



# City of Helena

CITY OF HELENA

City Commission Meeting

March 11, 2024 - 6:00 PM

City - County Building Room 330 / Zoom Online Meeting; <https://us06web.zoom.us/j/84006008984>

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
  - A. Administrative Meeting Minutes 2-7-24
4. **Consent Agenda**
  - A. Claims
5. **Communication/Proposals from Commissioners**
6. **Report of the City Attorney**
7. **Report of the City Manager**
8. **Communications from the Helena Citizens Council**
9. **Regular Items**
  - A. Consider approval of Community Aid Grant Agreements
  - B. Consider first passage of a resolution amendment to the City Code Section 7-4-2(A) to require sidewalk to be constructed in the right of way along the property line not one foot (1) away and allow the city manager to adjudicate future sidewalk location variance requests.
  - C. Consider a Sidewalk Variance Request for Twin Creek Apartments, Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision
  - D. Consider a Resolution modifying the distribution of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for new multi-family housing construction.
10. **Public Hearings**
  - A. Consider a Resolution Identifying the Helena City Commission Priority Projects for Application for Funding Through the State & Local Infrastructure Partnership Program
  - B. Consider final passage of an Ordinance amending and updating the Use of Public Rights of Way, Title 7 - Chapter 13 to comply with current state and federal law and reflect the current telecommunications market environment.
  - C. Consider a Resolution to Establish Fees to be Charged for the Last Chance Splash Waterpark & Pool and Repealing Resolution No. 20820
  - D. Consider a Resolution to Establish Fees to be Charged for the Bill Roberts Municipal Golf Course.
11. **Public Communications**
12. **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](mailto: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](mailto:citycommunitydevelopment@helenamt.gov)**

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



## **City Commission Administrative Meeting**

**February 7, 2024 – 4:00 PM**

**Zoom Online Meeting; <https://us06web.zoom.us/j/87029183007>**

**City County Building, 316 N. Park Ave., Room 326**

**YouTube channel link:**

**<https://www.youtube.com/live/IMxECJo5LNM?si=godRjCZJiVQ3zQB5>**

### **Time & Place**

A City Commission Administrative meeting was held Wednesday, February 7, 2024 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/87029183007> and physically in the City County Building, Room 326.

### **Call to Work Session, Introductions**

**(00:12:48)** The following responded present, either via zoom or in person:

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

### **Commission Comments, Questions**

#### **A. Discussion: City Manager Job Performance Review**

- (00:13:30)** Commissioner Logan introduced the discussion of the City Manager Annual Evaluation.
- (00:15:00)** Discussion amongst the Commission members was had on the involvement of Staff and outside entities for the evaluation process.
- (00:18:48)** Direction was given to Staff for next steps in the process.

### **Recommendations from the Helena Citizens Council**

- (00:18:53)** HCC Representative Patricia Bik thanked Mayor and Commission members for attending the swearing in ceremony.

### **Report of the City Manager**

- (00:19:46)** City Manager Burton stated he had nothing to report this evening.

## **Presentations**

### **A. Public Safety Service Level Presentation**

- (00:19:50)** Public Information Officer Jacob Garcin presented on the Public Safety Service Level previous discussions and updated the Commission on the latest discussions amongst staff and outside counsel regarding a resolution and ballot language, should the Commission choose to proceed. Options for a resolution timeline were provided to the Commission for consideration.
- (00:29:57)** Commissioner Dean asked questions regarding an expedited timeline.
- (00:31:33)** City Attorney Dockter gave a presentation on the discussions with outside counsel on the crafting of the resolution and ballot language.
- (00:33:08)** Commission questions regarding the language and timeline on the levy and use of funding.
- (00:37:28)** Commission questions and discussion regarding the infrastructure cost and requirements.
- (00:40:17)** City Attorney Dockter gave a brief presentation titled Education vs. Advocacy.
- (00:48:15)** Mayor Collins called for public comment on the current topic.
- (00:48:28)** Mike McDaniel gave public comment. No other public comment was given.
- (00:52:07)** Commissioner Logan stated he was comfortable with the current proposal for both measures and the suggested timeline. Commissioner Shirliff concurred.
- (00:52:23)** Commissioner Dean made comments regarding the importance of public education in the process leading up to the June 6<sup>th</sup> ballot.

### **B. State-Local Infrastructure Partnership Act Funding Proposal Review**

- (00:55:02)** Grants Coordinator Amanda Opitz gave a presentation on the SLIPA
- (01:00:34)** Commissioner Dean asked a question regarding the ADA ramps funding.
- (01:01:22)** Commissioner Logan asked a question regarding the potential for cost savings associated with the bioreactor mixer with a new system. He confirmed he would rank the order of spending priority as 1. bioreactor mixer replacement 2. ADA pedestrian ramps replacement 3. fire suppression for Fire Station 2.
- (01:02:47)** Commissioner Reed ranked her spending priority as 1. ADA ramps replacement 2. bioreactor mixer 3. fire suppression and asked if there could be an exploration of methods to cost match through other funding sources to ensure both the ADA ramps and Bioreactor mixer could be done.



- (01:03:45) Commissioner Dean asked staff which of the proposed projects were also reflected in the CIP and when they were expected to be replaced. Commissioner Dean stated her preferred order of projects were 1. bioreactor mixer 2. fire suppression 3. ADA ramps.
- (01:05:53) Commissioner Shirliff asked if there was a possibility of partially funding all three projects.
- (01:07:33) Commissioner Shirliff asked for additional information on the non-compliant ramps within the city.
- (01:08:29) Commissioner Shirliff listed his preference as 1. ADA 2. fire suppression 3. Mixer.
- (01:08:35) Mayor Collins listed his priorities as: 1. fire suppression 2. bioreactor mixer 3. ADA.
- (01:09:20) Manager Burton determined that Staff would tabulate the Commission responses and come back with a recommendation so a decision could occur on February 26, 2024.

## **Department Reports**

### **A. Discuss Commission Appointment of Task Force to Develop Policy Recommendations Around a Housing Strategy for Helena**

- (01:10:23) Mayor Collins called upon Commissioners Logan and Reed to bring forward the proposal for discussion.
- (01:10:30) Commissioner Reed gave a brief history of the discussion on a new task force to offer policy recommendations to the Commission in a limited period of 12-18 months.
- (01:11:43) Commissioner Reed outlined a proposed scope and purpose for the task force.
- (01:13:42) Commissioner Logan gave comments regarding his preference as to how to proceed should a task force be created.
- (01:15:38) Manager Burton requested Director Brink respond to the Commission discussion. Director Brink outlined the land use plan the City was required to produce and offered the process as an alternative to the proposed task force.
- (01:18:40) Commissioner Reed asked for clarification on the process and work to be done.
- (01:19:08) Mayor Collins asked a question regarding the projected timeline and participants of the land use plan.
- (01:21:33) Commissioner Shirliff asked questions regarding the existing working groups that Staff have coordinated with.
- (01:24:50) Commissioner Dean discussed the potential use of the Lewis & Clark Behavioral Health Advisory Council.
- (01:27:40) Commissioner Logan asked Commissioner Reed if the discussion was providing options for her overarching request of the Commission.

- (01:28:00) Commissioner Reed responded to Commissioner Logan.
- (01:30:00) Commissioner Dean proposed an RFP as a potential solution to Commissioner Reed's request.
- (01:34:17) Commissioner Shirliff made comments.
- (01:36:26) Commissioner Dean made comments.
- (01:37:24) Mayor Collins requested additional information from Director Brink regarding the timeline associated with his work with the consultant.
- (01:38:56) Commissioner Logan and Commissioner Reed made comments.
- (01:40:31) Mayor Collins asked what the status of the Ruth's Place project with Good Samaritan was.
- (01:41:16) Teresa Ortega of Good Samaritan responded to the questions of the Commission.
- (01:44:47) Mayor Collins stated he would prefer to use existing resources and groups already working within the system.
- (01:45:40) City Manager Burton responded to the Commission discussion.
- (01:47:17) Commissioner Dean requested a report from Lewis & Clark Public Health.
- (01:47:25) Commissioner Logan made comments.
- (01:49:53) Mayor Collins asked for Public Comment on this topic.
- (01:50:10) Teresa Ortega made comment.
- (01:51:20) Mary Ann Dunwell made comment.
- (01:55:55) Brian Coplin made comment.

## **B. Local Government Review 2024**

- (01:57:00) Clerk Clayborn presented Item B.
- (02:03:34) Commissioner Logan requested additional information on funding resources.
- (02:04:20) City Manager Burton made recommendations on funding through mill levy, Finance Director Danielson concurred.
- (02:04:44) Commissioner Dean requested information regarding the potential for utilizing mills in addition to self-fund the measure.
- (02:07:14) Mayor Collins stated like Commissioner Dean would prefer to self-fund as opposed to mills.
- (02:07:30) Commissioner Logan and Shirliff agreed with the consensus.
- (02:09:51) Mayor Collins asked for public comment. None were given.
- (02:10:20) Commission gave direction to directly fund the measure and provide language for 5 study commissioners within the resolution.



### **Public Comment**

**(02:10:51)** Mayor Collins asked for general public comment.

**(02:11:00)** Les Sickelsteil gave public comment.

### **Adjournment**

**(02:16:12)** There being no further business before the Commission, the meeting adjourned at 6:16pm.



## Commission Meeting

March 11, 2024

[helenamt.gov](http://helenamt.gov)

**Motion:** Move to approve claims paid from 1/29/24 through 2/23/24, checks numbered 198265 - 198570 and EFTs numbered 145 – 155 for a grand total of \$2,936,345.63.

### Action to be Considered by the Commission

#### Approval of Claims:

- Claims paid on 1/29/24 and 2/2/24, checks numbered 198265 – 198269 and EFT numbered 145 for \$2,095.08;
- Claims paid on 2/7/24, 2/8/24 and 2/9/24, checks numbered 198270 – 198388 and EFTs numbered 146 - 149 for \$515,441.68;
- Claims paid on 2/11/24, 2/15/24 and 2/16/24, checks numbered 198389 – 198483 and EFTs numbered 150 - 152 for 1,131,942.62
- Claims paid on 2/22/24 and 2/23/24, checks numbered 198484 – 198570 and EFTs numbered 153 and 155 for \$1,286,866.25;

For a grand total of claims paid of \$2,936,345.63.

Respectfully submitted,

Sheila Danielson

Finance Director

### Attachment Documents

2/2/24 Claims Memo

2/9/24 Claims Memo

2/16/24 Claims Memo

2/23/24 Claims Memo



**Finance Dept.**  
316 North Park Avenue  
Helena, MT 59623

: Phone: 406-447-8417  
: Fax: 406-447-8434  
: Email: [jrensmon@helenamt.gov](mailto:jrensmon@helenamt.gov)

**[helenamt.gov](http://helenamt.gov)**

February 13, 2024

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 1/29/24 and 2/2/24 have been approved for claims in the amount of \$2,095.08. Checks numbered 198265 – 198269 and EFT numbered 145 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.

PREPARED 01/29/2024,17:59:07  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 01/30/2024 PAYMENT DATE: 01/30/2024

PAGE 1

| VEND NO | SEQ# | VENDOR NAME             |      |     |            |                    |                           |        |              |
|---------|------|-------------------------|------|-----|------------|--------------------|---------------------------|--------|--------------|
| INVOICE |      | VOUCHER                 | P.O. | BNK | CHECK/DUE  | ACCOUNT            | ITEM                      | CHECK  | EFT, EPAY OR |
| NO      |      | NO                      | NO   |     | DATE       | NO                 | DESCRIPTION               | AMOUNT | HAND-ISSUED  |
|         |      |                         |      |     |            |                    |                           |        | AMOUNT       |
| 0001695 | 00   | LEHRKIND'S              |      |     |            |                    |                           |        |              |
| 2113342 |      | 000476                  |      | 00  | 01/30/2024 | 563-4113-464.20-53 | ALCOHOL DELIVERY 01/26/24 | 99.70  |              |
|         |      |                         |      |     |            |                    | VENDOR TOTAL *            | 99.70  |              |
| 0004929 | 00   | EAGLE BEVERAGE - HELENA |      |     |            |                    |                           |        |              |
| 2325645 |      | 000480                  |      | 00  | 01/30/2024 | 563-4113-464.20-53 | ALCOHOL DELIVERY 01/25/24 | EFT:   | 192.00       |
|         |      |                         |      |     |            |                    | VENDOR TOTAL *            | .00    | 192.00       |
| 0005741 | 00   | US FOODS, INC.          |      |     |            |                    |                           |        |              |
| 4768912 |      | 000477                  |      | 00  | 01/30/2024 | 563-4113-464.20-53 | FOOD DELIVERY 01/25/24    | 676.42 |              |
| 4508980 |      | 000478                  |      | 00  | 01/30/2024 | 563-4113-464.20-53 | FOOD RETURN 01/15/24      | 99.04- |              |
|         |      |                         |      |     |            |                    | VENDOR TOTAL *            | 577.38 |              |
|         |      |                         |      |     |            |                    | EFT/EPAY TOTAL ***        |        | 192.00       |
|         |      |                         |      |     |            |                    | TOTAL EXPENDITURES ****   | 677.08 | 192.00       |
|         |      |                         |      |     |            |                    | GRAND TOTAL *****         |        | 869.08       |

PREPARED 02/02/2024,10:52:33  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/02/2024 PAYMENT DATE: 02/02/2024

PAGE 1

| 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       |
| 0000485 | 00   | GEORGE'S DISTRIBUTING, INC. |      |     |            |                    |                           |          |              |
| 1177725 |      | 000483                      |      | 00  | 02/02/2024 | 563-4113-464.20-53 | ALCOHOL DELIVERY 01/30/24 | 88.54    |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *            | 88.54    |              |
| 0003038 | 00   | GUSTO BEVERAGE COMPANY      |      |     |            |                    |                           |          |              |
| 1690083 |      | 000482                      |      | 00  | 02/02/2024 | 563-4113-464.20-53 | ALCOHOL DELIVERY 01/31/24 | 110.38   |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *            | 110.38   |              |
| 0005741 | 00   | US FOODS, INC.              |      |     |            |                    |                           |          |              |
| 4848497 |      | 000484                      |      | 00  | 02/02/2024 | 563-4113-464.20-53 | FOOD DELIVERY 01/29/24    | 1,027.08 |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *            | 1,027.08 |              |
|         |      |                             |      |     |            |                    | TOTAL EXPENDITURES ****   | 1,226.00 |              |
|         |      |                             |      |     |            | GRAND TOTAL        | *****                     |          | 1,226.00     |



**Finance Dept.**  
316 North Park Avenue  
Helena, MT 59623

: Phone: 406-447-8417  
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**[helenamt.gov](http://helenamt.gov)**

February 13, 2024

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 2/7/24, 2/8/24 and 2/9/24 have been approved for claims in the amount of \$515,441.68. Checks numbered 198270 – 198388 and EFTs numbered 146 - 149 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.



PREPARED 02/07/2024,11:24:52  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/07/2024      PAYMENT DATE: 02/07/2024

PAGE      1

| 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       |
| 0004929  | 00   | EAGLE BEVERAGE - HELENA |      |     |            |                    |                         |          |              |
| 23269654 |      | 000485                  |      | 00  | 02/06/2024 | 563-4113-464.20-53 | Alcohol                 | EFT:     | 218.98       |
|          |      |                         |      |     |            |                    | VENDOR TOTAL *          | .00      | 218.98       |
| 0005741  | 00   | US FOODS, INC.          |      |     |            |                    |                         |          |              |
| 5026947  |      | 000486                  |      | 00  | 02/07/2024 | 563-4113-464.20-53 | Food                    | 1,056.18 |              |
| 4974219  |      | 000487                  |      | 00  | 02/07/2024 | 563-4113-464.20-53 | Food                    | 1,372.32 |              |
|          |      |                         |      |     |            |                    | VENDOR TOTAL *          | 2,428.50 |              |
|          |      |                         |      |     |            |                    | EFT/EPAY TOTAL ***      |          | 218.98       |
|          |      |                         |      |     |            |                    | TOTAL EXPENDITURES **** | 2,428.50 | 218.98       |
|          |      |                         |      |     |            |                    | GRAND TOTAL *****       |          | 2,647.48     |

| 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       |
| 0000006         | 00   | FEDEX                              |        |     |            |                    |                           |          |              |
| 8-387-38292     |      | 6966                               | H65922 | 00  | 02/06/2024 | 100-1501-414.30-12 | FED EX CK COPIES TO US BA | 10.45    |              |
| 8-390-38911     |      | 6916                               | H65376 | 00  | 01/11/2024 | 521-3126-435.20-81 | SHIPPING - BF TESTER CALI | 43.59    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 54.04    |              |
| 0000064         | 00   | VANS THRIFTWAY                     |        |     |            |                    |                           |          |              |
| 112923FIRE      |      | 6880                               | H65852 | 00  | 02/01/2024 | 100-2301-424.30-79 | INCIDENT FOOD PHOENIX FIR | 86.61    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 86.61    |              |
| 0000076         | 00   | CAPITAL LAUNDRY                    |        |     |            |                    |                           |          |              |
| 01-001310       |      | 6980                               | H65955 | 00  | 02/07/2024 | 100-2301-424.20-46 | REPAIR TURNOUT COAT SHUPE | 15.25    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 15.25    |              |
| 0000090         | 00   | DAKOTA SUPPLY GROUP INC            |        |     |            |                    |                           |          |              |
| S103428766.001  |      | 6846                               | H65811 | 00  | 01/31/2024 | 521-3126-435.20-82 | CAPS                      | 47.96    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 47.96    |              |
| 0000150         | 00   | GRAINGER, INC.                     |        |     |            |                    |                           |          |              |
| 9965123392      |      | 6932                               | H65770 | 00  | 01/30/2024 | 531-3135-436.30-62 | WORKSHOP HEATER REPAIR    | 87.85    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 87.85    |              |
| 0000154         | 00   | KLJ ENGINEERING LLC                |        |     |            |                    |                           |          |              |
| 10202112        |      | 6936                               | H65817 | 00  | 01/31/2024 | 240-3508-432.90-64 | PROF ENGINEERING - RODNEY | 482.88   |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 482.88   |              |
| 0000295         | 00   | SURPLUS PROPERTY PROGRAM           |        |     |            |                    |                           |          |              |
| 10013           |      | 6861                               | H65821 | 00  | 01/31/2024 | 245-3106-432.20-49 | TABLES/CHAIRS FOR SHOP GA | 93.33    |              |
| 10013           |      | 6859                               | H65821 | 00  | 01/31/2024 | 521-3126-435.20-49 | TABLES/CHAIRS FOR SHOP GA | 93.34    |              |
| 10013           |      | 6860                               | H65821 | 00  | 01/31/2024 | 531-3136-436.20-49 | TABLES/CHAIRS FOR SHOP GA | 93.33    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 280.00   |              |
| 0000312         | 00   | GOVERNMENT FINANCE OFFICERS ASSOC  |        |     |            |                    |                           |          |              |
| FINGAFR24       |      | 6892                               | H65875 | 00  | 02/01/2024 | 100-1506-415.20-19 | GAAFR 2024 EDITION        | 199.00   |              |
| 3090345         |      | 6893                               | H65879 | 00  | 02/01/2024 | 100-1801-417.30-37 | CONTROLLER POSITION EMPLO | 150.00   |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 349.00   |              |
| 0000315         | 00   | INTERNATIONAL ASSOC OF FIRE CHIEFS |        |     |            |                    |                           |          |              |
| 000267498       |      | 6879                               | H65850 | 00  | 02/01/2024 | 100-2301-424.30-31 | ANNUAL MEMBERSHIP CHAMBER | 260.00   |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 260.00   |              |
| 0000324         | 00   | MONTANA STATE UNIVERSITY           |        |     |            |                    |                           |          |              |
| 85-116          |      | 6881                               | H65853 | 00  | 02/01/2024 | 100-2301-424.30-89 | FO II COURSE X 7          | 4,865.00 |              |
| 85-117          |      | 6981                               | H65959 | 00  | 02/07/2024 | 100-2301-424.30-89 | FOI SHUPE                 | 95.00    |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 4,960.00 |              |
| 0000329         | 00   | CITY UTILITY CUSTOMER SERVICE      |        |     |            |                    |                           |          |              |
| 3447330270-1/24 |      | 6961                               | H65883 | 00  | 02/01/2024 | 100-3101-431.30-99 | ROLLOFF FOR CITY CLEANUP  | 195.00   |              |
|                 |      |                                    |        |     |            |                    | VENDOR TOTAL *            | 195.00   |              |
| 0000344         | 00   | MONTANA LEAGUE OF CITIES & TOWNS   |        |     |            |                    |                           |          |              |

| 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       |
| -----          |        |                                  |        |     |            |                    |                           |          |              |
| 0000344        | 00     | MONTANA LEAGUE OF CITIES & TOWNS |        |     |            |                    |                           |          |              |
| ML01150        |        | 6938                             | H65824 | 00  | 01/31/2024 | 201-3503-432.30-99 | MDT LAG REVIEW EXPENSES   | 231.66   |              |
| ML01173        |        | 6903                             | H65889 | 00  | 02/01/2024 | 531-3135-436.30-99 | NUTRIENT WORKING GROUP EX | 821.87   |              |
| ML01150        |        | 6937                             | H65824 | 00  | 01/31/2024 | 531-3135-436.30-99 | NUTRIENT WORK GROUP EXPEN | 986.50   |              |
| VENDOR TOTAL * |        |                                  |        |     |            |                    |                           | 2,040.03 |              |
| 0000377        | 00     | ACTION PRINT                     |        |     |            |                    |                           |          |              |
| 120317         |        | 6905                             | H65893 | 00  | 02/02/2024 | 100-2201-421.30-21 | NOTICE OF RIGHTS FOR VICT | 270.00   |              |
| 120096         |        | 6844                             | H65809 | 00  | 01/31/2024 | 521-3126-435.30-21 | UM METER HANG TAGS        | 460.00   |              |
| 120286         |        | 6950                             | H65857 | 00  | 02/01/2024 | 551-3501-432.30-21 | LOT LABELS                | 30.00    |              |
| 120108         |        | 6951                             | H65859 | 00  | 02/01/2024 | 551-3501-432.30-21 | MONTHLY PERMIT STICKERS   | 1,114.98 |              |
| 120028         |        | 6762                             | H65735 | 00  | 01/29/2024 | 580-3560-434.30-21 | 30 RIDE BUS PASS          | 200.00   |              |
| 120029         |        | 6763                             | H65736 | 00  | 01/29/2024 | 580-3560-434.30-21 | 20 RIDE PUNCH PASS        | 200.00   |              |
| 120030         |        | 6764                             | H65737 | 00  | 01/29/2024 | 580-3560-434.30-21 | 10 RIDE BUS PASS          | 200.00   |              |
| VENDOR TOTAL * |        |                                  |        |     |            |                    |                           | 2,474.98 |              |
| 0000393        | 00     | INFORMATION TECHNOLOGY & SRVCS   |        |     |            |                    |                           |          |              |
| PHN CHRGS-2/24 | 001186 |                                  |        | 00  | 06/07/2013 | 100-1101-411.30-02 | FEB24-PHONE CHRGS FY24    | 138.25   |              |
| PHN CHRGS-2/24 | 001187 |                                  |        | 00  | 06/07/2013 | 100-1201-412.30-02 | FEB24-PHONE CHRGS FY24    | 158.00   |              |
| PHN CHRGS-2/24 | 001188 |                                  |        | 00  | 06/07/2013 | 100-1301-412.30-02 | FEB24-PHONE CHRGS FY24    | 355.50   |              |
| PHN CHRGS-2/24 | 000385 |                                  |        | 00  | 01/14/2019 | 100-1302-412.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001189 |                                  |        | 00  | 06/07/2013 | 100-1401-413.30-02 | FEB24-PHONE CHRGS FY24    | 316.00   |              |
| PHN CHRGS-2/24 | 001190 |                                  |        | 00  | 06/07/2013 | 100-1501-414.30-02 | FEB24-PHONE CHRGS FY24    | 118.50   |              |
| PHN CHRGS-2/24 | 001191 |                                  |        | 00  | 06/07/2013 | 100-1506-415.30-02 | FEB24-PHONE CHRGS FY24    | 237.00   |              |
| PHN CHRGS-2/24 | 001192 |                                  |        | 00  | 06/07/2013 | 100-1507-415.30-02 | FEB24-PHONE CHRGS FY24    | 237.00   |              |
| PHN CHRGS-2/24 | 001193 |                                  |        | 00  | 06/07/2013 | 100-1601-418.30-02 | FEB24-PHONE CHRGS FY24    | 276.50   |              |
| PHN CHRGS-2/24 | 000231 |                                  |        | 00  | 11/17/2022 | 100-1701-411.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001194 |                                  |        | 00  | 06/07/2013 | 100-1801-417.30-02 | FEB24-PHONE CHRGS FY24    | 197.50   |              |
| PHN CHRGS-2/24 | 001195 |                                  |        | 00  | 06/07/2013 | 100-2201-421.30-02 | FEB24-PHONE CHRGS FY24    | 1,224.50 |              |
| PHN CHRGS-2/24 | 000720 |                                  |        | 00  | 06/07/2013 | 100-2209-421.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001196 |                                  |        | 00  | 06/07/2013 | 100-2301-424.30-02 | FEB24-PHONE CHRGS FY24    | 746.75   |              |
| PHN CHRGS-2/24 | 001198 |                                  |        | 00  | 06/07/2013 | 100-3084-430.30-02 | FEB24-PHONE CHRGS FY24    | 79.00    |              |
| PHN CHRGS-2/24 | 001197 |                                  |        | 00  | 06/07/2013 | 100-3101-431.30-02 | FEB24-PHONE CHRGS FY24    | 138.25   |              |
| PHN CHRGS-2/24 | 001199 |                                  |        | 00  | 06/07/2013 | 100-3102-433.30-02 | FEB24-PHONE CHRGS FY24    | 493.75   |              |
| PHN CHRGS-2/24 | 001200 |                                  |        | 00  | 06/07/2013 | 100-4101-464.30-02 | FEB24-PHONE CHRGS FY24    | 79.00    |              |
| PHN CHRGS-2/24 | 000298 |                                  |        | 00  | 12/15/2020 | 100-4102-464.30-02 | FEB24-PHONE CHRGS FY24    | 170.67   |              |
| PHN CHRGS-2/24 | 000721 |                                  |        | 00  | 06/07/2013 | 100-4103-464.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001202 |                                  |        | 00  | 06/07/2013 | 100-4104-464.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001204 |                                  |        | 00  | 06/07/2013 | 201-3503-432.30-02 | FEB24-PHONE CHRGS FY24    | 237.00   |              |
| PHN CHRGS-2/24 | 000722 |                                  |        | 00  | 06/07/2013 | 201-3504-432.30-02 | FEB24-PHONE CHRGS FY24    | 51.42    |              |
| PHN CHRGS-2/24 | 001203 |                                  |        | 00  | 06/07/2013 | 201-3510-432.30-02 | FEB24-PHONE CHRGS FY24    | 39.50    |              |
| PHN CHRGS-2/24 | 001205 |                                  |        | 00  | 06/07/2013 | 211-4120-464.30-02 | FEB24-PHONE CHRGS FY24    | 231.17   |              |
| PHN CHRGS-2/24 | 001208 |                                  |        | 00  | 06/07/2013 | 212-4505-403.30-02 | FEB24-PHONE CHRGS FY24    | 118.50   |              |
| PHN CHRGS-2/24 | 001209 |                                  |        | 00  | 06/07/2013 | 218-2206-421.30-02 | FEB24-PHONE CHRGS FY24    | 197.50   |              |
| PHN CHRGS-2/24 | 001211 |                                  |        | 00  | 06/07/2013 | 219-2202-421.30-02 | FEB24-PHONE CHRGS FY24    | 592.50   |              |
| PHN CHRGS-2/24 | 001212 |                                  |        | 00  | 06/07/2013 | 235-4172-464.30-02 | FEB24-PHONE CHRGS FY24    | 118.50   |              |
| PHN CHRGS-2/24 | 000723 |                                  |        | 00  | 06/07/2013 | 503-1602-425.30-02 | FEB24-PHONE CHRGS FY24    | 434.50   |              |
| PHN CHRGS-2/24 | 001213 |                                  |        | 00  | 06/07/2013 | 521-3125-435.30-02 | FEB24-PHONE CHRGS FY24    | 632.00   |              |
| PHN CHRGS-2/24 | 001214 |                                  |        | 00  | 06/07/2013 | 521-3126-435.30-02 | FEB24-PHONE CHRGS FY24    | 284.42   |              |
| PHN CHRGS-2/24 | 001215 |                                  |        | 00  | 06/07/2013 | 531-3135-436.30-02 | FEB24-PHONE CHRGS FY24    | 128.17   |              |

| 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          |      |     |            |                    |                        |           |              |
| PHN CHRGS-2/24 | 001216 |   |      | 00  | 06/07/2013 | 531-3136-436.30-02 | FEB24-PHONE CHRGS FY24 | 189.67    |              |
| PHN CHRGS-2/24 | 001217 |   |      | 00  | 06/07/2013 | 541-3141-438.30-02 | FEB24-PHONE CHRGS FY24 | 88.50     |              |
| PHN CHRGS-2/24 | 001218 |   |      | 00  | 06/07/2013 | 542-3140-438.30-02 | FEB24-PHONE CHRGS FY24 | 108.25    |              |
| PHN CHRGS-2/24 | 001219 |   |      | 00  | 06/07/2013 | 546-3150-438.30-02 | FEB24-PHONE CHRGS FY24 | 148.92    |              |
| PHN CHRGS-2/24 | 001220 |   |      | 00  | 06/07/2013 | 547-3151-438.30-02 | FEB24-PHONE CHRGS FY24 | 49.42     |              |
| PHN CHRGS-2/24 | 001221 |   |      | 00  | 06/07/2013 | 563-4111-464.30-02 | FEB24-PHONE CHRGS FY24 | 118.50    |              |
| PHN CHRGS-2/24 | 001222 |   |      | 00  | 06/07/2013 | 563-4113-464.30-02 | FEB24-PHONE CHRGS FY24 | 39.50     |              |
| PHN CHRGS-2/24 | 001224 |   |      | 00  | 06/07/2013 | 563-4115-464.30-02 | FEB24-PHONE CHRGS FY24 | 79.00     |              |
| PHN CHRGS-2/24 | 001225 |   |      | 00  | 06/07/2013 | 570-4510-403.30-02 | FEB24-PHONE CHRGS FY24 | 420.39    |              |
| PHN CHRGS-2/24 | 001226 |   |      | 00  | 06/07/2013 | 573-4512-403.30-02 | FEB24-PHONE CHRGS FY24 | 237.00    |              |
| PHN CHRGS-2/24 | 000724 |   |      | 00  | 06/07/2013 | 580-3560-434.30-02 | FEB24-PHONE CHRGS FY24 | 219.25    |              |
| PHN CHRGS-2/24 | 000513 |   |      | 00  | 03/03/2020 | 610-3570-501.30-02 | FEB24-PHONE CHRGS FY24 | 124.50    |              |
| VENDOR TOTAL * |        |   |      |     |            |                    |                        | 10,051.75 |              |
| 0000393        | 00     | INFORMATION TECHNOLOGY & SRVCS,CK GRP-A |      |     |            |                    |                        |           |              |
| FEBRUARY 2024  | 001413 |   |      | 00  | 06/07/2013 | 100-1101-411.30-01 | FEB24-IT&S CHARGES     | 2,102.77  |              |
| FEBRUARY 2024  | 001414 |   |      | 00  | 06/07/2013 | 100-1201-412.30-01 | FEB24-IT&S CHARGES     | 1,133.12  |              |
| FEBRUARY 2024  | 001415 |   |      | 00  | 06/07/2013 | 100-1301-412.30-01 | FEB24-IT&S CHARGES     | 2,213.64  |              |
| FEBRUARY 2024  | 000416 |   |      | 00  | 06/07/2013 | 100-1302-412.30-01 | FEB24-IT&S CHARGES     | 273.41    |              |
| FEBRUARY 2024  | 001416 |   |      | 00  | 06/07/2013 | 100-1401-413.30-01 | FEB24-IT&S CHARGES     | 1,627.33  |              |
| FEBRUARY 2024  | 001417 |   |      | 00  | 06/07/2013 | 100-1501-414.30-01 | FEB24-IT&S CHARGES     | 815.14    |              |
| FEBRUARY 2024  | 001418 |   |      | 00  | 06/07/2013 | 100-1506-415.30-01 | FEB24-IT&S CHARGES     | 1,346.71  |              |
| FEBRUARY 2024  | 001419 |   |      | 00  | 06/07/2013 | 100-1507-415.30-01 | FEB24-IT&S CHARGES     | 1,326.67  |              |
| FEBRUARY 2024  | 001420 |   |      | 00  | 06/07/2013 | 100-1601-418.30-01 | FEB24-IT&S CHARGES     | 1,798.16  |              |
| FEBRUARY 2024  | 000924 |   |      | 00  | 06/07/2013 | 100-1701-411.30-01 | FEB24-IT&S CHARGES     | 219.68    |              |
| FEBRUARY 2024  | 001421 |   |      | 00  | 06/07/2013 | 100-1801-417.30-01 | FEB24-IT&S CHARGES     | 1,073.30  |              |
| FEBRUARY 2024  | 001422 |   |      | 00  | 06/07/2013 | 100-2201-421.30-01 | FEB24-IT&S CHARGES     | 13,830.59 |              |
| FEBRUARY 2024  | 001423 |   |      | 00  | 06/07/2013 | 100-2203-446.30-01 | FEB24-IT&S CHARGES     | 472.41    |              |
| FEBRUARY 2024  | 000411 |   |      | 00  | 06/07/2013 | 100-2207-421.30-01 | FEB24-IT&S CHARGES     | 397.08    |              |
| FEBRUARY 2024  | 000412 |   |      | 00  | 06/07/2013 | 100-2209-421.30-01 | FEB24-IT&S CHARGES     | 261.03    |              |
| FEBRUARY 2024  | 001424 |   |      | 00  | 06/07/2013 | 100-2301-424.30-01 | FEB24-IT&S CHARGES     | 10,452.80 |              |
| FEBRUARY 2024  | 001425 |   |      | 00  | 06/07/2013 | 100-3084-430.30-01 | FEB24-IT&S CHARGES     | 322.34    |              |
| FEBRUARY 2024  | 001426 |   |      | 00  | 06/07/2013 | 100-3101-431.30-01 | FEB24-IT&S CHARGES     | 1,632.97  |              |
| FEBRUARY 2024  | 001427 |   |      | 00  | 06/07/2013 | 100-3102-433.30-01 | FEB24-IT&S CHARGES     | 2,554.46  |              |
| FEBRUARY 2024  | 001428 |   |      | 00  | 06/07/2013 | 100-4101-464.30-01 | FEB24-IT&S CHARGES     | 626.38    |              |
| FEBRUARY 2024  | 001429 |   |      | 00  | 06/07/2013 | 100-4102-464.30-01 | FEB24-IT&S CHARGES     | 1,990.46  |              |
| FEBRUARY 2024  | 001430 |   |      | 00  | 06/07/2013 | 100-4103-464.30-01 | FEB24-IT&S CHARGES     | 1,015.05  |              |
| FEBRUARY 2024  | 001431 |   |      | 00  | 06/07/2013 | 100-4104-464.30-01 | FEB24-IT&S CHARGES     | 596.01    |              |
| FEBRUARY 2024  | 001432 |   |      | 00  | 06/07/2013 | 201-3503-432.30-01 | FEB24-IT&S CHARGES     | 3,269.76  |              |
| FEBRUARY 2024  | 000925 |   |      | 00  | 06/07/2013 | 201-3504-432.30-01 | FEB24-IT&S CHARGES     | 759.23    |              |
| FEBRUARY 2024  | 001434 |   |      | 00  | 06/07/2013 | 201-3509-432.30-01 | FEB24-IT&S CHARGES     | 29.70     |              |
| FEBRUARY 2024  | 001435 |   |      | 00  | 06/07/2013 | 201-3510-432.30-01 | FEB24-IT&S CHARGES     | 615.54    |              |
| FEBRUARY 2024  | 001436 |   |      | 00  | 06/07/2013 | 211-4120-464.30-01 | FEB24-IT&S CHARGES     | 1,506.25  |              |
| FEBRUARY 2024  | 001438 |   |      | 00  | 06/07/2013 | 212-4505-403.30-01 | FEB24-IT&S CHARGES     | 737.11    |              |
| FEBRUARY 2024  | 001439 |   |      | 00  | 06/07/2013 | 218-2206-421.30-01 | FEB24-IT&S CHARGES     | 2,938.23  |              |
| FEBRUARY 2024  | 000928 |   |      | 00  | 06/07/2013 | 219-2202-421.30-01 | FEB24-IT&S CHARGES     | 2,882.81  |              |
| FEBRUARY 2024  | 001440 |   |      | 00  | 06/07/2013 | 235-4172-464.30-01 | FEB24-IT&S CHARGES     | 663.37    |              |
| FEBRUARY 2024  | 001441 |   |      | 00  | 06/07/2013 | 237-4171-464.30-01 | FEB24-IT&S CHARGES     | 906.99    |              |
| FEBRUARY 2024  | 001442 |   |      | 00  | 06/07/2013 | 245-3106-432.30-01 | FEB24-IT&S CHARGES     | 357.80    |              |

| 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/>          |        |   |      |            |                    |                           |                    |           |              |
| 0000393        | 00     | INFORMATION TECHNOLOGY & SRVCS,CK GRP-A |      |            |                    |                           |                    |           |              |
| FEBRUARY 2024  | 001443 |   |      | 00         | 06/07/2013         | 503-1602-425.30-01        | FEB24-IT&S CHARGES | 2,855.24  |              |
| FEBRUARY 2024  | 001444 |   |      | 00         | 06/07/2013         | 521-3125-435.30-01        | FEB24-IT&S CHARGES | 3,247.42  |              |
| FEBRUARY 2024  | 001445 |   |      | 00         | 06/07/2013         | 521-3126-435.30-01        | FEB24-IT&S CHARGES | 4,482.09  |              |
| FEBRUARY 2024  | 001446 |   |      | 00         | 06/07/2013         | 531-3135-436.30-01        | FEB24-IT&S CHARGES | 2,322.08  |              |
| FEBRUARY 2024  | 001447 |   |      | 00         | 06/07/2013         | 531-3136-436.30-01        | FEB24-IT&S CHARGES | 581.29    |              |
| FEBRUARY 2024  | 001448 |   |      | 00         | 06/07/2013         | 531-3137-436.30-01        | FEB24-IT&S CHARGES | 212.39    |              |
| FEBRUARY 2024  | 001449 |   |      | 00         | 06/07/2013         | 541-3141-438.30-01        | FEB24-IT&S CHARGES | 906.44    |              |
| FEBRUARY 2024  | 001450 |   |      | 00         | 06/07/2013         | 542-3140-438.30-01        | FEB24-IT&S CHARGES | 547.57    |              |
| FEBRUARY 2024  | 001451 |   |      | 00         | 06/07/2013         | 546-3150-438.30-01        | FEB24-IT&S CHARGES | 2,043.82  |              |
| FEBRUARY 2024  | 001452 |   |      | 00         | 06/07/2013         | 547-3151-438.30-01        | FEB24-IT&S CHARGES | 526.02    |              |
| FEBRUARY 2024  | 001454 |   |      | 00         | 06/07/2013         | 551-3501-432.30-01        | FEB24-IT&S CHARGES | 1,773.40  |              |
| FEBRUARY 2024  | 001455 |   |      | 00         | 06/07/2013         | 563-4111-464.30-01        | FEB24-IT&S CHARGES | 1,235.27  |              |
| FEBRUARY 2024  | 001456 |   |      | 00         | 06/07/2013         | 563-4113-464.30-01        | FEB24-IT&S CHARGES | 1,034.65  |              |
| FEBRUARY 2024  | 000413 |   |      | 00         | 06/07/2013         | 563-4115-464.30-01        | FEB24-IT&S CHARGES | 1,066.59  |              |
| FEBRUARY 2024  | 001457 |   |      | 00         | 06/07/2013         | 570-4510-403.30-01        | FEB24-IT&S CHARGES | 1,449.70  |              |
| FEBRUARY 2024  | 000414 |   |      | 00         | 06/07/2013         | 573-4512-403.30-01        | FEB24-IT&S CHARGES | 735.59    |              |
| FEBRUARY 2024  | 000415 |   |      | 00         | 06/07/2013         | 580-3560-434.30-01        | FEB24-IT&S CHARGES | 3,062.80  |              |
| FEBRUARY 2024  | 000274 |   |      | 00         | 10/25/2019         | 610-3570-501.30-01        | FEB24-IT&S CHARGES | 2,645.40  |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 93,476.06 |              |
| 0000393        | 00     | INFORMATION TECHNOLOGY & SRVCS,CK GRP-B |      |            |                    |                           |                    |           |              |
| 240742-276     | 6774   | H65748                                  | 00   | 01/29/2024 | 100-1201-412.30-02 | FOR AMANDA OPITZ OFFICE I |                    | 474.00    |              |
| 240685-261     | PI6915 | 050645                                  | 00   | 02/07/2024 | 100-3102-433.20-45 | HP ELITE MINI COMP        |                    | 1,413.78  |              |
| 240025-108     | 6821   | H65793                                  | 00   | 01/31/2024 | 546-3150-438.50-60 | WASTEWORKE SUPPORT-3RD QT |                    | 125.00    |              |
| 240025-108     | 6822   | H65793                                  | 00   | 01/31/2024 | 547-3151-438.50-60 | WASTEWORKE SUPPORT-3RD QT |                    | 125.00    |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 2,137.78  |              |
| 0000518        | 00     | MONTANA PROPANE, INC.                   |      |            |                    |                           |                    |           |              |
| 03804          | 6976   | H65935                                  | 00   | 02/06/2024 | 610-3571-501.20-31 | 8 GAL PROPANE             |                    | 22.00     |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 22.00     |              |
| 0000520        | 00     | MONTANA BROOM AND BRUSH                 |      |            |                    |                           |                    |           |              |
| 336863 00      | 6851   | H65814                                  | 00   | 01/31/2024 | 521-3126-435.20-24 | JANITORIAL SUPPLIES       |                    | 70.11     |              |
| 336863 00      | 6852   | H65814                                  | 00   | 01/31/2024 | 531-3136-436.20-24 | JANITORIAL SUPPLIES       |                    | 70.11     |              |
| 336799         | 6952   | H65860                                  | 00   | 02/01/2024 | 551-3501-432.20-24 | PAPER TOWELS              |                    | 94.02     |              |
| 337185 00 00   | 6885   | H65866                                  | 00   | 02/01/2024 | 570-4510-403.90-40 | 28" RIDE ON FLOOR SCRUBBE |                    | 12,000.00 |              |
| 338463 00 00   | 6886   | H65868                                  | 00   | 02/01/2024 | 573-4512-403.20-24 | 1 KLING, 2 STIX, 3 XL GLO |                    | 342.72    |              |
| 336117         | 6760   | H65733                                  | 00   | 01/29/2024 | 580-3560-434.20-24 | PAPER TOWELS              |                    | 69.00     |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 12,645.96 |              |
| 0000549        | 00     | FASTENAL COMPANY                        |      |            |                    |                           |                    |           |              |
| MTHL255202     | 6877   | H65847                                  | 00   | 02/01/2024 | 212-4505-403.30-66 | 6CT 20X25X4 FILTERS       |                    | 73.28     |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 73.28     |              |
| 0000618        | 00     | POWER TOWNSEND                          |      |            |                    |                           |                    |           |              |
| 918345         | 6797   | H65777                                  | 00   | 01/30/2024 | 531-3135-436.20-29 | HOSE BIBB-BELT PRESS      |                    | 10.99     |              |
| VENDOR TOTAL * |        |   |      |            |                    |                           |                    | 10.99     |              |
| 0000649        | 00     | ROCK HAND HARDWARE                      |      |            |                    |                           |                    |           |              |

| 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/>               |      |                                   |        |            |                    |                    |                           |          |              |
| 0000649             | 00   | ROCK HAND HARDWARE                |        |            |                    |                    |                           |          |              |
| 761759              |      | 6757                              | H65721 | 00         | 01/26/2024         | 100-2301-424.20-29 | LOCK BOX AND BOLTS FOR E3 | 45.89    |              |
| 761799              |      | 6759                              | H65730 | 00         | 01/26/2024         | 100-2301-424.20-29 | NUTS & BOLTS FOR T1       | 1.18     |              |
| 761876              |      | 6866                              | H65827 | 00         | 01/31/2024         | 201-3503-432.20-79 | SIGN STAND FABRICATION MA | 99.60    |              |
| K61910              |      | 6872                              | H65837 | 00         | 02/01/2024         | 212-4505-403.20-33 | 200PC HEX HEAD SCREW SET  | 12.99    |              |
| 761724              |      | 6858                              | H65820 | 00         | 01/31/2024         | 245-3106-432.20-41 | HEX KEY SETS              | 23.99    |              |
| K61735              |      | 6855                              | H65818 | 00         | 01/31/2024         | 521-3126-435.20-41 | MULTIMETER, RATCHET, FUSE | 33.57    |              |
| 761783              |      | 6856                              | H65819 | 00         | 01/31/2024         | 521-3126-435.20-29 | GAS CAN, GREAT STUFF      | 48.97    |              |
| 761724              |      | 6857                              | H65820 | 00         | 01/31/2024         | 531-3136-436.20-41 | HEX KEY SETS              | 23.99    |              |
| 761732              |      | 6818                              | H65791 | 00         | 01/31/2024         | 541-3141-438.20-29 | SUPPLY FOR CONTAINER REPA | 27.88    |              |
| 761857              |      | 6955                              | H65865 | 00         | 02/01/2024         | 551-3501-432.20-98 | ICE SCRAPER / GLOVES      | 59.97    |              |
| 761866              |      | 6956                              | H65867 | 00         | 02/01/2024         | 551-3501-432.20-98 | SAND BAGS                 | 11.78    |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 389.81   |              |
| 0000650             | 00   | CLEARWATER PUMP & SUPPLY          |        |            |                    |                    |                           |          |              |
| #57614              |      | 6843                              | H65808 | 00         | 01/31/2024         | 201-3503-432.90-40 | FIXTURES FOR CIRCULATION  | 492.95   |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 492.95   |              |
| 0000677             | 00   | SHERWIN WILLIAMS/COLUMBIA PAINT   |        |            |                    |                    |                           |          |              |
| 3610-4              |      | 6949                              | H65856 | 00         | 02/01/2024         | 571-4510-403.90-40 | 1GAL WHITE PAINT, 2GAL BL | 142.71   |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 142.71   |              |
| 0000696             | 00   | ST. PETER'S HEALTH-HOSPITAL       |        |            |                    |                    |                           |          |              |
| HFD-FEB2024         |      | 6979                              | H65954 | 00         | 02/07/2024         | 100-2301-424.20-25 | JAN MEDS                  | 152.61   |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 152.61   |              |
| 0000747             | 00   | MURDOCH'S RANCH AND HOME SUPPLY   |        |            |                    |                    |                           |          |              |
| 0617060320296026781 |      | H65756                            | 00     | 01/30/2024 | 521-3125-435.20-29 | PROPANE            |                           | 17.81    |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 17.81    |              |
| 0000775             | 00   | GENERAL DISTRIBUTING CO           |        |            |                    |                    |                           |          |              |
| 21148-0013327686850 |      | H65813                            | 00     | 01/31/2024 | 521-3126-435.20-81 | FREEZE MACHINE CO2 |                           | 48.12    |              |
| 2114000013392796972 |      | H65931                            | 00     | 02/06/2024 | 610-3570-501.20-29 | WELDING SUPPLIES   |                           | 48.85    |              |
| 2114000013347896973 |      | H65932                            | 00     | 02/06/2024 | 610-3570-501.20-29 | WELDING SUPPLIES   |                           | 193.13   |              |
| 2114000013365046974 |      | H65933                            | 00     | 02/06/2024 | 610-3570-501.20-29 | WELDING SUPPLIES   |                           | 86.96    |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 377.06   |              |
| 0000811             | 00   | CARQUEST AUTO PARTS               |        |            |                    |                    |                           |          |              |
| 2272-855032         |      | 6933                              | H65795 | 00         | 01/31/2024         | 541-3141-438.20-22 | DIESEL FUEL SUPPLEMENT    | 59.92    |              |
| 2272-855032         |      | 6934                              | H65795 | 00         | 01/31/2024         | 542-3140-438.20-22 | DIESEL FUEL SUPPLEMENT    | 59.92    |              |
| 2272-855032         |      | 6935                              | H65795 | 00         | 01/31/2024         | 546-3150-438.20-99 | DIESEL FUEL SUPPLEMENT    | 59.92    |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 179.76   |              |
| 0000823             | 00   | MT MUNICIPAL INTERLOCAL AUTHORITY |        |            |                    |                    |                           |          |              |
| DR1005532           |      | 6887                              | H65871 | 00         | 02/01/2024         | 645-1505-505.50-17 | CLAIM DEDUCT PMT-MUNI COU | 821.25   |              |
| DR1005532           |      | 6888                              | H65871 | 00         | 02/01/2024         | 645-1505-505.50-17 | CLAIM DEDUCT PMT-POLICE L | 4,772.45 |              |
| VENDOR TOTAL *      |      |                                   |        |            |                    |                    |                           | 5,593.70 |              |
| 0000929             | 00   | HEIMAN FIRE EQUIPMENT             |        |            |                    |                    |                           |          |              |
| 0739334             |      | 6882                              | H65855 | 00         | 02/01/2024         | 260-2301-424.90-50 | WILDLAND NOZZLES X2       | 990.00   |              |

| 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       |
| 0000929    | 00   | HEIMAN FIRE EQUIPMENT                |        |     |            |                    |                           |          |              |
| 0928524-IN |      | 6983                                 | H65961 | 00  | 02/07/2024 | 260-2301-424.90-50 | TYPE 3 HOSE               | 2,540.31 |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 3,530.31 |              |
| 0001096    | 00   | WEX BANK                             |        |     |            |                    |                           |          |              |
| 94994424   |      | 6913                                 | H65901 | 00  | 02/02/2024 | 610-3571-501.20-31 | JANUARY 2024 FLEET FUEL P | EFT:     | 48,688.39    |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | .00      | 48,688.39    |
| 0001113    | 00   | PACIFIC STEEL AND RECYCLING          |        |     |            |                    |                           |          |              |
| 8612925    |      | 6864                                 | H65825 | 00  | 01/31/2024 | 201-3503-432.20-79 | SIGN STAND FAB MATERIALS  | 25.94    |              |
| 8611043    |      | 6865                                 | H65826 | 00  | 01/31/2024 | 201-3503-432.20-79 | SIGN STAND FAB MATERIALS  | 204.82   |              |
| 8610886    |      | 6841                                 | H65806 | 00  | 01/31/2024 | 610-3571-501.20-39 | PARTS FOR UNIT 210        | 34.49    |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 265.25   |              |
| 0001140    | 00   | OFFICE OF PUBLIC INSTRUCTION         |        |     |            |                    |                           |          |              |
| 20245      |      | 6982                                 | H65960 | 00  | 02/07/2024 | 100-2301-424.30-89 | MT DRIVE X 3              | 1,125.00 |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 1,125.00 |              |
| 0001153    | 00   | KAMINSKY, SULLENBERGER, & ASSOCIATES |        |     |            |                    |                           |          |              |
| 2024-11-07 |      | 6773                                 | H65747 | 00  | 01/29/2024 | 100-2201-421.30-81 | 711 FTO ADMIN TRNG BILLIN | 375.00   |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 375.00   |              |
| 0001160    | 00   | CSED WAGE WITHHOLDING UNIT           |        |     |            |                    |                           |          |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 100-1301-412.10-10 | PAYROLL SUMMARY           | 138.46   |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 100-1401-413.10-10 | PAYROLL SUMMARY           | 133.84   |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 100-2201-421.10-10 | PAYROLL SUMMARY           | 208.61   |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 100-2207-421.10-10 | PAYROLL SUMMARY           | 44.30    |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 100-2301-424.10-10 | PAYROLL SUMMARY           | 113.53   |              |
| 20240209   |      | PR0209                               |        | 00  | 02/09/2024 | 521-3125-435.10-10 | PAYROLL SUMMARY           | 276.92   |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 915.66   |              |
| 0001170    | 00   | MT STATE FIREMANS ASSOCIATION        |        |     |            |                    |                           |          |              |
| 01302024   |      | 6785                                 |        | 00  | 01/30/2024 | 750-0000-209.07-02 | JAN24 CONTRIBUTIONS       | 2,844.83 |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 2,844.83 |              |
| 0001172    | 00   | FIRE FIGHTERS LOCAL 448              |        |     |            |                    |                           |          |              |
| 01302024   |      | 6784                                 |        | 00  | 01/30/2024 | 750-0000-209.06-01 | JAN24 CONTRIBUTIONS       | 3,420.00 |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 3,420.00 |              |
| 0001176    | 00   | MT POLICE PROTECTIVE ASSOCIATION     |        |     |            |                    |                           |          |              |
| 01302024   |      | 6786                                 |        | 00  | 01/30/2024 | 750-0000-209.04-04 | JAN24 GROUP LIFE INSUR. C | 2,680.30 |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 2,680.30 |              |
| 0001258    | 00   | STATE BAR OF MONTANA                 |        |     |            |                    |                           |          |              |
| 53639      |      | 6919                                 | H65595 | 00  | 01/22/2024 | 100-1301-412.30-31 | R. DOCKTER MT BAR DUES 20 | 515.00   |              |
| 54498      |      | 6925                                 | H65724 | 00  | 01/26/2024 | 100-1301-412.30-31 | STATE BAR DUES 2024-2025  | 515.00   |              |
| 52631      |      | 6926                                 | H65725 | 00  | 01/26/2024 | 100-1301-412.30-31 | STATE BAR DUES 2024-2025  | 515.00   |              |
| 56424      |      | 6964                                 | H65891 | 00  | 02/02/2024 | 100-1301-412.30-31 | STATE BAR DUES 2024-2025  | 515.00   |              |
|            |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 2,060.00 |              |
| 0001305    | 00   | ALPINE ANALYTICAL, INC.              |        |     |            |                    |                           |          |              |

| 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       |
| 0001305             | 00   | ALPINE ANALYTICAL, INC.             |        |     |            |                    |                           |           |              |
| 10802               |      | 6776                                | H65750 | 00  | 01/30/2024 | 521-3125-435.30-98 | LAB-SAMPLES               | 169.00    |              |
| 10845               |      | 6777                                | H65751 | 00  | 01/30/2024 | 521-3125-435.30-98 | LAB-SAMPLES               | 240.00    |              |
| 10870               |      | 6778                                | H65752 | 00  | 01/30/2024 | 521-3125-435.30-98 | LAB-SAMPLES               | 240.00    |              |
| 10529               |      | 6930                                | H65768 | 00  | 01/30/2024 | 531-3135-436.30-98 | LAB SAMPLES               | 45.00     |              |
| 10530               |      | 6931                                | H65769 | 00  | 01/30/2024 | 531-3135-436.30-98 | LAB SAMPLES               | 45.00     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 739.00    |              |
| 0001533             | 00   | L & C COUNTY CLERK AND RECORDER     |        |     |            |                    |                           |           |              |
| 24-828              |      | 6863                                | H65823 | 00  | 01/31/2024 | 450-3515-432.30-99 | FILING FEE: COWEE: 331 ST | 34.00     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 34.00     |              |
| 0001689             | 00   | LINCOLN TELEPHONE CO.               |        |     |            |                    |                           |           |              |
| 7700 02/01/24       |      | 6909                                | H65897 | 00  | 02/02/2024 | 218-2206-421.30-43 | 911 MAINTENANCE LINE 02/0 | 44.84     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 44.84     |              |
| 0001695             | 00   | LEHRKIND'S                          |        |     |            |                    |                           |           |              |
| 2114146             |      | 6869                                | H65831 | 00  | 02/01/2024 | 100-1401-413.30-99 | WATER REFILL FOR HELENA M | 30.00     |              |
| 2114057             |      | 6921                                | H65706 | 00  | 01/24/2024 | 100-1801-417.30-99 | HR WATER                  | 30.00     |              |
| 284684              |      | 6944                                | H65841 | 00  | 02/01/2024 | 211-4120-464.20-53 | WATER COOLER EQUIPMENT RE | 9.00      |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 69.00     |              |
| 0001756             | 00   | 3 RIVERS COMMUNICATIONS             |        |     |            |                    |                           |           |              |
| 562-3845 0201246791 |      |                                     | H65772 | 00  | 01/30/2024 | 218-2206-421.30-43 | ENHANCED 911 SYSTEMS 02/0 | 18.03     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 18.03     |              |
| 0001835             | 00   | L & C COUNTY PUBLIC WORKS           |        |     |            |                    |                           |           |              |
| 2024-TS07           |      | 6808                                | H65785 | 00  | 01/31/2024 | 546-3150-438.30-96 | LANDFILL CHARGES-2876.94T | 69,046.56 |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 69,046.56 |              |
| 0001926             | 00   | R & R DIESEL REPAIR, INC.           |        |     |            |                    |                           |           |              |
| 41100               |      | 6771                                | H65745 | 00  | 01/29/2024 | 100-2201-421.30-99 | HP240435 TOW PER J.GUERRE | 165.00    |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 165.00    |              |
| 0002230             | 00   | BEAR'S DEN CUSTOM FRAMING & GALLERY |        |     |            |                    |                           |           |              |
| BD020224            |      | 6965                                | H65905 | 00  | 02/02/2024 | 100-1101-411.30-79 | CUSTOM FRAMING FOR COMMIS | 158.60    |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 158.60    |              |
| 0002366             | 00   | LES SCHWAB                          |        |     |            |                    |                           |           |              |
| 90800468126         |      | 6825                                | H65797 | 00  | 01/31/2024 | 542-3140-438.20-38 | TIRE REPAIRS-UNIT #245    | 2,130.88  |              |
| 90800467177         |      | 6824                                | H65796 | 00  | 01/31/2024 | 546-3150-438.20-38 | TIRE REPAIRS-UNIT #234    | 49.99     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 2,180.87  |              |
| 0002443             | 00   | JACKSON, MURDO & GRANT, P.C.        |        |     |            |                    |                           |           |              |
| 23306               |      | 6891                                | H65874 | 00  | 02/01/2024 | 100-1301-412.30-52 | STATUS OF NEGOTIATIONS FE | 25.00     |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 25.00     |              |
| 0002511             | 00   | HARRINGTON BOTTLING COMPANY         |        |     |            |                    |                           |           |              |
| 14053924            |      | 6942                                | H65838 | 00  | 02/01/2024 | 211-4120-464.20-53 | CONCESSIONS BEVS          | 440.50    |              |
|                     |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 440.50    |              |
| 0002548             | 00   | MOUNTAIN VIEW FAMILY HEALTH CARE    |        |     |            |                    |                           |           |              |



