



City of Helena

CITY OF HELENA
City Commission Meeting
April 7, 2025 - 6:00 PM

City - County Building Room 330 / Zoom Online Meeting; <https://zoom.helenamt.gov/j/36053471/publicmeetings>

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
 - A. 3-10-25 Commission Meeting
 - B. 3-19-25 Admin Meeting
 - C. 3-24-25 Commission Meeting
4. **Proclamations**
 - A. Communities and Libraries Month Proclamation
5. **Consent Agenda**
 - A. Claims
6. **Communication/Proposals from Commissioners**
 - A. Motion to Reconsider Item 10B of the Regular Commission Agenda dated 1/27/25
7. **Report of the City Attorney**
8. **Report of the City Manager**
9. **Communications from the Helena Citizens Council**
10. **Regular Items**
 - A. Reconsideration of Item 10B from Regular Commission Agenda Dated 1/27/25: Consider 1208 Le Grande Sidewalk Variance Appeal
 - B. Reconsider tabled item to consider the allocation of funds from the former Consolidated Central Helena Urban Renewal Area to a new project located within the boundaries of the former URA
 - C. Consider Approving Victims of Crime Act (VOCA) Grant Policies
11. **Public Hearings**
 - A. Consider a Resolution Establishing New Fees Charged for the Use of the Helena Civic Center and Repealing Resolution No. 20819
12. **Public Communications**
13. **Adjournment**

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

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

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

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

Phone: (406) 447- 8490

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

Email: citycommunitydevelopment@helenamt.gov

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



City of Helena
City Commission Meeting
March 10, 2025 – 6:00 PM
Zoom Hub Link; <https://lccountymt.zoom.us/j/ze/helenamt>
City County Building Commission Chambers, Room 330

Time & Place

A regular City Commission meeting was held on Monday, March 10, 2025 at 6:00 p.m. via Zoom Hub Link: <https://lccountymt.zoom.us/j/ze/helenamt> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:04:13) The following responded present, either via zoom or in person:

In Person

City Attorney Dockter
City Manager Burton
Commissioner Shirliff
Mayor ProTem Logan

Via Zoom

Commissioner Dean

The following were absent:

Mayor Collins
Commissioner Reed

Pledge of Allegiance

(00:05:07) Mayor ProTem Logan asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

A. 2-19-25 Admin Meeting

B. 2-24-25 Commission Meeting

(00:05:26) **There being no comments or questions from the Commission, Mayor ProTem Logan accepted Minutes A and B.**



Board & Committee Update

A. Board Appointments

(00:05:50) Mayor ProTem Logan presented Item A.

(00:06:30) **Commissioner Shirliff made a motion to approve Board Appointments. Commissioner Dean seconded the motion.**

(00:06:47) Mayor ProTem Logan called for a vote.

Commissioner Shirliff voted: **Aye**

Mayor ProTem Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Absent**

The motion carried 3:0.

Consent Agenda

A. Claims

B. Consider an extension of the Shopko Minor Subdivision preliminary plat from March 2025 to March 2028 as shown on certificate of survey 3171732

(00:07:37) **Commissioner Shirliff made a motion to approve Consent Agenda Items A and B. Commissioner Dean seconded the motion.**

(00:07:55) Mayor ProTem Logan called for a vote.

Commissioner Shirliff voted: **Aye**

Mayor ProTem Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Absent**

The motion carried 3:0.

Bid Award

A. Transportation Systems - FY26 ADA Ramp Project

(00:08:24) Transportation Systems Director Knoepke presented Item A.

(00:10:03) **Commissioner Dean made a motion to approve the Transportation Systems FY2025 ADA Ramp Program contract to the contractor, All Around Construction not to exceed amount of \$350,000. Commissioner Shirliff seconded the motion.**

(00:10:27) Mayor ProTem Logan called for a vote.
Commissioner Shirliff voted: **Aye**
Mayor ProTem Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Absent**
The motion carried 3:0.

Communications/Proposals from Commissioners

(00:10:40) There were no communications or proposals from Commissioners.

Report of the City Attorney

(00:10:55) City Attorney Dockter had nothing to report.

Report of the City Manager

(00:11:00) City Manager Burton discussed the Vigilante Parade route considerations.

(00:13:40) Commissioner Dean asked Manager Burton about further discussions during a public meeting.

(00:15:02) Commissioner Shirliff asked Manager Burton about a timeline for the decision-making process.

Communications from the Helena Citizens Council

(00:16:38) HCC Representative Diana Hammer discussed recent and upcoming meeting agenda items.

(00:20:18) Manager Burton discussed the right-of-way on LeGrande Cannon, as referred to in the HCC recommendation.

Regular Items

A. Consider the allocation of funds from the former Consolidated Central Helena Urban Renewal Area to a new project located within the boundaries of the former URA

- (00:23:19) Community Development Director Brink presented Item A.
- (00:30:33) Commissioner Shirliff asked Director Brink about the funding mechanism.
- (00:31:50) Commissioner Dean explained her support and discussed Commissioner Reed's request to table the item.
- (00:33:24) Helena Symphony Music Director Allan R Scott provided public comment, adding context and advocating for approval.
- (00:36:03) **Commissioner Dean made a motion to table the allocation of funds, in the amount of \$35,000 from the former Consolidated Helena Urban Renewal Area to the Helena Symphony until a future scheduled meeting at the call of the City Manager. Commissioner Shirliff seconded the motion.**
- (00:36:44) Commissioner Dean provided clarification for the motion to table.
- (00:37:00) Commissioner Shirliff expressed support.
- (00:37:18) Mayor ProTem Logan called for a vote.
- Commissioner Shirliff voted: **Aye**
- Mayor ProTem Logan voted: **Aye**
- Commissioner Reed voted: **Absent**
- Commissioner Dean voted: **Aye**
- Mayor Collins voted: **Absent**
- The motion to table carried 3:0.**

B. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Stockman Financial Corporation for costs associated with demolition activities at 1020 North Last Chance Gulch

- (00:37:53) Senior Planner Ray presented Item B.
- (00:40:25) **Commissioner Shirliff made a motion to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Stockman Financial Corporation for costs associated with demolition activities at**



1020 North Last Chance Gulch. Commissioner Dean seconded the motion.

(00:40:46) Mayor ProTem Logan called for a vote.

Commissioner Shirliff voted: **Aye**

Mayor ProTem Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Absent**

The motion carried 3:0.

C. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Sturnella Squared, LLC, for historic facade improvements at 316 Fuller Avenue

(00:41:20) Senior Planner Ray presented Item C.

(00:43:10) **Commissioner Shirliff made a motion to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Sturnella Squared, LLC, for historic facade improvements at 316 Fuller Avenue. Commissioner Dean seconded the motion.**

(00:43:29) Mayor ProTem Logan called for a vote.

Commissioner Shirliff voted: **Aye**

Mayor ProTem Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Absent**

The motion carried 3:0.

Public Communications

(00:44:13) Joel Gerhart provided public comment, thanking the Commission and Staff for their support of trails and the LeGrand Cannon trail discussion.

(00:45:18) Nate Kopp provided public comment, advocating for the LeGrand Cannon trail's protection.

(00:46:13) Commissioner Dean discussed her involvement in the National League of Cities Congressional Conference.



Adjournment

(00:47:45) There being no further business before the Commission, the meeting adjourned at 6:56pm.

MAYOR

ATTEST:

CLERK OF THE CITY COMMISSION



**City Commission Administrative Meeting
March 19, 2025 – 4:00 PM**

Zoom Link: <https://zoom.helenamt.gov/c/36053471/publicmeetings>
City County Building, 316 N. Park Ave., Room 326

Time & Place

A City Commission Administrative meeting was held Wednesday, March 19, 2025 at 4:00 p.m. physically in the City County Building, Room 326, and via Zoom Hub Link: <https://zoom.helenamt.gov/c/36053471/publicmeetings>

Call to Work Session, Introductions

(00:04:24) The following responded present:

In Person

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

Via Zoom

None

Commission Comments, Questions

(00:04:56) There were no comments or questions from Commissioners.

Board & Committee Update

A. Parking Advisory Committee Recommendations

(00:05:08) Transportation Systems Director Knoepke introduced Parking Advisory Committee Chairperson Gustafson to present Item A.

(00:08:04) Commissioner Dean asked Chairperson Gustafson about considerations for residential parking permits.

(00:09:03) Commissioner Logan asked Chairperson Gustafson about public engagement.

(00:11:14) Commissioner Shirliff asked Chairperson Gustafson about utilizing parking structures.



- (00:12:05) Abigail Dolan of the Business Improvement District provided public comment, thanking the Parking Advisory Committee for allowing them to include an update in their most recent newsletter.

B. Citizen Conservation Board Annual Report

- (00:14:10) Environmental Pre-Treatment Manager Anderson presented Item B.
- (00:22:11) Commissioner Dean asked Manager Anderson about the difference between the Sustainability Plan versus the Resiliency Plan and about the Service Line Loan Program.
- (00:24:56) Commissioner Reed asked Public Works Director Leland about the electric vehicle recommendation.
- (00:25:53) Commissioner Shirliff asked Manager Anderson about hybrid vehicle recommendations.
- (00:27:58) Commissioner Logan asked Manager Anderson and Director Leland about current electric vehicles owned by the City.

C. Board Appointment Review

- (00:30:20) Mayor Collins presented Item C.

Recommendations from the Helena Citizens Council

- (00:30:45) HCC Representative John Andrew discussed recent and upcoming meeting agenda items, including a Transportation Open House event.
- (00:32:32) Commissioner Logan asked about the HCC Budget Committee.

Report of the City Manager

- (00:33:03) City Manager Burton had nothing to report.

Department Reports

A. Parade Safety Discussion

- (00:33:10) Manager Burton discussed Item A.
- (00:37:18) Commissioner Logan asked Manager Burton about public engagement practices.

- (00:39:53) Police Chief Petty and Fire Chief Campbell expressed agreement with Manager Burton's explanation.
- (00:40:21) Riley Tubbs provided public comment, advocating for downtown area businesses and requesting that City Commission and Administrative meetings be live-streamed for the public.
- (00:42:36) Mayor Collins addressed public comment, explaining the live-streaming and public access options available for each meeting.
- (00:43:34) John Jackson with the Algeria Shriners provided public comment, requesting that downtown continue to be a parade route option.
- (00:44:10) Karen English of the Stampede Parade provided public comment, advocating for safety considerations to be discussed with event coordinators.
- (00:47:53) Commissioner Reed requested that a discussion take place about resources available to event coordinators.
- (00:48:46) Alycia Ryan of the Business Improvement District provided public comment, discussing additional training opportunities for event volunteers and the BID's willingness to work with the City to increase safety.
- (00:49:49) Abigail Dolan of the Business Improvement District provided public comment, discussing additional training opportunities for event volunteers and advocating for a simplified version of the expectations for event coordinators.
- (00:51:38) Matt English provided public comment, advocating for additional considerations of size restrictions and requirements for the Walking Mall parade route.

B. Establishing a Resolution to supersede existing fee schedules to create an NSF that will apply to all divisions linked to the City's primary bank account

- (00:54:02) Finance Director Danielson presented Item B.
- (00:57:20) Commissioner Reed asked Director Danielson about options for an appeal process.
- (00:58:00) Commissioner Dean asked Director Danielson about the number of instances per year.
- (00:58:20) Commissioner Logan asked Director Danielson about the nature of these instances.

C. US Navy Anchor Park Bell

(01:00:00) Parks, Recreation, & Open Lands Director Smith presented Item C.

(01:00:36) Mayor Collins asked Director Smith about associated costs.

D. Civic Center Fee Structure Update

(01:01:13) Director Smith and Civic Center Manager Dyke presented Item D.

(01:02:11) Commissioner Logan asked Manager Dyke about feedback received regarding fee updates.

E. Open Lands Proposed Major Projects

(01:03:30) Director Smith and Open Lands Manager Langsather presented Item E.

(01:10:22) Commissioner Logan discussed conversations with members of the public about establishing hours of operation on trail heads.

(01:11:01) Commissioner Reed asked Manager Langsather about maintenance before major capital projects are necessary.

(01:16:04) Commissioner Dean asked Manager Langsather for clarity about trailhead closures.

F. Transportation Systems - Consider tabled item Removal of Residential District "B" 1100 Billings Avenue

(01:18:38) Transportation Systems Director Knoepke presented Item F.

(01:24:45) Commissioner Reed asked Director Knoepke about the number of properties to reach a threshold in the original hearing.

(01:26:38) Commissioner Shirliff asked Director Knoepke about the background rationale for the request.

(01:27:56) Commissioner Logan asked Director Knoepke for associated costs for residents and guests.

(01:28:19) Michael Parvas provided public comment, advocating for parking permits.

(01:30:06) Kate Arpen provided public comment, advocating for dissolving the permit area.

(01:31:02) Veronica White provided public comment, discussing commercial versus residential properties.



- (01:32:11)** Matt Pettit provided public comment, expressing opposition for parking permits.
- (01:35:19)** David Gallick provided public comment, advocating for residential parking permits.
- (01:38:47)** Julia Gustafson of the Parking Advisory Board provided public comment, offering the Residential Parking Permit Survey online.
- (01:39:28)** Commissioner Dean asked Director Knoepke about communication via email with Helena High School students about parking areas.
- (01:41:11)** Commissioner Logan parking district considerations and the process for removal.
- (01:43:24)** Michael Parvas asked Director Knoepke about the possibility of splitting the street to create the District.

Public Comment

- (01:44:16)** There were no further comments or questions from the Commission and/or public.

Commission Discussion and Direction to the City Manager

Adjournment

- (01:44:38)** There being no further business before the Commission, the meeting adjourned at 5:45pm.



City of Helena
City Commission Meeting
March 24, 2025 – 6:00 PM
Zoom Hub Link; <https://lccountymt.zoom.us/j/ze/helenamt>
City County Building Commission Chambers, Room 330

Time & Place

A regular City Commission meeting was held on Monday, March 24, 2025 at 6:00 p.m. via Zoom Hub Link: <https://lccountymt.zoom.us/j/ze/helenamt> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:06:55) The following responded present, either via zoom or in person:

In Person

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

Via Zoom

None

Pledge of Allegiance

(00:07:29) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

A. 3-5-25 Admin Meeting

(00:07:53) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A.

Presentations

A. Confirmation of Officers Toby Erickson and Brendan Colburn

(00:08:18) Police Chief Petty introduced Offers Erickson and Colburn.



(00:14:17) Commissioner Reed, Commissioner Dean, Commissioner Shirliff, Commissioner Logan, and Mayor Collins thanked and welcomed the Officers.

(00:15:25) **Commissioner Reed made a motion to approve the confirmation of Officer Toby Erickson and Officer Brendan Colburn. Commissioner Dean seconded the motion.**

(00:15:36) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

B. Confirmation of Fire Dept. Assistant Chief Jason Wendzel

(00:16:16) Fire Chief Campbell introduced Assistant Chief Wendzel.

(00:17:33) Mayor Collins administered the Oath of Office.

(00:19:34) Commissioner Dean, Commissioner Logan, Commissioner Reed, Commissioner Shirliff, and Mayor Collins thanked and welcomed Assistant Chief Wendzel.

(00:20:25) **Commissioner Dean made a motion to approve the confirmation of Assistant Fire Chief Jason Wendzel. Commissioner seconded the motion.**

(00:20:35) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Board & Committee Update

A. Board Appointments

(00:21:32) Mayor Collins presented Item A.

(00:21:53) Commissioner Shirliff made a motion to approve Board Appointments. Commissioner Logan seconded the motion.

(00:22:07) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Bid Award

A. Bid Award for Centennial Drive Water Main Replacement Project #24-19

(00:22:22) City Engineer Clark presented Item A.

(00:23:10) Commissioner Logan made a motion to approve award the Centennial Drive Main Replacement Project #24-19 to the lowest responsible bidder Helena Sand and Gravel Incorporated in the amount of \$312,000.00. Commissioner Shirliff seconded the motion.

(00:23:26) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Communications/Proposals from Commissioners

(00:24:00) Mayor Collins presented a Patricia Robinson Johnson Day Proclamation.

(00:27:09) Bob Johnson addressed the Proclamation on behalf of the recipient.

Report of the City Attorney



(00:28:26) City Attorney Dockter had nothing to report.

Report of the City Manager

(00:28:35) City Manager Burton had nothing to report.

Communications from the Helena Citizens Council

(00:28:51) HCC Representative Chase Eaton provided a Treasurer's Report and discussed recent and upcoming meeting agenda items.

Regular Items

A. Consider Acceptance of the FY2024 Financial and Federal Single Audits

(00:30:07) Finance Director Danielson presented Item A.

(00:32:58) Commissioner Dean thanked Director Danielson and Staff and asked about implementation of recommendations as a result of the Audit.

(00:35:24) Commissioner Shirliff thanked Director Danielson and Staff.

(00:35:58) Commissioner Logan and Director Danielson discussed an award.

(00:36:52) **Commissioner Reed made a motion to accept the Fiscal Year 2024 Audit of the City of Helena's Annual Comprehensive Financial Reports and Federal Single Audit. Commissioner Shirliff seconded the motion.**

(00:37:13) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

B. Consider a Resolution of Intention to Establish New Fees Charged for the Use of the Helena Civic Center and Repeal Resolution No. 20819

(00:38:05) Parks, Recreation, & Open Lands Director Smith presented Item B.

(00:39:03) Commissioner Logan thanked Director Smith and Staff.

(00:39:49) **Commissioner Logan made a motion to approve a Resolution of Intention to Establish New Fees Charged for the Use of the Helena Civic Center and Repeal Resolution No. 20819 and set a Public Hearing date of April 7, 2025. Commissioner Dean seconded the motion.**

(00:40:09) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

C. Consider Open Lands Proposed Major Projects

(00:40:31) Open Lands Manager Langsather presented Item C.

(00:41:04) Commissioner Dean discussed the public's access and engagement with proposed projects via public comment.

(00:42:00) **Commissioner Shirliff made a motion to approve Open Lands Major Projects. Commissioner Dean seconded the motion.**

(00:42:17) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

D. *Item moved to Public Hearings* Consider final passage of an ordinance that changes the zoning in The Peaks Phase 1, MVM from R-U to R-4 [War Eagle St]

Public Hearings

D. Consider final passage of an ordinance that changes the zoning in The Peaks Phase 1, MVM from R-U to R-4 [War Eagle St]

(00:43:05) Planner Alvarez presented Item D.

(00:53:30) **Commissioner Reed made a motion to approve an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that: Changes the zoning district from R-U (residential-urban) to R-3 (residential) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; changes the zoning district from B-2 (commercial) to R-3 (residential) for that portion of Lot 1 Block 21; and changes the zoning district from R-2 (residential) to R-3 (residential) for that portion of Lot 5 of Block 26; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana. Commissioner Dean seconded the motion.**

(00:54:23) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

A. Consider a Resolution to Adopt the Railroad District Neighborhood Plan by Amending the 2019 City of Helena Growth Policy for its Inclusion

(00:54:49) Planner Alvarez presented Item A.

(01:08:55) Commissioner Shirliff explained his support for this Item.

(01:09:30) Commissioner Dean asked Planner Alvarez about the plan for implementation.

(01:12:30) **Commissioner Dean made a motion to approve the Resolution of Intention to Adopt the Railroad District Neighborhood Plan. Commissioner Reed seconded the motion.**



- (01:13:48) Mayor Collins called for a vote.
Commissioner Shirtliff voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Aye**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 5:0.

Public Communications

- (01:14:02) There were no further comments or questions from the Commissioners and/or public.

Adjournment

- (01:14:18) There being no further business before the Commission, the meeting adjourned at 7:15pm.

ATTEST:

MAYOR

CLERK OF THE CITY COMMISSION



City of Helena

Proclamation

WHEREAS, *libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can explore new ideas and be drawn to new possibilities; and*

WHEREAS, *libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and lifelong learning; and*

WHEREAS, *libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals—regardless of background—have the support they need to learn, connect, and thrive; and*

WHEREAS, *libraries partner with schools, businesses, and organizations, connecting the dots to maximize resources, increase efficiency, and expand access to essential services, strengthening the entire community; and*

WHEREAS, *libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success; and*

WHEREAS, *libraries nurture young minds through storytimes, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning that lasts a lifetime; and*

WHEREAS, *libraries protect the right to read, think, and explore without censorship, standing as champions of intellectual freedom and free expression; and*

WHEREAS, *dedicated librarians and library workers provide welcoming spaces that inspire discovery, collaboration, and creativity for all.*

NOW, THEREFORE, *be it resolved that I, Wilmot Collins, Mayor of Helena, Montana, do hereby proclaim April 2025, as*

“Communities and Libraries Month”

in Helena, and I encourage all residents to visit their library, explore its resources, and celebrate all the ways that the library draws us together as a community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Helena, Montana, to be affixed this 7th day of April, 2023.

Wilmot Collins, Mayor

ATTEST:

Dannai Clayborn, Clerk of the Commission



Commission Meeting

April 7, 2025

helenamt.gov

Motion: Move to approve claims paid from 3/6/25 through 3/28/25, checks numbered 204334 –204774 and ACH's numbered 543 - 560 for a grand total of \$2,484,246.89.

Action to be Considered by the Commission

Approval of Claims:

- Claims paid on 3/6/25 and 3/7/25, checks numbered 204334–204438 and ACH's numbered 543-548 for \$409,824.57;
- Claims paid on 3/11/25/25 and 3/14/25, checks numbered 204439–204550 and ACH numbered 549 for \$470,748.89;
- Claims paid on 3/17/25, 3/20/25 and 3/21/25, checks numbered 204551–204643 and ACH's numbered 550-556 for \$560,476.74;
- Claims paid on 3/24/25, 3/27/25 and 3/28/25, checks numbered 204644–204774 and ACH's numbered 557–560 for \$1,043,196.69;

For a grand total of claims paid of \$2,484,246.89.

Respectfully submitted,
Sheila Danielson
Finance Director

Attachment Documents

3/7/25 Claims Memo
3/14/25 Claims Memo
3/21/25 Claims Memo
3/28/25 Claims Memo



Finance Dept.
316 North Park Avenue
Helena, MT 59623

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

helenamt.gov

March 7, 2025

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The check registers for 3/6/25 and 3/7/25 have been approved for claims in the amount of \$409,824.57. Checks numbered 204334–204438 and ACH's numbered 543-548 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.

03/06/2025 12:38 |City of Helena
3769jrensmon |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
543	03/07/2025	EFT	1422	AUTOTRIX SIGNS & GRAPHICS	02/21/2025		030625jr	424.00
					CHECK		543 TOTAL:	424.00
544	03/07/2025	EFT	1898	FISHER'S TECHNOLOGY	02/26/2025	481	030625jr	62.74
					CHECK		544 TOTAL:	62.74
545	03/07/2025	EFT	1246	INTERMOUNTAIN HEATING & AIR CONDITI	02/20/2025		030625jr	898.00
					CHECK		545 TOTAL:	898.00
546	03/07/2025	EFT	1145	THATCHER COMPANY INC.	02/26/2025		030625jr	4,681.06
				THATCHER COMPANY INC.	03/03/2025	1099	030625jr	13,932.12
					CHECK		546 TOTAL:	18,613.18
547	03/07/2025	EFT	1157	WEX BANK	03/03/2025	658	030625jr	48,194.21
					CHECK		547 TOTAL:	48,194.21
204334	03/07/2025	PRTD	2830	1985 LLC	02/20/2025		030625jr	680.00
				1985 LLC	02/14/2025		030625jr	263.00
				1985 LLC	02/14/2025		030625jr	232.00
				1985 LLC	02/25/2025		030625jr	460.00
				1985 LLC	02/25/2025		030625jr	1,045.00
				1985 LLC	02/26/2025		030625jr	460.00
				1985 LLC	02/26/2025		030625jr	460.00
					CHECK		204334 TOTAL:	3,600.00
204335	03/07/2025	PRTD	1554	3-V DISTRIBUTING INC	02/20/2025		030625jr	1,615.00
					CHECK		204335 TOTAL:	1,615.00
204336	03/07/2025	PRTD	1003	A-1 RENTALS INC.	02/26/2025		030625jr	14.55
				A-1 RENTALS INC.	02/26/2025		030625jr	300.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

					CHECK	204336 TOTAL:	314.55
204337	03/07/2025	PRTD	1151 AA TRANSMISSION SPECIALISTS	02/26/2025		030625jr	805.00
					CHECK	204337 TOTAL:	805.00
204338	03/07/2025	PRTD	1067 ACTION PRINT	02/25/2025	651	030625jr	10,226.85
			ACTION PRINT	02/26/2025		030625jr	290.00
					CHECK	204338 TOTAL:	10,516.85
204339	03/07/2025	PRTD	1185 ALPINE ANALYTICAL, INC.	02/26/2025		030625jr	240.00
			ALPINE ANALYTICAL, INC.	02/26/2025		030625jr	240.00
			ALPINE ANALYTICAL, INC.	02/26/2025		030625jr	240.00
					CHECK	204339 TOTAL:	720.00
204340	03/07/2025	PRTD	1485 ALPINE TECHNOLOGY CORPORATION	02/26/2025	1019	030625jr	1,413.64
					CHECK	204340 TOTAL:	1,413.64
204341	03/07/2025	PRTD	1174 ALSCO	02/26/2025		030625jr	35.50
					CHECK	204341 TOTAL:	35.50
204342	03/07/2025	PRTD	2574 AMAZON CAPITAL SERVICES	02/23/2025		030625jr	742.33
					CHECK	204342 TOTAL:	742.33
204343	03/07/2025	PRTD	2500 AQUATIC INFORMATICS INC.	02/25/2025		030625jr	2,384.80
					CHECK	204343 TOTAL:	2,384.80
204344	03/07/2025	PRTD	1074 AUTO TRIM DESIGN OF MONTANA	02/14/2025	1076	030625jr	1,223.00
			AUTO TRIM DESIGN OF MONTANA	02/20/2025		030625jr	450.00
			AUTO TRIM DESIGN OF MONTANA	02/20/2025		030625jr	255.00
			AUTO TRIM DESIGN OF MONTANA	02/20/2025		030625jr	255.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

					CHECK	204344 TOTAL:	2,183.00
204345	03/07/2025	PRTD	1348 BALCO UNIFORM CO., INC.	02/14/2025		030625jr	32.80
			BALCO UNIFORM CO., INC.	02/14/2025		030625jr	35.56
					CHECK	204345 TOTAL:	68.36
204346	03/07/2025	PRTD	2608 BELT CREEK CRANE INSPECTION	02/21/2025		030625jr	250.00
					CHECK	204346 TOTAL:	250.00
204347	03/07/2025	PRTD	1927 BOBCAT OF HELENA	02/26/2025		030625jr	24.40
			BOBCAT OF HELENA	02/26/2025		030625jr	88.00
			BOBCAT OF HELENA	02/26/2025		030625jr	80.00
					CHECK	204347 TOTAL:	192.40
204348	03/07/2025	PRTD	1782 CELLEBRITE, INC.	02/14/2025		030625jr	905.75
					CHECK	204348 TOTAL:	905.75
204349	03/07/2025	PRTD	2089 CENTRALSQUARE TECHNOLOGIES, LLC	02/14/2025	1098	030625jr	2,768.57
					CHECK	204349 TOTAL:	2,768.57
204350	03/07/2025	PRTD	1601 CENTURYLINK	02/20/2025		030625jr	64.24
					CHECK	204350 TOTAL:	64.24
204351	03/07/2025	PRTD	1004 CITY OF HELENA	02/26/2025		030625jr	84.56
					CHECK	204351 TOTAL:	84.56
204352	03/07/2025	PRTD	1004 CITY OF HELENA UTILITY CUSTOMER SER	02/20/2025		030625jr	10.03
					CHECK	204352 TOTAL:	10.03

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204353	03/07/2025	PRTD	1465	CLEAR CHOICE AUTO GLASS, INC.	02/14/2025		030625jr	358.98
					CHECK	204353	TOTAL:	358.98
204354	03/07/2025	PRTD	1107	CLEARWATER PUMP & SUPPLY	02/25/2025		030625jr	2,651.19
					CHECK	204354	TOTAL:	2,651.19
204355	03/07/2025	PRTD	1550	COBRA PUMA GOLF INC	02/26/2025		030625jr	199.88
					CHECK	204355	TOTAL:	199.88
204356	03/07/2025	PRTD	2624	COLUMN SOFTWARE	02/24/2025		030625jr	88.00
					CHECK	204356	TOTAL:	88.00
204357	03/07/2025	PRTD	1224	CORAL SALES COMPANY	03/04/2025	1078	030625jr	3,074.25
					CHECK	204357	TOTAL:	3,074.25
204358	03/07/2025	PRTD	1459	CORE & MAIN	02/20/2025		030625jr	360.00
					CHECK	204358	TOTAL:	360.00
204359	03/07/2025	PRTD	1724	CURB MASTERS MAINTENANCE	02/27/2025		030625jr	600.00
					CHECK	204359	TOTAL:	600.00
204360	03/07/2025	PRTD	1020	DAKOTA SUPPLY GROUP INC	02/20/2025		030625jr	286.37
				DAKOTA SUPPLY GROUP INC	02/20/2025		030625jr	219.97
				DAKOTA SUPPLY GROUP INC	02/27/2025		030625jr	58.04
				DAKOTA SUPPLY GROUP INC	02/27/2025		030625jr	29.38
					CHECK	204360	TOTAL:	593.76
204361	03/07/2025	PRTD	1641	DANA SAFETY SUPPLY INC	02/14/2025	1090	030625jr	2,500.00
					CHECK	204361	TOTAL:	2,500.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204362	03/07/2025	PRTD	2616 DEX IMAGING	02/24/2025		030625jr	56.40
			DEX IMAGING	02/26/2025		030625jr	502.72
			DEX IMAGING	02/28/2025		030625jr	140.41
				CHECK	204362	TOTAL:	699.53
204363	03/07/2025	PRTD	1093 DIAMOND PRODUCTS INC	02/26/2025		030625jr	56.00
				CHECK	204363	TOTAL:	56.00
204364	03/07/2025	PRTD	1241 EAGLE ELECTRIC, INC.	02/20/2025		030625jr	208.00
				CHECK	204364	TOTAL:	208.00
204365	03/07/2025	PRTD	2053 ECOLAB INC.	02/19/2025	621	030625jr	113.10
				CHECK	204365	TOTAL:	113.10
204366	03/07/2025	PRTD	2445 ELECTRIC TRADING COMPANY, INC.	02/27/2025		030625jr	66.60
			ELECTRIC TRADING COMPANY, INC.	02/27/2025		030625jr	71.16
				CHECK	204366	TOTAL:	137.76
204367	03/07/2025	PRTD	1094 FASTENAL COMPANY	02/26/2025		030625jr	131.11
			FASTENAL COMPANY	02/26/2025		030625jr	202.56
			FASTENAL COMPANY	02/27/2025		030625jr	76.95
				CHECK	204367	TOTAL:	410.62
204368	03/07/2025	PRTD	2405 FORD OF HELENA	02/24/2025		030625jr	179.20
			FORD OF HELENA	02/24/2025		030625jr	80.63
				CHECK	204368	TOTAL:	259.83
204369	03/07/2025	PRTD	1375 G.W., INC.	02/14/2025		030625jr	3,639.84


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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204379	03/07/2025	PRTD	1408 JC GOLF ACCESSORIES		02/26/2025		030625jr	725.70
					CHECK	204379	TOTAL:	725.70
204380	03/07/2025	PRTD	2301 KEEP COOL CONSULTING		02/25/2025		030625jr	910.00
			KEEP COOL CONSULTING		02/25/2025		030625jr	1,382.50
					CHECK	204380	TOTAL:	2,292.50
204381	03/07/2025	PRTD	1914 KELLEY CONNECT CO.		02/14/2025		030625jr	579.50
					CHECK	204381	TOTAL:	579.50
204382	03/07/2025	PRTD	1640 KOLAR TIRE & AUTO		02/14/2025		030625jr	165.00
					CHECK	204382	TOTAL:	165.00
204383	03/07/2025	PRTD	1230 LEHRKIND'S COCA-COLA		02/26/2025		030625jr	42.00
			LEHRKIND'S COCA-COLA		02/27/2025		030625jr	24.25
					CHECK	204383	TOTAL:	66.25
204384	03/07/2025	PRTD	1230 LEHRKIND'S COCA-COLA		03/04/2025		030625jr	367.40
					CHECK	204384	TOTAL:	367.40
204385	03/07/2025	PRTD	1318 LES SCHWAB		02/27/2025		030625jr	171.97
					CHECK	204385	TOTAL:	171.97
204386	03/07/2025	PRTD	1598 LEVEQUE-ZAPATA, DOMINGO		02/14/2025		030625jr	212.22
					CHECK	204386	TOTAL:	212.22
204387	03/07/2025	PRTD	1002 INFORMATION TECHNOLOGY & SERVICES		08/30/2024		030625jr	610.00
			INFORMATION TECHNOLOGY & SERVICES		03/05/2025	1063	030625jr	1,554.00
					CHECK	204387	TOTAL:	2,164.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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204388	03/07/2025	PRTD	1002	INFORMATION TECHNOLOGY & SERVICES	03/04/2025	908	030625jr	9,464.75
					CHECK	204388	TOTAL:	9,464.75
204389	03/07/2025	PRTD	1002	INFORMATION TECHNOLOGY & SERVICES	03/04/2025	945	030625jr	91,961.88
					CHECK	204389	TOTAL:	91,961.88
204390	03/07/2025	PRTD	1605	LUMEN	02/20/2025		030625jr	25.60
					CHECK	204390	TOTAL:	25.60
204391	03/07/2025	PRTD	1207	MID-AMERICAN RESEARCH CHEMICAL	02/27/2025		030625jr	783.48
					CHECK	204391	TOTAL:	783.48
204392	03/07/2025	PRTD	1083	MIDLAND IMPLEMENT CO INC	02/27/2025		030625jr	164.08
				MIDLAND IMPLEMENT CO INC	02/27/2025		030625jr	297.79
				MIDLAND IMPLEMENT CO INC	02/27/2025		030625jr	5.36
					CHECK	204392	TOTAL:	467.23
204393	03/07/2025	PRTD	1468	MODERN MACHINERY COMPANY, INC.	02/26/2025		030625jr	16.50
					CHECK	204393	TOTAL:	16.50
204394	03/07/2025	PRTD	1085	MONTANA PROPANE, INC.	02/20/2025		030625jr	38.23
				MONTANA PROPANE, INC.	02/20/2025		030625jr	5.78
					CHECK	204394	TOTAL:	44.01
204395	03/07/2025	PRTD	1583	MONTANA SHERIFFS & PEACE OFFICERS A	02/14/2025		030625jr	1,800.00
					CHECK	204395	TOTAL:	1,800.00
204396	03/07/2025	PRTD	1060	MONTANA STATE UNIVERSITY	02/26/2025		030625jr	350.00
				MONTANA STATE UNIVERSITY	02/26/2025		030625jr	350.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
					CHECK	204396	TOTAL:	700.00
204397	03/07/2025	PRTD	1161	MOTOR POWER GREAT FALLS	02/24/2025		030625jr	292.49
					CHECK	204397	TOTAL:	292.49
204398	03/07/2025	PRTD	1118	MURDOCH'S RANCH AND HOME SUPPLY	02/14/2025		030625jr	81.49
					02/26/2025		030625jr	144.99
					02/26/2025		030625jr	150.00
					02/26/2025		030625jr	23.96
					02/26/2025		030625jr	208.00
					02/26/2025		030625jr	11.98
					02/26/2025		030625jr	499.77
					02/26/2025		030625jr	114.97
					02/27/2025		030625jr	29.99
					CHECK	204398	TOTAL:	1,265.15
204399	03/07/2025	PRTD	2143	NAPA - HELENA	02/27/2025		030625jr	19.97
					02/27/2025		030625jr	17.46
					02/27/2025		030625jr	16.22
					CHECK	204399	TOTAL:	53.65
204400	03/07/2025	PRTD	2392	NATIONAL LAUNDRY CO.	02/20/2025		030625jr	97.00
					02/21/2025		030625jr	3.51
					02/21/2025		030625jr	54.17
					02/25/2025		030625jr	130.29
					CHECK	204400	TOTAL:	284.97
204401	03/07/2025	PRTD	1096	NORTHWEST PIPE FITTINGS INC.	02/20/2025	1081	030625jr	5,991.09

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

				INV DATE	PO	CHECK RUN	NET
				CHECK	204401	TOTAL:	5,991.09
204402	03/07/2025	PRTD	999110 BOUSLIMAN, MICHAEL & THERESA	02/26/2025		030625jr	9,255.95
				CHECK	204402	TOTAL:	9,255.95
204403	03/07/2025	PRTD	999110 CRAIG ROCKWELL WRIGHT LIVING TRUST	02/26/2025		030625jr	12,000.00
				CHECK	204403	TOTAL:	12,000.00
204404	03/07/2025	PRTD	999120 CAPDEVILLE, SUSAN	02/26/2025		030625jr	228.01
				CHECK	204404	TOTAL:	228.01
204405	03/07/2025	PRTD	999120 LTA ENTERPRISES LLC	02/26/2025		030625jr	29.90
				CHECK	204405	TOTAL:	29.90
204406	03/07/2025	PRTD	999120 MASARO, LENNY	02/26/2025		030625jr	95.76
				CHECK	204406	TOTAL:	95.76
204407	03/07/2025	PRTD	999120 VALDENEGRO, MARIA	02/26/2025		030625jr	8.00
				CHECK	204407	TOTAL:	8.00
204408	03/07/2025	PRTD	999120 WISE, WILLIAM OR DONNA	02/26/2025		030625jr	38.76
				CHECK	204408	TOTAL:	38.76
204409	03/07/2025	PRTD	1158 PACIFIC STEEL AND RECYCLING	02/27/2025		030625jr	38.83
				CHECK	204409	TOTAL:	38.83
204410	03/07/2025	PRTD	1988 PASSPORT LABS, INC.	02/20/2025		030625jr	253.50
			PASSPORT LABS, INC.	02/20/2025		030625jr	623.02
			PASSPORT LABS, INC.	02/20/2025		030625jr	361.77
			PASSPORT LABS, INC.	02/20/2025		030625jr	97.80
			PASSPORT LABS, INC.	02/24/2025		030625jr	38,222.98

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

			PASSPORT LABS, INC.	02/24/2025		030625jr	15,148.90
				CHECK	204410	TOTAL:	54,707.97
204411	03/07/2025	PRTD	2524 PINE STALLS	02/26/2025		030625jr	105.00
				CHECK	204411	TOTAL:	105.00
204412	03/07/2025	PRTD	1451 PLATT ELECTRIC SUPPLY	02/25/2025		030625jr	46.26
				CHECK	204412	TOTAL:	46.26
204413	03/07/2025	PRTD	2361 POMP'S TIRE SERVICE, INC.	02/21/2025		030625jr	957.36
			POMP'S TIRE SERVICE, INC.	02/21/2025		030625jr	121.89
				CHECK	204413	TOTAL:	1,079.25
204414	03/07/2025	PRTD	1102 POWER TOWNSEND	02/20/2025		030625jr	18.39
			POWER TOWNSEND	02/25/2025		030625jr	53.97
			POWER TOWNSEND	02/13/2025		030625jr	5.09
				CHECK	204414	TOTAL:	77.45
204415	03/07/2025	PRTD	2452 PRO-TECH STEEL LLC	02/26/2025		030625jr	233.20
				CHECK	204415	TOTAL:	233.20
204416	03/07/2025	PRTD	1775 RENSMON, JAMIE	02/26/2025		030625jr	210.75
				CHECK	204416	TOTAL:	210.75
204417	03/07/2025	PRTD	1978 RIVER OAKS COMMUNICATIONS CORP	02/25/2025	1091	030625jr	1,339.50
				CHECK	204417	TOTAL:	1,339.50
204418	03/07/2025	PRTD	2324 ROBERT HALF	02/27/2025		030625jr	3,008.00
			ROBERT HALF	03/04/2025		030625jr	3,760.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

					CHECK	204418	TOTAL:	6,768.00
204419	03/07/2025	PRTD	1106	ROCK HAND HARDWARE	02/20/2025		030625jr	55.22
				ROCK HAND HARDWARE	02/20/2025		030625jr	131.93
				ROCK HAND HARDWARE	02/25/2025		030625jr	104.18
				ROCK HAND HARDWARE	02/27/2025		030625jr	34.17
				ROCK HAND HARDWARE	02/21/2025		030625jr	25.98
				ROCK HAND HARDWARE	02/27/2025		030625jr	19.98
				ROCK HAND HARDWARE	02/27/2025		030625jr	119.97
				ROCK HAND HARDWARE	02/27/2025		030625jr	149.85
				ROCK HAND HARDWARE	02/27/2025		030625jr	7.59
				ROCK HAND HARDWARE	02/27/2025		030625jr	29.97
					CHECK	204419	TOTAL:	678.84
204420	03/07/2025	PRTD	1823	ROCKY MOUNTAIN SUPPLY, INC.	02/20/2025		030625jr	1,024.90
					CHECK	204420	TOTAL:	1,024.90
204421	03/07/2025	PRTD	1449	S.J. PERRY CO., INC.	02/26/2025		030625jr	38.66
				S.J. PERRY CO., INC.	02/26/2025		030625jr	86.07
				S.J. PERRY CO., INC.	02/27/2025		030625jr	68.48
					CHECK	204421	TOTAL:	193.21
204422	03/07/2025	PRTD	2756	SERVICEMASTER CLEAN BY HM	02/27/2025		030625jr	2,050.00
					CHECK	204422	TOTAL:	2,050.00
204423	03/07/2025	PRTD	1111	SHERWIN WILLIAMS/COLUMBIA PAINT	02/26/2025		030625jr	29.95
					CHECK	204423	TOTAL:	29.95

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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204424	03/07/2025	PRTD	2072	SORENSEN PLUMBING & HEATING	02/25/2025	1070	030625jr	8,603.60
					CHECK	204424	TOTAL:	8,603.60
204425	03/07/2025	PRTD	2806	STAPLES BUSINESS ADVANTAGE	02/20/2025		030625jr	10.49
				STAPLES BUSINESS ADVANTAGE	02/25/2025		030625jr	299.42
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	131.38
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	9.19
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	14.99
				STAPLES BUSINESS ADVANTAGE	02/27/2025		030625jr	191.40
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	239.25
				STAPLES BUSINESS ADVANTAGE	02/28/2025		030625jr	29.89
				STAPLES BUSINESS ADVANTAGE	02/27/2025		030625jr	42.66
				STAPLES BUSINESS ADVANTAGE	03/04/2025		030625jr	47.85
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	49.99
				STAPLES BUSINESS ADVANTAGE	02/26/2025		030625jr	51.99
					CHECK	204425	TOTAL:	1,118.50
204426	03/07/2025	PRTD	1001	STATE BAR OF MONTANA	02/25/2025	1093	030625jr	515.00
				STATE BAR OF MONTANA	02/25/2025	1094	030625jr	515.00
				STATE BAR OF MONTANA	02/25/2025	1095	030625jr	515.00
				STATE BAR OF MONTANA	02/25/2025	1096	030625jr	515.00
					CHECK	204426	TOTAL:	2,060.00
204427	03/07/2025	PRTD	1233	THE ANIMAL CENTER	02/14/2025		030625jr	62.04
					CHECK	204427	TOTAL:	62.04
204428	03/07/2025	PRTD	1482	THE RADAR SHOP, INC.	02/14/2025		030625jr	243.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
					CHECK	204428	TOTAL:	243.00
204429	03/07/2025	PRTD	1314	TORGERSON'S LLC	02/26/2025		030625jr	389.58
					CHECK	204429	TOTAL:	389.58
204430	03/07/2025	PRTD	1272	TRACTOR & EQUIPMENT	01/02/2025		030625jr	-1,180.20
					02/24/2025		030625jr	15,086.17
					CHECK	204430	TOTAL:	13,905.97
204431	03/07/2025	PRTD	1046	TRI-COUNTY MECHANICAL & ELECTRICAL,	02/25/2025		030625jr	3,429.85
					CHECK	204431	TOTAL:	3,429.85
204432	03/07/2025	PRTD	1980	TRIPLE TREE ENGINEERING, INC.	02/26/2025		030625jr	10,110.00
					CHECK	204432	TOTAL:	10,110.00
204433	03/07/2025	PRTD	2360	US FOODS, INC.	02/26/2025		030625jr	918.32
					02/26/2025		030625jr	2,191.51
					02/26/2025		030625jr	138.36
					CHECK	204433	TOTAL:	3,248.19
204434	03/07/2025	PRTD	1543	USA BLUE BOOK	02/25/2025		030625jr	487.83
					CHECK	204434	TOTAL:	487.83
204435	03/07/2025	PRTD	1579	VERIZON WIRELESS	02/28/2025		030625jr	2,329.68
					CHECK	204435	TOTAL:	2,329.68
204436	03/07/2025	PRTD	1242	WE DUST CONTROL & DE-ICING, INC	02/26/2025	857	030625jr	4,061.38
					CHECK	204436	TOTAL:	4,061.38
204437	03/07/2025	PRTD	1394	WILLIAMS, CARMEN	02/26/2025		030625jr	515.00
					02/27/2025		030625jr	815.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

CHECK 204437 TOTAL: 1,330.00

NUMBER OF CHECKS 109 *** CASH ACCOUNT TOTAL *** 390,213.93

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	104	322,021.80
TOTAL EFT'S	5	68,192.13

*** GRAND TOTAL *** 390,213.93

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
 CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

548	03/07/2025	EFT	2562	EMPORIUM PRESENTS	03/07/2025	030725jr	19,365.74
					CHECK	548 TOTAL:	19,365.74

204438	03/07/2025	PRTD	1424	GUSTO DISTRIBUTING	03/07/2025	030725jr	244.90
					CHECK	204438 TOTAL:	244.90

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 19,610.64

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	244.90
TOTAL EFT'S	1	19,365.74

*** GRAND TOTAL *** 19,610.64



Finance Dept.
316 North Park Avenue
Helena, MT 59623

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

helenamt.gov

March 28, 2025

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The check registers for 3/11/25 and 3/14/25 have been approved for claims in the amount of \$470,748.89. Checks numbered 204439-204550 and ACH numbered 549 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.

