



FINANCE COMMITTEE AGENDA

March 6, 2023 – 4:00 pm | Council Chambers, City Hall

1. **Call meeting to order.**
2. **Approval of Minutes.**
 - a. Regular Meeting: February 6, 2023
3. **Public Comment - Limit to three minutes per person.**
4. **Continued Business.**
 - a. Beast-mowed Lawn Care Park Maintenance – Trent
 - b. Police Server Cloud Transition – Chief Smith and Jordan
5. **New Business**
 - a. Rate Increase – Jordan & Trent
 - b. Review and Sign February Claims – Stan/Jordan
6. **Committee Comments or Concerns:**
7. **Announcement of next meeting.**
 - a. Regular Meeting: April 3, 2023, at 4:00PM
8. **Adjournment.**

Finance Committee

Members

Dick Bauman (Chair) | Joseph Callahan | Gordon Pierson

CITY OF DEER LODGE

FINANCE COMMITTEE MEETING MINUTES

February 6, 2023 – 4:00pm | Council Chambers, City Hall

Members Present:	Dick Bauman, Joseph Callahan
Members Absent:	Gordon Pierson
Mayor:	Absent
CAO:	Absent
Staff:	Cyndi Thompson, Chief Smith
Guests:	See sign in sheet

1. Call Meeting to Order:

a. Chairperson Bauman called the meeting to order at 4:00PM.

2. Approval of Minutes:

a. Regular Meeting: January 3, 2023

Member Callahan motioned to approve minutes as presented. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

3. Public Comment:

a. None

4. New Business:

a. Beast-mowed Lawn Care Park Maintenance – Trent

Member Callahan motioned to table Beast-mowed Lawn Care quote till staff gets better clarification of cost. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

b. Police Server Cloud Transition – Chief Smith and Jordan

This is to update the Police server hosting and router hosting with cloud retention. One time cost of \$2,400.00 with monthly recurring cost of \$269.00 for a total quote of \$2,669.00.

Member Callahan motioned to approve the Police Server Cloud Transition as presented.

Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

c. Transportation Alternatives Application and Stahly Task Order/Reimbursement – Jordan

Member Callahan motioned to forward Transportation Alternatives Application and Stahly Task Order/Reimbursement quote to Council for clarification of Task Order. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

d. Review and Sign January Claims – Stan/Jordan
Claims reviewed and signed by committee with recommendation to Council.

5. Continued Business:

a. None

6. Committee Comments or Concerns:

a. Member Callahan, Parking limits on Main Street forward to Public Works.

7. Announcement of Next Meeting:

a. Regular Meeting: Monday, March 6, 2023, at 4:00PM

8. Adjournment:

The meeting was adjourned at 4:07pm.

Prepared by: Cyndi Thompson, City Clerk

Dick Bauman, Chairperson

Date

Finance Committee Members

Dick Bauman (Chair) | Joseph Callahan | Gordon Pierson

ESTIMATE

Beast Mowed Lawncare LLC

302 Kohrs Street
Deer Lodge, MT 59722
(406) 285-1227



To:
Trent Freeman
300 main street
Deer Lodge, MT 59722

Estimate # 9885
Estimate Date 02/06/2023
Total Amount \$42,000.00

Item	Quantity	Price	Tax1	Tax2	Line Total
Grass Cutting	24.0	\$1,400.00			\$33,600.00
Spring Cleanup	1.0	\$4,200.00			\$4,200.00
Fall Cleanup	1.0	\$4,200.00			\$4,200.00
Subtotal:					\$42,000.00
Tax:					\$0.00
Total Amount:					\$42,000.00

Notes

Trent per our discussion. A complete mowing of the parks would be \$2800. This includes all of Jaycee Park as well as West Side Park. City Crews will make sure that the parks are Watered. Mowing Trimming and Care of the Infields will be done by Beast Mowed. Spring and Fall Cleanup of Leaves are billed at 1.5 X the cost of a Normal Mowing. Because of the State of the Parks and Current Watering methods it was decided that the parks be put on a Bi-weekly Schedule instead of weekly for this first year. The above quote assumes that we are mowing 1/2 of the total area of the parks every week for what should be approximately a 26 week season. Fertilizer and Weed control are out of scope. Until we get a better method for applying water and a thicker stand of grass we all felt that money would be better spent getting sprinklers installed and we can evaluate next steps in the Fall or next spring.