| 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       |
| 0002548       | 00   | MOUNTAIN VIEW FAMILY HEALTH CARE |        |     |            |                    |                           |          |              |
| 01252024      |      | 6922                             | H65711 | 00  | 01/25/2024 | 521-3126-435.30-99 | C CAVANAUGH DOT PHYSICAL  | 128.37   |              |
|               |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 128.37   |              |
| 0002584       | 00   | BALCO UNIFORM CO., INC.          |        |     |            |                    |                           |          |              |
| 77680-3       |      | 6768                             | H65742 | 00  | 01/29/2024 | 100-2201-421.20-26 | UNIFORM SHIRTS #749/763   | 458.00   |              |
| 77300-2       |      | 6907                             | H65895 | 00  | 02/02/2024 | 100-2201-421.20-26 | 713/771 BP VESTS          | 2,739.69 |              |
|               |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 3,197.69 |              |
| 0002645       | 00   | THE UPS STORE 4489               |        |     |            |                    |                           |          |              |
| MMX3DFA3TVWBU |      | 6948                             | H65854 | 00  | 02/01/2024 | 551-3501-432.30-12 | PART SHIPPING             | 15.74    |              |
|               |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 15.74    |              |
| 0002657       | 00   | PINION TECHNOLOGY CORE           |        |     |            |                    |                           |          |              |
| PP-4468687    |      | 6929                             | H65728 | 00  | 01/26/2024 | 100-1301-412.20-19 | QUARTERLY BILLING OCT-DEC | 5.74     |              |
| PP-4468688    |      | 6873                             | H65840 | 00  | 02/01/2024 | 570-4510-403.20-19 | QUARTER 2 BILLING         | 166.03   |              |
|               |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 171.77   |              |
| 0002677       | 00   | LELAND, RYAN                     |        |     |            |                    |                           |          |              |
| RLELAND020124 |      | 6962                             | H65888 | 00  | 02/01/2024 | 100-3101-431.30-79 | RECRUITMENT LUNCH-DEVELOP | 33.75    |              |
| RLELAND020124 |      | 6963                             | H65888 | 00  | 02/01/2024 | 100-3101-431.30-81 | PUBLIC WORKS DIRECTORS ME | 234.18   |              |
|               |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 267.93   |              |
| 0002717       | 00   | HOME DEPOT CREDIT SERVICES       |        |     |            |                    |                           |          |              |
| 1515549       |      | 6747                             | H65658 | 00  | 01/23/2024 | 100-3084-430.20-41 | PROPANE TORCH KIT         | 64.96    |              |
| 4524927       |      | 6901                             | H65886 | 00  | 02/01/2024 | 100-3084-430.20-41 | RIVET KITS AND TOOLS      | 48.11    |              |
| 4524890       |      | 6902                             | H65887 | 00  | 02/01/2024 | 100-3084-430.20-41 | TOUGH TOTE/COLIN          | 32.94    |              |
| 3523456       |      | 6738                             | H65326 | 00  | 01/11/2024 | 211-4120-464.20-98 | WOODFILL                  | 8.98     |              |
| 5524098       |      | 6741                             | H65503 | 00  | 01/18/2024 | 212-4505-403.30-66 | 4CT SHEILDLED COUPLINGS   | 46.04    |              |
| 4510066       |      | 6748                             | H65694 | 00  | 01/24/2024 | 212-4505-403.20-33 | LOCTITE-THREADLOCKER      | 7.98     |              |
| 4510066       |      | 6750                             | H65694 | 00  | 01/24/2024 | 212-4505-403.30-66 | BOILER RM FAUCET COUPLING | 3.53     |              |
| 4510066       |      | 6751                             | H65694 | 00  | 01/24/2024 | 212-4505-403.30-66 | BLOCK HEATER EXTENSION CO | 155.88   |              |
| 3612571       |      | 6870                             | H65833 | 00  | 02/01/2024 | 212-4505-403.30-66 | 48X48 WINDOW SHADE        | 69.98    |              |
| 3525022       |      | 6871                             | H65834 | 00  | 02/01/2024 | 212-4505-403.30-66 | DOOR CLOSURE              | 118.00   |              |
| 3024904       |      | 6731                             | H65308 | 00  | 01/11/2024 | 521-3125-435.30-66 | TMTP-WALL REPAIR          | 22.57    |              |
| 5611837       |      | 6732                             | H65309 | 00  | 01/11/2024 | 521-3125-435.30-66 | TMTP-CEILING REPAIR       | 38.37    |              |
| 4523369       |      | 6733                             | H65310 | 00  | 01/11/2024 | 521-3125-435.30-66 | TMTP-CEILING REPAIR       | 78.23    |              |
| 3523497       |      | 6734                             | H65311 | 00  | 01/11/2024 | 521-3125-435.20-29 | MISC                      | 9.41     |              |
| 9523794       |      | 6735                             | H65312 | 00  | 01/11/2024 | 521-3125-435.30-66 | TMTP-WALL REPAIR          | 19.61    |              |
| 9025341       |      | 6736                             | H65313 | 00  | 01/11/2024 | 521-3125-435.20-41 | TOOLS                     | 249.00   |              |
| 8523901       |      | 6743                             | H65514 | 00  | 01/18/2024 | 521-3125-435.20-29 | MISC                      | 14.72    |              |
| 7523978       |      | 6744                             | H65515 | 00  | 01/18/2024 | 521-3125-435.20-29 | MISC                      | 7.88     |              |
| 8026439       |      | 6745                             | H65610 | 00  | 01/23/2024 | 531-3135-436.20-19 | SPRAYER                   | 19.93    |              |
| 5524804       |      | 6746                             | H65611 | 00  | 01/23/2024 | 531-3135-436.30-66 | DOOR SEAL                 | 15.93    |              |
| 2020261       |      | 6790                             | H65771 | 00  | 01/30/2024 | 531-3135-436.20-29 | MISC SUPPLIES             | 166.40   |              |
| 5624765       |      | 6730                             | H65083 | 00  | 01/04/2024 | 551-3501-432.20-41 | RYB 18V BR 1/2" DRIILL KI | 79.00    |              |
| 7625423       |      | 6739                             | H65343 | 00  | 01/11/2024 | 551-3501-432.20-31 | TRUFUEL 50                | 239.70   |              |
| 0514510       |      | 6728                             | H64990 | 00  | 12/28/2023 | 570-4510-403.20-98 | NIPPLE, SAWZALL BLADES, M | 30.36    |              |
| 7012347       |      | 6742                             | H65504 | 00  | 01/18/2024 | 570-4510-403.90-40 | 6CT 2X4 STUDS             | 19.68    |              |
| 3020131       |      | 6752                             | H65695 | 00  | 01/24/2024 | 570-4510-403.90-40 | JOINT COMPOUND, METAL TRI | 37.35    |              |

| 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       |
| 0002717        | 00   | HOME DEPOT CREDIT SERVICES       |        |     |            |                    |                           |           |              |
| 4510066        |      | 6749                             | H65694 | 00  | 01/24/2024 | 573-4512-403.20-98 | FLOORING EPOXY            | 8.68      |              |
| 8523868        |      | 6767                             | H65740 | 00  | 01/29/2024 | 580-3560-434.20-41 | POWERWASHER FOR BUS BARN  | 399.00    |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 2,012.22  |              |
| 0002832        | 00   | O'REILLY AUTO PARTS              |        |     |            |                    |                           |           |              |
| 1561-379819    |      | 6970                             | H65462 | 00  | 01/17/2024 | 531-3135-436.20-29 | VEHICLE CLEANUP           | 59.93     |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 59.93     |              |
| 0002894        | 00   | CALVERT TECHNICAL SERVICES       |        |     |            |                    |                           |           |              |
| 6741           |      | 6800                             | H65780 | 00  | 01/30/2024 | 521-3125-435.30-99 | RADIO ISSUES-DISTRIBUTION | 2,697.50  |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 2,697.50  |              |
| 0002985        | 00   | WILLIAMS INVESTIGATIONS          |        |     |            |                    |                           |           |              |
| 20240209       |      | PR0209                           |        | 00  | 02/09/2024 | 201-3503-432.10-10 | PAYROLL SUMMARY           | 418.54    |              |
| 20240209       |      | PR0209                           |        | 00  | 02/09/2024 | 580-3560-434.10-10 | PAYROLL SUMMARY           | 393.28    |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 811.82    |              |
| 0003014        | 00   | PIONEER TECHNICAL SERVICES, INC. |        |     |            |                    |                           |           |              |
| 21798          |      | 6904                             | H65890 | 00  | 02/01/2024 | 521-3126-435.90-60 | HALE WEST MAIN CONNECTOR/ | 7,380.39  |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 7,380.39  |              |
| 0003048        | 00   | NATIONAL LEAGUE OF CITIES        |        |     |            |                    |                           |           |              |
| 185774         |      | 6914                             | H65903 | 00  | 02/02/2024 | 100-1101-411.30-35 | MAYOR COLLINS NLC MEMBER  | 3,722.00  |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 3,722.00  |              |
| 0003103        | 00   | GREAT WEST ENGINEERING           |        |     |            |                    |                           |           |              |
| 31449          |      | 6898                             | H65885 | 00  | 02/01/2024 | 541-3141-438.90-30 | SOLID WASTE MASTER PLAN/C | 9,828.87  |              |
| 31449          |      | 6899                             | H65885 | 00  | 02/01/2024 | 542-3140-438.90-30 | SOLID WASTE MASTER PLAN/C | 9,828.87  |              |
| 31449          |      | 6897                             | H65885 | 00  | 02/01/2024 | 546-3150-438.90-30 | SOLID WASTE MASTER PLAN/C | 38,298.68 |              |
| 31449          |      | 6900                             | H65885 | 00  | 02/01/2024 | 547-3151-438.90-30 | SOLID WASTE MASTER PLAN/C | 9,828.86  |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 67,785.28 |              |
| 0003181        | 00   | S.J. PERRY CO., INC.             |        |     |            |                    |                           |           |              |
| X03300         |      | 6798                             | H65778 | 00  | 01/30/2024 | 531-3135-436.30-62 | GRIT AUGER REPAIR         | 251.43    |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 251.43    |              |
| 0003186        | 00   | PLATT ELECTRIC SUPPLY            |        |     |            |                    |                           |           |              |
| 4T98612        |      | 6782                             | H65757 | 00  | 01/30/2024 | 521-3125-435.20-29 | CL2 ANALYZER              | 94.84     |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 94.84     |              |
| 0003329        | 00   | NORTHERN COMMUNICATIONS          |        |     |            |                    |                           |           |              |
| 70058-02012024 |      | 6910                             | H65898 | 00  | 02/02/2024 | 100-2201-421.30-43 | CRIMESTOPPERS LINE 02/01/ | 196.48    |              |
|                |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 196.48    |              |
| 0003343        | 00   | MODERN MACHINERY COMPANY, INC.   |        |     |            |                    |                           |           |              |
| 2935200 PS     |      | 5310                             | H64407 | 00  | 12/06/2023 | 100-4102-464.20-41 | REFUND                    | 117.99-   |              |
| 2957915 PS     |      | 5261                             | H64359 | 00  | 12/06/2023 | 610-3571-501.30-61 | OIL ANALYSIS              | 28.00     |              |
| 2949956 PS     |      | 5262                             | H64360 | 00  | 12/06/2023 | 610-3571-501.30-61 | OIL ANALYSIS              | 14.00     |              |
| 2965411 PS     |      | 6078                             | H65027 | 00  | 01/03/2024 | 610-3571-501.30-61 | OIL ANALYSIS              | 66.00     |              |

| 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       |
| 0003343     | 00   | MODERN MACHINERY COMPANY, INC. |        |     |            |                    |                           |          |              |
| 2972553 PS  |      | 6975                           | H65934 | 00  | 02/06/2024 | 610-3571-501.30-61 | OIL ANALYSIS UNITS 244 &  | 33.00    |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 23.01    |              |
| 0003383     | 00   | MONTANA INTERACTIVE            |        |     |            |                    |                           |          |              |
| 3555634     |      | 6984                           | H65981 | 00  | 02/07/2024 | 100-1507-415.50-64 | OTC HELENA UTILITY - JAN2 | 8,166.30 |              |
| 3555634     |      | 6987                           | H65981 | 00  | 02/07/2024 | 100-1507-415.50-64 | UTILITY CUSTOMER SRVC - J | 180.00   |              |
| 3555634     |      | 6985                           | H65981 | 00  | 02/07/2024 | 219-2202-421.50-64 | SUPPORT SERVICES - JAN24  | 48.70    |              |
| 3555634     |      | 6986                           | H65981 | 00  | 02/07/2024 | 521-3126-435.50-64 | UTILITY MAINTENANCE - JAN | 14.90    |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 8,409.90 |              |
| 0003460     | 00   | ALPINE TECHNOLOGY CORPORATION  |        |     |            |                    |                           |          |              |
| 13217       |      | 6819                           | H65792 | 00  | 01/31/2024 | 541-3141-438.30-99 | RAMS/ON-ROUTE SUPPORT-JAN | 823.59   |              |
| 13217       |      | 6820                           | H65792 | 00  | 01/31/2024 | 542-3140-438.30-99 | RAMS/ON-ROUTE SUPPORT-JAN | 549.05   |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 1,372.64 |              |
| 0003656     | 00   | HELENA POLICE PROTECTIVE       |        |     |            |                    |                           |          |              |
| 01302024    |      | 6787                           |        | 00  | 01/30/2024 | 750-0000-209.06-02 | JAN24 CONTRIBUTIONS       | 1,200.00 |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 1,200.00 |              |
| 0003657     | 00   | HELENA POLICE PROTECTIVE       |        |     |            |                    |                           |          |              |
| 01302024    |      | 6788                           |        | 00  | 01/30/2024 | 750-0000-209.06-02 | JAN24 CONTRIBUTIONS       | 400.00   |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 400.00   |              |
| 0003766     | 00   | CULLIGAN OF HELENA             |        |     |            |                    |                           |          |              |
| 142446      |      | 6758                           | H65722 | 00  | 01/26/2024 | 100-2301-424.20-19 | WATER SERVICE             | 34.00    |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 34.00    |              |
| 0003767     | 00   | MONTANA TELECOM & CABLING LLC  |        |     |            |                    |                           |          |              |
| 1475        |      | 6772                           | H65746 | 00  | 01/29/2024 | 218-2206-421.20-41 | NETWORK CABLE PULL FOR OF | 155.00   |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 155.00   |              |
| 0003821     | 00   | USA BLUE BOOK                  |        |     |            |                    |                           |          |              |
| INV00252179 |      | 6783                           | H65758 | 00  | 01/30/2024 | 521-3125-435.20-22 | LAB SUPPLIES              | 1,123.33 |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 1,123.33 |              |
| 0003845     | 00   | FENCECRAFTERS HELENA INC       |        |     |            |                    |                           |          |              |
| 24-013      |      | 6906                           | H65894 | 00  | 02/02/2024 | 100-2201-421.20-22 | REPAIR FENCE @ PMB        | 200.00   |              |
| 24-012      |      | 6849                           | H65812 | 00  | 01/31/2024 | 245-3106-432.30-99 | PIVOT GATE REPAIR - UMD Y | 33.33    |              |
| 24-012      |      | 6847                           | H65812 | 00  | 01/31/2024 | 521-3126-435.30-99 | PIVOT GATE REPAIR - UMD Y | 33.34    |              |
| 24-012      |      | 6848                           | H65812 | 00  | 01/31/2024 | 531-3136-436.30-99 | PIVOT GATE REPAIR - UMD Y | 33.33    |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 300.00   |              |
| 0003860     | 00   | BENNETT, ROBERT                |        |     |            |                    |                           |          |              |
| 011524FIRE  |      | 6754                           | H65717 | 00  | 01/26/2024 | 100-2305-424.30-79 | PER DIEM DAYTONA          | 282.00   |              |
|             |      |                                |        |     |            |                    | VENDOR TOTAL *            | 282.00   |              |
| 0003882     | 00   | 360 OFFICE SOLUTIONS           |        |     |            |                    |                           |          |              |
| 1352805-0   |      | 6917                           | H65592 | 00  | 01/22/2024 | 100-1301-412.20-19 | OFFICE SUPPLIES           | 78.38    |              |
| 1354125-0   |      | 6927                           | H65726 | 00  | 01/26/2024 | 100-1301-412.20-19 | OFFICE SUPPLIES           | 17.99    |              |

| 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       |
| <hr/>          |      |                               |                  |     |            |                    |                           |          |              |
| 0003882        | 00   | 360                           | OFFICE SOLUTIONS |     |            |                    |                           |          |              |
| 1353348-0      |      | 6928                          | H65727           | 00  | 01/26/2024 | 100-1301-412.20-19 | OFFICE SUPPLIES           | 71.31    |              |
| 1355925-0      |      | 6959                          | H65876           | 00  | 02/01/2024 | 100-1301-412.20-19 | OFFICE SUPPLIES           | 43.73    |              |
| 1354184-0      |      | 6923                          | H65713           | 00  | 01/25/2024 | 100-1801-417.20-11 | PRINTER PAPER             | 101.38   |              |
| 1355874-0      |      | 6945                          | H65843           | 00  | 02/01/2024 | 211-4120-464.20-19 | OFFICE SUPPLIES           | 54.98    |              |
| 1354337-0      |      | 6799                          | H65779           | 00  | 01/30/2024 | 531-3135-436.20-19 | OFFICE SUPPLIES           | 32.60    |              |
| 1355378-0      |      | 6810                          | H65787           | 00  | 01/31/2024 | 541-3141-438.20-11 | TIMECARDS                 | 16.00    |              |
| 1354272-0      |      | 6813                          | H65788           | 00  | 01/31/2024 | 541-3141-438.20-29 | TONER                     | 246.84   |              |
| 1355378-0      |      | 6811                          | H65787           | 00  | 01/31/2024 | 542-3140-438.20-11 | TIMECARDS                 | 16.00    |              |
| 1354272-0      |      | 6814                          | H65788           | 00  | 01/31/2024 | 542-3140-438.20-29 | TONER                     | 246.84   |              |
| 1355378-0      |      | 6812                          | H65787           | 00  | 01/31/2024 | 546-3150-438.20-11 | TIMECARDS                 | 16.00    |              |
| 1354272-0      |      | 6815                          | H65788           | 00  | 01/31/2024 | 546-3150-438.20-99 | TONER                     | 246.84   |              |
| 1354643-0      |      | 6816                          | H65789           | 00  | 01/31/2024 | 546-3150-438.20-19 | STAMP INK                 | 4.59     |              |
| 1351112-1      |      | 6761                          | H65734           | 00  | 01/29/2024 | 580-3560-434.20-19 | DESK CALENDARS            | 42.70    |              |
| AR10655094     |      | 6967                          | H65937           | 00  | 02/06/2024 | 643-1553-415.30-62 | CONTRACT OVRG CHRG - 10/1 | 605.18   |              |
| VENDOR TOTAL * |      |                               |                  |     |            |                    |                           | 1,841.36 |              |
| 0003937        | 00   | VERIZON WIRELESS              |                  |     |            |                    |                           |          |              |
| 9955150972     |      | 000034                        |                  | 00  | 01/02/2020 | 100-1101-411.30-16 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| 9955150972     |      | 000403                        |                  | 00  | 01/02/2020 | 100-1201-412.30-16 | FEB24-VERIZON WIRELESS    | 166.40   |              |
| 9955150972     |      | 000544                        |                  | 00  | 06/08/2022 | 100-1401-413.30-99 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| 9955150972     |      | 000279                        |                  | 00  | 11/10/2021 | 100-1501-414.30-16 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| 9955150972     |      | 000160                        |                  | 00  | 09/15/2020 | 100-1601-418.30-16 | FEB24-VERIZON WIRELESS    | 123.21   |              |
| 9955150972     |      | 000123                        |                  | 00  | 09/07/2022 | 100-1701-411.30-16 | FEB24-VERIZON WIRELESS    | 24.46    |              |
| 9955150972     |      | 000237                        |                  | 00  | 01/02/2020 | 100-1801-417.30-16 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| 9955150972     |      | 000176                        |                  | 00  | 09/07/2023 | 100-3084-430.30-16 | FEB24-VERIZON WIRELESS    | 40.01    |              |
| 9955150972     |      | 000122                        |                  | 00  | 09/07/2022 | 100-3101-431.30-16 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| 9955150972     |      | 000625                        |                  | 00  | 01/02/2020 | 100-3102-433.30-16 | FEB24-VERIZON WIRELESS    | 170.08   |              |
| 9955150972     |      | 000088                        |                  | 00  | 01/02/2020 | 100-4101-464.30-16 | FEB24-VERIZON WIRELESS    | 77.71    |              |
| 9955150972     |      | 000363                        |                  | 00  | 01/02/2020 | 100-4102-464.30-16 | FEB24-VERIZON WIRELESS    | 30.02    |              |
| 9955150972     |      | 000361                        |                  | 00  | 01/02/2020 | 212-4505-403.30-16 | FEB24-VERIZON WIRELESS    | 143.22   |              |
| 9955150972     |      | 000624                        |                  | 00  | 01/02/2020 | 212-4506-403.30-16 | FEB24-VERIZON WIRELESS    | 61.60    |              |
| 9955150972     |      | 000364                        |                  | 00  | 01/02/2020 | 237-4171-464.30-16 | FEB24-VERIZON WIRELESS    | 160.04   |              |
| 9955150972     |      | 000361                        |                  | 00  | 01/02/2020 | 503-1602-425.30-16 | FEB24-VERIZON WIRELESS    | 449.65   |              |
| 9955150972     |      | 000281                        |                  | 00  | 11/10/2021 | 521-3125-435.30-16 | FEB24-VERIZON WIRELESS    | 50.03    |              |
| 9955150972     |      | 000280                        |                  | 00  | 11/10/2021 | 531-3135-436.30-16 | FEB24-VERIZON WIRELESS    | 114.15   |              |
| 9955150972     |      | 000185                        |                  | 00  | 01/02/2020 | 541-3141-438.30-99 | FEB24-VERIZON WIRELESS    | 24.01    |              |
| 9955150972     |      | 000185                        |                  | 00  | 01/02/2020 | 541-3141-438.30-99 | FEB24-VERIZON WIRELESS    | 240.06   |              |
| 9955150972     |      | 000902                        |                  | 00  | 01/02/2020 | 542-3140-438.30-99 | FEB24-VERIZON WIRELESS    | 16.00    |              |
| 9955150972     |      | 000020                        |                  | 00  | 07/12/2023 | 570-4510-403.30-16 | FEB24-VERIZON WIRELESS    | 41.60    |              |
| VENDOR TOTAL * |      |                               |                  |     |            |                    |                           | 2,140.25 |              |
| 0004017        | 00   | CENTURYLINK                   |                  |     |            |                    |                           |          |              |
| 4064426801     |      | 01246780                      | H65754           | 00  | 01/30/2024 | 218-2206-421.30-43 | SUPPORT LINE @ 911 CENTER | 63.35    |              |
| 4064471599     |      | 2/246939                      | H65832           | 00  | 02/01/2024 | 551-3501-432.30-43 | GETCHELL PHONE            | 154.27   |              |
| 4064478419     |      | 2/246941                      | H65836           | 00  | 02/01/2024 | 551-3501-432.30-43 | OFFICE PHONES             | 296.21   |              |
| 4064471597     |      | 2/246943                      | H65839           | 00  | 02/01/2024 | 551-3501-432.30-43 | GETCHELL ELEV             | 51.22    |              |
| 4064471578     |      | 2/246946                      | H65844           | 00  | 02/01/2024 | 551-3501-432.30-43 | 6TH AVE PHONE             | 58.01    |              |
| 4064471579     |      | 2/246947                      | H65851           | 00  | 02/01/2024 | 551-3501-432.30-43 | 6TH AVE                   | 112.34   |              |
| VENDOR TOTAL * |      |                               |                  |     |            |                    |                           | 735.40   |              |
| 0004039        | 00   | CENTURYLINK BUSINESS 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       |
| 0004039         | 00   | CENTURYLINK BUSINESS SERVICES    |        |     |            |                    |                           |           |              |
| 672479337       |      | 6954                             | H65863 | 00  | 02/01/2024 | 551-3501-432.30-43 | OFFICE PHONE MESSAGING    | 25.63     |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 25.63     |              |
| 0004069         | 00   | RADARSIGN LLC                    |        |     |            |                    |                           |           |              |
| #INV1444        |      | 6920                             | H65705 | 00  | 01/24/2024 | 201-3509-432.30-99 | REPAIR VILLARD ST RADAR S | 1,295.00  |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 1,295.00  |              |
| 0004187         | 00   | KOLAR TIRE & AUTO                |        |     |            |                    |                           |           |              |
| 01/23/24 HPD    |      | 6908                             | H65896 | 00  | 02/02/2024 | 100-2201-421.30-99 | HP240358 TOW 01/23/24     | 165.00    |              |
| 26472           |      | 6862                             | H65822 | 00  | 01/31/2024 | 201-3503-432.20-38 | TIRES FOR UNIT 316        | 2,792.64  |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 2,957.64  |              |
| 0004363         | 00   | MONTANA PUBLIC EMPLOYEES ASSOC.  |        |     |            |                    |                           |           |              |
| 01302024        |      | 6789                             |        | 00  | 01/30/2024 | 750-0000-209.06-06 | JAN24 CONTRIBUTIONS       | 351.36    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 351.36    |              |
| 0004532         | 00   | ABRAHAM II CONSTRUCTION SERVICES |        |     |            |                    |                           |           |              |
| 582             |      | 6895                             | H65882 | 00  | 02/01/2024 | 521-3125-435.90-20 | TMWTP PUMP HOUSE          | EFT:      | 459.89       |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | .00       | 459.89       |
| 0004546         | 00   | CURB MASTERS MAINTENANCE         |        |     |            |                    |                           |           |              |
| PK-02012024     |      | 6875                             | H65845 | 00  | 02/01/2024 | 212-4505-403.30-99 | JANUARY CLEANING          | 550.00    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 550.00    |              |
| 0004625         | 00   | FIREPAC                          |        |     |            |                    |                           |           |              |
| 20240209        |      | PR0209                           |        | 00  | 02/09/2024 | 100-2301-424.10-10 | PAYROLL SUMMARY           | 40.84     |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 40.84     |              |
| 0004632         | 00   | ANDERSON, KENT                   |        |     |            |                    |                           |           |              |
| REIMB LEWISTOWN |      | 6911                             | H65899 | 00  | 02/02/2024 | 100-2201-421.30-81 | MATIC LEWISTOWN TRAVEL RE | 185.99    |              |
| BILLINGS REIMB  |      | 6912                             | H65900 | 00  | 02/02/2024 | 100-2201-421.30-81 | MATIC BILLINGS TRAVEL REI | 337.62    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 523.61    |              |
| 0004656         | 00   | EDWARDS, JOSEPH                  |        |     |            |                    |                           |           |              |
| JEDWARDS020124  |      | 6896                             | H65884 | 00  | 02/01/2024 | 100-3084-430.30-81 | NED CODE UPDATE TRAINING/ | 295.00    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 295.00    |              |
| 0004685         | 00   | HELENA RECYCLING, LLC            |        |     |            |                    |                           |           |              |
| 13213           |      | 6823                             | H65794 | 00  | 01/31/2024 | 541-3141-438.30-71 | 1515 CUSTOMERS/0 BINS-JAN | 24,688.80 |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 24,688.80 |              |
| 0004751         | 00   | NANCE, BILL                      |        |     |            |                    |                           |           |              |
| BNANCEJAN2024   |      | 6854                             | H65816 | 00  | 01/31/2024 | 245-3106-432.20-26 | BILL NANCE CLOTHING       | 175.00    |              |
| BNANCEJAN2024   |      | 6853                             | H65816 | 00  | 01/31/2024 | 531-3136-436.20-26 | BILL NANCE CLOTHING       | 175.00    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 350.00    |              |
| 0004810         | 00   | HUGHES FIRE EQUIPMENT INC.       |        |     |            |                    |                           |           |              |
| 601899          |      | 6756                             | H65720 | 00  | 01/26/2024 | 100-2301-424.30-61 | WATER LEVEL SENSOR E2     | 277.63    |              |
|                 |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 277.63    |              |
| 0004873         | 00   | MONTANA STATE UNIVERSITY         |        |     |            |                    |                           |           |              |

| VEND NO<br>INVOICE<br>NO      | SEQ# | VENDOR NAME<br>VOUCHER P.O.<br>NO NO                          | BNK | CHECK/DUE<br>DATE        | ACCOUNT<br>NO                            | ITEM<br>DESCRIPTION                                    | CHECK<br>AMOUNT      | EFT, EPAY OR<br>HAND-ISSUED<br>AMOUNT |
|-------------------------------|------|---|-----|--------------------------|--|--|----------------------|---------------------------------------|
| 0004873<br>2439               | 00   | MONTANA STATE UNIVERSITY<br>6753 H65699                       | 00  | 01/24/2024               | 100-1101-411.30-81                       | BOARDS TRAINING FACILITAT                              | 629.30               |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 629.30               |                                       |
| 0004875<br>4761<br>4793       | 00   | ROCKY MOUNTAIN SUPPLY, INC.<br>6842 H65807<br>6977 H65936     | 00  | 01/31/2024<br>02/06/2024 | 610-3571-501.20-31<br>610-3571-501.20-31 | 264 G #2 / 100 G #1 DYED<br>350 GAL #2 DYED DIESEL-TS  | 1,156.56<br>1,053.50 |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 2,210.06             |                                       |
| 0005055<br>1278915<br>1278352 | 00   | FISHER'S TECHNOLOGY<br>6968 H65938<br>6969 H65939             | 00  | 02/06/2024<br>02/07/2024 | 643-1553-415.30-62<br>643-1553-415.30-62 | MAINT CNTRCT AGRMENT-1/23<br>MAINT CNTRCT-MO PMT-1/20/ | 54.56<br>381.35      |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 435.91               |                                       |
| 0005056<br>410161             | 00   | SIGN SOLUTIONS USA<br>6971 H65929                             | 00  | 02/06/2024               | 201-3504-432.21-04                       | LETTERS FOR SIGNS                                      | 395.21               |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 395.21               |                                       |
| 0005086<br>1156335            | 00   | KENETREK BOOTS<br>6769 H65743                                 | 00  | 01/29/2024               | 100-2201-421.20-26                       | #772 SWAT BOOTS  | 211.19               |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 211.19               |                                       |
| 0005119<br>305684             | 00   | BOBCAT OF HELENA<br>6779 H65753                               | 00  | 01/30/2024               | 521-3125-435.30-62                       | BOBCAT PARTS   | 736.64               |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 736.64               |                                       |
| 0005186<br>178885             | 00   | CALE AMERICA INC.<br>6957 H65869                              | 00  | 02/01/2024               | 551-3501-432.30-99                       | KIOSK / METER FEES                                     | 5,225.64             |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 5,225.64             |                                       |
| 0005242<br>012224<br>020124   | 00   | RIVER OAKS COMMUNICATIONS CORP.<br>6918 H65593<br>6960 H65877 | 00  | 01/22/2024<br>02/01/2024 | 100-1301-412.30-52<br>100-1301-412.30-52 | TITLE 7/CHAP. 13 USE OF R<br>TITLE 7-CHAP 13 USE OF RO | 543.00<br>285.00     |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 828.00               |                                       |
| 0005253<br>92217              | 00   | AE2S, INC.<br>6894 H65881                                     | 00  | 02/01/2024               | 521-3125-435.90-30                       | WATER TREATMENT MASTER PL                              | 4,227.00             |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 4,227.00             |                                       |
| 0005277<br>0339               | 00   | GOT SNOW?<br>6953 H65861                                      | 00  | 02/01/2024               | 551-3501-432.30-99                       | SIDEWALK SNOW REMOVAL                                  | 1,220.00             |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 1,220.00             |                                       |
| 0005291<br>2020212-34         | 00   | KNIGHT'S TOWING, INC.<br>6770 H65744                          | 00  | 01/29/2024               | 100-2201-421.30-99                       | HP240185 TOW PER G.WEAVER                              | 165.00               |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 165.00               |                                       |
| 0005301<br>COHMS-0013         | 00   | COMMUNICATION & MANAGEMENT SERVICES<br>6826 H65798            | 00  | 01/31/2024               | 100-1801-417.30-99                       | CMS MARKET WAGE STUDY & P                              | 1,537.50             |                                       |
|                               |      |   |     |                          |  | VENDOR TOTAL *   | 1,537.50             |                                       |
| 0005318                       | 00   | GUSTAFSON, JOHN   |     |                          |  |  |                      |                                       |

| 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       |
| 0005318    | 00   | GUSTAFSON, JOHN             |        |     |            |                    |                           |          |              |
| 011524     | FIRE | 6924                        | H65718 | 00  | 01/26/2024 | 100-2305-424.30-79 | PER DIEM DAYTONA          | 312.96   |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 312.96   |              |
| 0005432    | 00   | LITT'L JOHN'S PORTABLES     |        |     |            |                    |                           |          |              |
| 12529      |      | 6801                        | H65781 | 00  | 01/31/2024 | 546-3150-438.30-99 | ADA TOILET FOR TS-DEC23   | 110.00   |              |
| 12695      |      | 6802                        | H65782 | 00  | 01/31/2024 | 546-3150-438.30-99 | ADA TOILET FOR TS-JAN24   | 110.00   |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 220.00   |              |
| 0005437    | 00   | NAPA - HELENA               |        |     |            |                    |                           |          |              |
| 771282     |      | 6737                        | H65316 | 00  | 01/11/2024 | 521-3125-435.20-29 | TMTP-VEHICLES             | 171.30   |              |
| 769646     |      | 6729                        | H65060 | 00  | 01/03/2024 | 531-3135-436.20-29 | MAINT                     | 22.19    |              |
| 772639     |      | 6740                        | H65460 | 00  | 01/17/2024 | 531-3135-436.20-29 | VEHICLE CLEANUP           | 28.98    |              |
| 777918     |      | 6792                        | H65773 | 00  | 01/30/2024 | 531-3135-436.20-29 | SUPPLIES-SLUDGE TRUCKS    | 27.98    |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 250.45   |              |
| 0005515    | 00   | ADVANCED MECHANICAL SYSTEMS |        |     |            |                    |                           |          |              |
| 792        |      | 6775                        | H65749 | 00  | 01/30/2024 | 521-3125-435.30-66 | MRTTP-BOILER              | 360.00   |              |
| 776-1      |      | 6874                        | H65842 | 00  | 02/01/2024 | 573-4512-403.30-66 | TROUBLESHOOT, PROGRAMMING | 4,108.65 |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 4,468.65 |              |
| 0005602    | 00   | BERRYDUNN                   |        |     |            |                    |                           |          |              |
| 440653     |      | 6889                        | H65872 | 00  | 02/01/2024 | 440-1501-414.90-40 | DEC23 PROJ MANAGEMENT SRV | 410.00   |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 410.00   |              |
| 0005717    | 00   | 406 ELECTRIC LLC            |        |     |            |                    |                           |          |              |
| 5867       |      | 6958                        | H65870 | 00  | 02/01/2024 | 551-3501-432.30-68 | FIRE PANEL RESET          | 100.00   |              |
| 5865       |      | 6883                        | H65862 | 00  | 02/01/2024 | 570-4510-403.30-66 | SECURITY CODE CHANGE 1/8/ | 100.00   |              |
| 5866       |      | 6884                        | H65864 | 00  | 02/01/2024 | 573-4512-403.30-66 | TROUBLE SIGNALS, BAD CAPA | 4,145.50 |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 4,345.50 |              |
| 0005782    | 00   | NATIONAL LAUNDRY CO.        |        |     |            |                    |                           |          |              |
| 4179-46505 |      | 6878                        | H65849 | 00  | 02/01/2024 | 100-2301-424.20-24 | TOWEL SERVICE             | 9.90     |              |
| 4039-43592 |      | 6793                        | H65774 | 00  | 01/30/2024 | 531-3135-436.20-26 | CLOTHING-LAUNDRY          | 96.73    |              |
| 4039-45609 |      | 6794                        | H65775 | 00  | 01/30/2024 | 531-3135-436.20-24 | JANITORIAL                | 28.35    |              |
| 4039-45609 |      | 6795                        | H65775 | 00  | 01/30/2024 | 531-3135-436.20-26 | CLOTHING                  | 98.71    |              |
| 4730-JAN24 |      | 6804                        | H65784 | 00  | 01/31/2024 | 541-3141-438.20-26 | RESD UNIFORMS+ENERGY      | 172.01   |              |
| 4730-JAN24 |      | 6805                        | H65784 | 00  | 01/31/2024 | 542-3140-438.20-26 | COMM UNIFORMS             | 49.92    |              |
| 4192-JAN24 |      | 6803                        | H65783 | 00  | 01/31/2024 | 546-3150-438.20-24 | TS RUGS                   | 223.73   |              |
| 4730-JAN24 |      | 6806                        | H65784 | 00  | 01/31/2024 | 546-3150-438.20-26 | TS UNIFORMS               | 156.40   |              |
| 4730-JAN24 |      | 6807                        | H65784 | 00  | 01/31/2024 | 546-3150-438.20-24 | TS RUGS                   | 57.08    |              |
| 4043-42182 |      | 6765                        | H65738 | 00  | 01/29/2024 | 580-3560-434.20-24 | MATS AND SCRAPER          | 52.86    |              |
| 4041-42181 |      | 6766                        | H65739 | 00  | 01/29/2024 | 580-3560-434.20-24 | DISH TOWEL AND LAUNDRY BA | 8.40     |              |
| 4089-46109 |      | 6835                        | H65803 | 00  | 01/31/2024 | 610-3570-501.20-26 | COVERALLS & UNIS          | 47.98    |              |
| 4089-46109 |      | 6836                        | H65803 | 00  | 01/31/2024 | 610-3570-501.20-29 | GREASE RAGS               | 41.32    |              |
| 4089-44071 |      | 6837                        | H65804 | 00  | 01/31/2024 | 610-3570-501.20-26 | COVERALLS & UNIS          | 47.50    |              |
| 4089-44071 |      | 6838                        | H65804 | 00  | 01/31/2024 | 610-3570-501.20-29 | GREASE RAGS               | 30.72    |              |
| 4089-38300 |      | 6839                        | H65805 | 00  | 01/31/2024 | 610-3570-501.20-26 | COVERALLS & UNIS          | 47.98    |              |
| 4089-38300 |      | 6840                        | H65805 | 00  | 01/31/2024 | 610-3570-501.20-29 | GREASE RAGS               | 40.92    |              |
|            |      |                             |        |     |            |                    | VENDOR TOTAL *            | 1,210.51 |              |
| 0005874    | 00   | TRANSPORTATION SOLUTIONS    |        |     |            |                    |                           |          |              |

| 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       |
| 0005874        | 00   | TRANSPORTATION SOLUTIONS        |        |     |            |                    |                           |           |              |
| 19238          |      | 6867                            | H65828 | 00  | 01/31/2024 | 201-3503-432.30-99 | PROFESSIONAL ENGINEERING  | 947.50    |              |
| 19279          |      | 6868                            | H65829 | 00  | 01/31/2024 | 201-3503-432.30-99 | PROFESSIONAL ENGINEERING  | 473.75    |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 1,421.25  |              |
| 0005875        | 00   | NAPA-IBS                        |        |     |            |                    |                           |           |              |
| 12312023       |      | 6829                            | H65802 | 00  | 01/31/2024 | 201-3503-432.20-73 | SNOW & ICE SUPPLIES       | 165.00    |              |
| 12312023       |      | 6830                            | H65802 | 00  | 01/31/2024 | 201-3503-432.20-74 | SWEEPING SUPPLIES         | 6,900.14  |              |
| 12312023       |      | 6831                            | H65802 | 00  | 01/31/2024 | 201-3503-432.20-79 | MISC SUPPLIES             | 66.68     |              |
| 12312023       |      | 6832                            | H65802 | 00  | 01/31/2024 | 610-3570-501.20-29 | SHOP SUPPLIES             | 83.99     |              |
| 12312023       |      | 6833                            | H65802 | 00  | 01/31/2024 | 610-3570-501.30-99 | IBS CONTRACT SVC          | 7,503.00  |              |
| 12312023       |      | 6834                            | H65802 | 00  | 01/31/2024 | 610-3571-501.20-39 | FLEET PARTS               | 25,067.34 |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 39,786.15 |              |
| 0005884        | 00   | TYLER TECHNOLOGIES, INC.        |        |     |            |                    |                           |           |              |
| 045-452665     |      | 6890                            | H65873 | 00  | 02/01/2024 | 440-1501-414.90-40 | ERP IMPLEMENT-JAN24 PHASE | EFT:      | 11,736.00    |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | .00       | 11,736.00    |
| 0005888        | 00   | DEPT OF CORRECTIONS             |        |     |            |                    |                           |           |              |
| 20240209       |      | PR0209                          |        | 00  | 02/09/2024 | 245-3106-432.10-10 | PAYROLL SUMMARY           | 7.50      |              |
| 20240209       |      | PR0209                          |        | 00  | 02/09/2024 | 521-3126-435.10-10 | PAYROLL SUMMARY           | 30.00     |              |
| 20240209       |      | PR0209                          |        | 00  | 02/09/2024 | 531-3136-436.10-10 | PAYROLL SUMMARY           | 12.50     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 50.00     |              |
| 0005897        | 00   | BUD'S EXTINGUISHER SERVICE      |        |     |            |                    |                           |           |              |
| 1484           |      | 6940                            | H65835 | 00  | 02/01/2024 | 211-4120-464.30-62 | FIRE EXTINGUISHER REPAIR  | 20.00     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 20.00     |              |
| 0005912        | 00   | RAPID FIRE PROTECTION, INC.     |        |     |            |                    |                           |           |              |
| 63782          |      | 6809                            |        | 00  | 01/31/2024 | 546-3150-438.30-66 | SERVICE FIRE SUPPRESSION- | 2,798.08  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 2,798.08  |              |
| 0005976        | 00   | BATTERIES PLUS OF MONTANA       |        |     |            |                    |                           |           |              |
| P69969332      |      | 6845                            | H65810 | 00  | 01/31/2024 | 521-3126-435.20-41 | BATTERY - SMALL GENERATOR | 75.00     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 75.00     |              |
| 0006070        | 00   | NATIONWIDE BOILER INCORPORATED  |        |     |            |                    |                           |           |              |
| INV-05496      |      | 6796                            | H65776 | 00  | 01/30/2024 | 531-3135-436.90-30 | GAS BURNER                | 9,322.00  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 9,322.00  |              |
| 0006092        | 00   | FIREPENNY FIREFIGHTER EQUIPMENT |        |     |            |                    |                           |           |              |
| 67836          |      | 6755                            | H65719 | 00  | 01/26/2024 | 260-2301-424.90-50 | VALVE, STRAINER, 30" HALI | 1,636.65  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 1,636.65  |              |
| 0006094        | 00   | BELT CREEK CRANE INSPECTION     |        |     |            |                    |                           |           |              |
| 091            |      | 6978                            | H65940 | 00  | 02/07/2024 | 610-3570-501.30-99 | LIFT INSPECTIONS          | 1,850.00  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 1,850.00  |              |
| 9999120        | 00   | MILMINE, DEANNA                 |        |     |            |                    |                           |           |              |
| 000035435      |      | UT                              |        | 00  | 02/01/2024 | 521-0000-208.00-00 | UTILITY CREDIT REFUND     | 59.72     |              |



PREPARED 02/08/2024,11:56:48  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/09/2024 PAYMENT DATE: 02/09/2024

PAGE 16

| 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   | MILMINE, DEANNA |      |     |           |         |             |            |              |
| VENDOR TOTAL *          |      |                 |      |     |           |         |             | 59.72      |              |
| EFT/EPAY TOTAL ***      |      |                 |      |     |           |         |             |            | 60,884.28    |
| TOTAL EXPENDITURES **** |      |                 |      |     |           |         |             | 451,459.74 | 60,884.28    |
| GRAND TOTAL *****       |      |                 |      |     |           |         |             |            | 512,344.02   |

PREPARED 02/09/2024,11:27:50  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/09/2024      PAYMENT DATE: 02/09/2024

PAGE      1

| 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       |
| -----                   |      |                        |      |     |            |                    |                |         |              |
| 0001695                 | 00   | LEHRKIND'S             |      |     |            |                    |                |         |              |
| 2117668                 |      | 000490                 |      | 00  | 02/09/2024 | 563-4113-464.20-53 | Alcohol        | 429.00  |              |
| 2117669                 |      | 000491                 |      | 00  | 02/09/2024 | 563-4113-464.20-53 | Alcohol Credit | 164.28- |              |
| VENDOR TOTAL *          |      |                        |      |     |            |                    |                | 264.72  |              |
| 0003038                 | 00   | GUSTO BEVERAGE COMPANY |      |     |            |                    |                |         |              |
| 1690151                 |      | 000489                 |      | 00  | 02/09/2024 | 563-4113-464.20-53 | Alcohol        | 185.46  |              |
| VENDOR TOTAL *          |      |                        |      |     |            |                    |                | 185.46  |              |
| TOTAL EXPENDITURES **** |      |                        |      |     |            |                    |                | 450.18  |              |
| GRAND TOTAL *****       |      |                        |      |     |            |                    |                |         | 450.18       |



**Finance Dept.**  
316 North Park Avenue  
Helena, MT 59623

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**[helenamt.gov](http://helenamt.gov)**

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February 20, 2024

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 2/11/24, 2/15/24 and 2/16/24 have been approved for claims in the amount of \$1,131,942.62. Checks numbered 198389 – 198483 and EFTs numbered 150 - 152 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.

PREPARED 02/11/2024, 9:28:32  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/11/2024 PAYMENT DATE: 02/11/2024

PAGE 1

| 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       |
| 0006096                 | 00   | GD THEATERS INC |      |     |            |                    |                          |        |              |
| 20824                   |      | 000492          |      | 00  | 02/09/2024 | 211-4120-464.30-59 | Brian Regan Promt Stlmnt | EFT:   | 58,855.61    |
| VENDOR TOTAL *          |      |                 |      |     |            |                    |                          | .00    | 58,855.61    |
| EFT/EPAY TOTAL ***      |      |                 |      |     |            |                    |                          |        | 58,855.61    |
| TOTAL EXPENDITURES **** |      |                 |      |     |            |                    |                          | .00    | 58,855.61    |
| GRAND TOTAL *****       |      |                 |      |     |            |                    |                          |        | 58,855.61    |

| 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       |
| 0000011             | 00      | BURDICKS LOCKSMITH SERVICES, INC. |     |            |                    |                           |            |              |
| CS26368             | 7132    | H66069                            | 00  | 02/08/2024 | 573-4512-403.20-98 | 6CT CONTRACTOR KEYS       | 18.00      |              |
| CS26310             | 7133    | H66070                            | 00  | 02/08/2024 | 573-4512-403.20-98 | 3CT MASTER KEYS           | 9.00       |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 27.00      |              |
| 0000064             | 00      | VANS THRIFTWAY                    |     |            |                    |                           |            |              |
| BRGC-020124-0177035 |         | H66049                            | 00  | 02/08/2024 | 563-4113-464.20-53 | RESALE SUPPLIES           | 36.18      |              |
| BRGC-020624-0737036 |         | H66050                            | 00  | 02/08/2024 | 563-4113-464.20-53 | RESALE SUPPLIES           | 11.98      |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 48.16      |              |
| 0000165             | 00      | ENERGY LABORATORIES, INC.         |     |            |                    |                           |            |              |
| 609571              | 7108    | H65988                            | 00  | 02/08/2024 | 521-3125-435.30-98 | LAB-SAMPLES               | 82.50      |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 82.50      |              |
| 0000167             | 00      | PRECISION EMBROIDERY              |     |            |                    |                           |            |              |
| 20231924            | 6989    | H65247                            | 00  | 01/10/2024 | 201-3510-432.20-26 | RCE STAFF SHIRTS: DALE &  | 174.00     |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 174.00     |              |
| 0000174             | 00      | DEPT OF REVENUE                   |     |            |                    |                           |            |              |
| BOZEGREEN#2         | 7153    | H66096                            | 00  | 02/09/2024 | 440-1101-411.90-40 | CITY SHOP SOLAR PANEL PRO | 74.72      |              |
| COH23-01            | 7151    | H66094                            | 00  | 02/09/2024 | 521-3125-435.90-63 | CGR TAX/PUBIC WATER WELLS | 3,153.05   |              |
| 613105-1            | 7155    | H66098                            | 00  | 02/09/2024 | 521-3125-435.90-70 | CGR/TEN MILE FILTER IMPRO | 3,902.47   |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 7,130.24   |              |
| 0000276             | 00      | MONTANA CITY TOWING LLC           |     |            |                    |                           |            |              |
| #24-03366           | 7060    | H65919                            | 00  | 02/06/2024 | 201-3503-432.30-99 | GOA: SUBARU LEGACY-BENTON | 120.00     |              |
| #24-03367           | 7061    | H65920                            | 00  | 02/06/2024 | 201-3503-432.30-99 | GOA: FORD F150-N BENTON A | 120.00     |              |
| #24-03368           | 7062    | H65921                            | 00  | 02/06/2024 | 201-3503-432.30-99 | GOA-RED GMC PU-N BENTON A | 120.00     |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 360.00     |              |
| 0000321             | 00      | HELENA SAND AND GRAVEL            |     |            |                    |                           |            |              |
| 613105-1            | 7154    | H66097                            | 00  | 02/09/2024 | 521-3125-435.90-70 | TEN MILE FILTER IMPROVEME | 386,344.05 |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 386,344.05 |              |
| 0000324             | 00      | MONTANA STATE UNIVERSITY          |     |            |                    |                           |            |              |
| 85-118              | 7178    | H66131                            | 00  | 02/13/2024 | 100-2301-424.30-89 | D/O PUMPER BANHAM         | 95.00      |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 95.00      |              |
| 0000326             | 00      | AL ROSE TOWING                    |     |            |                    |                           |            |              |
| 001472              | 7055    | H65913                            | 00  | 02/06/2024 | 201-3503-432.30-99 | GOA: HONDA ODESSEY-BENTON | 120.00     |              |
| 001473              | 7056    | H65914                            | 00  | 02/06/2024 | 201-3503-432.30-99 | GOA: BUICK SEDAN-BENTON & | 120.00     |              |
|                     |         |                                   |     |            |                    | VENDOR TOTAL *            | 240.00     |              |
| 0000329             | 00      | CITY UTILITY CUSTOMER SERVICE     |     |            |                    |                           |            |              |
| 12910-02/24         | 7007    | H66009                            | 00  | 02/08/2024 | 100-2301-424.30-45 | SOLID WASTE BILL          | 138.14     |              |
| 11162-02/24         | 7009    | H66010                            | 00  | 02/08/2024 | 100-2301-424.30-42 | WATER BILL - FIRE DEPT    | 154.27     |              |
| 01312024-P&R        | 7037    | H66100                            | 00  | 02/09/2024 | 100-4102-464.30-42 | WATER/SEWER               | 201.28     |              |
| 01312024-P&R        | 7038    | H66100                            | 00  | 02/09/2024 | 100-4102-464.30-45 | SOLID WASTE               | 703.56     |              |
| 12910-02/24         | 7006    | H66009                            | 00  | 02/08/2024 | 211-4120-464.30-45 | SOLID WASTE BILL          | 273.28     |              |
| 11162-02/24         | 7008    | H66010                            | 00  | 02/08/2024 | 211-4120-464.30-42 | WATER BILL - CIVIC CENTER | 359.97     |              |

| 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       |
| -----               |        |                                |                  |            |                    |                           |             |           |              |
| 0000329             | 00     | CITY UTILITY                   | CUSTOMER SERVICE |            |                    |                           |             |           |              |
| 24904FEB2024        | 7125   | H66062                         | 00               | 02/08/2024 | 213-4505-403.30-42 | 12/7/23-1/9/24            |             | 15.40     |              |
| 8291410FEB2024      | 7126   | H66063                         | 00               | 02/08/2024 | 213-4505-403.30-42 | WATER 12/7/23-1/9/24      |             | 67.20     |              |
| 8291410FEB2024      | 7127   | H66063                         | 00               | 02/08/2024 | 213-4505-403.30-45 | 4YD X 1WK 12/31/23-1/31/2 |             | 91.61     |              |
| 8101-FEB 2024       | 7105   | H65985                         | 00               | 02/08/2024 | 521-3125-435.30-42 | WTR-NOB HILL 8101-16204   |             | 15.40     |              |
| 401-FEB 2024        | 7106   | H65986                         | 00               | 02/08/2024 | 521-3125-435.30-42 | WTR-REEDERS VILLAGE 401-1 |             | 9.26      |              |
| 401-FEB2024         | 7107   | H65987                         | 00               | 02/08/2024 | 521-3125-435.30-45 | SW-BATTERIES RECYCLED     |             | 6.00      |              |
| 8333-FEB2024        | 7085   | H65963                         | 00               | 02/07/2024 | 531-3135-436.30-42 | WTR/WW-BREAK RM 8333-1628 |             | 227.00    |              |
| 8331-FEB 2024       | 7086   | H65964                         | 00               | 02/07/2024 | 531-3135-436.30-42 | WTR-WARM STORAGE 8331-162 |             | 13.35     |              |
| 8329-FEB 2024       | 7087   | H65965                         | 00               | 02/07/2024 | 531-3135-436.30-42 | WTR/WW-OLD ADMIN BLDG 832 |             | 19.38     |              |
| 8327-FEB 2024       | 7088   | H65966                         | 00               | 02/07/2024 | 531-3135-436.30-42 | WTR-IMP BLDG 8327-16274   |             | 13.35     |              |
| 8325-FEB 2024       | 7089   | H65967                         | 00               | 02/07/2024 | 531-3135-436.30-42 | WTR-DIGESTER BLDG 8325-16 |             | 15.40     |              |
| 24795-26292-2247168 |        | H66086                         | 00               | 02/08/2024 | 551-3501-432.30-42 | 39 W 6TH AVE              |             | 34.28     |              |
| 19617-20980-2247169 |        | H66088                         | 00               | 02/08/2024 | 551-3501-432.30-42 | 15 W 15TH ST              |             | 9.26      |              |
| 57783-12186-2247170 |        | H66089                         | 00               | 02/08/2024 | 551-3501-432.30-42 | 801 GETCHELL ST           |             | 49.68     |              |
| 13495-17026-2247171 |        | H66090                         | 00               | 02/08/2024 | 551-3501-432.30-42 | 201 JACKSON ST            |             | 25.52     |              |
| 1292FEB2024         | 7128   | H66064                         | 00               | 02/08/2024 | 570-4510-403.30-42 | 12/6/23-1/8/24 52 UNITS   |             | 496.44    |              |
| 18334FEB2024        | 7129   | H66065                         | 00               | 02/08/2024 | 570-4510-403.30-45 | 12/31/23-1/31/24          |             | 228.24    |              |
| 5770FEB2024         | 7123   | H66060                         | 00               | 02/08/2024 | 573-4512-403.30-42 | 12/6/23-1/8/24 23 UNITS   |             | 260.80    |              |
| 30074FEB2024        | 7124   | H66061                         | 00               | 02/08/2024 | 573-4512-403.30-45 | 12/31/23-1/31/24          |             | 228.24    |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 3,656.31  |              |
| 0000377             | 00     | ACTION PRINT                   |                  |            |                    |                           |             |           |              |
| 120214              | 7014   | H66015                         | 00               | 02/08/2024 | 563-4111-464.20-19 | BUS CARDS - MHORNER TFITT |             | 118.00    |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 118.00    |              |
| 0000393             | 00     | INFORMATION TECHNOLOGY & SRVCS |                  |            |                    |                           |             |           |              |
| 240814-278          | PI7041 | 050650                         | 00               | 02/13/2024 | 100-1506-415.20-45 | LAPTOP/SFTWR/MAINT        |             | 1,727.44  |              |
| FY24-272            | 7172   | H66092                         | 00               | 02/09/2024 | 100-3102-433.20-45 | COMPUTER SOFTWATET - BRIA |             | 888.84    |              |
| FY24-107CM          | 7182   | H66170                         | 00               | 02/14/2024 | 100-3102-433.20-45 | CREDIT MEMO - B HOLLING S |             | 358.92-   |              |
| 240805-277          | PI7040 | 050647                         | 00               | 02/13/2024 | 440-1501-414.90-40 | HP SCANJET PRO 2000 S2    |             | 9,100.00  |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 11,357.36 |              |
| 0000424             | 00     | ROBERT PECCIA & ASSOCIATES     |                  |            |                    |                           |             |           |              |
| 23606_1             | 7066   | H65927                         | 00               | 02/06/2024 | 201-3503-432.30-54 | SADDLE DRIVE EXTENSION    |             | 41,887.93 |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 41,887.93 |              |
| 0000485             | 00     | GEORGE'S DISTRIBUTING, INC.    |                  |            |                    |                           |             |           |              |
| 1179445             | 000496 |                                | 00               | 02/15/2024 | 563-4113-464.20-53 | Alcohol                   |             | 231.09    |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 231.09    |              |
| 0000520             | 00     | MONTANA BROOM AND BRUSH        |                  |            |                    |                           |             |           |              |
| 333414 01 01        | 7023   | H66033                         | 00               | 02/08/2024 | 563-4111-464.20-24 | JANITORIAL                |             | 68.37     |              |
| 336556 01 01        | 7024   | H66034                         | 00               | 02/08/2024 | 563-4113-464.20-29 | OPERATIONAL SUPPLIES      |             | 51.63     |              |
| 337878 00 00        | 7025   | H66035                         | 00               | 02/08/2024 | 563-4113-464.20-24 | JANITORIAL                |             | 299.69    |              |
| 338477 00 00        | 7130   | H66066                         | 00               | 02/08/2024 | 570-4510-403.20-24 | CLARIO, GLOVES, GEL, BAGS |             | 1,284.94  |              |
| VENDOR TOTAL *      |        |                                |                  |            |                    |                           |             | 1,704.63  |              |
| 0000618             | 00     | POWER TOWNSEND                 |                  |            |                    |                           |             |           |              |
| 919020              | 7097   | H65975                         | 00               | 02/07/2024 | 531-3135-436.20-29 | SPRAYER                   |             | 39.48     |              |

| 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/>               |      |                                     |        |     |            |                    |                           |           |              |
| 0000618             | 00   | POWER TOWNSEND                      |        |     |            |                    |                           |           |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 39.48     |              |
| 0000649             | 00   | ROCK HAND HARDWARE                  |        |     |            |                    |                           |           |              |
| 761721              |      | 7031                                | H66043 | 00  | 02/08/2024 | 100-4102-464.20-41 | TOOLS/EQUIP               | 32.46     |              |
| 761789              |      | 7032                                | H66044 | 00  | 02/08/2024 | 100-4102-464.20-41 | TOOLS/EQUIP               | 43.98     |              |
| K61939              |      | 7064                                | H65925 | 00  | 02/06/2024 | 201-3503-432.20-79 | ORANGE SPRAY PAINT        | 41.93     |              |
| 761976              |      | 7065                                | H65926 | 00  | 02/06/2024 | 201-3503-432.20-79 | SPRAY PAINT               | 45.53     |              |
| 762024              |      | 7028                                | H66040 | 00  | 02/08/2024 | 235-4172-464.20-24 | JANITORIAL                | 11.98     |              |
| K62037              |      | 7029                                | H66041 | 00  | 02/08/2024 | 235-4172-464.20-24 | JANITORIAL                | 33.92     |              |
| 761748              |      | 7030                                | H66042 | 00  | 02/08/2024 | 235-4172-464.20-24 | JANITORIAL                | 36.86     |              |
| K61906              |      | 7110                                | H65992 | 00  | 02/08/2024 | 521-3125-435.20-29 | MARKERS FOR SNOW PLOW     | 23.88     |              |
| K61954              |      | 7115                                | H66052 | 00  | 02/08/2024 | 570-4510-403.20-98 | COVE LATEX GLUE           | 9.99      |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 280.53    |              |
| 0000650             | 00   | CLEARWATER PUMP & SUPPLY            |        |     |            |                    |                           |           |              |
| #57635              |      | 7057                                | H65915 | 00  | 02/06/2024 | 201-3503-432.90-40 | STRAINER FOR MAG TANK PUM | 79.00     |              |
| #57629              |      | 7058                                | H65916 | 00  | 02/06/2024 | 201-3503-432.90-40 | PLUMBING FITTINGS FOR MAG | 512.50    |              |
| 57626               |      | 7090                                | H65968 | 00  | 02/07/2024 | 531-3135-436.20-29 | CAM-LOCKS-BFP POLYMER     | 25.85     |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 617.35    |              |
| 0000677             | 00   | SHERWIN WILLIAMS/COLUMBIA PAINT     |        |     |            |                    |                           |           |              |
| 3806-8              |      | 7122                                | H66059 | 00  | 02/08/2024 | 570-4510-403.20-98 | 2 GALLONS PRIMER PAINT    | 41.58     |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 41.58     |              |
| 0000747             | 00   | MURDOCH'S RANCH AND HOME SUPPLY     |        |     |            |                    |                           |           |              |
| 0317065609917497026 |      |                                     | H66036 | 00  | 02/08/2024 | 100-4102-464.20-41 | TOOLS/EQUIP               | 60.92     |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 60.92     |              |
| 0000775             | 00   | GENERAL DISTRIBUTING CO             |        |     |            |                    |                           |           |              |
| 21141-1336505       |      | 7093                                | H65971 | 00  | 02/07/2024 | 531-3135-436.20-29 | OXY/ACE                   | 16.71     |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 16.71     |              |
| 0000777             | 00   | DRUG INFORMATION SYSTEMS, INC.      |        |     |            |                    |                           |           |              |
| 14068               |      | 7163                                | H66109 | 00  | 02/12/2024 | 219-2202-421.30-99 | C WAPLES DRUG SCREEN      | 59.50     |              |
| 14068               |      | 7159                                | H66109 | 00  | 02/12/2024 | 541-3141-438.30-99 | M BATES PRE EMPLOYMENT DR | 59.50     |              |
| 14068               |      | 7165                                | H66109 | 00  | 02/12/2024 | 541-3141-438.30-99 | K FLEURY POST INCIDENT DR | 59.50     |              |
| 14068               |      | 7166                                | H66109 | 00  | 02/12/2024 | 541-3141-438.30-99 | K FLEURY POST INCIDENT AL | 35.00     |              |
| 14068               |      | 7160                                | H66109 | 00  | 02/12/2024 | 580-3560-434.30-99 | S COLVIN POST INCIDENT DR | 69.50     |              |
| 14068               |      | 7161                                | H66109 | 00  | 02/12/2024 | 580-3560-434.30-99 | S COLVIN POST INCIDENT AL | 35.00     |              |
| 14068               |      | 7162                                | H66109 | 00  | 02/12/2024 | 580-3560-434.30-99 | L WALLIN PRE EMPLOYMENT D | 59.50     |              |
| 14068               |      | 7164                                | H66109 | 00  | 02/12/2024 | 610-3570-501.30-99 | D THOMPSON DOT DRUG SCREE | 59.50     |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 437.00    |              |
| 0000994             | 00   | THATCHER COMPANY OF MONTANA         |        |     |            |                    |                           |           |              |
| 2024100101669       |      | 7111                                | H65993 | 00  | 02/08/2024 | 521-3125-435.20-22 | TMTP-CHEMICAL             | 11,815.37 |              |
| VENDOR TOTAL *      |      |                                     |        |     |            |                    |                           | 11,815.37 |              |
| 0001030             | 00   | UTILITIES UNDERGROUND LOCATION CNTR |        |     |            |                    |                           |           |              |
| 4015087             |      | 6993                                | H65930 | 00  | 02/06/2024 | 201-3509-432.21-03 | LOCATE NEAR CITY SIGNAL   | 1.72      |              |

