

Shelby Tourism Business Improvement District

Shelby, MT Tourism Marketing Plan 2016

Accomplishments from Marketing Plan:

Project	Type of Investment	Budget
VIC Staffing	Fund the staffing of the Visitor Information Center	\$12,000 (2015) \$5,000 (2016)
Chamber Website	Update the website to be mobile friendly and hosting fees	\$1,548
Facebook Campaign	Partnered with the Shelby Chamber to create a Social Media Committee and create Facebook campaigns	\$600.00
Trip Advisor – Digital	Impressions content targeting Montana; banner ads; advertorial content	\$8,000
National Geographic Traveler	1/6 page ad with advertorial space included	\$6,360
Shelby Brochure	Fund the brochure and distribution through Certified Folder Display	\$5,000
Tournament & Events	Fund the Shelby Wrestling Camp; Shelby Coyote Classic	\$14,000
City/Chamber	Fund the Splash Park; Business District Flower planters; Chamber donation	\$4,500

Shelby TBID

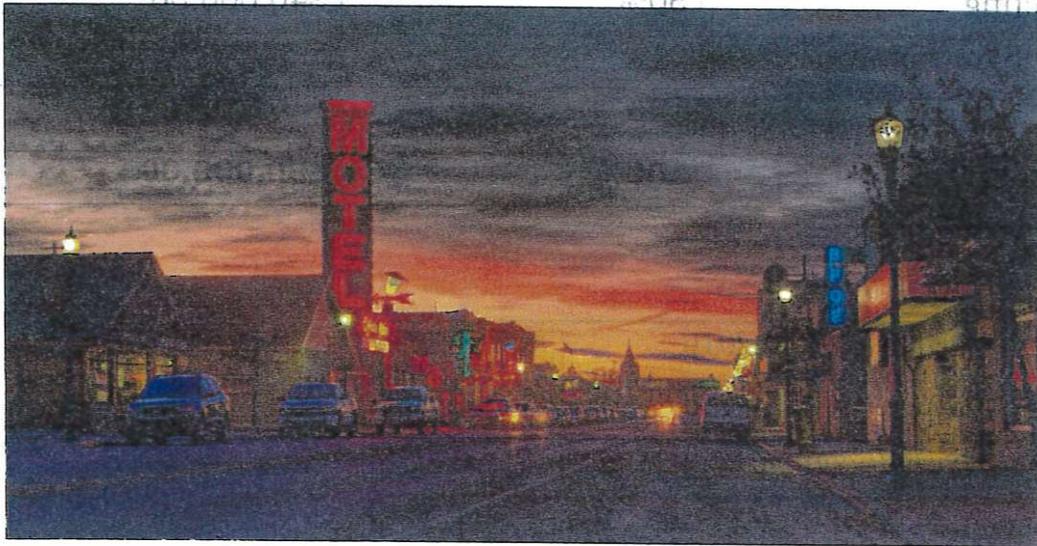
Task	Items	Expense	Total Expenditures
Administrative/Insurance			
	Insurance	1900.00	
Total Admin./ Insurance			1900.00
Marketing			
	Central Montana Planner	1900.00	
	Shelby Crossroads Magazine	1300.00	
	Nat GEO	6360.00	
	Trip Advisor	8000.00	
	Travel Guide	800.00	
<i>Sub Total</i>			<i>18360.00</i>
	Brochure/Distribution	5000.00	
	Web	1300.00	
	VIC Staffing	12000.00	
	Kiosk Signage	500.00	
<i>Sub Total</i>			<i>18800.00</i>
Total Marketing			37160.00
Event Sponsorship			
	Marias Valley Golf Course	9500.00	
	2015 All Class Reunion	2500.00	
	Montana Tourism Advisory Council	2000.00	
	Marias River Livestock Assoc. (2) workshops	2300.00	
	Tourism Training Workshop	700.00	
	SHS Wrestling Camp/Tournament	4100.00	
Total Event Sponsorship			21100.00
Other			
	Voices of Tourism	3500.00	
	Splash Park donation	2500.00	
	Chamber donation	1000.00	
	Shelby Merchant Beautification Project	1000.00	
Total Other			8000.00
Total Project Expenditures			\$ 68,160.00

- **Shelby Coyote Classic Basketball Tournament - Committed \$9,600.00 (December 2016)**

Shelby Tourism Business Improvement District

Work Plan

2016-2017



Shelby Tourism Business Improvement District

Tourism is a vital part of the Shelby economy. The Shelby Tourism Business Improvement District (TBID) is a tool which will allow our community to actively pursue resident and non-resident tourists for local events, sporting venues, activities and conventions. The Shelby TBID is made up of the following lodging establishments: Comfort Inn; Crossroads Inn; Glacier Motel; Totem Motel; O'Haire Manor; Best Western Shelby Inns & Suites; and Sherlock Motel Inc. These participating establishments have petitioned to the City of Shelby for formation. The TBID was approved through Resolution No. 1817 with original members. Resolution No. 1831 brought in O'Haire Manor. Resolution No. 1859 brought in the Best Western Shelby Inn & suites and Resolution No. 1878 included the Sherlock Motel. They have an executive committee; by-laws established November 8, 2011; and a yearly work plan.

Shelby TBID Estimated 2016-2017 Budget

Task	Percentage of Budget	Estimated Budget Amount
Administration/Insurance	6%	\$5,000.00
Marketing	50%	\$40,000.00
Event Sponsorship	31%	\$25,000.00
Other	13%	\$10,000.00
Total	100%	\$80,000.00

TBID Funding

Account Balance of 6.30.2016	\$87,871.79
Projected Expenses	\$80,000.00
<i>Average Yearly Income (Assessments)</i>	<i>\$45,000.00</i>

The Office of Community Development completes the administration of the Shelby TBID. Lorette Carter oversees all communication, reporting, and draw requests. The assessment form and fees are due quarterly. The Shelby Community Development Director will remind lodging establishments of transmittal deadlines. The assessment form/fees will be due 30 days after the quarter deadline to the City of Shelby. The City of Shelby will collect and house the TBID fees for TBID disbursement.

Shelby TBID Executive Board

Election of officers took place at the last regular meeting of the fiscal year which was May 26, 2016.

