

# CITY OF BOULDER

## AGENDA CITY COUNCIL MEETING MONDAY, NOVEMBER 21, 2022 6:30 p.m. at City Hall

**The public is encouraged to participate in person,  
or via Zoom at:**

<https://zoom.us/j/3147501763>

Meeting ID: 314 750 1763

To join Zoom via traditional phone only:

Dial 1-646-558-8656, enter 314 750 1763 followed by the # key

When asked for participant ID, press # key

**THE COUNCIL WELCOMES AND ENCOURAGES PUBLIC COMMENT. ANYONE WISHING TO ADDRESS THE COUNCIL IS ENCOURAGED TO DO SO WITH THESE STIPULATIONS:**

For comments pertinent to items being discussed during THIS MEETING, members of the public will be afforded an opportunity to address the council on every matter coming before the council immediately in advance of the vote and in accordance with established Council Rules of Procedure.

1. **The Mayor or Council may limit the amount of time for comments if they become extensive.**
2. **If the speaker begins to infringe on the right to privacy of another, the Mayor or Council may interrupt and end the comments on that issue.**
3. **These comments must be pertinent to the topic under consideration. There is an opportunity for open comments at the end of the meeting.**

- **Open Meeting Call to Order**
- **Pledge of Allegiance**
- **Roll Call**
- **Approval of Minutes of the Previous Meeting(s)**  
10/17/2022 Council Meeting
- **Approval of Agenda**
- **Requests of elected city officials for absences exceeding 10 days or participation by telecommunications.**
- **Communication for Public Record (Ex parte Communications)**
- **Constituent issues-reports from the Mayor and Council members**
- **Consent Agenda to include:**
  - Mayor Report
  - Ambulance Report
  - Fire Report
  - Public Works Report
  - City Court Report
  - City Attorney Report
  - Code Enforcement Report

304 North Main Street  
P.O. Box 68  
Boulder, Montana 59632

(406) 225-3381 phone  
(406) 225-9498 FAX



# CITY OF BOULDER

- Reports from Clerk
  - Cash/Bank Reconciliation, October 2022
  - Statement of Revenue Budget vs Actual, October 2022
  - Statement of Expenditure Budget vs Actual, October 2022
  - Utility Billing Adjustments, Charges, Receipts, Delinquent Accounts for October 2022
  - Ambulance Write-offs & Collections for October 2022
- **Correspondence:**
  - Emergency management workshop email from Doug Dodge
- **Committee Reports**
  - Planning Board
  - Chamber of Commerce
  - Cemetery Advisory Committee
  - BTAC
- **Old Business**
  1. Discussion & possible policy regarding private use of city parks, (e.g., garage sales, gun shows, etc.)
  2. Discussion & possible determination on methods of keeping city parks free of dog waste
- **New Business**
  1. Discussion on zoning permit review fees, i.e., Werner proposal
  2. Discussion & determination on revised/updated Annexation Policy & Fees
  3. Discussion with Jackee Beck, dba as Top Shelf Botanicals potential application for a business license to dispense marijuana from the River Cafe building located at 103 S. Main St.
  4. Discussion & determination on Water System Improvement Project funding program & applications
  5. Information on additional water project ARPA funds received from Jefferson County
  6. Discussion & determination on Helton property damage claim
  7. Discussion & determination on Finance/Investment Committee:
    - Revised committee member description
    - Committee Formation
    - By-laws
  8. Discussion & determination on Ambulance Dept. applying for County ARPA grant
  9. Discussion & determination on changing Code Enforcement Officer's title to "Community Improvement Coordinator"
  10. Information on park lighting festivities to be held December 16th
  11. Approval of City record destruction request

## Unscheduled Matters

**Note:** An item that is NOT listed on the agenda for the current meeting may be discussed during the session at the discretion of the presiding officer. However, the purpose of such discussion shall be to decide whether to schedule the item for discussion and vote on a subsequent agenda. The Council shall decide on no item of significant interest to the public without prior notice to the public as a scheduled Council agenda item.

- **Open Public Comment**
- **Authorization to pay bills**
- **Council Agenda suggestions for the next meeting to be held on Monday, December 19, 2022, at 6:30 p.m.**
- **Adjournment**



**CITY OF BOULDER  
P.O. BOX 68  
BOULDER, MONTANA 59632  
CITY COUNCIL MEETING MINUTES  
MONDAY, OCTOBER 17, 2022**

CALL TO ORDER:

Mayor Russell Giulio called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

ROLL CALL:

Elected officials present: Mike Taylor, Drew Dawson, Gyle Nix, and Patricia Lewis participating. Others participating Ellen Harne (*City Clerk*), Dennis Wortman (*Public Works*), Chris Mosher (*Code Enforcement*).

APPROVAL OF MINUTES OF PREVIOUS MEETING:

The minutes from the September 19, 2022, council meeting was presented. Lewis made a motion to approve the minutes as written and presented. Taylor seconded the motion and the motion carried with 4 aye votes.

APPROVAL OF AGENDA: Dawson made a motion to approve the agenda as presented. Taylor seconded the motion and the motion carried with 4 aye votes.

REQUESTS OF ELECTED CITY OFFICIALS FOR ABSENCES EXCEEDING 10 DAYS OR PARTICIPATION BY TELECOMMUNICATION: Nix apprised council he will be out of state from November 10<sup>th</sup> through November 22<sup>nd</sup>. Dawson made a motion to approve Nix's request of absence as presented to council. Taylor seconded the motion and the motion carried with 3 aye votes and Nix abstaining.

COMMUNICATION FOR PUBLIC RECORD (Ex parte): None

CONSTITUENT ISSUES-REPORTS FROM THE MAYOR AND COUNCIL MEMBERS: None

CONSENT AGENDA TO INCLUDE:

- Mayor Report - None
- Ambulance Report – Received.
- Fire Report – Received.
- Public Works Report – Wortman reported Well #3 will be officially and permanently offline on Tuesday, October 18, 2022.
- City Court Report – Received.
- City Attorney Report – Documentation of E.J. Guza & Associates received.
- Code Enforcement Report – Chris Mosher was introduced as the new Code Enforcement Officer.
- Reports from Clerk
  - Receipt of Cash/Bank Reconciliation, September 2022
  - Statement of Revenue Budget vs Actual, September 2022
  - Statement of Expenditure Budget vs Actual, September 2022
  - Receipt of Utility Billing Adjustments for September 2022
  - Ambulance Write-offs & collections for September 2022

Dawson made a motion to approve the Consent Agenda. Taylor seconded the motion and the motion carried with 4 aye votes.

CORRESPONDENCE: None

COMMITTEE REPORTS:

- **Planning Board:** LaDana Hintz reported the Planning Board met on October 3<sup>rd</sup>. She stated that there has been discussion on where the city is at with the trail easements and requested the city provide an update. Mayor Giulio has requested trailer park owners participate in the November 7<sup>th</sup> meeting when the Board discusses mobile home park regulations.
- **Chamber of Commerce:** Pat Lewis reported there is one vacancy on the board. They are preparing for the November 19<sup>th</sup> holiday bizarre. Event signage has been moved from the park to a private lot on the other side of Main St. Lewis asked about permitting the banner signs. Harne stated since they will be temporary signs, ordinance doesn't require a permit.
- **Cemetery Advisory Committee:** Pat Lewis said the committee is working on a sign for the cemetery rules that were adopted by Resolution #2021-08 and will present council with a final drawing for approval. They are working on grounds clean-up prior to winter and continue to gather information on a columbarium. The Committee will not meet again until March 2023.
- **BTAC:** None

OLD BUSINESS: None

NEW BUSINESS:

1. **Discussion & possible approval of amended plat submitted by Laurence Bagwell:** Mr. Bagwell submitted an amended plat of the Warners Addition, amending tracts adjacent to Lots 6, 15, and 16, and retracing Lots 5, 6, 14, 15 and 17. Mayor Giulio explained that the plat retraces two lots, east of Sherman Street., that are approximately 6.3 acres each, with a 60 ft. easement off of Sherman Street. Nix made a motion to approve amending tracts adjacent to Lots 6, 15, and 16, and retracing Lots 5, 6, 14, 15, & 17 located in the NE Quarter of Section 33, Township 6 North, Range 4 West, Principal Meridian. Lewis seconded the motion and the mayor called for comments and questions.  
Ed McCauley said he is ok with the amendment. However, in the 1990's they tried to make each lot 208.5 ft. and the city agreed to adjust 3<sup>rd</sup> Avenue to allow for each lot to be the agreed upon 208.5 ft. The property to the north got surveyed and sold, and he assumes their lots were surveyed for the 208.5 ft. but if he or the Bagwell's ever survey their property south of 3<sup>rd</sup> Avenue, they are going to come up 30-32 ft. short on their lots. Giulio asked why he is saying they would be coming up short since he isn't aware of any city or county requirements on lot sizes. McCauley replied that the original survey was for 208.5 ft. per lot and on the plat being presented, there are lots with less than the original 208.5 ft. He pointed out his lots (2, 3, & 4) will be less than what was originally intended. He said he is ok with the city approving this, if there is a caveat, the city will adjust 3<sup>rd</sup> Avenue to ensure his lots are each 208.5 ft. He said all lots need to be surveyed to make sure everyone gets their 208.5 ft. so everyone is treated equitably, and this piecemeal approach leaves the last person that surveys with what is left, which will be less than the 208.5 ft. per lot. He said this isn't the city's fault or his fault, but the county approved the original survey back in the 1880's without making sure it was done properly. He reiterated this has been sitting since the 1990's and at that time the city was ok with making an adjustment to 3<sup>rd</sup> Avenue to ensure each lot had the original 208.5 ft. Questions and discussion arose on what could possibly happen in the future. Giulio said that

council needs to discuss and decide on what is being presented and not on what may happen down the road and that the motion on the table was to approve or deny the plat presented and nothing else. Lewis asked if there was any more information that could be provided. Giulio stated that if council doesn't feel there is enough information to decide, they could table the item. With no more questions or discussion, Mayor Giulio called for a vote on the motion, and the motion carried with 4 aye votes.

2. **Discussion & possible policy regarding private use of city park, (e.g., garage sales, gun shows, etc.):** Harne explained a person approached the city wanting to use the park for a garage sale. The city doesn't have a park use policy that dictates if this type of use is allowable. Taylor stated there is a difference between community and personal events, and he feels the city needs to involve the Veteran's in this discussion since it is their park. Council agreed. The Veteran's will be contacted and invited to participate in discussion. Kathy Rux asked if the policy would be for every city park or just Veteran's Park. Council will discuss usage of all parks.
3. **Discussion & possible determination on methods of keeping Veteran's Park free of dog waste:** Giulio said he has received several comments on dog waste in the park and on sidewalks, and he agrees this is a problem. He said people aren't using the waste buckets as they should. Connie Grenz said the waste buckets are always full of trash, not just dog waste, and it seems to be a problem getting them emptied. Lewis said the animal care committee should be emptying the buckets, but they don't think about it. Taylor said people who have attended events have reached out to him to complain about this. He feels that since the park is being used for community events, something needs to be done. Lewis suggested addressing all city parks, not just Veteran's Park. Council will solicit more public input on this issue and continue discussion at the November meeting.
4. **Review, discuss, & update council's ordinance review schedule:** Council revised the ordinance review schedule to have first readings take place in January 2023. Taylor stated he would have the animal ordinance ready for first reading in November.
5. **Presentation of BTAC Marketing Committee plan:** LaDana Hintz presented a 2022 Marketing Committee status report & 2023 work plan. The Committee is working on a new brochure and have grant funds available through Southwest MT and ARPA.
6. **Recommendation & appointment of Ray Corderio to the Board of Adjustments to complete vacated term expiring 12/21/2024:** Ray Corderio submitted a letter of interest to fill the open position term that expires on 12/21/2024. Mayor Giulio recommended Mr. Corderio's appointment to the Board of Adjustment. Dawson made a motion to approve the mayor's recommendation of the appointment of Ray Corderio to the Board of Adjustment. Taylor seconded the motion and the motion carried with 4 aye votes.
7. **Discussion & possible approval of marijuana questionnaire:** Taylor made a motion to table this until the November meeting. Dawson seconded the motion and the motion carried with 4 aye votes.
8. **Discussion on Jefferson County Community Integrated Health:** Holly Harper from Jefferson Valley EMS presented council with a Community Integrated Health, (CIH) Program overview. The program offers community education and in-home care, all provided by EMT's, with RN's available for specialized care. The program is supported by grant funds through 2024. Harper said the program can provide services in Boulder, and possibly use existing emergency medical personnel. Their program also encompasses the Jefferson Valley Rural Ambulance District which provides ambulance services in the Whitehall area. Currently, this program is at no cost to the patient or the city. Dawson would like to have council meet with the ambulance crew and personnel from PULSE to come up with a strategy to implement the program. Dawson moved to have this be a tentative endorsement of the Boulder Ambulance and the City of Boulder to proceed forward with a Community Integrated Health program. Lewis seconded the motion. Molly Carey said there are many medical personnel in the community that refuse to

volunteer, and from her personal experience, this service is phenomenal. She said if Boulder gets this service established it will be very beneficial. Taylor stated this model would reduce the stress on ambulance volunteers. The overall program objectives are to lower the number of ambulance calls, ER visits, and hospital admissions. After discussion and questions, the mayor called for a vote. The motion carried with 4 aye votes.

9. **Approval of City record destruction request:** Form RM88 for records destruction was submitted. Lewis made a motion to approve the destruction of documents as noted on the form. Taylor seconded the motion and the motion carried with 4 aye votes.

UNSCHEDULED MATTERS: None

OPEN PUBLIC COMMENT:

AUTHORIZATION TO PAY BILLS: The bills were presented for payment authorization using checks #16864 through 16894 in the amount of \$25,023.96, and ACH payments #99863-99869 in the amount of \$3,105.43 for a total of \$28,129.39. Taylor made a motion to authorize ACH payments in the amount of \$3,105.43 and check payments in the amount of \$25,023.96. Nix seconded the motion and the motion carried with 4 aye votes.

COUNCIL AGENDA SUGGESTIONS TO THE MAYOR FOR NEXT MEETING: None

ADJOURNMENT: With no further business, the regular meeting was recessed at 7:32 p.m. The next regularly scheduled meeting will be held on Monday, November 21, 2022, at 6:30 p.m.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Mayor

SEAL

Attest: \_\_\_\_\_  
City Clerk



# Boulder Ambulance Report

## October 2022

### 18 Incidents

- 6 handled by St Peters
  - 1 with 2 Boulder crew members
- 1 handled by JCISO
- 11 handled by Boulder
  - 2 Agency Assists
  - 4 Cancellations
  - 1 Refusal
  - 2 Transports
    - 2 St Peters
    - 2 with Fire Dept. Drivers
  - 1 Transferred to St Peter
  - 1 Death

### Call Types

- 6 ALS call(s)
- 12 BLS RED call(s)
- 0 BLS YELLOW call(s)

Calls YTD: 222

### Involvement Hours

- 20 hours paid on calls
- 0 hours unpaid station training
- 0 hours unpaid external training
- 0 hours of EMT class training
- 0 hours unpaid time (Inventories, Run Reports, Administrative, Standbys, unpaid membership call time)

Total Annual Paid Hours YTD: 206.5

Total Annual Unpaid Hours YTD: 893.5

Prepared by:

Amanda Cochran, EMT

11/8/22



Boulder Volunteer Fire Department  
Boulder City Council Report  
October 2022

Activities & Incidents Report

**Meeting Activities**

<u>Date</u>	<u>Activity</u>	<u>Hours/Attendance</u>
10/6/22	Business Meeting	1 (11)

**Training & Community Activities**

<u>Date</u>	<u>Activity</u>	<u>Hours/Attendance</u>
10/20/22	Training - Canceled due to lack of attendance	0 (4)

**Incidents**

<u>Date</u>	<u>Type</u>	<u>Location</u>	<u>Units</u>	<u>Crew</u>
10/11/22	MVA	I 15 MM 149	3211	2
10/20/22	MVA	I 15 MM 166 NB	3211	2
10/22/22	False Alarm	40 Depot Hill Rd	3211	4

Prepared by:  
Amanda Cochran, Secretary  
11/4/22



## Monthly Activity Report

October 2022

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
45-5	1	0	-1	3	1	-2
45-7	0	0	0	1	1	0
45-8	0	0	0	1	5	4
DRUG OFFENSES	0	0	0	0	2	2
DUI	0	0	0	2	2	0
Miscellaneous	0	0	0	2	1	-1
PARTNER/FAMILY MEMBER ASSAULT	1	0	-1	0	1	1
SPEEDING	1	0	-1	10	6	-4
TRAFFIC	2	4	2	14	32	18
<b>Totals:</b>	<b>5</b>	<b>4</b>	<b>-1</b>	<b>33</b>	<b>51</b>	<b>18</b>
<b>Non-Citations</b>						
45-5	0	0	0	0	2	2
TRAFFIC	0	0	0	0	6	6
<b>Totals:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>8</b>
<b>Fines and Fees</b>						
Fine	375.00	835.00	460.00	6,495.00	3,825.00	(2,670.00)
Law Enforcement Academy	50.00	60.00	10.00	245.00	320.00	75.00
Misdemeanor Surcharge	75.00	75.00	0.00	375.00	480.00	105.00
Technology Surcharge	50.00	50.00	0.00	210.00	300.00	90.00
Victim Restitution	0.00	0.00	0.00	0.00	0.00	0.00
Victim Witness Admin Fee	1.00	0.00	(1.00)	5.00	4.00	(1.00)
Victim Witness Surcharge	49.00	0.00	(49.00)	225.00	196.00	(29.00)
<b>Totals:</b>	<b>\$600.00</b>	<b>\$1,020.00</b>	<b>\$420.00</b>	<b>\$7,555.00</b>	<b>\$5,125.00</b>	<b>\$(2,430.00)</b>





Office of the  
**SHERIFF / CORONER**  
**JEFFERSON COUNTY**  
 P.O. Box 588 Boulder, Montana 59632  
 Phone (406) 225-4075 Fax (406) 225-4145  
 Under Sheriff Mike Johnson

City of Boulder Calls

Printed on November 1, 2022

[CFS Date/Time] is between '2022-10-01 00:00:00' and '2022-10-31 23:59:59' and [Zone->Zone] contains 'Boulder'

CFS Date/Time	Descriptions	Disposition
<b>911 Hang Up</b>		
10/16/22 14:56:40	911 Hang Up	Handled By Officer / Deputy
10/27/22 11:40:37	911 Hang Up	Assignment Completed/Settled by Phone
10/22/22 19:00:48	911 Hang Up;	Handled By Officer / Deputy
10/24/22 15:14:35	911 Hang Up	Handled By Officer / Deputy
10/07/22 14:28:06	911 Hang Up	Handled By Officer / Deputy
<b>911 Hang Up Total: 5</b>		
<b>911 Misdial</b>		
10/02/22 07:35:19	911 Misdial	Handled By Officer / Deputy
<b>911 Misdial Total: 1</b>		
<b>Administrative</b>		
10/11/22 17:38:28	Administrative	Quick Book/Release
10/05/22 17:06:15	Administrative	Arrest
10/25/22 13:20:45	Administrative	Information
10/11/22 09:40:06	Administrative	Quick Book/Release

CFS Date/Time	Descriptions	Disposition
<b>Administrative Total: 4</b>		
<b>Agency Assist</b>		
10/03/22 20:14:52	Agency Assist;	Handled By Officer / Deputy
<b>Agency Assist Total: 1</b>		
<b>Agency Standby</b>		
10/10/22 16:00:48	Agency Standby	Standby-Public Safety, Fire, or EMS
10/29/22 12:30:13	Agency Standby	Standby-Public Safety, Fire, or EMS
10/21/22 18:40:59	Agency Standby	Standby-Public Safety, Fire, or EMS
<b>Agency Standby Total: 3</b>		
<b>Animal</b>		
10/30/22 19:27:49	Animal	Information
10/19/22 21:10:09	Animal	Handled By Officer / Deputy
10/25/22 09:25:44	Animal	Handled By Officer / Deputy
10/25/22 11:48:13	Animal	Handled By Officer / Deputy
10/15/22 07:47:08	Animal	Handled By Officer / Deputy
10/10/22 17:15:52	Animal	Handled By Officer / Deputy
10/10/22 11:02:46	Animal	Handled By Officer / Deputy
<b>Animal Total: 7</b>		
<b>Animal-Dog at Large</b>		
10/10/22 13:05:02	Animal-Dog at Large	Handled By Officer / Deputy



<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/29/22 12:57:06	Animal-Dog at Large	Handled By Officer / Deputy
10/23/22 16:35:54	Animal-Dog at Large	Handled By Officer / Deputy
10/10/22 13:46:37	Animal-Dog at Large	Handled By Officer / Deputy
<b>Animal-Dog at Large Total: 4</b>		
<b>Animal-Vicious Dog</b>		
10/23/22 20:05:22	Animal-Vicious Dog	Handled By Officer / Deputy
<b>Animal-Vicious Dog Total: 1</b>		
<b>Assault</b>		
10/11/22 17:47:09	Assault	Report Taken
10/12/22 11:48:52	Assault	Handled By Officer / Deputy
10/02/22 11:04:23	Assault	Report Taken
<b>Assault Total: 3</b>		
<b>Burglar Alarm</b>		
10/22/22 02:20:43	Burglar Alarm	Cancelled (Prior to Arrival at Scene)
<b>Burglar Alarm Total: 1</b>		
<b>Burglary</b>		
10/07/22 04:02:57	Burglary	Handled By Officer / Deputy
<b>Burglary Total: 1</b>		
<b>Citizen Assist</b>		
10/21/22 22:41:35	Citizen Assist	Handled By Officer / Deputy
10/15/22 19:14:33	Citizen Assist	Handled By Officer / Deputy