| 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       |
|                 |      |                                     |        |     |            |                    |                            |                |          |              |
| 0001030         | 00   | UTILITIES UNDERGROUND LOCATION CNTR |        |     |            |                    |                            |                |          |              |
| 4015086         |      | 6992                                | H65906 | 00  | 02/05/2024 | 503-1602-425.30-99 | UG LOCATES JAN 2024 (128)  | 220.16         |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 221.88   |              |
| 0001113         | 00   | PACIFIC STEEL AND RECYCLING         |        |     |            |                    |                            |                |          |              |
| 8614644         |      | 7063                                | H65923 | 00  | 02/06/2024 | 201-3503-432.20-79 | 1/4" FLAT IRON 20' -SIGN   | 18.28          |          |              |
| 0002926         |      | 7069                                | H65943 | 00  | 02/07/2024 | 547-3151-438.30-84 | OCC BALING FEES-34.01T@\$2 | 680.20         |          |              |
| 0002926         |      | 7070                                | H65943 | 00  | 02/07/2024 | 547-3151-438.30-84 | OCC BALING FEES-38.83T@\$1 | 582.45         |          |              |
| 8541317         |      | 7081                                | H65952 | 00  | 02/07/2024 | 547-3151-438.30-84 | OCC BALING-80.52T@\$20/TON | 1,610.40       |          |              |
| 8615197         |      | 7144                                | H66082 | 00  | 02/08/2024 | 551-3501-432.20-98 | 2" SCH40X21'BARE PE A500   | 22.99          |          |              |
| 8615260         |      | 7145                                | H66083 | 00  | 02/08/2024 | 551-3501-432.20-98 | 2" SCH40X21'BARE PA A500   | 91.96          |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 3,006.28 |              |
| 0001237         | 00   | ALSCO                               |        |     |            |                    |                            |                |          |              |
| LBIL1921773     |      | 7146                                | H66084 | 00  | 02/08/2024 | 551-3501-432.20-24 | 3X10 MATS                  | 40.52          |          |              |
| LBIL1918312     |      | 7147                                | H66085 | 00  | 02/08/2024 | 551-3501-432.20-24 | 3X10 MAT                   | 40.52          |          |              |
| LBIL1921766     |      | 7015                                | H66016 | 00  | 02/08/2024 | 563-4113-464.20-29 | OPERATING SUPPLIES         | 21.30          |          |              |
| LBIL1918303     |      | 7016                                | H66017 | 00  | 02/08/2024 | 563-4113-464.20-24 | JANITORIAL                 | 21.30          |          |              |
| LBIL1920020     |      | 7017                                | H66018 | 00  | 02/08/2024 | 563-4113-464.20-24 | JANITORIAL                 | 26.98          |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 150.62   |              |
| 0001533         | 00   | L & C COUNTY CLERK AND RECORDER     |        |     |            |                    |                            |                |          |              |
| 24-1191         |      | 7156                                | H66099 | 00  | 02/09/2024 | 450-3515-432.30-99 | SIDEWALK AGREEMENT 725 DE  | 34.00          |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 34.00    |              |
| 0001695         | 00   | LEHRKIND'S                          |        |     |            |                    |                            |                |          |              |
| 2119447         |      | 6994                                | H65983 | 00  | 02/08/2024 | 100-1507-415.20-19 | (2) GAL BIG SPRING WATER   | 23.00          |          |              |
| 284683          |      | 7021                                | H66029 | 00  | 02/08/2024 | 100-4101-464.30-99 | COOLER RENTAL              | 12.00          |          |              |
| 2114056         |      | 7022                                | H66030 | 00  | 02/08/2024 | 100-4101-464.30-99 | WATER JUG REFILLS          | 30.00          |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 65.00    |              |
| 0001745         | 00   | SOUTHERN POLICE CANINE              |        |     |            |                    |                            |                |          |              |
| 24-3144         |      | 7114                                | H66028 | 00  | 02/08/2024 | 100-2201-421.30-99 | K9 RECERTIFICATION 07/11/  | 1,250.00       |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 1,250.00 |              |
| 0001783         | 00   | BURTON, TIM                         |        |     |            |                    |                            |                |          |              |
| INV#02122024    |      | 7158                                | H66107 | 00  | 02/12/2024 | 100-1201-412.30-79 | MONTHLY 1-ON-1 W/ COMMISS  | 23.29          |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 23.29    |              |
| 0001807         | 00   | INTERMOUNTAIN HEATING & A/C, INC.   |        |     |            |                    |                            |                |          |              |
| 24160535        |      | 7094                                | H65972 | 00  | 02/07/2024 | 531-3135-436.30-62 | BFP-FABRICATION            | 105.00         |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 105.00   |              |
| 0001835         | 00   | L & C COUNTY PUBLIC WORKS           |        |     |            |                    |                            |                |          |              |
| ACCT 3-FEB 2024 |      | 7095                                | H65973 | 00  | 02/07/2024 | 531-3135-436.30-45 | CITY SCREENINGS            | 411.00         |          |              |
| C&D-JAN24       |      | 7071                                | H65944 | 00  | 02/07/2024 | 542-3140-438.30-96 | DIRECT HAUL C&D-63.89T@\$2 | 1,341.69       |          |              |
|                 |      |                                     |        |     |            |                    |                            | VENDOR TOTAL * | 1,752.69 |              |
| 0001960         | 00   | NITRO GREEN                         |        |     |            |                    |                            |                |          |              |
| 667962          |      | 7120                                | H66057 | 00  | 02/08/2024 | 212-4505-403.30-99 | JANUARY SNOW REMOVAL & SA  | 2,160.15       |          |              |



| 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                   |        |     |            |                    |                           |          |              |
| 668015      |      | 7121                          | H66058 | 00  | 02/08/2024 | 212-4505-403.30-99 | JANUARY SNOW REMOVAL & SA | 382.71   |              |
| 667951      |      | 7119                          | H66056 | 00  | 02/08/2024 | 570-4510-403.30-99 | JANUARY SNOW REMOVAL & SA | 1,944.70 |              |
| 668033      |      | 7118                          | H66055 | 00  | 02/08/2024 | 573-4512-403.30-99 | JANUARY SNOW REMOVAL & SA | 1,866.90 |              |
| 668017      |      | 6996                          | H65997 | 00  | 02/08/2024 | 580-3560-434.30-99 | JAN SNOW REMOVAL          | 2,230.70 |              |
|             |      |                               |        |     |            |                    | VENDOR TOTAL *            | 8,585.16 |              |
| 0002243     | 00   | BIG SKY FIRE/AFFIRMED MEDICAL |        |     |            |                    |                           |          |              |
| 0503926     |      | 7180                          | H66133 | 00  | 02/13/2024 | 100-2301-424.20-29 | CHEST STRAP               | 41.00    |              |
| 0503879     |      | 7179                          | H66132 | 00  | 02/13/2024 | 100-2305-424.30-99 | SCBA BOTTLES 45MIN X 8    | 9,799.20 |              |
|             |      |                               |        |     |            |                    | VENDOR TOTAL *            | 9,840.20 |              |
| 0002366     | 00   | LES SCHWAB                    |        |     |            |                    |                           |          |              |
| 90800468607 |      | 7078                          | H65949 | 00  | 02/07/2024 | 542-3140-438.20-38 | TIRE REPAIRS-UNIT #262    | 384.99   |              |
| 90800468136 |      | 7076                          | H65947 | 00  | 02/07/2024 | 546-3150-438.20-38 | TIRE REPAIRS-UNIT #236    | 1,247.38 |              |
| 90800468132 |      | 7077                          | H65948 | 00  | 02/07/2024 | 546-3150-438.20-38 | TIRE REPAIRS-UNIT #234    | 211.92   |              |
|             |      |                               |        |     |            |                    | VENDOR TOTAL *            | 1,844.29 |              |
| 0002484     | 00   | NORTHWESTERN ENERGY           |        |     |            |                    |                           |          |              |
| 0721880-3   |      | 000455                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.15     |              |
| 0721881-1   |      | 000456                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.15     |              |
| 0721907-4   |      | 000457                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.29     |              |
| 0722810-9   |      | 000459                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.75     |              |
| 0722811-7   |      | 000460                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 7.20     |              |
| 0721978-5   |      | 000461                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 12.15    |              |
| 0721982-7   |      | 000462                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 96.92    |              |
| 0721984-3   |      | 000463                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.44     |              |
| 0721988-4   |      | 000464                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 80.42    |              |
| 0722057-7   |      | 000465                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.15     |              |
| 0722058-5   |      | 000466                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 38.14    |              |
| 0722783-8   |      | 000467                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 148.72   |              |
| 1014983-9   |      | 000468                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.89     |              |
| 3125271-1   |      | 000541                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 52.30    |              |
| 3140628-3   |      | 000542                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 39.98    |              |
| 0723007-1   |      | 000225                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 6.29     |              |
| 0721936-3   |      | 000226                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 71.69    |              |
| 0721886-0   |      | 000227                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 91.31    |              |
| 0721971-0   |      | 000228                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 40.18    |              |
| 0721972-8   |      | 000229                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 40.18    |              |
| 0721973-6   |      | 000230                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 56.76    |              |
| 1200538-5   |      | 000231                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 98.84    |              |
| 0721974-4   |      | 000232                        |        | 00  | 12/12/2017 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 22.82    |              |
| 0721975-1   |      | 000469                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 71.79    |              |
| 0721934-8   |      | 000470                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 137.13   |              |
| 3487625-0   |      | 000540                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 21.02    |              |
| 3487629-2   |      | 000109                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 27.51    |              |
| 3487798-5   |      | 001159                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 50.06    |              |
| 3487799-3   |      | 001160                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 4.34     |              |
| 3487802-5   |      | 000260                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 16.57    |              |
| 3487800-9   |      | 000701                        |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 16.57    |              |

| 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       |
| 0002484       | 00   | NORTHWESTERN | ENERGY |     |            |                    |                           |          |              |
| 3487890-0     |      | 000041       |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 16.58    |              |
| 3487894-2     |      | 000401       |        | 00  | 01/14/2015 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 22.89    |              |
| 3855568-6     |      | 000333       |        | 00  | 12/20/2021 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 51.12    |              |
| 3971413-4     |      | 000545       |        | 00  | 06/09/2022 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 14.06    |              |
| 4106965-9     |      | 000284       |        | 00  | 10/18/2023 | 100-1002-410.50-41 | FEB24-NW ENERGY-LIGHTS    | 31.64    |              |
| 1671831-4     |      | 000877       |        | 00  | 04/20/2011 | 100-2201-421.30-41 | FEB24-NW ENERGY-VAR DEPT  | 211.11   |              |
| PARKS-POOL-GC |      | 000042       |        | 00  | 04/20/2011 | 100-4102-464.30-41 | FEB24-NW ENERGY-PARKS     | 1,509.90 |              |
| PARKS-POOL-GC |      | 000520       |        | 00  | 04/20/2011 | 100-4102-464.30-44 | FEB24-NW ENERGY-PARKS     | 493.97   |              |
| PARKS-POOL-GC |      | 000737       |        | 00  | 04/20/2011 | 100-4103-464.30-41 | FEB24-NW ENERGY-PARKS     | 83.97    |              |
| PARKS-POOL-GC |      | 000494       |        | 00  | 02/13/2024 | 100-4103-464.30-44 |                           | 169.77   |              |
| 0100420-9     |      | 000335       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 2,672.64 |              |
| 0724685-3     |      | 000336       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 79.43    |              |
| 0724685-3     |      | 000337       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 1,125.53 |              |
| 1955668-7     |      | 000175       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 274.80   |              |
| 1955670-3     |      | 000176       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 6.44     |              |
| 1352245-3     |      | 000338       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 810.78   |              |
| 1352245-3     |      | 000339       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 1,078.80 |              |
| 3808268-1     |      | 000208       |        | 00  | 10/21/2020 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 475.76   |              |
| 0724851-1     |      | 000342       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 80.09    |              |
| 0724852-9     |      | 000343       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 46.60    |              |
| 0100417-5     |      | 000344       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 2,854.71 |              |
| 0100417-5     |      | 000345       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 951.57   |              |
| 0724846-1     |      | 000347       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 21.45    |              |
| 0724846-1     |      | 000348       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 7.15     |              |
| 0100427-4     |      | 000350       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 694.92   |              |
| 0725004-6     |      | 000351       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 752.30   |              |
| 3270412-4     |      | 000516       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 654.85   |              |
| 3270412-4     |      | 000517       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 1,324.77 |              |
| 3270413-2     |      | 000518       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 282.62   |              |
| 3270413-2     |      | 000519       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 405.58   |              |
| 0654711-1     |      | 000407       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 6.00     |              |
| 0725534-2     |      | 000251       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-VAR DEPT  | 366.00   |              |
| 0100424-1     |      | 000441       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-VAR DEPT  | 377.30   |              |
| 1794875-3     |      | 000328       |        | 00  | 04/20/2011 | 212-4505-403.30-41 | FEB24-NW ENERGY-VAR DEPT  | 390.14   |              |
| 1794875-3     |      | 000454       |        | 00  | 04/20/2011 | 212-4505-403.30-44 | FEB24-NW ENERGY-VAR DEPT  | 128.56   |              |
| 1268080-7     |      | 000340       |        | 00  | 04/20/2011 | 213-4505-403.30-41 | FEB24-NW ENERGY-COM FACIL | 656.68   |              |
| 1268080-7     |      | 000341       |        | 00  | 04/20/2011 | 213-4505-403.30-44 | FEB24-NW ENERGY-COM FACIL | 433.08   |              |
| 0725193-7     |      | 000433       |        | 00  | 04/20/2011 | 218-2206-421.30-41 | FEB24-NW ENERGY-VAR DEPT  | 127.00   |              |
| 3556712-2     |      | 000402       |        | 00  | 04/20/2011 | 218-2206-421.30-41 | FEB24-NW ENERGY-VAR DEPT  | 896.79   |              |
| 3556712-2     |      | 000403       |        | 00  | 04/20/2011 | 218-2206-421.30-44 | FEB24-NW ENERGY-VAR DEPT  | 96.51    |              |
| PARKS-POOL-GC |      | 000008       |        | 00  | 07/10/2019 | 235-4172-464.30-41 | FEB24-NW ENERGY-PARKS     | 6.58     |              |
| 0724433-8     |      | 000514       |        | 00  | 04/17/2019 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 2,037.92 |              |
| 1341905-6     |      | 000406       |        | 00  | 04/20/2011 | 521-3125-435.30-44 | FEB24-NW ENERGY-VAR DEPT  | 3,402.89 |              |
| 0724432-0     |      | 000413       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 113.75   |              |
| 0100514-9     |      | 000414       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 351.32   |              |
| 0100509-9     |      | 000415       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 3,415.48 |              |
| 0100509-9     |      | 001320       |        | 00  | 04/20/2011 | 521-3125-435.30-44 | FEB24-NW ENERGY-VAR DEPT  | 30.65    |              |
| 0100491-0     |      | 000416       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 360.34   |              |
| 0724605-1     |      | 000417       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT  | 8.09     |              |

| 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 |     |            |                    |                          |           |  |              |
| 0724442-9 |      | 000703       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 27.33     |  |              |
| 0100397-9 |      | 000078       |        | 00  | 08/12/2020 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 447.94    |  |              |
| 0724443-7 |      | 000420       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 15.77     |  |              |
| 0100487-8 |      | 000421       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 556.04    |  |              |
| 0724603-6 |      | 000422       |        | 00  | 04/20/2011 | 521-3125-435.30-44 | FEB24-NW ENERGY-VAR DEPT | 87.88     |  |              |
| 0724441-1 |      | 000423       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 9.87      |  |              |
| 0982741-1 |      | 000464       |        | 00  | 03/12/2019 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 2,171.57  |  |              |
| 0724557-4 |      | 000522       |        | 00  | 03/10/2020 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 184.02    |  |              |
| 3729089-7 |      | 000426       |        | 00  | 01/16/2020 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 8.70      |  |              |
| 0100510-7 |      | 000426       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 12,226.59 |  |              |
| 0724439-5 |      | 000427       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 300.84    |  |              |
| 0724571-5 |      | 000428       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 105.88    |  |              |
| 1283723-3 |      | 000429       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.00      |  |              |
| 1283737-3 |      | 000430       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.13      |  |              |
| 1283764-7 |      | 000431       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.00      |  |              |
| 1283782-9 |      | 000432       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 7.02      |  |              |
| 1756022-8 |      | 001246       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 123.26    |  |              |
| 1688421-5 |      | 000454       |        | 00  | 04/20/2011 | 521-3125-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 238.84    |  |              |
| 4138211-0 |      | 000495       |        | 00  | 02/13/2024 | 521-3125-435.30-41 |                          | 53.12     |  |              |
| 4052661-8 |      | 000182       |        | 00  | 09/13/2023 | 521-3126-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.00      |  |              |
| 4072560-8 |      | 000285       |        | 00  | 10/18/2023 | 521-3126-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 11.96     |  |              |
| 4108083-9 |      | 000327       |        | 00  | 11/10/2023 | 521-3126-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.00      |  |              |
| 4112934-7 |      | 000328       |        | 00  | 11/10/2023 | 521-3126-435.30-41 | FEB24-NW ENERGY-VAR DEPT | 6.00      |  |              |
| 0100504-0 |      | 000402       |        | 00  | 04/20/2011 | 531-3135-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 10,351.28 |  |              |
| 0858116-7 |      | 000403       |        | 00  | 04/20/2011 | 531-3135-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 21,024.46 |  |              |
| 0724011-2 |      | 000452       |        | 00  | 04/20/2011 | 531-3135-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 5,810.85  |  |              |
| 1994533-6 |      | 000422       |        | 00  | 04/20/2011 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 223.80    |  |              |
| 1994533-6 |      | 000423       |        | 00  | 04/20/2011 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 69.21     |  |              |
| 1939980-7 |      | 000688       |        | 00  | 04/20/2011 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 727.90    |  |              |
| 1891857-3 |      | 000406       |        | 00  | 04/20/2011 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 7.91      |  |              |
| 1139565-4 |      | 000416       |        | 00  | 02/12/2019 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 238.69    |  |              |
| 1139565-4 |      | 000417       |        | 00  | 02/12/2019 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 74.78     |  |              |
| 1648363-8 |      | 000418       |        | 00  | 02/12/2019 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 448.31    |  |              |
| 1648363-8 |      | 000419       |        | 00  | 02/12/2019 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 96.72     |  |              |
| 1746127-8 |      | 000164       |        | 00  | 04/20/2011 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 584.59    |  |              |
| 1746127-8 |      | 000165       |        | 00  | 04/20/2011 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 124.84    |  |              |
| 1895161-6 |      | 000223       |        | 00  | 04/20/2011 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 92.19     |  |              |
| 1895161-6 |      | 000099       |        | 00  | 08/23/2022 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 71.22     |  |              |
| 3171902-4 |      | 000790       |        | 00  | 04/20/2011 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 124.75    |  |              |
| 3171902-4 |      | 000791       |        | 00  | 04/20/2011 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 39.44     |  |              |
| 3620081-4 |      | 000422       |        | 00  | 02/12/2019 | 531-3136-436.30-41 | FEB24-NW ENERGY-VAR DEPT | 363.39    |  |              |
| 3620081-4 |      | 000423       |        | 00  | 02/12/2019 | 531-3136-436.30-44 | FEB24-NW ENERGY-VAR DEPT | 52.08     |  |              |
| 0724388-4 |      | 000434       |        | 00  | 04/20/2011 | 543-3140-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 115.12    |  |              |
| 0841534-1 |      | 000634       |        | 00  | 06/13/2019 | 543-3140-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 18.30     |  |              |
| 0100536-2 |      | 000442       |        | 00  | 04/20/2011 | 546-3150-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 2,139.80  |  |              |
| 0725535-9 |      | 000443       |        | 00  | 04/20/2011 | 546-3150-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 28.44     |  |              |
| 3851475-8 |      | 000335       |        | 00  | 12/20/2021 | 546-3150-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 30.69     |  |              |
| 3456312-2 |      | 000195       |        | 00  | 04/20/2011 | 547-3151-438.30-41 | FEB24-NW ENERGY-VAR DEPT | 236.44    |  |              |
| 1033119-7 |      | 000446       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT | 103.11    |  |              |

| 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 |     |            |                    |                           |          |              |
| 1903728-2     |      | 000328       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 1,122.81 |              |
| 0100512-3     |      | 000340       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 1,665.85 |              |
| 0100511-5     |      | 000322       |        | 00  | 11/13/2019 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 107.25   |              |
| 0909559-7     |      | 000449       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 1,172.61 |              |
| 0909559-7     |      | 000157       |        | 00  | 04/20/2011 | 551-3501-432.30-44 | FEB24-NW ENERGY-VAR DEPT  | 124.66   |              |
| 1462381-3     |      | 000339       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 1,204.08 |              |
| 0725573-0     |      | 000452       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 25.71    |              |
| 0725726-4     |      | 000453       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 6.46     |              |
| 3245958-8     |      | 000379       |        | 00  | 04/20/2011 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 6.44     |              |
| 4118534-9     |      | 000447       |        | 00  | 01/10/2024 | 551-3501-432.30-41 | FEB24-NW ENERGY-VAR DEPT  | 309.81   |              |
| PARKS-POOL-GC |      | 000393       |        | 00  | 04/20/2011 | 563-4111-464.30-41 | FEB24-NW ENERGY-PARKS     | 1,079.90 |              |
| PARKS-POOL-GC |      | 000394       |        | 00  | 02/16/2022 | 563-4113-464.30-41 | FEB24-NW ENERGY-PARKS     | 7.62     |              |
| PARKS-POOL-GC |      | 000396       |        | 00  | 04/20/2011 | 563-4113-464.30-44 | FEB24-NW ENERGY-PARKS     | 655.76   |              |
| PARKS-POOL-GC |      | 000397       |        | 00  | 04/20/2011 | 563-4115-464.30-41 | FEB24-NW ENERGY-PARKS     | 506.40   |              |
| PARKS-POOL-GC |      | 000513       |        | 00  | 04/17/2019 | 563-4115-464.30-44 | FEB24-NW ENERGY-PARKS     | 193.33   |              |
| 0144578-2     |      | 000660       |        | 00  | 04/20/2011 | 570-4510-403.30-41 | FEB24-NW ENERGY-COM FACIL | 12.85    |              |
| 0133466-3     |      | 000359       |        | 00  | 04/20/2011 | 570-4510-403.30-41 | FEB24-NW ENERGY-COM FACIL | 5,123.77 |              |
| 0133466-3     |      | 000360       |        | 00  | 04/20/2011 | 570-4510-403.30-44 | FEB24-NW ENERGY-COM FACIL | 6,089.22 |              |
| 3556106-7     |      | 000087       |        | 00  | 08/14/2018 | 573-4512-403.30-41 | FEB24-NW ENERGY-COM FACIL | 3,090.49 |              |
| 3556106-7     |      | 000088       |        | 00  | 08/14/2018 | 573-4512-403.30-44 | FEB24-NW ENERGY-COM FACIL | 3,391.78 |              |
| 3556107-5     |      | 000089       |        | 00  | 08/14/2018 | 573-4512-403.30-41 | FEB24-NW ENERGY-COM FACIL | 6,288.02 |              |
| 0725311-5     |      | 000089       |        | 00  | 04/20/2011 | 580-3560-434.30-41 | FEB24-NW ENERGY-VAR DEPT  | 11.06    |              |
| 0723306-7     |      | 000090       |        | 00  | 04/20/2011 | 580-3560-434.30-41 | FEB24-NW ENERGY-VAR DEPT  | 15.06    |              |
| 1958455-6     |      | 000420       |        | 00  | 02/12/2019 | 580-3560-434.30-41 | FEB24-NW ENERGY-VAR DEPT  | 1,341.34 |              |
| 1958455-6     |      | 000421       |        | 00  | 02/12/2019 | 580-3560-434.30-44 | FEB24-NW ENERGY-VAR DEPT  | 2,695.35 |              |
| 0722960-2     |      | 000515       |        | 00  | 01/14/2015 | 800-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 763.63   |              |
| 0723070-9     |      | 000516       |        | 00  | 01/14/2015 | 801-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 771.87   |              |
| 0723083-2     |      | 000517       |        | 00  | 01/14/2015 | 802-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 252.60   |              |
| 0723088-1     |      | 000518       |        | 00  | 01/14/2015 | 803-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 275.44   |              |
| 0723158-2     |      | 000519       |        | 00  | 01/14/2015 | 804-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 1,852.86 |              |
| 1328681-0     |      | 000923       |        | 00  | 01/14/2015 | 805-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 1,236.10 |              |
| 1184065-9     |      | 000520       |        | 00  | 01/14/2015 | 806-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 251.69   |              |
| 1230771-6     |      | 000521       |        | 00  | 01/14/2015 | 807-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 538.66   |              |
| 1652057-9     |      | 000522       |        | 00  | 01/14/2015 | 808-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 100.66   |              |
| 1229131-6     |      | 000523       |        | 00  | 01/14/2015 | 809-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 2,166.57 |              |
| 1867946-4     |      | 000924       |        | 00  | 01/14/2015 | 810-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 150.74   |              |
| 1470147-8     |      | 000526       |        | 00  | 01/14/2015 | 811-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 767.08   |              |
| 1440511-2     |      | 000525       |        | 00  | 01/14/2015 | 812-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 422.96   |              |
| 1542353-6     |      | 000527       |        | 00  | 01/14/2015 | 813-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 663.37   |              |
| 1543261-0     |      | 000528       |        | 00  | 01/14/2015 | 814-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 726.41   |              |
| 1629839-0     |      | 000771       |        | 00  | 01/14/2015 | 815-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 294.83   |              |
| 1652019-9     |      | 000530       |        | 00  | 01/14/2015 | 816-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 413.21   |              |
| 1652350-8     |      | 000531       |        | 00  | 01/14/2015 | 817-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 1,175.07 |              |
| 1867974-6     |      | 000534       |        | 00  | 01/14/2015 | 818-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 492.44   |              |
| 1868050-4     |      | 000533       |        | 00  | 01/14/2015 | 819-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 1,290.51 |              |
| 1868043-9     |      | 000536       |        | 00  | 01/14/2015 | 820-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 2,041.42 |              |
| 1788752-2     |      | 000532       |        | 00  | 01/14/2015 | 821-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 1,532.23 |              |
| 1975027-2     |      | 000537       |        | 00  | 01/14/2015 | 822-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 5,248.08 |              |
| 2092589-7     |      | 000538       |        | 00  | 01/14/2015 | 823-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS    | 840.12   |              |

| 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 |     |            |                    |                        |          |              |
| 2127127-5 |      | 000539       |        | 00  | 01/14/2015 | 824-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,442.66 |              |
| 3492894-5 |      | 000702       |        | 00  | 01/14/2015 | 825-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,293.53 |              |
| 0721960-3 |      | 000503       |        | 00  | 01/14/2015 | 826-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 699.25   |              |
| 0721969-4 |      | 000512       |        | 00  | 01/14/2015 | 851-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,439.94 |              |
| 0721928-0 |      | 000474       |        | 00  | 01/14/2015 | 857-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,378.31 |              |
| 0721931-4 |      | 000477       |        | 00  | 01/14/2015 | 857-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,156.02 |              |
| 0721935-5 |      | 000480       |        | 00  | 01/14/2015 | 857-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 237.68   |              |
| 0721943-9 |      | 000487       |        | 00  | 01/14/2015 | 857-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 878.30   |              |
| 0721942-1 |      | 000486       |        | 00  | 01/14/2015 | 858-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 35.78    |              |
| 0721948-8 |      | 000492       |        | 00  | 01/14/2015 | 858-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 75.84    |              |
| 0721953-8 |      | 000481       |        | 00  | 05/16/2018 | 858-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 344.19   |              |
| 0722059-3 |      | 000471       |        | 00  | 01/14/2015 | 859-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 84.00    |              |
| 0722060-1 |      | 000472       |        | 00  | 01/14/2015 | 859-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 49.22    |              |
| 0100513-1 |      | 000473       |        | 00  | 01/14/2015 | 859-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 117.30   |              |
| 0721954-6 |      | 000497       |        | 00  | 01/14/2015 | 859-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 4,374.78 |              |
| 0721955-3 |      | 000498       |        | 00  | 01/14/2015 | 859-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 583.52   |              |
| 0721945-4 |      | 000489       |        | 00  | 01/14/2015 | 860-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 914.46   |              |
| 0721946-2 |      | 000490       |        | 00  | 01/14/2015 | 860-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,130.14 |              |
| 0721949-6 |      | 000493       |        | 00  | 01/14/2015 | 860-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 464.33   |              |
| 0721951-2 |      | 000495       |        | 00  | 01/14/2015 | 860-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,207.70 |              |
| 0721959-5 |      | 000502       |        | 00  | 01/14/2015 | 861-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 2,773.85 |              |
| 0721929-8 |      | 000475       |        | 00  | 01/14/2015 | 862-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 266.28   |              |
| 0721944-7 |      | 000488       |        | 00  | 01/14/2015 | 862-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 198.65   |              |
| 0721956-1 |      | 000499       |        | 00  | 01/14/2015 | 862-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 866.25   |              |
| 0721957-9 |      | 000500       |        | 00  | 01/14/2015 | 862-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 3,229.79 |              |
| 0721937-1 |      | 000342       |        | 00  | 01/14/2015 | 863-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 107.66   |              |
| 0721965-2 |      | 000508       |        | 00  | 01/14/2015 | 863-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 418.91   |              |
| 0721964-5 |      | 000507       |        | 00  | 01/14/2015 | 864-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 3,333.13 |              |
| 0721932-2 |      | 000478       |        | 00  | 01/14/2015 | 865-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 2,953.91 |              |
| 0721962-9 |      | 000505       |        | 00  | 01/14/2015 | 865-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 563.12   |              |
| 0721958-7 |      | 000501       |        | 00  | 01/14/2015 | 866-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,086.49 |              |
| 0721967-8 |      | 000510       |        | 00  | 01/14/2015 | 867-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 717.84   |              |
| 0721966-0 |      | 000509       |        | 00  | 01/14/2015 | 869-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,833.53 |              |
| 0721940-5 |      | 000484       |        | 00  | 01/14/2015 | 873-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,258.45 |              |
| 0721947-0 |      | 000491       |        | 00  | 01/14/2015 | 879-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 332.33   |              |
| 0721939-7 |      | 000483       |        | 00  | 01/14/2015 | 883-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 160.41   |              |
| 0721961-1 |      | 000504       |        | 00  | 01/14/2015 | 885-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 213.80   |              |
| 0721941-3 |      | 000485       |        | 00  | 01/14/2015 | 889-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 194.13   |              |
| 0722818-2 |      | 000513       |        | 00  | 01/14/2015 | 890-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 330.51   |              |
| 0721950-4 |      | 000494       |        | 00  | 01/14/2015 | 892-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 463.41   |              |
| 0721952-0 |      | 000496       |        | 00  | 01/14/2015 | 893-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 187.92   |              |
| 0721930-6 |      | 000476       |        | 00  | 01/14/2015 | 894-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 362.09   |              |
| 0721968-6 |      | 000511       |        | 00  | 01/14/2015 | 895-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 700.34   |              |
| 0721933-0 |      | 000479       |        | 00  | 01/14/2015 | 896-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 5,919.30 |              |
| 0721963-7 |      | 000506       |        | 00  | 01/14/2015 | 897-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,266.67 |              |
| 0722959-4 |      | 000514       |        | 00  | 01/14/2015 | 898-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 378.93   |              |
| 3912202-3 |      | 000334       |        | 00  | 12/20/2021 | 899-1511-432.30-41 | FEB24-NW ENERGY-LIGHTS | 1,836.06 |              |

VENDOR TOTAL \* 201,892.55

0002511 00 HARRINGTON BOTTLING COMPANY

| 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       |
| 0002511     | 00   | HARRINGTON BOTTLING COMPANY          |        |     |            |                    |                           |            |              |
| 14054257    |      | 7020                                 | H66021 | 00  | 02/08/2024 | 563-4113-464.20-53 | RESALE SUPPLIES           | 251.82     |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 251.82     |              |
| 0002511     | 00   | HARRINGTON BOTTLING COMPANY,CK GRP-A |        |     |            |                    |                           |            |              |
| 14054677    |      | 7004                                 | H66007 | 00  | 02/08/2024 | 211-4120-464.20-53 | BEVS FOR CONCESSIONS SALE | 566.50     |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 566.50     |              |
| 0002556     | 00   | BIG SKY PLUMBING & HEATING           |        |     |            |                    |                           |            |              |
| 33572       |      | 7018                                 | H66019 | 00  | 02/08/2024 | 235-4172-464.30-66 | BUILDING REPAIRS          | 240.00     |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 240.00     |              |
| 0002584     | 00   | BALCO UNIFORM CO., INC.              |        |     |            |                    |                           |            |              |
| 77731-1     |      | 7050                                 | H65908 | 00  | 02/05/2024 | 100-2201-421.20-26 | #745 UNIFORM PANTS        | 142.00     |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 142.00     |              |
| 0002594     | 00   | AUTOMATIONDIRECT.COM                 |        |     |            |                    |                           |            |              |
| 16081223    |      | 7079                                 | H65950 | 00  | 02/07/2024 | 531-3135-436.20-29 | HEAT EXCHANGER #3         | 21.00      |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 21.00      |              |
| 0002657     | 00   | PINION TECHNOLOGY CORE               |        |     |            |                    |                           |            |              |
| PP-4468690  |      | 6990                                 | H65715 | 00  | 01/25/2024 | 100-1601-418.30-21 | CHARGES FOR FY24Q2 PRINTI | 51.69      |              |
| PP-4468689  |      | 6991                                 | H65759 | 00  | 01/30/2024 | 503-1602-425.30-99 | HP MAINTENANCE OCT-DEC 20 | 41.12      |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 92.81      |              |
| 0003052     | 00   | PING                                 |        |     |            |                    |                           |            |              |
| 17338060    |      | 7027                                 | H66039 | 00  | 02/08/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 60.03      |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 60.03      |              |
| 0003181     | 00   | S.J. PERRY CO., INC.                 |        |     |            |                    |                           |            |              |
| X04749      |      | 7003                                 | H66006 | 00  | 02/08/2024 | 211-4120-464.30-66 | PLUMBING REPAIR           | 43.35      |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 43.35      |              |
| 0003439     | 00   | WESTERN TIRE CHAIN                   |        |     |            |                    |                           |            |              |
| 24-0008     |      | 7067                                 | H65928 | 00  | 02/06/2024 | 201-3503-432.20-73 | 250 CROSS LINKS           | 2,185.00   |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 2,185.00   |              |
| 0003646     | 00   | HYDROSOLUTIONS INC                   |        |     |            |                    |                           |            |              |
| 39377       |      | 7149                                 | H66091 | 00  | 02/09/2024 | 521-3125-435.90-63 | GROUNDWATER WELLS PROJECT | 6,643.22   |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 6,643.22   |              |
| 0003700     | 00   | O'KEEFE DRILLING CO INC              |        |     |            |                    |                           |            |              |
| COH23-01    |      | 7150                                 | H66093 | 00  | 02/09/2024 | 521-3125-435.90-63 | NEW PUBLIC WATER SUPPLY W | 312,151.95 |              |
|             |      |                                      |        |     |            |                    | VENDOR TOTAL *            | 312,151.95 |              |
| 0003821     | 00   | USA BLUE BOOK                        |        |     |            |                    |                           |            |              |
| INV00259463 |      | 7112                                 | H65994 | 00  | 02/08/2024 | 521-3125-435.30-62 | FLOW METER-CHESSMAN       | 315.57     |              |
| INV00263703 |      | 7098                                 | H65976 | 00  | 02/07/2024 | 531-3135-436.20-22 | LAB SUPPLIES              | 73.75      |              |
| INV00267234 |      | 7099                                 | H65977 | 00  | 02/07/2024 | 531-3135-436.30-62 | LAB FURNACE               | 1,285.45   |              |
| INV00269322 |      | 7100                                 | H65978 | 00  | 02/07/2024 | 531-3135-436.20-22 | LAB SUPPLIES              | 547.34     |              |



| 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       |
| <hr/>          |      |                           |        |     |            |                    |                           |          |              |
| 0003821        | 00   | USA BLUE BOOK             |        |     |            |                    |                           |          |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 2,222.11 |              |
| 0003882        | 00   | 360 OFFICE SOLUTIONS      |        |     |            |                    |                           |          |              |
| 1358684-0      |      | 7173                      | H66110 | 00  | 02/12/2024 | 100-1401-413.30-21 | TONERS FOR DESKTOP PRINTE | 160.54   |              |
| 1361568-0      |      | 7174                      | H66111 | 00  | 02/12/2024 | 100-1401-413.20-19 | FILE FOLDERS FOR CIVIL CA | 92.68    |              |
| 1360881-0      |      | 7175                      | H66128 | 00  | 02/13/2024 | 100-2301-424.20-19 | OFFICE SUPPLIES           | 44.82    |              |
| 1360256-0      |      | 7176                      | H66129 | 00  | 02/13/2024 | 100-2301-424.20-24 | JANITORIAL SUPPLIES       | 419.06   |              |
| 1360256-1      |      | 7177                      | H66130 | 00  | 02/13/2024 | 100-2301-424.20-24 | JANITORIAL SUPPLIES       | 129.69   |              |
| 1357809-1      |      | 7010                      | H66011 | 00  | 02/08/2024 | 211-4120-464.20-19 | OFFICE SUPPLIES           | 44.67    |              |
| 1357809-0      |      | 7011                      | H66012 | 00  | 02/08/2024 | 211-4120-464.20-19 | OFFICE SUPPLIES           | 55.31    |              |
| 1358859-0      |      | 7012                      | H66013 | 00  | 02/08/2024 | 235-4172-464.20-24 | JANITORIAL                | 81.79    |              |
| 1356702-0      |      | 7073                      | H65946 | 00  | 02/07/2024 | 541-3141-438.20-19 | TIMECARDS                 | 16.00    |              |
| 1356702-0      |      | 7074                      | H65946 | 00  | 02/07/2024 | 542-3140-438.20-19 | TIMECARDS                 | 16.00    |              |
| 1356702-0      |      | 7075                      | H65946 | 00  | 02/07/2024 | 546-3150-438.20-19 | TIMECARDS                 | 16.00    |              |
| 1351112-0      |      | 6997                      | H65998 | 00  | 02/08/2024 | 580-3560-434.20-19 | RULER AND DESK PADS       | 5.26     |              |
| 1352107-0      |      | 6998                      | H65999 | 00  | 02/08/2024 | 580-3560-434.20-19 | DESK CALENDARS            | 34.10    |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 1,115.92 |              |
| 0003917        | 00   | SIGNS NOW HELENA          |        |     |            |                    |                           |          |              |
| 22712          |      | 7131                      | H66067 | 00  | 02/08/2024 | 233-1702-401.30-37 | 2 MURAL SIGNS             | 280.00   |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 280.00   |              |
| 0003927        | 00   | BROWN, JEFF               |        |     |            |                    |                           |          |              |
| 2024-JB-BOOKS  |      | 7080                      | H65951 | 00  | 02/07/2024 | 531-3135-436.20-29 | WWTP STUDY MATERIALS      | 259.98   |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 259.98   |              |
| 0003937        | 00   | VERIZON WIRELESS          |        |     |            |                    |                           |          |              |
| 9955494382     |      | 7045                      | H65907 | 00  | 02/05/2024 | 100-1301-412.30-16 | CITY ATTY CELL CHARGES 01 | 52.40    |              |
| 9955494382     |      | 7044                      | H65907 | 00  | 02/05/2024 | 100-1302-412.30-16 | VICTIM SVCS CELL 01/01/24 | 52.40    |              |
| 9955494382     |      | 7043                      | H65907 | 00  | 02/05/2024 | 100-2201-421.30-16 | POLICE CELL CHARGES 01/01 | 3,863.24 |              |
| 9955494381     |      | 7084                      | H65956 | 00  | 02/07/2024 | 100-2201-421.30-16 | HPD DATA PLAN             | 27.09-   |              |
| 9955494382     |      | 7049                      | H65907 | 00  | 02/05/2024 | 100-2203-446.30-16 | ACO CELL CHARGES 01/01/24 | 83.20    |              |
| 9955494382     |      | 7046                      | H65907 | 00  | 02/05/2024 | 100-2207-421.30-16 | MRDTF CELL CHARGES 01/01/ | 41.60    |              |
| 9955494382     |      | 7047                      | H65907 | 00  | 02/05/2024 | 100-2209-421.30-16 | VAWA CELL CHARGES 01/01/2 | 46.60    |              |
| 9955494381     |      | 7083                      | H65956 | 00  | 02/07/2024 | 100-2301-424.30-16 | DATA PLANS                | 698.62   |              |
| 9955494382     |      | 7048                      | H65907 | 00  | 02/05/2024 | 219-2202-421.30-16 | DISPATCH CELL CHARGES 01/ | 264.60   |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 5,075.57 |              |
| 0004017        | 00   | CENTURYLINK               |        |     |            |                    |                           |          |              |
| 4064429111     |      | 01247051                  | H65909 | 00  | 02/06/2024 | 218-2206-421.30-43 | SEVEN DIGIT NON-EMERGENCY | 214.50   |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 214.50   |              |
| 0004187        | 00   | KOLAR TIRE & AUTO         |        |     |            |                    |                           |          |              |
| 1356           |      | 7068                      | H65942 | 00  | 02/07/2024 | 100-2201-421.30-99 | HP240598 TOW              | 165.00   |              |
| 1360           |      | 7102                      | H65980 | 00  | 02/07/2024 | 100-2201-421.30-99 | HP240548 TOW 02/06/24     | 165.00   |              |
| 26597          |      | 7072                      | H65945 | 00  | 02/07/2024 | 542-3140-438.20-38 | TIRE REPAIRS-UNIT #224    | 45.00    |              |
| VENDOR TOTAL * |      |                           |        |     |            |                    |                           | 375.00   |              |
| 0004395        | 00   | MONTANA RADIO COMPANY 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       |
| 0004395       | 00   | MONTANA RADIO COMPANY LLC      |        |     |            |                    |                           |          |              |
| 38594-1       |      | 7001                           | H66004 | 00  | 02/08/2024 | 211-4120-464.30-59 | RADIO SPOTS               | 464.00   |              |
| 38594-2       |      | 7002                           | H66005 | 00  | 02/08/2024 | 211-4120-464.30-59 | RADIO SPOTS               | 481.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 945.00   |              |
| 0004434       | 00   | USGA                           |        |     |            |                    |                           |          |              |
| 43754514-2024 |      | 7034                           | H66048 | 00  | 02/08/2024 | 563-4111-464.30-35 | 2024 CLUB MEMBERSHIP      | 150.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 150.00   |              |
| 0004519       | 00   | WESTERN STATES AUTOMATION, LLC |        |     |            |                    |                           |          |              |
| 17640         |      | 7113                           | H65995 | 00  | 02/08/2024 | 521-3125-435.90-40 | ACTUATORS-ADAPTION KITS   | 1,215.00 |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 1,215.00 |              |
| 0004637       | 00   | KELLEY CONNECT                 |        |     |            |                    |                           |          |              |
| IN1416889     |      | 7042                           | H64111 | 00  | 11/29/2023 | 100-1201-412.20-45 | LICENSE FOR THE CITY MANA | 2,088.00 |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 2,088.00 |              |
| 0004679       | 00   | CIVIC PLUS                     |        |     |            |                    |                           |          |              |
| 291754        |      | 7019                           | H66020 | 00  | 02/08/2024 | 100-4101-464.30-35 | RESERVATION SOFTWARE FEES | 100.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 100.00   |              |
| 0004720       | 00   | RENSMON, JAMIE                 |        |     |            |                    |                           |          |              |
| REIMB-2/12/24 |      | 7157                           | H66102 | 00  | 02/12/2024 | 100-1506-415.20-19 | BANDAIDS/FORKS/SPOONS/PLA | 70.94    |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 70.94    |              |
| 0004978       | 00   | 406 LANDSCAPES INC             |        |     |            |                    |                           |          |              |
| 3098          |      | 7013                           | H66014 | 00  | 02/08/2024 | 100-4102-464.20-65 | ICE MELT                  | 285.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 285.00   |              |
| 0005054       | 00   | SLATE ARCHITECTURE, INC.       |        |     |            |                    |                           |          |              |
| 23030.2-1     |      | 7033                           | H66045 | 00  | 02/08/2024 | 441-4140-464.30-99 | WARMING HOUSE CONSULT     | 3,838.00 |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 3,838.00 |              |
| 0005125       | 00   | MR. WISE DRY CLEANERS LLC      |        |     |            |                    |                           |          |              |
| JANUARY 2024  |      | 7052                           | H65910 | 00  | 02/06/2024 | 100-2201-421.30-69 | JANUARY 2024 POLICE UNIFO | 299.65   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 299.65   |              |
| 0005173       | 00   | 406 RECYCLING LLC              |        |     |            |                    |                           |          |              |
| 406REC_755657 |      | 7005                           | H66008 | 00  | 02/08/2024 | 211-4120-464.30-99 | RECYCLING                 | 100.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 100.00   |              |
| 0005186       | 00   | CALE AMERICA INC.              |        |     |            |                    |                           |          |              |
| 179102        |      | 7143                           | H66081 | 00  | 02/08/2024 | 551-3501-432.20-41 | KIOSK KEYS                | 253.25   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 253.25   |              |
| 0005277       | 00   | GOT SNOW?                      |        |     |            |                    |                           |          |              |
| 0346          |      | 7148                           | H66087 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW REMOVAL CITY SIDEWAL | 825.00   |              |
|               |      |                                |        |     |            |                    | VENDOR TOTAL *            | 825.00   |              |
| 0005295       | 00   | KGR 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       |
| 0005295    | 00   | KGR LLC                          |        |     |            |                    |                           |          |              |
| 24010088   |      | 6995                             | H65996 | 00  | 02/08/2024 | 580-3560-434.30-37 | JAN RADIO ADS             | 870.00   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 870.00   |              |
| 0005314    | 00   | LANGUAGE LINE SERVICES, INC.     |        |     |            |                    |                           |          |              |
| 11209038   |      | 7053                             | H65911 | 00  | 02/06/2024 | 100-2201-421.30-99 | LANGUAGE LINE SERVICES JA | 243.44   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 243.44   |              |
| 0005398    | 00   | SKYWEST COMMERCIAL CLEANING LLC  |        |     |            |                    |                           |          |              |
| 2658       |      | 7116                             | H66053 | 00  | 02/08/2024 | 212-4505-403.30-99 | JANUARY CLEANING          | 695.00   |              |
| 2657       |      | 7117                             | H66054 | 00  | 02/08/2024 | 212-4505-403.30-99 | JANUARY CLEANING          | 300.00   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 995.00   |              |
| 0005555    | 00   | THE TO DO LIST                   |        |     |            |                    |                           |          |              |
| NOV-JAN 24 | HPD  | 7054                             | H65912 | 00  | 02/06/2024 | 100-2201-421.30-69 | NOV-JAN 2024 UNIFORM ALTE | 123.50   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 123.50   |              |
| 0005648    | 00   | DOCTOR LAWN LANDSCAPE MANAGEMENT |        |     |            |                    |                           |          |              |
| 55314      |      | 7136                             | H66074 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 604.14   |              |
| 55315      |      | 7137                             | H66075 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 509.76   |              |
| 55312      |      | 7138                             | H66076 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 673.85   |              |
| 55313      |      | 7139                             | H66077 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 369.06   |              |
| 55310      |      | 7140                             | H66078 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 311.79   |              |
| 55309      |      | 7141                             | H66079 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 601.36   |              |
| 55311      |      | 7142                             | H66080 | 00  | 02/08/2024 | 551-3501-432.30-99 | SNOW PLOWING              | 524.48   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 3,594.44 |              |
| 0005717    | 00   | 406 ELECTRIC LLC                 |        |     |            |                    |                           |          |              |
| 5870       |      | 7109                             | H65989 | 00  | 02/08/2024 | 521-3125-435.30-66 | KNOB HILL SENSOR REPLACEM | 199.00   |              |
| 5869       |      | 7091                             | H65969 | 00  | 02/07/2024 | 531-3135-436.30-62 | ZONE 16 ALARMS            | 175.00   |              |
| 5868       |      | 7092                             | H65970 | 00  | 02/07/2024 | 531-3135-436.30-62 | SEPTIC STATION CAMERAS    | 422.00   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 796.00   |              |
| 0005766    | 00   | BRADY'S TOWING & RECOVERY OF MT  |        |     |            |                    |                           |          |              |
| 24-01073   |      | 7101                             | H65979 | 00  | 02/07/2024 | 100-2201-421.30-99 | HP240595 TOW 02/05/24     | 165.00   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 165.00   |              |
| 0005782    | 00   | NATIONAL LAUNDRY CO.             |        |     |            |                    |                           |          |              |
| 4039-47593 |      | 7096                             | H65974 | 00  | 02/07/2024 | 531-3135-436.20-26 | LAUNDRY                   | 96.73    |              |
| 4041-46100 |      | 7000                             | H66001 | 00  | 02/08/2024 | 580-3560-434.20-24 | DISH TOWEL, SOAP, LAUNDRY | 19.47    |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 116.20   |              |
| 0005840    | 00   | THE EMBLEM AUTHORITY             |        |     |            |                    |                           |          |              |
| 44711      |      | 7104                             | H65984 | 00  | 02/08/2024 | 100-2201-421.20-26 | HPD UNIFORM PATCHES       | 663.00   |              |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | 663.00   |              |
| 0005884    | 00   | TYLER TECHNOLOGIES, INC.         |        |     |            |                    |                           |          |              |
| 045-453509 |      | 7103                             | H65982 | 00  | 02/07/2024 | 440-1501-414.90-40 | ERP - PHASE 1 TRAINING X  | EFT:     | 2,347.20     |
|            |      |                                  |        |     |            |                    | VENDOR TOTAL *            | .00      | 2,347.20     |
| 0005905    | 00   | SANDERSON STEWART                |        |     |            |                    |                           |          |              |

PREPARED 02/15/2024, 8:33:10  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/16/2024 PAYMENT DATE: 02/16/2024

PAGE 14

| 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       |
| 0005905        | 00   | SANDERSON STEWART        |        |     |            |                    |                           |              |              |
| 55899          |      | 7181                     | H66155 | 00  | 02/14/2024 | 201-3503-432.30-54 | SIGNAL DIAGNOSTICS: HELEN | 436.00       |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 436.00       |              |
| 0005985        | 00   | BOZEMAN GREEN BUILD, INC |        |     |            |                    |                           |              |              |
| BOZEGREEN#2    |      | 7152                     | H66095 | 00  | 02/09/2024 | 440-1101-411.90-40 | SOLAR PANEL PROJECT/CITY  | 7,397.28     |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 7,397.28     |              |
| 0006055        | 00   | AMAZON CAPITAL SERVICES  |        |     |            |                    |                           |              |              |
| 1RNT-PNFN-GPMC |      | 7134                     | H66072 | 00  | 02/08/2024 | 570-4510-403.20-19 | 3CT KEYBOARD/MOUSE COMBO  | 68.97        |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 68.97        |              |
| 0006056        | 00   | SELKIRK CLEANING LLC     |        |     |            |                    |                           |              |              |
| 2246           |      | 6999                     | H66000 | 00  | 02/08/2024 | 580-3560-434.30-99 | DEC JANITORIAL SERVICES   | 1,035.00     |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 1,035.00     |              |
| 0006093        | 00   | NICHOLS, CHRISTIE        |        |     |            |                    |                           |              |              |
| 102303         |      | 7135                     | H66073 | 00  | 02/08/2024 | 551-3501-432.30-35 | NOTARY STAMP AND BOOK     | 54.60        |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 54.60        |              |
| 0006095        | 00   | T-MOBILE USA             |        |     |            |                    |                           |              |              |
| 9557529672     |      | 7082                     | H65953 | 00  | 02/07/2024 | 100-2201-421.30-98 | INVESTIGATION FOR CID HP2 | 75.00        |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 75.00        |              |
| 0006097        | 00   | ALPHAGRAPHS HELENA       |        |     |            |                    |                           |              |              |
| 215255         |      | 7039                     | H66101 | 00  | 02/09/2024 | 563-4111-464.20-99 | CART PERMITS              | 145.00       |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 145.00       |              |
| 0006098        | 00   | ELLIS, DAVID & KATHLEEN  |        |     |            |                    |                           |              |              |
| LOAN-2/13/24   |      | 000493                   |        | 00  | 02/13/2024 | 532-0000-125.20-03 | Srvc Line Replmnt Loan-WW | 5,814.81     |              |
|                |      |                          |        |     |            |                    | VENDOR TOTAL *            | 5,814.81     |              |
|                |      |                          |        |     |            |                    | EFT/EPAY TOTAL ***        |              | 2,347.20     |
|                |      |                          |        |     |            |                    | TOTAL EXPENDITURES ****   | 1,060,240.01 | 2,347.20     |
|                |      |                          |        |     |            |                    | GRAND TOTAL *****         |              | 1,062,587.21 |

PREPARED 02/15/2024, 9:02:40  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/16/2024 PAYMENT DATE: 02/15/2024

PAGE 1

| VEND NO                 | SEQ# | VENDOR NAME                     | INVOICE NO | VOUCHER NO | P.O. NO | BNK        | CHECK/DUE DATE | ACCOUNT NO         | ITEM DESCRIPTION          | CHECK AMOUNT | EFT, EPAY OR HAND-ISSUED AMOUNT |
|-------------------------|------|---------------------------------|------------|------------|---------|------------|----------------|--------------------|---------------------------|--------------|---------------------------------|
| 0005378                 | 00   | CENTRALSQUARE TECHNOLOGIES, LLC | 394684B    | 7185       | H66192  | 00         | 02/14/2024     | 100-1507-415.30-99 | ANALYTICS NOW,PUB ADMIN P | 955.00       |                                 |
| VENDOR TOTAL *          |      |                                 |            |            |         |            |                |                    |                           | 955.00       |                                 |
| 0005884                 | 00   | TYLER TECHNOLOGIES, INC.        | 045-454201 | 7183       | H66190  | 00         | 02/14/2024     | 440-1501-414.90-40 | ERP - PHASES 1 & 3 JAN24  | EFT:         | 5,868.00                        |
| 045-454719              |      |                                 | 7184       | H66191     | 00      | 02/14/2024 |                | 440-1501-414.90-40 | ERP-ACCOUNTS PAYABLE DATA | EFT:         | 1,600.00                        |
| VENDOR TOTAL *          |      |                                 |            |            |         |            |                |                    |                           | .00          | 7,468.00                        |
| EFT/EPAY TOTAL ***      |      |                                 |            |            |         |            |                |                    |                           |              | 7,468.00                        |
| TOTAL EXPENDITURES **** |      |                                 |            |            |         |            |                |                    |                           | 955.00       | 7,468.00                        |
| GRAND TOTAL *****       |      |                                 |            |            |         |            |                |                    |                           |              | 8,423.00                        |

PREPARED 02/15/2024,10:42:21  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/15/2024 PAYMENT DATE: 02/15/2024

PAGE 1

| VEND NO        | SEQ#   | VENDOR NAME          | INVOICE | VOUCHER | P.O. | BNK | CHECK/DUE  | ACCOUNT            | ITEM                     | CHECK  | EFT, EPAY OR |
|----------------|--------|----------------------|---------|---------|------|-----|------------|--------------------|--------------------------|--------|--------------|
| NO             |        |                      | NO      | NO      |      |     | DATE       | NO                 | DESCRIPTION              | AMOUNT | HAND-ISSUED  |
|                |        |                      |         |         |      |     |            |                    |                          |        | AMOUNT       |
| 0005625        | 00     | NICCOLUCCI, VIRGINIA |         |         |      |     |            |                    |                          |        |              |
| REFUND-2/15/24 | 000497 |                      |         |         |      | 00  | 02/15/2024 | 211-0000-347.10-00 | Refund 24 FebFest Vendor | 100.00 |              |
|                |        |                      |         |         |      |     |            |                    | VENDOR TOTAL *           | 100.00 |              |
| 0006100        | 00     | ROD BOD LLC          |         |         |      |     |            |                    |                          |        |              |
| 00001          | 000500 |                      |         |         |      | 00  | 02/15/2024 | 211-4120-464.30-59 | 2024 FebFest Performer   | 150.00 |              |
|                |        |                      |         |         |      |     |            |                    | VENDOR TOTAL *           | 150.00 |              |
| 0006101        | 00     | MORGAN, KIMBERLY     |         |         |      |     |            |                    |                          |        |              |
| REFUND-2/15/24 | 000498 |                      |         |         |      | 00  | 02/15/2024 | 211-0000-347.10-00 | Refund 24 FebFest Vendor | 100.00 |              |
|                |        |                      |         |         |      |     |            |                    | VENDOR TOTAL *           | 100.00 |              |
| 0006102        | 00     | WILLIAMS, LADAWN     |         |         |      |     |            |                    |                          |        |              |
| REFUND-2/15/24 | 000499 |                      |         |         |      | 00  | 02/15/2024 | 211-0000-347.10-00 | Refund 24 FebFest Vendor | 100.00 |              |
|                |        |                      |         |         |      |     |            |                    | VENDOR TOTAL *           | 100.00 |              |
|                |        |                      |         |         |      |     |            |                    | TOTAL EXPENDITURES ****  | 450.00 |              |
|                |        |                      |         |         |      |     |            |                    | GRAND TOTAL *****        |        | 450.00       |

PREPARED 02/16/2024,14:03:53  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/16/2024 PAYMENT DATE: 02/16/2024

PAGE 1

| 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       |
| 0000485 | 00   | GEORGE'S DISTRIBUTING, INC. |      |     |            |                    |                         |          |              |
| 1182252 |      | 000501                      |      | 00  | 02/16/2024 | 563-4113-464.20-53 | Alcohol                 | 85.32    |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *          | 85.32    |              |
| 0003038 | 00   | GUSTO BEVERAGE COMPANY      |      |     |            |                    |                         |          |              |
| 1694809 |      | 000502                      |      | 00  | 02/16/2024 | 563-4113-464.20-53 | Alcohol                 | 278.16   |              |
| 1587279 |      | 000503                      |      | 00  | 02/16/2024 | 563-4113-464.20-53 | Alcohol                 | 30.00-   |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *          | 248.16   |              |
| 0005741 | 00   | US FOODS, INC.              |      |     |            |                    |                         |          |              |
| 5214337 |      | 000504                      |      | 00  | 02/16/2024 | 563-4113-464.20-53 | Food                    | 1,293.32 |              |
|         |      |                             |      |     |            |                    | VENDOR TOTAL *          | 1,293.32 |              |
|         |      |                             |      |     |            |                    | TOTAL EXPENDITURES **** | 1,626.80 |              |
|         |      |                             |      |     |            | GRAND TOTAL *****  |                         |          | 1,626.80     |



**Finance Dept.**  
316 North Park Avenue  
Helena, MT 59623

: Phone: 406-447-8417  
: Fax: 406-447-8434  
: Email: [jrensmon@helenamt.gov](mailto:jrensmon@helenamt.gov)