Cheri Hirst, Chair

Jean McFee, 1st Vice Chair

Comfort Inn

Glacier Motel & RV Park

434-2212

434-5181

Rachel Reed, 2nd Vice Chair

Lorette Carter, Reporting

Best Western Shelby Inn & Suites

Office of Community Development

424-4560

424-8799

PLANNING ASSISTANCE CONTRACT

between

JAMES H. YEAGLEY

and

THE CITY OF SHELBY

This contract made and entered into this 1st day of July, 2016, by and between the CITY OF SHELBY, MONTANA, a subdivision of the State of Montana, Shelby, Montana 59474, acting by and through its duly elected Mayor (hereinafter referred to as the City), and JAMES H. YEAGLEY, 705 Central Avenue, Great Falls, Montana 59401 (hereinafter referred to as the Planner).

WITNESSETH THAT:

WHEREAS, the City desires to engage the Planner to render certain technical or professional service hereafter described in connection with and undertaking to be financed by the City.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

EMPLOYMENT: The City hereby agrees to engage the Planner as contractor who hereby agrees to perform the services hereinafter set forth in connection with this contract. Planner will complete the Independent Contractor Checklist, attached as Exhibit A.

AREA COVERED: The Planner shall perform all the necessary services provided under this contract in connection with the City's jurisdictional area.

SCOPE OF SERVICE: The Planner shall do, perform and carry out in a satisfactory and proper manner, as determined by the City, the following functions and services:

- Assist the City-County Planning Board and the City Council in incorporating the Shelby Comprehensive Plan in local land use decisions.
- Update the City's capital improvements plan and growth policy.
- Review and make recommendations on subdivision proposals and zoning matters for the planning board.
- Miscellaneous planning services as required.

PERSONNEL: The Planner will perform all of the services required hereunder, and the Planner engaged in work shall be fully qualified to perform such services.

TIME OF PERFORMANCE: The services of the Planner are to commence after the execution of this contract, and shall be undertaken and completed in such a sequence as to assure their expeditious completion.

COMPENSATION: The City agrees to pay the Planner \$25.00 per hour, up to a maximum of \$800.00 per month.

METHOD OF PAYMENT: The Planner shall submit a bill monthly with a detailed breakdown of date, time and work performed to the City.

TERMINATION OF CONTRACT: This contract shall be terminated on June 30, 2017.

CHANGES: The City may, from time to time, require changes in the Scope of Services to be performed hereunder or the Planner may, from time to time, request changes in the Scope of Services to be performed hereunder. Such changes, which are mutually agreed upon by and between the Planner and the City, shall be incorporated in written amendments to this contract.

FINDINGS CONFIDENTIAL: Any reports, information, data, etc., given to or prepared or assembled by the Planner under this contract, which the City requires be kept confidential, shall not be made available to any individual or organization by the Planner without prior written approval by the City.

INDEPENDENT CONTRACTOR: Planner is an independent contractor with respect to the City and nothing in this agreement is intended nor shall be construed to create between the City and Planner an employer/employee relationship, a joint venture relationship, a principal/agent relationship, a partnership or to allow the City to exercise control or direction over the manner or method by which the Planner provided his professional services; provided always that such services shall be provided in a manner consistent with the professional standards governing such services and all laws, rules and regulatory requirements applicable thereto. Planner understands and agrees that (1) the City will not pay or withhold on behalf of Planner any sum for income tax, unemployment insurance, social security, worker's compensation, or any other withholding pursuant to any law or requirement of any governmental body, and (2) all of such payments and withholdings are the sole responsibility of Planner, and (3) Planner will hold harmless, indemnify and defend the City against any claim arising out of its failure to withhold any amount from Planner's compensation. None of the benefits provided by the City to its employees shall be available to Planner unless specifically provided herein.

ABSENCES, INABILITY TO PERFORM AND TERMINATION: This agreement may be terminated on the occurrence of any of the following events:

a) If Planner or the City fails to fully abide by the terms of this agreement, provided, however, that the non-breaching party shall first give the breaching party notice in writing of the breach(s) or default(s) claimed, and provided, further, that the breaching party shall have thirty (30) days from delivery of the notice to cure and correct the breach or default claimed. Any notice given shall be delivered to the City at the offices of the City, Shelby, Montana, and to Planner at his address above set forth, or such other address as he shall furnish to the Mayor of Shelby in writing. The notice shall be effective on mailing as evidenced by the post office cancellation.

b) Immediately, if Planner fails to maintain and uphold the standards and ethics of his profession.

c) Immediately, on death or disability of Planner. For purposes of this agreement, disability shall be defined as the inability or unwillingness of Planner to practice his profession or to perform his obligations under this contract by reason of physical, mental or emotional sickness, injury or impairment for a period of thirty (30) consecutive days or for a period of forty-five (45) days in the aggregate during the term of this agreement.

d) Either party shall have the right and privilege to terminate this contract at any time by submitting written notice of intent to terminate this contract at least ninety (90) days prior to the designated termination date. This notification need not include the reason for termination.

RECORDS: Planner shall keep and maintain, at his office in the City of Shelby, all records and documents applicable to the performance of his duties under this contract along with any other documents, records and reports that may be legally required by any law, rule or regulation of the State of Montana. All of said documents and records shall be and remain the property of the City of Shelby and shall be available, unless specifically prohibited by Montana rule or code, for inspection and utilization, as necessary, by authorized officers and departments of the City of Shelby.

PRIOR AGREEMENT & AMENDMENT: This agreement supersedes all prior agreements and understandings between the parties hereto relating to the subject matter hereof and there are no agreements or representations between the parties relating to the subject matter hereof other than those expressly contained herein. This agreement may not be modified orally and no attempt at modification or amendment shall be binding unless it is in writing and signed by the parties hereto.

ASSIGNMENT PROHIBITED: Neither this agreement nor any interest or claim hereunder shall be assigned or transferred by either party.

INTERPRETATION OF CONTRACT: The entire agreement between the parties with respect to the subject matter herein is contained in this contract which shall be governed by the laws of the State of Montana, and, unless expressly provided herein to the contrary, is solely for the benefit of parties hereto. Any court of competent jurisdiction of the State of Montana shall have exclusive jurisdiction over the subject matter of this agreement and over the parties hereto.