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/29/22 10:50:35	Citizen Assist	Handled By Officer / Deputy
10/07/22 13:52:01	Citizen Assist	Handled By Officer / Deputy
10/23/22 21:47:01	Citizen Assist	Handled By Officer / Deputy
10/22/22 09:36:13	Citizen Assist	Handled By Officer / Deputy
10/12/22 23:36:14	Citizen Assist; Medical	Patient Treated, Transported by EMS
10/17/22 13:58:12	Citizen Assist	Handled By Officer / Deputy
10/20/22 19:52:24	Citizen Assist; Medical	Handled By Officer / Deputy
10/15/22 07:18:38	Citizen Assist	Handled By Officer / Deputy
<b>Citizen Assist Total: 10</b>		
<b>Civil</b>		
10/17/22 09:32:21	Civil	Handled By Officer / Deputy
10/06/22 17:39:52	Civil	Handled By Officer / Deputy
10/03/22 16:25:45	Civil	Handled By Officer / Deputy
10/31/22 15:57:09	Civil	Handled By Officer / Deputy
10/12/22 09:28:51	Civil	Gone On Arrival (GOA)/Unable to Locate
10/21/22 19:10:11	Civil	Handled By Officer / Deputy

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/06/22 16:57:33	Civil	Handled By Officer / Deputy
10/18/22 13:37:36	Civil	Handled By Officer / Deputy
<b>Civil Total: 8</b>		
<b>Civil Standby</b>		
10/02/22 12:37:12	Civil Standby	Handled By Officer / Deputy
10/03/22 14:22:54	Civil Standby	Handled By Officer / Deputy
10/05/22 15:00:51	Civil Standby	Handled By Officer / Deputy
<b>Civil Standby Total: 3</b>		
<b>Court Order Violation</b>		
10/06/22 19:54:03	Court Order Violation	Handled By Officer / Deputy
<b>Court Order Violation Total: 1</b>		
<b>Criminal Mischief</b>		
10/28/22 17:19:33	Criminal Mischief	Handled By Officer / Deputy
10/24/22 20:16:32	Criminal Mischief	Report Taken
<b>Criminal Mischief Total: 2</b>		
<b>Death</b>		
10/28/22 22:43:30	Death; Medical ALS;	Handled By Officer / Deputy
<b>Death Total: 1</b>		
<b>Death Notification</b>		
10/09/22 15:35:14	Death Notification	Handled By Officer / Deputy
<b>Death Notification Total: 1</b>		
<b>Extra Patrol</b>		

CFS Date/Time	Descriptions	Disposition
10/04/22 19:15:28	Extra Patrol	Handled By Officer / Deputy
<b>Extra Patrol Total: 1</b>		
<b>Fire Alarm</b>		
10/31/22 11:10:35	Fire Alarm	False Alarm
10/24/22 15:39:44	Fire Alarm	False Alarm
<b>Fire Alarm Total: 2</b>		
<b>Follow Up</b>		
10/24/22 13:21:37	Follow Up	Handled By Officer / Deputy
10/11/22 09:46:13	Follow Up	Handled By Officer / Deputy
10/11/22 10:15:49	Follow Up	Handled By Officer / Deputy
10/12/22 09:11:07	Follow Up	Handled By Officer / Deputy
10/17/22 09:50:32	Follow Up	Handled By Officer / Deputy
10/23/22 09:50:43	Follow Up	Handled By Officer / Deputy
10/24/22 11:19:43	Follow Up	Handled By Officer / Deputy
10/26/22 11:55:48	Follow Up	Handled By Officer / Deputy
<b>Follow Up Total: 8</b>		
<b>Harassment</b>		
10/31/22 10:53:52	Harassment	Cancelled (Prior to Arrival at Scene)
<b>Harassment Total: 1</b>		

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
<b>Hit &amp; Run</b>		
10/27/22 10:57:35	Hit & Run	Handled By Officer / Deputy
<b>Hit &amp; Run Total: 1</b>		
<b>House Check</b>		
10/06/22 11:44:01	House Check	Assignment Completed/Settled by Phone
<b>House Check Total: 1</b>		
<b>Intoxicated</b>		
10/05/22 20:03:28	Intoxicated	Handled By Officer / Deputy
<b>Intoxicated Total: 1</b>		
<b>Larceny/Theft</b>		
10/20/22 12:39:46	Larceny/Theft	Handled By Officer / Deputy
10/04/22 07:23:56	Larceny/Theft	Handled By Officer / Deputy
10/20/22 05:32:30	Larceny/Theft	Handled By Officer / Deputy
10/20/22 11:20:17	Larceny/Theft;	Handled By Officer / Deputy
<b>Larceny/Theft Total: 4</b>		
<b>Lost Property</b>		
10/16/22 10:45:45	Lost Property	Assignment Completed/Settled by Phone
10/21/22 09:39:25	Lost Property	Handled By Officer / Deputy
<b>Lost Property Total: 2</b>		
<b>MDC/IBC Notifications</b>		
10/07/22 07:10:19	MDC/IBC Notifications	Handled By Officer / Deputy
<b>MDC/IBC Notifications Total: 1</b>		

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
<b>Medical Alarm</b>		
10/14/22 21:47:55	Medical Alarm; Medical	Cancelled (Prior to Arrival at Scene)
10/21/22 13:44:43	Medical Alarm	Patient Refused Evaluation/Care
<b>Medical Alarm Total: 2</b>		
<b>Medical ALS</b>		
10/14/22 09:53:04	Medical ALS	Transport Given
<b>Medical ALS Total: 1</b>		
<b>Medical BLS-RED</b>		
10/10/22 14:57:06	Medical BLS-RED	Patient Treated, Transported by EMS
10/24/22 08:02:25	Medical BLS-RED	Patient Treated, Transported by EMS
<b>Medical BLS-RED Total: 2</b>		
<b>Mental Crisis</b>		
10/12/22 08:55:00	Mental Crisis	Gone On Arrival (GOA)/Unable to Locate
<b>Mental Crisis Total: 1</b>		
<b>Missing Person</b>		
10/17/22 20:56:29	Missing Person	Handled By Officer / Deputy
<b>Missing Person Total: 1</b>		
<b>Neighbor Dispute</b>		
10/01/22 16:45:24	Neighbor Dispute	Handled By Officer / Deputy
<b>Neighbor Dispute Total: 1</b>		
<b>Parking</b>		
10/01/22 14:54:35	Parking	Handled By Officer / Deputy
<b>Parking Total: 1</b>		

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
<b>Reckless Driver</b>		
10/31/22 09:29:00	Reckless Driver	Gone On Arrival (GOA)/Unable to Locate
<b>Reckless Driver Total: 1</b>		
<b>Report Not Needed</b>		
10/26/22 18:59:52	Report Not Needed	Information
<b>Report Not Needed Total: 1</b>		
<b>Shooting</b>		
10/12/22 02:33:43	Shooting	Gone On Arrival (GOA)/Unable to Locate
<b>Shooting Total: 1</b>		
<b>Suspicious</b>		
10/25/22 23:13:25	Suspicious	Handled By Officer / Deputy
10/20/22 23:40:00	Suspicious; Welfare	Handled By Officer / Deputy
10/13/22 23:16:07	Suspicious	Handled By Officer / Deputy
10/23/22 14:01:34	Suspicious; Mental	Assignment Completed/Settled by Phone
<b>Suspicious Total: 4</b>		
<b>Suspicious Person</b>		
10/13/22 10:10:14	Suspicious Person	Handled By Officer / Deputy
10/04/22 01:55:47	Suspicious Person	Gone On Arrival (GOA)/Unable to Locate
<b>Suspicious Person Total: 2</b>		
<b>Test Page</b>		
10/15/22 17:57:00	Test Page	Created In Error
10/17/22 17:57:00	Test Page	Information

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/18/22 17:57:00	Test Page	Information
10/21/22 17:57:00	Test Page	Created In Error
10/22/22 17:57:00	Test Page	Created In Error
10/31/22 17:57:00	Test Page	Information
10/24/22 17:57:00	Test Page	Information
10/09/22 17:57:00	Test Page	Handled By Officer / Deputy
10/25/22 17:57:00	Test Page	Information
10/28/22 17:57:00	Test Page	Created In Error
10/29/22 17:57:00	Test Page	Created In Error
10/30/22 17:57:00	Test Page	Information
10/01/22 17:57:00	Test Page	Created In Error
<b>Test Page Total: 13</b>		
<b>Threats</b>		
10/18/22 06:26:40	Threats	Handled By Officer / Deputy
10/28/22 15:07:30	Threats	Handled By Officer / Deputy
<b>Threats Total: 2</b>		
<b>Traffic Hazard</b>		
10/24/22 20:02:07	Traffic Hazard	Handled By Officer / Deputy



<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
<b>Traffic Hazard Total: 1</b>		
<b>Traffic Stop</b>		
10/24/22 07:12:11	Traffic Stop	Citation Issued
10/24/22 00:43:33	Traffic Stop	Warning issued (verbal or written)
10/16/22 17:37:28	Traffic Stop	Warning issued (verbal or written)
10/10/22 18:06:02	Traffic Stop	Warning issued (verbal or written)
10/15/22 07:08:47	Traffic Stop	Warning issued (verbal or written)
10/22/22 18:06:36	Traffic Stop	Warning issued (verbal or written)
10/26/22 01:59:14	Traffic Stop	Warning issued (verbal or written)
10/31/22 21:29:51	Traffic Stop	Warning issued (verbal or written)
10/15/22 11:38:46	Traffic Stop	Arrest
10/13/22 17:23:11	Traffic Stop	Warning issued (verbal or written)
10/27/22 07:43:43	Traffic Stop	Warning issued (verbal or written)
10/07/22 06:17:55	Traffic Stop	Warning issued (verbal or written)
10/31/22 20:37:23	Traffic Stop	Warning issued (verbal or written)
<b>Traffic Stop Total: 13</b>		
<b>Transport (Prisoner or Other)</b>		
10/12/22 13:55:11	Transport (Prisoner or	Arrest

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/12/22 14:31:27	Transport (Prisoner or	Patient Treated, Transported by EMS
10/26/22 16:15:04	Transport (Prisoner or	Transport Given
10/20/22 10:00:00	Transport (Prisoner or	Handled By Officer / Deputy
10/17/22 08:03:40	Transport (Prisoner or	Transport Given
10/23/22 18:17:39	Transport (Prisoner or	Handled By Officer / Deputy
<b>Transport (Prisoner or Other) Total: 6</b>		
<b>Warrant</b>		
10/18/22 09:36:44	Warrant	Handled By Officer / Deputy
10/17/22 18:45:03	Warrant	Arrest
<b>Warrant Total: 2</b>		
<b>Welfare Check</b>		
10/08/22 12:10:30	Welfare Check	Gone On Arrival (GOA)/Unable to Locate
10/22/22 20:50:49	Welfare Check	Handled By Officer / Deputy
10/02/22 09:35:04	Welfare Check	Gone On Arrival (GOA)/Unable to Locate
10/31/22 17:23:42	Welfare Check	Handled By Officer / Deputy
10/25/22 09:22:07	Welfare Check	Handled By Officer / Deputy
10/11/22 20:23:14	Welfare Check	Handled By Officer / Deputy
10/24/22 08:31:56	Welfare Check	Assignment Completed/Settled by Phone

<b>CFS Date/Time</b>	<b>Descriptions</b>	<b>Disposition</b>
10/13/22 14:58:41	Welfare Check	Handled By Officer / Deputy
10/12/22 14:44:37	Welfare Check	Handled By Officer / Deputy
10/24/22 08:52:39	Welfare Check; Animal	Handled By Officer / Deputy
10/06/22 08:41:07	Welfare Check	Handled By Officer / Deputy
10/18/22 17:27:55	Welfare Check	Handled By Officer / Deputy

**Welfare Check Total: 12**

**Total Records: 146**



**E.J. GUZA & ASSOCIATES**  
A PROFESSIONAL LAW CORPORATION

BOZEMAN WHITEHALL

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www.ejguzalaw.com  
O: 4065862228

**INVOICE**

Number	5373
Issue Date	11/7/2022
Due Date	12/9/2022
Matter	McCauley Lawsuit
Email	cityclerk@cityofbouldermt.com

**Bill To:**

City of Boulder  
304 Noth Main Street  
P.O. Box 68  
Boulder, MT 59632  
O: 406-225-3381



**Time Entries**

Time Entries	Billed By	Hours	Sub
10/25/2022 Telephone with co-counsel.	Ed Guza	0.25	\$56.25
10/26/2022 Read order provided by co-counsel; and t/c w/co-counsel.	Ed Guza	0.70	\$157.50
10/31/2022 Read draft reply brief.	Ed Guza	0.25	\$56.25
		<b>1.20</b>	<b>\$270.00</b>

Total (USD)	\$270.00
Paid	\$0.00
Balance	\$270.00
Total Outstanding	\$270.00

**Trust Account Balance**

Date	Item	Amount	Balance
11/7/2022	Current Balance		\$0.00



**E.J. GUZA & ASSOCIATES**  
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**Edward J Guza PC**

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jyulga@ejguzalaw.com  
www.ejguzalaw.com  
O: 4065862228

**INVOICE**

Number	5330
Issue Date	11/7/2022
Due Date	12/9/2022
Matter	City of Boulder
Email	cityclerk@cityofbouldermt.com

**Bill To:**

City of Boulder  
304 Noth Main Street  
P.O. Box 68  
Boulder, MT 59632  
O: 406-225-3381

**Time Entries**

Time Entries	Billed By	Hours	Sub
10/10/2022 Began reviewing Code for mobile home placement and email to client.	Ed Guza	0.50	\$112.50
10/11/2022 Conference call with Ellen/Drew, re. mobile homes.	Ed Guza	0.75	\$168.75
10/15/2022 Mobile home findings review and emails.	Ed Guza	0.70	\$157.50
10/16/2022 Reviewed annexation policy and email to client; reviewed docs for meeting.	Ed Guza	0.60	\$135.00
10/17/2022 Email to City Clerk, re: researched enforcement of zoning violations.	Ed Guza	0.50	\$112.50
10/18/2022 Emails to client.	Ed Guza	0.20	\$45.00
10/21/2022 Conference call.	Ed Guza	0.40	\$90.00
10/24/2022 Read JCC Nov. 1st agenda for City business.	Jessi Yulga	0.10	\$10.00
10/25/2022 Reviewed and revised ordinance to repeat/amend zoning ordinances; research.	Ed Guza	0.90	\$202.50

Trust Account Balance

Date	Item	Amount	Balance
11/7/2022	Current Balance		\$0.00

Total (USD)	
\$1,236.25	Total Outstanding
\$1,236.25	Balance
\$0.00	Paid
\$1,236.25	

Time Entries	Billed By	Hours	Sub
10/28/2022 Research and email to client re: marijuana business regulation.	Ed Guza	0.90	\$202.50
		5.55	\$1,236.25



**E.J. GUZA & ASSOCIATES**  
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**INVOICE**

Number	5331
Issue Date	11/7/2022
Due Date	12/9/2022
Matter	City of Boulder - Prosecution
Email	cityclerk@cityofbouldermt.com

**Bill To:**

City of Boulder  
304 Noth Main Street  
P.O. Box 68  
Boulder, MT 59632  
O: 406-225-3381

**Time Entries**

Time Entries	Billed By	Hours	Sub
10/10/2022 Review email from opposing.	Ryan Lorenz	0.10	\$18.50
10/10/2022 Organizing new case files and compiling information to request discovery.	Derek R. Graves	1.20	\$0.00
10/10/2022 Email requesting discovery.	Derek R. Graves	0.30	\$60.00
10/11/2022 Review and respond to emails about upcoming court.	Ryan Lorenz	0.20	\$37.00
10/12/2022 Phone call with FBI regarding Boulder prosecution; Prepare for court; Attend court via phone; Review and respond to emails regarding upcoming trials.	Ryan Lorenz	0.70	\$129.50
10/14/2022 Review and respond to emails regarding upcoming trial.	Ryan Lorenz	0.20	\$37.00
10/19/2022 Review file and email to opposing.	Ryan Lorenz	0.20	\$37.00
10/20/2022 Email to deputies regarding trial preparation; Email to opposing regarding license reinstatement; Draft/revise Motion to Continue and proposed order.	Ryan Lorenz	0.50	\$92.50

1000 - 411100-350

Time Entries	Billed By	Hours	Sub
10/20/2022 Organizing case files. Extensive emails with defense attorneys. Downloading and requesting discovery and organizing the same.	Derek R. Graves	1.50	\$300.00
10/24/2022 Review Order from Court; Email to opposing; Prepare for trial.	Ryan Lorenz	1.00	\$185.00
10/25/2022 Prepare for trial; Phone call with victim; Phone call with Deputies; Draft subpoena; Legal research.	Ryan Lorenz	4.00	\$740.00
10/26/2022 Prepare for trial; Travel and attend trial; Attend regular court.	Ryan Lorenz	4.50	\$832.50
10/26/2022 Attended law and motion in boulder via phone.	Derek R. Graves	1.10	\$220.00
10/26/2022 Preparing for law & motion in Boulder today.	Derek R. Graves	1.50	\$300.00
10/28/2022 Emails to opposing; Draft/revise Motion to Continue Hearing; Phone call to Deputy; Phone call with opposing.	Ryan Lorenz	0.60	\$111.00
		<b>17.60</b>	<b>\$3,100.00</b>

Total (USD)	\$3,100.00
Paid	\$0.00
Balance	\$3,100.00
Total Outstanding	\$3,100.00

### Trust Account Balance

Date	Item	Amount	Balance
11/14/2022	Current Balance		\$0.00



# CITY OF BOULDER

304 N Main Street  
 PO Box 68  
 Boulder, MT 59632

Phone: 406-225-3381  
 Fax: 406-225-9498

## Code Enforcement Program Report

Date Range: October 12, 2022 - November 18, 2022

City Ordinance Violations	Total Number
Formal Complaints: Citizen filed	14
Formal Complaints: Mitigated	7
Complaints: Initiated by internal team	1
Ordinance 90.003: Dog & Other Animal	3 violations corrected
Ordinance 93.01: Junk Vehicles	5 vehicles removed
Ordinance 110.03: PEDDLER License	1 licensed obtained
Ordinance 153.05 Zoning Code	1 violation corrected
City Ordinance Violation Courtesy Letters	2 mailed

### FY 2023-2024 Budgetary Forecast Proposal:

- Postage and Printing Materials Utilized For Community Outreach; \$500.00
- Investigate potential State funding that may support COB Beautification Ordinance program agenda. 3% of property tax collected by the State that may be utilized to support small communities with their cleanup efforts.

### Goals For Next Period:

- Mass Notification mailer notifying citizens of City of Boulder of the annual January 1<sup>st</sup>, 2023 dog licensing requirements to become compliant with City Ordinance: 90.003.
- Continue progress with compliance on active Citizen complaints. 8 Total
- Review active business licenses and provide non-compliant business education and support to mitigate City ordinance violations.

The City of Boulder is an equal opportunity provider and employer.



- Review and Modify City of Billings Code Enforcement Courtesy Notice Letter that may be implemented for the City of Boulder.
- Create a S.O.P (Standard Operation Procedure) draft on citizen engagement and the processes addressing violations.

NOTES/COMMENTS:



Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL						
101000 Cash - Operating	422,412.22	10,076.15	0.00	14,032.31	0.00	418,456.06
103000 Cash on Hand	100.00	0.00	0.00	0.00	0.00	100.00
<b>Total Fund</b>	<b>422,512.22</b>	<b>10,076.15</b>		<b>14,032.31</b>		<b>418,556.06</b>
2190 COMPREHENSIVE LIABILITY						
101000 Cash - Operating	1,233.29	228.80	0.00	0.00	0.00	1,462.09
2220 LIBRARY						
101000 Cash - Operating	3,535.60	183.89	0.00	421.94	0.00	3,297.55
2250 SUBDIVISION FEES						
101000 Cash - Operating	6,346.07	0.00	0.00	150.00	0.00	6,196.07
2251 ANNEXATION PLANNING FEES						
101000 Cash - Operating	-225.00	0.00	0.00	75.00	0.00	-300.00
2260 EMERGENCY DISASTER						
101000 Cash - Operating	1,915.59	0.00	0.00	0.00	0.00	1,915.59
2370 P.E.R.S. - EMPLOYER CONTRIBUTION						
101000 Cash - Operating	185.54	11.69	0.00	0.00	0.00	197.23
2371 HEALTH INSURANCE - EMPLOYER CONTRIBUTION						
101000 Cash - Operating	269.84	12.94	0.00	0.00	0.00	282.78
2386 MT DOC GRANTS						
100000 CASH/INVESTMENTS	29.76	0.00	0.00	0.00	0.00	29.76
101000 Cash - Operating	104,505.50	0.83	0.00	0.00	0.00	104,506.33
<b>Total Fund</b>	<b>104,535.26</b>	<b>0.83</b>				<b>104,536.09</b>
2752 Perpetual Care Expendable						
101000 Cash - Operating	57,117.15	831.60	0.00	674.30	0.00	57,274.45
2760 Swimming Pool						
101000 Cash - Operating	21,133.33	574.27	0.00	399.17	0.00	21,308.43
2810 POLICE PENSION & TRAINING (3RD CLASS CITIES)						
101000 Cash - Operating	6,780.40	0.00	0.00	0.00	0.00	6,780.40
2820 OLD GAS TAX APPORTIONMENT						
101000 Cash - Operating	94,923.39	2,546.07	0.00	0.00	0.00	97,469.46
2821 BARSAA GAS TAX HB 473						
101000 Cash - Operating	41,325.42	7.69	0.00	0.00	0.00	41,333.11
2990 ARPA FUNDS						
101000 Cash - Operating	313,726.38	13,517.29	0.00	380.00	0.00	326,863.67
4000 C.I.F / FIRE DEPARTMENT CAPITAL IMPROVEMENT FUND						
101000 Cash - Operating	81,980.71	15.24	0.00	0.00	0.00	81,995.95
101003 CASH - CD						
<b>Total Fund</b>	<b>115,746.50</b>	<b>15.24</b>				<b>115,761.74</b>
5210 WATER UTILITY						
101000 Cash - Operating	343,764.76	27,794.93	0.00	17,846.50	869.44	352,843.75
5310 SEWER UTILITY						
101000 Cash - Operating	545,219.91	34,871.82	869.44	30,699.58	0.00	550,261.59
102016 DEBT SERVICE RESERVE						
102017 REPLACEMENT ACCOUNT						
<b>Total Fund</b>	<b>795,959.91</b>	<b>34,871.82</b>	<b>869.44</b>	<b>30,699.58</b>	<b>0.00</b>	<b>802,001.59</b>
5510 AMBULANCE						

11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 1 of 6  
Report ID: B110C