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204439 03/11/2025 PRD 1079 GEORGE'S DISTRIBUTING 03/10/2025 031125jr 665.23

CHECK 204439 TOTAL: 665.23

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 665.23

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	665.23

*** GRAND TOTAL *** 665.23

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INV DATE	PO	CHECK RUN	NET
549	03/14/2025	EFT	1467 NORTHERN COMMUNICATIONS	03/06/2025		031325jr	198.26
				CHECK		549 TOTAL:	198.26
204440	03/14/2025	PRTD	2830 1985 LLC	03/06/2025		031325jr	460.00
				CHECK		204440 TOTAL:	460.00
204441	03/14/2025	PRTD	1562 360 BUSINESS SOLUTIONS	03/06/2025		031325jr	52.31
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	54.99
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	166.90
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	55.99
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	45.49
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	61.18
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	51.23
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	45.49
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	-74.98
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	-57.47
			360 BUSINESS SOLUTIONS	03/06/2025		031325jr	-36.99
				CHECK		204441 TOTAL:	364.14
204442	03/14/2025	PRTD	1953 406 RECYCLING LLC	03/02/2025	718	031325jr	100.00
				CHECK		204442 TOTAL:	100.00
204443	03/14/2025	PRTD	1067 ACTION PRINT	03/05/2025		031325jr	36.00
				CHECK		204443 TOTAL:	36.00
204444	03/14/2025	PRTD	1983 ADVANCED ENGINEERING AND ENVIRONMEN	03/04/2025		031325jr	9,574.97
				CHECK		204444 TOTAL:	9,574.97

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204445	03/14/2025	PRTD	1185	ALPINE ANALYTICAL, INC.	03/04/2025		031325jr	85.00
				ALPINE ANALYTICAL, INC.	03/04/2025		031325jr	55.00
				ALPINE ANALYTICAL, INC.	03/05/2025		031325jr	240.00
				ALPINE ANALYTICAL, INC.	03/05/2025		031325jr	30.00
				ALPINE ANALYTICAL, INC.	03/05/2025		031325jr	240.00
					CHECK	204445	TOTAL:	650.00
204446	03/14/2025	PRTD	1174	ALSCO	03/06/2025		031325jr	61.18
				ALSCO	03/06/2025		031325jr	61.18
				ALSCO	03/06/2025		031325jr	35.50
				ALSCO	03/06/2025		031325jr	35.50
					CHECK	204446	TOTAL:	193.36
204447	03/14/2025	PRTD	1074	AUTO TRIM DESIGN OF MONTANA	03/06/2025	1104	031325jr	1,223.00
					CHECK	204447	TOTAL:	1,223.00
204448	03/14/2025	PRTD	1303	BIG SKY FIRE/AFFIRMED MEDICAL SERVI	02/20/2025		031325jr	477.00
					CHECK	204448	TOTAL:	477.00
204449	03/14/2025	PRTD	1346	BIG SKY PLUMBING	03/06/2025		031325jr	340.39
					CHECK	204449	TOTAL:	340.39
204450	03/14/2025	PRTD	1927	BOBCAT OF HELENA	03/06/2025		031325jr	39.44
					CHECK	204450	TOTAL:	39.44
204451	03/14/2025	PRTD	2192	BUTTE BROADCASTING INCORPORATE	02/28/2025		031325jr	250.00
				BUTTE BROADCASTING INCORPORATE	01/31/2025		031325jr	200.00
					CHECK	204451	TOTAL:	450.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204452	03/14/2025	PRTD	1416	CALLAWAY GOLF	03/06/2025	031325jr	228.73
				CALLAWAY GOLF	03/06/2025	031325jr	227.01
				CALLAWAY GOLF	03/06/2025	031325jr	3,016.54
				CALLAWAY GOLF	03/06/2025	031325jr	351.28
				CHECK	204452	TOTAL:	3,823.56
204453	03/14/2025	PRTD	1601	CENTURYLINK	03/06/2025	031325jr	68.90
				CENTURYLINK	03/06/2025	031325jr	225.28
				CHECK	204453	TOTAL:	294.18
204454	03/14/2025	PRTD	1760	CIVICPLUS	03/06/2025	031325jr	100.00
				CHECK	204454	TOTAL:	100.00
204455	03/14/2025	PRTD	1107	CLEARWATER PUMP & SUPPLY	03/04/2025	031325jr	132.75
				CHECK	204455	TOTAL:	132.75
204456	03/14/2025	PRTD	1550	COBRA PUMA GOLF INC	03/06/2025	031325jr	632.85
				CHECK	204456	TOTAL:	632.85
204457	03/14/2025	PRTD	2624	COLUMN SOFTWARE	03/03/2025	031325jr	120.00
				COLUMN SOFTWARE	03/06/2025	031325jr	126.00
				CHECK	204457	TOTAL:	246.00
204458	03/14/2025	PRTD	1459	CORE & MAIN	03/06/2025	031325jr	26.29
				CHECK	204458	TOTAL:	26.29
204459	03/14/2025	PRTD	1020	DAKOTA SUPPLY GROUP INC	03/05/2025	031325jr	39.97
				DAKOTA SUPPLY GROUP INC	03/05/2025	031325jr	17.45
				DAKOTA SUPPLY GROUP INC	03/05/2025	031325jr	2.13

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
					CHECK	204459	TOTAL:	59.55
204460	03/14/2025	PRTD	2133	DANIELSON, SHEILA	03/13/2025		031325jr	799.45
					CHECK	204460	TOTAL:	799.45
204461	03/14/2025	PRTD	2616	DEX IMAGING	03/04/2025		031325jr	118.00
							031325jr	44.18
							031325jr	166.61
							031325jr	32.61
					CHECK	204461	TOTAL:	361.40
204462	03/14/2025	PRTD	1075	DICK ANDERSON CONSTRUCTION, INC	03/06/2025		031325jr	94,237.85
					CHECK	204462	TOTAL:	94,237.85
204463	03/14/2025	PRTD	2295	DOCTOR LAWN LANDSCAPE MANAGEMENT	03/04/2025		031325jr	1,057.53
							031325jr	625.57
							031325jr	1,452.37
							031325jr	746.08
							031325jr	1,267.22
							031325jr	616.65
							031325jr	1,626.05
							031325jr	897.78
							031325jr	1,442.88
							031325jr	1,218.94
							031325jr	415.00
					CHECK	204463	TOTAL:	11,366.07
204464	03/14/2025	PRTD	1241	EAGLE ELECTRIC, INC.	03/06/2025		031325jr	110.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

					CHECK	204464	TOTAL:	110.00
204465	03/14/2025	PRTD	1399	ECOLAB PEST ELIMINATION	03/06/2025		031325jr	93.63
					CHECK	204465	TOTAL:	93.63
204466	03/14/2025	PRTD	1033	ENERGY LABORATORIES, INC.	03/05/2025		031325jr	1,152.00
					CHECK	204466	TOTAL:	1,152.00
204467	03/14/2025	PRTD	1100	ENVIRONMENTAL RESOURCE ASSOCIATION	03/04/2025		031325jr	374.47
					CHECK	204467	TOTAL:	374.47
204468	03/14/2025	PRTD	2286	EZ LINER	03/04/2025		031325jr	75.13
					CHECK	204468	TOTAL:	75.13
204469	03/14/2025	PRTD	1094	FASTENAL COMPANY	02/20/2025		031325jr	4.94
				FASTENAL COMPANY	03/06/2025		031325jr	54.87
					CHECK	204469	TOTAL:	59.81
204470	03/14/2025	PRTD	1123	GENERAL DISTRIBUTING COMPANY	03/04/2025		031325jr	15.40
					CHECK	204470	TOTAL:	15.40
204471	03/14/2025	PRTD	1079	GEORGE'S DISTRIBUTING	03/12/2025		031325jr	261.98
					CHECK	204471	TOTAL:	261.98
204472	03/14/2025	PRTD	2799	GHOST GOLF CLUB	03/06/2025		031325jr	216.39
					CHECK	204472	TOTAL:	216.39
204473	03/14/2025	PRTD	2344	GUARDIAN ALLIANCE TECHNOLOGIES	03/06/2025		031325jr	230.00
					CHECK	204473	TOTAL:	230.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204474	03/14/2025	PRTD	1339	HARRINGTON BOTTLING COMPANY	03/06/2025		031325jr	244.30
					CHECK	204474	TOTAL:	244.30
204475	03/14/2025	PRTD	1275	HDR INC	03/04/2025		031325jr	1,206.00
					CHECK	204475	TOTAL:	1,206.00
204476	03/14/2025	PRTD	1763	HELENA RECYCLING, LLC	03/07/2025	581	031325jr	24,737.40
					CHECK	204476	TOTAL:	24,737.40
204477	03/14/2025	PRTD	1171	CAPITAL HIGH SCHOOL-DECA	03/06/2025		031325jr	4,552.50
					CHECK	204477	TOTAL:	4,552.50
204478	03/14/2025	PRTD	2077	HELENA SMALL ENGINE REPAIR	03/06/2025		031325jr	60.00
					CHECK	204478	TOTAL:	60.00
204479	03/14/2025	PRTD	1057	HELENA STAMP WORKS & ENGRAVING	03/06/2025		031325jr	42.50
					CHECK	204479	TOTAL:	42.50
204480	03/14/2025	PRTD	1371	HOME DEPOT CREDIT SERVICES	01/31/2025		031325jr	69.98
				HOME DEPOT CREDIT SERVICES	02/06/2025		031325jr	77.65
				HOME DEPOT CREDIT SERVICES	02/12/2025		031325jr	14.32
				HOME DEPOT CREDIT SERVICES	02/12/2025		031325jr	47.88
				HOME DEPOT CREDIT SERVICES	02/25/2025		031325jr	22.76
				HOME DEPOT CREDIT SERVICES	02/26/2025		031325jr	29.91
				HOME DEPOT CREDIT SERVICES	02/26/2025		031325jr	114.92
				HOME DEPOT CREDIT SERVICES	02/27/2025		031325jr	12.98
				HOME DEPOT CREDIT SERVICES	03/04/2025		031325jr	32.44
					CHECK	204480	TOTAL:	422.84

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204481	03/14/2025	PRTD	1758 HUBER TECHNOLOGY INC.	03/04/2025		031325jr	2,140.92
				CHECK	204481	TOTAL:	2,140.92
204482	03/14/2025	PRTD	1805 HUGHES FIRE EQUIPMENT, INC.	02/20/2025		031325jr	194.65
			HUGHES FIRE EQUIPMENT, INC.	02/20/2025		031325jr	590.04
			HUGHES FIRE EQUIPMENT, INC.	02/20/2025		031325jr	2,151.30
				CHECK	204482	TOTAL:	2,935.99
204483	03/14/2025	PRTD	1047 HYDROMETRICS, INC	03/07/2025	715	031325jr	18,227.77
				CHECK	204483	TOTAL:	18,227.77
204484	03/14/2025	PRTD	1105 J & D TRUCK REPAIR	02/20/2025		031325jr	212.26
				CHECK	204484	TOTAL:	212.26
204485	03/14/2025	PRTD	1347 J&D TOWING & RECOVERY OF HELENA	03/06/2025		031325jr	165.00
				CHECK	204485	TOTAL:	165.00
204486	03/14/2025	PRTD	1408 JC GOLF ACCESSORIES	03/06/2025		031325jr	873.91
				CHECK	204486	TOTAL:	873.91
204487	03/14/2025	PRTD	1665 KOEPPEN, OWEN	02/20/2025		031325jr	220.69
				CHECK	204487	TOTAL:	220.69
204488	03/14/2025	PRTD	1640 KOLAR TIRE & AUTO	03/05/2025	1101	031325jr	5,247.92
			KOLAR TIRE & AUTO	03/06/2025		031325jr	165.00
				CHECK	204488	TOTAL:	5,412.92
204489	03/14/2025	PRTD	1087 L. N. CURTIS AND SONS	02/20/2025		031325jr	988.22
				CHECK	204489	TOTAL:	988.22

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204490	03/14/2025	PRTD	2032	LANGUAGE LINE SERVICES, INC.	03/06/2025		031325jr	126.31
					CHECK	204490	TOTAL:	126.31
204491	03/14/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/06/2025		031325jr	31.50
				LEHRKIND'S COCA-COLA	03/06/2025		031325jr	12.00
					CHECK	204491	TOTAL:	43.50
204492	03/14/2025	PRTD	1365	LELAND, RYAN	03/04/2025		031325jr	428.55
					CHECK	204492	TOTAL:	428.55
204493	03/14/2025	PRTD	1318	LES SCHWAB	03/07/2025		031325jr	83.98
				LES SCHWAB	03/07/2025		031325jr	189.94
				LES SCHWAB	03/07/2025		031325jr	147.96
					CHECK	204493	TOTAL:	421.88
204494	03/14/2025	PRTD	1002	INFORMATION TECHNOLOGY & SERVICES	02/24/2025	1097	031325jr	1,153.97
				INFORMATION TECHNOLOGY & SERVICES	02/24/2025	1085	031325jr	888.00
					CHECK	204494	TOTAL:	2,041.97
204495	03/14/2025	PRTD	1002	LEWIS & CLARK COUNTY	03/07/2025	963	031325jr	1,526.91
				LEWIS & CLARK COUNTY	03/07/2025		031325jr	23.50
					CHECK	204495	TOTAL:	1,550.41
204496	03/14/2025	PRTD	1002	LEWIS & CLARK COUNTY	03/07/2025	580	031325jr	60,750.72
					CHECK	204496	TOTAL:	60,750.72
204497	03/14/2025	PRTD	1002	LEWIS & CLARK COUNTY	02/24/2025		031325jr	67.98
				LEWIS & CLARK COUNTY	02/26/2025		031325jr	55.11

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

					CHECK	204497 TOTAL:	123.09
204498	03/14/2025	PRTD	1227	LINCOLN TELEPHONE COMPANY INC.	03/06/2025	031325jr	42.00
					CHECK	204498 TOTAL:	42.00
204499	03/14/2025	PRTD	1471	LOWE'S	03/06/2025	031325jr	19.89
				LOWE'S	03/06/2025	031325jr	42.36
				LOWE'S	03/06/2025	031325jr	159.48
					CHECK	204499 TOTAL:	221.73
204500	03/14/2025	PRTD	1201	MARKS LUMBER	03/06/2025	031325jr	298.74
					CHECK	204500 TOTAL:	298.74
204501	03/14/2025	PRTD	1476	MIZUNO USA, INC.	03/06/2025	031325jr	2,245.70
					CHECK	204501 TOTAL:	2,245.70
204502	03/14/2025	PRTD	1474	MONTANA INTERACTIVE	03/14/2025	031325jr	7,841.95
					CHECK	204502 TOTAL:	7,841.95
204503	03/14/2025	PRTD	1085	MONTANA PROPANE, INC.	03/06/2025	031325jr	240.00
					CHECK	204503 TOTAL:	240.00
204504	03/14/2025	PRTD	1369	MONTANA RURAL WATER SYSTEMS	03/06/2025	031325jr	600.00
					CHECK	204504 TOTAL:	600.00
204505	03/14/2025	PRTD	1081	MORRISON-MAIERLE, INC.	03/04/2025	031325jr	25,343.75
					CHECK	204505 TOTAL:	25,343.75
204506	03/14/2025	PRTD	1916	MOUNT HELENA MOTORSPORTS	03/06/2025	031325jr	66.37
					CHECK	204506 TOTAL:	66.37

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204507	03/14/2025	PRTD	1931	MR. WISE DRY CLEANERS LLC	03/06/2025		031325jr	289.20
					CHECK	204507	TOTAL:	289.20
204508	03/14/2025	PRTD	1118	MURDOCH'S RANCH AND HOME SUPPLY	03/05/2025		031325jr	1,099.99
				MURDOCH'S RANCH AND HOME SUPPLY	03/05/2025		031325jr	94.00
				MURDOCH'S RANCH AND HOME SUPPLY	03/05/2025		031325jr	312.97
				MURDOCH'S RANCH AND HOME SUPPLY	03/06/2025		031325jr	68.99
				MURDOCH'S RANCH AND HOME SUPPLY	03/06/2025		031325jr	79.96
				MURDOCH'S RANCH AND HOME SUPPLY	03/06/2025		031325jr	35.96
				MURDOCH'S RANCH AND HOME SUPPLY	03/06/2025		031325jr	155.88
				MURDOCH'S RANCH AND HOME SUPPLY	03/06/2025	1105	031325jr	89.99
					CHECK	204508	TOTAL:	1,937.74
204509	03/14/2025	PRTD	2143	NAPA - HELENA	03/06/2025		031325jr	47.92
				NAPA - HELENA	03/06/2025		031325jr	4.22
				NAPA - HELENA	03/06/2025		031325jr	53.53
					CHECK	204509	TOTAL:	105.67
204510	03/14/2025	PRTD	2447	NAPA-IBS	03/06/2025	1103	031325jr	27,732.00
					CHECK	204510	TOTAL:	27,732.00
204511	03/14/2025	PRTD	1473	NASH ELECTRIC	03/04/2025		031325jr	180.00
				NASH ELECTRIC	03/05/2025		031325jr	250.00
					CHECK	204511	TOTAL:	430.00
204512	03/14/2025	PRTD	2392	NATIONAL LAUNDRY CO.	03/04/2025		031325jr	99.20
				NATIONAL LAUNDRY CO.	03/06/2025		031325jr	92.09
				NATIONAL LAUNDRY CO.	03/07/2025		031325jr	209.77

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

NATIONAL LAUNDRY CO.					03/07/2025	031325jr	453.36
					CHECK	204512 TOTAL:	854.42
204513	03/14/2025	PRTD	2823	NEWGEN STRATEGIES	03/07/2025	031325jr	1,255.00
NEWGEN STRATEGIES					03/07/2025	031325jr	2,095.00
					CHECK	204513 TOTAL:	3,350.00
204514	03/14/2025	PRTD	1112	NORTHSIDE WELDING & FABRICATION	03/06/2025	031325jr	818.25
					CHECK	204514 TOTAL:	818.25
204515	03/14/2025	PRTD	1392	O'REILLY AUTO PARTS	02/20/2025	031325jr	56.97
					CHECK	204515 TOTAL:	56.97
204516	03/14/2025	PRTD	999110	ARCHER, ALEXANDRA	03/07/2025	031325jr	26,000.00
					CHECK	204516 TOTAL:	26,000.00
204517	03/14/2025	PRTD	999110	BUTCHER, BENJAMIN	03/07/2025	031325jr	25,500.00
					CHECK	204517 TOTAL:	25,500.00
204518	03/14/2025	PRTD	999110	HRONEK, SARAH AND LUKE	03/07/2025	031325jr	9,920.26
					CHECK	204518 TOTAL:	9,920.26
204519	03/14/2025	PRTD	999110	SCHADE, PETER	03/07/2025	031325jr	23,095.50
					CHECK	204519 TOTAL:	23,095.50
204520	03/14/2025	PRTD	999120	Michael Martindale	03/06/2025	031325jr	15.00
					CHECK	204520 TOTAL:	15.00
204521	03/14/2025	PRTD	1158	PACIFIC STEEL AND RECYCLING	03/06/2025	031325jr	887.62
					CHECK	204521 TOTAL:	887.62

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

204522	03/14/2025	PRTD	1418	PIONEER TECHNICAL SERVICES, INC	03/04/2025	031325jr	462.00
					CHECK	204522 TOTAL:	462.00
204523	03/14/2025	PRTD	1119	POLLARDWATER	03/06/2025	031325jr	391.19
					CHECK	204523 TOTAL:	391.19
204524	03/14/2025	PRTD	1102	POWER TOWNSEND	03/04/2025	031325jr	51.56
				POWER TOWNSEND	03/04/2025	031325jr	39.85
					CHECK	204524 TOTAL:	91.41
204525	03/14/2025	PRTD	1748	RDO EQUIPMENT CO.	03/04/2025	031325jr	732.27
				RDO EQUIPMENT CO.	03/04/2025	031325jr	739.20
					CHECK	204525 TOTAL:	1,471.47
204526	03/14/2025	PRTD	2324	ROBERT HALF	03/12/2025	031325jr	3,760.00
					CHECK	204526 TOTAL:	3,760.00
204527	03/14/2025	PRTD	1106	ROCK HAND HARDWARE	03/06/2025	031325jr	8.94
				ROCK HAND HARDWARE	03/06/2025	031325jr	8.99
				ROCK HAND HARDWARE	03/06/2025	031325jr	19.97
				ROCK HAND HARDWARE	03/06/2025	031325jr	12.24
				ROCK HAND HARDWARE	03/06/2025	031325jr	7.99
				ROCK HAND HARDWARE	03/06/2025	031325jr	27.53
				ROCK HAND HARDWARE	03/06/2025	031325jr	71.94
				ROCK HAND HARDWARE	03/06/2025	031325jr	9.59
				ROCK HAND HARDWARE	03/06/2025	031325jr	8.99
					CHECK	204527 TOTAL:	176.18

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204528	03/14/2025	PRTD	1449	S.J. PERRY CO., INC.	03/06/2025		031325jr	9.18
				S.J. PERRY CO., INC.	03/06/2025		031325jr	64.47
				S.J. PERRY CO., INC.	03/06/2025		031325jr	51.00
					CHECK	204528	TOTAL:	124.65
204529	03/14/2025	PRTD	2833	SALONGA, ELIZA	03/14/2025		031325jr	1,000.00
					CHECK	204529	TOTAL:	1,000.00
204530	03/14/2025	PRTD	1862	SALT LAKE WHOLESALE SPORTS	02/14/2025	1106	031325jr	5,725.00
					CHECK	204530	TOTAL:	5,725.00
204531	03/14/2025	PRTD	1133	SELBYS REPROGRAPHICS, INC.	03/06/2025		031325jr	11.25
					CHECK	204531	TOTAL:	11.25
204532	03/14/2025	PRTD	2756	SERVICEMASTER CLEAN BY HM	03/07/2025		031325jr	325.00
					CHECK	204532	TOTAL:	325.00
204533	03/14/2025	PRTD	2108	SKYWEST COMMERCIAL CLEANING LLC	03/07/2025		031325jr	300.00
					CHECK	204533	TOTAL:	300.00
204534	03/14/2025	PRTD	1897	SLATE ARCHITECTURE, INC.	03/10/2025		031325jr	4,382.50
				SLATE ARCHITECTURE, INC.	03/10/2025		031325jr	393.75
					CHECK	204534	TOTAL:	4,776.25
204535	03/14/2025	PRTD	1611	SLATTERY, ZACH	03/06/2025		031325jr	331.04
					CHECK	204535	TOTAL:	331.04
204536	03/14/2025	PRTD	1115	ST. PETER'S HEALTH	02/20/2025		031325jr	46.94
					CHECK	204536	TOTAL:	46.94

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

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204537	03/14/2025	PRTD	2806	STAPLES BUSINESS ADVANTAGE	03/03/2025		031325jr	29.49
				STAPLES BUSINESS ADVANTAGE	03/03/2025		031325jr	10.89
				STAPLES BUSINESS ADVANTAGE	03/05/2025		031325jr	7.37
				STAPLES BUSINESS ADVANTAGE	03/06/2025		031325jr	266.16
				STAPLES BUSINESS ADVANTAGE	03/06/2025		031325jr	150.96
				STAPLES BUSINESS ADVANTAGE	03/06/2025		031325jr	214.40
				STAPLES BUSINESS ADVANTAGE	03/06/2025		031325jr	199.85
				STAPLES BUSINESS ADVANTAGE	03/06/2025		031325jr	196.15
				STAPLES BUSINESS ADVANTAGE	03/07/2025		031325jr	15.21
					CHECK	204537	TOTAL:	1,090.48
204538	03/14/2025	PRTD	1001	DEPARTMENT OF ADMINISTRATION	03/14/2025		031325jr	300.00
					CHECK	204538	TOTAL:	300.00
204539	03/14/2025	PRTD	1001	DEPARTMENT OF ADMINISTRATION	03/14/2025		031325jr	110.00
					CHECK	204539	TOTAL:	110.00
204540	03/14/2025	PRTD	1001	MONTANA SUPREME COURT	03/05/2025		031325jr	300.00
					CHECK	204540	TOTAL:	300.00
204541	03/14/2025	PRTD	1001	DEPARTMENT OF ADMINISTRATION	03/06/2025		031325jr	5.00
					CHECK	204541	TOTAL:	5.00
204542	03/14/2025	PRTD	1666	TAYLORMADE GOLF COMPANY	03/06/2025		031325jr	1,707.36
				TAYLORMADE GOLF COMPANY	03/06/2025	1102	031325jr	5,436.71
				TAYLORMADE GOLF COMPANY	03/06/2025		031325jr	745.92
				TAYLORMADE GOLF COMPANY	03/06/2025		031325jr	326.95
				TAYLORMADE GOLF COMPANY	03/06/2025		031325jr	1,321.85

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
TAYLORMADE GOLF COMPANY					03/06/2025		031325jr	2,944.86
					CHECK	204542	TOTAL:	12,483.65
204543	03/14/2025	PRTD	1681	THE MONTANA RADIO COMPANY LLC	02/07/2025		031325jr	325.00
				THE MONTANA RADIO COMPANY LLC	02/07/2025		031325jr	325.00
				THE MONTANA RADIO COMPANY LLC	02/08/2025		031325jr	516.00
				THE MONTANA RADIO COMPANY LLC	02/08/2025		031325jr	430.00
				THE MONTANA RADIO COMPANY LLC	02/08/2025		031325jr	238.00
				THE MONTANA RADIO COMPANY LLC	02/08/2025		031325jr	602.00
					CHECK	204543	TOTAL:	2,436.00
204544	03/14/2025	PRTD	1980	TRIPLE TREE ENGINEERING, INC.	03/07/2025		031325jr	8,008.29
					CHECK	204544	TOTAL:	8,008.29
204545	03/14/2025	PRTD	2360	US FOODS, INC.	03/06/2025		031325jr	1,810.88
				US FOODS, INC.	03/06/2025		031325jr	9.19
				US FOODS, INC.	03/06/2025		031325jr	1,244.41
				US FOODS, INC.	03/06/2025		031325jr	-29.07
					CHECK	204545	TOTAL:	3,035.41
204546	03/14/2025	PRTD	1543	USA BLUE BOOK	03/05/2025		031325jr	891.16
					CHECK	204546	TOTAL:	891.16
204547	03/14/2025	PRTD	1148	UTILITIES UNDERGROUND LOCATION CENT	03/06/2025		031325jr	311.50
					CHECK	204547	TOTAL:	311.50
204548	03/14/2025	PRTD	1579	VERIZON WIRELESS	03/06/2025		031325jr	1,298.36
				VERIZON WIRELESS	03/06/2025		031325jr	4,405.64

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

					CHECK	204548	TOTAL:	5,704.00
204549	03/14/2025	PRTD	1979	WALKER MOWERS OF HELENA, LLC	03/06/2025		031325jr	154.00
					CHECK	204549	TOTAL:	154.00
204550	03/14/2025	PRTD	2832	WESTWARD SALES	03/06/2025		031325jr	1,663.95
					CHECK	204550	TOTAL:	1,663.95
NUMBER OF CHECKS 112					*** CASH ACCOUNT TOTAL ***			470,083.66
					COUNT		AMOUNT	
TOTAL PRINTED CHECKS					111		469,885.40	
TOTAL EFT'S					1		198.26	
					*** GRAND TOTAL ***			470,083.66



Finance Dept.
316 North Park Avenue
Helena, MT 59623

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

helenamt.gov

March 28, 2025

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The check registers for 3/24/25, 3/27/25 and 3/28/25 have been approved for claims in the amount of \$1,043,196.69. Checks numbered 204644–204774 and ACH's numbered 557 – 560 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.

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204644	03/24/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/21/2025		032425jr	53.00
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CHECK	204644	TOTAL:	53.00
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NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***	53.00
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	COUNT	AMOUNT
	-----	-----
TOTAL PRINTED CHECKS	1	53.00

*** GRAND TOTAL ***	53.00
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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

	INV DATE	PO	CHECK RUN	NET
557 03/28/2025 EFT 1898 FISHER'S TECHNOLOGY	03/21/2025	474	032825jr	381.35
FISHER'S TECHNOLOGY	03/21/2025	610	032825jr	467.38
	CHECK		557 TOTAL:	848.73
558 03/28/2025 EFT 2505 MAHER DUESSEL	03/21/2025	1135	032825jr	15,911.79
	CHECK		558 TOTAL:	15,911.79
559 03/28/2025 EFT 1145 THATCHER COMPANY INC.	03/17/2025	1123	032825jr	15,266.50
	CHECK		559 TOTAL:	15,266.50
560 03/28/2025 EFT 2456 TYLER TECHNOLOGIES, INC.	03/21/2025	1012	032825jr	10,950.00
	CHECK		560 TOTAL:	10,950.00
204645 03/28/2025 PRTD 1562 360 BUSINESS SOLUTIONS	03/18/2025		032825jr	14.48
	CHECK		204645 TOTAL:	14.48
204646 03/28/2025 PRTD 1211 A 1 TOWING	03/12/2025		032825jr	165.00
A 1 TOWING	03/19/2025		032825jr	165.00
	CHECK		204646 TOTAL:	330.00
204647 03/28/2025 PRTD 1067 ACTION PRINT	03/12/2025		032825jr	130.00
ACTION PRINT	03/18/2025		032825jr	35.00
ACTION PRINT	03/11/2025		032825jr	181.62
	CHECK		204647 TOTAL:	346.62
204648 03/28/2025 PRTD 2060 ALL AROUND CONSTRUCTION	03/21/2025		032825jr	29,000.00
	CHECK		204648 TOTAL:	29,000.00
204649 03/28/2025 PRTD 1185 ALPINE ANALYTICAL, INC.	03/18/2025		032825jr	310.00
ALPINE ANALYTICAL, INC.	03/20/2025		032825jr	240.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
ALPINE ANALYTICAL, INC.					03/20/2025		032825jr	240.00
					CHECK	204649	TOTAL:	790.00
204650	03/28/2025	PRTD	1485	ALPINE TECHNOLOGY CORPORATION	03/20/2025	1019	032825jr	1,413.64
					CHECK	204650	TOTAL:	1,413.64
204651	03/28/2025	PRTD	1174	ALSCO	03/12/2025		032825jr	42.26
					ALSCO	03/18/2025	032825jr	42.26
					ALSCO	03/18/2025	032825jr	62.10
					ALSCO	03/20/2025	032825jr	35.50
					ALSCO	03/20/2025	032825jr	35.50
					CHECK	204651	TOTAL:	217.62
204652	03/28/2025	PRTD	2574	AMAZON CAPITAL SERVICES	03/18/2025		032825jr	186.57
					CHECK	204652	TOTAL:	186.57
204653	03/28/2025	PRTD	1545	AMERICAN WELDING & GAS	03/20/2025		032825jr	111.02
					AMERICAN WELDING & GAS	03/20/2025	032825jr	-59.33
					AMERICAN WELDING & GAS	03/20/2025	032825jr	-140.60
					AMERICAN WELDING & GAS	03/20/2025	032825jr	-50.74
					AMERICAN WELDING & GAS	03/20/2025	032825jr	-50.74
					AMERICAN WELDING & GAS	03/20/2025	032825jr	-52.00
					AMERICAN WELDING & GAS	03/20/2025	032825jr	545.68
					AMERICAN WELDING & GAS	03/20/2025	032825jr	82.50
					CHECK	204653	TOTAL:	385.79
204654	03/28/2025	PRTD	2479	BENEFIS	03/13/2025		032825jr	414.00
					CHECK	204654	TOTAL:	414.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204655	03/28/2025	PRTD	1303	BIG SKY FIRE/AFFIRMED MEDICAL SERVI	03/13/2025		032825jr	175.90
					CHECK	204655	TOTAL:	175.90
204656	03/28/2025	PRTD	1007	BURDICKS LOCKSMITH	03/06/2025		032825jr	797.00
					CHECK	204656	TOTAL:	797.00
204657	03/28/2025	PRTD	1601	CENTURYLINK	03/05/2025		032825jr	322.12
				CENTURYLINK	03/12/2025		032825jr	107.34
				CENTURYLINK	03/19/2025		032825jr	64.24
					CHECK	204657	TOTAL:	493.70
204658	03/28/2025	PRTD	2729	CEROVSKI, MORGAN	03/20/2025		032825jr	992.49
					CHECK	204658	TOTAL:	992.49
204659	03/28/2025	PRTD	2837	CHRISKE-HALL, CAMRYN	03/19/2025		032825jr	50.00
					CHECK	204659	TOTAL:	50.00
204660	03/28/2025	PRTD	1969	CINTAS FIRST AIDE & SAFETY	03/12/2025		032825jr	183.75
					CHECK	204660	TOTAL:	183.75
204661	03/28/2025	PRTD	1004	CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	270.07
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	15.94
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	9.58
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	9.58
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	15.94
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	9.58
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	9.58
				CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032825jr	9.58
				CITY OF HELENA UTILITY CUSTOMER SER	03/20/2025		032825jr	6.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
 CHECK NO CHK DATE TYPE VENDOR NAME

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					INV DATE	PO	CHECK RUN	NET
					CHECK	204661	TOTAL:	355.85
204662	03/28/2025	PRTD	1004	CITY OF HELENA PARKING DIVISION	03/18/2025		032825jr	10.00
					CHECK	204662	TOTAL:	10.00
204663	03/28/2025	PRTD	2624	COLUMN SOFTWARE	03/21/2025		032825jr	24.00
					03/21/2025		032825jr	36.00
					CHECK	204663	TOTAL:	60.00
204664	03/28/2025	PRTD	1939	D-C CONSTRUCTION	03/21/2025	1140	032825jr	4,575.00
					CHECK	204664	TOTAL:	4,575.00
204665	03/28/2025	PRTD	2616	DEX IMAGING	03/18/2025		032825jr	3.44
					CHECK	204665	TOTAL:	3.44
204666	03/28/2025	PRTD	1569	DJ'S AUTOMOTIVE INC	03/18/2025		032825jr	855.93
					CHECK	204666	TOTAL:	855.93
204667	03/28/2025	PRTD	1529	DOUGLAS PRODUCTS & PACKAGING CO.	03/18/2025		032825jr	3,393.21
					CHECK	204667	TOTAL:	3,393.21
204668	03/28/2025	PRTD	1124	DRUG INFORMATION SYSTEMS, INC.	03/19/2025		032825jr	173.00
					CHECK	204668	TOTAL:	173.00
204669	03/28/2025	PRTD	2812	DYKMAN, SAM	03/12/2025		032825jr	79.98
					CHECK	204669	TOTAL:	79.98
204670	03/28/2025	PRTD	1033	ENERGY LABORATORIES, INC.	03/20/2025		032825jr	76.00
					CHECK	204670	TOTAL:	76.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

204671	03/28/2025	PRTD	1005 FEDEX	03/19/2025		032825jr	32.07
				CHECK	204671	TOTAL:	32.07
204672	03/28/2025	PRTD	2481 FRUGE, JOSHUA	03/19/2025		032825jr	40.50
				CHECK	204672	TOTAL:	40.50
204673	03/28/2025	PRTD	1030 GRAINGER, INC.	03/18/2025		032825jr	251.59
				CHECK	204673	TOTAL:	251.59
204674	03/28/2025	PRTD	1150 GRIZZLY DIESEL SERVICE	03/18/2025		032825jr	223.12
				CHECK	204674	TOTAL:	223.12
204675	03/28/2025	PRTD	1424 GUSTO DISTRIBUTING	03/26/2025		032825jr	308.10
				CHECK	204675	TOTAL:	308.10
204676	03/28/2025	PRTD	1339 HARRINGTON BOTTLING COMPANY	03/20/2025		032825jr	266.68
			HARRINGTON BOTTLING COMPANY	03/20/2025		032825jr	-23.75
				CHECK	204676	TOTAL:	242.93
204677	03/28/2025	PRTD	1132 HAWKINS, INC.	03/17/2025	1122	032825jr	14,418.22
			HAWKINS, INC.	03/17/2025	1121	032825jr	18,525.91
				CHECK	204677	TOTAL:	32,944.13
204678	03/28/2025	PRTD	2285 HELENA AREA COMMUNITY FOUNDATION	03/21/2025	1133	032825jr	20,000.00
				CHECK	204678	TOTAL:	20,000.00
204679	03/28/2025	PRTD	1058 HELENA SAND AND GRAVEL	03/20/2025		032825jr	440,624.25
				CHECK	204679	TOTAL:	440,624.25

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204680	03/28/2025	PRTD	1057	HELENA STAMP WORKS & ENGRAVING	03/11/2025		032825jr	92.00
					CHECK	204680	TOTAL:	92.00
204681	03/28/2025	PRTD	1371	HOME DEPOT CREDIT SERVICES	01/21/2025		032825jr	57.86
				HOME DEPOT CREDIT SERVICES	01/31/2025		032825jr	94.78
				HOME DEPOT CREDIT SERVICES	02/11/2025		032825jr	63.42
				HOME DEPOT CREDIT SERVICES	02/19/2025		032825jr	21.99
				HOME DEPOT CREDIT SERVICES	02/22/2025		032825jr	39.99
				HOME DEPOT CREDIT SERVICES	02/22/2025		032825jr	465.74
					CHECK	204681	TOTAL:	743.78
204682	03/28/2025	PRTD	1371	HOME DEPOT CREDIT SERVICES	03/27/2025		032825jr	7,263.61
					CHECK	204682	TOTAL:	7,263.61
204683	03/28/2025	PRTD	1805	HUGHES FIRE EQUIPMENT, INC.	03/13/2025		032825jr	341.70
					CHECK	204683	TOTAL:	341.70
204684	03/28/2025	PRTD	1047	HYDROMETRICS, INC	03/20/2025	715	032825jr	2,401.73
					CHECK	204684	TOTAL:	2,401.73
204685	03/28/2025	PRTD	1134	INTERSTATE BATTERY SYSTEM OF HELENA	10/12/2024		032825jr	73.95
				INTERSTATE BATTERY SYSTEM OF HELENA	02/28/2025		032825jr	2.00
				INTERSTATE BATTERY SYSTEM OF HELENA	01/31/2025		032825jr	2.00
				INTERSTATE BATTERY SYSTEM OF HELENA	12/31/2024		032825jr	2.00
					CHECK	204685	TOTAL:	79.95
204686	03/28/2025	PRTD	1640	KOLAR TIRE & AUTO	03/13/2025		032825jr	1,873.88
					CHECK	204686	TOTAL:	1,873.88

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
204687	03/28/2025	PRTD	1525	KR OFFICE INTERIORS INC.	03/20/2025		032825jr	643.00
					CHECK	204687	TOTAL:	643.00
204688	03/28/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/26/2025		032825jr	287.40
				LEHRKIND'S COCA-COLA	03/26/2025		032825jr	-39.32
					CHECK	204688	TOTAL:	248.08
204689	03/28/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/20/2025		032825jr	42.00
					CHECK	204689	TOTAL:	42.00
204690	03/28/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/21/2025		032825jr	31.50
					CHECK	204690	TOTAL:	31.50
204691	03/28/2025	PRTD	1318	LES SCHWAB	03/20/2025		032825jr	51.99
					CHECK	204691	TOTAL:	51.99
204692	03/28/2025	PRTD	1002	LEWIS & CLARK COUNTY	03/20/2025		032825jr	40.00
					CHECK	204692	TOTAL:	40.00
204693	03/28/2025	PRTD	2138	LITTLE JOHN'S PORTABLES AND SEPTIC	03/20/2025		032825jr	110.00
				LITTLE JOHN'S PORTABLES AND SEPTIC	03/20/2025		032825jr	205.00
					CHECK	204693	TOTAL:	315.00
204694	03/28/2025	PRTD	1605	LUMEN	03/19/2025		032825jr	25.68
					CHECK	204694	TOTAL:	25.68
204695	03/28/2025	PRTD	2503	MICRONICS ENGINEERED FILTRATION GRO	03/18/2025		032825jr	2,184.05
					CHECK	204695	TOTAL:	2,184.05

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

204696	03/28/2025	PRTD	2793 MONTANA CIVIL CONTRACTORS INC.	03/20/2025		032825jr	86,544.33
				CHECK	204696	TOTAL:	86,544.33
204697	03/28/2025	PRTD	1674 MONTANA INTERNET CORPORATION	03/20/2025		032825jr	125.00
				CHECK	204697	TOTAL:	125.00
204698	03/28/2025	PRTD	1130 MONTANA MUNICIPAL INTERLOCAL AUTHOR	03/21/2025	1134	032825jr	18,406.84
				CHECK	204698	TOTAL:	18,406.84
204699	03/28/2025	PRTD	1060 MONTANA STATE UNIVERSITY	03/13/2025		032825jr	95.00
				CHECK	204699	TOTAL:	95.00
204700	03/28/2025	PRTD	1060 MONTANA STATE UNIVERSITY	03/12/2025		032825jr	2,100.00
				CHECK	204700	TOTAL:	2,100.00
204701	03/28/2025	PRTD	2179 MOUNTAIN ALARM	03/18/2025		032825jr	165.00
				CHECK	204701	TOTAL:	165.00
204702	03/28/2025	PRTD	2831 MOUNTAIN VIEW MEADOWS	03/17/2025	1127	032825jr	84,790.97
				CHECK	204702	TOTAL:	84,790.97
204703	03/28/2025	PRTD	1344 MOUNTAIN VIEW FAMILY HEALTH CARE PC	03/14/2025		032825jr	285.00
				CHECK	204703	TOTAL:	285.00
204704	03/28/2025	PRTD	1118 MURDOCH'S RANCH AND HOME SUPPLY	03/12/2025		032825jr	134.99
			MURDOCH'S RANCH AND HOME SUPPLY	03/18/2025		032825jr	284.96
			MURDOCH'S RANCH AND HOME SUPPLY	03/18/2025		032825jr	14.99
			MURDOCH'S RANCH AND HOME SUPPLY	03/19/2025	1129	032825jr	26.36
			MURDOCH'S RANCH AND HOME SUPPLY	03/20/2025		032825jr	349.91
			MURDOCH'S RANCH AND HOME SUPPLY	03/20/2025		032825jr	49.98

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

					CHECK	204704 TOTAL:	861.19
204705	03/28/2025	PRTD	2143	NAPA - HELENA	03/18/2025	032825jr	7.19
					CHECK	204705 TOTAL:	7.19
204706	03/28/2025	PRTD	1473	NASH ELECTRIC	03/17/2025	1119 032825jr	5,708.21
				NASH ELECTRIC	03/17/2025	1126 032825jr	5,547.08
				NASH ELECTRIC	03/17/2025	1125 032825jr	3,528.43
				NASH ELECTRIC	03/17/2025	1124 032825jr	27,594.00
					CHECK	204706 TOTAL:	42,377.72
204707	03/28/2025	PRTD	2392	NATIONAL LAUNDRY CO.	03/14/2025	032825jr	86.42
				NATIONAL LAUNDRY CO.	03/18/2025	032825jr	99.20
				NATIONAL LAUNDRY CO.	03/18/2025	032825jr	130.29
				NATIONAL LAUNDRY CO.	03/18/2025	032825jr	54.17
				NATIONAL LAUNDRY CO.	03/18/2025	032825jr	6.91
				NATIONAL LAUNDRY CO.	03/20/2025	032825jr	80.32
					CHECK	204707 TOTAL:	457.31
204708	03/28/2025	PRTD	2823	NEWGEN STRATEGIES	03/20/2025	032825jr	2,607.50
					CHECK	204708 TOTAL:	2,607.50
204709	03/28/2025	PRTD	1096	NORTHWEST PIPE FITTINGS INC.	03/20/2025	032825jr	126,999.00
					CHECK	204709 TOTAL:	126,999.00
204710	03/28/2025	PRTD	1392	O'REILLY AUTO PARTS	03/19/2025	032825jr	52.18
					CHECK	204710 TOTAL:	52.18

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

204711	03/28/2025	PRTD	999150	SNK Construction llc	03/24/2025		032825jr	1,724.25
					CHECK	204711	TOTAL:	1,724.25
204712	03/28/2025	PRTD	999100	ARCHER ALEXANDRA	03/25/2025		032825jr	25.00
					CHECK	204712	TOTAL:	25.00
204713	03/28/2025	PRTD	999100	BACHOFNER PHILIP RAY	03/25/2025		032825jr	12.00
					CHECK	204713	TOTAL:	12.00
204714	03/28/2025	PRTD	999100	BANDY JOHN RICHARD	03/25/2025		032825jr	12.00
					CHECK	204714	TOTAL:	12.00
204715	03/28/2025	PRTD	999100	BAUCHMAN ANN B	03/25/2025		032825jr	12.00
					CHECK	204715	TOTAL:	12.00
204716	03/28/2025	PRTD	999100	BISENIUS DREW MICHAEL	03/25/2025		032825jr	12.00
					CHECK	204716	TOTAL:	12.00
204717	03/28/2025	PRTD	999100	BLANK TAMARA R	03/25/2025		032825jr	12.00
					CHECK	204717	TOTAL:	12.00
204718	03/28/2025	PRTD	999100	BOMAR KORDELIA LENA	03/25/2025		032825jr	12.00
					CHECK	204718	TOTAL:	12.00
204719	03/28/2025	PRTD	999100	BURKHARD CYNTHIA DAWN	03/25/2025		032825jr	25.00
					CHECK	204719	TOTAL:	25.00
204720	03/28/2025	PRTD	999100	CALL PATRICK TIMOTHY	03/25/2025		032825jr	12.00
					CHECK	204720	TOTAL:	12.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

204721	03/28/2025	PRTD	999100	CHENOWETH AMBER LYNN	03/25/2025		032825jr	12.00
					CHECK	204721	TOTAL:	12.00
204722	03/28/2025	PRTD	999100	CLARK JENNA LYNNE	03/25/2025		032825jr	12.00
					CHECK	204722	TOTAL:	12.00
204723	03/28/2025	PRTD	999100	COWEE LORA L	03/25/2025		032825jr	12.00
					CHECK	204723	TOTAL:	12.00
204724	03/28/2025	PRTD	999100	DUNLAP STEVIE RAE	03/25/2025		032825jr	12.00
					CHECK	204724	TOTAL:	12.00
204725	03/28/2025	PRTD	999100	FORBES PHILLIP J	03/25/2025		032825jr	12.00
					CHECK	204725	TOTAL:	12.00
204726	03/28/2025	PRTD	999100	FURSHONG LUKE	03/25/2025		032825jr	25.00
					CHECK	204726	TOTAL:	25.00
204727	03/28/2025	PRTD	999100	GILFEATHER BOB ALLAN	03/25/2025		032825jr	12.00
					CHECK	204727	TOTAL:	12.00
204728	03/28/2025	PRTD	999100	GILREATH STEVE R	03/25/2025		032825jr	12.00
					CHECK	204728	TOTAL:	12.00
204729	03/28/2025	PRTD	999100	HELD CLARE ANNMARIE	03/25/2025		032825jr	12.00
					CHECK	204729	TOTAL:	12.00
204730	03/28/2025	PRTD	999100	HOLMES ELY DUEPPEN	03/25/2025		032825jr	12.00
					CHECK	204730	TOTAL:	12.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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					INV DATE	PO	CHECK RUN	NET
204731	03/28/2025	PRTD	999100	JOHNSON KEVIN TIMOTHY	03/25/2025		032825jr	12.00
					CHECK	204731	TOTAL:	12.00
204732	03/28/2025	PRTD	999100	KANDER KELLY JANE	03/25/2025		032825jr	25.00
					CHECK	204732	TOTAL:	25.00
204733	03/28/2025	PRTD	999100	LIGHTBODY TERESA	03/25/2025		032825jr	25.00
					CHECK	204733	TOTAL:	25.00
204734	03/28/2025	PRTD	999100	LIKNES SHELLEY DIANE	03/25/2025		032825jr	25.00
					CHECK	204734	TOTAL:	25.00
204735	03/28/2025	PRTD	999100	MCEACHERN SUSAN P	03/25/2025		032825jr	12.00
					CHECK	204735	TOTAL:	12.00
204736	03/28/2025	PRTD	999100	O'CONNOR MARGARET ANN	03/25/2025		032825jr	12.00
					CHECK	204736	TOTAL:	12.00
204737	03/28/2025	PRTD	999100	ROBINSON EDWARD J	03/25/2025		032825jr	12.00
					CHECK	204737	TOTAL:	12.00
204738	03/28/2025	PRTD	999100	ROY ALLEN BENTON	03/25/2025		032825jr	12.00
					CHECK	204738	TOTAL:	12.00
204739	03/28/2025	PRTD	999100	SPATZ RACHELLE LEIGH	03/25/2025		032825jr	25.00
					CHECK	204739	TOTAL:	25.00
204740	03/28/2025	PRTD	999100	STENSLAND JAREN DEAN	03/25/2025		032825jr	12.00
					CHECK	204740	TOTAL:	12.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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					INV DATE	PO	CHECK RUN	NET
204741	03/28/2025	PRTD	999100	STEVENS RILEY LARRY CHARLES	03/25/2025		032825jr	12.00
					CHECK	204741	TOTAL:	12.00
204742	03/28/2025	PRTD	999100	WALBURN GENE	03/25/2025		032825jr	12.00
					CHECK	204742	TOTAL:	12.00
204743	03/28/2025	PRTD	1158	PACIFIC STEEL AND RECYCLING	03/18/2025		032825jr	24.14
				PACIFIC STEEL AND RECYCLING	03/19/2025	1130	032825jr	194.27
					CHECK	204743	TOTAL:	218.41
204744	03/28/2025	PRTD	1988	PASSPORT LABS, INC.	03/12/2025		032825jr	331.50
				PASSPORT LABS, INC.	03/18/2025		032825jr	1,225.95
					CHECK	204744	TOTAL:	1,557.45
204745	03/28/2025	PRTD	1944	PETERSON, MCLEAN	03/19/2025		032825jr	60.00
					CHECK	204745	TOTAL:	60.00
204746	03/28/2025	PRTD	2839	PETERSON, RYDEL	03/19/2025		032825jr	40.50
					CHECK	204746	TOTAL:	40.50
204747	03/28/2025	PRTD	2472	DALLAS CRANFORD	03/21/2025		032825jr	1,100.00
					CHECK	204747	TOTAL:	1,100.00
204748	03/28/2025	PRTD	2524	PINE STALLS	03/20/2025		032825jr	34.29
				PINE STALLS	03/20/2025		032825jr	105.00
				PINE STALLS	03/20/2025		032825jr	105.00
					CHECK	204748	TOTAL:	244.29
204749	03/28/2025	PRTD	1451	PLATT ELECTRIC SUPPLY	03/20/2025		032825jr	126.23
				PLATT ELECTRIC SUPPLY	03/20/2025		032825jr	56.03

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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INV DATE PO CHECK RUN NET

					CHECK	204749 TOTAL:	182.26
204750	03/28/2025	PRTD	2840	PYE-BARKER FIRE & SAFETY, LLC	03/20/2025	032825jr	946.00
					CHECK	204750 TOTAL:	946.00
204751	03/28/2025	PRTD	2324	ROBERT HALF	03/20/2025	032825jr	2,256.00
					CHECK	204751 TOTAL:	2,256.00
204752	03/28/2025	PRTD	1106	ROCK HAND HARDWARE	03/12/2025	032825jr	27.98
				ROCK HAND HARDWARE	03/12/2025	032825jr	11.99
				ROCK HAND HARDWARE	03/13/2025	032825jr	7.49
				ROCK HAND HARDWARE	03/18/2025	032825jr	11.98
				ROCK HAND HARDWARE	03/12/2025	032825jr	59.99
				ROCK HAND HARDWARE	03/20/2025	032825jr	60.53
				ROCK HAND HARDWARE	03/20/2025	032825jr	27.14
				ROCK HAND HARDWARE	03/20/2025	032825jr	83.91
				ROCK HAND HARDWARE	03/20/2025	032825jr	9.99
				ROCK HAND HARDWARE	03/20/2025	032825jr	54.16
				ROCK HAND HARDWARE	03/20/2025	032825jr	43.98
				ROCK HAND HARDWARE	03/20/2025	032825jr	43.48
					CHECK	204752 TOTAL:	442.62
204753	03/28/2025	PRTD	1823	ROCKY MOUNTAIN SUPPLY, INC.	03/18/2025	032825jr	1,154.40
				ROCKY MOUNTAIN SUPPLY, INC.	03/18/2025	032825jr	1,121.80
				ROCKY MOUNTAIN SUPPLY, INC.	03/18/2025	032825jr	2,192.02
					CHECK	204753 TOTAL:	4,468.22

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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					INV DATE	PO	CHECK RUN	NET
204754	03/28/2025	PRTD	2638	ROCKY MOUNTAIN SEPTIC SERVICE LLC	03/20/2025		032825jr	475.00
					CHECK	204754	TOTAL:	475.00
204755	03/28/2025	PRTD	1098	ROD TABBERT CONSTRUCTION, INC.	03/12/2025		032825jr	541.00
					CHECK	204755	TOTAL:	541.00
204756	03/28/2025	PRTD	1779	RODDA PAINT CO.	03/25/2025	1110	032825jr	20,957.25
					CHECK	204756	TOTAL:	20,957.25
204757	03/28/2025	PRTD	1745	SAFEGUARD BUSINESS SYSTEMS	03/19/2025		032825jr	765.60
					CHECK	204757	TOTAL:	765.60
204758	03/28/2025	PRTD	1133	SELBYS REPROGRAPHICS, INC.	03/18/2025		032825jr	199.50
					CHECK	204758	TOTAL:	199.50
204759	03/28/2025	PRTD	2756	SERVICEMASTER CLEAN BY HM	03/18/2025		032825jr	2,050.00
					CHECK	204759	TOTAL:	2,050.00
204760	03/28/2025	PRTD	1111	SHERWIN WILLIAMS/COLUMBIA PAINT	03/20/2025		032825jr	13.59
				SHERWIN WILLIAMS/COLUMBIA PAINT	03/20/2025		032825jr	23.44
					CHECK	204760	TOTAL:	37.03
204761	03/28/2025	PRTD	2007	CHARTER COMMUNICATIONS HOLDINGS, LL	03/13/2025		032825jr	124.99
					CHECK	204761	TOTAL:	124.99
204762	03/28/2025	PRTD	2806	STAPLES BUSINESS ADVANTAGE	03/11/2025		032825jr	54.09
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	17.92
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	46.89
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	299.28
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	135.15

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	68.89
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	384.60
				STAPLES BUSINESS ADVANTAGE	03/18/2025		032825jr	990.38
				STAPLES BUSINESS ADVANTAGE	03/19/2025		032825jr	7.25
				STAPLES BUSINESS ADVANTAGE	03/20/2025		032825jr	4.79
				STAPLES BUSINESS ADVANTAGE	03/20/2025		032825jr	233.98
				STAPLES BUSINESS ADVANTAGE	03/25/2025	1143	032825jr	62.89
				STAPLES BUSINESS ADVANTAGE	03/25/2025		032825jr	23.19
					CHECK	204762	TOTAL:	2,329.30
204763	03/28/2025	PRTD	1178	STATE CAPITAL BAND	03/20/2025		032825jr	750.00
					CHECK	204763	TOTAL:	750.00
204764	03/28/2025	PRTD	1001	DEPARTMENT OF ENVIRONMENTAL QUALITY	03/17/2025	1120	032825jr	7,990.00
				DEPARTMENT OF ENVIRONMENTAL QUALITY	03/18/2025		032825jr	4,000.00
					CHECK	204764	TOTAL:	11,990.00
204765	03/28/2025	PRTD	2279	T-MOBILE	03/11/2025		032825jr	200.00
				T-MOBILE	03/11/2025		032825jr	2,980.05
					CHECK	204765	TOTAL:	3,180.05
204766	03/28/2025	PRTD	2267	THOMPSON, DANIAL	03/10/2025		032825jr	359.37
					CHECK	204766	TOTAL:	359.37
204767	03/28/2025	PRTD	1818	TOP GUN RECOVERY LLC	03/19/2025		032825jr	165.00
					CHECK	204767	TOTAL:	165.00
204768	03/28/2025	PRTD	2360	US FOODS, INC.	03/20/2025		032825jr	2,074.13
				US FOODS, INC.	03/20/2025		032825jr	33.48

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INV DATE	PO	CHECK RUN	NET
			US FOODS, INC.	03/20/2025		032825jr	2,576.54
				CHECK	204768	TOTAL:	4,684.15
204769	03/28/2025	PRTD	1579 VERIZON WIRELESS	03/13/2025		032825jr	716.08
				CHECK	204769	TOTAL:	716.08
204770	03/28/2025	PRTD	1848 VONBERGEN, MATT	03/19/2025		032825jr	40.50
				CHECK	204770	TOTAL:	40.50
204771	03/28/2025	PRTD	2422 WOCK, TYLER	03/20/2025		032825jr	224.00
				CHECK	204771	TOTAL:	224.00
204772	03/28/2025	PRTD	1629 XYLEM WATER SOLUTIONS USA, INC.	03/26/2025	1131	032825jr	13,837.35
				CHECK	204772	TOTAL:	13,837.35
NUMBER OF CHECKS 132				*** CASH ACCOUNT TOTAL ***			1,042,399.03
				COUNT	AMOUNT		
TOTAL PRINTED CHECKS				128	999,422.01		
TOTAL EFT'S				4	42,977.02		
*** GRAND TOTAL ***							1,042,399.03

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204773 03/28/2025 PRTD 1079 GEORGE'S DISTRIBUTING 03/27/2025 032825B 557.66

CHECK 204773 TOTAL: 557.66

204774 03/28/2025 PRTD 1424 GUSTO DISTRIBUTING 03/27/2025 032825B 187.00

CHECK 204774 TOTAL: 187.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 744.66

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	744.66

*** GRAND TOTAL *** 744.66



Finance Dept.
316 North Park Avenue
Helena, MT 59623

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

helenamt.gov

March 28, 2025

To: Tim Burton, City Manager

From: Jamie Rensmon, Accounting Tech III-Accounts Payable

Subject: Claims Paid

The check registers for 3/17/25, 3/20/25 and 3/21/25 have been approved for claims in the amount of \$560,476.74. Checks numbered 204551-204643 and ACH's numbered 550 – 556 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.