2925 Stockyard Rd., Suite A, Missoula, MT 59808
 t. 406-721-8876 f. 406-721-0810

QUOTE

Number UNIQ8372
Date Jan 19, 2023
Expires Mar 18, 2023

Sold To

Deer Lodge Police Department
 George Smith
 300 Main Street
 Deer Lodge, MT 59722

Phone 406-846-9585
Fax

Ship To

Deer Lodge Police Department
 George Smith
 300 Main Street
 Deer Lodge, MT 59722

Phone 406-846-9585
Fax

Your Sales Rep

Owen Goble
 (406) 550 1282
 oweng@univisioncomputers.com

Here is the quote you requested.

Qty	Description	Unit Price	Ext. Price
uniCLOUD Hosting			\$120.00

- 1 uniCLOUD Virtual Server Hosting - DC01
 Tier 2 Virtual Windows Server
 (4) RAM, GB
 (2) vCPU Cores
 Virtual Disk, 100GB, STD
 High Availability, Declined
 Backup, Daily, 2 Week Retention

- 1 uniCLOUD Virtual Router Hosting -
 Tier 2 Virtual Router
 (2) RAM, GB
 (2) vCPU Cores
 Virtual Disk, 20GB, STD
 High Availability, Declined
 Backup, Daily, 2 Week Retention
 Static IP Address

- 1 uniCLOUD Internet Bandwidth, Per MB

NOTE: uniCLOUD service billing starts when the environment is provisioned which may be prior to your go live date.

Velocity Complete Remote - Managed Services

1 Servers		\$99.00	\$99.00
1 Network Location		\$50.00	\$50.00
Monthly Recurring Total			\$149.00



Founded in 1989, over 3 Decades as Western Montana's Premier Full Service IT Provider



Qty	Description	Unit Price	Ext. Price
-----	-------------	------------	------------

Professional Services

Professional Services:	\$150.00	\$2,400.00
<ul style="list-style-type: none"> -Setup virtual PFSense router -Setup one site-to-site VPN into office -Setup virtual Domain Controller in UniCLOUD <ul style="list-style-type: none"> - Install Domain Controller, DNS, DHCP roles - Configured Domain Controller, DNS, DHCP roles - Migrate FSMO roles to new DC - Reconfigure DNS on DHCP for new DC - Reconfigure DNS on all other Servers & Static Devices - Decommission Old DCs - Conduct Metadata, DNS, ADSI cleanup of old DCs -Sharepoint <ul style="list-style-type: none"> - Configure Sharepoint environment - Setup file structure with client contact - Copy designated Company Shared Network Folders to Sharepoint - Configure Server GPOs for Sharepoint Auto Deployment - Configure Sharepoint Security settings based on client collaboration - Create tutorial for Users 		

NOTE: This is a fixed price quote. Any changes to the scope of work may result in additional charges

*There is an Old SWIFT installation on this server that is understood to no longer be in use, we will backup the data and store it on the External HDD, just in case there is ever a need for that data, but the current SWIFT system that is in use is over at PSCO.

One Time Services \$2,400.00

Total

Customer Authorization

Please contact me if I can be of further assistance.

Monthly Recurring Fee:	\$269.00
Hardware & Services Purchases Subtotal:	\$2,669.00

This Quote, and all services provided pursuant to this Quote, are governed under the terms of the Master Services Agreement ("MSA"). If applicable, this Quote is further defined by statements of work ("SOW"), which provide additional terms, conditions, and descriptions of the services provided. By accepting this Quote, you accept all of the terms of the MSA and any applicable SOWs. The MSA and SOWs are located at <https://legal.univisioncomputers.com>. If you cannot access the MSA or SOWs, or you do not agree with the terms of the MSA or SOWs (if applicable), then you should not sign this Quote and you should contact us for more information.

