

9:32 AM
 10/17/17
 Accrual Basis

Montana League of Cities and Towns
Trial Balance
 As of September 30, 2017

	Sep 30, 17	
	Debit	Credit
100 · Cash in Checking	181,362.70	
102 · Petty Cash	0.00	
103 · Certificates of Deposit	317,131.61	
105 · Life Insurance Checking	0.00	
111 · Accounts Receivable	0.00	
115 · Prepaid Expenses	2,000.00	
1499 · Undeposited Funds	0.00	
170 · Building	228,800.00	
180 · Furniture & Equipment	13,053.00	
190 · Accumulated Depreciation		18,675.00
201 · Accounts Payable		2,991.74
202 · Accrued Employee Benefits-Unres		7,032.14
203 · Accrued Employee Benefits-Rest	0.00	
204 · Deferred Revenue-Prepaid Dues	0.00	
205 · Deferred Revenue-Assoc Members	0.00	
206 · City Managers Assn Dues		400.57
209 · FICA & Medicare Payable	0.00	
210 · FWT Payable	0.00	
211 · SWT Payable	0.00	
212 · SUTA Payable	0.00	
214 · Pension Payable	0.00	
215 · Life Insurance Payable		177.30
216 · Loan Repayment Payable	0.00	
2100 · Payroll Liabilities	0.00	
222 · Deferred Rev-Prpd Registrations	0.00	
223 · Deferred Revenue-Prpd Vendors	0.00	
224 · Deferred Revenue-Prpd Sponsors	0.00	
226 · Deferred Revenue-Prpd Conf Misc	0.00	
225 · Contract for Deed		200,855.00
300 · Unrestricted Net Assets		302,614.71
3000 · Opening Bal Equity	0.00	
301 · Restricted Net Assets		14,492.98
3900 · Retained Earnings		56,639.66
411 · Annual Dues		161,870.07
413 · Associate Member Dues		8,250.00
422 · Conference Registrations		42,402.27
423 · Conference Vendors		17,600.00
424 · Conference Sponsorships		26,865.00
425 · Conference Miscellaneous		1,234.88
443 · Directory Sales		260.99
451 · Interest Income		387.41
457 · Miscellaneous Reimbursements		2,319.65
502 · Executive Director	33,158.34	
503 · Office Manager		730.15
536 · Deputy Director	30,070.50	
505 · Legal Services	9,159.03	
508 · Memberships and Dues	12,531.00	
509 · Workshops and Seminars	120.00	
510 · Newsletter/Website	265.00	
513 · Legislative Lobbying	45.95	
514 · Montana Annual Conference	24,430.23	
515 · National League Conference	3,194.37	
516 · Staff Travel	1,491.54	
518 · Supplies	163.12	
519 · Miscellaneous Expense	757.25	
522 · Postage	156.00	
524 · Subscriptions	540.00	
527 · Travel Allowance	2,100.00	
531 · Employer Payroll Taxes	5,210.90	
534 · Equipment (Less Than \$5,000)	43.98	
539 · Bank Fees	15.00	
600 · Reportable Health Coverage	0.00	
TOTAL	865,799.52	865,799.52

Montana League of Cities and Towns
Balance Sheet
 As of September 30, 2017

	Sep 30, 17
ASSETS	
Current Assets	
Checking/Savings	
100 · Cash in Checking	181,362.70
103 · Certificates of Deposit	317,131.61
Total Checking/Savings	498,494.31
Other Current Assets	
115 · Prepaid Expenses	2,000.00
Total Other Current Assets	2,000.00
Total Current Assets	500,494.31
Fixed Assets	
170 · Building	228,800.00
180 · Furniture & Equipment	13,053.00
190 · Accumulated Depreciation	-18,675.00
Total Fixed Assets	223,178.00
TOTAL ASSETS	723,672.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · Accounts Payable	2,991.74
Total Accounts Payable	2,991.74
Other Current Liabilities	
202 · Accrued Employee Benefits-Unres	7,032.14
206 · City Managers Assn Dues	400.57
208 · Payroll Taxes Payable	
215 · Life Insurance Payable	177.30
Total 208 · Payroll Taxes Payable	177.30
Total Other Current Liabilities	7,610.01
Total Current Liabilities	10,601.75
Long Term Liabilities	
225 · Contract for Deed	200,855.00
Total Long Term Liabilities	200,855.00
Total Liabilities	211,456.75
Equity	
300 · Unrestricted Net Assets	302,614.71
301 · Restricted Net Assets	14,492.98
3900 · Retained Earnings	56,639.66
Net Income	138,468.21
Total Equity	512,215.56
TOTAL LIABILITIES & EQUITY	723,672.31

Montana League of Cities and Towns
Statement of Financial Income and Expense
 July through September 2017

	General	TOTAL
Ordinary Income/Expense		
Income		
411 · Annual Dues	161,870.07	161,870.07
413 · Associate Member Dues	8,250.00	8,250.00
421 · Montana Conference		
422 · Conference Registrations	42,402.27	42,402.27
423 · Conference Vendors	17,600.00	17,600.00
424 · Conference Sponsorships	26,865.00	26,865.00
425 · Conference Miscellaneous	1,234.88	1,234.88
Total 421 · Montana Conference	88,102.15	88,102.15
441 · Directory		
443 · Directory Sales	260.99	260.99
Total 441 · Directory	260.99	260.99
451 · Interest Income	387.41	387.41
457 · Miscellaneous Reimbursements	2,319.65	2,319.65
Total Income	261,190.27	261,190.27
Gross Profit	261,190.27	261,190.27
Expense		
501 · Payroll Expense		
502 · Executive Director	33,158.34	33,158.34
503 · Office Manager	-730.15	-730.15
536 · Deputy Director	30,070.50	30,070.50
Total 501 · Payroll Expense	62,498.69	62,498.69
505 · Legal Services	9,159.03	9,159.03
508 · Memberships and Dues	12,531.00	12,531.00
509 · Workshops and Seminars	120.00	120.00
510 · Newsletter/Website	265.00	265.00
513 · Legislative Lobbying	45.95	45.95
514 · Montana Annual Conference	24,430.23	24,430.23
515 · National League Conference	3,194.37	3,194.37
516 · Staff Travel	1,491.54	1,491.54
518 · Supplies	163.12	163.12
519 · Miscellaneous Expense	757.25	757.25
522 · Postage	156.00	156.00
524 · Subscriptions	540.00	540.00
527 · Travel Allowance	2,100.00	2,100.00
531 · Employer Payroll Taxes	5,210.90	5,210.90
534 · Equipment (Less Than \$5,000)	43.98	43.98
539 · Bank Fees	15.00	15.00
Total Expense	122,722.06	122,722.06
Net Ordinary Income	138,468.21	138,468.21
Other Income/Expense		
Other Expense		
600 · Reportable Health Coverage	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	138,468.21	138,468.21

Montana League of Cities and Towns Transaction Detail by Account September 2017

Type	Date	Num	Name	Memo	Class	Split	Amount	Balance
501 - Payroll Expense								
502 - Executive Director								
Bill	09/01/2017	Inv #3...	MMIA EB INSURAN...	September E...	General	201 - Accounts ...	1,293.00	1,293.00
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	4,420.35	5,713.35
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	459.54	6,172.89
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 - Cash in C...	4,420.35	10,593.24
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 - Cash in C...	459.54	11,052.78
Total 502 - Executive Director							11,052.78	11,052.78
503 - Office Manager								
Bill	09/01/2017	Inv #3...	MMIA EB INSURAN...	September E...	General	201 - Accounts ...	730.15	730.15
Deposit	09/27/2017	3524	Jones, Deborah W-C	October Healt...	General	100 - Cash in C...	-730.15	0.00
Total 503 - Office Manager							0.00	0.00
536 - Deputy Director								
Bill	09/01/2017	Inv #3...	MMIA EB INSURAN...	September E...	General	201 - Accounts ...	1,293.00	1,293.00
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	3,952.50	5,245.50
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	412.75	5,658.25
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 - Cash in C...	3,952.50	9,610.75
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 - Cash in C...	412.75	10,023.50
Total 536 - Deputy Director							10,023.50	10,023.50
Total 501 - Payroll Expense							21,076.28	21,076.28
510 - Newsletter/Website								
Bill	09/01/2017	Inv #6...	Edge Marketing & D...	Monthly Webs...	General	201 - Accounts ...	115.00	115.00
Total 510 - Newsletter/Website							115.00	115.00
514 - Montana Annual Conference								
Bill	09/01/2017	Inv #4...	Cvent, Inc.	CrowdCompa...	General	201 - Accounts ...	4,250.00	4,250.00
Bill	09/06/2017	Inv #0...	Electric City Coffee &...	President's R...	General	201 - Accounts ...	8,260.00	12,510.00
Bill	09/15/2017	Inv #2...	The Trophy Case	Lifetime Servi...	General	201 - Accounts ...	45.00	12,555.00
Bill	09/21/2017	Inv #8...	Action Print	Vendor Signs	General	201 - Accounts ...	260.00	12,815.00
General Journal	09/21/2017	499		Conference S...	General	100 - Cash in C...	380.00	13,195.00
Bill	09/22/2017	Inv #8...	Action Print	Conference Pr...	General	201 - Accounts ...	2,355.00	15,550.00
Bill	09/25/2017		Wesen, Stacy	MLCT Confer...	General	201 - Accounts ...	222.66	15,772.66
Bill	09/25/2017		Britta Lee	President's R...	General	201 - Accounts ...	400.00	16,172.66
Bill	09/25/2017		Pollo Loco	Social Hour E...	General	201 - Accounts ...	1,200.00	17,372.66
Bill	09/25/2017		Severson, Marty	Pool Cover an...	General	201 - Accounts ...	3,500.00	20,872.66
General Journal	09/25/2017	500		Board Membe...	General	100 - Cash in C...	703.00	21,575.66
Bill	09/26/2017		Great Falls-V	MLCT Confer...	General	201 - Accounts ...	1,260.00	22,835.66
Bill	09/26/2017		Trigg-C.M. Russell F...	MLCT Confer...	General	201 - Accounts ...	119.00	22,954.66
Bill	09/26/2017		Lang, Sandy	Red Voting Ri...	General	201 - Accounts ...	20.00	22,974.66
General Journal	09/27/2017	501		U-Haul Rental...	General	100 - Cash in C...	128.96	23,103.62
Bill	09/28/2017	Inv #3...	Big Sky Bus Lines	Buses from H...	General	201 - Accounts ...	195.00	23,298.62
Bill	09/29/2017		Conrad-V	Agnes Fowler ...	General	201 - Accounts ...	196.74	23,495.36
Total 514 - Montana Annual Conference							23,495.36	23,495.36
519 - Miscellaneous Expense								
General Journal	09/05/2017	493		50GB Storage...	General	100 - Cash in C...	0.99	0.99
General Journal	09/20/2017	497		Inclusionary H...	General	100 - Cash in C...	29.04	30.03
Total 519 - Miscellaneous Expense							30.03	30.03
524 - Subscriptions								
Bill	09/30/2017	Inv #3...	LexisNexis	September Le...	General	201 - Accounts ...	180.00	180.00
Total 524 - Subscriptions							180.00	180.00
527 - Travel Allowance								
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	175.00	175.00
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	175.00	350.00
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 - Cash in C...	175.00	525.00
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 - Cash in C...	175.00	700.00
Total 527 - Travel Allowance							700.00	700.00
531 - Employer Payroll Taxes								
Bill	09/06/2017	Inv #1...	State Fund	3rd Installmen...	General	201 - Accounts ...	258.70	258.70
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	0.00	258.70
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	313.40	572.10
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	73.29	645.39
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 - Cash in C...	0.00	645.39
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	0.00	645.39
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	281.50	926.89
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 - Cash in C...	65.84	992.73