Fund	Account	Received		Estimated Revenue	Revenue		% Received
		Current Month	Received YTD		To Be Received	Received	
1000 GENERAL							
310000 TAXES							
	311010	Real Property Taxes	586.41	19,073.88	207,461.00	188,387.12	9 %
	311020	Personal Property Taxes	0.00	1,595.24	1,500.00	-95.24	106 %
	311030	Motor Vehicle Taxes	7,229.09	27,228.52	75,000.00	47,771.48	36 %
	312000	Penalty & Interest on Delinquent Taxes	27.78	534.88	900.00	365.12	59 %
	314140	Local Option Tax	1,730.21	6,690.86	17,000.00	10,309.14	39 %
		Account Group Total:	9,573.49	55,123.38	301,861.00	246,737.62	18 %
320000 LICENSES AND PERMITS							
	322010	Alcoholic Beverage Licenses and Permits	0.00	0.00	600.00	600.00	0 %
	322020	Business License	155.00	4,992.50	5,900.00	907.50	85 %
	323010	Building & Related Permits	150.00	650.00	1,350.00	700.00	48 %
	323030	Animal Licenses	5.00	20.00	800.00	780.00	3 %
		Account Group Total:	310.00	5,662.50	8,650.00	2,987.50	65 %
330000 INTERGOVERNMENTAL REVENUES							
	335110	Live Card Game Table Permit	0.00	0.00	300.00	300.00	0 %
	335120	Video Gaming Machine Permits	0.00	100.00	3,500.00	3,400.00	3 %
	335230	HOUSE BILL #124 ENTITLEMENT	0.00	47,986.04	191,944.00	143,957.96	25 %
		Account Group Total:	0.00	48,086.04	195,744.00	147,657.96	25 %
340000 Charges for Services							
	342020	Special Fire Services (Fire Protection)	0.00	3,200.00	3,200.00	0.00	100 %
	343320	Sale of Cemetary Plots	0.00	0.00	1,200.00	1,200.00	0 %
	343340	Cemetary Opening and Closing	0.00	0.00	263.00	263.00	0 %
		Account Group Total:	0.00	3,200.00	4,663.00	1,463.00	69 %
350000 FINES AND FORFEITURES							
	351030	City Courts	0.00	1,860.00	5,000.00	3,140.00	37 %
	351040	CODE ENFORCEMENT FINES/FEES	0.00	0.00	500.00	500.00	0 %
		Account Group Total:	0.00	1,860.00	5,500.00	3,640.00	34 %
360000 MISCELLANEOUS REVENUE							
	362000	Other Miscellaneous Revenue	116.55	854.00	1,655.00	801.00	52 %
	365000	Contributions and Donations	0.00	876.00	1,000.00	124.00	88 %
		Account Group Total:	116.55	1,730.00	2,655.00	925.00	65 %
370000 INVESTMENT EARNINGS							
	371010	Investment Earnings	76.11	83.08	50.00	-33.08	166 %
		Account Group Total:	76.11	83.08	50.00	-33.08	166 %
380000 OTHER FINANCING SOURCES							
	382000	Proceeds of General Fixed Asset Disposition	0.00	0.00	49,075.00	49,075.00	0 %
		Account Group Total:	0.00	0.00	49,075.00	49,075.00	0 %
		Fund Total:	10,076.15	115,745.00	568,198.00	452,453.00	20 %

11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 2 of 6  
Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	Received %
2190 COMPREHENSIVE LIABILITY						
310000 TAXES						
	311010 Real Property Taxes	19.41	571.93	0.00	-571.93	** %
	311020 Personal Property Taxes	0.00	52.37	0.00	-52.37	** %
	311030 Motor Vehicle Taxes	206.22	776.74	0.00	-776.74	** %
	312000 Penalty & Interest on Delinquent Taxes	3.17	61.05	0.00	-61.05	** %
	Account Group Total:	228.80	1,462.09	0.00	-1,462.09	** %
	Fund Total:	228.80	1,462.09	0.00	-1,462.09	** %
2220 LIBRARY						
310000 TAXES						
	311010 Real Property Taxes	14.38	453.85	3,810.00	3,356.15	12 %
	311020 Personal Property Taxes	0.00	38.92	55.00	16.08	71 %
	311030 Motor Vehicle Taxes	168.21	633.56	1,700.00	1,066.44	37 %
	312000 Penalty & Interest on Delinquent Taxes	1.30	25.05	40.00	14.95	63 %
	Account Group Total:	183.89	1,151.38	5,605.00	4,453.62	21 %
	Fund Total:	183.89	1,151.38	5,605.00	4,453.62	21 %
2250 SUBDIVISION FEES						
340000 Charges for Services						
	344036 SUBDIVISION FEES	0.00	7,371.07	10,000.00	2,628.93	74 %
	Account Group Total:	0.00	7,371.07	10,000.00	2,628.93	74 %
	Fund Total:	0.00	7,371.07	10,000.00	2,628.93	74 %
2370 P.E.R.S. - EMPLOYER CONTRIBUTION						
310000 TAXES						
	311010 Real Property Taxes	6.20	74.56	3,963.00	3,888.44	2 %
	311020 Personal Property Taxes	0.00	17.05	185.00	167.95	9 %
	312000 Penalty & Interest on Delinquent Taxes	5.49	105.62	179.00	73.38	59 %
	Account Group Total:	11.69	197.23	4,327.00	4,129.77	5 %
	Fund Total:	11.69	197.23	4,327.00	4,129.77	5 %
2371 HEALTH INSURANCE - EMPLOYER CONTRIBUTION						
310000 TAXES						
	311010 Real Property Taxes	6.86	138.99	4,836.00	4,697.01	3 %
	311020 Personal Property Taxes	0.00	26.78	230.00	203.22	12 %
	312000 Penalty & Interest on Delinquent Taxes	6.08	117.01	198.00	80.99	59 %
	Account Group Total:	12.94	282.78	5,264.00	4,981.22	5 %



11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 3 of 6  
Report ID: B110C

Fund	Account	Received			Revenue To Be Received	% Received
		Current Month	Received YTD	Estimated Revenue		
<b>2386 MT DOC GRANTS</b>						
	370000 INVESTMENT EARNINGS					
	371010 Investment Earnings	0.83	3.36	10.00	6.64	34 %
	<b>Account Group Total:</b>	<b>0.83</b>	<b>3.36</b>	<b>10.00</b>	<b>6.64</b>	<b>34 %</b>
	<b>Fund Total:</b>	<b>0.83</b>	<b>3.36</b>	<b>10.00</b>	<b>6.64</b>	<b>34 %</b>
<b>2752 Perpetual Care Expendable</b>						
	340000 Charges for Services					
	343320 Sale of Cemetary Plots	800.00	3,225.00	1,200.00	-2,025.00	269 %
	343340 Cemetary Opening and Closing	0.00	0.00	450.00	450.00	0 %
	<b>Account Group Total:</b>	<b>800.00</b>	<b>3,225.00</b>	<b>1,650.00</b>	<b>-1,575.00</b>	<b>195 %</b>
	<b>Fund Total:</b>	<b>800.00</b>	<b>3,225.00</b>	<b>1,650.00</b>	<b>-1,575.00</b>	<b>195 %</b>
<b>360000 MISCELLANEOUS REVENUE</b>						
	365000 Contributions and Donations	0.00	500.00	500.00	0.00	100 %
	<b>Account Group Total:</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Fund Total:</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100 %</b>
<b>370000 INVESTMENT EARNINGS</b>						
	371010 Investment Earnings	76.23	77.99	200.00	122.01	39 %
	<b>Account Group Total:</b>	<b>76.23</b>	<b>77.99</b>	<b>200.00</b>	<b>122.01</b>	<b>39 %</b>
	<b>Fund Total:</b>	<b>876.23</b>	<b>3,802.99</b>	<b>2,350.00</b>	<b>-1,452.99</b>	<b>162 %</b>
<b>2760 Swimming Pool</b>						
<b>310000 TAXES</b>						
	311010 Real Property Taxes	44.56	1,396.97	12,763.00	11,366.03	11 %
	311020 Personal Property Taxes	0.00	118.36	150.00	31.64	79 %
	311030 Motor Vehicle Taxes	526.00	1,981.21	5,300.00	3,318.79	37 %
	312000 Penalty & Interest on Delinquent Taxes	3.71	71.33	120.00	48.67	59 %
	<b>Account Group Total:</b>	<b>574.27</b>	<b>3,567.87</b>	<b>18,333.00</b>	<b>14,765.13</b>	<b>19 %</b>
<b>340000 Charges for Services</b>						
	346030 Swimming Pool Fees	0.00	6,224.75	6,000.00	-224.75	104 %
	<b>Account Group Total:</b>	<b>0.00</b>	<b>6,224.75</b>	<b>6,000.00</b>	<b>-224.75</b>	<b>104 %</b>
<b>360000 MISCELLANEOUS REVENUE</b>						
	365000 Contributions and Donations	0.00	500.00	250.00	-250.00	200 %
	<b>Account Group Total:</b>	<b>0.00</b>	<b>500.00</b>	<b>250.00</b>	<b>-250.00</b>	<b>200 %</b>
	<b>Fund Total:</b>	<b>574.27</b>	<b>10,292.62</b>	<b>24,583.00</b>	<b>14,290.38</b>	<b>42 %</b>

11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 4 of 6  
Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	Received	%
2810 POLICE PENSION & TRAINING (3RD CLASS CITIES)							
330000 INTERGOVERNMENTAL REVENUES							
	335050 Insurance Premium Apportionment	0.00	0.00	1,950.00	1,950.00	0	0 %
	Account Group Total:	0.00	0.00	1,950.00	1,950.00	0	0 %
	Fund Total:	0.00	0.00	1,950.00	1,950.00	0	0 %
2820 OLD GAS TAX APPORTIONMENT							
330000 INTERGOVERNMENTAL REVENUES							
	335040 Gasoline Tax Apportionment	2,527.94	10,111.79	30,335.00	20,223.21	33	33 %
	Account Group Total:	2,527.94	10,111.79	30,335.00	20,223.21	33	33 %
370000 INVESTMENT EARNINGS							
	371010 Investment Earnings	18.13	19.73	5.00	-14.73	395	395 %
	Account Group Total:	18.13	19.73	5.00	-14.73	395	395 %
	Fund Total:	2,546.07	10,131.52	30,340.00	20,208.48	33	33 %
2821 BARSAA GAS TAX HB 473							
370000 INVESTMENT EARNINGS							
	371010 Investment Earnings	7.69	8.39	5.00	-3.39	168	168 %
	Account Group Total:	7.69	8.39	5.00	-3.39	168	168 %
	Fund Total:	7.69	8.39	5.00	-3.39	168	168 %
2990 ARPA FUNDS							
330000 INTERGOVERNMENTAL REVENUES							
	331992 American Recovery Plan Act (ARPA)	0.00	0.00	817,218.00	817,218.00	0	0 %
	338000 Local Shared Revenue	13,456.47	13,456.47	5,956.00	-7,500.47	226	226 %
	Account Group Total:	13,456.47	13,456.47	823,174.00	809,717.53	2	2 %
370000 INVESTMENT EARNINGS							
	371010 Investment Earnings	60.82	66.29	15.00	-51.29	442	442 %
	Account Group Total:	60.82	66.29	15.00	-51.29	442	442 %
	Fund Total:	13,517.29	13,522.76	823,189.00	809,666.24	2	2 %

11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 5 of 6  
Report ID: B110C

Fund	Account	Received		Estimated Revenue	Revenue	
		Current Month	YTD		To Be Received	Received
4000 C.I.F. / FIRE DEPARTMENT CAPITAL IMPROVEMENT FUND						
370000 INVESTMENT EARNINGS						
	371010 Investment Earnings	15.24	16.66	10.00	-6.66	167 %
	Account Group Total:	15.24	16.66	10.00	-6.66	167 %
	Fund Total:	15.24	16.66	10.00	-6.66	167 %
5210 WATER UTILITY						
340000 Charges for Services						
	343022 Unmetered Water Sales	25,090.17	100,264.93	303,000.00	202,735.07	33 %
	343023 Bulk Water Sales	0.00	10.00	100.00	90.00	10 %
	343024 Sales of Water Materials & Supplies	0.00	0.00	5,100.00	5,100.00	0 %
	343027 Miscellaneous Water Revenue	25.00	25.00	0.00	-25.00	** %
	Account Group Total:	25,115.17	100,299.93	308,200.00	207,900.07	33 %
370000 INVESTMENT EARNINGS						
	371010 Investment Earnings	65.67	71.65	25.00	-46.65	287 %
	Account Group Total:	65.67	71.65	25.00	-46.65	287 %
380000 OTHER FINANCING SOURCES						
	381070 Proceeds from Notes/Loans/Intercap	0.00	0.00	181,192.00	181,192.00	0 %
	Account Group Total:	0.00	0.00	181,192.00	181,192.00	0 %
	Fund Total:	25,180.84	100,371.58	489,417.00	389,045.42	21 %
5310 SEWER UTILITY						
340000 Charges for Services						
	343031 Sewer Service Charges	34,624.33	138,318.73	415,000.00	276,681.27	33 %
	Account Group Total:	34,624.33	138,318.73	415,000.00	276,681.27	33 %
370000 INVESTMENT EARNINGS						
	371010 Investment Earnings	104.86	114.51	50.00	-64.51	229 %
	Account Group Total:	104.86	114.51	50.00	-64.51	229 %
	Fund Total:	34,729.19	138,433.24	415,050.00	276,616.76	33 %
5510 AMBULANCE						
340000 Charges for Services						
	342050 Emergency Services (Charges)	2,189.00	4,438.00	25,000.00	20,562.00	18 %
	Account Group Total:	2,189.00	4,438.00	25,000.00	20,562.00	18 %
360000 MISCELLANEOUS REVENUE						
	365000 Contributions and Donations	0.00	5,100.00	500.00	-4,600.00	*** %
	Account Group Total:	0.00	5,100.00	500.00	-4,600.00	*** %

11/14/22  
14:59:24

CITY OF BOULDER  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 22

Page: 6 of 6  
Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	Received	%
5510	AMBULANCE						
370000	INVESTMENT EARNINGS						
371010	Investment Earnings	2.02	2.45	140.00	137.55	2	%
	Account Group Total:	2.02	2.45	140.00	137.55	2	%
	Fund Total:	2,191.02	9,540.45	25,640.00	16,099.55	37	%
7120	FIRE RELIEF AGENCY FUND						
330000	INTERGOVERNMENTAL REVENUES						
335050	Insurance Premium Apportionment	0.00	0.00	1,950.00	1,950.00	0	%
	Account Group Total:	0.00	0.00	1,950.00	1,950.00	0	%
	Fund Total:	0.00	0.00	1,950.00	1,950.00	0	%
	Grand Total:	90,152.14	412,333.12	2,407,888.00	1,995,554.88	17	%

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 1 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
1000 GENERAL							
410000 GENERAL GOVERNMENT							
410100 Legislative Services							
100	SALARIES, WAGES,	0.00	945.00	3,780.00	3,780.00	2,835.00	25 %
142	Workers' Compensation	0.00	8.06	40.00	40.00	31.94	20 %
143	Social Security	0.00	58.59	260.00	260.00	201.41	23 %
144	Medicare	0.00	13.70	60.00	60.00	46.30	23 %
147	P.E.R.S.	0.00	20.18	85.00	85.00	64.82	24 %
330	Publicity, Subscriptions & Dues	407.52	407.52	900.00	900.00	492.48	45 %
370	Travel	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	<b>Account Total:</b>	<b>407.52</b>	<b>1,453.05</b>	<b>7,125.00</b>	<b>7,125.00</b>	<b>5,671.95</b>	<b>20 %</b>
410200 Executive Services							
100	SALARIES, WAGES,	0.00	625.00	2,500.00	2,500.00	1,875.00	25 %
142	Workers' Compensation	0.00	5.32	30.00	30.00	24.68	18 %
143	Social Security	0.00	38.75	170.00	170.00	131.25	23 %
144	Medicare	0.00	9.06	40.00	40.00	30.94	23 %
330	Publicity, Subscriptions & Dues	0.00	0.00	200.00	200.00	200.00	0 %
370	Travel	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	<b>Account Total:</b>	<b>0.00</b>	<b>678.13</b>	<b>3,940.00</b>	<b>3,940.00</b>	<b>3,261.87</b>	<b>17 %</b>
410360 City/Municipal Court							
100	SALARIES, WAGES,	398.57	1,628.40	7,000.00	7,000.00	5,371.60	23 %
120	Overtime	0.00	64.13	380.00	380.00	315.87	17 %
141	Unemployment Insurance	2.18	9.31	40.00	40.00	30.69	23 %
142	Workers' Compensation	1.40	5.90	25.00	25.00	19.10	24 %
143	Social Security	24.45	103.91	450.00	450.00	346.09	23 %
144	Medicare	5.70	24.30	105.00	105.00	80.70	23 %
147	P.E.R.S.	35.77	151.85	665.00	665.00	513.15	23 %
148	Health Insurance	66.10	264.53	793.00	793.00	528.47	33 %
151	Supp Life	0.55	2.25	7.00	7.00	4.75	32 %
220	Operating Supplies	48.16	48.16	500.00	500.00	451.84	10 %
311	Postage	0.00	13.76	400.00	400.00	386.24	3 %
330	Publicity, Subscriptions & Dues	300.00	300.00	750.00	750.00	450.00	40 %
350	Professional Services	1,237.50	3,543.75	27,000.00	27,000.00	23,456.25	13 %
370	Travel	0.00	0.00	500.00	500.00	500.00	0 %
394	Jury and Witness Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	<b>Account Total:</b>	<b>2,120.38</b>	<b>6,160.25</b>	<b>39,615.00</b>	<b>39,615.00</b>	<b>33,454.75</b>	<b>16 %</b>
410370 Victim Advocacy Surcharge							
350	Professional Services	149.00	368.00	1,200.00	1,200.00	832.00	31 %
	<b>Account Total:</b>	<b>149.00</b>	<b>368.00</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>832.00</b>	<b>31 %</b>
410400 Administrative Services							
100	SALARIES, WAGES,	159.57	629.07	2,150.00	2,150.00	1,520.93	29 %
120	Overtime	0.00	0.00	20.00	20.00	20.00	0 %
141	Unemployment Insurance	0.88	3.48	12.00	12.00	8.52	29 %
142	Workers' Compensation	0.58	2.24	10.00	10.00	7.76	22 %
143	Social Security	9.76	38.48	135.00	135.00	96.52	29 %
144	Medicare	2.28	8.99	35.00	35.00	26.01	26 %
147	P.E.R.S.	11.38	44.69	195.00	195.00	150.31	23 %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 2 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
1000 GENERAL							
410500	Financial Services						
100	SALARIES, WAGES,	1,050.76	4,252.62	18,020.00	18,020.00	13,767.38	24 %
120	Overtime	0.00	127.51	790.00	790.00	662.49	16 %
141	Unemployment Insurance	5.79	24.11	105.00	105.00	80.89	23 %
142	Workers' Compensation	3.76	15.50	60.00	60.00	44.50	26 %
143	Social Security	64.38	268.52	1,160.00	1,160.00	891.48	23 %
144	Medicare	15.07	62.80	270.00	270.00	207.20	23 %
147	P.E.R.S.	94.26	392.90	1,630.00	1,630.00	1,297.10	23 %
148	Health Insurance	198.31	793.27	2,380.00	2,380.00	1,586.73	33 %
151	Supp Life	1.68	6.70	20.00	20.00	13.30	34 %
220	Operating Supplies	0.00	0.00	600.00	600.00	600.00	0 %
311	Postage	0.00	13.75	300.00	300.00	286.25	5 %
330	Publicity, Subscriptions & Dues	0.00	50.00	500.00	500.00	450.00	10 %
340	Utility Services	195.68	730.99	3,500.00	3,500.00	2,769.01	21 %
350	Professional Services	63.95	2,349.80	5,000.00	5,000.00	2,650.20	47 %
351	Medical, Dental, Veterinary Services	41.15	164.60	494.00	494.00	329.40	33 %
370	Travel	0.00	23.38	200.00	200.00	176.62	12 %
	Account Total:	1,734.79	9,276.45	35,089.00	35,089.00	25,812.55	26 %
410530	Auditing						
331	Publication of Formal & Legal Notices	0.00	0.00	250.00	250.00	250.00	0 %
350	Professional Services	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	Account Total:	0.00	0.00	5,250.00	5,250.00	5,250.00	0 %
410600	Elections						
331	Publication of Formal & Legal Notices	0.00	0.00	400.00	400.00	400.00	0 %
359	Elections	0.00	0.00	300.00	300.00	300.00	0 %
	Account Total:	0.00	0.00	700.00	700.00	700.00	0 %
411100	Legal Services-Civil & Criminal						
350	Professional Services	866.55	3,487.42	36,000.00	36,000.00	32,512.58	10 %
	Account Total:	866.55	3,487.42	36,000.00	36,000.00	32,512.58	10 %
411101	Legal Services-Criminal						
350	Professional Services	0.00	663.75	0.00	0.00	-663.75	*** %
	Account Total:	0.00	663.75	0.00	0.00	-663.75	*** %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 3 of 12  
Report ID: BI00C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
1000 GENERAL							
411200 Facilities Administration							
220	Operating Supplies	25.00	337.58	2,000.00	2,000.00	1,662.42	17 %
230	Repair and Maintenance Supplies	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
340	Utility Services	82.00	328.00	1,200.00	1,200.00	872.00	27 %
350	Professional Services	220.33	730.99	3,000.00	3,000.00	2,269.01	24 %
590	Other Fixed Charges	0.00	0.00	500.00	500.00	500.00	0 %
	Account Total:	327.33	1,396.57	9,700.00	9,700.00	8,303.43	14 %
	Account Group Total:	6,148.62	25,654.72	151,281.00	151,281.00	125,626.28	17 %
420000 PUBLIC SAFETY							
420100 Law Enforcement Services							
350	Professional Services	0.00	0.00	190,000.00	190,000.00	190,000.00	0 %
	Account Total:	0.00	0.00	190,000.00	190,000.00	190,000.00	0 %
420180 CODE ENFORCEMENT OFFICER							
100	SALARIES, WAGES,	75.00	195.50	28,593.00	28,593.00	28,397.50	1 %
141	Unemployment Insurance	0.41	1.08	157.00	157.00	155.92	1 %
142	Workers' Compensation	3.10	8.08	1,183.00	1,183.00	1,174.92	1 %
143	Social Security	4.65	12.12	1,773.00	1,773.00	1,760.88	1 %
144	Medicare	1.09	2.84	415.00	415.00	412.16	1 %
147	P.E.R.S.	6.73	17.54	2,565.00	2,565.00	2,547.46	1 %
212	Small Items of Equipment	0.00	0.00	1,500.00	1,500.00	1,65.00	89 %
220	Operating Supplies	0.00	0.00	500.00	500.00	500.00	0 %
231	Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
330	Publicity, Subscriptions & Dues	32.30	32.30	0.00	0.00	-32.30	*** %
331	Publication of Formal & Legal Notices	150.00	150.00	0.00	0.00	-150.00	*** %
340	Utility Services	0.00	45.81	500.00	500.00	454.19	9 %
350	Professional Services	20.00	20.00	0.00	0.00	-20.00	*** %
	Account Total:	293.28	1,920.27	38,686.00	38,686.00	36,865.73	5 %
420400 Fire Protection & Control							
100	SALARIES, WAGES,	200.00	700.00	2,400.00	2,400.00	1,700.00	29 %
141	Unemployment Insurance	1.10	3.85	13.00	13.00	9.15	30 %
142	Workers' Compensation	0.00	198.51	725.00	725.00	526.49	27 %
143	Social Security	12.40	43.40	149.00	149.00	105.60	29 %
144	Medicare	2.90	10.15	35.00	35.00	24.85	29 %
147	P.E.R.S.	17.94	62.79	220.00	220.00	157.21	29 %
220	Operating Supplies	0.00	0.00	9,200.00	9,200.00	9,200.00	0 %
230	Repair and Maintenance Supplies	535.00	535.00	2,000.00	2,000.00	1,465.00	27 %
231	Gas, Oil, Diesel Fuel, Grease, etc.	72.86	167.03	1,000.00	1,000.00	832.97	17 %
335	Membership & Registration Fees	0.00	0.00	500.00	500.00	500.00	0 %
340	Utility Services	240.17	975.34	3,700.00	3,700.00	2,724.66	26 %
350	Professional Services	39.50	886.00	3,000.00	3,000.00	2,114.00	30 %
590	Other Fixed Charges	0.00	0.00	500.00	500.00	500.00	0 %
940	Machinery & Equipment	0.00	944.24	8,000.00	8,000.00	7,055.76	12 %
	Account Total:	1,121.87	4,526.31	31,442.00	31,442.00	26,915.69	14 %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 4 of 12  
Report ID: B100C

Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
1000 GENERAL						
426180 Interlocal Dispatch Agreement/JeffCo	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
390 Other Purchased Services	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
Account Total:	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
430000 Public Works						
430200 Road & Street Services	1,066.73	4,227.77	18,630.00	18,630.00	14,402.23	23 %
100 SALARIES, WAGES,	0.00	16.98	290.00	290.00	273.02	6 %
120 Overtime	5.91	23.46	105.00	105.00	81.54	22 %
141 Unemployment Insurance	18.01	71.31	325.00	325.00	253.69	22 %
142 Workers' Compensation	62.76	249.84	1,125.00	1,125.00	875.16	22 %
143 Social Security	14.67	58.41	265.00	265.00	206.59	22 %
144 Medicare	95.65	380.76	1,700.00	1,700.00	1,319.24	22 %
147 P.E.R.S.	66.10	264.34	1,586.00	1,586.00	1,321.66	17 %
148 Health Insurance	1.59	6.15	21.00	21.00	14.85	29 %
151 Supp Life	0.00	0.00	8,500.00	8,500.00	8,500.00	0 %
220 Operating Supplies	0.00	0.00	21,000.00	21,000.00	21,000.00	0 %
230 Repair and Maintenance Supplies	1,293.62	2,407.53	8,000.00	8,000.00	5,592.47	30 %
231 Gas, Oil, Diesel Fuel, Grease, etc.	34.17	129.16	1,300.00	1,300.00	1,170.84	10 %
340 Utility Services	180.00	180.00	12,000.00	12,000.00	11,820.00	2 %
350 Professional Services	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
450 Raw Materials	0.00	332.50	0.00	0.00	-332.50	*** %
533 Rental-Machinery and Equip	0.00	0.00	0.00	0.00	0.00	*** %
Account Total:	2,839.21	8,348.21	79,847.00	79,847.00	71,498.79	10 %
430263 Street Lighting						
230 Repair and Maintenance Supplies	0.00	0.00	500.00	500.00	500.00	0 %
340 Utility Services	1,312.76	4,916.52	17,500.00	17,500.00	12,583.48	28 %
Account Total:	1,312.76	4,916.52	18,000.00	18,000.00	13,083.48	27 %
430300 Airport						
513 Liability	0.00	1,896.00	1,896.00	1,896.00	0.00	100 %
Account Total:	0.00	1,896.00	1,896.00	1,896.00	0.00	100 %
440000 PUBLIC HEALTH						
440600 Animal Control Services	4,151.97	15,160.73	99,743.00	99,743.00	84,582.27	15 %
220 Operating Supplies	0.00	0.00	100.00	100.00	100.00	0 %
Account Total:	0.00	0.00	100.00	100.00	100.00	0 %
450000 Social and Economic Services						
450610 Day Care Centers	9.90	32.09	4,500.00	4,500.00	4,467.91	1 %
340 Utility Services	0.00	630.00	0.00	0.00	-630.00	*** %
350 Professional Services	0.00	0.00	300.00	300.00	300.00	0 %
590 Other Fixed Charges	9.90	662.09	4,800.00	4,800.00	4,137.91	14 %
Account Total:	9.90	662.09	4,800.00	4,800.00	4,137.91	14 %
Account Group Total:	9.90	662.09	4,800.00	4,800.00	4,137.91	14 %



11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 5 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
1000 GENERAL							
460000 CULTURE AND RECREATION							
460430	Parks	595.40	2,384.72	18,630.00	18,630.00	16,245.28	13 %
	100 SALARIES, WAGES,	0.00	0.00	290.00	290.00	290.00	0 %
	120 Overtime	0.00	13.11	105.00	105.00	91.89	12 %
	141 Unemployment Insurance	3.27	39.72	320.00	320.00	280.28	12 %
	142 Workers' Compensation	9.98	147.87	1,125.00	1,125.00	977.13	13 %
	143 Social Security	36.92	34.56	265.00	265.00	230.44	13 %
	144 Medicare	8.63	53.41	1,700.00	1,700.00	1,485.10	13 %
	147 P.E.R.S.	0.00	0.00	1,586.00	1,586.00	1,586.00	0 %
	148 Health Insurance	0.00	3.92	21.00	21.00	17.08	19 %
	151 Supp Life	0.00	310.78	3,000.00	3,000.00	2,689.22	10 %
	220 Operating Supplies	0.00	62.42	8,000.00	8,000.00	7,937.58	1 %
	230 Repair and Maintenance Supplies	0.00	619.08	3,000.00	3,000.00	2,380.92	21 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	332.65	0.00	1,000.00	1,000.00	1,000.00	0 %
	240 Tools	0.00	0.00	1,000.00	1,000.00	5,936.01	26 %
	340 Utility Services	500.44	2,063.99	8,000.00	8,000.00	3,245.50	35 %
	350 Professional Services	765.00	1,754.50	5,000.00	5,000.00	2,000.00	0 %
	450 Raw Materials	0.00	0.00	2,000.00	2,000.00	1,914.50	4 %
	533 Rental-Machinery and Equip	0.00	85.50	2,000.00	2,000.00	500.00	0 %
	590 Other Fixed Charges	0.00	0.00	500.00	500.00	500.00	0 %
	930 Improvements Other than Buildings	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	Account Total:	2,306.67	7,734.07	66,542.00	66,542.00	58,807.93	12 %
490000 DEBT SERVICE							
490540 INTERCAP (POLICE VEH/ROOF)							
	610 Principal	0.00	3,844.76	7,741.00	7,741.00	3,896.24	50 %
	620 Interest	0.00	119.31	212.00	212.00	92.69	56 %
	Account Total:	0.00	3,964.07	7,953.00	7,953.00	3,988.93	50 %
510000 MISCELLANEOUS							
510330 Comprehensive Liability Insurance							
	510 Insurance	0.00	6,756.85	6,421.00	6,421.00	-335.85	105 %
	513 Liability	0.00	2,647.60	5,250.00	5,250.00	2,602.40	50 %
	Account Total:	0.00	9,404.45	11,671.00	11,671.00	2,266.55	81 %
	Account Group Total:	0.00	9,404.45	11,671.00	11,671.00	2,266.55	81 %
	Fund Total:	14,032.31	68,926.71	610,218.00	610,218.00	541,291.29	11 %
2220 LIBRARY							
460000 CULTURE AND RECREATION							
460100	Library Services	421.94	1,665.17	6,000.00	6,000.00	4,334.83	28 %
	340 Utility Services	0.00	0.00	325.00	325.00	325.00	0 %
	590 Other Fixed Charges	421.94	1,665.17	6,325.00	6,325.00	4,659.83	26 %
	Account Total:	421.94	1,665.17	6,325.00	6,325.00	4,659.83	26 %
	Account Group Total:	421.94	1,665.17	6,325.00	6,325.00	4,659.83	26 %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 6 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
2250	SUBDIVISION FEES	421.94	1,665.17	6,325.00	6,325.00	4,659.83	26 %
410000	GENERAL GOVERNMENT						
411050	SUBDIVISION FEES						
331	Publication of Formal & Legal Notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
350	Professional Services	150.00	1,175.00	15,000.00	15,000.00	13,825.00	8 %
	Account Total:	150.00	1,175.00	16,000.00	16,000.00	14,825.00	7 %
	Account Group Total:	150.00	1,175.00	16,000.00	16,000.00	14,825.00	7 %
	Fund Total:	150.00	1,175.00	16,000.00	16,000.00	14,825.00	7 %
2251	ANNEXATION PLANNING FEES						
410000	GENERAL GOVERNMENT						
411000	Planning & Research Services	0.00	15.00	0.00	0.00	-15.00	*** %
330	Publicity, Subscriptions & Dues	75.00	285.00	10,000.00	10,000.00	9,715.00	3 %
350	Professional Services	75.00	300.00	10,000.00	10,000.00	9,700.00	3 %
	Account Total:	150.00	660.00	20,000.00	20,000.00	19,415.00	3 %
	Account Group Total:	150.00	660.00	20,000.00	20,000.00	19,415.00	3 %
	Fund Total:	150.00	660.00	20,000.00	20,000.00	19,415.00	3 %
2386	MT DOC GRANTS						
470000	Housing and Community Development						
470330	SM Montana Grant	0.00	0.00	5.00	5.00	5.00	0 %
850	RLF Bank Charges	0.00	0.00	5.00	5.00	5.00	0 %
	Account Total:	0.00	0.00	10.00	10.00	10.00	0 %
	Account Group Total:	0.00	0.00	10.00	10.00	10.00	0 %
	Fund Total:	0.00	0.00	10.00	10.00	10.00	0 %
2752	Perpetual Care Expendable						
430000	Public Works						
430900	Cemetery Services	170.21	682.19	15,865.00	15,865.00	15,182.81	4 %
100	SALARIES, WAGES,	0.00	0.00	295.00	295.00	295.00	0 %
120	Overtime	0.93	3.72	90.00	90.00	86.28	4 %
141	Unemployment Insurance	2.86	11.34	240.00	240.00	228.66	5 %
142	Workers' Compensation	10.56	42.31	955.00	955.00	912.69	4 %
143	Social Security	2.48	9.92	225.00	225.00	215.08	4 %
144	Medicare	15.28	61.21	1,450.00	1,450.00	1,388.79	4 %
147	P.E.R.S.	0.00	0.00	1,590.00	1,590.00	1,590.00	0 %
148	Health Insurance	0.28	1.11	21.00	21.00	19.89	5 %
151	Supp Life	89.46	150.96	8,000.00	8,000.00	7,849.04	2 %
220	Operating Supplies	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
230	Repair and Maintenance Supplies						

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 7 of 12  
Report ID: B100C

Fund Account	Object	Committed		YTD	Original	Current		Available	%
		Current Month				Appropriation	Appropriation		
2752 Perpetual Care Expendable									
	231 Gas, Oil, Diesel Fuel, Grease, etc.	36.96		68.79	1,450.00	1,450.00	0.00	1,381.21	5 %
	330 Publicity, Subscriptions & Dues	0.00		60.00	0.00	0.00	-60.00	*** %	
	331 Publication of Formal & Legal Notices	0.00		0.00	75.00	75.00	75.00	0 %	
	340 Utility Services	17.28		63.22	400.00	400.00	336.78	16 %	
	350 Professional Services	328.00		737.09	5,000.00	5,000.00	4,262.91	15 %	
	533 Rental-Machinery and Equip	0.00		879.50	4,000.00	4,000.00	3,120.50	22 %	
	590 Other Fixed Charges	0.00		0.00	50.00	50.00	50.00	0 %	
	950 Construction on Capital Project	0.00		0.00	12,000.00	12,000.00	12,000.00	0 %	
	Account Total:	674.30		2,771.36	53,206.00	53,206.00	50,434.64	5 %	
	Account Group Total:	674.30		2,771.36	53,206.00	53,206.00	50,434.64	5 %	
	Fund Total:	674.30		2,771.36	53,206.00	53,206.00	50,434.64	5 %	
2760 Swimming Pool									
460000 CULTURE AND RECREATION									
460445 Swimming Pool									
	100 SALARIES, WAGES,	201.42		9,706.68	25,975.00	25,975.00	16,268.32	37 %	
	120 Overtime	2.84		10.10	85.00	85.00	74.90	12 %	
	141 Unemployment Insurance	1.14		53.47	142.00	142.00	88.53	38 %	
	142 Workers' Compensation	3.48		166.01	445.00	445.00	278.99	37 %	
	143 Social Security	12.53		601.84	1,615.00	1,615.00	1,013.16	37 %	
	144 Medicare	2.92		140.73	380.00	380.00	239.27	37 %	
	147 P.E.R.S.	18.30		189.20	860.00	860.00	670.80	22 %	
	148 Health Insurance	39.66		158.70	397.00	397.00	238.30	40 %	
	151 Supp Life	0.34		1.36	6.00	6.00	4.64	23 %	
	213 Pool Toys	0.00		0.00	500.00	500.00	500.00	0 %	
	220 Operating Supplies	0.00		604.86	450.00	450.00	-154.86	134 %	
	222 Chemicals	0.00		29.99	1,500.00	1,500.00	1,470.01	2 %	
	226 Clothing and Uniforms	0.00		0.00	300.00	300.00	300.00	0 %	
	230 Repair and Maintenance Supplies	0.00		0.00	500.00	500.00	500.00	0 %	
	330 Publicity, Subscriptions & Dues	13.20		13.20	0.00	0.00	-13.20	*** %	
	331 Publication of Formal & Legal Notices	0.00		0.00	50.00	50.00	50.00	0 %	
	335 Membership & Registration Fees	0.00		0.00	400.00	400.00	400.00	0 %	
	340 Utility Services	95.55		3,844.95	3,000.00	3,000.00	-844.95	128 %	
	345 Telephone & Telegraph	0.00		0.00	260.00	260.00	260.00	0 %	
	350 Professional Services	7.79		4,057.84	500.00	500.00	-3,557.84	812 %	
	370 Travel	0.00		0.00	400.00	400.00	400.00	0 %	
	380 Training Services	0.00		0.00	500.00	500.00	500.00	0 %	
	510 Insurance	0.00		530.56	531.00	531.00	0.44	100 %	
	513 Liability	0.00		264.76	400.00	400.00	135.24	66 %	
	940 Machinery & Equipment	0.00		0.00	13,000.00	13,000.00	13,000.00	0 %	
	Account Total:	399.17		20,374.25	52,196.00	52,196.00	31,821.75	39 %	
	Account Group Total:	399.17		20,374.25	52,196.00	52,196.00	31,821.75	39 %	
	Fund Total:	399.17		20,374.25	52,196.00	52,196.00	31,821.75	39 %	

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 8 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
2820 OLD GAS TAX APPORTIONMENT							
430000 Public Works							
430200	Road & Street Services	0.00	0.00	22,752.00	22,752.00	22,752.00	0 %
	369 Road and Street Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	533 Rental-Machinery and Equip	0.00	0.00	2,583.00	2,583.00	2,583.00	0 %
	940 Machinery & Equipment	0.00	0.00	30,335.00	30,335.00	30,335.00	0 %
	Account Total:	0.00	0.00	30,335.00	30,335.00	30,335.00	0 %
	Account Group Total:	0.00	0.00	30,335.00	30,335.00	30,335.00	0 %
	Fund Total:	0.00	0.00	30,335.00	30,335.00	30,335.00	0 %
2990 ARPA FUNDS							
410000 GENERAL GOVERNMENT							
410510	Administration	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	350 Professional Services	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	Account Total:	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
420000 PUBLIC SAFETY							
420400	Fire Protection & Control	0.00	0.00	7,500.00	7,500.00	7,500.00	0 %
	940 Machinery & Equipment	0.00	0.00	7,500.00	7,500.00	7,500.00	0 %
	Account Total:	0.00	0.00	7,500.00	7,500.00	7,500.00	0 %
430000 Public Works							
430520	Water Facilities	0.00	0.00	933,208.00	933,208.00	933,208.00	0 %
	350 Professional Services	0.00	0.00	933,208.00	933,208.00	933,208.00	0 %
	Account Total:	0.00	0.00	933,208.00	933,208.00	933,208.00	0 %
450000 Social and Economic Services							
450610	Day Care Centers	380.00	2,506.92	15,956.00	15,956.00	13,449.08	16 %
	940 Machinery & Equipment	380.00	2,506.92	15,956.00	15,956.00	13,449.08	16 %
	Account Total:	380.00	2,506.92	15,956.00	15,956.00	13,449.08	16 %
460000 CULTURE AND RECREATION							
460440	Participant Recreation	0.00	0.00	5,000.00	10,000.00	10,000.00	0 %
	930 Improvements Other than Buildings	0.00	0.00	5,000.00	10,000.00	10,000.00	0 %
	Account Total:	0.00	0.00	5,000.00	10,000.00	10,000.00	0 %
470000 Housing and Community Development							
470120	Facilities	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
	940 Machinery & Equipment	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
	Account Total:	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
	Account Group Total:	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 9 of 12  
Report ID: B100C

Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
<b>5210 WATER UTILITY</b>	<b>380.00</b>	<b>2,506.92</b>	<b>1,021,664.00</b>	<b>1,026,664.00</b>	<b>1,024,157.08</b>	<b>0 %</b>
430000 Public Works						
430520 Water Facilities						
100 SALARIES, WAGES,	4,719.71	18,540.83	62,375.00	62,375.00	43,834.17	30 %
120 Overtime	22.34	155.72	975.00	975.00	819.28	16 %
141 Unemployment Insurance	26.05	102.78	350.00	350.00	247.22	29 %
142 Workers' Compensation	80.56	316.81	1,075.00	1,075.00	758.19	29 %
143 Social Security	277.93	1,094.81	3,765.00	3,765.00	2,670.19	29 %
144 Medicare	65.00	256.07	880.00	880.00	623.93	29 %
147 P.E.R.S.	425.37	1,677.06	5,685.00	5,685.00	4,007.94	29 %
148 Health Insurance	608.15	2,432.51	5,552.00	5,552.00	3,119.49	44 %
151 Supp Life	6.81	27.33	72.00	72.00	44.67	38 %
220 Operating Supplies	0.00	10,548.64	45,000.00	45,000.00	34,451.36	23 %
230 Repair and Maintenance Supplies	0.00	457.85	4,500.00	4,500.00	4,042.15	10 %
231 Gas, Oil, Diesel Fuel, Grease, etc.	924.03	1,719.67	8,700.00	8,700.00	6,980.33	20 %
240 Tools	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
311 Postage	0.00	145.00	0.00	0.00	-145.00	*** %
330 Publicity, Subscriptions & Dues	0.00	122.00	2,000.00	2,000.00	1,878.00	6 %
340 Utility Services	3,216.38	14,867.27	38,000.00	38,000.00	23,132.73	39 %
350 Professional Services	2,236.70	15,702.92	125,000.00	125,000.00	109,297.08	13 %
370 Travel	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
510 Insurance	0.00	3,338.59	3,340.00	3,340.00	1.41	100 %
513 Liability	0.00	4,633.30	6,000.00	6,000.00	1,366.70	77 %
533 Rental-Machinery and Equip	0.00	237.50	4,000.00	4,000.00	3,762.50	6 %
545 State Water Users Fee	1,112.00	1,112.00	1,300.00	1,300.00	188.00	86 %
590 Other Fixed Charges	0.00	0.00	150.00	150.00	150.00	0 %
940 Machinery & Equipment	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
<b>Account Total:</b>	<b>13,721.03</b>	<b>77,488.66</b>	<b>372,719.00</b>	<b>372,719.00</b>	<b>295,230.34</b>	<b>21 %</b>
430570 Water Customer Accounting & Collection						
100 SALARIES, WAGES,	2,310.62	9,278.85	37,690.00	37,690.00	28,411.15	25 %
120 Overtime	0.00	207.00	1,300.00	1,300.00	1,093.00	16 %
141 Unemployment Insurance	12.70	52.15	215.00	215.00	162.85	24 %
142 Workers' Compensation	8.24	33.60	125.00	125.00	91.40	27 %
143 Social Security	141.42	580.73	2,395.00	2,395.00	1,814.27	24 %
144 Medicare	33.08	135.82	560.00	560.00	424.18	24 %
147 P.E.R.S.	207.26	850.89	3,500.00	3,500.00	2,649.11	24 %
148 Health Insurance	479.25	1,916.87	5,751.00	5,751.00	3,834.13	33 %
151 Supp Life	4.07	16.25	49.00	49.00	32.75	33 %
220 Operating Supplies	0.00	25.66	750.00	750.00	724.34	3 %
311 Postage	230.50	555.27	1,800.00	1,800.00	1,294.73	31 %
330 Publicity, Subscriptions & Dues	267.33	307.94	500.00	500.00	192.06	62 %
350 Professional Services	431.00	7,339.81	30,000.00	30,000.00	22,660.19	24 %
370 Travel	0.00	23.38	500.00	500.00	476.62	5 %
805 Refund of Overpayments	0.00	0.00	300.00	300.00	300.00	0 %
<b>Account Total:</b>	<b>4,125.47</b>	<b>21,324.22</b>	<b>85,435.00</b>	<b>85,435.00</b>	<b>64,110.78</b>	<b>25 %</b>
<b>Account Group Total:</b>	<b>17,846.50</b>	<b>98,812.88</b>	<b>458,154.00</b>	<b>458,154.00</b>	<b>359,341.12</b>	<b>22 %</b>