Accepted By: _____ Date: _____

Unless otherwise addressed in this proposal above, the following payment terms and conditions apply.

All orders are subject to shipping charges where Univision is unable to negotiate free shipping arrangements with our vendors. Where applicable those shipping charges will be added to your invoice.

A 3% convenience fee will be applied to credit card payments exceeding \$2,000.00.

Pre-payment requirements.

For customers without established credit terms, 100% pre-payment is required upon placing an order.

For customers with established credit terms, pre-payment of 50% is required on all orders above \$5,000.00. The customer will be invoiced remaining outstanding balances once product arrives and/or work begins.



Founded in 1989, over 3 Decades as Western Montana's Premier Full Service IT Provider



City of Deer Lodge Fee Schedule

LEGEND

- *: Fees marked with an asterisk are set by resolution.
#: Fees marked with a pound sign are set by ordinance and cannot change without a City Code Title Change.
!: Fees marked with an exclamation point are not clearly defined.
^: Fees marked with a caret are being set by resolution, but there is also an ordinance description.
~: Fees marked with a tilde are not defined in City Code but are implied to exist.
@: Fees marked with an at sign are bond-satisfaction rates and should not be changed

TITLE 1: GENERAL PROVISIONS

- ❖ Fees, Licenses, or Permits: None
❖ Fines/Penalty: Title 1 GENERAL PROVISIONS: Chapter 1.08: GENERAL PENALTY contains the basis for all Fines that are not specifically identify in the City Code of Deer Lodge.

1.08.010: GENERAL PENALTY

- A. Whenever in any provision of this Code or other ordinance of the City any act is prohibited or is made or declared to be unlawful, a misdemeanor or an offense, or whenever in any such provision or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is otherwise provided therefor, any person upon conviction for the violation of any such provision of this Code or ordinances shall be punished by a fine not exceeding five hundred dollars (\$500.00) for the first or second like violation or in the event of a third or subsequent like violation by imprisonment not to exceed six (6) months or by both such fine and imprisonment, for each such offense.
1. Each day any violation of any ordinance shall continue, shall constitute a separate offense.
a. Provisions for first, second, third, or subsequent violations described in A. above do not apply in the event of a continuation of offense as described in A.1. above.
B. In the construction and interpretation of this section, the revocation of a license or permit shall not be considered as a recovery or penalty so as to bar any other penalty being enforced.

(Ordinance 1 – 1/17/1980: Effective 1/17/1980)

1.08.020: EXECUTION OF A FINE.

- A. If the judgment is for a fine alone, execution may issue thereon as on a judgment in a civil case.
B. A judgment that the defendant pay a fine may also direct that he be imprisoned until the fine be satisfied, in the proportion of one day's imprisonment for every ten dollars (\$10.00) of the fine.

TITLE 2: ADMINISTRATION AND PERSONNEL

- A. No Fees, Licenses, Permits, or Fines
(Ordinance 2019-6 – 08/19/2019: Effective 08/19/2019)

TITLE 3: REVENUE AND FINANCE

- A. No Fees, Licenses, Permits, or Fines

TITLE 4: SEWER AND WATER

- A. Fees, Licenses, Permits, Cost of Service
1. Public Works Call Out Fees [4.13.040]
a. During Normal Work Hours (8:00 AM – 5:00 PM, Monday – Friday) \$0.00*

