

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
August 4, 2025
6:30 P.M.

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

POLICY ON CONDUCT AND MANNER OF ADDRESSING COUNCIL

OPEN PUBLIC HEARING

- **Proposed Ordinance 858 re: Amending City of Shelby Zoning Code (pgs. 5-33)**

APPROVAL OF MINUTES

- **Regular Council Meeting, 7/21/25 (pgs. 34-35)**

CLOSE PUBLIC HEARING

APPEARANCE REQUESTS

- **Agenda Items**
- **Non-Agenda Items**

CLAIMS REPORT 7/31/2025 (pgs. 36-50)

COMMITTEE REPORTS

-

CITY FINANCE OFFICER

- **TBID Work Plan, 2025-26 (pgs. 51-52)**
-

CITY ATTORNEY

- **Facility Use Permit with Dick Irvin, Inc re: SE Front Street Track Extension (pgs. 53-57)**
- **Memorandum of Understanding with Dick Irvin, Inc re: SE Front Street Track Extension (pgs. 58-60)**

CITY SUPERINTENDENT

OTHER MATTERS

-
-

ADJOURN

CITY OF SHELBY MEETING SCHEDULE

August 4, 2025

- 6:00 p.m. **Audit Committee**
 (Mayor, Finance Officer, Clark, Frydenlund, Moritz)
- 6:30 p.m. **Regular City Council Meeting**

August 11, 2025

- 6:30 p.m. **City-County Planning Board**
 (Mayor, Flesch, Clark)

August 18, 2025

- 6:30 p.m. **Regular City Council Meeting**

August 25, 2025

- ~~6:30 p.m. **Park & Recreation Meeting**~~
~~(Mayor, Superintendent, Frydenlund, Kimmet)~~

City Council Packet Listing

A. Agenda

B. Agenda Items

1. Proposed Ordinance No. 858 re: Amending City of Shelby Zoning Code
2. Minutes of Regular Council Meeting, 7/21/25
3. Claims Report, July 2025
4. TBID Work Plan, 2025-26
5. Facility Use Permit with Dick Irvin, Ince re: SE Front Street Track Extension
6. Memorandum of Understanding with Dick Irvin, Inc re: SE Front Street Track Extension

C. Correspondence

- 1.
- 2.

D. Reports

- 1.

E. Handouts

- 1.

Policy on Conduct and Manner of Addressing Council

The public is invited to speak on any item after recognition by the presiding officer.

1. Public comments will be accepted only on items within the jurisdiction of the City of Shelby.
2. Comments shall be limited to 5 minutes per meeting, unless such time is extended by a majority vote of the Council members.
3. While the Council is in session, those in attendance must preserve order and decorum. No member of the public shall delay or interrupt the Council proceedings; disturb any member who may be speaking; or refuse to obey the orders of the Council or its presiding officer.
4. Prepared statements are welcome and should be given to the Finance Officer prior to a Council meeting. Prepared statements that are also read, however, shall be deemed unduly repetitious. All prepared statements for public hearings shall become part of the hearing record.
5. All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff.
6. Public members recognized by the presiding officer, shall:
 - a. Stand, if able
 - b. For the record, give his/her name and address
 - c. If applicable, give the person, firm or organization he/she represents
 - d. Limit comments to the matter of fact
 - e. Address the Council as a body and not to any individual member of the Council or City Staff
 - f. Ask no questions of individuals who are Council members, staff or other public members, except through the presiding officer
 - g. Limit comments to a maximum of 5 minutes, unless such time is extended by a majority vote of Council members.

The Council thanks public members for respectfully and courteously providing constructive and valuable information.

MINUTES OF THE BOARD OF ADJUSTMENTS & ZONING COMMISSION

Held at Shelby City Hall

July 28, 2025

6:30 p.m.

Present: Gary McDermott, Mayor; Rob Tasker, Bob Longcake, Aaron Heaton, Bill Moritz, Lyle Kimmert; Board of Adjustments and Zoning Commission. Jade Goroski, City Finance Officer; Logan Fehler, City Attorney.

Mayor McDermott called the meeting to order at 6:30 pm

Pledge of Allegiance:

NEW BUSINESS:

- Ordinance No. 858 (draft) re: Amending the City of Shelby Zoning Code
HEATON MADE A MOTION TO RECOMMEND SENDING THE ORDINANCE TO COUNCIL FOR REVIEW WITH THE FOLLOWING CHANGES, UPDATED MOBILE AND MODULAR HOME DEFINITIONS TO INCLUDE AN AGE LIMIT AND DURING A CHANGE THAT THE STRUCTURE BE BROUGHT UP TO CURRENT ENERGY EFFICIENCY STANDARDS ALONG WITH ANY IRC & IBC STANDARDS; DEFINE SHORT TERM RENTALS AND ADD A REQUIREMENT FOR A SHORT TERM RENTAL BUSINESS LICENSE FOR EACH PROPERTY. SECONDED BY LONGCAKE. MOTION CARRIES

**UPON MOTION BY MORITZ AND SECOND BY KIMMET, THE MEETING WAS
ADJOURNED AT 8:15 P.M.**

ORDINANCE NO. 858 [DRAFT]

AN ORDINANCE AMENDING THE CITY OF SHELBY ZONING CODE

BE IT ORDAINED, that the Shelby City Code be amended as follows.

That the following new definitions be added to Title 13, Chapter 2, Section 3 of the Shelby City Code:

RESIDENTIAL BUILDING: A building designed, both structurally and aesthetically, for the purpose of containing one or more dwelling units housing people.

HOTEL OR MOTEL: A premises containing five or more dwelling units available for rent or lease for periods of less than one week. Shelter Housing, as defined in this Section, is not included in the definition of a hotel or motel for the purposes of this Title.

CHARITY ENTERPRISE: an enterprise where the primary activity conducted is the on-premises exchange of goods and/or services for consideration amounting to significantly less than market value, and is conducted by the proprietor for the purpose of providing such goods and services to people without the intent of the proprietor to earn a profit. An establishment that raises or collects funds for charity activities involving the exchange of significantly less than market value goods and services but does not exchange goods and services with the intended recipients on the premises is not a charity enterprise for the purposes of this Title.

SHELTER HOUSING: A structure providing communal or dormitory-style housing or lodging to multiple individuals and/or multiple family-sized groups, where each individual or family-sized group's living accommodations are not separated from those of the rest of the population of the structure by individual dwelling units.

RETAIL BUSINESS: an enterprise open to the general public that is primarily engaged in the exchange of goods and/or services for monetary consideration amounting to approximately market value. A charity enterprise is not a retail business for the purposes of this Title.

SOCIAL CLUB (replacing clubs and lodges): A structure serving as a location for private groups of people to meet, gather, socialize, and/or consume food or beverages, which are not open to the general public and where no person(s) temporarily or permanently resides or stays overnight. A social club may not be a structure where the primary activity conducted is a charity enterprise.

PUBLIC BUILDING: A building occupied by a branch, agency, or office of federal, state, or local government, and used by such government entity for an administrative purpose.

CHURCH: A building occupied by an organized religious body used primarily for public worship and/or other worship activities within the doctrine of such religious body. A building in which the primary activity conducted is a charity enterprise is not a church for the purposes of this Title. Any building containing shelter housing is not a church for the purposes of this Title. Nothing in this definition precludes churches from engaging in charity enterprises on the premises, so long as such use is clearly secondary to the primary use of the premises for public worship and/or other worship activities.

RESTAURANT: A building housing an enterprise open to the general public that is primarily engaged in the preparation, sale at approximate market value, and consumption of food products containing a designated area on the premises for the consumption for food prepared and sold there. A restaurant may not be a building or structure where the primary activity conducted is a charity enterprise.

That the following existing definitions in Title 13, Chapter 2, Section 3 of the Shelby City Code be amended to read as follows:

DWELLING, MOBILE HOME: A factory assembled structure or structures equipped with the necessary service connections and made so as to be readily movable as a unit or units on its (their) own running gear and designed to be used as a dwelling unit(s) without a permanent foundation. Shelter Housing, as defined in this Section, is not included in the definition of a mobile home dwelling for the purposes of this Title.

DWELLING, MODULAR UNIT: A factory fabricated transportable building designed to be used by itself as a dwelling unit or to be incorporated with similar units at a building site into a structure on a permanent foundation which complies with the Montana building, plumbing, electrical and mechanical construction codes and the rules and regulations for modular housing of the building code division of the Montana department of administration. The term is intended to apply to major assemblies and does not include prefabricated panels, trusses, plumbing trees, and other prefabricated subelements which are to be incorporated into a structure at the site. Shelter Housing, as defined in this Section, is not included in the definition of a modular unit dwelling for the purposes of this Title.

DWELLING UNIT: One room or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy, or rental or lease on a weekly, monthly, or longer basis, and physically separated from any other rooms or dwelling units which may be in the same structure.

DWELLING, MULTIPLE-FAMILY: A residential building or portion thereof designed for or occupied as the home of three (3) or more families living independently of each other, including tenement houses, apartment houses or apartment hotels. Shelter Housing, as defined in this Section, is not included in the definition of a multiple-family dwelling for the purposes of this Title.

DWELLING, SINGLE-FAMILY: A detached residential dwelling unit, other than a mobile home, designed for and occupied by one family only. Shelter Housing, as defined in this Section, is not included in the definition of a single-family dwelling for the purposes of this Title.

DWELLING, TWO-FAMILY: A detached residential building containing two (2) dwelling units, designed for occupancy by not more than two (2) families. Shelter Housing, as defined in this Section, is not included in the definition of a two-family dwelling for the purposes of this Title.

FAMILY: One or more persons, living, sleeping and usually cooking and eating in the same dwelling unit, as a single housekeeping unit.

That the following permitted use in title 13, Chapter 3C, Section 2 be amended as follows:

The permitted use that currently reads as "Services including, but not limited to, barbershops, self-service laundries, repair shops, rental shops, custom fabrication." shall be amended to read as "Services, including, but not limited to, barbershops, self-service laundries, repair shops, rental shops, custom fabrication, that are exchanged at approximately market value and are conducted within an enclosed building."

That the following conditional use be added to Title 13, Chapter 3C, Section 3:

Charity Enterprise

That the following conditional use be added to Title 13, Chapter 3D, Section 3:

Charity Enterprise

That the following be added to Title 13, Chapter 7, Section 1:

Use

Conditions

Charity Enterprise

Customers must not loiter outside the premises.

13-2-3: GENERAL DEFINITIONS:

For the purpose of this title, the following words and terms have the meaning indicated in this chapter:

ABUTTING: Having property or district lines in common; e.g., two (2) lots are abutting if they have property lines in common.

ACCESSORY USE OR STRUCTURE: A use or structure on the same lot with, and of a nature customarily incidental and subordinate in area, extent, or purpose to the principal use or structure.

AGRICULTURE: The use of land for farming, dairying, grazing, cultivation, horticulture, floriculture and silviculture, provided that the operation does not include commercial feedlots or commercial facilities for slaughtering, dressing, and packing of animal products.

ALLEY: A public right of way built in accordance with subdivision regulations, which provides a secondary means of access to a property, normally at the back side of a property.

AUTO WRECKING YARD: Any open space of more than two hundred (200) square feet used for storing, dismantling, disassembling, salvaging or abandoning wrecked or otherwise immobilized motor vehicles.

BUFFER: A strip of land established to protect one type of land use from another with which it is incompatible.

BUILDING: A structure, of more or less permanent construction, having a roof and intended to be used for sheltering people, animals, property, or business activity.

BUILDING DENSITY: The average number of housing units per acre of land.

BUILDING HEIGHT: The vertical distance from the mean elevation of the finished grade along the front of the building to the highest point of a flat roof, or the midline of any other roof.

COMMERCIAL FEEDLOT: Any confined place or facility used for the feeding of animals for commercial purposes and not normally used for pasturage where more than twenty five percent (25%) of the animals do not belong to the owner of the place or facility.

COMMUNITY RESIDENTIAL FACILITY: A group, foster, or other home specifically provided as a place of residence for developmentally disabled or handicapped persons who do not require nursing care or a district youth guidance home established pursuant to Montana Code Annotated title 50, chapter 5, or a halfway house operated in accordance with regulations of the department of health and environmental sciences for the rehabilitation of alcoholics or drug dependent persons, or a licensed adult foster family care home.

CONDITIONAL USE: A use permitted within a zoning district, provided the additional conditions specified in the district regulations for the use are met.

DRIVE-IN RESTAURANT OR REFRESHMENT STAND: Any place or premises used for sale, dispensing, or serving of food, refreshments, or beverages in or on disposable plates or cups and where customers may be served in their motor vehicles, may serve themselves or may eat or drink the food, refreshments, or beverages on the premises.

DWELLING, MOBILE HOME: A factory assembled structure or structures equipped with the necessary service connections and made so as to be readily movable as a unit or units on its (their) own running gear and designed to be used as a dwelling unit(s) without a permanent foundation.

DWELLING, MODULAR UNIT: A factory fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a structure on a permanent foundation which complies with the Montana building, plumbing, electrical and mechanical construction codes and the rules and regulations for modular housing of the building code division of the Montana department of administration. The term is intended to apply to major assemblies and does not include

prefabricated panels, trusses, plumbing trees, and other prefabricated subelements which are to be incorporated into a structure at the site.

DWELLING, MULTIPLE-FAMILY: A residential building or portion thereof designed for or occupied as the home of three (3) or more families living independently of each other, including tenement houses, apartment houses or apartment hotels.

DWELLING, SINGLE-FAMILY: A detached residential dwelling unit, other than a mobile home, designed for and occupied by one family only.

DWELLING, TWO-FAMILY: A detached residential building containing two (2) dwelling units, designed for occupancy by not more than two (2) families.

DWELLING UNIT: One room or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy, or rental or lease on a weekly, monthly, or longer basis, and physically separated from any other rooms or dwelling units which may be in the same structure, and which may or may not contain independent cooking and sleeping facilities, i.e., motels and hotels.

EXTRACTIVE INDUSTRIES: Include quarrying, the removal of sand, soil, stone, gravel, or clay, and mining operations.

FAMILY: One or more persons, living, sleeping and usually cooking and eating on the premises, as a single housekeeping unit.

LOT: A parcel of land of at least sufficient size to meet minimum zoning requirements for structure, use, coverage, and area, and to provide such yards and other open spaces as are required in this title. Such lot shall have frontage on a public street, or on an approved private street, and may consist of:

- A. A single lot of record;
- B. A portion of a lot of record;
- C. A combination of complete lots of record, of complete lots of record and portions of lots of record, or of portions of lots of record;
- D. A parcel of land described by metes and bounds; provided, that in no case of division or combination shall any residual lot or parcel be created which does not meet the requirements of this title.

"Lot" includes the words "plot", "parcel", or "tract".

LOT FRONTAGE: The side of a lot boundary which is nearest the street. For the purposes of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to streets shall be considered frontage.

LOT OF RECORD: A lot which is part of a subdivision recorded in the office of the county clerk and recorder, or a lot or parcel described by metes and bounds, the description of which has been so recorded.

LOT TYPES: The diagram (Figure 1 of this definition) which illustrates terminology used in this title with reference to corner lots, interior lots, reversed frontage lots and through lots.