Montana League of Cities and Towns
Transaction Detail by Account
 September 2017

Type	Date	Num	Name	Memo	Class	Split	Amount	Balance
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 · Cash in C...	0.00	992.73
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	0.00	992.73
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	313.40	1,306.13
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	73.30	1,379.43
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	0.00	1,379.43
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	0.00	1,379.43
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	281.49	1,660.92
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	65.83	1,726.75
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	0.00	1,726.75
Total 531 · Employer Payroll Taxes							1,726.75	1,726.75
534 · Equipment (Less Than \$5,000)								
General Journal	09/20/2017	498		Sony ICDPX3...	General	100 · Cash in C...	43.98	43.98
Total 534 · Equipment (Less Than \$5,000)							43.98	43.98
600 · Reportable Health Coverage								
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 · Cash in C...	728.30	728.30
Paycheck	09/15/2017	19897	Burton, Timothy S		General	100 · Cash in C...	-728.30	0.00
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 · Cash in C...	646.50	646.50
Paycheck	09/15/2017	19898	Lynch, Kelly A.		General	100 · Cash in C...	-646.50	0.00
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	728.30	728.30
Paycheck	09/25/2017	19901	Burton, Timothy S		General	100 · Cash in C...	-728.30	0.00
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	646.50	646.50
Paycheck	09/25/2017	19902	Lynch, Kelly A.		General	100 · Cash in C...	-646.50	0.00
Total 600 · Reportable Health Coverage							0.00	0.00
TOTAL							47,367.40	47,367.40

Montana League of Cities and Towns
Profit & Loss Budget vs. Actual
 July through September 2017

	Jul - Sep 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
411 · Annual Dues	161,870.07	161,949.07	-79.00
413 · Associate Member Dues	8,250.00	8,500.00	-250.00
421 · Montana Conference			
422 · Conference Registrations	42,402.27	46,350.00	-3,947.73
423 · Conference Vendors	17,600.00	17,000.00	600.00
424 · Conference Sponsorships	26,865.00	30,000.00	-3,135.00
425 · Conference Miscellaneous	1,234.88	2,500.00	-1,265.12
Total 421 · Montana Conference	88,102.15	95,850.00	-7,747.85
441 · Directory			
442 · Directory Advertisements	0.00	6,500.00	-6,500.00
443 · Directory Sales	260.99	4,500.00	-4,239.01
Total 441 · Directory	260.99	11,000.00	-10,739.01
448 · Sponsorship Fees	0.00	168,028.00	-168,028.00
451 · Interest Income	387.41	1,450.00	-1,062.59
457 · Miscellaneous Reimbursements	2,319.65	3,762.50	-1,442.85
Total Income	261,190.27	450,539.57	-189,349.30
Gross Profit	261,190.27	450,539.57	-189,349.30
Expense			
500 · Board of Directors' Expense	0.00	7,500.00	-7,500.00
501 · Payroll Expense			
502 · Executive Director	33,158.34	132,633.34	-99,475.00
503 · Office Manager	-730.15		
536 · Deputy Director	30,070.50	120,282.00	-90,211.50
541 · Consultant Salary	0.00	5,000.00	-5,000.00
Total 501 · Payroll Expense	62,498.69	257,915.34	-195,416.65
505 · Legal Services	9,159.03	10,000.00	-840.97
507 · Utilities	0.00	5,400.00	-5,400.00
508 · Memberships and Dues	12,531.00	13,000.00	-469.00
509 · Workshops and Seminars	120.00	1,000.00	-880.00
510 · Newsletter/Website	265.00	940.00	-675.00
511 · Directory Expense	0.00	5,000.00	-5,000.00
513 · Legislative Lobbying	45.95	500.00	-454.05
514 · Montana Annual Conference	24,430.23	68,500.00	-44,069.77
515 · National League Conference	3,194.37	7,000.00	-3,805.63
516 · Staff Travel	1,491.54	5,000.00	-3,508.46
517 · Repairs and Maintenance	0.00	16,000.00	-16,000.00
518 · Supplies	163.12	1,200.00	-1,036.88
519 · Miscellaneous Expense	757.25	1,300.00	-542.75
520 · Insurance and Bonds	0.00	1,300.00	-1,300.00
522 · Postage	156.00	900.00	-744.00
524 · Subscriptions	540.00	2,160.00	-1,620.00
526 · Contract Services	0.00	40,500.00	-40,500.00
527 · Travel Allowance	2,100.00	8,400.00	-6,300.00
531 · Employer Payroll Taxes	5,210.90	19,390.00	-14,179.10
533 · Computer Software	0.00	800.00	-800.00
534 · Equipment (Less Than \$5,000)	43.98	9,000.00	-8,956.02
535 · City Managers Association	0.00	300.00	-300.00
537 · Contingent Expense	0.00	12,000.00	-12,000.00
539 · Bank Fees	15.00	50.00	-35.00
Total Expense	122,722.06	495,055.34	-372,333.28
Net Ordinary Income	138,468.21	-44,515.77	182,983.98
Other Income/Expense			
Other Expense			
600 · Reportable Health Coverage	0.00		

9:36 AM
10/17/17
Accrual Basis

Montana League of Cities and Towns
Profit & Loss Budget vs. Actual
July through September 2017

	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Other Expense	0.00		
Net Other Income	0.00	0.00	0.00
Net Income	<u>138,468.21</u>	<u>-44,515.77</u>	<u>182,983.98</u>

9:41 AM
10/17/17

**Montana League of Cities and Towns
Journal
September 2017**

Trans #	Type	Date	Num	Memo	Account	Debit	Credit
8407	General Journal	09/01/2017	492	Refund to Montana Dept. of Commerce for Galen Steffens Registration Refund to Montana Dept. of Commerce for Galen Steffens Registration	422 · Conference Registrations 100 · Cash in Checking	150.01	150.01
						150.01	150.01
8408	General Journal	09/05/2017	493	50GB Storage Plan for Tim's Phone 50GB Storage Plan for Tim's Phone	519 · Miscellaneous Expense 100 · Cash in Checking	0.99	0.99
						0.99	0.99
8432	General Journal	09/12/2017	494	September CD Interest September CD Interest	103 · Certificates of Deposit 451 · Interest Income	113.22	113.22
						113.22	113.22
8433	General Journal	09/15/2017	495	Conference Registration Refund for Heidi Jensen Conference Registration Refund for Heidi Jensen	422 · Conference Registrations 100 · Cash in Checking	150.00	150.00
						150.00	150.00
8434	General Journal	09/18/2017	496	Conference Golf Registration Refund for Robert Ethridge Conference Golf Registration Refund for Robert Ethridge	425 · Conference Miscellaneous 100 · Cash in Checking	45.00	45.00
						45.00	45.00
8459	General Journal	09/20/2017	497	Inclusionary Housing: Creating and Maintaining Equitable Communities Publication Inclusionary Housing: Creating and Maintaining Equitable Communities Publication	519 · Miscellaneous Expense 100 · Cash in Checking	29.04	29.04
						29.04	29.04
8460	General Journal	09/20/2017	498	Sony ICDPX370 Mono Digital Recorder Sony ICDPX370 Mono Digital Recorder	534 · Equipment (Less Than \$5,000) 100 · Cash in Checking	43.98	43.98
						43.98	43.98
8461	General Journal	09/21/2017	499	Conference Speaker Chocolate Boxes Gifts Conference Speaker Chocolate Boxes Gifts	514 · Montana Annual Conference 100 · Cash in Checking	380.00	380.00
						380.00	380.00
8476	General Journal	09/25/2017	500	Board Member and President Gifts Board Member and President Gifts	514 · Montana Annual Conference 100 · Cash in Checking	703.00	703.00
						703.00	703.00
8477	General Journal	09/27/2017	501	U-Haul Rental to Transport Supplies to Conference U-Haul Rental to Transport Supplies to Conference	514 · Montana Annual Conference 100 · Cash in Checking	128.96	128.96
						128.96	128.96
TOTAL						1,744.20	1,744.20

Register: 100 · Cash in Checking
 From 09/01/2017 through 09/30/2017
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
9/1/2017			-split-	Deposit		X	\$2,574.93	\$195,661.25
9/1/2017			-split-	Deposit		X	\$1,715.00	\$197,376.25
9/1/2017	492		422 · Conference Registrations	Refund to Montana Dept. of Commerce for Galen Steffens Registration	\$150.01	X		\$197,226.24
9/5/2017	493		519 · Miscellaneous Expense	50GB Storage Plan for Tim's Phone	\$0.99	X		\$197,225.25
9/6/2017			-split-	Deposit		X	\$1,645.00	\$198,870.25
9/6/2017	19889	Billings-V	201 · Accounts Payable	Refund of Mayor Hanel's Conference Registration	\$150.00	X		\$198,720.25
9/6/2017	19890	Department of Revenue	201 · Accounts Payable	4027048002WTH/FEIN810302984	\$50.00	X		\$198,670.25
9/6/2017	19891	Edge Marketing & Design, LLC	201 · Accounts Payable	Monthly Website Maintenance, Yearly Domain Renewal	\$115.00	X		\$198,555.25
9/6/2017	19892	LexisNexis	201 · Accounts Payable	August LexisNexis Subscription Content Feature	\$180.00	X		\$198,375.25
9/6/2017	19893	Pitney Bowes Global Financial Services	201 · Accounts Payable	Postage Meter Lease Charges 9/20/17-12/19/17	\$156.00	X		\$198,219.25
9/7/2017			-split-	Deposit		X	\$2,490.00	\$200,709.25
9/8/2017			-split-	Deposit		X	\$1,396.96	\$202,106.21
9/8/2017			-split-	Deposit		X	\$3,119.65	\$205,225.86
9/11/2017			-split-	Deposit		X	\$3,442.00	\$208,667.86
9/13/2017			422 · Conference Registrations	Deposit		X	\$640.00	\$209,307.86
9/13/2017	19894	Cvent, Inc.	201 · Accounts Payable	CrowdCompass Mobile App	\$4,250.00	X		\$205,057.86
9/13/2017	19895	MMIA	201 · Accounts Payable	September 2017 Contract for Deed Payment	\$1,035.00	X		\$204,022.86
9/13/2017	19896	State Fund	201 · Accounts Payable	3rd Installment Workers' Compensation Insurance 7/17-7/18	\$258.70	X		\$203,764.16
9/14/2017			-split-	Deposit		X	\$4,200.00	\$207,964.16
9/15/2017			-split-	Deposit		X	\$1,734.94	\$209,699.10
9/15/2017			-split-	Deposit		X	\$915.00	\$210,614.10
9/15/2017	EFTPS	United States Treasury	-split-	9/1/17-9/15/17 FICA & Federal Withholding Taxes	\$2,823.06	X		\$207,791.04
9/15/2017	19897	Burton, Timothy S	-split-		\$2,826.86	X		\$204,964.18
9/15/2017	19898	Lynch, Kelly A.	-split-		\$2,847.41	X		\$202,116.77
9/15/2017	19899	Glasgow-V	201 · Accounts Payable	Refund of Becky Erickson and Nanci Schoenfelder's Registrations	\$300.00	X		\$201,816.77
9/15/2017	495		422 · Conference Registrations	Conference Registration Refund for Heidi Jensen	\$150.00	X		\$201,666.77
9/18/2017			443 · Directory Sales	Deposit		X	\$15.00	\$201,681.77
9/18/2017	496		425 · Conference Miscellaneous	Conference Golf Registration Refund for Robert Ethridge	\$45.00	X		\$201,636.77
9/19/2017			-split-	Deposit		X	\$420.00	\$202,056.77
9/20/2017	19900	Electric City Coffee & Bistro	201 · Accounts Payable	President's Reception Catering	\$8,260.00	X		\$193,796.77
9/20/2017	497		519 · Miscellaneous Expense	Inclusionary Housing: Creating and Maintaining Equitable Communities Publication	\$29.04	X		\$193,767.73
9/20/2017	498		534 · Equipment (Less Than \$5,000)	Sony ICDPX370 Mono Digital Recorder	\$43.98	X		\$193,723.75
9/21/2017	499		514 · Montana Annual Conference	Conference Speaker Chocolate Boxes Gifts	\$380.00	X		\$193,343.75
9/22/2017			-split-	Deposit		X	\$4,370.84	\$197,714.59
9/22/2017			-split-	Deposit		X	\$940.00	\$198,654.59
9/25/2017			-split-	Deposit		X	\$625.00	\$199,279.59
9/25/2017	19901	Burton, Timothy S	-split-		\$2,826.85	X		\$196,452.74
9/25/2017	19902	Lynch, Kelly A.	-split-		\$2,847.43	X		\$193,605.31
9/25/2017	19903	ICMA Retirement Corporation	-split-	September 2017 Deferred Compensation Contributions	\$2,570.08	X		\$191,035.23
9/25/2017	19904	Department of Revenue	211 · SWT Payable	September 2017 State Withholding Taxes	\$930.00	X		\$190,105.23
9/25/2017	19905	Action Print	201 · Accounts Payable	Vendor Signs	\$260.00	X		\$189,845.23
9/25/2017	19906	Britta Lee	201 · Accounts Payable	President's Reception Entertainment	\$400.00	X		\$189,445.23
9/25/2017	19907	Dillon - V	201 · Accounts Payable	Refund of Bill Shafer's Conference Registration	\$160.00	X		\$189,285.23
9/25/2017	19908	Pollo Loco	201 · Accounts Payable	Social Hour Entertainment	\$1,200.00	X		\$188,085.23
9/25/2017	19909	Severson, Marty	201 · Accounts Payable	Pool Cover and Video Wall Cover Rental	\$3,500.00	X		\$184,585.23
9/25/2017	19910	Wesen, Stacy	201 · Accounts Payable	MLCT Conference Travel Expenses	\$222.66	X		\$184,362.57
9/25/2017	500		514 · Montana Annual Conference	Board Member and President Gifts	\$703.00	X		\$183,659.57
9/26/2017	EFTPS	United States Treasury	-split-	9/16/17-9/30/17 FICA & Federal Withholding Taxes	\$2,823.04	X		\$180,836.53
9/26/2017	19911	Great Falls-V	201 · Accounts Payable	MLCT Conference Golf Scramble Green Fees	\$1,260.00	X		\$179,576.53
9/26/2017	19912	Trigg-C.M. Russell Foundation, Inc.	201 · Accounts Payable	MLCT Conference Museum Tour Fees	\$119.00	X		\$179,457.53
9/27/2017			503 · Office Manager	Deposit		X	\$730.15	\$180,187.68
9/27/2017	501		514 · Montana Annual Conference	U-Haul Rental to Transport Supplies to Conference	\$128.96	X		\$180,058.72
9/29/2017			-split-	Deposit		X	\$1,284.69	\$181,343.41
9/29/2017			451 · Interest Income	Interest		X	\$19.29	\$181,362.70

