



COUNTY WATER DISTRICT OF BILLINGS HEIGHTS

Board of Directors Meeting Minutes

September 20th, 2023 at 6:00 PM

County Water District of Billings Heights 1540 Popelka Dr., Board room

The meeting is open to any interested member of the public. Agendas are prepared for the meetings; agendas may be requested from the General Manager Peyton Brookshire, peyton@heightswaterdistrict.com and are available at <https://heightswaterdistrict.com/agendas-and-minutes>. Agenda packets, due to their size, will not be printed off for the meetings or at the public's request. The public can access and view the agenda packet on line and can download them or print them at their own expense.

CALL MEETING TO ORDER: President Doug Kary called the meeting to order at 6:00 PM

WELCOME AND INTRODUCTIONS

Board Members present: Ming Cabrera, Doug Kary, Frank Ewalt, Tom Zurbuchen, Jeff Essmann

Staff Members present: Peyton Brookshire, Josh Simpson, and Jenn Burnside

Also present: Pam Ellis, and Evelyn Pyburn (YCN)

PRESIDENT'S REMARKS: Read by Doug Kary

During the course of the meeting, the Public may be heard before a vote is cast by the Board. The President will acknowledge the Public once the motion has been made and discussed by the Board for their input. The President will recognize speakers who raise their hands. Once recognized, the speaker should move to the side of the board table so comments can be heard, identify themselves by name, and limit their comments to two minutes. Each speaker will have one opportunity to speak on any agenda item. Once the public comment period is over the public may not provide further comment or ask additional questions during the remainder of the agenda item discussion, unless specifically requested by the chair or presiding officer of the meeting.

PUBLIC COMMENT on Non-Public Hearing Agenda Items: Read by Doug Kary

- A. Any member of the public may be heard on any subject that is not on the agenda;
- B. The board will not take action on these items at this time but may choose to add the item to the agenda for the next scheduled board meeting.

September 20th, 2023 6:00 PM

Point of order: Ming says that Jeff Essmann currently does not meet the requirements to sit on the Heights Water District Board as he does not own any property in the boundaries. He does however have an LLC in the District. Ming states that he has to have permission from his LLC.

Doug says to refer to 7-15-2232-4. Which states that In all cases where the boundaries of such district include any municipality or municipalities, said board, in addition to said five or three directors to be elected as aforesaid, shall consist of one additional director for each of said municipalities within such district, each such additional director to be appointed by the mayor of the municipality for which said additional director is allowed, and, if there be any unincorporated territory within said district, one additional director to be appointed by the board of county commissioners of each county containing such territory.

Tom makes a motion to seat Jeff Essmann

Swearing in of Jeff Essmann

Jeff raised a point of order on 1,2 and 3, there was no information on those items in the packet.

Doug says the Stifel report is missing from the packet.

Peyton said he included the documents for the investments coming due soon.

Jeff withdraws his point of order.

Doug rules to delay New Business item #1(Investments due in September and October) until next month. As well as New Business Items #2(Billing change proposal and #3(Dover Right of Entry Agreement) will be moved to the bottom of the agenda.

PUBLIC COMMENT:

Pam: speaks about the agenda and its changes without notice to the public.

The board then discusses having an additional board meeting on October 5th at 9:00 am to discuss the agenda and how to structure it.

CONSENT AGENDA:

Tom moves to approve Item #1 the minutes from August. Frank seconds.

Public Comment: Pam said the minutes need to be fixed because she feels there are many errors in them.

Jeff moves to approve the minutes with the correction of the signature line fixed for August 23rd. Frank seconds. All Approved.

Ming moves for 2 (Monthly bills for approval),3 (Bank Balances),4 (FIB Payroll Statement),5 (FIB Savings Statement) and 6 (FIB Gross Income Statement) to be approved as read. Tom seconds.

Doug asked about paying Raftelis and what we paid them for.

Peyton said it was for the rate study and his presence at the meetings.

There was further discussion regarding the contract with Raftelis and Interstate Engineering.

Ming moves to amend his motion to approve 3,4,5 and 6. Tom seconds. Ming Doug, and Tom approve. Frank and Jeff against.

Frank asked about page 41 of the agenda the water revenue and why the bill from the city isn't showing. He asks about the second month of the cost of goods sold.

Josh said that the city bills a month behind so we have not gotten the new month's bills yet.

Public Comment: Pam said there are things missing from the packet to be able to approve those items. Pam says that it is illegal to provide 401k unless it is before 1985.

Doug says we have had the 401k since before 1985.

Tom asks about pages 41, 42, and 43. He asks about some discrepancies that are due to the water bill from June. He also asks about the cost of goods sold as well as a couple of other line items on those reports.

Jeff asks whether we operate on a cash or an accrual basis.

Ming would like to have Summers Mcnea come in to explain our system.

Jeff calls the question. All approved

Peyton explains he should not see any more bills from Raftelis.

Jeff asks if we have a direct contract with Raftelis. Peyton says yes. Jeff asks him to produce the proof of that. Peyton left to find the contract with Raftelis but was unable to find it at that time.

Tom moves to approve the prepaid bills. Ming seconds. Frank, Jeff, Tom, Ming Approve. Doug against.

NEW BUSINESS:

Item #1 (Investments due in September and October) to next month. Item #2 (Billing change proposal) has been removed. Item#3 (Dover agreement for Right of Entry) is at the bottom of the list.

Jeff moves to pass the resolution on item #4 Email policy. Frank seconds. Frank, Tom, Jeff, Doug Approve. Ming Against.

Ming says that we don't need to incur the cost of the additional emails because the board gets so few emails a month.

Doug said we are a right-to-know state and that the emails are necessary.

Jeff said it is our legal duty

Public Comment: Pam said that Susan Swimley told the board that they should have a separate email other than their personal emails.

Item #5 review of current District contracts.

Doug says that the resolution was not typed as it was sent in. Peyton said it had an extra "Now There For".

Jeff moves to pass the resolution to include striking the last "Now There for" from the resolution. Tom seconds. All Approved

Jeff thinks that it is important for the members of the board to know what their duties are as well and he thinks the board needs to review all current open contracts.

Public Comment: Pam brought up resolutions 22-22 and 29-22. She said these were never discussed at meetings.

Item #6 paying invoices. Nothing was included in the packet for this item

Jeff moved to strike this item from the agenda. Frank seconds. All Approved

Item #7 Pressure issues in the Lake Hills area

Low water pressure in the Lake Hills area and inadequate in early mornings.

Josh recommends having a work session with Interstate Engineering so that the board can be more informed on the project.

Doug moved to accept the resolution to direct Gen Mgr. to investigate and review all options, including, but not limited to the proposed NW Transmission line. No Second

More discussion was had regarding accurate pressure and the need of the Northwest transmission main.

Jeff moves to amend the motion so it says adequate pressure 24 hours a day instead of 75 psi. Frank seconds. Frank, Jeff, Doug, Ming Approve Tom against.

Ming says that if we connect with the city, it will be a lot of extra cost. He also thinks some board members should go to the meeting with Brad and Lowell.

Doug thinks it's out of the scope of the board to go to that meeting.

Public Comment: Jennifer Duray says that they have done some preliminary options about the interconnection. This would require adding a pressure system to their lines and she thinks this would eliminate the pressure and flow problem. .05\$ per 1,000.

Tom says that is a 1.6% increase from the city. Tom asks if this is a solution for today not for the future.

Jennifer says yes this is for today not for future growth.

Discussion was had regarding the House bill 675 and Tom would like this to be brought back for further discussion at the next board meeting.

MANAGERS REPORT:

CEC bored through our marked watermain on River Oaks on 8/18/23. They excavated it and our people repaired it and sent the invoice for the repair.

Crew has been doing site work at Oxbow tank on drainage system. Leaks, hydrant painting, and locates.

Lanier tank mixer conduit came unhinged during wind storm and is to be repaired under warranty by Western Municipal.

Oxbow leak on feed line is to be repaired under warranty by Western next week.

MDU is in the process of moving its gas line on Bitterroot and Wicks for the City storm drain project. Unsure of an updated timeline for when our main will be relocated to the east side of Bitterroot drive.

In regards to the retention schedule (email from local government records committee). There isn't a specific schedule for water-sewer districts.

You can use General schedule #1 for general records

Local_Schedule1.pdf (sosmt.gov)

And Schedule 5 for accounting and financial records Form (sosmt.gov)

We need a sewer and water district schedule for records that are not covered under these two schedules. If you are interested in helping to create one, please let us know! Usually, we work with a local jurisdiction to develop the first retention schedule and then approve it for use by others.

In regards to emails, no other district that he has seen has emails available to the public for their board members. The fact that individually a board member has no power or authority would render it unnecessary. As you may only vote as a group it avoids issues coming up with speaking or directing without or outside the scope of one's authority. This is covered in the bylaws under prohibited acts Article VII Section C. Only the Board President or his designee shall speak publicly as a representative of or on behalf of the majority of the board.

We do not have purchase orders in the district. As far as contracts any and all that are signed for engineering are task orders that have been previously approved by the board. The board votes on the insurance, investments, legal, as well as construction contracts that are bid. The General Manager was given authority to sign these documents after the board has approved them. That is still the case today. I am missing what the issue is.

The NW pressure area and Transmission Main falls under Task order 28 which was approved by the board on November 16th, 2022. There is no other workaround or option from the City that will not cost us more and waste valuable time pushing us closer to possible violations. The city's reservoirs in the Heights are unable to push against the Oxbow tank therefore not only would you need a line to connect, but it would be need a pump station to get the water to the zone. Again, all of this will affect our rate of water from the City. The NW Transmission line has been in planning for quite some time. It must be done and frankly, not doing it is knowingly placing the district in a possible future violation of DEQ standards. The system must be designed to maintain a minimum normal working pressure of 35 psi. Minimum pressure under all conditions of flow (e.g., fire flows, hydrant testing, and water main flushing) must be 20 psi. It is a disservice to the district and its customers to not proactively prevent this. I suggest a work session with Interstate Engineering to answer questions more concisely and give feedback on the necessity of this project for the board.

Investments came open of \$49,779 on 11/13, and \$213,175.20 on 9/25. We also have \$100,195.92 on 10/04 and \$194,374 on 10/23. We have 500k in smart rate right now at 5% and we are looking to put 250K in CD for September. See Stifel's quote. We will have quotes for October soon.

OLD BUSINESS:

Rate study: Raftelis vs. the board alternatives.

Doug reached out to the Rural Water Association. \$0 cost for a third-party opinion.

Ming said they hired someone who cost \$0 but they never showed up. You get what you pay for.

Jeff thinks that the cost needs to be allocated correctly.

Tom says Raftelis thought changes would need to be made over the years.

Doug says that we can't just give water away.

Jeff recommended a subcommittee.

Ming makes a motion to accept the Raftelis Rate Study. No second

Josh makes a recommendation to accept the board's alternatives mixed with the Raftelis SDF fee and annexation fees.

Public Comment: Pam comments on the rates.

Jeff thinks it's a good idea to have a conservation rate for certain users.

Members of the committee for the Ratelis rate study are Frank, Tom, and Laura or Doug

More discussion was had regarding the Rate Study and the fees going forward as well as a time line for making a final decision.