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

550	03/17/2025	EFT	1842	EAGLE BEVERAGE - HELENA	03/14/2025		031725jr	261.31
					CHECK		550 TOTAL:	261.31

204551	03/17/2025	PRTD	1424	GUSTO DISTRIBUTING	03/14/2025		031725jr	419.80
					CHECK		204551 TOTAL:	419.80

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 681.11

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	419.80
TOTAL EFT'S	1	261.31

*** GRAND TOTAL *** 681.11

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

				INV DATE	PO	CHECK RUN	NET
551	03/21/2025	EFT	1898 FISHER'S TECHNOLOGY	03/10/2025		032025jr	434.88
				CHECK		551 TOTAL:	434.88
552	03/21/2025	EFT	1031 KLJ ENGINEERING LLC	03/11/2025		032025jr	1,729.00
				CHECK		552 TOTAL:	1,729.00
553	03/21/2025	EFT	1597 SHELL ENERGY NORTH AMERICA	03/13/2025		032025jr	5,006.14
				CHECK		553 TOTAL:	5,006.14
554	03/21/2025	EFT	2620 SPARE LABS INC.	03/05/2025		032025jr	3,300.00
				CHECK		554 TOTAL:	3,300.00
555	03/21/2025	EFT	2456 TYLER TECHNOLOGIES, INC.	03/17/2025	1012	032025jr	2,347.20
			TYLER TECHNOLOGIES, INC.	03/18/2025	1012	032025jr	3,520.80
			TYLER TECHNOLOGIES, INC.	03/18/2025	1012	032025jr	2,347.20
			TYLER TECHNOLOGIES, INC.	03/18/2025	1012	032025jr	2,934.00
				CHECK		555 TOTAL:	11,149.20
204552	03/21/2025	PRTD	2830 1985 LLC	03/11/2025		032025jr	2,605.00
				CHECK		204552 TOTAL:	2,605.00
204553	03/21/2025	PRTD	1238 3 RIVERS COMMUNICATIONS	03/12/2025		032025jr	18.03
				CHECK		204553 TOTAL:	18.03
204554	03/21/2025	PRTD	1554 3-V DISTRIBUTING INC	03/11/2025	719	032025jr	50,526.00
			3-V DISTRIBUTING INC	03/11/2025	717	032025jr	50,526.00
				CHECK		204554 TOTAL:	101,052.00
204555	03/21/2025	PRTD	1510 ACCESSO SHOWARE	02/28/2025		032025jr	1,486.20

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
					CHECK	204555	TOTAL:	1,486.20
204556	03/21/2025	PRTD	1067	ACTION PRINT	03/07/2025		032025jr	46.00
				ACTION PRINT	03/07/2025		032025jr	46.00
				ACTION PRINT	03/10/2025		032025jr	540.00
				ACTION PRINT	03/11/2025		032025jr	69.00
				ACTION PRINT	03/12/2025		032025jr	41.00
				ACTION PRINT	03/12/2025		032025jr	41.00
					CHECK	204556	TOTAL:	783.00
204557	03/21/2025	PRTD	2210	ADVANCED MECHANICAL SYSTEMS	03/11/2025		032025jr	515.20
					CHECK	204557	TOTAL:	515.20
204558	03/21/2025	PRTD	2060	ALL AROUND CONSTRUCTION	03/14/2025		032025jr	29,000.00
					CHECK	204558	TOTAL:	29,000.00
204559	03/21/2025	PRTD	1185	ALPINE ANALYTICAL, INC.	03/11/2025		032025jr	60.00
					CHECK	204559	TOTAL:	60.00
204560	03/21/2025	PRTD	1174	ALSCO	03/12/2025		032025jr	42.26
					CHECK	204560	TOTAL:	42.26
204561	03/21/2025	PRTD	1074	AUTO TRIM DESIGN OF MONTANA	03/05/2025		032025jr	255.00
				AUTO TRIM DESIGN OF MONTANA	03/10/2025		032025jr	100.00
				AUTO TRIM DESIGN OF MONTANA	03/12/2025	1112	032025jr	1,223.00
				AUTO TRIM DESIGN OF MONTANA	03/12/2025	1113	032025jr	1,223.00
					CHECK	204561	TOTAL:	2,801.00
204562	03/21/2025	PRTD	1927	BOBCAT OF HELENA	03/12/2025		032025jr	262.13

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

				INV DATE	PO	CHECK RUN	NET
				CHECK	204562	TOTAL:	262.13
204563	03/21/2025	PRTD	1324 BOUND TREE MEDICAL, LLC	03/10/2025		032025jr	897.00
				CHECK	204563	TOTAL:	897.00
204564	03/21/2025	PRTD	1007 BURDICKS LOCKSMITH	02/14/2025		032025jr	6.00
				CHECK	204564	TOTAL:	6.00
204565	03/21/2025	PRTD	1957 CALE AMERICA INC.	12/18/2024		032025jr	4,549.41
			CALE AMERICA INC.	12/18/2024		032025jr	4,493.17
			CALE AMERICA INC.	03/04/2025		032025jr	65.60
			CALE AMERICA INC.	03/10/2025		032025jr	4,418.16
				CHECK	204565	TOTAL:	13,526.34
204566	03/21/2025	PRTD	1416 CALLAWAY GOLF	03/12/2025		032025jr	1,677.60
			CALLAWAY GOLF	03/12/2025		032025jr	264.85
			CALLAWAY GOLF	03/12/2025		032025jr	241.30
				CHECK	204566	TOTAL:	2,183.75
204567	03/21/2025	PRTD	1022 CAPITAL COMMUNICATIONS	03/12/2025		032025jr	109.20
			CAPITAL COMMUNICATIONS	03/12/2025		032025jr	9.00
			CAPITAL COMMUNICATIONS	03/14/2025		032025jr	55.00
				CHECK	204567	TOTAL:	173.20
204568	03/21/2025	PRTD	1601 CENTURYLINK	03/05/2025		032025jr	162.77
			CENTURYLINK	03/05/2025		032025jr	117.96
			CENTURYLINK	03/05/2025		032025jr	63.64
			CENTURYLINK	03/05/2025		032025jr	56.69
			CENTURYLINK	03/12/2025		032025jr	73.67

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
CENTURYLINK					03/12/2025		032025jr	3,266.87
					CHECK	204568	TOTAL:	3,741.60
204569	03/21/2025	PRTD	1716	CHARTER COMMUNICATIONS	03/13/2025		032025jr	485.98
					CHECK	204569	TOTAL:	485.98
204570	03/21/2025	PRTD	1716	CHARTER COMMUNICATIONS	03/13/2025		032025jr	485.98
					CHECK	204570	TOTAL:	485.98
204571	03/21/2025	PRTD	1004	CITY OF HELENA	03/05/2025		032025jr	22.04
					CHECK	204571	TOTAL:	22.04
204572	03/21/2025	PRTD	1004	CITY OF HELENA UTILITY CUSTOMER SER	03/10/2025		032025jr	26.46
					03/10/2025		032025jr	51.49
					03/10/2025		032025jr	9.02
					03/11/2025		032025jr	179.61
					03/11/2025		032025jr	207.21
					03/11/2025		032025jr	15.94
					03/11/2025		032025jr	9.58
					03/11/2025		032025jr	15.94
					03/11/2025		032025jr	100.00
					03/11/2025		032025jr	100.00
					03/11/2025		032025jr	15.94
					03/11/2025		032025jr	13.81
					03/11/2025		032025jr	20.10
					03/11/2025		032025jr	9.58
					03/11/2025		032025jr	90.09
					03/11/2025		032025jr	130.38

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
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			CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032025jr	63.31
			CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032025jr	8.76
			CITY OF HELENA UTILITY CUSTOMER SER	03/01/2025		032025jr	906.07
			CITY OF HELENA UTILITY CUSTOMER SER	03/01/2025		032025jr	411.42
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	578.71
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	325.05
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	234.24
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	15.94
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	228.24
			CITY OF HELENA UTILITY CUSTOMER SER	03/13/2025		032025jr	161.28
			CITY OF HELENA UTILITY CUSTOMER SER	03/12/2025		032025jr	725.01
				CHECK	204572	TOTAL:	4,653.18
204573	03/21/2025	PRTD	1465 CLEAR CHOICE AUTO GLASS, INC.	03/10/2025		032025jr	55.00
				CHECK	204573	TOTAL:	55.00
204574	03/21/2025	PRTD	2624 COLUMN SOFTWARE	03/06/2025		032025jr	36.00
				CHECK	204574	TOTAL:	36.00
204575	03/21/2025	PRTD	2021 COMMUNICATION & MANAGEMENT SERVICES	03/11/2025		032025jr	637.50
				CHECK	204575	TOTAL:	637.50
204576	03/21/2025	PRTD	1020 DAKOTA SUPPLY GROUP INC	03/13/2025		032025jr	25.35
				CHECK	204576	TOTAL:	25.35
204577	03/21/2025	PRTD	1733 DAVID, RACHEL	03/12/2025		032025jr	150.00
				CHECK	204577	TOTAL:	150.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204578	03/21/2025	PRTD	2616 DEX IMAGING	12/12/2024		032025jr	71.99
				CHECK	204578	TOTAL:	71.99
204579	03/21/2025	PRTD	1569 DJ'S AUTOMOTIVE INC	03/12/2025		032025jr	1,495.86
				CHECK	204579	TOTAL:	1,495.86
204580	03/21/2025	PRTD	2445 ELECTRIC TRADING COMPANY, INC.	03/05/2025		032025jr	104.72
				CHECK	204580	TOTAL:	104.72
204581	03/21/2025	PRTD	1142 FIRE GUYS LEASING, INC.	03/10/2025		032025jr	150.00
				CHECK	204581	TOTAL:	150.00
204582	03/21/2025	PRTD	2834 GIBSON, JUSTIN	03/14/2025		032025jr	60.00
				CHECK	204582	TOTAL:	60.00
204583	03/21/2025	PRTD	1030 GRAINGER, INC.	03/11/2025		032025jr	3,278.26
				CHECK	204583	TOTAL:	3,278.26
204584	03/21/2025	PRTD	1275 HDR INC	03/11/2025		032025jr	1,115.00
			HDR INC	03/11/2025		032025jr	17,591.42
				CHECK	204584	TOTAL:	18,706.42
204585	03/21/2025	PRTD	1371 HOME DEPOT CREDIT SERVICES	02/20/2025		032025jr	13.52
			HOME DEPOT CREDIT SERVICES	02/20/2025		032025jr	59.94
			HOME DEPOT CREDIT SERVICES	02/20/2025		032025jr	11.26
			HOME DEPOT CREDIT SERVICES	02/27/2025		032025jr	549.00
			HOME DEPOT CREDIT SERVICES	03/04/2025		032025jr	35.74
			HOME DEPOT CREDIT SERVICES	03/05/2025		032025jr	4.40
			HOME DEPOT CREDIT SERVICES	03/06/2025		032025jr	20.20

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	60.99
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	60.09
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	168.00
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	37.80
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	60.89
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	125.33
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	651.91
			HOME DEPOT CREDIT SERVICES	03/11/2025		032025jr	107.98
			CHECK	204585	TOTAL:		1,967.05
204586	03/21/2025	PRTD	2599 INTEGRATED IMAGING SYSTEMS	03/13/2025	1114	032025jr	27.92
			CHECK	204586	TOTAL:		27.92
204587	03/21/2025	PRTD	2804 JOHNSON CRANE SERVICE LLC	03/11/2025		032025jr	462.50
			CHECK	204587	TOTAL:		462.50
204588	03/21/2025	PRTD	2301 KEEP COOL CONSULTING	03/11/2025		032025jr	1,015.00
			CHECK	204588	TOTAL:		1,015.00
204589	03/21/2025	PRTD	1914 KELLEY CONNECT CO.	03/12/2025		032025jr	579.50
			CHECK	204589	TOTAL:		579.50
204590	03/21/2025	PRTD	2015 KGR LLC	03/11/2025	1039	032025jr	890.00
			CHECK	204590	TOTAL:		890.00
204591	03/21/2025	PRTD	1728 KHBB	02/28/2025		032025jr	348.00
			KHBB	02/28/2025		032025jr	248.00
			CHECK	204591	TOTAL:		596.00

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

204592	03/21/2025	PRTD	1640	KOLAR TIRE & AUTO	03/05/2025		032025jr	85.00
				KOLAR TIRE & AUTO	03/05/2025		032025jr	357.00
				KOLAR TIRE & AUTO	03/05/2025		032025jr	463.47
				KOLAR TIRE & AUTO	03/05/2025		032025jr	165.00
				KOLAR TIRE & AUTO	03/14/2025		032025jr	726.00
					CHECK	204592	TOTAL:	1,796.47
204593	03/21/2025	PRTD	1087	L. N. CURTIS AND SONS	03/10/2025		032025jr	612.00
					CHECK	204593	TOTAL:	612.00
204594	03/21/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/06/2025		032025jr	24.00
					CHECK	204594	TOTAL:	24.00
204595	03/21/2025	PRTD	1230	LEHRKIND'S COCA-COLA	03/17/2025		032025jr	299.18
					CHECK	204595	TOTAL:	299.18
204596	03/21/2025	PRTD	1002	INFORMATION TECHNOLOGY & SERVICES	03/06/2025		032025jr	610.00
					CHECK	204596	TOTAL:	610.00
204597	03/21/2025	PRTD	1002	LEWIS & CLARK COUNTY	03/11/2025		032025jr	3,586.20
				LEWIS & CLARK COUNTY	03/11/2025		032025jr	184.32
					CHECK	204597	TOTAL:	3,770.52
204598	03/21/2025	PRTD	1688	LEWIS, MATT	03/14/2025		032025jr	114.00
					CHECK	204598	TOTAL:	114.00
204599	03/21/2025	PRTD	1476	MIZUNO USA, INC.	03/12/2025		032025jr	279.64
				MIZUNO USA, INC.	03/12/2025		032025jr	1,176.48
				MIZUNO USA, INC.	03/12/2025		032025jr	1,119.25

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

						CHECK	204599 TOTAL:	2,575.37
204600	03/21/2025	PRTD	1048	MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
				MONTANA CITY TOWING LLC		03/12/2025	032025jr	165.00
						CHECK	204600 TOTAL:	1,815.00
204601	03/21/2025	PRTD	1166	MONTANA POLICE PROTECTIVE ASSOCIATI		03/12/2025	032025jr	300.00
						CHECK	204601 TOTAL:	300.00
204602	03/21/2025	PRTD	1060	MONTANA STATE UNIVERSITY		03/10/2025	032025jr	95.00
						CHECK	204602 TOTAL:	95.00
204603	03/21/2025	PRTD	1081	MORRISON-MAIERLE, INC.		03/11/2025	032025jr	4,755.00
				MORRISON-MAIERLE, INC.		03/11/2025	032025jr	3,956.00
						CHECK	204603 TOTAL:	8,711.00
204604	03/21/2025	PRTD	1118	MURDOCH'S RANCH AND HOME SUPPLY		03/04/2025	032025jr	364.98
				MURDOCH'S RANCH AND HOME SUPPLY		03/04/2025	032025jr	135.99
				MURDOCH'S RANCH AND HOME SUPPLY		03/05/2025	032025jr	150.00
				MURDOCH'S RANCH AND HOME SUPPLY		03/07/2025	032025jr	147.99

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

			MURDOCH'S RANCH AND HOME SUPPLY	03/12/2025	032025jr	83.99
			MURDOCH'S RANCH AND HOME SUPPLY	03/12/2025	032025jr	19.99
			CHECK 204604 TOTAL:			902.94
204605	03/21/2025	PRTD	2143 NAPA - HELENA	03/10/2025	032025jr	50.98
			NAPA - HELENA	03/11/2025	032025jr	7.38
			NAPA - HELENA	03/10/2025	032025jr	32.46
			NAPA - HELENA	03/12/2025	032025jr	38.11
			NAPA - HELENA	03/13/2025	032025jr	39.40
			NAPA - HELENA	03/18/2025	032025jr	19.84
			CHECK 204605 TOTAL:			188.17
204606	03/21/2025	PRTD	1473 NASH ELECTRIC	03/11/2025	032025jr	1,101.00
			NASH ELECTRIC	03/11/2025	032025jr	2,198.00
			NASH ELECTRIC	03/11/2025	032025jr	2,231.00
			NASH ELECTRIC	03/11/2025	032025jr	3,350.00
			CHECK 204606 TOTAL:			8,880.00
204607	03/21/2025	PRTD	1038 NATIONAL FIRE PROTECTION ASSOCIATIO	03/10/2025	032025jr	1,552.50
			CHECK 204607 TOTAL:			1,552.50
204608	03/21/2025	PRTD	2392 NATIONAL LAUNDRY CO.	03/05/2025	032025jr	107.97
			NATIONAL LAUNDRY CO.	03/05/2025	032025jr	11.52
			NATIONAL LAUNDRY CO.	03/06/2025	032025jr	71.38
			NATIONAL LAUNDRY CO.	03/10/2025	032025jr	10.14
			CHECK 204608 TOTAL:			201.01

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account

CHECK NO	CHK DATE	TYPE	VENDOR NAME
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	INV DATE	PO	CHECK RUN	NET
204609 03/21/2025 PRTD 2759 NEIGHBORWORKS MONTANA	03/10/2025		032025jr	450.00
	CHECK	204609	TOTAL:	450.00
204610 03/21/2025 PRTD 1334 NORTHWESTERN ENERGY	03/17/2025		032025jr	220,037.44
	CHECK	204610	TOTAL:	220,037.44
204611 03/21/2025 PRTD 1158 PACIFIC STEEL AND RECYCLING	03/12/2025		032025jr	466.09
PACIFIC STEEL AND RECYCLING	03/12/2025		032025jr	24.98
	CHECK	204611	TOTAL:	491.07
204612 03/21/2025 PRTD 1933 PAPER SHREDDERS LLC	03/14/2025		032025jr	70.00
	CHECK	204612	TOTAL:	70.00
204613 03/21/2025 PRTD 2524 PINE STALLS	03/12/2025		032025jr	105.00
PINE STALLS	03/12/2025		032025jr	320.00
	CHECK	204613	TOTAL:	425.00
204614 03/21/2025 PRTD 1451 PLATT ELECTRIC SUPPLY	03/10/2025 1109		032025jr	13,391.07
	CHECK	204614	TOTAL:	13,391.07
204615 03/21/2025 PRTD 2374 PROCESS TECHNOLOGY INC.	03/11/2025		032025jr	1,127.45
	CHECK	204615	TOTAL:	1,127.45
204616 03/21/2025 PRTD 1978 RIVER OAKS COMMUNICATIONS CORP	03/13/2025 1115		032025jr	1,909.50
	CHECK	204616	TOTAL:	1,909.50
204617 03/21/2025 PRTD 1106 ROCK HAND HARDWARE	03/05/2025		032025jr	17.80
ROCK HAND HARDWARE	03/06/2025		032025jr	137.98
ROCK HAND HARDWARE	03/10/2025		032025jr	.60
ROCK HAND HARDWARE	03/12/2025		032025jr	40.77

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

			ROCK HAND HARDWARE	03/12/2025		032025jr	11.35
			ROCK HAND HARDWARE	03/13/2025		032025jr	.65
				CHECK	204617	TOTAL:	209.15
204618	03/21/2025	PRTD	1823 ROCKY MOUNTAIN SUPPLY, INC.	03/05/2025		032025jr	804.09
				CHECK	204618	TOTAL:	804.09
204619	03/21/2025	PRTD	1098 ROD TABBERT CONSTRUCTION, INC.	03/12/2025	1108	032025jr	5,203.00
				CHECK	204619	TOTAL:	5,203.00
204620	03/21/2025	PRTD	1449 S.J. PERRY CO., INC.	03/13/2025		032025jr	63.48
				CHECK	204620	TOTAL:	63.48
204621	03/21/2025	PRTD	2469 SANBELL - ROCKY MOUNTAIN	03/11/2025		032025jr	270.00
			SANBELL - ROCKY MOUNTAIN	03/11/2025		032025jr	9,427.50
				CHECK	204621	TOTAL:	9,697.50
204622	03/21/2025	PRTD	2575 SELKIRK CLEANING	03/05/2025		032025jr	920.00
				CHECK	204622	TOTAL:	920.00
204623	03/21/2025	PRTD	1897 SLATE ARCHITECTURE, INC.	03/13/2025	1118	032025jr	2,520.00
				CHECK	204623	TOTAL:	2,520.00
204624	03/21/2025	PRTD	1115 ST. PETER'S HEALTH	03/12/2025		032025jr	2,550.00
				CHECK	204624	TOTAL:	2,550.00
204625	03/21/2025	PRTD	2806 STAPLES BUSINESS ADVANTAGE	03/10/2025		032025jr	331.94
			STAPLES BUSINESS ADVANTAGE	03/10/2025		032025jr	511.76
			STAPLES BUSINESS ADVANTAGE	03/10/2025		032025jr	194.98
			STAPLES BUSINESS ADVANTAGE	03/10/2025		032025jr	51.96

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

					INV DATE	PO	CHECK RUN	NET
STAPLES BUSINESS ADVANTAGE					03/06/2025		032025jr	345.70
					CHECK	204625	TOTAL:	1,436.34
204626	03/21/2025	PRTD	1001	DEPARTMENT OF ADMINISTRATION	03/10/2025		032025jr	350.00
					CHECK	204626	TOTAL:	350.00
204627	03/21/2025	PRTD	1001	DEPARTMENT OF ENVIRONMENTAL QUALITY	03/11/2025		032025jr	1,125.00
					CHECK	204627	TOTAL:	1,125.00
204628	03/21/2025	PRTD	1313	SWS EQUIPMENT	03/10/2025		032025jr	94.08
					CHECK	204628	TOTAL:	94.08
204629	03/21/2025	PRTD	1666	TAYLORMADE GOLF COMPANY	03/12/2025		032025jr	1,495.88
							032025jr	828.49
							032025jr	146.00
							032025jr	1,026.48
							032025jr	998.05
							032025jr	815.70
					CHECK	204629	TOTAL:	5,310.60
204630	03/21/2025	PRTD	1670	TD&H ENGINEERING	03/11/2025		032025jr	2,079.00
					CHECK	204630	TOTAL:	2,079.00
204631	03/21/2025	PRTD	2446	TRANSPORTATION SOLUTIONS	03/11/2025		032025jr	650.00
							032025jr	21,341.00
					CHECK	204631	TOTAL:	21,991.00
204632	03/21/2025	PRTD	2548	TRI-COUNTY FIRESAFE WORKING GROUP	02/18/2025	462	032025jr	5,272.49

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CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
CHECK NO CHK DATE TYPE VENDOR NAME

INV DATE PO CHECK RUN NET

					CHECK	204632	TOTAL:	5,272.49
204633	03/21/2025	PRTD	1980	TRIPLE TREE ENGINEERING, INC.	03/12/2025		032025jr	1,875.00
					CHECK	204633	TOTAL:	1,875.00
204634	03/21/2025	PRTD	2456	TYLER TECHNOLOGIES, INC.	02/18/2025	1012	032025jr	2,347.20
					CHECK	204634	TOTAL:	2,347.20
204635	03/21/2025	PRTD	2360	US FOODS, INC.	03/12/2025		032025jr	48.43
				US FOODS, INC.	03/12/2025		032025jr	30.09
				US FOODS, INC.	03/12/2025		032025jr	80.16
					CHECK	204635	TOTAL:	158.68
204636	03/21/2025	PRTD	1859	VOICE PRODUCTS SERVICE, LLC	03/12/2025		032025jr	2,205.08
					CHECK	204636	TOTAL:	2,205.08
204637	03/21/2025	PRTD	2596	WEEMS, NATHAN	03/12/2025		032025jr	74.00
					CHECK	204637	TOTAL:	74.00
204638	03/21/2025	PRTD	1925	WWC ENGINEERING	03/11/2025		032025jr	3,695.75
					CHECK	204638	TOTAL:	3,695.75
204639	03/21/2025	PRTD	1352	ZANDER, JAYSON	03/12/2025		032025jr	168.00
					CHECK	204639	TOTAL:	168.00

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NUMBER OF CHECKS 93 *** CASH ACCOUNT TOTAL *** 557,226.31

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	88	535,607.09
TOTAL EFT'S	5	21,619.22

*** GRAND TOTAL *** 557,226.31

03/21/2025 13:27 |City of Helena
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 |apcshdsb

CASH ACCOUNT: TREA 101000 Cash in Primary Bank Account
 CHECK NO CHK DATE TYPE VENDOR NAME

				INV DATE	PO	CHECK RUN	NET
556	03/21/2025	EFT	1842 EAGLE BEVERAGE - HELENA	03/21/2025		32125jr	548.70
				CHECK		556 TOTAL:	548.70
204640	03/21/2025	PRTD	1079 GEORGE'S DISTRIBUTING	03/21/2025		32125jr	247.31
				CHECK		204640 TOTAL:	247.31
204641	03/21/2025	PRTD	1424 GUSTO DISTRIBUTING	03/21/2025		32125jr	413.44
				CHECK		204641 TOTAL:	413.44
204642	03/21/2025	PRTD	2130 HIGH COUNTRY BOATS AND MOTORSPORTS	03/21/2025		32125jr	458.32
				CHECK		204642 TOTAL:	458.32
204643	03/21/2025	PRTD	1476 MIZUNO USA, INC.	02/13/2025		32125jr	901.55
				CHECK		204643 TOTAL:	901.55
NUMBER OF CHECKS				5	*** CASH ACCOUNT TOTAL ***		2,569.32
				COUNT		AMOUNT	
TOTAL PRINTED CHECKS				-----		-----	
				4		2,020.62	
TOTAL EFT'S				1		548.70	
				*** GRAND TOTAL ***			2,569.32

City of Helena, Montana

12/30/2024

To:

Honorable Mayor and City Commissioners

From:

Tim Burton, City Manager
David Knoepke, Transportation Systems Director

Subject:

Consider 1208 Le Grande Sidewalk Variance Appeal

Present Situation:

The applicant applied for a sidewalk variance on July 22, 2024. Their request was not to install sidewalks on both Le Grande Blvd. and Cleveland Street. The variance was partially denied as they were granted the variance along Le Grande if they agreed to sign a waiver or right to protest an SID. The variance request was denied for the installation of sidewalks along Cleveland Street. On December 13, 2024, the City received an appeal request.

Background Information:

Original sidewalk variance request: Requesting not install sidewalks on both LeGrande Cannon Blvd. and Cleveland Street. Property borders on the entire north side of LeGrande and there is a 9 foot wide walking path on the south side of the street. On the Cleveland Street side there are also no sidewalks until about 6 blocks down at CR Anderson middle school. the north side of LeGrande where there is a very steep 8-10 foot dropoff. In addition, there are no sidewalks Please see attached variance granted for 1840 LeGrande Cannon Blvd. in 2018 regarding same.

Proposal/Objective:

Appeal see attached appeal letter.

Advantage:

Appeals are part of the sidewalk variance process.

Notable Energy Impact:

N/A

Disadvantage:

No installation of sidewalks per City Code 7-4-2 leaves an additional connectivity gap for pedestrian in the City.

Quasi-Judicial Item:

False

Notice of Public Hearing:

False

**Staff Recommendation/
Recommended Motion:**

Staff recommends denial of the appeal and allowing the original sidewalk variance recommendation stand. That recommendation included the granting of the variance along Le Grande Blvd. with the condition to sign a waiver of right to protest any future SID. It also stated that installation of sidewalks along Cleveland Street were required including an ADA ramp at the corner of at the corner of Le Grande Blvd. and Cleveland St. to facilitate a crossing to the Le Grande path.



Transportation Systems Department
ENGINEERING DIVISION

SIDEWALK/CURBCUT
VARIANCE REQUEST

RECEIVED

JUL 22 2024

DATE RECIEVED:

CITY MANAGER

TYPE OF VARIANCE: ☒ SIDEWALK ☐ CURBCUT

APPLICANT:	David Pinto	PHONE #:	415-652-7123
CONTACT NAME:	David Pinto	CONTACT PHONE:	415-652-7123
ADDRESS:	1208 Le Grande Cannon Blvd Helena, MT 59601		
EMAIL ADDRESS:	davidajpinto@gmail.com		
VARIANCE LOCATION:	1208 Le Grande Cannon Blvd Helena, MT 59601		


Description of and reason for variance request (please attach additional sheet(s) if necessary):

Requesting not install sidewalks on both LeGrande Cannon Blvd. and Cleveland Street. Property borders the north side of LeGrande where there is a very steep 8-10 foot dropoff. In addition, there are no sidewalks on the entire north side of LeGrande and there is a 9 foot wide walking path on the south side of the street. On the Cleveland Street side there are also no sidewalks until about 6 blocks down at CR Anderson middle school. Please see attached variance granted for 1840 LeGrande Cannon Blvd. in 2018 regarding same.

Note to applicant:

Please provide a site plan and signed Sidewalk and Curb Cut Variance Application with any variance request. The variance process requires that City Staff, City Manager, and the City Commission all review the request. Due to this process please allow for a minimum of 6-8 weeks to process all requests.

Please return to Mike Gunderson in Room 205 of The City Shop Building, or mail to:
City of Helena
Engineering Division
Attention: Mike Gunderson
3001 E. Lyndale Avenue
Helena MT 59601

OWNERS SIGNATURE: 	DATE: 7/22/2024
PRINT NAME: David Pinto	TITLE:

☐ Deferral Request

City Code 7-4-2.B

- g. If there are no impervious roadway improvements in the adjacent right-of-way, the property owner may request to defer the installation of sidewalks and/or curbs and gutters from the city manager or the city manager's designee so that construction is deferred until a later date with adequate justification.

For City Use:

Transportation Systems Department Recommendation:			Approve: <input type="checkbox"/>	Deny: <input checked="" type="checkbox"/>
Comments: Applicant has applied for and recieved a building permit to construct a new residence. Per City Code, sidewalks must be installed as part of the construction of a principal structure. PROWAG allows sidewalks along the right-of-way to match the slope of the adjacent roadway. At a minimum, the sidewalk along Cleveland should be installed along with an ADA corner to facilitate access to the shared-use path on the south side of LeGrande Cannon. If property owner agrees to sign a waiver of SID for the sidewalk along LeGrande Cannon, TSD would consider no install on it.				
Signature: 	Title: TRANSPORTATION SYSTEMS DIRECTOR		Date: 09-09-2024	
City Manager or City Manager's Designee: 			Approve: <input type="checkbox"/>	Deny: <input type="checkbox"/>
			with conditions	
Signature: 	Title: City Manager		Date: 9/9/24	

Note: If variance request is denied, the owner may appeal the decision to the City Commission per City Code 7-4-2.B.1.b



**Retaining Wall
TYP**
8"x8" xdl
#11 rebar 12" o.c. Horizontal and Vertical
8"x20" footing
#4 rebar 2 rows
Plasters breaking straight spans
at 20'
French Drain Tube to
north and south drainages

Lot Size 13,107 sqft
Home, patio, driveway impervious area 5502 sqft
42% impervious

Note: All drainage to grade away from foundation min 6" lower within first 10'
Driveways and concrete patios minimum of 2% grade drop away from foundation

- Legend**
- Property Line
 - Easement Line
 - Drainage
 - Sewer (4" line)
 - Water (1" Type K Copper line)
 - Utility
(gas, electric, phone,
and cable)

Formerly 600 Cleveland St
Now 1208 Le Grande Cannon Blvd

Legal Description
Lot 17-20 S25, T10 N, R04 W, Blk 80
County and NE1/4 AC0
P.M.M. Lewis and Clark County, Montana
Helena, MT

Scale 1/8"=1'

Please Note:
All current Federal, State and Local Codes, Ordinances and Regulations
are used in preparation of part of this information. It is the
Builder's and not to be altered in any way if they are in conflict with the plan.

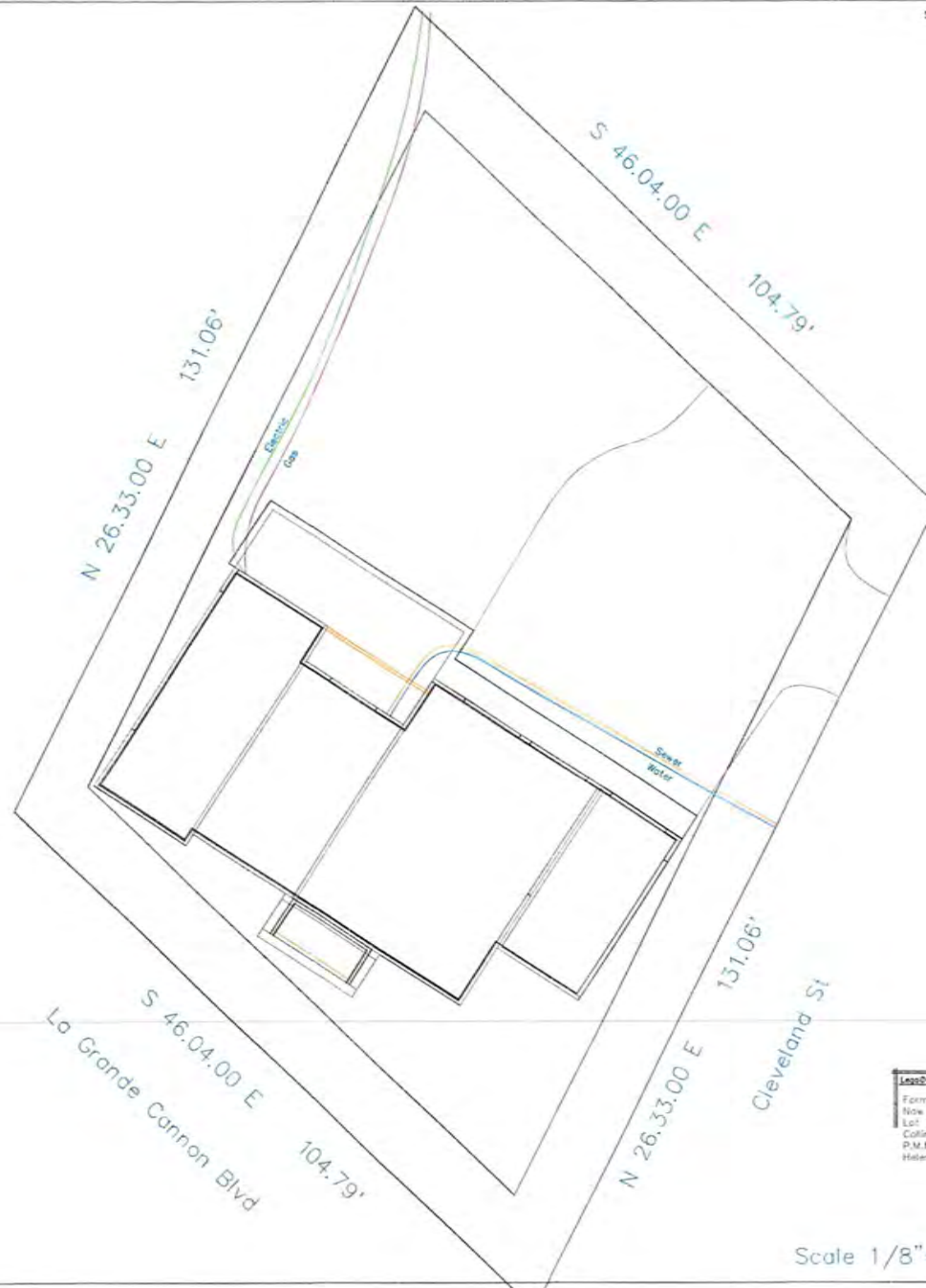
The Pinto Home
1208 Le Grande Cannon Blvd, Helena, MT

www.sysumhomes.com
406-495-1195



Sysum Homes

Sheet
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Legal Description
 Formerly 600 Cleveland St
 Now 1208 La Grande Cannon Blvd
 Lot 17-20 S25, T10 N, R04 W, Block 89
 Collins and Neil Add
 P.M.M. Lewis and Clark County, Montana
 Helena, MT

Scale 1/8"=1'

Please Note:
 All current Federal, State and Local Codes, Ordinances and Regulations
 shall be considered as part of the description of this
 Building and are to be added to any T-100 or T-1000 with the plan.

- Legend**
- Property Line
 - - - Easement Line
 - - - Drainage
 - - - Sewer (4" line)
 - - - Water (3/4" line)
 - - - Utility
 (gas, electric, phone,
 and cable)

The Pinto Home
 600 Cleveland, Helena, MT

www.sysumhomes.com
 406-495-1195



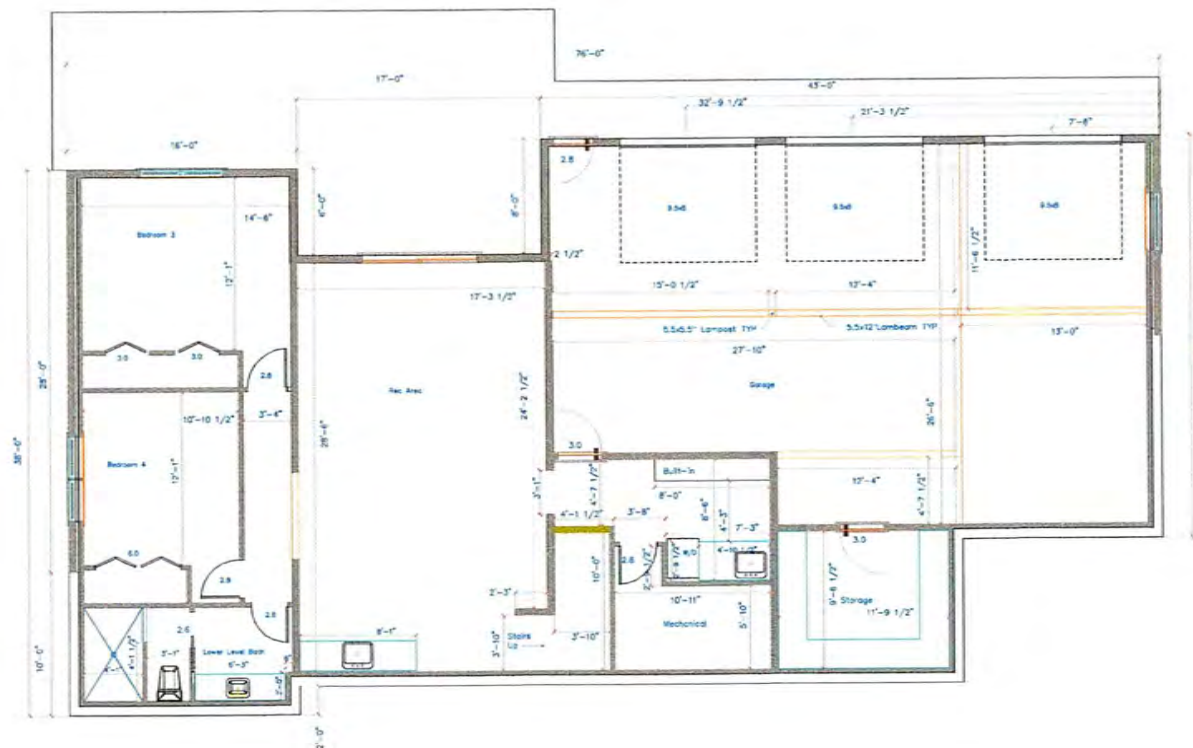
Sysum Homes

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$$\begin{array}{r} -10.75/4 \\ -8.75/4 \\ -5.75/4 \\ -2.75/4 \\ -.4 \end{array}$$

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Architectural drawing of a house plan. The drawing includes dimensions for various parts of the structure, such as the overall width (30'-0" and 30'-0"), depth (20'-0" and 20'-0"), and specific room dimensions (e.g., 10'-0" x 10'-0", 10'-0" x 10'-0", 10'-0" x 10'-0"). The drawing also shows a chimney, a porch, and a roofline. A scale of 1/4" = 1' is indicated at the bottom.



SCALE: 1/4" = 1'

Main Level	2220 sqft	2220 sqft	finished
Basement	1528 sqft	1275 sqft	finished
Total	3748 sqft	3495 sqft	finished
Garage	1083 sqft		

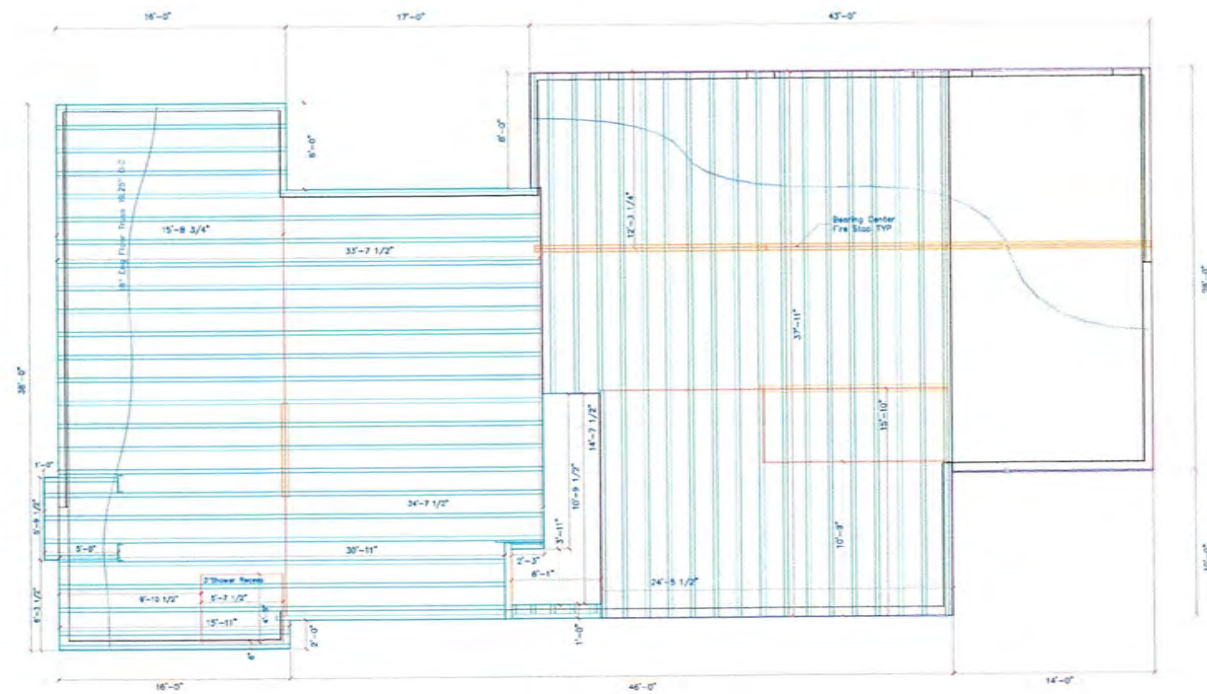
The Pinto Home
600 Cleveland, Helena, MT

www.sysumhome.com
406-495-1195



Sysum Homes

Sheet
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of 13



Main Floor Frame

SCALE: 1/4" = 1'

Footage

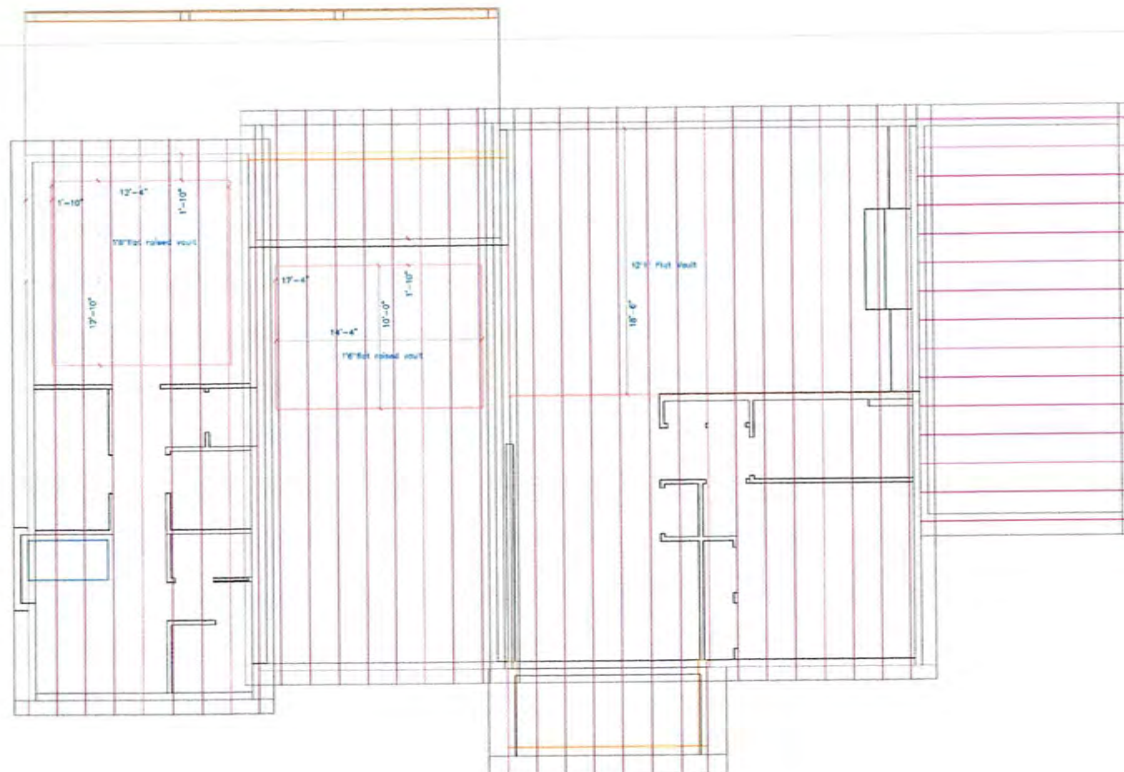
Main Level	2220 sqft	2220 sqft finished
Basement	1528 sqft	1275 sqft finished
Total	3748 sqft	3495 sqft finished
Garage	1083 sqft	

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Eng. Roof Truss 2' O.C.
7' Overhang
No steel plate
Double vertical members 18' O.C.

Roof Framing Plan
SCALE: 1/4" = 1'

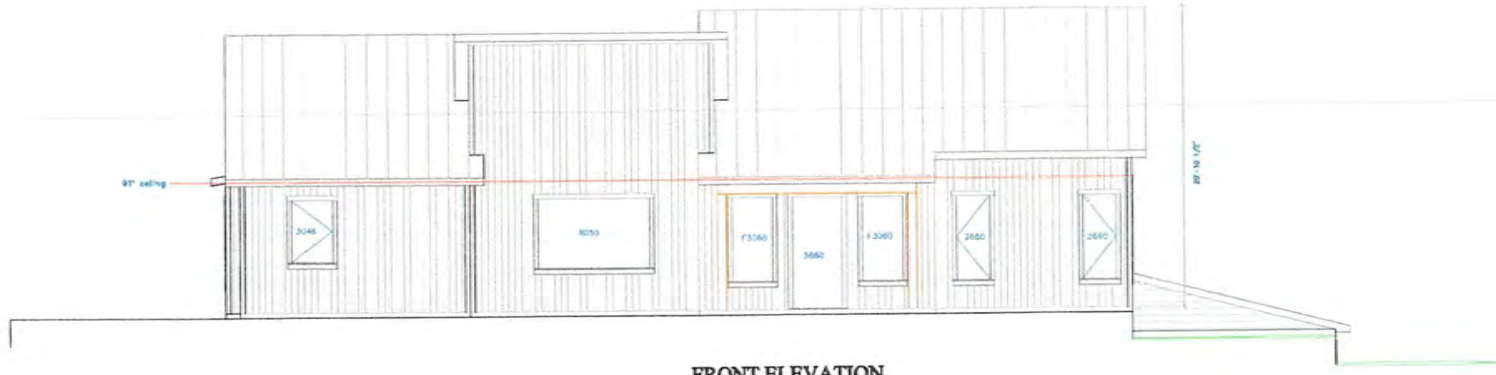
Footage

Main Level	2220 sqft	2220 sqft finished
Basement	1528 sqft	1275 sqft finished
Total	3748 sqft	3495 sqft finished
Garage	1083 sqft	

Sysum Construction Inc. All rights Reserved



All applicable codes and county regulations are the responsibility of the builder.
All engineering and structural standards are the responsibility of the builder.



FRONT ELEVATION

SCALE: 1/4" = 1'



REAR ELEVATION

SCALE: 1/4" = 1'

Footage

Main Level	2220 sqft	2220 sqft finished
Basement	1528 sqft	1275 sqft finished
Total	3748 sqft	3495 sqft finished
Garage	1083 sqft	

Sysum Construction Inc. All rights Reserved

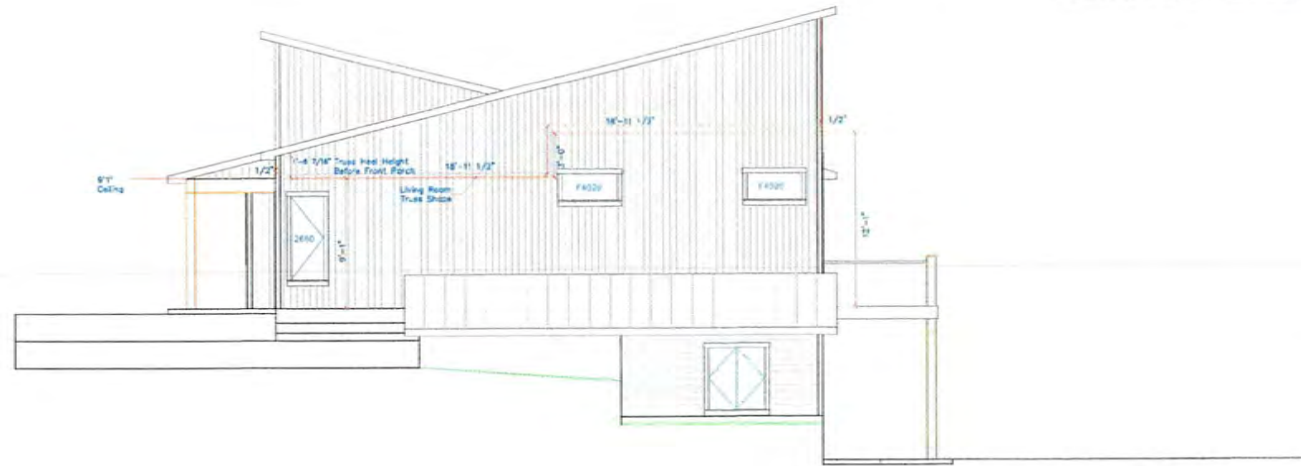
The Pinto Home
608 Cleveland, Holmes, KY

www.sysumhome.com
406-495-1195



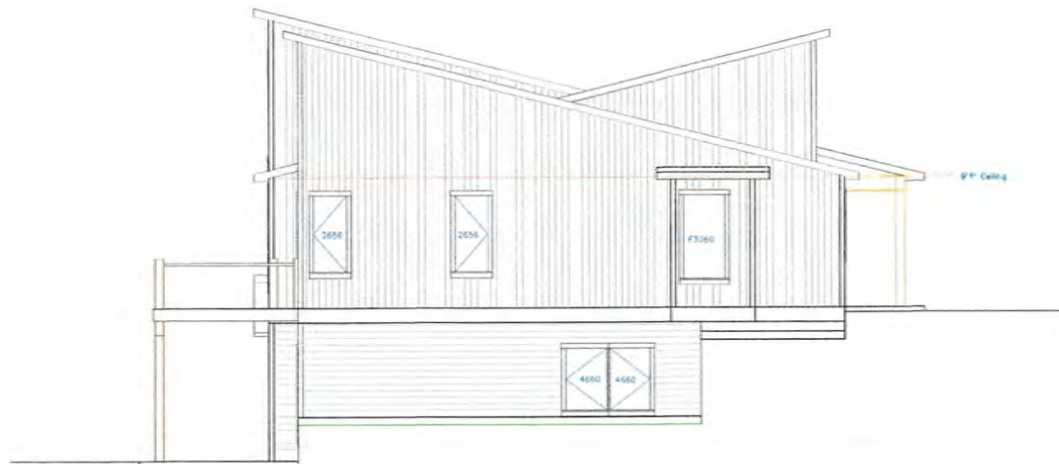
Sysum Homes

Sheet
9
of 13



RIGHT ELEVATION

SCALE: 1/4" = 1'



LEFT ELEVATION

SCALE: 1/4" = 1'

Footage

Main Level	2220 sqft	2220 sqft finished
Basement	1528 sqft	1275 sqft finished
Total	3748 sqft	3495 sqft finished
Garage	1083 sqft	

Sysum Construction Inc. All rights Reserved



City of Helena

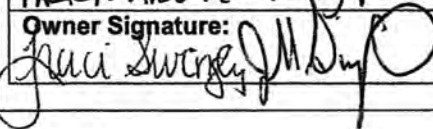
City of Helena Public Works Department

316 N Park Ave
Helena, MT 59623
Phone: 406-447-8431
FAX: 406-447-8442

Sidewalk and Curb Cut Variance Application

Type of Variance: ☒ Sidewalk ☐ Curb Cut

Current Date: 3/13/18

Applicant:	Jeff and Traci Swingley	Phone:	406-461-0852
Mailing Address:	900 Amethyst Avenue Helena, MT 59602		
Location of Variance:	TBD Linden Court, Legal: Paul Reber Properties PUD, S26 T10 N, R04 W, Block 11, Lot 18A, COG # 3023685		
Reason for Variance Request:	Please reference site plan. We are requesting to not install sidewalk on the portion of our lot that borders Le Grande Blvd. No other property owner with property bordering Le Grande Blvd has it installed. There is also a walking path installed on south side of Le Grande Blvd. Additionally, when Le Grande Blvd was widened a few years ago our property was cut into making the dropoff from Le Grande Blvd steep.		
Owner Signature:			

Note to Applicant:

Please provide a site plan and signed Sidewalk and Curb Cut Variance Application with any variance request. The variance process requires that City Staff, City Manager, and the City Commission all review the request. Due to this process please allow for a minimum of 6-8 weeks to process all requests.