9:25 AM

10/09/17

Montana League of Cities and Towns
Reconciliation Summary
100 - Cash in Checking, Period Ending 09/29/2017

	<u>Sep 29, 17</u>
Beginning Balance	206,253.71
Cleared Transactions	
Checks and Payments - 38 items	-52,756.72
Deposits and Credits - 19 items	32,278.45
Total Cleared Transactions	<u>-20,478.27</u>
Cleared Balance	<u>185,775.44</u>
Uncleared Transactions	
Checks and Payments - 5 items	-4,412.74
Total Uncleared Transactions	<u>-4,412.74</u>
Register Balance as of 09/29/2017	<u>181,362.70</u>
New Transactions	
Checks and Payments - 6 items	-4,675.05
Deposits and Credits - 3 items	2,040.00
Total New Transactions	<u>-2,635.05</u>
Ending Balance	<u>178,727.65</u>

Montana League of Cities and Towns
Reconciliation Detail
100 - Cash in Checking, Period Ending 09/29/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						206,253.71
Cleared Transactions						
Checks and Payments - 38 items						
Bill Pmt -Check	08/15/2017	19874	State and Local Leg...	X	-1,000.00	-1,000.00
Paycheck	08/31/2017	19882	Lynch, Kelly A.	X	-2,847.43	-3,847.43
Paycheck	08/31/2017	19881	Burton, Timothy S	X	-2,826.84	-6,674.27
Liability Check	08/31/2017	EFTPS	United States Treas...	X	-2,823.06	-9,497.33
Liability Check	08/31/2017	19883	ICMA Retirement Co...	X	-2,570.08	-12,067.41
Liability Check	08/31/2017	19884	Department of Reve...	X	-930.00	-12,997.41
Bill Pmt -Check	08/31/2017	19887	LIBBY-V	X	-150.00	-13,147.41
Bill Pmt -Check	08/31/2017	19888	Lang, Sandy	X	-19.98	-13,167.39
General Journal	09/01/2017	492		X	-150.01	-13,317.40
General Journal	09/05/2017	493		X	-0.99	-13,318.39
Bill Pmt -Check	09/06/2017	19892	LexisNexis	X	-180.00	-13,498.39
Bill Pmt -Check	09/06/2017	19893	Pitney Bowes Global...	X	-156.00	-13,654.39
Bill Pmt -Check	09/06/2017	19889	Billings-V	X	-150.00	-13,804.39
Bill Pmt -Check	09/06/2017	19891	Edge Marketing & D...	X	-115.00	-13,919.39
Bill Pmt -Check	09/06/2017	19890	Department of Reve...	X	-50.00	-13,969.39
Bill Pmt -Check	09/13/2017	19894	Cvent, Inc.	X	-4,250.00	-18,219.39
Bill Pmt -Check	09/13/2017	19895	MMIA	X	-1,035.00	-19,254.39
Bill Pmt -Check	09/13/2017	19896	State Fund	X	-258.70	-19,513.09
Paycheck	09/15/2017	19898	Lynch, Kelly A.	X	-2,847.41	-22,360.50
Paycheck	09/15/2017	19897	Burton, Timothy S	X	-2,826.86	-25,187.36
Liability Check	09/15/2017	EFTPS	United States Treas...	X	-2,823.06	-28,010.42
Bill Pmt -Check	09/15/2017	19899	Glasgow-V	X	-300.00	-28,310.42
General Journal	09/15/2017	495		X	-150.00	-28,460.42
General Journal	09/18/2017	496		X	-45.00	-28,505.42
Bill Pmt -Check	09/20/2017	19900	Electric City Coffee ...	X	-8,260.00	-36,765.42
General Journal	09/20/2017	498		X	-43.98	-36,809.40
General Journal	09/20/2017	497		X	-29.04	-36,838.44
General Journal	09/21/2017	499		X	-380.00	-37,218.44
Bill Pmt -Check	09/25/2017	19909	Severson, Marty	X	-3,500.00	-40,718.44
Paycheck	09/25/2017	19902	Lynch, Kelly A.	X	-2,847.43	-43,565.87
Paycheck	09/25/2017	19901	Burton, Timothy S	X	-2,826.85	-46,392.72
Liability Check	09/25/2017	19904	Department of Reve...	X	-930.00	-47,322.72
General Journal	09/25/2017	500		X	-703.00	-48,025.72
Bill Pmt -Check	09/25/2017	19906	Britta Lee	X	-400.00	-48,425.72
Liability Check	09/26/2017	EFTPS	United States Treas...	X	-2,823.04	-51,248.76
Bill Pmt -Check	09/26/2017	19911	Great Falls-V	X	-1,260.00	-52,508.76
Bill Pmt -Check	09/26/2017	19912	Trigg-C.M. Russell F...	X	-119.00	-52,627.76
General Journal	09/27/2017	501		X	-128.96	-52,756.72
Total Checks and Payments					-52,756.72	-52,756.72
Deposits and Credits - 19 items						
Deposit	09/01/2017			X	1,715.00	1,715.00
Deposit	09/01/2017			X	2,574.93	4,289.93
Deposit	09/06/2017			X	1,645.00	5,934.93
Deposit	09/07/2017			X	2,490.00	8,424.93
Deposit	09/08/2017			X	1,396.96	9,821.89
Deposit	09/08/2017			X	3,119.65	12,941.54
Deposit	09/11/2017			X	3,442.00	16,383.54
Deposit	09/13/2017			X	640.00	17,023.54
Deposit	09/14/2017			X	4,200.00	21,223.54
Deposit	09/15/2017			X	915.00	22,138.54
Deposit	09/15/2017			X	1,734.94	23,873.48
Deposit	09/18/2017			X	15.00	23,888.48
Deposit	09/19/2017			X	420.00	24,308.48
Deposit	09/22/2017			X	940.00	25,248.48
Deposit	09/22/2017			X	4,370.84	29,619.32
Deposit	09/25/2017			X	625.00	30,244.32
Deposit	09/27/2017			X	730.15	30,974.47

9:25 AM

10/09/17

Montana League of Cities and Towns
Reconciliation Detail
100 · Cash in Checking, Period Ending 09/29/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	09/29/2017			X	19.29	30,993.76
Deposit	09/29/2017			X	1,284.69	32,278.45
Total Deposits and Credits					32,278.45	32,278.45
Total Cleared Transactions					-20,478.27	-20,478.27
Cleared Balance					-20,478.27	185,775.44
Uncleared Transactions						
Checks and Payments - 5 items						
Liability Check	09/25/2017	19903	ICMA Retirement Co...		-2,570.08	-2,570.08
Bill Pmt -Check	09/25/2017	19908	Pollo Loco		-1,200.00	-3,770.08
Bill Pmt -Check	09/25/2017	19905	Action Print		-260.00	-4,030.08
Bill Pmt -Check	09/25/2017	19910	Wesen, Stacy		-222.66	-4,252.74
Bill Pmt -Check	09/25/2017	19907	Dillon - V		-160.00	-4,412.74
Total Checks and Payments					-4,412.74	-4,412.74
Total Uncleared Transactions					-4,412.74	-4,412.74
Register Balance as of 09/29/2017					-24,891.01	181,362.70
New Transactions						
Checks and Payments - 6 items						
Bill Pmt -Check	10/03/2017	19913	MMIA EB INSURAN...		-3,316.15	-3,316.15
Bill Pmt -Check	10/03/2017	19917	MMIA BLDG CONT...		-1,035.00	-4,351.15
Liability Check	10/03/2017	19914	MMIA EB INSURAN...		-163.60	-4,514.75
Bill Pmt -Check	10/03/2017	19916	Edge Marketing & D...		-75.00	-4,589.75
Bill Pmt -Check	10/03/2017	19918	The Trophy Case		-45.00	-4,634.75
Bill Pmt -Check	10/03/2017	19915	Burton, Timothy-V		-40.30	-4,675.05
Total Checks and Payments					-4,675.05	-4,675.05
Deposits and Credits - 3 items						
Deposit	10/02/2017				1,060.00	1,060.00
Deposit	10/03/2017				820.00	1,880.00
Deposit	10/05/2017				160.00	2,040.00
Total Deposits and Credits					2,040.00	2,040.00
Total New Transactions					-2,635.05	-2,635.05
Ending Balance					-27,526.06	178,727.65

FIRST INTERSTATE BANK 030 00052 01 PAGE: 1
 PO BOX 5299 ACCOUNT: XXXXXXXXXXXX4093 09/29/2017
 HELENA, MT 59604-5299 DOCUMENTS: 39

TELEPHONE:406-457-7151

X

MONTANA LEAGUE OF CITIES
 AND TOWNS 30
 NO CURRENT ADDRESS 13
 PER RETURN MAIL 2/24/17 26

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 moneypass.com or download the free MoneyPass app for Android or iPhone.
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 BASIC BUSINESS INT ACCOUNT XXXXXXXXXXXX4093
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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/17	206,253.71
DEPOSIT		1,715.00	09/01/17	207,968.71
STRIPE TRANSFER		2,424.92	09/01/17	210,393.63
IRS USATAXPYMT 270764480825907	2,823.06		09/01/17	207,570.57
CHECK(S)	2,826.84		09/01/17	204,743.73
019563 APL* ITUNES.COM/ 866-712-7753 CA XX1600 DEBIT				
CARD 09/01 20:24	.99		09/05/17	204,742.74
CHECK(S)	3,797.41		09/05/17	200,945.33
DEPOSIT		1,645.00	09/06/17	202,590.33
DEPOSIT		2,490.00	09/07/17	205,080.33
DEPOSIT		3,119.65	09/08/17	208,199.98
STRIPE TRANSFER		1,396.96	09/08/17	209,596.94
CHECK(S)	2,620.08		09/08/17	206,976.86
DEPOSIT		3,442.00	09/11/17	210,418.86
CHECK(S)	150.00		09/11/17	210,268.86
CHECK(S)	330.00		09/12/17	209,938.86
DEPOSIT		640.00	09/13/17	210,578.86
CHECK(S)	2,035.00		09/13/17	208,543.86
DEPOSIT		4,200.00	09/14/17	212,743.86
CHECK(S)	271.00		09/14/17	212,472.86
DEPOSIT		915.00	09/15/17	213,387.86
STRIPE TRANSFER		1,584.94	09/15/17	214,972.80
CHECK(S)	258.70		09/15/17	214,714.10
DEPOSIT		15.00	09/18/17	214,729.10
STRIPE TRANSFER	45.00		09/18/17	214,684.10

