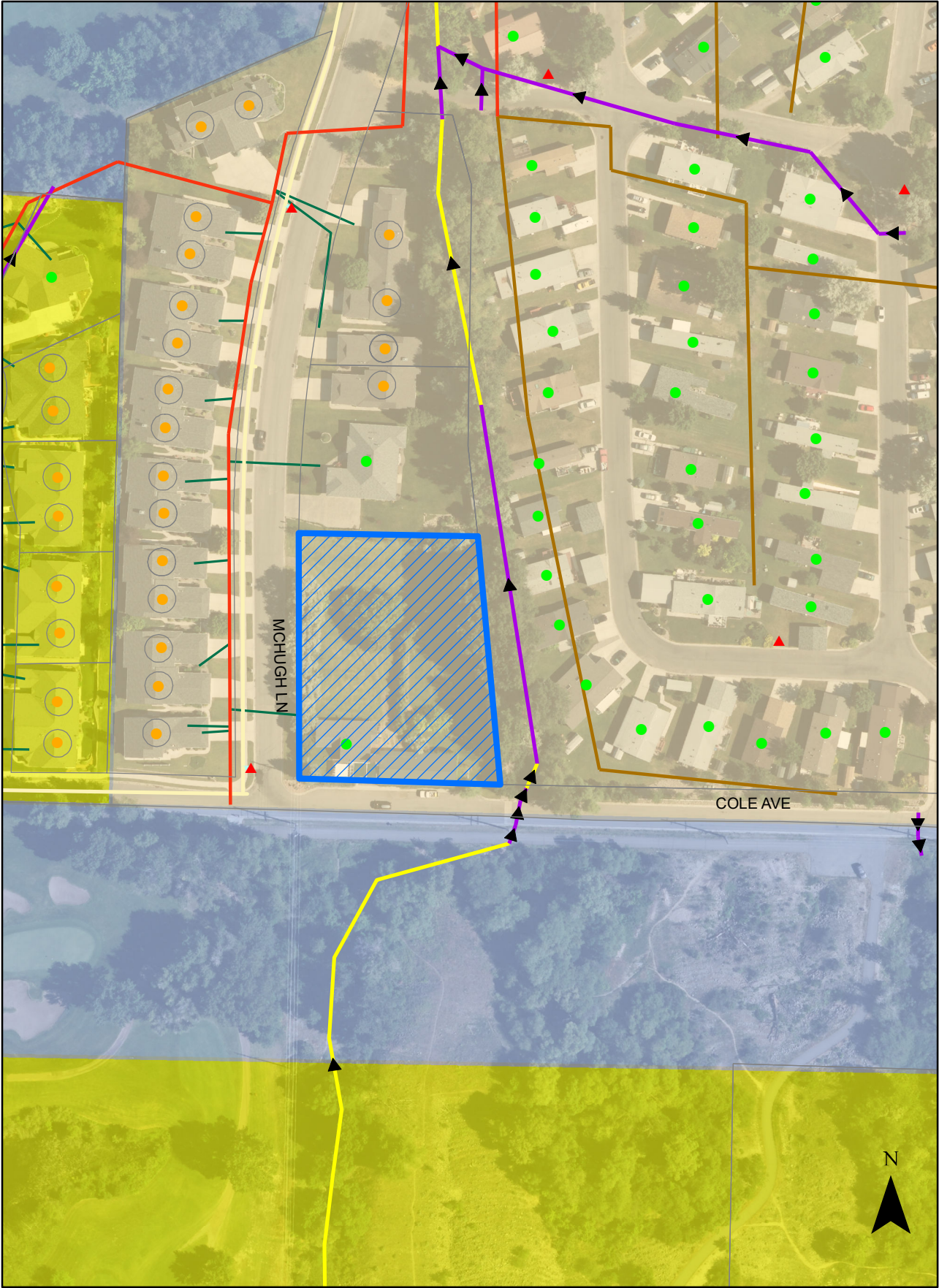
PO Box 1123

Helena, Montana 59624

(406) 443-1656

ryan@casneinc.com

Vicinity Map of 700 Cole Avenue



City of Helena, Montana

February 14, 2023

To: Mayor Collins and the Helena City Commission

From: Ellie Ray, Senior Planner
Chris Brink, Community Development Director

Subject: Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to the City of Helena's Open Lands, Parks, and Recreation Department, for rehabilitation of the Fire Tower.

Present Situation: On December 30, 2022, the City of Helena, with support from the Lewis and Clark County Historic Preservation Office, submitted an application for consideration of Downtown Tax Increment Financing in the amount of \$74,650 for rehabilitation of the iconic Fire Tower built in 1874. Following an arson event in 2016, vandalism events, and general age-related degradation, the City and partners intend to "stabilize the structure and restore it with historically-correct materials, thereby protecting public safety and improving visual aesthetics."

The Fire Tower application was presented to the Downtown Tax Increment Financing Advisory Board on January 12, 2023 and was recommended for full funding approval by a quorum of voting members (7:0). The total DTIF funding request constitutes approximately twenty-seven percent (27%) of the overall project costs with all other project funding fully committed. If awarded TIF funding, the rehabilitation work will be completed in 2023.

Background Information: To grant the City of Helena Open Lands, Parks, and Recreation Department \$74,650 in Downtown TIF financing toward rehabilitation of the Fire Tower.

Proposal/Objective: To grant the City of Helena Open Lands, Parks, and Recreation Department \$74,650 in Downtown TIF financing toward rehabilitation of the Fire Tower.

Advantage: The Fire Tower is a unique cultural asset, and the symbol of the City. Funding toward this project for rehabilitation, coupled with utilization of a new maintenance manual, will encourage continued structural stability and continued use in a manner consistent with historic preservation guidelines.

Notable Energy Impact: Renovation activities will help assure the Fire Tower's longevity, whereas failing to stabilize and rehabilitate the structure will result in continued deterioration. This outcome could result in partial or full demolition, thereby adding to the city's solid waste stream.

Disadvantage: N/A

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to the City of Helena's Open Lands, Parks, and Recreation Department, for rehabilitation of the Fire Tower.

ATTACHMENTS:

❏ [Fire Tower DTIF Resolution](#)

❏ [1/12/2023 DTIF Advisory Board Meeting Minutes](#)

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION DISTRIBUTING DOWNTOWN URBAN RENEWAL DISTRICT TAX INCREMENT FINANCING FUNDS TO THE CITY OF HELENA'S OPEN LANDS, PARKS, AND RECREATION DEPARTMENT, FOR REHABILITATION OF THE FIRE TOWER.

WHEREAS, on May 21, 2018, the City Commission adopted Resolution No. 20444 that found the Downtown Urban Renewal District a "blighted area" in need of rehabilitation and/or redevelopment in the interests of public health, safety, morals, and welfare of the residents of the City of Helena;

WHEREAS, on October 29, 2018, the City Commission passed Ordinance No. 3242, which adopted the Downtown Urban Renewal District along with the Downtown Urban Renewal District Plan to guide the redevelopment of the blighted area of the Downtown Urban Renewal District;

WHEREAS, the Downtown Urban Renewal Plan includes goals to (1) "invest in the public infrastructure needed to attract development" and (2) "promote historic preservation to create a quality and unique experience;"

WHEREAS, Ordinance No. 3242 authorized the segregation and application of tax increments received from within the Downtown Urban Renewal District to be used to directly pay for costs of approved urban renewal projects and programs consistent with §7-15-4288, MCA;

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

WHEREAS, under § 7-15-4288, MCA, costs incurred in connection with "construction and improvement of public improvements or infrastructure, [and] publicly owned buildings" are eligible for tax increment funds;

WHEREAS, the applicant, the City of Helena Open Lands, Parks, and Recreation Department ("Department"), proposes to rehabilitate the publicly-owned, historic Fire Tower structure (the "Project");

WHEREAS, the total cost of the Project is estimated to be two-hundred seventy-eight thousand, seven hundred eighty-nine dollars, fourteen cents (\$278,789.14);

WHEREAS, the Department has requested disbursement of seventy-four thousand, six hundred fifty dollars (\$74,650.00) of Downtown Urban Renewal District tax increment funds for the Project; and

WHEREAS, the Downtown Urban Renewal District Tax Increment Advisory Board recommended approval of tax increment funds for the Project on January 12, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. The Helena City Commission finds:

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

- A.** The Project is located within the established boundary of the Downtown Urban Renewal District.
- B.** The Project constitutes an allowable cost, pursuant to § 7-15-4288, MCA, eligible to be paid by tax increment financing funds.
- C.** The Project conforms to the goals and priorities stated in the Downtown Urban Renewal District Plan.

Section 2. The Department is awarded a grant of seventy-four thousand, six hundred fifty dollars (\$74,650.00), payable from the tax increment financing funds generated to date by the Downtown Urban Renewal District.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 27th DAY OF FEBRUARY, 2023.

MAYOR

ATTEST:

CLERK OF THE COMMISSION

**Minutes
Downtown TIF Advisory Board Meeting
January 12, 2023, 10:00 a.m.
Via Zoom Meeting Platform**

Board Members Present:

Brian Obert, Chair
Charlie Carson
Lori Ladas
Krys Holmes
Lee Shubert
Riley Tubbs
Nathan Bilyeu

Staff Present:

April Sparks, Administrative Assistant III
Ellie Ray, Planner II
Craig Marr, Parks and Recreation
Kathy Macefield
Aimee Hawkaluk, City Attorney's Office

Non-Board Members:

John Dendy, BID Director
Andy Gordon
Mike Dowling
John Huffman
HCTV

Member of the Board Absent:

Andrew Chanania

Call to Order:

The meeting started shortly after 10:00 AM. While waiting for enough Board members and the applicants to join the meeting Chair Obert asked to proceed with an informal budget report. Ms. Ray noted that the applications sitting before the board total about \$225,000 in requests, and the balance of funds available is close to about \$211,000, so similar to past years deliberations, there will need to be decisions as to granting some or all the funds available and how much to each.

Chair Obert asked if it was known what the Downtown TIF will be getting for 2023. Ms. Ray stated that she does not think there have ever been hard and fast numbers, but that finance has projections of the funds that will be available, and it is not known how much will come in in May. Less existing project commitments and the 10% set aside for the Affordable Housing Trust Fund there is \$211,258 available. Chair Obert asked for confirmation that amount does not include what may be added in May. Ms. Ray confirmed.

While continuing to wait for additional Board members to join, introductions were made. There were discussions about things happening in the community and with the different attendees' organizations while waiting for a quorum.

Minutes:

A quorum was established, and it was noted that minutes from previous meetings were still being prepared and should be available at the next meeting.

Update on Budget:

Ms. Ray again stated that there is a total of \$211, 258 in the budget.

Application 1 – Livery Square:

Andy Gordon, owner Livery Square, presented his application requesting \$150,000 in TIF funding to help with façade improvements on the Livery Square building, which serves as a focal point for the northern side of Last Chance Gulch. Mike Dowling provided an overview of the plans and the research that was involved in the design process. Chair Obert asked if the applicant could provide a lay out of what the building was at one point. Schematics on page 76 of the application were pulled up in the zoom meeting. Mr. Bilyeu asked to hear more detail about what is proposed in changing the looks of the building. Mr. Dowling showed some historic information about the building noting that on the 1920 Sanborn map it appeared as if it were two separate buildings, and noted the various additions to the building over the years along with the conjecture that the original building did not start as a [automobile] dealership as cars did not exist in the late 1800s, but was likely a truce livery building, which is where horses would have been boarded while people were in the downtown area to conduct business, but became a Dodge dealership right around 1920 and remained the use for most of its existence. The ramps in the back were likely used to move vehicles to the basement level or up to the showroom area. Mr. Dowling also noted the location of a Texaco gas station, and a 1984 expansion that added the octagon shape on either side of the building. Mr. Dowling brought attention to the fact that they are not planning on changing the footprint of the building, but “reaching in” and redoing the façade of the 1984 renovation. Mr. Dowling presented the plans for the façade improvement, noting that it is a modern interpretation of the original livery building, and being far enough away from the historic district it made sense to do it that way. Mr. Dowling also stated that these are the first draft of the plans, and will likely be refined more. Chair Obert noted the appearance of the intent to put an Old West fake façade on the front vertical with canopies coming out to look similar to the original livery. Mr. Dowling stated that it is delicate as one does not want to copy, but they want to have that historic feel to the building. Mr. Gordon also noted that they are actively attempting to match the aesthetic to the tenant base they are attracting, which is generally professional offices, however not medical, so some of the details will change a bit, but generally speaking the intent is to carry that height around and accentuate the historic nature of the property with no significant changes.

Chair Obert asked if there will be parking off of Neil Ave like they already have on the two octagonal sides and in the alleyway behind. Mr. Gordon stated that they intend to secure the back south parking lot with gated access, which they plan to make 6 foot high and wrought iron instead of chain link, and have electronic access and security controls within the building. Mr. Gordon stated plans for 2 gates, one on the left hand entry and one on the alley and the parking lot will be one way so traffic will have to pull in off of Last Chance and exit via the alley out to Neil. Mr. Schubert asked for clarification if the extension above the first level was purely ornamental and that there was not additional office space above. The applicant confirmed. Mr. Carson asked if there was an issue with a dispensary being a tenant in the building. Mr. Gordon stated that the tenant in question had given notice and vacated the premises as of December 2022 along with the fact that the business was not a licensed dispensary, but a glassware shop and that they owners had no plans to rent to a legal cannabis operation at this time. Ms. Ray offered to read comments received from Pam Attardo into the record. Chair Obert asked Ms. Ray if there were any zoning issues with the proposal. Ms. Ray stated that both she and Director Brink had met with the applicant and explained some of the limitations of the code for example in reconstruction of the

parking lot, but generally speaking the downtown zoning district only has parking maximums so the proposal should be okay on that front. Ms. Ray noted that how any of the facade improvements comply with the design standards in the downtown zoning code would be determined once there is a final plan, however Mr. Dowling has worked within the confines of that zoning code, and he knows what the requirements are in the district so they should have a design that meets all the requirements.

Ms. Ray then read Pam Attardo's comments into the record. Ms. Ray also stated that in email correspondence between Ms. Attardo and Kathy Macefield, they were both of the opinion that when it comes to granting TIF funds to historic buildings that there be a facade easement. Ms. Ray stated that she knows that a number of buildings in the downtown have a facade easement in place, has not personally been involved in the establishment of any of those easements, and that there is nothing in state law that requires the Board to set that as a requirement of the use of TIF funds. Ms. Ray stated that it would be best to wait for Ms. Macefield if anyone had questions about Ms. Attardo's comments. Chair Obert asked Aimee Hawkaluk, City Attorney's Office about the facade easement issue. Ms. Hawkaluk stated that she was not familiar with the area, but what Ms. Ray stated sounds correct, and she would look into it further. Chair Obert stated that he felt in this downtown TIF it seems as though facade improvement, and health and safety are going to be big issues that come up often so having additional knowledge is helpful. Mr. Bilyeu asked the applicant if in the process of securing financing for the project if they had hired counsel and possibly had a discussion about the need for facade easements with them. Mr. Gordon stated that there has not been a conversation yet, and that they wanted to meet with Ms. Attardo to get her feedback before initiating conversations around issues like that, and that Ms. Attardo had not mentioned facade easements in their meeting. Mr. Gordon also stated that they would be willing to meet any requirements that the Board feels necessary. Mr. Dowling added that from his professional perspective that it is important to carefully think of requirements versus recommendations versus guidelines, as if something is made a requirement it could negatively affect future redevelopment. Mr. Dowling also noted that he is aware that Ms. Attardo's comments are recommendations at this point as the Livery Building is not in the [historic] district nor is it on the [national] register. Mr. Gordon also pointed out specific to Ms. Attardo's comments that they plan on reusing existing anchor points for awnings.

Mr. Bilyeu stated he was not enthusiastic about adding additional requirements that the Board has not done before, are not on the applications, and that it could be an issue if the Board is adding additional requirements on an ad hoc basis. Mr. Bilyeu noted that he asked the legal questions because he thinks that it is important to complete due diligence to ensure that projects are legally viable before awarding funds. Before moving on to the second application Mr. Schubert asked if Ms. Ray would forward Ms. Attardo's comments to the Board. Ms. Ray stated that they are part of the public record but would sent them to the Board.

Application 2 – Fire Tower:

Ms. Macefield presented the application for the stabilization of the fire tower with a total amount of \$74,650 being requested for labor, materials, supplies, equipment rental, and some trailhead signs. Ms. Macefield detailed some of the fire damage sustained to the tower a few years prior along with overall weatherization and incorrect repairs made over the years, leading to structural issues. Ms. Macefield showed the Board photographs of arson damage and other structural issues, noting that the

stabilization of the structure would be completed with the assistance of professional structural engineers who are experienced in historic preservation. Ms. Macefield also made note of the fact that the fire tower is iconic of the city of Helena and the imagery used by both local government and businesses to the point that it has become the symbol of the city making it important to maintain the fire tower to ensure it can last, as well as the fact that Historic Preservation has been unable to find another timber framed urban fire tower anywhere else in the country. Other funding sources for the project have been secured, including a \$10,000 grant from the Montana History Foundation (MHF) and private donations, in addition to the \$150,000 the city has allocated to the project, which leaves the requested TIF funding as the balance.

Ms. Holmes stated that \$10,000 from MHF sounds like one of their smaller grants and asked if more was requested in the application. Ms. Macefield stated that was the limit that could be asked for in that particular application. Mr. Bilyeu asked if the project would be able to be completed without receiving the full amount requested from the TIF. Ms. Macefield stated that typically there is a contingency amount requested on city projects, and deferred to Craig Marr, Parks, Recreation, and Open Lands, to give more specifics. Mr. Marr stated that if the funding is short, then the city will have to put out the bid to get an accurate number, and that there are some items in the budget that may or may not be needed depending on who gets awarded the contract, so it depends on how much short the funding is what would determine if the project goes forward. Mr. Bilyeu stated he asked this question as the Board needs to think about the different factors as they consider about how they will be allocating the available funds. Ms. Ray wanted to add to Mr. Bilyeu's comment that the Board should also consider if there is a need to reserve a portion of the approximately \$211,000 available for the summer funding cycle as we currently don't know how much may or may not come in. Chair Obert stated that there is a fair amount of funding available currently and he is assuming there will be additional funds because everything was pretty much pulled down to zero at the end of last year. Ms. Ray stated that going back to the budget report provided by the Finance department the beginning cash available as of July 1st was \$200,000 and there about about \$100,000 in project commitments, and less the Affordable Housing set aside there was approximately \$50,000 available not already committed to other projects. Chair Obert noted the Board could see any additional 50 to 100 thousand in funding for summer, but he would prioritize the fire tower first.

Board Discussion:

Mr. Schubert asked regarding the fire tower project, what kind of tax income would it yield for the city, as that is what gives additional TIF funds, and it seems to him that the fire tower isn't necessarily going to generate any revenue on it's own, but as it is so iconic it is a tourist stimulus which causes funds to flow into the city. On the other hand, Mr. Schubert noted the Livery Square project is going to have revenue as it houses businesses. With those comments Mr. Schubert stated his opinion that the fire tower project should be funded as it is used for tourism, and that will benefit the city in the short term more than the Livery Square project, not that it should not receive funding.

Mr. Tubbs stated that he really likes both projects. With one it increases the taxable value for the TIF, with the other project is would increase tourism. Mr. Tubbs expressed his appreciation for the Livery Square's team care and research into the history of the property, calling it the gateway to the downtown and the fire tower the logo for the downtown, so he would like to see both projects funded.

Ms. Holmes agreed with Mr. Tubbs that these are two important projects, and that it is a struggle to balance out with the limited funds how much is awarded to each. The fire tower is owned by the city and not generating revenue directly but is a beneficial asset to the community of Helena, and for that reason Ms. Holmes feels a personal allegiance to the fire tower, but recognizes that the job of the TIF is to generate revenue to support the revenue generating projects, so would like to see how much can be awarded to both projects.

Ms. Ladas stated that she was torn as she agreed with everything that has been said about the fire tower, it is an icon and needs to stay there, but if it is owned by the city, what is the city not able to preserve it. Ms. Ladas pointed out unlike the other proposal, the fire tower does not increase the tax base, however it's the fire tower and it has to stay so she would like to help. The Livery Square building would serve as a gateway to the state of the one way to the Walking Mall, and would generate funding, so it would be nice to be able to award both funds.

Mr. Carson stated he liked the Livery Square project and that it would increase the TIF funds. With the fire tower, Mr. Carson noted that it is city owned and that he was certain the city is putting funds into the project but that it should be funded as well. Mr. Carson said that the fire tower is the city's icon and in horrible disrepair at the moment and needs to be dealt with and this is an opportunity to do it. Funding both projects with the limited funds there needs to be a compromise between the amounts.

Mr. Bilyeu stated that there is one question that has to be answered first, and it is what Ms. Ray noted, is the Board comfortable awarding all the available funds now. Mr. Bilyeu would like to answer that first to make sure everyone is on board before making decisions on how it is allocated. Mr. Bilyeu stated that he thinks both are fantastic projects and has no problem allocating the entirety of the available funds between the two projects. While the fire tower is iconic, the Livery Square building seems to be the missing link in continuing the revitalization of the downtown but wanted to know what others thought about awarding the full balance.

Mr. Carson asked if the affordable housing reserve would still be there with awarding the full amount available. Ms. Ray asked if she could clarify a question brought up by Ms. Ladas as to why the city cannot fund the entire fire tower project showing the amount the city is investing in the project from the application and it is her understanding that since the arson incident this has been a belabored process and a labor of love.

Mr. Schubert asked if it would be possible to award half of the request to Livery Square now and wait to see what happens in April and then if there is funding award the second half, but fund out the fire tower project at the full request, because his impression is no one is opposed to awarding the full balance, and wanted to know if it could be awarded in two separate instances. Ms. Ray stated that would be possible and has happened in the past. Additionally, Ms. Ray reminded the Board of some projects they have approved within the last year in which they split the available funding between multiple projects, expending all available funds, and those that did not receive their full requested amount could resubmit for other aspects of their projects that were eligible but not funded. The Memorial Park Apartments project in the Railroad TIF URD was also cited as an example of a project that would likely be making additional requests after being awarded TIF funds.

Chair Obert asked both Mr. Tubbs and Ms. Ladas their feelings on spending down the entire balance. Both stated they were comfortable spending the entire balance.

Mr. Schubert motioned that the fire tower project be funded at their full request of \$74,650.00 and that the Livery Square project be funded at \$100,000. Chair Obert asked for a second. Ms. Holmes seconded the motion.

Mr. Bilyeu stated that while he was not opposed to the idea, but he would prefer to vote to give the remaining amount to Livery Square as it is only about 3% of their project cost that they had asked for, and while another project may come in later, this is such a moderate ask and it is a difficult plan and as they are trying to put their capital together to do this project it's difficult to ask them to come back in 6 months for additional funds. Mr. Bilyeu stated that he would not be opposed to allocating the full amount left after awarding the full amount requested for the fire tower project. Ms. Ladas agreed with Mr. Bilyeu.