**[helenamt.gov](http://helenamt.gov)**

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February 26, 2024

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The Expenditure Approval Lists for 2/22/24 and 2/23/24 have been approved for claims in the amount of \$1,286,866.25. Checks numbered 198484 – 198570 and EFTs numbered 153 and 155 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       |
| 0000003        | 00   | A-1 RENTALS INC.              |        |     |            |                    |                          |          |              |
| 322398         |      | 7344                          | H66250 | 00  | 02/15/2024 | 235-4172-464.30-66 | BUILDING REPAIRS         | 29.10    |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 29.10    |              |
| 0000081        | 00   | R & R PUMP COMPANY            |        |     |            |                    |                          |          |              |
| 108292         |      | 7297                          | H66218 | 00  | 02/15/2024 | 551-3501-432.30-62 | BLOWER REPAIR            | 100.00   |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 100.00   |              |
| 0000090        | 00   | DAKOTA SUPPLY GROUP INC       |        |     |            |                    |                          |          |              |
| S103429035.001 |      | 7322                          | H66236 | 00  | 02/15/2024 | 521-3126-435.20-82 | 6" REPAIR CLAMP          | 295.58   |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 295.58   |              |
| 0000139        | 00   | DOOR SYSTEMS OF MONTANA INC   |        |     |            |                    |                          |          |              |
| 0000112884     |      | 7223                          | H66142 | 00  | 02/13/2024 | 531-3135-436.20-29 | GARAGE DOOR REMOTE       | 40.00    |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 40.00    |              |
| 0000165        | 00   | ENERGY LABORATORIES, INC.     |        |     |            |                    |                          |          |              |
| 611748         |      | 7263                          | H66177 | 00  | 02/14/2024 | 521-3125-435.30-98 | LAB-SAMPLES              | 87.00    |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 87.00    |              |
| 0000329        | 00   | CITY UTILITY CUSTOMER SERVICE |        |     |            |                    |                          |          |              |
| 12000 2/1/24   |      | 7247                          | H66164 | 00  | 02/14/2024 | 201-3503-432.30-42 | STREETS                  | 227.79   |              |
| 12000 2/1/24   |      | 7248                          | H66164 | 00  | 02/14/2024 | 201-3503-432.30-42 | TRAFFIC                  | 38.34    |              |
| 12640-2/1/24   |      | 7250                          | H66165 | 00  | 02/14/2024 | 201-3503-432.30-45 | STREETS                  | 120.10   |              |
| 13386 2/1/24   |      | 7253                          | H66166 | 00  | 02/14/2024 | 201-3503-432.30-42 | STREETS                  | 9.15     |              |
| 12640-2/1/24   |      | 7251                          | H66165 | 00  | 02/14/2024 | 201-3504-432.30-45 | TRAFFIC                  | 20.72    |              |
| 13386 2/1/24   |      | 7254                          | H66166 | 00  | 02/14/2024 | 201-3504-432.30-42 | TRAFFIC                  | 1.54     |              |
| 15808FEB2024   |      | 7313                          | H66230 | 00  | 02/15/2024 | 245-3106-432.30-42 | UMD W/WW/IRR             | 42.42    |              |
| 15808FEB2024   |      | 7316                          | H66230 | 00  | 02/15/2024 | 245-3106-432.30-42 | UMD SOLID WASTE          | 48.05    |              |
| 15808FEB2024   |      | 7311                          | H66230 | 00  | 02/15/2024 | 521-3126-435.30-42 | UMD W/WW/IRR             | 42.43    |              |
| 15808FEB2024   |      | 7314                          | H66230 | 00  | 02/15/2024 | 521-3126-435.30-45 | UMD SOLID WASTE          | 48.05    |              |
| 64807-FEB2024  |      | 7221                          | H66141 | 00  | 02/13/2024 | 531-3135-436.30-42 | WTR/WW 64807-12078       | 37.40    |              |
| 64807-FEB2024  |      | 7222                          | H66141 | 00  | 02/13/2024 | 531-3135-436.30-45 | SW                       | 91.61    |              |
| 18644FEB2024B  |      | 7309                          | H66228 | 00  | 02/15/2024 | 531-3136-436.30-42 | WOLF RD                  | 9.26     |              |
| 20900FEB2024   |      | 7310                          | H66229 | 00  | 02/15/2024 | 531-3136-436.30-42 | ANDESITE AVE             | 9.26     |              |
| 15808FEB2024   |      | 7312                          | H66230 | 00  | 02/15/2024 | 531-3136-436.30-42 | UMD W/WW/IRR             | 42.43    |              |
| 15808FEB2024   |      | 7315                          | H66230 | 00  | 02/15/2024 | 531-3136-436.30-42 | UMD SOLID WASTE          | 48.05    |              |
| 29994FEB2024   |      | 7317                          | H66231 | 00  | 02/15/2024 | 531-3136-436.30-42 | SKYWAY DR                | 9.26     |              |
| 26910FEB2024   |      | 7318                          | H66232 | 00  | 02/15/2024 | 531-3136-436.30-42 | KELLEHER LN              | 9.26     |              |
| 28308FEB2024   |      | 7319                          | H66233 | 00  | 02/15/2024 | 531-3136-436.30-42 | SANDERS ST               | 15.40    |              |
| 18402FEB2024   |      | 7320                          | H66234 | 00  | 02/15/2024 | 531-3136-436.30-42 | COLONIAL DR              | 15.40    |              |
| 22482FEB2024   |      | 7321                          | H66235 | 00  | 02/15/2024 | 531-3136-436.30-42 | AIRPORT RD               | 9.26     |              |
| SHOP-12/7-1/9  |      | 7200                          | H66117 | 00  | 02/13/2024 | 541-3141-438.30-42 | SHOP WATER BILL-12/7-1/9 | 34.91    |              |
| SHOP-12/7-1/9  |      | 7201                          | H66117 | 00  | 02/13/2024 | 542-3140-438.30-42 | SHOP WATER BILL-12/7-1/9 | 34.91    |              |
| 12000 2/1/24   |      | 7249                          | H66164 | 00  | 02/14/2024 | 610-3570-501.30-42 | FLEET                    | 117.31   |              |
| 12640-2/1/24   |      | 7252                          | H66165 | 00  | 02/14/2024 | 610-3570-501.30-45 | FLEET                    | 66.39    |              |
| 13386 2/1/24   |      | 7255                          | H66166 | 00  | 02/14/2024 | 610-3570-501.30-42 | FLEET                    | 4.71     |              |
|                |      |                               |        |     |            |                    | VENDOR TOTAL *           | 1,153.41 |              |
| 0000377        | 00   | ACTION PRINT                  |        |     |            |                    |                          |          |              |

| 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       |
| <hr/>          |      |                                 |        |     |            |                    |                           |           |              |
| 0000377        | 00   | ACTION PRINT                    |        |     |            |                    |                           |           |              |
| 120530         |      | 7286                            | H66202 | 00  | 02/15/2024 | 100-1401-413.30-21 | 10 BOXES OF WINDOW ENVELO | 530.00    |              |
| 120526         |      | 7288                            | H66204 | 00  | 02/15/2024 | 100-1401-413.30-21 | FILE DOCKET SHEETS FOR JU | 110.00    |              |
| 120528         |      | 7289                            | H66205 | 00  | 02/15/2024 | 100-1401-413.30-21 | YELLOW CHANGE OF ADDRESS  | 110.00    |              |
| 120442         |      | 7371                            | H66278 | 00  | 02/16/2024 | 100-1507-415.30-99 | FEB 2024 DELQ NOTICES(369 | 357.63    |              |
| 120366         |      | 7375                            | H66279 | 00  | 02/16/2024 | 100-1507-415.30-99 | JAN 2024 PRINT INSERT & P | 9,228.77  |              |
| 120574         |      | 7299                            | H66221 | 00  | 02/15/2024 | 100-1801-417.30-21 | R PETROVICH BUSINESS CARD | 36.00     |              |
| 120366         |      | 7372                            | H66279 | 00  | 02/16/2024 | 219-2202-421.30-12 | JAN 2024 PRINT INSERT & P | 5.98      |              |
| 120095         |      | 7300                            | H66223 | 00  | 02/15/2024 | 521-3126-435.20-81 | BACKFLOW TEST DOOR TAGS   | 260.00    |              |
| 120366         |      | 7374                            | H66279 | 00  | 02/16/2024 | 542-3140-438.30-12 | JAN 2024 PRINT INSERT & P | 281.27    |              |
| 120366         |      | 7373                            | H66279 | 00  | 02/16/2024 | 546-3150-438.30-12 | JAN 2024 PRINT INSERT & P | 42.63     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 10,962.28 |              |
| 0000393        | 00   | INFORMATION TECHNOLOGY & SRVCS  |        |     |            |                    |                           |           |              |
| 240814-279     |      | 7384                            | H66310 | 00  | 02/22/2024 | 100-1506-415.30-53 | PC AND EQUIPMENT RENTAL F | 1,138.84  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 1,138.84  |              |
| 0000500        | 00   | MIDLAND IMPLEMENT CO INC        |        |     |            |                    |                           |           |              |
| 231903001      |      | 7203                            | H66119 | 00  | 02/13/2024 | 563-4115-464.20-99 | BALL JOINT/DAMPER DIAPHRA | 232.83    |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 232.83    |              |
| 0000547        | 00   | DIAMOND PRODUCTS INC            |        |     |            |                    |                           |           |              |
| 4089           |      | 7304                            | H66225 | 00  | 02/15/2024 | 521-3126-435.20-24 | CAR WASH SOAP             | 80.18     |              |
| 4089           |      | 7305                            | H66225 | 00  | 02/15/2024 | 531-3136-436.20-24 | CAR WASH SOAP             | 80.17     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 160.35    |              |
| 0000549        | 00   | FASTENAL COMPANY                |        |     |            |                    |                           |           |              |
| MTHL255449     |      | 7234                            | H66156 | 00  | 02/14/2024 | 201-3504-432.21-04 | SIGN FASTENERS            | 21.65     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 21.65     |              |
| 0000562        | 00   | NORTHWEST PIPE FITTINGS         |        |     |            |                    |                           |           |              |
| 364430-1       |      | 7325                            | H66238 | 00  | 02/15/2024 | 521-3126-435.20-81 | METERS, METER PARTS       | 62,440.40 |              |
| 364430         |      | 7326                            | H66239 | 00  | 02/15/2024 | 521-3126-435.20-81 | METERS, METER PARTS       | 17,554.40 |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 79,994.80 |              |
| 0000649        | 00   | ROCK HAND HARDWARE              |        |     |            |                    |                           |           |              |
| 762240         |      | 7366                            | H66273 | 00  | 02/15/2024 | 100-4102-464.20-41 | TOOLS/EQUIP               | 19.98     |              |
| 762158         |      | 7368                            | H66275 | 00  | 02/15/2024 | 100-4102-464.20-41 | TOOLS/EQUIP               | 74.96     |              |
| 762161         |      | 7367                            | H66274 | 00  | 02/15/2024 | 237-4171-464.20-31 | FUEL                      | 44.97     |              |
| 761701         |      | 7332                            | H66242 | 00  | 02/15/2024 | 245-3106-432.20-46 | BLEACH                    | 3.99      |              |
| 762076         |      | 7334                            | H66243 | 00  | 02/15/2024 | 245-3106-432.20-29 | ICE MELT                  | 47.47     |              |
| K62191         |      | 7225                            | H66144 | 00  | 02/13/2024 | 531-3135-436.20-29 | LIGHTS                    | 33.98     |              |
| 761701         |      | 7331                            | H66242 | 00  | 02/15/2024 | 531-3136-436.20-46 | BLEACH                    | 4.00      |              |
| 762076         |      | 7333                            | H66243 | 00  | 02/15/2024 | 531-3136-436.20-29 | ICE MELT                  | 47.48     |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 276.83    |              |
| 0000667        | 00   | L & C COUNTY TREASURER          |        |     |            |                    |                           |           |              |
| 102B           |      | 7383                            | H66309 | 00  | 02/22/2024 | 100-1002-410.50-73 | CITY'S FY24 CONTRIBUTION  | 2,000.00  |              |
| VENDOR TOTAL * |      |                                 |        |     |            |                    |                           | 2,000.00  |              |
| 0000747        | 00   | MURDOCH'S RANCH AND HOME SUPPLY |        |     |            |                    |                           |           |              |



| 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            |        |            |                    |                          |                           |            |              |
| 0117077733378427267 |      | H66181                                     | 00     | 02/14/2024 | 100-3084-430.20-41 | BUNGI STRAPS FOR IF      |                           | 15.99      |              |
| 0717074178045377266 |      | H66180                                     | 00     | 02/14/2024 | 521-3125-435.20-29 | LATCH HOOK               |                           | 8.07       |              |
| 0817071653685257202 |      | H66118                                     | 00     | 02/13/2024 | 563-4115-464.20-99 | WASHER FLUID AND CUTTING |                           | 17.94      |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 42.00      |              |
| 0000823             | 00   | MT MUNICIPAL INTERLOCAL AUTHORITY          |        |            |                    |                          |                           |            |              |
| 441609              |      | 7379                                       | H66283 | 00         | 02/16/2024         | 650-1841-505.50-20       | MEDICAL PREMIUM           | 15,168.00  |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 15,168.00  |              |
| 0000823             | 00   | MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-A |        |            |                    |                          |                           |            |              |
| 441606              |      | 7376                                       | H66280 | 00         | 02/16/2024         | 650-1841-505.50-20       | MEDICAL PREMIUM           | 456,884.00 |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 456,884.00 |              |
| 0000823             | 00   | MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-B |        |            |                    |                          |                           |            |              |
| 441607              |      | 7377                                       | H66281 | 00         | 02/16/2024         | 650-1841-505.50-20       | MEDICAL PREMIUM           | 32,661.00  |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 32,661.00  |              |
| 0000823             | 00   | MT MUNICIPAL INTERLOCAL AUTHORITY,CK GRP-C |        |            |                    |                          |                           |            |              |
| 441608              |      | 7378                                       | H66282 | 00         | 02/16/2024         | 650-1841-505.50-20       | MEDICAL PREMIUM           | 27,200.00  |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 27,200.00  |              |
| 0000830             | 00   | HAWKINS, INC.                              |        |            |                    |                          |                           |            |              |
| 6684766             |      | 7264                                       | H66178 | 00         | 02/14/2024         | 521-3125-435.20-22       | TMTTP-CHEMICAL            | 8,614.17   |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 8,614.17   |              |
| 0000848             | 00   | SELBYS REPROGRAPHICS, INC.                 |        |            |                    |                          |                           |            |              |
| H-295130-000        |      | 7336                                       | H66244 | 00         | 02/15/2024         | 521-3126-435.20-98       | LOCATOR FLAGS             | 130.00     |              |
| H-295130-000        |      | 7335                                       | H66244 | 00         | 02/15/2024         | 531-3136-436.20-98       | LOCATOR FLAGS             | 130.00     |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 260.00     |              |
| 0000968             | 00   | FIRE GUYS LEASING, INC.                    |        |            |                    |                          |                           |            |              |
| AB32852             |      | 7356                                       | H66262 | 00         | 02/15/2024         | 563-4113-464.30-99       | KITCHEN SERVICE           | 210.00     |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 210.00     |              |
| 0001237             | 00   | ALSCO                                      |        |            |                    |                          |                           |            |              |
| LBIL1923509         |      | 7345                                       | H66251 | 00         | 02/15/2024         | 563-4113-464.20-29       | OPERATING SUPPLIES        | 21.64      |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 21.64      |              |
| 0001258             | 00   | STATE BAR OF MONTANA                       |        |            |                    |                          |                           |            |              |
| 54365               |      | 7194                                       | H66103 | 00         | 02/12/2024         | 100-1301-412.30-31       | J. HALL STATE BAR DUES 20 | 515.00     |              |
|                     |      |  |        |            |                    | VENDOR TOTAL *           |                           | 515.00     |              |
| 0001305             | 00   | ALPINE ANALYTICAL, INC.                    |        |            |                    |                          |                           |            |              |
| 10896               |      | 7258                                       | H66172 | 00         | 02/14/2024         | 521-3125-435.30-98       | LAB-SAMPLES               | 240.00     |              |
| 10981               |      | 7259                                       | H66173 | 00         | 02/14/2024         | 521-3125-435.30-98       | LAB-SAMPLES               | 240.00     |              |
| 10875               |      | 7216                                       | H66136 | 00         | 02/13/2024         | 531-3135-436.30-98       | LAB SAMPLES               | 55.00      |              |
| 10878               |      | 7217                                       | H66137 | 00         | 02/13/2024         | 531-3135-436.30-98       | LAB SAMPLES               | 130.00     |              |
| 10935               |      | 7218                                       | H66138 | 00         | 02/13/2024         | 531-3135-436.30-98       | LAB SAMPLES               | 55.00      |              |
| 10938               |      | 7219                                       | H66139 | 00         | 02/13/2024         | 531-3135-436.30-98       | LAB SAMPLES               | 1,953.00   |              |

| 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       |  |  |
| -----          |      |                                  |        |     |            |                    |                           |            |          |              |  |  |
| 0001305        | 00   | ALPINE ANALYTICAL, INC.          |        |     |            |                    |                           |            |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 2,673.00   |          |              |  |  |
| 0001483        | 00   | MONTANA LEGISLATIVE SERVICE      |        |     |            |                    |                           |            |          |              |  |  |
| 39363          |      | 7196                             | H66105 | 00  | 02/12/2024 | 100-1301-412.30-32 | 2023 MCA TITLE 7 (3 COPIE | 60.00      | CHECK #: | 128.37-      |  |  |
| 39994          |      | 7197                             | H66113 | 00  | 02/13/2024 | 100-1301-412.30-32 | 2023 MCA FULL SET         | 350.00     |          |              |  |  |
| 39683          |      | 7382                             | H66305 | 00  | 02/21/2024 | 100-1401-413.30-31 | 2023 MT CODE ANNOTATED FU | 350.00     |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 760.00     |          |              |  |  |
| 0001678        | 00   | RYDIN DECAL                      |        |     |            |                    |                           |            |          |              |  |  |
| PS-INV114356   |      | 7296                             | H66217 | 00  | 02/15/2024 | 551-3501-432.30-21 | REIDENT AND LOADING ZONE  | 740.68     |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 740.68     |          |              |  |  |
| 0001695        | 00   | LEHRKIND'S                       |        |     |            |                    |                           |            |          |              |  |  |
| 2117562        |      | 7280                             | H66197 | 00  | 02/15/2024 | 211-4120-464.20-53 | GREEN ROOM WATER          | 30.00      |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 30.00      |          |              |  |  |
| 0001773        | 00   | EAGLE ELECTRIC, INC.             |        |     |            |                    |                           |            |          |              |  |  |
| 26337          |      | 7293                             | H66214 | 00  | 02/15/2024 | 212-4505-403.30-66 | REPAIR LIGHT 1/25/24      | 80.00      |          |              |  |  |
| 26323          |      | 7295                             | H66216 | 00  | 02/15/2024 | 212-4505-403.30-66 | MOVE POWER, MATERIALS 1/9 | 438.00     |          |              |  |  |
| 26336          |      | 7298                             | H66219 | 00  | 02/15/2024 | 573-4512-403.30-66 | ADDED LED DIMMER 1/25/24  | 156.00     |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 674.00     |          |              |  |  |
| 0002026        | 00   | HDR INC                          |        |     |            |                    |                           |            |          |              |  |  |
| 1200596542     |      | 7261                             | H66175 | 00  | 02/14/2024 | 531-3135-436.90-30 | WASTEWATER MASTER PLAN    | 777.00     |          |              |  |  |
| 1200596542     |      | 7262                             | H66175 | 00  | 02/14/2024 | 531-3136-436.90-30 | WASTEWATER MASTER PLAN    | 777.00     |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 1,554.00   |          |              |  |  |
| 0002379        | 00   | LAW ENFORCEMENT TARGETS, INC.    |        |     |            |                    |                           |            |          |              |  |  |
| 0578396-CM     |      | 5024                             | H64156 | 00  | 11/30/2023 | 100-2201-421.20-27 | CREDIT ON BRASS           | 11,666.40- |          |              |  |  |
| 0584656-IN     |      | 5025                             | H64157 | 00  | 11/30/2023 | 100-2201-421.20-27 | TARGETRY                  | 2,003.76   |          |              |  |  |
| 0404917        |      | 7276                             | H66189 | 00  | 02/14/2024 | 100-2201-421.20-27 | FIREARMS SUPPLIES (USING  | 9,662.64   |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | .00        |          |              |  |  |
| 0002443        | 00   | JACKSON, MURDO & GRANT, P.C.     |        |     |            |                    |                           |            |          |              |  |  |
| 23501          |      | 7387                             | H66313 | 00  | 02/22/2024 | 100-1301-412.30-52 | JAN24 LEGAL FEES VS RGB I | 2,194.00   |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 2,194.00   |          |              |  |  |
| 0002548        | 00   | MOUNTAIN VIEW FAMILY HEALTH CARE |        |     |            |                    |                           |            |          |              |  |  |
| 727K22122      |      | 7211                             | H66135 | 00  | 02/13/2024 | 237-4171-464.30-99 | J PARKER DOT PHYSICAL     | 95.00      | CHECK #: | 128.37-      |  |  |
| 01252024       |      | 6922                             |        | 00  | 02/09/2024 | 521-3126-435.30-99 | C CAVANAUGH DOT PHYSICAL  | 95.00      |          |              |  |  |
| 727K22122      |      | 7209                             | H66135 | 00  | 02/13/2024 | 521-3126-435.30-99 | C CAVANAUGH DOT PHYSICAL  | 95.00      |          |              |  |  |
| 727K22122      |      | 7212                             | H66135 | 00  | 02/13/2024 | 546-3150-438.30-99 | A RAY DOT PHYSICAL        | 95.00      |          |              |  |  |
| 727K22122      |      | 7213                             | H66135 | 00  | 02/13/2024 | 580-3560-434.30-99 | E SWOFFORD DOT PHYSICAL   | 95.00      |          |              |  |  |
| 727K22122      |      | 7214                             | H66135 | 00  | 02/13/2024 | 580-3560-434.30-99 | C TINTINGER DOT PHYSICAL  | 95.00      |          |              |  |  |
| 727K22122      |      | 7215                             | H66135 | 00  | 02/13/2024 | 580-3560-434.30-99 | J VOELLER DOT PHYSICAL    | 95.00      |          |              |  |  |
| 727K22122      |      | 7210                             | H66135 | 00  | 02/13/2024 | 610-3570-501.30-99 | S PAASCHE DOT PHYSICAL    | 95.00      |          |              |  |  |
| VENDOR TOTAL * |      |                                  |        |     |            |                    |                           | 665.00     |          |              |  |  |
| 0002935        | 00   | ASCAP                            |        |     |            |                    |                           |            |          |              |  |  |

| 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       |
| 0002935             | 00   | ASCAP                               |        |            |            |                    |                           |          |              |
| 500579294-2024B7346 |      | H66252                              | 00     | 02/15/2024 |            | 100-4101-464.30-35 | DUES                      | 75.17    |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 75.17    |              |
| 0002969             | 00   | JC GOLF ACCESSORIES                 |        |            |            |                    |                           |          |              |
| 194110              |      | 7357                                | H66263 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 90.84    |              |
| 193956              |      | 7358                                | H66264 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 442.95   |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 533.79   |              |
| 0003000             | 00   | INDEPENDENT RECORD                  |        |            |            |                    |                           |          |              |
| 182729              |      | 7206                                | H66125 | 00         | 02/13/2024 | 100-1601-418.30-37 | BOA LEGAL AD 1-20-2024 RU | 52.00    |              |
| 183210              |      | 7207                                | H66126 | 00         | 02/13/2024 | 100-1601-418.30-37 | CITY COMMISSION LEGAL AD  | 65.00    |              |
| 181428              |      | 7208                                | H66127 | 00         | 02/13/2024 | 100-1601-418.30-37 | HTC PUBLIC HEARING LEGAL  | 72.00    |              |
| 181089              |      | 7265                                | H66179 | 00         | 02/14/2024 | 245-3106-432.30-99 | ADVERTISE/STORMWATER MANA | 24.00    |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 213.00   |              |
| 0003008             | 00   | CALLAWAY GOLF                       |        |            |            |                    |                           |          |              |
| 936546389           |      | 7348                                | H66254 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 248.40   |              |
| 936502730           |      | 7349                                | H66255 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 496.80   |              |
| 936380139           |      | 7350                                | H66256 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 2,500.00 |              |
| 936458276           |      | 7351                                | H66257 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 624.00   |              |
| 936332734           |      | 7352                                | H66258 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 1,246.00 |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 5,115.20 |              |
| 0003052             | 00   | PING                                |        |            |            |                    |                           |          |              |
| 17318438            |      | 7361                                | H66268 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 453.50   |              |
| 17327622            |      | 7362                                | H66269 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 224.76   |              |
| 17346182            |      | 7363                                | H66270 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 819.55   |              |
| 17321391            |      | 7364                                | H66271 | 00         | 02/15/2024 | 563-4111-464.20-53 | RESALE SUPPLIES           | 851.97   |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 2,349.78 |              |
| 0003181             | 00   | S.J. PERRY CO., INC.                |        |            |            |                    |                           |          |              |
| X05172              |      | 7239                                | H66160 | 00         | 02/14/2024 | 201-3503-432.90-40 | PUMP FITTINGS             | 5.16     |              |
| X05119              |      | 7240                                | H66161 | 00         | 02/14/2024 | 201-3503-432.90-40 | PUMP FITTINGS FOR MAG TAN | 363.37   |              |
| X05146              |      | 7281                                | H66198 | 00         | 02/15/2024 | 211-4120-464.30-66 | BUILDING REPAIR           | 15.24    |              |
| X05201              |      | 7287                                | H66203 | 00         | 02/15/2024 | 212-4505-403.20-33 | 6 PRO PRESS FITTINGS      | 130.80   |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 514.57   |              |
| 0003381             | 00   | NASH ELECTRIC                       |        |            |            |                    |                           |          |              |
| 110851              |      | 7224                                | H66143 | 00         | 02/13/2024 | 531-3135-436.20-29 | FLEX 10 CARDS/CABLES, I&C | 9,919.25 |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 9,919.25 |              |
| 0003470             | 00   | AFFORDABLE WINDOWS/OVERHEAD DOOR CO |        |            |            |                    |                           |          |              |
| 29397               |      | 7199                                | H66116 | 00         | 02/13/2024 | 546-3150-438.30-66 | REPAIR TO GARAGE DOOR TRA | 365.00   |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 365.00   |              |
| 0003644             | 00   | ACCESSO SHOWARE                     |        |            |            |                    |                           |          |              |
| INV-75499           |      | 7278                                | H66195 | 00         | 02/15/2024 | 211-4120-464.20-45 | TICKET SCANNER HARDWARE   | 163.00   |              |
| INV-75361           |      | 7279                                | H66196 | 00         | 02/15/2024 | 211-4120-464.30-35 | TICKET AND CC FEES        | 942.70   |              |
|                     |      |                                     |        |            |            |                    | VENDOR TOTAL *            | 1,105.70 |              |
| 0003847             | 00   | COBRA PUMA GOLF INC                 |        |            |            |                    |                           |          |              |

| 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       |
| 0003847    | 00       | COBRA        | PUMA GOLF INC        |            |                    |                          |                           |           |              |
| G3576041   |          | 7353         | H66259               | 00         | 02/15/2024         | 563-4111-464.20-53       | RESALE SUPPLIES           | 1,057.77  |              |
| G3475397   |          | 7354         | H66260               | 00         | 02/15/2024         | 563-4111-464.20-53       | RESALE SUPPLIES           | 94.54     |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 1,152.31  |              |
| 0003882    | 00       | 360          | OFFICE SOLUTIONS     |            |                    |                          |                           |           |              |
| 1360094-0  |          | 7198         | H66114               | 00         | 02/13/2024         | 100-1301-412.20-19       | OFFICE SUPPLIES           | 100.09    |              |
| 1362837-1  |          | 7381         | H66288               | 00         | 02/20/2024         | 100-1401-413.20-11       | REAMS OF COLORED PAPER FO | 199.80    |              |
| 1359506-0  |          | 7269         | H66183               | 00         | 02/14/2024         | 100-3101-431.20-19       | OFFICE SUPPLIES -TISSUE   | 35.99     |              |
| 1358178-0  |          | 7235         | H66157               | 00         | 02/14/2024         | 201-3503-432.20-19       | MOUNTING TAPE             | 18.99     |              |
| 1361709-0  |          | 7340         | H66246               | 00         | 02/15/2024         | 235-4172-464.20-24       | JANITORIAL                | 43.22     |              |
| 1363251-0  |          | 7341         | H66247               | 00         | 02/15/2024         | 235-4172-464.20-24       | JANITORIAL                | 44.16     |              |
| 1361004-0  |          | 7226         | H66146               | 00         | 02/13/2024         | 531-3135-436.20-19       | OFFICE SUPPLIES           | 27.94     |              |
| 1359398-0  |          | 7342         | H66248               | 00         | 02/15/2024         | 563-4113-464.20-29       | OPERATING SUPPLIES        | 109.13    |              |
| 1362913-0  |          | 7343         | H66249               | 00         | 02/15/2024         | 563-4113-464.20-29       | OPERATING SUPPLIES        | 494.61    |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 1,073.93  |              |
| 0003937    | 00       | VERIZON      | WIRELESS             |            |                    |                          |                           |           |              |
| 9955150973 |          | 7339         | H66245               | 00         | 02/15/2024         | 245-3106-432.30-16       | UMD CELLULAR / IPADS      | 278.76    |              |
| 9955150973 |          | 7337         | H66245               | 00         | 02/15/2024         | 521-3126-435.30-16       | UMD CELLULAR / IPADS      | 278.77    |              |
| 9955150973 |          | 7338         | H66245               | 00         | 02/15/2024         | 531-3136-436.30-16       | UMD CELLULAR / IPADS      | 278.77    |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 836.30    |              |
| 0003986    | 00       | THE KENERSON | GROUP                |            |                    |                          |                           |           |              |
| 1,230      |          | 7359         | H66265               | 00         | 02/15/2024         | 237-4171-464.30-35       | 2024 DUES                 | 1,000.00  |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 1,000.00  |              |
| 0004007    | 00       | SHELL        | ENERGY NORTH AMERICA |            |                    |                          |                           |           |              |
| 3750763    |          | 7282         | H66199               | 00         | 02/15/2024         | 212-4505-403.30-44       | JANUARY DELIVERY          | 2,079.15  |              |
| 3750763    |          | 7283         | H66199               | 00         | 02/15/2024         | 212-4505-403.30-44       | JANUARY DELIVERY          | 3,878.29  |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 5,957.44  |              |
| 0004017    | 00       | CENTURYLINK  |                      |            |                    |                          |                           |           |              |
| 4064578710 | 02247270 | H66184       | 00                   | 02/14/2024 | 218-2206-421.30-43 | E911 TRUNK LINE 02/01/24 |                           | 4,484.38  |              |
| 4064422346 | 02247271 | H66185       | 00                   | 02/14/2024 | 218-2206-421.30-43 | PAGING CIRCUIT 02/01/24  |                           | 73.66     |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 4,558.04  |              |
| 0004187    | 00       | KOLAR        | TIRE & AUTO          |            |                    |                          |                           |           |              |
| 26561      |          | 7059         | H65918               | 00         | 02/06/2024         | 201-3503-432.20-38       | REFER TO INV 26472-BILLIN | 2,766.00  |              |
| 26560      |          | 7167         | H65917               | 00         | 02/06/2024         | 201-3503-432.20-38       | REFUND INV 26472-BILLING  | 2,792.64- |              |
| 26841      |          | 7236         | H66158               | 00         | 02/14/2024         | 201-3503-432.20-38       | TIRE REPAIR UNIT 314      | 35.00     |              |
| 26551      |          | 7324         | H66237               | 00         | 02/15/2024         | 245-3106-432.20-38       | TIRE REPAIR UNIT 448      | 220.90    |              |
| 26551      |          | 7323         | H66237               | 00         | 02/15/2024         | 531-3136-436.20-38       | TIRE REPAIR UNIT 448      | 220.90    |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 450.16    |              |
| 0004520    | 00       | INTEGRATED   | IMAGING SYSTEMS      |            |                    |                          |                           |           |              |
| 34277      |          | 7195         | H66104               | 00         | 02/12/2024         | 100-1301-412.20-19       | COPIER CONTRACT BILLING 1 | 47.68     |              |
|            |          |              |                      |            |                    |                          | VENDOR TOTAL *            | 47.68     |              |
| 0004530    | 00       | CHARTER      | COMMUNICATIONS       |            |                    |                          |                           |           |              |

| 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       |
| 0004530             | 00   | CHARTER COMMUNICATIONS          |        |            |            |                    |                           |            |              |
| 1727866010201247291 |      | H66207                          | 00     | 02/15/2024 |            | 100-1002-410.50-81 | 2/1/24-2/29/24            | 484.02     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 484.02     |              |
| 0004530             | 00   | CHARTER COMMUNICATIONS,CK GRP-A |        |            |            |                    |                           |            |              |
| 1785467010201247290 |      | H66206                          | 00     | 02/15/2024 |            | 100-1002-410.50-81 | 2/1/24-2/29/24            | 484.02     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 484.02     |              |
| 0004533             | 00   | KTVH                            |        |            |            |                    |                           |            |              |
| 1218585-3           |      | 7237                            | H66159 | 00         | 02/14/2024 | 201-3503-432.30-37 | WINTER ADS: TRAILER TOWIN | 391.16     |              |
| 1218585-3           |      | 7238                            | H66159 | 00         | 02/14/2024 | 201-3510-432.30-37 | SIDEWALK SNOW REMOVAL     | 268.84     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 660.00     |              |
| 0004635             | 00   | RDO EQUIPMENT CO.               |        |            |            |                    |                           |            |              |
| P0314892            |      | 7329                            | H66241 | 00         | 02/15/2024 | 245-3106-432.20-98 | BACKHOE TEETH             | 71.95      |              |
| P0314892            |      | 7330                            | H66241 | 00         | 02/15/2024 | 521-3126-435.20-82 | BACKHOE TEETH             | 71.95      |              |
| P0314892            |      | 7328                            | H66241 | 00         | 02/15/2024 | 531-3136-436.20-98 | BACKHOE TEETH             | 71.95      |              |
| W0068192            |      | 7232                            | H66153 | 00         | 02/13/2024 | 610-3571-501.30-61 | OUTSIDE REPAIR UNIT 417   | 258.00     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 473.85     |              |
| 0004637             | 00   | KELLEY CREATE                   |        |            |            |                    |                           |            |              |
| IN1549749           |      | 7273                            | H66187 | 00         | 02/14/2024 | 100-2201-421.30-99 | ADMIN COPY CHARGES 01/01/ | 36.00      |              |
| IN1549749           |      | 7274                            | H66187 | 00         | 02/14/2024 | 219-2202-421.30-99 | SSD COPY CHARGES 01/01/24 | 28.95      |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 64.95      |              |
| 0004819             | 00   | MUTT MITT                       |        |            |            |                    |                           |            |              |
| 593104              |      | 7360                            | H66267 | 00         | 02/15/2024 | 235-4172-464.20-24 | MUTT MITTS                | 8,799.20   |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 8,799.20   |              |
| 0004864             | 00   | TOP GUN RECOVERY LLC            |        |            |            |                    |                           |            |              |
| 24-04625            |      | 7275                            | H66188 | 00         | 02/14/2024 | 100-2201-421.30-99 | HP240457 TOW 01/29/24 PER | 165.00     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 165.00     |              |
| 0004954             | 00   | HELENA FOOD SHARE               |        |            |            |                    |                           |            |              |
| CITYOFHELENA-1      |      | 7389                            | H66315 | 00         | 02/22/2024 | 100-1002-410.70-50 | COMMUNITY AID GRANT DISBU | 250,000.00 |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 250,000.00 |              |
| 0005027             | 00   | O'NEILL, JEFFRIE                |        |            |            |                    |                           |            |              |
| 9205592552          |      | 7227                            | H66148 | 00         | 02/13/2024 | 100-2301-424.30-31 | PARA LICENSE RENEWAL      | 75.00      |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 75.00      |              |
| 0005055             | 00   | FISHER'S TECHNOLOGY             |        |            |            |                    |                           |            |              |
| 1282228             |      | 7228                            | H66151 | 00         | 02/13/2024 | 643-1553-415.30-62 | MAINT CNTRCT BASE RATE-1/ | 66.00      |              |
| 1282228             |      | 7229                            | H66151 | 00         | 02/13/2024 | 643-1553-415.30-62 | MAINT CNTRCT OVRG - 12/28 | 97.63      |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 163.63     |              |
| 0005086             | 00   | KENETREK BOOTS                  |        |            |            |                    |                           |            |              |
| 1158550             |      | 7272                            | H66186 | 00         | 02/14/2024 | 100-2201-421.20-26 | 772 PATROL BOOTS          | 184.11     |              |
|                     |      |                                 |        |            |            |                    | VENDOR TOTAL *            | 184.11     |              |
| 0005119             | 00   | BOBCAT OF HELENA                |        |            |            |                    |                           |            |              |

| 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       |
| 0005119         | 00   | BOBCAT OF HELENA                    |        |     |            |                    |                           |          |              |
| 305738          |      | 7347                                | H66253 | 00  | 02/15/2024 | 100-4102-464.30-62 | EQUIP RENTAL              | 819.15   |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 819.15   |              |
| 0005183         | 00   | ADVANCED PUMP & EQUIPMENT           |        |     |            |                    |                           |          |              |
| INVAP13567      |      | 7257                                | H66171 | 00  | 02/14/2024 | 521-3125-435.20-29 | M RTP-SENSORS             | 576.98   |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 576.98   |              |
| 0005224         | 00   | CINTAS FIRST AIDE & SAFETY          |        |     |            |                    |                           |          |              |
| 5197076300      |      | 7308                                | H66226 | 00  | 02/15/2024 | 245-3106-432.20-46 | FIRST AID SUPPLIES        | 54.98    |              |
| 5197076300      |      | 7306                                | H66226 | 00  | 02/15/2024 | 521-3126-435.20-46 | FIRST AID SUPPLIES        | 54.99    |              |
| 5197076300      |      | 7307                                | H66226 | 00  | 02/15/2024 | 531-3136-436.20-46 | FIRST AID SUPPLIES        | 54.99    |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 164.96   |              |
| 0005262         | 00   | PASSPORT LABS, INC.                 |        |     |            |                    |                           |          |              |
| INV-1043605     |      | 7294                                | H66215 | 00  | 02/15/2024 | 551-3501-432.30-99 | APP FEES                  | 1,111.65 |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 1,111.65 |              |
| 0005277         | 00   | GOT SNOW?                           |        |     |            |                    |                           |          |              |
| 0351            |      | 7292                                | H66213 | 00  | 02/15/2024 | 551-3501-432.30-99 | SIDEWALK SNOW REMOVAL     | 1,220.00 |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 1,220.00 |              |
| 0005287         | 00   | SPECTRUM BUSINESS                   |        |     |            |                    |                           |          |              |
| 0618005020924   |      | 7233                                | H66154 | 00  | 02/13/2024 | 610-3570-501.30-99 | SHOP WIFI                 | 117.98   |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 117.98   |              |
| 0005301         | 00   | COMMUNICATION & MANAGEMENT SERVICES |        |     |            |                    |                           |          |              |
| COHMS-0014      |      | 7256                                | H66168 | 00  | 02/14/2024 | 100-1801-417.30-99 | CMS FEBRUARY INVOICE      | 1,087.50 |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 1,087.50 |              |
| 0005340         | 00   | ECOLAB INC.                         |        |     |            |                    |                           |          |              |
| 4617532         |      | 7355                                | H66261 | 00  | 02/15/2024 | 563-4113-464.30-99 | KITCHEN SERVICE           | 86.69    |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 86.69    |              |
| 0005437         | 00   | NAPA - HELENA                       |        |     |            |                    |                           |          |              |
| 771190          |      | 7186                                | H65625 | 00  | 01/23/2024 | 563-4115-464.20-99 | FILTERS FOR MOWERS        | 88.40    |              |
| 771193          |      | 7187                                | H65627 | 00  | 01/23/2024 | 563-4115-464.20-99 | FILTERS FOR EQUIP         | 34.83    |              |
| 776681          |      | 7188                                | H65629 | 00  | 01/23/2024 | 563-4115-464.20-31 | GEAR OIL FOR ROUGH MOWER  | 59.12    |              |
| 776681          |      | 7189                                | H65629 | 00  | 01/23/2024 | 563-4115-464.20-99 | WIPERS FOR WORK TRUCK     | 17.54    |              |
| 776686          |      | 7190                                | H65630 | 00  | 01/23/2024 | 563-4115-464.20-99 | TRIM PLASTICRES FOR MAINT | 27.58    |              |
| 778010          |      | 7204                                | H66120 | 00  | 02/13/2024 | 563-4115-464.20-24 | FLOOR DRY SWEEP MATERIAL  | 9.36     |              |
| 776683          |      | 7205                                | H66121 | 00  | 02/13/2024 | 563-4115-464.20-99 | V BELT FOR 4000 MOWER     | 9.46     |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 246.29   |              |
| 0005497         | 00   | STRAUSBAUGH, AARON                  |        |     |            |                    |                           |          |              |
| OCT2023TRAINING |      | 7268                                | H66182 | 00  | 02/14/2024 | 521-3125-435.30-81 | TRAVEL REIMB-FALL WATER S | 194.48   |              |
|                 |      |                                     |        |     |            |                    | VENDOR TOTAL *            | 194.48   |              |
| 0005621         | 00   | T-MOBILE                            |        |     |            |                    |                           |          |              |
| 02/10/2024      |      | 7241                                | H66162 | 00  | 02/14/2024 | 201-3503-432.30-16 | STREETS                   | 1,170.18 |              |

| 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       |
| 0005621        | 00   | T-MOBILE                          |        |     |            |                    |                           |          |              |
| 02/10/2024     |      | 7242                              | H66162 | 00  | 02/14/2024 | 201-3504-432.30-16 | TRAFFIC                   | 115.81   |              |
| 02/10/2024     |      | 7243                              | H66162 | 00  | 02/14/2024 | 201-3510-432.30-16 | RCE                       | 121.81   |              |
| 02/10/2024     |      | 7244                              | H66162 | 00  | 02/14/2024 | 551-3501-432.30-16 | PARKING                   | 431.51   |              |
| 02/10/2024     |      | 7245                              | H66162 | 00  | 02/14/2024 | 580-3560-434.30-16 | TRANSIT                   | 107.14   |              |
| 02/10/2024     |      | 7246                              | H66162 | 00  | 02/14/2024 | 580-3560-434.30-99 | DATA FOR SPARE            | 300.86   |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 2,247.31 |              |
| 0005740        | 00   | CAPITAL CITY WATER CONDITIONING   |        |     |            |                    |                           |          |              |
| 915            |      | 7220                              | H66140 | 00  | 02/13/2024 | 531-3135-436.20-22 | LAB SERVICING             | 220.00   |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 220.00   |              |
| 0005742        | 00   | POMP'S TIRE SERVICE, INC.         |        |     |            |                    |                           |          |              |
| 1820012748     |      | 7327                              | H66240 | 00  | 02/15/2024 | 521-3126-435.20-38 | UNIT #428 TIRE SERVICE    | 31.80    |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 31.80    |              |
| 0005782        | 00   | NATIONAL LAUNDRY CO.              |        |     |            |                    |                           |          |              |
| 4089-48059     |      | 7230                              | H66152 | 00  | 02/13/2024 | 610-3570-501.20-26 | UNI'S & COVERALLS         | 47.50    |              |
| 4089-48059     |      | 7231                              | H66152 | 00  | 02/13/2024 | 610-3570-501.20-29 | GREASE RAGS               | 29.60    |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 77.10    |              |
| 0005884        | 00   | TYLER TECHNOLOGIES, INC.          |        |     |            |                    |                           |          |              |
| 045-45165B     |      | 7380                              | H66287 | 00  | 02/20/2024 | 440-1501-414.90-40 | ERP-SAAS FEES 1/1/24 - 12 | EFT:     | 290,555.00   |
| 045-455091     |      | 7385                              | H66311 | 00  | 02/22/2024 | 440-1501-414.90-40 | ERP REMOTE IMPLEMENT-PHS  | EFT:     | 13,496.40    |
| 045-454981     |      | 7386                              | H66312 | 00  | 02/22/2024 | 440-1501-414.90-40 | ERP CASH DRAWERS AND RECE | EFT:     | 19,350.00    |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | .00      | 323,401.40   |
| 0006008        | 00   | AXIM GEOSPATIAL                   |        |     |            |                    |                           |          |              |
| 14787          |      | 7303                              | H66224 | 00  | 02/15/2024 | 245-3106-432.30-99 | GIS CONSULTATION SERVICES | 1,506.19 |              |
| 14787          |      | 7301                              | H66224 | 00  | 02/15/2024 | 521-3126-435.30-99 | GIS CONSULTATION SERVICES | 1,506.20 |              |
| 14787          |      | 7302                              | H66224 | 00  | 02/15/2024 | 531-3136-436.30-99 | GIS CONSULTATION SERVICES | 1,506.19 |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 4,518.58 |              |
| 0006016        | 00   | TRI-COUNTY FIRESAFE WORKING GROUP |        |     |            |                    |                           |          |              |
| 2077           |      | 7388                              | H66314 | 00  | 02/22/2024 | 100-1002-410.70-50 | GRANT REIMBURSEMENT REQUE | 928.31   |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 928.31   |              |
| 0006053        | 00   | BOGGS, KERGAN                     |        |     |            |                    |                           |          |              |
| OCT2023TRNG    |      | 7260                              | H66174 | 00  | 02/14/2024 | 521-3125-435.30-81 | TRAVEL REIMB-TRNG-BOZEMAN | 194.48   |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 194.48   |              |
| 0006055        | 00   | AMAZON CAPITAL SERVICES           |        |     |            |                    |                           |          |              |
| 1M3T-1DV6-TGVQ |      | 7285                              | H66201 | 00  | 02/15/2024 | 212-4505-403.30-66 | ROUND RUN CAPACITOR       | 14.12    |              |
| 1RK6-WTPD-1LCT |      | 7284                              | H66200 | 00  | 02/15/2024 | 570-4510-403.20-19 | PAPER, TAPE,WHITE OUT, KE | 98.23    |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 112.35   |              |
| 0006056        | 00   | SELKIRK CLEANING LLC              |        |     |            |                    |                           |          |              |
| 2257           |      | 7191                              | H65731 | 00  | 01/29/2024 | 580-3560-434.30-99 | JANUARY CLEANING BILL     | 1,035.00 |              |
|                |      |                                   |        |     |            |                    | VENDOR TOTAL *            | 1,035.00 |              |
| 0006099        | 00   | THE SEMINAR GROUP                 |        |     |            |                    |                           |          |              |

PREPARED 02/22/2024,11:02:55  
PROGRAM: GM339L  
City of Helena

EXPENDITURE APPROVAL LIST  
AS OF: 02/23/2024 PAYMENT DATE: 02/22/2024

PAGE 10

| 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       |
| 0006099   | 00   | THE SEMINAR GROUP          |        |     |            |                    |                            |            |              |
| 50120842  |      | 7277                       | H66193 | 00  | 02/15/2024 | 100-1301-412.30-82 | R. DOCKTER LABOR & EMPLOY. | 399.00     |              |
|           |      |                            |        |     |            |                    | VENDOR TOTAL *             | 399.00     |              |
| 9999120   | 00   | KLIPPENES, STEPHEN & BETSY |        |     |            |                    |                            |            |              |
| 000031647 |      | UT                         |        | 00  | 02/19/2024 | 521-0000-208.00-00 | UTILITY CREDIT REFUND      | 55.38      |              |
|           |      |                            |        |     |            |                    | VENDOR TOTAL *             | 55.38      |              |
|           |      |                            |        |     |            |                    | HAND ISSUED TOTAL ***      |            | 128.37-      |
|           |      |                            |        |     |            |                    | EFT/EPAY TOTAL ***         |            | 323,401.40   |
|           |      |                            |        |     |            |                    | TOTAL EXPENDITURES ****    | 959,625.25 | 323,273.03   |
|           |      |                            |        |     |            | GRAND TOTAL *****  |                            |            | 1,282,898.28 |



| 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/>                   |      |                            |      |     |            |                    |                 |          |              |
| 0001160                 | 00   | CSED WAGE WITHHOLDING UNIT |      |     |            |                    |                 |          |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-1301-412.10-10 | PAYROLL SUMMARY | 138.46   |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-2201-421.10-10 | PAYROLL SUMMARY | 208.61   |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-2207-421.10-10 | PAYROLL SUMMARY | 44.30    |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-2301-424.10-10 | PAYROLL SUMMARY | 113.53   |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 521-3125-435.10-10 | PAYROLL SUMMARY | 276.92   |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 781.82   |              |
| 0002985                 | 00   | WILLIAMS INVESTIGATIONS    |      |     |            |                    |                 |          |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 201-3503-432.10-10 | PAYROLL SUMMARY | 577.06   |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 580-3560-434.10-10 | PAYROLL SUMMARY | 421.10   |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 998.16   |              |
| 0003657                 | 00   | HELENA POLICE PROTECTIVE   |      |     |            |                    |                 |          |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-2201-421.10-10 | PAYROLL SUMMARY | 70.00    |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 219-2202-421.10-10 | PAYROLL SUMMARY | 10.00    |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 80.00    |              |
| 0004625                 | 00   | FIREPAC                    |      |     |            |                    |                 |          |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 100-2301-424.10-10 | PAYROLL SUMMARY | 40.84    |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 40.84    |              |
| 0004929                 | 00   | EAGLE BEVERAGE - HELENA    |      |     |            |                    |                 |          |              |
| 2328739                 |      | 000505                     |      | 00  | 02/22/2024 | 563-4113-464.20-53 | Alcohol         | EFT:     | 570.70       |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | .00      | 570.70       |
| 0005741                 | 00   | US FOODS, INC.             |      |     |            |                    |                 |          |              |
| 4965922                 |      | 000506                     |      | 00  | 02/22/2024 | 563-4113-464.20-53 | Food            | 56.49    |              |
| 5333500                 |      | 000507                     |      | 00  | 02/22/2024 | 563-4113-464.20-53 | Food            | 1,205.10 |              |
| 3639587                 |      | 000508                     |      | 00  | 02/22/2024 | 563-4113-464.20-53 | Food            | 56.49    |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 1,318.08 |              |
| 0005888                 | 00   | DEPT OF CORRECTIONS        |      |     |            |                    |                 |          |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 245-3106-432.10-10 | PAYROLL SUMMARY | 7.50     |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 521-3126-435.10-10 | PAYROLL SUMMARY | 30.00    |              |
| 20240223                |      | PR0223                     |      | 00  | 02/23/2024 | 531-3136-436.10-10 | PAYROLL SUMMARY | 12.50    |              |
| VENDOR TOTAL *          |      |                            |      |     |            |                    |                 | 50.00    |              |
| EFT/EPAY TOTAL ***      |      |                            |      |     |            |                    |                 |          | 570.70       |
| TOTAL EXPENDITURES **** |      |                            |      |     |            |                    |                 | 3,268.90 | 570.70       |
| GRAND TOTAL *****       |      |                            |      |     |            |                    |                 |          | 3,839.60     |

***City of Helena, Montana***

**03/06/2024**

**To:** Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
Amanda Opitz, Grants Administrator

**Subject:** Consider approval of Community Aid Grant Agreements

**Present Situation:** The City Commission approved the Community Aid Grant allocations for the Business Improvement District, Exploration Works, the Helena Regional Sports Association, and the Friendship Center. Before the grant funds may be distributed, the approved applicants must sign a grant agreement that has been approved by the City Commission.

**Background Information:** The City of Helena received approximately \$8,486,620 in Local Recovery Funds from the US Treasury and claimed this entire distribution as lost public sector revenue claimed for police and fire services, which created \$8,486,620 in general fund savings. The City Commission has allocated a portion of these savings to the following projects:

- Business Improvement Dist. Downtown Restroom (\$98,000);
- Exploration Works Educational Expansion (\$26,000);
- Helena Regional Sports Association Sustainability Study (\$47,500); and
- Friendship Center Property Acquisition (\$100,000)

The City Attorney's Office has drafted grant agreements that will govern the distribution and use of these grant funds.

**Proposal/Objective:** Staff request that the City Commission approve the grant agreements for the organizations listed above so that the City may begin to distribute the approved grant funds.

**Advantage:** Upon approval of the agreements, the City may begin distributing the grant funds for the approved community projects.

**Notable Energy Impact:** N/A

**Disadvantage:** N/A

**Quasi-Judicial Item:** False

**Notice of Public Hearing:** False

**Staff Recommendation/  
Recommended Motion:** Move to approve the grant agreements for the Business Improvement District, Exploration Works, the Helena Regional Sports Association, and the Friendship Center.

# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

## **RESOLUTION NO. 20852**

### **A RESOLUTION ALLOCATING ADDITIONAL GENERAL FUND SAVINGS CREATED FROM ACCEPTING UNITED STATES TREASURY STATE AND LOCAL RECOVERY GRANT FUNDS AND DECLARING ALL GRANT FUNDS AS REVENUE LOSS USED FOR GENERAL GOVERNMENT SERVICES**

**WHEREAS,** The United States Congress passed The American Rescue Plan Act of 2021 allocating \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments;

**WHEREAS,** on June 9, 2021 the City of Helena's Local Government Certification Form for Non Entitlement Units requesting Local Fiscal Recovery Funds was approved by Montana State Financial Services Division, a division of Montana State Department of Administration;

**WHEREAS,** in Fiscal Year 2021, the city received its first tranche of Local Fiscal Recovery Funds in the amount of four million two hundred thirty thousand five hundred eighty-six dollars and eight cents (\$4,230,586.08) and in Fiscal Year 2022 received its second tranche of Local Fiscal Recovery Funds in the amount of four million two hundred forty-three thousand three hundred ten dollars and twenty one cents (\$4,243,310.21) for a grand total of grant funds received of eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20852**

cents (\$8,486,620.43);

**WHEREAS**, the United States Department of the Treasury issued its final rule governing spending guidelines for the American Rescue Plan Fiscal Recovery Funds Program that increased flexibility to create the most impact for communities and went into effect on April 1, 2022;

**WHEREAS**, in April 2022 and April 2023 the city fulfilled its annual compliance reporting responsibilities for State and Local Recovery Funds and declared eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three cents (\$8,486,620.43) of grant funds received as revenue loss for the provision of general government services in accordance with the United States Treasury final rule guidelines which created General Fund savings;

**WHEREAS**, the Helena City Commission held several public meetings with the city staff and the public and has solicited community public comment to guide their decisions on how to allocate the General Funds savings;

**WHEREAS**, the Helena City Commission passed Resolution No. 20782 which allocated five million two hundred twenty-three thousand seven hundred twenty dollars (\$5,223,720) of General Fund

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20852**

Savings for internal projects;

**WHEREAS**, the Helena City Commission passed Resolution No. 20788 which allocated four hundred sixty-four thousand (\$464,000) of General Fund Savings for internal projects.

**WHEREAS**, the Helena City Commission passed Resolution No. 20802 which allocated one million nine hundred and seventy-three thousand dollars (\$1,973,000) of General Fund savings for priority community-based projects/obligations identified as follows:

1. One million five hundred and eighty thousand dollars (\$1,580,000) for the Our Redeemer's Housing Project brought by the Rocky Mountain Development Council via the City's Community Aid grant application process.
2. Two hundred and fifty thousand dollars (\$250,000) for the Community Food Resource Center project brought by Helena Food Share via the City's Community Aid grant application process.
3. One hundred and forty-three thousand dollars (\$143,000) for the Wildfire Risk Assessment & Education project brought by Tri-County Fire Safe Working Group via the City's Community Aid grant application process.
4. Adjust the allocation to the Fire Department for the

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20852**

replacement of the Type VI wildland fire truck from two hundred thousand dollars (\$200,000) down to forty-seven thousand dollars (\$47,000) to provide for new water tank and pump equipment and cover the insurance deductible for the loss of the vehicle, and return one hundred and fifty-three thousand dollars (\$153,000) back to the City General Fund cash reserves; and

**WHEREAS**, the Helena City Commission passed Resolution No. 20828 which allocated two hundred and three thousand dollars (\$203,000) of General Fund Savings to cover costs associated with operating Last Chance Splash municipal pool for the 2023-2024 seasons.

**WHEREAS**, the Helena City Commission has come to a consensus to distribute an additional one million twenty thousand and six hundred dollars (\$1,020,600) of General Fund Savings for community-based and city projects identified as follows:

1. One hundred twenty thousand dollars (\$120,000) for the development of a comprehensive recreation plan.
2. Fifty thousand dollars (\$50,000) community aid grant for the Kay's Kids program.
3. Twenty-six thousand dollars (\$26,000) community aide grant to Exploration Works.

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20852**

4. Two thousand dollars (\$2,000) community aide grant to the Last Chance Pow Wow organization.

5. Two hundred fifty thousand dollars (\$250,000) community aide grant to Family Promise.

6. One hundred thirty-four thousand and six hundred dollars (\$134,600) community aide grant to Good Samaritan Ministries.

7. Ninety-eight thousand dollars (\$98,000) for the purchase and installation of a public restroom in the downtown Business Improvement District.

8. Two hundred forty thousand dollars (\$240,000) for city facility solar project(s).

9. One hundred thousand dollars (\$100,000) as a contingency for funding homeless solutions.

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

**Section 1.** The City Commission will allocate one hundred twenty thousand dollars (\$120,000) for the development of a comprehensive recreation plan.

**Section 2.** The City Commission will allocate fifty thousand dollars (\$50,000) as a community aid grant for the Kay's Kids

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20852**

program.

**Section 3.** The City Commission will allocate twenty-six thousand dollars (\$26,000) as a community aide grant to Exploration Works.

**Section 4.** The City Commission will allocate two thousand dollars (\$2,000) as a community aide grant to the Last Chance Pow Wow organization.

**Section 5.** The City Commission will allocate two hundred fifty thousand dollars (\$250,000) as a community aide grant to Family Promise.

**Section 6.** The City Commission will allocate one hundred thirty-four thousand and six hundred dollars (\$134,600) as a community aide grant to Good Samaritan Ministries.

**Section 7.** The City Commission will allocate ninety-eight thousand dollars (\$98,000) for the purchase and installation of a public restroom in the downtown Business Improvement District.

**Section 8.** The City Commission will allocate two hundred forty thousand dollars (\$240,000) for city facility solar project(s).

**Section 9.** The City Commission will allocate one hundred



## RESOLUTIONS OF THE CITY OF HELENA, MONTANA

### Resol. 20852

thousand dollars as a contingency for the purpose of funding  
homeless solutions.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,  
MONTANA, THIS 7<sup>TH</sup> DAY OF AUGUST 2023.



CLERK OF THE COMMISSION

  
MAYOR

# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

## **RESOLUTION NO. 20882**

### **A RESOLUTION ALLOCATING ADDITIONAL GENERAL FUND SAVINGS CREATED FROM ACCEPTING UNITED STATES TREASURY STATE AND LOCAL RECOVERY GRANT FUNDS AND DECLARING ALL GRANT FUNDS AS REVENUE LOSS USED FOR GENERAL GOVERNMENT SERVICES**

**WHEREAS,** The United States Congress passed The American Rescue Plan Act of 2021, allocating \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments;

**WHEREAS,** on June 9, 2021 the City of Helena's Local Government Certification Form for Non Entitlement Units requesting Local Fiscal Recovery Funds was approved by Montana State Financial Services Division, a division of Montana State Department of Administration;

**WHEREAS,** in Fiscal Year 2021, the city received its first tranche of Local Fiscal Recovery Funds in the amount of four million two hundred thirty thousand five hundred eighty-six dollars and eight cents (\$4,230,586.08) and in Fiscal Year 2022 received its second tranche of Local Fiscal Recovery Funds in the amount of four million two hundred forty-three thousand three hundred ten dollars and twenty one cents (\$4,243,310.21) for a grand total of grant funds received of eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20882**

cents (\$8,486,620.43);

**WHEREAS**, the United States Department of the Treasury issued its final rule governing spending guidelines for the American Rescue Plan Fiscal Recovery Funds Program that increased flexibility to create the most impact for communities and went into effect on April 1, 2022;

**WHEREAS**, in April 2022 and April 2023 the city fulfilled its annual compliance reporting responsibilities for State and Local Recovery Funds and declared eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three cents (\$8,486,620.43) of grant funds received as revenue loss for the provision of general government services in accordance with the United States Treasury final rule guidelines, which created General Fund savings;

**WHEREAS**, the Helena City Commission held several public meetings with the city staff and the public, and has solicited community public comment to guide their decisions on how to allocate the General Funds savings;

**WHEREAS**, the Helena City Commission passed Resolution No. 20782, which allocated five million two hundred twenty-three thousand seven hundred twenty dollars (\$5,223,720) of General Fund

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20882**

Savings for internal projects;

**WHEREAS**, the Helena City Commission passed Resolution No. 20788, which allocated four hundred sixty-four thousand (\$464,000) of General Fund Savings for internal projects.