In the diagram, A equals "corner lot", defined as a lot located at the intersection of two (2) or more streets. A lot abutting on a curved street or streets shall be considered a corner lot if straight lines drawn from the foremost points of the side lots lines to the foremost point of the lot meet at an interior angle of less than one hundred thirty five degrees (135°). See lots marked A(1) in the diagram.

B equals "interior lot", defined as a lot other than a corner lot with only one frontage on a street.

C equals "through lot", defined as a lot other than a corner lot with frontage on more than one street. Through lots abutting two (2) streets may be referred to as double frontage lots.

D equals "reversed frontage lot", defined as a lot on which the frontage is at right angles or approximately right angles (interior angle less than 135 degrees to the general pattern in the area. A reversed frontage lot may also be a corner lot (A-D in the diagram), or a through lot (C-D).

MOBILE HOME LOT: A designated portion of a mobile home park designed for the accommodation of one mobile home and its accessory buildings or structures for the exclusive use of the occupants.

MOBILE HOME PARK: Any lot, tract or parcel of land used, maintained, or intended to be used, leased or rented for occupancy by two (2) or more mobile homes together with accessory structures provided in connection therewith. This definition shall not include trailer sales lots on which unoccupied mobile homes are parked for the purpose of inspection and sales.

PERSON: Includes a firm, association, corporation, trust and company, as well as an individual.

REPAIR GARAGE OR BODY SHOP: Buildings and premises used primarily for mechanical and body work, straightening of body parts, painting, welding, storage of automobiles not in operating condition, or other work involving noise, glare, fumes, smoke, or other characteristics to an extent greater than normally found in service stations.

SERVICE STATION: Buildings and premises where the primary function is to dispense at retail gasoline, oil, grease, batteries, tires, and automobile accessories. A service station is not a repair garage nor a body shop.

SHALL: Always mandatory and not merely directory.

SHIPPING CONTAINERS: Shipping containers, conexs, crates or other items used for shipping goods and semi-truck trailers with their wheels and axles removed.

STRUCTURE: Anything constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground. Among other things, structures include buildings, mobile homes, walls, fences, and billboards.

TOWNHOUSE: A single-family dwelling unit constructed in a row of attached units separated by property lines and with open space on at least two (2) sides.

TRAVEL TRAILER: A vehicular, portable unit built on a chassis, designed to be used as a temporary dwelling for travel and recreational purposes, having a body width not exceeding eight feet (8').

TRAVEL TRAILER PARK: Any lot, tract or parcel of land used, maintained or intended to be used for accommodating travel trailers.

USED FOR: Includes the meaning "designed for".

VARIANCE: A relaxation of the terms of the zoning title where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this title would result in unnecessary and undue hardship. As used in this title, a variance is authorized only for height, area and size of structure or size of yards and open spaces; establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district.

YARD: A space on the same lot with a principal building, open, unoccupied, and unobstructed by any structure or portion of a structure; provided, however, that fences, walls, poles, posts, other customary yard accessories, sidewalks, terraces, and swimming pools may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility in chapter 5 of this title. See figure 2 in the definition of "lot types" for illustrations of yard types.

YARD, FRONT: A yard extending between side lot lines across the front of a lot adjoining a public street. In the case of through and corner lots, unless the prevailing front yard pattern on abutting lots indicates otherwise, shall be provided on all frontages. Where one of the front yards that would normally be required on a through lot is not in keeping with the prevailing yard pattern, the administrative official may waive the requirement for the normal front yard and substitute therefor a special yard requirement which shall not exceed the average of the yards provided on abutting lots.

YARD, REAR: A yard extending across the rear of the lot between inner side yard lines. In the case of through lots and corner lots, there will be no rear yards, but only front and side yards.

YARD, SIDE: A yard extending from the rear line of the required front yard to the rear lot line, or in the absence of any clearly defined rear lot line to the point on the lot farthest from the intersection of the lot line involved with the public street. In the case of through lots, side yards shall extend from the rear lines of front yards required. In the case of corner lots, yards remaining after front yards have been established shall be considered side yards.

ZONING ADMINISTRATOR: The city building inspector or other designated person approved by the city council. (1975 Code §§ 17.08.010, 17.08.030 - 17.08.400; amd. Ord. 706, 2-5-1996; Ord. 822, 10-19-2015)

13-3C-2: PERMITTED PRINCIPAL USES:

Permitted principal uses in the central business district are as follows:

Amusements, commercial, except shooting ranges, racing of manned motor vehicles, outdoor heaters, miniature golf or other outdoor uses.

Auditoriums.

Churches.

Clubs and lodges.

Financial institutions.

Hotels, motels and boarding homes.

Law enforcement agency or fire stations.

Libraries.

Medical and dental offices, clinics, and laboratories.

Multiple-family dwellings.

Museums and art galleries.

Parking areas.

Professional offices.

Public buildings.

Public parks or recreational facilities, except shooting ranges and racing of manned motor vehicles.

Restaurants.

Retail business establishments whose principal activity is conducted within an enclosed building.

Schools, postsecondary professional or vocational institutions.

Services including, but not limited to, barbershops, self-service laundries, repair shops, rental shops, custom fabrication.

Townhouses.

Two-family dwellings.

Utilities, public or private except electrical substations, gas regulator stations, and microwave reflectors. (1975 Code § 17.48.020; amd: Ord. 650, 8-20-1990; Ord. 706, 2-5-1996)

13-3C-3: CONDITIONAL USES:

The following uses must comply with additional requirements as listed in chapter 7 of this title, and secure approval from the board of adjustment in accordance with the conditions specified in section 13-12-2 of this title:

Service stations complying with the rules and regulations promulgated by the Montana department of justice, fire marshal bureau, current rules and regulations attached as exhibits A and B to ordinance 7/3 on file in the office of the city finance officer. (1975 Code § 17.48.030)

13-3D-3: CONDITIONAL USES:

Microwave reflectors.

Retail business establishments whose principal activity is conducted within an enclosed building. (Ord. 655, 10-15-1990)

CHAPTER 7

CONDITIONAL USES

SECTION:

13-7-1: Designated

13-7-2: Conditional Use Permits

13-7-3: Interpretation

13-7-4: Penalty

13-7-1: DESIGNATED:

The following uses must comply with these additional requirements for location in zoning districts where their allowance is of a conditional use and must secure approval from the zoning commission in accordance with the procedures specified in section 13-12-2 of this title:

<u>Use</u>	<u>Conditions</u>
<u>Use</u>	<u>Conditions</u>
Agriculture - grazing and tillage	The use of agriculture land within any zoning district for any purpose other than grazing or tillage is prohibited.
Auto wrecking yards, building material salvage yards, general salvage yards, scrap metal processing yards	<p>A. A solid fence or wall not less than 8 feet in height must be erected, or a screen of evergreen shrubs or trees not less than 8 feet in height at maturity must be planted, or a combination thereof must be installed, around such yard. Any such fence must be painted, and any fence or shrubs or trees must be maintained in sound condition. No such fence may contain advertising other than lettering which identifies the operation carried on within the enclosure. Such uses existing at the time of adoption of the ordinance codified in this title must be provided with screening, immediately after the date of adoption of the ordinance codified in this title.</p> <p>B. All processing of paper, rags, cloth or other fibers must be conducted in a building.</p>
Drive-in theaters	<p>A. The movie screen of every drive-in theater must be located at least 100 feet from all street right of way lines and all lot lines, and at least 500 feet from the boundary of any residential district.</p> <p>B. Speakers must be limited to the type designed to be heard by the occupants of 1 car only.</p> <p>C. Entrances and exits must connect only to major streets, as determined by the administrator, and must be located no closer than 100 feet to any intersection.</p>

D. The projection surface of motion picture screens must not be visible from any major traffic street.

Feedlots, meatpacking plants, rendering plants, slaughterhouses

A. No portion of a building or other enclosure to be used for retention of animals or processing of animal products may be located less than 600 feet from a residential district or site of any institutional use.

B. No portion of a building or other enclosure to be used for the retention of animals or processing of animal products shall be located upwind from residential or commercial districts in the direction of the prevailing winds.

Flammable liquids or gases, bulk storage aboveground

All such uses shall be set back not less than 300 feet from all lot lines.

Mobile homes

Each mobile home must be skirted, entirely enclosing the bottom section within 60 days after its placement. Skirting must be of fire resistant material similar to that of which the mobile home exterior is constructed and attached to the mobile home.

Mobile home parks

A. Exposed ground surfaces in all parts of every parking area shall be paved, oiled or covered with stone screenings or other approved solid material, or protected with a vegetative growth that is capable of preventing soil erosion and of eliminating objectionable dust.

B. Trailers shall be separated from each other and from other structures by at least 15 feet. Any accessory structure such as attached awnings, carports, or individual storage facilities shall, for the purposes of this separation requirement, be considered to be a part of the trailer.

C. All trailers shall be positioned at least 10 feet from any property line boundary.

D. Each mobile home park shall be provided with a community storage building or an accessory storage building on each lot.

E. Each mobile home lot must be provided with anchors and tie downs such as cast in place concrete "dead men" eyelets imbedded in a concrete runway, screw augers, arrowhead anchors or other devices for securing the stability of the mobile home.

Quarries or other extractive industries

A. If the operation involves removal of more than 10,000 cubic yards of material, and is otherwise subject to the provisions of the open cut mining act (Montana Code Annotated title 82, chapter 4, part 4), the building or excavation permit application must be accompanied by a valid reclamation contract with the Montana board of land commissioners.

B. No quarry excavation may take place nearer than 40 feet to any property line of a watercourse, or to any street right of way.

C. Any excavation to a depth greater than 5 feet must be fenced. However, no fencing shall be required on any property where such fencing would be impracticable, as determined by the zoning administrator by reason of the location of such property on a floodplain.

D. During any period that an extractive operation is temporarily discontinued, the site, along with all structures, machinery, and fencing, must be properly maintained in a safe and orderly manner.

E. Notice of permanent discontinuance of extractive operations must be filed with the zoning administrator and must include a plan for reclamation of the site unless such a plan is operational pursuant to the provisions of the open cut mining act. Except where redevelopment for another permitted use is in progress on the site of a discontinued extractive industry, the last operator must perform the following within 6 months:

1. All buildings and equipment must be removed;
2. All waste piles, overburden, and other materials must be graded so that the material assumes its natural angle of repose. These materials must be planted with approved vegetation so as to prevent erosion;
3. Any quarry walls must be cleared of materials; and
4. Any excavation must be so graded as to provide for natural drainage; if the collection of water in an excavation is unavoidable, the area must be fenced.

F. All blasting operations must be conducted between sunrise and sunset. Blasting must be performed in such manner as to protect neighboring properties from flying debris.

G. Whenever an extractive industry would in the course of its operation create a flooding hazard, the operator, before commencing any such excavation, and at such other times during the excavation as may be necessary, must erect such dikes, barriers, or other structures as will afford the same protection as if no industry may impede the flow of any watercourse.

H. Notice of intent to temporarily discontinue an extractive operation must be filed with the zoning administrator in advance of such temporary discontinuance. Notice of intent to permanently discontinue an extractive operation must be filed with the zoning administrator not less than 3 months in advance. The operator of any extractive industry must file with the zoning administrator, in addition to any exhibits required elsewhere in this title, evidence of ownership or control of property, plans for reclamation, and notices of intent as required herein. The zoning administrator will inspect the premises annually to determine that all specified

conditions are being met. Violation of the requirements herein will make the operator liable to the penalties set forth in this title.

Retail grocery store

A. Written consent of the owners of not less than 57 percent of the property owners within a distance of 002 feet of the lot upon which the proposed establishment is to be erected; provided, that the real estate occupied by a grocery store within the 002 foot distance shall not count either for or against such consent.

B. No signs other than face signs not exceeding 02 square feet in area and no sign shall be of the flashing type.

C. Floor area shall not exceed 2,000 square feet.

D. Off street parking shall be provided as per this title.

E. Yard area and buffering shall apply.

Service stations

Parking and loading spaces must be provided as stated in title 7, chapter 3, article C of this code.

Veterinary office/hospital

No portion of a building or other enclosure to be used for the retention of animals may be located less than 006 feet from a residential district or site of an institutional use.

)5791 Code § 71.23.010; amd. Ord. 916, 8-4-6891(

31-7-2: CONDITIONAL USE PERMITS:

A. Intent: Conditional use permits, for specific uses other than those specifically permitted in each district, are intended to provide for the needs of the community in areas where they may be appropriate, but where special safeguards may be needed to protect other permitted uses from their adverse effects.

B. Requirements:

1. No structure or land may be used for any purpose or in a district where such use is not listed as a permitted use, unless such use is provided for by special permit and a conditional use permit is applied for at the city finance officer's office, on appropriate forms and public hearings are held before the zoning commission and the city council.

2. A conditional use permit shall only be granted by the city council based upon)if warranted by the facts and circumstances(a statement of findings by the city council that:

a. The use conforms generally to the objectives of the comprehensive plan and the intent of this title, and

b. Such uses will not adversely affect nearby properties or their occupants, and

c. Such uses do not do violence to the overall density, coverage, yard, height and all other regulations of the district in which they are located, however, and

d. Public hearings have been held, after the required legal notices have been given, and the public has been given a chance to be heard upon the matter.

C. Procedure:

1. After the appropriate forms have been filed with the city finance officer and the required filing fee as determined from time to time by resolution of the city council has been paid to the city finance officer, the city zoning commission shall cause to be made such investigation to assure that the action on each such application is consistent with the intent and purpose of this title. The zoning commission shall hold public hearings on said application to gather needed facts from all interested parties. The zoning commission may continue such hearing, if need be to take additional information. If such continuance is required, a second legal notice will not be required if the time and date of the continued meeting is announced at the first meeting and placed in the official record of the commission.

2. The zoning commission will cause to be sent to the city council their recommendation on the hearing item with any and all pertinent facts pertaining to the application. The applicant will be given a true and exact copy of the zoning commission recommendations to the city council at least five (5) days prior to the city council hearing on such application.

3. The city council shall cause to be held public hearing on said application at which the zoning commission recommendations shall be read and additional testimony may be taken from interested parties. The city council shall, by resolution, approve, deny or change the recommendation of the zoning commission. If the city council denies or changes the zoning commission recommendations, the reasons for such a change shall be made part of the resolution.

D. Conditional Approval: The city council may make the granting of a conditional use permit subject to such additional reasonable limitations or conditions as it may impose, to enhance the appearance of the property, to reduce any of its adverse effects on nearby property or its occupants: 1(to preserve the character of the area, 2(to protect or enhance the view of the hills from this or other properties, or 3(to make it more acceptable in other ways.

E. Annual Review: Within one year from the date that a conditional use permit is granted, the zoning administrator/building inspector shall review the conditional use, including any and all restrictions and conditions as may have been imposed thereon under subsection D of this section. He shall report to the zoning commission and the city council whether, in his opinion, the conditional use permit should be allowed to continue in effect or should be revoked. Each conditional use permit shall be reviewed annually or as soon thereafter as is possible.