Work Session October 5th @ 9:00 am

Next Meeting October 18th @ 6:00pm

Meeting adjourned @ 8:39 pm

Board Secretary, Jennifer Burnside

Board President, Doug Kary

10/02/23
11:23:24

BILLINGS HEIGHTS WATER DISTRICT
Check Register for Gross Receipts
For the Accounting Period: 9/23

Page: 1 of 3
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99604	C E	361 STATE COMPENSATION INSURANCE FUND	0.00	09/26/23		CL 747	
-99603	* E	298 NORTHWESTERN ENERGY	1708.44	09/11/23	9/23	CL 748	1708.44
-99602	E	298 NORTHWESTERN ENERGY	29.11	09/11/23	9/23	CL 749	29.11
-99601	E	298 NORTHWESTERN ENERGY	377.81	09/11/23	9/23	CL 751	377.81
-99600	E	298 NORTHWESTERN ENERGY	1007.28	09/11/23	9/23	CL 752	1007.28
-99599	E	371 TCT	170.95	09/10/23	9/23	CL 754	170.95
-99598	E	262 MONTANA DAKOTA UTILITIES	62.08	09/21/23	9/23	CL 755	62.08
-99597	E	418 WEX	1513.25	09/15/23	9/23	CL 756	1513.25
-99596	E	300 OFFICE DEPOT	359.99	09/01/23	9/23	CL 753	359.99
-99595	E	279 MORRISON MAIERLE, INC.	156.25	09/19/23	9/23	CL 758	156.25
-99594	E	127 ENERGY LABORATORIES, INC.	495.00	09/19/23	9/23	CL 759	495.00
-99593	E	242 MASTERCARD - ANDY	147.33	09/21/23	9/23	CL 768	147.33
-99592	E	248 MASTERCARD - PEYTON	91.94	09/21/23	9/23	CL 769	91.94
-99591	E	243 MASTERCARD - CLAY	159.91	09/21/23	9/23	CL 770	159.91
-99590	E	247 MASTERCARD - OFFICE	5161.51	09/21/23	9/23	CL 771	5161.51
-99589	E	246 MASTERCARD - JOSH	253.91	09/21/23	9/23	CL 772	253.91
-99588	C E	51 BILLINGS/CITY OF (WATER-WASTE	0.00	09/28/23		CL 773	
-99587	* E	71 CHARTER	149.98	10/14/23	9/23	CL 774	149.98
-99586	E	258 MING CABRERA	100.00	09/22/23	9/23	CL 775	100.00
-99585	E	442 JENNIFER BURNSIDE	150.00	09/22/23	9/23	CL 776	150.00
-99584	E	468 THOMAS ZURBUCHEN	100.00	09/22/23	9/23	CL 777	100.00
-99583	E	227 LAURA DRAGER	100.00	09/22/23	9/23	CL 778	100.00
-99582	E	482 DOUG KARY	100.00	09/22/23	9/23	CL 779	100.00
-99581	E	481 FRANK EWALT	100.00	09/22/23	9/23	CL 780	100.00

10/02/23
11:23:24

BILLINGS HEIGHTS WATER DISTRICT
Check Register for Gross Receipts
For the Accounting Period: 9/23

Page: 2 of 3
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99580	E	51 BILLINGS/CITY OF (WATER-WASTE	580413.18	09/28/23	9/23		
-99579	E	361 STATE COMPENSATION INSURANCE FUND	810.29	09/26/23	9/23	CL 773	580413.18
-99578	E	409 VERIZON	169.84	09/18/23	9/23	CL 747	810.29
-99577	E	485 Fisher Investments	130.75	09/15/23	9/23	CL 786	169.84
10928	S	27 BADGER METER, INC.	364.98	09/07/23		CL 788	130.75
10929	S	483 FUCHS AUTOMOTIVE FABRICATION AND REPAIR	150.00	09/07/23		CL 745	364.98
10930	S	225 KNIFE RIVER	701.98	09/07/23		CL 744	150.00
10931	S	305 O'REILLY AUTOMOTIVE INC.	16.51	09/07/23		CL 740	701.98
10932	S	416 WESTERN OFFICE EQUIPMENT, INC.	160.00	09/07/23		CL 742	16.51
10933	S	17 AMERICAN WATER WORKS ASS'N	2117.00	09/18/23		CL 741	160.00
10934	S	52 BLACK MOUNTAIN SOFTWARE	100.00	09/18/23		CL 761	2117.00
10935	S	296 NORTHWEST PIPE FITTINGS INC	25.00	09/18/23		CL 760	100.00
10936	S	332 RAFTELIS	3965.00	09/18/23		CL 763	25.00
10937	S	366 SUSAN SWIMLEY	3431.75	09/18/23		CL 764	3965.00
10938	S	404 UTILITIES UNDERGROUND LOCATION CENTER	670.39	09/18/23		CL 762	3431.75
10939	C S	436 YELLOWSTONE WATERWORKS1	0.00	09/18/23		CL 767	670.39
10940	* S	436 YELLOWSTONE WATERWORKS1	6647.15	09/19/23		CL 765	
10941	S	484 DAVIDSON UNDERGROUND	2100.00	09/26/23		CL 765	6647.15
10942	S	225 KNIFE RIVER	255.31	09/26/23		CL 781	2100.00
10943	S	296 NORTHWEST PIPE FITTINGS INC	39.42	09/26/23		CL 782	255.31
10944	S	390 TRUE NORTH CONTRACTING LLC	1174.00	09/26/23		CL 784	39.42
10945	S	399 UNITED STATES POST OFFIC	2026.22	09/28/23		CL 783	1174.00
						CL 785	2026.22

Total for Claim Checks 617963.51
Count for Claim Checks 46

* denotes missing check number(s)

of Checks: 46 Total: 617963.51

10/02/23
11:23:25

BILLINGS HEIGHTS WATER DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 9/23

Fund/Account	Amount
5210 Water 101012	\$617,963.51
Total:	\$617,963.51

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX2349
DOCUMENTS: 49

PAGE: 1
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT
1540 POPELKA DR
BILLINGS MT 59105-4468

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34
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To contact your local branch call 406-255-5800

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/23	1.00
DEPOSIT		6,056.96	09/01/23	6,057.96
METAVANTE CORP BILL PAYMT 0901500		229.53	09/01/23	6,287.49
CHECKFREE COUNTY WAT XXXXXX5397		664.14	09/01/23	6,951.63
IPAY SOLUTIONS BILL PMT BILL PMT		699.06	09/01/23	7,650.69
MERCHANT BANKCD DEPOSIT 496391735883		2,717.28	09/01/23	10,367.97
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX XXXXXXXX4167	10,366.97		09/01/23	1.00
DEPOSIT		5,045.94	09/05/23	5,046.94
DEPOSIT		5,785.90	09/05/23	10,832.84
DEPOSIT		6,042.14	09/05/23	16,874.98
DEPOSIT		8,053.86	09/05/23	24,928.84
METAVANTE CORP BILL PAYMT 1625000		160.00	09/05/23	25,088.84
IPAY SOLUTIONS BILL PMT BILL PMT		347.66	09/05/23	25,436.50
MERCHANT BANKCD DEPOSIT 496391735883		1,306.26	09/05/23	26,742.76
CHECKFREE COUNTY WAT XXXXXX5397		1,627.40	09/05/23	28,370.16
MERCHANT BANKCD DEPOSIT 496391735883		1,933.57	09/05/23	30,303.73
MERCHANT BANKCD DEPOSIT 496391735883		1,949.82	09/05/23	32,253.55
MERCHANT BANKCD DEPOSIT 496391735883		5,232.31	09/05/23	37,485.86
0001745017 FISHER INVESTMEN REF*TN**0001745017\TRN*1*U S1299147090523\	130.75		09/05/23	37,355.11
OFFICE DEPOT PAYMENT 201158178970796				
	359.99		09/05/23	36,995.12
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX XXXXXXXX4167	36,994.12		09/05/23	1.00
DEPOSIT		6,185.90	09/06/23	6,186.90
DEPOSIT		7,274.28	09/06/23	13,461.18
DEPOSIT		7,985.22	09/06/23	21,446.40

DEPOSIT	8,066.66	09/06/23	29,513.06
IPAY SOLUTIONS BILL PMT BILL PMT	9,251.52	09/06/23	38,764.58
CHECKFREE COUNTY WAT XXXXXX5397	12,094.90	09/06/23	50,859.48
* * * C O N T I N U E D * * *			

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

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ACCOUNT: XXXXXXXXXXXX2349
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PAGE: 2
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
MERCHANT BANKCD DEPOSIT 496391735883		14,184.50	09/06/23	65,043.98
CHECK(S) 2,004.07	2,004.07		09/06/23	63,039.91
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 63,038.91	63,038.91		09/06/23	1.00
DEPOSIT		2,741.22	09/07/23	2,742.22
DEPOSIT		6,251.51	09/07/23	8,993.73
DEPOSIT		8,487.53	09/07/23	17,481.26
DEPOSIT		46,835.80	09/07/23	64,317.06
METAVANTE CORP BILL PAYMT 16654-00		814.89	09/07/23	65,131.95
IPAY SOLUTIONS BILL PMT BILL PMT		1,300.50	09/07/23	66,432.45
County Water Dis Special He XXXXX1683		2,507.67	09/07/23	68,940.12
METAVANTE CORP BILL PAYMT 16780-00		3,898.13	09/07/23	72,838.25
MERCHANT BANKCD DEPOSIT 496391735883		5,245.63	09/07/23	78,083.88
CHECKFREE COUNTY WAT XXXXXX5397		7,421.35	09/07/23	85,505.23
RETURNED DEPOSITED ITEM 190.00	190.00		09/07/23	85,315.23
DEPOSIT CORRECTION 3,752.51	3,752.51		09/07/23	81,562.72
SPECTRUM SPECTRUM 1604386 149.98	149.98		09/07/23	81,412.74
CHECK(S) 848.75	848.75		09/07/23	80,563.99
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 5,015.34	5,015.34		09/07/23	75,548.65
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 75,547.65	75,547.65		09/07/23	1.00
DEPOSIT		5,260.48	09/08/23	5,261.48
DEPOSIT		7,467.33	09/08/23	12,728.81
DEPOSIT		22,841.71	09/08/23	35,570.52
METAVANTE CORP BILL PAYMT 0702700		1,131.65	09/08/23	36,702.17
IPAY SOLUTIONS BILL PMT BILL PMT		2,468.51	09/08/23	39,170.68
MERCHANT BANKCD DEPOSIT 496391735883		4,266.96	09/08/23	43,437.64
CHECKFREE COUNTY WAT XXXXXX5397		6,426.16	09/08/23	49,863.80
WEX INC FLEET DEBI 9100009036252				
	1,513.25		09/08/23	48,350.55
County Water Dis Correction XXXXX1683				
	5,015.34		09/08/23	43,335.21
CHECK(S) 1,364.00	1,364.00		09/08/23	41,971.21
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 41,970.21	41,970.21		09/08/23	1.00
DEPOSIT		7,365.64	09/11/23	7,366.64

DEPOSIT	9,721.85	09/11/23	17,088.49
DEPOSIT	35,178.68	09/11/23	52,267.17
County Water Dis Budget Bil XXXXX1683	1,022.62	09/11/23	53,289.79
* * * C O N T I N U E D * * *			

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09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
METAVANTE CORP BILL PAYMT 22020-00		1,903.58	09/11/23	55,193.37
MERCHANT BANKCD DEPOSIT 496391735883		2,901.91	09/11/23	58,095.28
IPAY SOLUTIONS BILL PMT BILL PMT		2,996.31	09/11/23	61,091.59
MERCHANT BANKCD DEPOSIT 496391735883		3,553.67	09/11/23	64,645.26
MERCHANT BANKCD DEPOSIT 496391735883		6,755.10	09/11/23	71,400.36
CHECKFREE COUNTY WAT XXXXXX5397		9,041.75	09/11/23	80,442.11
HEIGHTS WATER DI UTIL BILL HEIGHTS WATER D		65,179.21	09/11/23	145,621.32
NORTHWESTERN NWE BILL 1249548	29.11		09/11/23	145,592.21
NORTHWESTERN NWE BILL 1563885	377.81		09/11/23	145,214.40
NORTHWESTERN NWE BILL 0286453	1,007.28		09/11/23	144,207.12
NORTHWESTERN NWE BILL 0246071	1,708.44		09/11/23	142,498.68
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXX4167	142,497.68		09/11/23	1.00
DEPOSIT		5,826.44	09/12/23	5,827.44
DEPOSIT		54,432.65	09/12/23	60,260.09
METAVANTE CORP BILL PAYMT 2203600		534.96	09/12/23	60,795.05
IPAY SOLUTIONS BILL PMT BILL PMT		3,967.33	09/12/23	64,762.38
CHECKFREE COUNTY WAT XXXXXX5397		4,060.00	09/12/23	68,822.38
MERCHANT BANKCD DEPOSIT 496391735883		5,533.64	09/12/23	74,356.02
Tri County Telep Phone Bill XXXXX804-3				
	170.95		09/12/23	74,185.07
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXX4167	74,184.07		09/12/23	1.00
DEPOSIT		3,752.51	09/13/23	3,753.51
DEPOSIT		5,841.02	09/13/23	9,594.53
DEPOSIT		10,560.13	09/13/23	20,154.66
METAVANTE CORP BILL PAYMT 11178-00		537.44	09/13/23	20,692.10
IPAY SOLUTIONS BILL PMT BILL PMT		1,725.72	09/13/23	22,417.82
CHECKFREE COUNTY WAT XXXXXX5397		3,269.50	09/13/23	25,687.32
MERCHANT BANKCD DEPOSIT 496391735883		7,046.22	09/13/23	32,733.54
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXX4167	32,732.54		09/13/23	1.00
DEPOSIT		18,584.58	09/14/23	18,585.58
METAVANTE CORP BILL PAYMT 2301600		364.23	09/14/23	18,949.81
IPAY SOLUTIONS BILL PMT BILL PMT		659.02	09/14/23	19,608.83
CHECKFREE COUNTY WAT XXXXXX5397		833.90	09/14/23	20,442.73
MERCHANT BANKCD DEPOSIT 496391735883		3,602.22	09/14/23	24,044.95

TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXX4167	24,043.95		09/14/23	1.00
DEPOSIT		20,869.25	09/15/23	20,870.25
* * * C O N T I N U E D * * *				