SEVERABILITY: Each of the provisions of this contract shall be severable, one from the other, and if any part or portion thereof shall be held invalid by any court of competent jurisdiction, the other part and portions hereof shall, nevertheless, for all purposes, remain in full force and effect.

IN WITNESS OF the City of Shelby and James H. Yeagley have executed this agreement as of the date first above written.

JAMES H. YEAGLEY, Planner

LARRY J. BONDERUD, Mayor

ATTEST:

Jade Goroski, Finance Officer

EXHIBIT A
INDEPENDENT CONTRACTOR CHECKLIST

Any Contractor who is an individual, or a company without a separate federal identification number for tax purposes, must answer the questions and sign the form. This form must be attached to the Contract.

Name of proposed independent contractor: _____

Federal Tax ID# _____

I certify that the following is true and I will comply:

	YES	NO
I provide similar services to other clients and/or businesses.		
I engage in entrepreneurial activities in an established trade, occupation or business and am at risk for profit or loss.		
I will receive little or no training, supervision, or instruction from the City of Shelby, other than conveying the scope of service desired.		
I am not a current employee of the City of Shelby.		
I will be responsible for determining means and methods to use in performing the services at my own expense and on my own time.		
I will provide my own transportation vehicle, office space, computer, supplies, equipment, training, certifications, or conferences necessary to perform services.		
I will maintain worker's compensation coverage OR provide a copy of exemption from worker's compensation coverage under MCA Section 39-71-401.		
I will set my own priorities on time, amount of effort, and hours of work, to accomplish the services within stated time frame.		
I will be paid in a manner consistent with others in the same trade, occupation, profession or business.		
I will comply with all Montana laws including but not limited to the requirements of the Montana Department of Labor & Industry regarding independent contractor exemption certificates.		

Information regarding this requirement may be found <http://erd.dli.mt.gov/workers-comp-regulations/montana-contrator/independent-contractor-central-unit.html> or by contacting Montana Department of Labor and Industry at (406) 444-9029.

Provide a detailed explanation of any of the above questions that are answered "no."

Contractor Printed Name and Signature

Date



RECEIVED

October 13, 2015

OCT 14 2015

City of Shelby
Larry Bonderud
112 First Street South
Shelby, MT 59474

CITY OF SHELBY
Montana

Re: Groundwater Under the Direct Influence of Surface Water/Determination of Status for Well 4 WL005; GWIC 87578; City of Shelby; MT0000328; Class: C

Action required on the part of the public water system: Keep in your records, no other action required at this time.

Dear Mr. Bonderud:

The Department of Environmental Quality (DEQ) is required by federal and state regulations to determine whether a public water supply system's (PWS) ground water sources are under the direct influence of surface water (GWUDISW). The GWUDISW determination process begins with a preliminary assessment (PA). The DEQ must complete a PA form for each existing groundwater source. The PA uses a point system to evaluate the water sources based on location and well construction information. Sources that score less than 40 points may be classified as groundwater unless other information becomes available that suggests that further review is necessary. Sources that score higher than 40 points will require further analysis, source rehabilitation, or additional source information to complete the GWUDISW determination.

Well 4 (GWIC 87578) is 50 feet deep, cased to 50 feet, and has perforations in the casing from 15 to 30 feet. At the time of completion (October 12, 1946), the static water level was 20 feet below the surface. The well log contains no annular space information.

On July 21, 1997, Well 4 received a failing score of 45 on the PA for GWUDISW. Further assessment was required. A microscopic particulate analysis (MPA) dated November 11, 1995, resulted in a high risk score of 30. A second MPA was done May 15, 2002 with a low risk score of 1. The DEQ required the disconnection of this well from the system July 30, 2003, and the well was inactivated December 2, 2005.

In 2015, the city of Shelby requested that this well be reactivated and three MPA tests were conducted on the well. Two spring season MPA tests were conducted on April 20-21, 2015 and June 16-17, 2015. A fall season test was conducted August 31-September 1, 2015. The results of all three tests were Low Risk. Using the criteria of the DEQ Water Quality Circular PWS5, **Well 4 will be classified as a groundwater source after the well has been approved by DEQ Engineering Services and as-built plans and certification are received by DEQ.** Please note that the GWUDISW evaluation (including the MPA tests) assessed the well for the potential for surface water microorganisms (specifically the larger parasitic protozoa Giardia and Cryptosporidium) entering the water supply.

The Public Water Supply Section greatly appreciated your cooperation during the GWUDISW assessment process for Well 4. Please call me at 406-444-4633 or email me at kluther@mt.gov if you have questions.

Respectfully,

A handwritten signature in cursive script that reads "Katie Luther".

Katie Luther
GWUDISW Rule Manager
Public Water Supply Section

cc: PWS File
Toole County Sanitarian
Rachel Clark, DEQ, by email

◇ April 13, 2016

Rachel Clark
Montana Department of Environmental Quality
Public Water and Subdivision Bureau
1520 East 6th Ave
Helena, MT 59601

Re: City of Shelby Well 4 approval, EQ#16-1624

Dear Rachel:

1. *Please identify the maximum flow you are seeking approval for with this project. The design report describes but does not quantify future demands on the system. Note that if Well 4 and the UV treatment system are eventually approved, the maximum treatment capacity with all units in service will be 1750 gpm or 2.52 mgd, because the reactors need to run in series, not in parallel.*

With this project we are seeking approval to add well no. 4 to Shelby's system at a rate of approximately 300 gpm. Shelby understands that the maximum treatment capacity of the existing Trojan 4L24 reactors operated in series is 1,750 gpm or 2.52 mgd.

2. *Please provide an estimate for the number of lots or connections that have been approved but have not yet been constructed, e.g. Trails West RV Park and include this quantity in the maximum day demand calculations. Please provide an estimate of the proposed population to be served 20 years in the future.*

According to the City of Shelby planner, following is a breakdown of the number of lots in or adjacent to Shelby that have been approved but not yet constructed:

- Shelby Heights (1930's) – 38 blocks with 20 lots per block – 760 lots
- Pleasant View (1930's) – 20 blocks with 21 lots per block – 420 lots
- Crossroads Sub. (1970's) – 6 lots
- PNMMH (2013) – 21 connections

The maximum day demand associated with these lots and connections would be included in the 20 year demand projections. The 20 year demand projections have been established using the population projections and the average gallons used per person per day estimates.