F. Revocation: The city council, after first receiving a recommendation from the zoning commission, may by resolution passed by an affirmative majority vote of all the members of the city council and approved by the mayor and attested to by the city finance officer, revoke any or all conditional use permits that may have been issued as herein provided, when it shall deem best for the public interest to do so. Once a conditional use permit is revoked, the activity that was allowed under said conditional use permit shall be eliminated within seven (7) days from the date of such revocation of conditional use permit.)Ord. 756, 11-5-0991(

31-7-3: INTERPRETATION:

A. Minimum Requirements: In interpreting and applying the provisions of this title, they shall be held to be the minimum requirements for the promotion of the public health, safety, convenience, comfort, prosperity and general welfare.

B. Abrogation Or Annulment Of Rules Or Permits: It is not intended by this title to interfere with or abrogate or annul rules or permits previously adopted or issued according to the law relating the use of buildings or premises, nor to interfere with, abrogate or annul any easement, covenant or agreement; the provisions of this title shall control.)Ord. 756, 11-5-0991(

1-7-4: PENALTY:

Any person owning, controlling or managing any building or premises wherein or whereon there shall be placed, or there exists, anything in violation of the provisions of this title; or any person who shall assist in the commission of any violation of the provisions of this title; or any person who shall assist in

the commission of any violation of these provisions, or who shall build contrary to the plans and specifications submitted to, and approved by, the building inspector; or any person who shall omit, neglect or refuse to do any act required in these provisions shall be deemed guilty of a misdemeanor, and, upon conviction thereof, shall be subject to penalty as provided in section 1-4-1 of this code. Each day that a violation is permitted to exist shall constitute a separate offense.)Ord. 756, 11-5-0991; amd. 8002 Code(

Notes

1. See subsection 1-21-51A of this code.

Montana Code Annotated 2023

TITLE 76. LAND RESOURCES AND USE

CHAPTER 2. PLANNING AND ZONING

Part 3. Municipal Zoning

Criteria And Guidelines For Zoning Regulations

76-2-304. Criteria and guidelines for zoning regulations. (1) Zoning regulations must be:

(a) made in accordance with a growth policy; and

(b) designed to:

(i) secure safety from fire and other dangers;

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

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

(2) In the adoption of zoning regulations, the municipal governing body shall consider:

(a) reasonable provision of adequate light and air;

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

(c) promotion of compatible urban growth;

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

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

(3) In a city with a population of at least 5,000 residents, duplex housing must be allowed as a permitted use on a lot where a single-family residence is a permitted use, and zoning regulations that apply to the development or use of duplex housing may not be more restrictive than zoning regulations that are applicable to single-family residences.

(4) (a) In a municipality that is designated as an urban area by the United States census bureau with a population over 5,000 as of the most recent census, the city council or other legislative body of the municipality shall allow as a permitted use multiple-unit dwellings and mixed-use developments that include multiple-unit dwellings on a parcel or lot that:

(i) has a will-serve letter from both a municipal water system and a municipal sewer system; and

(ii) is located in a commercial zone.

(b) Zoning regulations in municipalities meeting the requirements of subsection (4)(a) may not include a requirement to provide more than:

(i) one off-street parking space for each unit and accessible parking spaces as required by the Americans With Disabilities Act of 1990, 42 U.S.C. 12101, et seq.; or

(ii) an equivalent number of spaces required under subsection (4)(b)(i) provided through a shared parking agreement.

(5) As used in this section, the following definitions apply:

(a) "Duplex housing" means a parcel or lot with two dwelling units that are designed for residential occupancy by not more than two family units living independently from each other.

(b) "Family unit" means:

(i) a single person living or residing in a dwelling or place of residence; or

(ii) two or more persons living together or residing in the same dwelling or place of residence.

(c) "Mixed-use development" means a development consisting of residential and nonresidential uses in which the nonresidential uses are less than 50% of the total square footage of the development and are limited to the first floor of buildings that are two or more stories.

(d) "Multiple-unit dwelling" means a building designed for five or more dwelling units in which the dwelling units share a common separation like a ceiling or wall and in which access cannot be gained between units through an internal doorway, excluding common hallways.

(e) "Single-family residence" has the meaning provided in **70-24-103**.

History: En. Sec. 3, Ch. 136, L. 1929; re-en. Sec. 5305.3, R.C.M. 1935; R.C.M. 1947, 11-2703; amd. Sec. 17, Ch. 582, L. 1999; amd. Sec. 6, Ch. 87, L. 2003; amd. Sec. 11, Ch. 446, L. 2009; amd. Sec. 1, Ch. 445, L. 2023; amd. Sec. 1, Ch. 499, L. 2023.

GOALS & OBJECTIVES

1. Provide for orderly development of the planning area.
Objectives
 - Update the city zoning ordinance
 - Guide future development to areas of greatest community benefit and least environmental impact.
 - Coordinate with Toole County to update subdivision regulations and provide for review of subdivision proposals
2. Promote new business opportunities and support improvements to existing business establishments.
Objectives
 - Work to improve the economy by encouraging growth in agricultural support services and Port of Shelby related activities
 - Encourage expansion of recreation and cultural activities
 - Work to identify new industrial and commercial development
3. Maintain the rural values and lifestyle
Objectives
 - Establish subdivision review procedures to prevent or mitigate the effects of incompatible land uses.
 - Promote improvements to community services and provide opportunities for increased public involvement and increase public awareness.

GOALS & POLICIES - LAND USE

ISSUE: Development in environmentally incompatible areas is costly to existing residents.

GOAL: Encourage development in areas with few environmental hazards in order to minimize social and infrastructure costs

Policy: New development should be encouraged in areas that are relatively free of environmental problems.

Policy: Prime farmland should be protected from urbanization and sprawl.

ISSUE: Much of the existing subdivided land in and around Shelby is currently vacant.

GOAL: Coordinate planning and service provision efforts with Toole County to direct development to existing developing areas.

Policy: Encourage landowners to develop or sell platted lots and blocks.

Policy: Provide incentives for landowners to develop the existing subdivided lands.

GOALS & POLICIES - PUBLIC SAFETY

The City of Shelby recognizes the need to provide safe living and working surroundings for its citizens. Ensuring the provision of adequate safety services is directly linked to that end. In order to accommodate Shelby's safety service needs, the city must work to ensure that adequate fire, law enforcement and emergency management services are provided.

ISSUE: Local citizens desire adequate firefighting, law enforcement and emergency response apparatus training and facilities.

GOAL: Ensure that emergency services are provided with adequate firefighting and emergency response equipment.

Policy: Provide appreciation, support and assistance to ensure there are adequate volunteer personnel providing essential emergency services to the area.

ISSUE: Emergency medical services are critical to residents of Shelby and must be maintained at an adequate level for the area.

GOAL: Ensure that emergency medical services are available to the citizens of Shelby and the surrounding area.

Policy: Promote increased funding for equipment and training opportunities for personnel.

Policy: Assist local agencies in preparing emergency management plans.

Policy: Review all proposed developments for effects on emergency services.

GOALS & POLICIES - INFRASTRUCTURE

Water supply, sewage and solid waste disposal are essential for the operation of any city or town. While these services are usually taken for granted, without coordinated, conscientious planning for future growth these services may become inefficient and inadequate.

ISSUE: The city's infrastructure must adequately serve the needs of the changing population. Improvements to the service systems must meet the State of Montana and Federal standards and must be provided in a cost effective and affordable manner.

Water System

GOAL: Continue water line replacement projects and replacing aging water mains.

Policy: Insure the City of Shelby water supply remains safe and of sufficient volume to serve the City and it's anticipated growth.

Sewer System

GOAL: Create an effective land use pattern that permits the logical and efficient extension of city services.

Policy: Continue to maintain the system with preventative maintenance and a regular cleaning schedule.

Policy: Encourage cluster type development patterns that can make use of existing water and sewer services

Policy: Encourage the design and development of residential subdivisions adjacent to and within the existing city limits on municipal services.

Policy: Require that any development outside the existing city limits be connected to the public water and sewer systems.

GOALS & POLICIES - TRANSPORTATION

In order to accommodate increasing traffic levels Shelby must continue to work to establish a cost effective, efficient road system that supports the desired land development patterns.

GOAL: Maintain and continue to improve the condition and service level of the existing street system.

Policy: Maintenance of the existing street system should remain a high priority. Items should be identified in the Shelby Capital Improvements Plan and evaluated and updated on a regular basis.

Policy: Coordinate with the Montana Department of Transportation to encourage solving the problem intersections in Shelby.

Policy: Any development should pay a proportional share of the cost of improvements to the existing street system necessitated to address the impacts of such developments.

Policy: Consider provisions for non-motorized and pedestrian features in the design of roadway and bridge projects.

GOAL: Identify and protect future road corridors to serve future developments and city streets.

Policy: Require and acquire when possible, rights-of-way in the planning and platting process.

Policy: Ensure that streets in new developments efficiently connect to the existing street network.

GOAL: Coordinate with the emergency service providers in order to provide adequate access for emergency vehicles.

Policy: Review proposed developments for accommodation of emergency vehicles with regards to such items as cul-de-sac lengths and maximum road grades.

GOALS & POLICIES - HOUSING

The mayor, city council and planning board recognize that providing for adequate housing is essential for all Shelby residents. There is a continuing need for diversity in the price, type, density and location of housing.

The housing stock in both Shelby and Toole County are typically older construction over 30 years old. Older homes are more likely to have deferred maintenance and require modernization to upgrade to new appliances, energy efficiency features, and accommodations for an aging population.

ISSUE: Not all residents are able to afford market rate housing in Shelby.

GOAL: Work toward ensuring all residents of Shelby have an opportunity to obtain safe, sanitary, and affordable housing.

Policy: Work to maintain an adequate land supply for diversity of all housing opportunities.

Policy: Consider the location needs of various types of housing with regard to proximity of employment and access to transportation and services.

Policy: Promote dispersal of affordable housing throughout the city.

Policy: Initiate periodic analysis to determine immediate and long-range affordable housing needs.

- Policy: Study and consider innovative housing programs to reduce dependency on subsidized housing.
- Policy: Encourage preservation, rehabilitation, and redevelopment of existing housing, with special attention to historic structures and historic areas.
- Policy: Encourage compatible mixed-use development.
- Policy: Secure Community Development Block Grant funds for housing rehabilitation.
- Policy: Secure HOME funds for housing development.
- Policy: Develop on-going housing program including clearance, demolition and infrastructure for housing.

GOALS & POLICIES - ECONOMIC DEVELOPMENT

A healthy economy is essential to the vitality and quality of life in any city and provides jobs for local residents and the tax base for the community.

GOAL: Sustain and strengthen the economic well-being of Shelby's citizens.

- Policy: Stimulate the retention and expansion of existing businesses, new businesses, value-added businesses, wholesale and retail businesses, and industries including agriculture, mining, manufacturing/processing and forest products.
- Policy: Stabilize and diversify the county's tax base by encouraging the sustainable use of its natural resources.
- Policy: Identify and pursue primary business development that compliments existing businesses that are compatible with communities and utilize available assets.
- Policy: Identify and pursue targeted business development opportunities to include, but not limited to, manufacturing/heavy industry, telecommunications, and youth/social services.
- Policy: Promote the development of cultural resources and tourism, such as the Dempsey/Gibbons heavyweight fight, in order to broaden Shelby's economic base.
- Policy: Foster and stimulate well-planned entrepreneurship among the city's citizenry.
- Policy: Promote a strong local business environment. Support and strengthen business support mechanisms such as chambers of commerce, development organizations and business roundtable organizations.
- Policy: Improve local trade capture for Shelby businesses. Promote local shopping as well as well-planned businesses and new businesses.
- Policy: Network with and support other economic development efforts in the region and statewide, in recognition of Shelby's interdependence with other communities and to leverage available local resources.

GOALS & POLICIES - BUSINESS DISTRICT DEVELOPMENT

ISSUE: Commonly known as the Central Business District or CBD, this area of any community is where, in the past, that the community's primary business transpired. It continues, commonly to be where the majority of the professional offices are located and where much the traditional commerce takes place. However as the economy of rural Montana changes, CBDs have become much less viable. Often controlled by out of state absentee landowners who care little about the city's economy it has become increasingly difficult for communities to revitalize their CBD's

GOAL: Create 20 new jobs in Shelby's business districts.

Policy: Continue to encourage the utilization of the empty structures in the central and highway business districts.

Policy: Continue to encourage the expansion of local business.

Policy: Continue to address the infrastructure needs of the business districts.

Policy: Develop a revolving loan fund for utilization by existing businesses seeking to expand and for new businesses seeking to locate in the community.

REGULATORY MEASURES

Provide a current zoning ordinance and zoning plan to accomplish the objectives of the Growth Policy.

Provide a subdivision regulation, which will insure adequate streets, compatible land uses, and adequate provisions for community facilities.

Adopt policies and procedures to provide both airspace protection and land use compatibility with Shelby Airport operations.

CHAPTER V LAND USE

To determine how Shelby should expand in the future and what efforts must be made to insure desirable and adequate spatial allocations for future land use requires that a detailed determination of existing land use be made.

LAND USE SURVEY

A land use survey was conducted in the spring of 2004 by an on-site inspection of each parcel within the study area.

The results of the survey have been plotted graphically on a map showing the entire planning area and on a more detailed map of the incorporated city.

Land uses were grouped into the following categories:

<u>Residential:</u>	Single Family	<u>Public:</u>	Parks
	Multi Family		Public Facilities
	Mobile Homes	<u>Institutional:</u>	Cultural
<u>Commercial</u>			Religious
<u>Industrial</u>			Prison
		<u>Streets</u>	
		<u>Railroad Land</u>	

2006 LAND USE

Table V – 1 is a tabulation of existing land use areas within the Shelby city limits.

LAND USE CLASSIFICATION	ACRES	%
Residential	181.00	8.34
Commercial	53.83	2.48
Industrial	39.5	1.82
Public		
Parks	373.44*	17.21
Public Facilities	1044.22	48.13
Institutional	124.30	5.73
Streets	342.91	15.81
Railroad Land	10.40	.48
TOTAL	2169.60	100

* Does not include Williamson Park

The analysis shows that Shelby differs significantly from the typical city. The most substantial variation occurs in the amount of developed land devoted to streets. This large street acreage is the result of numerous short blocks, unnecessarily wide streets, the annexation of numerous rights-of-way and many irregular intersections. The large street area increases maintenance costs and decreases the amount of taxable property.

The percentage of land used by commercial enterprises is greater than that in a typical city. This indicates that land is relatively inexpensive in Shelby and is not fully utilized. Since the commercially zoned land is not being fully utilized, required utilities and public services must be extended over a broader area. Future commercial expansion should consider more efficient use of present land before additional areas are developed.

Industrial use in Shelby is slightly less than typical. Shelby has an advantageous transportation location, which is presently being utilized in promoting new marketing activities. Land devoted to railroad use is lower than that for the typical city only because of an irregular city boundary, which reduces the amount of track within the corporate limits.

The amount of park and public land is far greater than that found in a typical city. This is especially true in regard to public and semi-private land use. Detailed analysis of public lands is conducted in the community facilities section of this report.