**WHEREAS**, the Helena City Commission passed Resolution No. 20802, which allocated one million nine hundred and seventy-three thousand dollars (\$1,973,000) of General Fund savings for priority community-based projects/obligations identified as follows:

1. One million five hundred and eighty thousand dollars (\$1,580,000) for the Our Redeemer's Housing Project brought by the Rocky Mountain Development Council via the City's Community Aid grant application process.
2. Two hundred and fifty thousand dollars (\$250,000) for the Community Food Resource Center project brought by Helena Food Share via the City's Community Aid grant application process.
3. One hundred and forty-three thousand dollars (\$143,000) for the Wildfire Risk Assessment & Education project brought by Tri-County Fire Safe Working Group via the City's Community Aid grant application process.
4. Adjust the allocation to the Fire Department for the

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20882**

replacement of the Type VI wildland fire truck from two hundred thousand dollars (\$200,000) down to forty-seven thousand dollars (\$47,000) to provide for new water tank and pump equipment and cover the insurance deductible for the loss of the vehicle, and return one hundred and fifty-three thousand dollars (\$153,000) back to the City General Fund cash reserves; and

**WHEREAS**, the Helena City Commission passed Resolution No. 20828, which allocated two hundred and three thousand dollars (\$203,000) of General Fund Savings to cover costs associated with operating Last Chance Splash municipal pool for the 2023-2024 seasons.

**WHEREAS**, the Helena City Commission passed Resolution No. 20852, which allocated one million twenty thousand and six hundred dollars (\$1,020,600) of General Fund Savings for community-based and city projects identified as follows:

1. One hundred twenty thousand dollars (\$120,000) for the development of a comprehensive City recreation plan.
2. Fifty thousand dollars (\$50,000) community aid grant for the Kay's Kids program.
3. Twenty-six thousand dollars (\$26,000) community aide grant to Exploration Works.

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20882**

4. Two thousand dollars (\$2,000) community aide grant to the Last Chance Pow Wow organization.

5. Two hundred fifty thousand dollars (\$250,000) community aide grant to Family Promise.

6. One hundred thirty-four thousand and six hundred dollars (\$134,600) community aide grant to Good Samaritan Ministries.

7. Ninety-eight thousand dollars (\$98,000) for the purchase and installation of a public restroom in the downtown Business Improvement District.

8. Two hundred forty thousand dollars (\$240,000) for city facility solar project(s).

9. One hundred thousand dollars (\$100,000) as a contingency for funding solutions to aid the unhoused.

**WHEREAS**, the Helena City Commission has come to a consensus to distribute an additional forty-seven thousand five hundred dollars (\$47,500) of General Fund Savings for the Helena Regional Sports Association to conduct a sustainability study for a proposed aquatic swim complex and recreation center.

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

**Section 1.** The City Commission will allocate forty-seven

## RESOLUTIONS OF THE CITY OF HELENA, MONTANA

### Resol. 20882

thousand five hundred dollars (\$47,500) of General Fund Savings for the Helena Regional Sports Association to conduct a sustainability study for a proposed aquatic swim complex and recreation center.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,  
MONTANA, THIS 16<sup>TH</sup> DAY OF OCTOBER 2023.



ATTEST:

A handwritten signature in blue ink, appearing to read "Dennis G.", is written over a horizontal line.

CLERK OF THE COMMISSION

A handwritten signature in blue ink, appearing to read "D. Daniels", is written over a horizontal line.

MAYOR

# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

## **RESOLUTION NO. 20890**

### **A RESOLUTION ALLOCATING ADDITIONAL GENERAL FUND SAVINGS CREATED FROM ACCEPTING UNITED STATES TREASURY STATE AND LOCAL RECOVERY GRANT FUNDS AND DECLARING ALL GRANT FUNDS AS REVENUE LOSS USED FOR GENERAL GOVERNMENT SERVICES**

**WHEREAS,** The United States Congress passed The American Rescue Plan Act of 2021 allocating \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments;

**WHEREAS,** on June 9, 2021 the City of Helena's Local Government Certification Form for Non Entitlement Units requesting Local Fiscal Recovery Funds was approved by Montana State Financial Services Division, a division of Montana State Department of Administration;

**WHEREAS,** in Fiscal Year 2021, the city received its first tranche of Local Fiscal Recovery Funds in the amount of four million two hundred thirty thousand five hundred eighty-six dollars and eight cents (\$4,230,586.08) and in Fiscal Year 2022 received its second tranche of Local Fiscal Recovery Funds in the amount of four million two hundred forty-three thousand three hundred ten dollars and twenty one cents (\$4,243,310.21) for a grand total of grant funds received of eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three



## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20890**

cents (\$8,486,620.43);

**WHEREAS**, the United States Department of the Treasury issued its final rule governing spending guidelines for the American Rescue Plan Fiscal Recovery Funds Program that increased flexibility to create the most impact for communities and went into effect on April 1, 2022;

**WHEREAS**, in April 2022 and April 2023 the city fulfilled its annual compliance reporting responsibilities for State and Local Recovery Funds and declared eight million four hundred eighty-six thousand six hundred twenty dollars and forty-three cents (\$8,486,620.43) of grant funds received as revenue loss for the provision of general government services in accordance with the United States Treasury final rule guidelines which created General Fund savings;

**WHEREAS**, the Helena City Commission held several public meetings with the city staff and the public and has solicited community public comment to guide their decisions on how to allocate the General Funds savings;

**WHEREAS**, the Helena City Commission passed Resolution No. 20782 which allocated five million two hundred twenty-three thousand seven hundred twenty dollars (\$5,223,720) of General Fund

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20890**

Savings for internal projects;

**WHEREAS**, the Helena City Commission passed Resolution No. 20788 which allocated four hundred sixty-four thousand (\$464,000) of General Fund Savings for internal projects;

**WHEREAS**, the Helena City Commission passed Resolution No. 20802 which allocated one million nine hundred and seventy-three thousand dollars (\$1,973,000) of General Fund savings for priority community-based projects/obligations identified as follows:

1. One million five hundred and eighty thousand dollars (\$1,580,000) for the Our Redeemer's Housing Project brought by the Rocky Mountain Development Council via the City's Community Aid grant application process.
2. Two hundred and fifty thousand dollars (\$250,000) for the Community Food Resource Center project brought by Helena Food Share via the City's Community Aid grant application process.
3. One hundred and forty-three thousand dollars (\$143,000) for the Wildfire Risk Assessment & Education project brought by Tri-County Fire Safe Working Group via the City's Community Aid grant application process.
4. Adjust the allocation to the Fire Department for the

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20890**

replacement of the Type VI wildland fire truck from two hundred thousand dollars (\$200,000) down to forty-seven thousand dollars (\$47,000) to provide for new water tank and pump equipment and cover the insurance deductible for the loss of the vehicle, and return one hundred and fifty-three thousand dollars (\$153,000) back to the City General Fund cash reserves;

**WHEREAS**, the Helena City Commission passed Resolution No. 20828 which allocated two hundred and three thousand dollars (\$203,000) of General Fund Savings to cover costs associated with operating Last Chance Splash municipal pool for the 2023-2024 seasons;

**WHEREAS**, the Helena City Commission passed Resolution No. 20852 which allocated one million twenty thousand and six hundred dollars (\$1,020,600) of General Fund Savings for community-based and city projects identified as follows:

1. One hundred twenty thousand dollars (\$120,000) for the development of a comprehensive City recreation plan.
2. Fifty thousand dollars (\$50,000) community aid grant for the Kay's Kids program.
3. Twenty-six thousand dollars (\$26,000) community aid grant to Exploration Works.

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20890**

4. Two thousand dollars (\$2,000) community aid grant to the Last Chance Pow Wow organization.

5. Two hundred fifty thousand dollars (\$250,000) community aid grant to Family Promise.

6. One hundred thirty-four thousand and six hundred dollars (\$134,600) community aid grant to Good Samaritan Ministries.

7. Ninety-eight thousand dollars (\$98,000) for the purchase and installation of a public restroom in the downtown Business Improvement District.

8. Two hundred forty thousand dollars (\$240,000) for city facility solar project(s).

9. One hundred thousand dollars (\$100,000) as a contingency for funding solutions to aid the unhoused.

**WHEREAS**, the Helena City Commission passed Resolution No. 20882 which allocated forty-seven thousand five hundred dollars (\$47,500) of General Fund Savings for the Helena Regional Sports Association to conduct a sustainability study for a proposed aquatic swim complex and recreation center; and

**WHEREAS**, the Helena City Commission has come to a consensus to distribute one hundred and eighty-nine thousand dollars of General Fund Savings to the following three projects:

## **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

### **Resol. 20890**

- One hundred thousand dollars (\$100,000) of General Fund Savings to the Friendship Center to help purchase the original Friendship Center location at 1503 Gallatin Ave.
- Nine thousand dollars (\$9,000) to support a study of the Memorial Park Warming House for improvements.
- Eighty thousand dollars (\$80,000) as a contribution to the City's Residential Energy Efficiency & Renewable Energy Loan Program.

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

**Section 1.** The City Commission will allocate one hundred and eighty-nine thousand dollars of General Fund Savings to the following three projects:

- One hundred thousand dollars (\$100,000) of General Fund Savings to the Friendship Center to help purchase the original Friendship Center location at 1503 Gallatin Ave.
- Nine thousand dollars (\$9,000) to support a study of the Memorial Park Warming House for improvements.

## RESOLUTIONS OF THE CITY OF HELENA, MONTANA

### Resol. 20890

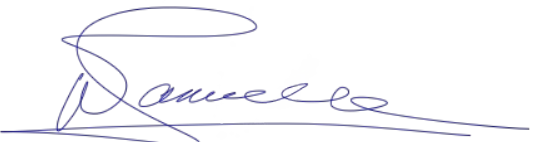
- Eighty thousand dollars (\$80,000) as a contribution to the City's Residential Energy Efficiency & Renewable Energy Loan Program.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,  
MONTANA, THIS 4<sup>TH</sup> DAY OF DECEMBER 2023.



ATTEST:

  
CLERK OF THE COMMISSION

  
MAYOR

## AGREEMENT COVERSHEET

(All City agreements and documents routed outside your department are required to have a coversheet):

Agreement Type: **Misc. / Other**

Department: **City Manager**

Division: **N/A**

Creator: **Amanda Opitz**

Date Created: **1/17/2024**

Contractor / Service Provider: **Business Improvement District**

Agreement Amount / Value: **\$98,000**

Budget Funding Source: **General Fund**

Finance Project Number:

Agreement Number: Click or tap here to enter text.

Purpose / Additional Notes:

Grant agreement between the City and the Business Improvement Dist. for \$98,000

of General Fund Savings to support their project to build a public restroom in the downtown area.

City Attorney Received

**RECEIVED**

**JAN 19 2024**

**CITY ATTORNEY'S OFFICE**

City Manager Received

**RECEIVED**

**JAN 25 REC'D**

**CITY MANAGER**

City Clerk Received

Department Approval:

Attorney Review:

*RTD*

Please return digital executed agreement to:

Amanda Opitz, City Manager's Office

## **CITY OF HELENA GRANT AGREEMENT**

**THIS AGREEMENT** is made and entered into by and between the **CITY OF HELENA, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, 316 North Park Avenue, Helena, Montana 59623, hereinafter referred to as “City,” and **HELENA BUSINESS IMPROVEMENT DISTRICT**, 330 Jackson Street, Helena, MT 59601, hereinafter referred to as “Grantee,” collectively referred to as “Parties.”

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

### **1. Background**

- a. The United States Congress passed the American Rescue Plan Act of 2021 (ARPA) allocating funds for states, municipalities, counties, tribes, and territories.
- b. The City received Local Fiscal Recovery Funds as part of the American Rescue Plan Fiscal Recovery Funds Program.
- c. On April 1, 2022, the United States Department of the Treasury issued its final rule governing spending guidelines for the American Rescue Plan Fiscal Recovery Funds Program that increased flexibility to create the most impact for communities.
- d. In April 2022, the City fulfilled its first annual compliance reporting responsibilities for State and Local Recovery Funds and declared \$8,486,620.43 of grant funds received as revenue loss for the provision of general government services in accordance with the United States Treasury Final rule guidelines which created General Fund savings. These General Fund savings are not ARPA funds and are not subject to ARPA reporting requirements.
- e. The Helena City Commission (the “City Commission”) passed Resolution 20852 which allocated General Fund savings. The City Commission has come to a consensus to distribute a portion of the General Fund savings for community-based projects to Grantees whose grant applications have been approved by the City Commission.
- f. The City Commission, at its sole discretion, approves the distribution of the General Fund savings to Grantees.



- ii. a description of how the use and/or obligation of the Grant Funds supports or accomplishes the activities identified in the Grant Documents;
- iii. a description of the progress of the activities identified in the Grant Documents;
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- Exhibit B      ☒ Detailed Scope of Work document

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Helena Business Improvement District

## **Community Aid Grant Application**

### **Downtown Public Restroom**

#### **BID Board of Trustees**

Seth Brandenberger, Chair  
Onawa Linden, Vice-Chair  
Ryan Stavnes, Treasurer  
Rex Seeley  
Alicia Pichette  
Randy Burrington  
Alice Santos

John Dendy, BID Executive  
Director

## **Auditing and Fiscal Controls**

The BID is governed by a Board of Trustees responsible for our fiscal management. Financials are reviewed and approved monthly. Our budget and work plan are approved annually by the City Commission. We conduct an annual audit as part of the City of Helena audit.

The BID will track all project expenses, including purchase, installation, and maintenance and can provide those to the City of Helena upon request and at project completion.

## **Contingency Plan**

The City Commission has already approved the requested amount. Lewis and Clark County and the BID are also major contributors. We expect to apply for TIF funds for the remaining balance.

## **Budget**

Project costs include:

|  |                 |
|--|-----------------|
| • Prefabricated Restroom (see quote)     | \$160,000       |
| • Estimated Installation Labor/Materials | <u>\$60,000</u> |
|  | \$220,000       |

Confirmed funding sources include:

|                       |                 |
|-----------------------|-----------------|
| • City of Helena      | \$98,000        |
| • Lewis and Clark Co. | \$35,000        |
| • BID                 | <u>\$44,000</u> |
|                       | \$177,000       |

Before applying for the remaining \$43,000, the BID is seeking bids to better quantify installation costs.

## **Scope**

### **Purchase**

The BID proposes to buy a Portland Loo (<https://portlandloo.com/>). We considered other prefabricated and site-built options. We vetted the Portland Loo (the Loo) with several similar cities, including Missoula, Billings, and Grand Rapids, Michigan. We chose the Portland Loo for these features:

- Safety
  - Louvers at the top and bottom provide complete visual privacy, while allowing law enforcement to determine how many people, if any, are inside. The louvers allow sound to escape the structure, so any noise associated with a violent crime would be audible in the area.
  - Blue interior lights make finding a vein for intravenous drug use difficult.
- Durability
  - Stainless steel construction.
  - Graffiti-resistant coating.

## **Exhibit B**

**Detailed Scope of Work:** The grant funds shall be used for the purchase and installation of a prefabricated restroom in downtown Helena, Montana. The grant funds shall not be released until the following conditions have been met:

- Permits for the restroom have been obtained;
- The City and the Helena Business Improvement District have agreed in a memorandum of understanding or similar agreement to the responsibilities each entity has to the maintenance and operation of the restroom; and
- The City has agreed to the location of the restroom.

## AGREEMENT COVERSHEET

(All City agreements and documents routed outside your department are required to have a coversheet):

Agreement Type: **Misc. / Other**

Department: **City Manager**

Division: **N/A**

Creator: **Amanda Opitz**

Date Created: **1/17/2024**

Contractor / Service Provider: **Exploration Works**

Agreement Amount / Value: **\$26,000**

Budget Funding Source: **General Fund**

Finance Project Number:

Agreement Number: Click or tap here to enter text.

Purpose / Additional Notes:

Grant agreement between the City and Exploration Works for \$26,000 of General

Fund Savings to support the creation of a new Discovery Lab education space.

City Attorney Received  
**RECEIVED**

**JAN 19 2024**

**CITY ATTORNEY'S OFFICE**

City Manager Received

**RECEIVED**


**JAN 25 REC'D**

**CITY MANAGER**

City Clerk Received

Department Approval:

Attorney Review:

\_\_\_\_\_  
  
\_\_\_\_\_

Please return digital executed agreement to:

Amanda Opitz, City Manager's Office

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In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

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- e. The Helena City Commission (the “City Commission”) passed Resolution 20852 which allocated General Fund savings. The City Commission has come to a consensus to distribute a portion of the General Fund savings for community-based projects to Grantees whose grant applications have been approved by the City Commission.
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## Exhibit A

### ExplorationWorks New Education Lab and Immersive Exhibit Space

#### Program/Project Approach

ExplorationWorks plans to enclose its current balcony space to allow for additional classroom and exhibit space to meet the community's growing need for science education, after school programs, and summer camps. Currently, the 778 sq. ft. balcony space, located on the upper level of the building, is unusable due to safety concerns and a leaking floor. The effects of the leaking floor are also impacting the Tech Lab classroom below. The proposed project would reinvent the space as a dynamic public engagement area, providing science enrichment all year long.

One half of the space will be converted into the Discovery Lab education classroom. During the school year, the Disco Lab will host our thriving preschool program, Early Explorers, which has nearly doubled in capacity in the last year. In the summer, our increasingly popular preschool summer camps would move from a tiny basement classroom into the Disco Lab. It will also host after-school classes, field trips, and summer camps, allowing us to expand the number of students served each year.

The second half of the space will consist of an immersive exhibit area that will use cutting-edge virtual reality technology to transport visitors and students to destinations across the globe and solar system. This space, referred to as The Anywhere Room, will attract more visitors and expand educational opportunities for students across Montana. This immersive experience will put ExplorationWorks and Helena at the forefront of shared visualization technology, as the first Montana organization to feature Igloo Vision immersive technology.

To accommodate multiple needs with a single space, these two rooms are divided by a flexible wall which can be opened to create a larger classroom to host bigger classes, field trips and community events. Our project timeline is as follows:

- January – April 2023: Finalize designs with Mosaic Architecture and finalize technology scope with Igloo Vision.
- April 2023 – March 2024: Capital Campaign to allocate all funds for project.
- March – August 2024: Work with contractor on final plans, including the final review, pricing, and permit submittals.
- September 2024 - Begin construction. Removal of current flooring - structural changes to meet building codes.
- October 2024 - Constructing walls to enclose space.
- November 2024 - Begin building internal structure of classroom, storage, and immersive museum space.
- December 2024 - Plumbing, electrical, fire suppression, and HVAC installation in the new space.
- January 2025 - Finishing space: drywall, classroom furniture/cabinetry, paint, projector/PA system.
- May 2025. Project Completed. Ready to use as new classroom and museum space.

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Department: **City Manager**

Division: **N/A**

Creator: **Amanda Opitz**

Date Created: **1/17/2024**

Contractor / Service Provider: **Friendship Center**

Agreement Amount / Value: **\$100,000**

Budget Funding Source: **General Fund**

Finance Project Number:

Agreement Number: Click or tap here to enter text.

Purpose / Additional Notes:

Grant agreement between the City and the Friendship Center for \$100,000 of

General Fund Savings to support the acquisition of the original Friendship Center location at 1503

Gallatin Ave.

City Attorney Received

**RECEIVED**

**JAN 19 2024**

**CITY ATTORNEY'S OFFICE**

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**JAN 25 REC'D**

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## **PROPOSAL DETAILS**

### **PROGRAM/PROJECT APPROACH**

TFC is the only multi-service agency in Lewis and Clark, Jefferson and Broadwater Counties - a service area of over 6,300 square miles - whose mission includes comprehensive and direct support to victims and families of DVSA crimes. We have met a critical and life-saving need in our community for more than 50 years, Domestic violence and sexual assault continue to plague our communities at levels of epidemic proportion. According to the Montana Board of Crime Control, there were 383 partner/family member assaults, 19 instances of kidnapping, and 37 forcible sex offenses in our service area throughout 2023.

We have a rare opportunity to reacquire the original Friendship Center, located directly across the street from our current location in Helena, and create a contiguous campus with minimal interruption to our current services. \$100,000 from the City of Helena will be used toward the purchase the property..

The purchase of the house will allow TFC to expand our capacity to serve the growing number of clients we are encountering in a number of ways. Located at 1503 Gallatin Avenue, this 2,900 square-foot house will provide the programmatic and office space to:

- Double our impact to provide 70 community education presentations to more than 2,000 people.
- Double our impact to provide 15 trainings to more than 250 professionals in the healthcare, law enforcement, and first responder fields.
- Offer additional client services including support groups and educational/wellness classes.
- Establish a donation collection center.
- Increase and maintain volunteers and our volunteer program to support services and outreach.
- Add staff to increase our ability to serve an additional 300 clients each year.

### **OUTCOMES**

There are two phases for the campus expansion. Phase 1 includes raising \$400,000 by December 15, 2023, to cover the purchase of the house and other associated closing costs. To date, we have secured \$89,000 and have \$250,000 in pending requests including this application to the City of Helena.

In Phase 2, we will embark on an effort to raise another \$200,000 by December 31, 2025, to complete the necessary renovations to bring the building up to commercial code, ensure ADA accessibility and compliance, install a security system, purchase furnishings, and upgrade technology to integrate with the existing Friendship Center systems.

## AGREEMENT COVERSHEET

(All City agreements and documents routed outside your department are required to have a coversheet):

Agreement Type: **Misc. / Other**

Department: **City Manager**

Division: **N/A**

Creator: **Amanda Opitz**

Date Created: **1/17/2024**

Contractor / Service Provider: **Helena Regional Sports Association**

Agreement Amount / Value: **\$47,500**

Budget Funding Source: **General Fund**

Finance Project Number:

Agreement Number: Click or tap here to enter text.

Purpose / Additional Notes:

Grant agreement between the City and the Helena Regional Sports Association for

\$47,500 of General Fund Savings to support a sustainability study for their recreation facility project.

City Attorney Received

**RECEIVED**

**JAN 19 2024**

**CITY ATTORNEY'S OFFICE**

City Manager Received

**RECEIVED**

**JAN 25 REC'D**

**CITY MANAGER**

City Clerk Received

Department Approval:

Attorney Review:



Please return digital executed agreement to:

Amanda Opitz, City Manager's Office

## **CITY OF HELENA GRANT AGREEMENT**

**THIS AGREEMENT** is made and entered into by and between the **CITY OF HELENA, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, 316 North Park Avenue, Helena, Montana 59623, hereinafter referred to as “City,” and **HELENA REGIONAL SPORTS ASSOCIATION**, 5902 Head Lane, Helena, MT 59602 hereinafter referred to as “Grantee,” collectively referred to as “Parties.”

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

### **1. Background**

- a. The United States Congress passed the American Rescue Plan Act of 2021 (ARPA) allocating funds for states, municipalities, counties, tribes, and territories.
- b. The City received Local Fiscal Recovery Funds as part of the American Rescue Plan Fiscal Recovery Funds Program.
- c. On April 1, 2022, the United States Department of the Treasury issued its final rule governing spending guidelines for the American Rescue Plan Fiscal Recovery Funds Program that increased flexibility to create the most impact for communities.
- d. In April 2022, the City fulfilled its first annual compliance reporting responsibilities for State and Local Recovery Funds and declared \$8,486,620.43 of grant funds received as revenue loss for the provision of general government services in accordance with the United States Treasury Final rule guidelines which created General Fund savings. These General Fund savings are not ARPA funds and are not subject to ARPA reporting requirements.
- e. The Helena City Commission (the “City Commission”) passed Resolution 20782 which allocated General Fund savings. The City Commission has come to a consensus to distribute a portion of the General Fund savings for community-based projects to Grantees whose grant applications have been approved by the City Commission.
- f. The City Commission, at its sole discretion, approves the distribution of the General Fund savings to Grantees.

2. **Purpose:** The purpose of this Agreement is for the City to distribute a portion of the General Fund savings to the Grantee in the form of a grant pursuant to this Agreement.
3. **Effective Date and Term:** This Agreement is effective upon execution by both Parties.
4. **Award of Grant Funds:** The City hereby grants to the Grantee a sum of Forty-Seven Thousand Five Hundred Dollars (\$47,500.00) ("Grant Funds") to be used only in accordance with the terms of this Agreement. Grant funds will be paid as reimbursement for activities allowable under this Agreement. Reimbursement will be paid within thirty (30) days after a quote for services or invoice has been submitted, with supporting documentation, by the Grantee and approved by the City Finance Director.

Grantee must submit a valid W9 form to the City Finance Director before the Grant Funds will be released to the Grantee.

5. **Spend by Date:** All Grant Funds must be spent by December 31, 2026. Unless the City grants an extension, any Grant Funds not spent by the specified date will revert to the City.

**Authorized Use of Grant Funds:** Grant Funds may be used only for activities identified in the Proposal/Scope of Work attachment in the Grantee's Grant Application and/or the Detailed Scope of Work document ("Grant Documents"), attached hereto as **Exhibit A** and hereby incorporated into this Agreement by reference, and as approved by the City Manager.

The Grantee is expressly prohibited from using the Grant Funds for any other purpose. No portion of the Grant Funds may be used for ongoing personnel costs. In addition, no portion of the Grant Funds may be used for illegal purposes or for purposes in violation of any laws. If the amount of the Grant Funds is in excess of the amount needed for the activities identified in the Grant Documents, Grantee shall refund the excess amount to the City within thirty (30) days of discovering the excess amount.

Modifications to the authorized use of the Grant Funds must be submitted in writing and approved by the City Manager.

6. **Reporting Requirements:** During the term of this Agreement, the Grantee shall submit the following reports to the City:
  - a. **Progress Reports:** Unless otherwise specified by the City Commission, the Grantee shall submit quarterly Progress Reports to the City Finance Director. The Grantee shall include the following information in the Progress Reports:

- i. a description of how the Grant Funds have been spent and/or obligated;
- ii. a description of how the use and/or obligation of the Grant Funds supports or accomplishes the activities identified in the Grant Documents;
- iii. a description of the progress of the activities identified in the Grant Documents;
- iv. a description of any issues related to the use and/or obligation of the Grant Funds and how those issues will be remedied;
- v. the amount of Grant Funds used and/or obligated;
- vi. the amount of Grant Funds that have not been used and/or obligated and how the Grantee anticipates using and/or obligating them; and
- vii. supporting documentation for each use and/or obligation of Grant Funds.

Supporting documentation, as used in this Agreement, includes, but is not limited to, financial reports, receipts, contracts, estimates, change orders, and other documents that show that the Grant Funds were spent on authorized activities.

If the Grantee does not submit a Progress Report by the deadline, the City may, at its sole discretion, recover the Grant Funds from the Grantee. The Grantee may request an extension for submitting a Progress Report and the City may grant the extension at its sole discretion.

- b. **Completion Report:** At the completion of the project or exhaustion of the Grant Funds, the Grantee shall submit a final Completion Report by the next scheduled reporting date for approval by the City Finance Director. The Grantee shall include the following information in the Completion Report:

- i. the final completion date or date the Grant Funds were exhausted;
- ii. a description of how the Grant Funds have been used and/or obligated;
- iii. a description of how the use and/or obligation of the Grant Funds supported or accomplished the activities identified in the Grant Documents;
- iv. a description of any issues related to the use and/or obligation of the Grant Funds and whether those issues were remedied;
- v. the amount of Grant Funds used and/or obligated;
- vi. the amount of Grant Funds that were not used and/or obligated; and
- vii. supporting documentation for each use and/or obligation of Grant Funds.

If the Grantee does not submit the Completion Report by the deadline, the City may, at its sole discretion, recover the Grant Funds from the Grantee. The Grantee may request an extension for submitting the Completion Report and the City may grant the extension at its sole discretion.

7. **Performance Monitoring:** The City or any of its authorized agents may monitor and inspect all phases and aspects of the Grantee's performance to determine whether Grantee is complying with the terms of this Agreement. It is understood that City or any of its authorized agents, at the City's discretion, may perform periodic fiscal and project monitoring reviews at a reasonable time on dates to be arranged. These reviews are separate and distinct from the reporting requirements listed in the "Reporting Requirements" section of this Agreement. It is also understood that review by other officials may be required on dates to be arranged. As part of the monitoring activities listed in this section, the Grantee agrees to allow the City, its authorized agents, and other officials access, at a reasonable time to be arranged, to the Grantee's premises, project site, business records, and any other location or document that may be relevant to performance under this Agreement.
8. **Recovery of Grant Funds:** If the City, at its sole discretion, determines that the Grantee is not complying with the terms of this Agreement, the City may suspend or terminate this Agreement and recover the Grant Funds. The City may also recover the Grants Funds if the City determines, at its sole discretion, that the Grantee cannot use the Grant Funds on the activities identified in the Grant Documents.

If Grantee doesn't use or is unable to use the Grant funds for the activities identified in the Grant Documents, the Grantee shall promptly refund the Grant Funds to the City as soon as the Grantee is aware of non-use or inability to use the Grant Funds.

The City may seek all remedies at law to recover the Grant Funds. This includes, but is not limited to, filing a breach of contract claim against the Grantee.

9. **Maintenance of Records Required:** Grantee must maintain accurate records supporting all expenditures of grant funding, including but not limited to, receipts for all goods and services. The City may require that Grantee undergo an audit, at the Grantee's expense, of any such records as a condition of this grant. Grantee may be required to refund to the City any Grant Funds expended for which there is not adequate supporting documentation.
10. **Accountability:** The Grantee agrees to allow the City, its auditors, and other persons authorized by the City to inspect and copy the books and records of Grantee for the purpose of verifying that the Grant Funds were used in compliance with this Agreement and the law.
11. **Fund Availability:** This grant award is conditional upon availability of City funds and may be reduced at any time due to budget reductions.
12. **No Guarantee of Future Funding:** This award does not commit the City to future funding.

13. **Independent Contractor Status:** The parties agree that Grantee is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Grantee is not subject to the terms and provisions of the City's personnel policies handbook and may not be considered a City employee for workers' compensation or any other purpose. Grantee is not authorized to represent the City or otherwise bind the City in any dealings between Grantee and any third parties.
14. **Hold Harmless and Indemnification:** Grantee agrees, to the fullest extent permitted by law, to defend, hold harmless, and indemnify the City, its elected and appointed officials, officers, agents, employees, and volunteers from any and all losses, damage, liability and causes of action of any kind or character, including the cost of defense thereof, occasioned by, growing out of, or in any way arising or resulting from any intentional or negligent act or omission on the part of the Grantee or Grantee's agents, employees, officers, representative, assignees, or invitees, in connection with this Agreement.
15. **No Assignment, Transfer, Delegation, or Subcontracting:** Grantee may not assign, transfer, delegate, or subcontract this Agreement or any of its rights, duties, or obligations hereunder without prior express written consent of the City.
16. **Compliance with Laws:** Grantee agrees to comply with all applicable federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, Montana Code Annotated.
17. **Nondiscrimination:** Grantee agrees that it will not discriminate based on any protected class in any of its activities or provision of services regardless of whether or not those activities or services are provided in connection with this Agreement. Grantee agrees that all hiring of persons in connection with this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, creed, religion, color, national origin, age, physical or mental disability, marital status, sex, pregnancy, childbirth or medical condition related to pregnancy or childbirth, sexual orientation or expression, political beliefs or affiliation, genetic information, veteran status, culture, social origin or condition, or ancestry.
18. **Website Privacy Policy:** If Grantee collects any data electronically as part of the activities permitted by the terms and conditions of this Grant, Grantee agrees to comply with and follow the City's Website Privacy Policy in order to ensure the data security and data quality of personally identifiable information that is collected during the course and scope of this project.
19. **Records Access and Retention:** Grantee agrees, to the extent permitted by law, to provide



the City, or the City's authorized agent, access to any and all records required to be maintained by the conditions of this Agreement at the City's request. The City may terminate this Agreement without incurring liability and required repayment of any Grant Funds previously paid if the Grantee refuses to allow access to records as provided in this section. Grantee agrees to retain any records concerning this Agreement for **eight (8) years** after the last of Grant Funds have been paid. The obligation to maintain records required by this section survives the termination or the expiration of this Agreement.

20. **Notice Protocol:** Any notice or demand required or permitted to be given under the terms of this Agreement must be in writing. Written notice shall be deemed given when hand-delivered, or when mailed by first class mail, postage prepaid, to the addresses specified in this section, or by e-mail with confirmation of delivery.

The City's liaison for purposes associated with this Agreement is:

Name: Sheila Danielson, Finance Director  
Address: 316 N. Park Ave., Helena, MT 59623  
Phone: 406-447-8416  
E-Mail: sdanielson@helenamt.gov

The Grantee's liaisons for purposes associated with this Agreement are:

Name: Paul Landes  
Address: 5902 Head Lane, Helena, MT 59602  
Phone: 406-916-8881  
E-Mail: paulhlandes@gmail.com

Name: Heather Grahame  
Address: 17 Reeders Village Drive, Helena, MT 59601  
Phone: 406-916-8881  
Email: [heatherhgrahame@gmail.com](mailto:heatherhgrahame@gmail.com)

If either party changes address or contact person, it must notify the other party in writing at the address provided in this section.

21. **Default and Termination:** The City may terminate this Agreement for failure of the Grantee to perform or comply with any of the services, duties, terms, or conditions contained in this Agreement after giving the Grantee written notice of the stated failure. The notice must specify the action required to correct the failure and a period of time, not less than thirty (30) days, within which to cure. If the demanded performance is not

completed within the specified period, the City may terminate this Agreement and require repayment of any Grant Funds received.

22. **Attorney Fees:** In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement, then the prevailing party shall be entitled to reasonable attorney fees and costs, including the salary and costs associated with the City Attorney's services.
23. **Termination for City's Convenience:** City may terminate this Agreement at any time if this Agreement is no longer in the best interest of the City or if funding for this Agreement becomes unavailable.
24. **Termination in Writing:** Notice to terminate must be in writing and made in accordance with the provision in the "Notice Protocol" section of this Agreement.
25. **Remedies Non-Exclusive:** Any remedies available under this Agreement are cumulative and non-exclusive. Use of one remedy does not preclude use of the others.
26. **Failure to Enforce Not a Waiver:** City's failure, at any time, to enforce or to seek strict compliance with any provision of this Agreement or to exercise any right or remedy arising from the breach thereof does not constitute a waiver of that provision or remedy or of any other provision of this Agreement or available remedy.
27. **Full Integration:** This Agreement, together with its exhibits, if any, embodies the entire understanding between the parties relating to the subject matter contained herein and supersedes any prior statements, understandings, promises, or representations made by either party or their agents. No agent or representative of either party has authority to make any representations, statements, warranties, or agreements not herein expressed.

The following exhibits are made part of this Agreement by reference:

- Exhibit A      ☒ Proposal/Scope of Work attachment in the Grantee's Grant Application  
                    ☐ Detailed Scope of Work document

28. **Amendments in Writing:** All amendments to this Agreement must be in writing and executed by all parties to this Agreement.
29. **Governing Law and Venue:** This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana. If a dispute arises, the proper venue for the hearing of the case is the District Court of the First Judicial District

of the State of Montana, in and for the County of Lewis and Clark.

30. **Headings:** The section headings contained in this Agreement are for reference purposes only and do not affect the meaning or interpretation of the Agreement.
31. **Severability:** If any term or provision of this Agreement is held to be illegal, void or in conflict with any Montana law, the validity of the remaining terms and conditions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term, condition, or provision held to be invalid.


IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates stated below.

**FOR THE CITY OF HELENA MONTANA**

Signed: \_\_\_\_\_  
By: Tim Burton, City Manager

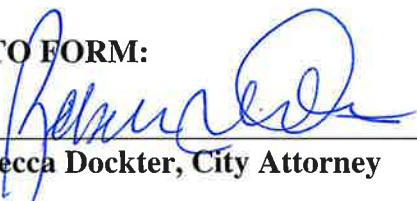
Dated: \_\_\_\_\_

**FOR THE GRANTEE**

Signed:   
By: Paul Landes, Treasurer

Dated: 1-11-24

**APPROVED AS TO FORM:**

Signed:   
By: Rebecca Dockter, City Attorney

Dated: 1/25/24

### HRSA's Proposal

HRSA plans to construct an "Aquatics Swim Complex and Recreation Center" (**Aquatics/Rec Center**) to address unmet Helena health, safety, and quality of life needs. However, recreational projects often struggle to meet their ongoing operation and maintenance (O&M) expenses beyond initial funding. HRSA's proposal for Community Aid Grant Funds requests \$64,000 for a sustainability study (Study) to identify options for funding the **Aquatics/Rec Center's** O&M.

HRSA strongly believes that best practices require the Study be completed at this time, *prior* to the project's final design. This will help ensure the **Aquatics/Rec Center's** long-term economic viability and ultimate success.

HRSA has methodically prepared to fund and construct the **Aquatics/Rec Center**. After establishment as a nonprofit, HRSA raised funds and paid for several foundational studies related to constructing an indoor aquatic/multisport facility. One study, the *Highland Economics* Study, concluded:

- Indoor recreational facilities promote and provide opportunities to be physically active and make a significant difference in a community's physical and mental health, as well as quality of life (pgs. 1-2, 12-16).
- Indoor sports and recreational facilities improve a community's quality of life and in so doing, helps economic development by attracting and retaining residents and businesses (pgs. 1, 4-6).
- Helena lacks the sports and recreational facilities commonly found in other Montana communities (pgs. 1, 6-8).
- Indoor sports and recreational facilities attract out of town visitors for tournaments with positive economic impacts - 12,230 annual visitors spending \$1,364,480 are projected (pgs. 18-19).
- Businesses will redevelop and reinvest in the Helena community (pgs. 1, 4).
- The current facilities in Helena are not meeting the public's needs (p. 8).

Another study, the *Ballard\*King and Associates* study, concluded that such a facility would provide "much needed, sports amenities," would "provide a strong economic engine" for the area, and that "there is a strong market for an indoor multi-sport complex." (pgs. 49, 100). It also concluded that under three different scenarios, on an annual basis, expenses outweighed revenues (Appendix D.) This latter conclusion, consistent with the experience of many recreational facilities, is the basis of HRSA's application as the **Aquatics/Rec Center** must be financially sustainable.

All Helena residents can potentially benefit from the **Aquatics/Rec Center** as the *Highlands Economics* and *Ballard* studies demonstrate that there are no other organizations or facilities in Helena that meet these quality of life, public health, and recreational needs. HRSA's requested

funds will pay for the Study that will identify the alternatives for funding the **Aquatics/Rec Center's** O&M. That Study will be the measurable outcome of the requested funds. The requested funds in this application would not make up a major or sustaining funding source for the **Aquatics/Rec Center** as the requested funds will be used solely to fund the Study. HRSA will account for and report on the granted funding to the City of Helena by providing a copy of the Study to the City and a full accounting of the granted funds. There are no other expenses and are no revenues associated with this request for Community Aid Grant funds. The *Highland Economics* and *Ballard* studies establish the significant need for and the community benefits of an **Aquatics/Rec Center**, and HRSA is poised to begin its community outreach efforts. HRSA has been meeting for months with government and community leaders and has identified previously unknown community needs. For example, the MT National Guard needs pool facilities to train and certify its pilots, and the VA needs pool facilities for its clientele's physical therapy and other health-related needs. Undoubtedly, there are other organizations in the area that would greatly benefit from an **Aquatics/Rec Center**.

An organization's fiscal controls are critical and must be effective. At this time, HRSA does not have any funds – with the funds previously raised, HRSA paid for the *Highland Economics* and the *Ballard* Studies. When HRSA does start fundraising, HRSA will retain accounting assistance and will implement any recommended financial controls. However, HRSA commits to providing the City an accounting of any Community Aid Grant funds that pay for the Study.

HRSA will fundraise at the appropriate time. The plan for funding the facility's O&M is critical to our financial plan. Should HRSA's request not be fully funded, HRSA will need to raise funds in the private market which it hopes to reserve for project construction funds. This grant will help HRSA move quickly and efficiently.

HRSA will use all of the grant funds to pay contractors/consultants for a sustainability study.

***City of Helena, Montana***

**03/06/2024**

**To:** Honorable Mayor Collins and Helena City Commissioners

**From:** Tim Burton, City Manager  
David Knoepke, Transportation Systems Director

**Subject:** Consider first passage of a resolution amendment to the City Code Section 7-4-2(A) to require sidewalk to be constructed in the right of way along the property line not one foot (1') away and allow the city manager to adjudicate future sidewalk location variance requests.

**Present Situation:** City Code requires sidewalk to be installed in the public right of way one-foot (1') from the adjacent property line. The City Commission may grant a variance to the sidewalk location placement requirements.

**Background Information:** So that City Standards are in agreement with the International Fire Code (IFC), the City Commission has approved amending the standards to reflect the IFC required twenty-foot (20') clear width with two ten-foot (10') travel lanes. Developers have also requested that the City not increase the total right-of-way required for local/residential roads above the current sixty-feet (60') width. A sixty-foot (60') right-of-way width can be maintained if City Code section 7-4-2.A.1 is changed to not require that sidewalks be placed one foot (1') from the property line and are instead allowed/required to be placed along the property line.

With the increase of in-fill development, the Commission has received numerous sidewalk variance requests over the past few years. City Staff understands the Commission's stance on sidewalks to be a desire for their installation throughout the city to improve accessibility. To help expedite the variance request process, we also propose that the City Manager be given authority approve or deny future sidewalk variance requests. This would allow the manager to judiciously review the nuances of each property with the engineers on staff and make the decision on whether a curbside sidewalk or a smaller boulevard would be allowed or if a full width boulevard is required.

**Proposal/Objective:** This amendment will allow sidewalks to be installed immediately adjacent to the property lines instead of one-foot (1') away so that the overall road right-of-way width is not increased with the recent lane width increase (from 9' to 10').

**Advantage:** No explicit advantage to the City. Developers can include more land in subdivided lots instead of dedicating an extra foot (1') of right-of-way across the property frontage and a more expedited process.

**Notable Energy Impact:** N/A

**Disadvantage:** Staff sees no disadvantage with the proposed change.

**Notice of Public Hearing:** False

**Staff Recommendation/  
Recommended Motion:** Move to approve first passage of resolution amendment to the City Code Section 7-4-2(A) to require sidewalk to be constructed in the right of way along the property line not one foot (1') away and allow the city manager to adjudicate future sidewalk location variance requests.

# ORDINANCES OF THE CITY OF HELENA, MONTANA

## AN ORDINANCE CLARIFYING OWNERS TO BUILD PURPOSE AND OWNER BUILD STANDARDS FOR SIDEWALKS, CURBS AND GUTTERS BY AMENDING CHAPTER 4 OF TITLE 7 OF THE HELENA CITY CODE

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

Title 7, Public Ways and Property, Chapter 4, Sidewalks, Curbs and Gutters, of the Helena City Code, is hereby amended as follows:

### CHAPTER 4 SIDEWALKS, CURBS AND GUTTERS

7-4-1: No change.

#### 7-4-2: OWNERS TO BUILD:

A. Purpose. It is the purpose of the city to build sidewalks to provide a connected system for those walking or for those with disabilities traveling across the city. In addition, the city aims for boulevard sidewalks that allow for traffic calming, separation from the roadway, and winter snow storage for cleaner streets.

B. Owner Build Standards: All persons owning abutting property shall build the sidewalks, curbs and gutters for such property, and the same shall be built to the following standards:

1. Sidewalk Placement: The location and installation of sidewalks on public right of way are subject to the following requirements:

~~a.1- Except as provided in this section, sidewalks are to be placed one foot (1') from along the property line with the remaining right of way to the curb line to be developed as a boulevard. When the right of way remaining for boulevard is more than seven feet (7') wide, the city manager or the city manager's designee may allow the owner to place the sidewalk more than one foot (1') away from the property line, provided the remaining boulevard is no less than seven feet (7') in width and the sidewalk can be aligned with adjacent sidewalks. The minimum width of the sidewalk is five feet (5') and the maximum is fourteen feet (14').~~

# ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord.

b.2- The city ~~commission~~ manager may grant a variance to the sidewalk placement location requirements of this section upon application from the owner of the property abutting the proposed sidewalk where unusual conditions or strict adherence to this chapter would cause undue and extreme hardship. If variance request is denied, the owner may appeal the decision to the city commission.

c.3- Upon approval of ~~the city manager or the transportation systems director~~ city manager's designee, the owner may make other minor deviations on the location of the sidewalk, including meandering the sidewalk to accommodate immovable obstacles and terrain impediments and for attachment to and continuity with adjacent sidewalks.

d.4- The location of the walks will be determined during the development of the preliminary plat for the new subdivisions, approval of conditional use permits, issuance of building permits for construction or major renovation of principal structures on adjacent property, and upon establishment of conditions for annexation.

e.5- Unless previously constructed, sidewalks must be installed on abutting right of way as part of the construction or major renovation of a principal structure. The installation of required ~~needed~~ sidewalks must be part of the building permit issued for the principal structure.

f. If the major renovation of a principal structure occurs as determined in the sole discretion of the City, the owner must construct sidewalks that comply with current sidewalk engineering and/or ADA standards, even where the sidewalks are already constructed.

g.6- If there are no impervious roadway improvements in the adjacent right-of-way, the property owner may request to defer installation of sidewalks, curbs and gutters from the city manager or the city manager's designee so that construction is deferred until a later date during construction or major renovation of a principal structure with adequate justification. Part of the request ~~would~~ must include a time certain when the owner would be required to build sidewalks, such as when the road is improved, and a signature on a waiver of the property owner's right to protest the establishment of any future adjacent roadway special improvement district. If deferral is approved, waiver must be recorded by the property owner



# ORDINANCES OF THE CITY OF HELENA, MONTANA

Ord.

with the County Clerk and Recorder's Office at their own cost.

2.-B. Existing Conditions: A sidewalk may be installed to conform in location and width to an adjacent existing sidewalk fronting the same street, provided that:

a. 1- The existing adjacent sidewalk is in place, is in serviceable condition, at acceptable grade, and was built in conformance with standards in effect at the time of installation; and

b. 2- More than one-half (1/2) of the length of the block fronting the street contains sidewalk that is in place and built to acceptable grades and in serviceable condition.

3. C- Effective Date: Sidewalks constructed or installed after August 15, 1999, in violation of this section must be removed and replaced with sidewalks complying with this section. This removal and replacement must occur within the time ordered by the city manager, but in any case not exceeding one year from the date of written notice to the responsible property owner. (Ord. 2877, 7-12-1999)

4. D- Construction Specifications: All concrete for sidewalks, curbs and gutters, alley approaches and drive approaches shall be class 5 using a minimum of five (5) sacks of cement per yard of concrete and developing a minimum compression strength of three thousand (3,000) psi after twenty eight (28) days. All sidewalks shall be constructed of portland cement concrete four inches (4") thick and shall rise one-fourth inch (1/4") per foot from the top of the curb to the property line. (Ord. 2546, 6-4-1990)

5. E- Obstructions In The Right Of Way: All obstructions in the right of way not specifically allowed by the city as a matter of record shall be removed and replaced at the cost of the property owner. (Ord. 1979, 2-9-1976)

6. F- Curbs And Gutters: Curbs and gutters shall be integral curbs and gutters or as specified by the city engineer.

7. G- New Or Replacement: New or replaced sidewalk, curb and gutter shall conform to city specifications and as directed by the city engineer.

# ORDINANCES OF THE CITY OF HELENA, MONTANA

**Ord.**

8. ~~H.~~ Alley Approaches; Cost: Cost of alley approaches will be assessed against all properties within the block served by the alley according to the ratio of each property's square footage to the total square footage within the block.

9. ~~I.~~ Drive Approaches; Cost: The cost of drive approach repairs will be the property owner's responsibility. (Ord. 2546, 6-4-1990; amd. Ord. 3193, 8-18-2014)

7-4-3: through 7-4-10: No change.

FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,  
THIS 11TH DAY OF MARCH, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK OF THE COMMISSION

FINALLY PASSED BY THE COMMISSION OF THE CITY OF  
HELENA, MONTANA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

***City of Helena, Montana***

**11 March 2024**

**To:** Honorable Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
David Knoepke, Transportation Systems Director  
Mark Young, Transportation Engineer

**Subject:** Consider a Sidewalk Variance Request for Twin Creek Apartments, Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision

**Present Situation:**

The property and the right of way adjacent to the subject property is undeveloped land. The property owner is proposing to construct two apartment buildings on Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision.

Per City Code section 7-4-2.A.5, "Unless previously constructed, sidewalks must be installed on abutting right of way as part of the construction of a principal structure. The installation of needed sidewalks must be part of the building permit issued for the principal structure." This section of City Code also stipulates that sidewalk shall be located one-foot (1') from the property line.

**Background Information:**

The parcels immediately adjacent (west and north) to the subject property do not have sidewalks. The developments across Dorothy Street have curbside sidewalks. However, the newer development one block to the west has boulevard sidewalks along all public roadways.

The subject parcel has a couple telecom pedestals and power poles in the boulevard along Dorothy Street which a boulevard sidewalk may need to meander around, as allowed per City Code Section 7-4-2.A.3.

**Proposal/Objective:**

The owner is requesting a variance to install "curbside" sidewalk (adjacent to the curb), instead of one-foot (1') from the property line with a landscaped boulevard, as required per City code.

**Advantage:**

No advantages for the City noted with this proposal.

**Notable Energy Impact:**

N/A

**Disadvantage:**

Curbside sidewalks will require snowplows to create snow berms in the gutter and roadway instead of on the landscaped boulevard along this property.

**Notice of Public Hearing:**

False

**Staff Recommendation/  
Recommended Motion:**

Move to deny a sidewalk placement variance allowing curbside placement along the Dorothy and Alice Street rights-of-way adjacent to Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision.



Public Works Department  
ENGINEERING DIVISION

SIDEWALK/CURBCUT  
VARIANCE REQUEST

TYPE OF VARIANCE: ☒ SIDEWALK ☐ CURBCUT

DATE RECIEVED: 30 Jan. 2024

|                    |  |                |              |
|--------------------|--|----------------|--------------|
| APPLICANT:         | United Housing Partners                        | PHONE #:       | 406-531-4745 |
| CONTACT NAME:      | Ben Tintinger - Mosaic Architecture            | CONTACT PHONE: | 406-449-2013 |
| ADDRESS:           | Corner of Alice St & Dorothy St, Helena, MT    |                |              |
| EMAIL ADDRESS:     | tyson@uhousingpartners.com; ben@mosaicarch.com |                |              |
| VARIANCE LOCATION: | south and east sides of the property           |                |              |

Reason for variance request (please attach additional sheet(s) if necessary):

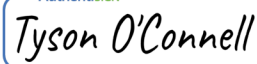
United Housing Partners (UHP) is building a low-income multifamily housing development at the corner of Alice St & Dorothy St and is requesting a variance from the standard boulevard design requirements.

1. Instead of a boulevard between the sidewalk and roadway, UHP requests the sidewalk abut the curb & roadway at both Dorothy St. & Alice St. There are many site specific reasons for this request: 1. Existing utilities make it difficult to successfully install & maintain sidewalk and boulevard landscaping if the sidewalk as adheres to current engineering standards. 2. Existing overhead power may interfere with safe, accessible pedestrian access to public right of ways if the sidewalk is at current engineering standards. 3. Adjacent properties have sidewalks abutting the curb & roadway, and UHP would like to stay consistent with sidewalk placement in this neighborhood.

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 Adam Jorgensen in Room 413 of The City County Building, or mail to:  
City of Helena  
Engineering Division  
Attention: Adam Jorgensen  
316 North Park Avenue  
Helena MT 59623

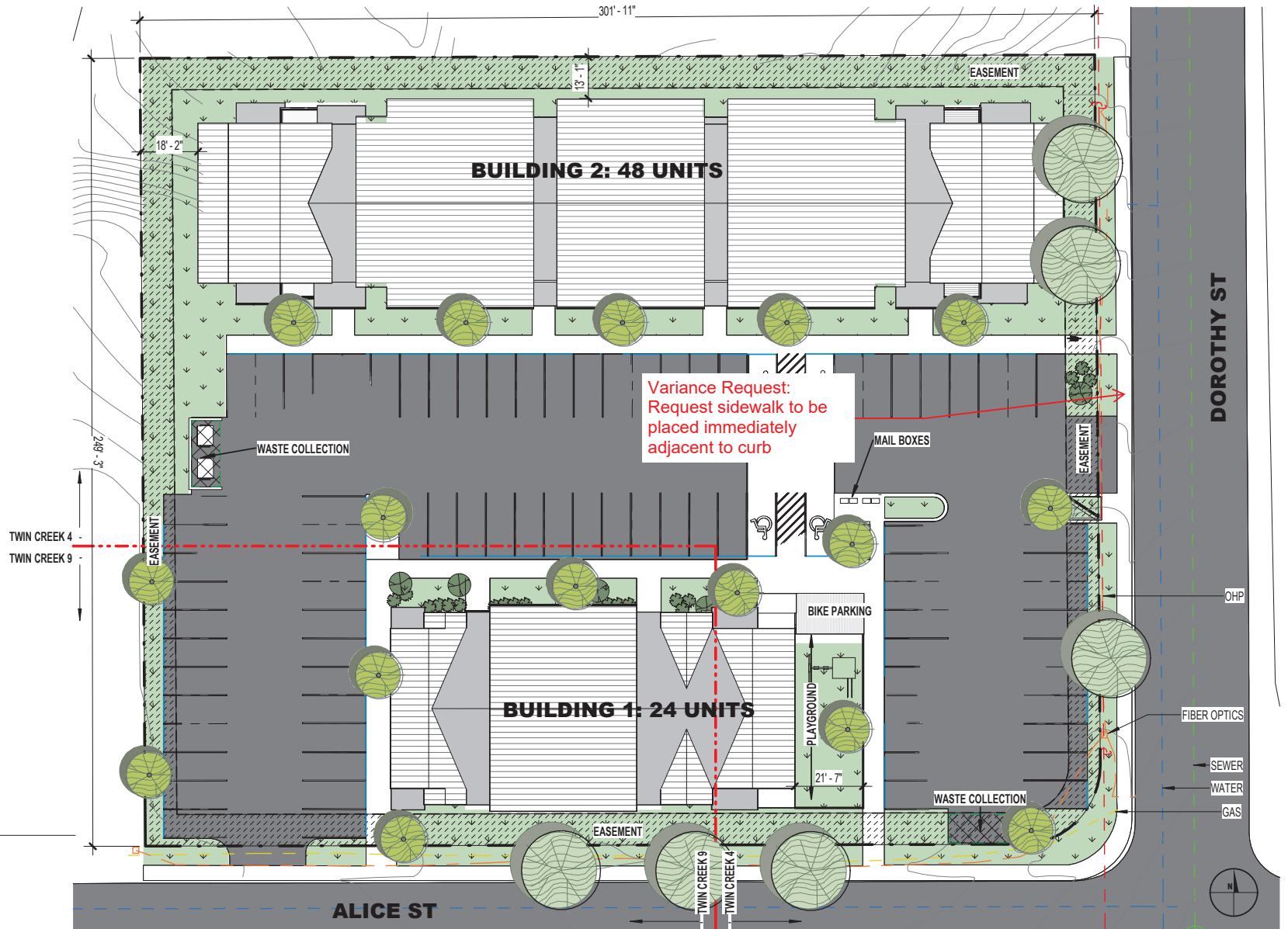
|   |                  |
|---|------------------|
| OWNERS SIGNATURE:  | DATE: 01/30/2024 |
| PRINT NAME: Tyson O'Connell   | TITLE: Principal |

1 SD SITE PLAN  
1" = 30'-0"

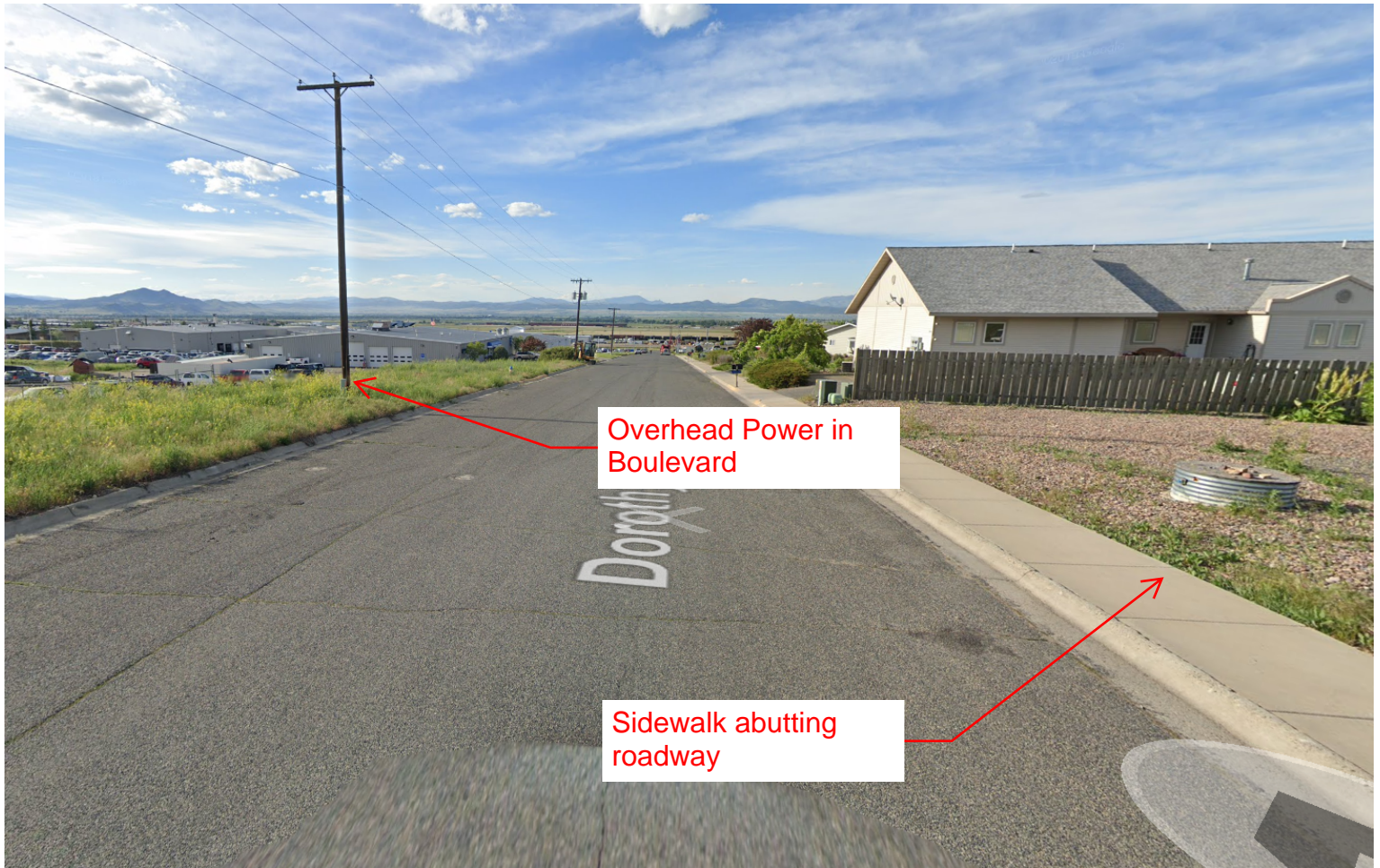
.a1  
SD Site Plan

TWIN CREEK APARTMENTS

12/14/2023







## Neighborhood Photos





## Neighborhood Photos

AMENDED PLAT 4932

PURPOSE OF SURVEY :

To relocate common boundaries in Blocks 4 and 5 of the "Amended Plat For A Portion Of Blocks 2, 3 & Blocks 4, 5 & 6 Of The Sleeping Giant Addition" to The City Of Helena , Montana, in order to eliminate the park parcel & create two new lots (Lots 9&10) and increase the size of Lots 3&6 in said Block 4, and to increase the size of Lots 3&8 in said Block 5 by aggregating some of the park parcel into said Lots 3&8 .

GENERAL NOTES

- BASIS OF BEARING  
The bearings shown on this plat are grid bearings on the "Montana Coordinate System, Central Zone". The basis of bearing is the 24,610' line from the south 1/4 corner of Sec. 27 to point #2 of the City of Helena's "Map Standardization Survey", a bearing of N 87° 41' 01" W. The convergent angle for the west limits of this survey is -01° 48' 35", and for the east limits is -01° 48' 22".
- MEASUREMENTS  
m'd = bearing and distance, or angle  
m'd = bearing and distance, or angle measured with this survey, either directly or indirectly by coordinate inverse.
- MONUMENTATION  
● = Monument found with this survey  
○ = Monument set with this survey (1/2" x 24" rebar with yellow plastic cap stamped "8237 LS") or as described on this plat.
- RECORD SOURCES USED  
R-1 = The plat of the Sleeping Giant Addition (COS #310668) by Ralph A. Knauss , 2110 ES Oct. 1979  
R-2 = The Amended Plat For A Portion Of Blocks 2, 3 & Blocks 4, 5 & 6 Of The Sleeping Giant Addition by Lowell C. Hanson , 2523 ES , Aug. 1982 .