* * * C O N T I N U E D * * *

FIRST INTERSTATE BANK 030 00052 01 PAGE: 2
 PO BOX 5299 ACCOUNT: XXXXXXXXXXXX4093 09/29/2017
 HELENA, MT 59604-5299 DOCUMENTS: 39

TELEPHONE:406-457-7151

MONTANA LEAGUE OF CITIES
AND TOWNS

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BASIC BUSINESS INT ACCOUNT XXXXXXXXXXXX4093

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
IRS USATAXPYMT 270766110223773	2,823.06		09/18/17	211,861.04
CHECK(S)	9,924.27		09/18/17	201,936.77
DEPOSIT		420.00	09/19/17	202,356.77
024434 LINCOLN INST LAN 617-6613016 MA XX1600 DEBIT				
CARD 09/19 04:54	29.04		09/20/17	202,327.73
789809 AMAZON.COM SEATTLE WA XX1600 POS PINNED 09/20				
11:42	43.98		09/20/17	202,283.75
CHECK(S)	300.00		09/20/17	201,983.75
020525 CANDY MASTERPIEC GREAT FALLS MT XX1600 DEBIT				
CARD 09/20 05:03	380.00		09/21/17	201,603.75
DEPOSIT		940.00	09/22/17	202,543.75
STRIPE TRANSFER		4,370.84	09/22/17	206,914.59
CHECK(S)	8,260.00		09/22/17	198,654.59
DEPOSIT		625.00	09/25/17	199,279.59
627238 HISTORICA HISTOR HELENA MT XX1600 POS PINNED				
09/25 10:05	703.00		09/25/17	198,576.59
DEPOSIT		730.15	09/27/17	199,306.74
025673 U-HAUL MOVING & HELENA MT XX1600 DEBIT CARD				
09/25 20:10	128.96		09/27/17	199,177.78
IRS USATAXPYMT 270767021997472	2,823.04		09/27/17	196,354.74
CHECK(S)	5,674.28		09/27/17	190,680.46
CHECK(S)	4,549.00		09/28/17	186,131.46
STRIPE TRANSFER		1,284.69	09/29/17	187,416.15
CHECK(S)	1,660.00		09/29/17	185,756.15
INTEREST		19.29	09/29/17	185,775.44
BALANCE THIS STATEMENT			09/29/17	185,775.44
TOTAL CREDITS	(19)	31,978.44		
TOTAL DEBITS	(36)	52,456.71		

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YOUR CHECKS SEQUENCED

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DATE...CHECK #.....AMOUNT	DATE...CHECK #.....AMOUNT	DATE...CHECK #.....AMOUNT
09/13 19874* 1,000.00	09/08 19883 2,570.08	09/05 19888 19.98
09/01 19881 2,826.84	09/05 19884* 930.00	09/11 19889 150.00
09/05 19882 2,847.43	09/12 19887 150.00	09/08 19890 50.00

*** C O N T I N U E D ***

FIRST INTERSTATE BANK	030 00052 01	PAGE: 3
PO BOX 5299	ACCOUNT: XXXXXXXXXXXX4093	09/29/2017
HELENA, MT 59604-5299	DOCUMENTS: 39	

TELEPHONE:406-457-7151

MONTANA LEAGUE OF CITIES

AND TOWNS

YOUR CHECKS SEQUENCED

DATE...CHECK #.....AMOUNT	DATE...CHECK #.....AMOUNT	DATE...CHECK #.....AMOUNT
09/14 19891 115.00	09/18 19897 2,826.86	09/28 19904* 930.00
09/12 19892 180.00	09/18 19898 2,847.41	09/29 19906* 400.00
09/14 19893 156.00	09/20 19899 300.00	09/28 19909* 3,500.00
09/18 19894 4,250.00	09/22 19900 8,260.00	09/29 19911 1,260.00
09/13 19895 1,035.00	09/27 19901 2,826.85	09/28 19912 119.00
09/15 19896 258.70	09/27 19902* 2,847.43	

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

- - - - - I N T E R E S T - - - - -

AVERAGE LEDGER BALANCE:	203,360.49	INTEREST EARNED:	19.29
AVERAGE AVAILABLE BALANCE:	202,304.59	DAYS IN PERIOD:	29
INTEREST PAID THIS PERIOD:	19.29	ANNUAL PERCENTAGE YIELD EARNED:	.12%
INTEREST PAID 2017:	127.46		

Montana League of Cities and Towns (MLCT)
700 W Custer Ave (59602)
PO Box 7388
Helena MT 59604-7388



Phone: (406) 442-8768
FAX: (406) 442-9231
Email: info@mtleague.net
www.mtleague.org

TO: Agnes Fowler, MLCT Secretary/Treasurer
FROM: Nick Haswell, Accounting Technician
DATE: 10/18/2017
RE: September 2017 Check Registers Approval

Via Electronic Mail

As stated in the MLCT Board Check Signing Policy, effective December 11, 2015, the Secretary/Treasurer of the MLCT Board will sign off that outgoing checks for each month have been reviewed.

Attached to this corresponding email is the September 2017 Check Register for the Montana League of Cities and Towns. Please review the Check Register and verify that you approve it below.

Agreement:

By signing this document, I verify that I have reviewed the September 2017 Check Register for the Montana League of Cities and Towns and approve that each outgoing check for the month of September 2017 has been reviewed.

Agnes Fowler, MLCT Secretary/Treasurer

Date



**MINUTES – City of Shelby coordination
ADA Stations Program (ADASP) – Shelby, MT (SBY)**

Date and Time of Meeting: Tuesday, October 10, 2017 at 10:30am – 11:30am EST
Location: Web Ex

Attendees:

<u>Attendee</u>	<u>Initials:</u>	<u>E-mail address</u>	<u>Organization</u>
Mayor Larry Bonderud	LB	larry@shelbymt.com	City of Shelby
Brad Koon	BK	brad.koon@kljeng.com	KLJ Engineering
Jason Crawford	JC	Jason.crawford@kljeng.com	KLJ Engineering
Robert Eaton	RE	robert.eaton@amtrak.com	Amtrak
Lonnie Murray	LM	lonnie.murray@amtrak.com	Amtrak
Ellen Pannell	EP	ellen.pannell@amtrak.com	Amtrak
Duke Sakiyabu	DS	duke.sakiyabu@amtrak.com	Amtrak
Vincent Qian	VQ	vincent.j.qian@aecom.com	AECOM
Dan Castillo	DC	daniel.castillo@aecom.com	AECOM
Justine Rose	JR	justine.rose@aecom.com	AECOM

Copies: Attendees, A.J. Thackrah, Joe Bova, Don Kushto, Tom Ellert, Tim Repetz, Ron Kopec, Angelique Kuchta, Gary Talbot, Kyle Giannaula, Brayton Palmer, Dimitrie Prelipceanu

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>ACTION</u>	<u>RESPONSE DATE</u>
1.	Review of project scope of work. Ref. 100% submission drawings, dated 9/3/17. Sent to City of Shelby 9/12/17.		
2.	Platform: a. Amtrak is proposing an approximately 1160' long platform, designed to accommodate the full seasonal consist at Shelby. Review of City of Shelby grant improvements included an asphalt extension of the existing platform. b. LB indicated concern regarding possible raising of tracks at Shelby by BNSF. He indicated BNSF has raised tracks a total of 2 feet over the past few years, affecting the road crossing at Galena St. LB asked if Amtrak has any ability to request BNSF to reduce the elevation.	Given Amtrak accommodation of full train consist at new proposed platform, LB indicated that the City of Shelby will remove asphalt platform expansion from their scope of work. DS to review concerns with Amtrak Host RR coordinator. <i>RESPONSE-Overall, BNSF is required to maintain the existing platform height at our stations. That generally means undercutting when they do ballast and/or ties to maintain the current platform height. That doesn't always happen. However, it is more likely to happen when there is a nearby grade crossing, because the Host RR can't raise the tracks in the crossing without replacing the entire crossing and needs cooperation with the local municipality if the street approaches need to be raised.</i>	10/19/17
3.	Drainage: DS outlined concern regarding viable outlet for platform edge underdrain, required per BNSF standards. Geotechnical results indicate drywells are not viable at this location. Site change in grade does not provide a viable outlet to grade on-site. • The current drawings propose a connection to the city storm drain(SD)		

ITEM	DESCRIPTION	ACTION	RESPONSE DATE
	<p>manhole south of the station site at the corner of Front St./ Montana Ave. The path would require going under two main line tracks and one siding track.</p> <ul style="list-style-type: none"> BK and JC indicated two SD manholes lie along W Dawson Ave north of the station site. Path would only require going under one siding track. LB indicated this would be preferred over the current proposal. 	<p>KLJ Eng. to provide DS with inverts at storm manhole locations closest to station site along W Dawson Ave.</p> <p>DS-Preliminary review of inverts indicates SD connection to manhole at Galena/ W Dawson Ave. is feasible. Design will be modified to reflect redirect of drainage, pending BNSF review of underdrain clearance below north siding track.</p>	<p>JC responded 10/10/17</p> <p>10/19/17</p>
4.	<p>Fencing</p> <ul style="list-style-type: none"> LB described the City intends to provide fencing around the perimeter of the station site to deter casual pedestrian crossing across the tracks. DS noted new continuous railings along the north edge of the platform may provide an additional deterrent. 	<p>LB indicated a preliminary fencing layout can be provided to Amtrak for coordination.</p>	
5.	<p>Platform egress</p> <ul style="list-style-type: none"> Platform egress to Galena St. crossing reviewed. DS confirmed ends of platform are for emergency egress only. The main access to the station will be from the access path off of Central Ave., adjacent to the station. RE indicated access to the platform ends from the public right-of-way should be discouraged. 	<p>DS will provide direction to designer to provide one-way egress gates at both ends of the platform.</p> <p>KLJ Eng. will review egress location at Galena St. crossing and advise if path should be adjusted to accommodate City sidewalk or fencing improvements.</p>	
6.	<p>Schedule</p> <ul style="list-style-type: none"> Amtrak improvements intended for construction in FY'18. Exact schedule still TBD. City of Shelby design in progress, expected to be completed in early 2018. 		

Please review these minutes and respond by close of business October 27, 2017 with comments or the minutes will stand as written.

Best regards,

Duke Sakiyabu
Design Project Manager

Amtrak ADA Stations Program
1801 Market St., Suite 1450
Philadelphia, PA 19103
(O) 215.349.1246

BEFORE THE DEPARTMENT OF TRANSPORTATION
OF THE STATE OF MONTANA

In the matter of the adoption of New)	NOTICE OF PROPOSED
Rules I through VIII pertaining to Fuel)	ADOPTION
Tax Bridge and Road Safety and)	
Accountability Program)	NO PUBLIC HEARING
)	CONTEMPLATED

TO: All Concerned Persons

1. On November 13, 2017, the Department of Transportation proposes to adopt the above-stated rules.

2. The Department of Transportation will make reasonable accommodations for persons with disabilities who wish to participate in this rulemaking process or need an alternative accessible format of this notice. If you require an accommodation, contact Department of Transportation no later than 5:00 p.m. on November 3, 2017, to advise us of the nature of the accommodation that you need. Please contact Larry Flynn, Department of Transportation, Administration Division, P.O. Box 201001, Helena, Montana, 59620-1001; telephone (406) 444-9418; fax (406) 444-5411; TTY Service (406) 444-7696 or (800) 335-7592; or e-mail lflynn@mt.gov.

3. GENERAL STATEMENT OF REASONABLE NECESSITY The 2017 Legislature enacted Chapter 267, Laws of 2017 (House Bill 473), an Act revising highway funding laws; revising laws concerning the deposit and expenditure of highway revenue; establishing a highway restricted account and a bridge and road safety and accountability restricted account; increasing the fuel tax and special fuel tax; providing that the new revenue must fund highway projects and local road projects; providing for a local government road match program; requiring a performance audit of the Department of Transportation; requiring the Department of Transportation to publish a website showing projects funded with the increased revenue; and providing a statutory appropriation and an appropriation.

The bill established the Bridge and Road Safety and Accountability (BARSAA) program to provide funding to eligible local governments for construction, reconstruction, maintenance and repair of rural roads, city or town streets and alleys, and bridges. A portion of motor fuel tax revenues generated within the State of Montana provides the funding for this program, and allocates a portion of the fuel tax to local governments. The bill became effective July 1, 2017.