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 10 of 12  
Report ID: BI00C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
5210	WATER UTILITY						
490000	DEBT SERVICE						
490500	Other Debt Service Payments						
	610 Principal	0.00	0.00	181,912.00	181,912.00	181,912.00	0 %
	Account Total:	0.00	0.00	181,912.00	181,912.00	181,912.00	0 %
	Account Group Total:						
	Fund Total:	17,846.50	98,812.88	640,066.00	640,066.00	541,253.12	15 %
5310	SEWER UTILITY						
430000	Public Works						
430620	Sewer Facilities						
	100 SALARIES, WAGES,	4,719.43	18,540.36	62,375.00	62,375.00	43,834.64	30 %
	120 Overtime	22.03	155.41	975.00	975.00	819.59	16 %
	141 Unemployment Insurance	26.05	102.78	350.00	350.00	247.22	29 %
	142 Workers' Compensation	80.56	316.81	1,075.00	1,075.00	758.19	29 %
	143 Social Security	277.89	1,094.76	3,765.00	3,765.00	2,670.24	29 %
	144 Medicare	65.00	256.07	880.00	880.00	623.93	29 %
	147 P.E.R.S.	425.33	1,677.00	5,685.00	5,685.00	4,008.00	29 %
	148 Health Insurance	608.09	2,432.45	5,552.00	5,552.00	3,119.55	44 %
	151 Supp Life	6.81	27.33	72.00	72.00	44.67	38 %
	220 Operating Supplies	0.00	377.16	25,000.00	25,000.00	24,622.84	2 %
	230 Repair and Maintenance Supplies	0.00	457.89	21,000.00	21,000.00	20,542.11	2 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	1,108.82	2,063.58	8,700.00	8,700.00	6,636.42	24 %
	240 Tools	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	330 Publicity, Subscriptions & Dues	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	340 Utility Services	2,656.08	10,333.72	37,000.00	37,000.00	26,666.28	28 %
	350 Professional Services	2,976.02	8,884.71	41,000.00	41,000.00	32,115.29	22 %
	370 Travel	0.00	0.00	1,400.00	1,400.00	1,400.00	0 %
	450 Raw Materials	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	510 Insurance	0.00	5,646.09	5,700.00	5,700.00	53.91	99 %
	513 Liability	0.00	5,295.20	5,300.00	5,300.00	4.80	100 %
	533 Rental-Machinery and Equip	0.00	285.00	4,000.00	4,000.00	3,715.00	7 %
	590 Other Fixed Charges	0.00	0.00	1,600.00	1,600.00	1,600.00	0 %
	940 Machinery & Equipment	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
	Account Total:	12,972.11	57,946.32	292,429.00	292,429.00	234,482.68	20 %
430670	Sewer Customer Accounting & Collection						
	100 SALARIES, WAGES,	2,310.62	9,278.84	37,960.00	37,960.00	28,681.16	24 %
	120 Overtime	0.00	207.00	1,300.00	1,300.00	1,093.00	16 %
	141 Unemployment Insurance	12.70	52.15	215.00	215.00	162.85	24 %
	142 Workers' Compensation	8.24	33.60	120.00	120.00	86.40	28 %
	143 Social Security	141.42	580.73	2,395.00	2,395.00	1,814.27	24 %
	144 Medicare	33.08	135.82	560.00	560.00	424.18	24 %
	147 P.E.R.S.	207.26	850.89	3,500.00	3,500.00	2,649.11	24 %
	148 Health Insurance	479.25	1,916.87	5,751.00	5,751.00	3,834.13	33 %
	151 Supp Life	4.07	16.25	49.00	49.00	32.75	33 %
	220 Operating Supplies	0.00	25.66	500.00	500.00	474.34	5 %
	311 Postage	230.50	555.27	1,800.00	1,800.00	1,244.73	31 %

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 11 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
<b>5310 SEWER UTILITY</b>							
330	Publicity, Subscriptions & Dues	267.33	307.93	500.00	500.00	192.07	62 %
345	Telephone & Telegraph	0.00	0.00	1,750.00	1,750.00	1,750.00	0 %
350	Professional Services	931.00	9,339.81	35,000.00	35,000.00	25,660.19	27 %
370	Travel	0.00	23.38	500.00	500.00	476.62	5 %
805	Refund of Overpayments	0.00	0.00	300.00	300.00	300.00	0 %
	<b>Account Total:</b>	<b>4,625.47</b>	<b>23,324.20</b>	<b>92,200.00</b>	<b>92,200.00</b>	<b>68,875.80</b>	<b>25 %</b>
<b>Account Group Total:</b>							
490000	DEBT SERVICE	17,597.58	81,270.52	384,629.00	384,629.00	303,358.48	21 %
<b>490101 General Obligation Bonds #1</b>							
610	Principal	12,212.00	48,848.00	146,544.00	146,544.00	97,696.00	33 %
	<b>Account Total:</b>	<b>12,212.00</b>	<b>48,848.00</b>	<b>146,544.00</b>	<b>146,544.00</b>	<b>97,696.00</b>	<b>33 %</b>
<b>490102 General Obligation Bonds #2</b>							
610	Principal	890.00	3,560.00	10,680.00	10,680.00	7,120.00	33 %
	<b>Account Total:</b>	<b>890.00</b>	<b>3,560.00</b>	<b>10,680.00</b>	<b>10,680.00</b>	<b>7,120.00</b>	<b>33 %</b>
	<b>Account Group Total:</b>	<b>13,102.00</b>	<b>52,408.00</b>	<b>157,224.00</b>	<b>157,224.00</b>	<b>104,816.00</b>	<b>33 %</b>
	<b>Fund Total:</b>	<b>30,699.58</b>	<b>133,678.52</b>	<b>541,853.00</b>	<b>541,853.00</b>	<b>408,174.48</b>	<b>25 %</b>
<b>5510 AMBULANCE</b>							
<b>420000 PUBLIC SAFETY</b>							
<b>420730 Emergency Services Ambulance</b>							
100	SALARIES, WAGES,	325.76	2,682.78	10,350.00	10,350.00	7,667.22	26 %
120	Overtime	0.00	31.87	115.00	115.00	83.13	28 %
141	Unemployment Insurance	1.80	14.95	60.00	60.00	45.05	25 %
142	Workers' Compensation	1.17	58.91	300.00	300.00	241.09	20 %
143	Social Security	19.94	167.28	650.00	650.00	482.72	26 %
144	Medicare	4.66	39.11	155.00	155.00	115.89	25 %
147	P.E.R.S.	29.22	215.08	770.00	770.00	554.92	28 %
148	Health Insurance	66.00	264.18	397.00	397.00	132.82	67 %
151	Supp Life	0.55	2.23	3.00	3.00	0.77	74 %
220	Operating Supplies	192.28	807.54	6,000.00	6,000.00	5,192.46	13 %
230	Repair and Maintenance Supplies	0.00	342.94	2,000.00	2,000.00	1,657.06	17 %
231	Gas, Oil, Diesel Fuel, Grease, etc.	0.00	173.70	3,000.00	3,000.00	2,826.30	6 %
330	Publicity, Subscriptions & Dues	19.80	19.80	300.00	300.00	280.20	7 %
340	Utility Services	74.11	251.89	2,000.00	2,000.00	1,748.11	13 %
350	Professional Services	159.89	1,236.21	8,575.00	8,575.00	7,338.79	14 %
380	Training Services	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
510	Insurance	0.00	1,423.91	1,450.00	1,450.00	26.09	98 %
513	Liability	0.00	397.14	600.00	600.00	202.86	66 %
590	Other Fixed Charges	0.00	0.00	500.00	500.00	500.00	0 %
805	Refund of Overpayments	0.00	578.51	500.00	500.00	-78.51	116 %
810	Losses (Bad debt expense	0.00	0.00	500.00	500.00	500.00	0 %
940	Machinery & Equipment	0.00	4,368.71	20,000.00	20,000.00	15,631.29	22 %
	<b>Account Total:</b>	<b>895.18</b>	<b>13,076.74</b>	<b>63,225.00</b>	<b>63,225.00</b>	<b>50,148.26</b>	<b>21 %</b>
	<b>Account Group Total:</b>	<b>895.18</b>	<b>13,076.74</b>	<b>63,225.00</b>	<b>63,225.00</b>	<b>50,148.26</b>	<b>21 %</b>

11/14/22  
14:58:52

CITY OF BOULDER  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 22

Page: 12 of 12  
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	Committed %
7120	FIRE RELIEF AGENCY FUND	895.18	13,076.74	63,225.00	63,225.00	50,148.26	21 %
420000	PUBLIC SAFETY						
420400	Fire Protection & Control	0.00	0.00	1,950.00	1,950.00	1,950.00	0 %
	540 Special Assessments	0.00	0.00	1,950.00	1,950.00	1,950.00	0 %
	Account Total:						
	Account Group Total:	0.00	0.00	1,950.00	1,950.00	1,950.00	0 %
	Fund Total:	0.00	0.00	1,950.00	1,950.00	1,950.00	0 %
	Grand Total:	65,573.98	343,287.55	3,047,043.00	3,052,043.00	2,708,755.45	11 %



UTILITY BILLING SYSTEM Report ID: 1086

CITY OF BOULDER

ADJUSTMENTS

For Postdate from 10/01/2022 to 10/31/2022 Ordered by ADJUSTMENT NUMBER from AP and Year 10 - 2022

13:34:44 - 11/01/2022

JOURNAL - Specific  
Type

ALL ADJUSTMENT NUMBERS  
ALL ACCOUNTS

ADJUSTMENT TYPES: ANNUAL STATE FEE BAD DEBT BAL TRANSFER FROM BAL TRANSFER TO  
BILLING CORRECTION DEFERRAL LIEN MANUAL DISTRIBUTE NO ADJUSTMENT  
TYPE NSF FEE OVERPAYMENT PAY PLAN PAYMENT CORRECTION PRORATE  
CORRECTIONS RE-INSTATE CHARGES RE-READ SERVICE CHARGE TURN OFF  
TURN ON TURN ON/OFF WATER LEAK ADJ

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service			Amount	
22036	WHITTAKER, LONNIE AND VIRGINIA	478-00	01-00880		
ADJUSTMENT	WATER			-19.78	10/04/2022
ADJUSTMENT	SEWER			-25.77	10/04/2022
COMMENTS: Whittacker gone to AZ for winter as of 10/04/2022 adjustment to base for month of October. RP				Subtotal for Account 478-00	-45.55
22037	BOULDER CENTENNIAL PARK	568-00	01-01530		
ADJUSTMENT	WATER			-19.78	10/06/2022
ADJUSTMENT	SEWER			-25.77	10/06/2022
COMMENTS: ADJUSTED OCTOBER UTILITIES SINCE WATER IS OFF AT THE PARK. 10/05/2022 RP				Subtotal for Account 568-00	-45.55
22038	HARRIS, DAVID AND BRIANA	553-00	01-01640		
ADJUSTMENT	WATER			-19.78	10/11/2022
ADJUSTMENT	SEWER			-25.77	10/11/2022
COMMENTS: Water shut off due to lack of payment, adjusted rate from full to base for the month of October.				Subtotal for Account 553-00	-45.55

**Grand Total of Adjustments: -136.65**

## JV NUMBER

Fund	Account	Debit Amount	Credit Amount
<b>JV: UB 857 Billing JV</b>			
5210	122000	25149.51	
5210	343022		25149.51
	<b>Subtotal of Charges for Fund 5210:</b>	<b>25149.51</b>	<b>25149.51</b>
5310	122000	34701.64	
5310	343031		34701.64
	<b>Subtotal of Charges for Fund 5310:</b>	<b>34701.64</b>	<b>34701.64</b>
	<b>Total Debits and Credits:</b>	<b>59851.15</b>	<b>59851.15</b>
<b>Net Charges:</b>	<b>59851.15</b>		

ALL ACCOUNTS  
Primary Accounts Only

SECTIONS: ALL

Service	Balance	Past Due 30+	Past Due 60+	Past Due 90+	Past Due 120+
WATER	28044.33	2900.22	654.16	205.74	108.35
SEWER	38334.57	3656.41	771.45	202.70	108.80
STATE FEE					
MISC FEES					
OVERPAYMENT	-4768.31				

**Total Balance: 61612.59**  
**Current Balance: 55055.96**  
**Total Past Due 30+: 6556.63**  
**Total Past Due 60+: 1425.61**  
**Total Past Due 90+: 408.44**  
**Total Past Due 120+: 215.15**

UTILITY BILLING SYSTEM Report ID: 1051

CITY OF BOULDER

COLLECTIONS All collections for Postdate from 10/01/2022 to 10/31/2022

13:36:09 - 11/01/2022

HISTORY ALL RECEIPT NUMBERS

Service	Cash	Check	Lock-Box	Credit	Payment
WATER	812.44	15785.01		9000.43	
					25597.88
					TOTAL RECEIPTS FOR WATER
SEWER	1127.46	21963.94		12326.25	
					35417.65
					TOTAL RECEIPTS FOR SEWER
OVERPAYMENT	98.00	753.70		1791.00	
					2642.70
					TOTAL RECEIPTS FOR OVERPAYMENT
				<b>2037.90</b>	
				<b>38502.65</b>	
				<b>0.00</b>	
				<b>23117.68</b>	
					<b>Grand Total of Collections: 63658.23</b>

<b>August 31, 2022</b>	<b>Aging Balance</b>	<b>\$29,230.34</b>	<b>AUGUST 31, 2022</b>	<b>Aging Balance</b>	<b>\$14,069.76</b>
August 31, 2022	\$29,230.34		AUGUST 31, 2022	TOTAL AGING	\$43,300.10
SEPT 2022 CHARGES		\$29,230.34	SEPT 2022 CHARGES		-\$1,280.00
SEPT CASH CREDITS			SEPT CASH CREDITS	\$888.19	
SEPT ADJUSTMENTS			SEPT ADJUSTMENTS	\$355.25	
					\$12,789.76

<b>September 30, 2022</b>	<b>Aging Balance</b>	<b>\$29,230.34</b>	<b>SEPTEMBER 30, 2022</b>	<b>Aging Balance</b>	<b>\$11,546.32</b>
SEPTEMBER 30, 2022	\$29,230.34		SEPTEMBER 30, 2022	TOTAL AGING	\$40,776.66
OCT 2022 CHARGES		\$29,230.34	OCT 2022 CHARGES		\$2,189.00
OCT 2022 CASH CREDITS			OCT 2022 CASH CREDITS	\$2,023.35	\$13,735.32
OCT 2022 ADJUSTMENTS			OCT 2022 ADJUSTMENTS	\$1,670.35	

*Billed Insurance  
Deductions: Collections  
Write-offs*

<b>October 31, 2022</b>	<b>AGING BALANCE</b>	<b>\$29,230.34</b>	<b>OCTOBER 31, 2022</b>	<b>AGING BALANCE</b>	<b>\$10,041.62</b>
NOV 2022 CHARGES		\$29,230.34		TOTAL AGING	\$39,271.96
NOV 2022 CASH CREDITS					
NOV 2022 ADJUSTMENTS					

<b>November 30, 2022</b>	<b>AGING BALANCE</b>	<b>\$29,230.34</b>			
DEC 2022 CHARGES		\$29,230.34			
DEC 2022 CASH CREDITS					
DEC 2022 ADJUSTMENTS					



MISC RECEIPT ITEMS: AMB-COLLEC AMBULANCE COLLECTIONS AMB-COLLECT SOLAMBULANCE COLLECTIONS

SOLESTONE

BATCHES:

ALL

Code	Description	Amount
AMB-COLLEC	AMBULANCE COLLECTIONS	2023.35

Net Cash Receipts:

2023.35





## City Clerk

---

**From:** Doug Dodge <ddodge@jeffersoncounty-mt.gov>  
**Sent:** Thursday, October 27, 2022 8:53 AM  
**To:** Cory Kirsch; Bob Mullen; Rusty Giulio (rsgiolio@hotmail.com); City Clerk; Mary Janacaro-Hensleigh (mjhensleigh@gmail.com); clerk@townofwhitehall.org; Helen Auch; Steve Haddon; Ginger Kunz; Terri Kunz; Dan Hagerty (GRIZ5110@gmail.com); Sarah Eyer; Tom Grimsrud; Chad Cross  
**Cc:** Leonard Wortman; Craig Doolittle; Mike Johnson; Kyle Sturgill-Simon; Bruce Binkowski  
**Subject:** Jefferson County/Whitehall/Boulder Elected Officials SAVE THE DATE

Good morning,

You are cordially invited to an emergency management workshop for current and newly elected officials from Jefferson County, the Town of Whitehall, and the City of Boulder on Monday, February 13<sup>th</sup> from 9am to 11:30am in the Volunteer Hall at the Jefferson County Fairgrounds south of Boulder, with a backup date in the event of a major incident of Monday, February 20<sup>th</sup>. We will be discussing the top-level specifics of emergency preparedness, response, and recovery operations in our jurisdictions and the roles we all play when we have that bad day. The discussion will provide the opportunity to clarify common practices for incidents, how that looks in Jefferson County, Whitehall, and Boulder, and what elected officials should be prepared to act upon should the worst occur.

A more specific agenda will be provided in January (with an RSVP request), and a Zoom option will be available for those unable to attend in person. The workshop will be publicly noticed due to the roles of those in attendance, but the primary audience will be yourselves. Allissa and Ellen, please pass this invitation on to the members of your respective town/city councils.

Thank you, I look forward to seeing all of you in February.

Doug Dodge  
Jefferson County DES/Fire Warden  
ddodge@jeffersoncounty-mt.gov  
Office: 406-225-4035  
Cell: 406-439-6083

*Hope is not a strategy.*

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CHAPTER 8.07

Superior

ANIMALS -- TOWN PARKS

SECTIONS:

- 8.07.010 Animals prohibited in Town Parks
- 8.07.020 Penalties

8.07.010 Animals prohibited in Town Parks. No domestic, farm or exotic animals or pets shall be permitted by their owner or handler to enter upon a Town of Superior Park, except horses may be allowed to enter the east portion of the Eva Horning Park known as the "Green Way" adjacent to Sixth Avenue, between Pennsylvania Avenue and Pike Avenue in the Town of Superior, Montana, for the period of four days during the Mineral County Fair.

8.07.020 Penalties: Any person violating any of the provisions of this chapter shall, upon conviction thereof, be punishable as provided in section 1.08.010 of this Code.

Ord 144

Big Timber

**§ 91.04 DOGS IN CITY PARKS.**

It shall be unlawful for any dog to enter or remain upon any public park on lands owned or leased by the city. This prohibition applies to all dogs, whether on a leash and attended by their owner or handler. Notwithstanding the foregoing, leashed dogs attended by their owner or handler are allowed in Dornix Park and the Boulder River Campground.

(2015 Code, § 4-3-B-8) (Res. 975, passed 5-6-2019; Res. 986, passed 11-18-2019) Penalty, see § 91.99

### 7-3-3: ANIMAL RESTRICTIONS:

Whitefish

A. Tethering Prohibited: No person shall tie or fasten any animal to any fence, building, railing, tree, shrub or plant in or upon any such park or public place. (Ord. 117, 5-1-1916)

#### B. Animals At Large:

1. No owner, keeper, attendant or harbinger of any dog, cattle, horses, mules, swine, sheep, goats, fowl or like animal shall allow or permit any such animal in or upon the premises known as the City Beach and Park Area of Whitefish, whether or not such animal is under his control by voice command, under leash or any other controls (excepting herefrom service animals).

2. No owner, keeper, attendant or harbinger of any dog, cattle, horses, mules, swine, sheep, goats, fowl or like animal shall allow or permit any such animal to go into any lake or waters of any public park, with the exception of dogs at public dog parks.

3. No owner, keeper, attendant or harbinger of any dog, cattle, horses, mules, swine, sheep, goats, fowl or like animal shall allow or permit any such animal in or upon any other public park within the City, not mentioned in subsection B1 of this section, unless said animal is on a leash and lead and attended by its owner or attendant, and subject to the prohibition provided in subsection B4 of this section.

4. No owner, keeper, attendant or harbinger of any dog, cattle, horses, mules, swine, sheep, goats, fowl or like animal shall allow or permit any such animal in or upon any public park within the City during any organized athletic event, or special event authorized or permitted by the City (excepting herefrom service animals), with the exception of dogs at public dog parks.

5. Any violation of any portion of this section shall constitute a misdemeanor and shall also constitute a Municipal infraction. For each separate incident, the City shall elect to treat the violation as a misdemeanor or a Municipal infraction, but not both. If a violation is repeated, the City may treat the initial violation as a misdemeanor and the repeat violation as a Municipal infraction, or vice versa.

6. It shall be the duty of the Chief of Police to take up any animal or animals known to be running at large in any park or public place and, under the direction of the Superintendent, impound the same until the expense of keeping is paid. (Ord. 19-06, 3-18-2019)

We don't have anything documented saying they are allowed or not in public areas. We just have that you have to license then annually if you live in city limits. We don't have an ordinance on picking up the waste, but I liked Manhattan's language they shared yesterday! We do provide poop bags next to garbage cans in most of our parks and several along the trails.

### *City of Three Forks*

We have a sign with the ordinance number and fine amount if they allow their dog to poop in the park and don't clean it up. It's worked pretty well.

### *Town of Cascade*

**Subject:** RE: Dog parks

Manhattan has a small dog park.

1. The Parks workers maintain it.
2. We do not have an ordinance or resolution, it was a project recommended by the Park Board and approved by the Council.
3. The Park Board was so confident that people would pick up after their dogs and take care of the area. It is a mess, the park workers have to steam clean the mowers after going in there.