The percentage of land devoted to residential land use is less than that in a typical city. This higher than average density of housing is the result of small lots in the older areas of the city. If the present trend, established in the last ten to fifteen years, of larger lot sizes for new developments is continued, the amount of land in residences should begin to approach a more normal residential density.

Development has taken place in and around Shelby west and east of town along U.S. Highway 2.

Residential

From the north city limits to Gallatin St, new residential growth is taking place on large lots. No houses in this area are in need of major repairs.

The area lying south of Gallatin St and extending to the Burlington-Northern Santa Fe Railroad tracks is generally an area of older houses. There are 15 mobile homes in this area. Fifty percent of the residential structures in this area are substandard.

From 7th Avenue West to the city limits is an area of middle-aged residences. Nearly one-third of Shelby's population is housed in this area. About five percent of the housing in this area is considered substandard.

The area known as Shelby Heights, which is bounded on the east by 5th Avenue, on the north by 5th Street South, and on the south and west by the city limits, has scattered residential development on small blocks resulting in a large amount of land being devoted to streets. Twenty-two percent of the dwelling units in this area are mobile homes and over thirty percent of the dwelling units are substandard.

O'Haire Heights, in the southeast sector of the city, is an area of newer homes in good condition.

An area of moderately old homes on small lots lies to the northeast of O'Haire Heights. This area is presently serving as a buffer zone between the commercial area and O'Haire Heights.

Residential development outside the city limits consists mostly of a few scattered farmsteads, rural homes, and mobile homes

Commercial

Commercial development in Shelby is concentrated along the major traffic ways. The Central Business District extends along Main Street from 2nd Avenue to 3rd Avenue. This is the core shopping area, which serves a large area as a convenient retail shopping center.

Areas of commercial development outside the Central Business District have occurred north of the Central Business District along Oilfield Avenue, where the commercial development is primarily oriented to tourist and commercial establishments. There is also a mixture of commercial services and retail establishments oriented toward the adjacent residential area. These commercial uses are basically convenience rather than primary retail.

Another commercial area lies along Teton Avenue just north of the Burlington-Northern Santa Fe Railroad tracks. This commercial area formed around the railroad when rail service was a major form of personal transportation. The decline in these establishments has been caused by a decline in rail service. There is a high rate of vacancy and structural deterioration in this area.

Strip development of highway-oriented commercial extends west of the city along U.S. Highway 2.

Industrial

Shelby has a relatively small amount of land in industrial use. This is reflected by the economy of the city, showing a lack of manufacturing and secondary industries. Industrial uses are generally located along the Burlington-Northern Santa Fe Railroad tracks east of the city.

Parks

Parkland in the city accounts for 17.21 percent of the developed land. The high percentage includes the fair grounds, which are maintained by Toole County.

Public Lands

The amount of land within the jurisdictional area under public ownership is 48.13 percent. The large percentage of public land includes the city's sewage lagoons and the city shop and landfill.

Streets & Alleys

Shelby's basic gridiron layout of small blocks in the south residential area and the canted street layout in the Central Business District, the aggressive annexation of rights-of-way, and the area north of the tracks has resulted in a larger than normal percentage of land being used for streets and alleys.

LAND USE ANALYSIS

The following observations can be made from the Land Use Inventory:

1. Residential development is presently concentrated in the northwest areas of the city.
2. Multi-Family uses are generally located on the fringes of the Central Business District and within two blocks east and west along Oilfield Avenue
3. Mobile homes are concentrated in the east and southwest areas of the city.
4. Commercial land uses are developed in strips along Main Street, Teton Avenue, Oilfield Avenue and U.S. Highway 2 west of the city. The major concentrations are as follows:
 - a. Central Business District-on Main Street between Third Avenue and Second Avenue.
 - b. Service Businesses-located in linear strips along Oilfield Avenue and U.S. Highway 2 west of the city.
 - c. Along Teton Avenue north of the Burlington-Northern Santa Fe Railroad tracks.Other commercial uses are scattered within the jurisdictional area.
5. Industrial land use generally follows the Burlington-Northern Santa Fe Railroad tracks with the major concentration located between the tracks southeast of the Central Business District.

LAND USE FORECASTS

By combining the population and economic forecasts with the existing land use inventory, future land use consumption can be estimated.

Residential

The overall residential density of Shelby is generally at a desirable density. However, the small lot sizes in the older residential areas result in some crowding of single-family dwelling units. Further residential growth will be regulated by zoning and subdivision regulations, causing a decrease in such crowded conditions.

Areas of future residential expansion potential are as follows:

1. The area along the northeastern city limits, where there is over 25-acres of vacant land with existing available utility hookups.
 2. The area surrounding the high school where new growth is presently taking place.
 3. The area south in the sparsely developed areas to the south and west.
- These three areas encompass 135.2 acres of vacant residential land.

Industrial

A sound industrial base should be developed to stabilize the local economic and physical growth.

The area along the Burlington-Northern Santa Fe Railroad that presently contains the majority of the existing industrial use has sufficient area to continue industrial expansion.

Parks, Public & Semi-Public Land Use

These uses are covered in detail in the community facilities section of this report.

Commercial

The present downtown area is a homogeneous line of commercial establishments. Shelby should strive to contain primary commercial growth within the present Central Business District by adding depth to the commercial development along Main Street. A separate Central Business District revitalization plan should be developed addressing the potential uses of the vacant Main Street buildings.

Housing Summary and Recommendations

Business Interviews

Many businesses and service organizations (schools, hospital, and utility companies) were waiting to add additional staff based on the expected growth in region resulting from energy extraction work. However, other businesses had expansion plans to capitalize on the Port of Northern Montana's transload facility and the ability to ship products state-, region-, and nation-wide. An estimated 316 new jobs may be added to Toole County, with Shelby receiving a large proportion of the potential jobs due to city-type amenities, the Port of Northern Montana expansion and existing/future business expansion.

While total employment numbers for each community are not generated because of changing circumstances, KLJ did use past employment numbers to estimate potential future jobs. Shelby has the opportunity to gain more than 210 jobs using previous 2010 Census employment numbers (percent of city employment to county employment). Table 6 shows potential future job gains for each community.

Existing Conditions

The vast majority of homes for each community were built prior to year 1990 (Table 2 and Figure 4) and a majority were built prior to 1960, which indicates that older homes may need additions or renovations to provide updated amenities as well as to fix deteriorating conditions. Renovating older homes will also help reduce the loss of poor structures projected by the Montana Department of Commerce's 2012 *Housing Study* and it will reduce waiting times associated with new home construction.

Affordability and Availability of Housing

Housing affordability and availability for existing and new residents/employees were the top two concerns identified in the interviews. Single family median home costs in Toole County rose 46 percent from approximately \$63,250 in year 2008 to \$92,000 in year 2010. Fair market rent for a 1-bedroom apartment also increased from \$439 to \$464 (6 percent increase) during the same time period. For a 2-bedroom apartment, rent increased from \$557 to \$588 (6 percent increase). Table 3 and Table 4 show the increases in housing costs. Housing prices may become unaffordable for more people other than retail workers, disabled and senior populations as identified in Figure 5 and Figure 6.

Toole County's affordable home cost, which is different than the median home cost, rose from \$109,107 in 2008 (average all occupations; see Table 4) to \$137,399 in 2010, which is a 26 percent increase. Affordable home cost is generally defined as housing costs that do not exceed 30 percent of median household income. The Montana Department of Commerce 2012 *Housing Study* based affordable home cost on a FHA 30-year mortgage (2008 = 6.5 percent rate; 2010 = 4.5 percent rate) with a 3.5 percent down payment using a 29 percent ratio and 15 percent factor for taxes and insurance.

Rents increased nearly 6 percent from 2008 to 2010 rising from \$439 to \$464 for a 1-bedroom apartment and from \$557 to \$588 for a 2-bedroom apartment. A recent phone survey conducted in October and November 2012 indicated that rental prices ranged from \$375 for a studio apartment to \$550 for a 1-bedroom unit and all units were occupied. The earliest available rental was in December.

In addition, local real estate data was obtained to determine housing price increases during the past year. Shelby's average listing price for homes rose from \$138,342 (July-September 2011) to \$161,275

(April-June 2012), which is a 17 percent increase. Prices peaked at \$171,361 (24 percent increase) during the previous quarter from January-March 2012. Housing prices for Sunburst increased 9 percent from \$87,000 (July-September 2011) to \$94,967 (April-June 2012). Kevin and Sweet Grass did not have enough data to compare housing prices during the past year.

Housing availability was a major concern for several businesses interviewed. Comments included having a lack of quality, single-family homes to a lack of temporary housing such as apartments. The availability of homes for purchase during the past year ranged from 0 – 3 units in Kevin, Sunburst and Sweet Grass and from 16 – 18 units in Shelby. In early November, Shelby had approximately 25 homes listed for sale.

Future Needs

Housing needs varied from community to community. Shelby was identified as having the greatest need to fill housing gaps and was identified by several companies as the place where most employees prefer to live based on local amenities. However, Kevin, Sunburst and Sweet Grass all have the potential to accommodate the identified future housing needs based on developable lots within each community. The vast majority of developable lots for all communities were sized for single-family homes; however, as noted in the vast majority of interviews, temporary housing units such as apartments or for-rent condominiums were identified as a needed housing type. Based on the developable land in each of the four communities, each community should be able to accommodate the need for future housing.

Recommendations

Recommendations are provided based on feedback from business interviews, input from County and City public officials and staff, and the general public. By implementing the following recommendations, Toole County and each community can help increase the supply of housing, which in turn lowers the cost of housing for existing and future residents.

1. Market and promote Toole County's potential for job creation and growth using the numbers provided by interviews with local, regional and national businesses.
2. Educate and support developers that build market-rate single-family homes with updated amenities and renovate existing homes to provide modern-day conveniences and layouts.
3. Increase quantity and quality of rental units to accommodate low-wage income residents and a changing workforce.
4. Create a working database of new housing starts, apartment buildings and hotel buildings for businesses, employees and future residents to reference when looking to relocate to Toole County, Kevin, Shelby, Sunburst and Sweet Grass.
5. Revise or create new zoning ordinances to allow for accessory dwelling units such as bedrooms above garages or secondary suites (mother-in-law apartments).
6. Promote and create more opportunities for family/youth activities and conveniences such as after-school programs, an interconnected trail system and grocery stores.
7. Explore community land trusts (CLT) and resident owned communities (ROC) within Shelby and Sunburst to create non-profit ownership of land to spur affordable housing unit development.

More information can be obtained from the following websites:

- Neighborworks Montana – <http://www.nwmt.org/roc.html> (ROC)
- National Community Land Trust – <http://www.cltnetwork.org/index.php> (CLT)

KLJ

11/15/2012

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MINUTES OF REGULAR COUNCIL MEETING OF THE SHELBY CITY COUNCIL
HELD IN COUNCIL CHAMBERS
July 21, 2025

Mayor McDermott called the meeting to order at 6:30 p.m.
Present were: Lyle Kimmet, Jayce Yarn, Joe Flesch, Sanna Clark,
Pat Frydenlund and Bill Moritz, Council Members; Jade Goroski,
Finance Officer; Logan Fehler, City Attorney. Absent & Excused:
None.

Other citizens present: Tyler Foss.

PLEDGE OF ALLEGIANCE

POLICY ON CONDUCT AND MANNER OF ADDRESSING COUNCIL

APPROVAL OF MINUTES

- Regular Council Meeting, 7/7/2025
CLARK MADE A MOTION TO APPROVE THE 7/7/2025 MINUTES.
SECONDED BY FLESCH. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

APPEARANCE REQUESTS

- AGENDA ITEMS -
- NON-AGENDA ITEMS -

COMMITTEE REPORTS

- Law Enforcement - Tyler Foss

CITY FINANCE OFFICER

1. City Judge's Report, 6/30/2025
2. Bank Account Report, Budget Year to Date, Vendor Summary,
Enterprise Funds, Statement of Expenditures, Revenues, Cash
Flow Report, 6/30/2025
MORITZ MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY
KIMMET. VOTE AYES - MORITZ, KIMMET, YARN, FRYDENLUND,
FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

CITY ATTORNEY

- Resolution No. 2017 re: Memorial Bench Krysko Park
MORITZ MADE A MOTION TO APPROVE RESOLUTION NO. 2017.
SECONDED BY FRYDENLUND. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

- Resolution NO. 2018 re: Zoning Commission
FRYDENLUND MADE A MOTION TO APPROVE RESOLUTION NO. 2018.
SECONDED BY KIMMET. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCHE, CLARK. NOES - NONE. ABSENT - NONE.

CITY SUPERINTENDENT

OTHER MATTERS

ADJOURN

AT 7:27 P.M. FLESCHE MADE A MOTION TO ADJOURN THE MEETING.
SECONDED BY KIMMET. VOTE AYES - MORITZ, KIMMET, YARN, FLESCHE,
CLARK, FRYDENLUND. NOES - NONE. ABSENT - NONE.