The department is adopting New Rules I through VIII to conform to the new legislative changes and implement the bill by detailing the process used by local governments for the new BARSAA program.

4. The rules as proposed to be adopted provide as follows:

NEW RULE I DEFINITIONS The following definitions apply to terms found in this subchapter:

(1) "Allocate" or "allocation" means the department's annual calculation of a local government's share, in the ratio provided for in 15-70-101, MCA, of BARSAA revenue collected during the previous calendar year.

(2) "Bridge and Road Safety and Accountability" program, or "BARSAA" means the local government road construction and maintenance match program established by [Ch. 267, L. 2017].

(3) "Calendar year" means a twelve-month period between January 1 and the following December 31.

(4) "Collected" means revenue received as required by 15-70-403, MCA.

(5) "Completed project" means a closed project on which planned expenditures for the project have been paid in full.

(6) "Distribute" or "distribution" means the department's disbursement of allocated or reserved BARSAA funds to local governments.

(7) "Fiscal year" means the twelve-month period between July 1 and the following June 30.

(8) "Local government" means a Montana city, town, county or consolidated city-county government.

(9) "Locally designated signature authority" means the person identified by a local government as authorized to approve requests for distribution, requests for reservation, and annual reports.

(10) "Obligate" or "obligation of funds" means an action by a local government to commit the BARSAA funds to a project, either through a contract or by inclusion as an authorized expenditure in a local government's fiscal year budget.

(11) "Project description" includes: project name, project location, type of work, total cost estimate, source of match, and estimated completion date.

(12) "Reserve" means allocated BARSAA funds held by the department at the request of a local government.

(13) "Unobligated funds" means funds not obligated by March 1, five years after the calendar year in which the funds were distributed or would have been distributed if not reserved, which must be returned to the department's BARSAA local government restricted account.

(14) "Unused funds" means funds not used by a local government for the requested purpose or project, by March 1, five years after the calendar year in which the funds were distributed or would have been distributed if not reserved, which must be returned to the department's BARSAA local government restricted account.

(15) "Withdrawn project" means a project a local government has removed from its original distribution request list or re-prioritized after distribution of funds.

AUTH: 15-70-104, MCA

IMP: Ch. 267, Sections 2, 3, and 5, L. 2017

NEW RULE II ELIGIBILITY – ALLOCATION – MATCHING FUNDS (1) Any local government in Montana is eligible to receive BARSAA program funds.

(2) BARSAA revenue collected in the previous calendar year must be allocated by the department and held in the BARSAA restricted account for the benefit of local governments.

(3) Allocations must be made by the department by March 1 of each year.

(4) The department shall notify a local government of its allocation amount annually, by March 1 of each year.

(5) A local government must match each \$20 request for distribution with at least \$1 of local government budgeted matching funds. A local government must identify the source of the budgeted matching funds, which may not be from the motor fuel tax allocation in 15-70-101, MCA.

AUTH: 15-70-104, MCA

IMP: Ch. 267, Sections 2 and 3, L. 2017

NEW RULE III DISTRIBUTION TERMS AND CONDITIONS (1) The department allocates, reserves, and distributes the local government share of BARSAA funds, and maintains a project reporting website under the BARSAA program. The department does not monitor or oversee local government projects included in the local government's request for distribution.

(2) All BARSAA funds allocated under this program must be utilized for:

(a) construction, reconstruction, maintenance and repair of rural roads, city or town streets and alleys, and bridge projects; or roads and streets a local government has the responsibility to maintain, which does not include purchase of capital equipment; or

(b) a match for federal funds used for the construction of roads and streets that are a part of the national, primary, secondary or urban highway systems; or roads and streets a local government has the responsibility to maintain.

(3) The proposed projects must be detailed in a distribution request submitted by an eligible local government, in a format provided by the department. A local government requestor is responsible for retaining and providing documentation to ensure all funding received under the program is spent as defined and as provided in a local resolution and annual report.

(4) Projects budgeted within a local government's current fiscal year are eligible for distribution request of BARSAA program funds.

(5) The department shall make distribution within 30 calendar days of receipt of the completed request for distribution.

(6) A local government may withdraw a project originally listed on a distribution request, which action shall be deemed a completed project, creating unused funds. Within 90 days of completion or withdrawal of a project, a local government shall notify the department of the intent to obligate any unused funds for additional project(s) by March 1, five years after the calendar year in which the funds were distributed or would have been distributed if not reserved, or to return any unused funds to the department. Additional projects are subject to the same request requirements found in these rules.

AUTH: 15-70-104, MCA

IMP: Ch. 267, Sections 2, 3, and 5, L. 2017

NEW RULE IV BARSAA MATCH FUNDS – ADMINISTRATION OF FEDERAL-AID PROJECTS (1) BARSAA program funds identified as match for federally funded projects being administered by the department will not be distributed separately to the local government, but will be moved by the department, upon request from the local government, to the highway state special revenue account as credit for the local government match for that identified project.

(2) BARSAA program funds identified as match for federally funded projects administered by a local government from federal funds received directly by the local government, or administered by another federal or state agency, including but not limited to discretionary or earmarked funds, will be distributed directly to the local government under this chapter.

AUTH: 15-70-104, MCA
IMP: Ch. 267, Sec. 3, L. 2017

NEW RULE V DISTRIBUTION REQUEST PROCESS – DEADLINES

(1) All eligible local government requestors must complete the BARSAA program distribution request form found on the Department of Transportation's web site at www.mdt.mt.gov.

(2) The local government requestor may request a distribution of allocated funds by submitting a request to the department between March 1 and November 1 of the calendar year the funds were allocated. The distribution request must include all requirements stated in [Ch. 267, Sec. 3, L. 2017] including:

(a) the amount of BARSAA funding sought, which may not exceed the amount allocated for that year, plus any eligible prior year reserved funds;

(b) a copy of an adopted resolution to request and accept the funding by the governing body of the local government. The resolution must identify the source of the matching funds required under [Ch. 267, Sec. 3, L. 2017];

(c) a description of the project(s) to be funded, which must be for:

(i) construction, reconstruction, maintenance or repair of rural roads, city or town streets or alleys, or bridges; or roads and streets the local government has responsibility to maintain; or

(ii) as a match for federal funds used for the construction of road and streets that are part of the national, primary, secondary or urban highway systems; or roads and streets the local government has responsibility to maintain.

(3) Each distribution request must be complete and accompanied by all required supplemental materials. The department has an obligation to screen projects for eligibility and may request additional information to ensure the distribution request meets the requirements of [Ch. 267, Sec. 3, L. 2017]. Distribution requests must be verified via electronic signature, by the locally designated signature authority, per the adopted resolution.

(4) All BARSAA program funds must be utilized solely for the project(s) as described in a local government's distribution request.

(5) Within 90 days of completion of a project, the local government shall notify the department of its intent to obligate any remaining funds for additional projects within five years of original allocation, or to return any unused funds to the

department. Additional projects are subject to the same request requirements found in these rules.

(6) BARSAA program funds not distributed or reserved by a local government, or which are returned as unused, will remain in the BARSAA local government restricted account to be allocated in the next calendar year.

AUTH: 15-70-104, MCA

IMP: Ch. 267, Sections 2 and 3, L. 2017

NEW RULE VI RESTRICTED ASSET ACCOUNT – OBLIGATION OF FUNDS (1) A local government shall place BARSAA funds distributed by the department and the corresponding matching funds in a restricted asset account within the fuel tax apportionment fund that is carried forward until there is a need for the expenditure. The account must be kept separate from other local government accounts.

(2) A local government must obligate the funds by March 1, five years after the calendar year in which the funds were distributed or would have been distributed if not reserved.

(3) Unobligated funds must be returned to the department within 30 days of invoice date, and deposited in the BARSAA local government restricted account to be allocated for the BARSAA program in the next calendar year.

AUTH: 15-70-104, MCA

IMP: Ch. 267, Sections 2 and 3, L. 2017

NEW RULE VII RESERVATION OF ALLOCATED FUNDS (1) A local government's share of allocated BARSAA program funds may be reserved for up to two years.

(2) A local government may only reserve allocated funds if it is unable to match the funds as required by [Ch. 267, Sec. 3, L. 2017].

(3) An eligible local government requestor must complete the BARSAA program reservation request form found on the Department of Transportation's web site at www.mdt.mt.gov.

(4) Completed fund reservation requests and all supplemental materials must be received between September 1 and November 1 of the fiscal year after the fiscal year in which the department allocated the funds.

(5) The local government requestor must adopt a resolution to reserve the funding, and state the reservation is necessary due to the local government's inability to match funds as required by [Ch. 267, Sec. 3, L. 2017]. The resolution must be attached to the local government's reservation request to the department. Reservation requests must be verified via electronic signature, by the locally designated signature authority.

(6) If the local government does not request distribution of the reserved funds by November 1 of the fiscal year two years after the reservation request, the funds shall revert to the BARSAA local government restricted account to be allocated for the BARSAA program in the next calendar year.

(7) Requests for distribution of reserved funds are subject to the same distribution request requirements found in these rules.

AUTH: 15-70-104, MCA
IMP: Ch. 267, Sections 2 and 3, L. 2017

NEW RULE VIII ANNUAL REPORT (1) A local government must submit an annual report to the department by December 31 of each year providing information on projects listed on the appropriate annual distribution request (including projects administered by the department or by other government agencies), changes to the list of projects funded (including withdrawn projects, or added projects), and final project costs.

AUTH: 15-70-104, MCA
IMP: Ch. 267, Sec. 5, L. 2017

5. Concerned persons may submit their data, views, or arguments concerning the proposed actions in writing to: Larry Flynn, Department of Transportation, P.O. Box 201001, Helena, Montana, 59620-1001; telephone (406) 444-9418; fax (406) 444-5411; or e-mail lflynn@mt.gov, and must be received no later than 5:00 p.m., November 10, 2017.

6. If persons who are directly affected by the proposed actions wish to express their data, views, or arguments orally or in writing at a public hearing, they must make written request for a hearing and submit this request along with any written comments to Larry Flynn at the above address no later than 5:00 p.m., November 10, 2017.

7. If the agency receives requests for a public hearing on the proposed action from either 10 percent or 25, whichever is less, of the persons directly affected by the proposed action; from the appropriate administrative rule review committee of the Legislature; from a governmental subdivision or agency; or from an association having not less than 25 members who will be directly affected, a hearing will be held at a later date. Notice of the hearing will be published in the Montana Administrative Register. Ten percent of those directly affected has been determined to be 18 persons based on 185 eligible local governments.

8. The department maintains a list of interested persons who wish to receive notices of rulemaking actions proposed by this agency. Persons who wish to have their name added to the list shall make a written request that includes the name, e-mail, and mailing address of the person to receive notices and specifies for which program the person wishes to receive notices. Notices will be sent by e-mail unless a mailing preference is noted in the request. Such written request may be mailed or delivered to the contact person in 5 above or may be made by completing a request form at any rules hearing held by the department.

9. An electronic copy of this proposal notice is available through the Department of Transportation's website at www.mdt.gov.

10. The bill sponsor contact requirements of 2-4-302, MCA, apply and have been fulfilled. The primary bill sponsor was contacted by U.S. mail on May 19, 2017.

11. With regard to the requirements of 2-4-111, MCA, the department has determined that the adoption of the above-referenced rules will not significantly and directly impact small businesses.

12. With regard to the requirements of 2-15-142, MCA, the department has determined that the adoption of the above-referenced rules will not have direct tribal implications.

/s/ Carol Grell Morris
Carol Grell Morris
Rule Reviewer

/s/ Michael T. Tooley
Michael T. Tooley
Director
Department of Transportation

Certified to the Secretary of State October 2, 2017.