## RESOLUTION NO. 2022-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOULDER, MONTANA ESTABLISHING A SERVICE PLAN FOR FUTURE ANNEXATIONS AS REQUIRED UNDER MONTANA CODES ANNOTATED TITLE 7, CHAPTER 2, PART 46 "ANNEXATION BY PETITION" AND PART 47 "ANNEXATION WITH PROVISION OF SERVICES."

### A. Introduction

**Whereas**, the City of Boulder hereby recognizes that Montana State law has established municipal governments for the purpose of providing local government municipal services essential for sound urban development of communities as well as for the protection of health, safety and welfare in areas either already being intensively used or undergoing development for residential, commercial, industrial, institutional and governmental purposes.

"Historically, the purpose of Montana's annexation statutes has been simply to provide expanding communities with:

1. a united and effective single form of government;
2. orderly growth through uniform regulations such as building codes, planning, and zoning standards; and
3. an equal sharing of community resources and financial responsibility for those resources by people living in an area united by social, political, and economic interests. (From Montana's Annexation Laws: An Evaluation, November 1980, Montana Legislative Council)."

### B. Long Range Plan

As required by MCA 7-2-4732, this plan anticipates development for a period of at least five years into the future. The City of Boulder completed a Capital Improvement Plan (CIP) in 2019 that identified, evaluated, and prioritized the City's capital improvement and infrastructure needs. 2020 data from the US Census Bureau estimated the City of Boulder's population at 1,201. It is projected that the City could reach a population of 1,278 by 2027 using a one (1) percent annual growth rate. Studies such as those noted below, if available, should be consulted when reviewing proposed annexations.

1. Sewer - The City's sewage treatment facility constructed and operational in 2015 can serve a population of 1,590.
2. Water - The City currently has four wells with which could produce a supply to service a population of approximately 1,800. Since 2010 one well was disconnected from the system which decreased the supply and the service population to less than 1,400. A subsequent reclassification of one of the current wells by the Montana DEQ in 2020 has reduced the daily supply service population to under 1,000 with the use of two wells, though the third well could be reconnected in an emergency. The City completed a Water System Preliminary Engineering

Report (PER) in December 2021 evaluating the current system and proposing system improvements to address identified deficiencies in the water supply and storage. Current planned improvements to the City's water supply, treatment, and storage capacity is projected to serve a population of approximately 1,536.

3. Roads – Future road extensions shall be designed to accommodate projected demand in compliance with the City's Subdivision Regulations and Road and Street Standards. Where possible, improvements to existing roadways or logical extensions of the city's street network will be required and anticipated to be incorporated in any proposed subdivision or annexation request by the developer. The City's CIP identified the need for the City to perform a detailed survey and analysis of the existing roads and streets and their condition to develop a plan for systematic street rehabilitation and establish the traffic capacity of current roads.
4. Service Providers – Fire and ambulance services are provided by volunteer departments. Currently, members for both services are less than optimal. The City is researching other available alternatives for ambulance services to ensure the community is receiving the most effective, efficient, and economical care. The City currently contracts with the Jefferson County Sheriff's Office to provide law enforcement services. The High School has had a substantial increase in enrollment over the past several years. A bond levy for a multi-million-dollar school expansion and upgrade project was approved by voters in 2021.

#### **C. Areas Considered for Annexation**

Currently there are numerous areas adjacent to and lying on the perimeter of the City of Boulder that are natural extensions of the City but which are not presently located within the corporate boundaries of the City. Some of these areas are already extensively developed and are deriving benefits from the City of Boulder without paying their just and equal share for these municipal services. Other areas are not extensively developed but, given the current growth trends in the Boulder area, these areas will be attractive for future development. It is the policy of the City of Boulder that properties outside of the City shall not be connected to the City's water and sewer system without annexation. The City of Boulder will attempt to timely consider any property owner petition requesting annexation of land that is contiguous with the City and eligible for annexation in accordance with State statutes. Furthermore, the City of Boulder plans to consider annexation of new subdivision developments in a timely manner whenever a developer submits a development proposal to the City for annexation.

1. North – Within the next five (5) years, the City anticipates some potential for A commercial or industrial area north of the interstate has been discussed and pursued within the past five years.
2. South - Within the next five (5) years, the City anticipates growth in the area referred to as the MDC south campus. Preliminary conceptual drawings from the Jefferson Local Development Corporation outline potential construction of multiple businesses and up to 280 residential single-family and multi-family dwelling units.
3. East – Within the next five (5) years, the City anticipates approximately 41 single-family homes to be constructed in the Fuller Subdivision. The City recently



approved a 15-home subdivision with construction slated to begin in the immediate future. An additional 26 lots are expected to be annexed within the next 3-5 years, with construction of single-family homes taking place at the same time.

4. West - Within the next five (5) years, the City anticipates construction of several multi-family units on an approximate 7-acre parcel already located within the city limits boundary. Another developer has proposed the development of eight condo buildings, with each building housing four units. There may also be up to 5 single-family homes constructed on vacant city lots in this same area. There is potential for some additional development to the west along Old Highway 91 though no plan has been identified at this time.

5. The current map of the City of Boulder will be used as a reference guide and will be reconsidered at least every ten (10) years, or upon a request for annexation. It will be identified as "Exhibit A" herein. Annexation may result in an updated or altered map to reflect any change in land use needs. The updated map will not require a re-adoption of this policy. As the map is updated (based on annexation, and as infrastructure is expanded), future annexations will be based upon the most current adopted map.

**D. Petition(s) for Annexation: Title 7, Chapter 2, Part 46**

If a property owner(s) petitions the City to have property annexed into the City pursuant to MCA Title 7, Chapter 2, Part 46, the property owner(s) shall submit a petition(s) for annexation form attached hereto as "Exhibit B" including payment of the most current fees and charges included therein. The petitioner(s) shall also provide the City with the following:

1. A map depicting all the tracts of land proposed for annexation.
2. A certified list with the legal description, and names and mailing addresses of the owner(s) of each tract of land in the area proposed for annexation, obtained from the records of the Jefferson County Clerk and Recorder, or a licensed title company.
3. Concurrent with a petition for annexation, the petitioner shall also propose one or more zoning designations for the property to be annexed, and a site plan or preliminary plat indicating the sizes of lots, proposed land uses and density of development anticipated for the property.

**E. Municipal Services to Annexed Land (Annexation with the Provision of Services, Title 7, Chapter 2, Part 47)**

1. It is the plan of the City of Boulder that within a reasonable time, (generally not to exceed five years), municipal services will be available to property that is

annexed on substantially the same basis and in the same manner as such services are available to the rest of the municipality. If it is likely that the area proposed to be annexed will not have municipal services available within a reasonable time, the area should not be annexed.

2. All property owners located in a newly annexed area will be required to comply with all City, State, and Federal laws, statutes, regulations, ordinances, and resolutions, including but not limited to, zoning, building codes, fire prevention ordinance and fire codes, fireworks ordinances, dog license ordinance, business license ordinance, and all other laws, statutes, regulations, ordinances, and resolutions.

**F. General Policies for Providing Services to Annexed Property**

1. The City plans to generally provide municipal services of police, fire, street maintenance, parks and recreation and all general administrative services of the City of Boulder to annexed property immediately upon annexation. The financial cost of extending such services shall generally be shared by the entire municipality through municipal revenues allocated and expended pursuant to the City's annual budget adopted each fiscal year. No new City-wide bond issue is planned for the sole purpose of financing municipal services to annexed areas. Parcels annexed into the City will be required to enter into any existing City-wide Street Maintenance District and may be required to enter into an existing or future street lighting district, or other such district established or to be established.
2. The developer(s) or property owner(s) of annexed property will be required to construct all infrastructure improvements, including but not limited to: water lines, sewer lines, fire hydrants, reservoirs, pump stations, lift stations, culverts, drainage systems, roadways, sidewalks, street lighting, traffic control devices, street name signs, and such other improvements as may be required by the City, at the developer's or property owner's expense. The infrastructure improvements will be constructed in accordance with the City of Boulder's Subdivision Regulations, City of Boulder's Road & Street Standards, and the most recent edition of the Montana Public Works Standard Specifications, as applicable. The infrastructure improvements shall be in compliance with applicable codes and standards and be of adequate size and design to accommodate the needs of the proposed development. All proposed infrastructure shall be reviewed and approved by the City Engineer, and as-built drawings, as required by the City Engineer, shall be submitted to the City prior to final acceptance of the infrastructure.
3. The developer(s) or property owner(s) shall be responsible for providing fire protection appurtenances and required water flow pressures and volume, at the developer's or property owner's expense, as required by the applicable Fire Code enforced by the City and reviewed and approved by the City Fire Chief, based on the use of land and the type of construction employed.
4. Sewer systems shall be designed in such a manner as to avoid the requirement for lift stations, if feasible.
5. Properties proposed for development in areas which do not have immediate

access to City water and/or sewer, but where services are in close proximity, may be required to install dry sewer lines in anticipation of the extension of City water and sewer into the area within a reasonable time, generally not to exceed five years. Once adequate water and sewer facilities are within 200 feet of the site, or if a new subdivision lot is within 500 feet of City water and sewer, connection may be required at the property owner's or developer's expense.

6. As new City streets are constructed, and as existing streets are improved, storm drainage infrastructure shall be installed or improved to City, State Department of Environmental Quality (DEQ), and Environmental Protection Agency (EPA) standards. It is the responsibility of the developer(s) or property owner(s) to convey storm water from their property to an appropriate point of disposal as approved by the City Engineer. If there is no storm water conveyance system available to the site, storm water generated as a result of the development shall be retained on site in accordance with applicable DEQ and EPA regulations. Generally, the quantity and rate of runoff from a developed parcel cannot exceed that which would occur had the property remained undeveloped.
7. The developer(s) or property owner(s) shall provide all necessary right-of-way and/or easements, or additional right-of-way or easements if less than adequate right-of-way or easements exist in property proposed for annexation.
8. In areas served by the City water system, the City may require the developer(s) or property owner(s) to properly abandon existing wells in accordance with DEQ regulations by qualified personnel. Furthermore, the City may require existing water rights to be transferred to the City.

#### **G. Policies for Providing Services in Existing Developed Areas**

1. As a general policy, property that is proposed for annexation that has existing infrastructure shall be required to upgrade the infrastructure to City standards as a condition of annexation.
2. Prior to annexation, the City may require the developer(s) or property owner(s) to provide the City with a report describing the following:
  - a. The approximate year or period in which the existing area was developed.
  - b. The location, size, and condition of the existing infrastructure, including but not limited to, water and sewer lines, fire hydrants, streets, and storm drainage.
  - c. The size and location and legal purpose of all existing rights-of-way and easements.
  - d. The report shall also include the estimated costs associated with correcting the deficiencies and bringing the utility or improvement to City standards. The City may require such a report to be prepared by a professional engineer at the cost of the developer(s) or property owner(s).
3. In certain instances, it may be appropriate to require areas within the City limits, including recently annexed areas, to connect to City services which are available over a stated period of time, generally not to exceed five years. This would provide the opportunity to phase out individual and private systems utilizing on-site facilities or other antiquated systems, which operate at a marginal level, and which may not be compatible with City Standards.

## **H. Site Infrastructure Requirements**

1. Pursuant to 7-6-1602, MCA, if annexation creates impacts requiring off-site infrastructure improvements, the developer(s) or property owner(s) of the property proposed for annexation will be responsible for bearing the costs of such improvements, unless otherwise determined by the City Council.
2. The City may require reimbursement from a developer(s) or property owner(s) for City financed infrastructure that was installed in anticipation of future development on property that is proposed for annexation.
3. It shall be the responsibility of the developer(s) or property owner(s) to extend all roadways and utilities from the existing City facilities to the site of development in accordance with all City standards and specifications, including the provision for appropriate easements. It shall further be the responsibility of the developer(s) or property owner(s) to construct all streets and utilities to the furthest boundary of the property to be developed or annexed when it is deemed appropriate by the City Council or City Engineer to facilitate future development.

## **I. Special Improvement Districts**

The City Council, in its discretion, may approve the formation of a Special Improvement District to pay for the installation, construction and upgrading of infrastructure improvements. The boundaries of the Special Improvement District shall be determined by the area that directly benefits from the completed infrastructure improvements in accordance with the laws of the State of Montana.

## **J. Payback Agreement**

If a developer(s) or property owner(s) of property annexed pays the entire cost of infrastructure improvements, and such improvements will benefit other property that may be developed or annexed in the future, the City Council may, in its discretion, authorize a Payback Agreement. The Payback Agreement may provide that developer(s) or property owner(s) that connect to the infrastructure improvements in the future shall reimburse the developer(s) or property owner(s) that initially paid for the improvement, a portion of the cost of the improvement. The Payback Agreement shall include a method of calculating the amount of reimbursement. The method of reimbursement may be based upon lot size, front footage, or other means that the City Council deems reasonable. The payback period shall not exceed 10 years from the date of completion of construction or installation of the improvement. The Payback Agreement shall set forth the specific area that may benefit from the improvement and that will be subject to the Payback Agreement. The costs that may be reimbursed under a Payback Agreement may include engineering, design, and inspection fees. Any and all terms and conditions of a Payback Agreement are subject to approval by the City Council.

**K. Administrative Procedures**

The following procedure will apply when processing annexation requests:

1. The applicant(s) shall submit a completed Annexation Application as provided in this document as "Exhibit B".
2. The Application will be reviewed to make sure it is complete. If complete, the City will adhere to the meeting notices, publications, and public hearings as required by Title 7, Chapter 2, Part 46 for Annexation by Petition and Title 7, Chapter 2, Part 47 for Annexation with the Provision of Services.

**BE IT RESOLVED**, the City of Boulder hereby establishes the above service plan for future annexations as required by Montana Codes Annotated Title 7, Chapter 2, Part 46 "Annexation by Petition" and Part 47 "Annexation with Provision of Services" on November 21, 2022, at a regular scheduled meeting of the Boulder City Council.

**PASSED** by the City Council of Boulder, Montana on the 21<sup>st</sup> day of November 2022.

Date: \_\_\_\_\_  
\_\_\_\_\_ Mayor

Attest: \_\_\_\_\_  
City Clerk  
Seal

**EXHIBIT A**

**Map of City of Boulder's Boundaries and Legal Description for Boulder City  
Limits, (current existing)**

**NOTE:**

1. THIS REFERENCE MAP WAS UPDATED SEPTEMBER, 2021 BY MORRISON MAJERLE AND ASSOCIATES, INC. (MMA) FOR THE CITY OF BOULDER. THIS MAP IS FOR REFERENCE ONLY. THE CITY OF BOULDER HAS REVIEWED THIS MAP AND HAS DETERMINED THAT IT IS ACCURATE AND COMPLETE. THE CITY OF BOULDER HAS REVIEWED THIS MAP AND HAS DETERMINED THAT IT IS ACCURATE AND COMPLETE. THE CITY OF BOULDER HAS REVIEWED THIS MAP AND HAS DETERMINED THAT IT IS ACCURATE AND COMPLETE.
2. THIS IS NOT A SURVEY PLOT. THIS MAP IS FOR REFERENCE ONLY.



**EXHIBIT "A"**

Certificate of City of Boulder Governing Body:  
 This is to certify that the map contains the Official Boundary and  
 Ward Designations for the City of Boulder, Montana as adopted,  
 approved and recorded in the City Council minutes on \_\_\_\_\_  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 Mayor, City of Boulder, Montana  
 Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
 Clerk, City of Boulder, Montana

**Morrison  
Majerle**

1000 17th Street, Suite 1000, Boulder, CO 80502  
 303.440.1111  
 www.morrisonmajerle.com

CITY OF BOULDER  
 BOULDER CITY LIMITS AND WARD DESIGNATIONS

PROJECT NO. \_\_\_\_\_  
 DRAWING NO. \_\_\_\_\_





The City Limits for the Town of Boulder, Montana, as located in portions of Sections 28, 29, 32 and 33, Township 6 North, Range 4 West, Principal Meridian, Montana, Jefferson County, Montana, being originally described as follows:

The City Limits for the Town of Boulder, Montana were recorded on the Town Incorporation Plat filed with the Jefferson County, Montana Clerk and Recorder in 1910 (1910 Limits), and retraced and monumented on a 1965 survey by Morrison- Maierle, Incorporated, filed with the Jefferson County, Montana Clerk and Recorder on January 11, 1974, which included the following Description of City Limits:

Beginning at the South quarter corner of Section 29, Township 6 North, Range 4 West, Principal Meridian, Montana, said quarter corner also being the north quarter corner of Section 32, Township 6 North, Range 4 West; thence due South 2640.0 feet; thence due East 5865.0 feet; thence due North 2640.0 feet; thence North 38°25' West 3369.3 feet; thence due West 3771.5 feet; thence due South 2640.0 feet to the Point of Beginning.

The 1910 Limits are now amended as follows:

Beginning at the South quarter corner of Section 29, Township 6 North, Range 4 West, Principal Meridian, Montana, said quarter corner also being the north quarter corner of Section 32, Township 6 North, Range 4 West; thence south along the 1910 Limits to their southwest corner; thence east along the 1910 limits to the intersection with the west line of the portion of the J. H. Evans Addition to Boulder as identified in Boulder City Council Resolution No. 145 to exclude certain real property from within the limits of the Town of Boulder; thence north along said west line to the south right-of-way of Thompson Street, east along said south right-of-way to the east line of said J. H. Evans Addition, and south along said east line to the intersection with said 1910 Limits; thence east along said 1910 Limits to their southeast corner; thence north along the east line of said 1910 Limits; thence northwest along the northeast line of said 1910 Limits to the intersection with the east line of Tract A-1 of Certificate of Survey 274772, records of Jefferson County, Montana; thence along said east line to the intersection with the south line of the City of Boulder Cemetery per Book 72, Page 280, records of Jefferson County, Montana; thence northwesterly along said south line to the southwest corner of said Cemetery; thence north along the west line of said Cemetery to the intersection with the north sideline of the Boulder Cemetery 60 foot wide Public Access Easement, per Document 263150, records of Jefferson County, Montana; thence along said sideline to the intersection with the west line of said Tract A-1, Certificate of Survey 274772; thence south along said west line to the intersection with said 1910 Limits; thence northwest along said 1910 Limits to the intersection with the east line of Block 50 of the Re-subdivision of a Portion of the Consolidated Addition to the City of Boulder, Document 105416, records of Jefferson County, Montana; thence north along the east line of said Block 50 to the northeast corner; thence west along the north line to the northwest corner of said Block 50; thence continuing west on the projection of said north line to the east line of Deed 105367, records of Jefferson County, Montana; thence north along said east line to the northeast corner of said Deed 105367; thence north along the west right-of-way of Montana Highway 69 (Fed. Aid Project No. 178-D) to the west right-of-way of Interstate Highway 15 (Fed. Aid Project No. I-15-3(4)155) Ramp Line B; thence along said west right-of-way to the intersection with the east right-of-way of Ramp Line B4 of said Interstate Highway 15; thence along said Ramp Line B4 right-of-way to the east right-of-way of said Interstate Highway 15; thence along said east right-of-way to the intersection with the 1910 Limits; thence south along said 1910 Limits to said south quarter corner of Section 29, being the Point of Beginning.



**PETITION FOR ANNEXATION FORM**

City of Boulder, Montana  
304 North Main Street, Boulder, MT 59632  
[cityclerk@cityofbouldermt.com](mailto:cityclerk@cityofbouldermt.com)  
(406) 224-3381

This Annexation Application is required by the City of Boulder for all Annexation by Petition and Annexation with Provision of Services requests addressed under the provisions of Title 7, Chapter 2, MCA.

Application fee: \$500.00 + all actual consultant costs including but not limited to engineering and attorney fees.

The application fee is payable to the City of Boulder and all fees are non-refundable. Application fee must accompany application. Consultant fees will be billed to the City of Boulder and the applicant will be required to remit payment to the City prior to the City recording annexation documents.

**The undersigned, being all the property owner(s) or as legally authorized by all the property owner(s), of the property herein described, petitions the City of Boulder to annex the same under the provisions of Title 7, Chapter 2, Part 46, MCA. In support of this Petition, undersigned provides the following information:**

**PROPERTY OWNER: *Primary Contact?***

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Other Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**APPLICANT (If different from property owner). *Primary Contact?***

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Other Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE: *Primary Contact?***

*City of Boulder Annexation Application*

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Other Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**ADDRESS OF PROPERTY:** \_\_\_\_\_  
Address City State Zip Code

**Legal Description** (Block & Lots, Subdivision, COS#): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Geocode:** \_\_\_\_\_

Is the property contiguous to existing city limits? \_\_\_ Yes \_\_\_ No

Has the property been pre-zoned? \_\_\_ Yes \_\_\_ No

If "Yes", what is the pre-zoning: \_\_\_\_\_  
If "No", an application for pre-zoning must be submitted with this application.

Are there other related Land Use Applications being submitted? \_\_\_ Yes \_\_\_ No

Is the property served by a private garbage service? \_\_\_ Yes \_\_\_ No

**Submit proof of current paid taxes**

**I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. If multiple property owners, please submit the signature page at the end of this application with all property owners' signatures and address/property legal description and geocode.**

**Property Owner:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_  
(If different from Owner)

**Date:** \_\_\_\_\_

**Please provide all the information requested below. An incomplete application may delay the review of your request. Please Note: N/A is not an acceptable answer alone and requires an explanation if used.**

---

### APPLICATION INSTRUCTIONS

- Provide a current deed and plat/CPS of the subject property showing the metes and bounds of the property.
- Provide a description of the present use of the property and any anticipated changes to the use if annexed.
- Site Plan, including:
  - legal description of property – name of addition/subdivision with block and lot number(s);
  - lot dimensions and square footage;
  - location, names, and widths of boundary streets, alleys, and existing sidewalks;
  - location and size of existing and proposed utilities such as sewer, water lines, fire hydrants, phone, gas, power, etc.;
  - locations, dimensions, and square footage of all structures and uses on the property and distance from property lines (front/side/rear yard setbacks);
- Indicate whether the proposal meets the zoning dimensional standards for the proposed zoning;
- Vicinity map of the area showing the locations of the property in relation to surrounding land and zoning in the immediate area, water, and wastewater mains, other utilities, and city streets;
- Traffic analysis for any use that will generate more than two hundred (200) additional vehicle trips a day based on city pre-zoning;
- Describe how city services including water, wastewater, city standards streets, and storm water drainage will be provided;
- Describe how the proposed annexation conforms and is supported by the Boulder Growth Policy and Land Use Map.

**IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ANNEXATION AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.**

**It is the policy of the Boulder City Council not to act on a proposal if the applicant/applicant's representative is not present at the council meeting.** City staff represents the City; staff cannot answer questions for the applicant.

**NEW CONSTRUCTION:**

The subject property might not be annexed if new construction or remodels of structures on the property after the adoption of a resolution of intention to annex and prior to annexation were not constructed in accordance with all building and fire codes.

**NOTE: ANNEXATION IS EFFECTIVE ONLY AFTER THE CONDITIONS OF ANNEXATION HAVE BEEN MET AND THE CITY COUNCIL HAS PASSED THE RESOLUTION OF ANNEXATION. INSTALLATION OF CITY WATER AND SEWER MAINS, FIRE HYDRANTS, STREETS, SIDEWALKS, CURBS AND GUTTERS MAY BE REQUIRED PRIOR TO ANNEXATION.**

Taxes and assessments must be paid and current at the time of filing the Resolution of Annexation.

A waiver of the right to protest certain special districts may be required for annexation into the city.

**The undersigned, (being all the property owners) or as legally authorized by all the property owner(s), of the property herein described, petitions the City of Boulder to annex the same under the provisions of Title 7, Chapter 2, Part 46, MCA In support of this Petition, the undersigned provides the attached information. The attached information is true and correct to the best of my knowledge.**

**PROPERTY OWNER:**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PROPERTY OWNER:**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPERTY OWNER:**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPERTY OWNER:**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPERTY OWNER:**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





# CITY OF BOULDER

## Annexation Checklist

**Application Fee: \$500.00 + actual consultant costs to review engineering plans and/or produce a community impact report.**

Fee is payable to the City of Boulder and all fees are non-refundable. Application fee must accompany application and consultant fees will be due prior to recording annexation documents.

The undersigned, being all the Property Owners(s) or as legally authorized by all the Property Owners(s), of the property herein described, petitions the City of Boulder to annex the same under the Provisions of Title 7, Chapter 2, Part 46, MCA.

**In support of this Petition, undersigned provides the following information:**

1. Is the Property contiguous to existing City limits?      Yes \_\_\_\_\_ No \_\_\_\_\_

2. What is the property's current use?

3. What is the planned use?

4. Is there a secondary use being considered?

5. Will a subdivision be proposed?      Yes \_\_\_\_\_ No \_\_\_\_\_

6. If water/sewer services do not exist, how do you propose to provide service to the property?



7. Is the property served by a private garbage service? Yes\_\_\_\_\_ No \_\_\_\_\_

Issues pertaining to the long-term planning and land-use designation shall be addressed in conjunction with the application for annexation.

Applicants for annexation may be required to approve and sign a Waiver of SID Protest.

Annexation is effective only after the conditions of annexation have been met and the City Council has passed the Resolution of Annexation. Installation of water and sewer mains, fire hydrants, streets, sidewalks, curb, and gutters to City specifications may be required prior to annexation.

IT IS THE POLICY OF THE CITY COUNCIL NOT TO ACT ON A PROPOSAL IF THE APPLICANT/APPLICANT'S REPRESENTATIVE IS NOT PRESENT AT THE COMMISSION MEETING. CITY STAFF WILL NOT ANSWER QUESTIONS FOR THE APPLICANT.

## **Application Instructions**

### **Intent**

Application to the City Council for annexation into the City of Boulder as described in Title 7, Ch. 2 Part 46, MCA.

### **Please submit the following:**

1. Application must be completed and signed by the applicant and owners. An incomplete application may delay review of your request. Attach additional information if needed
2. Vicinity map of the area with the application form. This map must show the location of the property in relation to surrounding land and zoning in the immediate area, and City streets
3. A description of the boundaries of the area to be annexed
4. Storm water drainage plan, unless waived by the City Engineer or Mayor
5. Site plan

### **Requirements for submitting a site plan**

1. Seven (7) 11" x 17" copies of the site plan are required, plus one (1) copy reduced to either 8 ½" by 11" or 8 ½" by 14".
2. All lines must be drawn legibly. (Black or blue line prints from an original are acceptable.)
3. Drawn to one of the following scales: 1" = 10'; 1" = 20'; 1" = 50'
4. Your site plan must have the following information (check each item prior to submitting application):  
\_\_\_\_ Complete legal description of property - name of addition/subdivision with block and lot numbers(s);



- \_\_\_ lot dimensions and square footage:
- \_\_\_ location, names, and widths of boundary streets, alleys and existing sidewalks;
- \_\_\_ location and size of existing and proposed utilities such as sewer, water lines, fire hydrants, phone, gas, power, etc.:
- \_\_\_ locations, dimensions, and square footage of all structures and uses on the property;
- \_\_\_ distance of all structures from property lines (front/side/rear yard setbacks);
- \_\_\_ dimensions of any signs and their locations in relation to all property lines; and
- \_\_\_ north arrow and scale.
- \_\_\_ describe the legal and physical access to the property.

**New construction must comply with the following:**

1. Building and fire codes, including required building and occupancy permits.
2. The property owner must submit plans for review by the City of Boulder for compliance with City infrastructure, land use and other Code requirements, provide proof of compliance with all building and fire codes for all new construction or remodels subsequent to the adoption of this resolution and prior to annexation of the property, and pay all fees for such reviews in the same manner and on the same basis as do owners of properties already in the City.
3. Taxes and assessments must be paid and current at the time of filing the Resolution of Annexation.



# **Top Shelf Botanicals**

## **Introduction**

Top shelf Botanicals strives to bring customers the relief they need in a product they can trust. Top Shelf Botanicals has a proven record of success in the nascent medical cannabis market. The Company's vertically integrated model allows it to quickly establish a presence and become a formidable competitor.

Top Shelf Botanicals offers a full range of cannabis and cannabis-related products to meet the needs of its patients, using superior cultivation and extraction methods to ensure the quality, efficacy, and safety of all products that carry the Top S/shop/helf Botanicals label.

All cannabis products sold under the Top Shelf Botanicals name in Montana are produced using 100% Top Shelf Botanicals grown flowers. The Montana operation is an example of how The Company has been able to quickly establish itself in a new market and thrive amidst the rapidly evolving regulatory landscape.

Top Shelf Botanicals began operating in Montana in July 2017 and consistently experienced month-over-month organic growth, now operating 3 cultivation facilities and 11 dispensaries in the Montana market. This growth enabled the expansion of wholesale operations into Oklahoma in 2019, which is also a new medical cannabis state. Wholesale production of Cannabis Extracts to begin in the fall of 2019

## **Goals**

Top Shelf Botanicals and its hand picked staff like to work closely with city and county members from start to finish. We like to establish a positive impact on the community, giving back every chance we get.

Myself, Jackee Beck, and my colleagues are more than happy to answer any questions now and along the way. This industry is so new and ever changing, but it's here and we are here to make a difference and lead the way.

Below is a look and feel of our operation!

## **HOURS**

We expect our hours of operation to be

Monday- Saturday 10am-7pm

Sunday 10am-4pm

As we analyze data month to month we may make slight changes to these hours

## **SECURITY**

The state requires a full security system to be in place. We install cameras appropriately in each location so that no corner is left unseen, to include outside.

## **Example of Employee Job Description**

We plan to hire 1-3 local employees based off of the job description below.

Every member of The Top Shelf Botanicals Team strives to create a unique interaction between our customers and retail partners to support sales execution, market growth, and industry dominance. Team members work together to ensure flow and transparency throughout the company. They primarily ensure patient satisfaction and greet customers and dispensary staff with a personable smile to make everyone feel safe, comfortable, and cared for.

The Regional Retail Manager is responsible for attracting, hiring, managing, supporting, and retaining a team of retail associates / "budtenders" for retail operations in several locations in Montana. The Regional Retail Manager will oversee the daily operation of the several dispensaries including (but not limited to) scheduling shifts, patient paperwork, cash handling, inventory management, opening and closing the dispensary, daily goal setting with staff, overseeing the cleanliness of the dispensary, and consulting with customers and patients.

The Dispensary Manager is also responsible for training the retail associates, maintaining regulatory compliance, and developing Lead Budtenders. The Regional Retail Manager will be responsible for delivering an exceptional experience to customers and patients who visit the dispensary. Embodies flexibility and resiliency in the face of change.

This position also represents the company and its brands by executing retail strategies, building customer relationships, managing events, and increasing recurring sales within retail outlets. The position is responsible for conducting onsite promotions and maintaining strong relationships at all levels.

**KEY RESPONSIBILITIES / DUTIES:**



- Deliver an exceptional experience to customers and patients
- Recruit, hire, train, manage retail associates/"budtenders"
- Become an expert in cannabis regulations and help to execute and enforce compliance
- Develop a training program for retail associates/"budtenders" and ensure staff is knowledgeable about our products and can help guide customers and patients
- Ensure technology and security are functioning properly and best practices are being followed
- Responsible for fostering a positive attitude among staff and help to develop positive relationship with customers
- Adhere to company standards including maintaining high ethical standards and professionalism
- Works with HR, managers and their teams to define requirements and ensure the recruiting process is fair and consistent and increases the capabilities of the organization one promotion or hire at a time.
- Ensure job descriptions, requisitions, postings, interview and selection processes are aligned with organizational/team requirements/specifications.
- Optimize the use of the company's Applicant Tracking System including testing, problem solving, implementation, development, analytics and reporting, and training.
- Conduct and coordinate qualifications, prescreening, interview schedules, and candidate communications.
- Ensure timely and accurate tracking, analytics, and company reporting with open communication.
- Manage new retail employee orientation and onboarding.
- Foster a workplace environment consistent with Top Shelf Botanicals Company's values
- Continually assess, test, and improve all talent acquisition and retention tools
- Think in terms of operational effectiveness, accessibility, security, and scalability

- Facilitate and/or deliver training related to recruiting, selection, retention, and systems.
- Deliver processes and procedures embedded in workflows that align with company policies.
- Engage with customers in a professional, timely and friendly manner.
- Provide feedback to the manufacturing & marketing departments regarding customers' insights and questions.
- Coordinate, attend, and work trade shows and other industry events as a spokesperson for the Company within and outside office hours.
- Research and vet local events for brand appearances and sponsorships.
- Educate budtenders and other staff members at dispensary/rec retailers on products, history, features and benefits, and sales techniques.
- Other duties as assigned
- Promote, coordinate, and support planned discounts and other promotional events to help increase sales.
- Increase participation in cannabis events and competitions.
- Develop relationships with all budtenders and store staff to promote brand credibility, customer service and sales.
- Compile data on competitive products including price comps and communicate to leadership.

All other job duties as assigned by management. The Top Shelf Botanicals Team strives to create a unique interaction between our staff and customers.

#### QUALIFICATIONS:

- Demonstrated results with employment brand creation and social media management.
- Demonstrated results with client development and training-formal training and one-on-one coaching.

- Demonstrated oral and written communication, organization, and coordination/facilitation capabilities.
- Demonstrated project management capabilities.
- Knowledge of various computer systems and applications
- Knowledge of state and federal employment laws relating to key areas of responsibility.
- Must be able to secure appropriate work credentials from the Montana Department of Revenue.
- Frequent travel within Montana is required
- Available to work 40 hours per week; including weekends
- Flexible schedule
- Reliable transportation
- 21+
- Available to work weekends
- Ability to obtain MT CCD Agent badge

License/Certification:

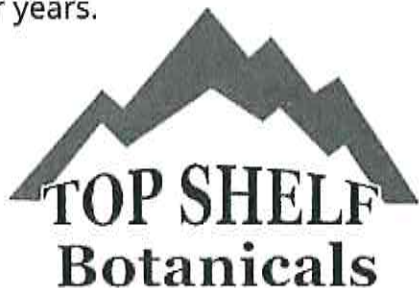
- Driver's License (Required)

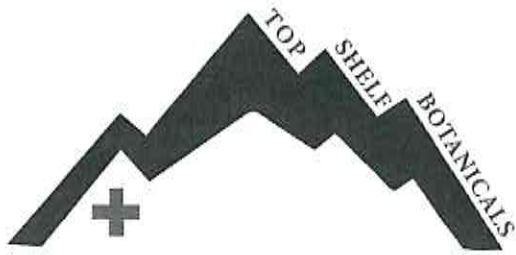
Work Location:

- Multiple locations

## Logo Variations and Brand Book

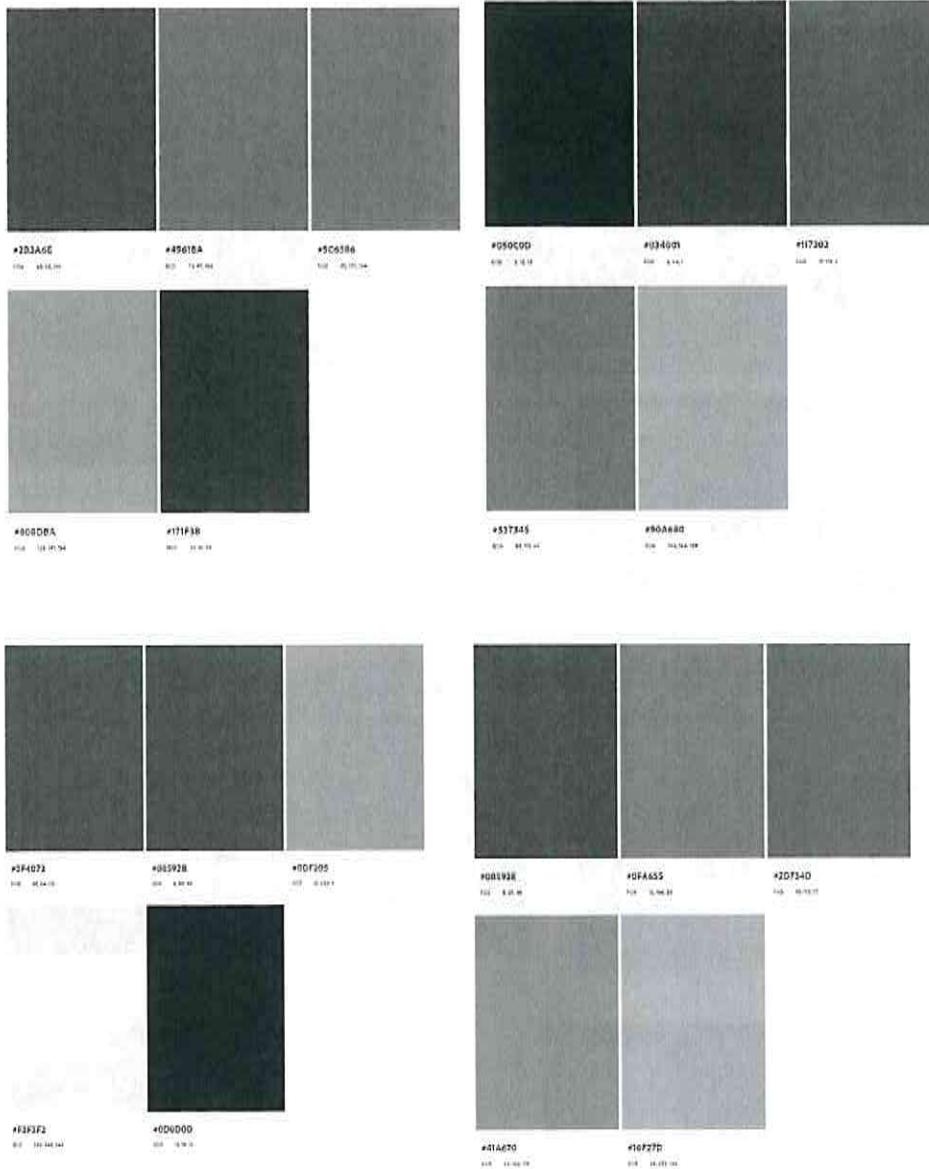
We want to create a respectable curb appeal where all walks of life feel comfortable entering our establishment. We have created variations of our logo to ensure we maximize our reach in customers. We love to educate and our dispensaries are filled with pamphlets and posters with helpful information for the person who has never used before to the person who has been a daily consumer for years.





# Top Shelf Botanicals Color Palette

We use variations of these colors to customize each location depending on demographic and feel of the specific location. For example I like the darkest green matched with the darkest blue while others prefer the brighter colors.



## INSIDE OUR DISPENSARIES

The look and feel of our dispensaries, for the most part, are similar throughout the state. We like to create a comfortable feel, so everyone feels welcome. We pride ourselves on knowledge of the plant in order for everyone to make an educated decision.









\*\*\* If you notice in the pictures above, all of our product is pre packaged, making the smell that some associate with a dispensary minimal, if any smell at all.

Top Shelf Botanicals has two in-house product brands. Houdini Extracts and Little Jane Edibles. Both brands are not only in our stores but also in several stores across Montana.



We thank you for your time and consideration on this project and look forward to a successful future in this location.



# DRINKING WATER STATE REVOLVING FUND PROJECT PRIORITY LIST SURVEY

Please fill out this survey for requesting funding for proposed water system improvement needs, excluding operation, maintenance, and growth development.

This survey form is for traditional State Revolving Fund (SRF) Projects as well as Lead Service Line (LSL) Activities including inventory, planning and/or replacement. If LSL activities are part of your project, costs must be broken out separately from non-LSL activities. Please see appendix A below for a list of activities included under LSL.

What type of project is it? Check the one that applies.

- Traditional SRF only
- SRF and lead service line project
- Lead service line only project

NAME OF COMMUNITY OR SYSTEM: \_\_\_\_\_

COUNTY OR COUNTIES: \_\_\_\_\_

POPULATION OF SERVICE AREA: \_\_\_\_\_

MEDIAN HOUSEHOLD INCOME FOR SERVICE AREA: \$ \_\_\_\_\_

CURRENT AVERAGE MONTHLY RESIDENTIAL WATER RATE: \_\_\_\_\_

CURRENT AVERAGE MONTHLY RESIDENTIAL SEWER RATE: \_\_\_\_\_

CURRENT AVERAGE MONTHLY RESIDENTIAL SOLID WASTE RATE: \_\_\_\_\_

Name & Title of Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (406)-\_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

=====

Please provide the following information:

1. A brief description of the project. As a guideline, do not exceed approximately 200 words.
2. Provide an estimated project budget, including potential funding sources. Include engineering, legal, and

administrative costs in addition to construction related costs. Please provide a breakdown of these costs. Costs associated with any of the activities listed in Appendix A (below) must be separated out since it will be covered from a separate funding source.

3. What is the reason for the project? What compliance issue is being addressed? For drinking water projects, are there supply, treatment, distribution, or storage problems? Again, limit your response to approximately 200 words.
  
4. Provide the following information as an indication of your readiness to proceed:
  - a) **Project Schedule** – Include REASONABLE milestone dates for: Preliminary Engineering Report (PER) completion (allow sufficient time for SRF review of draft and final document and Environmental Assessment process), COMPLETE draft plan and spec submittal to the SRF program, bid advertisement (allow sufficient time for SRF review of draft and final plans and specs), bid opening, construction start and finish. DEQ may adjust these schedules to make them more realistic, if necessary.
  
  - b) **Has a planning document or preliminary engineering report been prepared?** If so, has it been submitted and approved?
  
  - c) **Has an engineer been hired?**
  
  - d) **Has a design contract been executed? What date did design begin?**
  
  - e) **Have plans and specifications been prepared and submitted to the SRF program?**
  
  - f) **Has a bond resolution been adopted?**
  
  - g) **Are rates and charges in place to allow for additional debt service? If so, submit user rate ordinance for final rates including debt service, operation & maintenance and coverage (if required).**
  
  - h) **Are there any outstanding legal issues that could potentially delay construction start? Please explain in detail.**
  
  - i) **If land purchase, lease, right-of-way or other land acquisition is required prior to design and construction, what is the status of these processes and what issues remain to be addressed?**
  
5. **Has a county water and/or sewer district been formed? Do you anticipate the formation of an RSID? Do you anticipate the issuance of Revenue or General Obligation Bonds? What type of loan security are you planning? Please limit your response to approximately 200 words.**

**Lead Service Line Specific Questions:**

6. **Has your public water system ever had an exceedance for lead?**
  
7. **Have you ever encountered lead service lines or lead connectors (goosenecks or pigtails) in your distribution system?**

## **APPENDIX A**

### **Eligible Lead Service Line Projects**

Below are non-exhaustive lists of DWSRF-eligible projects and activities under the DWSRF Lead Service Line Replacement (LSLR) capitalization grants. For a project or activity to be eligible for funding under this appropriation, it must be DWSRF eligible and be a LSLR project or associated activity *directly connected* to the identification, planning, design, and replacement of lead service lines. Any project funded under this appropriation involving the replacement of a lead service line must replace the entire lead service line, not just a portion, unless a portion has already been replaced.

#### **Examples of eligible projects:**

- Complete removal of lead service lines (public and privately owned portion) or service lines made of galvanized iron or galvanized steel (that are currently or have previously been downstream of lead components) and replacement with a pipe that meets the requirements established under 40 CFR 143 and which complies with state and local plumbing codes and or building codes.
- Removal of lead or galvanized goosenecks, pigtails, and connectors, and replacement with an acceptable material that meets the requirements established under 40 CFR 143 and which complies with state and local plumbing codes and or building codes.
- Replacement of curb stops, curb stop boxes, and other service line items that are removed as part of full LSLR.
- Restoration of a site where the removal of landscaping, sidewalks, driveways, etc. was necessary to replace the lead service line.
- Permit fees if the fees are normal, required, and specific to the LSLR. It is recommended that communities waive these fees.
- Temporary pitcher filters or point-of-use (POU) devices certified to reduce lead during or for a short time period after LSLR projects.
- Development or updating of lead service line inventories, including locating and mapping lead service lines.
  - Methods of investigation to develop inventories could include visual observation, water quality sampling (non-compliance), excavation, vacuum or hydro-excavation, statistical analysis, or other emerging technologies.
- Planning and design for infrastructure projects listed above.
- Non-routine lead sampling (if not for compliance purposes) as part of a LSLR project.





October 27, 2022

## LEAD SERVICE LINE PROJECTS REQUEST

### ALL COMMUNITY & NON-COMMUNITY NON-TRANSIENT PUBLIC WATER SUPPLIES

The federal government is requiring each state to complete an inventory of lead service lines. People can be exposed to lead in drinking water through lead pipes. There is no safe level of lead and the amount of lead service lines in Montana is not fully known. The inventory of lead service lines must be completed by October 16, 2024.