b.	After Hour Work Week Rate (Monday - Friday)	\$200.00*
c.	Weekends	\$300.00*
d.	Holidays	\$400.00*
NOTE: FEES DO NOT INCLUDE ANY OTHER ADDITIONAL EXPENSES INCURRED.			
2.	Water Line Attachment Fee [4.20.020.A]		
a.	¾"	\$773.00#
b.	1"	\$1,187.00#
c.	1.5"	\$2,045.00#
d.	2"	\$3,140.00#
e.	3"	\$5,196.00#
f.	4"	\$8,546.00#
g.	6"	\$16,831.00#
NOTE: Owner also responsible for all other permit and tapping fees and/or incidental expenses of materials and manpower.			
3.	Sewer Line Attachment (Development) Fee (Based on size of freshwater line). <u>These fees are in addition to development expenses.</u> [4.19.020, 4.19.030]:		
a.	¾ Inch	\$478.00*
b.	1 Inch	\$732.00*
c.	1 ½ Inch	\$1,264.00*
d.	2 Inch	\$1,937.00*
e.	3 Inch	\$3,214.00*
f.	4 Inch	\$5,251.00*
g.	6 Inch	\$10,402.00*
2.	Residential and Commercial Permit Fee [4.04.020.A.1.]	\$75.00*
3.	Industrial Waste Establishment Permit Fee [4.04.020.A.3.]	\$500.00*
4.	Sprinkling		
a.	Automatic Sprinkler Registration [4.18.065.B.]:	\$0.00*
1.)	No Charge, but Automatic Sprinkling System Registration Form Must be Completed.		
b.	Sprinkling Variance for New Lawn	\$0.00*
1.)	No Charge, but Must Notify City in Writing. Valid for 2 weeks.		
5.	Private Disposal Permit Fee [4.03.010]:	Set by Powell County Environmental Health Department#
6.	Water/Sewer/Garbage Service Deposit [4.12.130]:	\$100.00*
7.	Monthly Water Charge [4.10.070, 4.16.010]		
a.	Within the Corporate Limits of Deer Lodge:		
1.)	Residential		
a.)	Flat Rates		
i.)	Pipe Size		
(a.)	½, ⅝, ¾ Inch	\$25.43@
(b.)	1 Inch	\$39.08@
(c.)	1 ¼ Inch	\$54.94@
(d.)	1 ½ to 1 ¾ Inch	\$57.32@
(e.)	2 Inch	\$103.34@
(f.)	2 ½	\$161.036@
(g.)	3 Inch	\$171.00@
(h.)	4 Inch	\$281.26@
(i.)	5 Inch	\$407.08@
(j.)	6 Inch	\$554.13@
b.)	Meter Rates		
i.)	Pipe Size		
(a.)	½, ⅝, ¾ Inch	\$19.59@
(b.)	1 Inch	\$30.08@
(c.)	1 ¼ Inch	\$42.26@
(d.)	1 ½ to 1 ¾ Inch	\$51.77@
(e.)	2 Inch	\$79.50@
(f.)	2 ½	\$103.12@
(g.)	3 Inch	\$131.56@

- (h.) 4 Inch..... \$216.346@
- (i.) 5 Inch..... \$313.456@
- (j.) 6 Inch..... \$426.27@
- ii.) Residential Monthly Meter Rates for each 100 Cubic Feet (748.0519 gallons) monthly.

Consumption	Unit Rate
From 0 to 8 ccf	Included in Minimum
From 8 to 50 ccf	\$2.52 per 100 ccf@
Over 50 ccf	\$2.184 per 100 ccf@

1.) Commercial

a.) Flat Rates

i.) Pipe Size

- (a.) ½, ⅝, ¾ Inch..... \$29.38@
- (b.) 1 Inch..... \$45.11@
- (c.) 1 ¼ Inch \$63.39@
- (d.) 1 ½ to 1 ¾ Inch \$77.69@
- (e.) 2 Inch..... \$119.25@
- (f.) 2 ½ \$154.674@
- (g.) 3 Inch..... \$197.31@
- (h.) 4 Inch..... \$324.53@
- (i.) 5 Inch..... \$470.171@
- (j.) 6 Inch..... \$639.39@

b.) Meter Rates

i.) Pipe Size

- (a.) ½, ⅝, ¾ Inch..... \$23.52@
- (b.) 1 Inch..... \$36.10@
- (c.) 1 ¼ Inch \$50.70@
- (d.) 1 ½ to 1 ¾ Inch \$77.69@
- (e.) 2 Inch..... \$119.25@
- (f.) 2 ½ \$123.75@
- (g.) 3 Inch..... \$197.31@
- (h.) 4 Inch..... \$324.53@
- (i.) 5 Inch..... \$376.18@
- (j.) 6 Inch..... \$639.39@

ii.) Residential Monthly Meter Rates for each 100 Cubic Feet (748.0519 gallons) monthly.