APPROVAL OF PLAT

Charles A. Hansen 7-21-93 CITY ENGINEER  
Kathleen A. Macfield 7-21-93 CITY PLANNING DIRECTOR  
Mayor

CERTIFICATION OF SURVEYOR

I hereby certify that the attached plat is a true representation of a survey made under my supervision and direction, that monuments were set as described on the attached plat, and that this plat was prepared in accordance with MCA 76-3-101 through 76-3-614.

Frank A. Ritchie Date 7-21-93  
Frank A. Ritchie, Montana Registration No. 8237 LS



Debbie Long  
Reviewing Land Surveyor  
Mont. Reg. No. 9962-LS  
Reviewed Under Section 76-3-611, MCA  
Date 8-4-93

This is to certify that taxes are current and paid through \_\_\_\_\_ date \_\_\_\_\_  
LEWIS & CLARK COUNTY TREASURER

5045231c  
PAULETTE DEHART  
TREAS/CLK  
LEWIS & CLARK CO. MONT.

1993 JUL 27 PM 1:51

PUT OF RECORD BK M14 PAGE  
Ophelia McDermott



**SIDEWALKS**  
Installation of sidewalks by the future lot developers will be accomplished at the time a building permit is issued for each lot. Said sidewalks shall be installed on the south side of Trisha Street.

**STORM WATER RETENTION**  
The developers of each lot will be required to provide runoff storage facilities to retain the difference between the historic runoff and the increased runoff due to the development on the lot. An adequate storm drainage plan must be submitted prior to the issuance of any building permits.

**EASEMENTS THROUGH PARK LAND**  
Perpetual easements and/or reservations for the installation and maintenance of utilities such as but not limited to telephone, television cable, gas service, surface and subsurface drainage facilities, electrical, sewer and water, and in addition areas for the installation of walkways and bikeways are hereby reserved through all park areas.

**UTILITY EASEMENTS**  
Easements for the installation and maintenance of electric, telephone, television cable and gas service, surface and subsurface drainage facilities are reserved upon, over, along and under all lot lines. Said easements shall extend 10 feet on either side of all lot lines.

STORM WATER RETENTION

The developers of each lot will be required to provide runoff storage facilities to retain the difference between the historic runoff and the increased runoff due to the development on the lot. An adequate storm drainage plan must be submitted prior to the issuance of any building permits.

EASEMENTS THROUGH PARK LAND

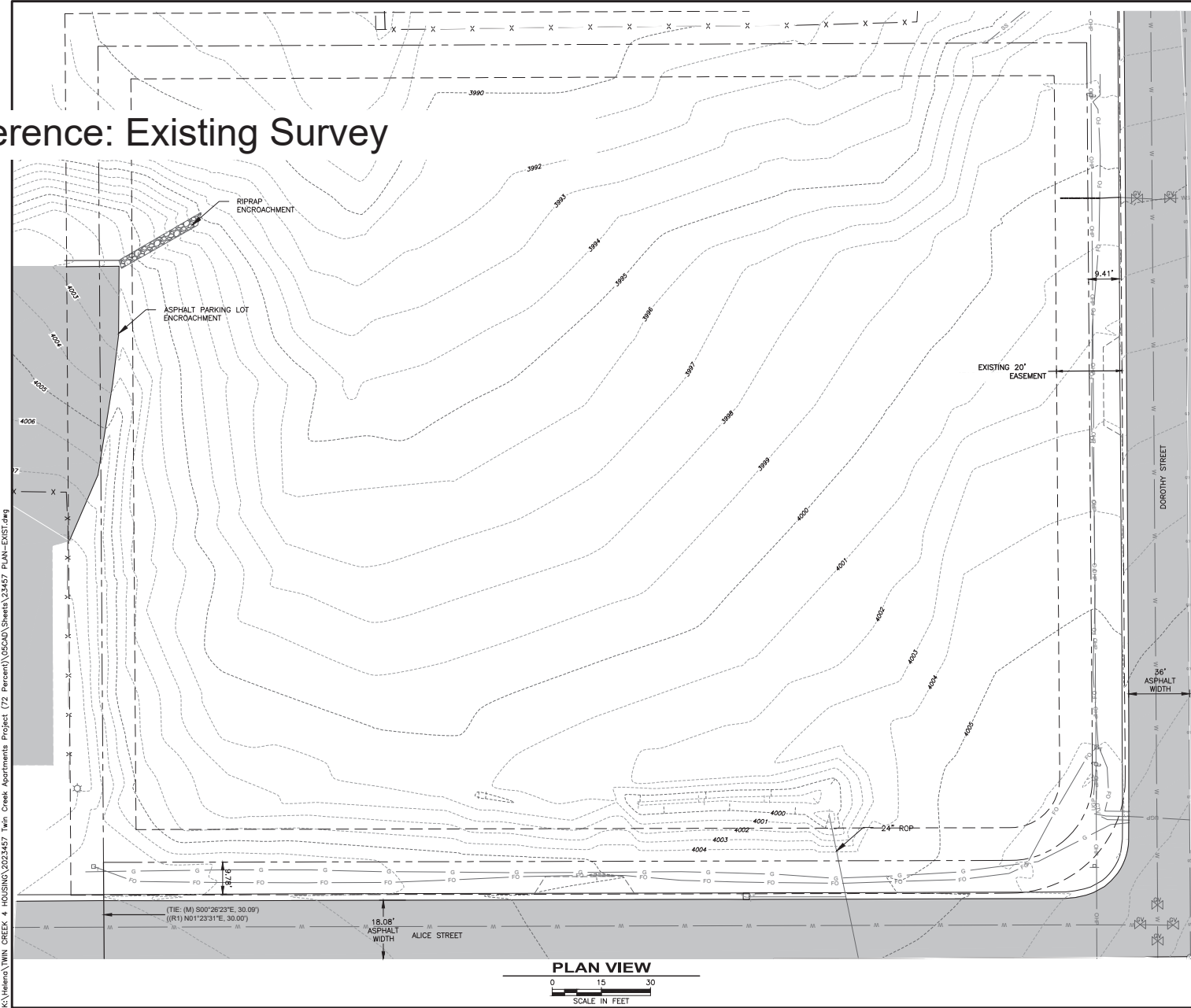
Perpetual easements and/or reservations for the installation and maintenance of utilities such as but not limited to telephone, television cable, gas service, surface and subsurface drainage facilities, electrical, sewer and water, and in addition areas for the installation of walkways and bikeways are hereby reserved through all park areas.

EXEMPTION FROM REVIEW BY DEPARTMENT OF HEALTH AND ENVIRONMENTAL SCIENCES FOR LOTS 3-A & 6-A, BLOCK 4, & 3-A & 6-A, BLOCK 5

I (we) hereby certify that the purpose of this division of land is to acquire additional land to become part of a parcel that has no sanitary restrictions imposed on it, and that no dwelling or structure requiring water or sewage will be erected on the additional acquired parcel. Therefore, this division is exempt from review by the Department of Health and Environmental Sciences pursuant to AHM 16.16.005 (2) (A).



Reference: Existing Survey



| REVISION DESCRIPTION |  | NO | BY | DATE |
|----------------------|--|----|----|------|
|                      |  | 1  |    |      |
|                      |  | 2  |    |      |
|                      |  | 3  |    |      |
|                      |  | 4  |    |      |
|                      |  | 5  |    |      |

|                   |
|-------------------|
| PROJECT: 2022-457 |
| DESIGNED: BJD     |
| DRAWN: BJD        |
| CHECKED: JF       |
| APPROVED: JF      |
| DATE: JAN 2024    |

**WWC**  
ENGINEERING  
1275 MAPLE STREET, SUITE F  
HELENA, MT 59601  
(406) 443-3982

**TWIN CREEK 4 HOUSING ASSOCIATES**

**TWIN CREEK APARTMENTS**

EXISTING CONDITIONS

SHEET NO.

**A**

OF X



# Twin Creek Apartments - Vicinity Map





***City of Helena, Montana***

**03/04/2024**

**To:** Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
Anne Pichette, Housing Coordinator  
Ellie Ray, Senior Planner  
Chris Brink, Community Development Director

**Subject:** Consider a Resolution Modifying the Distribution of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for New Multi-Family Housing Construction.

**Present Situation:** United Housing Partners, LLC, which was previously approved for funding from the Helena Affordable Housing Trust Fund on June 12, 2023 through Resolution #20824, has submitted a request for modification to the loan terms in the original application.

Previous:

Originally, on April 5, 2023, United Housing Partners, LLC, submitted an application for distribution of Affordable Housing Trust Fund money in the amount of \$1,000,000 in the form of a three-year construction loan and \$400,000 as an eighteen-year permanent loan for the development of 45 or more new multi-family dwelling units. The applicants are seeking to construct the new housing development in the northwest corner of Alice and Dorothy Streets. This development will include one-, two-, and three-bedroom apartments serving residents earning 30% or below the Area Median Income (AMI), 50% or below AMI, and up to 70% AMI. The project plans to utilize additional funding sources including Low Income Housing Tax Credits (LIHTCs) and National Housing Trust Fund dollars. The request is for HAHTF funds including \$1,000,000 in the form of a three-year construction loan (\$600,000 of which will be repaid during the term) and \$400,000 as an eighteen-year permanent loan. The period of affordability for units in this development will be a minimum of 35 years. Program guidelines require a minimum of \$5 of matching funds to every \$1 of HAHTF financing. This project will have a leverage of 15:1 during the construction period with total estimated project costs of \$15.7M.

Updated:

The project is expected to have completion dates as listed below in the updated Development Timeline:

- August 2024 LIHTC closing and start of construction
- September 2025 Phase 1 occupancy start
- January 2026 Phase 2 occupancy start

On May 10, 2023, the Affordable Housing Trust Fund Advisory Board reviewed the UHP proposal and unanimously (7:0) recommended the full funding request.

On June 12, 2023, the Helena City Commission passed Resolution #20824 distributing funds for the project.

Since the City Commission meeting in June 2023, the project has grown to a 72-unit development. The applicant is facing a tightening credit environment, and the tax credit equity has come in lower than expected. The applicant is requesting a modification to the distribution of Affordable Housing Trust Fund money in the amount of \$1,000,000 in the form of a three-year construction loan (\$200,000 of which will be repaid during the term) and \$800,000 as an eighteen-year interest only permanent loan. The period of affordability for the 72 new multi-family units in this development will be a minimum of 35 years. Program guidelines require a minimum of \$5 of matching funds to every \$1 of HAHTF financing. This project will have a leverage of 28.9:1 during the construction period with total estimated project costs of \$23.9M.

On February 21, 2024, the Affordable Housing Trust Fund Advisory Board reviewed the UHP modified proposal and unanimously (4:0) recommended the modified permanent loan request. The Helena Affordable Housing Trust Fund Program Guidelines under X.B. allow for a request of a modification to the terms.

**Background Information:**

The intent of the HAHTF and the adopted guidelines is to provide gap financing to organizations that serve beneficiaries of low to moderate income. The 2019 Growth Policy supports the provision of housing in the community and the parcel for this project has immediate access to major thoroughfares and services. The parcel is already zoned B-2 allowing for high density housing. The project constitutes an eligible use of HAHTF funds in alignment with the 2 resolutions passed to establish the fund and adopt the guidelines/application. This project will expand the supply of housing for persons earning incomes up to 70% Area Median Income (AMI). This project was originally approved for distribution of trust fund dollars in June 2023 when it was a project with 45 new multi-family dwelling units.

**Proposal/Objective:**

To distribute \$1,000,000 in the form of a three-year construction loan and \$800,000 as an eighteen-year permanent loan of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for the development of 72 new multi-family dwelling units.

**Advantage:**

Approval of requested funding will dramatically expand affordable housing opportunities for Helena community residents earning at or below 70% of Area Median Income (AMI).

**Notable Energy Impact:**

In following adopted building codes, new housing construction is more energy efficient than existing affordable housing stock that may be older and not designed or constructed with the intent to conserve energy.

**Disadvantage:**

Funds in the amount of \$400,000 that would have previously been paid back to the Helena Affordable Housing Trust Fund at the end of the original 3-year term will now be paid as part of the 18-year permanent loan terms and during the term of the loan the full \$800,000 will be interest only.

**Quasi-Judicial Item:**

False

**Notice of Public Hearing:**

False

**Staff Recommendation/  
Recommended Motion:**

Move to approve a Resolution modifying the distribution of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for new multi-family housing construction.

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. \_\_\_\_\_

## A RESOLUTION MODIFYING THE DISTRIBUTION OF HELENA AFFORDABLE HOUSING TRUST FUNDS TO UNITED HOUSING PARTNERS,LLC, FOR NEW MULTI-FAMILY HOUSING CONSTRUCTION.

**WHEREAS**, on November 9, 2020, the City Commission adopted Resolution No. 20630, which established the Helena Affordable Housing Trust Fund;

**WHEREAS**, pursuant to Resolution No. 20630, the City of Helena is empowered to grant or loan funds that will address housing-related issues identified in City limits;

**WHEREAS**, on October 18, 2021, the City Commission adopted Ordinance No. 3292, amending Helena City Code §2-6-3 and establishing the Affordable Housing Trust Fund Advisory Board to evaluate proposals for funding from the Affordable Housing Trust Fund and provide recommendations to the City Commission;

**WHEREAS**, on September 26, 2022, the City Commission adopted Resolution No. 20775, authorizing the approval of the Program Guidelines and Application process documents to guide disbursement of the Affordable Housing Trust Fund dollars;

**WHEREAS**, on June 12, 2023, the City Commission adopted Resolution No. 20824, distributing Helena Affordable Housing Trust

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

**Res. No. \_\_\_\_\_**

Funds to United Housing Partners, LLC, for new multi-family housing construction;

**WHEREAS**, the applicant, United Housing Partners, LLC, proposes to develop seventy-two (72) new multi-family dwelling units at property generally located at the northwest corner of Alice and Dorothy Streets ("Project");

**WHEREAS**, the total cost of the Project is estimated to be twenty-three million, nine hundred thousand dollars (\$23,900,000);

**WHEREAS**, the applicants have requested a modification of the approved distribution of one million dollars (\$1,000,000) to now be in the form of a three-year construction loan, two hundred thousand (\$200,000) of which will be paid during the term; and

**WHEREAS**, the applicants have requested eight hundred thousand dollars (\$800,000) of the original distribution as an eighteen-year permanent loan from the Affordable Housing Trust Fund; and

**WHEREAS**, the Helena Affordable Housing Trust Fund Advisory Board recommended approval of the modification request for the Project on February 21, 2024.

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

//

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

**Section 1.** The Helena City Commission finds that the Project constitutes an allowable cost, pursuant to Resolution No. 20630 establishing the Affordable Housing Trust Fund and the Affordable Housing Trust Fund Program Guidelines and Application process documents approved under Resolution No. 20775.

**Section 2.** The City shall distribute one million dollars (\$1,000,000) in the form of a three-year construction loan and eight hundred thousand dollars (\$800,000) as an eighteen-year permanent loan to United Housing Partners, LLC, payable from the Affordable Housing Trust Fund.

**Section 3.** Prior to distribution of funds, United Housing Partners, LLC, must enter into a loan agreement acceptable to the City conditioning disbursement of the funds and stipulating all Project obligations, documentation maintenance, and reporting requirements through the Project's period of affordability.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 11<sup>th</sup> DAY OF MARCH, 2024.**

\_\_\_\_\_  
MAYOR

**ATTEST:**

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

---

CLERK OF THE COMMISSION

DRAFT



January 8, 2024

Affordable Housing Trust Fund Advisory Board  
C/O Anne Pichette  
[APichette@helenamt.gov](mailto:APichette@helenamt.gov)  
Helena Community Development  
316 N Park Ave  
Helena, MT 59601

RE: Modification of HAHTF Request; Extraordinary Circumstances

Dear Anne:

United Housing Partners LLC (UHP) formally submits this request to modify the terms of the Helena Affordable Housing Trust Fund (HAHTF) award committed to Twin Creek Apartments (the Project) as defined in the August 1, 2023 Commitment Letter. As the Board may be aware, the Project has grown significantly since the Board and Commission approved funding at application. Twin Creek Apartments is now a 72-unit development, still 100% rent restricted to beneficiaries earning 70% or below of Area Median Income (AMI). Twelve of the homes are specifically set aside for extreme low-income residents earning 0-30% AMI.

All other funding has been secured for the Project, however, due to a tightening credit environment, the tax credit equity has come in significantly lower than expected, creating a \$1,200,000 funding gap.

The developer will secure a bridge loan to cover much of this gap, however, additional HAHTF are needed. All other Project funding sources are maxed out, and the Project is facing undue hardship unless HAHTF funds are increased.

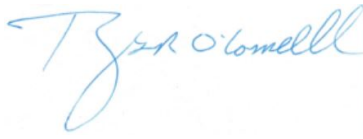
UHP asks to have the \$400,000 permanent loan be increased to an \$800,000 permanent loan either at the same terms, repayable through cash flow, or preferably the permanent financing be adjusted to a 1% interest only loan with deferred payment due at the end of the 18 year term or upon sale of the property.

The attached Exhibit (Twin Creek Apartments) gives the full project summary along with the sources and uses to highlight the drivers as evidence of the need for this modification.

UHP fully understands the desire to spread these funds to as many projects as possible, and as the City's partner wouldn't make this request without exploring and exhausting all other options. This decision is needed by the Board and the Commission

to see Twin Creek Apartments become a reality and benefit the Helena community for decades to come.

Sincerely,

A handwritten signature in blue ink, reading "Tyson O'Connell". The signature is fluid and cursive, with the first name "Tyson" being more prominent than the last name "O'Connell".

Tyson O'Connell  
<https://uhousingpartners.com>  
Tyson@uhousingpartners.com  
406-531-4745

## **Twin Creek Apartments**

### **Executive Summary:**

United Housing Partners LLC (UHP) will build 72 new affordable apartments in Helena, Montana by twinning 9% and 4% Low Income Housing Tax Credits (LIHTCs) along with Coal Trust Multifamily Home (CTMH) Loan funds and other soft loans. This structure will allow the Montana Board of Housing to leverage a single 9% LIHTC award to create 72 new LIHTC homes.

### **Project Description:**

The 72 homes will be located on Helena's east side at the corner of Alice Street and Dorothy Street. The project will be known as Twin Creek Apartments (the Project). Through the use of Income Averaging (IA), the Project will have a weighted average income restriction of 60% across all dwellings.

Twin Creek 9 will stand alone for funding, accounting, management, ownership, and compliance as 20 1-bedroom apartments for residents earning 60% or below the Area Median Income (AMI),

Twin Creek 4 will stand alone for funding, accounting, management, ownership, and compliance as 52-apartments across two buildings with:

- 36 apartments for residents earning up to 70% or below AMI
- 4 apartments for residents earning up to 60% or below AMI, and
- 12 apartments for Extreme Low-Income residents earning 30% or below the AMI

A condo structure will be used and:

- Twin Creek 9 Housing Associates LLLP (Twin Creek 9) will own 8 units on floor 1 of building 1, 6 units on floor 2 of building 1, and 6 units on floor 3 of building 1. Twin Creek 9 will also own the land and parking lot as shown with the blacked hashed line on the site plan below.
- Twin Creek 4 Housing Associates LLLP (Twin Creek 4) will own the entirety of building 2, 2 units on floor 2 of building 1, 2 units on floor 3 of building 1, and the leasing office/ maintenance / fitness area (common space) on floor 1 of building 1. Twin Creek 4 will lease this common space back to Twin Creek 9 and will own the parking lot and areas not inside the blacked hashed line on the site plan below.

### **Management and Expenses:**

Twin Creek 4 and Twin Creek 9 will be managed as separate projects with one set of financials for Twin Creek 4 and another for Twin Creek 9 kept by the same management company. Common project expenses will be split prorata based on unit count with 72% of expenses going to Twin Creek 4 and 28% of expenses going to Twin Creek 9. Project specific expenses such as, but not limited to, financial audits will be billed directly to Twin Creek 4 or Twin Creek 9.

### **Entities:**

(LP) Twin Creek 9 Housing Associates LLLP, a Montana LLLP, 545 Blaine St Missoula MT, EIN 93-4465501

(GP) Twin Creek 9 Managers LLC, a Montana LLC, 545 Blaine St Missoula MT, EIN 93-4225371

(LP) Twin Creek 4 Housing Associates LLLP, a Montana LLLP, 545 Blaine St Missoula MT, EIN 93-4534100

(GP)Twin Creek 4 Managers LLC, a Montana LLC, 545 Blaine St Missoula MT, EIN 93-4260731

(DEV) Twin Creek Developers LLC, a Montana LLC, 545 Blaine St Missoula MT, EIN 93-4209246

### **Developer and Development Team:**

As UHP's principal and lead developer, Tyson O'Connell has over twelve years of experience developing affordable housing throughout the country, has developed and/or been a partner in over 4,500 units of affordable housing, and recently returned to Helena, where he was born and raised, to complete the rehabilitation of Fire Tower Apartments. UHP is headquartered in Missoula, with an office in Helena, and many of its team members and consultants have also worked with Wishcamper Development Partners LLC. Together, the UHP team have over 25 years of combined experience in LIHTC and affordable housing development.

UHP has worked closely with Mosaic Architecture and WWC Engineering to develop a site plan, buildings, and units design for the Project. Both companies have valuable experience developing affordable and market rate multifamily housing in Helena. The General Contractor (GC) will be selected through an interview process and the developer will negotiate a General Contractor as Construction Manager (GCCM) contract with the GC to ensure the GC is involved in the design, planning, and implementation of the development timeline.

### **Development Timeline:**

|                             |  |
|-----------------------------|--|
| January 2023                | Purchase Agreement for site control of parcel identified for the Project.  |
| June 2023                   | \$1,000,000 Helena Affordable Housing Trust Funds (HAHTFs) construction loan and \$400,000 permanent loan secured. |
| August 23, 2023             | \$1,578,962 National Housing Trust Funds (NHTF) secured.   |
| October 2023                | \$6,500,000 total 9% LIHTC funding secured.  |
| November 17, 2023           | \$947,232 NHTF secured, total NHTF secured = \$2,526,194.  |
| January 2024                | Apply for additional \$400,000 HAHTF permanent loan  |
| March 2024 to August 2024   | Bidding phase and permitting processes completed.  |
| August 2024                 | LIHTC closing.   |
| August 2024 to January 2026 | Construction period (2 phases)   |
| September 2025              | Certificate of Occupancy issued for Twin Creek 9.  |
| January 2026                | Certificate of Occupancy issued for Twin Creek 4.  |
| May 2026                    | Stabilization.   |
| June 2026                   | Tax credit certification and 8609s.  |

## Financing Plan and Use of Tax Credits:

Twin Creek 9 will be financed with Montana Coal Trust Loan of \$474,940, 9% LIHTC equity of \$5,395,945 and a deferred developer fee of up to \$231,001. The developer will also donate up to \$225,000 of developer fee to stay within Montana Housing's allowed soft cost ratio.

Twin Creek 4 construction financing: financed with a Montana Coal Trust Loan of \$7,686,748, 4% LIHTC equity estimated at \$5,200,810, a \$500,000 Montana Healthcare Foundation Loan, a City of Helena Affordable Housing Trust Fund Loan of \$1,000,000, National Housing Trust Funds of \$2,526,194, a Bridge to Equity Construction loan of \$7,100,000 and collateralized short-term tax-exempt bonds up to \$10,420,364.

Twin Creek 4 permanent financing: At Stabilization, the short-term bonds, \$200,000 of the HAHTF Loan, and the Bridge to Equity Loan will be paid-off with LIHTC equity. The \$800,000 HAHTF Permanent Loan will remain in place.

### SOURCES & USES SUMMARY

| SOURCES OF FUNDS                 | Total        | Per-Unit  | % Total   | 4% Project   | 9% Project  | USES OF FUNDS                     | Total        | Per-Unit  | % Total | 4% Project   | 9% Project  |
|----------------------------------|--------------|-----------|-----------|--------------|-------------|-----------------------------------|--------------|-----------|---------|--------------|-------------|
| First Mortgage                   | \$8,161,688  | \$113,357 | 34.2%     | \$7,686,748  | \$474,940   | Acquisition-Related Costs         | \$497,500    | \$6,910   | 2.1%    | \$359,306    | \$138,194   |
| Subordinate Mortgages            | \$0          | \$0       | 0.0%      | \$0          | \$0         | Construction-Related Costs        | \$16,562,157 | \$230,030 | 69.4%   | \$12,011,822 | \$4,507,291 |
| Helena HTF                       | \$800,000    | \$11,111  | 3.3%      | \$800,000    | \$0         | Soft Costs                        | \$1,593,500  | \$22,132  | 6.7%    | \$1,163,361  | \$430,139   |
| National HTF                     | \$2,526,194  | \$35,086  | 10.6%     | \$2,526,194  | \$0         | Carrying Costs - Interest, RE/Tax | \$1,243,170  | \$17,266  | 5.2%    | \$1,079,893  | \$163,277   |
| Montana Healthcare Foundation Lo | \$500,000    | \$6,944   | 2.1%      | \$500,000    | \$0         | First Mortgage Costs              | \$131,642    | \$1,828   | 0.6%    | \$95,075     | \$36,567    |
| N/A                              | \$0          | \$0       | 0.0%      | \$0          | \$0         | Bond Issuance Costs               | \$340,206    | \$4,725   | 1.4%    | \$340,206    | \$0         |
| Letters of Credit                | \$0          | \$0       | 0.0%      | \$0          | \$0         | Subordinate, Constr. Loan Costs   | \$226,000    | \$3,139   | 0.9%    | \$177,111    | \$48,889    |
| LIHTC Equity (Federal)           | \$10,596,756 | \$147,177 | 44.4%     | \$5,200,810  | \$5,395,945 | Equity & LIHTC-Related Costs      | \$209,700    | \$2,913   | 0.9%    | \$104,506    | \$105,194   |
| LIHTC Equity (State)             | \$0          | \$0       | 0.0%      | \$0          | \$0         | Reserves & Escrows                | \$365,944    | \$5,083   | 1.5%    | \$264,293    | \$101,651   |
| HTC Equity (Federal)             | \$0          | \$0       | 0.0%      | \$0          | \$0         | Resident Services Reserve         | \$0          | \$0       | 0.0%    |              |             |
| HTC Equity (State)               | \$0          | \$0       | 0.0%      | \$0          | \$0         | Not Used                          | \$0          | \$0       | 0.0%    |              |             |
| Interim Income                   | \$0          | \$0       | 0.0%      | \$0          | \$0         | Not Used                          | \$0          | \$0       | 0.0%    |              |             |
| Donated Developer Fee            | -\$335,000   | -\$4,653  | -1.4%     | -\$110,000   | -\$225,000  | Dev Fee Reduction Soft Cost Ratio | \$335,000    | \$4,653   | 1.4%    | \$110,000    | \$225,000   |
| Additional Deferred Dev Fee      | \$1,296,807  | \$18,011  | 5.4%      | \$1,022,761  | \$231,001   | Max Developer Fee                 | \$2,711,625  | \$37,661  | 11.4%   | \$2,140,942  | \$570,683   |
|                                  | \$23,881,444 | \$331,687 | \$331,687 | \$17,736,514 | \$6,101,887 |                                   | \$23,881,444 | \$331,687 | 100.0%  | \$17,736,514 | \$6,101,887 |

# Site Plan:





Renderings:









## Helena AHTF – Project Underwriting Review Memo - Update 2/26/2024

### Twin Creeks Apartments

| PROJECT SUMMARY  |  |               |                     |
|--|--|---------------|---------------------|
| Address  | Alice Street and Dorothy Street  |               |                     |
| Developer / Owner  | United Housing Partners LLC (UHP)  |               |                     |
| Project Type   | New Multi-Family Construction  |               |                     |
| Number of Units  | 72   |               |                     |
| Total Project Size (\$)  | \$23.9M  |               |                     |
| AHTF \$ Requested  | \$1,000,000 construction / \$800,000 permanent loan  |               |                     |
| AHTF \$ Per Unit   | \$13,889 construction / \$11,111 permanent   |               |                     |
| Beneficiaries (AMI class)  | 12 at <30% AMI, 24 at <60%AMI, 36 at <70% AMI  |               |                     |
| Proposed Completion Date   | Sept 2024 LIHTC closing and start of construction<br>September 2025 Phase 1 occupancy start<br>Jan 2026 Phase 2 occupancy start<br>May 2026 Stabilization<br>June 2026 Tax credit certification and 8609's |               |                     |
| Period of Affordability  | 35-years   |               |                     |
| Applicant points to high interest rates, even with LIHTC and NHTF support, make it difficult to serve people below 70% AMI and support long-term project feasibility. Helena AHTF funds are critical to the feasibility of this project as well as the ability to serve residents of lower income.   |  |               |                     |
| APPLICANT EXPERIENCE AND CAPACITY  |  |               |                     |
| Principal and lead developer, Tyson O'Connell, has over twelve years of experience developing affordable housing throughout the country and first-hand experience working on affordable housing in Helena where he was born and raised. Previous work in Helena includes Fire Tower Apartments (fka Serendipity Apartments), a 44-apartment project in downtown Helena. The UHP team has combined experience of 25 years of in LIHTC and affordable housing development. |  |               |                     |
| MARKET NEEDS AND DEMAND FOR THE PROJECT  |  |               |                     |
| UHP conducted a market study which found a need for 690 affordable homes in Helena in the 30%-70% AMI range. The study further estimated 2,091 income and size-qualified renters in the market area. The need for more supply of affordable homes is well supported by many sources including the Governor's Housing Task Force and the Rocky Mountain Development Council.  |  |               |                     |
| FINANCING & FUNDING - PERMANENT  |  |               |                     |
| Financing Sources  | Amount   | Interest Rate | Annual Debt Service |
| First Mortgages  | \$8,161,688  | 3.83%         | \$402,469           |
| National HTF   | \$2,526,194  |               | \$0                 |
| Helena AHTF  | \$800,000  | 1.00%         | \$8,000             |
| LIHTC Equity   | \$10,272,695   |               | \$0                 |
| MT Healthcare Initiative   | \$500,000  | 2.00%         | \$22,177            |
| Deferred Dev Fee   | \$1,685,729  | 3.00%         | \$0                 |
| Total Development Cost   | \$23,946,306   | Total         | \$432,646           |



## Helena AHTF – Project Underwriting Review Memo - Update 2/26/2024

|  |   |              |        |
|--|---|--------------|--------|
| Helena AHTF Leveraged Funds:   | \$23,146,306  | Match Ratio: | 28.9:1 |
| <p>Twin Creek 9 will be financed with Montana Coal Trust Loan of \$474,940, 9% LIHTC equity of \$5,395,945 and a deferred developer fee of up to \$231,001. The developer will also donate up to \$225,000 of developer fee to stay within Montana Housing’s allowed soft cost ratio.</p> <p>Twin Creek 4 construction financing: financed with a Montana Coal Trust Loan of \$8,161,688, 4% LIHTC equity estimated at \$5,060,870, 9% LIHTC equity estimated at \$5,211,825, a \$500,000 Montana Healthcare Foundation Loan, a City of Helena Affordable Housing Trust Fund Loan of \$800,000, National Housing Trust Funds of \$2,526,194, and a deferred developer fee of \$1,685,729.</p> <p>Twin Creek 4 permanent financing: At Stabilization, the short-term bonds, \$200,000 of the HAHTF Loan, and the Bridge to Equity Loan will be paid-off with LIHTC equity. The \$800,000 HAHTF Permanent Loan will remain in place.</p> |   |              |        |
| PROJECT FINANCIAL PROJECTIONS  |   |              |        |
| First Year Information   | Amount  |              |        |
| Rents – Per Unit Average   | \$15,291  |              |        |
| Rents – Total Project  | \$1,100,952   |              |        |
| Vacancy (7.00%)  | (\$77,066)  |              |        |
| Rent (net of vacancy)  | \$1,023,885   |              |        |
| Operating Expense  | \$496,176   |              |        |
| Replacement Reserve  | \$25,200  |              |        |
| Income available for Debt Service  | \$554,009   |              |        |
| Debt Service   | \$492,622   |              |        |
| Net Cash Flow (Year 1)   | \$61,387  |              |        |
| Debt Coverage Ratio (Year 1)   | 1.28  |              |        |
| <p>Based on underwriting calculations debt coverage is expected to increase over time starting at a low of 1.28 and increasing to 1.50 by year 18 at the end of the financing term. Financial targets presented that meet Helena AHTF targets and requirements include operating expense minimum, replacement reserves, income, and expense trending. The operating expense per unit estimated of this project is \$6,891, slightly above the maximum allowed per the guidelines of the program’s maximum of \$6,000. The projected operating reserve is above the AHTF target of 4 months of operating costs, reserves, and debt service. This starting DCR is within the program guidelines of the AHTF targets.</p>   |   |              |        |
| LOAN REQUEST- CONSTRUCTION   |   |              |        |
| Loan Amount  | \$1,000,000 – this matches the guideline maximum                  |              |        |
| Loan Type  | Construction  |              |        |
| Interest Rate  | 1.00%   |              |        |
| Loan Terms   | Interest-only with 3-year term - matches max term                 |              |        |
| Payment Schedule   | \$833.34 per month  |              |        |
| Contingency Requirements   | 5%  |              |        |
| Security/Collateral  | Subordinate lien on the property                                  |              |        |
| LOAN REQUEST - PERMANENT   |   |              |        |
| Loan Amount  | \$800,000 – this is above the \$400,000 maximum of the guidelines |              |        |
| Loan Type  | Permanent   |              |        |



## Helena AHTF – Project Underwriting Review Memo - Update 2/26/2024

|  |  |
|--|--|
| Interest Rate  | 1.00%  |
| Loan Terms   | interest-only with an 18-year term – payment type is not specifically called out in the guidelines to NWMT’s knowledge |
| Payment Schedule   | \$666.87 per month   |
| Contingency Requirements   | N/A  |
| Security/Collateral  | Subordinate lien on the property   |
| <b>PROJECT STRENGTHS AND WEAKNESSES</b>  |  |
| <ul style="list-style-type: none"> <li>• Strengths <ul style="list-style-type: none"> <li>○ Developer with strong experience, including successful previous project in Helena</li> <li>○ Responsive to community need and market</li> <li>○ Strong impact with development of new affordable homes for a range of low-income individual and families</li> <li>○ Project is in line with many of the requirements of Helena AHTF guidelines with some deficiencies as addressed above</li> <li>○ The project changes from the initial request include a large increase in units (27) with the same amount of total funds being committed from the AHTF.</li> <li>○ Match ratio of permanent sources is 28.9:1, much larger than the 5:1 requirement.</li> <li>○ Developers are deferring a large portion of their developer fee to ensure this project is a success.</li> <li>○ Developers have secured other funding from multiple sources in order to bring this project to Helena.</li> <li>○ Developers have underwritten their project with a 7% vacancy rate when the Helena AHTF guidelines allow for 5% based on unit count as well as are including \$350 in funding replacement reserves annually (\$100 higher than requirements)</li> </ul> </li> <li>• Weaknesses <ul style="list-style-type: none"> <li>○ Maximum loan amount requested for perm loan is above the maximum amount allowed per current guidelines of the program</li> <li>○ Operating expenses per unit are slightly above the maximum allowed per program guidelines (\$891 over)</li> <li>○ Developers are asking for interest only payments on the permanent loan, a change from the previous approval</li> </ul> </li> </ul> |  |
| <b>ADDITIONAL NOTES ON PROJECT FIT WITH TRUST FUND PROGRAM GUIDELINES</b>  |  |
| <p>Funds from the construction loan will be converted to permanent financing at the closing of the other permanent sources with the developers paying back to the fund \$200,000. This is not an ask of the AHTF for \$1.8M, but of the same \$1 million in two distinct uses to fill gaps in the project, as is a standard practice of similar patient capital sources.</p> <p>The requested change in terms expanded the number of homes being offered by the project while not requesting more in overall funds from the Helena AHTF. However, minor changes in terms have been requested including more funds being kept in the project as permanent financing, as well as a change in payment structure. Some of these changes are outside the general guidelines of the program and will need to be approved. The developers have done a</p>   |  |



## Helena AHTF – Project Underwriting Review Memo - Update 2/26/2024

good job at finding other sources of capital to leverage the resource of the Helena AHTF with a large match ratio of 28.9:1, much higher than the 5:1 requirement of the program.

The project does bring an array of housing types to the community that would meet the mission of the Trust Fund program. These units range from 30% units to 70% units allowing a large swath of the population of Helena to be housed within the project. The Red Alder Project has similar income targets and has not had its waitlist shrink since it was able to be occupied a few years ago. Tenants will also likely be able to use vouchers at this project, something that is an issue in Helena as the waitlist for a voucher is long – and after getting one, finding a suitable home where you can use it is just as difficult.



**CITY OF HELENA**  
**Housing Trust Fund Advisory Board Minutes**  
**Wednesday, February 21, 2024**  
**Full Recording Available upon request**

**Call to Order and Roll Call**

**Members Present**

Chair Michael O'Neil, John Rausch, Stephanie Bull, Riley Hanson,

**Staff Present**

Anne Pichette, Housing Coordinator  
Ellie Ray, Senior Planner  
April Sparks, Administrative Assistant

**Minutes**

**A. Approval of Minutes from August 2023**

**(0:16:05)** Member Hanson made the motion to approve the August 2023 meeting minutes. Member Bull seconded. Minutes approved unanimously.

**Regular Items**

**A. Request for Modification – United Housing Partners**

**(0:16:43)** The board discussed the request for modification from United Housing Partners, LLC (UHP). The request is for a change in the dollar amount that will be paid at the end of the construction loan period and converted into the permanent (18-year) loan amount and interest only payments during the term. The request is the previous approved \$1,000,000 construction loan. The request is to increase the permanent loan from \$400,000 to \$800,000. No new funds are being requested in addition to the funds previously approved by the City Commission. UHP partners discussed the increase in the number of housing units to 72. The change to the current credit environment is the reason for the request to modify the terms of the loan and the extraordinary conditions under which the request is being made. Members discussed the benefit of the project, and that the growth of the number of units in this project is comparable to getting a second project for the same initial investment. Members discussed their excitement for the project and the importance of having the funds used. Member Hanson made a motion to recommend the City Commissioners approve the project



as presented in the meeting. Member Rausch seconded the motion. Motion passed unanimously (4-0).

**B. Proposed Spring application cycle**

**(0:53:31)** The Board began discussion of the proposed Spring application cycle dates. Board members discussed timing of other program deadlines and giving applicants more time to complete an application. The timeline below was agreed upon by the board. Member Rausch made the motion to approve the option #1 schedule. Member Hanson seconded. The motion passed unanimously.

March 1<sup>st</sup> – Release notice of Spring funding cycle application opening  
April 26<sup>th</sup> – Applications are DUE  
April 30<sup>th</sup> – Send NWMT eligible applications for underwriting reviews (Due back on May 24<sup>th</sup>)  
May 28<sup>th</sup> – Send Advisory Board the application packages  
June 12<sup>th</sup> – Applicant presentations at Advisory Board meeting (standing meeting date)  
June 13<sup>th</sup> – Advisory Board reviews applications and consolidates recommendations (if needed)

**Public Comment**

**(01:05:57)** The meeting was opened for public comment. No members of the public provided comment.

**Member Communications / Proposals for next Agenda**

Chair O'Neil suggested that the next meeting be the June 12<sup>th</sup> meeting at which any eligible Spring cycle applications will be presented.

**Meetings of Interest / Announcements**

It was noted that the next scheduled meeting is Wednesday, June 12, 2024.

**Adjournment**

The meeting was adjourned.

# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

## **RESOLUTION NO. 20824**

### **A RESOLUTION DISTRIBUTING HELENA AFFORDABLE HOUSING TRUST FUNDS TO UNITED HOUSING PARTNERS, LLC, FOR NEW MULTI-FAMILY HOUSING CONSTRUCTION**

**WHEREAS**, on November 9, 2020, the City Commission adopted Resolution No. 20630, which established the Helena Affordable Housing Trust Fund;

**WHEREAS**, pursuant to Resolution No. 20630, the City of Helena is empowered to grant or loan funds that will address housing-related issues identified in City limits;

**WHEREAS**, on October 18, 2021, the City Commission adopted Ordinance No. 3292, amending Helena City Code §2-6-3 and establishing the Affordable Housing Trust Fund Advisory Board to evaluate proposals for funding from the Affordable Housing Trust Fund and provide recommendations to the City Commission;

**WHEREAS**, on September 26, 2022, the City Commission adopted Resolution No. 20775, authorizing the approval of the Program Guidelines and Application process documents to guide disbursement of the Affordable Housing Trust Fund dollars;

**WHEREAS**, the applicants, United Housing Partners, LLC, propose to develop forty-five (45) or more new multi-family dwelling units at property generally located at the northwest corner of Alice and Dorothy Streets ("Project");

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

## Resol. 20824

**WHEREAS**, the total cost of the Project is estimated to be fifteen million, seven hundred thousand dollars (\$15,700,000);

**WHEREAS**, the applicants have requested a loan from the Affordable Housing Trust Fund of one million dollars (\$1,000,000) paying interest per the terms of the loan agreement;

**WHEREAS**, the applicants have requested this loan to be in the form of a construction loan of six-hundred thousand (\$600,000) which will be paid over three years and four-hundred thousand dollars (\$400,000) of the original loan as an eighteen-year term; and

**WHEREAS**, the Helena Affordable Housing Trust Fund Advisory Board recommended approval of trust fund dollars for the Project on May 10, 2023.

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

**Section 1.** The Helena City Commission finds that the Project constitutes an allowable cost, pursuant to Resolution 20630 establishing the Affordable Housing Trust Fund and the Affordable Housing Trust Fund Program Guidelines and Application process documents approved under Resolution 20775.



# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

## Resol. 20824

**Section 2.** The City shall loan one million dollars (\$1,000,000) in the form of a three-year construction loan and four-hundred thousand dollars (\$400,000) as an eighteen-year loan to United Housing Partners, LLC, payable from the Affordable Housing Trust Fund.

**Section 3.** Prior to distribution of funds, United Housing Partners, LLC, must each enter into a loan agreement acceptable to the City conditioning disbursement of the funds and stipulating all Project obligations, documentation maintenance, and reporting requirements through the Project's period of affordability.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 12<sup>th</sup> DAY OF JUNE, 2023.**

**ATTEST:**

**CLERK OF THE COMMISSION**

**MAYOR**



## **AFFORDABLE HOUSING TRUST FUND**

### **Program Guidelines**

*Last updated: February 23, 2023*

# Table of Contents

|        |   |    |
|--------|---|----|
| I.     | Introduction .....  | 1  |
| II.    | HAHTF Priorities .....  | 2  |
| III.   | Eligible Applicants .....   | 2  |
| IV.    | Eligible Activities .....   | 2  |
| V.     | Eligible Uses .....   | 2  |
| VI.    | Eligible Beneficiaries .....  | 3  |
| VII.   | Match Requirement .....   | 3  |
| VIII.  | Building Standards and Accessibility .....                          | 4  |
| IX.    | Continued Affordability .....                                       | 5  |
|        | A. Rental, Temporary, and Transitional Housing                      |    |
|        | B. Single Family Dwelling Unit Development and Homebuyer Assistance |    |
| X.     | Rental, Temporary, and Transitional Housing .....                   | 6  |
|        | A. Rent Limits  |    |
|        | B. Financing Structure & Requirements                               |    |
|        | C. Mixed Use and/or Mixed Income                                    |    |
| XI.    | Single Family Dwelling Unit Development .....                       | 10 |
|        | A. Cost Limits  |    |
|        | B. Mixed Use and/or Mixed Income                                    |    |
|        | C. Financing Structure & Requirements – Non-Land Trust Development  |    |
|        | D. Financing Structure & Requirements –Land Trust Development       |    |
| XII.   | Homebuyer Assistance .....  | 12 |
| XIII.  | Application Submission .....  | 12 |
| XIV.   | Administrative Procedures .....                                     | 13 |
| XV.    | Advisory Board .....  | 14 |
| XVI.   | Recipient Requirements .....  | 15 |
|        | A. Written Agreements   |    |
|        | B. Ongoing Compliance, Recordkeeping, and Reporting                 |    |
| XVII.  | Requests for Funds .....  | 17 |
| XVIII. | Other Considerations .....  | 17 |

## **I. Introduction**

The City of Helena's planning documents have identified affordable housing as a significant community need and has established a number of goals and objectives to address it. The City of Helena established the Helena Affordable Housing Trust Fund (HAHTF) to meet affordable housing needs in the City of Helena through Resolution No. 20630. This manual establishes the guidelines and requirements of the HAHTF.

These funds will be used as gap financing to support affordable housing opportunities within Helena city limits serving low- and moderate-income households. HAHTF funds may not be invested in a project in lieu of other funding sources when other, existing programs or funds are available and accessible. As such, other sources of state or federal funding such as Low-Income Housing Tax Credits (LIHTC), HOME Investment Partnerships Program (HOME), Community Development Block Grant Program (CDBG), other government programs, or private investment must be a project's primary funding source(s).

In most cases HAHTF requirements will be satisfied in form and content through compliance with the rules and policies governing a project's primary funding source(s). This is intended to ease HAHTF administrative burdens and ensure this gap financing does not conflict with other financing. When multiple funding sources are combined in one project, developers, owners, and sponsors are responsible for coordinating requirements to ensure compliance.

Any project receiving an allocation of HAHTF funds must align with City plans and priorities found in planning documents adopted by the City of Helena. Generally, HAHTF funds will be lent to the project and the financial investment will be secured through a Promissory Note, Loan Agreement, and Trust Indenture. The City of Helena may also secure its long-term interest through a Deed Restriction. Loan proceeds shall be returned to the fund for future investment in affordable housing efforts.

This program also seeks to grow Helena's pool of HAHTF loan funds over time in order to have a greater long-term impact on the community's affordable housing needs and aims to be as sustainable as possible while recognizing the difficulty of financing complex affordable housing projects. Principal and interest payments to the fund are carefully evaluated to determine future funding needs and monitor payment compliance. Proceeds from loan payments will be returned to HAHTF account and used for future projects.

The City's Community Development Department programs are open to all eligible persons and does not discriminate on the basis of race, creed, religion, color, national origin, age, physical or mental disability, marital status, sex, pregnancy, childbirth or medical condition related to pregnancy or childbirth, sexual orientation or expression, political beliefs or affiliation, genetic information, veteran status, culture, social origin or condition, or ancestry.

## **II. HAHTF Priorities**

In reviewing and evaluating applications for HAHTF funding, consideration/priority will be given to projects demonstrating the following:

- Projects that maximize the utilization of outside financing (non-HAHTF matching funds).
- Projects that do not duplicate existing services or funding options and that leverage partnerships with other organizations and agencies.
- Projects that are sponsored by organizations or agencies able to demonstrate the staff capability, capacity, and experience necessary to successfully implement the proposed project.
- Projects that are clearly defined and realistic in scope, location, need, budget, and goals.
- Projects that utilize a proven, effective strategy.
- Projects that further the City of Helena's strategic goals and objectives and demonstrate consistency with adopted planning efforts.
- Projects that will not require ongoing investments of HAHTF funds.
- Projects that will have a sustainable long-term impact.
- Projects that further the City's environmental and sustainability goals and objectives. Promote energy efficiency and the use of renewable energy in new and existing development, minimizing impacts on natural resources and the environment.
- The length of time a project will maintain its affordability.

## **III. Eligible Applicants**

Eligible applicants include non-profit, for-profit, and public organizations who will own, develop, and/or sponsor eligible activities. Individuals are not eligible to apply for HAHTF assistance.

## **IV. Eligible Activities**

HAHTF-assisted activities must add, improve or support permanent, transitional, and/or temporary housing. Eligible activities include construction, demolition and reconstruction, conversion, rehabilitation, acquisition, or financing of affordable housing.

## **V. Eligible Uses**

- Donate, provide, or pay all or a portion of the costs of land for the construction of affordable housing on that land;

- Donate, provide, or pay all or a portion of the costs of conversion or renovation of existing buildings into affordable housing;
  - Provide or pay all or a portion of the costs of financing of infrastructure to support affordable housing projects;
  - Provide or pay all or a portion of the costs of acquisition, development, construction, financing, operating, or owning affordable housing;
  - Pay all or a portion of the up-front costs associated with permitting, plan reviews, and water and wastewater system development fees;
  - Provide or pay all or a portion of the costs associated with consumer housing programs and services;
  - Provide loan guarantees to affordable housing projects;
  - Provide gap financing for affordable housing projects; and
- Pay the costs incurred by the City of Helena associated directly with the administration of the funds; provided, however, in no event shall the amount expended from the funds for such administrative expenses in any year exceed eight (8%) of the amount of revenue received in the fund that year.

## **VI. Eligible Beneficiaries**

HAHTF-assisted projects must serve low- to moderate-income households within Helena City Limits. Low- to moderate income is typically defined as households whose income is between 0 and 80% of the Area Median Income (AMI). However, projects benefiting households with incomes up to 120% of AMI may be recommended by the Advisory Board and approved by the City Commission on a case-by-case basis. Beneficiaries of the HAHTF program must be income qualified using the Section 8 Part 5 definition of income or other approved metric consistent with the requirements of a project's primary funding source(s).

In the absence of a state or federal primary funding source with established income limits, rental and non-permanent housing projects must use the current US Department of Housing and Urban Development (HUD) Multifamily Tax Subsidy Income Limits available online.

<https://www.huduser.gov/portal/datasets/mtsp.html#2022>

## **VII. Match Requirement**

Each HAHTF-assisted project must contribute matching funds. Matching funds are defined as the dollar value of other resources committed to a project. Each dollar committed to the project that is not generated from the Trust Fund shall be considered as match.

Examples of matching funds may include but are not necessarily limited to funding from other sources (such as federal community development block grants, federal HOME investment

funds, low-income housing tax credits, owner equity); the value of donated land or property supported by a third-party appraisal; donated infrastructure, site preparation, or construction materials; donated professional services, labor or sweat equity; and the cash value of a below market interest rate loan.

A minimum \$5 of matching funds to every \$1 of HAHTF financing (a 5:1 match) is required. However, shelters and/or temporary housing may request match reduction to a 3:1 match with sufficient justification and rationale.

## **VIII. Building Standards and Accessibility**

All construction or rehabilitation work undertaken as part of a project receiving HAHTF assistance must conform to current building codes and zoning ordinances adopted by the City of Helena. Projects benefiting from HAHTF assistance must comply with the Fair Housing Act.

Additionally, all new construction of owner-occupied, single family (condominiums, mobile homes, townhomes, etc.), rental, temporary, or transitional housing units and common areas as well as rehabilitation projects that at least replaces or exposes interior wall structures and doors must incorporate the following:

*For rehabilitation, items 1, 3, 4, and 5 below apply to all units and all floors where moving walls, removing wall coverings, or doing new wiring or rewiring occurs.*

1. 36-inch doors for all living areas (except pantry, storage, and closets).
2. All door hardware must comply with Fair Housing Act standards for all units.
3. Outlets mounted not less than 18 inches above floor covering.
4. Light switches, control boxes and/or thermostats mounted from 36 to 48 inches above floor covering.
5. Walls adjacent to toilets, bath tubs and shower stalls must be reinforced for later installation of grab bars.
6. All faucets must be lever style.
7. A minimum of a ground floor level half-bath with a 30 x 48-inch turn space (also required in rehabilitation unless waived by staff for structural limitations or excessive cost, etc.) (does not apply if there is no living space on the ground floor level).
8. Zero-step entry to all ground floor level units.
9. Compliance with accessibility requirements must be certified by the project architect upon completion.

Except for new construction projects, the City may agree to waive certain accessibility requirements on a project-by-project basis.

A Phase I Environmental Site Analysis (ESA) prepared by a qualified professional is typically required and must be submitted to the City. If the Phase I identifies a Recognized Environmental Condition (REC) or potential REC and recommends a Phase II, then a Phase II ESA must be conducted and submitted to the City. Identified environmental hazards must be appropriately addressed per state and federal requirements as part of the project. Certain activities may not require a Phase I or other environmental analysis. The City will determine if a Phase I or other environmental investigation is necessary on a case-by-case basis.

## **IX. Continued Affordability**

### **A. Rental, Temporary, and Transitional Housing**

Projects receiving HAHTF funds must maintain its affordability (i.e., income limits, rent restrictions, and occupancy requirements) for a period of time after project completion. Typically, this is accomplished by maintaining compliance with the requirements of the primary state and/or federal funding source(s). In the absence of such requirements or if the primary funding sources period of affordability are less restrictive than the table below, HAHTF-assisted projects must adhere to the following requirements:

| Time Period | HAHTF Investment   |
|-------------|--|
| 20 Years    | <\$30,000 Acquisition and/or rehabilitation  |
| 25 Years    | \$30,001 - \$100,000 Acquisition and/or rehabilitation   |
| 30 Years    | \$100,001 - \$400,000 Acquisition and/or rehabilitation  |
| 35 Years    | \$400,001 - \$1,000,000 Acquisition and/or rehabilitation and all conversion and new construction projects |

A Deed Restriction, a Land Use Restriction Agreement (LURA), or covenant running with the land will be filed to ensure the housing's long-term compliance and affordability. If it is determined that the project is not in compliance, the investment may be reverted to the City. Typically, the deed restriction or LURA filed to secure period of affordability requirements for the project's primary funding sources will suffice and an additional HAHTF covenant is not necessary. If a project does not utilize a primary funding source enforcing its affordability requirements through such a covenant, the HAHTF covenant will stipulate the number of affordable units designated by the Applicant and required by these Program Guidelines.

In the absence of Deed Restrictions or LURAs filed by the project's primary funding source(s) matching or exceeding HAHTF requirements, the City of Helena will file a Deed Restriction commensurate with the proposed project and programmatic requirements contained



herein. At a minimum, the Deed Restriction will require the borrower maintain the property in acceptable condition and maintain the project's purpose, income and rent restrictions.

Circumstances such as a change in land/property use, housing occupied by ineligible beneficiaries, failing to properly maintain the property, and/or the voluntary or involuntary sale or transfer of Title which occurs during the HAHTF Period of Affordability will trigger full repayment of the outstanding balance of the HAHTF investment.

To document compliance with the affordability requirements, projects must maintain accurate rent rolls, ledgers, and income verification of HAHTF beneficiaries. Failure to submit timely, accurate reports demonstrating compliance with HAHTF programmatic requirements (absent compliance with a similar requirement from a primary funding source) may result in full repayment of the HAHTF investment.

## **B. Single Family Dwelling Unit Development and Homebuyer Assistance**

HAHTF single family housing development projects must ensure continuing affordability through resale restrictions enforced by a deed restriction or by placing the property in a land trust that will ensure these properties serve low- to moderate-income households for at least 35 years.

Applicants must demonstrate a track record of successful single family housing developments or Homebuyer Assistance programs, an ability to maintain continued affordability, and an ability to facilitate resales to eligible beneficiaries.

## **X. Rental, Temporary, and Transitional Housing**

Rental, temporary, and transitional housing includes acquisition, new construction, demolition and reconstruction, conversion, or rehabilitation of housing that will be occupied by eligible beneficiaries. Projects may include but are not necessarily limited to affordable housing such as multifamily rental development, housing for seniors, accessory dwelling units, supportive housing, and temporary housing such as shelters.

Projects that result in the permanent displacement or relocation of current occupants from their homes or rental units in order to create, preserve, and or rehabilitate affordable housing will not receive HAHTF assistance.

### **A. Rent Limits**

Rental and non-permanent housing is governed by rent limits established by the project's primary funding source. In the absence of a state or federal primary funding source with rent

restrictions, projects receiving HAHTF assistance must not charge rents exceeding the least restrictive rent limits established by either the Montana LIHTC or HOME program.

## **B. Financing Structure & Requirements**

HAHTF funds may be lent as short-term construction loans and/or longer-term permanent financing. The following terms and conditions will govern HAHTF rental, temporary, and transitional housing loans. Loans may be made to the applicant or an affiliated entity, depending on the nature of the project and its specific needs.

### **Loan Terms**

HAHTF permanent loans will not exceed an 18-year term, the amortization schedule will not exceed 40 years, and they are repayable through cash flow. Applicants will propose an interest rate advantageous to their project but not less than necessary, and in no case less than 1%. A 0.75% origination fee is due at closing. Temporary or transitional housing may request loan forgiveness up to 50% of the amount of a permanent loan. A 2% retainage for permanent loans financing new construction, conversion or rehabilitation activities will be withheld and released upon receipt of the architect's Certificate of Substantial Completion and the Occupancy Permit issued by the City of Helena's building department. HAHTF permanent loans may not exceed \$400,000, are nonrecourse and will subordinate to senior debt.

HAHTF construction loan amortization schedules will match the loan term and are repayable upon conversion to permanent financing. Applicants will propose an interest rate advantageous to their project but not less than necessary, and in no case less than 1%. A 0.75% origination fee is due at closing. Temporary and transitional housing may request loan forgiveness up to 25% of the amount of a construction loan. Construction loans may not exceed \$1MM, construction loan terms are not to exceed 3 years, and may require personal guarantees from project owner/developer/sponsor.

Construction loans may be converted to permanent loans upon stabilization commensurate with the requirements of the project's senior debt.

Other terms requested by the Applicant may be considered on a case-by-case basis and may require additional documentation and explanation as to why the project cannot move forward without special terms. The Advisory Board will determine if the applicant's proposed loan terms are reasonable and in the City's best interest.

Loans may be made directly to the Owner or an affiliate entity as benefits the project and approved by the City. Loans are non-assumable without written permission from the City of Helena. If a request for loan transfer is declined, the loan is due in full upon sale or transfer

of ownership. Loans can be prepaid in whole or in part at any time without penalty. Prepayment does not end the period of affordability before its original end date. Loans are expected to be repaid on a monthly basis.

Under extraordinary conditions, and after all other project funding has been secured, the Affordable Housing Trust Fund Advisory Board may approve modifications of the above terms to accommodate a project's specific needs. Modifications may include:

- Loans may be negotiated for interest rates or terms lengths other than the standard loan terms noted above.
- Projects may receive funding in the form of deferred payment loans due upon sale or transfer of the property.

Such modifications will only be allowed if it can be shown that the City's standard terms would cause undue hardship to the applicant or would preclude the successful completion of the project. It is the responsibility of the project applicant to provide sufficient evidence to the City that the requested modifications are necessary in order for the project to be completed.

## **Underwriting and Subsidy Layering Standards**

The City of Helena will undertake a project-by-project underwriting and subsidy layering review to ensure that:

- The HAHTF loan will only be the amount necessary to provide quality affordable housing that is financially viable; and
- The sources and uses of funds are reasonable and necessary, and will not result in undue profit.

Affordable rental and non-permanent housing projects should demonstrate consistency with the following underwriting parameters:

- Vacancy Rate
  - New construction vacancy rate of 10% for projects with fewer than 20 units, 7% for projects with 21-50 units, and 5% with 51 or more units or projects with 100% project based rental assistance.
  - Greater of 5% vacancy rate or last 3-year vacancy rate average but not exceeding 7% for rehabilitation projects.
- Debt service coverage ratio
  - Projects with an upward trend through HAHTF period of affordability should have a DSCR between 1.15 and 1.30 in the first year of normal operation.

- Projects with downward trend through HAHTF period of affordability should have a DSCR between 1.10 and 1.50 during the HAHTF period of affordability, beginning the first year of normal operation.
- Operating reserves should be at least four months of operating expenses, debt service payments, and annual replacement reserve payments.
- Replacement Reserves should be contributed in an amount equal to at least \$250 per unit annually.
- If tenants pay utilities, projects are to show utility allowances based on the Montana Department of Commerce Section 8 Utility Allowances, USDA RD Utility Allowances, or HUD Utility Schedule Model (HUSM).
- Income trending at 2%
- Expense trending at 3%
- Reserve Trending not to exceed 3%
- Operating Expense per unit between \$3,000 and \$6,000
- 5% minimum construction contingency

Some of the specified underwriting parameters may not apply to temporary or transitional housing. Temporary or transitional housing must identify and explain deviations from the underwriting parameters in the application for HAHTF assistance. At a minimum, temporary or transitions projects must demonstrate need and feasibility by submitting evidence of demand, a comprehensive sources and uses statement, rent schedule, proforma, and construction flow of funds. If requesting loan forgiveness, temporary or transitional housing must also provide a financial analysis showing proposed project's inability to repay the entire loan amount and indicate the amount of loan forgiveness necessary to complete the project.