The Trails West RV Park was constructed and has been operational since 2014. The RV park includes 32 RV spaces. The 2015 meter results used to calculate the City of Shelby's average and maximum day demands include the demands of the RV park.

According to the US Census, Shelby's average population change since 1950 is 0.3% per year. Based on a conservative 1% population increase per year we estimate that the proposed population in 2036 will be approximately 4,373 people.

3. *The 174 gpcd demand and 2.86 peaking factor used in your November letter were based on the average usage over a three year period (2007 to 2009). The maximum day demand sent in early February was based on one year of data (2015). In general, an average value taken over multiple years is more representative of long-term demand than a single year. Please use a multi-year average of maximum day demand unless the 2015 value represents a change in the per capita demand, peaking factor, or population served. For example, the maximum day demand in 2014 was 1.8 mgd.*

The multi-year average from 2013-2015 maximum day demand is 1,630,333 gallons and this includes the Trails West RV Park, the Prison, Ethridge, and the Big Rose Colony.

4. *Please provide a copy of the October 2013 pump test referenced in your report. The 2012 pump tests showed Well 2 drew down into its screened interval, Wells 1 and 13 cavitated at pumping rates significantly below those listed in Table 3, and the wells were pumped individually so well interference was not determined. This indicates the aquifer and wells may not be sustainable at the maximum pumping rate for very long (or at all). Please provide pump test results with simultaneous pumping of all wells at their design pump capacity to determine the long term pumping capacity of the wells and aquifer.*

The results of the 2013 pump test were included in the Well 4 report under "Existing Well Capacity". During the 2013 test the wells were pumped to waste at a known flow rate and pressure. Each well is not equipped with an individual meter; therefore the flow rate was established by utilizing a meter installed in the piping to waste. The flow rates and pressures were incrementally adjusted until a maximum pumping rate was achieved. The testing setup for the wells generally consisted of the well, pump, pressure gauge, meter, and the plumbing.

The system is not equipped with the proper components to conduct a full scale pump test. Many of the wells are not equipped with individual meters nor is there a meter between the well field and the clear well to indicate total flow rate. Well 4 would include its own individual meter. The City is currently working on a TSEP application that would include some of these improvements. Part of the current TSEP application and PER is a pump test on the wells that are not currently winterized. It is expected that the results of that pump test will be available by the middle of May.

Well 4 is an existing well that was successfully utilized in the past in a similar fashion as we are intending for the future.

5. *Does Well 4 have a raw water sample tap? Yes*
6. *Please provide a copy of the challenge/validation report for the Trojan UVSwift 4L24 units run in series. Exhibit A includes a copy of the validation report, correspondence from Trojan, and meeting minutes indicating 2 2 log units operated in series would be acceptable to provide 4 log disinfection.*
7. *Does the challenge/validation report support use of additive Reduction Equivalent Doses (RED) for reactors connected in series with the existing Shelby configuration, i.e. does the existing configuration have a positive correlation between dose paths? Exhibit A includes a*

copy of the validation report. According to Trojan UV “UV systems are typically not validated with multiple systems in series, however the UV dose delivered by each unit is additive. Based on this the total dose delivered is the dose delivered from each unit. I have attached a paper that provides additional information and insight into this question.” The “attached paper” that Trojan is referring to has also been included in Exhibit B.

8. *Have the reactors been validated for Hardness of ~ 280 mg/l? Is cleaning adequate to maintain lamp sleeve UVT of 90% or greater in order to reach the required RED? Exhibit A includes a copy of the validation report.*

According to Trojan UV “The water used during our sleeve cleaning validation testing generally peaked in hardness at around 140 mg/L. Our Acticlean system is certified to maintain a lamp sleeve UVT (fouling factor) of 98% and this testing was done in waters also containing high levels of iron which also influences high levels of sleeve fouling. We expect our chemical/mechanical sleeve cleaning system to also perform as well in an application where the water hardness is 280 mg/l. Based on the higher hardness though the Acticlean cleaning solution may need to be replaced at a slightly higher interval. The current systems should also be reviewed to confirm how effective the cleaning system is performing.” Upon visual inspection of the bulbs, City public works has indicated that the wipers are functioning properly and the bulbs are clean. The City manually documents information from the UV system on a daily basis. Exhibit A also includes the results of the manual system readings. Also, in the event of a low UV dose, a major alarm condition is triggered and an alarm message will appear on the operator interface and automatically ramp up the power level of all lamps in the affected reactor to 100% power.

9. *If you intend to use the existing chlorination system to meet the redundancy requirements of this standard, please provide contact time calculations that show the chlorination system can achieve 4-log virus inactivation at or before the first customer. Please include the location where the minimum residual compliance sample will be collected. Does the chlorination system have auxiliary power?*

Exhibit C includes excerpts from the design report for the existing UV disinfection and chlorination system including the CT calculations and Sheet E1.3 from the project record drawings describing the power failure scenario. The minimum residual compliance sample will be collected at the Lake Sheloole Campground and Ball Fields located on the north side of town. The chlorination system does not have auxiliary power but if the power is out at the chlorination/UV building the power would also be out at the well field booster station. Untreated water could not be pumped in the event of a power outage and even if it could the telemetry does not allow for the pumps to operate when the UV system is down.

10. *Please describe the conditions when the automatic switchover to chlorine gas occurs.* Exhibit C includes excerpts from the design report for the existing UV disinfection and chlorination system and the attached sheet E1.4 from the project record drawings describing the switchover conditions and the minimum notifications sent when the UV isn't functioning properly.



11. *Does the UV system have automatic UVT analyzers?* The system is equipped with accUVSensors for each lamp to monitor the UV intensity but we do not believe that the system includes a UVT analyzer.

Please call me at (406)449-7764 if you have any questions.

Sincerely,

KLJ

Jason Crawford
PE
Project #: 4415015

CONSTRUCTION FIELD REPORT



Project Name: NCMRWA Segment W3 Shelby to Cut Bank

Report Date: 7/17/2016

Owner: NCMRWA

Project Location: Shelby to Cut Bank, MT

KLJ Project No: 4611005

Contractors: Downing Construction Inc. & Central Excavation Inc.