The state of Montana could receive up to \$28 million in federal funding to replace or mitigate lead service lines. In order to receive the funding, The Department of Environmental Quality (DEQ) is seeking projects related to updating or mitigating lead service lines (LSL). These projects can include preparing a service line inventory, planning for replacement or mitigation, and replacement activities.

DEQ is requesting community and non-community non-transient water systems to complete the attached project priority survey form if you think you may need funding assistance. Funding will be available via loans and loan forgiveness. If interested, please submit the survey form by November 30, 2022 to [leadandcopper@mt.gov](mailto:leadandcopper@mt.gov). This is a voluntary request. Water systems are not required to complete the form if they do not have a need for funding at this time. There will be additional opportunities to seek funding in the future as well.

The submitted survey forms will be used to create a project priority list in order to request funding from EPA. The projects don't have to be "shovel ready" or approved. The project scopes and costs can be conservative estimates and do not lock water system into a particular scope or timeframe.

If you have any questions or comments, please feel free to contact Greg Montgomery with DEQ Public Water Supply at (406) 444-5312 and [Gregory.montgomery@mt.gov](mailto:Gregory.montgomery@mt.gov)

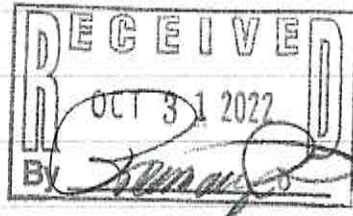




on 10-14-2022 I was sitting on couch heard loud noise like a load of gravel being dumped. I got up opened the front door and glass came pouring out. Saw the guy mowing lawn across street in line with my window. Went over and told him about it. The door was full glass door

11-1-2022

Debra Helton



How doers  
get more done.

1801 E CUSTER AVENUE  
HELENA, MT 59602 (406)442-7311

3106 00002 72500 10/25/22 01:27 PM  
SALE CASHIER SARAH

034778281200 400SS DOOR <A> 309.00N  
36 400 SS WHITE W/ NICKEL HDW

SUBTOTAL	309.00
SALES TAX	0.00
TOTAL	\$309.00
CHECK	309.00

XXXXXX4276  
AUTH CODE 005613 TA

3106 10/25/22 01:27 PM



3106 02 72500 10/25/2022 8167

RETURN POLICY DEFINITIONS  
POLICY ID DAYS POLICY EXPIRES ON  
A 1 90 01/23/2023

When you provide a check as payment, you authorize us to use the information from your check to process a one-time Electronic Funds Transfer (EFT) or draft drawn from your account, or process the payment as a check transaction. You also authorize us to process credit adjustments, if applicable. If your payment is returned unpaid, you authorize us to collect your payment and the Return Fee



# FINANCE/INVESTMENT COMMITTEE BY-LAWS

## **Article I – Name and Purpose of Committee**

Section 1 – Name: Finance/Investment Committee

Section 2 – Purpose/Function of Committee: The Finance/Investment Committee reports to the Boulder City Council as is responsible for reviewing the financial affairs of the City's investments and reporting its findings recommendations to the City Council.

## **Article II – Membership**

**Section 1 – Officers and Members:** Voting members of the Finance/Investment Committee are one city council member, one consulting Certified Public Accountant, (CPA) or financial advisor, one ad hoc member appointed by the mayor and city council, the mayor, and the city clerk. The mayor and city clerk are non-voting members. Other participants may attend upon invitation.

**Section 2 – Terms of Members:** The term for each Committee member will be as follows:

- Council member will be appointed for a period of 3 years.
- Ad hoc and consulting CPA or financial advisor will be appointed for a period of 2 years.

**Section 3 – Appointment of Members:** For the initial formation of the committee, those interested in serving as an ad hoc member will be required to submit a letter of interest for serving on the Committee to the City of Boulder mayor outlining their investment experience. The mayor will make a recommendation to the City Council for the approval of the appointment. For appointed City Council members that may have less than 3 years remaining on their term as an elected official, at the December Council meeting preceding the Council members term expiration, City Council members will nominate and approve a new member to serve a 3-year term. Once all members are seated, they will appoint one member to serve as the Chairperson of the Committee.

After the initial formation, those interested in serving as an ad hoc member will be required to submit a letter of interest for serving on the Committee to the Chairperson of the Committee. Voting members of the Committee will recommend new member(s) and present to the Boulder City Council for approval. At the first quarterly meeting, members will elect one seated member to serve as the Chairperson of the Committee, and one member to serve in the absence of the Chairperson.

**Section 4 – Duties of Officers:** The Chairperson will provide leadership, plan, and preside over meetings and the order of business.

**Section 5 – Secretary:** The Boulder City Clerk shall serve as Secretary to the Committee.

### **Article III – Meetings**

**Section 1** – Quarterly meetings will be held each year, timed to review, and discuss the prior quarter’s investment results. These meetings are generally planned for about 6 weeks after the end of the quarter, to provide time to compile and analyze the investment results for the prior quarter.

**Section 2** – Agendas are developed by the Chair and distributed in advance of the meeting. Any pre-read materials will be provided to members in advance of the meeting to provide more time at meetings for discussion and decision-making.

**Section 3** – The Chair runs all the meetings, or, in their absence, the appointed member will assume this role.

### **Article IV – Policy Making**

**Section 1** - All members of the Committee, excluding the mayor, shall have full-voting rights. A simple majority of (2) members will be required to conduct the business of the Committee. Voting majority will be defined as two-thirds of the voting members, which constitutes (2) members. Members shall be permitted to participate and vote by telephone or other electronic means.

**Section 2** – The Committee shall be notified whenever a significant change, (planned or unplanned), to the investment funds occurs.

### **Article V – Communications**

**Section 1** – The Chairperson of the Committee is responsible for communicating all matters that concern the City of Boulder to the Boulder City Council.

**Section 2** – The Chairperson provides a report of each quarterly Committee meeting to the Boulder City Council in oral or written format. The report should include the then to current investment results and other activities of the Committee as appropriate

### **Article VI – Succession Plan**

**Section 1** – The outgoing Chairperson will on-board the incoming Chairperson for their upcoming term.

### **Article VII – Amendments to the Bylaws**

**Section 1** – All proposed amendments to the by-laws shall be submitted in writing, reviewed, and approved by a two-thirds majority vote of the Committee. Subsequently, the amendment(s) to the by-laws shall be submitted to the Boulder City Council for approval. The Chairperson shall be responsible for the maintenance of the by-laws.

**Approved by:** Finance/Investment Committee on this 19th day of October 2022.

**Approved by:** Boulder City Council on this 21st day of November 2022.

## **Section 1: FORMATION OF THE FINANCE/INVESTMENT COMMITTEE**

### **1.1 Functions of the Committee**

The Finance/Investment Committee shall be the investment fiduciary responsible for the prudent management of the Investment Portfolio for the City of Boulder. The Committee will comply with all applicable fiduciary, prudence, and due diligence requirements experienced investment professionals would utilize; and with all applicable laws, rules, and regulations from various local, state, federal, and international political entities that may impact the Portfolio. The Committee shall have the exclusive authority to establish, execute and interpret an investment policy statement for the Portfolio. The Committee shall be solely responsible for the selection and retention of professional advisors to the Portfolio, which may include, but not limited to, investment managers, investment consultants, custodians, attorneys, accountants, and clerical staff.

### **1.2 Definition of Fiduciary**

A fiduciary is defined as a person who has the legal and/or implied moral responsibility to manage the assets of another person. A fiduciary must act solely in the best interests of that person. The Committee is subject to certain duties and responsibilities, including, but not limited to:

1. Know the standards, laws, and trust provisions that impact the investment process of the Portfolio.
2. Prudently diversify the Portfolio to a specific risk/return profile.
3. Prepare, execute, and maintain an investment policy statement.
4. Have investment decisions made by prudent experts.
5. Control and account for all investment-related expenses.
6. Monitor the activities of all investment-related service vendors.
7. Avoid conflicts of interest and prohibited transactions.

### **1.3 Establishment of Committee**

The Committee shall consist of five individuals, comprised of: one (1) City of Boulder council member; one (1) certified public accountant or financial advisor, one (1) ad hoc member, mayor, and city clerk. The mayor and city clerk are non-voting members. Any member of the Committee may resign, and his or her successor, if any, shall be appointed by the City of Boulder mayor. No Committee member shall have the authority to bind the Committee or the City of

Boulder in any contract or endeavor without the expressed written authority of the majority of the Boulder City Council.

#### **1.4 Establishment of Offices**

The Committee shall have a Chairperson and a Secretary. The Chairperson shall be responsible for the conduct of all the meetings of the Committee and shall have voting rights the same as any other Committee member. The Chairperson shall perform such other duties as the Committee may assign.

The Secretary shall be responsible for keeping minutes of the transactions of the Committee and shall be the official custodian of records of the Committee. Per the Finance/Investment Committee By-Laws adopted on October 19, 2022, the City Clerk shall serve as the Secretary to the Committee. The Secretary, together with the Chairperson, shall execute all official contracts of the Committee. The Secretary shall compile Committee agendas. The Chairperson and Secretary are authorized by the Committee to execute any instrument(s) necessary for the Committee to conduct business.

#### **1.5 Disclosure and Conflict of Interest**

Notwithstanding any provisions of law, no Committee member shall vote or participate in a determination of any matter in which the Committee member shall receive a special private gain. Committee members have a duty of loyalty that precludes them from being influenced by motives other than the accomplishment of the purposes of the Portfolio. Committee members, in the performance of their duties, must conform and act pursuant to the documents and instruments establishing and governing the Portfolio.

### **Section 2: MEETINGS**

#### **2.1 Attendance at Committee Meetings**

The Committee shall set its own schedule of meetings. Special meetings may be called by the Chairman or by a majority of the Committee members. The Committee shall meet at least once each quarter. Notices of meetings shall not be required if waived by all members of the Committee. In recognition of the importance of the work of the Committee, regular attendance at the Committee meetings is expected from all members. Any member who fails to attend two consecutive meetings of the Committee without an excuse acceptable to the other Committee members shall be deemed to have resigned from the Committee. A majority of the members of the Committee at the time in office shall constitute a quorum for the transaction of business. The action of the Committee shall be determined by the vote or other affirmative expression by the majority of its members in attendance where a quorum is present.

**2.2 Agendas and Other Meeting Materials**

An agenda shall be prepared for each regular and special meetings of the Committee. The agenda shall set forth those items upon which the Committee anticipates acting or discussion. Each agenda item shall have attached backup material necessary for discussion or action by the Committee. A copy of the agenda and backup material shall be furnished to each Committee member prior to commencement of the meeting. Full and complete minutes detailing records of deliberations and decisions shall be maintained and held by the Secretary. The Secretary shall record all acts and determinations of the Committee, and all such records shall be preserved in the custody of the Secretary. Such record and documents shall be open at all times for inspection by the Committee members or for the purpose of making copies by any person designated by the Committee.

**2.3 Rules of Order**

In recognition of the importance of accomplishing the objectives of the Committee in a most orderly fashion, the Committee may establish rules of order or bylaws for the conduct of meetings.

**2.4 Appearance before the Committee**

All persons who are scheduled to make an appearance before the Committee shall be scheduled through the Secretary, and the Committee may establish the time limits for such appearances. Appearances before the Committee may be in person or through a representative. All communications with the Committee shall either be in writing to the Secretary, teleconference, or by personal appearance at the Committee meeting.

Date: \_\_\_\_\_

\_\_\_\_\_

Chairman

Attest:

\_\_\_\_\_

Finance Committee Secretary





# FINANCE/INVESTMENT COMMITTEE

## MEMBER DESCRIPTION

### PURPOSE:

The primary role of the Finance Committee is to approve investment fund objectives and develop an investment plan according to the financial needs and circumstances of the City.

### SCOPE OF WORK:

- **Establish operating policies**
  - Adopt a written policy that defines membership of the committee, meeting structure, and attendance policy
  - Adopt a written statement of investment policies, which includes one or more benchmark portfolios to serve as a metric to evaluate portfolio returns over several years
  
- **Ensure that accurate and complete financial records are maintained.**
  - Monitor income and expenditures against projections
  - Review and recommend financial policies to the council, including ensuring adequate internal controls and maintaining financial records in accordance with standard accounting practices
  
- ~~— **Oversee budget preparation and financial planning**~~
  - ~~○ Assist in preparing a budget that reflects the City's goals and council policies for council approval~~
  - ~~○ Assist in ensuring the budget accurately reflects the needs, expenses, and revenues of the City~~
  - ~~○ Reviews current investments and propose alternative investment strategies while ensuring investments are secure~~
  
- **Safeguard the organization's assets**
  - Review proposed new funding for ongoing financial implications, recommending approval or disapproval to the council
  - Ensure that the organization has the proper risk-management provisions in place
  - Perform due diligence to prevent unnecessary or disastrous risks
  
- **Help the council understand the City's financial affairs**
  - Ensure that the council is well informed about the City's finances and investments
  - Educate the council about financial matters

*Adopted by City Council 2/22/2022*

*Revised adopted by Finance/Investment Committee on 10/19/2022.*

*Revised adopted by City Council on 11/21/2022.*



# RECORDS DESTRUCTION DOCUMENT (RM88)

NO.

PAGE 1 OF 1 PAGES

**1. AGENCY NAME AND DIVISION/PROGRAM:**

City of Boulder

**2. AGENCY CONTACT:**

NAME: Rosemary Perna

PHONE #: 406-225-3081

EMAIL: cityofboulder@cityofbouldermt.com

**3. NOTICE OF INTENTION:** The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one).

- Delete     
  Incinerate     
  Shred as Classified     
  Toss without Restriction  
 Other: Explain

**4. SUBMITTED BY:** I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or **Offer to the State Historical Society Archives** has been fully justified, and that further retention is not required for any litigation pending or imminent. *Documentation attached from Historical Society.*

SIGNATURE:

NAME AND TITLE: Rosemary Perna, Accounting Assistant

DATE: 11/15/2022

**5. LIST OF RECORD SERIES**

**NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.**

a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
Schedule 8	pg 59 #1 B	Affidavits of Publication	5 years	FY 2016/2017	<1	
Schedule 8					<1	
Schedule 8					<1	
Schedule 8					<1	
Schedule 8					<1	
Schedule 8					1	

**6. DISPOSAL AUTHORIZATION:** Disposal for the above listed records is authorized. Any deletions or modifications are indicated.

Custodian/Records Manager

Name: Ellen Harne

Date: November 15, 2022

Signature:



**7. DISPOSAL CERTIFICATE:** The above listed records have been disposed of in the manner and on the date shown in column g.

Name and Title:

Signature:







In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the order of the governing body, we the undersigned affirm the records listed on this disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below. Typed name below is acceptable as the signature.

<b>Authorized Local Government Representative:</b> Name: Rosemary Perna Title: Accounting Assistant	Date: 05/11/2022	Phone: 406-225-3381
-----------------------------------------------------------------------------------------------------------	------------------	---------------------

<b>Records Custodian:</b> Name: Ellen Harme Title: City Clerk	Date: 05/12/2022	Phone: 406-225-3381
---------------------------------------------------------------------	------------------	---------------------

**LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL**

**Department of Administration Committee Member:**  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

**Montana Historical Society Committee Member:**  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

**Local Government Committee Member:**  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

**NOTIFICATION ON CENTRAL REGISTRY**

Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.  
Request for Records Disposal or Transfer Authorization have been listed on the central registry.  
**Completed by** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**TEN YEAR RULE:**  
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.  
**Certificate of Transfer/Destruction/Disposition Comments**

I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have noted in the "Comments" field above, the entity to which the records have been relocated.  
**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_





11/16/22  
16:05:37

CITY OF BOULDER  
Check Register  
For the Accounting Period: 11/22

Page: 1 of 3  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
16895	S	1550 360 OFFICE SOLUTIONS	288.79	11/22/22		CL 977976	288.79
16896	S	1851 ACE HARDWARE	553.86	11/22/22		CL 978001	553.86
16897	S	1634 AMAZON/SYNCH	631.30	11/22/22		CL 977993	631.30
16898	S	1388 ANDERSEN, STEPHEN MICHAEL	1368.75	11/22/22		CL 977977	1368.75
-99855	C	1496 ANNETTE SMITH ELECTRIC, INC.	155.00	11/22/22	11/22	CL 978014	155.00
-99858	C	39 BLACK MOUNTAIN SOFTWARE, INC.	995.00	11/22/22	11/22	CL 977995	995.00
-99854	C	1711 BLAKELEY, MICHAEL J.	400.00	11/22/22	11/22	CL 978023	400.00
16899	S	155 BOULDER MONITOR	75.00	11/22/22		CL 977983	75.00
16900	S	107 BOULDER POSTMASTER	186.00	11/22/22		CL 977987	186.00
16901	S	1852 BRUCE GIULIO	50.00	11/22/22		CL 978004	50.00
16902	S	568 CHEMICAL MONTANA COMPANY	1685.00	11/22/22		CL 978011	1685.00
-99862	C	12 CITY OF BOULDER	958.00	11/22/22	11/22	CL 977970	958.00
16903	S	1783 CLEARFLY	200.40	11/22/22		CL 977980	200.40
16904	S	1818 CV CLEANING, LLP	200.00	11/22/22		CL 977978	200.00
16905	S	1747 DIS TECHNOLOGIES	389.50	11/22/22		CL 977991	389.50
16906	S	1789 EDWARD J. GUZA P.C.	4606.25	11/22/22		CL 977986	4606.25
16907	S	288 ENERGY LABORATORIES INC	3150.95	11/22/22		CL 977981	3150.95
16908	S	58 GENERAL DISTRIBUTING CO	151.26	11/22/22		CL 977968	151.26
16909	S	413 GIULIO DISPOSAL	135.00	11/22/22		CL 977989	135.00
-99857	C	1758 GREAT WEST ENGINEERING, INC	225.00	11/22/22	11/22	CL 978003	225.00
16910	S	1482 HARDWARE HANK	775.25	11/22/22		CL 978000	775.25
-99860	C	1733 HARNE, ELLEN	40.00	11/22/22	11/22	CL 977982	40.00
16911	S	1386 HOME DEPOT CREDIT SERVICES	147.28	11/22/22		CL 978007	147.28
16912	S	1722 JEFFERSON COUNTY	190000.00	11/22/22		CL 977997	190000.00

11/16/22  
16:05:37

CITY OF BOULDER  
Check Register  
For the Accounting Period: 11/22

Page: 2 of 3  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
16913	S	57 JEFFERSON COUNTY TREASURER	1762.83	11/22/22		CL 978016	1762.83
16938	S	57 JEFFERSON COUNTY TREASURER	110.00	11/22/22		CL 977984	110.00
-99859	C	665 L & P GROCERY, INC.	71.86	11/22/22	11/22	CL 977990	71.86
16914	S	1031 LAWSON PRODUCTS, INC.	106.39	11/22/22		CL 977994	37.74
						CL 978019	68.65
16915	S	1157 LOWE'S BUSINESS ACCT/SYNCR	105.08	11/22/22		CL 978008	105.08
16916	S	1404 MARC	700.00	11/22/22		CL 978021	700.00
16917	S	1786 MARLIN CAPITAL SOLUTIONS	361.91	11/22/22		CL 977979	361.91
16918	S	1730 MASTERCARD	334.39	11/22/22		CL 977998	334.39
16919	S	1551 MMTA-EMPLOYEE BENEFITS	41.15	11/22/22		CL 977967	41.15
16920	S	452 MONTANA BROOM AND BRUSH	645.90	11/22/22		CL 978005	645.90
16921	S	404 MONTANA DEPT OF TRANSPORTATION	75.00	11/22/22		CL 978022	75.00
16922	S	1717 MONTANA INTERNET CORP.	1000.00	11/22/22		CL 977972	1000.00
-99856	C	764 MORRISON-MAIERLE, INC.	3906.00	11/22/22	11/22	CL 978009	3906.00
16923	S	1796 NAPA AUTO PARTS	68.39	11/22/22		CL 978006	68.39
16924	S	1283 NASH ELECTRIC	13500.00	11/22/22		CL 978002	13500.00
16925	S	1437 NITTANY GRANTWORKS	2520.00	11/22/22		CL 978015	2520.00
16926	S	421 NORTHWEST PIPE FITTINGS, INC.	188.22	11/22/22		CL 977999	188.22
16927	S	725 NORTHWESTERN ENERGY	6682.16	11/22/22		CL 977985	6682.16
16928	S	1772 P-PODS /SWEET PEA SEMER & SEPTIC	145.00	11/22/22		CL 977975	145.00
16929	S	1802 PITNEY BOWES RESERVE ACCOUNT	200.00	11/22/22		CL 977992	200.00
16930	S	1734 SLEEPING GIANT MECHANICAL	885.39	11/22/22		CL 977996	885.39
16931	S	1445 SOLE STONE REIMBURSEMENT HEALTHCARE BILL	161.87	11/22/22		CL 977969	161.87
16932	S	1853 SUSAN ALEXANDER	650.00	11/22/22		CL 978013	650.00

11/16/22  
16:05:37

CITY OF BOULDER  
Check Register  
For the Accounting Period: 11/22

Page: 3 of 3  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
16933	S	1138 T&E THE CAT RENTAL STORE	2016.66	11/22/22		CL 978018	2016.66
16934	S	1142 USABLUE BOOK	328.84	11/22/22		CL 978020	328.84
-99861	C	372 Utilities Underground Loc. Ctr.	15.70	11/22/22	11/22	CL 977974	15.70
16935	S	1030 VALUATIONS NORTHWEST, Inc.	125.00	11/22/22		CL 978017	125.00
16936	S	498 VERIZON WIRELESS	272.29	11/22/22		CL 977988	272.29
16937	S	403 Wright Express/WEX BANK	1429.75	11/22/22		CL 977973	1429.75
			<b>245777.37</b>				
			53				
			<b>245777.37</b>				

Total for Claim Checks  
Count for Claim Checks

245777.37  
53  
Total

\* denotes missing check number(s)  
# of Checks: 53 Total: 245777.37

Regular Check #s / 16895 - 16937 in the amount of \$ 239,010.81

Electronic Check #s - 99855 -> -99861 in the amount of \$ 6,766.56