Gary McDermott, Mayor

ATTEST:

Jade Goroski, Finance Officer

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CITY OF SHELBY
Claim Details
For the Accounting Period: 7/25

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Report ID: AE100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Invoice #/Inv Date/Description		Line \$		PO #	Fund Org Acct	Object Proj	Account	
250000	00343 ENERGY LABORATORIES INC		1,649.00						
1	719416 07/09/25 lead & copper samples		853.00		35373	5210 430500	300	101000	
2	719407 07/09/25 lead & copper samples		796.00		35373	5210 430500	300	101000	
250001	00400 UTILITIES UNDERGROUND LOCATION		64.75						
1	5065109 06/30/25 37 Locates for 7/25		64.75		35382	5210 430500	300	101000	
250002	31424S 00144 POSTMASTER		492.45						
1	07/23/25 7/25 UB Postage		164.15			5210 430570	310	101000	
2	07/23/25 7/25 UB Postage		164.15			5310 430670	310	101000	
3	07/23/25 7/25 UB Postage		164.15			5410 430870	310	101000	
250003	02335 CINIAS CORPORATION		34.88						
1	5272374012 05/28/25 CFD first aid supplies		34.88		35310	1000 420400	200	101000	
250004	01736 MUNICIPAL EMERGENCY SERVICES,		514.53						
1	2295633 07/07/25 CFD fire boot		514.53		35309	1000 420400	200	101000	
250005	31406S 02440 WELLS FARGO BANK NA		70,480.00						
	.018 Caterpillar 963K Wheel Loader								
	Serial #0LBL00701								
Approved by Council 11/6/17									
1	5034999303 07/05/25 2018 Caterpillar 963K Load		67,574.30*			5410 490521	610	102210	
2	5034999303 07/05/25 2018 Caterpillar 963K Load		2,905.70			5410 490521	620	102210	
250006	31408S 00043 SHELBY GAS ASSOCIATION		2,060.10						
1	07/10/25 7/25 Gas Bill		15.80			1000 411200	343	101000	
2	07/10/25 7/25 Gas Bill		60.18			1000 420400	343	101000	
3	07/10/25 7/25 Gas Bill		60.17			1000 420401	343	101000	
4	07/10/25 7/25 Gas Bill		1,618.90			1000 460445	343	101000	
5	07/10/25 7/25 Gas Bill		35.35			1000 460442	343	101000	
6	07/10/25 7/25 Gas Bill		43.00			5410 430840	343	101000	
7	07/10/25 7/25 Gas Bill		28.51			1000 430200	343	101000	
8	07/10/25 7/25 Gas Bill		28.51			5210 430500	343	101000	
9	07/10/25 7/25 Gas Bill		28.51			5310 430600	343	101000	
10	07/10/25 7/25 Gas Bill		28.52			5410 430830	343	101000	
11	07/10/25 7/25 Gas Bill		3.53			1000 411202	343	101000	
12	07/10/25 7/25 Gas Bill		3.53			5210 430520	343	101000	
13	07/10/25 7/25 Gas Bill		3.53			5310 430620	343	101000	
14	07/10/25 7/25 Gas Bill		3.51			5410 430820	343	101000	
15	07/10/25 7/25 Gas Bill		34.50			5210 430500	343	101000	
16	07/10/25 7/25 Gas Bill		28.20			1000 460465	343	101000	
17	07/10/25 7/25 Gas Bill		35.85			1000 470270	300	101000	

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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
250007	02699 FRESH START CLEANING MT LLC		2,000.00					
1	07/29/25 7/25 Janitorial Service		75.00			1000 411202	390	101000
2	07/29/25 7/25 Janitorial Service		75.00			5210 430520	390	101000
3	07/29/25 7/25 Janitorial Service		75.00			5310 430620	390	101000
4	07/29/25 7/25 Janitorial Service		75.00			5410 430820	390	101000
5	07/29/25 7/25 CC Janitorial Service		1,700.00			1000 460442	300	101000
250008	00276 TRI-CITY INTERLOCAL EQUIPMENT		30,000.00					
1	07/01/25 FY 25-26 Equipment Interlocal		15,000.00			1000 510320	560	101000
2	07/01/25 FY 25-26 Equipment Interlocal		7,500.00			5210 510320	560	101000
3	07/01/25 FY 25-26 Equipment Interlocal		7,500.00			5310 510320	560	101000
250009	-98041E 01200 U S BANK TRUST-SPA LOCKBOX 4th Cell-Loan 1		10,962.50					
1	07/01/25 SRF-18423 Wastewater-Prin		8,000.00			5310 490212	610	102210
2	07/01/25 SRF-18423 Wastewater-Int		2,962.50			5310 490212	620	102210
250010	00049 TRACTOR & EQUIPMENT CO		772.06					
1	455617 07/01/25 batteries-cat dozer		772.06		35365	5410 430840	200	101000
250011	02368 OPTUM FINANCIAL INC		4.25					
1	1776398 07/15/25 HSA Service Fee		1.06			1000 410550	300	101000
2	1776398 07/15/25 HSA Service Fee		1.06			5210 430570	300	101000
3	1776398 07/15/25 HSA Service Fee		1.06			5310 430670	300	101000
4	1776398 07/15/25 HSA Service Fee		1.07			5410 430870	300	101000
250012	01093 BUILDING CODES BUREAU/BOILER		0.84					
1	07/10/25 25/26 Building Code Assessment		0.84*			1000 420500	300	101000
250013	-98040E 01200 U S BANK TRUST-SPA LOCKBOX Shelby ARRA-B		10,883.75					
1	07/01/25 Wastewater Improvements 10220		10,000.00			5310 490208	610	102210
2	07/01/25 Wastewater Improvements 10220		883.75			5310 490208	620	102210
250014	-98039E 01200 U S BANK TRUST-SPA LOCKBOX		5,600.00					
1	07/01/25 DNRC2 08 Water Main Imp 09136		5,000.00			5210 490207	610	102210
2	07/01/25 DNRC2 08 Water Main Imp 09136		600.00			5210 490207	620	102210
250015	-98038E 01200 U S BANK TRUST-SPA LOCKBOX Shelby ARRA-A Loan C		9,371.25					
1	07/01/25 Wastewater Improvements 11266		9,000.00			5310 490208	610	102210
2	07/01/25 Wastewater Improvements 11266		371.25			5310 490208	620	102210

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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
250016	-98037E 01200 U S BANK TRUST-SPA LOCKBOX Shelby ARRA-B		22,375.00					
1	07/01/25 Water Sys Improvement 11226		19,000.00*			5210 490209 610		102210
2	07/01/25 Water Sys Improvement 11226		3,375.00*			5210 490209 620		102210
250017	-98036E 01200 U S BANK TRUST-SPA LOCKBOX		91,875.00					
1	07/01/25 Storm Drainage System 17407		52,000.00			5720 490213 610		102210
2	07/01/25 Storm Drainage System 17407		39,875.00			5720 490213 620		102210
250018	01862 MOUNTAIN ALARM		58.32					
1	6590127 07/01/25 7/25 Fire Alarm Monitoring		58.32			1000 420401 300		101000
250019	02563 DPHHS-LABORATORY		25.00					
1	58569 06/30/25 NCMRWA Water Samples		25.00			5210 430500 300		101000
250020	00048 TOOLE COUNTY CLERK & RECORDER		56,322.67					
1	07/01/25 City Judge/Sec Wages		3,179.03			1000 410360 100		101000
2	07/01/25 City Judge/Sec Medicare		44.99			1000 410360 142		101000
3	07/01/25 City Judge/Sec SS		192.36			1000 410360 141		101000
4	07/01/25 City Judge/Sec Unemploy Ins		4.57			1000 410360 145		101000
5	07/01/25 City Judge/Sec Workers Comp		13.40			1000 410360 146		101000
6	07/01/25 City Judge/Sec PERS		165.86			1000 410360 143		101000
7	07/01/25 City Judge Health Insurance		528.00			1000 410360 147		101000
8	07/01/25 City Judge Supplies		173.98			1000 410360 200		101000
9	07/01/25 City Judge Phone		20.48			1000 410360 344		101000
11	07/01/25 Law Enforcement		37,270.00			1000 420000 300		101000
12	07/01/25 Law Enforcement		4,910.00			5210 420100 300		101000
13	07/01/25 Law Enforcement		4,910.00			5310 420100 300		101000
14	07/01/25 Law Enforcement		4,910.00			5410 420100 300		101000
250021	31409S 00026 MARIAS RIVER ELECTRIC COOP INC		15,882.96					
1	07/10/25 7/25 Electric Bill		110.42			1000 411200 342		101000
2	07/10/25 7/25 Electric Bill		197.98			1000 420400 342		101000
3	07/10/25 7/25 Electric Bill		197.98			1000 420401 342		101000
4	07/10/25 7/25 Electric Bill		54.13			1000 411202 342		101000
5	07/10/25 7/25 Electric Bill		54.13			5210 430520 342		101000
6	07/10/25 7/25 Electric Bill		54.13			5310 430620 342		101000
7	07/10/25 7/25 Electric Bill		54.11			5410 430820 342		101000
8	07/10/25 7/25 Electric Bill		147.33			1000 430200 342		101000
9	07/10/25 7/25 Electric Bill		147.33			5210 430500 342		101000
10	07/10/25 7/25 Electric Bill		147.33			5310 430600 342		101000
11	07/10/25 7/25 Electric Bill		147.33			5410 430830 342		101000
12	07/10/25 7/25 Electric Bill		48.90			1000 440600 342		101000
13	07/10/25 7/25 Electric Bill		48.89			1000 460430 342		101000

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Claim	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Invoice #/Inv Date/	Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
14	07/10/25 7/25	Electric Bill	38.60			1000 460430	342	101000	
15	07/10/25 7/25	Electric Bill	72.63			1000 460465	342	101000	
16	07/10/25 7/25	Electric Bill	353.72			1000 460439	342	101000	
17	07/10/25 7/25	Electric Bill	679.55			1000 460442	342	101000	
18	07/10/25 7/25	Electric Bill	857.45			1000 460445	342	101000	
19	07/10/25 7/25	Electric Bill	4,490.40			2400 430263	342	101000	
20	07/10/25 7/25	Electric Bill	7,481.76			5210 430500	342	101000	
21	07/10/25 7/25	Electric Bill	320.02			5310 430600	342	101000	
22	07/10/25 7/25	Electric Bill	42.86			5410 430840	342	101000	
23	07/10/25 7/25	Electric Bill	57.33			1000 460430	342	101000	
24	07/10/25 7/25	Electric Bill	78.65			1000 470270	300	101000	
250022	01388 3 RIVERS COMMUNICATIONS INC		864.07						
2	07/01/25 7/25	Phone Bill	39.40			1000 410550	344	101000	
3	07/01/25 7/25	Phone Bill	39.40			5210 430570	344	101000	
4	07/01/25 7/25	Phone Bill	39.40			5310 430670	344	101000	
5	07/01/25 7/25	Phone Bill	39.40			5410 430870	344	101000	
6	07/01/25 7/25	Phone Bill	23.18			1000 430200	344	101000	
7	07/01/25 7/25	Phone Bill	23.18			5210 430500	344	101000	
8	07/01/25 7/25	Phone Bill	23.18			5310 430600	344	101000	
9	07/01/25 7/25	Phone Bill	23.18			5410 430830	344	101000	
10	07/01/25 7/25	Phone Bill	177.67			1000 460442	344	101000	
11	07/01/25 7/25	Phone Bill	71.46			1000 420400	344	101000	
12	07/01/25 7/25	Phone Bill	71.45			1000 420401	344	101000	
13	07/01/25 7/25	Phone Bill	6.95			1000 410200	344	101000	
14	07/01/25 7/25	Phone Bill	6.96			5210 430512	344	101000	
15	07/01/25 7/25	Phone Bill	6.96			5310 430612	344	101000	
16	07/01/25 7/25	Phone Bill	6.96			5410 430812	344	101000	
17	07/01/25 7/25	Phone Bill	114.88			1000 460445	344	101000	
18	07/01/25 7/25	Phone Bill	85.58			5310 430600	344	101000	
19	07/01/25 7/25	Phone Bill	32.44			5210 430500	344	101000	
20	07/01/25 7/25	Phone Bill	32.44			5210 430500	344	101000	
250023	00309 PREFERRED OFFICE EQUIPMENT		356.42						
2	55098 07/01/25 7/25	Maintenance/Copies	45.15			1000 410550	300	101000	
3	55098 07/15/25 7/25	Maintenance/Copies	45.15			5210 430570	300	101000	
4	55098 07/15/25 7/25	Maintenance/Copies	45.15			5310 430670	300	101000	
5	55098 07/15/25 7/25	Maintenance/Copies	45.16			5410 430870	300	101000	
6	55268 07/15/25 7/25	Maintenance/Copies Shop	13.07			1000 430200	300	101000	
7	55268 07/15/25 7/25	Maintenance/Copies Shop	13.07			5210 430500	300	101000	
8	55268 07/15/25 7/25	Maintenance/Copies Shop	13.07			5310 430600	300	101000	
9	55268 07/15/25 7/25	Maintenance/Copies Shop	13.07			5410 430840	300	101000	
11	55222 07/15/25 7/25	Maintenance/Copies CC	98.53			1000 460442	300	101000	
12	55001 07/15/25 7/25	Maintenance/Copies	6.25			1000 410550	300	101000	
13	55001 07/15/25 7/25	Maintenance/Copies	6.25			5210 430570	300	101000	

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14	55001 07/15/25 7/25 Maintenance/Copies		6.25			5310 430670	300	101000
15	55001 07/15/25 7/25 Maintenance/Copies		6.25			5410 430870	300	101000
250024	02537 MMIA-LIABILITY PROGRAM		67,563.00					
1	07/01/25 FY 25/26 Liability Assessment		16,890.75*			1000 510330	510	101000
2	07/01/25 FY 25/26 Liability Assessment		16,890.75*			5210 510330	510	101000
3	07/01/25 FY 25/26 Liability Assessment		16,890.75*			5310 510330	510	101000
4	07/01/25 FY 25/26 Liability Assessment		16,890.75*			5410 510330	510	101000
250025	02536 MMIA-PROPERTY PROGRAM		88,980.00					
1	07/01/25 FY 25/26 Property Assessment		22,245.00*			1000 510330	510	101000
2	07/01/25 FY 25/26 Property Assessment		22,245.00*			5210 510330	510	101000
3	07/01/25 FY 25/26 Property Assessment		22,245.00*			5310 510330	510	101000
4	07/01/25 FY 25/26 Property Assessment		22,245.00*			5410 510330	510	101000
250026	-98035E 01200 U S BANK TRUST-SPA LOCKBOX 4th Cell Loan 2		44,462.50					
1	07/01/25 SRF 19439 Wastewater		25,000.00			5310 490214	610	102210
2	07/01/25 SRF 19439 Wastewater		19,462.50			5310 490214	620	102210
0027	E 00111 FIRST STATE BANK		55.00					
1	07/31/25 FSB Billing ACH Origination		18.33			5210 430570	300	101000
2	07/31/25 FSB Billing ACH Origination		18.33			5310 430670	300	101000
3	07/31/25 FSB Billing ACH Origination		18.34			5410 430870	300	101000
250028	02517 VALLI INFORMATION SYSTEMS INC		45.00					
1	101413 06/30/25 Express Pay Online Monthly Fee		15.00			5210 430570	300	101000
2	101413 06/30/25 Express Pay Online Monthly Fee		15.00			5310 430670	300	101000
3	101413 06/30/25 Express Pay Online Monthly Fee		15.00			5410 430870	300	101000
250029	01137 AQUA TECH LABORATORY		100.00					
	PWSID# MT0000328							
1	41775 07/08/25 Monthly Coliform Water Testing		100.00		35371	5210 430500	300	101000
250030	01137 AQUA TECH LABORATORY		25.00					
	PWSID# MT0000200							
1	41778 07/08/25 DWI Monthly Water Test		25.00		35371	5210 430500	300	101000
250031	01137 AQUA TECH LABORATORY		25.00					
	PWSID# MT0004936							
1	41777 07/08/25 NCMRWA Monthly Water Test		25.00		35371	5210 430500	300	101000