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX2349
DOCUMENTS: 49

PAGE: 4
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
METAVANTE CORP BILL PAYMT 1625000		546.45	09/15/23	21,416.70
IPAY SOLUTIONS BILL PMT BILL PMT		805.54	09/15/23	22,222.24
MERCHANT BANKCD DEPOSIT 496391735883		2,765.55	09/15/23	24,987.79
CHECKFREE COUNTY WAT XXXXXX5397		2,962.47	09/15/23	27,950.26
FDMS FDMS PYMT 052-1480741-000 29.93	29.93		09/15/23	27,920.33
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX XXXXXXXX4167	27,919.33		09/15/23	1.00
DEPOSIT		23,609.38	09/18/23	23,610.38
METAVANTE CORP BILL PAYMT 2300300		420.25	09/18/23	24,030.63
IPAY SOLUTIONS BILL PMT BILL PMT		690.71	09/18/23	24,721.34
CHECKFREE COUNTY WAT XXXXXX5397		1,237.75	09/18/23	25,959.09
MERCHANT BANKCD DEPOSIT 496391735883		1,448.16	09/18/23	27,407.25
MERCHANT BANKCD DEPOSIT 496391735883		2,925.57	09/18/23	30,332.82
MERCHANT BANKCD DEPOSIT 496391735883		5,223.03	09/18/23	35,555.85
Service Charges August 2023 722.03	722.03		09/18/23	34,833.82
VERIZON WIRELESS PAYMENTS 057191517400001 169.84	169.84		09/18/23	34,663.98
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX XXXXXXXX4167	34,662.98		09/18/23	1.00
METAVANTE CORP BILL PAYMT 23085-00		339.66	09/19/23	340.66
IPAY SOLUTIONS BILL PMT BILL PMT		506.51	09/19/23	847.17
MERCHANT BANKCD DEPOSIT 496391735883		880.03	09/19/23	1,727.20
CHECKFREE COUNTY WAT XXXXXX5397		2,003.31	09/19/23	3,730.51
Morrison Maierle WEB PAY XXXXXX0539 156.25	156.25		09/19/23	3,574.26
CHECK(S) 701.98	701.98		09/19/23	2,872.28
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX XXXXXXXX4167	2,871.28		09/19/23	1.00
DEPOSIT		3,118.08	09/20/23	3,119.08
DEPOSIT		21,666.24	09/20/23	24,785.32
IPAY SOLUTIONS BILL PMT BILL PMT		171.02	09/20/23	24,956.34
METAVANTE CORP BILL PAYMT 0414800		757.36	09/20/23	25,713.70
County Water Dis Payments XXXXX1683		933.50	09/20/23	26,647.20
CHECKFREE COUNTY WAT XXXXXX5397		1,812.39	09/20/23	28,459.59
MERCHANT BANKCD DEPOSIT 496391735883		2,999.40	09/20/23	31,458.99
HEIGHTS WATER DI UTIL BILL HEIGHTS WATER D		26,209.27	09/20/23	57,668.26
RETURNED DEPOSITED ITEM 36.20	36.20		09/20/23	57,632.06

CHECK(S)	160.00	09/20/23	57,472.06
TRANSFER TO MONEY MARKET SWEEP ACCOUNT	XXXXXXXXXXXXXXXXXX		
XXXXXXXX4167	650.00	09/20/23	56,822.06
* * * C O N T I N U E D * * *			

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX2349
DOCUMENTS: 49

PAGE: 5
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167	56,821.06		09/20/23	1.00
DEPOSIT		4,024.96	09/21/23	4,025.96
METAVANTE CORP BILL PAYMT 28215-00		103.00	09/21/23	4,128.96
IPAY SOLUTIONS BILL PMT BILL PMT		215.55	09/21/23	4,344.51
CHECKFREE COUNTY WAT XXXXXX5397		236.23	09/21/23	4,580.74
MERCHANT BANKCD DEPOSIT 496391735883		3,309.84	09/21/23	7,890.58
County Water Dis Sept 20 Me XXXXX1683				
	650.00		09/21/23	7,240.58
CHECK(S)	150.00		09/21/23	7,090.58
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167	7,089.58		09/21/23	1.00
METAVANTE CORP BILL PAYMT 1643200		388.79	09/22/23	389.79
CHECKFREE COUNTY WAT XXXXXX5397		906.22	09/22/23	1,296.01
MERCHANT BANKCD DEPOSIT 496391735883		2,424.03	09/22/23	3,720.04
MASTERCARD PAYMENT 552746XXXXX3586				
	91.94		09/22/23	3,628.10
MASTERCARD PAYMENT 552746XXXXX4492				
	147.33		09/22/23	3,480.77
MASTERCARD PAYMENT 552746XXXXX7728				
	159.91		09/22/23	3,320.86
MASTERCARD PAYMENT 552746XXXXX5242				
	253.91		09/22/23	3,066.95
MASTERCARD PAYMENT 552747XXXXX3789				
	5,161.51		09/22/23	2,094.56-
CHECK(S)	16.51		09/22/23	2,111.07-
TRANSFER FROM MONEY MARKET SWEEP ACCOUNT				
XXXXXXXXXXXXXXXXXXXXXXXXXXXX4167		2,112.07	09/22/23	1.00
DEPOSIT		7,982.35	09/25/23	7,983.35
IPAY SOLUTIONS BILL PMT BILL PMT		62.66	09/25/23	8,046.01
METAVANTE CORP BILL PAYMT 1905300		90.58	09/25/23	8,136.59
CHECKFREE COUNTY WAT XXXXXX5397		1,145.29	09/25/23	9,281.88
MERCHANT BANKCD DEPOSIT 496391735883		1,560.96	09/25/23	10,842.84
MERCHANT BANKCD DEPOSIT 496391735883		2,103.16	09/25/23	12,946.00
MERCHANT BANKCD DEPOSIT 496391735883		2,174.53	09/25/23	15,120.53
MDU PAYMENTS XXXXXX1000	62.08		09/25/23	15,058.45
ENERGYLABORATORI PURCHASE COUNTY WATER DI				

	495.00	09/25/23	14,563.45
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX			
XXXXXXXX4167	14,562.45	09/25/23	1.00
* * * C O N T I N U E D * * *			

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX2349
DOCUMENTS: 49

PAGE: 6
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
IPAY SOLUTIONS BILL PMT BILL PMT		361.87	09/26/23	362.87
MERCHANT BANKCD DEPOSIT 496391735883		587.91	09/26/23	950.78
CHECKFREE COUNTY WAT XXXXXX5397		625.49	09/26/23	1,576.27
METAVANTE CORP BILL PAYMT 15079-00		800.00	09/26/23	2,376.27
CHECK(S) 364.98			09/26/23	2,011.29
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 2,010.29			09/26/23	1.00
DEPOSIT		190.00	09/27/23	191.00
DEPOSIT		7,542.90	09/27/23	7,733.90
IPAY SOLUTIONS BILL PMT BILL PMT		80.00	09/27/23	7,813.90
METAVANTE CORP BILL PAYMT 1707400		196.79	09/27/23	8,010.69
CHECKFREE COUNTY WAT XXXXXX5397		961.20	09/27/23	8,971.89
MERCHANT BANKCD DEPOSIT 496391735883		4,339.98	09/27/23	13,311.87
Outgoing Wire 390943 CITY OF BILLINGS- PUD				
580,413.18			09/27/23	567,101.31-
MONTANASTATEFUND PREMIUM XXXXX9518				
810.29			09/27/23	567,911.60-
CHECK(S) 4,152.64			09/27/23	572,064.24-
TRANSFER FROM MONEY MARKET SWEEP ACCOUNT				
XXXXXXXXXXXXXXXXXXXXX4167		572,065.24	09/27/23	1.00
METAVANTE CORP BILL PAYMT 14119-00		32.12	09/28/23	33.12
IPAY SOLUTIONS BILL PMT BILL PMT		189.24	09/28/23	222.36
CHECKFREE COUNTY WAT XXXXXX5397		291.82	09/28/23	514.18
MERCHANT BANKCD DEPOSIT 496391735883		2,769.10	09/28/23	3,283.28
CHECK(S) 6,647.15			09/28/23	3,363.87-
TRANSFER FROM MONEY MARKET SWEEP ACCOUNT				
XXXXXXXXXXXXXXXXXXXXX4167		3,364.87	09/28/23	1.00
DEPOSIT		21,924.24	09/29/23	21,925.24
METAVANTE CORP BILL PAYMT 25067-00		65.29	09/29/23	21,990.53
IPAY SOLUTIONS BILL PMT BILL PMT		126.73	09/29/23	22,117.26
CHECKFREE COUNTY WAT XXXXXX5397		1,224.53	09/29/23	23,341.79
MERCHANT BANKCD DEPOSIT 496391735883		1,310.74	09/29/23	24,652.53
CHECK(S) 3,456.75			09/29/23	21,195.78
TRANSFER TO MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXXXXXX				
XXXXXXXX4167 21,194.78			09/29/23	1.00
BALANCE THIS STATEMENT			09/29/23	1.00

TOTAL DAYS IN STATEMENT PERIOD 09/01/23 THROUGH 09/29/23:

29

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

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX2349
DOCUMENTS: 49

PAGE: 7
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
GROSS INCOME ACCT

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ANALYZED BUSINESS CHECKING ACCOUNT XXXXXXXXXXXX2349

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TOTAL CREDITS	(130)	1,297,804.83	MINIMUM BALANCE	1.00
TOTAL DEBITS	(60)	1,297,804.83	AVG AVAILABLE BALANCE	1.00
			AVERAGE BALANCE	1.00

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YOUR CHECKS SEQUENCED

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DATE...	CHECK #	AMOUNT	DATE...	CHECK #	AMOUNT	DATE...	CHECK #	AMOUNT
09/27	10920*	187.64	09/26	10928	364.98	09/29	10935	25.00
09/07	10924	848.75	09/21	10929	150.00	09/27	10936	3,965.00
09/08	10925	280.00	09/19	10930	701.98	09/29	10937*	3,431.75
09/08	10926	1,084.00	09/22	10931	16.51	09/28	10940	6,647.15
09/06	10927	2,004.07	09/20	10932*	160.00			

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

*		TOTAL FOR	TOTAL *
*		THIS PERIOD	YEAR TO DATE *

* TOTAL OVERDRAFT FEES:		\$.00	\$.00 *

* TOTAL RETURNED ITEM FEES:		\$.00	\$.00 *

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX7508
PAGE: 1
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
1540 POPELKA DR
BILLINGS MT 59105-4468

30

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To contact your local branch call 406-255-5800

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BUSINESS INDEXED MONEY MARKET ACCOUNT XXXXXXXXXXXX7508

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/23	254,699.34
INTEREST		556.50	09/29/23	255,255.84
BALANCE THIS STATEMENT			09/29/23	255,255.84

TOTAL DAYS IN STATEMENT PERIOD 09/01/23 THROUGH 09/29/23: 29

TOTAL CREDITS (1) 556.50
TOTAL DEBITS (0) .00

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

AVERAGE LEDGER BALANCE:	254,699.34	INTEREST EARNED:	556.50
AVERAGE AVAILABLE BALANCE:	254,699.34	DAYS IN PERIOD 09/01/23-09/29/23:	29
INTEREST PAID THIS PERIOD:	556.50	ANNUAL PERCENTAGE YIELD EARNED:	2.79%
INTEREST PAID 2023:	3,712.79		
INTEREST RATE:	2.75%		

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX0976
DOCUMENTS: 0

PAGE: 1
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
PAYROLL ACCOUNT
1540 POPELKA DR
BILLINGS MT 59105-4468

30
0
0

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To contact your local branch call 406-255-5800

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STATE COUNTY MUNICIPALITY CHECKING ACCOUNT XXXXXXXXXXXX0976

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/23	193,055.95
IRS USATAXPYMT 270364414190405	5,531.41		09/01/23	187,524.54
BILLINGS HEIGHTS PAYROLL	16,745.13		09/01/23	170,779.41
STATE OF MONTANA MT TAX PMT XXXXX1088				
	1,171.00		09/05/23	169,608.41
ASCENSUS TRUST RET PLAN 259835 09012023				
	1,581.51		09/05/23	168,026.90
ASCENSUS TRUST RET PLAN 259835 09012023				
	1,630.08		09/05/23	166,396.82
ASCENSUS TRUST RET PLAN 259835 09152023				
	1,535.15		09/15/23	164,861.67
ASCENSUS TRUST RET PLAN 259835 09152023				
	1,608.00		09/15/23	163,253.67
IRS USATAXPYMT 270365873736558	5,008.66		09/15/23	158,245.01
BILLINGS HEIGHTS PAYROLL	16,217.05		09/15/23	142,027.96
STATE OF MONTANA MT TAX PMT XXXXXX4592				
	1,078.00		09/18/23	140,949.96
THE GUARDIAN OCT GP INS 76988900WWA0000				
	1,685.70		09/20/23	139,264.26
ASCENSUS TRUST RET PLAN 259835 09292023				
	1,553.20		09/29/23	137,711.06
ASCENSUS TRUST RET PLAN 259835 09292023				
	1,617.10		09/29/23	136,093.96
IRS USATAXPYMT 270367250627987	4,965.45		09/29/23	131,128.51
BILLINGS HEIGHTS PAYROLL	16,065.85		09/29/23	115,062.66
HEALTH CARE SERV OBPPAYMT XXXXXX2283				
	16,334.97		09/29/23	98,727.69
BALANCE THIS STATEMENT			09/29/23	98,727.69