CITY OF SHELBY

112 First Street South
Shelby, MT 59474
Telephone: (406) 434-5222
FAX: (406) 434-2039
www.shelbymt.com



Mayor: Larry J. Bonderud
Council: Deb Clark, Bill Moritz, Lyle Kimmet,
Gary McDermott, John "Chip" Miller, Jr.
Animal Control: Mark Warila
Attorney: William E. Hunt, Jr.
Building Inspector: Rob Tasker
Community Development: Lorette Carter
Finance Officer: Jade Goroski
Judge: Joe Rapkoch
Recreation Director: Cindy Florez
Superintendent: Loren Skartved

October 17, 2017

Valerie Kniss
Northwest Regional Manager
Office of Program Delivery (RPD – 15)
Federal Railroad Administration

Re: Shelby Railroad Safety Infrastructure Grant Project – Pre-Award Authority Request

Dear Valarie:

The City of Shelby would like to request pre-award authority for costs associated with completion of the following items on the Shelby Railroad Safety Infrastructure Grant Project:

- Detailed Project Work Plan
- Environmental Review
- Survey
- Engineering Design

Award is not expected until January of 2018 and the City of Shelby would like to bid the project for construction in the spring of 2018. It will be required to complete the detailed work plan, environmental review, survey, and engineering design this fall and winter to be able to meet the schedule. Also, the environmental review is required by the Federal Railroad Administration prior to obligation of funds.

Please accept our request for pre-award costs back to August 1, 2017. Please call me at (406)434-5222 if you have any questions or need additional information.

Sincerely,

City of Shelby

A handwritten signature in cursive script that reads "Larry J. Bonderud".

Larry Bonderud, Mayor

OFFICE OF THE GOVERNOR
STATE OF MONTANA

STEVE BULLOCK
GOVERNOR



MIKE COONEY
LT. GOVERNOR

October 18, 2017

Larry J. Bonderud, Mayor
City of Shelby
112 1st Street South
Shelby, MT 59474

RE: Notice of Montana Main Street Program Grant Award

Dear Mayor Bonderud:

Congratulations! On behalf of the State of Montana, it is my pleasure to notify you that the City of Shelby has been selected for a Montana Main Street planning grant award in the amount of \$3,500 for a Historic Preservation Plan.

The Montana Main Street Program assists communities in revitalizing and strengthening downtown commercial districts, while also offering technical assistance, expertise and competitive grant funding to its member communities. The Department looks forward to working with the City of Shelby to successfully assist with projects that improve the economic, historic, and cultural vitality of Shelby's downtown.

All grant awardees will be contacted directly with more information in the coming weeks by Montana Main Street staff. If you have any questions, please call Community Development Division staff at the Montana Department of Commerce, at 406-841-2770 or by email DOCMTMainStreet@mt.gov.

Again, congratulations and good luck on the successful completion of your project.

Sincerely,

A handwritten signature in blue ink, appearing to read "S. Bullock".

STEVE BULLOCK
Governor

cc: Lorette Carter, Community Development Director

Lori Stratton

From: Larry Bonderud
Sent: Thursday, October 19, 2017 4:57 PM
To: Lori Stratton
Subject: Fwd: Proposed Budget Cuts to Corrections

Packets.

Sent from my iPhone

Mayor Lar

Begin forwarded message:

From: Melissa Lewis <melissa@mlewisassoc.com>
Date: October 19, 2017 at 4:50:26 PM MDT
To: "larry@shelbymt.com" <larry@shelbymt.com>
Subject: Proposed Budget Cuts to Corrections

Mayor,

As a follow-up to Monday's City Council meeting, here are the proposed budget cuts to the Department of Corrections.

The proposed budget reductions would reduce the Shelby Corrections Contract by 2% or \$566,090 over the biennium.

Budget reductions would also suspend \$9.14 payment on Shelby beds, resulting in a cost-savings of \$3,336,100 this biennium.

<http://balancedbudget.mt.gov/Portals/186/Corrections.pdf>

Melissa

Melissa Lewis
800 E. 6th Avenue
Helena, MT 59601
Cell: 406-465-8045
Office: 406-422-0988
www.mlewisassoc.com

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 01

Type: NP

Status: Included

Number: 1001

Group: None

Description: Director's Office Contingent Funding

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$1,000,000)	(\$1,000,000)	(\$2,000,000)
First Level Subtotal		(\$1,000,000)	(\$1,000,000)	(\$2,000,000)
Total Request Expenditures		(\$1,000,000)	(\$1,000,000)	(\$2,000,000)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$1,000,000)	(\$1,000,000)	(\$2,000,000)
Fund Type Subtotal		(\$1,000,000)	(\$1,000,000)	(\$2,000,000)
Total Request Funding		(\$1,000,000)	(\$1,000,000)	(\$2,000,000)

Description and Justification

This funding was separated out from Program 1's base budget during the 2017 Legislative Session. The funding is at risk of being eliminated if county jail holds are not at an average daily count of 250 by January 1, 2018. The SB 261 and 10% funding reductions will reduce the department's ability to create more secure care beds and community placement options. This will likely increase county jail holds, and conversely make it unlikely that we will meet the 250 county jail hold goal. The resultant cuts to the Director's office would be met by not filling 8 positions, and reductions in contract services and travel in Program 1.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 01

Type: NP

Status: Included

Number: 1002

Group: None

Description: Radio Battery Replacement Delay

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098	UNALLOCATED OPERATING EXPENSE	(\$25,000)	(\$25,000)	(\$50,000)
	First Level Subtotal	(\$25,000)	(\$25,000)	(\$50,000)
Total Request Expenditures		(\$25,000)	(\$25,000)	(\$50,000)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100	General Fund	(\$25,000)	(\$25,000)	(\$50,000)
	Fund Type Subtotal	(\$25,000)	(\$25,000)	(\$50,000)
Total Request Funding		(\$25,000)	(\$25,000)	(\$50,000)

Description and Justification

The Department has 927 handheld P25 radios used for communication within our secure facilities and by Probation and Parole staff in the field. These radios require new batteries every three years. IT has allocated these funds to purchase and distribute new batteries throughout the department each year. The batteries begin to degrade and hold only a limited charge or no charge as they get older. When this happens, they will not last for the entire shift of a Correctional Officer or Probation and Parole Officer. These funds are also used to purchase replacement accessories such as antennas and to repair broken radios. Depending on their location, the radio may be an officer's only means of communication, so the radio's failure has a potential safety impact.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 01

Type: NP

Status: Included

Number: 1003

Group: None

Description: Computer Replacement Delay

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$126,719)	(\$123,342)	(\$250,061)
First Level Subtotal		(\$126,719)	(\$123,342)	(\$250,061)
Total Request Expenditures		(\$126,719)	(\$123,342)	(\$250,061)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$126,719)	(\$123,342)	(\$250,061)
Fund Type Subtotal		(\$126,719)	(\$123,342)	(\$250,061)
Total Request Funding		(\$126,719)	(\$123,342)	(\$250,061)

Description and Justification

MOM POL-PC Replacement Cycle Policy requires that all computers attached to the state network be replaced with a new computer a minimum of once every 5 years. This budget reduction removes the funds utilized for computer and technology replacement. The impact of not replacing these computers will require us to request an exception to the MOM policy. Without this funding, the existing computers that would have been replaced will have to be upgraded to Windows 10, which may be problematic because of their age. If we skip two years of computer replacements, it will be difficult to get back to a five-year cycle with the existing replacement budget.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 01

Type: NP

Status: Included

Number: 1004

Group: None

Description: Cut Fixed Cost ITSD Enterprise Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$168,294)	(\$168,294)	(\$336,588)
First Level Subtotal		(\$168,294)	(\$168,294)	(\$336,588)
Total Request Expenditures		(\$168,294)	(\$168,294)	(\$336,588)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$168,294)	(\$168,294)	(\$336,588)
Fund Type Subtotal		(\$168,294)	(\$168,294)	(\$336,588)
Total Request Funding		(\$168,294)	(\$168,294)	(\$336,588)

Description and Justification

This funding was to install new network-based Internet Protocol security cameras at Montana State Prison. Approximately 1/4 of the new cameras were installed. No more security cameras will be installed and we will not spend this portion of the SITSD fixed costs related to the new security cameras. We did not receive the funds to replace all of the security cameras that need to be replaced, but were expending existing funds to start the replacements. If cameras in a prison unit fail and need to be replaced, we would need to replace them with networked cameras at that time. We cannot predict when the legacy security cameras will fail but, if they do, a prison housing unit could be without security cameras for 2 to 3 months while the new cameras are ordered and the internal wiring is completed.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2001

Group: None

Description: MASC Per Diem Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$731,832)	(\$731,832)	(\$1,463,664)
First Level Subtotal		(\$731,832)	(\$731,832)	(\$1,463,664)
Total Request Expenditures		(\$731,832)	(\$731,832)	(\$1,463,664)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$731,832)	(\$731,832)	(\$1,463,664)
Fund Type Subtotal		(\$731,832)	(\$731,832)	(\$1,463,664)
Total Request Funding		(\$731,832)	(\$731,832)	(\$1,463,664)

Description and Justification

Since DOC contracts with Missoula County for MASC, reducing the bed rate to \$69.00 per day could move Missoula County to cancel the contract: "In the event that this Contract is terminated by the COUNTY, or as a result of the COUNTY'S noncompliance with the provisions of this Contract, then the COUNTY shall pay back the Department for its share of the capital construction costs of the Facility, plus inflation and less depreciation." Limited records indicate that the capital construction costs provided by DOC in 1998 were approximately \$3.5 million. However, cancellation of the contract will displace 141 offenders who will need to be housed elsewhere in the correctional system.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2002

Group: None

Description: Reduce all new funding for new PPD beds

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098	UNALLOCATED OPERATING EXPENSE	(\$2,734,579)	(\$2,736,381)	(\$5,470,960)
	First Level Subtotal	(\$2,734,579)	(\$2,736,381)	(\$5,470,960)
Total Request Expenditures		(\$2,734,579)	(\$2,736,381)	(\$5,470,960)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100	General Fund	0	0	0
	Fund Type Subtotal	0	0	0
Total Request Funding		0	0	0

Description and Justification

This would eliminate the new funding provided by the 2017 Legislature to reduce the number of state DOC offenders being held in county jails. Probation officers would not be able to use intermediate sanction services and alternative placement options for offenders on community supervision, resulting in longer stays in county jails which would hamper efforts to get the budgeted daily jail hold count down to 250 offenders.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2003

Group: None

Description: Reduce ancillary services from PRC ontracts

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$686,697)	(\$686,697)	(\$1,373,394)
First Level Subtotal		(\$686,697)	(\$686,697)	(\$1,373,394)
Total Request Expenditures		(\$686,697)	(\$686,697)	(\$1,373,394)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$686,697)	(\$686,697)	(\$1,373,394)
Fund Type Subtotal		(\$686,697)	(\$686,697)	(\$1,373,394)
Total Request Funding		(\$686,697)	(\$686,697)	(\$1,373,394)

Description and Justification

Removes Registered Nurse, Mental Health, and Licensed Addiction Counselor payments from PRC contracts. These services could be covered by Medicaid expansion for PRC inmates and are therefore no longer needed as a supplementary expenditure to PRC per diem rates.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2004

Group: None

Description: SB60 - 6.00 PSI FTE

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$360,000)	(\$360,000)	(\$720,000)
First Level Subtotal		(\$360,000)	(\$360,000)	(\$720,000)
Total Request Expenditures		(\$360,000)	(\$360,000)	(\$720,000)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$360,000)	(\$360,000)	(\$720,000)
Fund Type Subtotal		(\$360,000)	(\$360,000)	(\$720,000)
Total Request Funding		(\$360,000)	(\$360,000)	(\$720,000)

Description and Justification

Eliminating the six new FTE approved by the 2017 Legislature to write presentence investigation (PSI) reports would make it impossible to meet the requirement created in SB 60 to complete PSIs in 30 days. DOC would therefore be in violation of this new state law and PSIs will continue to be back logged, delaying the processing of cases and resulting in longer stays in county jails.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2005

Group: None

Description: SB65 - Reduce transitional assistance funding

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$282,000)	(\$282,000)	(\$564,000)
First Level Subtotal		(\$282,000)	(\$282,000)	(\$564,000)
Total Request Expenditures		(\$282,000)	(\$282,000)	(\$564,000)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$282,000)	(\$282,000)	(\$564,000)
Fund Type Subtotal		(\$282,000)	(\$282,000)	(\$564,000)
Total Request Funding		(\$282,000)	(\$282,000)	(\$564,000)

Description and Justification

Eliminating this funding could increase lengths of stay in secure care facilities because assistance to offenders who are being paroled but who need help transitioning into a community, would be eliminated.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2006