Consumption	Unit Rate
From 0 to 8 ccf	Included in Minimum
From 8 to 50 ccf	\$2.327 per 100 ccf@
Over 50 ccf	\$2.00 per 100 ccf@

b. Outside the Corporate Limits of Deer Lodge:

1.) Residential

a.) Flat Rates

i.) Pipe Size

- (a.) ½, ⅝, ¾ Inch..... \$27.61@
- (b.) 1 Inch..... \$42.43@
- (c.) 1 ¼ Inch \$59.66@
- (d.) 1 ½ to 1 ¾ Inch \$73.09@
- (e.) 2 Inch..... \$112.19@
- (f.) 2 ½ \$145.54@
- (g.) 3 Inch..... \$185.67@
- (h.) 4 Inch..... \$305.36@
- (i.) 5 Inch..... \$442.40@
- (j.) 6 Inch..... \$601.63@

b.) Meter Rates

- i.) Pipe Size
 - (a.) ½, ¾, 1 Inch..... \$21.27@
 - (b.) 1 Inch..... \$32.66@
 - (c.) 1 ¼ Inch \$45.89@
 - (d.) 1 ½ to 1 ¾ Inch \$56.21@
 - (e.) 2 Inch..... \$86.31@
 - (f.) 2 ½ \$111.96@
 - (g.) 3 Inch..... \$142.83@
 - (h.) 4 Inch..... \$234.88@
 - (i.) 5 Inch..... \$340.31@
 - (j.) 6 Inch..... \$462.80@
- ii.) Residential Monthly Meter Rates for each 100 Cubic Feet (748.0519 gallons) monthly.

Consumption	Unit Rate
From 0 to 8 ccf	Included in Minimum
From 8 to 50 ccf	\$2.11 per 100 ccf@
Over 50 ccf	\$1.82 per 100 ccf@

2.) Commercial

a.) Flat Rates

- i.) Pipe Size
 - (a.) ½, ¾, 1 Inch..... \$31.90@
 - (b.) 1 Inch..... \$48.98@
 - (c.) 1 ¼ Inch \$68.81@
 - (d.) 1 ½ to 1 ¾ Inch \$84.34@
 - (e.) 2 Inch..... \$129.47@
 - (f.) 2 ½ \$167.93@
 - (g.) 3 Inch..... \$214.23@
 - (h.) 4 Inch..... \$352.35@
 - (i.) 5 Inch..... \$510.47@
 - (j.) 6 Inch..... \$694.20@

b.) Meter Rates

- i.) Pipe Size
 - (a.) ½, ¾, 1 Inch..... \$25.53@
 - (b.) 1 Inch..... \$39.20@
 - (c.) 1 ¼ Inch \$55.06@
 - (d.) 1 ½ to 1 ¾ Inch \$67.47@
 - (e.) 2 Inch..... \$99.70@
 - (f.) 2 ½ \$134.36@
 - (g.) 3 Inch..... \$171.42@
 - (h.) 4 Inch..... \$281.90@
 - (i.) 5 Inch..... \$408.42@
 - (j.) 6 Inch..... \$555.41@
- ii.) Residential Monthly Meter Rates for each 100 Cubic Feet (748.0519 gallons) monthly.

Consumption	Unit Rate
From 0 to 8 ccf	Included in Minimum
From 8 to 50 ccf	\$2.52 per 100 ccf@
Over 50 ccf	\$2.18 per 100 ccf@

- c. Short Term Water Responsibility Discontinuance Monthly Charge To Be Determined (Water Bond)@
 - 1.) Covers base infrastructure cost.
- d. Discontinuance/Disconnection [4.12.040]: Owner's Expense
- e. Reconnection Fee [4.12.050.A]: \$100.00*

2. Monthly Sewer Charge [4.10.070] Evaluated at a minimum of biannually [4.10.050]:

- a. **Within the Corporate Limits of Deer Lodge:**
 - 1.) Residential \$42.31*
 - 2.) Commercial \$42.31*
- b. **Outside the Corporate Limits of Deer Lodge:**