Reporter: Logan Tweet

Weather & Site Conditions

- Scattered rain showers throughout the week causing wet a muddy site conditions. Daily highs in the 60s and 70s the rest of the week. No time was lost as a result of the weather.

Downing Construction Inc.

- The week of June 10th Downing Construction installed 16" watermain from sta 1127+50 to sta 1171+00 as specified in the construction documents. This included tying into bores at sta 1127+67, 1155+80, and 1160+20 as well as installing a gate valve at sta 1160+50. The gate valve was installed at sta 1160+50 instead of sta 1160+30 as specified in the plans to avoid placing it in the middle of an access road to a farmers grain bins. Late Tuesday afternoon Downing's lead excavator broke down causing a halt in production that lasted through the following day. The excavator was repaired and watermain installation resumed Thursday morning.
- KLJ surveyors were onsite Tuesday the 12th and provided construction staking to sta 1270+00.
- The week of July 17th Downing Construction plans to continue watermain installation starting at sta 1171+00 working east.

Central Plumbing & Heating Inc.

- Monday the 11th Central Excavation and Detailed Construction double checked the location and level of each pipe penetration into the pumphouse walls as well as finished setting the final wall forms. At 5:20 the following morning pouring of the concrete walls began. The pour went very well and just under 150 cubic yards of concrete was placed.
- Central Excavation spent the rest of the week installing the remaining underground piping and fittings at the standpipe location. They also excavated the standpipe foundation hole. The week of July 17th Central plans to begin placing and compacting gravel for the standpipe foundation.
- Detail Construction will spend the week of July 17th removing wall forms from the pumphouse.

Construction Pictures



Pouring Pumphouse Walls



Backfilling Around Piping at Standpipe Location



melissa lewis and associates

July 21, 2016

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

Re: Monthly Activity Report

This memo outlines the work performed by Melissa Lewis & Associates for the City of Shelby and the Port of Northern Montana in June 2016.

2017 Legislative Session Updates, Interim Committee Meetings, Ad-Hoc Duties Performed

2017 Legislative Session Dates

The 2017 legislative session is forthcoming and preliminary session dates have been set.

Legislative caucuses, training and orientation will begin November 14.

Budget training will occur on December 8.

The first day of the 2017 legislative session is January 2, 2017. The House and the Senate will convene at noon.

The tentative session calendar can be found at <http://leg.mt.gov/content/Sessions/65th/2017sessioncalendar052416.pdf>.

Interim Committee Meetings

Legislative Finance Committee

At the June 9-10 Legislative Finance Committee (LFC) meeting, committee members discussed the 2019 biennium outlook, the budget status and budget policy choices.

Meeting materials are available at www.leg.mt.gov/lfc.

While the 2017 ending fund balance was expected to be \$314 million, current revenue forecasts are \$166 million lower than expected.

If current income tax trends continue, revenues could actually be \$191 million less than expected. This would put the ending fund balance at \$123 million instead of \$314 million.

Of note, natural resource prices have impacted general fund revenue through lower severance and corporate income taxes.

The Legislative Fiscal Division stated that additional factors could develop in the next six months that may impact the anticipated ending fund balance and the overall structural balance of the fund.

The status of the state budget is important to monitor as it directly impacts the amount of state funding available for regional water and other priority infrastructure projects and programs.

The next LFC meeting is September 29-30 in Helena.

Revenue and Transportation Interim Committee

The Revenue and Transportation Interim Committee met June 9-10 in Helena. The committee approved the drafting of multiple committee bills for introduction in 2017. The draft bills will be available for public comment in September.

melissa lewis and associates

Of interest to Shelby, the committee requested draft legislation to include the following concepts related to Tax Increment Financing (TIF) Districts.

- School district approval when creating a Tax Increment Financing District;
- Exclude the 95 mills for school equalization from TIF provisions, provided the funds are not currently used in bond payments;
- Prohibit the collection of increment financing by districts using TIF on permissive levies adopted after the creation of the district;
- Disallow the use of TIF fund grants for private projects;
- Define the ending date of a TIF district;
- Require re-approval to renew a TIF district;
- Require annual audits for TIF districts; and
- Require remittances to be distributed proportionally to all taxing jurisdictions.

The committee did not request draft legislation related to the interim committee study regarding the adequacy of local government revenue-generating capacity.

Ad-Hoc Duties Performed

Federal Rail Safety Infrastructure Improvements Grant Application

Assisted with the development of a Federal Rail Safety Infrastructure Improvements grant application for the City of Shelby to submit to the Federal Railroad Administration (FRA).

The City's application was the only one submitted from the State of Montana this funding cycle. The grant application was supported by all three members of the Montana Congressional Delegation and numerous local stakeholders.

The FRA should be announcing grant awards this fall.

Program Contact:

John Winkle
John.Winkle@dot.gov
202-493-6067

Department of Housing & Urban Development Funding Allocations

Contacted the United States Department of Housing & Urban Development to inquire about the status and timing of Community Development Block Grant (CDBG) funding allocations to the State of Montana.

The City of Shelby has a pending Community Development Block Grant-Economic Development grant application. The potential grant award is contingent upon the timing and receipt of the state's funding allocation.

Promoting Shelby's Wind Energy Potential

Helped arrange the production of a television commercial to showcase NaturEner's Rimrock wind farm and the region's wind energy potential at no cost to the City or NaturEner.

The commercial was produced by Charge Montana www.chargemt.org.

State Funding Research

Researched potential state funding incentives for Montana filmmakers interested in producing movies in Shelby.

Available incentives include:

Cash Grant Incentive

The Montana Big Sky Film Grant offers cash in hand to eligible projects 30-60 days after principal photography wraps on an annual rolling basis with a total of \$1 million per fiscal year.

Vehicle Licensing Exemptions

melissa lewis and associates

Out-of-state commercial vehicles used exclusively in the production of motion pictures, television, or commercials are exempt from licensing requirements for 180 consecutive days.

Migratory Equipment Tax Exemption

Out-of-state equipment used exclusively in the production of motion pictures, television, or commercials is exempt from property tax for 180 consecutive days.