TOTAL DAYS IN STATEMENT PERIOD 09/01/23 THROUGH 09/29/23:
* * * C O N T I N U E D * * *

29

FIRST INTERSTATE BANK
PO BOX 31438
BILLINGS, MT 59107-1438

030 00011 01
ACCOUNT: XXXXXXXXXXXX0976
DOCUMENTS: 0

PAGE: 2
09/29/2023

TELEPHONE: 855-342-3400

COUNTY WATER DISTRICT OF
BILLINGS HEIGHTS
PAYROLL ACCOUNT

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STATE COUNTY MUNICIPALITY CHECKING ACCOUNT XXXXXXXXXXXX0976

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TOTAL CREDITS	(0)	.00	MINIMUM BALANCE	98,727.69
TOTAL DEBITS	(16)	94,328.26	AVG AVAILABLE BALANCE	150,196.77
			AVERAGE BALANCE	150,196.77

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

*		TOTAL FOR		TOTAL	*
*		THIS PERIOD		YEAR TO DATE	*

* TOTAL OVERDRAFT FEES:		\$.00		\$.00	*

* TOTAL RETURNED ITEM FEES:		\$.00		\$.00	*

Balancing Your Checking Account

This form will assist you in balancing your checking account. Please complete all the information for the Statement Balance and Register Balance forms, and click the Calculate Balance buttons near the bottom of the page. **When the Adjusted Statement and Adjusted Check Register Balances at the bottom of the page equals each other, you have balanced your checking account.** If they do not equal each other, make sure all the information entered is correct and complete, and calculate and compare balances again.

FIRST INTERSTATE BANK
401 N 31ST ST
BILLINGS, MT 59101

030 00011 01
ACCOUNT: XXXXXXXXXXXX4167
DOCUMENTS: 0

PAGE: 1
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
HEIGHTS BILLINGS
1540 POPELKA DR
BILLINGS MT 59105-4468

30
0
0

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To contact your local branch call 406-255-5000

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MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXX4167

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/23	466,080.46
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		10,366.97	09/01/23	476,447.43
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		36,994.12	09/05/23	513,441.55
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		63,038.91	09/06/23	576,480.46
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		5,015.34	09/07/23	581,495.80
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		75,547.65	09/07/23	657,043.45
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		41,970.21	09/08/23	699,013.66
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		142,497.68	09/11/23	841,511.34
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		74,184.07	09/12/23	915,695.41
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		32,732.54	09/13/23	948,427.95
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		24,043.95	09/14/23	972,471.90
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		27,919.33	09/15/23	1000,391.23
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		34,662.98	09/18/23	1035,054.21
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXXX2349		2,871.28	09/19/23	1037,925.49
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT				

XXXXXXXXXXXXXXXXXXXX2349	650.00	09/20/23	1038,575.49
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT			
XXXXXXXXXXXXXXXXXXXX2349	56,821.06	09/20/23	1095,396.55
* * * C O N T I N U E D * * *			

FIRST INTERSTATE BANK
401 N 31ST ST
BILLINGS, MT 59101

030 00011 01
ACCOUNT: XXXXXXXXXXXX4167
DOCUMENTS: 0

PAGE: 2
09/29/2023

TELEPHONE:855-342-3400

COUNTY WATER DISTRICT OF
HEIGHTS BILLINGS

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MONEY MARKET SWEEP ACCOUNT XXXXXXXXXXXX4167

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX2349		7,089.58	09/21/23	1102,486.13
TRANSFER TO ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX XXXXX2349	2,112.07		09/22/23	1100,374.06
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX2349		14,562.45	09/25/23	1114,936.51
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX2349		2,010.29	09/26/23	1116,946.80
TRANSFER TO ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX XXXXX2349	572,065.24		09/27/23	544,881.56
TRANSFER TO ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX XXXXX2349	3,364.87		09/28/23	541,516.69
INTEREST		540.01	09/29/23	542,056.70
TRANSFER FROM ANALYZED BIZ CKG ACCOUNT XXXXXXXXXXXXXXXXXXXX2349		21,194.78	09/29/23	563,251.48
BALANCE THIS STATEMENT			09/29/23	563,251.48

TOTAL DAYS IN STATEMENT PERIOD 09/01/23 THROUGH 09/29/23: 29

TOTAL CREDITS	(20)	674,713.20	MINIMUM BALANCE	476,447.43
TOTAL DEBITS	(3)	577,542.18	AVG AVAILABLE BALANCE	823,519.10
			AVERAGE BALANCE	823,519.10

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

AVERAGE LEDGER BALANCE:	823,519.10	INTEREST EARNED:	540.01
AVERAGE AVAILABLE BALANCE:	823,519.10	DAYS IN PERIOD:09/01/23-09/29/23:	29
INTEREST PAID THIS PERIOD:	540.01	ANNUAL PERCENTAGE YIELD EARNED:	.83%
INTEREST PAID 2023:	2,195.05		

UTILITY BILLING SYSTEM Report ID: 1177

HEIGHTS WATER DISTRICT

METER SIZES SUMMARY

Data for Meter Sizes as of 10/12/2023 Metered Accounts Only
Primary Accounts Only

12:44:23 - 10/12/2023

Class

Meter Size

Count

COMMERCIAL

0.625P	11
0.75	173
0.75P	7
0.75S	4
1.00	127
1.00P	23
1.50	59
1.50P	24
2.00	39
2.00P	6
3.00	9
4.00	15
4.00P	4
6.00	9
6.00P	3
8.00	3

Total Count for COMMERCIAL**516****IRRIGATION**

0.625P	2
0.75	17
0.75P	6
1.00	28
1.00P	7
1.50	16
1.50P	1
2.00	9
2.00P	4

Total Count for IRRIGATION**90****RESIDENTIAL**

0.625	10
0.625P	269
0.75	4820
0.75P	37
0.75S	35
1.00	287
1.00P	24
1.50	2
2.00	1

Total Count for RESIDENTIAL**5485****Total Count: 6091**

10/16/23
12:43:05

BILLINGS HEIGHTS WATER DISTRICT
Balance Sheet
For the Accounting Period: 9 / 23

Page: 1 of 4
Report ID: L150

5210 Water

Assets

Current Assets

Operations & Maint Ckg	(70.00)
Gross Income Fund Ckg		561,908.67
Payroll Checking		95,687.45
Undeposited Funds		1,802.58
RBC Wealth Management Investment	(386,000.00)
First Interstate Savings		255,255.84
Yellowstone Bank		205,267.39
D A Davidson Money Market		13.00
D A Davidson	(250,000.00)
D A Davidson Investment	(150,000.00)
Stifel Nicolaus		6,419,937.05
Stifel Money Market		751,980.87
Discount/Premium - Solomon S.B.		45,550.53
Petty Cash		100.00
Change Fund		150.00
Accts Rec - Water		691,987.18
Accts Rec	(923.89)
Accrued Investment Interest		24,281.89
Prepaid Expense		66,627.74
Inventory - Supplies		151,898.12

Total Current Assets

8,485,454.42

Fixed Assets

Land		245,961.00
Buildings		575,033.40
Maint Equip & Vehicles		944,036.28
Non Budgeted Capital Assets		10,623.06
Emerg. Main Replace.& Cap. Impr		7,549.94
SRF Capital Investment		136,688.00
Machinery, Equip, Construct, Transport		5,379.98
Office Equipment		138,808.11
Maint & Equipment		21,150,002.73
Accumulated Depreciation	(9,762,309.20)

Total Fixed Assets

13,451,773.30

Total Assets

21,937,227.72

Liabilities and Equity

10/16/23
12:43:05

BILLINGS HEIGHTS WATER DISTRICT
Balance Sheet
For the Accounting Period: 9 / 23

Page: 2 of 4
Report ID: L150

5210 Water

Current Liabilities

CONVERSION Accounts Payable	3,054.67
Audit Accts Payable Entry	550,000.00
Comp Abs Payable	28,509.66
SIT Payable	(76.57)
State UCC Payable	4,878.47
MT Unemp Payable	210.00
401k Payable	1,876.70
Deposits Payable - Meter	(160.00)
Refunds Payable	125.76

Total Current Liabilities

588,418.69

Long-Term Liabilities

Bonds Payable - Series 2011 Bond B Loan	252,685.00
Bonds Payable - Series 2016 Bond C Loan	2,055,075.00
Bonds Payable - Series 2017 Bond A Loan	1,654,687.50

Total Long-Term Liabilities

3,962,447.50

Total Liabilities

4,550,866.19

Equity

Fund Balance - Operations & Maint Fund	(148,333.00)
Fund Balance - Acquisiton Fund	8,843,462.00
Fund Balance - Capital Improv Fund	9,039,271.00
Fund Balance - Reserve Fund	184,383.00
Retained Earnings	(1,277,331.44)
CURRENT YEAR INCOME/(LOSS)	744,909.97

Total Equity

17,386,361.53

Total Liabilities & Equity

21,937,227.72

10/16/23
12:43:05

BILLINGS HEIGHTS WATER DISTRICT
Balance Sheet
For the Accounting Period: 9 / 23

Page: 3 of 4
Report ID: L150

7910 Payroll Clearing

Assets

Current Assets
Payroll Checking

1,973.24

Total Current Assets

1,973.24

Total Assets

1,973.24

Liabilities and Equity

Current Liabilities

Social Security Payable	(120.58)
Medicare Payable	(28.20)
FIT Payable	(170.71)
SIT Payable	(51.00)
MT Unemp Payable		799.47
401k Payable	(654.14)
BCBS Health Ins Payable		1,849.06
Guardian-Dental Payable		276.83
Guardian-Vision Payable		44.89
Guardian-LTD Payable		10.49
Guardian-STD Payable		15.83
Guardian-Life Payable		1.30

Total Current Liabilities

1,973.24

Total Liabilities & Equity

1,973.24

10/16/23
12:43:06

BILLINGS HEIGHTS WATER DISTRICT
Balance Sheet
For the Accounting Period: 9 / 23

Page: 4 of 4
Report ID: L150

7930 Claims Clearing

Assets

Current Assets

Gross Income Fund Ckg

9,724.89

Total Current Assets

9,724.89

Total Assets

9,724.89

Liabilities and Equity

Current Liabilities

Checks Payable

9,724.89

Total Current Liabilities

9,724.89

Total Liabilities & Equity

9,724.89

10/16/23
12:44:17

BILLINGS HEIGHTS WATER DISTRICT
Object Summary Budget vs. Actual Query
For the Accounting Period: 9 / 23