Mr. Schubert accepted the amendment to his motion and Ms. Holmes modified her second to include the amendment. Chair Obert clarified the motion stating that it would recommend full funding for the fire tower at \$74,650 and the remainder of the available funds [\$136,608] to be then allocated to the Livery Square project. A vote was called, and the motion passed unanimously.

Other Business:

Officers were elected with Brian Obert officially elected Chair and Lee Schubert elected Vice-Chair.

Public Comment:

There was no public comment.

Next Meeting:

The next Downtown TIF Advisory Board meeting is scheduled for February 9, 2023. Ms. Ray noted that our former Housing Coordinator was planning on presenting information on the Affordable Housing Trust Fund to this board prior to her departure, so that is the only item that is still out there for this board, and unless something actionable comes up before the next meeting we can opt to hold off on meetings until a replacement is found or there is something actionable. Ms. Ray stated that there would be an application for the summer round of funding. It was decided to decide on the date of the next meeting at a later time.

Adjournment:

With no further business before the Board, the meeting adjourned around.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

IMPORTANT: APPLICANTS MAY REQUEST UP TO FIFTY PERCENT MATCH (50%) FUNDING FOR PROJECTS EXCEEDING \$10,000 OR UP TO TWENTY-FIVE PERCENT MATCH (25%) FOR PROJECTS EQUAL TO OR LESS THAN \$10,000. COSTS TO BE PAID WITH DOWNTOWN URBAN RENEWAL DISTRICT FUNDS MAY NOT BE INCURRED BY THE APPLICANT PRIOR TO FUNDING APPROVAL AND THE SATISFACTION OF ANY CONDITIONS OF SUCH APPROVAL.

CITY STAFF RESERVE THE RIGHT TO RETURN MATERIALS THAT ARE DEEMED INCOMPLETE OR LACK SUFFICIENT SUPPORTING DOCUMENTATION.

ANYONE SEEKING TIF ASSISTANCE FROM THE CITY OF HELENA MUST SUBMIT A WRITTEN APPLICATION FOR EACH TIF-ASSISTED PROJECT. THE FOLLOWING PROCEDURE HAS BEEN DEVELOPED TO EXPEDITE THE REVIEW OF TIF FUNDING REQUESTS.

1. Initial Contact: Contact the City of Helena Community Development Department, 316 N. Park Avenue, Room 445, Helena, MT 59623, (406) 447-8490, citycommunitydevelopment@helenamt.gov, to discuss the project and determine eligibility for TIF assistance.
2. Prepare a Written Application: The Applicant must prepare a written application for each funding request. The City of Helena staff will assist the applicant with any questions in the preparation of the application. The application should address the questions posed in the Project Narrative section.
3. Staff Review: Upon submittal of all necessary information, City staff will review the merits of the project and the need for funding. At any point in the review process, the staff or Board may request more information of the Applicant or solicit comment on the project from other public agencies. Items included in personal financial statements will not be subject to public review or presentation to or comment by other agencies.
4. Board Review and Approval: The DURD TIF Advisory Board will review the project and staff recommendations, and then recommend the funding request or any part thereof, and any special terms of TIF assistance to the City Commission.
5. Development Agreement: The City of Helena and the Applicant must execute a legally binding contract, which establishes the terms and conditions of the TIF assistance.

CHECKLIST ITEMS

- ☐ Project Description
- ☐ Project Renderings (where applicable)
- ☐ Application Form (pages 4-6)
- ☐ Project Financing Worksheet (page 7)
- ☐ Project Narrative Section (page 9)



APPLICATION PRIORITY AREAS FOR TIF ASSISTANCE

TIF Applications will be assessed based on the merits of individual projects in relation to the goals and objectives of the Plan, and the project priority areas set by the DURD TIF Advisory Board, which are as follows:

1. Infrastructure Improvement Program: Consideration will be given for projects that identify and prioritize upgrades to water, sewer, stormwater drainage infrastructure, and vehicular and pedestrian/bike transportation improvements as well as increasing fiber optic capability.
The City's 148-year old Fire Tower is an important component of the City's historic infrastructure. Its structural stability that has suffered over time due to weatherization, incorrect previous reinforcements and arson. Rehabilitating this structure will provide some important upgrades for its long-term viability well into the future. The project also includes trail identification signs for pedestrian use.
2. Site Redevelopment & Public Space Activation Program: Consideration will be given for redevelopment of underutilized or underperforming properties, adaptive reuse of existing structures, demolition activities, or improvements to property aesthetics through enhanced lighting, landscaping, public art, or other creative means to better activates public-facing spaces.
New trail identification signs at the Fire Tower's access points from Cruse Avenue, Miller Street and possibly the Tower Hill Apartments parking lot will better activate this public-facing space.
3. DURD Housing Program: Consideration will be given for projects that create or retain affordable housing opportunities. N/A
4. Facade Improvement Program: Consideration will be given for facade improvement projects that promote historic preservation and/or promote designs in keeping with the character of the district.
The rehabilitation of the Fire Tower, with its included components, could loosely be interpreted to be facade improvements. Rehabilitating the historic and iconic Fire Tower, long the City's symbol, will promote historic preservation for the community. The use of historically correct materials will also keep with the district's historic character.
5. Marketing/Branding Project Program: Consideration will be given for projects establishing a marketing and/or branding plan with a wayfinding component and an implementation strategy for the Downtown Urban Renewal District.
Installation of way-finding trail signage for the Fire Tower is included with this project.
6. Cruse Avenue Redevelopment Program: Consideration will be given for projects that study and implement activities addressing parcel surveying, the future surplus of city-owned property, and infrastructure planning for the Cruse Avenue right-of-way to pave the way for redevelopment activities. N/A



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

APPLICATION PRIORITY AREAS FOR TIF ASSISTANCE

7. Rodney Street Commercial Center Program: Consideration will be given for projects that reinvigorate the Rodney Street Commercial Center through gateway signage, infrastructural connectivity, and public art improvements. N/A



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

APPLICATION PRIORITY AREAS FOR TIF ASSISTANCE

Applications will be evaluated based on the following measurable objectives for projects and programs (listed in no particular order of priority):

1. Increased Taxable Valuation: Implementation of the project should encourage and/or result in **an increase in the URD's tax base.**
2. Relationship of Public and Private Investment: The relationship of private investment to public investment of a project shall be significant enough ensure prudent investment of public funds within the urban renewal district.
3. Job Creation: Projects that create opportunities for new employment contribute to the economic vitality of the District and community in a variety of ways.
4. Investment Spin-off: Projects that have the potential for investment spin-off, yielding a positive impact on the District.
5. Cost-Benefit Analysis of the Investment/Expenditure: Analysis of how the request cost of the TIF funds compares with the benefits of the project to the District.
6. Health and Safety Concerns: **The Project's impact, positive** or negative, on the environment in terms of noise, dust, pollution, public safety, traffic congestion, pedestrian access, visual aesthetics, etc.
7. Historic Preservation: The **Project's** capacity to encourage the preservation and protection of the cultural and economic heritage and physical assets of the District.
8. Density, Infill, and Adaptive Reuse: Projects will be evaluated for their ability to encourage or result in infill and adaptive reuse of underutilized and vacant lots and properties, and to promote more compatible, complementary uses within the District.
9. Cost of Public Services: **The Project's ability to improve public services, such as** water, sewer, sidewalks, parking, improved traffic circulation, etc., to an area that is currently underserved.
10. Housing Component: Projects that promote all types of housing in the area in conformance with the Downtown Neighborhood Plan and the Downtown URD Plan.
11. Conformance with the goals and objectives of the Railroad URD Plan, 2019 City of Helena Growth Policy, and the Downtown Neighborhood Plan: **The Project's ability to significantly** further specific goals found in the current Urban Renewal Plan, Growth Policy, and consistency with other City plans and objectives.
12. Conformance with Requirements for TIF Fund Expenditures, per 7-15-4288, MCA: Projects must cover eligible project activities stated in Montana statutes and be approved by the City Commission to satisfy needs identified in the Railroad Urban Renewal District Plan.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

Project Name: City of Helena Fire Tower Restoration Date Submitted: _____

APPLICANT INFORMATION

Name (First & Last): City of Helena Contacts:
Pam Attardo (City-County HPO)
Craig Marr (City Parks Dept)

Address: 316 N. Park Ave.
City: Helena State: MT Zip Code: 59623
Email: pattardo@lccountymt.gov Phone: 406-447-8357
cmarr@helenamt.gov 406-447-8485

If the applicant is not an individual doing business under his/her own name, the applicant has the status indicated below and is organized or operating under the laws of: State of Montana

- ☐ A non-profit or charitable institution/corporation
☐ A partnership or corporate entity known as _____
☐ District Resident
☒ Local Government
☐ Other (explain) _____

PROJECT INFORMATION

Building Address: 111 S. Cruse Ave.
Legal Description: _____

PROPERTY OWNER INFORMATION

If the property is not owned by the Applicant, written permission from the owner must be included to carry out the project and lease or other materials.

Property Owner (First & Last): City of Helena
Address: 316 N. Park Ave.
City: Helena State: MT Zip Code: 59623
Phone: 406-447-8000 Cell: _____ Other: _____
Email: tburton@helenamt.gov



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

PROJECT ARCHITECTURAL FIRM INFORMATION (WHERE APPLICABLE)

Company/Firm: N/A
Point of Contact (First & Last): _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Cell: _____ Other: _____
Email: _____

PROJECT FINANCIAL LENDING INSTITUTION (WHERE APPLICABLE)

Company/Institution: N/A
Point of Contact (First & Last): _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Cell: _____ Other: _____
Email: _____

PROJECT CONTRACTOR INFORMATION (WHERE APPLICABLE)

Company/Firm TBD by bid/RFP after full funding is obtained
Point of Contact (First & Last): _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Cell: _____ Other: _____
Email: _____

DESCRIPTION OF PROJECT

In a separate attachment, please provide a full written description of your project. Please indicate if the items are existing or new construction.

Due to difficulties with attachments, the full written description is included here in addition to as an attachment.

RESPONSE: This \$74,650 TIF portion of the total \$277,304.14 project will save Helena's historic and unique 1874 Fire Tower and provide for ongoing stewardship well into the future. This TIF application includes funding for equipment rental, **materials and supplies for the Tower's** structural base and the **watchman's** cabin and stairs plus trailheads signs to the Fire Tower. The City has previously invested



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

\$23,500 for **several structural assessments to determine the Tower's condition** plus an additional \$16,164.99 for the recommended solutions and planned drawings for a total of \$39,664.99.

The City Parks and Recreation Department has the organizational capacity and sufficient staff to complete large complex projects, has completed similar projects in the past and recognizes that historic preservation specialists are best qualified to rehab the Fire Tower with support from the Helena/Lewis and Clark County Heritage Tourism Council (HTC). The City/County HTC has successfully worked on historic rehabilitation of the Unionville School, East Helena Depot, and Silver City Cemetery.

Several grants have been applied for over the past year, unfortunately unsuccessfully: Montana State Historic Preservation Office - **"Revitalizing Montana's Rural Heritage Projects"**; National Trust for Historic Preservation Johanna Favrot grant; Department of Commerce - Montana Historic Preservation Grant program; Montana Department of Commerce Tourism grant. Only one grant was successful: \$10,000 from the Montana History Foundation.

The Fire Tower's condition has been declining since the last volunteer repair efforts in 1998 and an August 2017 arson event charred one of the oldest timbers. Stabilization of the iconic Fire Tower will repair an existing structure damaged by arson, weather and incorrect repairs over time.

This project, guided by leading wood scientists, will rehabilitate the Fire Tower as existing construction in accordance with the **Secretary of Interior's** Standards for Historic Preservation to save and restore a rare and endangered structure by: correcting unsafe connections and decay that have left the tower unstable; replacing missing timbers or those decayed beyond repair; removing two historically insensitive pressure-treated members and stairs and replacing with historically-appropriate materials; and rebuilding the pressure-treated **lumber watchman's cabin with Douglas fir to match historic design** and materials. The use of new materials could be interpreted as new construction on the existing structure.

Plans have been drawn to repair, stabilize and preserve the Helena Fire Tower according to the Secretary of the Interior's Standards. The project will span 4-5 weeks in 2023, with work performed by a crew of four historic preservation timber framers. A structural engineer with timber framing experience will evaluate the tower prior to work and timbers will be selected a few months prior to the work. A crew of 4 timber framers will dismantle the tower on-site and number the timbers for reassembly; this saves costs and maximizes retention of existing material to **maintain the tower's** authenticity. A temporary fence will replace the existing one during construction and a forklift, boom lift and crane will be rented.

The tower's 4 legs, which date to 1874, have significant decay at their bases; about 3' will be removed on each and scarf spliced with new timber, providing undamaged wood for new connections and **restoring the tower's original geometry. All steel plates, etc. added to keep it from collapsing over the** years will be removed and historic structural connections will be restored: wood mortise and tenon joints, housings/gains in receiving timbers; wood splints, bolts and structural washers and iron/steel drifts. Decay pockets within timbers will be repaired with dutchman inserts; timbers needing splice/scarf repairs will be addressed, and only 3 historic timbers will be replaced. Pressure treated lumber previously used for the **stairs, watchman's cabin**, decayed support timbers, and railing will be removed and replaced; missing members verified in historic photos will also be replaced. The 2011 bell platform will be reused and cracks/checks will not be filled per the Standards.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

The Watchman's cabin will be lifted off the Tower's structural base and repaired on the ground with historically appropriate materials with the help of Preserve Montana and dedicated experienced volunteers. This work can be done at the same time as the Tower's timbers. The cabin will then be reinstalled to continue its watch on top of the Fire Tower by Fall 2023.

*Rehabilitation will set the Tower at a preservation baseline, introduce a capital investment program (CIP) for the next 65 years and establish a best practices maintenance regimen per the Anthony Report. **The Fire Tower's timbers and other wood materials are organic so ongoing maintenance** will be key to its future longevity. The HTC and the City will follow the 15-year investment cycle for structures from the Beaudette Report (p. 57): the largest investment is the **structure's** rehabilitation in 2023, then 15 years of minimal investment, followed by 15 years of moderate investment and then potentially significant capital investment in 30-50 years from this rehabilitation project when the cycle begins again.*

A range of products will benefit the public including the publication of a written, illustrated maintenance and repair manuals and schedule for City Parks' staff, and photographic and video documentation provided by non-profit Helena Civic Television (HCTV). In addition to a rehabilitated historic structure safe from collapse, the Fire Tower will be preserved long into the future as a symbol intertwined with Helena's history, identity and sense of place for tourists to enjoy on the tour train and walking tours, in pictures, publications, social media and merchandise.

PROJECT RENDERINGS (IF APPLICABLE)

Submit design schematic and/or site and landscaping plans for project.

RESPONSE: No additional site or landscaping plans are proposed beyond the Fire Tower's rehabilitation.

The following reports and drawings are attached:

The Guardian of the Gulch Helena's Historic Fire Tower Historic Structure Assessment, May 12, 2017 by Montana Preservation Alliance and Beaudette Consulting Engineers, Inc.;

Wood Investigation of the Helena Fire Tower, September 21, 2019, by Anthony and Associates, Inc. and Porter and Associates;

Repair Plan for the Helena Fire Tower, Helena, MT, 2022 and Fire Tower Repair Drawings by Fire Tower Engineered Timber, Inc. and Porter & Associates;

Historic and current photos of the Fire Tower.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

TOTAL COST OF THE PROJECT

Please summarize. A full breakdown of costs is required on the *Project Cost Worksheet*.

Applicant funds: \$162,577.74; Other sources of funds: \$14,576.40; In-kind contributions: \$2,000.00;

Total project cost: \$278,789.14 (including previously paid for structural evaluations, reports & plans for \$39,664.99);

Eligible TIF costs excluding structural evaluation: \$237,639.15

PROPERTY OWNERSHIP

Do you own the property or are you currently purchasing it? Explain.

Owner since 1874 when it was originally built for \$100.00.

JOB CREATION

Will there be any new permanent or part time jobs as a result of this project excluding construction jobs associated with the development of the project? If so, how many?

Unknown – ancillary, intangible permanent or part-time jobs could be related to tourism.

PROJECT COMPLETION

What is the expected completion date of the project?

Fall 2023

PROPERTY TAXES

How much are the current annual property taxes including any improvements? Is the payment of taxes current?

N/A – the City of Helena is a local government and is tax-exempt.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

PROJECT COST & FINANCING SECTION

Summarize the project costs on the Project Cost Worksheet. Use general categories and include items that are in the assistance request. The total cost should include land costs and “soft costs” such as zoning processes, surveys, and permits to enable the DURD Advisory Board to evaluate the entire private investment. If in doubt about an item's eligibility, include it. Staff will review the items and help determine eligibility. Briefly describe how the project will be financed and be sure to include equity and other investments into the project. If financing commitment is contingent on grants or URD TIF commitment to the project, has multiple sources, or other complex factors, provide that information.

NOTE: The TIF Program requests which include demolition/deconstruction activities, public sidewalks, streets, alleys and other right-of-way improvements; and/or work on utility main transmission lines totaling over \$25,000 are subject to Montana Prevailing Wage Rates and must include that in the itemized costs.

PROJECT COST WORKSHEET

Professional Services

1.	<u>Timber frame labor</u>	\$	<u>88,000.00</u>
2.	<u>Watchman's cabin, stairs and rails labor</u>	\$	<u>12,960.00</u>
3.	<u>In-kind donations: HCTV video documentation</u>	\$	<u>2,000.00</u>
	Subtotal	\$	<u>105,582.00</u>

Construction/Rehabilitation Costs

1.	<u>Materials and supplies – Tower base structural supports</u>	\$	<u>26,500.00</u>
2.	<u>Materials and supplies -- Watchman's cabin, stairs and rails</u>	\$	<u>3,990.00</u>
3.	<u>Equipment rental</u>	\$	<u>21,200.00</u>
4.	<u>Air fare, local transportation, lodging, meals</u>	\$	<u>35,680.00</u>
5.	<u>3 trailhead signs</u>	\$	<u>3,000.00</u>
	SUBTOTAL:	\$	<u>87,370.00</u>
6.	<u>City Building permit fees</u>	\$	<u>1,740.75</u>
	Subtotal	\$	<u>1,740.75</u>

Printing, Advertising, etc.

1.	<u>Advertising – RFP/Bid solicitation</u>	\$	<u>1,000.00</u>
	Subtotal	\$	<u>1,000.00</u>



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

Other Miscellaneous Costs

- | | |
|---|--------------|
| 1. Contingency (20% based on materials, labor, equipment rental, travel) | \$ 38,266.00 |
| 2. Structural engineering evaluations and reports (\$23,500 plus \$14,679.99 previously paid Fire Tower expenses as part of total project development cost but not an allowable TIF cost) | \$ 39,664.99 |

Subtotal \$ 38,266.00

TOTAL PROJECT DEVELOPMENT COSTS

\$ 278,789.14

TOTAL TIF ELIGIBLE PROJECT DEVELOPMENT COSTS \$ 237,639.15

PROJECT FINANCING WORKSHEET

Owner/Developer Investment

Total applicant investment in the project
(cash, City building permit, advertising &
in-kind staff time (City Parks Dept.)

\$ 186,077.74

Listing of Other Funding Sources & Amounts (Continue on separate sheet if needed)

- | | |
|--|--------------|
| 1. MT History Foundation | \$ 10,000.00 |
| 2. Helena Soroptimists | \$ 2,774.00 |
| 3. Lewis & Clark County, City-County Historic Preservation Officer | \$ 1,802.40 |

Request for Eligible items

Labor, Materials & Supplies, Equipment Rental,
Trailhead Signs

TOTAL TIF REQUEST

\$ 74,650.00

TOTAL PROJECT FINANCING

\$ 278,789.14



PROJECT NARRATIVES SECTION:

1. Description of Project. Provide a written description of the project, scope of work if a marketing plan or similar plan, number, and types of jobs to be created, etc.
 - a. Compliance with the Downtown URD Plan: Identify how your project supports the Downtown URD Plan and how the project benefits the neighborhood, URD, and community (See Attachment B for Goals and objectives of the Plan).

2019 Helena Downtown Urban Renewal Plan (DURP)

- Invest in infrastructure needed for development
 - Goal #4, item 9. “Retain and address needs of existing city-owned cultural and historic facilities to improve use and function.”**

The Heritage Tourism Council (HTC) has consulted with City Parks regarding the Fire Tower, which is located within the DURP’s boundaries, since the arson event in 2016. That event resulted in analyses that identified the tower’s structural weaknesses. In December 2019, the HTC, after careful consideration of historic properties in need of rehabilitation, chose the Fire Tower as the best candidate and applied for two state and federal historic preservation grants on behalf of the City:

 - 1) a National Park Service grant in the amount of \$70,000 that made it to the second round of the process but was not funded because the application did not identify any cash match nor any funding for maintenance after rehabilitation; and
 - 2) an HB12 Montana Historic Preservation grant in the amount of \$25,000 which was ranked by the Department of Commerce as 12th out of 94 projects throughout the State, but was cut from funding by legislative committee in favor of lower-ranking projects in rural areas in 2021.

On behalf of the City, the HTC applied for and was successful in obtaining a \$10,000 grant from the Montana History Foundation in 2022 and \$2,774 in a private donation from Helena Soroptimists for the Fire Tower’s rehabilitation.
 - Create a quality and unique experience
 - Make improvements to attract more businesses
 - Goal #6, item 2. Capitalize on downtown’s historic assets¹ and unique history** (Distinguish Helena downtown from other places in Helena and from other cities), and **item 3. “Emphasize the unique and historic walking mall . . . “**

Since 1989, the HTC and its predecessor Historic Preservation Commission have promoted downtown and celebrated its unique history in the following ways:

 - 1) co-hosting guided historic downtown walking tours with LCCHS, c.2007, continuing through the present and beyond;
 - 2) organizing and hosting Helena History Fairs in downtown Helena, 2009-2015;
 - 3) republishing Helena Illustrated History book by Jean Baucus and Vivian Paladin, 2007; the Fire Tower is featured on 6 pages in this book;
 - 4) promoting downtown Helena as having one of few historically intact Main Streets in the West;

¹ The Downtown Urban Renewal Plan incorporates language from the Downtown Neighborhood plan (see p. 2 of this document.)