Group: None

Description: Reduce Contracted Services by 5%

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$174,386)	(\$174,386)	(\$348,772)
First Level Subtotal		(\$174,386)	(\$174,386)	(\$348,772)
Total Request Expenditures		(\$174,386)	(\$174,386)	(\$348,772)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$174,386)	(\$174,386)	(\$348,772)
Fund Type Subtotal		(\$174,386)	(\$174,386)	(\$348,772)
Total Request Funding		(\$174,386)	(\$174,386)	(\$348,772)

Description and Justification

Reduces offender services contracts in PPD by 5%. This will impact community services available to offenders on supervision and could hinder reentry efforts and increase recidivism.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 02

Type: NP

Status: Included

Number: 2007

Group: None

Description: Reduce PRC contracts by 5%

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$1,165,663)	(\$1,165,663)	(\$2,331,326)
First Level Subtotal		(\$1,165,663)	(\$1,165,663)	(\$2,331,326)
Total Request Expenditures		(\$1,165,663)	(\$1,165,663)	(\$2,331,326)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$1,165,663)	(\$1,165,663)	(\$2,331,326)
Fund Type Subtotal		(\$1,165,663)	(\$1,165,663)	(\$2,331,326)
Total Request Funding		(\$1,165,663)	(\$1,165,663)	(\$2,331,326)

Description and Justification

This would reduce the rate DOC pays under our contracts by 5% with pre-release centers. As a result, pre-release centers could reduce their capacity in order to reduce their costs. This would increase the number of offenders on waiting lists for services, which would, in turn, increase the amount of time DOC offenders spend in county jails awaiting an opening.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS
Version: 2019F0664010

Program: 02
Type: NP
Status: Included
Number: 2008
Group: None
Description: Reduce Treatment contracts by 5%

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$936,172)	(\$936,172)	(\$1,872,344)
First Level Subtotal		(\$936,172)	(\$936,172)	(\$1,872,344)
Total Request Expenditures		(\$936,172)	(\$936,172)	(\$1,872,344)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$936,172)	(\$936,172)	(\$1,872,344)
Fund Type Subtotal		(\$936,172)	(\$936,172)	(\$1,872,344)
Total Request Funding		(\$936,172)	(\$936,172)	(\$1,872,344)

Description and Justification

This would reduce the rate DOC pays under our contracts by 5% with treatment providers. As a result, treatment providers could reduce their capacity in order to reduce their costs. This would increase the number of offenders on waiting lists for services, which would, in turn, increase the amount of time DOC offenders spend in county jails awaiting an opening.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3001

Group: None

Description: Close TSCTC and cancel project

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$933,142)	(\$481,751)	(\$1,414,893)
First Level Subtotal		(\$933,142)	(\$481,751)	(\$1,414,893)
Total Request Expenditures		(\$933,142)	(\$481,751)	(\$1,414,893)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$933,142)	(\$481,751)	(\$1,414,893)
Fund Type Subtotal		(\$933,142)	(\$481,751)	(\$1,414,893)
Total Request Funding		(\$933,142)	(\$481,751)	(\$1,414,893)

Description and Justification

The former "boot camp" on the prison campus in Deer Lodge is being converted to a 60-bed chemical treatment unit to help address the backlog of inmates awaiting chemical dependency treatment. Cancelling this project would allow that backlog to grow in DOC's already overcrowded prison system. Because completing chemical dependency treatment is often required prior to being granted parole, fewer inmates would be able to move through the system. This situation would compound itself and lead to more inmates in secure care, and more offenders in county jails awaiting placements, which has a significant detrimental effect on DOC's budget. This would strain resources at MSP, which could lead to increased unrest, reduced public safety and increased security concerns.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3002

Group: None

Description: Close Lewistown Infirmary

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$1,433,385)	(\$1,720,062)	(\$3,153,447)
First Level Subtotal		(\$1,433,385)	(\$1,720,062)	(\$3,153,447)
Total Request Expenditures		(\$1,433,385)	(\$1,720,062)	(\$3,153,447)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$1,433,385)	(\$1,720,062)	(\$3,153,447)
Fund Type Subtotal		(\$1,433,385)	(\$1,720,062)	(\$3,153,447)
Total Request Funding		(\$1,433,385)	(\$1,720,062)	(\$3,153,447)

Description and Justification

Closing the Lewistown Infirmary, which serves 25 inmates in need of nursing home care, would strain the already limited medical resources at MSP and exacerbate the prison's overcrowding problems. Medical costs and equipment would still need to be provided at MSP. Reduced care may lead to increased liability for the State.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3003

Group: None

Description: Rate Reduction - Cascade & Dawson per diem

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$455,987)	(\$455,987)	(\$911,974)
First Level Subtotal		(\$455,987)	(\$455,987)	(\$911,974)
Total Request Expenditures		(\$455,987)	(\$455,987)	(\$911,974)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$455,987)	(\$455,987)	(\$911,974)
Fund Type Subtotal		(\$455,987)	(\$455,987)	(\$911,974)
Total Request Funding		(\$455,987)	(\$455,987)	(\$911,974)

Description and Justification

Reduce the daily bed rate to \$69. Best case scenario: This would reduce or potentially eliminate all programming in each facility and reduce public safety and security to unsafe levels. In turn, this will dramatically slow inmate movement through the correctional system and compound overcrowding, causing significant budget impacts. It could lead to litigation over national standards being unmet. Worst case scenario: The county partners with whom we contract may end the contracts with the State and require that our inmates be placed elsewhere, creating concerns related to overcrowding, increased unrest and security concerns, and a reduction in public safety.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3004

Group: None

Description: Make SB63 retroactive

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$2,752,862)	(\$3,777,622)	(\$6,530,484)
First Level Subtotal		(\$2,752,862)	(\$3,777,622)	(\$6,530,484)
Total Request Expenditures		(\$2,752,862)	(\$3,777,622)	(\$6,530,484)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$2,752,862)	(\$3,777,622)	(\$6,530,484)
Fund Type Subtotal		(\$2,752,862)	(\$3,777,622)	(\$6,530,484)
Total Request Funding		(\$2,752,862)	(\$3,777,622)	(\$6,530,484)

Description and Justification

SB 63 revised the laws relating to the supervision of offenders on probation and of defendants serving a deferred or suspended sentence. It allows DOC to shorten the length of community supervision for low-risk offenders doing well in the community. By applying this law retroactively to low-risk offenders, DOC could potentially move additional offenders from prison to community supervision.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3005

Group: None

Description: Suspend \$9.14 payment on Shelby beds

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$1,668,050)	(\$1,668,050)	(\$3,336,100)
First Level Subtotal		<u>(\$1,668,050)</u>	<u>(\$1,668,050)</u>	<u>(\$3,336,100)</u>
Total Request Expenditures		<u>(\$1,668,050)</u>	<u>(\$1,668,050)</u>	<u>(\$3,336,100)</u>

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$1,668,050)	(\$1,668,050)	(\$3,336,100)
Fund Type Subtotal		<u>(\$1,668,050)</u>	<u>(\$1,668,050)</u>	<u>(\$3,336,100)</u>
Total Request Funding		<u>(\$1,668,050)</u>	<u>(\$1,668,050)</u>	<u>(\$3,336,100)</u>

Description and Justification

Removing this funding could affect the purchase option for this facility available in the contract. It could also lead to the State being considered in default of the contract, and possibly lead the contractor to sue the State and possibly end the contract leaving 600 inmates without placement in a secure facility.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 03

Type: NP

Status: Included

Number: 3006

Group: None

Description: Reduce Shelby contract by 2%

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$283,045)	(\$283,045)	(\$566,090)
First Level Subtotal		(\$283,045)	(\$283,045)	(\$566,090)
Total Request Expenditures		(\$283,045)	(\$283,045)	(\$566,090)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$283,045)	(\$283,045)	(\$566,090)
Fund Type Subtotal		(\$283,045)	(\$283,045)	(\$566,090)
Total Request Funding		(\$283,045)	(\$283,045)	(\$566,090)

Description and Justification

Best case scenario: This would reduce or eliminate all programming in the Shelby facility and reduce public safety and security to unsafe levels. This would, in turn, dramatically slow inmate movement through the correctional system and compound overcrowding, causing significant budget impacts. It could lead to litigation over an inability to meet national standards. Statute and contract language require that these standards are met. Worst case scenario: The contractor may end the contract with the State and require that our inmates to be placed elsewhere, creating concerns related to overcrowding, increased unrest and security issues, and a reduction in public safety.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 04

Type: NP

Status: Included

Number: 4001

Group: None

Description: Personal Services Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$47,400)	(\$47,400)	(\$94,800)
First Level Subtotal		(\$47,400)	(\$47,400)	(\$94,800)
Total Request Expenditures		(\$47,400)	(\$47,400)	(\$94,800)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$47,400)	(\$47,400)	(\$94,800)
Fund Type Subtotal		(\$47,400)	(\$47,400)	(\$94,800)
Total Request Funding		(\$47,400)	(\$47,400)	(\$94,800)

Description and Justification

Program 4 will reduce personal services expenditures by leaving a vacant position open until the desired savings is realized, not approving overtime in the Canteen and postponing additional inmate welding certification training (reducing inmate pay). The overtime in the Canteen may have an affect on filling Canteen orders in a timely manner. Postponing the Welding Certification Program moves the Vocational Education program backwards in an area where we have strived to provide valuable training skills and certification in an area where workers are short in Montana.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 04

Type: NP

Status: Included

Number: 4002

Group: None

Description: Operating Expense Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$46,330)	(\$46,480)	(\$92,810)
First Level Subtotal		(\$46,330)	(\$46,480)	(\$92,810)
Total Request Expenditures		(\$46,330)	(\$46,480)	(\$92,810)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$46,330)	(\$46,480)	(\$92,810)
Fund Type Subtotal		(\$46,330)	(\$46,480)	(\$92,810)
Total Request Funding		(\$46,330)	(\$46,480)	(\$92,810)

Description and Justification

Program 4 reductions to operating expenditures will reduce the budget for supplies, tools and curriculum needed for the Department of Labor (DOLI) Welding Certification program MCE teaches in conjunction with MSU Northern curriculum. MCE will work to maintain the relationship with MSU Northern and DOLI so there is a possibility of resuming the program when funding is available. In addition the reduction includes removing the possibility of replacing aging computers for both the Vocational Education and Adult Education programs.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 05

Type: NP

Status: Included

Number: 5001

Group: None

Description: Pine Hills PS reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$337,829)	(\$524,059)	(\$861,888)
First Level Subtotal		(\$337,829)	(\$524,059)	(\$861,888)
Total Request Expenditures		(\$337,829)	(\$524,059)	(\$861,888)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$337,829)	(\$524,059)	(\$861,888)
Fund Type Subtotal		(\$337,829)	(\$524,059)	(\$861,888)
Total Request Funding		(\$337,829)	(\$524,059)	(\$861,888)

Description and Justification

Cutting 10 FTE will impact the Miles City community and its economy. It is questionable whether the small, rural community will be able to provide jobs that pay a comparable salary for the 10 individuals affected. These FTE cuts will reduce the level of vocational programming provided to both youth and adult males in Pine Hills. It will also limit our ability to expand the population served at the Pine Hills facility, resulting in beds being left empty even though the state needs more placement options to serve male offenders in need of vocational training and other reentry skills.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 05

Type: NP

Status: Included

Number: 5002

Group: None

Description: Reduce Youth Placement Budget

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$242,000)	(\$242,000)	(\$484,000)
First Level Subtotal		(\$242,000)	(\$242,000)	(\$484,000)
Total Request Expenditures		(\$242,000)	(\$242,000)	(\$484,000)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$242,000)	(\$242,000)	(\$484,000)
Fund Type Subtotal		(\$242,000)	(\$242,000)	(\$484,000)
Total Request Funding		(\$242,000)	(\$242,000)	(\$484,000)

Description and Justification

41-5-103 MCA mandates that DOC provide youth committed to the department via a transfer of legal custody services to "protect, train, and discipline the youth," including determining a safe/legal place to live. The statute also mandates that DOC "provide the youth with food, shelter, education and ordinary medical care." The Youth Services Division uses this budget to place youth in group homes and/or provide the out-patient mental health, chemical dependency and sex offender therapy needed. Youth are placed in group homes when their homes are not safe or appropriate for them to return to. Cutting this budget may reduce our ability to provide these mandated services to the youth committed to the department.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 05