No room tax

No room tax is charged if staying longer than 30 days.

No Sales Tax

The State of Montana does not have a sales tax.

Free production gear

Office furniture and traffic control signage are provided at no cost to filmmakers.

Montana Film Commission Staff Contacts:

John Ansotegui
Location Coordinator
jansotegui@mt.gov

Rachel Gregg
PR & Multimedia Coordinator
rgregg2@mt.gov

Monthly Activity Report

Developed a monthly activity report outlining work performed in June 2016.

CONSTRUCTION FIELD REPORT



Project Name: NCMRWA Segment W3 Shelby to Cut Bank

◇ Report Date: 7/24/2016

Owner: NCMRWA

Project Location: Shelby to Cut Bank, MT

KLJ Project No: 4611005

Contractors: Downing Construction Inc. & Central Excavation Inc.

Reporter: Logan Tweet

Weather & Site Conditions

- Clear and sunny throughout the week with daily highs in the 80s.

Downing Construction Inc.

- The week of June 17th Downing Construction installed 16" watermain from sta 1171+00 to sta 1215+00 as specified in the construction documents. This included tying into bores at sta 1187+10, 1188+70, 1206+20, 1207+67, as well as installing a flush hydrant at sta 1188++80 and an ARV manhole at sta 1213+00.
- The week of July 24th Downing Construction plans to continue watermain installation starting at sta 1215+00 working east. Downing anticipates completing the watermain installation in August.

Central Plumbing & Heating Inc.

- Central Excavation spent the week of July 17th working on several different construction operations which included: placing gravel under the standpipe foundation, cleaning up the edges of the standpipe access road, beginning excavation for the meter building foundation, and beginning to backfill around the lower level walls of the pumphouse. The week of July 24th Central plans to install the underdrain system for the standpipe, finish excavation for the meter building foundation, and begin placing gravel in the newly dug meter building foundation hole.
- Detailed Construction spent all week stripping wall forms at the pumphouse. The week of July 24th Detailed Construction will begin constructing forms and tying rebar for the upper level floor slab for the pumphouse.

Construction Pictures



Cleaning Up Standpipe Access Road Edges



Gravel Installation Under Standpipe Foundation



North Central Montana Regional Water Authority
Executive Committee Meeting
 AE2S Office Buildings (300 15th Street South, Suite #7) – Great Falls, MT *Rick, Wynn*
 Conference Call Number: 1-712-775-7035 Participation Code 288230# *with help*
 10:00 a.m. - Tuesday, July 26, 2016

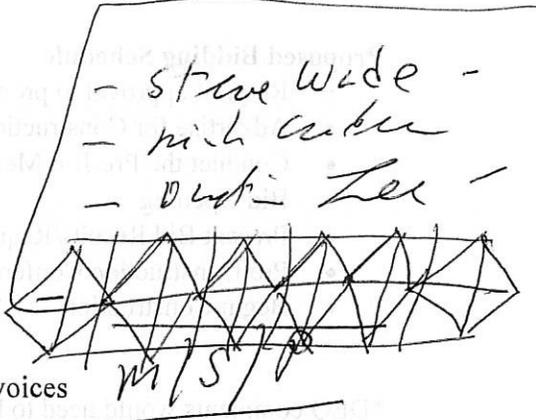
1) Approval of Agenda

2) Public Comment

3) Lobbyist Updates

a. Current Federal Legislation

- slow down -
- apply strain



4) Financials & Accounting: Approval of financials and payment of invoices

M/S/P

5) Engineering Team Updates

A. North Havre CWD *- Gody - Tap - request -*

[Public water supply]

B. Tiber Service Area

C. Hill CWD

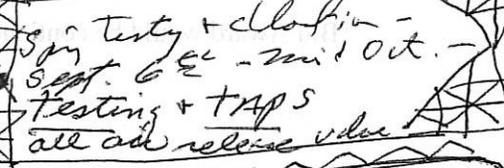
D. Conrad/Brady *- funding avail -*

E. Shelby/Cut Bank

a. Status Update



99,000 feet



F. Shelby/Sweet Grass

G. Shelby/Conrad

a. Authorization to Bid Construction – Shelby South to Interstate 15

Ponderosa County line

H. Newsletter

M/S/P

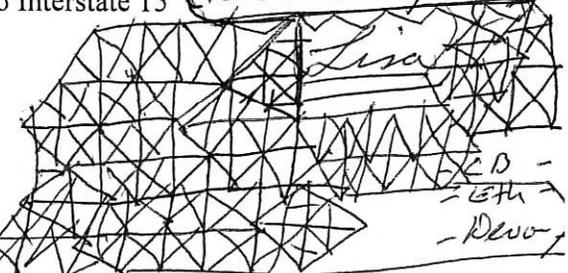
6) Hill County Water District Capacity Reduction Request



7) Town of Kevin Withdrawal Request



8) Conrad Water Purchase Agreement for Landowner Taps



9) DVD Project

** Website*

10) Other

A. DNRC, BOR, DEQ and EPA Reports

B. Next Meeting:

Coordinating Committee Meeting

Tuesday August 23, 2016 at 10:00 a.m. – AE2S Office Great Falls, MT

Executive Committee Meeting

Tuesday August 23, 2016 at 1:00 p.m. – AE2S Office Great Falls, MT

Full Authority Meeting

September 27, 2016 at 1:00 p.m. – Shelby, MT – *Comfort Inn/Best Western*

11) Adjournment

Segment W4-B1 – Shelby to Conrad
North Central Montana Regional Water Authority
Draft: July 21, 2016

Proposed Bidding Schedule

- Request approval to proceed with Bid Advertisement July 26, 2016
- Advertise for Construction Bids July 31, 2016/
- Conduct the Pre-Bid Meeting August 11, 2016 - *shelby* -
- Bid Opening August 25, 2016 -
- Present Bid Results/Request Approval to Award August 30, 2016
- Pre-Construction Conference September 2016
- Begin Construction October 2016

*DEQ comments would need to be addressed via addendum prior to the bid opening or via change order if comments are received after the bid opening.