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

5) obtaining funding proper rehabilitation of the Fire Tower on behalf of the City; after surveying all 50 U.S. State Historic Preservation Officers (SHPO), **Helena's timber-framed Fire Tower located in an urban setting, is the only one of its kind in the U.S.;** and
6) **authoring "Nuggets from Helena" column in the Independent Record featuring historic downtown since 2018, continuing through the present and beyond; Fire Tower article by HTC member Mike Shields in 2019 is attached.**
7) **partnering with the Lewis and Clark County Historical Society with locating its History Center in downtown Helena, initially in 1989-1991 and then c.2008-2021.**

- b. Local Zoning and Other Requirements: All projects assisted by Downtown URD TIF funds **must, depending on the project location, comply with the City's** Zoning Requirements, provide a brief narrative as to how the design successfully meets the requirements of City Zoning. Include any project schematic, site, and landscaping plans.
N/A - this project is for rehabilitation of an existing historic structure so no additional zoning requirements are applicable such as landscaping, parking, etc.
- c. Demolition/Deconstruction: If the project request includes removal of structures, it must be done in accordance with to the provisions of Helena City Code Title 3 Chapter 15. Provide a brief narrative on how the building will be removed and whether it is a structure within the city that is individually listed on the National Register of Historic Places, or a property located within the city's historic districts which is designated by the state historic preservation office (SHPO) as primary or contributing.
*N/A- the Fire Tower will not be removed from the site and will be repaired on the subject property **in accordance with the Secretary of Interior's Standards for Historic Preservation**; will be done under the guidance of experienced historic preservation heavy timber framers, wood scientists and structural engineers. Therefore, the demolition ordinance is not applicable in this case.*
- d. Dislocation: If existing tenants are to be dislocated as a result of the project, provide a separate narrative describing how they have been or will be appropriately relocated.
N/A - there are no tenants on the subject property.

2. Logistical Considerations. Provide a brief narrative describing the following:

- a. Project Feasibility: The Applicant's demonstration of financial readiness and ability to proceed.
*The City has obtained a significant portion **of the project's** \$278,789.14 total funding requirement. This TIF application is to acquire the remaining portion of the project costs including labor, materials, equipment rental and trailhead signs.*
- b. Applicant's Ability to Perform: The Applicant's capability to undertake the relative complexities of the project.
The project will be jointly undertaken by the Helena/Lewis and Clark County Heritage Tourism Office and the City Parks Department, both with experience in managing complex projects in a timely manner.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

- c. Timely Completion: The feasibility of completing the project according to the Applicant's proposed project schedule.

*After the remaining portion of funding is obtained, the project will be let for RFP or bids - anticipated to be spring 2023 with completion by fall 2023. Although the **Fire Tower's rehabilitation** is a complex project, it is a straight-forward historic preservation project that can be completed by skilled professionals within the specified timeframe.*

- d. Payment of Taxes: All property taxes, special improvement district assessments, and other assessments on the project property must be paid to date, where applicable.
N/A - the City of Helena is a local government and is tax-exempt.



PROJECT NARRATIVES SECTION (CONTINUED):

3. Economic & Community Development Potential: Provide a brief narrative for the following. If not applicable, please note:

- a. Tax generation: Describe how the project will increase the taxable valuation in the District.

*The Fire Tower, as a City-owned structure located on City property, is exempt from property taxes and the proposed rehabilitation project will not change that tax status. However, rehabilitating the Fire Tower so it can continue as the **City's highly visible** seal, logos and symbol (as shown on this application form), on sewer covers and Fire Department patches, public art on traffic signal boxes and murals, City and tourism websites, and as a very significant landmark. Business owners may choose to locate in the portion of downtown that close to the Fire Tower, which may in turn encourage reuse of vacant spaces thereby increasing the **district's taxable valuation**.*

- b. Relationship of Public and Private Investment: Describe the relationship of private investment to public investment of a project and discuss how it is a prudent investment of public funds within the urban renewal district.

*Significant public financial investment has been secured in this important rehabilitation project. A significant portion **of the project's total cost has been** provided by the City of Helena within its own budget plus additional private funding obtained from the Montana History Foundation and Helena Soroptimists. The HTC has written numerous grants on behalf of the City to rehabilitate the Fire Tower and has pursued fundraising for long-term maintenance. Preserve Montana has given significant assistance with their Historic Structure Assessment and helped locate qualified historic preservation professionals. As a City-owned property, acquiring the remaining \$74,650 of the total project cost with TIF would demonstrate a prudent investment for the **Fire Tower's longevity, the district and for the businesses located** there.*

- c. Job Creation: Are there any jobs created as a result of the project? Please describe.
Direct job creation will occur during the Fire Tower's rehabilitation. Indirect job creation may occur as downtown businesses become more viable and the overall district's identity is strengthened for the long-term. The Fire Tower's rehabilitation will allow this unique historic structure to continue to exist at this location to benefit tourists and residents by providing a sense of place.

- d. Investment Spin-off: Describe any potential for investment spin-off having a positive impact on the District.

Helena's Fire Tower is truly unique as a national historic landmark; it is the only structure of its kind. It is presently a source of community pride and identity and included with many local business names, on numerous local artists' photographs, and souvenirs. This situation is expected to continue. Existing businesses may



expand and new businesses may choose to locate in Helena's downtown which would have a positive impact.

- e. Cost-Benefit Analysis of the Investment/Expenditure: For projects that are \$10,000 or more, a cost-benefit analysis should be completed.
- TIF funding is requested for less than an estimated 1/3 of the total project cost. Portions of this special structure are still original from its 1874 construction, making Helena's historic symbol priceless and irreplaceable. The best choice is to rehabilitate the Fire Tower (including the watchman's cabin) so that it's historically correct and can continue to proudly stand as the "guardian of the gulch" long into the future, armed with a useful maintenance guide. The intangible benefits for residents, business owners, and visitors being able to see and enjoy this iconic and nationally unique tower on the hill overlooking downtown are difficult to quantify.*

Yet the potential loss of the Fire Tower if it were to fall down without stabilization would also be immeasurable. Letting the Fire Tower continue to languish by the weather and with arson damage is an undesirable alternative and will cost more the longer rehabilitation is delayed.

- f. Health and Safety Concerns: Describe the **project's** impact, positive or negative, on the environment in terms of noise, dust, pollution, public safety, traffic congestion, pedestrian access, visual aesthetics, etc.
- The Fire Tower is currently structurally unsound due to age, weather exposure, shortening of timber connections over the years in addition to fire damage created by arson in 2016. As a result, public safety is a concern. Additionally, previous misguided attempts to fix the Fire Tower resulted in the use of some historically inappropriate materials which affects visual aesthetics. The proposed rehabilitation will stabilize the Fire Tower and restore it with historically correct materials, thereby protecting public safety and improving the visual aesthetics.*

*The watchman's cabin has also been the subject of vandalism and needs repair. Parts of the historically-inaccurate siding has either fallen or is missing. Historic photos show that the cabin was altered and the door was moved from the east to the south side. The stairs and railings are also unstable and need to be replaced. Although the Fire Tower is not accessible to the general public due to liability and vandalism concerns, the Tower is illuminated during the Parade of Lights the day after Thanksgiving for the holiday season. TIF funding would improve safety for that seasonal lighting and allow the watchman's cabin to be rebuilt in its historically correct design since 1940. Including the **watchman's cabin, stairs and railings as an integral** part of the total project now will result in cost-savings since the large rental equipment (telescoping*



*boom lift, forklift, crane and operator) will already be on the property to as part of the **tower's structural supports' rehabilitation.***

- g. Historic Preservation: Describe the **project's** ability to preserve and protect the cultural and economic heritage and physical assets of the district.

Helena's 148-year old Fire Tower is a unique historic timber-frame structure in an urban area that is not found in any other state. The Fire Tower is instrumental infrastructure that helped save Helena by providing a fire notification system through numerous devastating fires. It is a source of community identity and pride that has long been the City's official one-of-a-kind symbol, creates a sense of place and is a distinct component of the district's cultural and economic heritage.

*The HPO will develop a maintenance manual for the Fire Tower with the help of the historic preservation specialists. The Parks Department will be able to use this manual **for the historic Fire Tower's long-term maintenance that's consistent with historic preservation guidelines.***

Rehabilitating the Fire Tower so it's structurally sound, safe and well-maintained will allow it to grandly stand on its bluff overlooking downtown Helena into the future, for its sesquicentennial in 2024 and continue long beyond that milestone, thereby protecting the physical aspects of the district.

- h. Density, Infill, and Adaptive Reuse: Describe if the project increases density in the DURD through infill and adaptive reuse of existing property(s).
N/A- the City parkland property is located in a Transitional District. Chapter 9 of the Helena Zoning Ordinance (Title 11) states this zoning district is **intended "to provide for the protection and enhancement of historic and cultural resources; to establish minimum requirements and responsibilities for the installation of public improvements in support of redevelopment; and to encourage desirable site design for all development occurring in the districts.**

These aspects are all essential for the development of a diverse, dynamic and desirable city environment."

The TR District identifies the uses that can occur on the property if water and sewer mains are installed to serve the property in addition to accessible street rights-of-way; these infrastructure improvements are not presently in place to serve the Fire Tower. The current use with the unoccupied Fire Tower as part of the City's park system on a hill accessible only on foot will continue and remain unchanged.

- i. Cost of Public Services: Describe how the projects will improve public services such as water, sewer, sidewalks parking, improved traffic circulation, etc., to an area currently underserved.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

The Fire Tower is currently accessed by an unmarked trail that connects to Cruse Ave. to the west, Miller Street to the east and informal access from the Tower Hill Apartments parking lot to the north. Although local residents may know how to reach the Fire Tower, visitors may not. Trail identification (way-finding) signs that can include trail etiquette at these locations are included to increase the public benefit of this project.

- j. Housing Component: Describe any housing components to the project. One of the main goals of the Downtown Neighborhood Plan and the Downtown URD Plan is to promote all types of housing in the area.

N/A - no housing is proposed on the City parkland.

- k. Conformance with Requirements for TIF Fund Expenditures, per 7-15-4288, MCA: Projects must cover eligible project activities stated in Montana state statutes (See Attachment A).

This project conforms to the requirements of 7-15-4288 MCA for:

~ improvement of public improvements or infrastructure for publicly-owned structures.

ATTACHMENT A: ELIGIBLE ACTIVITIES

As specified by state law, TIF may be used to finance redevelopment activities including the following (from 7-15-4288, M.C.A.):

1. Land acquisition, including acquisition of infrastructure-deficient areas and assemblage of land for development or redevelopment by private enterprise or public agencies, including sale, initial leasing, or retention by the municipality itself at fair value.
2. Demolition and removal of structures.
3. Relocation of occupants.
4. The acquisition, construction, and improvement of public improvements or infrastructure, including streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and off-street parking facilities, sewers, sewer lines, sewage treatment facilities, storm sewers, waterlines, waterways, water treatment facilities, natural gas lines, electrical lines, telecommunications lines, rail lines, rail spurs, bridges, publicly owned buildings, and any public improvements, and items of personal property to be used in connection with improvements for which the foregoing costs may be incurred.
5. Costs incurred in the exercise of urban renewal powers (found in 7-15-4233, MCA), including urban renewal projects as authorized by the City Commission.
6. Acquisition of infrastructure-deficient areas or portions of areas;
7. Administrative costs associated with the management of the urban renewal area or targeted economic development district;
8. Assemblage of land for development or redevelopment by private enterprise or public agencies, including sale, initial leasing, or retention by the local government itself at its fair value;
9. The compilation and analysis of pertinent information required to adequately determine the needs of the urban renewal area or targeted economic development district;
10. The connection of the urban renewal area or targeted economic development district to existing infrastructure outside the area or district;
11. The provision of direct assistance to secondary value-adding industries to assist in meeting their infrastructure and land needs within the area or district; and
12. The acquisition, construction, or improvement of facilities or equipment for reducing, preventing, abating, or eliminating pollution.

ATTACHMENT B: GOALS OF THE DOWNTOWN URD

- Add to downtown vibrancy with a mix of uses
 - Provide a range of housing for a range on incomes
 - Attract new business types that support residential uses
 - Encourage new business startups
 - Conduct feasibility, market, and other studies
 - Encourage ground floor active use
 - Add to improve urban landscaping with public art, trees, and planting
- Upgrade Underperforming properties
 - Develop vacant lots and encourage upgrades to under-performing property gaps
 - Encourage the update and adaptive re-use of buildings for 21st century needs, such as open interiors, improvements to broadband, and for safety and market competitiveness
 - Encourage redevelopment of parking facilities that create gaps in downtown ground-floor retail by allowing for non-parking uses on floor level and parking on other stories
 - Facilitate façade improvements
 - Inventory city properties with potential for higher use and develop criteria for disposition
 - Provide for demolition and site preparation as needed to upgrade properties
- Invest in infrastructure needed for development
 - Improve transportation infrastructure for better function and safety for vehicles, pedestrians and bicycles and include street scape features to improve aesthetics, safety, and quality for non-motorists
 - Rectify issues of parcels along and within streets that were not properly surveyed
 - Address improvement needed for fire suppression water flow requirements for higher densities; improve fire engine access and prioritize replacement of older segments of pipe for water and sewer
 - Facilitate storm drainage, and continue to address capacity issues and alternative detention features
 - Expand Fiber capability
 - Invest in capital improvements needed for parks and open spaces
 - Manage parking for optimal efficiency and unitization
 - Retain and address needs of existing city-owned cultural and historic facilities
- Improve Transit, Pedestrian and Bike Connections
 - Improve pedestrian and bike facilities
 - Develop a comprehensive bike network
 - Improve vehicle circulation and access to increase retail viability
 - Improve gateways and wayfinding
 - Increase transit options
 - Improve pedestrian connections from parking facilities to destination
- Create a quality and unique experience
 - Make improvements to attract more businesses
 - Encourage ground-floor transparency
 - Capitalize on **downtown's** historic assets

ATTACHMENT B: GOALS OF THE DOWNTOWN URD (CONTINUED)

- Stimulate Vibrancy with a Mix of Uses (Rodney Street Goal)
 - Retain the neighborhood character allowing for mixed uses, a variety of residential types, and a central commercial area
 - Keep the area primarily residential with a range of housing types intermixed with offices and government uses
 - Increase residential capacity
 - Retain the Rodney Street Commercial Center as the primary area for retail, with the potential for housing and offices in the upper floors
- Reinvigorate the Rodney Street Commercial Center (Rodney Street Goal)
 - Retain and build the Neighborhood Center as the center for retail, commercial and social gathering
 - Improve Rodney Street functionality, infrastructure and aesthetic between 6th and Broadway
 - Create gateways with wayfinding at both ends of the commercial center
 - Create better linkages between the courthouse complex, Myrna Loy center, and Rodney Street
 - Incorporate public art that differentiates the area from Downtown tonto a fun and funky interactive way
 - Monitor parking demand and identify potential for temporary uses or longer term uses

City of Helena, Montana

February 14, 2023

To: Mayor Collins and the Helena City Commission

From: Ellie Ray, Senior Planner
Chris Brink, Community Development Director

Subject: Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Livery Square, LLC, for facade improvements at 534 North Last Chance Gulch and 23 Neill Avenue.

Present Situation: On December 30, 2022, Livery Square, LLC, submitted an application for consideration of Downtown Tax Increment Financing in the amount of \$150,000 for façade improvements on the Livery Square Building located at 534 N. Last Chance Gulch and 23 Neill Avenue. The owners' application for DTIF funding will address a range of façade improvements to enhance beautification and vibrancy of a large commercial structure at a highly visible gateway area to the Downtown URD (DURD). This work will be part of an estimated \$4,319,200 renovation project for the Livery Square Building, which is hoped will be a catalyst for additional property redevelopment within the DURD, and will include site improvements (\$235,000), mechanical and electrical upgrades (\$150,000), interior remodeling (\$1,550,000), and façade improvements (\$750,000). All other funds expended by the applicant are currently projected to cover contingency and design/engineering services.

The Livery Square Building application was presented to the Downtown Tax Increment Financing Advisory Board on January 12, 2023 and was recommended for funding approval at \$136,608 by a quorum of voting members (7:0). This decreased funding amount was recommended for approval due to the present availability of DURD TIF dollars. The total DTIF funding request constitutes approximately three percent (3%) of the overall Livery Square renovation costs and approximately eighteen percent (18%) of the eligible façade improvements.

Background Information: To grant Livery Square, LLC, \$136,608 in Downtown TIF financing toward façade improvements at the privately-owned, commercial Livery Square Building, located at 534 N. Last Chance Gulch and 23 Neill Avenue.

Proposal/Objective: To grant Livery Square, LLC, \$136,608 in Downtown TIF financing toward façade improvements at the privately-owned, commercial Livery Square Building, located at 534 N. Last Chance Gulch and 23 Neill Avenue.

Advantage: The Livery Square Building rehabilitation will revitalize and beautify a key gateway area to the DURD, and it is hoped that it will serve as a catalyst for additional public-private partnerships on historic building renovations.

Notable Energy Impact: Renovation activities to the Livery Square Building will help assure the structure's longevity and tenancy potential, whereas failing to address necessary upgrades may result in deterioration of the project site and structure. This outcome could result in partial or full demolition, thereby adding to the city's solid waste stream and possibly requiring abatement of older, environmentally hazardous materials.

Disadvantage: N/A

Notice of Public Hearing: N/A

Staff Recommendation: Move to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Livery Square, LLC, for façade improvements at 534

North Last Chance Gulch and 23 Neill Avenue.

ATTACHMENTS:
<input type="checkbox"/> Livery Square DTIF Resolution
<input type="checkbox"/> 1/12/2023 DTIF Advisory Board Meeting Minutes
<input type="checkbox"/> Livery Square DTIF Application

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION DISTRIBUTING DOWNTOWN URBAN RENEWAL DISTRICT TAX INCREMENT FINANCING FUNDS TO LIVERY SQUARE, LLC, FOR FAÇADE IMPROVEMENTS AT 534 NORTH LAST CHANCE GULCH AND 23 NEILL AVENUE.

WHEREAS, on May 21, 2018, the City Commission adopted Resolution No. 20444 that found the Downtown Urban Renewal District a "blighted area" in need of rehabilitation and/or redevelopment in the interests of public health, safety, morals, and welfare of the residents of the City of Helena;

WHEREAS, on October 29, 2018, the City Commission passed Ordinance No. 3242, which adopted the Downtown Urban Renewal District along with the Downtown Urban Renewal District Plan to guide the redevelopment of the blighted area of the Downtown Urban Renewal District;

WHEREAS, the Downtown Urban Renewal Plan includes goals to (1) "add to downtown vibrancy with a mix of uses," (2) "upgrade underperforming properties," and (3) "promote historic preservation to create a quality and unique experience;"

WHEREAS, Ordinance No. 3242 authorized the segregation and application of tax increments received from within the Downtown Urban Renewal District to be used to directly pay for costs of approved urban renewal projects and programs consistent with §7-15-4288, MCA;

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

WHEREAS, under § 7-15-4288, MCA, costs incurred in connection with redevelopment activities, defined by §7-15-4233, are eligible for tax increment funds, allowing municipalities to "improve, clear, or prepare for redevelopment any real or personal property in an urban renewal area" under § 7-15-4233(i), MCA;

WHEREAS, the applicant, Livery Square, LLC, proposes a project that will improve real property by making façade improvements as part of larger site improvements and renovation activities for a privately-owned commercial structure (the "Project");

WHEREAS, the total cost of the Project is estimated to be seven-hundred fifty thousand dollars (\$750,000);

WHEREAS, Livery Square, LLC, has requested disbursement of one hundred thirty-six thousand, six hundred eight dollars (\$136,608.00) of Downtown Urban Renewal District tax increment funds for the Project; and

WHEREAS, the Downtown Urban Renewal District Tax Increment Advisory Board recommended approval of tax increment funds for the Project on January 12, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

Section 1. The Helena City Commission finds:

- A.** The Project is located within the established boundary of the Downtown Urban Renewal District.
- B.** The Project constitutes an allowable cost, pursuant to § 7-15-4288, MCA, eligible to be paid by tax increment financing funds.
- C.** The Project conforms to the goals and priorities stated in the Downtown Urban Renewal District Plan.

Section 2. City shall distribute one hundred thirty-six thousand, six hundred eight dollars (\$136,608.00) to Livery Square, LLC, payable from the tax increment financing funds generated to date by the Downtown Urban Renewal District.

Section 3. Prior to distribution of funds, Livery Square, LLC, must enter into an agreement acceptable to the City.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 27th DAY OF FEBRUARY, 2023.

MAYOR

ATTEST:

CLERK OF THE COMMISSION

**Minutes
Downtown TIF Advisory Board Meeting
January 12, 2023, 10:00 a.m.
Via Zoom Meeting Platform**

Board Members Present:

Brian Obert, Chair
Charlie Carson
Lori Ladas
Krys Holmes
Lee Shubert
Riley Tubbs
Nathan Bilyeu

Staff Present:

April Sparks, Administrative Assistant III
Ellie Ray, Planner II
Craig Marr, Parks and Recreation
Kathy Macefield
Aimee Hawkaluk, City Attorney's Office

Non-Board Members:

John Dendy, BID Director
Andy Gordon
Mike Dowling
John Huffman
HCTV

Member of the Board Absent:

Andrew Chanania

Call to Order:

The meeting started shortly after 10:00 AM. While waiting for enough Board members and the applicants to join the meeting Chair Obert asked to proceed with an informal budget report. Ms. Ray noted that the applications sitting before the board total about \$225,000 in requests, and the balance of funds available is close to about \$211,000, so similar to past years deliberations, there will need to be decisions as to granting some or all the funds available and how much to each.

Chair Obert asked if it was known what the Downtown TIF will be getting for 2023. Ms. Ray stated that she does not think there have ever been hard and fast numbers, but that finance has projections of the funds that will be available, and it is not known how much will come in in May. Less existing project commitments and the 10% set aside for the Affordable Housing Trust Fund there is \$211,258 available. Chair Obert asked for confirmation that amount does not include what may be added in May. Ms. Ray confirmed.

While continuing to wait for additional Board members to join, introductions were made. There were discussions about things happening in the community and with the different attendees' organizations while waiting for a quorum.

Minutes:

A quorum was established, and it was noted that minutes from previous meetings were still being prepared and should be available at the next meeting.

Update on Budget:

Ms. Ray again stated that there is a total of \$211, 258 in the budget.

Application 1 – Livery Square:

Andy Gordon, owner Livery Square, presented his application requesting \$150,000 in TIF funding to help with façade improvements on the Livery Square building, which serves as a focal point for the northern side of Last Chance Gulch. Mike Dowling provided an overview of the plans and the research that was involved in the design process. Chair Obert asked if the applicant could provide a lay out of what the building was at one point. Schematics on page 76 of the application were pulled up in the zoom meeting. Mr. Bilyeu asked to hear more detail about what is proposed in changing the looks of the building. Mr. Dowling showed some historic information about the building noting that on the 1920 Sanborn map it appeared as if it were two separate buildings, and noted the various additions to the building over the years along with the conjecture that the original building did not start as a [automobile] dealership as cars did not exist in the late 1800s, but was likely a truce livery building, which is where horses would have been boarded while people were in the downtown area to conduct business, but became a Dodge dealership right around 1920 and remained the use for most of its existence. The ramps in the back were likely used to move vehicles to the basement level or up to the showroom area. Mr. Dowling also noted the location of a Texaco gas station, and a 1984 expansion that added the octagon shape on either side of the building. Mr. Dowling brought attention to the fact that they are not planning on changing the footprint of the building, but “reaching in” and redoing the façade of the 1984 renovation. Mr. Dowling presented the plans for the façade improvement, noting that it is a modern interpretation of the original livery building, and being far enough away from the historic district it made sense to do it that way. Mr. Dowling also stated that these are the first draft of the plans, and will likely be refined more. Chair Obert noted the appearance of the intent to put an Old West fake façade on the front vertical with canopies coming out to look similar to the original livery. Mr. Dowling stated that it is delicate as one does not want to copy, but they want to have that historic feel to the building. Mr. Gordon also noted that they are actively attempting to match the aesthetic to the tenant base they are attracting, which is generally professional offices, however not medical, so some of the details will change a bit, but generally speaking the intent is to carry that height around and accentuate the historic nature of the property with no significant changes.