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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
250032	31425S 02584 VISA		8,851.60					
1	06/24/24 North 40 - trimmer 525L straig		1,049.97			1000 460430	200	101000
2	06/28/25 amamzon-landfill methane testi		19.79			5410 430840	200	101000
3	07/01/25 HomeDepot-626 Granite kitchen		2,719.94			7030 470000	900 2298	101000
4	07/07/25 USPS water samples		64.60			5210 430570	300	101000
9	07/08/25 mobile charge		47.33			1000 440600	344	101000
10	07/08/25 mobile charge		77.22			1000 430200	344	101000
11	07/08/25 mobile charge		77.22			5210 430500	344	101000
12	07/08/25 mobile charge		77.22			5310 430600	344	101000
13	07/08/25 mobile charge		77.22			5410 430840	344	101000
14	07/09/25 amazon cc parts		42.98			1000 460442	200	101000
15	07/09/25 HomeDepot 626 Granite counters		4,450.01			7030 470000	900 2298	101000
16	07/10/25 cc dish network		148.10			1000 460442	300	101000
250033	00037 NORTHWEST PIPE FITTINGS INC		3,424.26					
1	2381972 07/01/25 curbstop/pipe/couplers-house		691.69		35363	5210 430500	200	101000
2	2377746 07/01/25 16" MJ 90 elbow		2,122.64		35363	5210 430500	200	101000
3	2391527 07/14/25 3/4" meter adaptors		420.75		35377	5210 430500	200	101000
4	377711 06/24/25 gaskets		14.18		35377	5210 430500	200	101000
5	2381972-1 07/16/25 tapping saddle		175.00		35391	5210 430500	200	101000
250034	-98034E 01200 U S BANK TRUST-SPA LOCKBOX Wellfield		16,762.50					
1	07/01/25 WRF-21489 Wellfield		11,000.00			5210 490217	610	102210
2	07/01/25 WRF-21489 Wellfield		5,762.50			5210 490217	620	102210
250035	-98033E 01200 U S BANK TRUST-SPA LOCKBOX 4th Cell-Loan 3		18,362.50					
1	07/01/25 SRF-20472 Wastewater Prin		10,000.00			5310 490215	610	102210
2	07/01/25 SRF-20472 Wastewater Int		8,362.50			5310 490215	620	102210
250036	-98032E 01200 U S BANK TRUST-SPA LOCKBOX 4th Cell-Loan 4		17,025.00					
1	07/01/25 SRF-20473 Wastewater Prin		12,000.00			5310 490216	610	102210
2	07/01/25 SRF-20473 Wastewater Int		5,025.00			5310 490216	620	102210
250037	-98031E 01486 USDA RURAL DEVELOPMENT		1,603.00					
1	07/09/25 Fire Hall Improvement Loan		867.62			1000 490527	610	101000
2	07/09/25 Fire Hall Improvement Loan Int		735.38			1000 490527	620	101000

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250038	314075	02586 DIS TECHNOLOGIES	963.00					
1	16799 07/05/25	Monthly Managed Services	145.00			1000 410550	300	101000
2	16799 07/05/25	Monthly Managed Services	145.00			5210 430570	300	101000
3	16799 07/05/25	Monthly Managed Services	145.00			5310 430670	300	101000
4	16799 07/05/25	Monthly Managed Services	145.00			5410 430870	300	101000
6	16799 07/05/25	Monthly Managed Services	72.50			1000 460442	300	101000
7	16799 07/05/25	Monthly Managed Services	54.37			1000 430200	300	101000
8	16799 07/05/25	Monthly Managed Services	54.37			5210 430500	300	101000
9	16799 07/05/25	Monthly Managed Services	54.38			5310 430600	300	101000
10	16799 07/05/25	Monthly Managed Services	54.38			5410 430830	300	101000
11	16799 07/05/25	Monthly Microsoft 365	23.25			1000 410550	300	101000
12	16799 07/05/25	Monthly Microsoft 365	23.25			5210 430570	300	101000
13	16799 07/05/25	Monthly Microsoft 365	23.25			5310 430670	300	101000
14	16799 07/05/25	Monthly Microsoft 365	23.25			5410 430870	300	101000
250039	31342S	00111 FIRST STATE BANK	70,479.30					
1	07/01/25	TEDD 2023A Rev. Bond Principle	32,004.42*			2310 490218	610	102210
2	07/01/25	TEDD 2023A Rev. Bond Interest	38,474.88*			2310 490218	620	102210
0040	31343S	00111 FIRST STATE BANK	4,237.89					
1	07/01/25	TEDD 2023B Rev. Bond Principle	979.39*			2310 490219	610	102210
2	07/01/25	TEDD 2023B Rev. Bond Interest	3,258.50*			2310 490219	620	102210
250041		02683 PINE ENVIRONMENTAL SERVICES, LLC	701.50					
1	US1-250043 07/08/25	rental-methane tester	701.50		35361	5410 430840	300	101000
250042		01124 FIRST INTERSTATE BANK	1,219.60					
1	250624-792 06/24/25	Landfill Trust Qtly-LF03CL	628.47			5410 430870	300	102210
2	250624-792 06/24/25	Landfill Trust Qtly-LF03PO	591.13			5410 430870	300	102210
250043	-98042E	00111 FIRST STATE BANK	15.00					
1	07/01/24	Wire Fee for Loan Payments	3.75			1000 410550	300	101000
2	07/01/24	Wire Fee for Loan Payments	3.75			5210 430570	300	101000
3	07/01/24	Wire Fee for Loan Payments	3.75			5310 430670	300	101000
4	07/01/24	Wire Fee for Loan Payments	3.75			5410 430870	300	101000
250044		00359 BLACK MOUNTAIN SOFTWARE	32,886.00					
1	6698 06/01/25 FY 25/26	Software Maintenance	8,221.50			1000 410550	300	101000
2	6698 06/01/25 FY 25/26	Software Maintenance	8,221.50			5210 430570	300	101000
3	6698 06/01/25 FY 25/26	Software Maintenance	8,221.50			5310 430670	300	101000
4	6698 06/01/25 FY 25/26	Software Maintenance	8,221.50			5410 430870	300	101000

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250045	00327 TOWNSQUARE MEDIA SHELBY		160.00					
1	5715724-1 07/01/25 Farm & Ranch Tournament		40.00			1000 410550	300	101000
2	5715724-1 07/01/25 Farm & Ranch Tournament		40.00			5210 430570	300	101000
3	5715724-1 07/01/25 Farm & Ranch Tournament		40.00			5310 430670	300	101000
4	5715724-1 07/01/25 Farm & Ranch Tournament		40.00			5410 430870	300	101000
250046	00653 GREAT WEST ENGINEERING construction		1,673.25					
1	36729 07/03/25 Stormwater South Side		1,673.25			5720 430246	950 2288	101000
250047	00653 GREAT WEST ENGINEERING Preliminary Design & bidding		10,944.50					
1	36730 07/03/25 Wastewater PER		8,755.70			5310 430600	350	101000
2	37029 07/29/25 Wastewater PER		2,188.80			5310 430600	350	101000
250048	00653 GREAT WEST ENGINEERING Operational Assistance & Groundwater Monitoring		4,744.25					
1	36748 07/07/25 Landfill Operation Assistance		3,408.00			5410 430840	350	101000
2	36877 07/23/25 Landfill Operation Assistance		1,336.25			5410 430840	350	101000
250049	02639 BTI MONTANA		341.32					
1	67794 06/10/25 RFD pipe fitting		2.49		35305	1000 420401	200	101000
2	69212 06/26/25 CFD propane		53.48		35305	1000 420400	230	101000
3	CL43885 06/30/25 RFD fuel		285.35		35305	1000 420401	230	101000
250050	02601 NORTHERN PLAINS ELECTRIC LLC wire a/cs for auditorium		1,430.09					
1	2014 07/09/25 Roxy-electrical		1,430.09*			7030 470000	200	101000
250051	31426S 00111 FIRST STATE BANK		28,692.87					
1	6 07/02/23 2022 Peterbilt Garbage Tk Prin		26,605.40			5410 490534	610	102210
2	6 07/02/23 2022 Peterbilt Garbage Tk Int		2,087.47			5410 490534	620	102210
250052	31379S 01125 MT DEQ/PERMITTING & COMPLIANCE		4,869.40					
1	07/01/22 Solid Waste Management Lic #83		4,869.40			5410 430840	300	101000
250053	999998 LORI JEAN STRATTON		62.00					
2025	12.4lbs							
1	07/14/25 No Jive Give Me Five		15.50			1000 410550	300	101000
2	07/14/25 No Jive Give Me Five		15.50			5210 430570	300	101000
3	07/14/25 No Jive Give Me Five		15.50			5310 430670	300	101000
4	07/14/25 No Jive Give Me Five		15.50			5410 430870	300	101000

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250054	02595 PONDEROSA PUBLICATIONS LLC		306.00					
1	69820 07/16/25 SOQ professional services		52.50			1000 410550	300	101000
2	69820 07/16/25 SOQ professional services		52.50			5210 430570	300	101000
3	69820 07/16/25 SOQ professional services		52.50			5310 430670	300	101000
4	69820 07/16/25 SOQ professional services		52.50			5410 430870	300	101000
5	69817 07/16/25 zoning hearing title 13		48.00			1000 410550	300	101000
6	69816 07/16/25 ordinance amending title 13		48.00			1000 410550	300	101000
250055	-98030E 02700 KATOM.COM		603.53					
1	07/15/25 Roxy-popcorn		603.53*			7030 470000	200	101000
250056	02551 TRIPLE TREE ENGINEERING INC		3,758.20					
	engineers 28.5hrs, 676 miles							
1	23-78-015 07/16/25 pnmh west track extension		3,758.20			2310 430000	900 2295	101000
250057	02692 C & C PLUMBING		1,500.00					
1	2198 07/16/25 Roxy-toilet install x3		1,500.00*			7030 470000	200	101000
250058	00025 HILINE REDI-MIX LLC		2,256.63					
1	37151 07/10/25 stormwater-paving-concrete/sho		254.24*			5720 430246	200	101000
2	37161 07/11/25 stormwater-paving-concrete/sho		2,002.39*			5720 430246	200	101000
250059	02425 DRY FORK PLUMBING & HEATING INC		5,397.00					
1	4411 07/18/25 634 Granite sprinkler system m		730.00			7030 470000	900 2291	101000
2	4412 07/18/25 634 Granite plumbing 100% bid		3,000.00			7030 470000	900 2291	101000
3	4413 07/18/25 634 Granite beyond bid-sewer l		1,667.00			7030 470000	900 2291	101000
250060	02623 SHELBY PAINT & HARDWARE		2,006.67					
1	9250 07/09/25 keys		17.97		35369	1000 460442	200	101000
2	9110 07/08/25 key/brush/wire brush		16.57		35369	1000 460442	200	101000
3	9329 07/10/25 sawzall blade		43.98		35369	1000 430200	200	101000
4	9213 07/09/25 scrapers/shovel		70.94		35369	1000 430200	200	101000
5	9791 07/14/25 computer cable		23.99		35369	5210 430500	200	101000
6	9845 07/14/25 flexvolt battery/chain saw		708.00		35368	1000 460430	200	101000
7	9861 07/14/25 bar & chain oil		22.99		35368	1000 460430	200	101000
8	9807 07/14/25 fuel/funnel		62.58		35368	1000 460430	200	101000
9	9447 07/10/25 stain/brushes/liners		269.92		35368	1000 460430	200	101000
10	9201 07/09/25 hedge trimmer		239.00		35368	1000 460430	200	101000
11	9043 07/07/25 mineral spirits		18.99		35368	1000 460430	200	101000
12	8942 07/07/25 stain/brushes		190.92		35368	1000 460430	200	101000
13	8341 07/01/25 patchmaster seed		39.98		35368	1000 460430	200	101000
14	9326 07/10/25 tarp		17.99		35368	1000 440600	200	101000
15	8503 07/02/25 trap/duct tape		87.98		35368	1000 440600	200	101000
16	10102 07/16/25 rubber gloves		11.98		35392	1000 460430	200	101000

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17	10578 07/21/25	loppers-tree pruners	71.98		35392	1000 460430	200	101000
18	10718 07/22/25	concrete crack seal	14.99		35392	1000 430200	200	101000
19	10713 07/22/25	concrete crack seal	14.99		35392	1000 430200	200	101000
20	10045 07/16/25	drain cleaner	18.99		35392	1000 440600	200	101000
21	11397 07/29/25	hardware	12.76		35392	5210 430500	200	101000
22	11400 07/29/25	hardware	11.20		35392	5210 430500	200	101000
23	11542 07/30/25	jig saw blade/hardware	17.98		35392	5210 430500	200	101000
250061	01766	MAPS INC	2,353.23					
1	2025-064 07/18/25	ipad/support/tablets	1,176.61		35381	5210 430500	300	101000
2	2025-064 07/18/25	ipad/support/tablets	1,176.62		35381	5310 430600	300	101000
250062	01161	USA BLUE BOOK	685.83					
1	770614 07/17/25	pipe descaler tools	398.82		35380	5210 430500	200	101000
2	783278 07/30/25	swivel adapter	287.01		35390	1000 430200	200	101000
250063	02045	NAPA AUTO PARTS	693.31					
1	236545 07/23/25	hyd hose/ties/cleaner	78.58		35383	5410 430840	200	101000
2	235509 07/01/25	air filter	101.07		35383	5410 430840	200	101000
3	235502 07/01/02	pan filter/air filter	124.64		35383	5410 430840	200	101000
4	235501 07/01/25	filters	41.44		35383	1000 430200	200	101000
5	235501 07/01/25	filters	41.45		35383	5210 430500	200	101000
6	235501 07/01/25	filters	41.45		35383	5310 430600	200	101000
7	235501 07/01/25	filters	41.45		35383	5410 430840	200	101000
8	235799 07/09/25	hose clamps	8.76		35383	1000 430200	200	101000
9	235799 07/09/25	hose clamps	8.77		35383	5210 430500	200	101000
10	235799 07/09/25	hose clamps	8.77		35383	5310 430600	200	101000
11	235799 07/09/25	hose clamps	8.77		35383	5410 430840	200	101000
12	236577 07/23/25	oil filters	23.86		35383	1000 430200	200	101000
13	236577 07/23/25	oil filters	23.85		35383	5210 430500	200	101000
14	236577 07/23/25	oil filters	23.85		35383	5310 430600	200	101000
15	236577 07/23/25	oil filters	23.85		35383	5410 430840	200	101000
16	235659 07/07/25	masks	7.49		35383	1000 460430	200	101000
17	236121 07/15/25	shop towels/glass cleaner	48.54		35383	1000 460430	200	101000
18	236383 07/21/25	filter	36.72		35383	1000 460430	200	101000
250064	02069	NATIONAL LAUNDRY CO	49.98					
1	88226 07/02/25	red towels/laundry	12.48		35374	1000 430200	200	101000
2	88226 07/02/25	red towels/laundry	12.50		35374	5210 430500	200	101000
3	88226 07/02/25	red towels/laundry	12.50		35374	5310 430600	200	101000
4	88226 07/02/25	red towels/laundry	12.50		35374	5410 430840	200	101000