Please return to Mike Friend in Room 413 of The City County Building, or mail to:

City of Helena
Engineering Division
Attention: Mike Friend
316 North Park Avenue
Helena MT 59623

Rev. 09/17

April 12, 2018

TO: Ron Alles, City Manager

**FROM: Ryan Leland, City Engineer
Randal Camp, Public Works Director**

Subject: Consider a Sidewalk Variance for property adjacent to Linden Ct and Le Grande Cannon Boulevard, legally described as: Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685

Present Situation: Jeff and Traci Swingley are the applicants for the variance and the owners of the property legally described as: Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685. The property is adjacent to Le Grande Cannon Boulevard to the north and Linden Court to the south. The applicants are planning to construct a home on the site in the near future. This will trigger the sidewalk requirement along all adjacent right of ways. The reasons given provided with variance request are the following: The property is steep along Le Grande, making the construction of sidewalk more difficult, is not needed as there is an existing pedestrian asphalt path on the other side of Le Grand, the sidewalk would not connect to anything as there are no other sidewalks along that side of Le Grande.

Proposal/Objective: The owners of the property are requesting a sidewalk variance to defer the installation of sidewalk along Le Grande Cannon Boulevard

Advantages: No advantages noted with this proposal.

Notable energy impact(s): N/A

Disadvantages: Sidewalks may not be installed with a building permit.

Notice of Public Hearing (copy attached): N/A

Recommended Motion: Move to approve, table, or deny a sidewalk variance to defer the installation of sidewalk adjacent to Le Grande Cannon Blvd, property described as Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685.

Attachments:
Vicinity map
Site Map
Applicant Application
Site plan

City of Helena, Montana

**CITY OF HELENA
REGULAR CITY COMMISSION MEETING
April 23, 2018 - 6:00 P.M.
City Commission Chambers, Room 330**

Time & Place

A regular City Commission meeting was held on Monday, April 23, 2018 at 6:00 p.m., in the Commission Chambers, 316 N. Park Avenue, Helena, Montana.

Members Present

Mayor Collins indicated for the record that Commissioners Farris-Olsen, Noonan, and O'Loughlin were present. Commissioner Haladay was excused. City Manager Ron Alles, Deputy City Attorney Iryna O'Connor and City Clerk Debbie Havens were present.

Pledge of Allegiance

Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.

Minutes

The minutes of the regular City Commission meetings of March 26 and April 9, 2018, were approved as submitted.

Proclamation

PROCLAMATION:

A. Arbor Day

Mayor Collins read the Arbor Day Proclamation and presented it to Parks Superintendent Craig Marr.

Superintendent Craig Marr thanked Mayor Collins for the proclamation and invited the commission to the Arbor Day event on Friday, April 27th at 12:00 noon at Anchor Park where a tree will be planted.

Board Appointments

BOARD APPOINTMENTS:

A. Helena Housing Authority, Helena Open Space Lands Management Advisory Committee, Tourism Business Improvement District

Mayor Collins recommended the following appointments:

Helena Housing Authority (HHA)

Appointment of Lanessa Littrell as a resident representative to the Helena Housing Authority. The unexpired term will begin upon appointment and expire August 1, 2018.

Helena Open Lands Management Advisory Committee (HOLMAC)

- Reappointment of Eric Sivers to HOLMAC. The second term will begin July 1, 2018 and expire June 30, 2021.

Tourism Business Improvement District (TBID)

- Appointment of Kaela Johnson to the Tourism Business Improvement District. First term will begin upon appointment and expired April 20, 2022.

Public Comment

Mayor Collins asked for public comment, none was received.

Motion

Commissioner Noonan moved approval of the board appointments as outlined above. Commissioner O'Loughlin seconded the motion. All voted aye, motion carried.

Consent Agenda

CONSENT AGENDA:

- A. Claims**
- B. Authorization for staff to void stale dated checks**
- C. Amended Plat showing the vacation of the alley rights-of-way (ROW) in Block 14 of the Grand Avenue Addition, generally located south of Chestnut Street and east of Columbia Avenue with property addresses of 907 Chestnut Street and 1803 Columbia Avenue in the City of Helena, Montana**

City Manager Alles recommended approval of the claims.

Public Comment

Mayor Collins asked for public comment, none was received.

Motion

Commissioner Farris-Olsen moved approval of Items A - C on the consent agenda. Commissioner O'Loughlin seconded the motion. All voted aye, motion carried.

**Communications
From Commissioners**

COMMUNICATIONS/PROPOSALS FROM COMMISSIONERS
No items to report on.

**Report of the City
Attorney**

REPORT OF THE CITY ATTORNEY
Deputy City Attorney O'Connor had no items to report on.

**Report of the City
Manager**

REPORT OF THE CITY MANAGER
Manager Alles reported the city street crews continue to fill potholes and pick up sand on the streets. There have been a few water main breaks.

**Report from the
Helena Citizens**

REPORT FROM THE HELENA CITIZENS COUNCIL
There was not an HCC member present.

Regular Items

REGULAR ITEMS:
A. CONSIDER A SIDEWALK VARIANCE FOR PROPERTY ADJACENT TO LINDEN COURT AND LEGRANDE CANNON BOULEVARD, LEGALLY DESCRIBED AS PAUL REBER PROPERTIES PUD S26, T10N, R04W, BLOCK 11, LOT 18A, COS# 3023685.

Staff Report

City Engineer Ryan Leland reported Jeff and Traci Swingley are the applicants for the variance and the owners of the property legally described as Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685. The property is undeveloped and adjacent to LeGrande Cannon Boulevard to the north and Linden Court to the south. The applicants are planning to construct a home on the site in the near future. City Code will require sidewalks along all adjacent rights of way.

The owners of the property are requesting a sidewalk variance to defer the installation of sidewalk along LeGrande Cannon Boulevard. The reasons provided with the variance request are the following: the property is steep along LeGrande, making the construction of sidewalks more difficult; the sidewalk is not needed as there is an existing pedestrian asphalt path on the other side of LeGrande; the sidewalk wouldn't connect to anything as there are no other sidewalks along that side of LeGrande.

Sidewalks may not be installed with a building permit.
Engineer Leland recommended to approve, table, or deny a sidewalk variance to defer the installation of sidewalks adjacent to LeGrande Cannon Boulevard, property described as Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685.

Public Comment

Mayor Collins asked for public comment. Jeff Swingley, property owners, spoke in support of the sidewalk variance due to safety concerns created by the slope of the lot and there being no other sidewalks on the north side of LeGrande Cannon Boulevard.

Discussion

Commissioner Noonan asked if the front of the house will face Linden Court. Engineer Leland noted the parking and driveway will be off of LeGrande Cannon.

Motion

Commissioner Noonan moved approval of a sidewalk variance to defer the installation of sidewalks adjacent to LeGrande Cannon Boulevard, property described as Paul Reber Properties PUD S26, T10N, R04W, Block 11, Lot 18A, COS# 3023685.
Commissioner Farris-Olsen seconded the motion.

Discussion

Commissioner O'Loughlin clarified the property owners will install sidewalks on Linden Court and will connect with existing sidewalks. Engineer Leland concurred. She asked if there are sidewalks on the north side of LeGrande Cannon. Engineer Leland stated no.

Commissioner Farris-Olsen stated he generally does not support sidewalk variances; however, this one makes sense due to safety reasons and there being no other sidewalks on the north side of LeGrande Cannon and the bike/ped path on the south side.

Vote

All voted aye, motion carried.

Public Hearings

PUBLIC HEARINGS:

- A. CONSIDER A TWO-YEAR EXTENSION OF THE CONDITIONAL PRELIMINARY PLAT APPROVAL FOR THE CROSSROADS AMENDMENT AT MOUNTAIN VIEW MEADOWS MAJOR SUBDIVISION, GENERALLY LOCATED SOUTH OF HIGHWAY 12, EAST OF CROSSROADS PARKWAY, AND WEST OF HIGHWAY 282, IN HELENA AND LEWIS AND CLARK COUNTY, MONTANA.

Staff Report

City Planner Lucy Morell-Gengler reported on February 9, 2009, the Helena City Commission gave conditional preliminary plat approval for the Crossroads at Mountain View Meadows subdivision creating 892 lots from approximately 381 acres. A resolution of intention to annex (ROIA) and ordinance pre-zoning the proposed subdivision were also passed. An amendment to that major subdivision preliminary plat was submitted, which enlarged the area and increased the number of lots which required another major subdivision preliminary plat review process in 2012.

On May 7, 2012, the Helena City Commission gave conditional preliminary plat approval for the Crossroads Amendment (CA) at Mountain View Meadows (MVM) subdivision creating 956 lots from approximately 442 acres. This approval was for three years; an extension was granted on May 4, 2015, for an additional three years. That extension included approved revisions to the Commercial Phase II of the CA at MVM subdivision preliminary plat. This extension will expire on May 7, 2018, unless extended by the City in accordance with City Code Section 12-2-11G. An application for an extension of the subdivision preliminary plat has been submitted by the property owners and a letter dated February 27, 2018, has been submitted on behalf of the CA at MVM subdivider requesting a two-year extension beyond the current May 7, 2018, expiration (attached).

Several phases of the CA at MVM subdivision have been completed and have obtained final plat approval. Those phases that have filed final plats have been removed from the preliminary plat extension request. In addition, Tract B-2, shown as Block 47 on the preliminary plat, is owned by the International Church of Foursquare

Gospel (Foursquare Church). Mark Runkle of Mountain View Meadows, LLC, is no longer the subdivider of that property. The church representative was contacted regarding the pending expiration of the preliminary plat but has not submitted a request for an extension of their preliminary plat approval. That tract is not included in this request and the preliminary plat for this property is expected to expire on May 7, 2018.

The City Commission must consider the criteria in City Code Section 12-2-11(G) when evaluating an extension request. These criteria include changes in the subdivision regulations since preliminary plat approval, the impact delaying infrastructure installation would have on the subdivision phasing and on other developments, and if the approved Findings of Fact and conditions remain relevant and adequate.

There have been various changes to both the city regulations and to the Montana Subdivision and Platting Act (MSPA) since the CA at MVM preliminary plat approval. Evaluations of the changes since preliminary plat approval that relate to this request are attached. There are no phases or other developments in the area that would be impacted by a delay of installation of the public infrastructure. The Findings of Fact and conditions identified during preliminary plat review remain relevant, adequate, and applicable for the proposed two-year extension of the subject subdivision.

Per the applicant's letter, the circumstance for the requested extension is "to allow more time for the preparation of a new preliminary plat application." When the CA at MVM preliminary plat was reviewed in 2012, it was expected that final platting of the proposed 956 lots would take longer than the three-year time frame and the Findings of Fact noted "The Crossroads subdivision is proposed to be developed in multiple commercial and residential phases."

Within the six years since preliminary plat approval, the developer has demonstrated a commitment to completing the subdivision and has shown progress towards that end through extensive infrastructure installation, improvements to Highway 12, filing several final plats and annexing areas into the city. The developer has also developed and dedicated to the City a five-acre neighborhood park.

The applicant is requesting a two-year extension of the conditional preliminary plat approval for the CA at MVM Subdivision including the Commercial Phase II preliminary plat, legally described as: Tracts 1-A-2 and 1-A-1, and portions of Tract C-2-A-1-A-1-A-1-A-1-A of Uplands Phase 1 of the Crossroads at Mountain View Meadows Subdivision COS No. 3305702; Tracts 2-A-1 and 2-A-2 of Antelope Trace Phase 2 of Crossroads at Mountain View Meadows Subdivision COS No. 3206220; Parcel D-1-A, COS No. 3173426; Tract A-1, COS No. 3015742; Lot 3-A, Block 40, Craftsman Village Phase II COS No. 3271188; and portions of Tract A-1-A-1-A-1-A-1, Craftsman Village Phase 3 of the Crossroads at Mountain View Meadows Subdivision, COS No. 3312862 (all filed in Lewis and Clark County, Montana), generally located south of Highway 12, east of Crossroads Parkway, and west of Highway 282 in Helena and Lewis and Clark County.

Approval of this large CA at MVM preliminary plat allowed the City to review area-wide infrastructure for the transportation network, water and wastewater, storm water, and recreational needs. This facilitates a better evaluation of main size requirements, system capacities, upgrades, and provides a holistic plan for the mitigation of impacts. Extending the preliminary plat approval would provide additional time to revise the preliminary plat to comply with current regulations. It

also would require a revision to the ROIA allowing for review based on current circumstances.

The original preliminary plat approval established a level of commitment for both the developer and the City; extending the time frame would continue that commitment. Approval would also provide predictability and some sense of security when investing in city development. The conditions in the ROIA this property are tied to the completion of the subdivision conditions; extending the preliminary plat also retains the ROIA. This preliminary plat extension would promote development of lots within the city and facilitate mixed-use development consistent with the city Growth Policy in relatively close proximity to jobs, services, schools, and recreational opportunities.

Granting the extension could promote urban mixed-use development which may reduce the amount of vehicle miles traveled.

Planner Morell-Gengler recommended approval of extending the conditional preliminary plat approval until May 7, 2020, for the Crossroads Amendment at Mountain View Meadows Subdivision including the Commercial Phase II Amendment as legally described in the extension agreement.

Discussion

Commissioner O'Loughlin asked what infrastructure has already been installed. Planner Morell-Gengler stated a large water main has been extended to the subdivision, a regional lift stations and wastewater mains have been upgraded; the intersection into the subdivision off of Highway 12 was improved and a traffic light installed, the subdivision is anticipated to connect to the South Interchange and other connectively has been installed, a number of detention ponds have been installed and a developed city park was donated to the city.

Engineer Leland noted the water main was connected from Nob Hill to the property.

Commissioner O'Loughlin noted there have been a series of policy changes since preliminary plat. Planner Morell-Gengler noted the stated laws in effect at the time of preliminary plat, they stay with the preliminary plat; conditions cannot be added to the preliminary plat with an extension. State law also allows the commission to deny the extension of the preliminary plat. The applicant is aware of the law and is revising the preliminary plat to address those changes.

Commissioner Noonan noted this subdivision has consistently had thoughtful planning, worked well with the city and has installed improvements that were not required. The park that was developed and given to the city was a huge gesture.

Public Testimony

Mayor Collins opened the public hearing and called for anyone wishing to address the commission.

There being no persons wishing to address the commission, Mayor Collins closed the public portion of the hearing.

Motion

Commissioner Farris-Olsen moved approval of extending the conditional preliminary plat approval until May 7, 2020, for the Crossroads Amendment at Mountain View Meadows Subdivision including the Commercial Phase II Amendment as legally described in the extension agreement. Commissioner O'Loughlin seconded the motion. All voted aye, motion carried.

Public Communications

PUBLIC COMMUNICATIONS

Andy Fierra, 731 5th Avenue, Helena Youth Against Gun Violence, reported there will be a National Town Hall for Our Lives Event

on Friday, April 27 at 5:30 at the Helena Middle School. He noted all of the congressional candidates have been invited to attend and he extended the invitation to mayor and commissioners and asked them to promote the event.

Commissioner Farris-Olsen and Mayor Collins thanked Mr. Fierra for organizing the event.

Jeannie Meyer, 504 W. Main, expressed concerns with the traffic in front of her house that is on a blind curve. The speed limit is currently 35mph and she believes it creates a safety concern. It is also a safety concern for bikes and pedestrians. Ms. Meyer stated her concern is if West Main is going to be reconstructed, it is her understanding that there are no plans to remove the blind curve. She asked the commission to consider lowering the speed limit to 25 mph and possibly install a flashing sign notifying vehicles of blind driveways.

Commissioner Noonan stated he has the same personal experience and that is a very dangerous curve and speed is a factor.

Commissioner O'Loughlin asked if staff has any thoughts on Ms. Meyer's comments. She appreciates her appearing before the commission. Manager Alles noted this project has been bid out; he will talk with staff to see if anything can be done to address the issues brought up by Ms. Meyer. MDT would have to approve any speed reduction. Engineer Leland noted construction will begin on April 30th; there will be some design changes to the curve; however, there isn't much right of way to work with. There will be a flashing sign for the speed limit and after the project is complete, staff will look to see what other safety measures could be installed.

Commissioner O'Loughlin stated 35mph seems fast for a residential area; she would support starting the process to lower the speed limit. Mayor Collins concurred.

***Meetings of
Interest***

MEETINGS OF INTEREST

The Administrative Meeting is scheduled for May 2, City-County Joint Work Session is May 3, and the next Commission Meeting is May 7, 2018.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

/S/ WILMOT COLLINS
MAYOR

ATTEST:

/S/ DEBBIE HAVENS
CLERK OF THE COMMISSION



Justin Harkins
Morgan Pettit
490 N. 31st Street, Suite 500
P.O. Box 2529
Billings, MT 59103-2529
Telephone: (406) 252-3441
Facsimile: (406) 256-0277
jharkins@crowleyfleck.com

December 13, 2024

City of Helena Planning Commission
316 N Park Ave
Helena, Montana 59601

RE: *APPEAL OF CITY MANAGER'S DECISION TO DENY APPLICANTS'
VARIANCE REQUEST AND REQUEST FOR RECONSIDERATION*

To whom it concerns:

Applicants David and Shelly Pinto [the Pintos], by and through their undersigned counsel,
allege as follows:

PARTIES

1. David and Shelly Pinto are domiciled in Helena, Montana. Shelly Pinto grew up in the house across from the property at issue in this appeal.

2. In July, 2023 the Pintos bought property located at 1208 LeGrande Cannon Boulevard in Helena, Montana. This address was formerly referred to as 600 Cleveland Street.

HISTORY OF THE MATTER & JURISDICTION

3. In May, 2024 the Pintos applied for and received a construction permit to remodel the house and outbuildings currently occupying the LeGrande property. As is standard procedure, the permit requires sidewalks to be installed on both sides of the property nearest to LeGrande Cannon Boulevard and Cleveland Street. *See* Exhibit 1, Pinto Construction Permit. These

sidewalks are required to comply with current sidewalk engineering principles and the Americans with Disabilities Act (ADA). Helena City Code, § 7-4-2(B)(f).

4. On July 22, 2024, the Pintos submitted an application requesting a variance from Title 7, Chapter 4, Section 2 of the Helena City Code. *See Exhibit 2, Pinto Sidewalk Variance Application.* Specifically, the Pintos requested not to install sidewalks along LeGrande Cannon Boulevard and Cleveland Street.

5. On September 10, 2024 the City Manager's agent notified the Pintos that their variance application was denied regarding Cleveland Street and denied in part regarding LeGrande Cannon Boulevard but offered to defer installation of the sidewalk along LeGrande Cannon if they would agree to install a sidewalk along Cleveland Street. The City Manager's agent told the Pintos that he would wait to hear back from them to finalize the decision. *See Email Exchange with Mark Young, Exhibit 3.*

6. The Pintos responded to the City Manager's agent on November 27, 2024, requesting that the City also allow the Pintos to defer installation of the Cleveland Street sidewalk based on their property's unique circumstances. Specifically, the Pintos sought to defer installation of both the LeGrande Cannon and Cleveland sidewalks until a neighborhood-wide sidewalk installation plan was implemented by the City. The Pintos also expressed their concern that the requested sidewalk on Cleveland Street would be unsafe given the steepness of the street, especially considering the fact that this sidewalk would not connect to any other sidewalks. *See Email Exchange with Mark Young, Exhibit 3.*

7. On December 2, 2024, the City Manager's agent notified the Pintos that the City Manager's decision was final. *See Email Exchange with Mark Young, Exhibit 3.*

8. The Pintos received a final administrative land use decision denying their request to defer installation of the Cleveland Street sidewalk until a uniform sidewalk installation plan was implemented by the City on December 2, 2024. *See* Email Exchange with Mark Young, Exhibit 3.

9. The City Planning Commission has jurisdiction over this appeal pursuant to § 76-25-503(3), MCA.

10. The Pintos appeal the City Manager's decision to deny their request to defer the installation of the Cleveland Street sidewalk, which is the same thing the City Manager agreed to do for the LeGrande Cannon Boulevard sidewalk, until either a Special Improvement District (SID) or other neighborhood-wide sidewalk installation plan is implemented by the City.

STATEMENT OF THE CASE

11. The Pintos reallege the preceding paragraphs.

The Pintos' property is uniquely situated.

12. The Pintos' property is the southernmost property on Cleveland Street. *See* Exhibit 4.

13. The southern portion of Cleveland Street approaches Mount Helena. Consequently, the south end of Cleveland Street is very steep. *See* Exhibit 4.

14. There are currently no sidewalks installed along Cleveland Street, on either side of the street, until the block on which CR Anderson Middle School is located. The Middle School is located on a much flatter portion of Cleveland Street. *See* Exhibit 4.

15. There are five blocks on Cleveland Street between the Pintos' property to the South and the Middle School to the North, none containing sidewalks. *See* Exhibit 4.

16. The Pintos' property does not occupy the entire southernmost block of Cleveland Street. To the North (downhill), there is an alleyway and then another property before there is another street. That downhill property does not have sidewalks installed along Cleveland Street. *See Exhibit 4.*

17. If the Pintos installed the sidewalk along Cleveland Street at this time, the sidewalk would terminate on the downhill side of their property at the gravel alleyway. *See Exhibit 4.* The sidewalk would not connect to any other sidewalk.

Based on the property's location, it would be impossible for the Pintos to install an ADA-compliant sidewalk along Cleveland Street.

18. The building permit the Pintos received requires that the sidewalks the Pintos install comply with the Americans with Disabilities Act. *See Email Exchange with Mark Young, Exhibit 3.*

19. Pursuant to the American Disabilities Act, as discussed in the Montana Department of Transportation's 2021 ADA Transition Plan Update, Montana's standards for ADA compliant sidewalks require a maximum sidewalk gradient of 5 percent. *See Montana ADA Transition Plan, <https://www.mdt.mt.gov/pubinvolve/ada/docs/ADATransitionPlan-FINAL-withAppendices.pdf>, at page 6.*

20. The portion of Cleveland Street the City proposes the Pintos install a sidewalk on is far steeper than 5%. *See Letter from Layton Sysum, Exhibit 5.* In fact, it would be the steepest sidewalk that Layton Sysum, the Pintos' general contractor, will have installed over his 34 year-long career. *Id.*

21. As the City Manager's decision currently stands, it is impossible for the Pintos to install an ADA-compliant sidewalk because of the significant difference between the Street's natural gradient and the maximum gradient allowable pursuant to ADA guidelines.

Based on the property's location, it would be unsafe to install a sidewalk along Cleveland Street.

22. If the Pintos installed the sidewalk with ADA-compliant ramps along Cleveland Street, it would terminate at the gravel alleyway on the downhill side of the property.

23. If the Pintos installed the sidewalk with ADA-compliant ramps as proposed by the City Manager, pedestrians, including those using wheeled equipment, will use the sidewalk.

24. If the Pintos install the sidewalk, there is a significant risk that pedestrians, especially those using wheeled equipment, could be seriously injured due to the steep gradient at which the sidewalk would be installed and also due to the abrupt termination of the sidewalk halfway through the block.

25. When traveling downhill, pedestrians utilizing the sidewalk would be led directly into the gravel alleyway or, due to the steepness of Cleveland Street, could be traveling fast enough to collide with the downhill neighbor's yard or fence.

26. The Pintos are especially concerned about pedestrians who would travel on the sidewalk with wheeled equipment. The sidewalk would lead them directly into the gravel alleyway or into the downhill property owner's yard.

27. The Pintos are very concerned that, under these conditions, pedestrians using the sidewalk could be seriously injured, potentially resulting in liability for the Pintos and the City.

28. The risk of serious injury is compounded in wintertime, when snow piles created from traffic using the alleyway create impenetrable ice piles. A pedestrian using wheeled equipment who utilizes the sidewalk in wintertime would hit these piles and risks losing control over their equipment. A pedestrian in such a scenario would crash right into the alleyway or downhill neighbor's property.

29. Pedestrians using wheeled equipment would be subject to a materially higher probability of gaining too much speed on the steep sidewalk before hitting gravel or snow in the alleyway before careening into the downhill neighbor's yard.

30. Under these circumstances, installing a sidewalk along their property adjacent to Cleveland Street is unsafe.

Under these circumstances, the Pintos would bear excessive legal burden if they installed the sidewalk.

31. If the Pintos installed the sidewalk, it would be extremely difficult to maintain, especially during wintertime, to ensure pedestrians using it did not slip, slide down, or fall on the sidewalk.

32. Due to the steepness of the sidewalk, the severity of slips and falls increases, which further adds to the Pintos concerns about personal liability they could incur if they install this sidewalk.

33. The Pintos are aware of this heightened liability. When they found out their concerns were shared by their general contractor, they requested variances. *See generally* Letter from Layton Sysum, Exhibit 5.

//

The Pintos support implementation of a neighborhood-wide sidewalk installation plan and would agree to install sidewalks at the time of its adoption.

34. The Pintos have educated themselves on various sidewalk movements occurring in Helena and other cities. They fully appreciate the need for accessibility and safety in the City, especially around neighborhoods where schools are located.

35. After attending the City Commission Meeting on November 13, 2024, the Pintos also understand that the City is prioritizing the installation of sidewalks throughout the city to increase accessibility and safety.

36. While there is currently no SID or other neighborhood-wide sidewalk implementation plan that includes the Pintos' property or their neighborhood, they understand that the City is preparing to take such actions, or similar actions, to update the adequacy and ADA compliance of sidewalks throughout the City, especially in priority neighborhoods where schools are located.

37. Due to this pendency, the Pintos respectfully request to defer installation of the sidewalk along Cleveland Street until such time that the City finalizes a comprehensive sidewalk installation plan that addresses the compliance and safety issues the Pintos have raised in this appeal.

38. Deferring the installation of the Cleveland Street sidewalk until the time when the Pintos' downhill neighbor installs a sidewalk would also lessen – though not eliminate – the Pintos' concerns regarding the sidewalk's steepness and disjointedness.

39. Under a neighborhood-wide sidewalk installation plan, the Pintos would agree to install both sidewalks, in accordance with such a plan.

PRAYER FOR RELIEF

The Pintos pray for reconsideration of their request and granting of the following relief:

1. A variance granting the Pintos permission to defer the installation of the sidewalk along Cleveland Street, subject to the Pintos signing a waiver of their right to protest any future SID or neighborhood-wide sidewalk plan and filing it with the County Clerk and Recorder's office at their own cost.
2. Confirmation that the Pintos have been granted a variance to defer the installation of the sidewalk along LeGrande Cannon Boulevard, subject to the Pintos signing a waiver of their right to protest any future SID or neighborhood-wide sidewalk plan and filing it with the County Clerk and Recorder's office at their own cost. The Pintos would also revise their property's site plan reflecting no sidewalks along LeGrande Cannon Boulevard and Cleveland Street for the time being.

Sincerely,

CROWLEY FLECK PLLP

Morgan Pettit

JOHN W. (JUSTIN) HARKINS IV
MORGAN E. PETTIT
490 North 31st Street, Suite 500
P.O. Box 2529
Billings, MT 59103-2529
Main: (406) 252.3441
Direct: (406) 255.7306
Fax: (406) 259.4159
jharkins@crowleyfleck.com

INSPECTION RECORD AND CERTIFICATE OF OCCUPANCY

CITY OF HELENA BUILDING DIVISION * 316 N PARK AVE * ROOM 435 * HELENA, MT 59623 * 406-447-8438

PROJECT INFORMATION		WORK DESCRIPTION: SFD W/Attached Garage		OCCUPANCY/USE: R-3		PERMIT TYPE	
PROJECT ADDRESS: 1208 Le Grande Cannon Blvd.		NO. STORIES: 1		PERMIT NO: BRES24-00042		<input checked="" type="checkbox"/> BUILDING <input type="checkbox"/> ELECTRICAL <input type="checkbox"/> PLUMBING <input type="checkbox"/> MECHANICAL <input type="checkbox"/> OTHER	
OWNER'S NAME: David and Shelly Pinto		TYPE OF CONSTRUCTION VB		CODE EDITION: 2021 IRC			
DBA:		OCCUPANT		SPRINKLER <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
MAILING ADDRESS: 1208 Le Grande Cannon Blvd.		LOAD: 12					
ARCHITECT:		NUMBER OF EXITS: 1		FIRE ALARM <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
ENGINEER: Stahly Engineering - Phil Bachofer		Zip Code: 59601					
CONTRACTOR: Sysum Construction		Phone No. 415-652-7123					
		Phone No. 406-209-0204					
		Phone No. 406-431-6130					

FOR INSPECTIONS CALL:

447-8437 or 447-8438

INSPECTIONS TO BE REQUESTED & MADE:

BEFORE CONCRETE IS PLACED	INSPECT	DATE
TEMPORARY ELECTRICAL		
SEWER <input type="checkbox"/> SERVICE LINE <input type="checkbox"/> TAP		
WATER <input type="checkbox"/> SERVICE LINE <input type="checkbox"/> TAP		
UNDERGROUND PLUMBING		
UNDERGROUND ELECTRICAL		
UNDERGROUND MECHANICAL		
SETBACKS		
GROUNDING ELECTRODE		
<input type="checkbox"/> WATER <input type="checkbox"/> FDN STL <input type="checkbox"/> DRIVEN		
FOUNDATION FOOTING STEEL		
FOUNDATION WALL STEEL		
SLAB		
PIERS		
FDN MASONRY/GROUT		
RETAINING WALLS		
ICF FOOTING/FOUNDATION SEAL (Inspection required prior to backfill)		
PRIOR TO INSULATION	INSPECT	DATE
SEISMIC H/D & SHEAR WALLS		
ICE PROTECTION		
POWER CLEARANCE		
FRAMING & ENERGY SEAL		
ROUGH ELECTRICAL		
ROUGH PLUMBING		
ROUGH MECHANICAL/HVAC		
GAS LINE (AIR PRESSURE TEST)		
AFTER FRAMING/PRIOR TO INSULATION	INSPECT	DATE
INSULATION		
EIFS DRAINAGE PLANE		

POST IN PROMINENT LOCATION

SEE REVERSE SIDE FOR IMPORTANT NOTICES

APPROVED PLANS & DOCUMENTS MUST BE KEPT ON JOB-SITE

BEFORE TAPE, TEXTURE OR FINISH MATERIAL (INTERIOR OR EXTERIOR)		INSPECT	DATE
DRYWALL & ENERGY SEAL			
FIRE/SMOKE RATED ASSEMBLIES			
MISCELLANEOUS INSPECTIONS		INSPECT	DATE
SUSPENDED CEILINGS BEFORE TILES			
SIDEWALK / CURB / GUTTER FORMS			

FINAL INSPECTION: ALL FINAL APPROVALS MUST BE SECURED PRIOR TO BUILDING OCCUPANCY.

MINIMUM 10 DAY PRIOR NOTICE REQUIRED.

	INSPECT	DATE
FINAL BUILDING		
ENERGY INSULATION CERTIFICATE		
BLOWER DOOR TEST RESULTS		
SPECIAL INSPECTION SUMMARY		
PARKING/PAVING/STRIPING		
ACCESSIBLE ROUTE		
FINAL ELECTRICAL		
EXTERIOR LIGHTING		
FINAL PLUMBING		
FINAL MECHANICAL		
FINAL ENGINEERING DIVISION		
STORM WATER GRADING/DRAINAGE		
FINAL TRANSPORTATION DEPARTMENT		
SIDEWALK, CURB, GUTTER		
FINAL WATER UTILITIES		
FINAL FIRE DEPARTMENT		
FIRE SPRINKLER		
FIRE ALARM		

NOTICE: SEQUENCE OF APPROVAL OF WORK ON THIS PROJECT IS THE RESPONSIBILITY OF THE SUPERINTENDENT OR PERMITEE. WORK SHALL BE LEFT EXPOSED FOR INSPECTION AND MUST BE APPROVED PRIOR TO COVERING.
CALL FOR INSPECTION BETWEEN 8:00AM - 5:00PM MON.-FRI.
PROVIDE JOB ADDRESS, CONTACT NAME & TELEPHONE NUMBER.

REMARKS & CORRECTIONS:

[illegible]**CONTINUED ON BACK**

**BUILDING SHALL NOT BE OCCUPIED UNTIL
INSPECTION RECORD CARD HAS BEEN SIGNED BY
THE BUILDING OFFICIAL**



THIS CARD SHALL BE MAINTAINED ON THE PREMISES UNLESS
REMOVED BY THE BUILDING OFFICIAL.

**THIS INSPECTION RECORD CARD SERVES AS A
CERTIFICATE OF OCCUPANCY**

AFTER THE BUILDING INSPECTOR HAS INDICATED FINAL BUILDING APPROVAL.

BUILDING OFFICIAL
Page 124 of 244

DATE _____

BUILDING INSULATION CERTIFICATE

Insulation Description (Please Print)

Foundation Wall-Basement/Crawl space Batt or Blanket Type _____ Loose Fill Type _____ Spray Foam Type _____ Manufacturer _____ Thickness (in) _____ R-value _____	EXTERIOR WALLS-CAVITY INSULATION (Including Garage Seratation Wall) Batt or Blanket Type _____ Loose Fill Type _____ Spray Foam Type _____ Manufacturer _____ Installed Thickness (in.) _____ # Bags _____ Settled Thickness (in) _____ R-value _____ Contractor's min. installed weight/ft2 _____ lb. Mfg's Installed wt/s.f. to achieve R-Value _____
UNDER FLOOR SLAB/PERIMETER Material _____ Manufacturer _____ Thickness (in) _____ R-Value _____	EXTERIOR WALLS-CONTINUOUS INSULATION Material _____ Manufacturer _____ Thickness (in) _____ R-Value _____
RAISED FLOOR Batt or Blanket Type _____ Loose Fill Type _____ Spray Foam Type _____ Manufacturer _____ Thickness (in) _____ R-value _____	Roof and/or Ceiling Area (s.f.) Batt or Blanket Type _____ Loose Fill Type _____ Spray Foam Type _____ Manufacturer _____ Installed Thickness (in.) _____ Settled Thickness (in) _____ # Bags _____ Contractor's min. installed weight/ft2 _____ Mfg's Installed wt/s.f. to achieve R-Value _____
Interior Knee Walls (between conditioned/non conditioned space) Batt or Blanket Type _____ Loose Fill Type _____ Spray Foam Type _____ Manufacturer _____ Installed Thickness (in.) _____ # Bags _____ Settled Thickness (in) _____ R-value _____ Contractor's min. installed weight/ft2 _____ lb. Mfg's Installed wt/s.f. to achieve R-Value _____	

I hereby certify that the above insulation was installed in the building at the above location in conformance with the current adopted energy code of Montana.

GENERAL CONTRACTOR SIGNATURE: _____ **DATE:** _____

INSULATION CONTRACTOR SIGNATURE: _____ **DATE:** _____

IMPORTANT NOTICES

EXPIRATION:

Every permit issued by the building official shall expire if the building or work authorized by the permit has not commenced within 180 days from the date of permit issuance. When work authorized by the permit is suspended or abandoned for a period of 180 days the permit expires. When the time between required inspections will exceed 180 days, a progress inspection must be requested within 180 days of the last inspection to assure keeping the permit active.

When a permit has expired, work is not to recommence without first obtaining a new permit. When changes have been or will be made in the original plans or specifications or abandonment has exceeded one year, a new plan check and full fees are required.

By the issuing of this building permit, the City of Helena makes no warranty or representation of any kind or in any manner as to the suitability of the Applicant's site for construction of the improvements authorized hereby. The builder, owner, or their agents are encouraged to investigate the suitability of this site to house the improvements authorized hereby. Particularly, the owner and the builder are encouraged to investigate the availability of water and sewer services, and the freedom of the site from storm water runoff problems.

PLEASE NOTIFY DIVISION IF WORK IS ABANDONED

REQUIRED INSPECTION (S):

SEE OTHER SIDE FOR LISTING

OTHER INSPECTIONS:

In addition to the called inspections specified, the Building Official may require other inspections of construction work to ascertain compliance with the provisions of Codes and laws enforced by this Division or other City Divisions.

RE-INSPECTION (S):

A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for have not been made.

This subsection is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the permit card is not properly posted on the work site, the approved plans and documents are not readily available to the inspector, for failure to provide access on the date for which inspection is requested or for deviating from plans and specifications.

To obtain a re-inspection, the applicant shall file an application in writing upon a form furnished by this Division, and pay the re-inspection fee.

In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid in full.

ALL WORK DONE SHALL COMPLY WITH CURRENTLY ADOPTED EDITION OF BUILDING, RESIDENTIAL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE CODES, THE ORDINANCES OF THE CITY OF HELENA AND LAWS OF THE STATE OF MONTANA. ANY BUILDING, ELECTRICAL, PLUMBING OR MECHANICAL INSTALLATION MAY BE INSPECTED DURING NORMAL WORKING HOURS. WHEN A CHECK IS TENDERED FOR PAYMENT OF FEES AND THE CHECK IS NOT HONORED WHEN PRESENTED FOR PAYMENT, PERMIT WILL BE REVOKED.

CONTINUED REMARKS & CORRECTIONS:



Transportation Systems Department
ENGINEERING DIVISION

⋮
⋮
⋮

SIDEWALK/CURBCUT
VARIANCE REQUEST

TYPE OF VARIANCE: ☒SIDEWALK ☐CURBCUT

DATE RECIEVED:	
----------------	--

APPLICANT:	David Pinto	PHONE #:	415-652-7123
CONTACT NAME:	David Pinto	CONTACT PHONE:	415-652-7123
ADDRESS:	1208 Le Grande Cannon Blvd Helena, MT 59601		
EMAIL ADDRESS:	davidajpinto@gmail.com		
VARIANCE LOCATION:	1208 Le Grande Cannon Blvd Helena, MT 59601		

Description of and reason for variance request (please attach additional sheet(s) if necessary):

<p>Requesting not install sidewalks on both LeGrande Cannon Blvd. and Cleveland Street. Property borders the north side of LeGrande where there is a very steep 8-10 foot dropoff. In addition, there are no sidewalks on the entire north side of LeGrande and there is a 9 foot wide walking path on the south side of the street. On the Cleveland Street side there are also no sidewalks until about 6 blocks down at CR Anderson middle school. Please see attached variance granted for 1840 LeGrande Cannon Blvd. in 2018 regarding same.</p>

Note to applicant:

<p>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.</p> <p>Please return to Mike Gunderson in Room 205 of The City Shop Building, or mail to: City of Helena Engineering Division Attention: Mike Gunderson 3001 E. Lyndale Avenue Helena MT 59601</p>
--

OWNERS SIGNATURE:	DATE: 7/22/2024
PRINT NAME: David Pinto	TITLE:

From: Mark Young <MYOUNG@helenamt.gov>
Date: December 2, 2024 at 8:24:09 AM HST
To: David Pinto <davidajpinto@gmail.com>
Cc: dramos@helena.gov, David Knoepke <DKNOEPKE@helenamt.gov>, Layton Sysum <LSysum@sysumhome.com>
Subject: RE: 1208 LeGrande Cannon - Sidewalk Variance Request

Mr. Pinto,

As I stated in my previous email, this matter has been considered. Typically the deferral/waiver option is reserved for unimproved streets (see City Code section 7-4-2.B.1.g). In this case however, deferral was approved for the installation of sidewalk along LeGrande Cannon Boulevard but deferral was denied for the installation of sidewalk along Cleveland Street. If accepted, this change will require a revised site plan reflecting no sidewalk along LeGrande. I was waiting to hear back from you on concurrence with the LeGrande sidewalk deferral before finalizing the waiver regarding the same.

For Transportation Systems Department approval at final inspection, the sidewalk along Cleveland and curb ramps at the corner must be installed and a waiver signed or sidewalk installed along LeGrande Cannon. Please let me know if I should send the waiver for the LeGrande frontage or not.

Regards,



Mark Young, P.E.

Transportation Engineer, City of Helena
(406) 447-8099 | myoung@helenamt.gov
helenamt.gov
3001 E. Lyndale Avenue, Helena MT 59601

NOTE: The contents of this E-mail may contain information that is legally privileged and/or confidential to the named recipient. This information is not to be used by any other person and/or organization. The views expressed in this document do not necessarily reflect those of the City of Helena. Email correspondence to and from City of Helena government offices is subject to the Montana government data practices and may be disclosed to third parties.

To request an accommodation or alternate information format, please contact the Community Development Department/Planning Division at: Voice: 406-447-8490 | TTY: 1-800-253-4091|Relay: 711 Email: citycommunitydevelopment@helenamt.gov

From: David Pinto <davidajpinto@gmail.com>
Sent: Wednesday, November 27, 2024 10:24 AM
To: Mark Young <MYOUNG@helenamt.gov>
Cc: dramos@helena.gov
Subject: Re: 1208 LeGrande Cannon - Sidewalk Variance Request

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

Dear Mr. Young,

I am requesting to defer the installation of the sidewalk along Cleveland Street for the following reasons:

- My property at 1208 LeGrande Cannon is located at the south end of Cleveland Street. My property is the southernmost property on Cleveland Street. There are currently no sidewalks installed along Cleveland Street, on either side of the street, until the block on which CR Anderson Middle School is located. There are five blocks on Cleveland Street, where no sidewalks exist, between my property to the South and the school to the North. Thus, there would be an approximately five-block disconnect between the closest sidewalk on Cleveland Street and the sidewalk you propose I install.
- The southern portion of Cleveland Street approaches the base of Mount Helena. Consequently, the south end of Cleveland Street, like most streets similarly situated in the area, is very steep. I've spoken to my contractor about installing this sidewalk, and he reports that it would be the steepest sidewalk he has ever installed. Please let me know if you'd like to discuss this with him in more detail.
- My property does not run the entirety of the block along Cleveland. To the south (downhill), there is an alleyway and then another property before there is another street. That property does not have sidewalks installed along Cleveland Street.
- If I were to install the sidewalk along Cleveland Street at this time, the ADA compatible sidewalk would terminate at the gravel alleyway, on the downhill side of the property.

- If I were to install the sidewalk along Cleveland Street at this time, I am very concerned that pedestrians using the sidewalk could be seriously injured due to the abrupt termination of the sidewalk halfway through the block. I am especially concerned about those pedestrians traveling on the sidewalk on wheeled equipment. The sidewalk would lead them directly into the gravel alleyway or into the downhill property owner's yard. In either scenario, there is a risk that their wheels could get caught in the gravel or in the downhill property owner's yard, leading to a serious accident. This risk is compounded in wintertime, when snow piles created from use of the alleyway could create an impenetrable obstacle between the sidewalk on my property, the alleyway, and Cleveland Street.
- I am very concerned about the liability that could attach to me and my property personally if a serious accident were to occur because of the sidewalk.
- After attending the City Commission Meeting on November 13, 2024, I understand that the City is prioritizing the installation of sidewalks throughout the city to increase accessibility and safety. I understand the need for accessibility and safety is especially present in neighborhoods around schools.
- There is currently no Special Improvement District that includes my property or my property's neighborhood. I understand that the City is preparing to take such actions, or similar actions, to update the adequacy and compliance of sidewalks throughout the City, especially in priority neighborhoods where schools are located.
- Due to this pendency, I fully believe that deferring the installation of the sidewalk along Cleveland until such time that the City finalizes a comprehensive sidewalk installation plan is appropriate in this case. Deferring the sidewalk installation until a time when my downhill neighbor installs a sidewalk along Cleveland Street would alleviate my concerns regarding the sidewalk's disjointedness. It would also allow the City to come up with a well-organized plan that comprehensively addresses these safety concerns.
- Under a neighborhood wide sidewalk installation plan, I would not be opposed to installing the sidewalk pursuant to the plan.

Accordingly, I request to defer the installation of the sidewalk on my property that runs adjacent to Cleveland Street until such time when the City implements either a SID or other neighborhood-wide sidewalk improvement plan.

If these terms are acceptable to you, I will agree to waive my right to protest any future road or sidewalk SID that includes either LeGrande Cannon or Cleveland streets and will sign a waiver that provides as much. I will record the waivers with the County Clerk and Recorder's office at my own cost.

Respectfully,

David Pinto

On Tue, Sep 10, 2024 at 4:05 PM Mark Young <MYOUNG@helenamt.gov> wrote:

Mr. Pinto,

I apologize for the delay in getting back to you on your sidewalk variance request.

The City Manager has denied your request to not install sidewalk along your property frontage on Cleveland Street. The sidewalk, including double ADA curb ramps, must be installed along Cleveland.

The City Manager has approved your request to defer the installation of your sidewalks along LeGrande Cannon Blvd under one condition; that you sign a waiver of your right to protest any future road/sidewalk SID (Special Improvement District) for LeGrande Cannon. If you are OK with that, then I will get the waiver written up for you to review and sign, otherwise you will need to plan on installing sidewalk as shown on the approved plan. Please let me know your preference.

Regards,

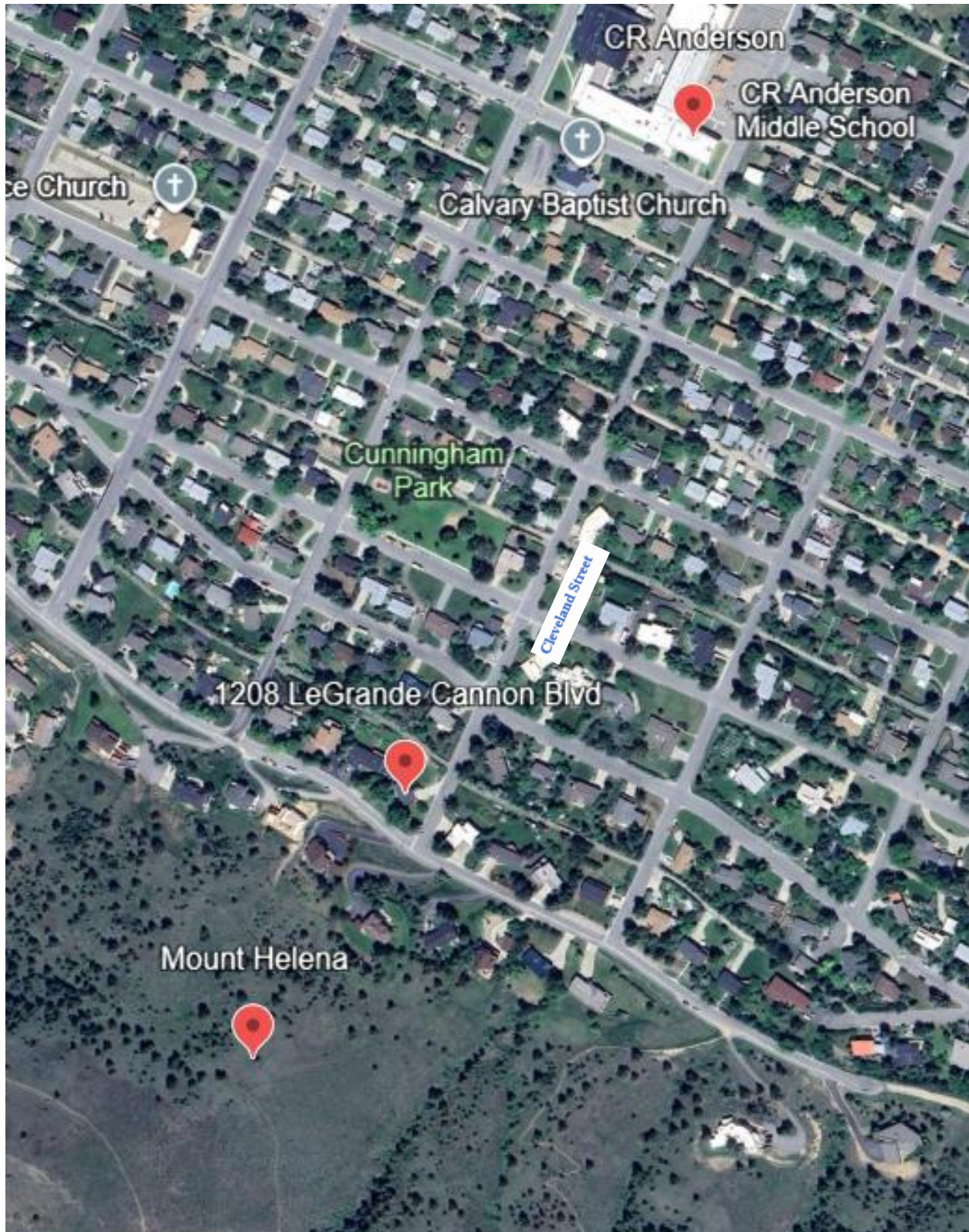
<image001.jpg>

Mark Young, P.E.
Transportation Engineer, City of Helena
(406) 447-8099 | myoung@helenamt.gov
helenamt.gov
3001 E. Lyndale Avenue, Helena MT 59601

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Property Location and Photographs



Steepness of the Property



View Down Cleveland Street



Downhill Alley and Neighboring Property







No Sidewalks on either side of Cleveland Street for at least 5 blocks



Concerning The Pinto Home at 1208 Le Grande Cannon Blvd

Layton Sysum, Sysum Construction Inc.

Bachelor of Science in Mechanical Engineering Technology, Montana State University Bozeman

3 years Boeing Commercial Airplane Group, Tool and Mechanical Handling Design Engineer.

34 Years Sysum Construction building Single Family Residential Homes and Multi Family Homes

It is my opinion as follows.

The sidewalk along Cleveland St for 1208 Le Grande Cannon Blvd should not be built.

The topography is not conducive to a proper sidewalk being installed which is why there is not already a sidewalk. This is not a new home it was a crumbling older home that was removed and a newer home is being put in its place.

The neighboring homes do not have sidewalks along Cleveland St.

This would be a sidewalk to nowhere.

This in itself creates a danger putting pedestrians in the street with nowhere to go.

However that is not the worst problem, the steepness at the top of Cleveland is the worst problem.

This sidewalk will be 11-13%, far exceeding any sidewalk we have ever installed.

This will be uncomfortable and dangerous especially in the winter for most any pedestrian.

It will be even worse for ADA persons and older persons. ADA cross slope is to be less than 2% yet this would be allowed?

When a person finds themselves uncomfortable and attempts to turn around, they will fall down.