Chair Obert asked if there will be parking off of Neil Ave like they already have on the two octagonal sides and in the alleyway behind. Mr. Gordon stated that they intend to secure the back south parking lot with gated access, which they plan to make 6 foot high and wrought iron instead of chain link, and have electronic access and security controls within the building. Mr. Gordon stated plans for 2 gates, one on the left hand entry and one on the alley and the parking lot will be one way so traffic will have to pull in off of Last Chance and exit via the alley out to Neil. Mr. Schubert asked for clarification if the extension above the first level was purely ornamental and that there was not additional office space above. The applicant confirmed. Mr. Carson asked if there was an issue with a dispensary being a tenant in the building. Mr. Gordon stated that the tenant in question had given notice and vacated the premises as of December 2022 along with the fact that the business was not a licensed dispensary, but a glassware shop and that they owners had no plans to rent to a legal cannabis operation at this time. Ms. Ray offered to read comments received from Pam Attardo into the record. Chair Obert asked Ms. Ray if there were any zoning issues with the proposal. Ms. Ray stated that both she and Director Brink had met with the applicant and explained some of the limitations of the code for example in reconstruction of the

parking lot, but generally speaking the downtown zoning district only has parking maximums so the proposal should be okay on that front. Ms. Ray noted that how any of the facade improvements comply with the design standards in the downtown zoning code would be determined once there is a final plan, however Mr. Dowling has worked within the confines of that zoning code, and he knows what the requirements are in the district so they should have a design that meets all the requirements.

Ms. Ray then read Pam Attardo's comments into the record. Ms. Ray also stated that in email correspondence between Ms. Attardo and Kathy Macefield, they were both of the opinion that when it comes to granting TIF funds to historic buildings that there be a facade easement. Ms. Ray stated that she knows that a number of buildings in the downtown have a facade easement in place, has not personally been involved in the establishment of any of those easements, and that there is nothing in state law that requires the Board to set that as a requirement of the use of TIF funds. Ms. Ray stated that it would be best to wait for Ms. Macefield if anyone had questions about Ms. Attardo's comments. Chair Obert asked Aimee Hawkaluk, City Attorney's Office about the facade easement issue. Ms. Hawkaluk stated that she was not familiar with the area, but what Ms. Ray stated sounds correct, and she would look into it further. Chair Obert stated that he felt in this downtown TIF it seems as though facade improvement, and health and safety are going to be big issues that come up often so having additional knowledge is helpful. Mr. Bilyeu asked the applicant if in the process of securing financing for the project if they had hired counsel and possibly had a discussion about the need for facade easements with them. Mr. Gordon stated that there has not been a conversation yet, and that they wanted to meet with Ms. Attardo to get her feedback before initiating conversations around issues like that, and that Ms. Attardo had not mentioned facade easements in their meeting. Mr. Gordon also stated that they would be willing to meet any requirements that the Board feels necessary. Mr. Dowling added that from his professional perspective that it is important to carefully think of requirements versus recommendations versus guidelines, as if something is made a requirement it could negatively affect future redevelopment. Mr. Dowling also noted that he is aware that Ms. Attardo's comments are recommendations at this point as the Livery Building is not in the [historic] district nor is it on the [national] register. Mr. Gordon also pointed out specific to Ms. Attardo's comments that they plan on reusing existing anchor points for awnings.

Mr. Bilyeu stated he was not enthusiastic about adding additional requirements that the Board has not done before, are not on the applications, and that it could be an issue if the Board is adding additional requirements on an ad hoc basis. Mr. Bilyeu noted that he asked the legal questions because he thinks that it is important to complete due diligence to ensure that projects are legally viable before awarding funds. Before moving on to the second application Mr. Schubert asked if Ms. Ray would forward Ms. Attardo's comments to the Board. Ms. Ray stated that they are part of the public record but would sent them to the Board.

Application 2 – Fire Tower:

Ms. Macefield presented the application for the stabilization of the fire tower with a total amount of \$74,650 being requested for labor, materials, supplies, equipment rental, and some trailhead signs. Ms. Macefield detailed some of the fire damage sustained to the tower a few years prior along with overall weatherization and incorrect repairs made over the years, leading to structural issues. Ms. Macefield showed the Board photographs of arson damage and other structural issues, noting that the

stabilization of the structure would be completed with the assistance of professional structural engineers who are experienced in historic preservation. Ms. Macefield also made note of the fact that the fire tower is iconic of the city of Helena and the imagery used by both local government and businesses to the point that it has become the symbol of the city making it important to maintain the fire tower to ensure it can last, as well as the fact that Historic Preservation has been unable to find another timber framed urban fire tower anywhere else in the country. Other funding sources for the project have been secured, including a \$10,000 grant from the Montana History Foundation (MHF) and private donations, in addition to the \$150,000 the city has allocated to the project, which leaves the requested TIF funding as the balance.

Ms. Holmes stated that \$10,000 from MHF sounds like one of their smaller grants and asked if more was requested in the application. Ms. Macefield stated that was the limit that could be asked for in that particular application. Mr. Bilyeu asked if the project would be able to be completed without receiving the full amount requested from the TIF. Ms. Macefield stated that typically there is a contingency amount requested on city projects, and deferred to Craig Marr, Parks, Recreation, and Open Lands, to give more specifics. Mr. Marr stated that if the funding is short, then the city will have to put out the bid to get an accurate number, and that there are some items in the budget that may or may not be needed depending on who gets awarded the contract, so it depends on how much short the funding is what would determine if the project goes forward. Mr. Bilyeu stated he asked this question as the Board needs to think about the different factors as they consider about how they will be allocating the available funds. Ms. Ray wanted to add to Mr. Bilyeu's comment that the Board should also consider if there is a need to reserve a portion of the approximately \$211,000 available for the summer funding cycle as we currently don't know how much may or may not come in. Chair Obert stated that there is a fair amount of funding available currently and he is assuming there will be additional funds because everything was pretty much pulled down to zero at the end of last year. Ms. Ray stated that going back to the budget report provided by the Finance department the beginning cash available as of July 1st was \$200,000 and there about about \$100,000 in project commitments, and less the Affordable Housing set aside there was approximately \$50,000 available not already committed to other projects. Chair Obert noted the Board could see any additional 50 to 100 thousand in funding for summer, but he would prioritize the fire tower first.

Board Discussion:

Mr. Schubert asked regarding the fire tower project, what kind of tax income would it yield for the city, as that is what gives additional TIF funds, and it seems to him that the fire tower isn't necessarily going to generate any revenue on it's own, but as it is so iconic it is a tourist stimulus which causes funds to flow into the city. On the other hand, Mr. Schubert noted the Livery Square project is going to have revenue as it houses businesses. With those comments Mr. Schubert stated his opinion that the fire tower project should be funded as it is used for tourism, and that will benefit the city in the short term more than the Livery Square project, not that it should not receive funding.

Mr. Tubbs stated that he really likes both projects. With one it increases the taxable value for the TIF, with the other project is would increase tourism. Mr. Tubbs expressed his appreciation for the Livery Square's team care and research into the history of the property, calling it the gateway to the downtown and the fire tower the logo for the downtown, so he would like to see both projects funded.

Ms. Holmes agreed with Mr. Tubbs that these are two important projects, and that it is a struggle to balance out with the limited funds how much is awarded to each. The fire tower is owned by the city and not generating revenue directly but is a beneficial asset to the community of Helena, and for that reason Ms. Holmes feels a personal allegiance to the fire tower, but recognizes that the job of the TIF is to generate revenue to support the revenue generating projects, so would like to see how much can be awarded to both projects.

Ms. Ladas stated that she was torn as she agreed with everything that has been said about the fire tower, it is an icon and needs to stay there, but if it is owned by the city, what is the city not able to preserve it. Ms. Ladas pointed out unlike the other proposal, the fire tower does not increase the tax base, however it's the fire tower and it has to stay so she would like to help. The Livery Square building would serve as a gateway to the state of the one way to the Walking Mall, and would generate funding, so it would be nice to be able to award both funds.

Mr. Carson stated he liked the Livery Square project and that it would increase the TIF funds. With the fire tower, Mr. Carson noted that it is city owned and that he was certain the city is putting funds into the project but that it should be funded as well. Mr. Carson said that the fire tower is the city's icon and in horrible disrepair at the moment and needs to be dealt with and this is an opportunity to do it. Funding both projects with the limited funds there needs to be a compromise between the amounts.

Mr. Bilyeu stated that there is one question that has to be answered first, and it is what Ms. Ray noted, is the Board comfortable awarding all the available funds now. Mr. Bilyeu would like to answer that first to make sure everyone is on board before making decisions on how it is allocated. Mr. Bilyeu stated that he thinks both are fantastic projects and has no problem allocating the entirety of the available funds between the two projects. While the fire tower is iconic, the Livery Square building seems to be the missing link in continuing the revitalization of the downtown but wanted to know what others thought about awarding the full balance.

Mr. Carson asked if the affordable housing reserve would still be there with awarding the full amount available. Ms. Ray asked if she could clarify a question brought up by Ms. Ladas as to why the city cannot fund the entire fire tower project showing the amount the city is investing in the project from the application and it is her understanding that since the arson incident this has been a belabored process and a labor of love.

Mr. Schubert asked if it would be possible to award half of the request to Livery Square now and wait to see what happens in April and then if there is funding award the second half, but fund out the fire tower project at the full request, because his impression is no one is opposed to awarding the full balance, and wanted to know if it could be awarded in two separate instances. Ms. Ray stated that would be possible and has happened in the past. Additionally, Ms. Ray reminded the Board of some projects they have approved within the last year in which they split the available funding between multiple projects, expending all available funds, and those that did not receive their full requested amount could resubmit for other aspects of their projects that were eligible but not funded. The Memorial Park Apartments project in the Railroad TIF URD was also cited as an example of a project that would likely be making additional requests after being awarded TIF funds.

Chair Obert asked both Mr. Tubbs and Ms. Ladas their feelings on spending down the entire balance. Both stated they were comfortable spending the entire balance.

Mr. Schubert motioned that the fire tower project be funded at their full request of \$74,650.00 and that the Livery Square project be funded at \$100,000. Chair Obert asked for a second. Ms. Holmes seconded the motion.

Mr. Bilyeu stated that while he was not opposed to the idea, but he would prefer to vote to give the remaining amount to Livery Square as it is only about 3% of their project cost that they had asked for, and while another project may come in later, this is such a moderate ask and it is a difficult plan and as they are trying to put their capital together to do this project it's difficult to ask them to come back in 6 months for additional funds. Mr. Bilyeu stated that he would not be opposed to allocating the full amount left after awarding the full amount requested for the fire tower project. Ms. Ladas agreed with Mr. Bilyeu.

Mr. Schubert accepted the amendment to his motion and Ms. Holmes modified her second to include the amendment. Chair Obert clarified the motion stating that it would recommend full funding for the fire tower at \$74,650 and the remainder of the available funds [\$136,608] to be then allocated to the Livery Square project. A vote was called, and the motion passed unanimously.

Other Business:

Officers were elected with Brian Obert officially elected Chair and Lee Schubert elected Vice-Chair.

Public Comment:

There was no public comment.

Next Meeting:

The next Downtown TIF Advisory Board meeting is scheduled for February 9, 2023. Ms. Ray noted that our former Housing Coordinator was planning on presenting information on the Affordable Housing Trust Fund to this board prior to her departure, so that is the only item that is still out there for this board, and unless something actionable comes up before the next meeting we can opt to hold off on meetings until a replacement is found or there is something actionable. Ms. Ray stated that there would be an application for the summer round of funding. It was decided to decide on the date of the next meeting at a later time.

Adjournment:

With no further business before the Board, the meeting adjourned around.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

IMPORTANT: APPLICANTS MAY REQUEST UP TO FIFTY PERCENT MATCH (50%) FUNDING FOR PROJECTS EXCEEDING \$10,000 OR UP TO TWENTY-FIVE PERCENT MATCH (25%) FOR PROJECTS EQUAL TO OR LESS THAN \$10,000. COSTS TO BE PAID WITH DOWNTOWN URBAN RENEWAL DISTRICT FUNDS MAY NOT BE INCURRED BY THE APPLICANT PRIOR TO FUNDING APPROVAL AND THE SATISFACTION OF ANY CONDITIONS OF SUCH APPROVAL.

CITY STAFF RESERVE THE RIGHT TO RETURN MATERIALS THAT ARE DEEMED INCOMPLETE OR LACK SUFFICIENT SUPPORTING DOCUMENTATION.

ANYONE SEEKING TIF ASSISTANCE FROM THE CITY OF HELENA MUST SUBMIT A WRITTEN APPLICATION FOR EACH TIF-ASSISTED PROJECT. THE FOLLOWING PROCEDURE HAS BEEN DEVELOPED TO EXPEDITE THE REVIEW OF TIF FUNDING REQUESTS.

1. Initial Contact: Contact the City of Helena Community Development Department, 316 N. Park Avenue, Room 445, Helena, MT 59623, (406) 447-8490, citycommunitydevelopment@helenamt.gov, to discuss the project and determine eligibility for TIF assistance.
2. Prepare a Written Application: The Applicant must prepare a written application for each funding request. The City of Helena staff will assist the applicant with any questions in the preparation of the application. The application should address the questions posed in the Project Narrative section.
3. Staff Review: Upon submittal of all necessary information, City staff will review the merits of the project and the need for funding. At any point in the review process, the staff or Board may request more information of the Applicant or solicit comment on the project from other public agencies. Items included in personal financial statements will not be subject to public review or presentation to or comment by other agencies.
4. Board Review and Approval: The DURD TIF Advisory Board will review the project and staff recommendations, and then recommend the funding request or any part thereof, and any special terms of TIF assistance to the City Commission.
5. Development Agreement: The City of Helena and the Applicant must execute a legally binding contract, which establishes the terms and conditions of the TIF assistance.

CHECKLIST ITEMS

- ☐ Project Description
- ☐ Project Renderings (where applicable)
- ☐ Application Form (pages 4-6)
- ☐ Project Financing Worksheet (page 7)
- ☐ Project Narrative Section (page 9)



City of Helena

Downtown Urban Renewal District

TAX INCREMENT FINANCING APPLICATION FORM

Community Development Department

Phone (406) 447-8490 Fax (406) 447-8460

citycommunitydevelopment@helenamt.gov

APPLICATION PRIORITY AREAS FOR TIF ASSISTANCE

TIF Applications will be assessed based on the merits of individual projects in relation to the goals and objectives of the Plan, and the project priority areas set by the DURD TIF Advisory Board, which are as follows:

1. Infrastructure Improvement Program: Consideration will be given for projects that identify and prioritize upgrades to water, sewer, stormwater drainage infrastructure, and vehicular and pedestrian/bike transportation improvements as well as increasing fiber optic capability.
2. Site Redevelopment & Public Space Activation Program: Consideration will be given for redevelopment of underutilized or underperforming properties, adaptive reuse of existing structures, demolition activities, or improvements to property aesthetics through enhanced lighting, landscaping, public art, or other creative means to better activates public-facing spaces.
3. DURD Housing Program: Consideration will be given for projects that create or retain affordable housing opportunities.
4. Façade Improvement Program: Consideration will be given for façade improvement projects that promote historic preservation and/or promote designs in keeping with the character of the district.
5. Marketing/Branding Project Program: Consideration will be given for projects establishing a marketing and/or branding plan with a wayfinding component and an implementation strategy for the Downtown Urban Renewal District.
6. Cruse Avenue Redevelopment Program: Consideration will be given for projects that study and implement activities addressing parcel surveying, the future surplus of city-owned property, and infrastructure planning for the Cruse Avenue right-of-way to pave the way for redevelopment activities.
7. Rodney Street Commercial Center Program: Consideration will be given for projects that reinvigorate the Rodney Street Commercial Center through gateway signage, infrastructural connectivity, and public art improvements.



City of Helena

Downtown Urban Renewal District

TAX INCREMENT FINANCING APPLICATION FORM

Community Development Department

Phone (406) 447-8490 Fax (406) 447-8460

citycommunitydevelopment@helenamt.gov

APPLICATION PRIORITY AREAS FOR TIF ASSISTANCE

Applications will be evaluated based on the following measurable objectives for projects and programs (listed in no particular order of priority):

1. Increased Taxable Valuation: Implementation of the project should encourage and/or result in an increase in the URD's tax base.
2. Relationship of Public and Private Investment: The relationship of private investment to public investment of a project shall be significant enough ensure prudent investment of public funds within the urban renewal district.
3. Job Creation: Projects that create opportunities for new employment contribute to the economic vitality of the District and community in a variety of ways.
4. Investment Spin-off: Projects that have the potential for investment spin-off, yielding a positive impact on the District.
5. Cost-Benefit Analysis of the Investment/Expenditure: Analysis of how the request cost of the TIF funds compares with the benefits of the project to the District.
6. Health and Safety Concerns: The Project's impact, positive or negative, on the environment in terms of noise, dust, pollution, public safety, traffic congestion, pedestrian access, visual aesthetics, etc.
7. Historic Preservation: The Project's capacity to encourage the preservation and protection of the cultural and economic heritage and physical assets of the District.
8. Density, Infill, and Adaptive Reuse: Projects will be evaluated for their ability to encourage or result in infill and adaptive reuse of underutilized and vacant lots and properties, and to promote more compatible, complementary uses within the District.
9. Cost of Public Services: The Project's ability to improve public services, such as water, sewer, sidewalks, parking, improved traffic circulation, etc., to an area that is currently underserved.
10. Housing Component: Projects that promote all types of housing in the area in conformance with the Downtown Neighborhood Plan and the Downtown URD Plan.
11. Conformance with the goals and objectives of the Railroad URD Plan, 2019 City of Helena Growth Policy, and the Downtown Neighborhood Plan: The Project's ability to significantly further specific goals found in the current Urban Renewal Plan, Growth Policy, and consistency with other City plans and objectives.
12. Conformance with Requirements for TIF Fund Expenditures, per 7-15-4288, MCA: Projects must cover eligible project activities stated in Montana statutes and be approved by the City Commission to satisfy needs identified in the Railroad Urban Renewal District Plan.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

Project Name: _____ Date Submitted: _____

APPLICANT INFORMATION

Name (First & Last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Other: _____

Email: _____

If the applicant is not an individual doing business under his/her own name, the applicant has the status indicated below and is organized or operating under the laws of: State of Montana

- ☐ A non-profit or charitable institution/corporation
☐ A partnership or corporate entity known as _____
☐ District Resident
☐ Local Government
☐ Other (explain) _____

PROJECT INFORMATION

Building Address: _____

Legal Description: _____

PROPERTY OWNER INFORMATION

If the property is not owned by the Applicant, written permission from the owner must be included to carry out the project and lease or other materials.

Property Owner (First & Last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Other: _____

Email: _____



City of Helena

Downtown Urban Renewal District

TAX INCREMENT FINANCING APPLICATION FORM

Community Development Department

Phone (406) 447-8490 Fax (406) 447-8460

citycommunitydevelopment@helenamt.gov

PROJECT ARCHITECTURAL FIRM INFORMATION (WHERE APPLICABLE)

Company/Firm: _____

Point of Contact (First & Last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Other: _____

Email: _____

PROJECT FINANCIAL LENDING INSTITUTION (WHERE APPLICABLE)

Company/Institution: _____

Point of Contact (First & Last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Other: _____

Email: _____

PROJECT CONTRACTOR INFORMATION (WHERE APPLICABLE)

Company/Firm: _____

Point of Contact (First & Last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Other: _____

Email: _____

DESCRIPTION OF PROJECT

In a separate attachment, please provide a full written description of your project. Please indicate if the items are existing or new construction.

PROJECT RENDERINGS (IF APPLICABLE)

Submit design schematic and/or site and landscaping plans for project.



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

TOTAL COST OF THE PROJECT

Please summarize. A full breakdown of costs is required on the *Project Cost Worksheet*.

PROPERTY OWNERSHIP

Do you own the property or are you currently purchasing it? Explain.

JOB CREATION

Will there be any new permanent or part time jobs as a result of this project excluding construction jobs associated with the development of the project? If so, how many?

PROJECT COMPLETION

What is the expected completion date of the project?

PROPERTY TAXES

How much are the current annual property taxes including any improvements? Is the payment of taxes current?



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

PROJECT COST & FINANCING SECTION

Summarize the project costs on the Project Cost Worksheet. Use general categories and include items that are in the assistance request. The total cost should include land costs and “soft costs” such as zoning processes, surveys, and permits to enable the DURD Advisory Board to evaluate the entire private investment. If in doubt about an item's eligibility, include it. Staff will review the items and help determine eligibility. Briefly describe how the project will be financed and be sure to include equity and other investments into the project. If financing commitment is contingent on grants or URD TIF commitment to the project, has multiple sources, or other complex factors, provide that information.

NOTE: The TIF Program requests which include demolition/deconstruction activities, public sidewalks, streets, alleys and other right-of-way improvements; and/or work on utility main transmission lines totaling over \$25,000 are subject to Montana Prevailing Wage Rates and must include that in the itemized costs.

PROJECT COST WORKSHEET

Professional Services

1. _____ \$ _____
2. _____ \$ _____
Subtotal \$ _____

Construction/Rehabilitation Costs

1. _____ \$ _____
2. _____ \$ _____
3. _____ \$ _____
4. _____ \$ _____
5. _____ \$ _____
6. _____ \$ _____
Subtotal \$ _____

Printing, Advertising, etc.