Page: 1 of 2
Report ID: B100SO

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
110 Salary	67,021.75	155,571.36	596,082.00	596,082.00	440,510.64	26 %
112 Directors Fees	650.00	2,150.00	23,776.00	23,776.00	21,626.00	9 %
114 Salary - Bonus	0.00	0.00	0.00	0.00	0.00	0 %
141	0.00	0.00	0.00	0.00	0.00	0 %
142 FICA - SS/Medicare	5,127.17	11,901.23	45,607.00	45,607.00	33,705.77	26 %
145 Unemployment	138.04	461.08	3,908.00	3,908.00	3,446.92	12 %
146 Workers Comp	810.29	2,430.87	10,313.00	10,313.00	7,882.13	24 %
147 Retirement Benefits	4,855.18	12,166.10	48,680.00	48,680.00	36,513.90	25 %
148 Employee Insurance	18,121.52	54,364.57	212,680.00	212,680.00	158,315.43	26 %
149 Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0 %
1XX Object Group Total	96,723.95	239,045.21	941,046.00	941,046.00	702,000.79	25 %
211 Office Supplies & Equip	899.41	2,010.32	4,596.00	4,596.00	2,585.68	44 %
221 Operating Supplies	403.09	613.56	4,789.00	4,789.00	4,175.44	13 %
222 Lab and Medical Supplies	0.00	170.00	317.00	317.00	147.00	54 %
226 Clothing & Uniforms	0.00	-9.99	1,946.00	1,946.00	1,955.99	-1 %
231 Gas, Oil, Fuel	1,660.58	4,099.24	18,875.00	18,875.00	14,775.76	22 %
233 Machinery & Equip Parts	166.51	3,761.90	17,285.00	17,285.00	13,523.10	22 %
236 Water Main & Line Repair	0.00	2,866.39	23,140.00	23,140.00	20,273.61	12 %
241 Consumable Tools	39.42	703.63	1,817.00	1,817.00	1,113.37	39 %
243 Safety Supplies	0.00	2,717.50	127.00	127.00	-2,590.50	*** %
2XX Object Group Total	3,169.01	16,932.55	72,892.00	72,892.00	55,959.45	23 %
311 Communication & Postage	2,383.22	6,342.93	28,441.00	28,441.00	22,098.07	22 %
321 Printing & Forms	0.00	59.28	1,879.00	1,879.00	1,819.72	3 %
331 Subscriptions & Legal Notices	0.00	0.00	855.00	855.00	855.00	0 %
335 Memberships & Dues	2,117.00	2,117.00	2,055.00	2,055.00	-62.00	103 %
339 Certification Renewals	43.80	409.30	1,070.00	1,070.00	660.70	38 %
341 Electricity	5,719.29	13,068.76	49,096.00	49,096.00	36,027.24	27 %
342 Gas	62.08	199.77	3,699.00	3,699.00	3,499.23	5 %
343 Sewer	96.46	487.23	1,516.00	1,516.00	1,028.77	32 %
344 Telephone & Internet Access	320.93	954.60	3,395.00	3,395.00	2,440.40	28 %
345 Cell Phone	169.84	592.85	2,373.00	2,373.00	1,780.15	25 %
346 Elm-Utilities Underground	670.39	2,158.56	5,254.00	5,254.00	3,095.44	41 %
347 Permits	0.00	102.50	103.00	103.00	0.50	100 %
348 Billings Alarm	0.00	0.00	655.00	655.00	655.00	0 %
349 Quality Testing	495.00	1,818.00	7,196.00	7,196.00	5,378.00	25 %
351 Legal Fees	3,431.75	5,388.05	22,771.00	22,771.00	17,382.95	24 %
352 Accounting Fees	0.00	0.00	14,956.00	14,956.00	14,956.00	0 %
353 Engineering Fees	0.00	0.00	167,370.00	167,370.00	167,370.00	0 %
355 Data Processing Services	673.17	5,943.97	49,578.00	49,578.00	43,634.03	12 %
361 Repair & Maint. Contract Servic	3,179.75	8,433.66	21,801.00	21,801.00	13,367.34	39 %
363 Meters Repair & Maintenance	6,647.15	6,647.15	57,660.00	57,660.00	51,012.85	12 %
366 Building Maintenance	0.00	0.00	1,355.00	1,355.00	1,355.00	0 %
371 Travel & Lodging	0.00	0.00	2,023.00	2,023.00	2,023.00	0 %
381 Training & Tuition	630.00	1,645.00	1,392.00	1,392.00	-253.00	118 %

10/16/23
12:44:17

BILLINGS HEIGHTS WATER DISTRICT
Object Summary Budget vs. Actual Query
For the Accounting Period: 9 / 23

Object		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
3XX	Object Group Total	26,639.83	56,368.61	446,493.00	446,493.00	390,124.39	13 %
	411 Concrete	0.00	5,600.00	5,351.00	5,351.00	-249.00	105 %
	451 Gravel & Sand	957.29	957.29	3,203.00	3,203.00	2,245.71	30 %
	471 Asphalt & Cold Mix	1,174.00	4,579.00	15,660.00	15,660.00	11,081.00	29 %
4XX	Object Group Total	2,131.29	11,136.29	24,214.00	24,214.00	13,077.71	46 %
	510 Business Insurance	0.00	94,146.00	12,910.00	94,146.00	0.00	100 %
	533 Equipment Rental	0.00	0.00	0.00	0.00	0.00	0 %
	555 Bank Service Charges	2,072.49	3,547.63	8,178.00	8,178.00	4,630.37	43 %
	591 Taxes	0.00	6,969.70	7,897.00	7,897.00	927.30	88 %
	592 DEQ Service Connection Fee	0.00	0.00	11,962.00	11,962.00	11,962.00	0 %
5XX	Object Group Total	2,072.49	104,663.33	40,947.00	122,183.00	17,519.67	86 %
	620 Interest	0.00	0.00	0.00	0.00	0.00	0 %
6XX	Object Group Total	0.00	0.00	0.00	0.00	0.00	0 %
	810 Losses (Bad Debt)	0.00	0.00	0.00	0.00	0.00	0 %
	890 Miscellaneous	0.00	0.00	0.00	0.00	0.00	0 %
	892 Bank Reconciliation-Cash Over/Under	0.00	0.00	0.00	0.00	0.00	0 %
	899 Water Purchased	580,413.18	883,321.44	3,026,106.00	3,026,106.00	2,142,784.56	29 %
8XX	Object Group Total	580,413.18	883,321.44	3,026,106.00	3,026,106.00	2,142,784.56	29 %
	920 Capital Improvements	0.00	0.00	183,405.00	183,405.00	183,405.00	0 %
	930 Capital Outlay-Improvements to Plant	184.91	4,638.91	443,437.00	443,437.00	438,798.09	1 %
	940 Capital Outlay-Building & Equipment	3,965.00	8,504.26	162,372.00	162,372.00	153,867.74	5 %
	970 Project Engineering	0.00	10,175.50	162,416.00	162,416.00	152,240.50	6 %
9XX	Object Group Total	4,149.91	23,318.67	951,630.00	951,630.00	928,311.33	2 %
Grand Total:		715,299.66	1,334,786.10	5,503,328.00	5,584,564.00	4,249,777.90	24 %

10/16/23
12:43:53

BILLINGS HEIGHTS WATER DISTRICT
Income Statement
For the Accounting Period: 9 / 23

Page: 1 of 2
Report ID: LB170AX

5210 Water

----- Current Year -----					
	Current Month	Current YTD	Budget	Variance	%
Revenue					
Revenue Charges for Service					
343021 Water Revenue	628,741.05	2,055,186.21	4,815,130.00	-2,759,943.79	43
343023 Hydrant Rental		465.00	1,360.00	-895.00	34
343026 Service Line Fee		12,810.98	205,323.00	-192,512.02	6
343027 Misc Water Revenue	810.89	1,270.89	512,264.00	-510,993.11	
343028 Buy-In Fees	1,830.14	1,830.14		1,830.14	
343300 Misc Charges for Services		5,416.74	2,913.00	2,503.74	186
343380 Inspection Fees		1,000.00	1,100.00	-100.00	91
369899 Interest Paid on Security Deposits			-6,519.00	6,519.00	
Total Revenue Charges for	631,382.08	2,077,979.96	5,531,571.00	-3,453,591.04	38
Total Revenue	631,382.08	2,077,979.96	5,531,571.00	-3,453,591.04	38
Cost of Goods Sold					
899 Water Purchased	580,413.18	883,321.44	3,026,106.00	2,142,784.56	29
Total Cost of Goods Sold	580,413.18	883,321.44	3,026,106.00	2,142,784.56	29
Gross Profit	50,968.90	1,194,658.52			
Operating Expenses					
110 Salary	67,021.75	155,571.36	596,082.00	440,510.64	26
112 Directors Fees	650.00	2,150.00	23,776.00	21,626.00	9
142 FICA - SS/Medicare	5,127.17	11,901.23	45,607.00	33,705.77	26
145 Unemployment	138.04	461.08	3,908.00	3,446.92	12
146 Workers Comp	810.29	2,430.87	10,313.00	7,882.13	24
147 Retirement Benefits	4,855.18	12,166.10	48,680.00	36,513.90	25
148 Employee Insurance	18,121.52	54,364.57	212,680.00	158,315.43	26
211 Office Supplies & Equip	899.41	2,010.32	4,596.00	2,585.68	44
221 Operating Supplies	403.09	613.56	4,789.00	4,175.44	13
222 Lab and Medical Supplies		170.00	317.00	147.00	54
226 Clothing & Uniforms		-9.99	1,946.00	1,955.99	1
231 Gas, Oil, Fuel	1,660.58	4,099.24	18,875.00	14,775.76	22
233 Machinery & Equip Parts	166.51	3,761.90	17,285.00	13,523.10	22
236 Water Main & Line Repair		2,866.39	23,140.00	20,273.61	12
241 Consumable Tools	39.42	703.63	1,817.00	1,113.37	39
243 Safety Supplies		2,717.50	127.00	-2,590.50	2140
311 Communication & Postage	2,383.22	6,342.93	28,441.00	22,098.07	22
321 Printing & Forms		59.28	1,879.00	1,819.72	3
331 Subscriptions & Legal Notices			855.00	855.00	
335 Memberships & Dues	2,117.00	2,117.00	2,055.00	-62.00	103
339 Certification Renewals	43.80	409.30	1,070.00	660.70	38
341 Electricity	5,719.29	13,068.76	49,096.00	36,027.24	27
342 Gas	62.08	199.77	3,699.00	3,499.23	5
343 Sewer	96.46	487.23	1,516.00	1,028.77	32
344 Telephone & Internet Access	320.93	954.60	3,395.00	2,440.40	28

10/16/23
12:43:53

BILLINGS HEIGHTS WATER DISTRICT
Income Statement
For the Accounting Period: 9 / 23

Page: 2 of 2
Report ID: LB170AX

5210 Water

----- Current Year -----					
	Current Month	Current YTD	Budget	Variance	%
345 Cell Phone	169.84	592.85	2,373.00	1,780.15	25
346 Elm-Utilities Underground	670.39	2,158.56	5,254.00	3,095.44	41
347 Permits		102.50	103.00	0.50	100
348 Billings Alarm			655.00	655.00	
349 Quality Testing	495.00	1,818.00	7,196.00	5,378.00	25
351 Legal Fees	3,431.75	5,388.05	22,771.00	17,382.95	24
352 Accounting Fees			14,956.00	14,956.00	
353 Engineering Fees			7,795.00	7,795.00	
355 Data Processing Services	673.17	5,943.97	49,578.00	43,634.03	12
361 Repair & Maint. Contract Servic	3,179.75	8,433.66	21,801.00	13,367.34	39
363 Meters Repair & Maintenance	6,647.15	6,647.15	57,660.00	51,012.85	12
366 Building Maintenance			1,355.00	1,355.00	
371 Travel & Lodging			2,023.00	2,023.00	
381 Training & Tuition	630.00	1,645.00	1,392.00	-253.00	118
411 Concrete		5,600.00	5,351.00	-249.00	105
451 Gravel & Sand	957.29	957.29	3,203.00	2,245.71	30
471 Asphalt & Cold Mix	1,174.00	4,579.00	15,660.00	11,081.00	29
510 Business Insurance		94,146.00	94,146.00		100
555 Bank Service Charges	2,072.49	3,547.63	8,178.00	4,630.37	43
591 Taxes		6,969.70	7,897.00	927.30	88
592 DEQ Service Connection Fee			11,962.00	11,962.00	
					30
Total Operating Expenses	130,736.57	428,145.99	1,447,253.00	1,019,107.01	30
Net Income (Loss) from Operations	-79,767.67	766,512.53			
Other Income					
371010 Investment Earnings	556.50	1,716.11	3,579.00	-1,862.89	48
					48
Total Other Income	556.50	1,716.11	3,579.00	-1,862.89	48
Other Expenses					
353 Engineering Fees			159,575.00	159,575.00	
920 Capital Improvements			183,405.00	183,405.00	
930 Capital Outlay-Improvements to Plant	184.91	4,638.91	443,437.00	438,798.09	1
940 Capital Outlay-Building & Equipment	3,965.00	8,504.26	162,372.00	153,867.74	5
970 Project Engineering		10,175.50	162,416.00	152,240.50	6
					2
Total Other Expenses	4,149.91	23,318.67	1,111,205.00	1,087,886.33	2
Net Income (Loss)	-83,361.08	744,909.97			



September 1 -
September 30, 2023
Account Number:

Page 1 of 22

4156 1 1 1 SNFSNF001_R_R_010-020p_001

COUNTY WATER DISTRICT
OF BILLINGS HEIGHTS
1540 POPELKA
BILLINGS MT 59105-4468

Your Financial Advisor (M805):

STEPHEN KNUDSON, CFP (R)
Telephone: (406) 252-2447

Office Serving Your Account:

401 NORTH 31ST STREET
SUITE 1610
BILLINGS, MT 59101

PRIMARY INVESTMENT OBJECTIVE: Income

RISK TOLERANCE: Moderately Conservative

For a full definition of this objective and risk tolerance, including the use of margin, please see www.stifel.com, IMPORTANT DISCLOSURES, or contact your Financial Advisor. If you have any questions concerning your investment objective or risk tolerance, or wish to make a change, please contact your Financial Advisor or the Branch Manager for this office.

TRADING TAX LOT RELIEF METHOD: First In, First Out

INVESTOR UPDATE

At June 30, 2023, Stifel, Nicolaus & Company, Incorporated had net capital of \$456,504,461 or \$433,927,621 in excess of the minimum requirement of \$22,576,840. The June 30, 2023 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto www.stifel.com.

ACCOUNT PROTECTION

Stifel, Nicolaus & Company, Incorporated provides up to \$150 million of coverage for securities held in client accounts, of which \$1.15 million may be in cash deposits. Ask your Financial Advisor for more details.

Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. If you have any questions regarding your account or this statement, please contact your Financial Advisor or the Branch Manager for this office. For additional information regarding your Stifel account, please refer to the current Stifel Account Agreement and Disclosure Booklet, which is available at www.stifel.com/disclosures/account-agreement.

STIFEL ACCOUNT STATEMENT

PORTFOLIO SUMMARY

	September 30	August 31
Net Cash Equivalents **	215,756.34	50,936.19
Net Portfolio Assets held at Stifel ⁴	6,211,648.15	6,363,167.41
Net Portfolio Assets not held at Stifel		
Net Portfolio Value	\$6,427,404.49	\$6,414,103.60

YOUR CHANGE IN PORTFOLIO VALUE

	September 30	August 31
Net Cash Flow (Inflows/Outflows) ²		
Securities Transferred In/Out		
Income and Distributions	9,378.04	21,199.84
Change in Securities Value	3,922.85	4,562.09
Net Change in Portfolio Value	\$13,300.89	\$25,761.93

** See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.

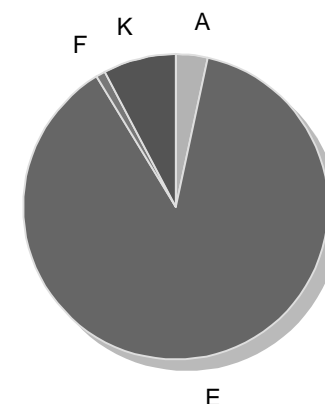
² Does not include cost or proceeds for buy or sell transactions.

⁴ Includes balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

You have securities maturing and/or options expiring.

YOUR ASSET SUMMARY

	Value on September 30, 2023 (\$)	Percentage of your account
A Net Cash Equivalents**	215,756.34	3.36%
E Fixed Income-Other	5,651,002.78	87.92%
F Mutual Funds	62,600.00	0.97%
K Stifel Smart Rate ⁴	498,045.37	7.75%
Total Assets	\$6,427,404.49	100.00%



**ASSET SUMMARY**

Value as of September 30, 2023					Gains/(-)Losses		
	<i>At Stifel</i>	<i>Not at Stifel</i>	<i>Total</i>	<i>% of assets *</i>	<i>Unrealized</i>	<i>Realized</i>	
						<i>This Period</i>	<i>Year-to-date</i>
Cash							
Cash Sweep**	215,756.34		215,756.34	3.36%			
Margin Balance							
A. Net Cash Equivalents	\$215,756.34		\$215,756.34	3.36%			
B. Equities							
C. Preferreds							
D. Fixed Income-Muni							
E. Fixed Income-Other	5,651,002.78		5,651,002.78	87.92%	-136,222.10		
F. Mutual Funds	62,600.00		62,600.00	0.97%			
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **	498,045.37		498,045.37	7.75%			
Net Portfolio Assets	\$6,211,648.15	\$0.00	\$6,211,648.15	96.64%	-\$136,222.10	\$0.00	\$0.00
Net Portfolio Value	\$6,427,404.49	\$0.00	\$6,427,404.49	100.00%	-\$136,222.10	\$0.00	\$0.00

INCOME & DISTRIBUTION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt		
	Taxable	134,187.08	9,378.04
Capital Gain Distributions			
Return of Principal			
Other			
Total Income & Distributions		\$134,187.08	\$9,378.04

INFORMATION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Accrued Interest Paid	Tax-Exempt		
	Taxable	64.11	
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds		2,729,182.06	260,000.00
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

* Please note "% of assets" figures are shown gross of any amounts owed to Stifel and/or net short positions.

** Include balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

**ASSET DETAILS**

This section shows the cash equivalents and/or securities in your account. Prices obtained from outside sources are considered reliable but are not guaranteed by Stifel. Actual prices may vary, and upon sale, you may receive more or less than your original purchase price. Contact your Financial Advisor for current price quotes. Gain/Loss is provided for informational purposes only. Cost basis may be adjusted for, but not limited to, amortization, accretion, principal paydowns, capital changes, listed option premiums, gifting rules, inheritance step-up, or wash sales. The Gain/Loss information should not be used for tax preparation without the assistance of your tax advisor. Lot detail quantity displayed is truncated to the one thousandth of a share.

NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL FDIC INSURED	215,756.34	215,756.34	647.27	0.30%
Total Net Cash Equivalents	\$215,756.34	\$215,756.34	\$647.27	0.30%

STIFEL INSURED BANK DEPOSIT PROGRAM

Funds deposited through the Stifel Insured Bank Deposit Program (the "Program") may be deposited at multiple banks. The Program's Disclosure Statement is available at www.stifel.com/disclosures/account-agreement. The deposits are not covered by the Securities Investor Protection Corporation ("SIPC"). Deposits are insured by the FDIC within applicable limits.

Balances in the Program or in any money market fund offered as an available fund for Cash Investment Services at Stifel, subject to applicable limits, can be liquidated upon request and the proceeds returned to your securities account or can be distributed directly to you with the proper withdrawal form on file.

PORTFOLIO ASSETS - HELD AT STIFEL

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
GE CAPITAL RETAIL BANK DRAPER UT CD FDIC #27314 CPN 3.300% DUE 10/04/23 DTD 10/04/13 FC 04/04/14 CUSIP: 36830KDQ5 <i>Original Cost: 104,534.55</i>	Cash	99,000	99.9660 " 98,966.34	100.0156 99,015.48	1,611.12	-49.14	3,267.00	3.30%
BMW BANK OF NORTH AMER SALT LAKE CITY UT CD FDIC #35141 CPN 0.300% DUE 10/23/23 DTD 04/23/21 FC 10/23/21 CUSIP: 05580AZL1	Cash	200,000	99.6630 " 199,326.00	100.0000 200,000.00	264.65	-674.00	600.00	0.30%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
GE CAPITAL RETAIL BANK DRAPER UT CD FDIC #27314 CPN 3.250% DUE 12/13/23 DTD 12/13/13 FC 06/13/14 CUSIP: 36162THJ6 <i>Original Cost: 158,327.27</i>	Cash	150,000	99.4920 " 149,238.00	100.2748 150,412.23	1,469.18	-1,174.23	4,875.00	3.27%
ALLY BANK MIDVALE UT CD FDIC #57803 CLLB CPN 3.250% DUE 02/05/24 DTD 08/04/22 FC 02/04/23 CALL 11/04/23 @ 100.000 CUSIP: 02007GXD0	Cash	250,000	99.2250 " 248,062.50	100.0000 250,000.00	1,291.10	-1,937.50	8,125.00	3.28%
BEAL BANK USA LAS VEGAS NV CD FDIC #57833 CPN 3.050% DUE 02/07/24 DTD 08/10/22 FC 02/10/23 CUSIP: 07371DEK9	Cash	250,000	99.1350 " 247,837.50	100.0000 250,000.00	1,086.30	-2,162.50	7,625.00	3.08%
LIVE OAK BANKING CO WILMINGTON NC CD FDIC #58665 CPN 0.350% DUE 04/22/24 DTD 04/20/21 FC 05/01/21 CUSIP: 538036PQ1	Cash	200,000	97.1510 " 194,302.00	100.0000 200,000.00	57.54	-5,698.00	700.00	0.36%
MEGA BANK SAN GABRIEL CA CD FDIC #58401 CPN 0.250% DUE 04/22/24 DTD 04/22/21 FC 10/22/21 CUSIP: 58517JAG7	Cash	250,000	97.1280 " 242,820.00	100.0000 250,000.00	277.40	-7,180.00	625.00	0.26%
MEDALLION BANK SALT LAKE CITY UT CD FDIC #57449 CPN 0.300% DUE 04/23/24 DTD 04/23/21 FC 05/23/21 CUSIP: 58404DKE0	Cash	250,000	97.1090 " 242,772.50	100.0000 250,000.00	16.44	-7,227.50	750.00	0.31%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FIRST NATL BANK OF AMER EAST LANSING MI CD FDIC #17438 CPN 0.200% DUE 04/29/24 DTD 04/27/21 FC 05/27/21 CUSIP: 32110YTJ4	Cash	250,000	96.9620 " 242,405.00	100.0000 250,000.00	5.48	-7,595.00	500.00	0.21%
TIAA FSB JACKSONVILLE FL CD FDIC #34775 CPN 0.300% DUE 04/29/24 DTD 04/27/21 FC 10/27/21 CUSIP: 87270LDW0	Cash	250,000	97.0520 " 242,630.00	100.0000 250,000.00	322.61	-7,370.00	750.00	0.31%
FIRST STATE B&T CO CARTHAGE TX CD FDIC #11559 CPN 0.300% DUE 10/28/24 DTD 04/28/21 FC 05/28/21 CUSIP: 33651JAA9	Cash	250,000	94.4750 " 236,187.50	100.0000 250,000.00	6.17	-13,812.50	750.00	0.32%
LUANA SVGS BANK LUANA IA CD FDIC #00253 CPN 0.300% DUE 11/07/24 DTD 05/07/21 FC 11/07/21 CUSIP: 549104XP7	Cash	150,000	94.2910 " 141,436.50	100.0000 150,000.00	181.23	-8,563.50	450.00	0.32%
EAGLEBANK BETHESDA MD CD FDIC #34742 CPN 5.200% DUE 01/21/25 DTD 07/21/23 FC 08/21/23 CUSIP: 27002YGE0	Cash	150,000	99.4170 " 149,125.50	100.0000 150,000.00	213.70	-874.50	7,800.00	5.23%
WESTERN ALLIANCE BANK PHOENIX AZ CD FDIC #57512 CPN 4.750% DUE 04/21/25 DTD 04/21/23 FC 10/21/23 CUSIP: 95763PLQ2	Cash	185,000	98.6940 " 182,583.90	100.0000 185,000.00	3,924.29	-2,416.10	8,787.50	4.81%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CHARLES SCHWAB BANK SSB WESTLAKE TX CD FDIC #57450 CPN 4.800% DUE 04/24/25 DTD 04/20/23 FC 10/20/23 CUSIP: 15987UBK3	Cash	250,000	98.7640 " 246,910.00	100.0000 250,000.00	5,391.78	-3,090.00	12,000.00	4.86%
WELLS FARGO BANK NA SIOUX FALLS SD CD FDIC #03511 CPN 4.750% DUE 04/25/25 DTD 04/25/23 FC 05/25/23 CUSIP: 949764BD5	Cash	250,000	98.6760 " 246,690.00	100.0000 250,000.00	195.20	-3,310.00	11,875.00	4.81%
NORTHERN B&T CO WOBURN MA CD FDIC #18266 CLLB CPN 4.900% DUE 04/26/25 DTD 04/26/23 FC 10/26/23 CALL 11/26/23 @ 100.000 CUSIP: 66476QDT2	Cash	250,000	98.9110 " 247,277.50	100.0000 250,000.00	5,302.74	-2,722.50	12,250.00	4.95%
BARCLAYS BANK DE WILMINGTON DE CD FDIC #57203 CPN 3.300% DUE 07/28/25 DTD 07/27/22 FC 01/27/23 CUSIP: 06740KQZ3 <i>Original Cost: 150,080.00</i>	Cash	150,000	96.0320 " 144,048.00	100.0334 150,050.14	895.07	-6,002.14	4,950.00	3.44%
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 5.050% DUE 08/04/25 DTD 08/02/23 FC 02/02/24 CUSIP: 795451DA8	Cash	90,000	99.0380 " 89,134.20	100.0000 90,000.00	747.12	-865.80	4,545.00	5.10%
GOLDMAN SACHS BANK USA NEW YORK NY CD FDIC #33124 CPN 3.500% DUE 01/09/26 DTD 01/09/19 FC 07/09/19 CUSIP: 38148P4A2 <i>Original Cost: 253,195.00</i>	Cash	250,000	95.7000 " 239,250.00	100.8620 252,154.96	2,013.70	-12,904.96	8,750.00	3.66%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
SYNCHRONY BANK DRAPER UT CD FDIC #27314 CPN 2.200% DUE 06/17/26 DTD 06/17/16 FC 12/17/16 CUSIP: 87165EJ65	Cash	60,000	91.7780 " 55,066.80	91.8027 55,081.63	383.35	-14.83	1,320.00	2.40%
FEDL FARM CREDIT BANK BOND CPN 3.750% DUE 07/13/26 DTD 07/13/22 FC 01/13/23 CALL 10/06/23 @ 100.000 CUSIP: 3133ENA26 <i>Original Cost: 504,255.00</i>	S&P: AA+ Moody: Aaa Cash	500,000	96.0240 480,120.00	100.0000 500,000.00	4,062.50	-19,880.00	18,750.00	3.91%
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 1.000% DUE 07/14/26 DTD 07/14/21 FC 01/14/22 CUSIP: 7954507A7	Cash	160,000	88.6420 " 141,827.20	87.5964 140,154.25	346.30	1,672.95	1,600.00	1.13%
DISCOVER BANK GREENWOOD DE CD FDIC #05649 CPN 3.500% DUE 08/10/26 DTD 08/08/22 FC 02/08/23 CUSIP: 254673P34	Cash	250,000	94.9590 " 237,397.50	100.0000 250,000.00	1,294.52	-12,602.50	8,750.00	3.69%
ENERBANK USA SALT LAKE CITY UT CD FDIC #57293 CPN 0.650% DUE 09/25/26 DTD 09/25/20 FC 10/25/20 CUSIP: 29278TRM4	Cash	225,000	86.9340 " 195,601.50	85.9361 193,356.19	24.04	2,245.31	1,462.50	0.75%
CAPITAL ONE NA MCLEAN VA CD FDIC #04297 CPN 4.700% DUE 10/26/26 DTD 10/26/22 FC 04/26/23 CUSIP: 14042RVC2	Cash	50,000	98.0910 " 49,045.50	100.0000 50,000.00	1,017.26	-954.50	2,350.00	4.79%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
WASHINGTON SVGS BK LOWELL MA CD FDIC #90229 CPN 4.550% DUE 11/02/26 DTD 11/02/22 FC 12/02/22 CUSIP: 939693AS6	Cash	222,000	97.6470 " 216,776.34	100.0000 222,000.00	802.54	-5,223.66	10,101.00	4.66%
UBS BANK USA SALT LAKE CITY UT CD FDIC #57565 CPN 4.600% DUE 07/26/27 DTD 07/26/23 FC 08/26/23 CUSIP: 90355GEW2	Cash	250,000	97.6660 " 244,165.00	100.0000 250,000.00	157.54	-5,835.00	11,500.00	4.71%
Total Fixed Income-Other		5,841,000	\$5,651,002.78	\$5,787,224.88	\$33,360.87	-\$136,222.10	\$155,808.00	2.76%

Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.