This sidewalk will be impossible to maintain in the winter.

Whoever attempts to shovel this sidewalk, will fall and hurt themselves.

My concrete flatwork subcontractor has indicated an unwillingness to produce this sidewalk.

I suggest not creating this sidewalk but if the City of Helena insists, we will require a release of liability for its design, location, and the danger it presents.

Sincerely

Layton Sysum

A handwritten signature in dark ink, appearing to be 'Layton Sysum', written in a cursive, flowing style.

City of Helena, Montana

02/07/2025

To: Honorable Mayor Collins and Members of the City Commission

From: Tim Burton, City Manager
Chris Brink, Community Development Director

Subject: Consider the allocation of funds from the former Consolidated Central Helena Urban Renewal Area to a new project located within the boundaries of the former URA

Present Situation: Present to the Mayor and members of the City Commission a request from the Helena Symphony for funding assistance for a funding feasibility study for "Project Ming"

Background Information: On 7, November of 2024, the Helena Symphony made a request of the Mayor and City Commission for partial funding (\$35,000) of a fundraising feasibility study assessing the Symphony's fundraising capacity for Project Ming. According to the Symphony representatives, the funds will be used to contract and execute a comprehensive fundraising feasibility study for the Symphony specifically relating to their Ming Opera House project.

In 2024, through a partnership with DEQ/EPA, Mosaic Architecture, Theatre Projects, MBAC, the Helena Symphony, the Shriners and many other stakeholders, a dynamic long-term vision for the historic Ming Opera House and the Helena Light and Traction Building was created. This was delivered in the form of a preliminary architecture report and operational feasibility study.

The Helena Symphony intends to contract the services of one of several high quality and experienced groups that conduct similar studies across the country. This study will provide a clear picture of the fundraising capacity of the Helena Symphony and envisioned acquisition and revitalization next steps for the Ming project. The potential impact of the Ming Project will be the significant development of a historic property that will enhance the City of Helena with a space for performance, the creation of a third space for the community to share and utilize, and a location to house Helena artists. This project also supports the development and revitalization of Cruse Avenue by creating an entrance to the building as a multiuse venue.

For 70 years the Helena Symphony has served the Helena community through symphonic performances and education programs that enrich the lives of community members. The mission of the Helena Symphony is to engage, enrich, transform, and inspire lives through music. The opportunity to acquire and revitalize the Ming Opera House in the heart of downtown Helena, becoming a performing arts space and a hub for community engagement and events, has the potential to change the landscape of the city for decades.

Proposal/Objective: Approval of the allocation of funding from the former Consolidated Central Helena Urban Renewal Area and associated tax increment district.

Advantage:

Funding will allow the Helena Symphony to contract with a consultant for a fundraising feasibility study.

Notable Energy Impact:

NA

Disadvantage:

NA

Notice of Public Hearing:

NA

**Staff Recommendation/
Recommended Motion:**

Move to approve a resolution for the allocation of funds, in the amount of \$35,000 from the former Consolidated Helena Urban Renewal Area and associated tax increment district, to the Helena Symphony for a funding feasibility study.

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION ALLOCATING FUNDS FROM THE FORMER CONSOLIDATED CENTRAL HELENA URBAN RENEWAL AREA TO A NEW PROJECT LOCATED WITHIN THE BOUNDARIES OF THE FORMER URBAN RENEWAL AREA.

WHEREAS, Ordinance No. 2559 created the Consolidated Central Helena Urban Renewal Area; a combination of the Last Chance Urban Renewal Area and the Downtown Development Study Urban Renewal Area;

WHEREAS, Ordinance No. 2559 established tax increment funding provisions for the Urban Renewal Area and provided for a list of approved projects to be financed with generated tax increment funds;

WHEREAS, Ordinance No. 2559 established a process for which the Urban Renewal Plans could be amended or modified and additional projects could be designated and approved;

WHEREAS, Ordinance No. 2804 designated and approved The Great Northern Area Project as an urban renewal project located within the former Consolidated Central Helena Urban Renewal area and allocated \$880,000 in tax increment financing in the form of a loan to the project, and as amended in Ordinance No. 3027, to be paid back starting on April 1, 2020;

WHEREAS, after the approval of the Great Northern Area Project

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. _____

was granted, the Consolidated Central Helena Renewal Area and corresponding tax increment district sunsetted, resulting in the loan proceeds from the project to be deposited in a separate fund to be used within the confines and under the goals and objective of the former Urban Renewal Areas;

WHEREAS, a request for those funds, in the amount of thirty-five thousand dollars (\$35,000), has been presented to the City from the Helena Symphony to help fund a fundraising feasibility study, with a total cost of seventy thousand dollars (\$70,000), to assist with fundraising for "Project Ming", a proposed redevelopment of the Ming Opera House and Helena Light and Traction Building into the new home for the Symphony with performance space and offices, new community rooms, artist housing, and spaces for retail; and

WHEREAS, the proposed project and the feasibility study to be funded with these identified funds meet the goals and objectives of the former Last Chance Urban Renewal Area, the former Downtown Development Study Urban Renewal Area, and the former Consolidated Central Helena Urban Renewal Area.

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:

- A. The project is located within the boundary of the former Consolidated Central Helena Urban Renewal Area.
- B. The project is located within the current boundary of the Downtown Urban Renewal Area.
- C. The project conforms to the goals and priorities stated within the former Consolidated Central Helena Urban Renewal Area Plan.
- D. The project conforms to the goals and priorities stated in the current Downtown Urban Renewal District Plan.

Section 2. The City shall distribute thirty-five thousand dollars (\$35,000) to the Helena Symphony, payable from the loan proceeds generated from a project within the former Consolidated Central Helena Urban Renewal Area and associated tax increment district.

Section 3. Prior to the distribution of funds, the Helena Symphony must enter into an agreement acceptable to the City conditioning disbursement of the funds.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS ____ DAY OF ____, 20__.

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. _____

MAYOR

ATTEST:

CLERK OF THE COMMISSION

DRAFT

Helena Symphony

ALLAN R. SCOTT | MUSIC DIRECTOR

RON BALDWIN
President

MATT DALTON
Vice President

ALISON PAUL, ESQ.
Treasurer

VICTORIA CECHE
Secretary

ALLAN R. SCOTT
Music Director

BOARD OF DIRECTORS

Ron Baldwin, *Chair*
Kathy Bramer
Art Bumgardner
Sisi Carroll
Victoria Cech
Amber Conger
Matthew Dalton
David Genter
Christine Kaufmann
Stephen Mason
Ramon Mercado, Esq.
Alison Paul, Esq.
Chantel Schieffer
Allan R. Scott, *ex officio*
William Shropshire
Eric Stern, Esq.

Tiana Grisé
Orchestra Representative

Susie Osborne
Chorale Representative

Honorary Members

Darien G. Scott
Joan Poston

21 North Last Chance Gulch
Suite 100
Helena, Montana 59601

406.442.1860
www.helenasympphony.org

Helena City Commission
316 N Park Avenue
Helena, MT 59601

7 November 2024

Honorable Mayor Collins and the City of Helena Commission,

Earlier this year, through a partnership with DEQ/EPA, Mosaic Architecture, Theatre Projects, MBAC, the Helena Symphony, the Shriners and many other stakeholders, a dynamic long-term vision for the historic Ming Opera House and the Helena Light and Traction Building was created. This was delivered in the form of a preliminary architecture report and operational feasibility study.

For the next phase of this project, the Helena Symphony requests \$35,000 from the City of Helena for a fundraising study assessing the Helena Symphony's fundraising capacity across the state and the country to support the development of this project. The Helena Symphony has secured \$20,000 from an individual donor to match this potential funding request from the City of Helena. These funds will be used to contract and execute a comprehensive fundraising feasibility study for the Helena Symphony specifically relating to the Ming Opera House project.

The Helena Symphony intends to contract the services of one of several high quality and experienced groups that conduct similar studies across the country. This study will provide a clear picture of the fundraising capacity of the Helena Symphony and envisioned acquisition and revitalization next steps for the Ming project. The potential impact of the Ming Project will be the significant development of a historic property that will enhance the City of Helena with a space for performance, the creation of a third space for the community to share and utilize, and a location to house Helena artists. This project also supports the development and revitalization of Cruse Avenue by creating an entrance to the building as a multiuse venue.

For 70 years the Helena Symphony has served the Helena community through symphonic performances and education programs that enrich the lives of community members. The mission of the Helena Symphony is to engage, enrich, transform, and inspire lives through music. The opportunity to acquire and revitalize the Ming Opera House in the heart of downtown Helena, becoming a performing arts space and a hub for community engagement and events, has the potential to change the landscape of the city for decades.

We are grateful for your thoughtful time and consideration.

Sincerely,



Allan R. Scott
Music Director



Ron Baldwin
President



Cameron Betchey
Director of Development & Communications



PROJECT MING

THE HELENA SYMPHONY

PRELIMINARY ARCHITECTURAL REPORT

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01 SUMMARY & SCOPE

- Partnership & Funding Source Recognition
- Team Recognition
- Executive Summary

02 EXISTING CONDITIONS

- Site Conditions
- Historic Conditions
- Facility Conditions
- Hazardous Materials

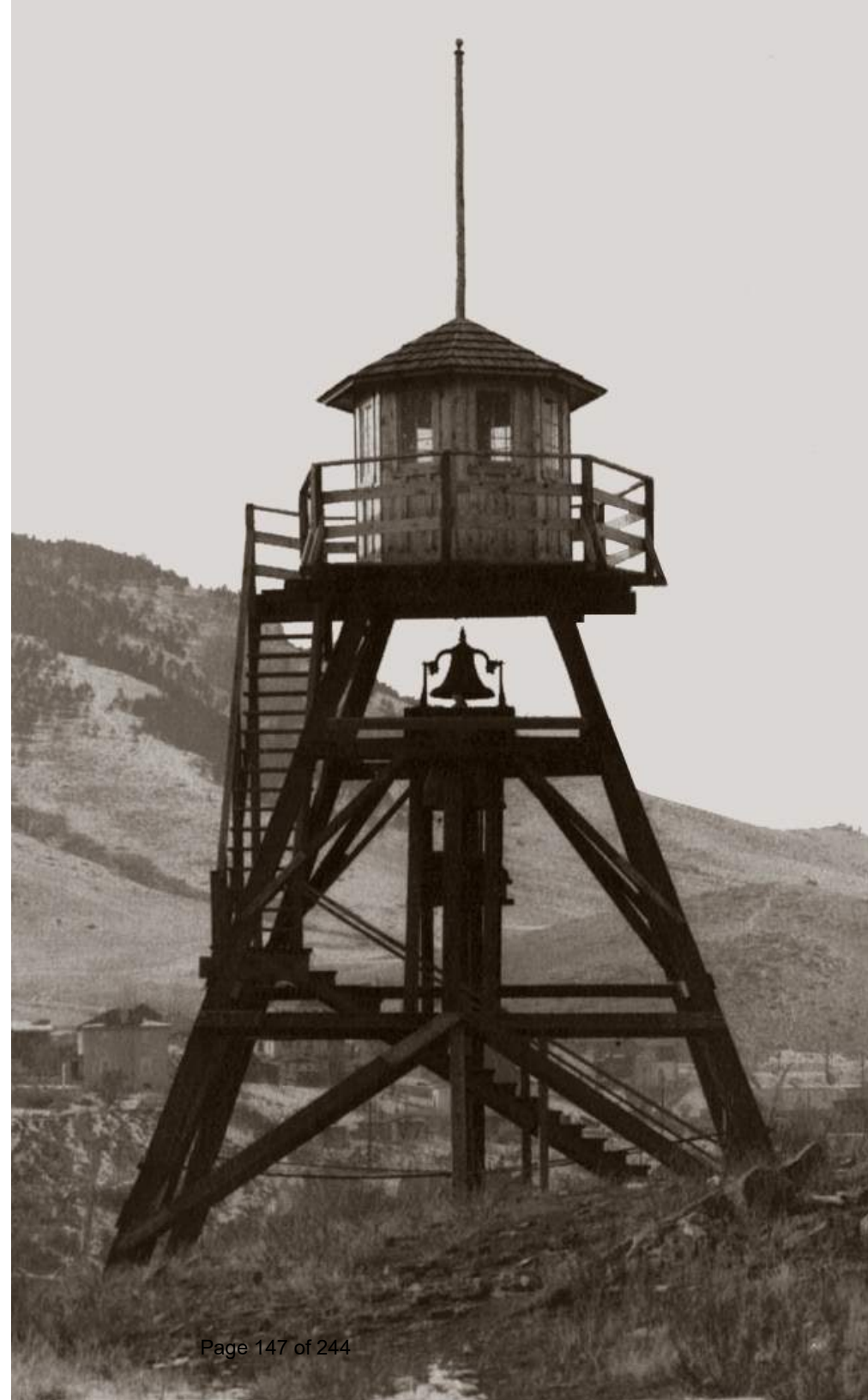
03 PLANNING

- Stakeholder Need
- Community Need
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04 DESIGN

- Design Concept & Floor Plan Diagrams
- Floor Plans
- Design Considerations
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- Cost Estimates

05 NEXT STEPS



PARTNERSHIP & FUNDING RECOGNITION

This project has a unique funding source with a unique and far-reaching partner group. Key partners involved in this project include the following:

Montana Department of Environmental Quality (DEQ)

Montana DEQ's mission is to champion a healthy environment for a thriving Montana. At DEQ, we believe Montana communities and businesses thrive when environmental protections are implemented effectively in a consistent and transparent way. Every day, we work closely with stakeholders and partners in private industry, non-governmental organizations, tribes, the public, and local governments to identify opportunities to improve our service.

Montana Business Assistance Connection (MBAC)

The Montana Business Assistance Connection (MBAC) was created with the expressed purpose of improving the economy and livability of Lewis and Clark, Broadwater, and Meagher counties. We help businesses start up, improve, expand, relocate or transition to new ownership. Our strategic partnerships with traditional lending institutions, as well as access to more than a dozen different types of loan funds, make it possible for businesses to gain financing for which they may not normally qualify.

Consistory Shrine Temple Association (CSTA)

CSTA is located at the Algeria Shrine Temple (*referred to as the Ming Operahouse and Light & Traction Building in this project*) in Helena, MT and is a recognized temple of Shriners International. Shriners International is a fraternity based on fun, fellowship and the Masonic principles of brotherly love, truth and relief. As historic and current stewards of the facility, the CSTA play a critical role in the future use of this facility.

The Helena Symphony

As a regional professional orchestra, the Helena Symphony Orchestra is a 75-member professional orchestra and attracts professional musicians from throughout the United States who commute regularly via plane and/or vehicle, and many relocate to the region. The 110-voice symphonic chorus makes up the auditioned Helena Symphony Chorale from around the region. In addition to the board of directors, the full-time staff of seven and part-time staff of up to eight individuals is dedicated to the Helena Symphony's mission to engage, enrich, inspire, and transform lives through music.

FUNDING RECOGNITION

Historic buildings can be difficult to renovate due to the perceived presence of hazardous materials on site. To help combat this hurdle, the EPA awards funding through the Brownfield Assessment Grant to support revitalization efforts in communities throughout the United States. The Brownsfield Assessment Grant provides funding for brownfield inventories, planning, environmental assessment and community outreach. For this particular project, Montana Business Assistance Connection (MBAC), applied for the Brownsfield Assessment Grant on behalf of stakeholders with a vested interest in the revitalization of the Ming Operahouse and Light & Traction Building located in downtown Helena, MT. MBAC received the grant in 2023. Funding was used to conduct a phase 1 Environmental Assessment Report (see appendix), a Preliminary Architectural Report focused on facility existing conditions (see appendix), and Preliminary Architectural & Operational Report focused on reuse & re-purposing efforts from a sustainable operational perspective (this report).

DESIGN TEAM RECOGNITION

The Ming Operahouse and Light & Traction Building are significant buildings; Not only do they have historical significance, but they are identifiable buildings that contribute to the fabric of the downtown Helena neighborhood. As CSTA membership has diminished over the years, there has been a sustained and growing interest in the reuse and revitalization of Ming Operahouse and Light & Traction Building. Preliminary Architectural Reports (PARs) have been completed by various groups and with varying focus since 2011 with an initial PAR completed by Mosaic Architecture. Rather than re-investigate known conditions, this project aspires to provide new insight into the revitalization of this facility to be a financially sustainable and programmatically dynamic contribution to The Helena Symphony, downtown Helena, and the greater Lewis and Clark County. As such, the design team has been curated to provide expertise and critical insights to the needs of a successful performance venue. The design team include:

Mosaic Architecture - Architectural, Team Lead

At Mosaic we believe impactful design listens to people and celebrates community. Communities throughout Montana partner with us to create formative projects because we understand every community is unique and design suitability is an outgrowth of relationship-building, trust, and careful listening. Our passion is providing excellent design that celebrates and enhances each Montana community we work in and fosters positive life-long relationships.

In addition to architectural responsibilities, Mosaic will manage and coordinate with the expanded design team including structural, mechanical, electrical, and plumbing engineers.

Theatre Projects - Strategic Planning, Theatre Design

Theatre Projects is an international team of designers and planners that create gathering and storytelling spaces for arts, corporate, retail,

healthcare, conventions, sports, and entertainment. Each space we create is designed to promote dialogue, share experiences, and inspire human interaction. Working closely with clients, users, and architects, we apply our experience of what makes a dynamic performance space to create extraordinary spaces.

LSTN - Acoustics

LSTN is a boutique design firm that provides acoustics consulting and audiovisual design for architectural projects. Our portfolio includes a wide range of project types, sizes and locales. At LSTN we prioritize understanding and developing the unique acoustics and audiovisual needs of a project within the context of our collaborator's goals. Owners, architects, and engineers benefit from the creativity and specialty technical skills we deploy to improve the holistic outcome of our projects.

DKAL - Historic Preservation

DKAL Architecture is a specialized small firm focused intently on projects that help Montana maintain its character and sense of place. This work consists almost solely of historic preservation projects, feasibility reports (PAR, HSR, etc.), and working with nonprofits. Often DKAL's services extend beyond the traditional role of the architect into financial analysis, funding identification, grant writing, and re-visioning in order to help projects become feasible. Great pride is taken in listening carefully to clients, old buildings, and communities to achieve results that remain true to their character.

We recognize the planning efforts from the City of Helena, including the Cruse Ave redevelopment study, to improve our community by increasing vitality and businesses in our downtown. As a team we plan to build on this momentum to understand the needs of this project with the ultimate goal to have a successful project that contributes to the Helena area and beyond.

EXECUTIVE SUMMARY

It is with great pride we submit this Preliminary Architectural Report for Project Ming. Mosaic Architecture, Theatre Projects, and the entire team have thoroughly enjoyed working with MBAC, the Helena Symphony team, the Shriners and many other stakeholders in creating a dynamic long-term vision for this incredible historic facility. This study includes both historic structures, the Ming Opera House and the Helena Light and Traction Building.

This is not the first study of this structure and the contents of this PAR rely on heavily on past PAR work in creating the foundation for this study. It is important to recognize the past efforts that have gone into revitalizing this facility including:

- 1981 - Building Code Analysis & recommendations
- 2011 - Existing Building Study
- 2022 - PAR

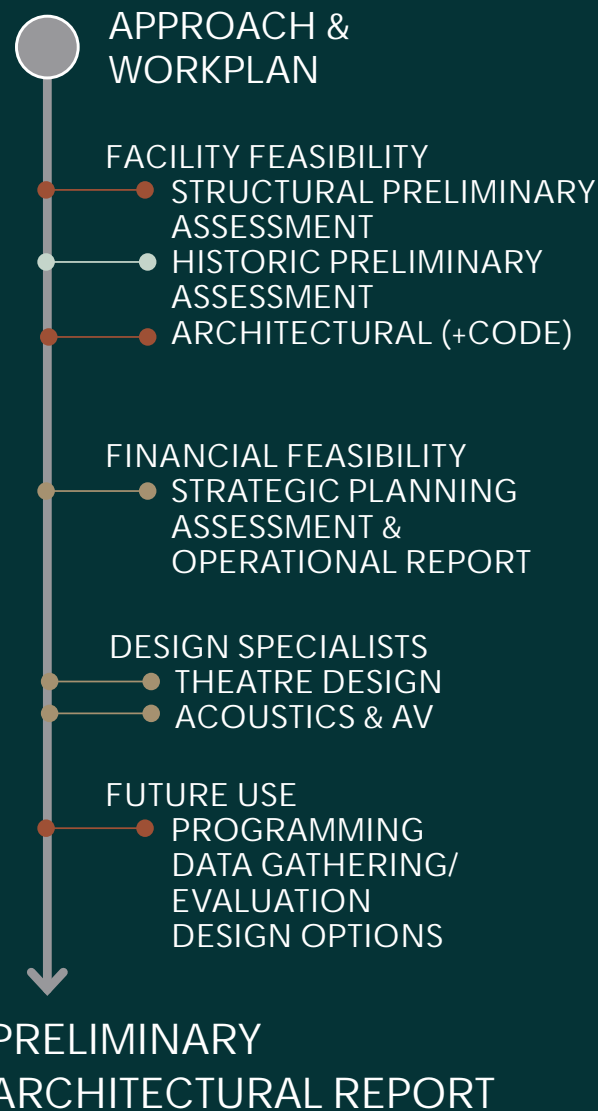
This study aimed to fill in the gaps of these previous works and, more importantly, focused on creating a greater vision for this facility as the new home of the Helena Symphony. This vision revitalizes the facility so it can once again be a vibrant hub of community activity for downtown Helena. To this end, the reports focused on how this facility can be reimagined and re-used, not simply restored.

The resulting design concept is far reaching and begins with a complete historic restoration and rehabilitation of the two buildings. Within those structures, the concept includes creation of a state of the art performance space, development of new HSO offices, new community rooms, artists housing, a dynamic new lobby, required support spaces, and site improvements to allow the facility to reach out into the surrounding historic downtown.

While the design is only at the concept stage, we feel the incredible efforts of the entire team have created a truly inspirational vision for the facility.

Jeff R. Downhour, AIA

Kalina Vander Poel, AIA





02 EXISTING CONDITIONS



SITE CONDITIONS

Location

The site is located between Jackson Street & Cruse Ave in Helena, MT. Jackson Street is a relatively tight street designed for its urban context with historic buildings directly abutting the Right-of-way sidewalk. Immediately south of the site is an alley that provides food delivery access to a nearby restaurant. The alley is small and deadends- requiring vehicles to back out; Additionally utilities are located in the alley, further decreasing the usability of the alley for site access. North of the site are two public parking areas - one of which is accessible from Cruse Ave and the other accessible from Jackson St. An intermediary road connects the two but does not provide access directly from Jackson St to Cruse Ave. Collectively they provide 192 parking spaces.

Neighborhood Context

The site's neighborhood is designated as a historic neighborhood, recognized by the State Historic Preservation Office. Located in the heart of Helena, the neighborhood has a high walkability score of 95. The walking mall is a block away with restaurants, locally owned retail establishments, condominiums, a hotel.

Facilities

The site is comprised of two buildings: 1. The Ming Operahouse and 2. The Light & Traction Building. The Ming Operahouse, the larger building with 5 floors, is located on the south side of the site with access to Jackson Street to the west and a retaining wall separating it from access to Cruse Ave on the east. The Light & Traction Building, the smaller building with 3 floors, is located in the northwest corner of the site with access to Jackson Street to the west. The Light & Traction Building also has access to the east through a small parking lot on site.

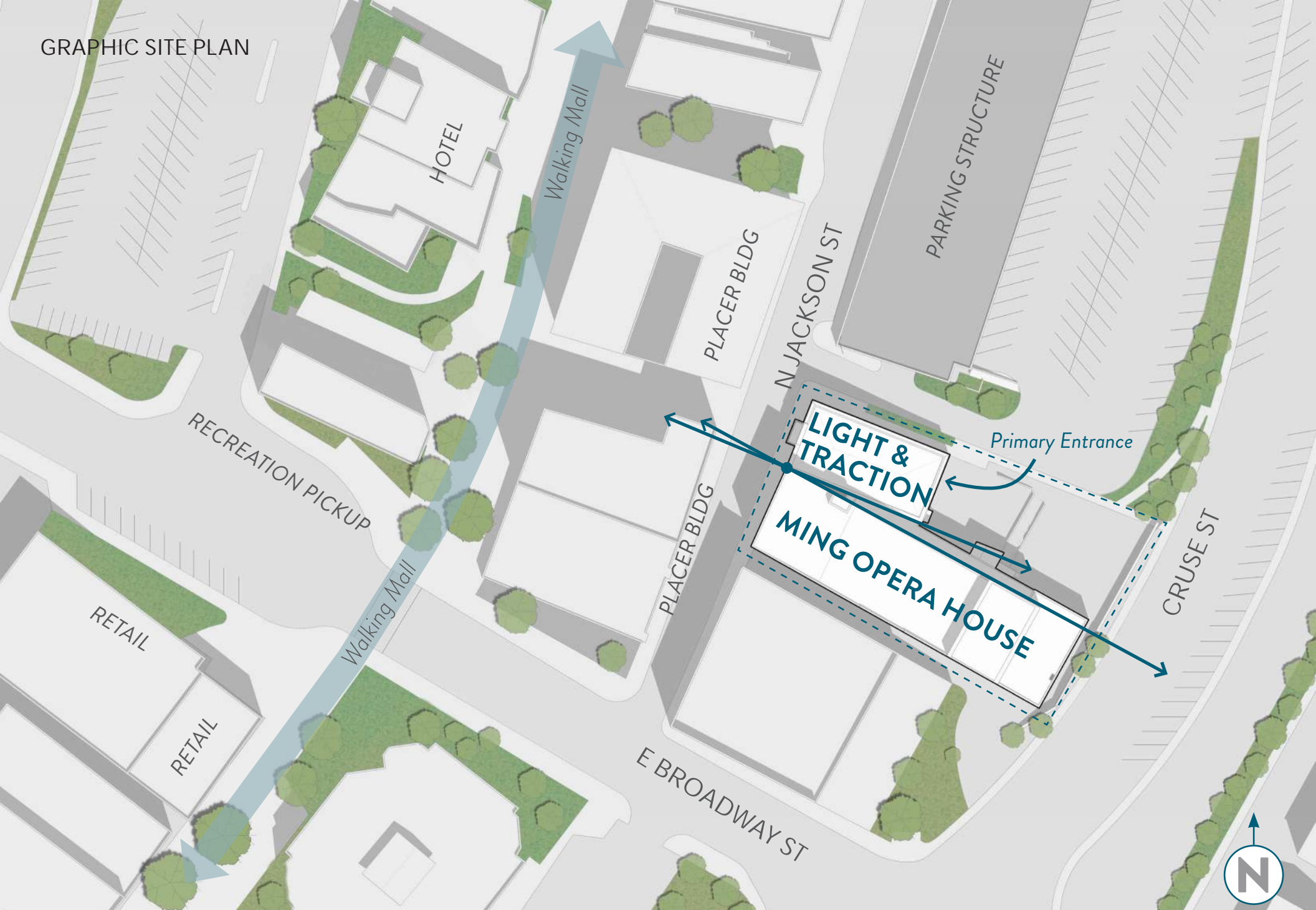
Topography

Topography is a considerable factor for this site. To account for the natural topography of the site, entrances are not on the same level and parts of both buildings are buried on the east side of the site. For example, The Ming Operahouse entrance is higher than the Light & Traction Building entrance. The second floor entrance to the Light & Traction Building is level with the parking lot to the north, but the second floor of Ming is approximately 3 feet higher than Cruse Ave. This is a considerable change in elevation as Cruse Ave is approximately 20 feet higher than Jackson St.



SITE PHOTOS





HISTORIC CONDITIONS

Below is a summary of existing historic conditions. For additional information, please see the Historic Conditions Report, included as an appendix to this PAR.

The Ming Opera House and the Helena Light and Traction buildings are intact historic properties worthy of preservation as part of Helena's and Montana's historic landscape. Associations with Montana's Territorial Era, Helena's growth and evolution, the Masons and Shriners, and significant individuals have merited recognition on the National Register of Historic Places. And the Helena Symphony has deep historic ties with both the Shriners and the Ming Opera House. The buildings are both sound and have decades more life in them if basic improvements and deferred maintenance are addressed. Rehabilitation, particularly for public performances, is readily achievable and financially feasible while maintaining the historic integrity of the buildings.

Preserving and treating the existing historic fabric of these buildings sensitively is fundamental to the vision of the Helena Symphony and their partners. It is also fundamental to their vision for this investment's impact on downtown Helena's

streetscape, local economy, and how the Helena Symphony will further their impact on the community through arts and culture. In addition, thoughtful preservation is required for many of the funding sources that will help make this project possible.

The exterior of both buildings remain intact and in need of only minor repairs and masonry repointing. Significant restoration work is required at the entry to the HL&T building. And the masonry along the base of the north wall of the HL&T is severely deteriorated. Minor repairs are required to the granite at the front façade of the Ming. Both buildings will require repairs to their historic wood windows. The windows (and associated wood frames/sills) of the Ming are in relatively good condition and require minor repairs, refinishing, and reglazing. And the windows of the HL&T have been covered in stucco, but appear to be in place and will likely be salvageable with careful demolition.

See appendix for full historic report.





MING OPERA HOUSE

Built: 1880

SF: 26,040

Levels: 4 + Basement

- Major renovation **4 or 5 times** including removing and rebuilding the balcony numerous times
- new facade you see today was added 1915
- 2nd floor (main performance floor) added in 1915



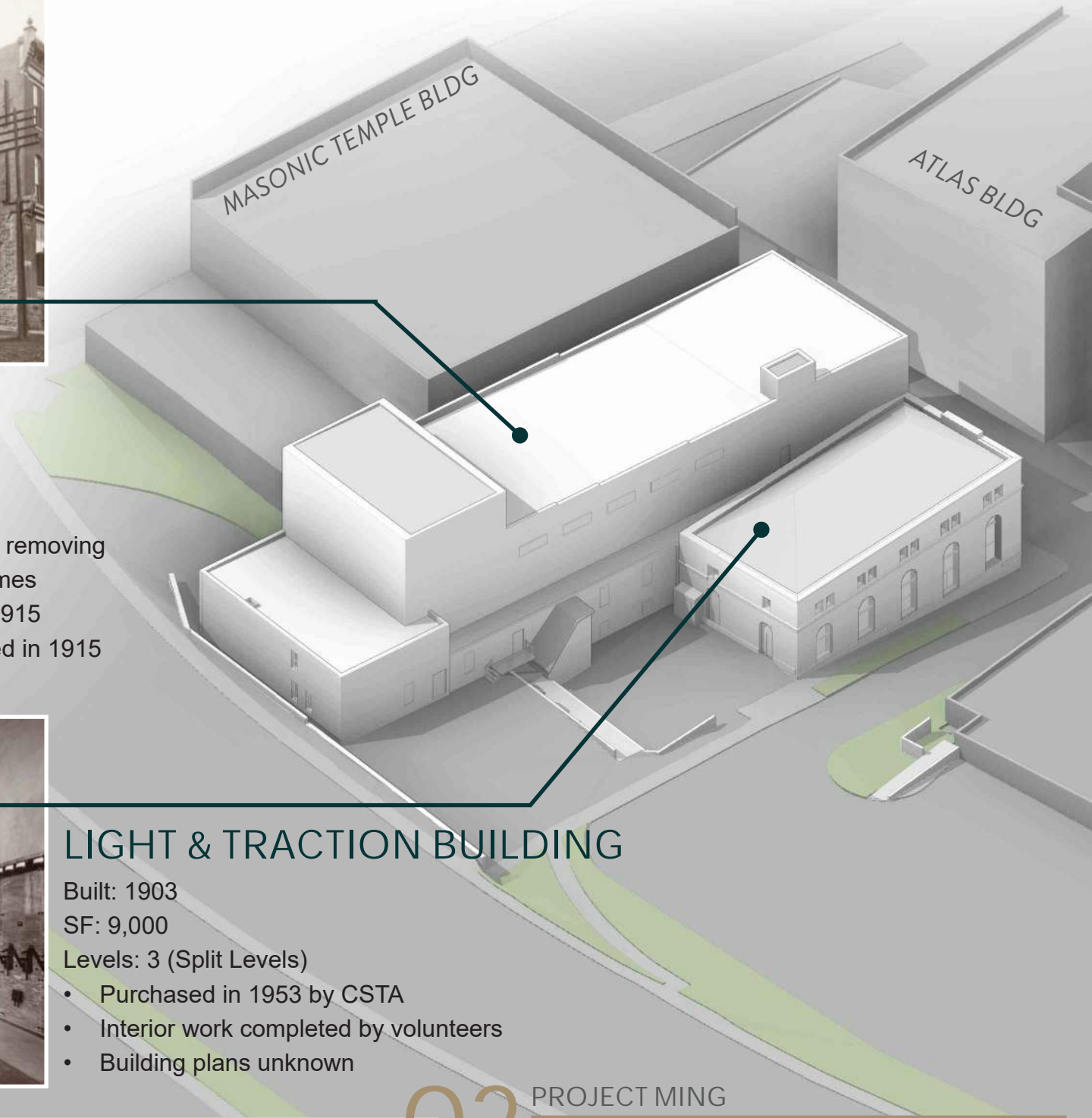
LIGHT & TRACTION BUILDING

Built: 1903

SF: 9,000

Levels: 3 (Split Levels)

- Purchased in 1953 by CSTA
- Interior work completed by volunteers
- Building plans unknown



FACILITY CONDITIONS

Code & Accessibility

Overarchingly, neither the Ming Operahouse nor The Light & Traction Building meet current accessibility standards including The Americans with Disabilities Act (ADA). These deficiencies reside in the path of travel from Jackson and/or Breckenridge Street, interior door and pathway clearances, restrooms, and reaching standards. There is an elevator in the Ming; however, the elevator does not have a current Montana Elevator Inspection Tag and is not usable. Detailed information regarding code and accessibility can be found in the Preliminary Architectural Report completed in 2022.

Systems

A record of a boiler replacement in 2019 indicates a recent improvement to the heating capacity for the building (PAR 2022). On site observations indicate The Ming Operahouse has steam radiators throughout the building to provide heat from the boiler in the basement. The boiler also provides heat to the Light & Traction building through a combination of radiators and ceiling suspended fan coil units with supplemental heat through electric heaters.

There currently is little to no fresh air being

provided to either building, although there is evidence of an air system in the main performance space at one point in time. At a minimum, a mechanical system providing fresh air is needed to meet current code and the needs of a contemporary performance venue.

Due to the age of the facility, electrical upgrades are out of date and need to be upgraded to meet current code and the needs of a modern performance venue.

There is no fire sprinkler system in the facility, and there is no fire alarm system in the facility. Both of these systems will need to be incorporated in reuse of the facility.

Roof

Per the Preliminary Architectural Report completed in 2022, the Ming has a built-up asphalt roof originally installed in 1976 with a white maintenance coating applied in 2016. The Light & Traction building has a combination of asphalt shingles & built-up asphalt with a white maintenance coating also applied in 2016. Loose fill insulation has been placed in attic spaces, but it is undetermined the R-value and consistency/continuity of the insulation. A full roof



FACILITY CONDITIONS CONT'D

replacement and review of energy code compliance is to be expected in reuse of the facility.

Utilities

Gas, sanitary sewer, water, and storm sewer services are shared by both buildings. While not impossible, it is suggest the buildings remain as a single site to maintain current utility routing.

Structure

A structural assessment of existing conditions was performed by DCI Engineers. In summary, the facility can continue to be used without structural repairs/upgrades as long as there is no change in occupancy or addition of new dead loads. Renovations that affect existing structural members will trigger localized repairs and modifications. In general, the building has also seen deferred maintenance and the basic repairs recommended above should be considered to extend the lifespan of the structures. See appendix for full Structural Conditions Assessment.

Hazardous Materials

A limited Phase II Environmental Assessment was completed by Tetra Tech for the Montana

Department of Environmental Quality on this facility. A summary of findings is below, see appendix for full report.

Asbestos on site is primarily contained to some finish flooring and the elevator shaft. It is in floor tile of the ground floor and platform floor of the multipurpose room and a closet on the first floor of the Ming Operahouse. Asbestos material is also located in floor tiles in the dressing room and the hallway connecting the Ming Operahouse and the Light & Traction Building. Lastly, asbestos was found around a large pipe in the boiler room.

There is significant amounts of lead paint in the building given the age of the facility. Encapsulation is an option for containment of lead based paint.

Finishes Overall

The CSTA provides regular maintenance and care for the facility. That being said, due to the size and age of the facility, areas within the facility have finishes past their useful life and are ready for replacement. Historic evaluation of many of these features should be evaluated prior to replacement as many of the interior finishes and conditions have had



FACILITY CONDITIONS CONT'D

little alteration since CSTA's purchase of the Ming in 1915.

Specific Space: Main Performance Hall

The main performance hall is rectangular in form with a high decorative ceiling and 3 sided balcony. The main performance hall is traditionally organized with entrance at the back of the hall and a stage at the front of the hall. Current seating capacity is anticipated to be approximately 400. In general the main performance space is well suited for continued use as a performance space.

Acoustics in Performance Hall

The Main Performance Hall is a classic "shoebox" auditorium form attached to a stagehouse via a proscenium. The auditorium has approx. Overall dimensions as follows:

- Length: 86ft
- Width: 46ft
- Height: 30ft

The rear and side balcony overhang the floor approx. 6ft at a height of 10ft AFF. The proscenium opening is relatively small. The room's volume of less than 300ft³ per seat is typical for multipurpose auditorium spaces.

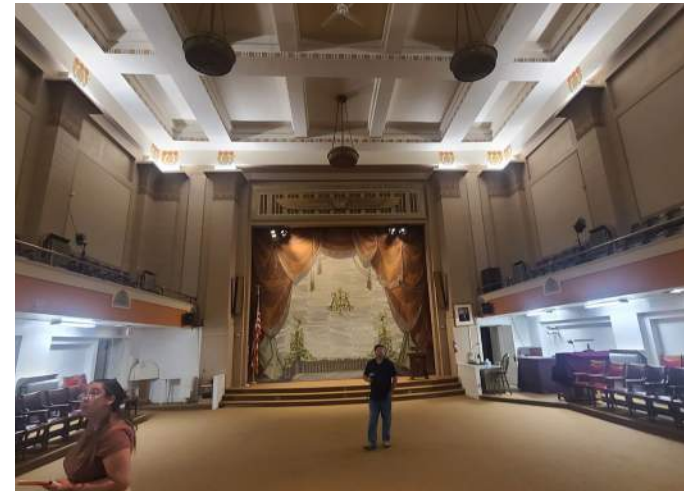
The existing wall and ceilings finishes within the auditorium are painted plaster with pilasters and coffers providing surface articulation. The main floor is carpet and the balcony floor is wood.

The auditorium's shoebox form, its dimensions, and the shaping/finishes all contribute to a space generally suitable for the performance of unamplified music, critically providing a balance of clarity, envelopment, and reverberance.

See appendix for additional information on existing acoustical performance.

Specific Space: Stage

The stage is traditionally used for ceremonial and performance events. The stage has a proscenium with a relatively small stage opening. The stage has large ceremonial oil painted backdrops suspended from wooden sheaves and counterweight carriages with hemp operating ropes. The drops we believe date back to at least 1914 (so over 100 years old). Preservation and fire resistance treatments will need to be explored during renovation but is not unusual for theatres with drops of this age.

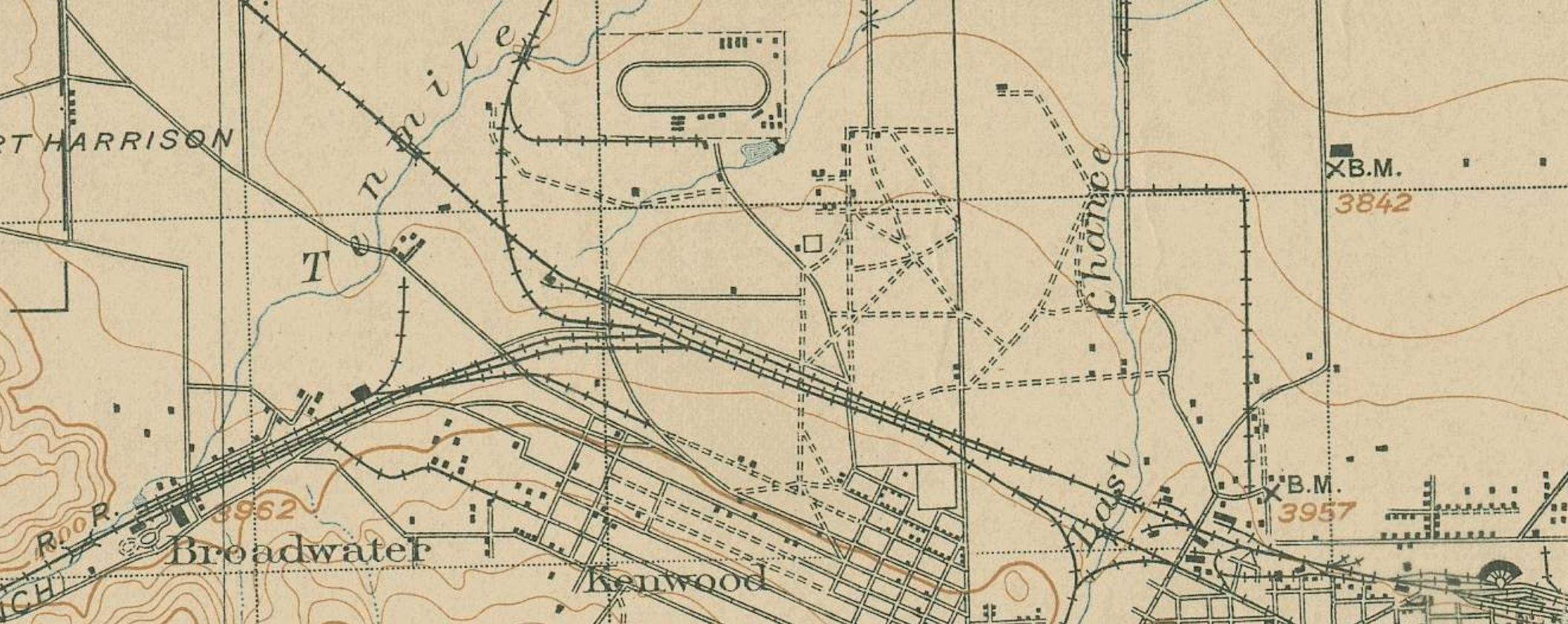


FACILITY CONDITIONS CONT'D

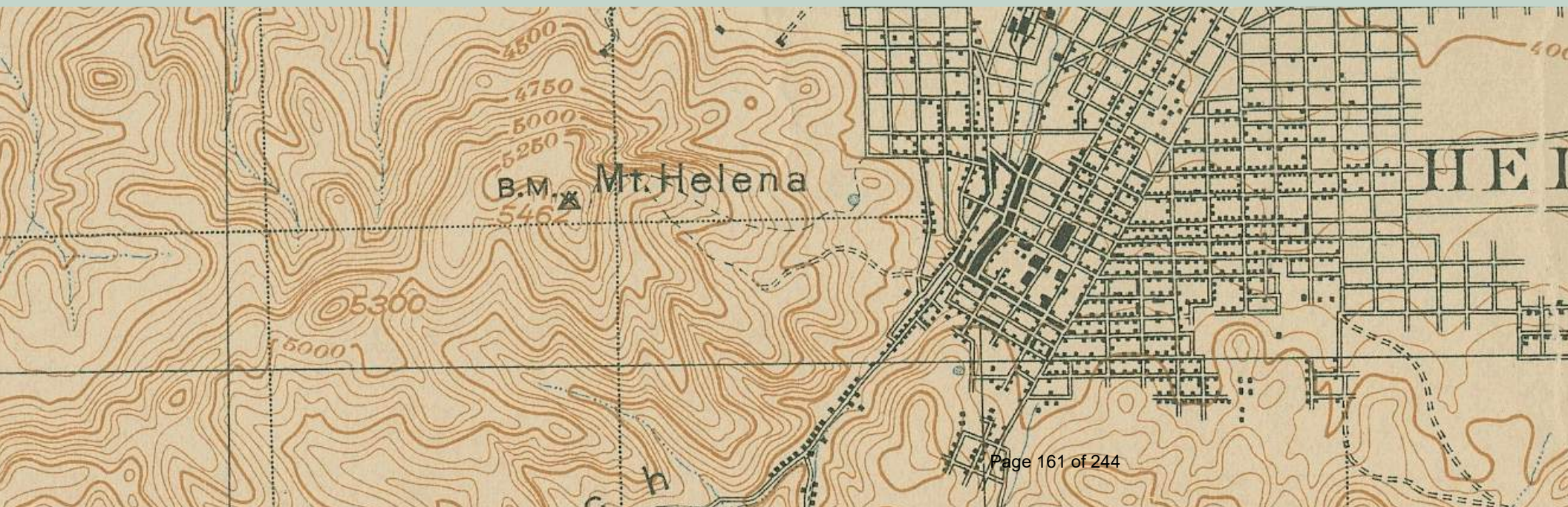
Specific Space: Kitchen

A commercial kitchen is located on the east side of the first floor of the Ming Operahouse. The kitchen currently is used for commercial purposes and is a source of revenue generation for the CSTA. The kitchen has a hood that is inspected annually.





03 PLANNING

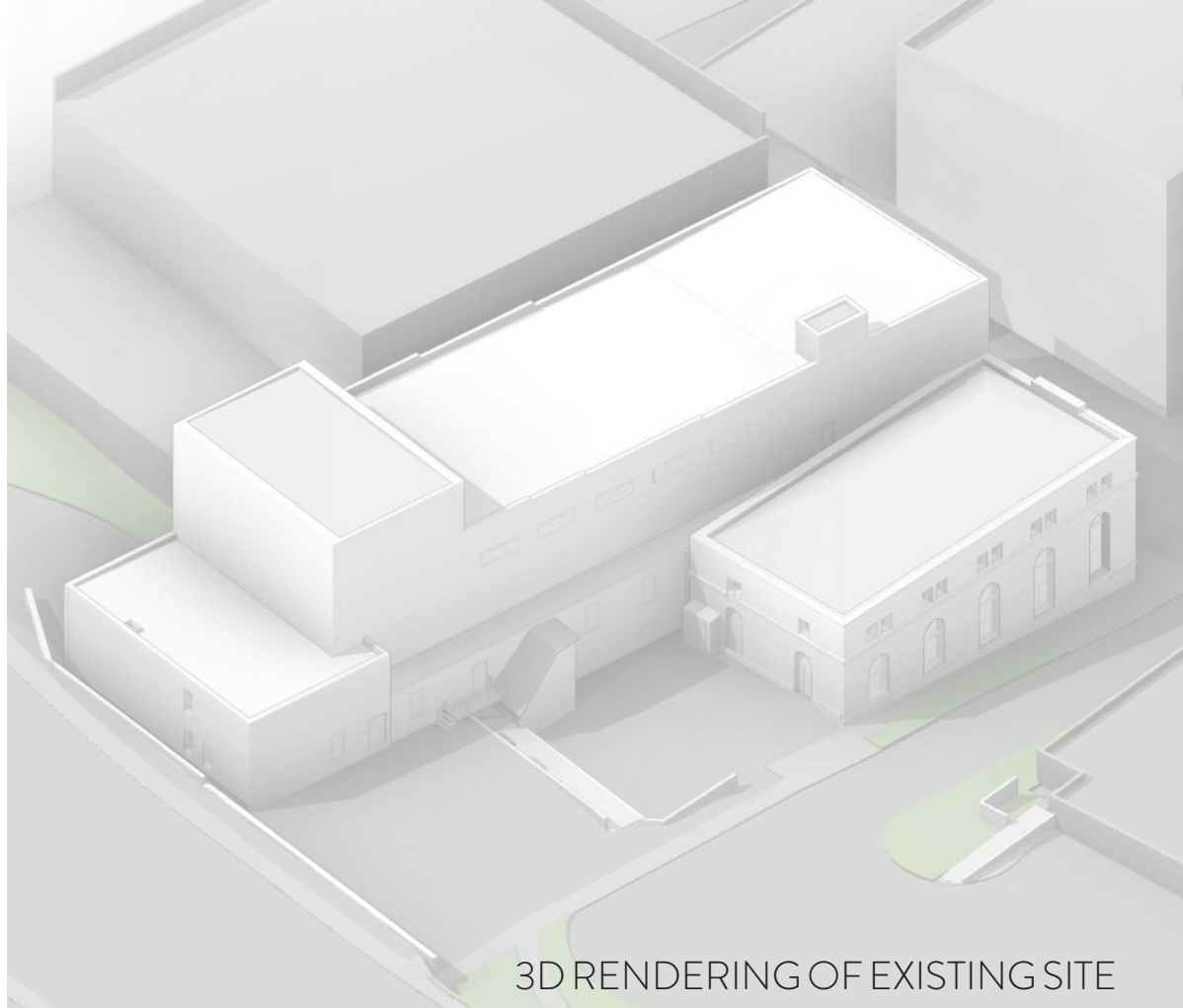


APPROACH

The goal of this Preliminary Architectural Report is two fold. First, we hope to understand how both buildings can be renovated for contemporary use by The Helena Symphony. Second, we hope to understand what it would look like to operate this newly renovated facility from a strategic planning/operational perspective. In order to understand potential contemporary use and it's subsequent operational requirements, a series of programming and planning exercises were undertaken. These exercises include:

1. Collecting information on stakeholder space needs including CSTA and The Helena Symphony
2. Collecting contextual information on the Helena area arts community
3. Strategic Planning exercises with The Helena Symphony
4. Programming exercises with The Helena Symphony
5. Site visits to the facility

The following pages summarize efforts and findings from these exercises.



3D RENDERING OF EXISTING SITE



STAKEHOLDER NEED: CONSISTORY SHRINE TEMPLE ASSOCIATION

The Consistory Shrine Temple Association (CSTA) is an umbrella organization comprised of five fraternal organizations. These organizations are located in Helena and throughout the State of Montana. The CSTA purchased the buildings in 1915 to have meetings, events, and social gatherings with the main purpose of lending charitable support to Montana and its people. The CSTA continues to use the buildings in this fashion today, but reduced membership over the years have correspondingly reduced use of space and space needs.

If possible, the CSTA would like to remain in the facility, but they would like to the facility revitalized and have a more active role in the community as it once did. An existing space needs assessment (below) was performed to help understand current and future space needs of the CSTA.

Existing Space Needs Assessment

Existing Location: Ming Operahouse and Light & Traction Station

- Admin Space Needs
 - Need 1 private office with space for a temporary/part time staff
 - ~225 sf
 - Secretary 9-1pm daily; recorder is part time 3 or hrs a day, could be remote
 - 1 office space for all other groups
 - ~300 sf
- Meeting space needs
 - 1000 sf space for occasional meeting use
 - Has props (ex: riser is critical to meeting)
 - Meetings occur 6-8 times a month in the evening
 - Space must be an enclosure that is sound proof
- “Red room”
 - Room of historical significance for the Shriners
 - For Shriner’s exclusive use
- Conference Room
 - 200 sf (10 people + visitors)
 - 2 groups each meet once a month in a conference room
 - Also used for informal ad hoc meetings
- Performance Events
 - 8-12 events spread evenly throughout the year (12 is more likely)
 - Summer is slower
 - Both the banquette hall and the performance hall are used jointly during events
 - Events last the weekend (arrive Friday, leave Sunday)
- Storage needs
 - Space to store costumes & props
 - Space to store or display archival documents
 - Space to store liquor/catering items
 - Discussion of storage needs has been on going with all organizations. Progress has been made but not enough to understand storage needs from a square footage standpoint.

STAKEHOLDER NEED: HELENA SYMPHONY

For over 68 years, the Helena Symphony has engaged the Helena community with music, attracting audiences of diverse backgrounds, ages, and demographics with inspiring and impactful performances of adventurous programming. Fresh performances of the masterworks of human history, under-served composers, staged works contribute to the state and national identity. In addition to providing this diversity of musical performance, Helena Symphony concerts feature nationally and internationally renowned guest artists. All this reflects the vital mission of the Helena Symphony to engage, enrich, transform, and inspire lives through music.