1. _____ \$ _____
2. _____ \$ _____
Subtotal \$ _____

Other Miscellaneous Costs

1. _____ \$ _____
2. _____ \$ _____
Subtotal \$ _____

TOTAL PROJECT DEVELOPMENT COSTS

Total \$ _____



City of Helena
Downtown Urban Renewal District
TAX INCREMENT FINANCING APPLICATION FORM
Community Development Department
Phone (406) 447-8490 Fax (406) 447-8460
citycommunitydevelopment@helenamt.gov

PROJECT FINANCING WORKSHEET

Owner/Developer Investment

Total applicant investment in the project \$ _____

Listing of Other Funding Sources & Amounts (Continue on separate sheet if needed)

1. _____ \$ _____
2. _____ \$ _____
3. _____ \$ _____

Request for Eligible items

Total TIF Request \$ _____

TOTAL PROJECT FINANCING \$ _____



City of Helena

Downtown Urban Renewal District

TAX INCREMENT FINANCING APPLICATION FORM

Community Development Department

Phone (406) 447-8490 Fax (406) 447-8460

citycommunitydevelopment@helenamt.gov

PROJECT NARRATIVES SECTION:

1. **Description of Project.** Provide a written description of the project, scope of work if a marketing plan or similar plan, number, and types of jobs to be created, etc.
 - a. Compliance with the Downtown URD Plan: Identify how your project supports the Downtown URD Plan and how the project benefits the neighborhood, URD, and community (See Attachment B for Goals and objectives of the Plan).
 - b. Local Zoning and Other Requirements: All projects assisted by Downtown URD TIF funds must, depending on the project location, comply with the City's Zoning Requirements, provide a brief narrative as to how the design successfully meets the requirements of City Zoning. Include any project schematic, site, and landscaping plans.
 - c. Demolition/Deconstruction: If the project request includes removal of structures, it must be done in accordance with to the provisions of Helena City Code Title 3 Chapter 15. Provide a brief narrative on how the building will be removed and whether it is a structure within the city that is individually listed on the National Register of Historic Places, or a property located within the city's historic districts which is designated by the state historic preservation office (SHPO) as primary or contributing.
 - d. Dislocation: If existing tenants are to be dislocated as a result of the project, provide a separate narrative describing how they have been or will be appropriately relocated.
2. **Logistical Considerations.** Provide a brief narrative describing the following:
 - a. Project Feasibility: The Applicant's demonstration of financial readiness and ability to proceed.
 - b. Applicant's Ability to Perform: The Applicant's capability to undertake the relative complexities of the project.
 - c. Timely Completion: The feasibility of completing the project according to the Applicant's proposed project schedule.
 - d. Payment of Taxes: All property taxes, special improvement district assessments, and other assessments on the project property must be paid to date, where applicable.



City of Helena

Downtown Urban Renewal District

TAX INCREMENT FINANCING APPLICATION FORM

Community Development Department

Phone (406) 447-8490 Fax (406) 447-8460

citycommunitydevelopment@helenamt.gov

PROJECT NARRATIVES SECTION (CONTINUED):

3. Economic & Community Development Potential: Provide a brief narrative for the following. If not applicable, please note:

- a. Tax generation: Describe how the project will increase the taxable valuation in the District.
- b. Relationship of Public and Private Investment: Describe the relationship of private investment to public investment of a project and discuss how it is a prudent investment of public funds within the urban renewal district.
- c. Job Creation: Are there any jobs created as a result of the project? Please describe.
- d. Investment Spin-off: Describe any potential for investment spin-off having a positive impact on the District.
- e. Cost-Benefit Analysis of the Investment/Expenditure: For projects that are \$10,000 or more, a cost-benefit analysis should be completed.
- f. Health and Safety Concerns: Describe the project's impact, positive or negative, on the environment in terms of noise, dust, pollution, public safety, traffic congestion, pedestrian access, visual aesthetics, etc.
- g. Historic Preservation: Describe the project's ability to preserve and protect the cultural and economic heritage and physical assets of the district.
- h. Density, Infill, and Adaptive Reuse: Describe if the project increases density in the DURD through infill and adaptive reuse of existing property(s).
- i. Cost of Public Services: Describe how the projects will improve public services such as water, sewer, sidewalks parking, improved traffic circulation, etc., to an area currently underserved.
- j. Housing Component: Describe any housing components to the project. One of the main goals of the Downtown Neighborhood Plan and the Downtown URD Plan is to promote all types of housing in the area.
- k. Conformance with Requirements for TIF Fund Expenditures, per 7-15-4288, MCA: Projects must cover eligible project activities stated in Montana state statutes (See Attachment A).

ATTACHMENT A: ELIGIBLE ACTIVITIES

As specified by state law, TIF may be used to finance redevelopment activities including the following (from 7-15-4288, M.C.A.):

1. Land acquisition, including acquisition of infrastructure-deficient areas and assemblage of land for development or redevelopment by private enterprise or public agencies, including sale, initial leasing, or retention by the municipality itself at fair value.
2. Demolition and removal of structures.
3. Relocation of occupants.
4. The acquisition, construction, and improvement of public improvements or infrastructure, including streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and off-street parking facilities, sewers, sewer lines, sewage treatment facilities, storm sewers, waterlines, waterways, water treatment facilities, natural gas lines, electrical lines, telecommunications lines, rail lines, rail spurs, bridges, publicly owned buildings, and any public improvements, and items of personal property to be used in connection with improvements for which the foregoing costs may be incurred.
5. Costs incurred in the exercise of urban renewal powers (found in 7-15-4233, MCA), including urban renewal projects as authorized by the City Commission.
6. Acquisition of infrastructure-deficient areas or portions of areas;
7. Administrative costs associated with the management of the urban renewal area or targeted economic development district;
8. Assemblage of land for development or redevelopment by private enterprise or public agencies, including sale, initial leasing, or retention by the local government itself at its fair value;
9. The compilation and analysis of pertinent information required to adequately determine the needs of the urban renewal area or targeted economic development district;
10. The connection of the urban renewal area or targeted economic development district to existing infrastructure outside the area or district;
11. The provision of direct assistance to secondary value-adding industries to assist in meeting their infrastructure and land needs within the area or district; and
12. The acquisition, construction, or improvement of facilities or equipment for reducing, preventing, abating, or eliminating pollution.

ATTACHMENT B: GOALS OF THE DOWNTOWN URD

- **Add to downtown vibrancy with a mix of uses**
 - Provide a range of housing for a range on incomes
 - Attract new business types that support residential uses
 - Encourage new business startups
 - Conduct feasibility, market, and other studies
 - Encourage ground floor active use
 - Add to improve urban landscaping with public art, trees, and planting
- **Upgrade Underperforming properties**
 - Develop vacant lots and encourage upgrades to under-performing property gaps
 - Encourage the update and adaptive re-use of buildings for 21st century needs, such as open interiors, improvements to broadband, and for safety and market competitiveness
 - Encourage redevelopment of parking facilities that create gaps in downtown ground-floor retail by allowing for non-parking uses on floor level and parking on other stories
 - Facilitate façade improvements
 - Inventory city properties with potential for higher use and develop criteria for disposition
 - Provide for demolition and site preparation as needed to upgrade properties
- **Invest in infrastructure needed for development**
 - Improve transportation infrastructure for better function and safety for vehicles, pedestrians and bicycles and include street scape features to improve aesthetics, safety, and quality for non-motorists
 - Rectify issues of parcels along and within streets that were not properly surveyed
 - Address improvement needed for fire suppression water flow requirements for higher densities; improve fire engine access and prioritize replacement of older segments of pipe for water and sewer
 - Facilitate storm drainage, and continue to address capacity issues and alternative detention features
 - Expand Fiber capability
 - Invest in capital improvements needed for parks and open spaces
 - Manage parking for optimal efficiency and unitization
 - Retain and address needs of existing city-owned cultural and historic facilities
- **Improve Transit, Pedestrian and Bike Connections**
 - Improve pedestrian and bike facilities
 - Develop a comprehensive bike network
 - Improve vehicle circulation and access to increase retail viability
 - Improve gateways and wayfinding
 - Increase transit options
 - Improve pedestrian connections from parking facilities to destination
- **Create a quality and unique experience**
 - Make improvements to attract more businesses
 - Encourage ground-floor transparency
 - Capitalize on downtown's historic assets

ATTACHMENT B: GOALS OF THE DOWNTOWN URD (CONTINUED)

- **Stimulate Vibrancy with a Mix of Uses (Rodney Street Goal)**
 - Retain the neighborhood character allowing for mixed uses, a variety of residential types, and a central commercial area
 - Keep the area primarily residential with a range of housing types intermixed with offices and government uses
 - Increase residential capacity
 - Retain the Rodney Street Commercial Center as the primary area for retail, with the potential for housing and offices in the upper floors
- **Reinvigorate the Rodney Street Commercial Center (Rodney Street Goal)**
 - Retain and build the Neighborhood Center as the center for retail, commercial and social gathering
 - Improve Rodney Street functionality, infrastructure and aesthetic between 6th and Broadway
 - Create gateways with wayfinding at both ends of the commercial center
 - Create better linkages between the courthouse complex, Myrna Loy center, and Rodney Street
 - Incorporate public art that differentiates the area from Downtown tonto a fun and funky interactive way
 - Monitor parking demand and identify potential for temporary uses or longer term uses

December 30, 2022



Community Development Department
City of Helena
316 N. Park Avenue
Helena, MT 59623

citycommunitydevelopment@helenamt.gov

RE: Downtown Urban Renewal District TIF Grant Application

DURD TIF Committee,

DOWLING Architects is working with the owners, Livery Square, LLC, on the redevelopment of Livery Square at the corner of Last Chance Gulch and Neill Avenue. We appreciate the opportunity to submit our project for consideration. The building has seen a variety of businesses occupy spaces over the years with considerable vacancies. Very little investment to improve the property has been made beyond only basic maintenance. Our goal is to improve the property by making significant renovations to the interior spaces and a façade improvement. This investment will allow us to secure longer-term tenants and renew the infrastructure for years to come. The exterior facelift will respect the history of the original brick elevation and significantly improve the building's presence at the historic gateway to Last Chance Gulch while catalyzing continued revitalization of the surrounding blocks.

Stepping back in time. The image below is from 1904 and shows what appears to be the Livery Building in its current location dating the original construction to the late 1800's.



The rear 1/3 of the building was clearly built later as the roof structure is a more modern steel “bow” truss. In this image of the laying of the cornerstone of the Civic Center from 1920 the Livery building clearly was in existence prior to the rear addition.



During the construction of the Civic Center the rear addition was built "fronting" on Women's Park. Approx. date 1928.





Concrete ramps still exist inside the building. The larger garage door in this image opened to a ramp up to the Main Street level. The smaller door opened to a ramp that led down to the basement.

Documents indicate that the open space south of the building was used as a Livery for horses to stay when businessmen came downtown. It certainly is possible that the original building was a Livery or that the name came from the adjacent use.

Zooming in on this image it appears that construction is happening on the north side of the building which would have been the Texaco Gas station on the corner.

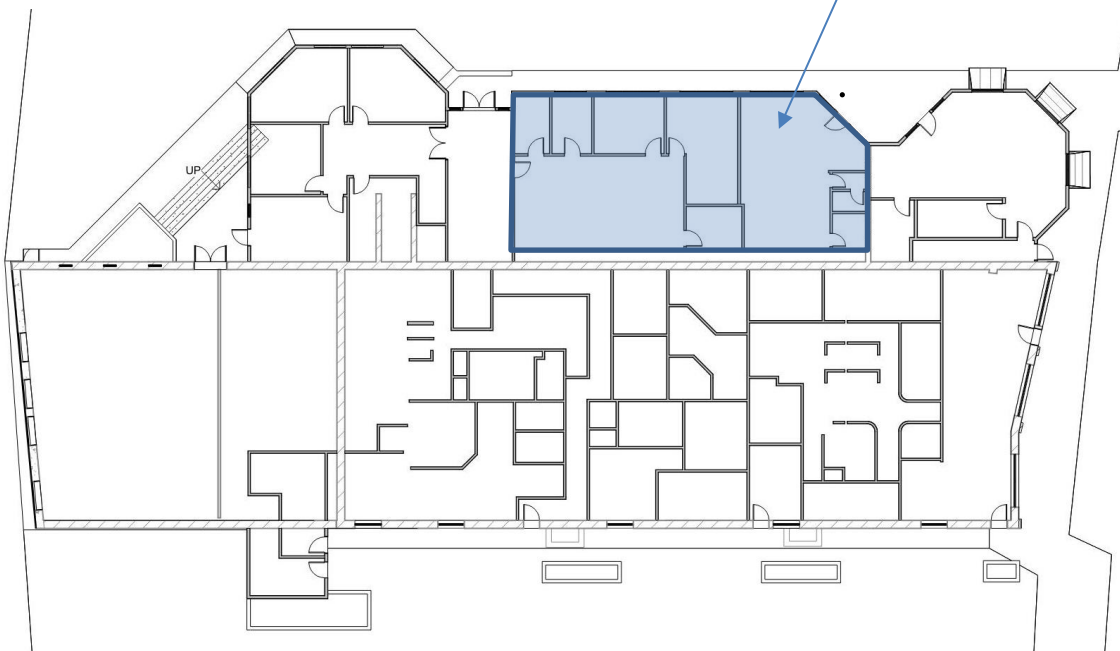


The Sanborn insurance map shows the building and the Texaco station on the site.

The Texaco station was changed to office use and in the mid 1980's additions to the east and west of the Texaco building resulted in what is currently in existence.



Original Texaco Gas Station





Current image

From the 1920's through the 1970's the building was used as various automobile dealerships but mostly for the sale of Dodge vehicles.





The corner lot was a Texaco gas and service station as can be seen by this 1930's photo (credit to Helena as She Was).



1953 Yellow Pages ad. (credit to Helena as She Was).





GRIMES TEXACO

SERVICE STATION

MARFAK
LUBRICATION
WASHING
—
FIRESTONE
TIRES - BATTERIES
ACCESSORIES



CALL US FOR SERVICE
REX & CLIFF GRIMES

PICK UP & DELIVERY

3250
1204

Last Chance Gulch & Neill Av.

Phones

In 1984 the addition on the north side was constructed to “make the entrance to downtown as attractive as possible”.

AROUND HELENA

The Livery to expand

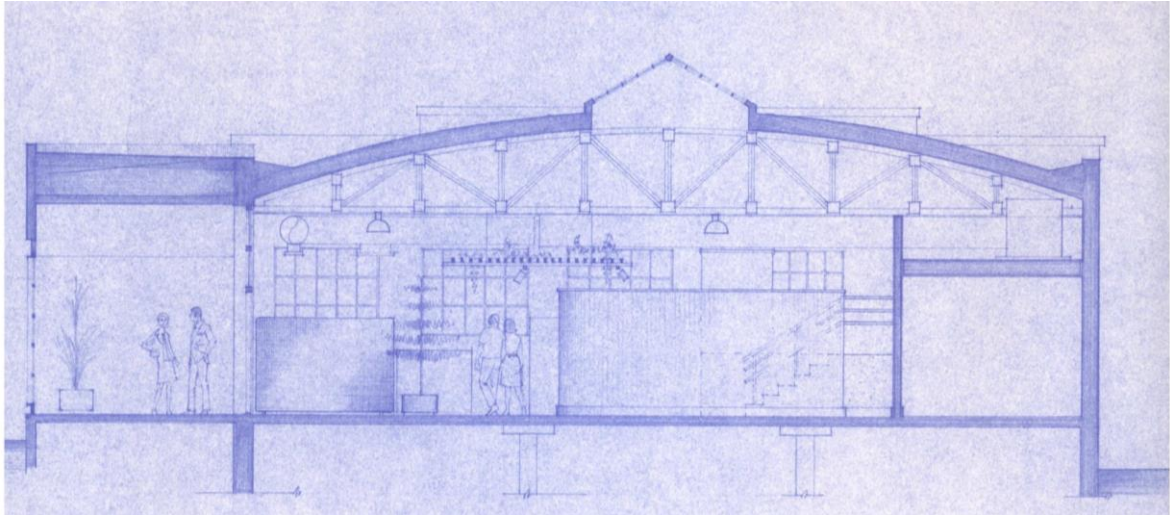
The Livery, a downtown professional building at the corner of Neill, Last Chance Gulch, and 11th Avenue, will be expanding with two new wings and an improved facade. Owners Art and Pat Seiler say the improvements are primarily to make the entrance to downtown Helena as attractive as possible. The addition also will tie the two existing buildings into “a nice architectural whole,” Seiler said. Before the Seilers developed it, the main building had served as a Dodge dealership. They renovated the building into the Livery and bought the building on the east side of the Livery. They remodeled that building for AT&T Phone Center offices. The two new wings will be at either end of the Phone Center with the western wing having a main entrance that looks onto Women’s Park. One new entrance will feature a skylight and access to both upper and lower levels. Architect Richard Shope designed the additions so that all offices could have access to parking lots on either side of the building. When completed, the new building will be called Livery Square and will have 25,000 square feet of space in what the Seilers estimated is a \$1 million investment. Active negotiations are under way for the two wings and for space in the lower level, Seiler said. Existing office space is occupied by Bitterroot Chiropractic Clinic, Whitecap Mortgage Co., Acupuncture Health Clinic, and the Helena Vision Center. One of the exciting features of the development, Seiler said, is that “everyone here is new to Helena. Everyone is successful far beyond their original plans.” Construction is set to begin within the next few weeks, Seiler said.

534 N. Last Chance



6A—The Independent Record, Helena, Mont., Saturday, June 16, 1984

The cross section through the back half of the building which was an early addition was drawn by architect Richard Shope to showcase the clear span steel roof structure with a single skylight. The front, original portion of the building has wood trusses while the floor and basement are concrete.



Early design ideas generated by DOWLING are shown below. These are still in development, but the goals are to preserve the original brick façade and the footprint of the Shope addition of 1984. A facelift along the north and east sides of the addition will bring a fresh look to the building and truly enhance the presence on the corner.





2. Description of Project. The project is an interior remodel of the Livery Square building located at 534 N. Last Chance Gulch. It also includes an exterior façade upgrade to include exterior canopies and covered walkways and the addition of landscaping to meet City Zoning. Additional building security upgrades are also planned.

a. Compliance with the Downtown URD Plan

- i. Add to downtown vibrancy with a mix of uses: A co-working community shared office space, Stockman Insurance, Bridges of Montana (social services), a new wealth management company, Wells Wellness, and Montana Food Distributors Association are initial tenants.
- ii. Upgrade underperforming properties: Update and adaptive re-use of an underperforming property for 21st century needs. Interiors will be opened up and infrastructure needs will be improved to meet the needs of varied businesses. Façade improvements will be completed.
- iii. Improve Transit, Pedestrian and Bike Connections: The property is located at “Mini-malfunction” junction in downtown Helena. Improvements will enhance the pedestrian experience and facilities for bicycles will be provided.
- iv. Create a quality and unique experience: Improvements will attract new businesses or expand existing businesses in the downtown area. The historic brick façade will be preserved capitalizing on downtown’s historic assets.

b. Local Zoning and Other Requirements

- i. From Helena Zoning: The DT (Downtown) District is intended to encourage the creation and preservation of mixed-use development opportunities, including a wide range of housing options serving a wide range of incomes and demographics; to provide for the protection and enhancement of historic and cultural resources; to establish minimum requirements and responsibilities for the installation of public improvements in support of redevelopment; and to encourage desirable site design for all development occurring in the district. These aspects are all essential for the development of a diverse, dynamic and desirable city environment: The building will be a mixed-use building with a variety of services that comply with Zoning in the district and that serve other businesses in the area.
- ii. The zoning requirements for the Downtown district mostly address new construction. The building is an existing building that the owners are looking to improve and enhance to enhance the district. Meetings with city planning staff will be completed to satisfactorily comply with relevant aspects of the DT zoning.

c. Demolition/Deconstruction

- i. N/A

d. Dislocation

- i. N/A

3. Logistical Considerations:

- a. Project Feasibility
 - i. The applicants have the financial ability to complete the improvements to the building. Any needed financing is in place.
- b. Applicant's Ability to Perform
 - i. DOWLING Architects has been commissioned to complete the design and documentation needed for permitting and construction.
- c. Timely Completion
 - i. Construction is planned to be started and completed in 2023.
- d. Payment of Taxes
 - i. All property taxes and assessments are current.

4. Economic Development Potential

- a. Tax generation.
 - i. After purchase an investment of over \$2,000,000 will increase the taxable value of the property significantly. Decreasing vacancy rates will validate through an income approach to valuation that the value has increased.
 - ii. For example, a recent TIF grant to the DOWLING Architects building at 734 and 736 N. Last Chance Gulch proves that the investment helped increase the taxable value of that property by over 300%.
- b. Relationship of public and private investment.
 - i. Other public investment into underperforming buildings in the district has resulted in a renewed interest in improving underperforming buildings in the Downtown area. Façade improvements and interior updates have proven to be a catalyst for tenants to want to locate their businesses downtown and pay higher rents. The result is an increase in the valuation of these properties which has a direct benefit to the City validating the public investment.
 - ii. In addition to the direct increase in taxable value, public investment in the improvements will continue to be a catalyst for other owners to improve their properties.
- c. Job Creation.
 - i. Several current tenants are expanding within the building which will result in the need for additional staff.
 - ii. Previously vacant space has already been leased to new tenants which will result in job creation in the area. A major co-working, shared office business in Helena is also looking to expand into the building as a major anchor tenant, accommodating a variety of local business' growth plans.
- d. Investment Spin-off
 - i. The developers' interest in this project has been directly influenced by the district's investment in the DOWLING Architects building. The improvements made to that underperforming property and its immediate success has helped solidify the decision by the group to

take on this project. We believe an investment by the district into the Livery Square project will have a similar impact.

- e. Cost-Benefit Analysis of the Investment/Expenditure
 - i. The total purchase and investment into the Livery Square project could exceed \$4,000,000 which is a significant increase over the current valuation. An investment by the district of \$150,000 represents a 3.75% investment.
- f. Health and Safety Concerns
 - i. We don't anticipate any negative concerns.
- g. Historic Preservation
 - i. *"...when Art and Pat Seiler bought Livery Square back in the 1990s, they wanted to list it and SHPO said it was not eligible because it had too much loss of integrity."* (Quoted from Ellen Baumler)
 - ii. It is located in the overall historic district of downtown. Our goal is to maintain the original façade that dates back to the original building due to its unique character and presence on Last Chance Gulch. The addition that was completed in the 1980's has no historical significance, and our goal is to make it an appropriate addition through re-design. Conversations have begun anew with Pam Attardo and SHPO to explore listing the building individually at some point.
- h. Density, Infill, and Adaptive Reuse
 - i. Density in the DURD will certainly increase from previous years due to securing long-term leases and filling vacancies.
- i. Cost of Public Services
 - i. N/A.
- j. Housing Component
 - i. This project does not include a housing component.
- k. Conformance with Requirements for TIF Fund Expenditures, per 7-15-4288, MCA
 - i. This project is similar to other projects funded by the district in recent years.

City of Helena, Montana

February 2, 2023

To: Mayor Collins and the Helena City Commission

From: Tim Burton, Interim City Manager
Michael Alvarez, Planner II, Community Development Dept
Christopher Brink, Director, Community Development Dept

Subject: Consider a Resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

Present Situation: This lot currently has four older buildings on it. Of the four buildings two are residences, one building – a converted barn – is used as a garage and storage, and the last building is a dilapidated barn. One of the residences has a use of two-dwelling units residence. The applicant contends that the other residence on the property also has a use of two-dwelling units residence. This would make the total number of residences on the property four and requiring a land use of multiple-dwelling units residence.