- 1.) Within City Limits \$42.31*
- 2.) Outside City Limits \$42.31*
- c. Short Term Sewer Responsibility Discontinuance Monthly Charge [4.10.071.B]: \$12.87@
 - 1.) Covers base infrastructure cost
- 3. Discontinuance/Disconnection [4.10.071]: Owner's Expense
- 4. Extension of Water Main [4.12.030]: Cost Borne by Owner

B. Fines/Penalties

- 1. Watering Hours/Method Violations (Includes Automatic Sprinkling System Violations) [4.18.080/4.12.060.Q] – Currently in Water Shortage Double Penalty Stage due to loss of one well [4.18.070]
 - a. First Offense \$25.00 x 2=\$50.00^
 - b. Second Offense \$40.00 x 2=\$80.00^
 - c. Third Offense \$60.00 x 2=\$120.00^
 - d. Fourth Offense \$80.00 x 2=\$160.00^
 - e. Open Hose [4.18.060] \$125.00 x 2=\$250.00*
- 2. Clear Water Connection Penalty [4.04.080/4.09.020]: <= \$500.00*
- 3. Discharge of Unpolluted Waters Penalty [4.05.010/4.09.020]: <= \$500.00*
- 4. Discharge of Specified Waters or Waste Penalty [4.05.030/4.09.020]: <= \$500.00*
- 5. Exceeding Specified Substances, Materials, Waters, Waste Limits [4.05.040/4.09.020]: <= \$500.00*
- 6. Sewer Destruction Penalty [4.06.010/4.09.010/4.09.020]: <= \$500.00*
 - a. Immediate Arrest on Charge of Disorderly Conduct
- 7. Discharge of Specified Waters or Waste Penalty [4.05.030/4.09.020]: <= \$500.00*
- 8. Liability to City for Expense, Loss, Damage Due to Violation [4.09.030]: **Actual Cost**
- 9. Monthly Water and Sewer Charge Late Fee [Not Defined]: \$1.5% of Total
- 10. Two Month Late Disconnect Fee [Not Defined]: \$25.00*
- 11. Discontinued Water Service Reconnection/Usage without Authorization [4.12.050.D]:
 - a. Reconnection Fee: \$25.00 during business hours, otherwise per Public Works Callout Fee Schedule#
 - b. Owner additionally liable for all monthly charges since disconnect date
- 12. Discontinued Sewerage Service Reconnection/Usage w/o Authorization [4.10.070.D]:
 - a. Reconnection Fee Included with Water Connection Fee.#
 - b. Owner additionally liable for all monthly charges since disconnect date#
 - c. Willful and Blatant reconnection could result in denial of future discontinuation of service applications.#
 - 1.) Denial must state specific reasons.
 - 2.) This action can only be resolved by appeal to the City Council within 30 days of denial.
- 13. Non-Compliance with Phosphorus Compound Discharge to Wastewater [4.11.070]:
 - a. First Offense Notification by City Clerk, with 10 Days to comply#
 - b. Non-Compliance after 10 Days: Misdemeanor#
- 14. Each Violation of This Chapter [4.11.070]: \$50.00 to \$500.00#
 - a. Each day violation continues counts as a separate violation

TITLE 5: BUSINESS LICENSES AND REGULATIONS

- 1. Fees, Licenses, or Permits [5.02.050: LICENSE SCHEDULE OF FEES]
 - a. Annual Business License Fees [5.02.020: A]
 - 1.) Term: July 1, Current Year through June 30, Following Year
 - 2.) License:
 - a.) General Business License (Per Business/Branch) [5.02.040]: \$125.00*
 - b.) Non-Resident General Business License (Per Business/Branch): \$150.00!
 - c.) Contractor's Business License: \$50.00*
 - i.) Term: Maximum of 6 months*
 - d.) Major Home Occupation Business License (Per Business/Branch): \$50.00*
 - i.) Home Business Assessment Required to Verify Home Business Type
 - ii.) Requires Conditional Use Permit: \$100.00*
 - (a.) This permit cost includes the first year's Major Home Occupation Business License Fee.
 - e.) Minor Home Occupation Business License (Per Business/Branch): \$25.00*
 - i.) Home Business Assessment Required to Verify Home Business Type