Looking to the future, the vision for the Helena Symphony is to make meaningful economic, educational, cultural and social impacts on the region. The Helena Symphony needs a space that allows them to achieve these lofty goals. An existing space needs assessment (below) was performed to help understand current and future space needs of The Helena Symphony.

Existing Space Needs Assessment

Existing Location: 21 N Last Chance Gulch Suite 100

- Music Library
 - 55-60' length needed
 - There should be a desk for the librarian in the music library
 - There should be layout space and a printer for music librarian to do work
- Office Space
 - 9 FTE, 17 total (See org chart)
 - 3 departments: Admin, Artistic Admin, Artistic
 - Exec Assistant for music director to be adjacent to director's

office. It is preferred if this is more of an executive suite layout with more privacy for conversations between the assistant and director (not open office as it currently is in existing space).

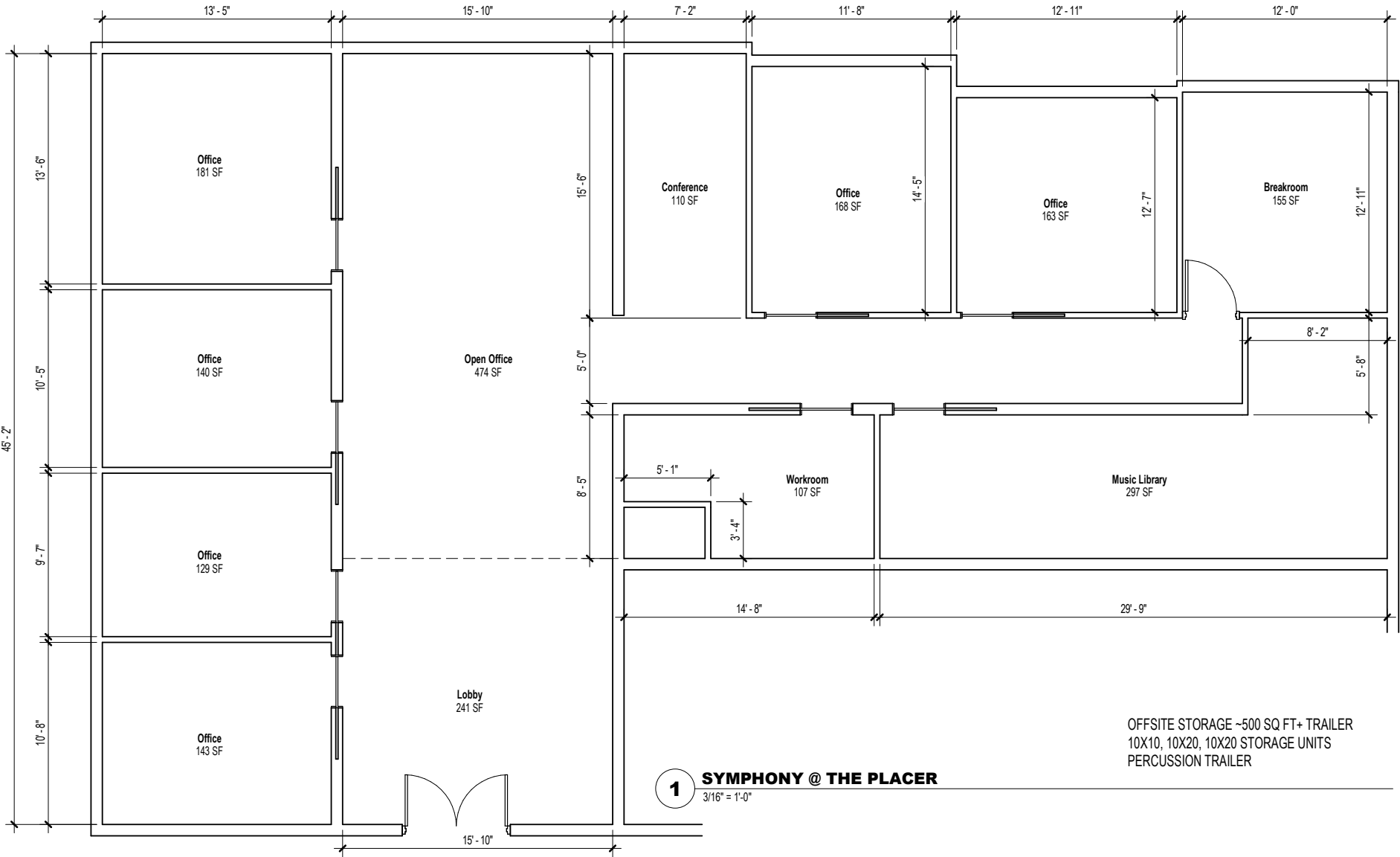
- Need 11 private offices to account for anticipated growth in development & communications department
 - Music Director, Executive Assistant to the Music Director, Director of Artistic Planning, Director of Development, Box office, Director of patron services, Operations manager, (x2 placeholder for anticipated growth)
- Office size to be ~140 typical, director to be 180 min.
- Breakroom
 - Adequate size for a break room but significantly undersized for hospitality needs & storage (existing space ~100 sf)
- Workroom
 - Existing is adequately sized if storage is moved somewhere else
- Conference room
 - Existing is too small, Symphony currently uses the public library with mixed success in reservations because the library conference room is in high demand
 - Need a room suitable for 20 people (16 board members min)
- Storage
 - More storage is needed. Symphony currently rents two storage units (~500 sq ft.). Need a place to park the percussion trailer. It is ideal if the percussion trailer could live on site.

.a5
Symphony Existing Space

PROJECT MING

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COMMUNITY NEED: ARTSPACE

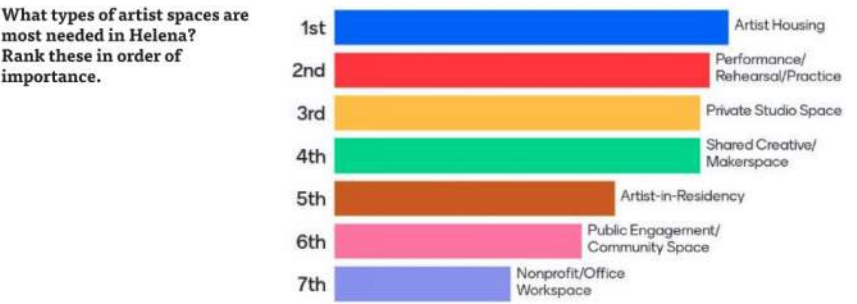
MBAC recently reached out to Artspace, a non profit organization that uses the tools of real estate development to create affordable, appropriate places where artists can live and work, to understand the needs of the Helena Area arts community. Subsequently, a Preliminary Feasibility Study was conducted by Artspace to determine whether an affordable arts development project can move forward within the context of a community’s unique needs, assets, sites, leaders, and resources.

Through the efforts of the PFS it became clear housing is needed and supported for in the Helena Area arts community. When asked questions similar to “What types of affordable creative spaces are most needed in Helena?” and “What other types of creative spaces are needed in Helena?” Affordable live/work housing was the leading expressed need, with performance/rehearsal space and both private/shared studio/maker space close in line. Throughout many discussions, there was a consistent theme of affordable housing with “affordable housing” listed as a top challenge for the Helena Area arts community.

Key takeaway from the Artspace Preliminary Feasibility Study is “a mixed-use concept with housing for artists could make an immense impact in fostering Helena’s creative landscape.”Artspace also strongly recommends that standalone projects also be explored by local developers to address the depth of the needs shared.

Information above and graphics to the right are courtesy of Artspace, and they can be found in the Preliminary Feasibility Study completed in 2023.

What the Helena artist and arts organizations said...



Virtual Artist/Art Organization Focus Group Space Rankings

How would you rate the availability of the following for the creative sector in Helena? Rank on a scale of 1-5



Artist and Arts Organizations Focus Group Menti Word Cloud

ARTS ORGANIZATIONS: ARCHIE BRAY

The Archie Bray is an internationally known ceramic arts studio. Their mission is to promote, celebrate, and sustain the ceramic arts through residency program, education, gallery, ceramic materials and technology, and community engagement on a local, national, and international scale.

Location: 2915 Country Club Ave, Helena, MT 59602

Programming: Year-round & short-term residency programs, education programs including on-site workshops, events & exhibitions, ceramic retail

Current space needs: Affordable housing for residency programming, in-town satellite shop with retail and space for limited programming, downtown presence, conference rooms



ARTS ORGANIZATIONS: GRANDSTREET THEATRE

Grandstreet Theatre is a community-powered Montana institution that produces 8-10 shows each year. Their mission is to brighten Helena, Montana and elevate the human spirit through live theatre and theatre education.

Location: 325 North Park, Helena, MT 59601

Programming: Theatrical performances, educational programming, costume rentals

Current space needs: Rehearsal space, storage space, camp space, Christmas Carol (19 days), Gala (28 days), seeking rental spaces that are <\$300 per day, conference rooms



ARTS ORGANIZATIONS: MYRNA LOY

The Myrna Loy is a live performance, film, and event center with a gallery and pub. Myrna Loy's mission is to engage our community - enrich, educate, entertain and empower - through the arts.

Location: 15 N Ewing St, Helena, MT 59601

Programming: Live performances, Films, Events, Community gathering, Arts education, Neighborhood arts support

Current space needs: 500-seat flexible venue for concerts and education performances (5 days), conference rooms



WORKSHOP

An on-site workshop with consultants and The Helena Symphony was held Oct. 2023 over the course of three days. The goal of the workshop was three fold:

1. Facility Influence. The team visited the Ming Operahouse and Light & Traction Building to understand how existing features such as form, space layout, and historic features influence opportunities.
2. Strategic Planning Operations & Organization. The team established usage patterns and subsequent financial impacts of the facility based on the Helena Symphony, Helena Symphony board, and Arts community needs.
3. Initial Space Planning. Based on facility influence and strategic planning data, the team identified initial space planning and programming opportunities.

The following three pages include photos documenting the workshop. The workshop was a critical component to this project as it created the foundation for subsequent financial analysis and established the design direction for this project. Key takeaways from the workshop include:

The existing facility has a lot of opportunities and, in general, seems ripe for revitalization. Circulation, accessibility, and storage seem to be the highest concern items; A possible solution to those concerns is a small new addition in the existing parking lot.

There is more space in the facility than what is needed for a Performance Venue facility. This creates great opportunities to add programming to meet community need and increase financial revenue opportunities.

These takeaways have been incorporated and are inspiration for the design - see **Section 4: Design** of this document for more information.

WORKSHOP ITINERARY

DAY 1

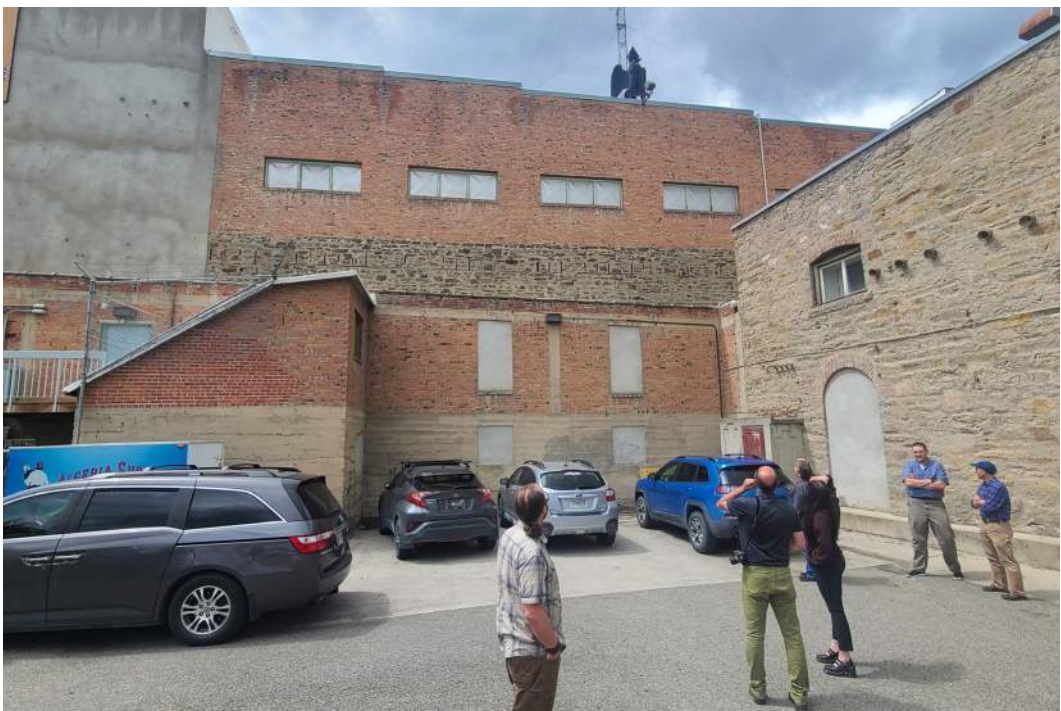
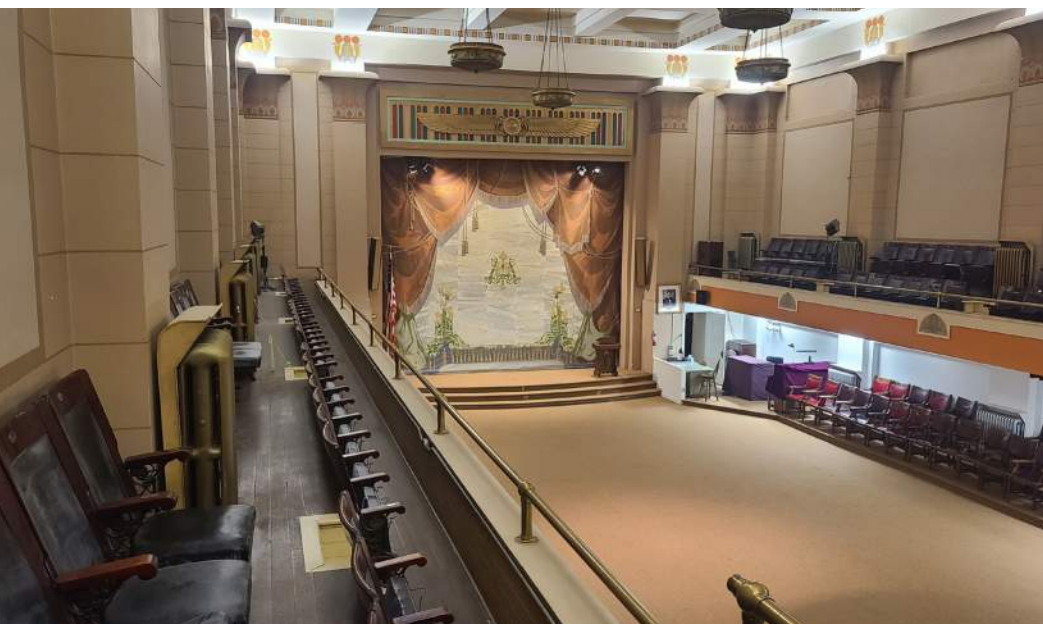
Strategic Planning Kick-off
Season Planning Exercise

DAY 2

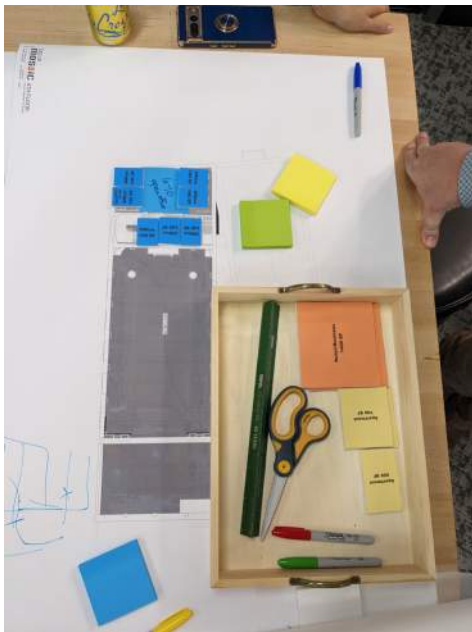
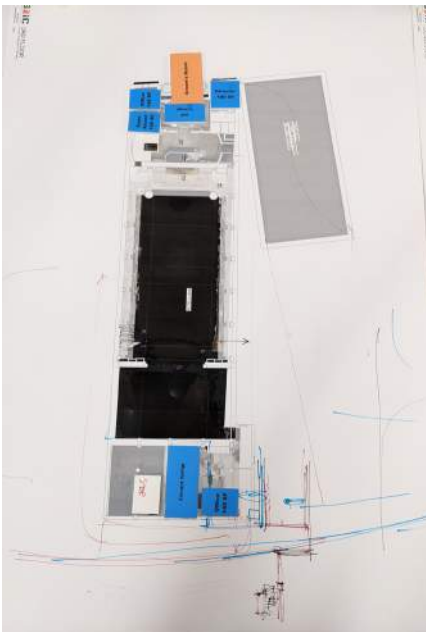
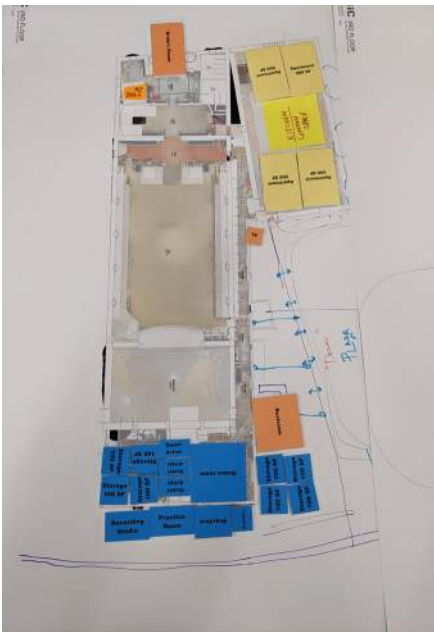
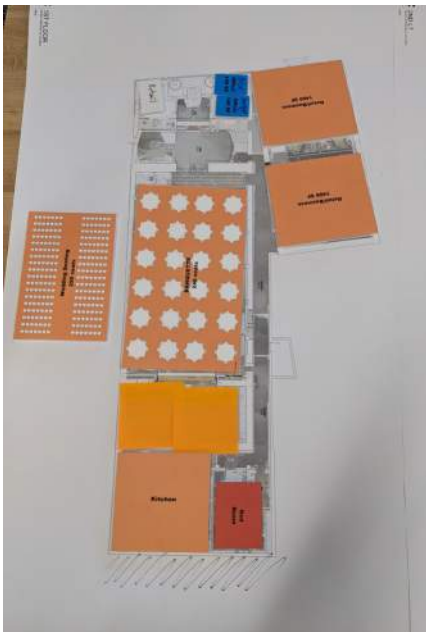
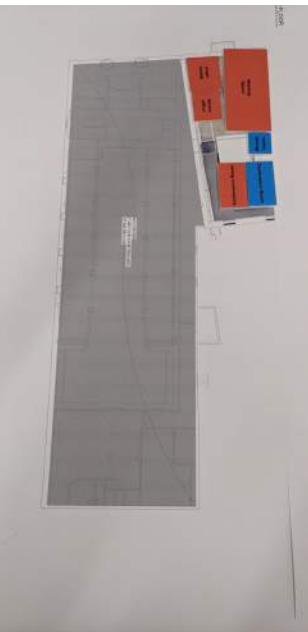
Potential Local Partnerships
Helena Symphony Board Presentation
Facility Tour
Facility Influence Charrette

DAY 3

Local Venue Tours
Hannaford
St. Pauls
Our Redeemer's
Archie Bray
Grandstreet
Myrna Loy
Civic Center
Symphony Staff Operations
Utilization exercise
Space Planning & Visioning Workshop
Rehearsal Observation

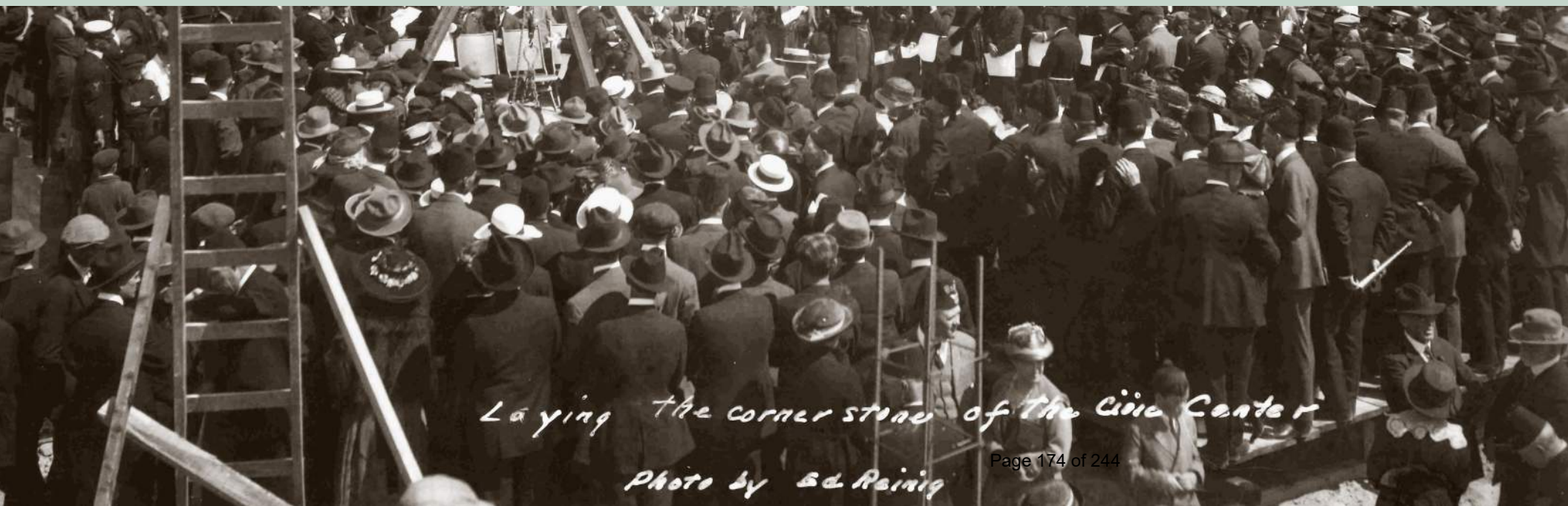








04 DESIGN



Laying the corner stone of The Civic Center

Photo by Ed Rainig

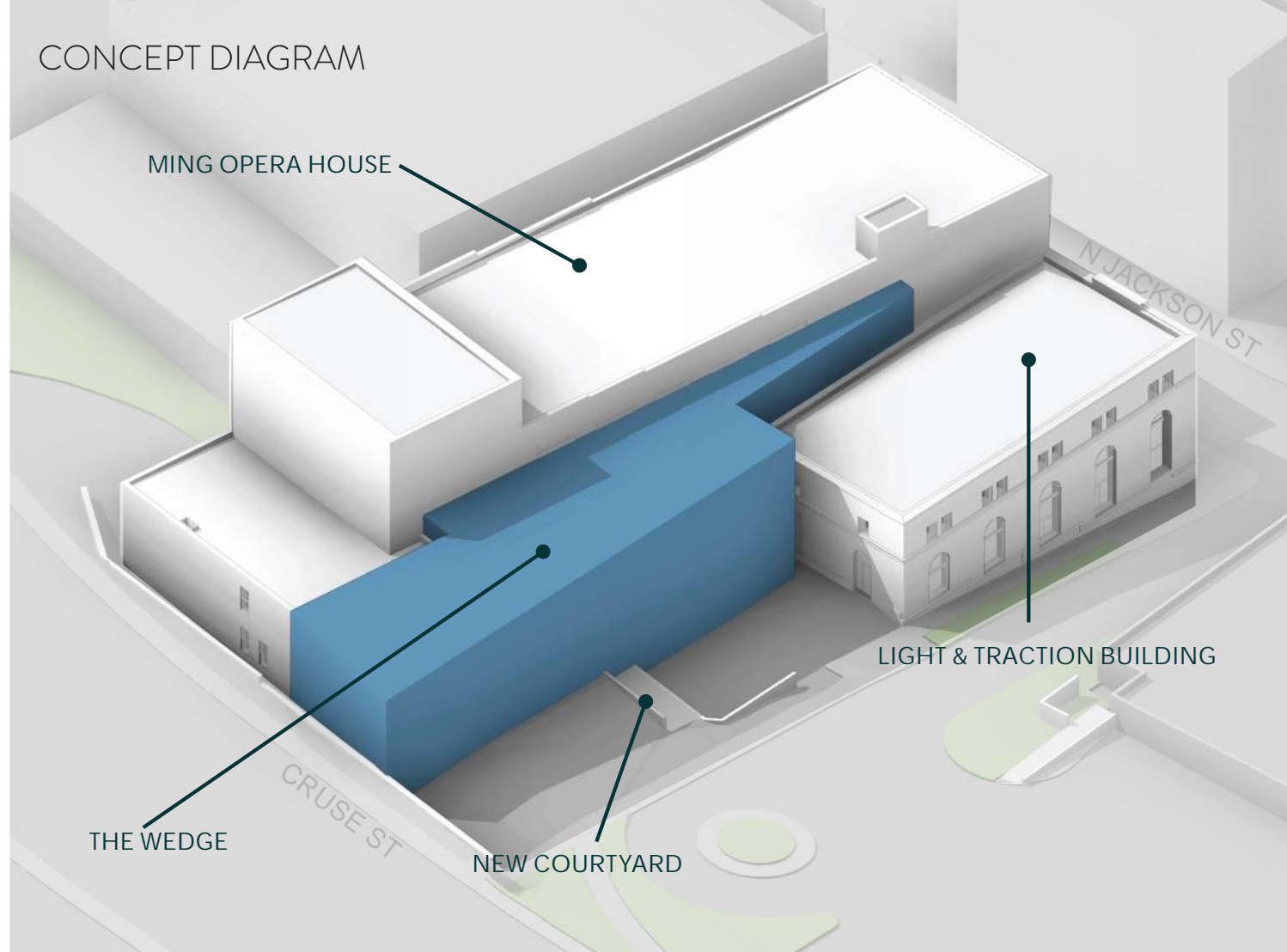
DESIGN CONCEPT

The design concept proposes a small addition in the existing parking area on site can be leveraged to activate the entire site. The physical form of the new addition takes inspiration from an existing condition. The two existing buildings are not parallel to each other; Rather, they are parallel to Jackson St. As Jackson St is a curved, a wedge shape is created between the Ming Operahouse and Light & Traction Building. The new addition proposes to literally expand upon this unique condition and create a wedge shaped building; “The Wedge” allows the project to recognize and respect existing historic conditions while also providing some much needed programmatic spaces. The graphic to the right calls out the major forms/buildings on the site, and the text below summarizes how the design team proposes to address each form.

Ming Operahouse

The proposed design keeps and restores the historic facade of the building and many historic features within the building. The proposed

CONCEPT DIAGRAM



design will keep the performance and event halls, but add a side-loading circulation component to the halls in order to connect the halls the new addition (aka The Wedge). The most significant intervention in the Ming Operahouse is the proposal to demolish and rebuild the balcony. A new balcony is proposed in order to address

existing acoustic concerns, anticipated audience experience issues in the existing hall, and increase seat capacity on the balcony level. On all floors of the Ming, the rooms facing Jackson street would be lightly touched and dedicated for Symphony Administrative use. The remaining spaces within the Ming Operahouse would be

DESIGN CONCEPT CONT'D

used primarily for Symphony support and storage.

The Wedge

The Wedge will be a new addition with ~5,000 SF footprint. The wedge is both it's own unique space and a connector to the two historic buildings. The wedge will contain a new main entrance, a secondary Cruse Street entrance, a lobby with ticketing and concessions, and some much needed support spaces such as accessible restrooms, storage and an elevator.

The Wedge serves a critical role in resolving existing circulation and accessibility issues in the two historic buildings. An accessible elevator and accessible restrooms will be provided in The Wedge for audience use.

Lighting & Traction Building

The proposed design keeps and restores the historic facade of the building, reintroducing the presence of large windows as expressed in historic photos. The exterior walls of the building will remain, but the interior of the building will be demolished

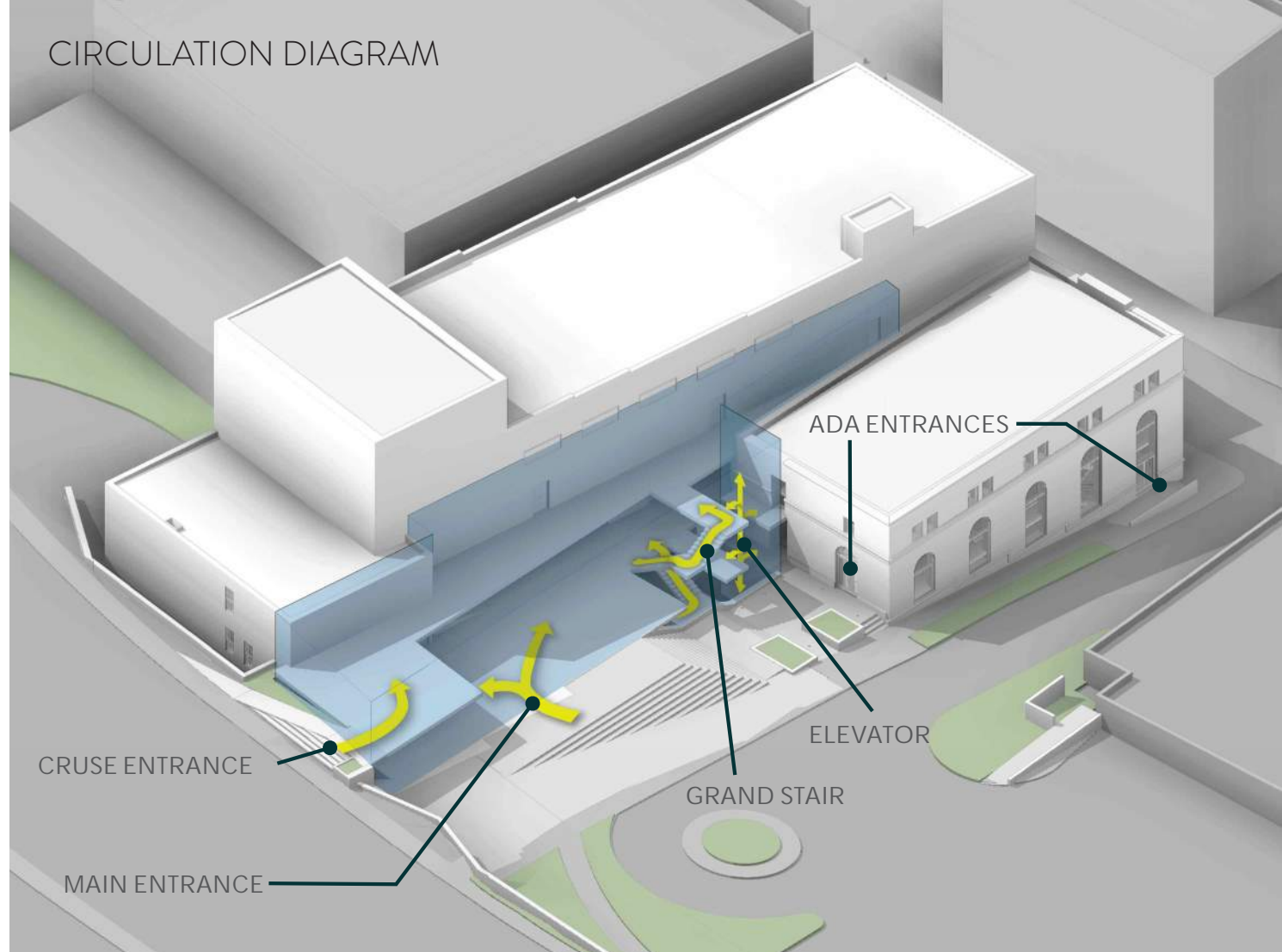
and entirely rebuilt. This is to provide essential programming space requested by stakeholders and community members as well as increase revenue potential for the entire facility.

Life Safety/Code Approach

The design proposes to separate the Light &

Traction Building from the Ming Operahouse in such a way that, from a code standpoint, they are two entirely separate buildings. No programmed spaces will connect the two buildings. The only connection between the two buildings will be to provide elevator access; The Light & Traction Building will have accessible entrances from the

CIRCULATION DIAGRAM



DESIGN CONCEPT CONT'D

street on both the first and second floor, with stairs (and elevator) provided for access to the third floor.

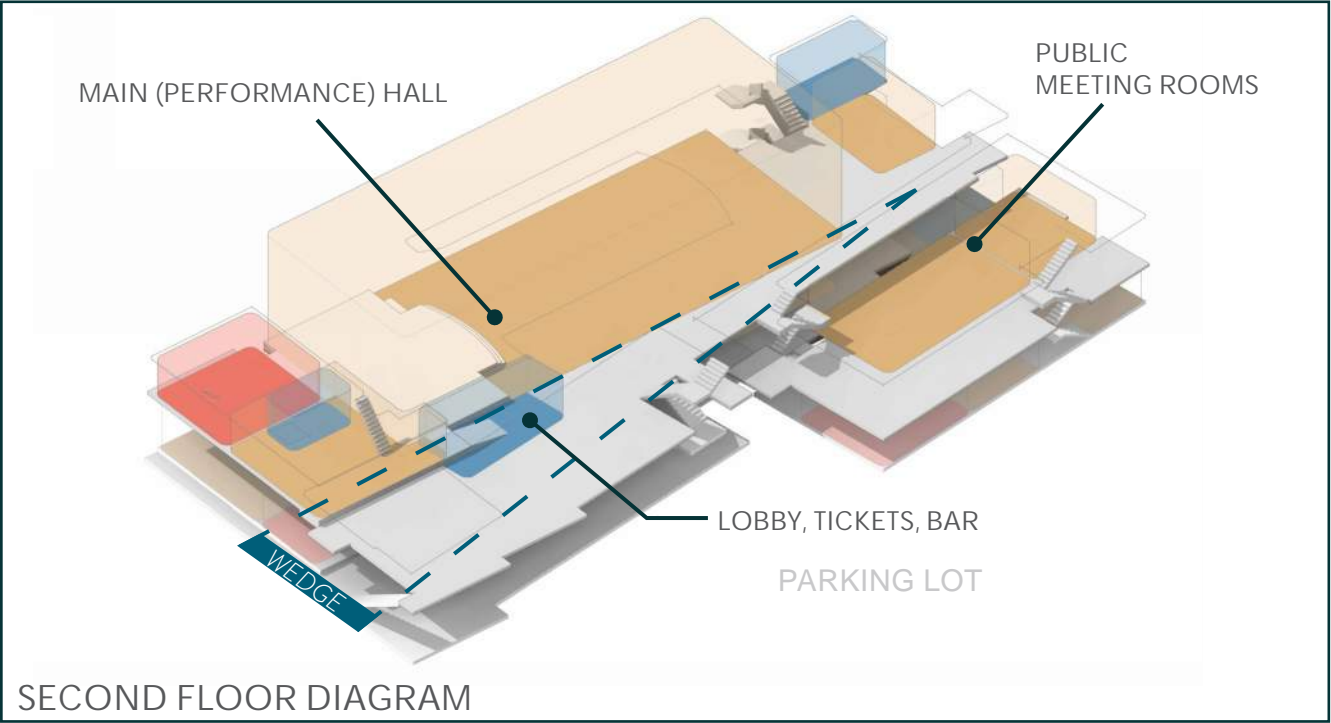
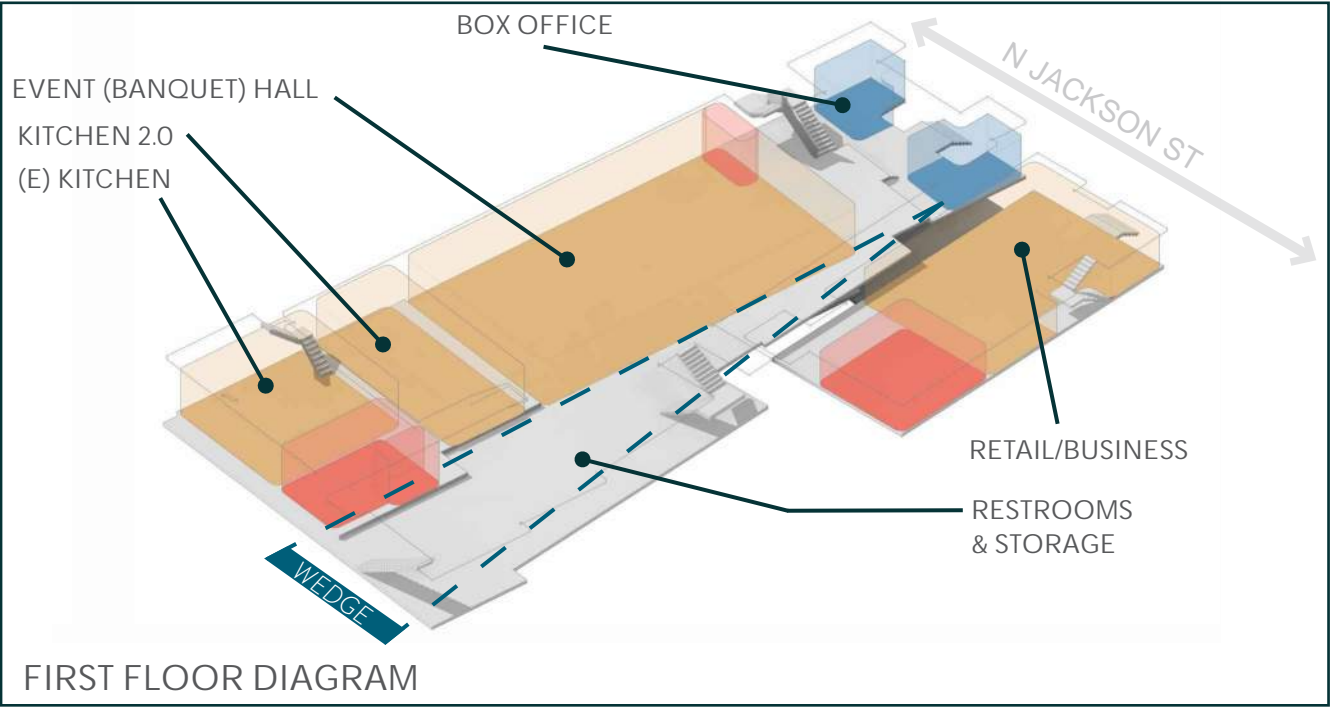
New Courtyard

The design proposes to re-envision the existing parking area for a new courtyard with landscaping. This courtyard will serve as an extension of The Wedge, providing access to the facilities and a welcoming place to gather.

FLOOR PLAN DIAGRAMS

A series of Floor Plan Diagrams were created to showcase main spaces, adjacencies, and/or access. The following color based legend has been used for all diagrams, floor plans, and associated operational metrics.

- Rentable/Revenue Generating Spaces
- Symphony Spaces
- CSTA Spaces
- Artist Housing



FLOOR PLAN DIAGRAMS CONT'D

First Floor

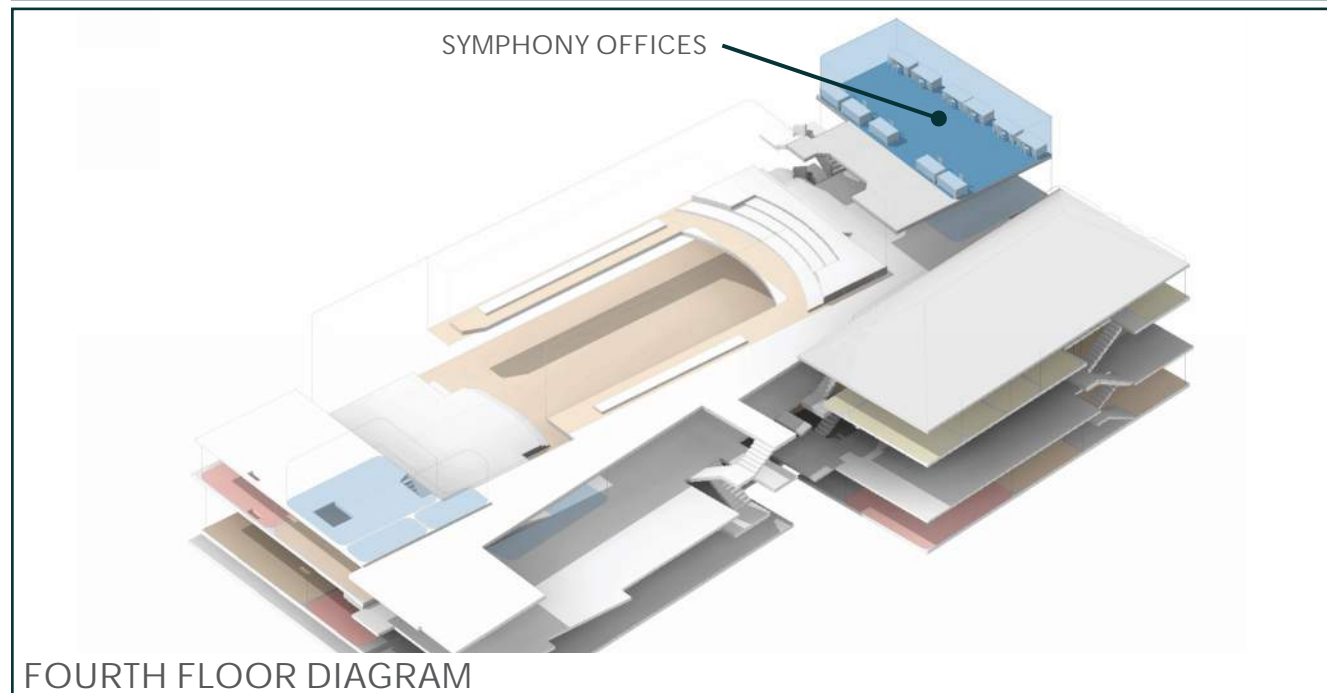
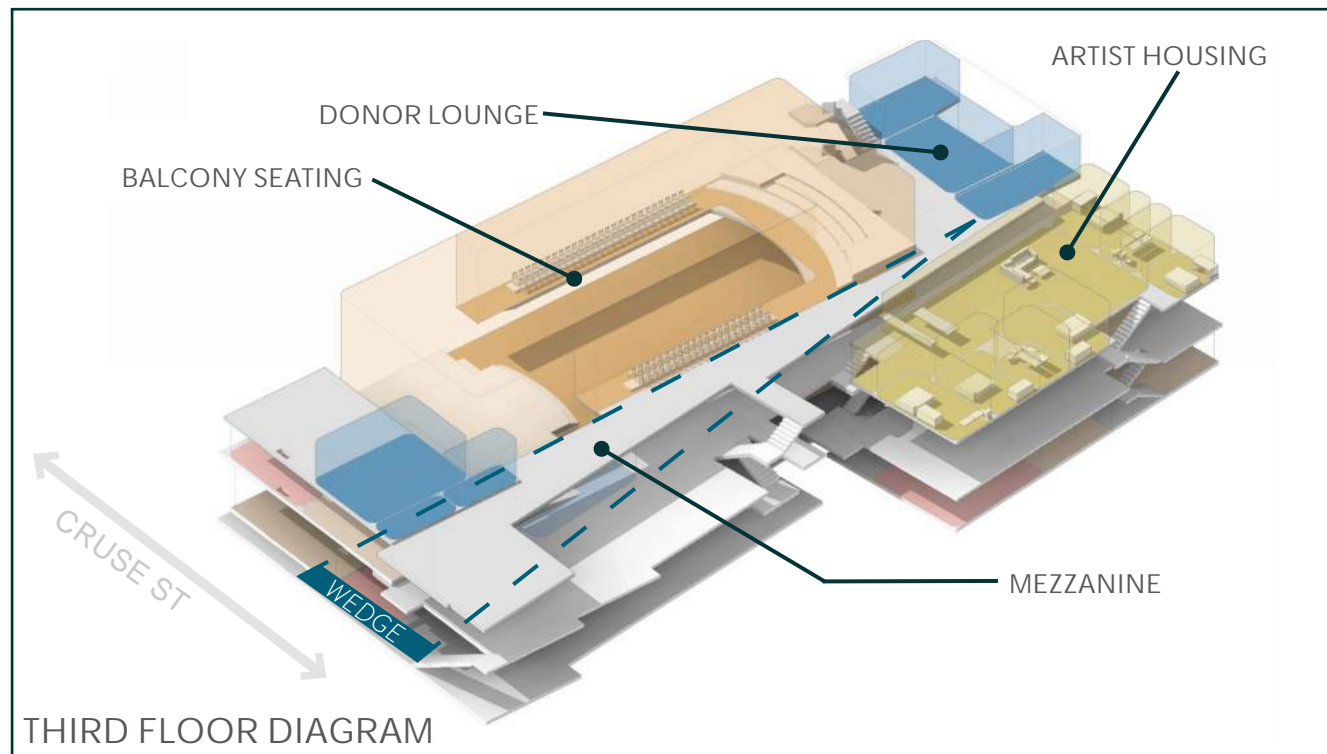
The First Floor is level with Jackson Street. The existing Event Hall and Kitchen will remain (with updated finishes); A new second Kitchen Prep Space (Kitchen 2.0) will be used for catering; The Symphony will provide box office and related services in the Jackson St facing offices; A new retail/business will have Jackson St presence in the Light & Traction Building; The CSTA will have new offices in the Light & Traction Building and will maintain exclusive use of the “Red Room.”

Second Floor

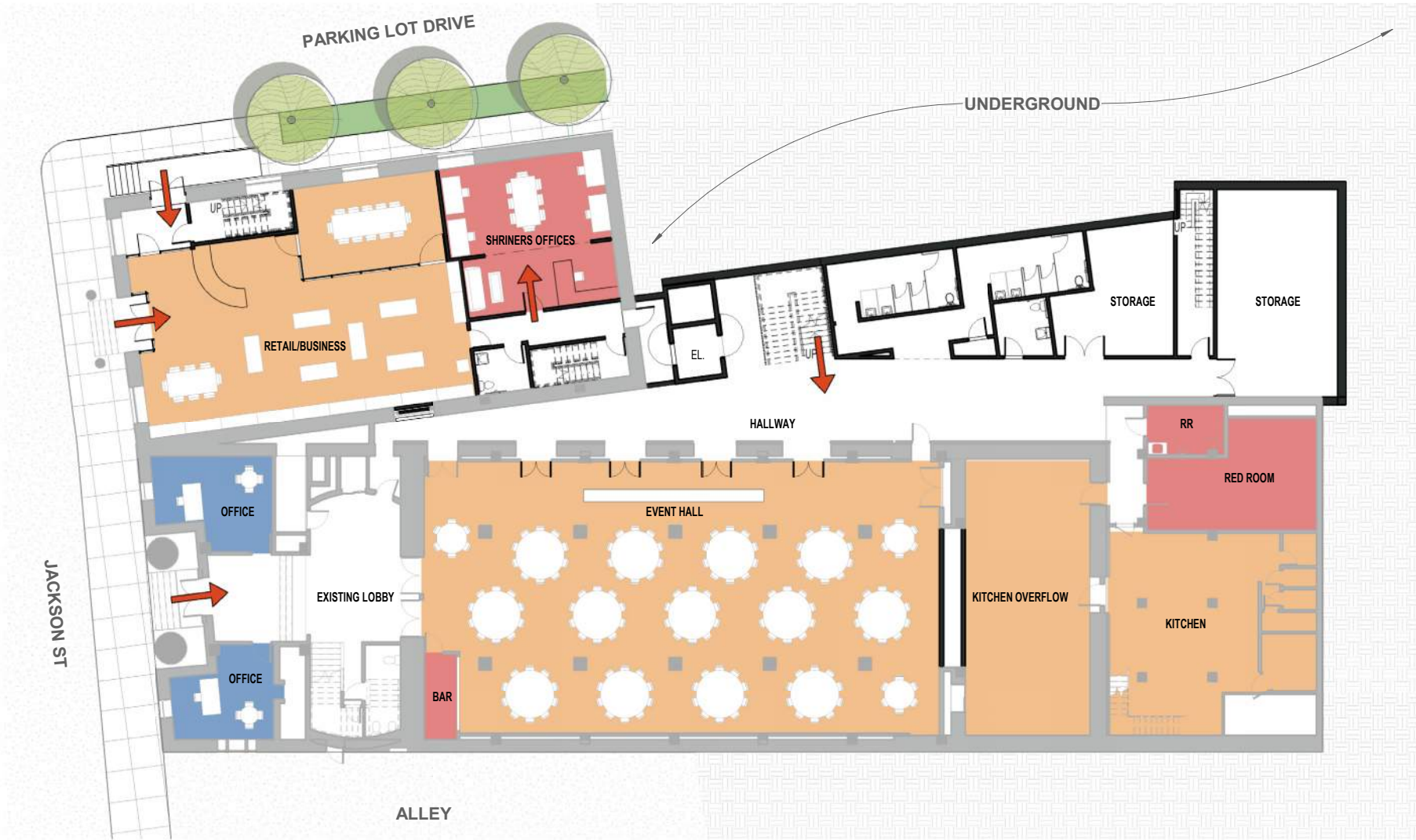
The Second Floor is level with the northern Parking Lot and access to the Ming will be through The Wedge with restrooms, lobby, ticketing, and bar. Existing Ming spaces on this floor will remain, while the Light & Traction Building is renovated to have two Public Meeting Rooms (also accessed from the Parking Lot).

Third & Fourth Floor

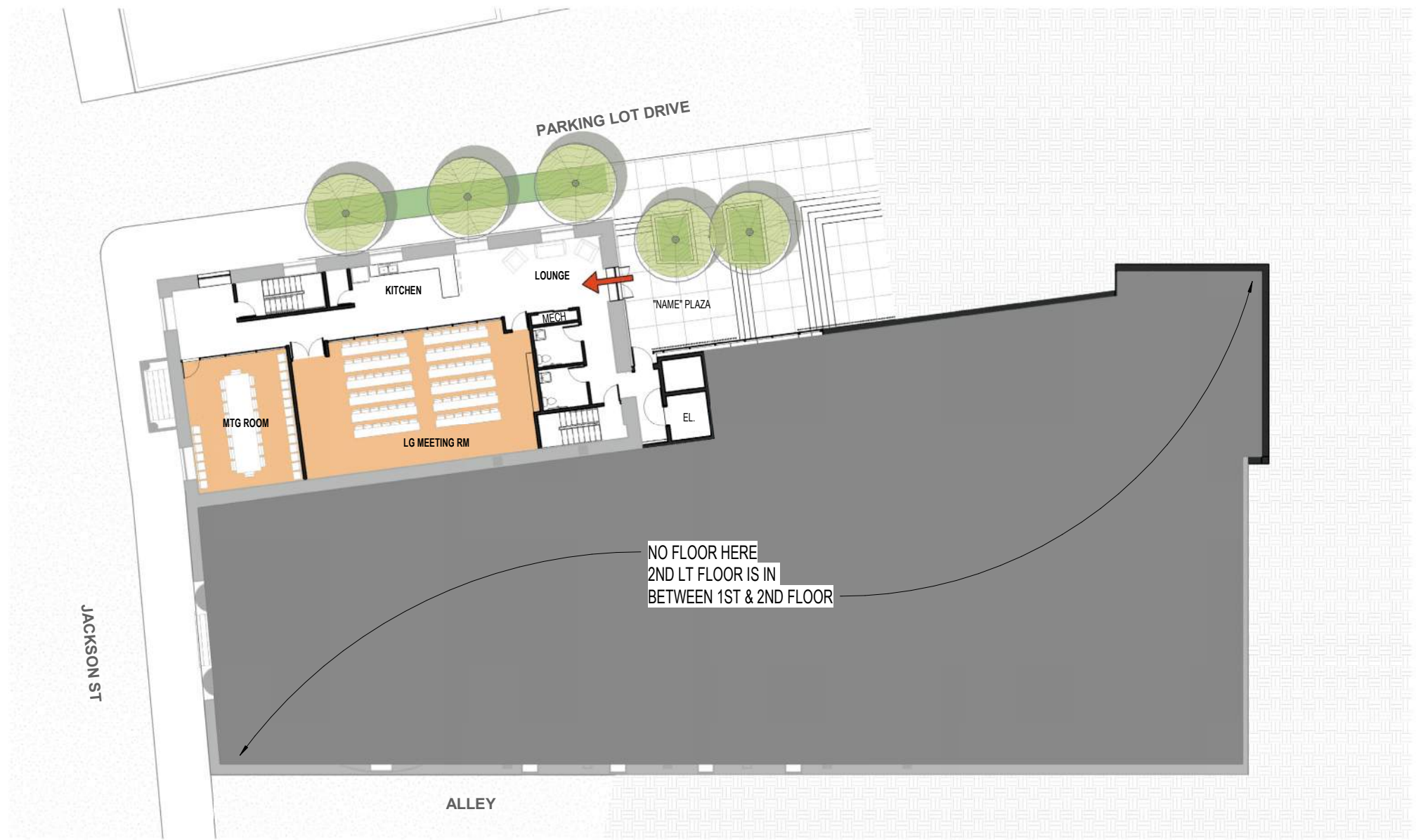
The Third Floor will have balcony seating and a VIP Donor Lounge space. Back of house rooms in the Ming will be converted to a Music Library. The Light & Traction Building will be designed specifically for Artists Housing. The fourth floor will house Symphony staff not located on other floors.