Background Information: The has requested that the property owner apply for a Conditional Use Permit (CUP) to allow a multiple-dwelling units residence use in a R-2 (residential) zoning district. The applicant contends this is the current use on the property. The City would like to see its files accurately reflect the use and activity on the property. Per the requirements of the R-2 zoning district a CUP is required for a multiple-dwelling units residence use.

Proposal/Objective: The has requested that the property owner apply for a Conditional Use Permit (CUP) to allow a multiple-dwelling units residence use in a R-2 (residential) zoning district. The applicant contends this is the current use on the property. The City would like to see its files accurately reflect the use and activity on the property. Per the requirements of the R-2 zoning district a CUP is required for a multiple-dwelling units residence use.

Advantage: A conditional use permit from the city will allow the current use on the property to be reflected in city record. The city will have an accurate reflection of the state of the property ahead of any potential future changes there.

Notable Energy Impact: none

Disadvantage: none

Notice of Public Hearing: Attached

Staff Recommendation: As recommended by the Zoning Commission, Move to approve a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

<u>ATTACHMENTS:</u>
<input type="checkbox"/> Approving Resolution
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Permit Application

Application Question Response Details
Site Plan
Building Plans
Zoning Map
Deed
Paid Tax Recpt
Public Hearing Notice
Legal Ad
January 10, 2023 Zoning Commission Minutes

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO ALLOW A RESIDENCE, MULTIPLE-DWELLING UNITS (3 OR MORE UNITS) IN A R-2 (RESIDENTIAL) ZONING DISTRICT IN THE CITY OF HELENA, MONTANA

WHEREAS, the Helena City Commission has before it a request to grant a conditional use permit to allow a residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana;

WHEREAS, the Zoning Commission of the City of Helena, Montana, held a scheduled public hearing on the conditional use permit application related to the above-mentioned property on January 10, 2023, to gather facts and information from all interested parties as contemplated by Helena City Code § 11-3-6;

WHEREAS, the Zoning Commission has recommended that the Helena City Commission approve the conditional use permit subject to the following conditions;

1. A building permit must be applied for within one (1) year of CUP approval.

2. All conditions must be met within one year of CUP

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

approval, or the permit will be considered revoked by the City, as per Section 11-3-9 of the Helena City Code.

WHEREAS, a public hearing was held on February 27, 2023, in the Commission Chambers at 316 North Park Avenue in Helena, Montana, at 6:00 P.M. and via Zoom Meeting at webinar ID: <https://us06web.zoom.us/j/83726869486> as contemplated by Helena City Code § 11-3-7; and

WHEREAS, the City Commission has considered the information contained in the application, the information presented at said public hearing, the Zoning Commission's recommendation, and whether the proposed conditional use meets the requirements of Helena City Code § 11-3-4A1 and A2, by weighing and balancing the following factors, as set forth in Helena City Code § 11-3-4B:

1. Location, character, and natural features of the subject property as it currently exists;
2. Type and size of the proposed structure and improvements and their relative location on the subject property;
3. Historical uses, established use patterns, and recent changes and trends in the neighborhood;
4. Conformity of the proposed use with the neighborhood plan, if one has been adopted;

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

5. Current and proposed pedestrian, vehicular, and bicycle traffic including ingress and egress, circulation, and parking;
6. Whether the use is consistent with the Helena Climate Change Action Plan;
7. Whether the proposal meets the zoning dimensional standards requirements for the zoning district without the need for a variance;
8. Hours of operation;
9. Noise;
10. Glare;
11. Odor; and
12. Expressed public opinion related to factors identified above.

WHEREAS, based on its consideration of all those matters, the Helena City Commission hereby specifically finds as follows:

1. That public hearings have been held by the Zoning Commission and the City Commission after required legal notice has been given, and the public has been given an opportunity to be heard on the matter;

2. That the proposed conditional use, as conditioned, will not adversely impact public health, safety, or general welfare;

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

and

3. That the proposed conditional use, as conditioned, will not adversely impact the peaceful use of existing property or improvements in the vicinity and the zoning district in which the subject property is located.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. A conditional use permit is hereby granted to allow a residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana:

1. A building permit must be applied for within one (1) year of CUP approval.

2. All conditions must be met within one year of CUP approval, or the permit will be considered revoked by the City, as per Section 11-3-9 of the Helena City Code.

Section 2. City Commission may reconsider the granting of this

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. _____

conditional use permit or place additional conditions if the City becomes aware that the circumstances on the property have changed with respect to the 11-3-4B factors to the extent that they would change the City Commission's findings required by 11-3-4A.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 27th DAY OF February, 2023.**

MAYOR

ATTEST:

CLERK OF THE COMMISSION



Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Room 403
Helena, MT 59623

Phone: 406-447-8459
Fax: 406-447-8460
Email: malvarez@helenamt.gov

helenamt.gov

Date: December 29, 2022

CONDITIONAL USE PERMIT

STAFF REPORT

CITY OF HELENA PLANNING DIVISION
316 North Park Avenue
Helena, Montana 59632

TO: City of Helena Zoning Commission

FROM: Michael Alvarez, City Planning

SUBJECT: **Consideration of a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.**

304 Clancy St, Helena, MT, located in a R-2 (Residential) zoning district, and generally located on the north side of Clancy, northeast of the intersection with Sparta St.

OVERVIEW

GENERAL INFORMATION

DATE OF APPLICATION: Dec 06th, 2022
DATE DEEMED COMPLETE: Dec 08th, 2022

PUBLIC HEARING DATES:

Zoning Commission: 6:00 P.M. Tuesday, January 10, 2023
City Commission: 6:00 P.M. Monday, February 27, 2022

PUBLIC NOTICE:

Legal notice has been published December 25, 2022 in the Independent Record; notice letters have been sent to adjacent property owners and a sign posted on the property.

PUBLIC COMMENT:

As of Wednesday, January 04, 2023, no public comments have been expressed regarding this proposed CUP.

OWNER: Shaun Taylor
ADDRESS: 3253 NE 104th St, Seattle, WA 98125
EMAIL: sn_taylor@hotmail.com

AUTHORIZED REP: Chris Mockel
ADDRESS: 62 S Last Chance Gulch St Suite 3, Helena, MT 59601
EMAIL: chris@topherrealty.com

SUBJECT PROPERTY ADDRESS: 304 Clancy St, Helena, MT 59601

LEGAL DESCRIPTION: Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

GENERAL LOCATION: This property is generally located on the north side of Clancy, northeast of the intersection with Sparta St.

DESCRIPTION / BACKGROUND

This lot currently has four older buildings on it. Of the four buildings two are residences, one building – a converted barn – is used as a garage and storage, and the last building is a dilapidated barn. One of the residences has a use of two-dwelling units residence. The applicant contends that the other residence on the property also has a use of two-dwelling units residence. This would make the total number of residences on the property four and requiring a land use of multiple-dwelling units residence.

The City doesn't have a record of the residence being split and an inspection performed by the City of Helena building department concluded that the unit had not previously been split or had not previously been split correctly. The inspection was prompted when it was found that work was being performed without a building permit. The building permit has now been applied for. The City does have four valid and existing addresses at this location.

The has requested that the property owner apply for a Conditional Use Permit (CUP) to allow a multiple-dwelling units residence use in a R-2 (residential) zoning district. The applicant contends this is the current use on the property. The City would like to see its files accurately reflect the use and activity on the property. Per the requirements of the R-2 zoning district a CUP is required for a multiple-dwelling units residence use.

ZONING USE DEFINITIONS:

R-1/R-2 (RESIDENTIAL) DISTRICTS: It is the intent of these districts to provide for residential dwellings and limited nonresidential development that protects and enhances the residential nature of the area.

MULTIPLE-DWELLING UNITS RESIDENCE: A building containing three (3) or more dwelling units for occupancy by three (3) or more groups living separately from each other, including condominiums.

URBAN: This category includes predominantly moderate- to high-density residential uses, and may include public uses such as schools, churches, and open lands such as parks and occasional commercial uses that serve the immediate area or are relatively small and low-intensity. Within the County, this category includes areas closer to the City; areas with few development constraints; areas that may be currently developed or could be redeveloped at higher densities; and may include a variety of uses including commercial and light industrial.

PRESENT LAND USE & ZONING:

R-2 (residential) – there are no new buildings planned with this CUP and the current dimensions of

the residences will not change.

ADJACENT LAND USE & ZONING:

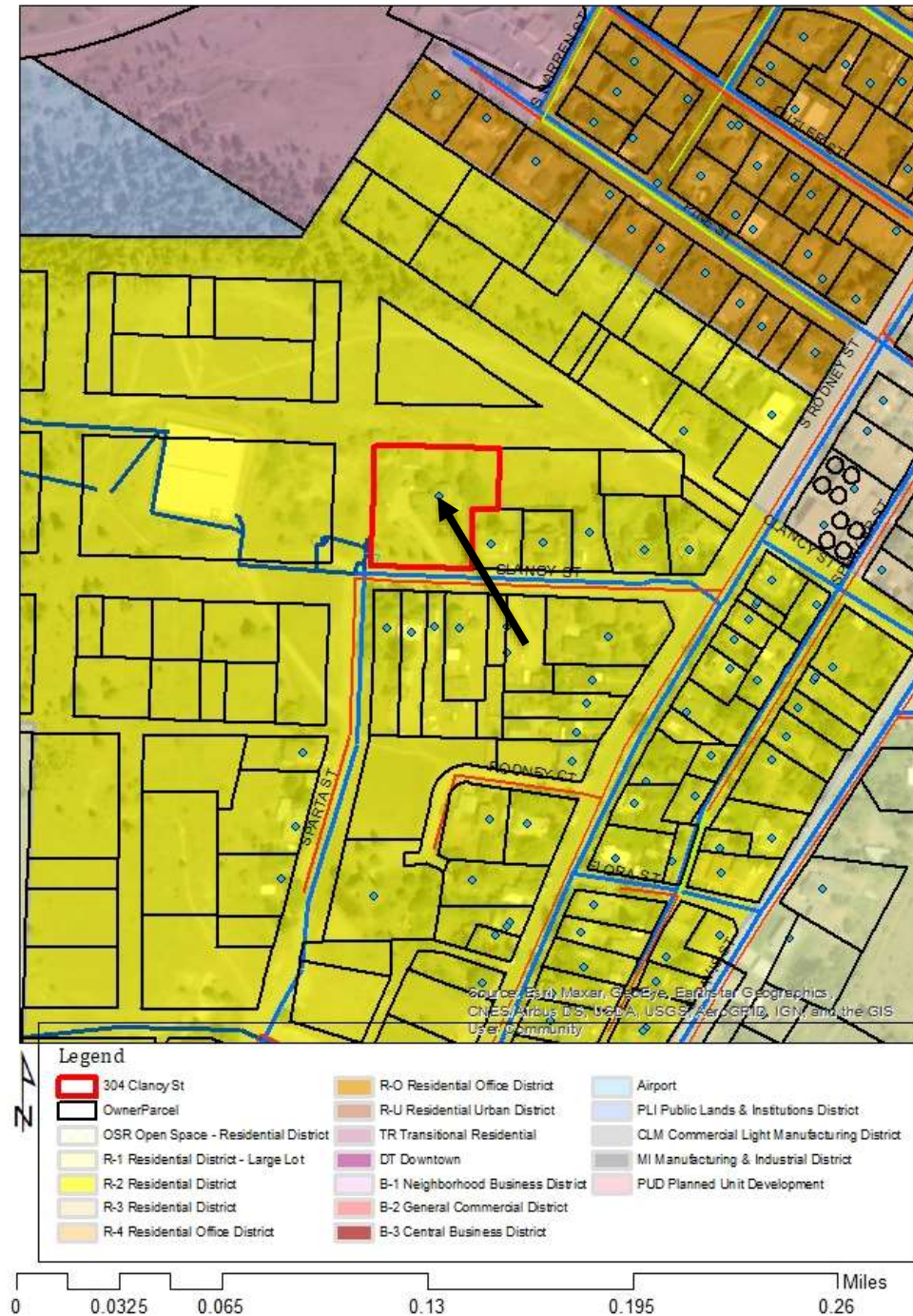
North: R-2 (residential) – vacant/trail system

South: R-2 (residential) – single-dwelling unit residence

East: R-2 (residential) – single-dwelling unit residence

West: R-2 (residential) – Hale Reservoir

VICINITY MAP:



REVIEW CRITERIA FOR THE CONDITIONAL USE

Section 11-3-4 of the Helena Zoning Ordinance includes certain criteria that must be reviewed as part of the conditional use permit procedure.

A. A conditional use permit may be granted by the city commission only upon a finding, supported by substantial credible evidence in the record that the following standards are met:

- 1. The proposed conditional use, as conditioned, will not adversely impact the public health, safety, or general welfare.*
- 2. The proposed conditional use will not adversely impact or impair the peaceful use of existing property or improvements in the vicinity and the zoning district in which the subject property is located.*

B. In considering whether sections §11-3-4(A)(1) and (A)(2) of this chapter have been met, the following factors must be considered in determining the impacts of the proposed conditional use on the abutting properties and the neighborhood:

- 1. Location, character, and natural features of the subject property as it currently exists.*
- 2. Type and size of the proposed structure and improvements and their relative location on the subject property.*
- 3. Historical uses, established use patterns, and recent changes and trends in the neighborhood.*
- 4. Conformity of the proposed use with the neighborhood plan, if one has been adopted.*
- 5. Current and proposed pedestrian, vehicular, and bicycle traffic including ingress and egress, circulation and parking.*
- 6. Whether the use is consistent with the Helena Climate Change Action Plan.*
- 7. Whether the proposal meets the zoning dimensional standards requirements for the zoning district without the need for a variance.*
- 8. Hours of operation.*
- 9. Noise.*
- 10. Glare.*
- 11. Odor.*
- 12. Expressed public opinion related to factors identified above.*

C. The above factors are weighed and evaluated depending on the circumstances of each case. Any one factor may be sufficient to find adverse impacts for the purposes of Section §11-3-4(A)(1) and (A)(2) justifying denial of the permit or placement of special conditions.

FINDINGS & EVALUATION

- 1. Location, character, and natural features of the subject property as it currently exists.*

The site is located on the north side of Clancy, northeast of the intersection with Sparta St. The site is located at the end of the residential uses in the area, next to a low-traffic municipal facility, and near some trails and recreational areas (see: adjacent land use & zoning section of this report).

- 2. Type and size of the proposed structure and improvements and their relative location on the subject property.*

The proposal contains no new structures or changes in the footprints of existing structures.

The facility doesn't meet some of the current standards of the code for multiple-dwelling units residences, however the City is not recommending conditions beyond those required for the building permit. The City recognizes that a use of multiple-dwelling units residence likely pre-dates the current code requirements that would be triggered with a change of use.

3. *Historical uses, established use patterns, and recent changes and trends in the neighborhood.*

The site was catalogued in the 1981 historical survey. The two residences were documented as houses.

4. *Conformity of the proposed use with the neighborhood plan, if one has been adopted.*

The City of Helena Future land Use map designates this area as urban. It is zoned R-2 residential. This proposal would fit the description for urban.

5. *Current and proposed pedestrian, vehicular, and bicycle traffic including ingress and egress, circulation, and parking.*

This property does not have a sidewalk. The property is located near the Helena trail system. There are adequate on-site parking spots. A multiple-dwelling units residence would be required to have a landscaped parking lot, however, with no new buildings and no proposed changes to the existing parking facility the building permit will not trigger the need for this facility to be upgraded.

6. *Whether the use is consistent with the Helena Climate Change Action Plan.*

The applicant intends to do the following design elements that are in-keeping with the City of Helena's Climate Action Plan:

The building's renovation will require compliance with IBC standards for insulation.

7. *Whether the proposal meets the zoning dimensional standards requirements for the zoning district without the need for a variance.*

The proposal will not require a district dimensional standards review since all facilities are existing.

8. *Hours of operation.*

Not applicable.

9. *Noise.*

The applicant states that multiple-dwelling unit residence is the existing use on the property. As such there is no expected change in noise level from the property.

10. *Glare.*

The parking lots are currently located downhill from the road and any glare generated is only created by cars entering and exiting the driveway. There is not expected to be a change in the frequency of cars entering and exiting with this proposal.

11. *Odor.*

There are no expected new odors to be produced from the proposal.

12. *Expressed public opinion related to factors identified above.*

As of Tuesday, 01/04/2023, no public comments have been given for this proposal.

RECOMMENDATION

To recommend **Approval** a recommendation on a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana; with the following conditions:

1. A building permit must be submitted for within one (1) year.
2. All conditions must be met within one year of CUP approval, as per Section 11-3-9 of the Helena City Code.



CONDITIONAL USE PERMIT/AMENDMENT APPLICATION

Community Development Department, Planning Division
316 North Park Avenue, Room 445, Helena, MT 59623
406-447-8490; citycommunitydevelopment@helenamt.gov

Date received:

RECEIVED

By April Sparks at 9:05 am, Dec 06, 2022

APPLICATION FEE: \$435.00
(PAYABLE TO THE CITY OF HELENA)
ALL FEES ARE NON-REFUNDABLE

PROPERTY OWNER: *Primary Contact?* ☒

Name:	<u>Shaun Taylor</u>	Primary Number:	<u>206 5273567</u>
Address:	<u>3253 NE 104th st, Seattle Wa</u>	Other Phone:	<u>206 934 9335 cell</u>
Email:	<u>sn_taylor@hotmail.com</u>		

APPLICANT (If different from property owner): *Primary Contact?* ☐

Name:	<u></u>	Primary Number:	<u></u>
Address:	<u></u>	Other Phone:	<u></u>
Email:	<u></u>	Company:	<u></u>

AUTHORIZED REPRESENTATIVE: *Primary Contact?* ☐

Name:	<u>Chris Mockel</u>	Primary Number:	<u>406 465 9962</u>
Address:	<u></u>	Other Phone:	<u></u>
Email:	<u>chris@topherrealty.com</u>	Company:	<u>Topher Realty</u>

☒ **ADDRESS OF PROPERTY:** 304 Clancy St Helena, MT, 59601

Address	City	State	Zip Code
---------	------	-------	----------

☒ Legal Description (Block & Lots, Subdivision, COS #)

TRS: T10 N, R03 W, Sec. 31 Legal: HELENA TOWNSITE 1869, S31, T10 N, R03 W, BL

☒ Current Zoning District Helena r-2 residential

☒ Geocode 05-1888-31-2-06-01-0000

☒ Provide a current deed & plat

☒ Are there other related Land Use Applications being submitted: Yes ☐ No ☒

☒ Submit proof of current paid taxes

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: Shawn Taylor Date: 12/1/2022
Property Owner

Applicant: _____ Date: _____
(If different from Owner)

Please provide all the information requested in the Application Instructions. An incomplete application may delay the review of your request.

Are you requesting any variances with this application? ☒ Yes ☒ No
If yes, see Board of Adjustment application.

Have any variances or CUPs been previously given for this property? ☒ Yes ☒ No
If yes, provide a copy of the variance decision or CUP Resolution.

Review Process and Criteria per 11-3-3 City Code: The following completeness review is required for applications for conditional use permits:

- A. Within ten (10) working days of receipt of an application and required filing fee, the City shall review the submitted information to determine whether the application contains all the information required by this chapter. The application is complete if all the information required is provided, thereby forming the basis for an informed decision on the application. The City shall give written notice to the applicant of the determination as to whether or not the application is complete.
- B. If the City determines that information is missing from the application, the City will identify those elements in the notification. If the applicant fails to submit the missing information within five (5) working days of the notice of deficiency, the City may deny approval of the application.
- C. If the applicant corrects the deficiencies and resubmits the application within the time provided above, the City has ten (10) working days to notify the applicant whether the resubmitted application contains all the information required by this chapter.
- D. After a complete application has been filed, the City shall investigate the facts bearing on the application to assure that the action on the application is consistent with the intent and purpose of this Title and then give its recommendation to the Zoning and City Commission.

A CONDITIONAL USE PERMIT IS EFFECTIVE UPON APPROVAL BY THE CITY COMMISSION AND AFTER ALL OF THE CONDITIONS FOR APPROVAL HAVE BEEN COMPLETED.

YOUR PROPOSAL MUST COMPLY WITH THE FOLLOWING:

- Building and fire codes including required building and occupancy permits.
- Zoning Ordinance requirements including but not limited to: front, side and rear yard setbacks; maximum lot coverage; building height; landscaping; parking; screening; and signage.
- Sidewalks, curbs, and gutters; if deteriorated, repair or replacement may be required.

APPLICATION INSTRUCTIONS:

Please note: "N/A" is not an acceptable answer alone and requires an explanation if used.

All conditional use permit applications must include the following information per 11-3-2 CC:

- ☒ 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;
- ☒ 2. Type and extent of the proposed use (including hours of operation);
- ☒ 3. Site plan showing the proposed and current location of:
 - ☒ Pedestrian, vehicular, and bicycle ingress and egress to the property;
 - ☒ Parking and loading areas;
 - ☐ Landscaping and screening;
 - ☒ Solid waste collection areas;
 - ☒ Utilities;
 - ☐ Signs; and
 - ☐ Lighting;
- ☒ 4. Proposed storm water drainage plan;
- ☐ 5. Traffic impact study for any use that will generate more than two hundred (200) vehicle trips a day;
- ☒ 6. Vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets;
- ☒ 7. Planned modifications to the existing structure;
- ☒ 8. Preliminary architectural drawings for new construction with elevations that include building heights;
- ☒ 9. An evaluation of the impacts on the abutting properties and the neighborhood with respect to the factors identified in section 11-3-4B City Code. The evaluation must address any potential adverse impacts and how any such adverse impacts will be mitigated.
- ☒ 10. Expected time when the permitted conditional use will commence; and
- ☒ 11. Variances requested.

12. All applications for conditional use permits will be evaluated against the following criteria from 11-3-4 City Code:

- The proposed conditional use, as conditioned, will not adversely impact public health, safety, or general welfare.
- The proposed conditional use, as conditioned, will not adversely impact the peaceful use of existing property or improvements in the vicinity and the zoning district in which the subject property is located.

The following factors must be considered in determining the impacts of the proposed conditional use on the abutting properties and the neighborhood. **Please provide an evaluation of the following using the above criteria on a separate page:**

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Location, character, and natural features of the subject property as it currently exists; |
| <input checked="" type="checkbox"/> | Type and size of the proposed structure and improvements and their relative location on the subject property; |
| <input checked="" type="checkbox"/> | Historical uses, established use patterns, and recent changes and trends in the neighborhood; |
| <input checked="" type="checkbox"/> | Conformity of the proposed use with the neighborhood plan if one has been adopted; |
| <input checked="" type="checkbox"/> | Current and proposed pedestrian, vehicular, and bicycle traffic including ingress and egress, circulation, and parking; |
| <input checked="" type="checkbox"/> | Whether the use is consistent with the Helena Climate Change Action Plan; |
| <input type="checkbox"/> | Whether the proposal meets the zoning dimensional standards requirements for the zoning District without the need for a variance; |
| <input type="checkbox"/> | Hours of operation; |
| <input type="checkbox"/> | Noise; |
| <input type="checkbox"/> | Glare; |
| <input type="checkbox"/> | Odor; |

Expressed public opinion related to factors identified above will be used in the evaluation of the proposed CUP. It is recommended that the applicant contact neighbors to inform them of proposal and identify any concerns that the applicant may be able to address.