*Approval to award via conference call vote by the NCMRWA

*Bid Award would be contingent upon agency approval

180 days

Rocky Boy's / North Central Montana Regional Water System		
Funding Status 06/30/16		
FUNDING		
Appropriation - FY 16	\$	4,664,180
Appropriation - FY 14 & 15	\$	5,317,075
R05 Agreement held funds	\$	384,628
State of Montana - TSRWS - Shelby/Cut Bank	\$	6,421,959
SRF Loan Proceeds - Cut Bank	\$	467,312
TOTAL FUNDING	\$	17,255,154
Estimated Remaining Expenses		
2016 administration	\$	20,692
2017 administration	\$	340,000
Hill CWD Easements & Final Design	\$	279,299
Brady Segment	\$	5,000
Shelby/Cut Bank Segment	\$	5,141,000
Shelby/Cut Bank Contingency & Utility Connections	\$	993,000
Shelby South to Wellfield	\$	4,325,802
Shelby South Contingency	\$	386,900
Shelby South I15	\$	2,832,191
Shelby North	\$	3,038,640
Total Non-Core Work Plan	\$	17,362,524
Estimated Carryover with 2016 funding	\$	(107,370)
Authority		
Estimated		
Estimate future funding at 2015 level less \$340K for Planning:	Annual Funding	Cumulative Amount
2017 Funding	\$ 3,531,000	\$ 3,531,000
2018 Funding	\$ 3,531,000	\$ 7,062,000
2019 Funding	\$ 3,531,000	\$ 10,593,000
2020 Funding	\$ 3,531,000	\$ 14,124,000
Tribe		
Estimated		
Estimate future funding at 2015 level for Planning:	Annual Funding	Cumulative Amount
2017 Funding	\$ 6,691,000	\$ 6,691,000
2018 Funding	\$ 6,691,000	\$ 13,382,000
2019 Funding	\$ 6,691,000	\$ 20,073,000
2020 Funding	\$ 6,691,000	\$ 26,764,000
Authority		
Estimated		
Estimate future funding at 2016 level less \$340K for Planning:	Annual Funding	Cumulative Amount
2017 Funding	\$ 4,324,200	\$ 4,324,200
2018 Funding	\$ 4,324,200	\$ 8,648,400
2019 Funding	\$ 4,324,200	\$ 12,972,600
2020 Funding	\$ 4,324,200	\$ 17,296,800
Tribe		
Estimated		
Estimate future funding at 2016 level for Planning:	Annual Funding	Cumulative Amount
2017 Funding	\$ 8,380,000	\$ 8,380,000
2018 Funding	\$ 8,380,000	\$ 16,760,000
2019 Funding	\$ 8,380,000	\$ 25,140,000
2020 Funding	\$ 8,380,000	\$ 33,520,000

-  Existing 16-inch pipe
-  16-inch pipe
-  12-inch pipe
-  10-inch pipe
-  6-inch pipe
-  Future Connection to Kevin

Future Connection to Kevin

- Legend**
-  Proposed Standpipe
 -  Segment W5 Pump Station
 -  Proposed Pump Station near Shelby
 -  Existing Shelby Northeast Tank
 -  Existing Shelby South Tank
 -  Proposed Oilmont/Nine Mile Tank
 -  Proposed Pump Station near Sunburst

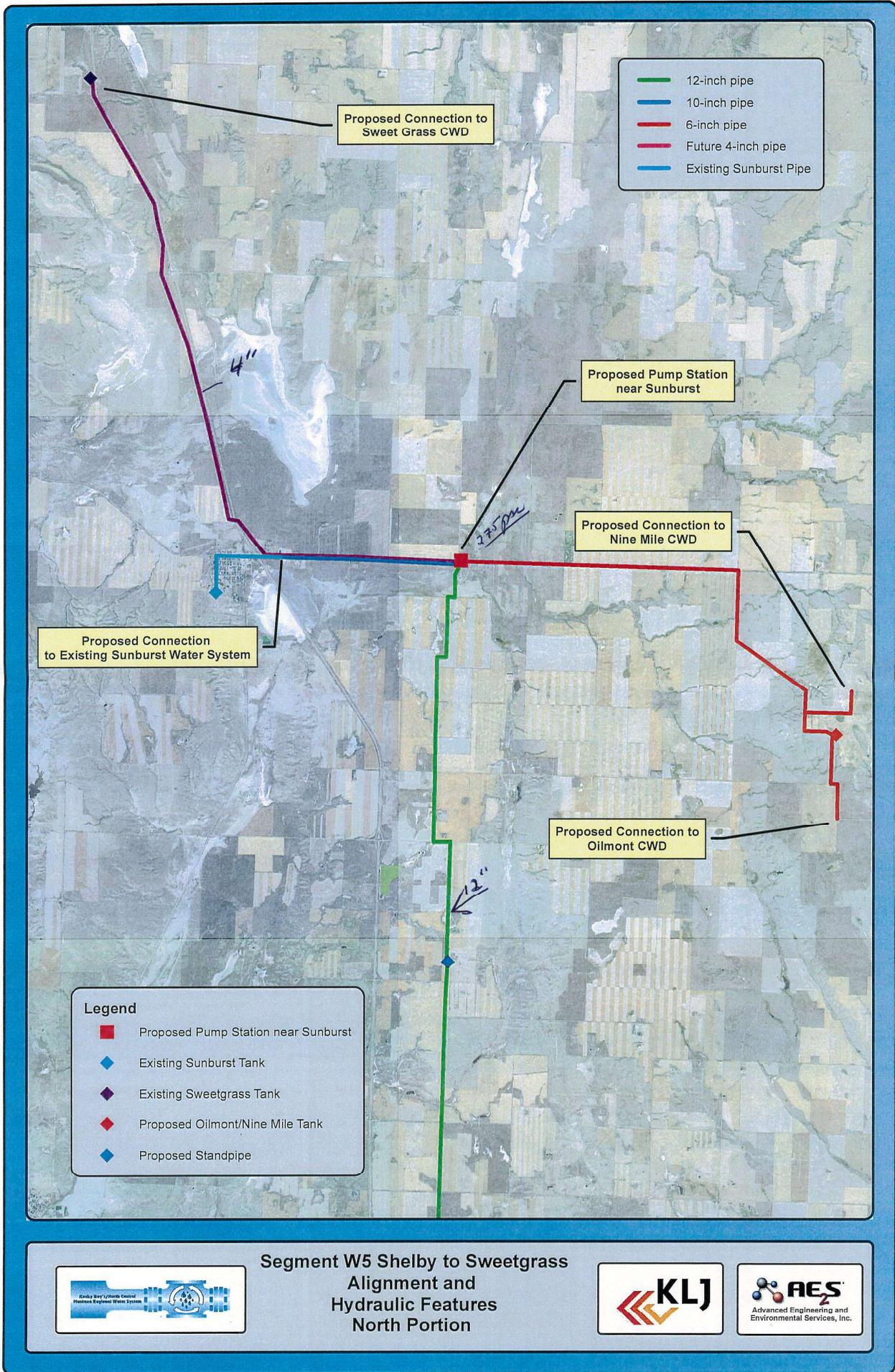
12"