Type: NP

Status: Included

Number: 5003

Group: None

Description: Close Youth Transition Center PS

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$458,873)	(\$732,743)	(\$1,191,616)
First Level Subtotal		(\$458,873)	(\$732,743)	(\$1,191,616)
Total Request Expenditures		(\$458,873)	(\$732,743)	(\$1,191,616)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$458,873)	(\$732,743)	(\$1,191,616)
Fund Type Subtotal		(\$458,873)	(\$732,743)	(\$1,191,616)
Total Request Funding		(\$458,873)	(\$732,743)	(\$1,191,616)

Description and Justification

41-5-103 MCA requires DOC to provide youth committed to the department a safe, legal place to live. The Youth Transition Center, located in Great Falls, provides a safe, structured living setting in the community with 24/7 supervision for adolescent males. The youth transition to YTC from Pine Hills or are sent there because they have failed in less structured/supervised placements in the community (i.e. home, group home) and need a higher level of supervision and structure. This program also fills a critical placement option for sex offenders when they are ready to leave Pine Hills. Many young sex offenders are prevented by court order from returning home because their victims still live in the home. YTC is the designated first choice placement for these youth and there are very few other options in Montana. Cutting this program will make it difficult to move these youth out of the facility once they have completed treatment. The youth living in YTC provide services to the community through volunteering and employment. The facility purchases many services and supplies from the community, including out-patient treatment for mental health, chemical dependency counseling and sex offender treatment, as well as groceries and clothing. In addition, closing this facility will eliminate jobs for 11 employees, which will have a negative economic impact on the local economy.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 05

Type: NP

Status: Included

Number: 5004

Group: None

Description: Close Youth Transition Center Operating

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$67,439)	(\$109,356)	(\$176,795)
First Level Subtotal		(\$67,439)	(\$109,356)	(\$176,795)
Total Request Expenditures		(\$67,439)	(\$109,356)	(\$176,795)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$67,439)	(\$109,356)	(\$176,795)
Fund Type Subtotal		(\$67,439)	(\$109,356)	(\$176,795)
Total Request Funding		(\$67,439)	(\$109,356)	(\$176,795)

Description and Justification

41-5-103 MCA requires DOC to provide youth committed to the department a safe, legal place to live. The Youth Transition Center, located in Great Falls, provides a safe, structured living setting in the community with 24/7 supervision for adolescent males. The youth transition to YTC from Pine Hills or are sent there because they have failed in less structured/supervised placements in the community (i.e. home, group home) and need a higher level of supervision and structure. This program also fills a critical placement option for sex offenders when they are ready to leave Pine Hills. Many young sex offenders are prevented by court order from returning home because their victims still live in the home. YTC is the designated first choice placement for these youth and there are very few other options in Montana. Cutting this program will make it difficult to move these youth out of the facility once they have completed treatment. The youth living in YTC provide services to the community through volunteering and employment. The facility purchases many services and supplies from the community, including out-patient treatment for mental health, chemical dependency counseling and sex offender treatment, as well as groceries and clothing. In addition, closing this facility will eliminate jobs for 11 employees, which will have a negative economic impact on the local economy.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 06

Type: NP

Status: Included

Number: 6001

Group: None

Description: Outside Medical Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$2,211,631)	(\$2,225,295)	(\$4,436,926)
First Level Subtotal		<u>(\$2,211,631)</u>	<u>(\$2,225,295)</u>	<u>(\$4,436,926)</u>
Total Request Expenditures		<u>(\$2,211,631)</u>	<u>(\$2,225,295)</u>	<u>(\$4,436,926)</u>

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$2,211,631)	(\$2,225,295)	(\$4,436,926)
Fund Type Subtotal		<u>(\$2,211,631)</u>	<u>(\$2,225,295)</u>	<u>(\$4,436,926)</u>
Total Request Funding		<u>(\$2,211,631)</u>	<u>(\$2,225,295)</u>	<u>(\$4,436,926)</u>

Description and Justification

Reductions in outside medical costs will be accomplished by the following changes. 1. Evaluate the number of psychological evaluations ordered by the Board of Pardons and Parole and reduce the cost of contracted psychological evaluations by utilizing on-site mental health staff. This would add to the already significant workload for on-site mental health staff. 2. Implement an inmate co-pay policy for medical services. This would create additional work for already over-worked staff and reduce inmates' monetary accounts, which are subject to deductions for mandatory savings, victim restitution, canteen items and other miscellaneous expenses. 3. Evaluate over-the-counter (OTC) medications provided through pharmacy services and paid by DOC which should be offered through canteen and purchased by offenders. This would reduce inmates' monetary accounts, which are already subject to deductions for mandatory savings, victim restitution, and canteen items.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 07

Type: NP

Status: Included

Number: 7001

Group: None

Description: Board Member Per Diem Reduction

Request Expenditures

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
62098 UNALLOCATED OPERATING EXPENSE		(\$49,833)	(\$49,833)	(\$99,666)
First Level Subtotal		(\$49,833)	(\$49,833)	(\$99,666)
Total Request Expenditures		(\$49,833)	(\$49,833)	(\$99,666)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$49,833)	(\$49,833)	(\$99,666)
Fund Type Subtotal		(\$49,833)	(\$49,833)	(\$99,666)
Total Request Funding		(\$49,833)	(\$49,833)	(\$99,666)

Description and Justification

This per diem was for the previous part-time board to travel to Deer Lodge to attend hearings. It also paid board members' lodging and meals while they were away from home. The shift to a new full-time board and introducing technology improvements such as conducting parole, revocation and recision hearings via Vision Net, have eliminated a significant amount of travel by board members. It is anticipated that BOPP operations will not be significantly affected by implementing this expenditure reduction.

Agency Change Package Detail

Department: 64010 - DEPARTMENT OF CORRECTIONS

Version: 2019F0664010

Program: 07

Type: NP

Status: Included

Number: 7002

Group: None

Description: Personal Services Reduction

Request Expenditures

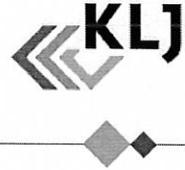
	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
61098 UNALLOCATED PERSONAL SERVICES		(\$46,273)	(\$50,973)	(\$97,246)
First Level Subtotal		(\$46,273)	(\$50,973)	(\$97,246)
Total Request Expenditures		(\$46,273)	(\$50,973)	(\$97,246)

Request Funding

	<u>Line Item</u>	<u>2018</u>	<u>2019</u>	<u>Biennium Total</u>
01100 General Fund	0	(\$46,273)	(\$50,973)	(\$97,246)
Fund Type Subtotal		(\$46,273)	(\$50,973)	(\$97,246)
Total Request Funding		(\$46,273)	(\$50,973)	(\$97,246)

Description and Justification

This savings is a direct result of not filling a vacant analyst position at the BOPP. The two remaining staff will absorb the duties previously performed by this analyst, with the assistance of the five new Parole Board members who are full-time employees.



CONSTRUCTION FIELD REPORT

Project Name: NCMRWA Segment W4-B1 Shelby to Conrad

◇ Report Date: 10/27/2017

Owner: NCMRWA

Project Location: Shelby to Conrad, MT

KLJ Project No: 4615048

Contractors: Downing Construction Inc.

Reporter: Aaron Peters

Weather & Site Conditions

- Warm through the week with highs generally in the 60's and 70's. Cool on Thursday high of 43.

Construction Activities

- The week of October 22nd Downing Construction finished the bore connection at Sta. 407+00.00. Downing prepped to chlorinate the line from the pump house to the UV building. All bollard posts are set, concreted, and partially painted. All ARV valves are completed.
- CTI is working on the second 30" ream under the Marias River with plans to begin pulling the pipe through this weekend.

Construction Pictures

Bollard Post Installation



Connection Sta. 407+00.00



Lori Stratton

From: Larry Bonderud
Sent: Friday, October 27, 2017 11:44 AM
To: Lori Stratton
Subject: Fwd: Montana's economy requires a responsible and balanced budget
Attachments: image001.png

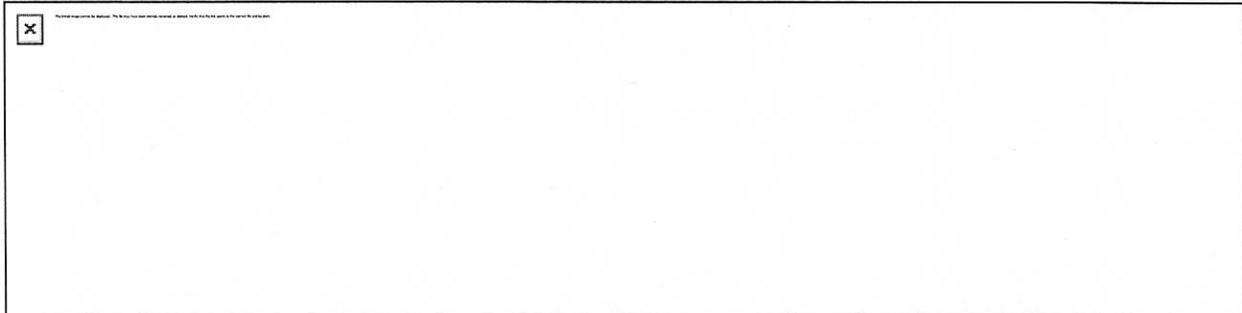
Packets

Sent from my iPhone

Mayor Lar

Begin forwarded message:

From: "Lt. Governor Mike Cooney" <LT.GOVERNOR@mt.gov>
Date: October 27, 2017 at 11:39:54 AM MDT
To: "Lt. Governor Mike Cooney" <LT.GOVERNOR@mt.gov>
Subject: **Montana's economy requires a responsible and balanced budget**



Dear Key Industry Networks members,

Congratulations on the successful completion of your recommendations that will further allow our business climate in Montana to improve and strengthen the state economy for our family, neighbors, and friends.

Through our Main Street Montana project, we engaged in an unprecedented public and private partnership to build a business plan that is made for Montana and by Montanans. This has resulted in state government that is working better for everyone by cutting unnecessary regulations and implementing profound cost-saving measures. As a result, we are quickly becoming a hub of innovation as new companies pop up across the state and as we work to make it easier for Montana entrepreneurs to start a business.

Our unemployment rate hovers at historic lows with more Montanans working than ever before in our state's history, wages are increasing, and we lead the nation in manufacturing growth. In short, our economy is strong and growing – in no small part thanks to your efforts as a KIN member.

We are also faced with a unique situation right now. Revenues aren't coming in as predicted by the Montana Legislature. Combined with our long and expensive fire season that strained federal and state resources, the state is facing a budget deficit.

Governor Bullock saw the low margin for error during the 2017 Legislative Session and proposed a balanced budget that funded essential services, and balanced increased investments in education, healthcare, and infrastructure with a mix of revenue enhancements and tax fairness proposals. This budget was rejected and, as a result of the deficit from the budget the legislature passed, Governor Bullock has had to ask state agencies to submit proposals to reduce their expenditures by up to 10 percent.

Governor Bullock is willing to trim additional state government spending in a way that minimizes the negative impact on essential services for Montanans, but he has made it very clear that the majority of the cuts he would be forced to make would be irresponsible in that they would hurt Montanans and set the progress we have made on our economy back. He is therefore asking for the legislature to work with him to find a better path forward.

Most of the dollars that make up the state's budget flow right through Helena and into local communities. Putting these dollars on the chopping block will cause irreparable harm to our economic future and put the most at-risk segments of our population in harm's way.

Montanans deserve a bipartisan, responsible solution to the current budget situation. As we learned through the Main Street Montana project, bringing together Montanans with diverse backgrounds and opinions can accomplish good things. Governor Bullock remains hopeful this same bipartisan approach will be used and the legislature will join him to deliver a responsible solution.

If you would like to engage in a conversation with our office on how you can help to meaningfully address the current budget situation, I encourage you to reach out to me or Ken Fichtler, Chief Business Development Officer for the Governor's Office of Economic Development.

Furthermore, if you agree that a bipartisan fix is the best path forward, I encourage you to reach out to your local legislators and voice your support for a responsible solution that will keep our economic future sound and protect those that are counting on us. You can learn more about the proposed cuts at <http://balancedbudget.mt.gov/> and find your local legislator at <http://leg.mt.gov/css/About-the-Legislature/Legislative-Districts/default.asp>.

Sincerely,

MIKE COONEY
Lieutenant Governor