IT IS THE POLICY OF THE CITY COMMISSION NOT TO ACT ON A PROPOSAL IF THE APPLICANT/ APPLICANT'S REPRESENTATIVE IS NOT PRESENT AT THE COMMISSION MEETING. City Planning Staff represents the City; staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.

304 Clancy Conditional Use Permit responses to items in CUP form

Page 1. See "304 Clancy Deed.pdf" and "304 Clancy Site plan" for plat details of lots in surveyors drawing. See "304 Clancy tax 22.pdf" for current tax confirmation. No CUP previous CUP have been given for this property.

2. The property will continue to be used as a rental consisting of 2 duplexes indicated in the site plan document. The property is used 24 hours a day.

3. See "304 Clancy site plan"- aerial photo and labeled surveyors map indicating driveway, parking, solid waste, utilities. As for landscaping there are lilac hedges along the inner gardens and blue spruce trees along the lots on Clancy St. There are no signs or exterior lighting.

4. Storm water drains along the natural contours of the property in the space between the two dwelling units 1,2 and 3,4) across lots 13, 14, 15, 16, and then down the ravine connecting ultimately to Rodney street. Water from Clancy street flows along the gutter at the north edge of the street and then down to Rodney. Water from above the property is diverted with an earth berm so that it flows down the alley along unconstructed Bellevue street north of the property.

5. Traffic impact – NA no change in number of residents or activity

6. See "304 Site plan" for sewer/ water mains. See "304 Clancy zoning" map showing R-2 in yellow.

7. The plan is to renovate 304 Clancy units 1 and 2 located in the 2 story stone building in the north end of Lot 13. The unit has been rented and used as a duplex for at least 70 years. Last year the upstairs tenant of 25 years left and the unit required extensive repair and updating. The major changes include isolation of Unit 1 (lower apartment) and Unit 2 (upper) so that each is contained completely on the same floor instead of the existing jig saw arrangement. Electrical, plumbing and insulation upgrades will occur. No changes are planned for the footprint of the building or the number of rooms, capacity etc.

8. See architectural drawings. (304 Clancy -Bres22-00129 Markup set -304 Clancy st -remodel sfd to duplex.pdf)

9. The proposed changes will have no impacts on abutting properties and neighborhood as it the total number of occupants is not changing and the buildings have been used in the this fashion since before most of the houses on the street were built.

10. Conditional use will commence immediately, remodeling is expected to be complete by summer 2023.

11. We are requesting a variance in the R-2 code to allow 2 duplexes on the same property located on 9 city lots.

12. 304 Clancy is a historical property built in 1880s and is noted on the historical register. The current owners have taken great care in maintaining the historic nature of the unique property including maintaining 2 barns, stone walls and gardens. It is located adjacent to the south hills and is a part of the charm of riders on the nearby bike and hiking trails.

There is no neighborhood plan for this area. Infilling is consistent with the Helena growth policy chapter 3, as it saves development of agricultural land.

The proposed improvements on Units 1 and 2 are internal to the existing structures and do not change the footprint of the building, the building capacity or circulation patterns around the property.

The proposed change is consistent with the 2009 climate change action plan. The buildings will become more energy efficient due to added insulation and modernizing the lighting. By renovating an existing structure rather than demolishing and building new we are saving in solid waste and new materials. The changes will not impact the water consumption of the units and water efficient appliances and fixtures will be used.

The buildings meet the dimensional standards for the zoning district.

The apartments will be used 24 hours a day

No changes will occur concerning noise, glare or odor.

Site Plan for 304 Clancy ST, Helena Mt. (lots 8,9,10,11,12,13,14,15,16 of block 562 Helena Townsite)

Aerial photograph and surveying map from 2014 with Duplex Units 1, and 2 in the 2 story stone building on the north end of lot 13, and Units 3, and 4 in the south end of lots 13,14, 15.

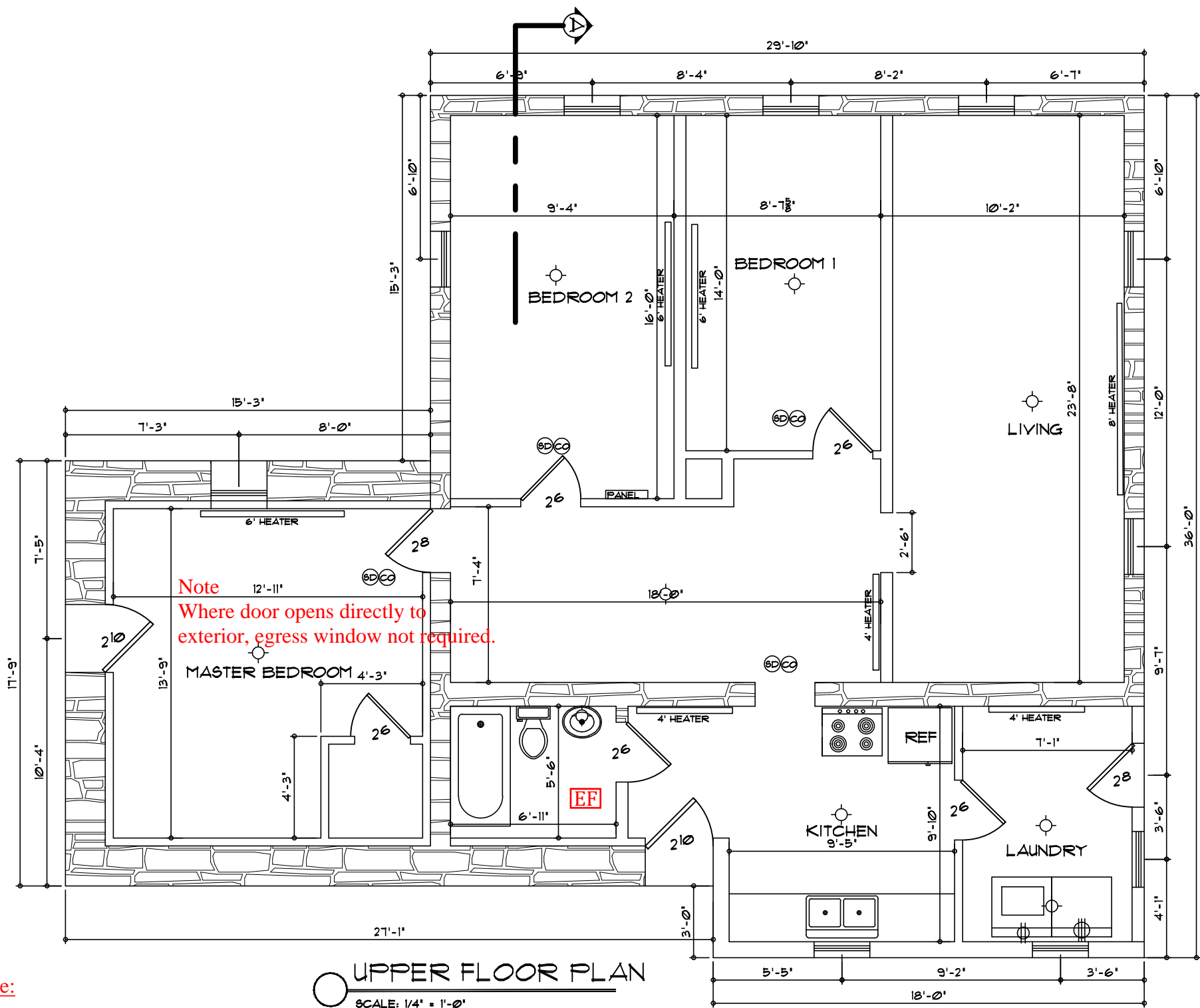




View of 304 Clancy from the south.



Sandborn Fire Map from 1957 showing location of water main



Note:

IECC - Exterior wall insulation R-21 or provide Rescheck Analysis.

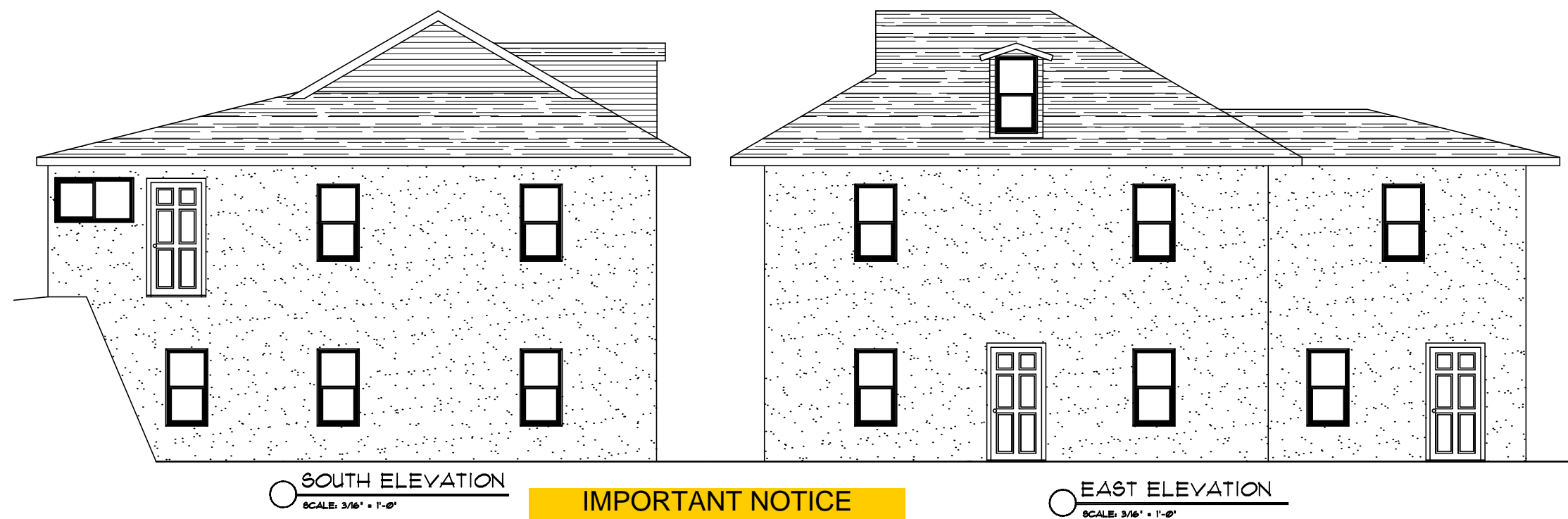
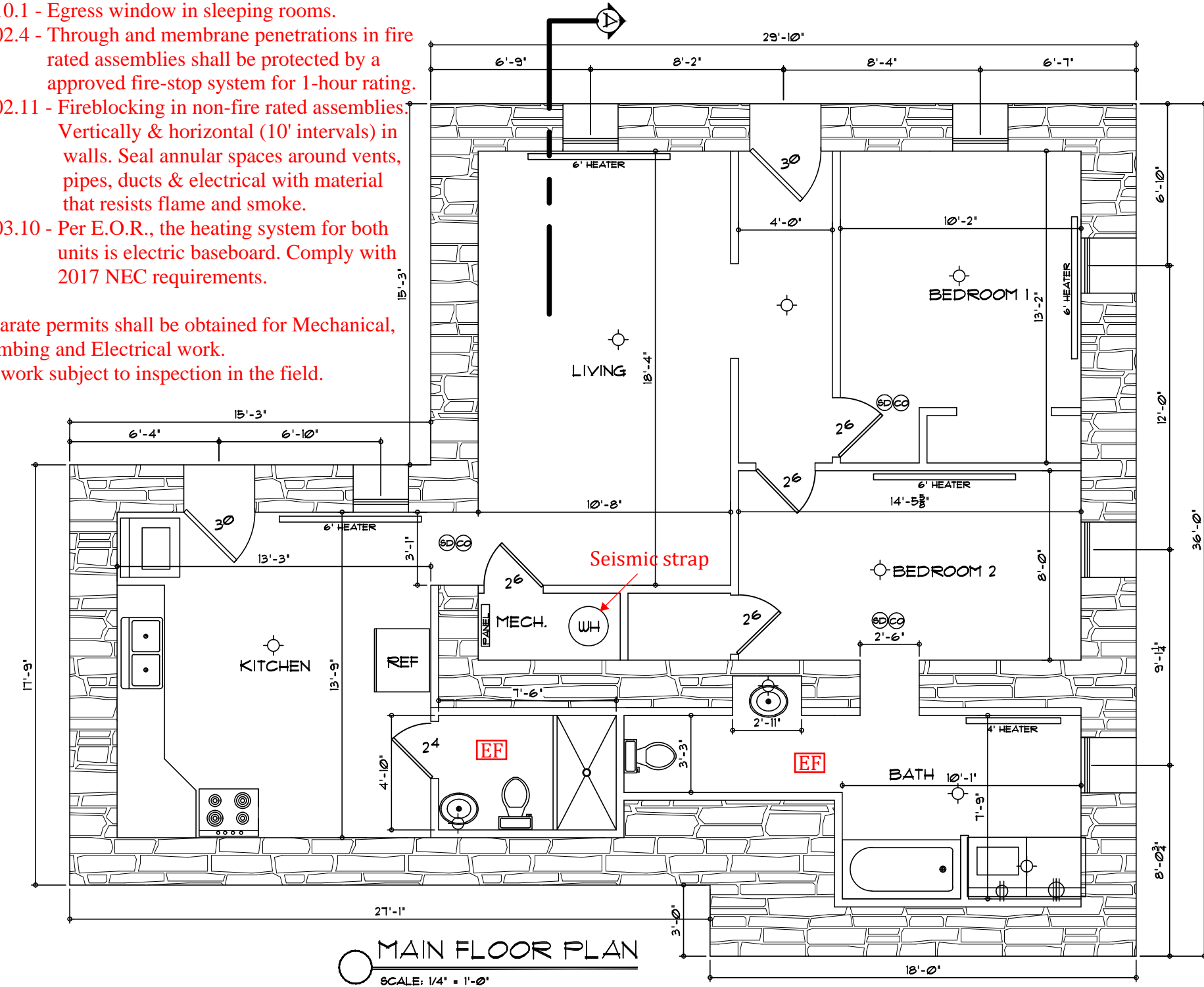
R310.1 - Egress window in sleeping rooms.

R302.4 - Through and membrane penetrations in fire rated assemblies shall be protected by a approved fire-stop system for 1-hour rating.

R302.11 - Fireblocking in non-fire rated assemblies. Vertically & horizontal (10' intervals) in walls. Seal annular spaces around vents, pipes, ducts & electrical with material that resists flame and smoke.

R303.10 - Per E.O.R., the heating system for both units is electric baseboard. Comply with 2017 NEC requirements.

Separate permits shall be obtained for Mechanical, Plumbing and Electrical work.
All work subject to inspection in the field.



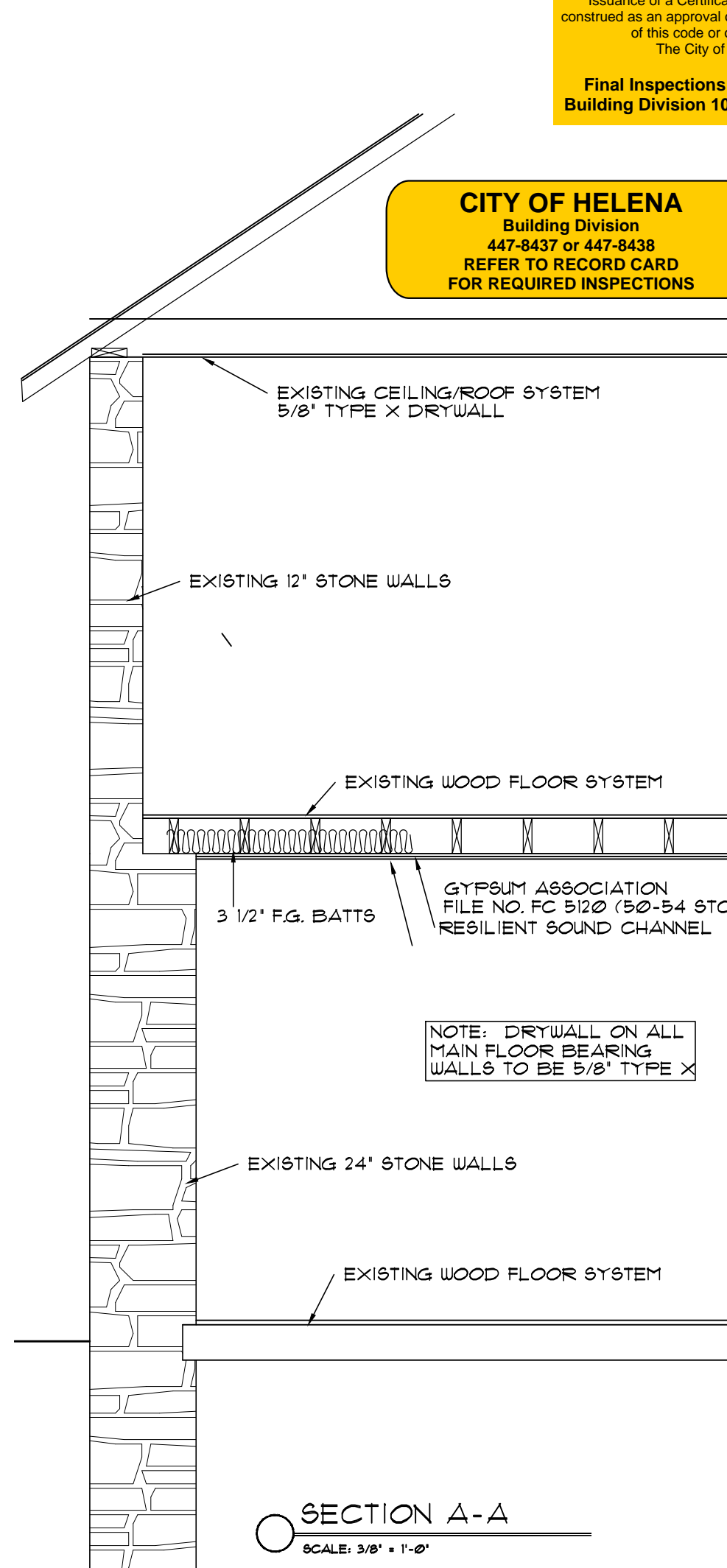
IMPORTANT NOTICE

No Building Shall Be Occupied
Prior To Final Inspection

No building or structure shall be used or occupied until the Building Official has issued a certificate of occupancy. Issuance of a Certificate of Occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of The City of Helena Montana.

Final Inspections shall be called into the Building Division 10 days prior to inspection.

CITY OF HELENA
Building Division
447-8437 or 447-8438
REFER TO RECORD CARD
FOR REQUIRED INSPECTIONS



NOTE: Plans and specs shall not be changed, modified or altered without authorization from The City of Building Division.

This permit shall be null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.

The holder of this permit will be required to comply with all applicable provisions of the building code and city ordinances in effect even if the necessity for compliance is discovered after issuance of the permit.

APPROVED
City of Helena Building Division

Approval of this document does not authorize the violation of any state, county, or city law or regulation.

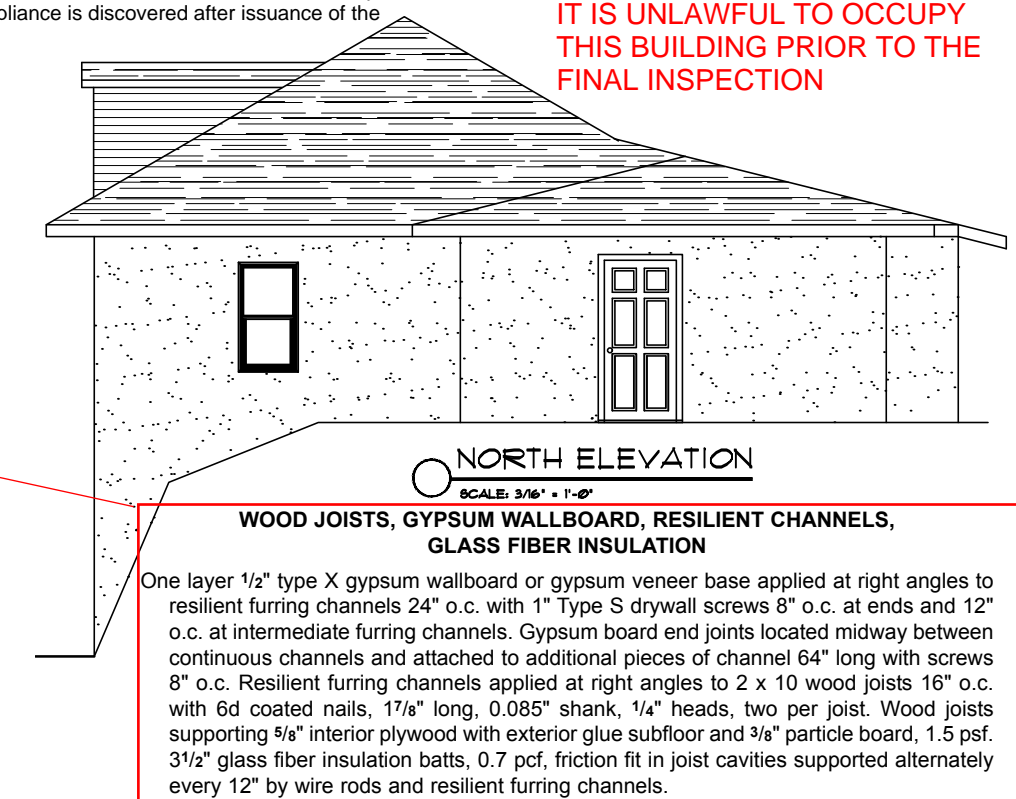
Permit Number: **BRES22-00129**

By: **E. Johnson**

Date: **10/21/2022**

Remarks: **Subject To Inspection**

IT IS UNLAWFUL TO OCCUPY THIS BUILDING PRIOR TO THE FINAL INSPECTION



WOOD JOISTS, GYPSUM WALLBOARD, RESILIENT CHANNELS, GLASS FIBER INSULATION

One layer 1/2" type X gypsum wallboard or gypsum veneer base applied at right angles to resilient furring channels 24" o.c. with 1" Type S drywall screws 8" o.c. at ends and 12" o.c. at intermediate furring channels. Gypsum board end joints located midway between continuous channels and attached to additional pieces of channel 64" long with screws 8" o.c. Resilient furring channels applied at right angles to 2 x 10 wood joists 16" o.c. with 6d coated nails, 1 7/8" long, 0.085" shank, 1/4" heads, two per joist. Wood joists supporting 5/8" interior plywood with exterior glue subfloor and 3/4" particle board, 1.5 psf. 3 1/2" glass fiber insulation batts, 0.7 pcf, friction fit in joist cavities supported alternately every 12" by wire rods and resilient furring channels.