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250065	02317	ESRI	2,210.00					
1	26291292	07/01/25 ArcGIS/ESRI Annual Renewal	1,105.00		35370	5210 430500	300	101000
2	26291292	07/01/25 ArcGIS/ESRI Annual Renewal	1,105.00		35370	5310 430600	300	101000
250066	-98028E	02323 ROCKY MOUNTAIN PRINT SOLUTIONS	1,659.75					
1	MY6Q31	07/23/25 utility billing cards	553.25		34685	5210 430570	200	101000
2	MY6Q31	07/23/25 utility billing cards	553.25		34685	5310 430670	200	101000
3	MY6Q31	07/23/25 utility billing cards	553.25		34685	5410 430870	200	101000
250067	02701	KEMPF, CORY	2,200.00					
1	384053	07/21/25 concrete work-pour & finish	2,200.00		35379	5210 430500	300	101000
250068	02601	NORTHERN PLAINS ELECTRIC LLC	2,500.00					
1	2016	07/23/25 634 Granite wire addition	2,500.00			7030 470000	900 2291	101000
250069	02335	CINTAS CORPORATION	192.98					
1	5282538603	07/24/25 RX cabinet restock	30.89			1000 410550	300	101000
2	5282538603	07/24/25 RX cabinet restock	30.89			5210 430570	300	101000
3	5282538603	07/24/25 RX cabinet restock	30.88			5310 430670	300	101000
4	5282538603	07/24/25 RX cabinet restock	30.88			5410 430870	300	101000
5	5282538610	07/24/25 med kit restock	17.36		35389	1000 430200	300	101000
6	5282538610	07/24/25 med kit restock	17.36		35389	5210 430500	300	101000
7	5282538610	07/24/25 med kit restock	17.36		35389	5310 430600	300	101000
8	5282538610	07/24/25 med kit restock	17.36		35389	5410 430830	300	101000
250070	00083	MARIAS HEALTHCARE	150.00					
1	1534	07/22/25 DOT physical-Kary	37.50			1000 430200	300	101000
2	1534	07/22/25 DOT physical-Kary	37.50			5210 430500	300	101000
3	1534	07/22/25 DOT physical-Kary	37.50			5310 430600	300	101000
4	1534	07/22/25 DOT physical-Kary	37.50			5410 430840	300	101000
250071	-98029E	02700 KATOM.COM	225.75					
1		07/15/25 Roxy-popcorn	225.75*			7030 470000	200	101000
250072	-98027E	01994 BEST BUY	1,347.00					
1		07/24/25 gps mapping ipad x3	673.50			5210 430500	200	101000
2		07/24/25 gps mapping ipad x3	673.50			5310 430600	200	101000
250073	-98025E	02577 OTTERBOX	269.97					
1		07/24/25 gps mapping ipad case x3	134.98			5210 430500	200	101000
2		07/24/25 gps mapping ipad case x3	134.99			5310 430600	200	101000

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250074	0263 STUTZ, JENNIFER		3,500.00					
1	07/28/25 7/25 legal services		875.00			1000 411100	350	101000
2	07/28/25 7/25 legal services		875.00			5210 430513	350	101000
3	07/28/25 7/25 legal services		875.00			5310 430613	350	101000
4	07/28/25 7/25 legal services		875.00			5410 430813	350	101000
250075	-98024E 01486 USDA RURAL DEVELOPMENT		93,629.00					
	Water							
1	07/29/25 Multimodal USDA RD Series 2015		32,483.44			5210 490211	610	102210
2	07/29/25 Multimodal USDA RD Series 2015		61,145.56			5210 490211	620	102210
250076	-98023E 01486 USDA RURAL DEVELOPMENT		40,212.00					
	Sewer							
1	07/29/25 Multimodal USDA RD Series 2015		13,711.14			5310 490211	610	102210
2	07/29/25 Multimodal USDA RD Series 2015		26,500.86			5310 490211	620	102210
250077	01946 ALL SEASON HEATING & AIR		2,225.00					
	634 Granite Ave							
1	54674-5 07/30/25 furnace/ac/thermostat		2,225.00			7030 470000	900 2291	101000
250078	01946 ALL SEASON HEATING & AIR		8,650.00					
	Roxy final payment - total cost \$17,150.00							
1	56186-2 07/30/25 Roxy-install furnace/a/c		8,650.00*			7030 470000	200	101000
250079	00653 GREAT WEST ENGINEERING		4,308.80					
	Construction & resident project representative							
1	37028 07/29/25 Airport Tank Transmission Main		4,308.80			5210 430501	950 2286	101000
250080	00653 GREAT WEST ENGINEERING		3,743.00					
	study & report phase							
1	37033 07/29/25 Water PER		3,743.00*			5210 430500	350	101000
250081	00653 GREAT WEST ENGINEERING		4,840.16					
	flow meteres							
1	37034 07/29/25 wellfield investigation		4,840.16			5210 430501	950 2296	101000
250082	31427S 02669 FLYING S TITLE & ESCROW INC		10.00					
1	10555-7610 07/31/25 634 Granite Ave record fee		10.00			7030 470000	900 2291	101000

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250083		02412 CORE & MAIN	6,080.75						
1	233326	07/22/25 16" macro couplers x2	4,600.00		35386	5210 430500	200	101000	
2	387785	07/22/25 valve gasket kit	1,480.75		35386	5210 430500	200	101000	
250084		02376 MOBILE TWI LLC	240.00						
1	073025D	07/30/25 random DOT testing barnes/jam	60.00		35385	1000 430200	300	101000	
2	073025D	07/30/25 random DOT testing barnes/jam	60.00		35385	5210 430500	300	101000	
3	073025D	07/30/25 random DOT testing barnes/jam	60.00		35385	5310 430600	300	101000	
4	073025D	07/30/25 random DOT testing barnes/jam	60.00		35385	5410 430840	300	101000	
250085		00088 CARQUEST AUTO PARTS	107.41						
1	387760	07/01/25 fogger	2.25		35384	1000 430200	200	101000	
2	387760	07/01/25 fogger	2.24		35384	5210 430500	200	101000	
3	387760	07/01/25 fogger	2.24		35384	5310 430600	200	101000	
4	387760	07/01/25 fogger	2.24		35384	5410 430830	200	101000	
5	387578	06/27/25 fuel-oil treatment	7.56		35384	1000 430200	200	101000	
6	387578	06/27/25 fuel-oil treatment	7.58		35384	5210 430500	200	101000	
7	387578	06/27/25 fuel-oil treatment	7.58		35384	5310 430600	200	101000	
8	387578	06/27/25 fuel-oil treatment	7.58		35384	5410 430830	200	101000	
9	387741	07/01/25 anit freeze	3.63		35384	1000 430200	200	101000	
10	387741	07/01/25 anti freeze	3.65		35384	5210 430500	200	101000	
11	387741	07/01/25 anti freeze	3.65		35384	5310 430600	200	101000	
12	387741	07/01/25 anti freeze	3.65		35384	5410 430830	200	101000	
13	388609	07/21/25 DEF	38.58		35384	1000 430200	200	101000	
14	388431	07/17/25 oil 5w-30	14.98		35384	1000 430200	200	101000	
250086		00534 IVERSON CONSTRUCTION & CONCRETE	19,878.00						
1	07/30/25	626 Granite materials & labor	11,510.00			7030 470000	900 2298	101000	
2	07/30/25	634 Granite sidewalk/gutter	8,368.00			7030 470000	900 2291	101000	
250087		02486 MARIAS RIVER CONTRACTING LLC	7,000.00						
materials									
1	1189	07/31/25 pergola-skate park	7,000.00			1000 460430	200	101000	
250088		02639 BTI MONTANA	5,859.84						
1	CL43745	06/30/25 fuel-garbage	623.00		35387	5410 430830	230	101000	
2	CL43745	06/30/25 fuel-container truck	218.96		35387	5410 430840	230	101000	
3	CL43745	06/30/25 fuel-streets	2,300.00		35387	1000 430200	230	101000	
4	CL43745	06/30/25 fuel-water	624.01		35387	5210 430500	230	101000	
5	70294	07/09/25 box fan	27.99		35387	1000 460442	200	101000	
6	72186	07/29/25 24 pk AA batteries	4.49		35387	1000 430200	200	101000	
7	72186	07/29/25 24 pk AA batteries	4.50		35387	5210 430500	200	101000	
8	72186	07/29/25 24 pk AA batteries	4.50		35387	5310 430600	200	101000	
9	72186	07/29/25 24 pk AA batteries	4.50		35387	5410 430830	200	101000	

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10	71113 07/17/25 wd-40		2.99		35387	1000 430200	200	101000
11	71113 07/17/25 wd-40		3.00		35387	5210 430500	200	101000
12	71113 07/17/25 wd-40		3.00		35387	5310 430600	200	101000
13	71113 07/17/25 wd-40		3.00		35387	5410 430830	200	101000
14	69699 07/01/25 cat litter		5.24		35387	1000 430200	200	101000
15	69699 07/01/25 cat litter		5.25		35387	5210 430500	200	101000
16	69699 07/01/25 cat litter		5.25		35387	5310 430600	200	101000
17	69699 07/01/25 cat litter		5.25		35387	5410 430830	200	101000
18	71400 07/21/25 cat litter		5.24		35387	1000 430200	200	101000
19	71400 07/21/25 cat litter		5.25		35387	5210 430500	200	101000
20	71400 07/21/25 cat litter		5.25		35387	5310 430600	200	101000
21	71400 07/21/25 cat litter		5.25		35387	5410 430830	200	101000
22	70782 07/14/25 garden hose		42.99		35387	1000 460445	200	101000
23	71631 07/23/25 5 gal water cooler		69.99		35387	1000 430200	200	101000
24	71116 07/17/25 reciprocating blade set		38.99		35387	1000 430200	200	101000
25	863450 07/01/25 diesel fuel		1,841.95		35388	5410 430840	230	101000

of Claims 89 Total: 994,003.92

Total Electronic Claims 387,300.00 Total Non-Electronic Claims 606703.92

08/01/25
09:28:39

CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 7/25

Page: 15 of 15
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	128,638.09
2310 TAX INCREMENT FINANCING DISTRICT (TIFD)	
101000 Cash-Operating	3,758.20
102210 Cash-Revenue Bond Sinking & Interest	74,717.19
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	4,490.40
5210 WATER UTILITY	
101000 Cash-Operating	100,822.24
102210 Cash-Revenue Bond Sinking & Interest	138,366.50
5310 SEWER UTILITY	
101000 Cash-Operating	76,952.14
102210 Cash-Revenue Bond Sinking & Interest	151,279.50
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	69,192.99
102210 Cash-Revenue Bond Sinking & Interest	100,392.47
5720 STORM DRAINAGE	
101000 Cash-Operating	3,929.88
102210 Cash-Revenue Bond Sinking & Interest	91,875.00
7030 HOUSING FUND	
101000 Cash-Operating	49,589.32
Total:	994,003.92



Shelby Tourism Business Improvement District Work Plan 2025-2026

Shelby Tourism Business Improvement District

Tourism is a vital part of the Shelby Economy. The Shelby Tourism Business Improvement District (TBID) is a tool which allows our community to actively pursue residents and non-resident tourists for local events, sporting venues, activities and conventions. The Shelby TBID is made up of the following lodging establishments: Comfort Inn of Shelby, Best Western Inn & Suites, and OYO Hotel.

Original participating establishments petitioned the City of Shelby for formation in 2011. The TBID was approved through Resolution No. 1817 with original members. Resolution No. 1831 brought in O'Haire Manor. Resolution No. 1859 brought in Best Western Shelby Inn & Suites and Resolution No. 2053 replaced Glacier Motel with VATSHATS. The Shelby TBID has an executive committee, by-laws established November 8, 2011, and a yearly work plan.

The following lodging establishments are currently inactive in the TBID (4); Sherlock Motel, Totem Motel, O'Haire Manor, VATSHATS

The Shelby TBID original resolution to create the group has been renewed as per Resolution No. 2063 on Sept. 19, 2022.

Shelby TBID Estimated 2025-2026 Budget:

Task	Percentage of Budget	Estimated Budget Amount
Insurance	2.00%	\$2,000.00
Marketing	15.00%	\$15,000.00
Event Sponsorships	56.55%	\$56,550.00
Chamber Support	22.45%	\$22,450.00
Other	4.00%	\$4,000.00
Total	100.00%	\$100,000.00

TBID Funding:

Account Balance of June 5, 2025	\$127,026.84
Projected Expenses	\$100,000.00
Average Yearly Income (Assessments)	\$100,000.00

The office of the Shelby Area Chamber of Commerce and City of Shelby completes the administration of the Shelby TBID. Shane Adams of the Chamber will oversee all communications, reporting, and draw requests. Raquel Salois of the City will oversee the financial aspects of TBID. The City of Shelby will collect and house the TBID fees for TBID disbursements.

The Shelby TBID Executive Board:

Elections of officers took place at the TBID meeting held on May 15, 2025 for the upcoming year.

Cheri Hirst, Chair

Comfort Inn & Suites 406-434-2212

Jaimie Dishon, 1st Vice Chair

Best Western Shelby Inn & Suites 406-424-4560

Monica or Ankur Kushwaha, Board Member

OYO Hotel Shelby 406-434-5134

Shane Adams, Reporting

Shelby Area Chamber of Commerce 406-434-7184

Raquel Salois, Reporting

City of Shelby, 406-434-5222

Submitted by Shane Adams

 Date: June 5, 2025

Facility Use Permit

This document (hereinafter “the Agreement”) is a nonexclusive license granted by the City of Shelby, a Montana municipal corporation, whose address is 112 1st St S, Shelby, MT 59474 (hereinafter “Licensor”), to the benefit of Dick Irvin Inc., a Montana corporation, whose address is 475 Wilson Ave, Shelby, MT 59474 (hereinafter “Licensee”), pursuant to the following terms and conditions:

1. Licensee shall be permitted to use the rail spur and surrounding real property described and depicted in Exhibit “A,” attached to and incorporated into the Agreement (hereinafter “the premises”). Licensor owns the premises in fee simple. The scope of Licensee’s access to the premises includes the following permitted uses:
 - A. Storage of rail cars on the rail spur
 - B. Transportation of rail cars on entering and exiting the rail spur
 - C. The unloading of materials off the rail cars and onto trucks owned by Licensee parked on the real property surrounding the rail spur
2. Licensor acknowledges that Licensee’s permitted use of the premises involves materials owned by Licensee being transported with railroad equipment owned and operated by a third party, BNSF Railway Company, a Delaware corporation. Licensor is currently in a contractual relationship with BNSF Railway Company regarding access to the premises. Licensor represents that the scope of its contract with BNSF Railway Company concerning access to the premises does not contradict any provisions in the Agreement.
3. Licensee may travel by foot or vehicle across real property owned by Licensor for the purpose of entering and exiting the premises by means of a public right of way or from real property owned by Licensee.
4. For purposes of the Agreement, “the premises” includes, among other real property included in Exhibit “A,” the yet-to-be constructed concrete pad described in a Memorandum of Understanding between the parties entered into in conjunction with the Agreement.
5. Licensee shall be permitted to unload ten (10) rail cars per week. Licensor may permit other users to access the premises for similar or different purposes so long as such use does not unreasonably infringe upon Licensee’s ability to safely unload their permitted number of rail cars and safely conduct all other activities necessary to facilitate the unloading of said number of rail cars.
6. The Agreement shall be for a term of one (1) year, commencing on September 1, 2025 and terminating on August 30, 2026.
7. The Agreement shall automatically renew for an additional one (1) year term subject to the same terms and conditions on August 30th of each year, absent written notice of termination by either party on or before July 31st of that year. The effect of a notice of termination shall be termination of the Agreement at the end of the then-current one year term. Any access to the premises by Licensee subsequent to termination of the Agreement

shall be bargained for with new consideration, and there shall be no guarantee of a new contract or any specific terms.