The City must be made aware of significant changes to a project's financial assumptions or proposed project outcomes in order to determine if the investment of HAHTF needs to be reconsidered. At the City's discretion, a new underwriting and subsidy layering review may be required. The result of such a review may result in a change in the amount or terms of a HAHTF loan. An updated sources and uses, rent schedule, proforma, and implementation schedule must be submitted for City review within 30 days of closing. The City has the right to request any additional documentation it deems necessary to ensure the transaction is appropriate and in its best interests.

An independent certified accountant must produce a final cost certification verifying the project's actual sources and uses were largely consistent with what was presented in the application. HAHTF funds found to have been spent in ways other than proposed in the application or a project found to materially differ from what was presented in the application may face repayment of all or a portion of the HAHTF investment.

### C. Mixed Use and/or Mixed Income

Projects that are mixed use or mixed income may receive HAHTF assistance. At least 50% of the housing units (rounded up to the nearest whole unit) in a mixed use or mixed income development receiving HAHTF assistance must house low- to moderate-income households and comply with HAHTF requirements.

## **XI. Single Family Dwelling Unit Development**

Single family housing development includes new construction or conversion of housing including but not limited to townhomes, condominiums, or detached homes that are owner-occupied or made available for purchase by a low- to moderate-income household.

### **A. Cost Limits**

Total construction costs for newly constructed or converted single family housing assisted with a HAHTF loan cannot exceed the purchase price limits established by Montana Housing, available online:

<https://housing.mt.gov/Homeownership/Homebuyers/Current-Rates.-Income-and-Purchase-Price-Limits>.

### **B. Mixed Use and/or Mixed Income**

Projects that are mixed use or mixed income may receive HAHTF assistance. At least 50% of the housing units (rounded up to the nearest whole unit) in a mixed use or mixed income development receiving HAHTF assistance must house low- to moderate-income households and comply with HAHTF requirements.

### **C. Financing Structure & Requirements – Non-Land Trust Development**

This Financing Structure & Requirements section is only applicable to single family dwelling unit development where the properties **are not** placed into a land trust that will maintain its affordability in perpetuity.

## **Loan Terms**

Single family development loans will be lent as short-term construction loans and will be governed by the following terms and conditions.

HAHTF construction loan amortization schedules will match the loan term and is repayable upon conversion to permanent financing. Construction loans are expected to be repaid

within 2 years of closing. Single family development projects not completed or occupied within 3 years of closing are subject to repayment of the full HAHTF loan and penalty in the amount of 25% of the HAHTF loan. Applicants will propose an interest rate advantageous to their project but not less than necessary, and in no case less than 1%. A 0.75% origination fee is due at closing.

The amount of HAHTF funds invested in a single-family home cannot exceed 50% of its prospective value as evidenced by an appraisal or comparative market analysis.

Depending on the nature of the project, HAHTF single family loans may or may not be nonrecourse and may or may not subordinate to a senior lender. The City will determine if the applicant's proposed loan terms are reasonable, in the City's interest, and advantageous to the project.

### **Underwriting and Subsidy Layering Standards**

The City of Helena will undertake a project-by-project underwriting and subsidy layering review to ensure that:

- The HAHTF loan will only be the amount necessary to provide quality affordable housing that is financially viable; and
- The sources and uses of funds are reasonable and will not result in an undue profit.

Single family housing development projects demonstrate need and feasibility by submitting evidence of demand and a marketing plan, a comprehensive sources and uses statement, proforma, and construction flow of funds. Projects must include a discussion of its ability to attract eligible purchasers and consummate a sale within the 3-year period.

The City must be made aware of significant changes to a project's financial assumptions or proposed project in order to determine if the investment of HAHTF needs to be reconsidered. At the City's sole discretion, a new underwriting and subsidy layering review may be required. The result of said review may result in a change in the amount or terms of a HAHTF loan.

An independent certified accountant must produce a final cost certification verifying the project's actual sources and uses, were largely consistent with what was presented in the application. HAHTF funds found to have been spent in ways other than proposed in the application or a project found to materially differ from what was presented in the application may face repayment of all or a portion of the HAHTF investment.

### **D. Financing Structure & Requirements –Land Trust Development**

This Financing Structure & Requirements section is only applicable to single family housing development where the properties **are** placed into a land trust that will maintain its affordability in perpetuity.

## **Financing Terms**

The City requires property placed into a land trust be secured with a deed restriction or similar covenant running with the land that will ensure the property's affordability and eligibility of future owners in perpetuity. The City may make grants available to these projects. The grant amount shall be determined on a case-by-case basis and will not exceed the amount of funds necessary to complete the project.

The amount allocated to any entity will be based on the amount of funds that can reasonably expected to be spent within a three (3) year period, as proposed in the application. The City will maintain control of these funds until they are needed for an eligible use.

## **XII. Homebuyer Assistance**

Applicants wishing to utilize HAHTF funds for homebuyer assistance activities must submit a detailed proposal to the Advisory Board detailing how the proposed homebuyer assistance program will operate. This proposal must specify all aspects of the program, such as the processes it will use to determine beneficiary eligibility, document compliance with HAHTF requirements, manage and repay HAHTF funds, and how HAHTF funds will be paired with other sources to fill financing gaps.

## **XIII. Application Submission**

Applications for HAHTF funding will be considered on a regular basis. Application cycles will be timed to complement annual funding cycles for state and federal funds expected to make up the bulk of a project's funding package. Each year's specific funding schedule and application requirements will be published in advance of the application due date.

Any request for information or clarification must be submitted by email to the City of Helena at least fifteen (15) calendar days before the application deadline.

Questions, requests for information, or clarification may be sent to the City of Helena's Community Development Department, [citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov), or by calling 406.447.8490.

A non-refundable application fee of \$200 is due upon application submission.



## **XIV. Administrative Procedures**

Applications will be submitted through a shared OneDrive folder set up for each application. Applicants must contact the City Housing Coordinator for access to their organization's individual folder.

Applications will be reviewed as follows:

1. City staff and Advisory Board review applications
2. Applicants present project to Advisory Board & City staff
3. Advisory Board makes recommendation to City Commission
4. City Commission makes final award and funding decisions.

Upon award, City staff will issue a preliminary letter of commitment including a general project description and anticipated outcomes in terms of number and type of units or households assisted, and stipulating the HAHTF loan terms and repayment schedule.

Funds not awarded in the current cycle will be made available the following application cycle, however up to \$100,000 may be held in reserve and be made available to address unanticipated housing-related emergencies. Organizations providing affordable housing that experience a housing-related emergencies may be invited to submit an application outside the annual cycle upon invitation from City staff.

The City reserves the right to waive irregularities or deficiencies in a proposal if the City determines that such a waiver is in its best interest. The City reserves the right to fund projects at a level that is less than the amount requested. In cases of doubt or differences of opinion concerning the interpretation of this guidance or the application contents, the City reserves the exclusive right to determine and interpret the intent, purpose and meaning of any provision, which determination and/or interpretation shall be binding to the applicant.

Each recipient is required to carry out the specified activity in the manner described in the application, and to meet all of the obligations contained herein. Any material modifications to the project's financial assumption, its outcomes, or the manner in which the activity is carried out will require prior approval from the City. Advisory Board meetings may be called as needed to review proposed changes to an approved HAHTF project.

The City appreciates that successful affordable housing projects take many years to complete. However, projects must make demonstrable progress toward completion within one year from the date of the preliminary letter of commitment. The City reserves the right to withdraw or reconsider the award in the event that an applicant fails to meet this requirement.



In the event of non-compliance with any applicable City federal or state laws, codes, or regulations, the City's award may be terminated or suspended in whole or in part.

Any applicant (including any entity that has or had family or business ties or obtains an ownership interest in the project or property) who is in default on any funding agreement or reporting requirements for any City, state, or federal loans or grants, or is not in compliance with any zoning, planning or building division requirements, regardless of site will not be eligible for funding through this program.

HAHTF loans will close at or about the time all other project financing closes. HAHTF funds will not be released until all other financing is firmly committed and made available for use.

## **XV. Advisory Board**

The Advisory Board will be appointed by the City Commission, and is comprised of up to seven (7) members who have a background and working knowledge in the areas of finance, real-estate development, nonprofit housing provider, architecture or engineering, and direct experience with housing insecurity. Knowledge of state, federal, or other funding sources that may act as primary financing is preferred. Members are responsible for reviewing, understanding, and analyzing project financials and making judgments as to a project's short and long-term feasibility and the reasonableness of an application's loan request and providing advice and recommendations to the City Commission for approval/denial. Members are also responsible for maintaining familiarity with the HAHTF Program Guidelines and current HAHTF Application.

The mayor appoints individuals to the Advisory Board with the advice and consent of the City Commission. Appointments are made for a three (3) year term. Members perform service voluntarily without compensation and are immune from liability with respect to any recommendation or action taken during the course of those services. Vacancies occurring in the membership of the Advisory Board will be filled by appointment by the mayor and the advice and consent of the City Commission. Each year on or about the time the annual HAHTF Application is released, the Advisory Board selects one of its members as chairperson and another of its members as vice chairperson.

The Board will review applications to ensure:

- 1) The amount and terms of the HAHTF loan is necessary to provide quality affordable housing that is financially viable;
- 2) The proposed sources and uses are reasonable;
- 3) The underwriting's financial assumptions are consistent with HAHTF underwriting and subsidy layering standards or other applicable financial standards and requirements;
- 4) The proposed project and financing structure is in the City's best interests; and

5) The project is feasible and achievable.

A project's conformance to the rules, requirements, and industry norms of its primary financing sources will be considered when reviewing a project's financial assumptions and strategy.

The Advisory Board will also review applications for consistency with the City's HAHTF goals and priorities established in the HAHTF Application.

## **XVI. Recipient Requirements**

### **A. Written Agreements**

City staff will be available to provide technical assistance in determining which requirements apply to each project and interpreting relevant policies. However, recipients will be responsible for satisfying these requirements, documenting how the requirements are being satisfied, and reporting to the City on how these requirements are being satisfied.

At the time the loan is closed and prior to the disbursement of any funds, recipients and the City will sign a Loan Agreement stipulating the terms and conditions of the project and HAHTF loan including and/or incorporating by reference:

- (1) The applicable HAHTF program guidelines, application materials & requirements;
- (2) The application requesting HAHTF assistance;
- (3) All HAHTF loan terms and conditions applicable to the project;
- (4) The project's details and anticipated outcomes in terms of the location, anticipated beneficiaries, and number and type of units or households assisted; and
- (5) Other items deemed necessary by the City.

In addition to the Loan Agreement, a Trust Indenture, Promissory Note, and in some cases a Deed Restriction securing the HAHTF investment will be signed by the recipient and filed with the Lewis and Clark County Clerk and Recorder; violation of which could result in full repayment of the HAHTF investment.

### **B. Ongoing Compliance, Recordkeeping, and Reporting**

Recipients must maintain accurate records documenting that the project continues to meet its obligations commensurate with HAHTF requirements and the project's intent through its entire period of affordability. Recipients must provide annual reports to the City demonstrating that this requirement is being satisfied. At a minimum, reports must document that 1) the project is serving eligible beneficiaries; 2) Costs paid by HAHTF are eligible; and 3) The project continues to operate as intended and in a manner consistent with

HAHTF and other funding requirements; there has been no change in land use, occupancy, or other characteristic that would have triggered full repayment of the HAHTF investment or make the project otherwise ineligible for HAHTF assistance.

Projects currently in construction must submit the following documents on a quarterly basis:

- Summary of project and progress since last report
- Project construction status
- Estimated date of completion
- Material (>5%) changes to sources and uses or unit mix
- Marketing & lease up plan
- Third-party construction monitoring reports if required by other funders

At time of project completion, projects must submit the following information:

- Final cost certification
- Final sources and uses
- Certificate of occupancy
- Draft Marketing & lease up plan when project reaches 75% completion
- Contact information for ownership and property management agent

Typically, City staff will simply accept the results of monitoring and compliance reviews conducted by state or federal programs that provided the primary financing for rental and non-permanent housing projects.

In the absence of funding sources with these requirements, recipients must submit to annual monitoring visits and file review to ensure ongoing compliance. This may include physical inspections of the property and housing and reviewing the recipient's files to ensure compliance with all applicable HAHTF requirements. The City will charge an annual monitoring fee of \$45 per unit/bed fee to conduct this onsite monitoring visit and file review.

Recipients, project owners or property management agents of completed rental or non-permanent housing projects are required to submit, at a minimum, the following documents every year:

- Current contact information for the project owner, management company, and site manager
- Annual report that includes, at a minimum, the following:
  - Vacancy rates
  - Total households provided with affordable housing
  - Changes in property management, ownership, operating subsidies, or service provision

- Certified annual operating statement
- Compliance/monitoring reports from other funders
- Current rent rolls
- Current tenant selection policies and procedures
- Current marketing plan
- Most recent audited financial statements
- Documentation of household income to ensure it meets the affordability required
- Rent limits and utility allowances
- Additional documents as requested by City staff

Recipients failing to submit adequate reports or whose reports evidence the project is not meeting its period of affordability requirements may be subject to immediate and full repayment of the HAHTF investment.

## **XVII. Requests for Funds**

The City will release HAHTF funds on an as-needed basis during the course of the project (upon receipt of a request for funds and accompanying supporting documentation). HAHTF funds may be drawn not more than once per month and the City of Helena reserves up to fifteen (15) business days to process a request for funds. This 15-day period begins once all necessary documentation has been received.

## **XVIII. Other Considerations**

Recipients are responsible for being aware of and complying with all applicable local, state, and federal policies, regulations, and statutes which may include, but are not necessarily limited to:

- Montana Landlord Tenant Law
- Displacement/relocation protection
- Fair Housing Act
- The National Environmental Protection Act (NEPA) and the Montana Environmental Protection Act (MEPA).
- ADA & Section 504
- Tri-County Housing Needs Assessment
- 2019 Growth Policy
- TIF District Information (“At least ten percent (10%) of annual tax increment funds generated in urban renewal districts must be prioritized or segregated for the support of affordable housing projects within each respective urban renewal district.  
– Section 4 of Resolution No. 20630

***City of Helena, Montana***

**02/28/2024**

**To:** Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
Amanda Opitz, Grants Administrator

**Subject:** Consider a Resolution Identifying the Helena City Commission Priority Projects for Application for Funding Through the State & Local Infrastructure Partnership Program.

**Present Situation:** The State-Local Infrastructure Partnership Program is a state-funded program to help cities and towns fund the maintenance/repair of local government facilities on a partnership basis, with local governments supplying a 25% cash match.

As indicated in Montana HB 355, the legislative body must review proposals and hold a public hearing based on the recommended priority order of the proposals, which is then transmitted to the Montana Department of Commerce with the city/towns application(s) due March 30, 2024. The Montana Department of Commerce shall then review the recommendations of the legislative body of the city and the content of the recommended application and determine whether the application complies with HB355. The Department of Commerce may not substitute its judgment for that of the legislative body of the city or town and cannot revise the recommended priority list.

**Background Information:** The State-Local Infrastructure Partnership Program is a state-funded program to help cities and towns fund the maintenance/repair of local government facilities on a partnership basis, with local governments supplying a cash match. This program was authorized during the 2023 legislative session via House Bill 355 (HB 355).

For the biennium beginning July 1, 2023, \$20 million was appropriated from the state's general fund to the Montana Department of Commerce to distribute funds as allocated to grant recipients awarded in compliance with HB 355 for eligible projects as recommended by each legislative body of a city or town.

The City of Helena's allocation is \$458,775. The City must provide a local cash match of no less than 25% of the total project cost. Projects receiving awards must be under contract by Dec. 31, 2024 and completed by Dec. 31, 2027.

Eligible projects include:

- Drinking water systems
- Wastewater treatment systems
- Fire suppression systems (if independent of a drinking water system)
- Streets
- Roads
- Bridges
- Landfills
- Streetlights
- Airports
- Public grounds and buildings

- Projects that expand existing water and wastewater treatment plants that are being operated at 90% of design capacity or greater

Priority must be given to projects that maintain or repair publicly owned drinking water systems, publicly owned wastewater treatment systems and municipal fire suppression systems that are independent of a water system.

At a meeting in Nov. 2023, the City solicited proposals from staff and developed three proposals for projects that could qualify under the parameters of HB355 including: a fire suppression system project at Fire Station 2, replacement of bioreactor mixers at the wastewater treatment plant, and replacement of ADA pedestrian ramps along City right-of-ways.

At the Feb. 7 administrative meeting, the Mayor and Commissioners provided their individual prioritized lists of these three projects. At the Feb. 21 administrative meeting, staff consolidated those priorities and the Fire Station project was withdrawn because the other two projects were ready to proceed and could be submitted together to exhaust the state's full allocation. Thus, staff recommended that the Commission consider the following prioritized projects:

- 1) Bioreactor Mixer Replacement
- 2) ADA ramp replacement

Along with the list, the staff recommended the City submit two applications, one for the Bioreactor Mixer Replacement project and one for the ADA Ramp Replacement Project to exhaust available SLIPA funding allocation.

**Proposal/Objective:**

Commission transmit the following prioritized projects list to the Dept. of Commerce:

- 1) Bioreactor Mixer Replacement
- 2) ADA ramp replacement

City submit two applications for funding from the State-Local Infrastructure Partnership program, one for the Bioreactor Mixer Replacement project and one for the ADA Ramp Replacement Project to exhaust the available funding allocation.

**Advantage:**

City satisfies step toward accessing state funding.

**Notable Energy Impact:**

Replacement of the bioreactor mixers at the wastewater treatment plant will result in an energy savings of approximately \$20,000 per year.

**Disadvantage:**

N/A

**Quasi-Judicial Item:**

False

**Notice of Public Hearing:**

True

**Staff Recommendation/  
Recommended Motion:**

Move to approve the resolution identifying the Helena City Commission priority projects for application for funding through the State & Local Infrastructure Partnership Program.

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. \_\_\_\_\_

## A RESOLUTION IDENTIFYING THE HELENA CITY COMMISSION'S PRIORITY PROJECTS FOR APPLICATION FOR FUNDING THROUGH THE STATE & LOCAL INFRASTRUCTURE PARTNERSHIP PROGRAM.

**WHEREAS**, State of Montana House Bill 355 (HB 355) created the State-Local Infrastructure Partnership Program to use a portion of the state's general fund surplus to fund the maintenance and repair of local government infrastructure facilities through a grant program in partnership with local governments supplying a 25% cash match;

**WHEREAS**, beginning July 1, 2023, twenty million dollars (\$20,000,000) was appropriated from the state's general fund to the Montana Department of Commerce to distribute funds awarded to grant recipients for eligible projects recommended by a city or town's legislative body;

**WHEREAS**, The City of Helena's allocation is four hundred fifty-eight thousand seven hundred and seventy-seven dollars (\$458,775.00).

**WHEREAS**, eligible projects under the State-Local Infrastructure Partnership Act include:

- Drinking water systems
- Wastewater treatment systems

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No \_\_\_\_\_

- Fire suppression systems (if independent of a drinking water system)
- Streets
- Roads
- Bridges
- Landfills
- Streetlights
- Airports
- Public grounds and buildings
- Projects that expand existing water and wastewater treatment plants that are being operated at 90% of design capacity or greater

**WHEREAS**, HB 355 indicates the legislative body must review proposals and hold a public hearing based on the recommended priority order of the proposals, which is then transmitted to the Montana Department of Commerce with the city/town's application(s);

**WHEREAS**, HB 355 indicates priority must be given to projects that maintain or repair publicly owned drinking water systems, publicly owned wastewater treatment systems and municipal fire suppression systems that are independent of a water system;



# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

**Res. No \_\_\_\_\_**

**WHEREAS**, the City solicited proposals from staff and provided the Commission three options for projects that could qualify under the parameters of HB 355 including the replacement of bioreactor mixers at the wastewater plant, replacement of deficient ADA ramps within City rights-of-way, and updating the Fire Station No. 2 fire alert system to include a suppression system;

**WHEREAS**, the Fire Department proposal was withdrawn from consideration because the other two projects were ready to proceed and could be submitted together to exhaust the state's full allocation; and

**WHEREAS**, the City Commission provided consensus approval at the Feb. 21 administrative meeting for staff to transmit two applications for funding including one for the bioreactor mixer replacement project and one the ADA ramp replacement project, and to provide the following prioritized list to the Dept. of Commerce:

- 1) Bioreactor Mixer Replacement
- 2) ADA ramp replacement

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

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

**Res. No** \_\_\_\_\_

**Section 1.** The City of Helena will transmit to the Montana Dept. of Commerce the following priority list of proposed projects:

- 1) Bioreactor Mixer Replacement
- 2) ADA ramp replacement

**Section 2.** City of Helena staff will transmit to the Montana Dept. of Commerce two applications: one for the bioreactor mixer project and one for the ADA ramp replacement project to exhaust the full amount of the City of Helena's state allocation.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 11<sup>TH</sup> DAY OF MARCH, 2024.**

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK OF THE COMMISSION

# Independent Record

## AFFIDAVIT OF PUBLICATION

See Proof on Next Page

Independent Record  
2222 N. Washington St  
Helena, Montana 59602  
(123) 456-7890

State of Texas, County of Bexar, ss:

Yuade Moore, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Independent Record, a newspaper of general circulation published that is a "legal newspaper" as that is published daily in the City of Helena, in the County of Lewis and Clark, State of Montana, and has charge of the Advertisements thereof.

If this certification is for the State of Montana, I hereby certify that I have read sec. 18-7-204 and 18-7-205 , MCA, and subsequent revisions, and declare that the price or rate charged the State of Montana for the publication for which claim is made in printed copy in the amount of \$218.90 , is not in excess of the minimum rate charged any other advertiser for publication of advertisement, set in the same size type and published for the same number of insertions, further certify that this claim is correct and just in all respects, and that payment or credit has not been received.

**PUBLICATION DATES:** February. 27 2024, March. 5 2024

**NOTICE ID:** SobvXhNdYwEizTxZ0JKk

**PUBLISHER ID:** COL-MT200007

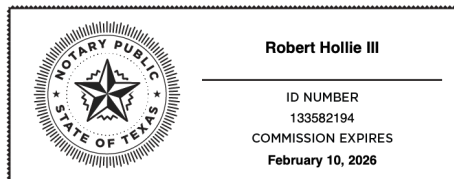
**NOTICE NAME:** Legal Notice - SLIPA - City Manager's Office

**Publication Fee:** \$218.90

(Signed) Yuade Moore

### VERIFICATION

State of Texas  
County of Bexar



Subscribed in my presence and sworn to before me on this: 03/06/2024

Robert Hollie III

Notary Public  
Electronically signed and notarized online using the Proof platform.

# **CITY OF HELENA PUBLIC HEARING NOTICE**

The Helena City Commission will hold a public hearing at 6:00 p.m. on Monday, March 11, 2023, in the City Commission Chambers on the third floor of the City-County Building, 316 North Park Avenue, Helena, Montana, and online via Zoom Meeting ID: <https://us06web.zoom.us/j/84006008984> (to find your local phone number please go to <https://us02web.zoom.us/j/84006008984>) to consider the following:

## **A RESOLUTION IDENTIFYING THE CITY COMMISSION'S PRIORITY PROJECTS FOR APPLICATION FOR FUNDING THROUGH THE STATE & LOCAL INFRASTRUCTURE PARTNERSHIP PROGRAM**

The draft resolution may be viewed in the City County Administration Building, 316 North Park Avenue, Room 322, Helena, MT 59623. All residents and taxpayers may attend the meeting and be heard for or against any part of the Resolution. For further information, please call Dannai Clayborn, City Clerk, at 447-8410.

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:

(406) 447- 8490

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

[citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)

316 North Park Avenue, Room 440, Helena, MT 59623

February 27, March 5, 2024 COL-MT200007 MNAXLP



## Commission Meeting

### March 11, 2024

[helenamt.gov](http://helenamt.gov)



**Motion:** Move to approve the code revisions to the Use of Public Rights of Way (Title 7 – Chapter 13) provisions to comply with current state and federal law and reflect the current telecommunications market environment.

**Prepared by:** Rebecca Dockter, City Attorney  
Bob Duchen - V.P., River Oaks Communications Corporation (“River Oaks”)

### **Action to be Considered by the Commission**

Consider final passage of the updated and amended Title 7, Chapter 13 Code to comply with existing state and federal law.

### **Legal Review**

Complete.

### **Action Summary**

#### Advantages of Action

The current City right-of-way provisions have become outdated (Title 7- Chapter 13- Use of Public Rights of Way). Some of those existing City regulations date back to 2009 and 2013. Over the past several years, the City has experienced an influx of interest by providers who want to deploy fiber in City right-of-way. This activity has steadily increased, and because of the high demand for Internet usage, this pattern will most likely continue.

It is important for the City to have in place right-of-way provisions that will enable the City to monitor and manage the City rights-of-way. This will be accomplished by providing for nonexclusive use by fiber providers of the right-of-way, detailed application submittal requirements, permit issuance, traffic control plans and franchises or other agreements before deploying fiber in the right-of-way. The goal is to minimize interference within the public ways and provide for the recovery of expenses and costs incurred by the City in developing new franchises or other agreements.

Some of the changes to the Code through the attached and amended Ordinance are:

Clarifying nonexclusive use of the right-of-way

Permit requirements

Requirements for traffic control plan

Location and restoration requirements subject to City approval

Insurance requirements

Requirements for minimizing interference with other City infrastructure

Requirements for agreements for franchise and/or lease

Remedies for the City in the event there are damages  
Emergency Removal  
And many other provisions that will help the city provide clear requirements.

#### Disadvantages of Action

Some providers may take the position that the City, through the adoption of a new Ordinance, will inadvertently be involved in over-regulation. This is not the case as one of the clear purposes expressed in the Ordinance is to promote competition among telecommunications companies. The City has a responsibility to encourage the provision of advanced telecommunications and Internet services on the widest possible basis to businesses, institutions and residents of the City. The proposed Ordinance is drafted in a way to establish clear local guidelines for all interested parties.

#### Notable Energy Impact

There may be some increased demand for electrical consumption but this will likely occur with or without updates to the Code provisions that protect the City infrastructure.

#### **Recommended Motion**

Move to approve the updated and amended City Code Ordinance amending Title 7, Chapter 13 entitled Use of the Public Rights of Way as presented.

#### **Background Information**

##### History of the issue

Many years ago, it was common for a city to have one cable television provider and one landline telephone company. With the advent of fiber optics and the exponential growth of the Internet, those days have long passed. Multiple providers want to deploy as much fiber as possible in City right-of-way to provide redundancy, increase reliability, enhance Internet speeds and capture new market share. As such, the City needs clear, understandable guidelines to keep up with the growth of the Industry.

#### Public Questions / Concerns / Considerations

The City has not received any public comments.

#### **Public Information / Engagement**

##### Notice of Public Meeting

Regular opportunity for public comments for commission meetings was provided. The subject was discussed at an Administrative Meeting on October 25, 2023 and at a City Commission meeting on February 12, 2024

Respectfully submitted,

Tim Burton  
City Manager

**Presentation Documents:** Ordinance Title 7, Chapter 13, attached

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING AND RESTATING THE CITY'S USE OF PUBLIC RIGHTS OF WAY REGULATIONS BY AMENDING CHAPTER 13 OF TITLE 7 OF THE HELENA CITY CODE.**

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

Title 7, Chapter 13 of the Helena City Code, Use of Public Rights of Way, is hereby amended and restated as follows:

**TITLE 7: PUBLIC WAYS AND PROPERTY**

**CHAPTER 13**

**USE OF PUBLIC RIGHTS OF WAY**

**SECTION:**

- 7-13-1: PURPOSE AND INTENT
- 7-13-2: PROHIBITIONS
- 7-13-3: ENCROACHMENTS
- 7-13-4: NONEXCLUSIVE RIGHT-OF-WAY USE
- 7-13-5: APPLICATION FEE AND COST REIMBURSEMENT
- 7-13-6: DEFINITIONS
- 7-13-7: BUSINESS LICENSE REQUIRED
- 7-13-8: PERMIT REQUIRED
- 7-13-9: APPLICATIONS FOR TELECOMMUNICATIONS FACILITIES
- 7-13-10: DISPLAY OF RIGHT-OF-WAY USE PERMIT
- 7-13-11: TRAFFIC CONTROL PLAN
- 7-13-12: FRANCHISE OR OTHER AGREEMENT REQUIRED
- 7-13-13: LEASE OR OTHER AGREEMENT REQUIRED
- 7-13-14: APPLICABILITY TO EXISTING FRANCHISE ORDINANCES, AGREEMENTS, LEASES AND PERMITS
- 7-13-15: RELIEF
- 7-13-16: OTHER REMEDIES
- 7-13-17: FEES AND COMPENSATION NOT A TAX
- 7-13-18: NONEXCLUSIVE GRANT
- 7-13-19: FEE FOR RECOVERY OF CITY COSTS:
- 7-13-20: POLICE POWER
- 7-13-21: REGULATION BY THE CITY
- 7-13-22: CODES
- 7-13-23: LOCATION OF TELECOMMUNICATIONS FACILITIES
- 7-13-24: COMPLIANCE WITH ONE-NUMBER LOCATOR SERVICE
- 7-13-25: MINIMIZE INTERFERENCE WITH THE PUBLIC WAYS
- 7-13-26: DAMAGE TO PROPERTY
- 7-13-27: NOTICE OF WORK
- 7-13-28: MAINTENANCE OF TELECOMMUNICATIONS FACILITIES

7-13-29: RELOCATION OR REMOVAL OF TELECOMMUNICATIONS FACILITIES  
7-13-30: MOVING OF A BUILDING  
7-13-31: REMOVAL OF UNAUTHORIZED TELECOMMUNICATIONS FACILITIES AND ABANDONMENT  
7-13-32: EMERGENCY REMOVAL OR RELOCATION OF TELECOMMUNICATIONS FACILITIES  
7-13-33: DAMAGE TO TELECOMMUNICATIONS FACILITIES  
7-13-34: RESTORATION OF PUBLIC WAYS  
7-13-35: DUTY TO PROVIDE INFORMATION  
7-13-36: LEASED CAPACITY  
7-13-37: INSURANCE  
7-13-38: GENERAL INDEMNIFICATION  
7-13-39: LIMITATION ON DAMAGES  
7-13-40: SECURITY FUND  
7-13-41: CONSTRUCTION BOND  
7-13-42: COORDINATION OF CONSTRUCTION ACTIVITIES  
7-13-43: ASSIGNMENT OR TRANSFER  
7-13-44: SAFETY REQUIREMENTS  
7-13-45: ADDITIONAL DUCTS OR CONDUITS  
7-13-46: NON-COMPLYING WORK  
7-13-47: COMPLETION OF CONSTRUCTION  
7-13-48: PLANS AND DRAWINGS  
7-13-49: RESTORATION AFTER CONSTRUCTION, INSTALLATION, MAINTENANCE, REPAIR OR REPLACEMENT  
7-13-50: LANDSCAPE RESTORATION  
7-13-51: ABOVE-GROUND TELECOMMUNICATIONS FACILITIES  
7-13-52: CUMULATIVE REMEDIES  
7-13-53: SEVERABILITY

#### **7-13-1: PURPOSE AND INTENT:**

The purpose of this chapter is to regulate and control the private use of and encroachment upon public Rights-of-Way, and the intent of this Chapter is, consistent with applicable laws, to:

- A. Establish a local policy concerning the use of public ways and city properties by Telecommunications providers;
- B. Establish clear local guidelines, standards and time frames for the exercise of local authority with respect to the regulation of Telecommunications providers;
- C. Promote competition in telecommunications;
- D. Minimize unnecessary local regulation of Telecommunications providers;
- E. Encourage the provision of advanced and competitive Telecommunications services on the widest possible basis to the businesses, institutions and residents of the city;
- F. Permit and manage reasonable access to the public ways of the city for telecommunications purposes on a competitively neutral basis;
- G. Conserve the limited physical capacity of the public ways held in public trust by the city;



H. Assure that the city's current and ongoing costs of granting and regulating access to and the use of the public ways and city property are paid for by the persons seeking such access and causing such costs;

I. Secure fair and reasonable compensation to the city and the residents of the city for permitting use of the public ways in accordance with federal and state law;

J. Assure that all telecommunications providers constructing, repairing or maintaining telecommunications facilities within the public ways comply with the ordinances, rules and regulations of the city;

K. Assure that the city can continue to fairly and responsibly protect the public health, safety and welfare; and

L. Enable the city to discharge its public trust consistent with rapidly evolving federal and state legal and regulatory policies, industry competition and technological development.

### **7-13-2: PROHIBITIONS:**

A. A public Right-of-Way, including those used for pedestrian purposes, may not be used for private commercial use except as permitted by this chapter.

B. An object, fixture, improvement, or structure may not be placed upon or extended over a public Right-of-Way except as permitted by law.

### **7-13-3: ENCROACHMENTS:**

A. The following encroachments and uses are allowed, without prior approval by the city, on the portion of the Right-of-Way that is not presently being used for installation of curbs, gutters, sidewalks, street paving, driving surfaces, or any other public purpose.

1. Mailboxes installed in compliance with laws and regulations;
2. Postal drop boxes owned by the United States postal service;
3. Bicycle racks available for public use;
4. Irrigation systems;
5. Landscaping, including lawn ornamentation;
6. Retaining walls;
7. Fences;
8. Driveways approved by the city;
9. Walkways from the curb to the sidewalk;
10. ~~Public utility lines, poles, and mains as allowed by right by law~~

10. Sandwich board signs. Sandwich board signs must be removed from the public Right-of-Way at the close of business or end of the event each day;

11. Awnings and overhangs; and

12. Any portion of a structure, such as foundation, roof eaves, stoops, and stairs, in existence as of December 9, 2019.

B. Encroachments permitted by this section are subject to the following conditions:

1. Encroachments must comply with all other provisions of this city code including any applicable building code requirements and permits.

2. Encroachments cannot impede the sight distance triangle as specified in this code.

3. Overhanging encroachments, such as awnings and roof eaves, must be placed at least ten feet (10') above the grade immediately below.

4. Encroachment cannot constitute a hazard to the use of the Right-of-Way by the public.

5. Encroachment cannot be placed in a way as to constitute an obstacle in violation of local, state, and federal universal accessibility and ADA laws, rules, and regulations.

C. Placing an encroachment in the Right-of-Way as permitted by this section does not grant any property rights in the city's Right-of-Way to the owner of the encroachment.

D. The city may, without advance notice, perform construction and maintenance activities within the Right-of-Way. The city is not responsible for any damage to any encroachments present in the Right-of-Way when performing these activities.

E. Encroachments permitted by this section are subject to removal, at property owner's expense, upon thirty (30) days written notice from the city.

#### **7-13-4: NONEXCLUSIVE RIGHT-OF-WAY USE:**

A. The city ~~manager~~ transportation systems director may grant a nonexclusive right of way use permit for use of public right of way, including right of way used for pedestrian purposes, for private commercial use that does not exclude the public and does not constitute a hazard to the safety of the public's use of the right of way.

B. A nonexclusive Right-of-Way use permit may only be granted for uses that are permitted in the district and district immediately adjacent to the right-of-way on which the use is taking place. These uses may include, for example without limitation:

1. Commercial sale of goods or services, including the retail sale of food products from vehicles legally parked on the right-of-way;

2. Social gatherings and special events privately conducted by and for residents of a neighborhood in a zoning district that allows for residential uses by right;

3. Special events and celebrations sponsored by nonprofit organizations;
4. Vending machines and private parcel carrier drop boxes;
5. Use of closed right of way that contains an indistinguishable mix of private and public uses; and
6. Deployment of fiber and related equipment in the Right-of-Way for cable, telecommunications, broadband or utilities purposes.

C. As applicable, the application for a nonexclusive right of way use permit must be submitted one week ahead of the start of the event or construction to the city manager on forms furnished by the city. The application must include a drawing of the location and dimensions of the right of way area proposed for the nonexclusive use and the arrangement of personal property expected to be located and used on the right of way. The application must also contain a description of the use of the right of way, the starting and ending times of the use, and the duration of the use.

D. A nonexclusive Right-of-Way permit may not exceed ~~five (5) years~~ the time frame specified therein and must state the starting and ending times as well as the duration of the nonexclusive use. Renewal or extension of the permit is subject to review by the city manager. The city manager may place conditions and limitations on the use of the right of way.

E. A nonexclusive right of way permit is a revocable license and is personal to the applicant and may not be transferred.

F. No fixtures or permanent structures may be erected in the right of way without written approval from the city manager.

G. The nonexclusive use of public right of way must allow public pedestrian access across the right of way, and the use of personal property placed on the right of way. If the nonexclusive use of the right of Way occurs on a public sidewalk, the nonexclusive use must provide for an unencumbered remainder of sidewalk that is no less than ~~seven~~ five feet (7'-5') in width.

H. Tables, chairs, and other personal property must be placed so as not to obstruct normal ingress to and egress from any adjacent entrance to a building.

I. Except as allowed by permit, public right of way under a nonexclusive permit may not be used for idle storage of personal property not used actively for the permit purposes.

J. Signs are not permitted unless they comply with this code and the size, location, and type of sign are approved by the city manager in conjunction with a nonexclusive right of way permit.

K. The city manager may require the sponsor of a special event, as a condition for the issuance of a nonexclusive right of way permit, to indemnify and hold the city harmless from liability, and the city manager may require adequate insurance for this indemnification and hold harmless requirement.

#### **~~7-13-5: EXCLUSIVE RIGHT OF WAY USE:~~**

#### **~~7-13-5: EXCLUSIVE RIGHT OF WAY USE:~~**

~~—A. A permit may be granted by the city commission for the exclusive use of public right of way, including those used for pedestrian purposes, upon a showing of public benefit, and provided the use as constructed does not inconvenience or endanger the public:~~

—1. Installation of and use for cable television and other utility services that are not allowed to use public right of way by law;

—2. Installation and use of structures and fixtures appurtenant to a structure;

—3. The commercial sale of goods or services on public right of way that excludes the public; and

—4. Private use of closed right of way that excludes the public.

—B. Exclusive right of way use permits that are granted by the city commission are subject to the following conditions:

—1. Except as otherwise provided in this chapter, permits to use a public right of way for an exclusive private commercial purpose may be issued only to persons or entities owning or leasing commercial property located immediately adjacent to an improved sidewalk within a public right of way.

—2. An exclusive right of way use permit may only be granted for uses that are permitted in the district immediately adjacent to the right of way.

—3. Signs are not permitted unless they comply with title 11, chapter 23 of this code and the size, location, and type of sign are approved by the city commission in conjunction with an exclusive right of way permit.

—4. The application for an exclusive right of way use permit is made to the city commission on forms furnished by the city. The application must include a scaled drawing of the precise location and dimensions of the right of way area proposed for the exclusive private commercial use, arrangement of tables and seating, and other personal property expected to be located and used on the right of way, including proposed fencing, screening, or other barriers that separate the private commercial use from the portion of the right of way that remains unencumbered for pedestrian use.

—5. If the exclusive use of right of way occurs on a public sidewalk, the exclusive use must provide for an unencumbered remainder of sidewalk that is no less than seven feet (7') in width.

—6. The applicant for an exclusive right of way use permit shall indemnify, defend, and hold the city and its employees and agents harmless against all claims, liability, loss, damage, or expense incurred by the city due to any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant shall furnish a policy or certificate for comprehensive general liability insurance with the city named as an additional insured. Such certificate of insurance shall be in the amount of one million dollars (\$1,000,000.00) per claim or occurrence. A copy of the most current policy or certificate must be filed with the city clerk.

—7. Prior to issuance of an exclusive right of way use permit, the city commission shall hold a public hearing on the application. The city commission may place conditions and limitations on the use of the right of way and may by resolution approve, deny, or conditionally approve the requested exclusive right of way permit. (Ord. 3107, 3-9-2009)

—8. The permit holder shall pay to the city administrative services department an annual fee for the right of way use permit of five percent (5%) of the fair market value of the property as determined by the most recent appraisal by the Montana department of revenue for ad valorem property taxation purposes, with credit for landscaped areas, alternate routes, and amortized costs of improvements for public improvements, with a minimum fee per year. (Ord. 3177, 6-10-2013, eff. 7-15-2013)

—9. An exclusive right of way use permit issued under this section may be revoked by the city commission at its discretion, provided a notice of intention to revoke the permit is provided to the permit holder at least sixty (60) days prior to the intended date of revocation. Upon revocation of a

permit, the permit holder is not entitled to reimbursement from the city for any improvements the permit holder installed on the right of way pursuant to the permit.

—10. All other city code provisions apply, notwithstanding the issuance of an exclusive right of way permit.

—11. All public improvements on the right of way that are not altered or removed pursuant to the permit must be maintained in the condition as they existed at the time that the permit was issued. The permit holder is responsible to the city for any damage occurring to such public improvements where such damage arises from or occurs in consequence of the presence or operation of the exclusive use of public right of way. The permit holder shall immediately report any damage to such public improvements to the public works director. The city may repair or replace such improvement in its discretion and may charge the cost of such repair or replacement to the permit holder, unless the permit holder can establish that the damage resulted from a cause not related to the permit holder's operation or use of the right of way.

—12. The city manager may, after providing notice to the permit holder, suspend a right of way use permit if the city manager believes that the continued exclusive use of the public right of way poses a threat to the public's health, safety, or welfare. If an exclusive right of way permit is suspended, the city manager shall report the suspension to the city commission at its next regularly scheduled meeting for the city commission to determine whether the permit should be revoked. The city commission may continue the suspension pending notice to the permit holder of the revocation of the permit. (Ord. 3107, 3-9-2009)

#### **7-13-5-6: APPLICATION FEE AND COST REIMBURSEMENT: FOR CABLE AND TELECOMMUNICATIONS FRANCHISES AND AGREEMENTS FOR THE USE OF CITY RIGHT-OF-WAY OR OTHER PROPERTY FOR TELECOMMUNICATIONS FACILITIES:**

A. A person or entity seeking a cable or telecommunications franchise or agreement for the use of city right-of-way or other property for cable or telecommunications facilities shall:

1. Pay to the city a non-refundable application fee to cover the cost of all direct and indirect administrative expenses and staff efforts devoted to developing, drafting, negotiating and finalizing a cable or telecommunications franchise or agreement for the use of city right-of-way or other property for cable and telecommunications facilities;

2. Reimburse the city for all out-of-pocket processing costs, including but not limited to the cost of publication of notices relating to the cable or telecommunications franchise or agreement for the use of city right of way or other property for cable and telecommunications facilities; and

3. Reimburse the city for the city's reasonable outside attorneys' fees, consultants' fees and expenses incurred in developing, drafting, negotiating and finalizing the cable or telecommunications franchise or other agreement for use of city right-of-way or other property for cable and telecommunications facilities.

4. Pay all franchise fees and other fees and taxes as permitted by federal and state Law.

B. The fees, taxes and costs paid pursuant to 7-3-6(A) shall not be offset against any franchise fees or other fees amounts payable to the city during the term of the franchise or agreement.

**7-13-6: DEFINITIONS:** For the purpose of this chapter, and the interpretation and enforcement thereof, the following words and phrases shall have the following meanings, unless the context of the sentence in which they are used shall indicate otherwise. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Words not defined shall be given their common and ordinary meaning:

A. APPLICANT: Any Person or entity that applies for any Permit pursuant to this Chapter.

B. CITY: The City of Helena, Montana.

C. CITY PROPERTY: All real property owned in fee by the city or dedicated for a specific purpose, other than public ways and utility easements as those terms are defined herein. City property shall also include, for example, all city-owned poles, buildings and antenna support structures and infrastructure outside of the public ways, provided that additional agreements, pole attachment agreements or leases with the city shall be required for their use.

D. INFORMATION SERVICE: As defined in 47 U.S.C Section 153 (24).

E. PERMIT: The authorization in whatever form whereby the city may grant permission to a provider for construction to enter and use the specified public ways for the purpose of installing, maintaining, repairing or removing facilities.

F. PERSON: Includes any natural person, sole proprietorship, joint venture, corporations, companies, associations, partnerships, limited liability entities and companies, and any other form of entity or corporation. Person shall not include the City.

G. PUBLIC WAYS or PUBLIC RIGHT-OF-WAY or RIGHT-OF-WAY: Any highway, street, alley, utility easement (unless its use is otherwise restricted), or other public Right-of-Way under the jurisdiction and control of the city which has been acquired, established, dedicated or devoted to or hereafter held by the city.

H. STATE: The State of Montana.

I. TELECOMMUNICATIONS PROVIDER: A telecommunications service provider or a telecommunications infrastructure provider, or both, as applicable.

J. TELECOMMUNICATIONS SERVICE: As defined in 47 U.S.C. 153 (53).

K. UTILITY EASEMENT: Any easement owned by the City and acquired, established, dedicated or devoted for public utility purposes not inconsistent with Telecommunications facilities.

**7-13-7: BUSINESS LICENSE REQUIRED:**

A city business license is required for all telecommunications service and infrastructure providers.

**7-13-8: PERMIT REQUIRED:**

Prior to the construction, excavation, installation, maintenance or operation of any telecommunications facilities within the public ways or on city property, the telecommunications provider shall, at its cost, obtain all requisite permits from the city.

#### **7-13-9: APPLICATIONS FOR TELECOMMUNICATIONS FACILITIES:**

Applications for permits to install, maintain, operate, repair and remove telecommunications facilities shall be submitted to the transportation systems director upon forms to be provided by the city and shall be accompanied by drawings, plans and specifications in sufficient detail to demonstrate:

A. That the installation, maintenance, operation, repair or removal of telecommunications facilities will be in accordance with all applicable codes, rules and regulations;

B. Preliminary engineering plans, specifications and a map showing where the telecommunications facilities are to be located within the city, all in sufficient detail to identify:

1. The location and route requested for the applicant's proposed telecommunications facilities. Vertical location shall be provided for proposed crossings of all existing utilities that will be crossed;

2. The location of the applicant's overhead and underground telecommunications lines and equipment in the public ways along the proposed route;

3. The specific structures, improvements, facilities, lines and equipment and obstructions, if any, that the applicant proposes to temporarily or permanently remove or relocate and an approved landscape plan for protecting, trimming, removing, replacing/restoring any trees or areas to be disturbed during construction.

C. If the applicant is proposing an underground installation within new ducts or conduits to be constructed within the public ways:

1. The location proposed for the new ducts or conduits;

2. Evidence that there is sufficient capacity within the public ways for the proposed telecommunications facilities;

D. The construction methods to be employed for protection of existing structures, fixtures, lines and other facilities within or adjacent to the public ways; and

E. The proposed construction schedule and work hours which may be limited by the city (including the requirement of working at night for traffic flow) and for other public health, safety and welfare related issues.

#### **7-13-10: DISPLAY OF RIGHT-OF-WAY USE PERMIT:**

The permittee shall maintain a copy of the permit and approved plans at the construction site, which shall be displayed and made available for inspection by the transportation system director at all times when construction work is occurring.

#### **7-13-11: TRAFFIC CONTROL PLAN:**

All Permit applications which involve work on, in, under, across, or along any public ways shall be accompanied by a traffic /pedestrian control plan demonstrating the protective measures and devices

that will be deployed, consistent with the Manual on Uniform Traffic Control Devices, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic.

#### **7-13-12: FRANCHISE OR OTHER AGREEMENT REQUIRED:**

In addition to obtaining any and all requisite permits from the city, a telecommunications provider desiring to place its telecommunications facilities in public ways must first obtain a franchise or other agreement from the city, unless a specific exception is clearly provided by federal or state law.

#### **7-13-13: LEASE OR OTHER AGREEMENT REQUIRED:**

In addition to obtaining any and all requisite permits from the city, a telecommunications provider desiring to place its telecommunications facilities on city property (other than public ways) must first obtain a lease or other agreement from the city

#### **7-13-14: APPLICABILITY TO EXISTING FRANCHISE ORDINANCES, AGREEMENTS, LEASES AND PERMITS**

Except as otherwise provided herein or permitted by applicable federal or state law, this chapter shall have no effect on any franchise ordinance, franchise agreement, lease, permit, or other authorization existing on or before the effective date of the ordinance codified in this chapter, to use or occupy public ways or city property until:

- A. The expiration of said franchise ordinance, franchise agreement, lease, permit, or authorization; or
- B. An amendment granted by the city commission to an unexpired franchise ordinance, franchise agreement, lease, permit, or authorization.

#### **7-13-15: RELIEF:**

The city may seek legal or equitable relief to enjoin any acts or practices and abate any condition which constitutes or will constitute a violation of the applicable provisions of this chapter. Violation of the terms of this chapter may also result in the revocation of any permit or franchise or other agreement granted hereunder.

#### **7-13-16: OTHER REMEDIES:**

Nothing in this chapter shall be construed as limiting any judicial or other remedies that the city may have, at law, in equity, or otherwise for enforcement of this chapter.

#### **7-13-17: FEES AND COMPENSATION NOT A TAX:**

The fees and charges provided for in a franchise and any compensation charged and paid for the use of public ways provided for herein, whether monetary or in-kind (to the extent permitted by law), are separate from, and additional to, any and all federal, state, local, and city taxes as may be lawfully levied.



imposed or due from a telecommunications provider, its customers or subscribers or on account of the sale, delivery or transmission of telecommunications service.

**7-13-18: NONEXCLUSIVE GRANT:**

No permit issued hereunder shall confer any exclusive right or privilege to occupy or use the public ways for delivery of telecommunications services or any other purposes.

**7-13-19: FEE FOR RECOVERY OF CITY COSTS:**

Each permit issued is subject to the city's right to recover its actual administrative expenses incurred that are directly related to receiving and approving a permit, and to inspecting plans and construction. A telecommunications provider shall reimburse such costs within thirty (30) days after written demand from the city.

**7-13-20: POLICE POWER:**

In accepting any permits issued hereunder, the telecommunications provider acknowledges that its rights thereunder are subject to the legitimate rights of the police power of the city to adopt and enforce general ordinances necessary to protect the safety, health and welfare of the public, it being understood that such exercise must be done in accordance with applicable law and be related to use and management of the public ways.

**7-13-21: REGULATION BY THE CITY:**

In addition to the inherent powers of the city to regulate and control any permit it issues, and those powers expressly reserved by the city, or agreed to and provided for in any permit, the right and power is hereby reserved by the city to adopt such additional regulations as it may find necessary in the exercise of its lawful powers to manage the public ways.

**7-13-22: CODES:**

Construction of telecommunications facilities with respect to public ways shall be developed, installed, excavated, maintained, operated, repaired and replaced in accordance with all applicable federal, state and local codes, rules and regulations.

**7-13-23: LOCATION OF TELECOMMUNICATIONS FACILITIES:**

All telecommunications facilities shall be constructed, installed, and located in accordance with the following terms and conditions, unless otherwise specified in a permit.

A. A telecommunications provider with permission to occupy the public ways must, to the extent practicable locate all new telecommunications facilities underground, unless in that designated geographic area, existing electric, telephone or cable lines are overhead and above-ground.

B. Whenever any new or existing electric utilities, cable facilities, or telecommunications facilities are located or relocated underground within the public ways, a telecommunications provider that currently occupies the same public ways shall, at its cost and expense, relocate its telecommunications facilities underground if so ordered by the city. Such relocation shall be made concurrently to minimize the disruption of the public ways.

#### **7-13-24: COMPLIANCE WITH ONE-NUMBER LOCATOR SERVICE:**

All telecommunications providers shall, before commencing any construction in the public ways, comply with MCA 69-4-501, et seq.

#### **7-13-25: MINIMIZE INTERFERENCE WITH THE PUBLIC WAYS:**

No person may locate or maintain its telecommunications facilities so as to unreasonably interfere with the use of the public ways by the city, by the general public or other persons authorized to use or be present in or upon the public ways. All such telecommunications facilities shall be moved by the telecommunications provider or other person at its own cost, temporarily or permanently, as determined by the transportation systems director.

#### **7-13-26: DAMAGE TO PROPERTY:**

No telecommunications provider or other person shall take any action or allow any action to be done which may impair or damage any public ways, any city property or other property (whether publicly or privately owned).

#### **7-13-27: NOTICE OF WORK:**

A. No telecommunications provider or other person shall commence any nonemergency work in or about the public ways without first obtaining a permit and providing advance written notice to the city of such work as required by the permit.

B. In the event of an unexpected repair or emergency, a telecommunications provider may commence such repair and emergency response work as required under the circumstances, provided the telecommunications provider shall notify the city as promptly as possible, before such repair or emergency work commences or as soon thereafter as possible if advance notice is not practicable. Further, the telecommunications provider shall apply for a permit and pay all associated fees as soon as the emergency is abated.

#### **7-13-28: MAINTENANCE OF TELECOMMUNICATIONS FACILITIES:**

Each telecommunications provider shall maintain its telecommunications facilities in good and safe condition and in a manner that complies with all applicable federal, state and local requirements.

#### **7-13-29: RELOCATION OR REMOVAL OF TELECOMMUNICATIONS FACILITIES:**

A. A telecommunications provider shall temporarily or permanently remove, relocate, change, or alter the position of any telecommunications facilities within the public ways whenever the transportation systems director has determined that such removal, relocation, change, or alteration is reasonably necessary for the construction, alteration, repair or improvement of the public ways for purposes of public welfare, health or safety. Such relocation shall be performed at the cost and expense of the telecommunications provider.

B. When the transportation systems director orders relocations under this section, the telecommunications provider shall be given reasonable advance notice thereof, which period of time shall be no less than ninety (90) days except for emergency situations; provided, that if the transportation systems director discovers following such order any unidentified, nonpermitted or misplaced telecommunications facilities, such facilities shall be removed immediately. The actual number of days shall be specified by the transportation systems director in the relocation notice.

C. The telecommunications provider may, after receipt of said notice, submit to the city written alternatives to such relocation. The transportation systems director shall evaluate such alternatives and advise the telecommunications provider in writing if any one or more of the alternatives, including the amount of time required to safely complete such relocation, is suitable to accommodate the work which would otherwise necessitate relocation of the telecommunications facilities as stated in the city's order. If requested, the telecommunications provider shall submit additional information to assist the city in making such an evaluation. The city shall give each alternative proposed full and fair consideration, within a reasonable period of time, so as to allow the relocation work to be performed in a timely manner. In the event that the city ultimately determines that there is no other reasonable alternative, the telecommunications provider shall relocate its telecommunications facilities as otherwise provided in the order.

D. In the event that the city orders a telecommunications provider to relocate its telecommunications facilities for a project which is primarily for private benefit, the private party or parties causing the need for such project shall reimburse the telecommunications provider for the cost of relocation in the same proportion as their contribution to the cost of the project.

E. In the event of an unforeseen emergency which creates a threat to the public health, safety, or welfare, the city may require a telecommunications provider to relocate its telecommunications facilities at the telecommunications provider's own expense, any other portion of this section notwithstanding.

F. If payment of the costs of relocation is in dispute, the telecommunications provider shall still commence and complete the relocation as provided herein on a timely basis for Transportation/public works projects undertaken by the city. Telecommunications providers shall indemnify, hold harmless, and defend the city, its commission, officers, officials, employees, agents and representatives from any and all any damages, claims, liabilities, actions, causes of action, suits, costs, expenses and attorneys' fees for delay or delays on public improvement projects caused by the Telecommunications providers, or their contractors or subcontractors of any tier, to relocate the Telecommunications facilities in a timely manner, unless caused by:

1. circumstances beyond a Telecommunications provider's control; or
2. the city's gross negligence or willful misconduct.

**7-13-30: MOVING OF A BUILDING:**

Whenever any person shall have obtained permission from the city to use any public ways for the purpose of moving any building, a telecommunications provider upon seven (7) days' written notice from the city shall raise or remove, at the expense of the person desiring to move the building, any of the telecommunications provider's telecommunications facilities which may obstruct the removal of such building; provided, that the person desiring to move the building shall comply with all requirements of the city for the movement of buildings and remit the applicable cost of raising or removing the telecommunications provider's telecommunications facilities prior to the telecommunications provider's commencement of such work.

**7-13-31: REMOVAL OF UNAUTHORIZED TELECOMMUNICATIONS FACILITIES AND ABANDONMENT:**

Within thirty (30) days following written notice from the city, any telecommunications provider or other person who owns, controls, or maintains any unauthorized telecommunications facilities or related appurtenances within the public ways shall, at its own expense, provide written confirmation acknowledging the city's notice. Within thirty (30) days of receipt of notice, the telecommunications provider or other person must provide a corrective action plan to either remove such telecommunications facilities or bring such telecommunications facilities into compliance. telecommunications facilities are unauthorized and subject to removal in the following circumstances:

A. Upon abandonment of the telecommunications facilities within the public ways of the city, or if a telecommunications provider does not respond within thirty (30) days after notice from the city such property shall also then be deemed abandoned;

B. If the telecommunications facilities were constructed or installed without a prior valid Permit or agreement or franchise;

C. If the telecommunications facilities were constructed or installed at a location not allowed by a Permit.

D. Provided, however, that the city may, in its sole discretion, allow a telecommunications provider or other such persons who may own, control, or maintain telecommunications facilities within the public ways of the city to abandon such telecommunications facilities in place. No telecommunications facilities of any type may be abandoned in place without the express written consent of the city. Any plan for abandonment or removal of such telecommunications facilities must first be approved by the transportation systems director, and all necessary permits must be obtained prior to such removal. Upon permanent abandonment of the property of a telecommunications provider in place, the property shall become that of the city, and the telecommunications provider shall submit to the city an instrument in writing, to be approved by the city attorney, transferring to the city the ownership of such property.

E. Abandoned telecommunications facilities are also deemed to be a nuisance. After providing written notice to the occupant, the city may exercise any remedies or rights it has at law or in equity, including but not limited to:

1. Abating the nuisance, at the expense of the telecommunications provider;

2. Requiring removal of the telecommunications facilities at the expense of the telecommunications provider; or

3. Removing abandoned telecommunications facilities at the expense of the telecommunications provider.

#### **7-13-32: EMERGENCY REMOVAL OR RELOCATION OF TELECOMMUNICATIONS FACILITIES:**

The city retains the right and privilege to remove or relocate any telecommunications facilities located within the public ways, as the city may determine to be necessary, appropriate or useful in response to any public health or safety emergency. The city shall not be liable to any telecommunications provider, or any other person for any direct, indirect, or any other such damages suffered by any person or entity of any type as a direct or indirect result of the city's actions under this section. The city shall attempt to contact the telecommunications provider and provide an opportunity for the telecommunications provider to perform the necessary cutting or moving unless the emergency necessitates city action prior to such contact.

#### **7-13-33: DAMAGE TO TELECOMMUNICATIONS FACILITIES:**

Unless directly and proximately caused by the sole negligence or willful misconduct of the city, the city shall not be liable for any damage to any telecommunications facilities within the public ways as a result of or in connection with any public works, public improvements, construction, excavation, grading, filling, or work of any kind within the public ways by or on behalf of the city nor shall the city be liable with respect to any actions in connection with Section 7-13-32 above.

#### **7-13-34: RESTORATION OF PUBLIC WAYS:**

A. When a telecommunications provider or other person does any work in or affecting any public ways, it shall, at its own expense, promptly remove any obstructions therefrom and restore such public ways to the condition as existed before the work was undertaken.

B. If weather or other conditions do not permit the complete restoration required by this section, the telecommunications provider shall temporarily restore the affected public ways. Such temporary restoration shall be at the telecommunications provider's sole expense and the telecommunications provider shall promptly undertake and complete the required permanent restoration when the weather or other conditions no longer prevent such permanent restoration, all of which shall be subject to the city's prior written approval.

C. A telecommunications provider or other person acting on its behalf shall use suitable barricades, flags, flaggers, lights, flares, and other measures as required for the safety of all members of the general public and to prevent injury or damage to any person, vehicle, or property by reason of such work in or affecting such public ways.

D. The transportation systems director shall be responsible for inspection and final approval of the condition of the public ways following any construction and restoration activities.

#### **7-13-35: DUTY TO PROVIDE INFORMATION:**

Within ten (10) days of a written request from the city, each telecommunications provider shall furnish the city with information sufficient to demonstrate:

A. That the telecommunications provider has complied with all of the requirements of this chapter; and

B. All books, records, maps and other documents maintained by the telecommunications provider with respect to the location of its telecommunications facilities within the public ways shall be made available for inspection by the city at reasonable times and intervals; provided, however, that nothing in this section shall be construed to require a telecommunications provider to violate state or federal law regarding subscriber privacy, nor shall this section be construed to require a telecommunications provider to disclose proprietary or confidential information unless adequate safeguards are in place for confidential or proprietary information.

#### **7-13-36: LEASED CAPACITY:**

A telecommunications provider shall have the right, without prior city approval, to offer or provide fiber capacity or bandwidth to other carriers, resellers, customers, or subscribers consistent with a franchise or agreement; provided, however, that the telecommunications provider shall remain responsible for compliance with this chapter and such franchise or agreement, and provided the other user must obtain any necessary franchise or other agreement required by the city.