FLOOR PLAN: 1ST FLOOR MING & LT



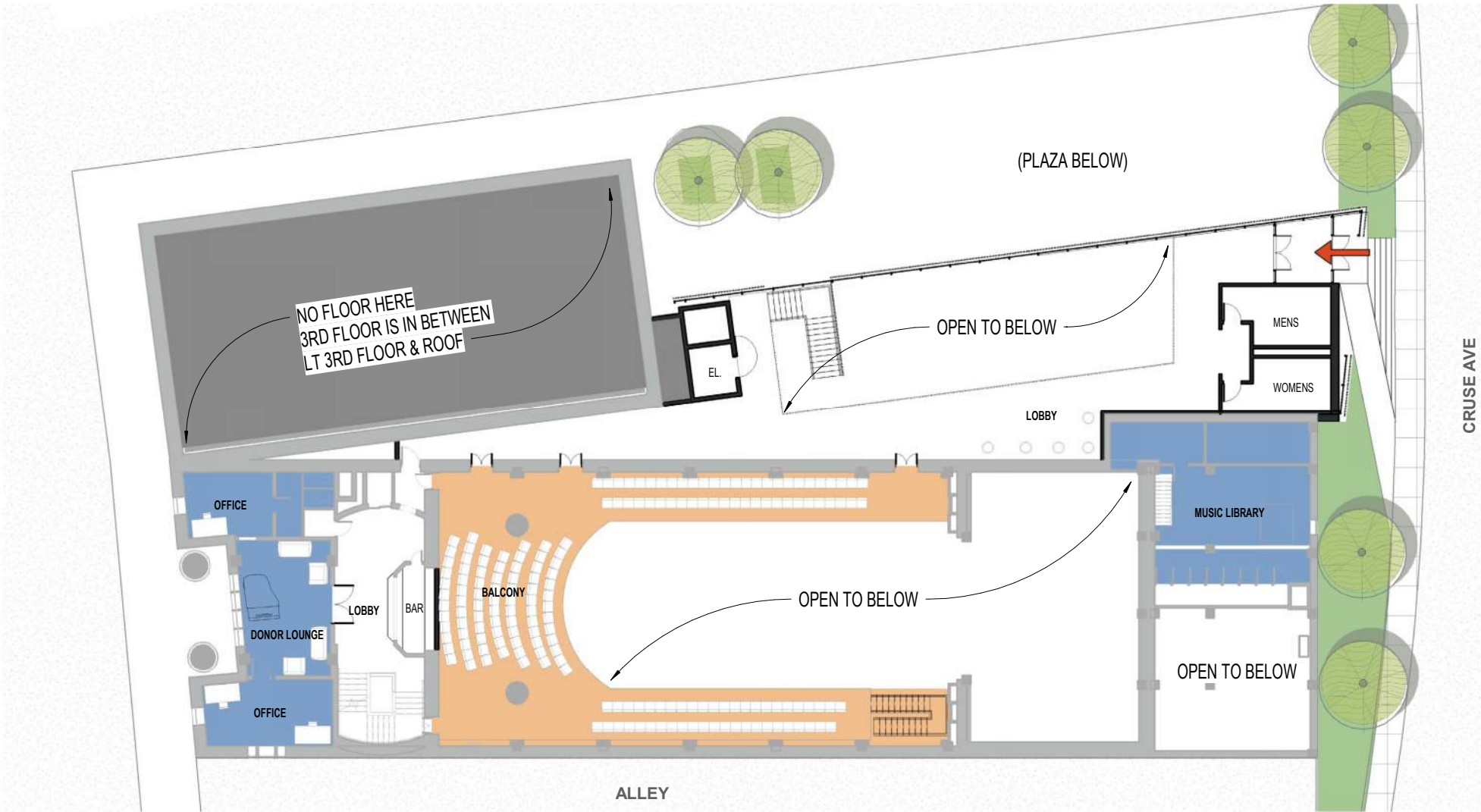
FLOOR PLAN: 2ND FLOOR LT



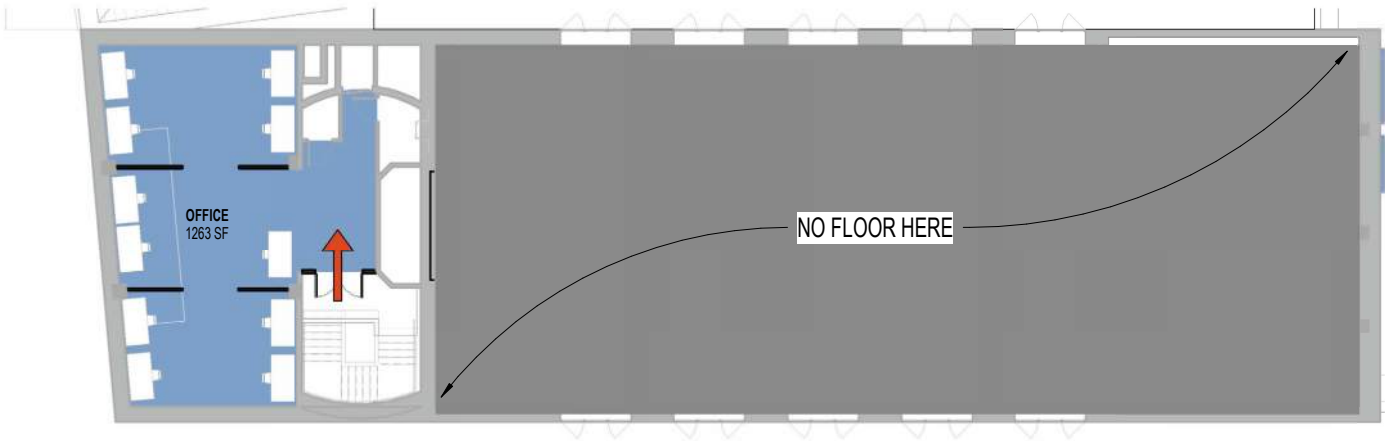
FLOOR PLAN: 2ND FLOOR MING, 3RD FLOOR LT



FLOOR PLAN: 3RD FLOOR MING



FLOOR PLAN: 4TH FLOOR MING



DESIGN CONSIDERATIONS

Strategic Planning: Operations & Organization

Opportunities and considerations were identified within the strategic planning portion of this PAR and have been incorporated into the proposed design. Opportunities from a strategic planning perspective include the following:

- A mid-size, accessible, and affordable venue is needed to support the Helena community. A wide range of potential users have expressed interest in programming in the space, including local arts and culture organizations, wedding and private event producers, and tourism and government representatives.
- Community members expressed enthusiasm for reactivation of the venue as part of a larger revitalization of the downtown district.
- Short-term artist housing and meeting space for nonprofit organizations is limited in Helena.
- The acquisition of a home base for Helena Symphony is a logical next step for the organization's maturation and could provide several mission-driven advantages as a permanent home for 1. Chamber programming and patron engagement, 2. Community resources, 3. Central rehearsal and event preparation, and 4. Administrative hub.

Considerations from a strategic planning perspective include the following:

- Projected facility expenses exceed earned revenue, necessitating annual development revenue to break-even.
- Projected utilization of the renovated Ming Hall by the Helena Symphony would not generate substantial revenue.
- We recommend additional study of Helena Symphony's fundraising capacity for the capital campaign and development revenue goals.

- Helena Symphony staff would need to grow to meet the facility management and operational needs.

See appendix for Full Operational Feasibility Report including research, analysis, and recommendations.

Structural

From a structural standpoint, unique elements of the new addition include the wedge shaped and skewed layout to fit within the available footprint, large free-spanning open spaces, a large mezzanine and primarily glass elements at the new exterior walls. Gravity resisting systems at the roof would consist of light gage steel decking supported by long-span open-web steel joists. The joists would span between wide flange steel beams and columns at the north and south walls of the addition. The east wall of the building would create a large multi-level bearing wall that could be constructed of concrete, CMU or steel stud bearing elements.

The main floor would be concrete on metal deck, supported by a grid of wide flange steel beams/girders and columns. The upper-level mezzanine would also be steel beams and columns and concrete slab on metal deck. At the back wall this level would be supported by steel columns. The front of the mezzanine could be supported by steel columns below or hung from steel roof trusses designed to support the mezzanine loads.

A main lateral force resisting system will be required and will be somewhat dependent on the gravity system utilized. It will be important to maintain a structural separation between most of the new addition and the existing buildings to avoid adding lateral load to the

DESIGN CONSIDERATIONS

lateral resisting elements of the existing buildings.

A conventional reinforced concrete shallow foundation system is currently anticipated for most of the new construction, pending geotechnical report recommendations. The basement floor would be slab-on-grade with sub-grade preparations as recommended by the geotechnical report. The foundations would include continuous strip footings at exterior walls located a minimum of 42" below grade to meet frost protection requirements. Foundation and basement walls will be 8-10" thick reinforced concrete wall and interior columns and bearing walls will have dropped spread or strip footings.

Reconfiguration of the Ming theatre balcony would require removal and reframing of the existing balcony. The new balcony framing would be wood or steel, depending on the layout and acceptable number of columns below. New wood or steel columns would support the balcony down to the level 2 floor slab below. The floor slab would also need to be upgraded with new steel beams or additional columns below running continuously to the foundation to support the new point loads from the columns above. If an elevated concrete slab is desired at the balcony level, the balcony configuration and supporting columns can be assumed to be steel.

See Structural Narrative in the appendix for additional information on structural requirements for the proposed design.

Historic

On the interior there are no historic preservation requirements for the HL&T. The proposed design keeps the overall configuration of the

Ming intact, which is key to compliance. Special attention should be paid to the woodwork and terrazzo in the Ming lobby and stair area. Along with the plaster and paint work in the Ming auditorium. Careful coordination of the lighting, mechanical, and performance equipment in the Ming auditorium is essential for compliance and providing the environment required by the Symphony.

Additional care is required for the Symphony to properly address the collections and artifacts throughout the building, as well as the historic theater backdrops, rigging, and lighting.

See appendix for Historic Report including research, analysis, and recommendations.

Space List

A Space list is provided in the appendix to further detail characteristics of each space within this project.

Performance Space Approach

This design proposes to revitalize the performance space while respecting and embracing the history of the performance space and facility as a whole. The existing performance space is to largely retain it's aesthetics and the proscenium will remain. However to respond to the expectations of a modern performance venues and the needs of the Helena Symphony, the existing balcony will be demolished and rebuilt at a higher elevation. Additionally, the performance space (and event hall below) will have new entrances from "The Wedge". This will connect the halls to "The Wedge" and create a side-loading condition that will allow additional event opportunities for both halls.

Performance Space Acoustics

The room acoustics goals for renovation of the Main Performance Hall are understood as follows:

- Support a wide range of performance and event types including smaller chamber orchestras.
- Support rehearsal of the full Helena Symphony on the main floor of the auditorium.

The overall form, volume, and shaping and finishes of the auditorium is very suitable for these goals. Select modifications should be planned to optimize the use of the space.

Floor Finish: The existing carpet floor finish on the main floor should be replaced with a sound reflective finish such as hard wood or concrete.

Balcony and Communicating Stair: The relatively low height of the balcony overhand to the side and rear of the auditorium inhibits adequate early reflections to be provided from the stage. Further the low height of the balcony separates patrons seated beneath from the reverberant energy of the overall room

By raising the balcony, significant improvements to the envelopment and reverberance for patrons on the main floor are expected. This will also significantly improve musician communication for Symphony rehearsals on the main floor.

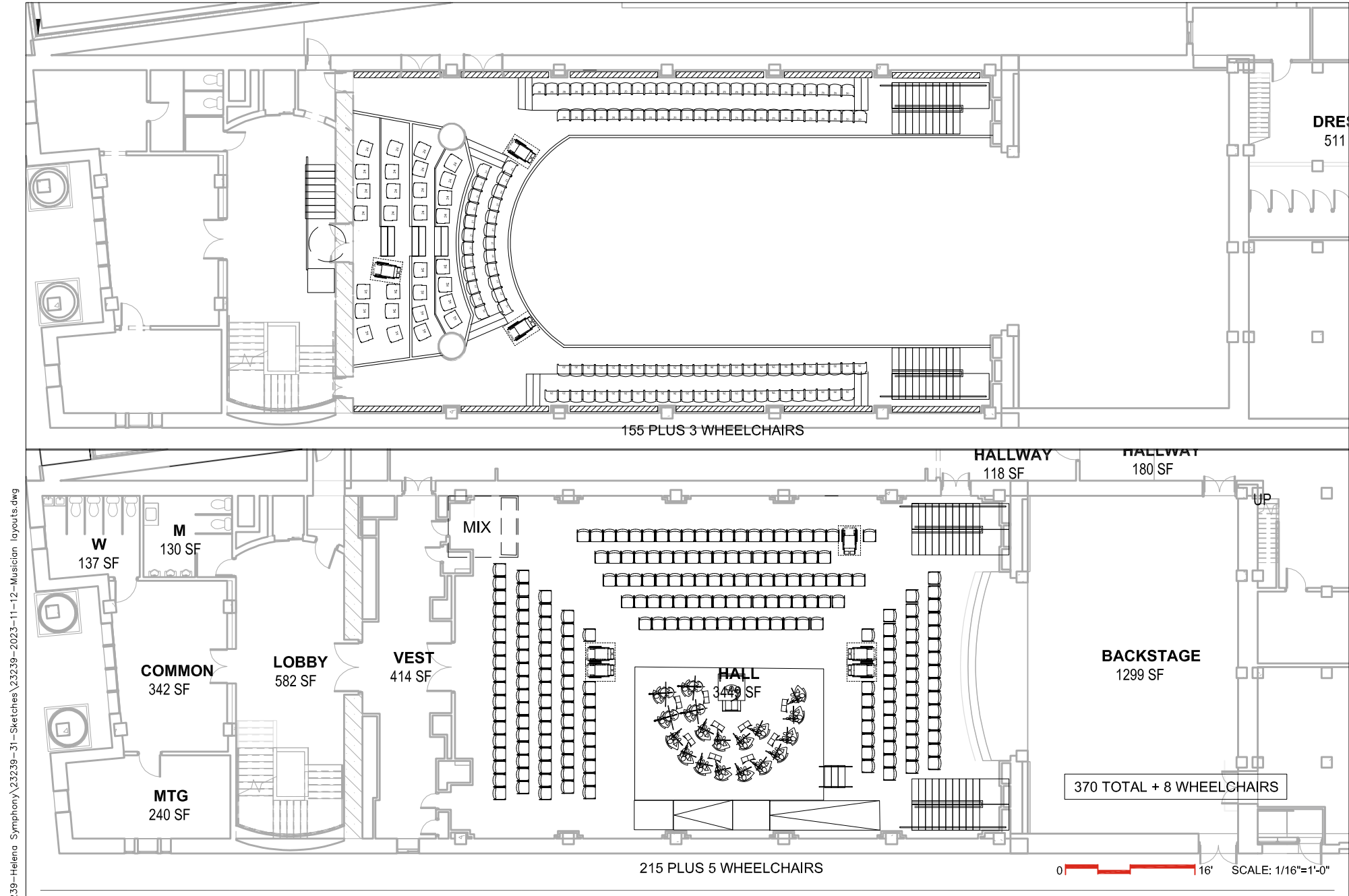
See appendix for additional information in Acoustics Report.

Performance Space Seating

The seating will retain the flat floor of the main level with portable

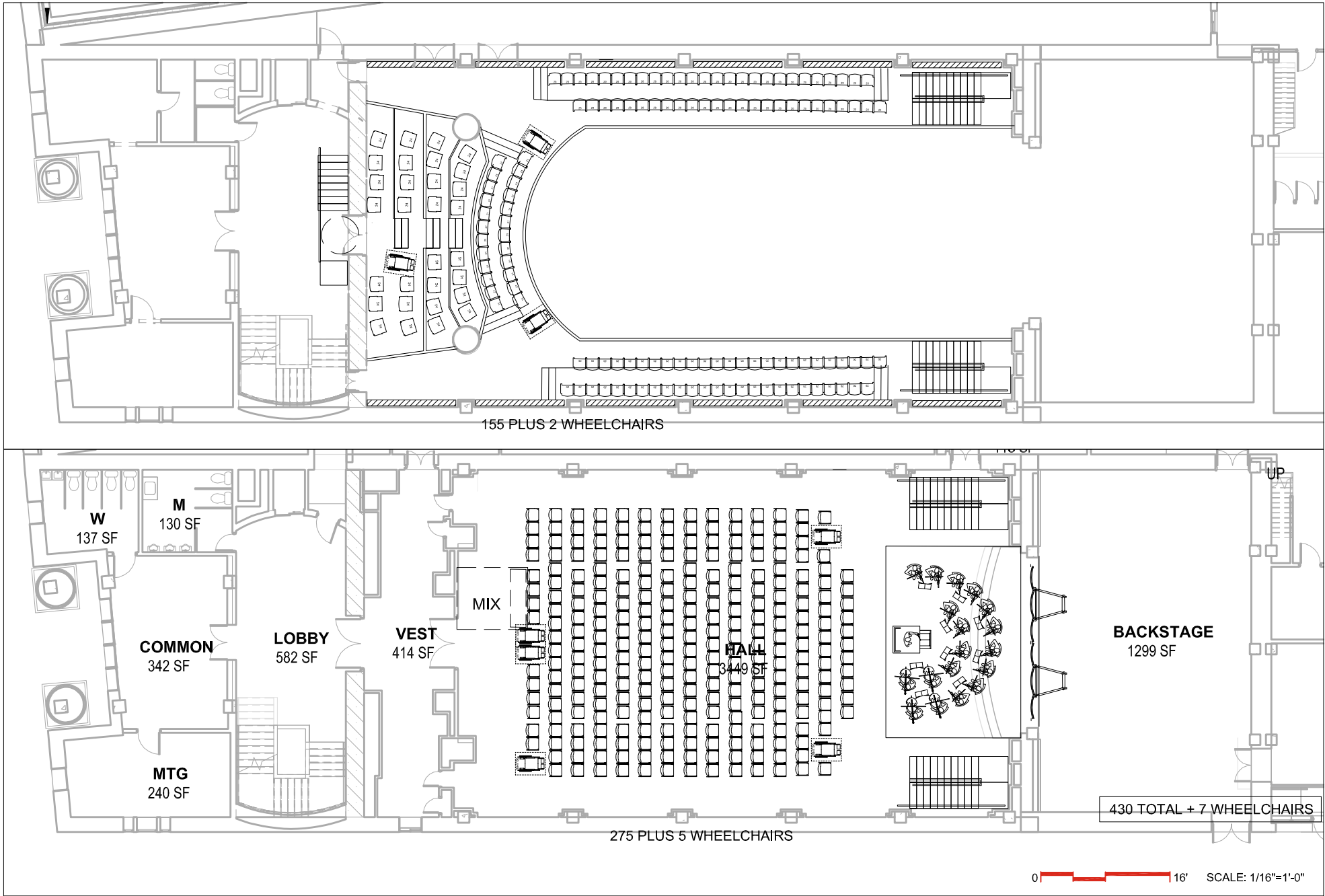
stacking chairs that can be ganged together and easily reconfigured or stored on carts. This will allow for a multitude of setups and different orientations for rehearsal and performance in the room. This will also allow the room to be reconfigured for banquet with tables and chairs. The balconies will be fixed seats on tiers to help ensure adequate sightlines.

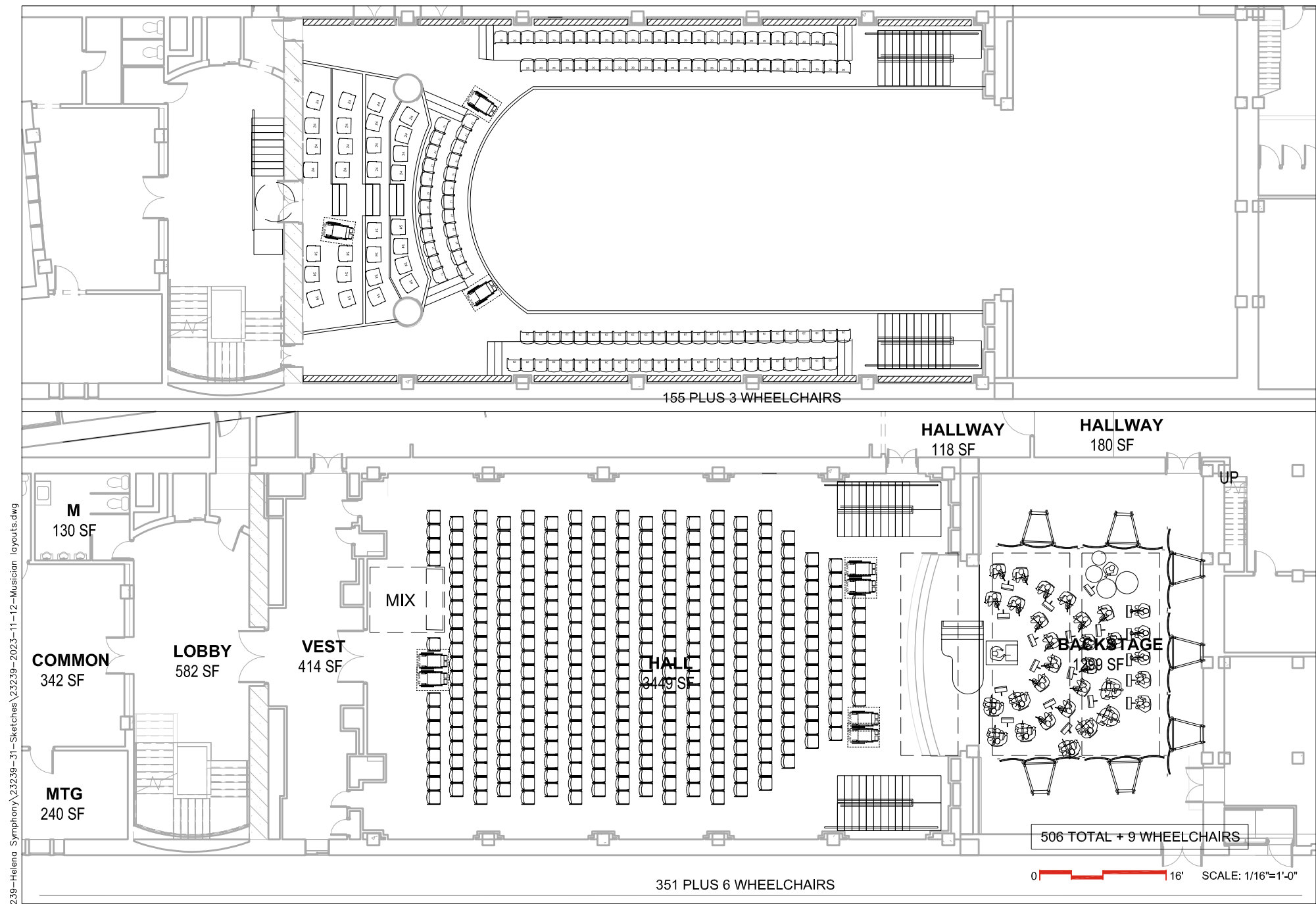
Potential space seating layouts are included in subsequent pages. These space seating layouts are preliminary; revisions to the layouts are anticipated as the project moves through each design phase.

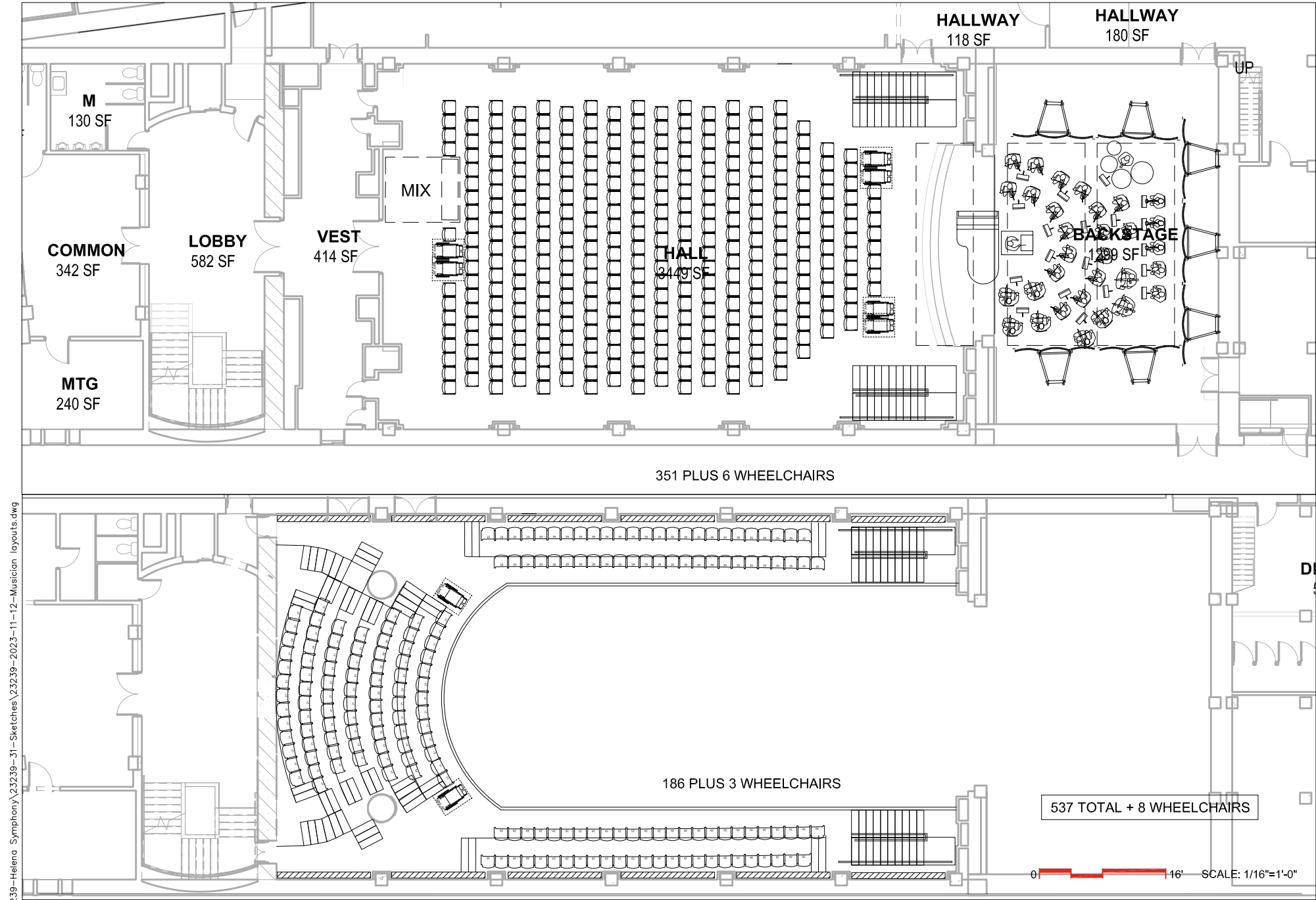


3239-Helena Symphony\3239-31-Sketches\3239-2023-11-12-Musician layouts.dwg

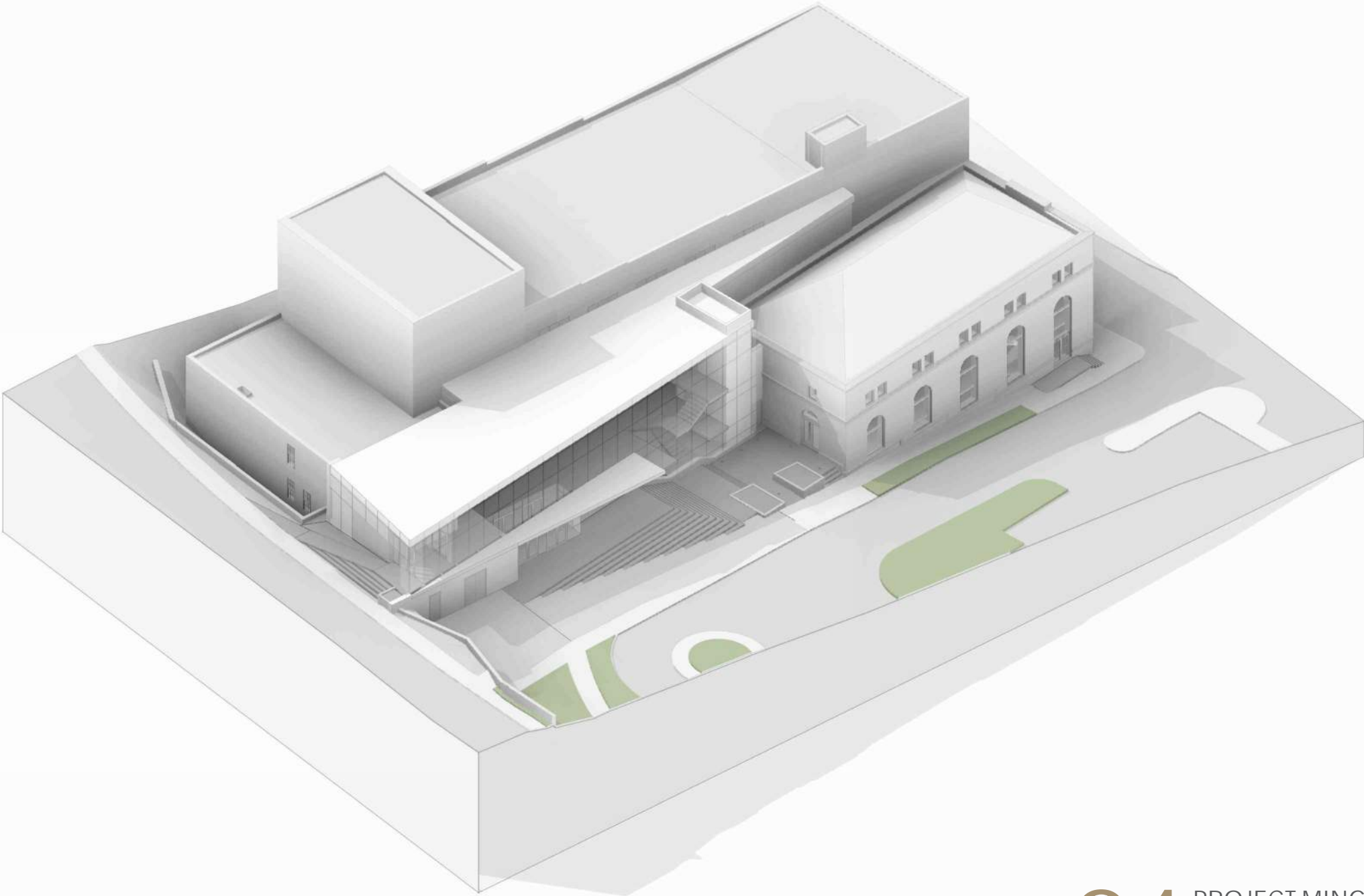
239-Helena Symphony\23239-31-Sketches\23239-2023-11-12-Musician layouts.dwg







239-Helena Symphony\23239-31-Sketches\23239-2023-11-12-Musician layouts.dwg





















COST ESTIMATE

STATUS

The cost estimate included represents the final conceptual design which shows the “ideal design solution”. The design solution also forms the basis for the Strategic Plan. It is important to understand this estimate is conceptual in nature and should be treated as an “Order of Magnitude” estimate. As such, the numbers used are intentionally somewhat conservative. At this point in the project, there remains many unknowns and many opportunities that will and can impact the costs as the project moves forward.

MOVING FORWARD

As the project progresses, the design will be refined and modified as part of design process. The first step in that process will be setting a target budget based not just on the estimate, but on the organizations fund-raising capabilities. Once that budget is set, the design process would be target a project to fit within that budget. As the design develops, it will be critical to keep the design and the Strategic Plan aligned. Design changes could have a direct impact on the income and expenses in the Strategic Plan.

PROJECT VS CONSTRUCTION COSTS

The cost estimate also includes a summary of potential project “soft costs”. These are costs that need to be accounted for but are not hard construction costs including design and engineering costs, furniture and equipment costs, Owner costs for start-up, fund raising costs, and initial operations. It will be critical for the Owner’s project manage to review and adjust these numbers based on their overall project management plan and track these costs throughout the project.

Project Ming - Conceptual Cost Estimate

Project Budget Summary

Site Development & Parking	\$597,000
MING Building - Renovation	\$12,627,400
LT Building Renovation	\$3,288,600
The WEDGE Addition	\$8,110,000

PROJECT CONSTRUCTION BUDGET	\$24,623,000
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Inflation Factor - 1 year	\$984,920
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2025 CONSTRUCTION BUDGET	\$25,607,920
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Project Soft Costs - Development Costs	\$4,376,382
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TOTAL PROJECT COST - 2025	\$29,984,302
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Cost Inflated to 2026	\$31,183,674.16
Cost Inflated to 2027	\$32,431,021.13

COST ESTIMATE - DETAIL

Project Ming - Conceptual Cost Estimate

Project Budget Estimate

A. Site Development & Parking		Cost/SF		Total	
Demolition - Site	1 sf		\$60,000.00	=	\$60,000
Temp wall/fencing/staging	1.00 ea	@	20,000.00	=	\$20,000
New walks - west, north, east	3,000 SF	@	10.00	=	\$30,000
New curbs	300 LF	@	40.00	=	\$12,000
Alley & parking mods	10,000 sf	@	7.00	=	\$70,000
Plaza development	4,000 SF	@	50.00	=	\$200,000
Site Amenities	1 LS	@	20,000.00	=	\$20,000
Landscaping -	1 LS	@	20,000.00	=	\$20,000
Lighting	1 LS	@	30,000.00	=	\$30,000
Utility services - water	1 LS	@	25,000.00	=	\$25,000
Utility services - sewer	1 LS	@	15,000.00	=	\$15,000
Utility services - power	1 LS	@	70,000.00	=	\$70,000
Signage	1 LS	@	25,000.00	=	\$25,000
A. SUB-TOTAL SITE COSTS					\$597,000
B. MING Building - Renovation					
Demo	1 ls	@	\$30,000	1	\$30,000
Exterior façade rehabilitation	1400 sf	@	\$160	1	\$224,000
Roof	8500 sf	@	\$40	1	\$340,000
Mechanical Retro - primary units	26000	@	\$50	1	\$1,300,000
Electrical Retro - panels & runs	26000	@	\$15	1	\$390,000
1st floor - entry/lobby	2000 sf	@	\$160	1	\$320,000
1st floor - events hall	4240 sf	@	\$250	1	\$1,060,000
1st floor - kitchens	3100 sf	@	\$200	1	\$620,000
1st floor - EVENTS SPECIALTY					
Integrated AV					\$150,000
Theatrical lighting					\$130,000
2nd floor - entry/lobby	2000 sf	@	\$150	1	\$300,000
2nd floor - performance space	4200 sf	@	\$400	1	\$1,680,000
2nd floor - stage and back of house	3100 sf	@	\$400	1	\$1,240,000
2nd floor - PERF. SPECIALTY					
Adjustable Acoustics					\$230,400
Portable orchestra shell					\$324,000
Theatrical AV/Equipment					\$936,000
Theatrical Lighting					\$768,000
Performance Seating					\$420,000
Theatrical Rigging & Risers					\$312,000
3rd floor - lobby/offices	1920 sf	@	\$150	1	\$288,000
3rd floor - balcony	2180 sf	@	\$500	1	\$1,090,000
3rd floor - back of house	1000 sf	@	\$200	1	\$200,000
4th floor	1700 sf	@	\$150	1	\$255,000
Hazardous materials	1 ls	@	\$50,000	1	\$50,000
Area Calcs	29640				
B. SUB-TOTAL MING COSTS					\$12,627,400

C. LT Building Renovation					
Demolition	9000 sf	@	\$15 SF	1	\$135,000
Window replacement	8 ea	@	\$11,000 SF	1	\$88,000
Window replacement	19 ea	@	\$2,400 SF	1	\$45,600
Exterior stone/detail rehab	1 ls	@	\$50,000 SF	1	\$50,000
Entry portico restoration	1 ls	@	\$70,000 SF	1	\$70,000
Roof replacement	5000 sf	@	\$40 SF	1	\$200,000
Interior Renovation	9000 sf	@	\$300 SF	1	\$2,700,000
Area Calcs	9000				
C. SUB-TOTAL LT COSTS					\$3,288,600

D. The WEDGE Addition					
Lower Level of wedge	3900 sf	@	\$400 SF	1	\$1,560,000
Main Level of wedge	4000 sf	@	\$1,000 SF	1	\$4,000,000
Upper Level of wedge	3000 sf	@	\$800 SF	1	\$2,400,000
Elevator upcharge	1 ls	@	\$150,000 SF	1	\$150,000
	0 sf	@	\$0 SF	1	\$0
Area Calcs	10900				
SUB-TOTAL BUILDING ADDITIONS					\$8,110,000

PROJECT CONSTRUCTION BUDGET	\$24,623,000
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Inflation Factor	Inflation	4%	2025	\$984,920
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2025 CONSTRUCTION BUDGET	\$25,607,920
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E. Project Soft Costs - Development Costs			
Basic Design Fees	###		\$2,560,792
Add Services Design and Engineering	###		\$512,158
Construction Testing	###		\$102,432
OWNER CONTINGENCY			
Operational Endowment	to be confirmed by HSO		
Start-up Cost & Operations	Start up and early operations		\$400,000
Legal Fees	to be confirmed by HSO		\$30,000
Owner's Rep	to be confirmed by HSO		\$100,000
Financing and Fund-Raising	to be confirmed by HSO		\$200,000
Advertising and Events	to be confirmed by HSO		\$20,000
Hazardous Materials Investigation	roof		\$2,000
Site Survey			\$9,000
Geotech Investigation			\$10,000
Building Testing			\$10,000
Fire Protection Design			\$30,000
Preservation Consultant	rigging/drops		\$25,000
Commissioning Services			\$40,000
Furniture			\$300,000
Data equipment & service			\$25,000
Events Space - risers, rigging, platforms	verify need		
SUB TOTAL - E			\$4,376,382
TOTAL PROJECT COST*			\$29,984,302



05 NEXT STEPS



NEXT STEPS

For all projects of this magnitude, the decision making process often includes multiple steps and multiple approvals. Each milestone represents a opportunity for the HSO Ming Project leadership and HSO board to review and assess the project status.

PRELIMINARY ARCHITECTURAL & OPERATIONAL REPORTS

- Review reports
- Provide input and need for additional information
- Determine Shriner's buy-in to concept

REVIEW & DECISION TO PROCEED TO NEXT STEP

CAPITAL CAMPAIGN FUNDING CAPACITY

- Access internal capacity
- Contract with fund-raising consultant
- Determine ultimate capacity

REVIEW & DECISION TO PROCEED TO NEXT STEP

CONCEPT DESIGN DEVELOPMENT

- Refine design and update costs
- Determine added studies/info needed: market study,
- Align funding capacity and project cost

REVIEW & DECISION TO PROCEED TO NEXT STEP

SCHEMATIC DESIGN

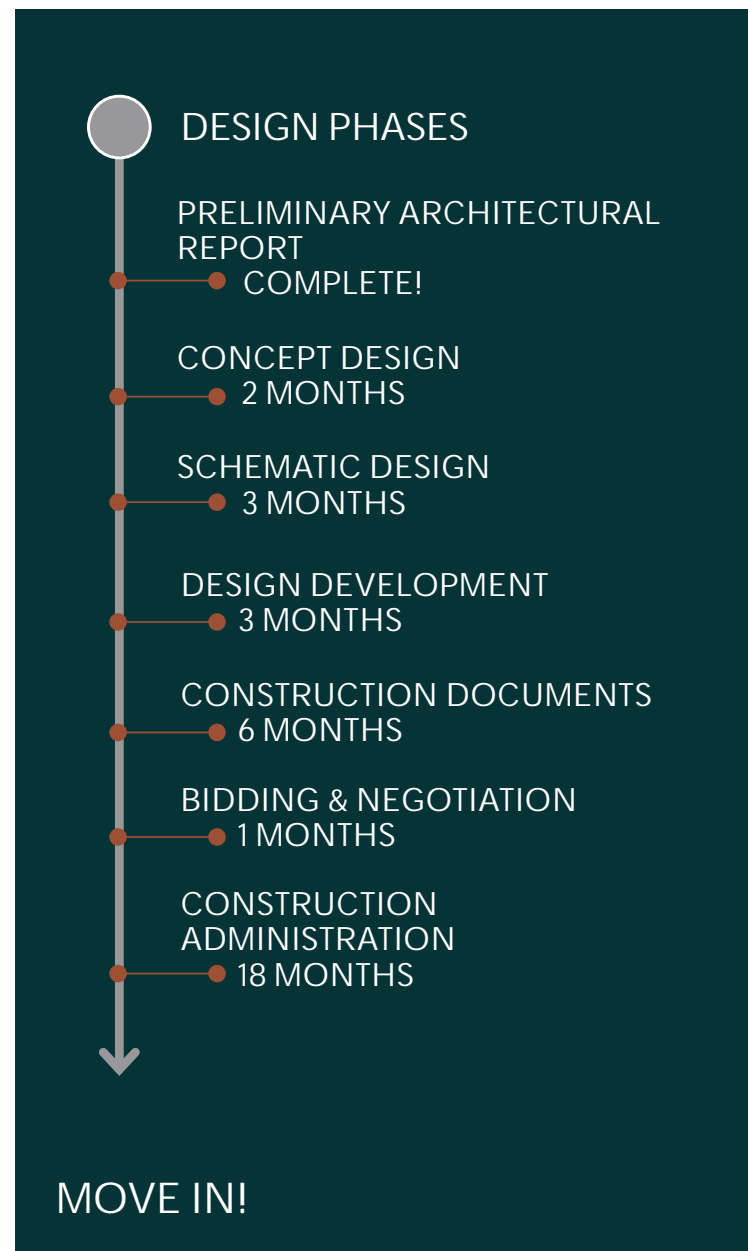
- Refine design and update costs
- FINAL FUND-RAISING PACKAGE

REVIEW & DECISION TO PROCEED TO NEXT STEP

CONSTRUCTION DOCUMENTS

- Refine design and update costs
- FINAL FUND-RAISING PACKAGE

REVIEW & DECISION TO PROCEED TO NEXT STEP



Design & Construction Approach

The process of design and construction is regularly broken into a series of phases based on the type of work, level of effort and completeness of the project. While the deliverables and tasks assigned within each phase may change by professional, the design phase process is an industry standard, and most projects go through each phase in sequence with success projects completed after construction. A chart of those phases is included on the previous page.

Design fees (also known as soft costs) coincide with design phases; Design fees also have industry standards which Mosaic uses as a reference for establishing anticipated costs associated with each design phase. Below is a breakdown of typical design fees for a project with \$25.6m construction cost.

We find our non-profit clients approach design and construction in one of two ways: 1. They raise all the money required for all phases of the design prior to the start of design and construction, or 2. They break up the design and construction cost into associated phases, initiating the next phase of the project as funding allows.

Architecture & Engineering Design Fee Breakdown

Below is a breakdown of typical design fees and design phases. This is not specific to Project Ming, but provides a general guide to fees

Typical Design Fees

Design fees vary with project complexity. Performance spaces, historic preservation, and renovation work represent the most complex building types and require higher fees than typical projects.

12% - 13% of Construction Budget

Total Fee	\$	3,072,950.40	Remaining
Concepts	\$	250,000.00	
SD	\$	180,000.00	\$ 2,642,950.40
DD	\$	614,590.08	
CD	\$	1,382,827.68	
Bidding	\$	92,188.51	
CA	\$	553,131.07	\$ 213.06

Fee Breakdown

	% of overall fee	Notes	Typical Schedule
Programming & Conceptual Design	10%		3-4 months
Schematic Design	10%		3 months
Design Development	15%		2 months
Construction Documents	40%		4 -6 months
			12 - 14 months
Bidding	5%		
Construction Administration	20%		
	100%		

Approach to Fundraising

Fundraising for a new facility requires a lot of effort with multiple moving pieces. To assist with this process, non-profits can find fundraising consultants to be a valuable asset to their team. Below are a list of fundraising consultants for the Helena Symphony if they wish to pursue a fundraising consultant.

Bannack Group
<https://bannackgroup.com/>

MGI Fundraising Consulting Inc.
<http://mgifundraising.com/>

Benvenuti Arts
<https://benvenutiarts.com/about-benvenuti-arts/>

BWF
<https://www.bwf.com/>

Helena Food Share, another local non-profit, has offered to provide their experience and thoughts on working with fundraising consultant “Bannack Group.”

Oftentimes, fundraising includes pursuing various grants and other funding sources such as Historic Preservation Tax Incentives and New Market Tax Credits. The subsequent page includes a list of potential funding sources identified by the design team. This list is not exhaustive, but rather, it is a reference list for the fundraising committee to build upon.

Additional Next Steps

There are some next steps items that can be completed outside of the design and fundraising process. Items include gathering additional site information and working with the CSTA. Below includes a preliminary budget and schedule for these items with a supplemental breakdown of concept design into two phases for fundraising purposes.

Project Ming- Schedule and Funding

Start-up and Data Gathering	Budget	Schedule - Weeks	Notes
Shriners Memorandum of Understanding			
Site Data Gathering - Survey	\$10,000	4-6 weeks	Can overlap design
Site Data Gathering - Building Scan	\$3,500	2-3 weeks	Can overlap design
Funding Capacity Study	verify		Can overlap design
Design & Planning - Concept Work			
Concept Design - Part 1	\$125,000	8 weeks	Can overlap Start-Up Tasks
Budget and Funding check		1 week	Team review/budget check
Conceptual Design - Part 2	\$125,000	8 weeks	Sequential to Part 1
Budget and Funding check		1 week	Team review/budget check
Final Fund-raising Design Package	\$25,000	2 weeks	Can overlap last portion of Part 2
Schematic Design	\$125,000		

We are thrilled to be a part of this project thus far! As a team we’ve learned allot and can’t wait to see this project become a reality. Please reach out with any questions, and let us know how we can help!

Project Ming - New Market Tax Credits

Recent updates to census data has put Downtown Helena OUTSIDE census zones eligible for NMTC.

Project Ming - Historic Preservation Tax Incentives

Historic Preservation Tax Incentives total 20% of QREs (Qualified Rehabilitation Expense) for Federal taxes and 5% of QREs for state taxes. HPTI are award AFTER the project is complete. This often requires temporary or bridge funding for the tax credit amount

Tax credits are often syndicated and auctioned, but can be sold with a project backer/partner. If sold to a project backer/participant the sale may result in full credit. If sold to outside buyers, the credits may only sell for 85% - 90% of their value.

The design team identified a series of potential funding sources based on past projects. Those are listed below. Key design-related sources will be the Historic Preservation Grant and potential local TIF funding.

Project Ming - Preliminary Funding Sources

		Low	High
MDC Historic Preservation Grant	maximum amount	\$500,000	\$500,000
Local TIF Grant	estimated amount	\$100,000	\$1,000,000
MDEQ Brownsfield	potentially small added support		
Montana Tourism Grant			
Montana Main Street Grant			
NEA Grant	maximum amount	\$150,000	\$150,000
Foundation for MT History			\$10,000
Treacy Foundation		\$25,000	\$100,000
Murdock Foundation	must have 40%, cannot be > 70% public	\$200,000	\$500,000
E.L Wiegand Foundation			\$1,000,000
Dennis and Phyllis Washington Foundation			verify
Steele-Reese Foundation			verify
USDA Rural Development Grant	need to identify job creation		
National Trust for Historic Preservation			\$5,000
Helena Faade Improvement Grant			\$5,000
Otto Bremer Foundation			verify
Montana Community Foundation			verify
Northwest Area Foundation			verify
Northwestern Energy Community Grants			verify
Northwestern Energy - lighting rebate program			\$15 - \$150 fixture
Northwestern Energy Commercial Electric Rebate Program			system based
Northwestern Energy E+ Renewable Incentives			system cost
MDT TA Grants - alternative transportation			walks only
		\$975,000	\$3,270,000

Qualified Rehabilitation Expenses	QRE value	25% Tax Incentive
MING Building - Renovation	\$ 12,627,400.00	\$ 3,156,850.00
LT Building Renovation	\$ 3,288,600.00	\$ 822,150.00
Design and Development Costs	\$ 3,282,286.56	\$ 820,571.64
estimated amount		\$ 4,799,571.64

ORDINANCE NO. 2559

AN ORDINANCE RELATING TO THE CITY OF HELENA LAST CHANCE URBAN RENEWAL PLAN AND THE DOWNTOWN DEVELOPMENT STUDY URBAN RENEWAL PLAN; COMBINING THE LAST CHANCE URBAN RENEWAL AREA AND THE DOWNTOWN DEVELOPMENT STUDY URBAN RENEWAL AREA INTO THE CONSOLIDATED CENTRAL HELENA URBAN RENEWAL AREA; RATIFYING MODIFICATION OF URBAN RENEWAL PLANS DESIGNATING AND APPROVING CERTAIN PROJECTS AS URBAN RENEWAL PROJECTS; REVISING GOALS AND OBJECTIVES FOR THE CONSOLIDATED CENTRAL HELENA URBAN RENEWAL AREA; AND AMENDING THE URBAN RENEWAL PLANS TO PROVIDE A PROCEDURE FOR MODIFICATIONS AND AMENDMENTS THERETO.

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of the corporation in my legal custody, from which they have been transcribed; that the documents are a correct and complete transcript of the minutes of a meeting of the governing body of the corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at the meeting, insofar as they relate to the obligations; and that the meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice given as required by law.

First Reading:

WITNESS my hand officially as such recording officer and the seal of the City this 4th day of June, 1990.

Barbara R. Brammer
Barbara Brammer
Clerk of Commission

(SEAL)

Second Reading:

WITNESS my hand officially as such recording officer and the seal of the City this 2nd day of July, 1990.

Barbara R. Brammer
Barbara Brammer
Clerk of Commission

(SEAL)

At the first reading, Commission Member Crennen introduced the following ordinance and moved its adoption:

At the second reading, Commission Member Wordal introduced the following ordinance and moved its adoption:

ORDINANCE NO. 2559

AN ORDINANCE RELATING TO THE CITY OF HELENA LAST CHANCE URBAN RENEWAL PLAN AND THE DOWNTOWN DEVELOPMENT STUDY URBAN RENEWAL PLAN; COMBINING THE LAST CHANCE URBAN RENEWAL AREA AND THE DOWNTOWN DEVELOPMENT STUDY URBAN RENEWAL AREA INTO THE CONSOLIDATED CENTRAL HELENA URBAN RENEWAL AREA; RATIFYING MODIFICATION OF URBAN RENEWAL PLANS DESIGNATING AND APPROVING CERTAIN PROJECTS AS URBAN RENEWAL PROJECTS; REVISING GOALS AND OBJECTIVES FOR THE CONSOLIDATED CENTRAL HELENA URBAN RENEWAL AREA; AND AMENDING THE URBAN RENEWAL PLANS TO PROVIDE A PROCEDURE FOR MODIFICATIONS AND AMENDMENTS THERETO.