Mutual Funds	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Original Investment⁷/ Cumulative Return⁸</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
Open-End Funds								
FIDELITY INVT MONEY MARKET TREASURY CL III CUSIP: 316175884 <i>Dividend Option: Reinvest</i>	FCSXX Cash	62,600	1.0000 62,600.00	1.0000 62,600.00	62,600.00 N/A	0.00	3,161.30	5.05%
Total Mutual Funds			\$62,600.00	\$62,600.00		\$0.00	\$3,161.30	5.05%

Stifel Smart Rate Program	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL SMART RATE STIFEL BANK ID: 998606107 <i>Interest Option: Reinvest</i>	Cash	249,397.640	1.0000 249,397.64	1.0000 249,397.64	0.00	12,469.88	5.00%

ASSET DETAILS (continued)**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

Stifel Smart Rate Program	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305 <i>Interest Option: Reinvest</i>	Cash	248,647.730	1.0000 248,647.73	1.0000 248,647.73	0.00	12,432.38	5.00%
Total Stifel Smart Rate Program			\$498,045.37	\$498,045.37	\$0.00	\$24,902.26	5.00%
Stifel Smart Rate is a FDIC insured bank deposit held in Stifel's name for the benefit of clients, not cash held in your securities account and not covered by SIPC.							
Total Portfolio Assets - Held at Stifel			\$6,211,648.15	\$6,347,870.25	-\$136,222.10	\$183,871.56	2.96%
Total Net Portfolio Value			\$6,427,404.49	\$6,563,626.59	-\$136,222.10	\$184,518.83	2.87%

FOOTNOTE DEFINITIONS

- ⁶ **Accrued Income:** Accrued Income amounts are provided for informational purposes only and are not included as part of the Net Portfolio Value. Accrued Income represents the sum of accrued interest and accrued dividends on securities positions, but which Stifel has not yet received. Stifel cannot guarantee the accuracy of the Accrued Income, which may be subject to change. Accrued Income amounts are not covered by SIPC and should not be relied upon for making investment decisions.
- ⁷ **Original Investment:** Total cost invested and held in the account as of month-end. Items may be adjusted for corporate actions, return of capital, or other miscellaneous adjustments, which may affect cost basis. Excludes purchases through automatic reinvestment of capital gains and dividends.
- ⁸ **Cumulative Return:** Current Value minus Original Investment. Cumulative Return is the capital appreciation (depreciation) of the entire purchased security, including purchases through automatic reinvestment of capital gains and dividends. Cumulative Return may not be accurate if any purchased shares are sold or transferred. Shares purchased at a prior firm through automatic reinvestment of capital gains and dividends that are subsequently transferred into the Stifel account may be treated as "Original Investment" shares if appropriate coding is not supplied by the prior firm when transferred.
- ¹⁰ Please note "Unrealized Gain/(-)Loss" does not equal the total current value minus the total cost if any value or cost amounts are missing. Unrealized gains or losses are provided for your information only and should not be used for tax purposes.
- " The price assigned to this instrument may have been provided by a national pricing service and is derived from a 'market-driven pricing model.'
This price may not be the actual price you would receive in the event of a sale prior to the maturity of the C.D. Additional information is available upon request.



Offer Sheet-Client Use

report as of 10/13/2023

Prepared for

CWDBH

Presented by

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Table of Contents

Cover Page 1

Table of Contents 2

Offer Sheet 3

Glossary 4

Disclaimer 6

Offerings

CUSIP Asset	Curr Face	Mdy / S&P (Underlying)	Issue Description	Coupon Maturity	Price Duration	Px To	Date	Yield	ATY	TEY	Principal Accrued	Net Amount	Settlement
32026U2L9 CD	250	FedFIS 2.9	FIRST FNDTN BK IRVINE CA FDIC Cert #: 58647	5.250% 10/24/2025	100.000 1.877	Maturity Curr Yield	10/24/2025 -	5.250% (w) 5.250%	3.308%	5.250%	\$250,000.00 0.00	\$250,000.00	10/24/2023
Death Put FRSTFD Semi-Annual Pay													
38081GBA3 CD	250	FedFIS 1.64	GOLDEN BANK NATIONAL ASSN FDIC Cert #: 26223	5.200% 04/20/2026	100.150 2.318	Maturity Curr Yield	04/20/2026 -	5.135% (w) 5.192%	3.235%	5.135%	\$250,375.00 0.00	\$250,375.00	10/20/2023
Death Put GLDBNK Semi-Annual Pay Restricted States: CA,TX													
61768EQT3 CD	250	FedFIS 1.93	MORGAN STANLEY PRIVATE BK NATL FDIC Cert #: 34221	4.850% 03/16/2027	99.813 3.098	Maturity Curr Yield	03/16/2027 -	4.908% (w) 4.859%	3.092%	4.908%	\$249,532.33 1,029.79	\$250,562.12	10/17/2023
Death Put MS Semi-Annual Pay													
05290BAW3 CD	250	FedFIS 2.41	AVAILA BANK FDIC Cert #: 11771	4.950% 04/16/2027	100.000 3.206	Maturity Curr Yield	04/16/2027 -	4.950% (w) 4.950%	3.119%	4.950%	\$250,000.00 33.90	\$250,033.90	10/17/2023
Death Put CARCSB Monthly Pay													

Includes all positions with recognized CUSIP. For preferred securities, # of shares is displayed instead of current face value, which is represented in thousands (000).
The (w) in the Yield column indicates which yield value is the Yield to Worst (YTW).
Duration and convexity figures represent modified duration to worst.
ATY/TEY calculations use a Fed Tax rate of 37.00%, a Cap Gains Tax rate of 20.00%, a State of N/A, and a State Tax rate of 0.00% .

Term	Definition
% Fixed Income Account	Percentage that the Tax Lot represents of either the Total Par or Market Value of the Account.
% Principal (G/L)	Percentage that Gain/(Loss) is of Current Market Principal Value.
Accrued Interest	Total Accrued Interest of Tax Lots with a current Market Price and full analytical calculations assuming regular way Settlement for each asset class from the as-of report Date.
Acquisition Cost - Total	The sum of each Tax Lot's Principal Cost, for all Tax Lots with an Acquisition Price.
Acquisition Price	The Price at which each Tax Lot was Purchased on the Original Trade Date.
Acquisition Price - Average	Original Principal Cost-weighted Acquisition Price, for all Tax Lots with an Acquisition Price available.
Acquisition Settlement Date	The Settlement Date when each Tax Lot was Purchased. Used for Acquisition calculations.
Acquisition Trade Date	The Date when each Tax Lot was Purchased. Used for Long/Short-term Gain/(Loss) determination and calculation of Settlement Date if not provided (greater of regular way or Dated Date).
Acquisition Yield To Worst	Purchase Yield to Worst on Acquisition Settlement Date, for each Tax Lot with an Acquisition Price and Acquisition Date. Used for daily calculation of Adjusted Cost (book) Price values.
Actual Coupon Cash Flow	Total Coupon payments over the next 12 months, for all recognized Tax Lots where Cash Flow data is available.
Adjusted Cost	Adjusted Cost (book) Price at current Market Settlement Date, for each Tax Lot. Uses the Constant Yield Methodology, determined by the IRS.
Adjusted Cost - Total	The sum of each Tax Lot's Adjusted Principal Cost on current Market Settlement Date, for all Tax Lots with an Acquisition Price.
Adjusted Price	Current Face Value-weighted average Adjusted (book) Price, for Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Adjusted Principal Cost	Total Adjusted Principal (book) Cost on report Date, for Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
After-Tax Yield	After-Tax Yield (to Worst, to Call, to Maturity) for each Tax Lot with a current Market Price and full analytical calculations. Assumes Fed Inc/Cap Gain rates of 37% / 20.0% or Account-specific rates and residency settings.
After-Tax Yield - Average	Average Market Principal-weighted After-Tax Yield (to Worst, to Call, to Maturity) for all Tax Lots with a current Market Price and full analytical calculations. Cognizant of the Account-specific State of Residence and Tax Rates.
Asset Held	Indicates if the Tax Lot is Held-Internally, or Held-Away (Externally) to the Account.
Benchmark	Descriptor for the Benchmark Scale name and data point used in the spread calculation.
Call	The next Date and Price where the Issuer has the option to return Principal prior to Maturity.
Cash & Equivalents Balance	Aggregated \$ value of Cash and Assets which are deemed to be Cash equivalents.
Convexity	The rate at which Duration changes in response to interest rate changes. A positive value indicates Prices will rise more rapidly in a Bull Market (Yields down) and fall more slowly in a Bear Market (Yields up). The opposite is true for negatively Convexed bonds. Non-Callable bonds have positive Convexity. Typically bonds with shorter Calls have negative Convexity.
Convexity - Average	Market Principal-weighted Average Convexity, for all Tax Lots with a current Market Price and full analytical calculations.
Corporate Debt Ranking	The Ranking of the security in the company's Debt/Capital Structure. Examples: Senior Unsecured, Subordinated, Junior, etc.
Corporate Sector	Industrial classification of Corporate Bond Issuers by line of business.
Coupon	The rate at which when applied to the Par Value will determine the annualized Cash Flow paid to the investor.
Coupon - Average	Average Coupon Rate-weighted by Current Face Value (Market Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
CUSIP	An industry-standard, unique, nine character alpha-numeric identifier for registered securities.
Current Face Value	The Original Face Value multiplied by the Factor on the as-of report Date, for each Tax Lot with a current Market Price and full analytical calculations.
Current Face Value - Total	The sum of each Tax Lot's Original Face Value multiplied by the Factor on the as-of report Date, for all Tax Lots with a current Market Price and full analytical calculations.
Current Market Price	Current Face Value-weighted average Current Market Price, for Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Current Market Principal	Total Principal Value at current Market Prices on report Date, for Tax Lots with an Acquisition Price, current Market Price, and full analytical calculations.
Current Yield	Annual Income divided by the Current Price. Represents the return the bondholder would receive if purchasing the bond today and holding it for one year.
De Minimis Delta Price	The difference between the current Market Price and the De Minimis Threshold Price, reflecting the Price change necessary for a new owner to be subject to a different tax treatment.
De Minimis Delta Yield	The difference between the current Market Yield To Worst and the De Minimis threshold Yield To Worst, reflecting the Yield To Worst change necessary for a new owner to be subject to a different tax treatment.
De Minimis Price	The De Minimis threshold Price. Purchasing a bond at a Price above the Threshold will result in favorable tax treatment if held to maturity.
De Minimis Rule	The De Minimis rule states that Capital Gains Tax must be paid on a bond Purchased at a discount of the Face Value in excess of a quarter point per year between the time of Acquisition and Maturity. If the Acquisition Price is above the De Minimis Threshold, then the bondholder will be entitled to preferential Tax treatment on the Appreciation to Par (^ De Minimis Threshold). If the Acquisition Price is below the De Minimis Threshold, then all Appreciation to Par is subject to ordinary tax rates (v De Minimis Threshold). The tax treatment to existing client holdings is determined by the Acquisition Price and will not change during the life of the bond if held to Maturity. However, as Market Prices change, the different tax treatment to a new owner may materially impact the Market Price and/or Marketability of the bond if a sale is anticipated.
De Minimis Status	Indicator if each bond is above or below the De Minimis Threshold at the current Market Price. Purchasing a bond above the threshold results in favorable tax treatment if held to maturity.
De Minimis Yield	The De Minimis threshold Yield. Purchasing a bond at a Yield below the Threshold will result in favorable tax treatment if held to maturity.
Equity Value - Total	Aggregated \$ value for all Equity holdings.
Estimated Gain/(Loss)	Difference between Current Market Principal and Adjusted Principal (book) Cost, for Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Face Value at Acquisition	Current Face Value (applying factors as-of Acquisition Date), for Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Face Value at Acquisition - Total	The sum of each Tax Lot's Current Face Value (applying factors as-of each Tax Lot Acquisition Date), for all Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Fixed Income Fund Balance	Aggregated \$ value for all Fixed Income Mutual and ETF fund balances.
Gain/(Loss)	Unrealized Gain/(Loss), of each Tax Lot with: 1) current Market Prices and full analytical calculations, and 2) Acquisition Date and Price with full analytical and Adjusted Cost (book) Price calculations.
Gain/(Loss) - Total	The sum of each Tax Lot's unrealized Gain/(Loss), for all Tax Lots with: 1) current Market Prices and full analytical calculations, and 2) Acquisition Date and Price with full analytical and Adjusted Cost (book) Price calculations.