NOTES:

1. THIS PERMIT APPLICATION IS FOR REFINISHING THE INTERIOR OF THIS HISTORIC BUILDING.
2. INTERIOR PARTITIONS ARE 2X4@16" O.C. CONSTRUCTION.
3. ALL WINDOWS ARE EXISTING 28"X51" DOUBLE HUNG.

OFFICE COPY



© 2022

Derek Brown
CONSULTING
HELENA, MONTANA
(406) 465-3191

FLOOR PLANS

CHRIS MOCKEL

304 CLANCY STREET

Revision Date

Drawn By

DJB

Approved By

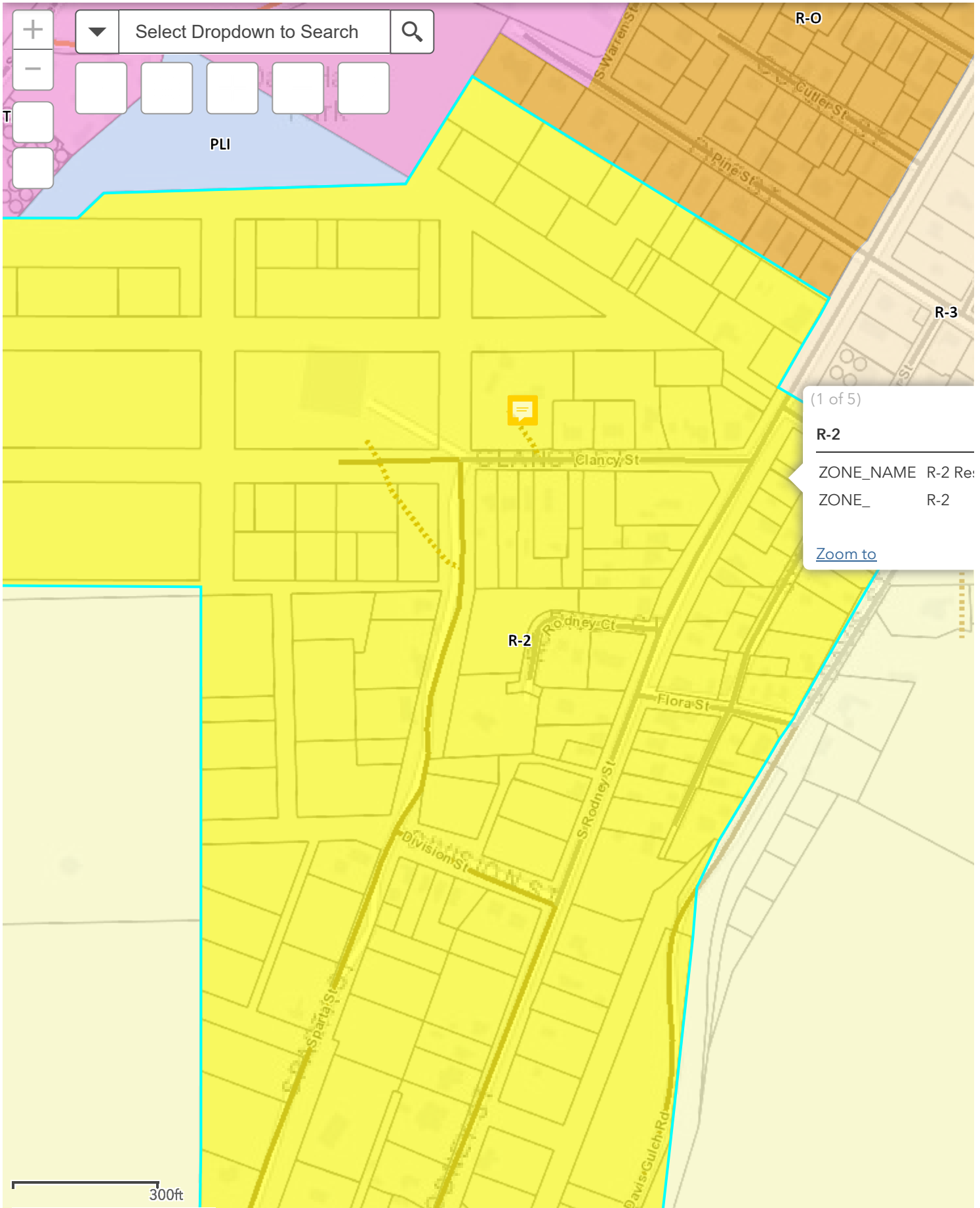
Approved By

Date

9/23/2022

Drawing Number

1





WHEN RECORDED RETURN TO:

Name: SHAUN TAYLOR and JOAN COFFEY-TAYLOR
Address: c/o HA&TCO
PO BOX 583, HELENA MT 59601
File No.: 1473767 *Wb*

QUITCLAIM DEED

For Value Received, KRIS OLSEN, the grantor(s), do(es) hereby convey release, remise and forever quit claim ALL OF HER UNDIVIDED INTEREST unto, SHAUN TAYLOR and JOAN COFFEY-TAYLOR, formerly known as JOAN COFFEY, the grantee(s), the following described premises in Lewis and Clark County, Montana, to-wit:

All right, title and interest, **together with any after-acquired title, in and to the following described real property:**

Lots 8, 9, 10, 11, 12, 13, 14, 15, and 16 in Block 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

TO HAVE AND TO HOLD the premises, with their appurtenances unto the said Grantee(s), (his/her/their) heirs and assigns forever.

DATED this 25th day of November, 2014

Kris Olsen
KRIS OLSEN


State of Washington
County of Jefferson

Acknowledged before me on this 25th day of November, 2014, before me, by KRIS OLSEN.

Loralei S Rae
Printed Name: Loralei S RAE
Notary Public in and for the State of Washington
Commission Expires: 9-30-2017
Residing at: Fort Hall, Idaho





Shopping Cart: 0 items [\$0.00] 



New Search



History



Payoff



PayTaxes



Help

Property Tax ID: 5458

Status: Current

Realware#: 188831206010000

Receipt: 37692

2022 Owner(s):

TAYLOR SHAUN & COFFEY-TAYLOR JOAN

Mailing Address:

3253 NE 104TH ST

SEATTLE, WA 981257824

Levy District:

01-01, Tax District 01

2022 Value:

Market: \$419,462

Taxable: \$5,662



Detail

2022 Taxes:



[View Pie Charts](#)

First Half: \$2,880.83

Due: 11/30/2022

Second Half: \$2,880.80

Due: 5/31/2023

Total: \$5,761.63



Detail

2022 Payments:

First Half: \$2,880.83

Second Half: \$0.00

Total: \$2,880.83

(May include penalty & interest)

2022 Legal Records:

Geo Code: 05-1888-31-2-06-01-0000 **Deed Book:** M49 **Page:** 2782 **Instru#:** 3266526 **Date:** 2014-12-04

Property address: 304 CLANCY ST, HELENA MT 59601

Subdivision: (HLT) SubDiv HLT **Lot:** 8 **Block:** 562

TRS: T10 N, R03 W, Sec. 31

Legal: HELENA TOWNSITE 1869, S31, T10 N, R03 W,
BLOCK 562, Lot 8 - 16

Note: The accuracy of this data is not guaranteed. Property Tax data was last updated 12/01/2022 10:00 AM.

Send Payments to:

Lewis & Clark County

316 North Park Ave; Room #113

Helena, Montana 59623

Phone: (406) 447-8329

Email: propertytax@lccountymt.gov





Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Rm. 445
Helena, MT 59623

Phone: 406-447-8459
Fax: 406-447-8460
Email: malvarez@helenamt.gov

helenamt.gov

December 23, 2022

TO WHOM IT MAY CONCERN: A land use change is being proposed in your area. Please review the enclosed description, and vicinity map. You may respond to the proposal at the public hearing or submit written comments prior to the January 10, 2023 Zoning Commission public hearing to the City Planning Division, 316 North Park, Helena MT 59623. For written comments to be distributed to the Zoning Commission with the staff report, they must be submitted to the City by **January 04, 2023**.

The Helena Zoning Commission will hold a public hearing on the CUP request on Tuesday, January 10, 2023 at 6:00 p. m. via Zoom at <https://zoom.us/j/92989300533>, Meeting ID: 929 8930 0533. Dial in at (346) 248-7799 or find your local Zoom phone number by going to <https://zoom.us/j/92989300533>.

PROPOSAL (Zoning Commission):

To make a recommendation on a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

The Helena City Commission will hold a public hearing on the CUP request on Monday, February 27, 2023, at 6:00 p. m. via Zoom at <https://us06web.zoom.us/j/83726869486>, Meeting ID: 837 2686 9486. Dial in at (346) 248-7799 or find your local Zoom phone number by going to <https://us06web.zoom.us/j/83726869486>.

Interested parties are encouraged to attend this meeting. We may not be able to reach all who may be interested in this application, and we encourage you to talk to your neighbors about this proposal.

PROPOSAL (City Commission):

Consideration of a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

ADDRESS:

304 Clancy St, Helena, MT, located in a R-2 (Residential) zoning district.

GENERALLY LOCATED:

This property is generally located on the north side of Clancy, northeast of the intersection with Sparta St.

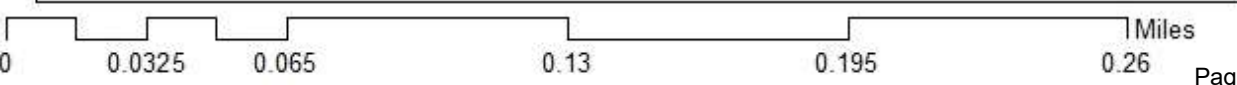
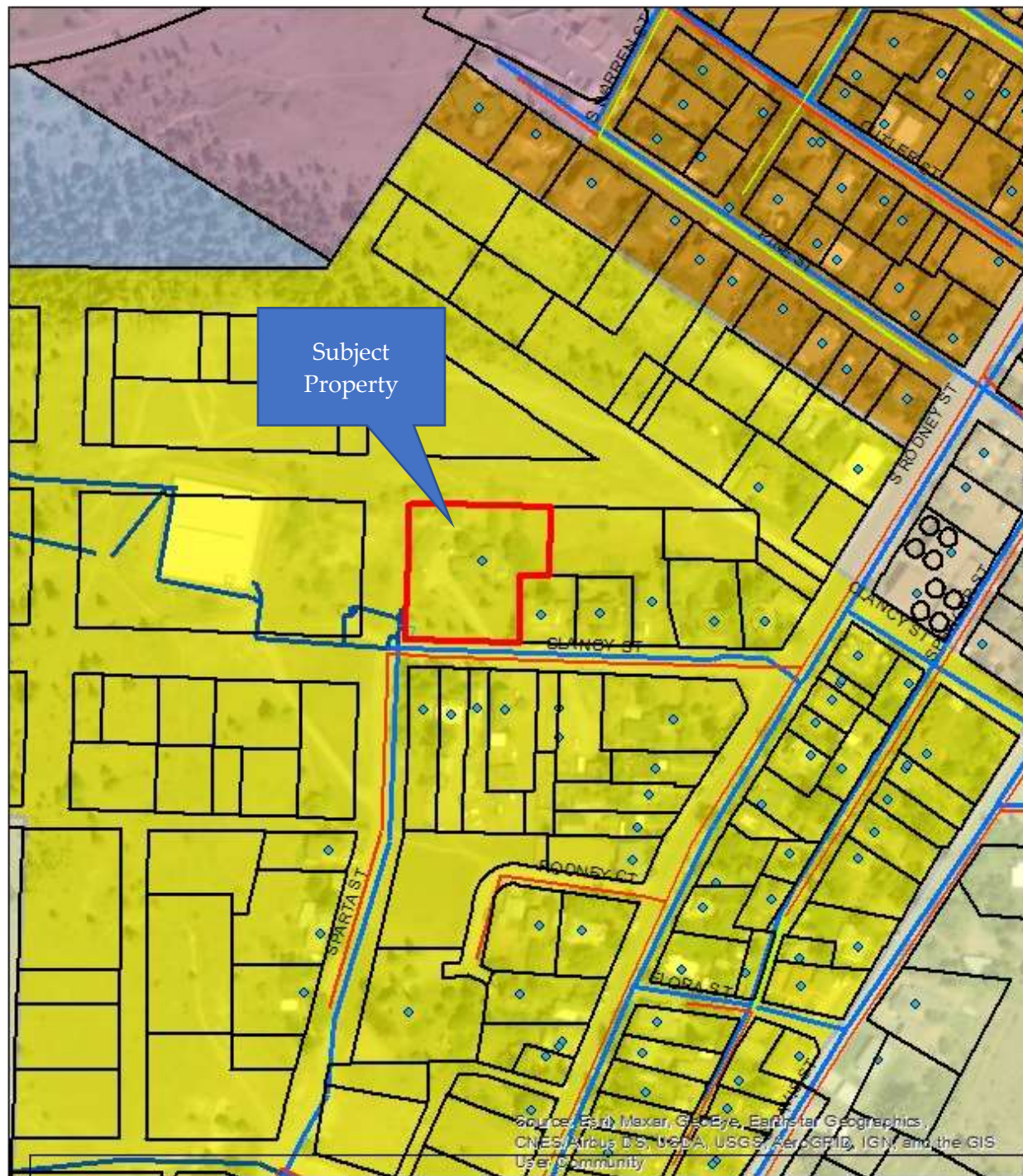
No new buildings are being constructed with this proposal.

If you have questions concerning the proposed change, please contact the City Planning Division of the Community Development Department at (406) 447-8459.

Sincerely,

Michael Alvarez, Planner II

Page 328 of 334





Michael Alvarez, Planner II
Community Development Department
316 North Park Avenue, Room 402
Helena, MT 59623

Phone: 406-447-8459
Fax: 406-447-8460
Email: malvarezl@helenamt.gov

helenamt.gov

Date: December 21, 2022
TO: Independent Record -- Legal Ads
PUBLICATION DATE: December 25, 2022

NOTICE OF PUBLIC HEARING

The **Helena Zoning Commission** will hold public hearings for the following items on **Thursday, January 10, 2023, at 6pm:**

The hearings will be conducted as hybrid in-person and online meeting utilizing the Zoom meeting platform. The meeting will serve to consider the following proposals:

To make a recommendation on a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

The **Helena Zoning Commission** hearing can be accessed via the online meeting platform zoom at:

<https://zoom.us/j/92989300533>

Meeting ID: 929 8930 0533

Dial in at 1(346) 248-7799, or find your local number at: <https://zoom.us/u/a7dWq98hm>

The **Helena City Commission** will hold public hearings for the following items on **Monday, February 27, 2023, at 6pm:**

Consideration of a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana.

The **Helena City Commission** hearing can be accessed via the online meeting platform zoom at:

<https://us06web.zoom.us/j/83726869486>

Webinar ID: 837 2686 9486

Dial US: 1 (346) 248 7799

Public comment will be taken up to and at the above meeting. If you wish to submit written comments prior to the meeting please send them in via email to malvarez@helenamt.gov or mail to Michael Alvarez, Community Development Department, Room 403, 316 N. Park Ave, Helena MT, 59623. For any questions, please call 406-447-8459.

Michael Alvarez --Planner II

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: Phone: (406) 447- 8490; TTY Relay Service [1-800-253-4091](tel:1-800-253-4091) or 711; Email: Citycommunitydevelopment@helenamt.gov; Mailing Address & Physical Location: 316 North Park, Avenue, Room 445, Helena, MT 59623.

Minutes
Zoning Commission Meeting
January 10 2023, 6:00 p.m.
Via ZOOM Virtual Platform and in Commission Chambers

Commission Members Present:

Rebecca Harbage, *Chair*
Kim Wilson, *Vice Chair*
Nicole Anderson
Betsy Story
Alyssa Sorenson

Members of the Public Present:

Shawn

Staff Present:

Michael Alvarez, Planner II
April Sparks, Administrative Assistant III
Chris Brink, Community Development Director
Aimee Hawkaluk, Assistant City Attorney

<u>Topic</u>	<u>Time</u>	<u>Description</u>
<i>Call to Order & Staff Introduction</i>	<i>(0:00:39)</i>	Meeting began at 6:01 pm with a brief introduction.
<i>Approval of Minutes</i>	<i>(0:01:28)</i>	Minutes from December 15, 2022 were approved without discussion.
<i>Public Hearing: Item 1</i>	<i>(0:02:18)</i>	Mr. Alvarez presented a power point staff report on his findings regarding the public hearing item: Make a recommendation on a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana. It was noted there was no public comment on this item collected, even though there were several phone calls about the item.
	<i>(0:07:30)</i>	Staff recommends that the Zoning Commission <u>recommend Approval</u> of a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana with the conditions that; a building permit must be submitted for within one year, and all conditions must be met within on year of the CUP approval per section 11-3-9 of Helena City Code.
<i>Questions for Staff by the Commission</i>	<i>(0:08:16)</i>	Chair Harbage asked a clarifying question regarding the scope of the CUP, that it does not involve new buildings or changes to existing footprints and if granted for multi-dwelling unit use, does that remain the case if it is sold to a new owner, could that person rebuild and construct to higher density if it is not conditioned. Mr. Alvarez stated that would be considered a significant change to the CUP and it would needed to come back before the

commission to be amended in order to do that, so this is for the buildings as they are.

(0:09:13) Ms. Sorenson asked if Mr. Alvarez knew how the property ended up with four addresses if it wasn't actually split. Mr. Alvarez stated in staff research from going through records it appears as though at some point in time there appeared to be four names listed at the address [as opposed to one] and that there are no building permits or any other type of paper trail. Ms. Sorenson asked if she could be reminded what type of building permit would typically trigger a sidewalk requirement. Mr. Alvarez stated the construction of a new primary structure would require the installation of new sidewalks. Ms. Sorenson asked for clarification if in existing locations, even if people are doing work on their homes in places where there aren't sidewalks if they do not have to put in sidewalks. Mr. Alvarez confirmed this and stated that the only two times that the city can really ask for the installation of sidewalks is that a building permit to come up to code as a condition with a conditional use permit and through a condition of annexation.

(0:11:37) Vice-Chair Wilson asked for confirmation that there are no sidewalks in front of the homes on Clancy or Sparta Streets currently. Mr. Alvarez confirmed. There were no further questions for staff.

***Applicant Addresses
Commission***

(0:12:33) Shaun Taylor, owner of 304 Clancy St, stated that the property is a historic location dating from 1880. They purchased into it in 1982 when it was already at 2 duplexes. They and their partner lived in two units and the other two were occupied, and it has been continuously occupied in this configuration for at least 40 years. From their estimation of changes that had happened before they purchased the property it had been several decades of knob and tube wiring before that had separated into two units and two separate electrical services and so forth. The two tenants moved out a year to two years ago and significant damage had been done to the unit, so it needed to be fixed. As they worked on repairs it became quite the project, and this is the last step before they can get back on the road with renovating and keeping the place alive and hopefully honoring the historic quality of it.

***Questions for the
Applicant***

(0:14:13) Vice-Chair Wilson asked the applicant about the history of the property, if the various buildings were all built at the same time with some specific intention or if they were all leftover buildings from early Helena that just happened to land there. Mr. Taylor stated that it has a great history, and briefly stated that a family of stone masons built the stone building and barns on the property and ran it for 70 years or so as a boarding house for stone masons who built many of the houses around Helena and also kept chickens and a dairy cow in the little barn and supplies some of the mines in the area, and was a going concern all the years it was under the ownership of that family. There were no further questions for the applicant.

Public Comment	(0:16:15)	There was no public comment on the item.
Commission, Discussion, Motion, and Vote	(0:16:29)	Chair Harbage stated that looking at the CUP conditions factors that stood out to her is the fact that the site seemed to be consistent with the character of the neighborhood, and that she did not see any major concerns with it continuing to exist as four units on the site.
	(0:16:59)	Vice-Chair Wilson stated that he would add that there is no public comment against this application and that underscores that the site is consistent with the neighborhood.
	(0:17:09)	Ms. Sorenson stated that she thought that she was in favor of encouraging the legalization of these types of units, as in her experience of looking for investment properties, there are lot out there that are not legal and quite dangerous.
	(0:17:51)	Ms. Story motioned to recommend approval of a resolution granting a Conditional Use Permit to allow a Residence, multiple-dwelling units (3 or more units) use in the R-2 (Residential) Zoning District for property legally described as Lots 8-16 in Blk 562 of the Original Helena Townsite, Lewis and Clark County, Montana with the conditions that; a building permit must be submitted for within one year, and all conditions must be met within on year of the CUP approval per section 11-3-9 of Helena City Code. With no further discussion on the motion, Chair Harbage called for a vote. Motion to recommend passed unanimously (4:0). It was noted that the item would be heard at the November 21 st City Commission meeting. Ms. Sorenson seconded the motion. The motion passed unanimously (5:0).
Director's Report	(0:19:12)	Christopher Brink, Director Community Development Department, stated that at the December meeting staff was directed by the commission to provide some outreach to current cannabis licensees. That was completed and 21 letters went out, and one response was received from Pepper Peterson, an industry or trade representative who called with concerns regarding what has been proposed. Mr. Alvarez was able to speak with him and there was a misunderstanding about what we were trying to accomplish, and Mr. Alvarez was able to alleviate some of those fears, but Mr. Peterson would still like to reach out to us and have a conversation which has not been possible yet due to the holidays and absences for illness. Director Brink stated he thinks that some of Mr. Peterson's issues are regarding how we measure some distances between recreational uses and or license holders and daycares so we will be going back to revisit that and polish it up a bit more. Otherwise, what the Commission will be seeing in February is exactly what was seen in December, and no further changes are anticipated. There was a request that staff go back and pull some additional examples, which has been completed and staff is prepared to present that in a report as well as some questions that the Zoning Commission had for glazing requirements, and that will be provided at the February meeting.

Director Brink stated that the city is on track to meet the June 30th deadline to get something on the books before the state beings issuing new recreational license permits but did not think it necessary to hold another work session on the item.

- Old/New Business** (0:22:19) Ms. Sorenson asked that if there are any outstanding work session items that they be addressed before summer. Director Brink stated that there are some additional items for a work session. Ms. Anderson asked for clarification on recreational marijuana as a work session topic. It was confirmed that there would be no additional work sessions on that topic. There was further discussion on future work sessions and moving up the public hearing for February to an earlier time.
- Public Comment** (0:28:20) There was no public comment.
- Next Meeting** (0:28:33) The next meeting is Tuesday, February 14, 2023 at 5:30PM.
- Adjournment** (0:28:47) The meeting was adjourned at approximately 6:30PM.