#### **7-13-37: INSURANCE:**

A. Each telecommunications provider shall secure and maintain the following liability insurance policies insuring both the telecommunications provider and the city against claims for death or injuries to persons, or damages to property which may arise from or in connection with the exercise of the rights, privileges, and authority granted to the telecommunications provider:

1. Comprehensive general liability insurance, written on an occurrence basis, with limits not less than:

a. \$3,000,000 for bodily injury or death to each person; and

b. \$3,000,000 for property damage resulting from any one accident.

2. Automobile liability for owned, non-owned and hired vehicles with a combined single limit of \$3,000,000 for each accident;

3. Worker's compensation within statutory limits and employer's liability insurance with limits of not less than \$1,000,000;

4. Comprehensive form premises-operations, explosions and collapse, underground hazard and products completed hazard with limits of not less than \$3,000,000; and

5. Excess umbrella liability with limits of no less than \$5,000,000 per occurrence and in the aggregate.

B. Insurance shall be placed with insurers with a rating of A.M. Best & Company's Key rating Guide of at least A-Overall and a Financial Size Category of "VII." The liability insurance policies required by this section shall be maintained by the telecommunications provider throughout the term of the permit, and such other period of time during which the telecommunications provider has telecommunications

facilities in the public ways or is engaged in the removal of its telecommunications facilities. Failure to maintain such insurance shall be grounds for cancellation of the permit. The telecommunications provider shall provide an insurance certificate, together with an endorsement including the city, and its elected and appointed officers, officials, agents, employees, representatives, engineers, consultants, and volunteers as additional insureds, to the city prior to the commencement of any work or installation of any telecommunications facilities pursuant to said permit. Payment of deductibles and self-insured retentions shall be the sole responsibility of the telecommunications provider. The insurance certificate required by this section shall contain a clause stating that coverage shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability. The telecommunications provider's insurance shall be primary and noncontributory insurance as respect to the city. Any insurance maintained by the city shall be in excess of the telecommunications provider's insurance and shall not contribute with it. Maintenance of insurance shall not be construed to limit the liability of the telecommunications provider to the coverage provided by such insurance or otherwise limit the city's recourse to any remedy available at law or in equity.

C. In addition to the coverage requirements set forth in this section, the telecommunications provider must notify the city of any cancellation or reduction in said coverage. Within thirty (30) days after receipt by the city of said notice, and in no event less than fifteen (15) days prior to said cancellation or intent not to renew, the telecommunications provider shall obtain and furnish to the city replacement insurance and certificates of insurance meeting the requirements of this section.

D. Upon written approval by the city's finance director and based on conditions set by the city in the permit, the telecommunications provider may self-insure under the same terms as required by this section.

#### **7-13-38: GENERAL INDEMNIFICATION:**

A. A telecommunications provider shall indemnify, protect, defend and hold harmless the city, its city commission, officers, officials, employees, agents and representatives from any and all actions, causes of action, suits, claims, costs, damages, expenses, attorneys' fees, judgments, awards or liability to any person arising from injury, sickness, or death of any person or damage to property arising out of the acts or omissions of the telecommunications provider, its contractors of any tier, agents, servants, officers or employees with regard to a permit, franchise or agreement and its operations thereunder.

B. Inspection or acceptance by the city of any work performed by the telecommunications provider at the time of completion of construction shall not be grounds for avoidance of any of these covenants of indemnification. Provided, that the telecommunications provider must be given written notice by the city of any such claim, and indemnification obligations shall also extend to claims which are not reduced to a suit and any claims which may be compromised prior to the culmination of any litigation or the initiation of any litigation. The city has the right to defend or participate in the defense of any such claim, and has the right to approve any settlement or other compromise of any such claim.

C. In the event that the telecommunications provider refuses the tender of defense in any suit or any claim, said tender having been made pursuant to this section, and said refusal is subsequently determined by a court having jurisdiction (or such other tribunal that the parties agree to decide the matter), to have been a wrongful refusal on the part of the telecommunications provider, then the telecommunications provider shall pay all of the city's costs for defense of the action, including all expert witness fees, attorneys' fees, and expenses.

D. The obligations of the telecommunications provider under the indemnification provisions of this section shall apply regardless of whether liability for damages arising out of bodily injury or death to

persons or damages to property were caused or contributed to by the concurrent negligence of the city, its officers, agents, employees or contractors. The court shall apportion liability accordingly.

#### **7-13-39: LIMITATION ON DAMAGES**

In no event shall the city be liable for any indirect, incidental, special, consequential, exemplary, or punitive damages, including by way of example and not limitation lost profits, lost revenue, loss of goodwill, or loss of business opportunity in connection with its performance or failure to perform. The telecommunications provider releases and waives any and all such claims against the city, its elected officials, officers, agents, employees and contractors of any tier.

#### **7-13-40: SECURITY FUND:**

A. Prior to issuance of a permit pursuant to this chapter, each telecommunications provider shall establish a permanent security fund with the city by depositing the amount of \$50,000, or such higher amount as deemed necessary by the transportation systems director, with the city in cash, a bond or an irrevocable letter of credit, based upon operating history in the public ways and the cost of removal of the telecommunications provider's facilities; which fund shall be maintained at the sole expense of the telecommunications provider so long as any of the telecommunications provider's telecommunications facilities are located within the public ways.

B. The fund shall serve as security for the city, including any costs, expenses, attorneys' fees, damages, or loss the city pays or incurs, including civil penalties, because of any failure attributable to the telecommunications provider to comply with the codes, ordinances, rules, regulations, or permits of the city applicable to the construction, maintenance, operation, repair, upgrade or removal of telecommunications facilities in the public ways.

C. Before any sums are withdrawn from the security fund, the city shall give written notice to the telecommunications provider:

1. Describing the act, default or failure to be remedied; and
2. Providing a reasonable opportunity for the telecommunications provider to first remedy the existing or ongoing default or failure.

D. Telecommunications providers shall replenish the security fund within fourteen (14) days after written notice from the city that there is a deficiency in the amount of the fund.

#### **7-13-41: CONSTRUCTION BOND:**

Telecommunications providers performing work in the public ways must also provide a construction bond written by a corporate surety acceptable to the city equal to at least 150% of the estimated cost of each phase of construction and restoring the public ways to their pre-construction condition.

#### **7-13-42: COORDINATION OF CONSTRUCTION ACTIVITIES:**

All telecommunications providers are required to cooperate with the city and with each other in coordination of construction activities. The transportation systems director shall coordinate all



construction locations, activities, and schedules to minimize public inconvenience, disruption, or damage to the public ways.

**7-13-43: ASSIGNMENT OR TRANSFER:**

Ownership or change in control of a permit or franchise or agreement granted hereunder may not occur, directly or indirectly, or be transferred, assigned or disposed of by sale, lease, merger, consolidation or other act of a telecommunications provider, without the prior written consent of the city, which consent shall not be unreasonably withheld.

**7-13-44: SAFETY REQUIREMENTS:**

A telecommunications provider in accordance with applicable federal, state, and local safety requirements shall, at all times, employ reasonable and ordinary care. All structures and lines, equipment and connections in, over, under, and upon the public ways permitted by a permit shall at all times be kept and maintained in a safe, suitable condition, and in good order and repair.

**7-13-45: ADDITIONAL DUCTS OR CONDUITS:**

The city may require that a telecommunications provider that is constructing, relocating, or placing ducts or conduits in the public ways provide the city with additional ducts or conduits and related structures necessary to access the same. The terms and conditions under which such additional ducts and conduits shall be provided shall be subject to the mutual written agreement of the telecommunications provider and the city.

**7-13-46: NON-COMPLYING WORK:**

A. Whenever the transportation systems director determines that any condition on any public ways is in violation of, or public ways are being used contrary to, any provision of this chapter or permit, the transportation systems director may order the correction or discontinuance of such condition or any activity causing such condition.

B. The transportation systems director is authorized to use any or all of the following methods in ordering correction or discontinuance of any such conditions or activities as determined appropriate:

1. Verbal or written directives to the telecommunications provider or other responsible person requesting immediate correction or discontinuance of the specified condition;

2. Service of a written notice of violation, ordering correction or discontinuance of a specific condition or activity within ten (10) days of notice, or such other reasonable period as the transportation systems director may determine;

3. Revocation of previously granted permits where the telecommunications provider or other responsible person has failed or refused to comply with requirements imposed by the city related to such permits;

4. Issuance of an order to immediately stop work until authorization is received from the city to proceed with such work; or

5. Refusal to grant additional permits to the telecommunications provider until the correction or discontinuance of such unsafe, nonconforming or unauthorized use is resolved.

C. All expenses incurred by the city in abating a nuisance condition under this subsection shall constitute a civil debt owing to the city, jointly and severally, by such persons who have been given notice or who own or placed the facilities, lines or equipment in the right of way, which debt shall be collectible in the same manner as any other civil debt.

#### **7-13-47: COMPLETION OF CONSTRUCTION:**

The telecommunications provider shall promptly complete all construction activities so as to minimize disruption of the public ways, city property and private property. All construction work authorized by a permit within public ways, including restoration, must be completed within the time specified in the permit, unless an extension is granted by the transportation systems director.

#### **7-13-48: PLANS AND DRAWINGS:**

Within sixty (60) days after completion of construction, the telecommunications provider shall furnish the city with complete sets of plans, drawn to scale and certified to the city as accurate as reasonably possible depicting the horizontal and vertical location and configuration of all telecommunications facilities constructed pursuant to the permit. For above ground telecommunications facilities, such plans shall include site photographs. The transportation systems director shall have the discretion to prescribe the number of copies and format of said record drawings, consistent with city codes and policies, and to require submission of such record drawings in a digital format.

#### **7-13-49: RESTORATION AFTER CONSTRUCTION, INSTALLATION, MAINTENANCE, REPAIR OR REPLACEMENT:**

Upon completion of any construction, installation, maintenance, repair or replacement work, the permittee shall promptly repair any and all public and private property improvements, fixtures, structures, and other facilities in the public ways damaged during the course of construction, installation, maintenance, repair or replacement, restoring the same as nearly as practicable to their condition before the start of construction, installation, maintenance, repair or replacement. All survey monuments disturbed or displaced shall be replaced to the satisfaction of the transportation systems director. The referencing and replacement of survey monuments shall be performed by a licensed land surveyor. The transportation systems director shall have final approval of the completeness of all restoration work and all telecommunications providers shall warrant said restoration work and the condition of the public ways for a period of at least one (1) year.

#### **7-13-50: LANDSCAPE RESTORATION:**

A. All trees, landscaping and grounds removed, damaged or disturbed as a result of the construction, installation, maintenance, operation, repair, or replacement of telecommunications facilities, shall be replaced or restored as nearly as may be practicable, to the condition existing prior to performance of the work.

B. All landscape restoration work within the public ways shall be done in accordance with landscape plans approved by the transportation systems director.

#### **7-13-51: ABOVE-GROUND TELECOMMUNICATIONS FACILITIES:**

Installation in the public ways of above-ground telecommunications facilities by telecommunications providers may create safety hazards and adverse visual impacts. Consequently, the transportation systems director is authorized to impose reasonable conditions in order to mitigate those potential adverse impacts that may result, whether on an individual or a cumulative basis, from permitted above-ground facilities. Those conditions may include or relate to, without limitation, the following:

A. The subsequent design and installation by qualified professionals of landscaping and barriers to minimize public view per city development guidelines of those above-ground telecommunications facilities (while maintaining necessary sight lines for motorists and pedestrians).

B. The maintenance of all above-ground telecommunications facilities in good condition, including compliance with the city's requirements or ordinances regarding graffiti removal. In this regard, a telecommunications provider shall be required to affix to its above-ground telecommunications facilities a coded label or marker that identifies the specific facility and sets forth a telephone number that may be called to report any damage, destruction, or graffiti vandalism involving that telecommunications facility.

C. The placement of above-ground telecommunications facilities, such as overhead drops, as close as possible to other utility drops, consistent with all applicable electrical codes.

D. Reasonable limitations on the number of above-ground telecommunications facilities that may be installed within a designated geographical area so as not to inconvenience the public's use of the public way or adversely affect the public health, safety, or welfare.

E. The specification of colors of above-ground telecommunications facilities reasonably requested by the city to ensure that those telecommunications facilities blend in with the surrounding environment to the maximum extent possible and taking into account the manufacturer's available color selections.

F. Compliance with all requirements of the National Electrical Safety Code and all clearance requirements required by federal, state and local law.

G. Such additional conditions regulating the time, place, and manner of installation of above-ground telecommunications facilities as will reasonably mitigate potential safety hazards and adverse visual impacts attributable to those telecommunications facilities.

#### **7-13-52: CUMULATIVE REMEDIES:**

The remedies provided to the city in this chapter shall not be exclusive and shall be cumulative with all other remedies available to the city at law or in equity.

#### **7-13-53: SEVERABILITY:**

If any section, subsection, sentence, clause, or phrase of this chapter, or its application to any person or circumstance, is, for any reason, declared invalid, in whole or in part by any court or agency of competent jurisdiction, said decision shall not affect the validity of the remaining portions hereof.

**FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 12<sup>th</sup> DAY OF  
FEBRUARY, 2024.**

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CLERK OF THE COMMISSION**

**FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 11th DAY  
OF MARCH, 2024.**

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CLERK OF THE COMMISSION**

***City of Helena, Montana***

**02/20/2024**

**To:** Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
Doug Smith, Parks, Recreation and Open Lands Director  
Sheila Danielson, Finance Director

**Subject:** Consider a Resolution to Establish Fees to be Charged for the Last Chance Splash Waterpark & Pool and Repealing Resolution No. 20820

**Present Situation:**

The city operates a facility known as the Last Chance Splash Waterpark and Pool. This facility boasts a 50-meter outdoor pool open for lap swimming all day. Pool amenities include swimming lessons, a diving well, splash pad, two waterslides, a zero-depth pool and a lazy river. There are multiple exercise classes offered in addition to hosting user groups that include swim team workouts, water polo league and summer camp programs.

The city must charge fees for the use of the Swimming Pool to support the cost of operating said facility. The Swimming Pool is also subsidized by general taxpayer dollars in order for the entire community to enjoy the facility.

Pursuant to City Code Section 1-10-10: Fee and Charge Amounts: The Specific amount of any fees and charges imposed by city ordinance will be established and adjusted by the commission in the manner provided in Title 7, Chapter 5, Part 1 of the Montana Code Annotated. (Ord. 3177, 6-10-2013, eff. 7-15-2013).

Pursuant to MCA 7-5-123 "Effective Date of Resolutions" – states "All resolutions shall be immediately effective unless a delayed effective date is specified.

Pursuant to Resolution No. 20003 "A Resolution establishing various municipal fees and charges previous set by Ordinance", passed June 10, 2003, the City re- established how specific amounts of fees and charges previously imposed by City Ordinance through a Resolution of the Commission in accordance with MCA 7-5-1.

The Commission passed Resolution No. 20820 on May 8, 2023, which superseded Resolution No. 20332 establishing fees for Last Chance Splash Waterpark and Pool.

To continue to support the ongoing operations of the facility, it is necessary to re- evaluate the fee schedule and present a proposed revised fee schedule to the Commission for consideration.

Staff believe the proposed rates are a modest increase and in line with other Montana Municipal outdoor pools with waterparks. Proposed rate increases will generate approximately \$53,615.07 if pool attendance remains consistent.

Attached is the proposed fee schedule.

**Background Information:**

N/A

|   |   |
|---|---|
| <b><u>Proposal/Objective:</u></b>                           | Consider a Resolution establishing fees to be charged for the Last Chance Splash Waterpark and Pool in order to start the public hearing process. |
| <b><u>Advantage:</u></b>                                    | Defray the cost of operating and maintaining the operations of the Last Chance Splash Waterpark and Pool.   |
| <b><u>Notable Energy Impact:</u></b>                        | N/A   |
| <b><u>Disadvantage:</u></b>                                 | Some user groups may feel the increased costs will negatively impact their ability to use the pool.   |
| <b><u>Quasi-Judicial Item:</u></b>                          | False   |
| <b><u>Notice of Public Hearing:</u></b>                     | False   |
| <b><u>Staff Recommendation/<br/>Recommended Motion:</u></b> | Move to approve a Resolution to establish fees to be charged for the Last Chance Splash Waterpark and Pool and repealing Resolution No. 20820.    |

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

## RESOLUTION NO.

### A RESOLUTION TO ESTABLISH FEES TO BE CHARGED FOR THE LAST CHANCE SPLASH WATERPARK AND POOL AND REPEALING RESOLUTION NO. 20820

**WHEREAS,** the City of Helena operates the Last Chance Splash Waterpark and Pool facility, which includes the operation of a waterpark and concession building;

**WHEREAS,** Resolution No. 20820 previously established user fees for the Last Chance Splash Waterpark and Pool;

**WHEREAS,** the general fund helps to fund the Last Chance Splash Waterpark and Pool and in order to offset some of the impact to the general fund, City Staff recommend increasing the fees charged to support continued cost recovery; and

**WHEREAS,** it appears to be in the best interests of the City of Helena, Montana, and the inhabitants thereof, that the Helena City Commission set fees for the Last Chance Splash Waterpark and Pool as shown in Exhibit A.

**WHEREAS,** the Helena City Commission held a public hearing on March 11, 2024 at 6:00 p.m. in the Commission Chambers at 316 North Park Avenue, in Helena, Montana on the implementation of the fees as shown in Exhibit A.



# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

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

**Section 1.** That the Helena City Commission hereby repeals the fees in Resolution No. 20820 and adopts user fees for the Last Chance Splash Waterpark and Pool as shown in Exhibit A;

**Section 2.** This Resolution is effective March 12, 2024.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 11th DAY OF MARCH, 2024.**

\_\_\_\_\_  
MAYOR

**ATTEST:**

\_\_\_\_\_  
CLERK OF THE COMMISSION

**Exhibit A: Last Chance Splash Water Park and Pool - Proposed Fee Schedule for 2024 Season**

|  | 2023 Current Fees | 2023 Actual #s Sold | 2023 Seasonal Revenue | 2024 Proposed Fee | 2024 Projected Revenue | Proposed Increase in \$ |
|--|-------------------|---------------------|-----------------------|-------------------|------------------------|-------------------------|
| <b>Aquatics Pool Entrance</b>                |                   |                     |                       |                   |                        |                         |
| Youth - Resident (User group rate at \$3.50) | \$4.00            | 10,505              | \$42,020.00           | \$6.00            | \$63,030.00            | \$21,010.00             |
| Adult - Resident                             | \$5.00            | 5,713               | \$28,565.00           | \$7.00            | \$39,991.00            | \$11,426.00             |
| Senior - Resident                            | \$4.00            | 428                 | \$1,712.00            | \$6.00            | \$2,568.00             | \$856.00                |
| Spectator - Resident                         | \$1.00            | 1,712               | \$1,712.00            | \$1.00            | \$1,712.00             | \$0.00                  |
| Youth - Non-Resident                         | \$5.00            | 971                 | \$4,855.00            | \$7.00            | \$6,797.00             | \$1,942.00              |
| Adult - Non-Resident                         | \$6.00            | 796                 | \$4,776.00            | \$8.00            | \$6,368.00             | \$1,592.00              |
| Senior - Non-Resident                        | \$5.00            | 60                  | \$300.00              | \$7.00            | \$420.00               | \$120.00                |
| Spectator - Non-Resident                     | \$2.00            | 134                 | \$268.00              | \$2.00            | \$268.00               | \$0.00                  |
|  |                   |                     | \$84,208.00           |                   | \$121,154.00           | \$36,946.00             |

|   |         |     |             |         |             |            |
|---|---------|-----|-------------|---------|-------------|------------|
| <b>Aquatics Swim Lessons</b>                                      |         |     |             |         |             |            |
| 30 Min. Group Lesson - Resident (First session prorated \$35)     | \$40.00 | 648 | \$25,110.00 | \$50.00 | \$32,400.00 | \$7,290.00 |
| 30 Min. Private Lesson - Resident                                 | \$19.00 | 239 | \$4,541.00  | \$25.00 | \$5,975.00  | \$1,434.00 |
| 30 Min. Group Lesson - Non-Resident (First session prorated \$40) | \$45.00 | 60  | \$2,675.00  | \$58.00 | \$3,480.00  | \$805.00   |
| 30 Min. Private Lesson - Non-Resident                             | \$23.00 | 52  | \$1,173.00  | \$28.00 | \$1,456.00  | \$283.00   |
|   |         |     | \$33,499.00 |         | \$43,311.00 | \$9,812.00 |

|                                     |         |    |            |         |             |            |
|-------------------------------------|---------|----|------------|---------|-------------|------------|
| <b>Aquatics Punch Card</b>          |         |    |            |         |             |            |
| 10 Youth Punch Card - Resident      | \$35.00 | 82 | \$2,870.00 | \$55.00 | \$4,510.00  | \$1,640.00 |
| 10 Adult Punch Card - Resident      | \$45.00 | 81 | \$3,645.00 | \$65.00 | \$5,265.00  | \$1,620.00 |
| 10 Senior Punch Card - Resident     | \$35.00 | 25 | \$875.00   | \$55.00 | \$1,375.00  | \$500.00   |
| 10 Youth Punch Card - Non-Resident  | \$45.00 | 17 | \$765.00   | \$65.00 | \$1,105.00  | \$340.00   |
| 10 Adult Punch Card - Non-Resident  | \$55.00 | 8  | \$440.00   | \$75.00 | \$600.00    | \$160.00   |
| 10 Senior Punch Card - Non-Resident | \$45.00 | 4  | \$180.00   | \$65.00 | \$260.00    | \$80.00    |
|                                     |         |    | \$8,775.00 |         | \$13,115.00 | \$4,340.00 |

|                                  |          |    |            |          |            |          |
|----------------------------------|----------|----|------------|----------|------------|----------|
| <b>Aquatics Season Pass</b>      |          |    |            |          |            |          |
| Youth Season Pass - Resident     | \$75.00  | 0  | \$0.00     | \$95.00  | \$0.00     | \$0.00   |
| Adult Season Pass - Resident     | \$95.00  | 15 | \$1,425.00 | \$105.00 | \$1,575.00 | \$150.00 |
| Senior Season Pass - Resident    | \$75.00  | 16 | \$1,200.00 | \$95.00  | \$1,520.00 | \$320.00 |
| Family Season Pass - Resident    | \$220.00 | 20 | \$4,400.00 | \$260.00 | \$5,200.00 | \$800.00 |
| Youth Season Pass - Non-Resident | \$90.00  | 0  | \$0.00     | \$135.00 | \$0.00     | \$0.00   |

Last Chance Splash Water Park and Pool - Proposed Fee Schedule for 2024 Season

|                                   | 2023 Current Fees |
|-----------------------------------|-------------------|
| Adult Season Pass - Non-Resident  | \$130.00          |
| Senior Season Pass - Non-Resident | \$90.00           |
| Family Season Pass - Non-Resident | \$290.00          |

| 2023 Actual #s Sold | 2023 Seasonal Revenue | 2024 Proposed Fee | 2024 Projected Revenue | Proposed Increase in \$ |
|---------------------|-----------------------|-------------------|------------------------|-------------------------|
| 1                   | \$130.00              | \$170.00          | \$170.00               | \$40.00                 |
| 2                   | \$180.00              | \$135.00          | \$270.00               | \$90.00                 |
| 4                   | \$1,160.00            | \$330.00          | \$1,320.00             | \$160.00                |
|                     | \$8,495.00            |                   | \$10,055.00            | \$1,560.00              |

**Aquatic Facility Rentals**

|   |            |
|---|------------|
| 2 Hour All-Lane Practice - Resident - Team                                | \$97.00    |
| 2 Hour All-Lane Practice - Non-Resident - Team                            | \$110.00   |
| 1.5 Hour 3 Lane Rental - Team   | \$13.00    |
| 1 Hour 1 Lane Rental - Team   | \$0.00     |
| All Day Swim Meet Big Pool and Changing Room Rental - Resident - Team     | \$1,000.00 |
| All Day Swim Meet Big Pool and Changing Room Rental - Non-Resident - Team | \$1,200.00 |
| 2 Hr. Swim Meet - Dive Tank & Waterpark Rental - Resident - Team          | \$200.00   |
| 2 Hr. Swim Meet - Dive Tank & Waterpark Rental - Non-Resident - Team      | \$300.00   |
| Half Day / Morning / Evening Swim Meet Rental Big Pool Team / Event       | \$712      |
| 2 Hour Entire Facility Rental - Resident - Party                          | \$650.00   |
| 2 Hour Entire Facility Rental - Non-Resident - Party                      | \$850.00   |
| 2 Hour Exclusive Waterpark Rental -Resident- Party                        | \$0.00     |
| 2 Hour Exclusive Waterpark Rental - Non-Resident- Party                   | \$0.00     |
| 2 Hour Exclusive Pool Rental - Party                                      | \$0.00     |
| 2 Hour Exclusive Pool Rental - Non-Resident - Party                       | \$0.00     |
| 1 Hour Table Rental   | \$0.00     |

|    |            |            |            |          |
|----|------------|------------|------------|----------|
| 33 | \$3,201.00 | \$97.00    | \$3,201.00 | \$0.00   |
| 0  | \$0.00     | \$110.00   | \$0.00     | \$0.00   |
| 16 | \$208.00   | \$18.00    | \$288.00   | \$80.00  |
| 0  | \$0.00     | \$13.00    | \$0.00     | \$0.00   |
| 2  | \$2,000.00 | \$1,300.00 | \$2,600.00 | \$600.00 |
| 0  | \$0.00     | \$1,500.00 | \$0.00     | \$0.00   |
| 0  | \$0.00     | \$200.00   | \$0.00     | \$0.00   |
| 0  | \$0.00     | \$300.00   | \$0.00     | 0        |
| 1  | \$712.00   | \$750.00   | \$750.00   | 38       |
| 0  | \$0.00     | \$1,560.00 | \$0.00     | 0        |
| 0  | \$0.00     | \$1,800.00 | \$0.00     | 0        |
| 0  | \$0.00     | \$1,080.00 | \$0.00     | 0        |
| 0  | \$0.00     | \$1,320.00 | \$0.00     | \$0.00   |
| 0  | \$0.00     | \$1,020.00 | \$0.00     | 0        |
| 0  | \$0.00     | \$1,260.00 | \$0.00     | \$0.00   |
| 0  | \$0.00     | \$50.00    | \$0.00     | 0        |
|    | \$6,121.00 |            | \$6,839.00 | \$718.00 |

**TOTAL**  
**\$141,098.00**

**TOTAL**      **TOTAL**  
**\$194,474.00**    **\$53,376.00**

## INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Independent Record** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(123) 456-7890**.

Notice ID: ZCOW6P7mkfDg09W48LLR | **Proof Updated: Feb. 22, 2024 at 09:54am MST**  
Notice Name: Public Hearing Notice\_3.11.24\_Pool

**This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.**

**FILER**

Heather Kahler  
hkahler@helenamt.gov  
(406) 447-8463

**FILING FOR**

Independent Record

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**Columns Wide:** 2      **Ad Class:** Legals  
**Total Column Inches:** 9.17  
**Number of Lines:** 41

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|                           |        |
|---------------------------|--------|
| 02/29/2024: General Legal | 139.75 |
| 03/07/2024: General Legal | 119.75 |
| Affidavit Fee             | 10.00  |

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|                |                 |
|----------------|-----------------|
| Subtotal       | \$269.50        |
| Tax            | \$0.00          |
| Processing Fee | \$0.00          |
| <b>Total</b>   | <b>\$269.50</b> |

See Proof on Next Page

**Public Hearing Notice - Last Chance Splash Waterpark and  
Pool**

CITY OF HELENA  
PUBLIC HEARING NOTICE  
DATE: February 29, 2024

The Helena City Commission will hold a public hearing at 6:00 p.m. on Monday, March 11, 2024 in the City of Helena Commission Chambers at 316 N. Park Avenue, Helena, MT 59623, and via Zoom Meeting at webinar ID: <https://us06web.zoom.us/j/84006008984> to consider the following:

**A RESOLUTION TO ESTABLISH FEES TO BE CHARGED FOR THE LAST CHANCE SPLASH WATERPARK AND POOL AND REPEALING RESOLUTION NO. 20820.**

For further information, please contact the Parks, Recreation, and Open Lands Department located in the City County Building at 316 North Park Avenue, Room 405 Helena, MT 59623 or call the Director of the Parks and Recreation Department, Doug Smith at (406) 447-8462.

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, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

(406) 447-8490

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

[citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)

316 North Park, Avenue, Room 440, Helena, MT 59623

PUBLISH AS A LEGAL AD:

Please send a copy of the legal ad to:

Doug Smith

Parks, Recreation and Open Lands 316 North Park Avenue

Helena, MT 59601 406-447-8462

[dsmith@helenamt.gov](mailto:dsmith@helenamt.gov)

February 29th and March 7th 2024

February 29, March 7, 2024 ##### MNAXLP

***City of Helena, Montana***

**02/20/2024**

**To:** Mayor Collins and the Helena City Commission

**From:** Tim Burton, City Manager  
Doug Smith, Parks, Recreation and Open Lands Director  
Sheila Danielson, Finance Director

**Subject:** Consider a Resolution to Establish Fees to be Charged for the Bill Roberts Municipal Golf Course.

**Present Situation:** As a Helena City asset, the Bill Roberts Golf Course provides a place to recreate and socialize for all. During summer months, it provides a superbly manicured regulation length golf course that is challenging yet fun for all skill levels. They offer junior camps, ladies' clinics, professional lessons, tournaments, business outings, business parties, a driving range, a putting green, off-season simulator golf stations, great food and a fun atmosphere to everyone who walks into the establishment.

The golf course also provides a place for walking, running and cross-country skiing in the winter. This facility is enjoyed by all residents, guests and golfers alike.

**Background Information:** N/A

**Proposal/Objective:** Consider a Resolution establishing fees to be charged at the Bill Roberts Golf Course.

**Advantage:** N/A

**Notable Energy Impact:** N/A

**Disadvantage:** N/A

**Quasi-Judicial Item:** False

**Notice of Public Hearing:** True

**Staff Recommendation/  
Recommended Motion:** Move to approve a Resolution to establish fees to be charged at the Bill Roberts Golf Course repealing Resolution No. 20794.

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

## RESOLUTION NO. \_\_\_\_\_

### A RESOLUTION ESTABLISHING FEES TO BE CHARGED FOR THE BILL ROBERTS MUNICIPAL GOLF COURSE REPEALING RESOLUTION NO. 20794

**WHEREAS,** the Bill Roberts Municipal Golf Course Advisory Board has recommended changes in the charges imposed upon users of the golf course; and

**WHEREAS,** the Helena City Commission held a public hearing on March 11, 2024 at 6:00 p.m. in the Commission Chambers at 316 North Park Avenue, in Helena, Montana on the implementation of the fees as shown in Exhibit A.

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

#### **Section 1.**

That it is the intention of the City of Helena to supersede Resolution No. 20794 establish updated user fees for the Bill Roberts Golf Course as shown in Exhibit A;

**Additionally, the following policies will remain in effect;**

**REFUNDS:** No refunds will be given for lost or stolen punch cards or season passes.

Refunds for unused portions of punch cards or season passes may be granted by the City Manager, upon certification from a licensed physician that the holder's medical condition prevents the holder from being able to participate in golf for the remainder of the

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

season. If a refund is granted, the refund will be pro-rated, less the number of documented played rounds based on the current green fee value. No refunds will be considered after August 1st.

Passes and punch cards will not be extended to the next season. Punch cards are transferrable but are only good for one golf season.

Rain checks may be issued for lost rounds of play due to course conditions that pose a threat to the safety of the golfers or due to an imminent medical emergency of a golfer. Rain check refunds will not be issued after 5 holes of completed golf for 9 holes of play and 13 holes of completed golf for 18 holes of play.

**DONATIONS:** The City Manager may authorize the Bill Roberts Golf Course golf professional to donate up to 35 rounds of "2 for 1" free golf per golf season to promote the Bill Roberts Golf Course at charitable events.

The City Manager may authorize the Bill Roberts Golf Course golf professional to donate up to \$1,000 of pro shop merchandise valued at retail value for charitable purposes per golf season.

Based on professional courtesy and golf course practices throughout the industry, the City Manager may authorize the issuance of complimentary golf privileges to visiting golf professionals and visiting golf course superintendents.

**PROMOTIONS:** The City Manager may authorize the Bill Roberts Golf Course professional to implement promotional programs that result in discounted rates for the purpose of increasing under-utilized course play times. Promotions may include "loyalty member" programs, 2 for 1 specials, etc.

**Section 2.** The following definitions apply:

"Active Military" is a person who is on full-time duty in active military service of the United States. This includes members of the reserve components serving on active duty or full-time training duty but does not include full-time National Guard duty.



# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. \_\_\_\_\_

"Couple" is two adults who cohabit and share a single household.

"Family" is all members of the same household, including dependents, who are eighteen years old or younger.

"Junior" is a person who is eighteen years old or younger.

"Resident" is a person or family living within the corporate limits of the City of Helena.

"Senior" is a person 65 years of age or older.

"Young adult" is a person who is between the ages of 19 and 29.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,  
MONTANA, THIS 11<sup>th</sup> DAY OF MARCH, 2024.**

\_\_\_\_\_  
MAYOR

**ATTEST:**

\_\_\_\_\_  
CLERK OF THE COMMISSION

Exhibit A: Bill Roberts Golf Course - Proposed Fee Schedule for 2025

|  | 2023-4 Current Fees | 2023-4 Actual # Sold | 2023-4 Revenue | 2024-5 Proposed Fees | 2024-5 Projection Based on 2023-4 #'s |
|--|---------------------|----------------------|----------------|----------------------|---------------------------------------|
| Season Passes                            |                     |                      |                |                      |                                       |
| Adult                                    | \$ 950.00           | 106                  | \$95,400.00    | \$ 1,000.00          | \$ 106,000.00                         |
| Couple                                   | \$ 1,450.00         | 18                   | \$24,525.00    | \$ 1,550.00          | \$ 27,900.00                          |
| Senior                                   | \$ 850.00           | 184                  | \$146,400.00   | \$ 900.00            | \$ 165,600.00                         |
| Senior Couple                            | \$ 1,350.00         | 29                   | \$37,425.00    | \$ 1,450.00          | \$ 42,050.00                          |
| Young Adult                              | \$ 500.00           | 84                   | \$41,200.00    | \$ 550.00            | \$ 46,200.00                          |
| Junior                                   | \$ 250.00           | 62                   | \$15,200.00    | \$ 250.00            | \$ 15,500.00                          |
| Military                                 | \$ 850.00           | 11                   | \$9,100.00     | \$ 900.00            | \$ 9,900.00                           |
| *Revenue includes discounted pricing.    |                     | 494                  | \$ 369,250.00  |                      | \$ 413,150.00                         |
| 2024-5 Projected Additional Pass Revenue |                     |                      |                |                      | \$ 43,900.00                          |
| Punch Cards                              |                     |                      |                |                      |                                       |
| 10 Round                                 | \$ 230.00           | 315                  | \$72,450.00    | \$ 230.00            | \$72,450.00                           |
| 10 Round Sr                              | \$ 200.00           | 172                  | \$34,400.00    | \$ 200.00            | \$34,400.00                           |
| 10 Round Jr.                             | Discontinued        |                      |                | Discontinued         |                                       |
| 10 Round Military                        | \$ 200.00           | 6                    | \$1,200.00     | \$ 200.00            | \$1,200.00                            |
|  |                     | 493                  | \$ 108,050.00  |                      | \$ 108,050.00                         |
| Green Fees                               |                     |                      |                |                      |                                       |
| 9 Hole                                   | \$ 25.00            | 4005                 | \$100,125.00   | \$ 25.00             | \$100,125.00                          |
| 9 Hole Jr./Sr.                           | \$ 23.00            | 685                  | \$15,755.00    | \$ 23.00             | \$15,755.00                           |
| 9 Hole Twilight                          | \$ 20.00            | 329                  | \$6,580.00     | \$ 20.00             | \$6,580.00                            |
| 18 Hole                                  | \$ 45.00            | 2873                 | \$129,285.00   | \$ 45.00             | \$129,285.00                          |
| 18 hole Jr./Sr.                          |                     |                      |                |                      |                                       |
| Add. 9 Jr./Sr.                           |                     |                      |                |                      |                                       |
| Tourney Fee                              | \$ 40.00            | 2574                 | \$102,960.00   | \$ 40.00             | \$102,960.00                          |
| 18 Hole Jr./Sr.                          | \$ 40.00            | 507                  | \$20,280.00    | \$ 40.00             | \$20,280.00                           |
|  |                     | 10973                | \$ 374,985.00  |                      | \$ 374,985.00                         |
| Total pass and Green Fees                |                     |                      | \$ 852,285.00  |                      | \$ 896,185.00                         |

Bill Roberts Golf Course - Proposed Fee Schedule for 2025

| 2023-4 Current Fees | 2023-4 Actual # Sold | 2023-4 Revenue | 2024-5 Proposed Fees | 2024-5 Projection Based on 2023-4 #'s |
|---------------------|----------------------|----------------|----------------------|---------------------------------------|
|---------------------|----------------------|----------------|----------------------|---------------------------------------|

**Golf Cart**

|                   |           |      |              |           |               |
|-------------------|-----------|------|--------------|-----------|---------------|
| 9                 | \$ 10.00  | 8111 | \$81,110.00  | \$ 12.00  | \$ 97,332.00  |
| 18                | \$ 20.00  | 6100 | \$122,000.00 | \$ 24.00  | \$ 146,400.00 |
| Annual Cart Lease | \$ 450.00 | 80   | \$36,000.00  | \$ 500.00 | \$ 40,000.00  |

\$239,110.00                      \$283,732.00

2024-5 Projected Additional Cart Revenue                      \$ 44,622.00

**Driving Range**

|                    |           |      |             |           |             |
|--------------------|-----------|------|-------------|-----------|-------------|
| Small Bucket       | \$ 7.00   | 3390 | \$23,730.00 | \$ 7.00   | \$23,730.00 |
| Large Bucket       | \$ 12.00  | 3761 | \$45,132.00 | \$ 12.00  | \$45,132.00 |
| Season Pass Adult  | \$ 300.00 | 135  | \$40,500.00 | \$ 300.00 | \$40,500.00 |
| Season Pass Couple | \$ 400.00 | 17   | \$6,800.00  | \$ 400.00 | \$6,800.00  |
| Season Pass Family | \$ 500.00 | 11   | \$5,500.00  | \$ 500.00 | \$5,500.00  |

\$ 121,662.00                      \$ 121,662.00

**Cart Storage**

|                  |           |    |             |           |              |
|------------------|-----------|----|-------------|-----------|--------------|
| Electric         | \$ 575.00 | 35 | \$20,125.00 | \$ 625.00 | \$ 21,875.00 |
| Gas              | \$ 550.00 | 32 | \$17,600.00 | \$ 600.00 | \$ 19,200.00 |
| Annual Trail Fee | \$ 200.00 | 26 | \$5,200.00  | \$ 250.00 | \$ 6,500.00  |
| Daily Trail Fee  | \$ 20.00  | 3  | \$60.00     | \$ 24.00  | \$ 72.00     |
| Add. Cart User   | \$ 85.00  | 5  | \$425.00    | \$ 100.00 | \$ 500.00    |

\$43,410.00                      \$ 48,147.00

2024-5 Projected Additional Cart Revenue                      \$ 4,737.00

**Misc**

|                    |          |      |             |          |             |
|--------------------|----------|------|-------------|----------|-------------|
| Pull Cart          | \$ 6.00  | 324  | \$1,944.00  | \$ 6.00  | \$1,944.00  |
| Club Rental 9      | \$ 20.00 | 150  | \$3,000.00  | \$ 20.00 | \$3,000.00  |
| Club Rental 18     | \$ 35.00 | 119  | \$4,165.00  | \$ 35.00 | \$4,165.00  |
| Handicap           | \$ 35.00 | 465  | \$16,275.00 | \$ 35.00 | \$16,275.00 |
| Locker             | \$ 60.00 | 49   | \$2,940.00  | \$ 60.00 | \$2,940.00  |
| Club Storage Lower |          |      |             |          |             |
| Simulator/hr       | \$40.00  | 2129 | \$85,160.00 | \$40.00  | \$85,160.00 |

\$ 113,484.00                      \$ 113,484.00

Total Fee Revenue                      \$ 1,369,951.00                      \$ 1,463,210.00

2024-5 Proposed Revenue Increase                      \$ 93,259.00

# Financial Trend Report Golf Fund

|  | FY18 Actual         | FY19 Actual       | FY20 Actual       | FY21 Actual       | FY22 Actual       | FY23 Actual      | FY24 Budget      | FY24<br>Estimated<br>Actual | FY25<br>Projected |
|--|---------------------|-------------------|-------------------|-------------------|-------------------|------------------|------------------|-----------------------------|-------------------|
| <b>Beginning Cash</b>                          | \$ 559,787          | \$ 1,213,675      | \$ 238,840        | \$ 172,239        | \$ 180,323        | \$ 185,396       | \$ 30,732        | \$ 30,732                   | \$ 74,144         |
| <b>Revenue:</b>                                |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| <u>Operating Revenue</u>                       |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Season Passes                                  | 291,428             | 284,560           | 278,122           | 346,878           | 330,845           | 386,907          | 439,650          | 435,000                     | 439,000           |
| Punch Cards                                    | 90,305              | 93,757            | 94,033            | 120,898           | 88,458            | 108,046          | 140,000          | 140,000                     | 140,000           |
| Green Fees                                     | 193,837             | 212,176           | 198,784           | 260,056           | 280,712           | 312,407          | 286,150          | 280,000                     | 300,000           |
| Golf Cart Rental                               | 129,113             | 132,680           | 115,887           | 175,750           | 187,377           | 218,132          | 238,150          | 230,000                     | 240,000           |
| Driving Range                                  | 78,337              | 80,764            | 77,199            | 106,689           | 113,989           | 111,950          | 131,170          | 130,000                     | 132,000           |
| Cart Storage                                   | 35,135              | 33,395            | 31,490            | 27,000            | 31,965            | 36,055           | 38,650           | 36,000                      | 39,000            |
| Golf Simulator                                 | 36,110              | 112,350           | 82,942            | 60,152            | 76,484            | 82,461           | 88,000           | 85,000                      | 85,000            |
| Misc Other Golf Revenue                        | 100,054             | 113,899           | 84,302            | 93,964            | 106,608           | 55,493           | 136,978          | 136,000                     | 145,000           |
| Munis Restaurant                               | 199,742             | 472,067           | 433,457           | 488,406           | 346,927           | 449,137          | 615,000          | 630,000                     | 650,000           |
| Pro Shop                                       | 184,156             | 233,183           | 156,785           | 204,212           | 194,732           | 197,119          | 230,000          | 230,000                     | 240,000           |
| <b>Total Operating Revenue</b>                 | <b>1,338,217</b>    | <b>1,768,831</b>  | <b>1,553,001</b>  | <b>1,884,006</b>  | <b>1,758,095</b>  | <b>1,957,707</b> | <b>2,343,748</b> | <b>2,332,000</b>            | <b>2,410,000</b>  |
| <u>Transfers In</u>                            |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| From General Fund                              | -                   | -                 | 280,000           | 240,000           | 235,000           | 142,850          | 107,100          | 107,100                     | 85,000            |
| Insurance Fund                                 | 9,494               | 10,321            | 4,900             | 6,409             | 6,409             | 2,471            | 1,384            | 1,384                       | 1,300             |
| <b>Total Interfund Transfers In</b>            | <b>9,494</b>        | <b>10,321</b>     | <b>284,900</b>    | <b>246,409</b>    | <b>241,409</b>    | <b>145,321</b>   | <b>108,484</b>   | <b>108,484</b>              | <b>86,300</b>     |
| <u>Debt Proceeds</u>                           |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| INTERCAP Loan - Golf Carts                     | -                   | -                 | -                 | -                 | -                 | -                | 200,000          | 184,195                     | -                 |
| GO Bond Proceeds                               | 2,100,000           | -                 | -                 | -                 | -                 | -                | -                | -                           | -                 |
| <b>Total Debt Proceeds</b>                     | <b>2,100,000</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>         | <b>200,000</b>   | <b>184,195</b>              | <b>-</b>          |
| <b>Total Revenue</b>                           | <b>3,447,711</b>    | <b>1,779,152</b>  | <b>1,837,901</b>  | <b>2,130,415</b>  | <b>1,999,504</b>  | <b>2,103,028</b> | <b>2,652,232</b> | <b>2,624,679</b>            | <b>2,496,300</b>  |
| <b>Expenses:</b>                               |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| <u>Operating Expenses</u>                      |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| <u>Golf Operations &amp; Pro Shop</u>          |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Salaries & Benefits - Perm.                    | 198,393             | 228,639           | 171,155           | 143,087           | 147,330           | 184,218          | 262,384          | 262,384                     | 272,879           |
| Salaries & Benefits - Temp                     | 60,214              | 48,032            | 54,170            | 52,647            | 86,522            | 134,944          | 75,729           | 75,729                      | 76,486            |
| Supplies (Includes Resale)                     | 168,104             | 190,288           | 132,807           | 148,584           | 186,134           | 221,370          | 205,100          | 205,100                     | 213,304           |
| Purchased Services:                            | 55,660              | 76,396            | 81,799            | 72,491            | 64,227            | 44,013           | 80,905           | 75,000                      | 77,250            |
| Fixed Charges (Credit Card Fees)               | 17,003              | 21,972            | 17,089            | 23,350            | 25,173            | 26,863           | 25,000           | 25,000                      | 25,750            |
| Internal Charges:                              | 49,168              | 55,578            | 61,709            | 72,450            | 96,469            | 108,200          | 132,849          | 132,849                     | 139,491           |
| SubTotal Golf Operations                       | <b>548,542</b>      | <b>620,905</b>    | <b>518,730</b>    | <b>512,608</b>    | <b>605,855</b>    | <b>719,607</b>   | <b>781,967</b>   | <b>776,062</b>              | <b>805,161</b>    |
| <u>Munis Restaurant</u>                        |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Salaries & Benefits - Perm.                    | 20,721              | 84,334            | 50,675            | 157,853           | 84,214            | 106,641          | 156,078          | 156,078                     | 162,321           |
| Salaries & Benefits - Temp                     | 50,178              | 135,839           | 187,436           | 158,055           | 103,162           | 162,788          | 145,980          | 145,980                     | 147,440           |
| Supplies (Includes Resale)                     | 100,970             | 232,595           | 244,353           | 306,039           | 223,966           | 244,380          | 229,000          | 229,000                     | 235,870           |
| Purchased Services:                            | 17,755              | 19,240            | 30,610            | 42,222            | 21,555            | 29,088           | 38,390           | 38,000                      | 39,140            |
| Fixed Charges (Credit Card Fees)               | 2,977               | 7,303             | 8,733             | 12,504            | 9,006             | 9,446            | 11,500           | 11,500                      | 11,845            |
| Internal Charges:                              | 13,606              | 18,057            | 23,584            | 30,202            | 73,719            | 94,432           | 90,471           | 90,471                      | 94,995            |
| SubTotal Munis Restaurant                      | <b>206,207</b>      | <b>497,368</b>    | <b>545,391</b>    | <b>706,875</b>    | <b>515,622</b>    | <b>646,775</b>   | <b>671,419</b>   | <b>671,029</b>              | <b>691,610</b>    |
| <u>Golf Maintenance</u>                        |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Salaries & Benefits - Perm.                    | 240,614             | 254,099           | 268,002           | 300,263           | 200,203           | 241,398          | 291,087          | 291,087                     | 302,730           |
| Salaries & Benefits - Temp                     | 90,862              | 89,854            | 78,532            | 74,738            | 98,226            | 159,124          | 151,894          | 151,894                     | 153,413           |
| Supplies                                       | 74,057              | 82,736            | 73,619            | 74,450            | 119,902           | 76,143           | 98,339           | 98,339                      | 101,289           |
| Purchased Services:                            | 68,880              | 70,290            | 65,420            | 124,825           | 70,917            | 68,213           | 88,577           | 85,000                      | 87,550            |
| Fixed Charges                                  | 25,211              | 35,380            | 57,568            | 58,923            | 62,509            | 54,902           | 61,815           | 61,815                      | 63,669            |
| Internal Charges:                              | 49,358              | 54,413            | 56,082            | 50,775            | 62,685            | 84,162           | 81,943           | 81,943                      | 86,040            |
| SubTotal Golf Maintenance                      | <b>548,982</b>      | <b>586,772</b>    | <b>599,224</b>    | <b>683,974</b>    | <b>614,442</b>    | <b>683,943</b>   | <b>773,655</b>   | <b>770,078</b>              | <b>794,692</b>    |
| <b>Total Operating Expenses</b>                | <b>1,303,731</b>    | <b>1,705,045</b>  | <b>1,663,345</b>  | <b>1,903,457</b>  | <b>1,735,919</b>  | <b>2,050,325</b> | <b>2,227,041</b> | <b>2,217,169</b>            | <b>2,291,464</b>  |
| <u>Debt Service:</u>                           |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Irrigation- Intercap Loan                      | 36,819              | 38,658            | 33,484            | 33,747            | 32,945            | 34,046           | 34,046           | 34,046                      | 35,000            |
| Club House                                     | 24,025              | 24,383            | 11,554            | -                 | -                 | -                | -                | -                           | -                 |
| Debt Issuance Costs                            | 43,500              | -                 | -                 | -                 | -                 | -                | -                | -                           | -                 |
| General Obligation Debt - Munis Restaurant     | 12,183              | 142,750           | 145,387           | 142,949           | 145,469           | 141,352          | 142,850          | 142,850                     | 145,000           |
| Golf Cart - Intercap Loan                      | -                   | -                 | -                 | -                 | -                 | -                | -                | 3,007                       | 20,000            |
| Irrigation- Interfund Loan - Gen Fund          | 71,044              | 42,596            | 42,596            | 42,179            | 42,596            | -                | -                | -                           | -                 |
| <b>Total Debt Service</b>                      | <b>187,570</b>      | <b>248,388</b>    | <b>233,022</b>    | <b>218,875</b>    | <b>221,010</b>    | <b>175,398</b>   | <b>176,896</b>   | <b>179,903</b>              | <b>200,000</b>    |
| <u>Capital Outlay:</u>                         |                     |                   |                   |                   |                   |                  |                  |                             |                   |
| Buildings                                      | 1,279,698           | 777,753           | -                 | -                 | -                 | -                | -                | -                           | -                 |
| Greens Mowers                                  | -                   | -                 | -                 | -                 | 44,173            | -                | -                | -                           | -                 |
| Other Equipment                                | 22,824              | 22,800            | 8,136             | -                 | -                 | 64,912           | -                | -                           | -                 |
| Golf Cart Replacements (net of trade in value) | -                   | -                 | -                 | -                 | -                 | -                | 195,000          | 184,195                     | -                 |
| <b>Total Capital Outlay</b>                    | <b>1,302,522</b>    | <b>800,553</b>    | <b>8,136</b>      | <b>-</b>          | <b>44,173</b>     | <b>64,912</b>    | <b>195,000</b>   | <b>184,195</b>              | <b>-</b>          |
| <b>Total Expenses</b>                          | <b>2,793,823</b>    | <b>2,753,986</b>  | <b>1,904,502</b>  | <b>2,122,332</b>  | <b>2,001,102</b>  | <b>2,290,634</b> | <b>2,598,937</b> | <b>2,581,267</b>            | <b>2,491,464</b>  |
| <b>Revenues Less Expenses</b>                  | <b>653,888</b>      | <b>(974,834)</b>  | <b>(66,601)</b>   | <b>8,083</b>      | <b>(1,598)</b>    | <b>(187,606)</b> | <b>53,295</b>    | <b>43,412</b>               | <b>4,836</b>      |
| <b>Cash Adjusting Entry</b>                    |                     |                   |                   |                   | <b>6,672</b>      | <b>32,942</b>    |                  |                             |                   |
| <b>Ending Cash</b>                             | <b>\$ 1,213,675</b> | <b>\$ 238,840</b> | <b>\$ 172,239</b> | <b>\$ 180,323</b> | <b>\$ 185,396</b> | <b>\$ 30,732</b> | <b>\$ 84,027</b> | <b>\$ 74,144</b>            | <b>\$ 78,980</b>  |

## Financial Trend Report MUNIS Restaurant

|                                     | FY18 Actual      | FY19 Actual      | FY20 Actual    | FY21 Actual     | FY22 Actual    | FY23 Actual      | FY24 Budget    | FY24 Est. Actual | Draft FY25 Budget |
|-------------------------------------|------------------|------------------|----------------|-----------------|----------------|------------------|----------------|------------------|-------------------|
| <b>Revenue:</b>                     |                  |                  |                |                 |                |                  |                |                  |                   |
| <u>Operating Revenue</u>            |                  |                  |                |                 |                |                  |                |                  |                   |
| Golf Simulator                      | 36,110           | 112,350          | 82,942         | 60,152          | 76,484         | 82,461           | 88,000         | 85,000           | 85,000            |
| Gaming Machine Proceeds             | 3,650            | 8,164            | 5,385          | 4,540           | 14,870         | 11,573           | 10,000         | 16,000           | 16,000            |
| Munis Restaurant                    | 199,742          | 472,067          | 433,457        | 488,406         | 346,927        | 449,137          | 615,000        | 630,000          | 650,000           |
| <b>Total Operating Revenue</b>      | <b>239,502</b>   | <b>592,581</b>   | <b>521,784</b> | <b>553,098</b>  | <b>438,281</b> | <b>543,171</b>   | <b>713,000</b> | <b>731,000</b>   | <b>751,000</b>    |
| <u>Transfers In</u>                 |                  |                  |                |                 |                |                  |                |                  |                   |
| From General Fund                   | -                | -                | 280,000        | 240,000         | 235,000        | 142,850          | 107,100        | 107,100          | 85,000            |
| <b>Total Interfund Transfers In</b> | <b>-</b>         | <b>-</b>         | <b>280,000</b> | <b>240,000</b>  | <b>235,000</b> | <b>142,850</b>   | <b>107,100</b> | <b>107,100</b>   | <b>85,000</b>     |
| <u>Debt Proceeds</u>                |                  |                  |                |                 |                |                  |                |                  |                   |
| Debt Proceeds                       | 2,100,000        | -                | -              | -               | -              | -                | -              | -                | -                 |
| <b>Total Debt Proceeds</b>          | <b>2,100,000</b> | <b>-</b>         | <b>-</b>       | <b>-</b>        | <b>-</b>       | <b>-</b>         | <b>-</b>       | <b>-</b>         | <b>-</b>          |
| <b>Total Revenue</b>                | <b>2,339,502</b> | <b>592,581</b>   | <b>801,784</b> | <b>793,098</b>  | <b>673,281</b> | <b>686,021</b>   | <b>820,100</b> | <b>838,100</b>   | <b>836,000</b>    |
| <b>Expenses:</b>                    |                  |                  |                |                 |                |                  |                |                  |                   |
| <u>Operating Expenses</u>           |                  |                  |                |                 |                |                  |                |                  |                   |
| <u>Munis Restaurant</u>             |                  |                  |                |                 |                |                  |                |                  |                   |
| Salaries & Benefits                 | 70,899           | 220,173          | 238,111        | 315,908         | 187,376        | 269,429          | 302,058        | 302,058          | 309,761           |
| Supplies                            | 100,970          | 232,595          | 244,353        | 306,039         | 223,966        | 244,380          | 229,000        | 229,000          | 235,870           |
| Purchased Services:                 | 17,755           | 19,240           | 30,610         | 42,222          | 21,555         | 29,088           | 38,390         | 38,000           | 39,140            |
| Fixed Charges                       | 2,977            | 7,303            | 8,733          | 12,504          | 9,006          | 9,446            | 11,500         | 11,500           | 11,845            |
| Internal Charges:                   | 13,606           | 18,057           | 23,584         | 30,202          | 73,719         | 94,432           | 90,471         | 90,471           | 94,995            |
| SubTotal Munis Restaurant           | <b>206,207</b>   | <b>497,368</b>   | <b>545,391</b> | <b>706,875</b>  | <b>515,622</b> | <b>646,775</b>   | <b>671,419</b> | <b>671,029</b>   | <b>691,610</b>    |
| <b>Total Operating Expenses</b>     | <b>206,207</b>   | <b>497,368</b>   | <b>545,391</b> | <b>706,875</b>  | <b>515,622</b> | <b>646,775</b>   | <b>671,419</b> | <b>671,029</b>   | <b>691,610</b>    |
| <u>Debt Service:</u>                |                  |                  |                |                 |                |                  |                |                  |                   |
| Debt Issuance Costs                 | 43,500           | -                | -              | -               | -              | -                | -              | -                | -                 |
| Debt - Munis Restaurant             | 12,183           | 142,750          | 145,387        | 142,949         | 145,469        | 141,352          | 142,850        | 142,850          | 145,000           |
| <b>Total Debt Service</b>           | <b>55,683</b>    | <b>142,750</b>   | <b>145,387</b> | <b>142,949</b>  | <b>145,469</b> | <b>141,352</b>   | <b>142,850</b> | <b>142,850</b>   | <b>145,000</b>    |
| <u>Capital Outlay:</u>              |                  |                  |                |                 |                |                  |                |                  |                   |
| Buildings                           | 1,279,698        | 777,753          | -              | -               | -              | -                | -              | -                | -                 |
| <b>Total Capital Outlay</b>         | <b>1,279,698</b> | <b>777,753</b>   | <b>-</b>       | <b>-</b>        | <b>-</b>       | <b>-</b>         | <b>-</b>       | <b>-</b>         | <b>-</b>          |
| <b>Total Expenses</b>               | <b>1,541,588</b> | <b>1,417,871</b> | <b>690,778</b> | <b>849,823</b>  | <b>661,091</b> | <b>788,126</b>   | <b>814,269</b> | <b>813,879</b>   | <b>836,610</b>    |
| <b>Revenues Less Expenses</b>       | <b>797,914</b>   | <b>(825,290)</b> | <b>111,006</b> | <b>(56,725)</b> | <b>12,189</b>  | <b>(102,105)</b> | <b>5,831</b>   | <b>24,221</b>    | <b>(610)</b>      |

## INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Independent Record** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(123) 456-7890**.

Notice ID: IdXBwBdnJ4LTcxtJsJkZ | **Proof Updated: Feb. 22, 2024 at 09:58am MST**  
Notice Name: Public Hearing Notice\_3.11.24\_Golf

See Proof on Next Page

**This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.**

**FILER**

Heather Kahler  
hkahler@helenamt.gov  
(406) 447-8463

**FILING FOR**

Independent Record

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**Columns Wide:** 2      **Ad Class:** Legals  
**Total Column Inches:** 8.93  
**Number of Lines:** 40

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|                           |        |
|---------------------------|--------|
| 02/29/2024: General Legal | 136.34 |
| 03/07/2024: General Legal | 116.84 |
| Affidavit Fee             | 10.00  |

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|                |                 |
|----------------|-----------------|
| Subtotal       | \$263.18        |
| Tax            | \$0.00          |
| Processing Fee | \$0.00          |
| <b>Total</b>   | <b>\$263.18</b> |

**Public Hearing Notice - Bill Roberts Municipal Golf Course**  
CITY OF HELENA  
PUBLIC HEARING NOTICE  
DATE: February 29, 2024  
The Helena City Commission will hold a public hearing at 6:00 p.m. on Monday, March 11, 2024 in the City of Helena Commission Chambers at 316 N. Park Avenue, Helena, MT 59623, and via Zoom Meeting at webinar ID: <https://us06web.zoom.us/j/84006008984> to consider the following:  
A RESOLUTION ESTABLISHING FEES TO BE CHARGED FOR THE BILL ROBERTS MUNICIPAL GOLF COURSE REPEALING RESOLUTION NO. 20794.  
For further information, please contact the Parks, Recreation, and Open Lands Department located in the City County Building at 316 North Park Avenue, Room 405 Helena, MT 59623 or call the Director of the Parks and Recreation Department, Doug Smith at (406) 447-8462.  
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, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:  
(406) 447-8490  
TTY Relay Service 1-800-253-4091 or 711  
[citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)  
316 North Park, Avenue, Room 440, Helena, MT 59623  
PUBLISH AS A LEGAL AD:  
Please send a copy of the legal ad to:  
Doug Smith  
Parks, Recreation and Open Lands 316 North Park Avenue  
Helena, MT 59601 406-447-8462  
[dsmith@helenamt.gov](mailto:dsmith@helenamt.gov)  
February 29th and March 7th 2024  
February 29, March 7, 2024 ##### MNAXLP