BE IT ORDAINED by the City Commission (the Commission) of the City of Helena, Montana (the City), as follows:

Section 1. Recitals. The City by Resolution No. 7050 adopted September 8, 1969, adopted the Last Chance Urban Renewal Plan as an Urban Renewal Plan (the Last Chance Urban Renewal Plan) for the Last Chance Urban Renewal Area (the Last Chance Urban Renewal Area) pursuant to Title 7, Chapter 15, Parts 42 and 43, M.C.A., as amended (the Act) and defining the boundaries of the Last Chance Urban Renewal Area. On August 14, 1978 the Commission adopted Resolution No. 8854 amending the boundaries of the Last Chance Urban Renewal Area and electing to use tax increment financing.

The City by Ordinance No. 2162, adopted November 24, 1980, adopted the Downtown Development Study as an Urban Renewal Plan (the Downtown Development Study Urban Renewal Plan) for the Downtown Development Study Urban Renewal Area (the Downtown Development Study Urban Renewal Area) and defining the boundaries of the Downtown Development Study Urban Renewal Area. Ordinance No. 2162 contained a tax increment provision. The Last Chance Urban Renewal Plan and the Downtown Development Study Urban Renewal Plan are hereinafter referred to as the Plans.

The City proposes to issue and sell its Urban Renewal Tax Increment Bonds, Series 1990, in the estimated aggregate principal amount of \$1,900,000 (the Bonds) to finance the costs of certain projects as hereinafter described to establish a reserve for the Bonds and to pay costs of issuance related thereto. In order to issue the Bonds and make them payable from the tax increment derived from the Last Chance Urban Renewal Area and the Downtown Development Study Urban Renewal Area and to finance projects located in either of the areas, it is necessary that the two areas be combined. It is also necessary and appropriate that other modifications and amendments be made to the Last Chance Urban Renewal Plan and the Downtown Development Study Urban Renewal Plan to approve the urban renewal projects and allow for the issuance of the Bonds.

This ordinance, adopted on first reading on June 4, 1990, sets forth the intention of the City to combine the Last Chance Urban Renewal Area and the Downtown Development Study Urban Renewal Area into the Consolidated Central Helena Urban Renewal Area (the Urban Renewal Area); to ratify modification of the Plans designating and approving certain projects as urban renewal projects; to revise goals and objectives for the Consolidated Central Helena Urban Renewal Area; and to amend the Plans to provide a procedure for modifications and amendments thereto. Notice of such amendments were mailed to all property owners within the areas. The amendments were submitted to the City-County Planning Board and a public hearing on the proposed amendments was held in accordance with the Act.

Section 2. Combination of Areas - Consolidated Central Helena Urban Renewal Area. The Last Chance Urban Renewal Area and the Downtown Development Study Urban Renewal Area are hereby combined into one urban renewal area which shall be known as the Consolidated Central Helena Urban Renewal Area. The boundaries of the Consolidated Central Helena Urban Renewal Area (the Area) shall be as described and shown on Exhibit A hereto. The tax increment generated from any part of the Area may be used to finance projects located in any part of the Area and may be pledged to the repayment of tax increment urban renewal bonds issued to finance such improvements. The creation of the combined Area does not have the purpose of and shall not have the effect of extending the life of the tax increment provisions beyond August 14, 1990, which is the date the tax increment provision expires for the Last Chance Urban Renewal Area.

Section 3. The Projects. Notice of the following projects was given:

3.1. (a) Site Development Project. Under this project the City will do site work necessary to make properties in the Area capable of being developed at a cost comparable to development outside the Area. The site work may consist of demolition of existing improvements, soil testing, soil stabilization, stabilization of adjacent foundation and related site improvements. The sites will be offered to private business for private development pursuant to Section 17-15-4262, M.C.A. The sites proposed to be prepared for development are: the Independent Record site which is currently owned by the City, the Sixth & Main site which is currently owned by the City and the Parcel 59 site at 15 North Last Chance Gulch which will be acquired by the City.

The estimated cost of this Project including acquisition costs is \$500,000 and will be funded from the proceeds of the Bonds. Money received by the City from the sale of the properties will be used for future site development within the Area.

(b) Grand Street Theatre Project. This project will consist of making improvements to the City-owned Grand Street Theatre located at 325 North Park Avenue. The improvements include: installation of an air conditioner, up-grading the electrical and heating systems, installing wheelchair access ramps and repair of the exterior masonry of the building. This project is estimated to cost \$186,000 and will be funded from the proceeds of the Bonds.

(c) Civic Center Improvement Project. This project will consist of repairing the Civic Center's brick facade, modernizing the auditorium rigging, upgrading the electrical and lighting systems, replacing the hardwood floor in the ballroom, and installing a lift. This project is estimated to cost \$375,000 and will be funded from proceeds of the Bonds.

(d) The Mall Project. This Project will consist of installing improved supplemental lighting on the Last Chance Gulch Mall and making improvements to the deteriorated and decayed walkway. This project will cost approximately \$95,000 and will be funded from the proceeds of the Bonds.

(e) Handicapped Ramp Access Project. This project will install approximately 100 wheelchair access ramps throughout the Area. This Project will cost approximately \$72,255 and will be funded from the proceeds of the Bonds.

(f) Sidewalk Program. This Project will be used to provide street trees, benches and garbage cans on the City sidewalks in the Area at sites to be determined by the City. This Project is estimated to cost \$150,000 and will be funded from the proceeds of the Bonds.

(g) Facade Improvement Program. This Project will establish a program for financing facade restoration of historical buildings in the Area in accordance with City guidelines and standards. This project will cost \$75,000 and will be funded from the proceeds of the Bonds.

(h) Signage Project. This project will consist of placing Welcome to Historic Downtown Helena signs on the City right of way at major entrances to downtown Helena, and erecting directories within the Area showing historic buildings and businesses. In addition, up to 50 historic buildings may be identified by markers attached to the structures - National Register of Historic Places. This project is estimated to cost approximately \$25,000 and will be funded from the proceeds of the Bonds.

(i) Parking Lot Improvements. General drainage and site improvements to City-owned parking lot number nine at Broadway and Park. The estimated cost of \$2,500 will be funded from the proceeds of the Bonds.

(j) Historic Lighting. This project will consist of the installation of additional historic light fixtures on the mall and on the corners of all downtown intersections and conversion from mercury vapor to sodium vapor lamps. This estimated cost of the project is \$165,000 and will be funded from the price of the Bonds.

It is anticipated that the City will issue its Tax Increment Urban Renewal Bonds (the Bonds) in an amount sufficient to pay all or a portion of the costs of the above described Projects. The Bonds will be payable from the tax increment collected within the Consolidated Central Helena Urban Renewal Area.

Section 3.2. Findings. The Commission hereby finds, with respect to each of the Projects described in Section 1 hereof, as follows:

a. a workable and feasible plan exists for making available adequate housing for any persons who may be displaced by the Projects;

b. the Plan, as modified to include the Projects, conforms to the comprehensive plan or parts thereof of the City;

c. the Plan, as modified to include the Projects, will afford maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the Area by private enterprise;

d. a sound and adequate financial program exists for the financing of each of the Projects, which plan includes the sale and issuance of the Bonds in an amount not to exceed \$1,900,000 for the purpose of financing all or a portion of the costs of the Projects as set forth above to establish a reserve therefor and to pay costs of issuance related thereto; and

e. each of the Projects constitute an urban renewal project within the meaning of the Act and the Plan.

Section 3.3. Approval of the Project. This Commission hereby ratifies and confirms modification of the Plan to designate the Projects as urban renewal projects within and under and to be undertaken pursuant to the Plan, and the Projects are hereby approved. All actions of this Commission heretofore taken with respect to the Projects, to the extent not inconsistent herewith, are hereby ratified and confirmed.

Section 4. Section 2 of the Last Chance Urban Renewal Plan and Chapter VI of the Downtown Redevelopment Study Urban Renewal Plan should read as follows:

Goals and Objectives for Consolidated Central Helena Urban Renewal Area:

Develop both short and long-term capital improvement and maintenance projects designed to restore and improve the character and environment of the physical area by breaking the cycle of economic, cultural, physical and environmental decay.

Promote the area as the retail/commercial, financial, office, hotel/convention, cultural, historical, and entertainment focal point for the Helena urban area.

Encourage efficient housing patterns in and around the project area with a special emphasis on the needs of low and moderate income families and elderly persons.

Eliminate physical decay by the removal of deteriorated, substandard, deficient, and obsolete buildings.

Stimulate private investment, including the rehabilitation of existing-to-remain structures, by providing physical and economic incentives for downtown development.

Develop a long-range fiscal program that will result in upgraded property values and will encourage future renewal in adjoining areas.

Protect and restore certain historical and architecturally significant buildings in order to preserve and promote the unique character and features of the area.

Encourage the clustering of complementary activities and provide pleasant, diverse physical surroundings with an emphasis on quality in overall urban design to create an atmosphere that will attract tourists while at the same time address the needs of the community.

Redevelop the area in a manner which will balance the business area of the community and protect existing business development to avoid additional economic decay.

Adopt and promote development strategies for the undeveloped land and underdeveloped sites within the area, with emphasis on the Getchell-Front Streets section and the Cruse Avenue corridor.

Promote energy efficiency of project area developments and redevelopments.

Relieve vehicular and pedestrian traffic problems in the area and improve access to and from the area as well as improve circulation within the area.

Provide a method of establishing parking facilities for all vehicular demands.

Section 5. Section F of the Last Chance Urban Renewal Plan is amended to read as follows:

"F. Procedure for Amendment or Modification of Plan and Designation of and Approval of Urban Renewal Projects.

The Commission may modify and amend the Plan, including modifications and amendments to designate and approve urban renewal projects to be undertaken pursuant thereto, by enacting an ordinance providing for and setting forth the modification and amendment. No such ordinance shall be adopted until after a public hearing has been conducted thereon and notice of said hearing has been given in the official newspaper once a week for two consecutive weeks preceding the hearing.

If the modification or amendment involves the addition or deletion of land from the Area, mailed notice shall be given to all persons owning property to be added or deleted at the time and the manner provided by Section 7-15-4215(1), M.C.A. All notices shall provide the information regarding the modification required by Section 7-15-4215(2), M.C.A. Nothing herein shall limit or affect the authority of the Commission to undertake and carry out renewal activities on a yearly basis as provided by Section 7-15-4220, M.C.A."

Section 6. The Downtown Development Study Urban Renewal Plan is modified by adding a Chapter VII to read as follows:

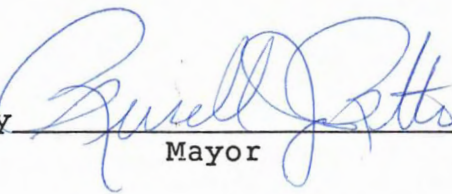
"Chapter 7. Procedure for Amendment or Modification of Plan and Designation of and Approval of Urban Renewal Projects.

The Commission may modify and amend the Plan, including modifications and amendments to designate and approve urban renewal projects to be undertaken pursuant thereto, by enacting an ordinance providing for and setting forth the modification and amendment. No such ordinance shall be adopted until after a public hearing has been conducted thereon and notice of said hearing has been given in the official newspaper once a week for two consecutive weeks preceding the hearing.

If the modification or amendment involves the addition or deletion of land from the Area, mailed notice shall be given to all persons owning property to be added or deleted at the time and the manner provided by Section 7-15-4215(1), M.C.A. All notices shall provide the information regarding the modification required by Section 7-15-4215(2), M.C.A. Nothing herein shall limit or affect the authority of the Commission to undertake and carry out renewal activities on a yearly basis as provided by Section 7-15-4220, M.C.A."

PASSED by the City Commission on first reading
this 4th day of June, 1990.

CITY OF HELENA

By 
Mayor

Attest:

By: 
Clerk of Commission

The motion for the adoption of the foregoing ordinance on first reading was duly seconded by Commission Member Murray, and upon vote being taken thereon, the following voted in favor thereof: Commissioner Crennen;
Commissioner Wordal; Commissioner Huddleston; Commissioner
Murray; Mayor Ritter

The following voted against the same: _____

PASSED by the City Commission on second reading
this 2nd day of July, 1990.

CITY OF HELENA

By 
Mayor

Attest:

By: Barbara R Brammer
Clerk of Commission

The motion for the adoption of the foregoing
ordinance on second reading was duly seconded by
Commission Member Crennen, and upon vote being taken
thereon, the following voted in favor thereof: Commissioner
Crennen; Commissioner Wordal; Commissioner Huddleston;
Commissioner Murray; Mayor Ritter

The following voted against the same: _____

whereupon the ordinance was declared duly passed and
adopted, and was signed by the Mayor, which signature was
attested by the Clerk of Commission.

EXHIBIT A

PERIMETER DESCRIPTION OF THE TAX INCREMENT DISTRICT (MAY 1990)

Said Tax Increment District encompasses parts of the Getchell and Child Placer, the Chessman and Davis Placer, the Thompson Placer, the Parchen Addition, and the Central Addition Numbers 1, 2 and 3 all in the SW 1/4 of Section 30, Township 10 North, Range 3 West, P.M.M., Lewis and Clark County, Montana, and parts of the Original Helena Townsite to the City of Helena, Lewis and Clark County, Montana. Said area is described as follows:

Beginning at a point in the south-east corner of Block 402; thence westerly along the south property line of Block 402, a distance of 201.5 feet, more or less, to a point in the south-west corner of Block 402; thence westerly across Benton Avenue a distance of 62.5 feet, more or less, to a point on the south-east corner of Block 395; thence southerly across Clark Street a distance of 51.0 feet, to a point in the north-east corner of Block 52; thence south-westerly along the east line of Block 52 a distance of 480.00 feet, more or less, to a point in the south-east corner of Block 52; thence south-westerly across Edwards Street a distance of 48.00 feet to a point in the north-east corner of Block 60; thence south-westerly along the east line of Block 60 a distance of 351.0 feet, more or less, to a point in the south-east corner of Block 60; thence westerly along the south line of Block 60 to a point situated on the east alley line and the north R/W line of Adams Street in Block 60; thence S9° 11'38"W across Adams Street, a distance of 57.908 feet to a point on the east alley line and the south R/W line of Adams Street in Block 61; thence S11° 18'27"W a distance of 336.726 feet to a point on the east alley line in Block 61; thence N80° 35'00"W across the alley a distance of 15.00 feet to a point on the west alley line in Block 61; thence N80° 35'00"W a distance of 100 feet, more or less, to an iron pin on the east R/W line of Jefferson Street in Block 61; thence S11° 18'26"W, a distance of 84.00 feet to an iron pin on the

east R/W line of Jefferson Street in Block 61; thence $N83^{\circ}28'13''W$ a distance of 70 feet, more or less, across Jefferson Street to a point in the south-east corner of Block 62; thence $N79^{\circ}06'04''W$ a distance of 200.00 feet to an iron pin in the south-west corner of Block 62; thence $N80^{\circ}16'44''W$ a distance of 70.00 feet across Howie Street to an iron pin in the south-east corner of Block 63; thence $N79^{\circ}47'18''W$, a distance of 199.671 feet to an iron pin in the south-west corner of Block 63; thence $S10^{\circ}46'13''W$ a distance of 70.00 feet across Chatham Street to an iron pin in the north-west corner of Block 72; thence $S10^{\circ}46'15''W$ a distance of 419.389 feet to an iron pin in the south-west corner of Block 72; thence $S10^{\circ}46'15''W$ a distance of 70.00 feet across Donaldson Street to an iron pin in the north-west corner of Block 75; thence $S10^{\circ}46'15''W$ a distance of 420.00 feet to an iron pin in the south-west corner of Block 75; thence $S10^{\circ}46'15''W$ a distance of 70.00 feet across Taylor Street to an iron pin located at the intersection of the south R/W line of Taylor Street and the east R/W line of Harrison Avenue extended; thence $N79^{\circ}55'17''W$ a distance of 58.332 feet to an iron pin on the Townsite line in the north-west corner of Block 1; thence $S3^{\circ}06'08''E$ a distance of 236.892 feet to an iron pin on said Townsite line; thence $S39^{\circ}34'54''W$ a distance of 109.015 feet to an iron pin on the west line of Block 1; thence $S50^{\circ}28'41''E$ a distance of 150.008 feet to an iron pin on the east R/W line of West Main Street in Block 2; thence $S39^{\circ}31'19''W$ a distance of 283.092 feet to an iron pin in the south-west corner of Block 2; thence $S50^{\circ}28'41''E$ a distance of 98.00 feet to an iron pin in the south-east corner of Block 2; thence $N46^{\circ}41'45''E$ a distance of 329.489 feet to an iron pin on the East R/W line of Block 2; thence $S87^{\circ}38'41''E$, a distance of 218.299 feet to a point on the south R/W line of Acropolis Street in Block 78; thence $N41^{\circ}28'19''E$ a distance of 12.210 feet to a point on the south R/W line of Acropolis Street in Block 70; thence $N87^{\circ}38'41''E$ a distance of 742.00 feet to an iron pin on the west R/W line of Sparta Street in the north-east corner of Block 78; thence $N3^{\circ}38'18''E$ a distance of 103.140 feet to an iron pin on the east R/W line of Congress Street in the south-west corner of Block 3; thence $N35^{\circ}05'37''E$ a distance of 300.00 feet to an iron pin on the east R/W line of Congress Street in the north-west corner of Block 3; thence $S54^{\circ}53'12''E$ a distance of 199.837 feet to an iron pin on the south R/W line of Pine Street in Block 3.

thence $N27^{\circ}27'35''E$ a distance of 48.393 feet across Pine Street to an iron pin in the south-west corner of Block 9; thence $N27^{\circ}27'35''E$ a distance of 175.244 feet to an iron pin in the north-west corner of Block 9; thence $N26^{\circ}39'43''E$ a distance of 39.947 feet across Cutler Street to an iron pin in the south-west corner of Block 17; thence $N32^{\circ}01'32''E$ a distance of 198.944 feet to an iron pin in the north-west corner of Block 17; thence $N29^{\circ}46'39''E$ a distance of 45.817 feet across State Street to an iron pin in the south-west corner of Block 23; thence $N35^{\circ}22'33''E$ a distance of 70.565 feet to an iron pin in the north-west corner of Block 23; thence $N21^{\circ}07'43''E$ a distance of 33.859 feet across Miller Street to an iron pin in the south-west corner of Block 31; thence $N26^{\circ}35'47''E$ a distance of 396.082 feet to an iron pin on the east R/W line of Warren Street; thence $N32^{\circ}15'03''E$ a distance of 365.848 feet on said R/W line to a point in the north-west corner of Block 31; thence $N31^{\circ}00'15''E$ a distance of 70.103 feet across Broadway Street to a point in the south-west corner of Block 34; thence $N31^{\circ}40'35''E$ a distance of 218.942 feet to a point in the north-west corner of Block 34; thence $N31^{\circ}40'36''E$ a distance of 64.720 feet across Breckenridge Street to a point in the south-west corner of Block 39; thence $N31^{\circ}38'19''E$ a distance of 216.302 feet to a point in the north-west corner of Block 39; thence $N30^{\circ}15'26''E$ a distance of 50.883 feet across Fifth Avenue to a point in the south-west corner of Block 43; thence $N30^{\circ}13'47''E$ a distance of 213.776 feet to a point in the north-west corner of Block 43; thence northwesterly to the intersection of the centerline of sixth Avenue with the centerline of Warren Street; thence northeasterly along the centerline of Warren Street to it's intersection with the centerline of Seventh Avenue; thence northwesterly along the centerline of Seventh Avenue to it's intersection with the easterly line of Cruse Avenue; thence northerly along the easterly line of Cruse Avenue to the centerline of Lawrence Street; thence easterly along the centerline of Lawrence Street to it's intersection with the centerline of Logan Street; thence northerly and northeasterly along the centerline of Logan Street to it's intersection with the centerline of Eleventh Avenue; thence northwesterly along the centerline of Eleventh Avenue to it's intersection with the centerline of Jackson Street; thence northeasterly along the centerline of Jackson Street to it's intersection with the centerline of Thirteenth Street.

thence northwesterly along the centerline of Thirteenth Street to it's intersection with the projection of the centerline of the N-S alley in Block 14 of the Central Addition Numbers 1 and 3; thence northeasterly along the centerline of the alley in said Block 14, across Fourteenth Street, and then continuing northeasterly along the centerline of the alley between Block 569 and 575, of the Central Addition No. 2, to it's intersection with the westerly projection of the southerly boundary of Lot 7 in said Block 575; thence southeasterly along the southerly boundary of said Lot 7 and along the projection of said southerly boundary of Lot 7, to the centerline of Jackson Street; thence northeasterly along the centerline of Jackson Street to it's intersection with the centerline of Sixteenth Street, thence northwesterly along the centerline of Sixteenth Street to it's intersection with the projection to the south of the centerline of the N-S alley in Block 37 of the Central Addition No.2; thence northeasterly along the centerline of said alley to the centerline of Lyndale Avenue; thence westerly along the centerline of Lyndale Avenue to it's intersection with the centerline of Kessler Street; thence southerly along the centerline of Kessler Street to it's intersection with the centerline of Getchell Street; thence southeasterly along the centerline of Getchell Street to it's intersection with the centerline of Stuart Street; thence northwesterly and westerly along the centerline of Stuart Street to it's intersection with the centerline of Benton Avenue; thence southerly along the centerline of Benton Avenue to it's intersection with Lawrence Street; thence southeasterly to the northwest corner of Block 402 of the Original Helena Townsite to the City of Helena, Montana; thence southerly along the west line of said Block 402 to the point of beginning. Said area contains 218 acres more or less.

ORDINANCE NO. 2804

**AN ORDINANCE DESIGNATING AND APPROVING A CERTAIN PROJECT AS
AN URBAN RENEWAL PROJECT IN THE CITY OF HELENA, MONTANA
AND AMENDING ORDINANCE NO. 2559**

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

Section 1. Recitals: The City of Helena, by Resolution No. 7050, adopted September 8, 1969, adopted the Last Chance Urban Renewal Plan as an Urban Renewal Plan (the Last Chance Urban Renewal Plan) for the Last Chance Urban Renewal Area (the Last Chance Urban Renewal Area) pursuant to Title 7, Chapter 15, Parts 42 and 43, MCA, as amended (the Act), and defining the boundaries of the Last Chance Urban Renewal Area. On August 14, 1978, the Commission adopted Resolution No. 8854 amending the boundaries of the Last Chance Urban Renewal Area and electing to use tax increment financing.

The City, by Ordinance No. 2162, adopted November 24, 1980, adopted the Downtown Development Study as an Urban Renewal Plan (the Downtown Development Study Urban Renewal Plan) for the Downtown Development Study Urban Renewal Area (the Downtown Development Study Urban Renewal Area) and defining the boundaries of the Downtown Development Study Urban Renewal Area. Ordinance No. 2162 contained a tax increment provision. The Last Chance Urban Renewal Plan and the Downtown Development Study Urban Renewal Plan are hereinafter referred to as the Plans.

The City, by Ordinance No. 2559, adopted July 2, 1990, combined the Last Chance Urban Renewal Area and the Downtown Development Study Urban Renewal Area into the Consolidated Central Helena Urban Renewal Area (the Urban Renewal Area); modified the goals and objectives of the Urban Renewal Area and provided a procedure for amendment or modification of the Plans and designation of tax increment financing for urban renewal projects in the Urban Renewal Area.

Section 2.1 The Project: Notice of the following project is hereby given:

The Great Northern Area Project: To provide Artisan, LLP, \$880,000 in tax increment financing annual increment monies in the form of a loan to provide funding necessary to purchase approximately nine (9) acres of land in the area known as the Great Northern Area, and to provide funds for the installation of infrastructure and improvements necessary to promote development within the area. This loan shall carry interest at the rate of three percent (3%) per annum, with a deferral period from the time of the loan until July 31, 2001 at which time the accrued interest will be added to the outstanding principal balance and amortized so as to provide for final payment no later than July 31, 2016.

Since the amount contained in the tax increment financing fund prohibits the disbursement of the entire loan amount of \$880,000 at one time, the following schedule will be used for distribution of the loan proceeds:

1. \$300,000 thirty (30) days after final passage of this Ordinance;
2. \$300,000 on January 15, 1998; and
3. \$280,000 on July 15, 1998.

Section 2.2. Findings: The Commission hereby finds, with respect to the Project described above, as follows:

(a) A workable and feasible plan exists for making available adequate housing for any persons who may be displaced by the Project;

(b) The Plan, as modified to include the Project, conforms to the Comprehensive Plan of the City or parts thereof;

(c) The Plan, as modified to include the Project, will afford maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the Area by private enterprise;

(d) A sound and adequate financial program exists for the financing of the Project; and

(e) The Project constitutes an urban renewal project within the meaning of the Act and the Plan.

Section 2.3. Approval of the Project: The Commission hereby ratifies and confirms modification of the Plan to designate the Project as an urban renewal project within the terms of the Urban Renewal Plan, and to be undertaken pursuant to that Plan. The Project listed above is hereby approved. All actions of the Commission heretofore taken with respect to the Project, to the extent not inconsistent herewith, are hereby ratified and confirmed.

FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,
THIS 21ST DAY OF JULY, 1997.


MAYOR

ATTEST:


CLERK OF THE COMMISSION

The motion for the adoption of the foregoing Ordinance on first reading was duly seconded by Commission Member Stults, and upon vote being taken thereon, the following voted in favor thereof: Stults, White, Richards, McGree and McCarthy

The following voted against the same: _____

FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 4th DAY OF August, 1997.


MAYOR

ATTEST:


CLERK OF THE COMMISSION

The motion for the adoption of the foregoing Ordinance on second reading was duly seconded by Commission Member McGree, and upon vote being taken thereon, the following voted in favor thereof: Mayor McCarthy, Commissioners Richards, Stults, McGree, White.

The following voted against the same: _____.

Whereupon, the Ordinance was declared duly passed and adopted, and was signed by the Mayor whose signature was attested by the Clerk of the Commission.

FILED

ORDINANCES OF THE CITY OF HELENA, MONTANA

ORDINANCE NO. 3027

AN ORDINANCE AMENDING ORDINANCE NO. 2804
THAT DESIGNATED AND APPROVED THE GREAT NORTHERN AREA PROJECT
AS AN URBAN RENEWAL PROJECT TO AMEND THE TERM OF THE LOAN

WHEREAS, on August 4, 1997, the Helena City Commission finally passed Ordinance No. 2804 that designated and approved the Great Northern Area, now known as the Great Northern Town Center, as an urban renewal project, and provided Artisan, LLP with \$880,000 in tax increment financing annual increment monies in the form of a loan to provide funding to purchase the land and install infrastructure and improvements to promote development within the area; and

WHEREAS, Artisan, LLP, has requested a restructuring of the payments established to repay the \$800,000 TIF loan.

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

That Section 2.1 of Ordinance No. 2804 is hereby amended as follows:

"Section 2.1 The Project: Notice of the following project is hereby given:

The Great Northern Area Project: To provide Artisan, LLP, \$880,000 in tax increment financing annual increment monies in the form of a loan to provide funding necessary to purchase approximately nine (9) acres of land in the area known as the Great Northern Area, and to provide funds for the installation of infrastructure and improvements necessary to promote development within the area. This loan shall carry interest at the rate of three percent (3%) per annum, with a deferral period from the time of the loan until July 31, 2001 at which time the accrued interest

ORDINANCES OF THE CITY OF HELENA, MONTANA

will be added to the outstanding principal balance ~~and amortized so as to provide for final payment no later than July 31, 2016.~~ Subsequent payments, interest accrual, and adjustment to principal and interest are as follows:

1. Commencing August 1, 2001, the principal is amortized at three percent (3%) interest per annum with monthly payments.
2. Starting July 1, 2002, all monthly payments are deferred until April 1, 2020.
3. On July 1, 2005, the loan balance is reduced by the amount of tax increments realized from the increase in incremental taxable value for the period July 1, 2002 to July 1, 2005, due to construction improvements to the Great Northern Hotel on Lots 1 through 6 in Block F and Lot 1 in Block H of the Great Northern Town Center.
4. During the deferral of monthly payments, interest of three percent (3%) per annum accrues from July 1, 2002 until July 1, 2007, unless the Great Northern Hotel is constructed to completion and fully occupied by September 1, 2005, in which case interest only accrues from August 1, 2005 through July 31, 2007.
5. During deferral of monthly payments from July 1, 2007 until April 1, 2020, there is no accrual of interest.
6. Commencing April 1, 2020, the principal, as previously adjusted, together with applicable accrued interest, is amortized into monthly payments running for 168 months, with final payment due March 1, 2034.
7. Collateral for the loan is a mortgage on Lot 12 in Block E of the Great Northern Town Center, with at least second priority.

.....

FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,

THIS 23 DAY OF May, 2005.

ATTEST:

MAYOR

James E. Smith

Debbie Havens

CLERK OF THE COMMISSION

ORDINANCES OF THE CITY OF HELENA, MONTANA

FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 23 DAY OF May, 2005.

James E. Smith
MAYOR

ATTEST:

Debbie Havens
CLERK OF THE COMMISSION

City of Helena, Montana

April 7, 2025

To: Mayor Collins and the Helena City Commission

From: *City Attorney Rebecca Dockter*
Deputy City Attorney Matthew Petesch

Subject: Consider Approving Victims of Crime Act (VOCA) Grant Policies

Present Situation: The City Attorney's Office and Victim Services Office receives a grant that helps fund its Victim Service Specialist position. The City Attorney's Office and Victim Services Office needs to adopt a set of policies to comply with the grant requirements.

Background Information: The Helena City Attorney's Office provides services to clients through its Victim Services Office. The Victim Services Office is partially funded by a grant that was created through the Victims of Crime Act (VOCA) and is administered by the Montana Board of Crime Control (MBCC). On January 28, 2025, MBCC completed its first site visit and audit of the City's VOCA program. MBCC found that the City Attorney's Office and Victim Services Office needed to implement the following policies to come into compliance with the VOCA grant requirements:

- Volunteer Policy Manual and Training Manual
- Determination of Suitability to Work with Minors Policy
- Limited English Proficiency Policy
- Reporting a Breach and Confidentiality Policy

The City Attorney's Office consulted with the City Manager and HR Department in drafting the above-mentioned policies. If approved, the policies would only apply to the City Attorney's Office and the Victim Services Office. The drafted policies have been sent to the MBCC for review. MBCC approved the policies and represented that they are in compliance with the VOCA grant requirements.

Proposal/Objective: Consider approving the following policies for the purpose of complying with VOCA grant requirements: the Volunteer Policy for the City Attorney's Office, the Determination of Suitability to Interact with Minors Policy, the Limited English Proficiency Policy, and the Reporting a Breach of Personal Identifiable Information Policy.


Advantage: Approving the VOCA grant policies will enable the City Attorney's Office and Victims Service Office to be in compliance with the VOCA grant.

Notable Energy Impact: N/A

Disadvantage: N/A

Notice of Public Hearing: N/A

**Staff Recommendation/
Recommended Motion:** Move to approve the following policies for the purpose of complying with VOCA grant requirements: the Volunteer Policy for the City Attorney's Office, the Determination of Suitability to Interact with Minors Policy, the Limited English Proficiency Policy, and the Reporting a Breach of Personal Identifiable Information Policy.

	City of Helena	Policy number	
		Original Adoption	
		Revision #	
		Last revision date	
Section Title	General Policies		
Subject	Reporting a Breach of Personal Identifiable Information Policy		

Purpose

The Helena City Attorney's Office provides services to clients through its Victim Services Office. The Victim Services Office is partially funded by a grant that was created through the Victims of Crime Act (VOCA) and is administered by the Montana Board of Crime Control (MBCC). To comply with the requirements of the VOCA grant, the City has adopted this policy for reporting a breach of personal identifiable information (PII). The City of Helena follows the Lewis and Clark County and City of Helena IT&S Policy and State law when a breach occurs. This policy will add the additional step of notifying MBCC of a breach of PII. This policy only applies to grant participants employed in the City Attorney's Office and the Victim Services Office. This policy does not apply to any other individuals, departments, or offices in the City of Helena.

Definitions

- A. **"Breach"** - The loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where (1) a person other than an authorized user accesses or potentially accesses unencrypted personally identifiable information or (2) an authorized user accesses or potentially unencrypted accesses personally identifiable information for an other than authorized purpose.
- B. **"Personally Identifiable Information (PII)"** - information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual. Some information that is considered to be PII is available in public sources such as telephone books, public websites, and university listings. This type of information is considered to be Public PII and includes, for example, first and last name, address, work telephone number, email address, home telephone number, and general educational credentials. The definition of PII is not anchored to any single category of information or technology. Rather, it requires a case-by-case assessment of the specific risk that an individual can be identified. Non-PII can become PII whenever additional information is made publicly available, in any medium and from any source, that, when combined with other available information, could be used to identify an individual.


Procedures

- A. **Confidentiality**
 - i. All employees of the City Attorney's Office and Victim Services Office are given confidential criminal justice information training.
 - ii. All employees of the City Attorney's Office and Victim Services Office are expected to keep PII confidential pursuant to City policy and State law.
- B. **Reporting a Breach**

- i. If an actual or imminent breach of PII that falls within the scope of the VOCA grant and its requirements occurs, the City Attorney's Office and Victim Services Office will take the following actions:
 - i. Follow the Lewis and Clark County and City of Helena IT&S Policy;
 - ii. Provide notification pursuant to State law; and
 - iii. Report the actual or imminent breach of PII to the MBCC grant Manager and MBCC Director no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.
 - 1. The report will include the following information:
 - a. The City of Helena listed as the agency
 - b. Contact information for the City of Helena
 - c. Date and time of the breach or detection of an imminent breach
 - d. Description of actual or imminent breach
 - e. Project number
 - f. Project title

C. Remediation of Breach

- i. The City Attorney's Office and Victim Services Office will take the following actions to remedy a breach of PII that falls within the scope of the VOCA grant and its requirements:
 - i. Follow the Lewis and Clark County and City of Helena IT&S Policy;
 - ii. Follow State law;
 - iii. Work with MBCC Staff to remedy the breach;
 - iv. Document how another breach will be avoided and the policy or policies that have been created to protect against another breach;
 - v. Provide remediation to MBCC and/or file the remediation file within the subgrantee file in AmpliFund; and
 - vi. Upon request, coordinate, as soon as possible, a monitoring visit or desk review sooner than the monitoring schedule with MBCC.

	City of Helena	Policy number	
		Original Adoption	
		Revision #	
		Last revision date	
Section Title	General Policies		
Subject	Determination of Suitability to Interact with Minors Policy		

Purpose

The Helena City Attorney's Office provides services to clients through its Victim Services Office. The Victim Services Office is partially funded by a grant that was created through the Victims of Crime Act (VOCA) and is administered by the Montana Board of Crime Control (MBCC). As part of the requirements of receiving the VOCA grant funds, The City Attorney's Office and Victim Service Office must make a written determination of suitability before covered individuals may interact with participating minors, at most 6 months before hiring/contracting, and every five years thereafter. This determination must be completed every five years.

The City Attorney's Office will keep a written record that, based on the information gathered, the individual is suitable to interact with minors and this documentation will be included in the appropriate grant file. This policy only applies to grant participants employed in the City Attorney's Office and the Victim Services Office who will interact with participating minors. This policy does not apply to any other individuals, departments, or offices in the City of Helena.

Definitions

- A. **Covered Individual** – any individual other than a participating minor or a client of Helena City Attorney's Office and Victim Services who is expected, or reasonably likely, to interact with any individuals under 18 years of age who participates in the program activities funded by a federal award. A covered individual might be an employee, a consultant, contractor, employee of a contractor, trainee, volunteer, or teacher.
- B. **Interaction** – physical contact, oral, and written communication, and the transmission of images and sound, and may be in person or by electronic (or similar) means. Interaction does not include:
 - i. Brief contact that is both unexpected and unintentional on the part of the covered individual, such as might occur when a postal carrier delivers mail to an administrative office.
 - ii. Personally accompanied contact, that is, infrequent or occasional contact (for example, by someone who comes to make a presentation) in the presence of an individual who has been determined suitable to interact with participating minors. Throughout such contact, an appropriate adult who has been determined to be suitable pursuant to this policy will closely and personally accompany, and remain continuously within view and earshot of, such visitor.
- C. **Participating Minor** - All individuals under 18 years of age within the set of individuals described in the scope section of this condition as it appears on the VOCA grant award document are participating minors.

Procedures


- A. **Determination of Suitability**

- i. Helena City Attorney's Office and Victim Services will not permit any covered individual to interact with any participating minor in the course of activities under the award, unless Helena City Attorney's Office and Victim Services first has made written determination of the suitability of that individual to interact with participating minors.
- ii. In addition to information resulting from checks or screening required by applicable federal, state, tribal, or local law, and/or by Helena City Attorney's Office and Victim Services written policies and procedures, current and appropriate information includes the results of all required searches listed below, each of which must be completed no earlier than six months before the determination regarding suitability.
 - a. Public sex offender and child abuse websites/registries including:
 - 1. The Montana Sex Offender registry and/or the state/public registry for each state (and/or tribe, if applicable) in which the individual lives, works, or goes to school, or has lived, worked, or gone to school at any time during the past five years; and
 - 2. The Dru Sjodin National Sex Offender Public Website (www.nsopw.gov)
 - 3. Criminal history registries and similar repositories of criminal history records.
 - 4. For each covered individual at least 18 years of age, a fingerprint search (or, if the City Attorney's Office and Victim Services Office documents that a fingerprint search is not legally available, a name-based search, using current, and if applicable, previous names and aliases) – encompassing at least the time period beginning five calendar years preceding the date of the search request – of pertinent (and if applicable, local and tribal) criminal history registries or similar repositories, including:
 - a. The criminal history registry for each state in which the individual lives, works, or goes to school, or has lived, worked, or gone to school at any time during the past five years; and
 - b. The criminal history registry for each state in which he or she is expected to, or reasonably likely to, interact with a participating minor in the course of activities under the award
- iii. Helena City Attorney's Office and Victim Services will, at least every five years, update the searches described above, reexamine the covered individual's suitability determination based on those search results, and, if appropriate, modify or withdraw that determination.
- iv. Helena City Attorney's Office and Victim Services will also reexamine a covered individual's suitability determination upon learning of information that reasonably may suggest unsuitability and, if appropriate, modify or withdraw that determination.

Determination of Unsuitability

- A. In particular (unless applicable law precludes it), with respect to either an initial determination of suitability or a subsequent reexamination, Helena City Attorney's Office and Victim Services may not determine that a covered individual is suitable to interact with participating minors in the course of activities under the award if the covered individual:

- i. Withholds consent to a criminal history search required by this condition;
- ii. Knowingly makes (or made) a false statement that affects, or is intended to affect, any search required by this condition;
- iii. Is listed as a registered sex offender on the Dru Sjodin National Sex Offender Public Website;
- iv. To the knowledge of the City Attorney's Office and Victim Services Office has been convicted, whether as a felony or misdemeanor, under federal, state, tribal, or local law of any of the following crimes (or any substantially equivalent criminal offense, regardless of the specific words by which it may be identified in law):
 - a. Sexual or physical abuse, neglect, or endangerment of an individual under the age of 18 at the time of the offense;
 - b. Rape/sexual assault, including conspiracy to commit rape/sexual assault;
 - c. Sexual exploitation, such as through child pornography or sex trafficking;
 - d. Kidnapping;
 - e. Voyeurism; or
 - f. Is determined by a federal, state, tribal, or local government agency not to be suitable. Nothing in this condition shall be understood to authorize or require Helena City Attorney's Office and Victim Services or any person or other entity, to violate any federal, state, tribal, or local law, including any applicable civil rights or nondiscretionary law.

	City of Helena	Policy number	
		Original Adoption	
		Revision #	
		Last revision date	
Section Title		General Policies	
Subject		Limited English Proficiency (LEP) Policy	

Purpose

The Helena City Attorney's Office provides services to clients through its Victim Services Office. The Victim Services Office is partially funded by a grant that was created through the Victims of Crime Act (VOCA) and is administered by the Montana Board of Crime Control (MBCC). To comply with the requirements of the VOCA grant, the City has adopted this Limited English Proficiency Policy. This policy only applies to grant participants employed in the City Attorney's Office and the Victim Services Office. This policy does not apply to any other individuals, departments, or offices in the City of Helena. However, other City departments may coordinate with the City Attorney's Office to utilize LEP services through Language Link.

Definitions

- A. "LEP" means Limited English Proficiency. LEP includes verbal and written proficiency.

Procedures

No client of the Victim Services Office will be denied services based on LEP. The Victim Services Office will take every reasonable measure to ensure access to all services provided by Helena City Attorney's Office and Victim Services for LEP clients.

Staff Training

- A. All Helena City Attorney's Office staff will be trained on how to access the appropriate translator services in the service area as follows:
- i. Be provided the contact information for Language Link; and
 - ii. Provide Language Link fliers to staff and outside the office so clients can utilize this service if it is needed.

Identifying Client Language of Choice

- A. If the client does not speak English proficiently, intake staff will provide Language Link cards to the client to determine their language of choice.


Providing Language Services to the Client

- A. Once the client's language is identified, Helena City Attorney's Office and Victim Services will take the following steps to assist the client:
- i. Contact a translator; and/or

- ii. Use the translator service Language Link
- B. If a client speaks English but does not read English and written materials are not available in the language, they read proficiency in, then all written materials will be read to the client.
- C. The client will not be required to pay for any translator assistance to receive services.
- D. Another client or a family member of the client will not be used as a translator for sensitive materials.

Providing Information about Language Services

- A. If the service area has a language spoken by 5% or more of the members of the community served, signs in those languages will be placed in the main office areas informing clients about the steps Helena City Attorney's Office and Victim Services will take to assist them.
- B. Helena City Attorney's Office and Victim Services will ensure language services available are detailed in outreach materials.

	<h1>City of Helena</h1>	Policy number	
		Original Adoption	
		Revision #	
		Last revision date	
Section Title		General Policies	
Subject		Volunteer Policy for the City Attorney’s Office	

Purpose

The Helena City Attorney's Office provides services to clients through its Victim Services Office. The Victim Services Office is partially funded by a grant that was created through the Victims of Crime Act (VOCA) and is administered by the Montana Board of Crime Control (MBCC). To comply with the requirements of the VOCA grant, the City has adopted this volunteer policy. This policy only applies to grant participants employed in the City Attorney's Office and the Victim Services Office. This policy does not apply to any other individuals, departments, or offices in the City of Helena.

Organization Mission and Values

The Helena City Attorney's Office Victim Services is a prosecutor-based victim assistance program that's primary responsibility is to provide outreach, support, information and advocacy services to victims of violent crime at the misdemeanor level. The victim services program serves victims of misdemeanor partner or family member assaults, sexual assaults, stalking, violations of no contact order, and orders of protection.

Definition

- A. "Volunteer" means an adult individual who is 18 years or older who performs a service willingly and without pay or expectation of compensation.

Volunteer Roles and Responsibilities

- A. The Helena City Attorney's Office Victim Services volunteers will assist the office in sharing information about the Victim Services Program to the public through activities that may include education, out-reach efforts, assembling kits for victims, or similar activities.
- B. The volunteer will not provide any legal advice or discuss cases with individuals.

Policies and Procedures

- A. Application and Background Check
 - i. Individuals, 18 years or older, who wish to volunteer for the City Attorney's Office and Victim Services Office must fill out an app application and pass a background check.
- B. Training and Orientation
 - i. All volunteers will attend a training session with the Victim Services Specialist before volunteering. Training topics will include:
 - a. Overview and Purpose of the Victim Services Program;
 - b. Role of the Victim Services Program within a prosecution office;
 - c. Explanation of the services provided by Victim Services Program;
 - d. Expectations for volunteers

- e. Instruction on how to handle confidential information; and
- f. If volunteers are working with the public, they will be taught how to answer questions about the Victim Services Program and how to communicate effectively with the public.

C. Ongoing Support

- i. The volunteer will have contact information for the Victim Services Specialist as well as the City Attorney's Office for any support issues they may encounter.
- ii. Volunteers will meet with the Victim Services Specialist before and after volunteering to discuss expectations and address questions.

D. Compliance

- i. Volunteers are expected to comply with City policies, Municipal Code, and State law.
- ii. Due to the confidential criminal justice information that the City Attorney's Office handles the volunteers would not be asked to work on specific cases.
- iii. The Victim Services Coordinator is responsible for supervising volunteers and administering the volunteer program including training and evaluating volunteers.

City of Helena, Montana, City Commission Meeting – April 7, 2025

To: Mayor Collins and the City of Helena Commission

From: Doug Smith, Parks, Recreation and Open Lands Director

Subject: Resolution Establishing New Fees Charged for the Use of the Helena Civic Center and Repealing Resolution No. 20819

Present Situation:

The Helena Civic Center charges fees for the use of the facility that help support the cost of its operations. The general fund helps to fund the Civic Center and in order to offset some of the impact to the general fund, City Staff recommends increasing the fees charged to the Civic Center.

Background Information:

Resolution 20819, passed May 8, 2023, previously set fees charged for the use of the Helena Civic Center.

Proposal/Objective:

It appears to be in the best interests of the City to slightly increase fees charged for use of the Civic Center.

Advantage:

N/A

Notable Energy Impact:

N/A

Disadvantage:

N/A

Notice of Public Hearing:

Yes, Helena IR Legal Ad Publication Dates: 3/27/25 & 4/3/25, Public Hearing scheduled for Monday, April 7, 2025.

Staff Recommendation:

Move to Approve Resolution Establishing New Fees Charged for the Use of the Helena Civic Center and Repealing Resolution No. 20819

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING NEW FEES CHARGED FOR THE USE OF THE HELENA CIVIC CENTER AND REPEALING RESOLUTION NO. 20819

WHEREAS, the City of Helena owns and operates a facility known as the Civic Center;

WHEREAS, the City of Helena, in the prudent management of its financial affairs, must charge fees for the use of the Civic Center that support the cost of operations;

WHEREAS, Resolution No. 20819, passed May 8, 2023, previously set fees charged for the use of the Helena Civic Center;

WHEREAS, the revenue from fees does not cover the costs to operate the Civic Center;

WHEREAS, it appears to be in the best interests of the City of Helena, Montana, and the inhabitants thereof, that Resolution No. 20819 be repealed, and that the Helena City Commission hold a public hearing on the implementation of the proposal to set fees as evident in the attached Exhibit A; and

WHEREAS, the Helena City Commission held a public hearing on April 7, 2025 at 6:00 p.m. in the Commission Chambers at 316 North Park Avenue, in Helena, Montana and online via the Zoom platform

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Res. No. _____

at this link:

<https://zoom.helenamt.gov/ej/c/53045822/april725regular>

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

Section 1. That the Helena City Commission hereby sets the
fees charged for use of the Civic Center as shown on the attached
Exhibit "A."

Section 2. This Resolution is effective on April 7, 2025.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 7TH DAY OF APRIL, 2025

MAYOR

ATTEST:

CLERK OF THE COMMISSION

EXHIBIT A: HELENA CIVIC CENTER FEES / EFFECTIVE JULY 1, 2025

AUDITORIUM RENTAL - Available 6am - 12am		
Auditorium Rent = 7% Gross Box Office Revenues	Min \$1250 - Max \$4500	
Non-Profit Performing Arts Series Rate - Flat Rental Minimum 5 Performances	\$	1,250.00
Auditorium Rental No Performance (Graduations, Ceremonies, Private Rentals)	\$	1,000.00
Auditorium Set-up / Rehearsal Friday - Sunday - No Public	\$	850.00
Auditorium Set-up / Rehearsal - Monday - Thursday - No Public	\$	750.00
Ballroom Mezzanine per day for additional backstage space with auditorium rental	\$	250.00
BALLROOM RENTAL - Up to 15 consecutive hours between 7am-1am		
Ballroom Rental	\$	1,300.00
Ballroom Monday - Thursday	\$	1,000.00
Ballroom Set-up / Load-out Friday - Sunday	\$	850.00
Ballroom Set-up / Load-out Monday - Thursday	\$	750.00
Hourly Over 15 Hours (2 hour min)	\$	200.00
Auditorium Stage / Arena / Backstage with Ballroom Rental	\$	600.00
FULL FACILITY RENTAL - 15 consecutive hours between 7am-1am / not applicable for ticketed auditorium events		
Full Facility Rental Friday - Sunday	\$	1,800.00
Full Facility Rental Monday - Thursday	\$	1,350.00
Full Facility Rental Friday - Sunday - Set-up / Load-out	\$	1,250.00
Full Facility Rental Monday - Thursday - Set-up / Load-out	\$	1,000.00
EQUIPMENT RENTAL	Daily	Weekly (3+ Days)
Tables	\$ 7.50	\$ 15.00
Chairs	\$ 1.00	\$ 3.00
Risers	\$ 40.00	\$ 55.00
Pipe & Drape per linear foot	\$ 2.50	\$ 6.00
Serving of Alcohol in Ballroom	\$ 250.00	\$100 each added day
Screen/Projector Package	\$ 600.00	\$300 each added day
Ballroom Audio Package	\$ 600.00	\$400 each added day
Ballroom Lighting Package	\$ 400.00	\$300 each added day
Screen/Projector Package	\$ 600.00	\$300 each added day
AUDITORIUM SOUND/LIGHT/OTHER		
Light Fee	\$	750 / \$500 for NPO
Light Fee 2nd & Subsequent Days	\$	200.00
Sound Fee	\$	500 / 300 for NPO
Sound Fee 2nd & Subsequent Days	\$	150.00
Spotlight - Operator billed separate	\$	100.00
Merchandise Fee - Goods sold in auditorium lobby		20% of Gross Sales
Marley Dance Floor	\$	300.00
LABOR RATES PER HOUR		
Tech Director - <i>Required for Auditorium Events</i>	\$	40.00
Technician	\$	25.00
Stagehand	\$	20.00
TICKETING / BOX OFFICE		
<i>Charges to Promoter:</i>		
\$1 per ticket - comps and consignments		
\$2 Facility Fee per ticket - <i>waived for non-profit performing arts organizations</i>		
Returns for cancelled shows: \$.50 per ticket + 5% of gross sale amount		
<i>Charges to Ticket Buyer</i>		
\$2 per order mailing fee + Ticketing Service Fees equal to 10% of ticket price round to the nearest 50 cents		
MISCELLANEOUS FEES / SERVICES		
Marketing, outside services, or materials		Cost + 15%
<i>Fees for uses of the building outside the parameters of the above fee schedule will be determined by the City of Helena</i>		
<i>The City of Helena may co-promote with qualified partners</i>		

INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Helena Independent Record** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(123) 456-7890**.

Notice ID: lz6ZKXzhDWRgQI9kPUKd | **Proof Updated: Feb. 27, 2025 at 01:51pm MST**
Notice Name: Copy Copy Civic Center Fees_4.7.25

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

Helena Independent Record

Columns Wide: 2 **Ad Class:** Legals

Total Column Inches: 7.18

Number of Lines: 31

03/27/2025: General Legal	36.00
04/03/2025: General Legal	30.00

Subtotal	\$66.00
Tax	\$0.00
Processing Fee	\$0.00
Total	\$66.00

Public Hearing Notice

The Helena City Commission will hold a public hearing at 6:00 p.m. on Monday, April 7, 2025 in the City of Helena Commission Chambers, Room 330 at 316 N. Park Avenue, Helena, MT 59623, and via the City of Helena's Zoom Events Hub: <https://zoom.helenamt.gov/c/36053471/publicmeetings> to consider the following:

A RESOLUTION TO ESTABLISH FEES TO BE CHARGED FOR THE HELENA CIVIC CENTER REPEALING RESOLUTION NO. 20819.

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 or email: citycommunitydevelopment@helenamt.gov, in person at 316 North Park, Avenue, Room 440, Helena, MT 59623

March 27, April 3, 2025 ##### MNAXLP