8. In the event of breach of the Agreement by either party, the non-breaching party may pursue any and all remedies it is entitled to under Montana law. In the event of a suit for breach of the Agreement brought by one of the parties against the other, the prevailing party shall be awarded reasonable attorney fees, costs, and expenses of such suit.
9. It is in the complete discretion of Licensor whether Licensee shall be permitted to have more than ten (10) rail cars enter the premises on any given week. For the purposes of counting rail cars, each week shall start on Monday and end the following Sunday. Licensee shall provide at least thirty (30) days notice to Licensor if it seeks permission to exceed the ten (10) rail car weekly limit. Thirty (30) days notice shall be construed as thirty (30) days before the start of the requested week.
10. In consideration for the privileges granted by the Agreement, Licensee shall pay Licensor a fee of two thousand five hundred dollars (\$2,500) per month. If Licensor opts to permit rail cars to enter the premises in excess of the ten (10) rail car weekly limit, Licensor reserves the right to charge an additional fee per rail car of a reasonable dollar amount. Monthly fees shall be due on the last day of each month.
11. Failure of Licensee to pay its monthly fee in full on or before the last day of each month shall be grounds for Licensor, in its discretion, to unilaterally terminate the Agreement prior to the end of the term.
12. Licensee may opt to unilaterally terminate the Agreement prior to the date designated for termination by notice in Paragraphs 6 and 7 of the Agreement in the event that: 1. Licensee's contractual relationship with Rio Tinto Group pertaining to the subject matter of the Agreement terminates; AND 2. Licensor has an agreement with at least one other party to use the premises for a similar purpose. In the event of lawful termination pursuant to this Paragraph (12) of the Agreement, Licensor shall provide Licensee payments of fifty dollars (\$50) per month due on the last day of each month, starting the first full month following termination and concluding when the concrete pad referenced in Paragraph 4 of the Agreement becomes fully depreciated pursuant to state and federal tax law. The concrete pad shall have an original value of fifteen thousand dollars (\$15,000) for the purposes of calculating depreciation.
13. In the event that Licensor enters into an agreement with at least one other party to use the premises for a similar purpose after lawful termination of the Agreement, Licensor shall provide Licensee payments of fifty dollars (\$50) per month due on the last day of each month, starting the first full month that an agreement is in effect with the new user(s) and concluding when the concrete pad referenced in Paragraph 4 of the Agreement becomes fully depreciated pursuant to state and federal tax law. The concrete pad shall have an original value of fifteen thousand dollars (\$15,000) for the purposes of calculating depreciation.

14. Licensee shall indemnify, save, and hold harmless Licensor from any claims or suits in law or equity arising from either Licensee's use of the premises or any third party in a contractual relationship with Licensee's use of the premises.
15. Licensee shall indemnify Licensor for repair or maintenance costs resulting from Licensee's use of the premises beyond normal and expected wear and depreciation.
16. Licensee shall conduct its activities on the premises in compliance with all applicable federal, state, and local laws, regulations, and ordinances.
17. The Agreement is subject to the approval of the Shelby City Council and shall not be executed or considered a binding contract until it is approved by the Shelby City Council.
18. The parties agree to cooperate with each other in the future to complete and execute such documents, agreements, and instruments that may be needed in order to effectuate the mutual promises contained in the Agreement.
19. The individuals signing their names to the Agreement represent that they have the authority of their respective entities to enter into the Agreement and bind their respective entities to the terms, obligations, and covenants contained herein.
20. The Agreement shall be interpreted and enforced in accordance with Montana law, and the Montana Ninth Judicial District Court, in and for Toole County, shall have exclusive jurisdiction over the subject matter of the Agreement and personal jurisdiction over the parties hereto.

Executed on this ____ day of _____ 2025.

Gary McDermott

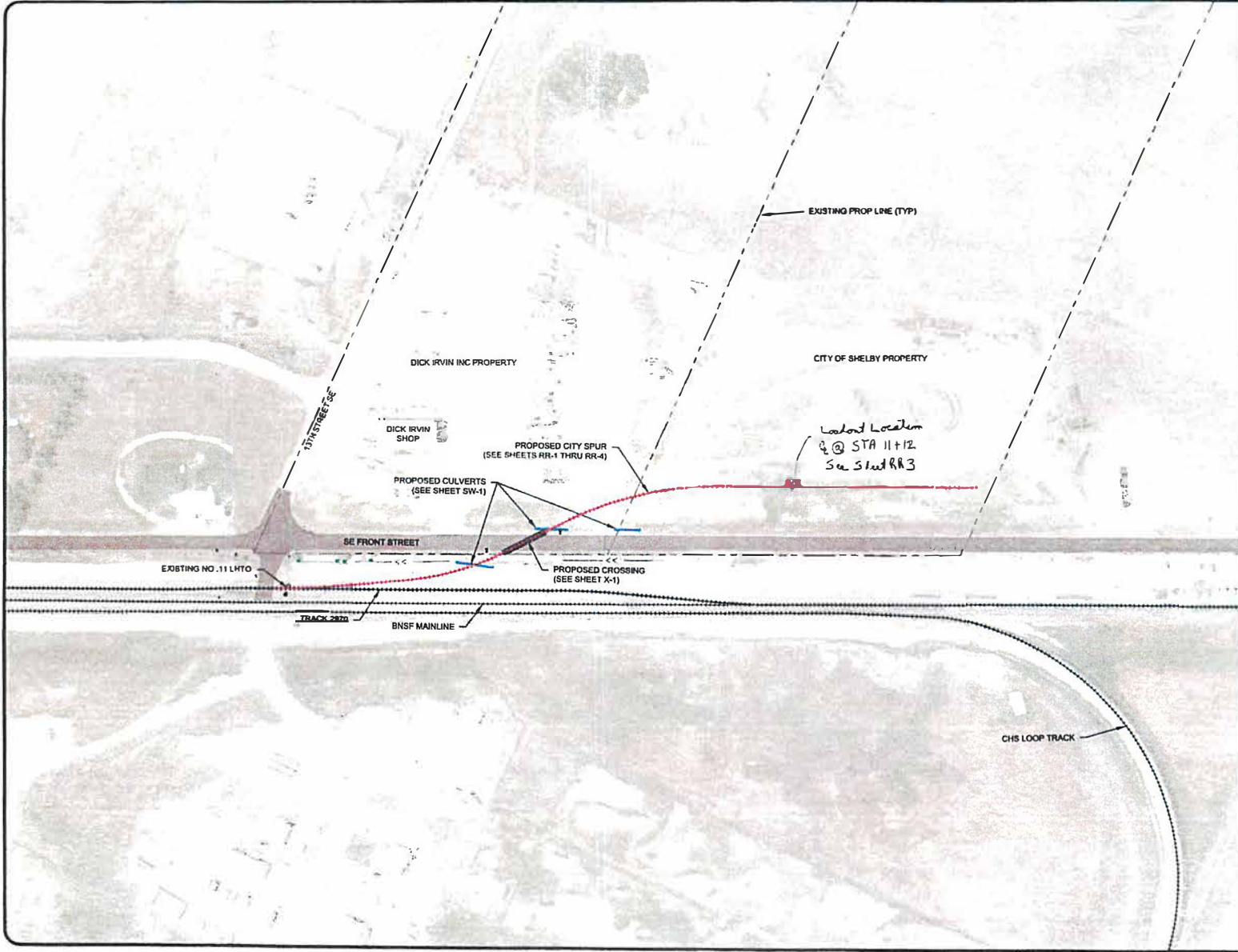
Mayor

Representative of Licensor

Michael Irvin

Representative of Licensee

Exhibit "A"



NOTES
1. EFFECTIVE TRACK CAPACITY = 750'



REVISION	DATE	DESCRIPTION

SE FRONT STREET TRACK EXTENSION

CITY OF SHELBY
SHELBY, MT

SITE MAP

PROJECT #

23-79

DRAWN BY

JMG

CHECKED BY

MM

DATE

12/20/24

RR-A

Doc 18, 2024 - 4:20pm - P:\Shelby\03-18 PHM\RR Track Extension\Drawings\Plan\Site\Drawing03-18 TRACK.dwg

Memorandum of Understanding

This Memorandum of Understanding between the City of Shelby, a Montana municipal corporation, whose address is 112 1st St S, Shelby, MT 59474 (hereinafter “the City”), and Dick Irvin Inc., a Montana corporation, whose address is 475 Wilson Ave, Shelby, MT 59474 (hereinafter “DII”), hereby provides the terms under which DII shall be permitted to construct a concrete pad on land owned by the City:

1. The City shall permit DII to construct a concrete pad (hereinafter “the fixture”) according to the specifications depicted in Exhibit “A,” attached to the Memorandum.
2. The City shall have title to the fixture in fee simple pursuant to Montana Code Annotated § 70-18-101. DII shall not be permitted to remove or deconstruct the concrete pad. DII’s permission to use or enjoy of the fixture shall be limited to the permission granted to DII in the Facility Use Permit agreed upon between the City and DII in conjunction with this Memorandum.
3. The City shall not provide DII with monetary compensation for constructing the concrete pad.
4. As possessor of title to the concrete pad in fee simple, the City reserves the right to allow third parties to access the concrete pad, so long that it does not conflict with the terms of the Facility Use Permit.
5. The City shall be responsible for subsequent maintenance of the concrete pad following completion of construction, unless stated otherwise in the Facility Use Permit.
6. If a concrete pad, or any other type of fixture, not in conformity with Exhibit “A” is constructed by DII on land owned by the City, it is in the complete discretion of the

City as to whether the City accepts ownership of the fixture in fee simple or requires
DII to remove the fixture at DII's expense.

Executed on this ____ day of _____ 2025.

Gary McDermott

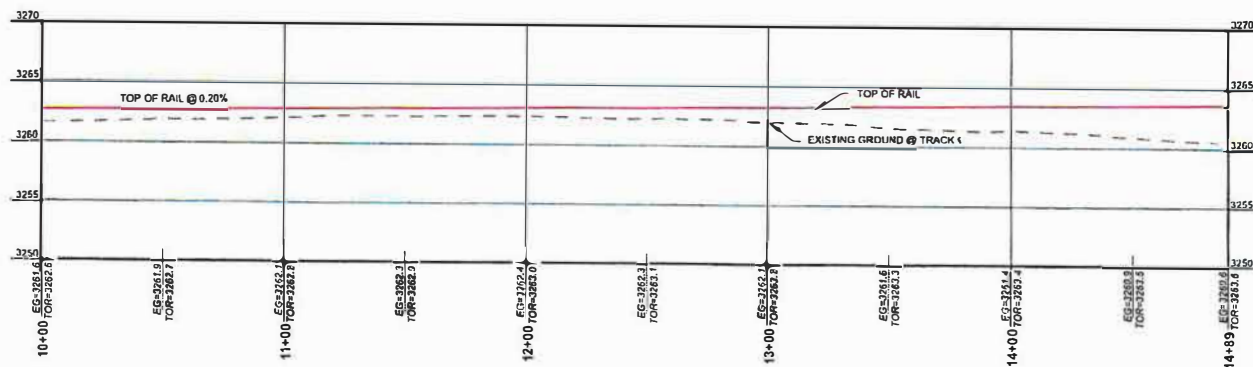
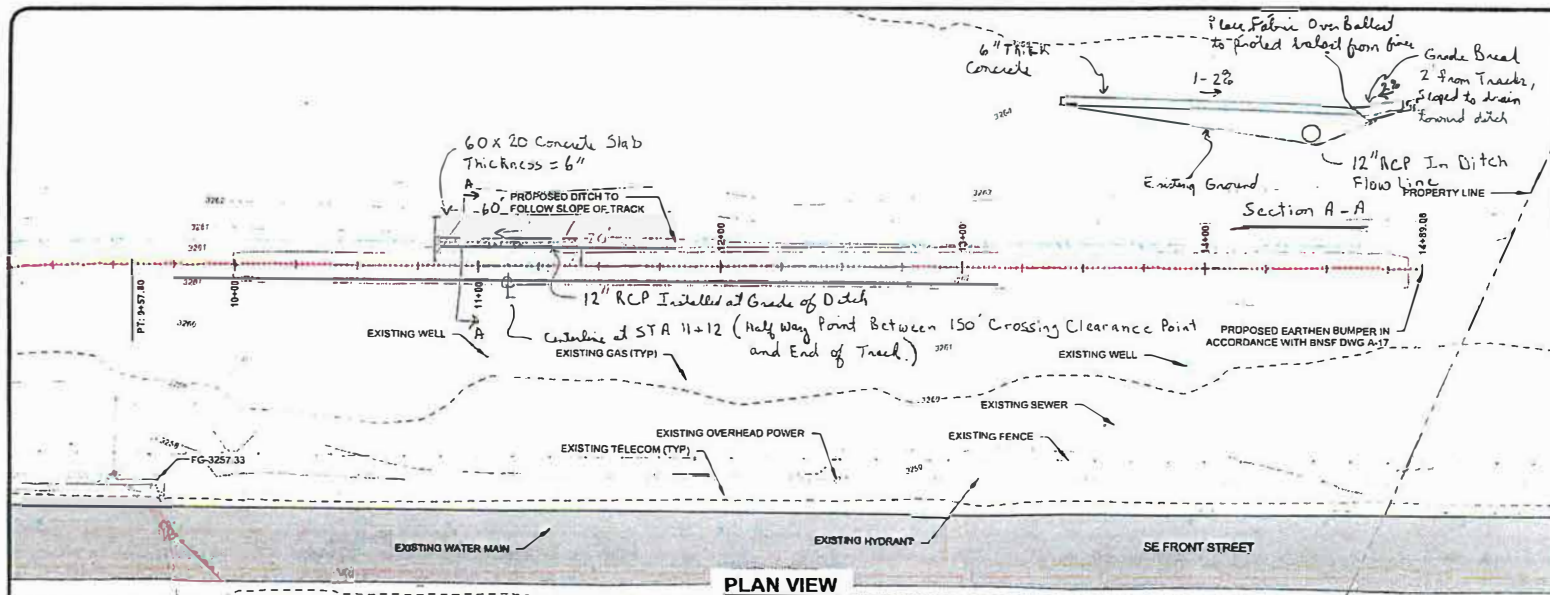
Mayor

Representative of the City

Michael Irvin

Representative of DII

Exhibit "A"

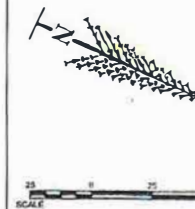


PROFILE VIEW

PROFILE NOTE: PROFILE VERTICALLY EXAGGERATED 5:1

NOTES

1. REFERENCE BNSF INDUSTRY TRACK GUIDELINES FOR EARTHEN BUMPER CONSTRUCTION
2. INDUSTRIAL TRACKAGE SHALL BE INSTALLED WITH MIN 115# RAIL
3. STRAIGHT GRADE FROM BOTTOM BALLAST EDGE OF PROPOSED RAIL TO BOTTOM OF DITCH PARALLELING SE FRONT STREET



PROJECT #		23-25	
DESIGNED BY		JPD	
CHECKED BY		MM	
DATE		10/20/24	
SHEET			
RR-3			

SE FRONT STREET TRACK EXTENSION
CITY OF SHELBY
SHELBY, MT
CITY SPUR PLAN & PROFILE - 3

Dec 18, 2024 - 4:20pm - P:\Shelby\23-25 PHA\NH Track Extension\Design\CD\ConstructionDrawings\PhaseDrawings\23-25 TRACK.dwg