Proposed Connection to Existing Shelby Water System



**Segment W5 Shelby to Sweetgrass
Alignment and
Hydraulic Features
South Portion**





- 12-inch pipe
- 10-inch pipe
- 6-inch pipe
- Future 4-inch pipe
- Existing Sunburst Pipe

Proposed Connection to Existing Sunburst Water System

Proposed Connection to Sweet Grass CWD

Proposed Pump Station near Sunburst

Proposed Connection to Nine Mile CWD

Proposed Connection to Oilmont CWD

- Legend**
- Proposed Pump Station near Sunburst
 - ◆ Existing Sunburst Tank
 - ◆ Existing Sweetgrass Tank
 - ◆ Proposed Oilmont/Nine Mile Tank
 - ◆ Proposed Standpipe



Segment W5 Shelby to Sweetgrass Alignment and Hydraulic Features North Portion



TEMPORARY PARKING PERMIT

Trailer Type	28' Fifth Wheel Camper
Name	Norman Nelson
Address	535 Valley St
Phone #	450-1480
Date(s) Valid	July 14—30, 2016
Permit Number	2016—015

MAYOR

Larry Bondarud

CONDITIONS OF THIS PERMIT:

1. *Valid ONLY for date(s) indicated.*
2. *Must be displayed while parked at all times.*
3. *The acceptance of this permit relieves the City of Shelby of any responsibility for damages to or loss of vehicle, its contents or accessories from any cause whatsoever.*

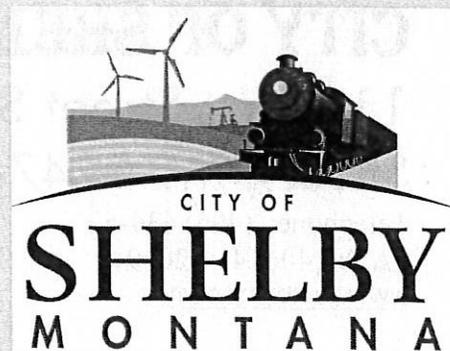
CITY OF SHELBY

112 First Street South
Shelby, MT 59474

Telephone: (406) 434-5222

FAX: (406) 434-2039

www.shelbymt.com



TEMPORARY PARKING PERMIT

Trailer Type	2009 Sprinter 30' camper
Name	Dave Matoon
Address	727 Granite Ave
Phone #	(406) 424-8629
Date(s) Valid	July 16—20, 2016
Permit Number	2016-016

 **MAYOR**

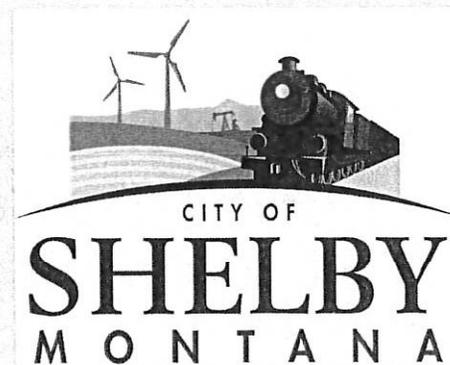
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TEMPORARY PARKING PERMIT

Trailer Type	Canyon Cat Travel Trailer
Name	Cody Salveson
Address	530 Main St
Phone #	(406) 424-9158
Date(s) Valid	July 18-July 21, 2016
Permit Number	2016-017

 **MAYOR**

CONDITIONS OF THIS PERMIT:

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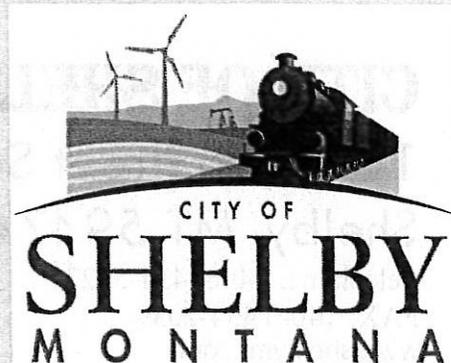
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TEMPORARY PARKING PERMIT

Trailer Type	30' Sunny Brook camper
Name	Lance Hoover
Address	808 Hill Ave
Phone #	(406) 424-9997
Date(s) Valid	July 25 -August 8, 2016
Permit Number	2016-018

Larry Bondarud MAYOR

CONDITIONS OF THIS PERMIT:

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CITY OF SHELBY

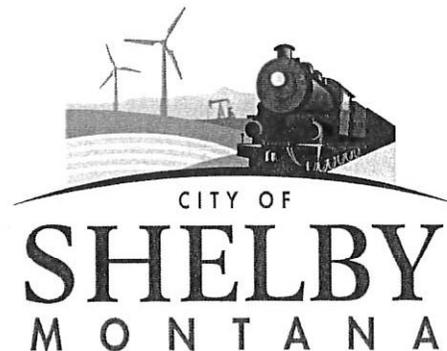
112 First Street South

Shelby, MT 59474

Telephone: (406) 434-5222

FAX: (406) 434-2039

www.shelbymt.com



TEMPORARY PARKING PERMIT

Trailer Type	2005 Wilderness 30' camper
Name	Leonard & Karen Young
Address	257 1st Ave SE
Phone #	(406) 424-2327
Date(s) Valid	07/27/16—07/30/16
Permit Number	2016-019

Larry J. Bondarud MAYOR

CONDITIONS OF THIS PERMIT:

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