Generic Annual Cpn Cash Flow	Represents a generic year of coupon income not considering long/short First Coupons, Acquisition Date, Maturity Date, Payment Delay, nor Ex-Dividend Dates. This figure is simply Par Value multiplied by the Coupon Rate.
Issue Description	A brief description of the Issuing entity.
Market Price	The current day's Evaluated Price of a security provided by third party data sources.
Market Price - Average	Average current Market Price, weighted by Par Value (Market Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Market Principal Value	Total Market Principal Value, for each Tax Lot with a current Market Price and full analytical calculations.
Market Value	Principal Value of each Tax Lot at current Market Price on current Market Settlement Date.
Market Value - Total	The sum of each Tax Lot's Principal Value and Accrued Interest, at current Market Price on current Market Settlement Date, for all Tax Lots with a current Market Price.
Maturity	The original Date when Principal is scheduled to be returned. May be Adjusted for Pre-refunded and Mandatory Put bonds. Certain securities may reflect Average Life based upon Principal Pay-Down assumptions.
Maturity - Average	Average Maturity Date, weighted by Market Value (Par Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Modified Duration	An indicator of the bond's sensitivity to interest rate changes at the current Market Price. Represents the percentage change in Price or a one percent (100bp) change in Yield.
Modified Duration - Average	Average Modified Duration, weighted by Market Value (Par Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Moody Rating - Average	Market Principal-weighted average official Moody Rating, for all Tax Lots with a current Market Price and full analytical calculations. US Treasury, Agency, CD, and Municipal Pre-Refunded/Escrowed-To-Maturity are assumed to have a rating of AAA. NR/UR not included in average rating.
Moody's/S&P	Official credit rating of the issuer provided by Moody's (Mdy) and/or Standard & Poor's (S&P) rating services.
Muni Enhancement	Any further credit enhancement for a Municipal Bond Issuer. May include participation in state programs, collateral pledged, LOC, etc.
Muni Insurance	Indicator if the timely payment of Principal and Interest are Insured by a third party Insurer.
Muni Purpose	General project industry type indicating Use of Proceeds of debt sale. Examples include education, healthcare, housing, etc.
Muni Refund	Indicator if the bond is Pre-Refunded or Escrowed-to-Maturity. Applies to Municipal bonds.
Muni Type	High level source of payment by Issuer. General Obligation, Revenue or Tobacco.
OA Effective Duration	Option Adjusted Effective Duration.
OA Effective Duration - Average	Average Option Adjusted Effective Duration, weighted by Market value (Par Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Original Acquisition Price	Original Principal cost-weighted Acquisition Price, for each Tax Lot with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Original Face Value	Original Face Value of each Tax Lot position with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Original Face Value - Total	The sum of each Tax Lot's Original Face Value, for all Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Original Principal Cost	Original Principal Cost, for each Tax Lot with an Acquisition Price, current Market Price, and full analytical calculations.
Original Principal Cost - Total	The sum of each Tax Lot's Original Principal Cost, for all Tax Lots with an Acquisition Price, current Market Price, and full analytical calculations.
Portfolio Value - Total	The sum of Total Market Value, Cash, Equity, and Fund balances.
Price to	The "worst" Date to which the bond is Priced at the current Market Price. Examples include Maturity, next Call Date/Price, Avg Life, Pre-Refunded Date, Mandatory Put Date, etc.
Priced Current Face Value	Total Current Face Value (applying factors as-of report Date), for all Tax Lots with a current Market Price.
Priced Market Principal	Total Market Principal Value, for all Tax Lots with a current Market Price.
Priced Orig Face Value	Total Original Face Value, for all Tax Lots with a current Market Price.
Priced Positions	Number of Tax Lots with a current Market Price vs Total Tax Lots.
S&P Rating - Average	Market Principal-weighted average official Standard & Poor's Rating, for all Tax Lots with a current Market Price and full analytical calculations. US Treasury, Agency, CD, and Municipal Pre-Refunded/Escrowed-To-Maturity are assumed to have a rating of AAA. NR/UR not included in average rating.
Spread TM	The difference between YTM and the appropriate benchmark scale Yield, calculated daily and expressed in basis points.
Spread TW	The difference between YTW and the appropriate benchmark scale Yield, calculated daily and expressed in basis points.
State	The State of Issuance from which the Municipal Bond Issuer is located.
Tax-Equivalent Yield	Tax-Equivalent Yield (to Worst, to Call, to Maturity) for each Tax Lot with a current Market Price and full analytical calculations. Assumes Fed Inc/Cap Gain rates of 37% / 20.0% or Account-specific rates and residency settings.
Tax-Equivalent Yield - Average	Average Market Principal-weighted Tax-Equivalent Yield (to Worst, to Call, to Maturity) for all Tax Lots with a current Market Price and full analytical calculations. Cognizant of the Account-specific State of Residence and Tax Rates.
Tax Lots Included	Number of Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical vs Tax Lots with an Acquisition Price available.
Underlying	Credit rating of the underlying Municipal Bond Issuer without consideration for Insurance, Credit Enhancements, or other sources of debt service payments.
Yield to Maturity	The Yield based upon the current Market Price, not considering Call Dates.
Yield to Maturity - Average	Average Yield to Maturity, weighted by Market value (Par Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Yield to Maturity - Average (Cost)	Face Value at Acquisition-weighted average Yield to Maturity, for each Tax Lot with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Yield to Maturity - Average (Market)	Market Principal-weighted average Yield to Maturity, for each Tax Lot with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Yield to Worst	The lowest possible Yield based upon the current Market Price, considering Call Dates, Maturity Dates, and principal Pay-Downs.
Yield to Worst - Average	Average Yield to Worst weighted by Market Value (Par Value-weighted optional), for all Tax Lots with current Market Prices and full analytical calculations.
Yield to Worst - Average (Cost)	Face Value at Acquisition-weighted Average Acquisition (book) Yield to Worst, for all Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.
Yield to Worst - Average (Market)	Market Principal-weighted average Yield to Worst, for all Tax Lots with an Acquisition Price, Acquisition Date, current Market Price, and full analytical calculations.

Additional information available upon request.**Securities identified herein are subject to availability and changes in price/yield.**

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Securities identified herein may contain early redemption features, such as a call at issuer's option, which may change the characteristics of the security. If securities are sold prior to maturity, you may receive more or less than your initial investment. When investing in bonds, it is important to note that as interest rates rise, bond prices fall.

Yield and average life information shown for Collateralized Mortgage Obligations are based on prepayment assumptions that may or may not be met. Changes in payments may significantly affect yield and average life. Contact your Financial Advisor for information on CMOs and how they react to different market conditions.

Credit Ratings are provided by Moody's Investor Services and Standard & Poor's. High yield fixed income securities, or fixed income securities that do not have credit ratings from the nationally recognized statistical rating organizations may be subject to greater fluctuations in price and greater risk of loss of income and principal. Certificate of Deposit Bank ratings are provided by FedFis © (www.FedFis.com). FedFis Bank Rating scale is 1 = Best; 5 = Worst.

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One Financial Plaza | 501 North Broadway, St. Louis, Missouri 63102 | (314) 342-2000

County Water District Billings Heights
Treasurer's Summary Report as of

	30-Jun-23			31-Jul-23			31-Aug-23			30-Sep-23		
Checking												
FIB Gross Income Account	\$	1.00	\$ (617.23)	\$	1.00	\$ (777.04)	\$	1.00	\$ (712.18)	\$	1.00	\$ (722.03)
FIB Operational & Maintenance	\$	-		\$	-		\$	-		\$	-	
FIB Payroll Account	\$	238,725.83	\$ -	\$	161,967.14		\$	193,055.95		\$	98,727.69	
FIB Sweep Account	\$	274,212.65	\$ 545.84	\$	383,954.39	\$ 142.71	\$	466,080.46	\$ 186.39	\$	563,251.48	\$ 540.04
Total Checking	\$	512,939.48	\$ (71.39)	\$	545,922.53	\$ (634.33)	\$	659,137.41	\$ (525.79)	\$	661,980.17	\$ (181.99)
Investments												
Stifel - Cash & Equivalent	\$	7,203.19		\$	30,550.11		\$	50,936.19		\$	215,756.34	
Stifel - Fixed Income CD's	\$	6,342,787.09		\$	6,357,791.56		\$	6,363,167.41		\$	6,211,648.15	
Total Stifel Investments	\$	6,349,990.28		\$	6,388,341.67		\$	6,414,103.60		\$	6,427,404.49	
First Interstate Bank Savings	\$	253,539.73	545.84	\$	254,105.85	\$ 566.12	\$	254,699.34	\$ 593.49	\$	255,255.84	\$ 556.50
Yellowstone Bank Reserve CD	\$	219,584.53		\$	219,584.53		\$	219,584.53		\$	219,584.53	
Total Investments	\$	473,124.26	545.84	\$	473,690.38	\$ 566.12	\$	474,283.87	\$ 593.49	\$	474,840.37	\$ 556.50
Total Cash Position	\$	7,336,054.02	\$ 474.45	\$	7,407,954.58	\$ (68.21)	\$	7,547,524.88	\$ 67.70	\$	7,564,225.03	\$ 374.51
Change to cash position		(178,167.53)			71,900.56			139,570.30		\$	16,700.15	



SUSAN B. SWIMLEY
Attorney and Counselor At Law

1807 West Dickerson, #B
Bozeman, MT 59715
Phone: (406) 586-5544
Facsimile: (406) 586-3130

September 27, 2023

President Doug Kary
General Manager Peyton Brookshire
1540 Popelka Drive
Billings, MT 59105

regular and email delivery
cwdbhboard@gmail.com
peyton@heightswaterdistrict.com

RE: Cease Representation

Dear Mr. President and General Manager:

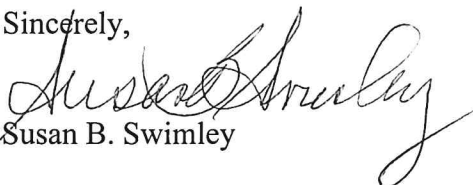
This firm is ceasing representation of the County Water District of Billings Heights as the "general counsel" having formerly provided advice on Montana law for governmental entities/ county water and sewer district law, contract review and other legal counsel as requested.

Based on the brief interchanges between me, President Kary and Tom Zurbuchen, it is apparent that both are dissatisfied with the services provided. My office was informed that the District would not pay for my services provided regarding whether or not a member in an LLC, which owns land in the district, meets the qualifications for being legally seated on the board. As attorneys' opinions vary on that question, the question is a good one to ask. If the LLC member is not qualified, then actions taken by the board will be called into question regarding quorum and majority.

The Board disapproved of the general manager asking such a question and then refused to pay for my services in response. This firm refuses to participate in the hostile work environment arising from forcing an employee to pay the District's legal bill and fulfill its obligations. Further, this firm has no legal relationship with Peyton Brookshire, who offered to pay that portion of the District's debt. The fee agreement was executed on behalf of the District and not Mr. Brookshire.


The District is advised to retain competent counsel in the near future as issues will arise that need to be addressed. My firm and Ms. Ali Garab will continue to represent the District in the Pam Ellis litigation until new counsel is retained. Please notify us immediately upon retaining litigation counsel.

Sincerely,



Susan B. Swimley

Cc: Ali Garab, River and Roots
Nathan Bilyea, Jackson, Murdo & Grant

 BlueCross BlueShield of Montana	Southwest Service Center 1001 E Lookout Dr, 8th Fl Bldg B Richardson, TX 75082
RETURN ADDRESS REQUESTED COUNTY WATER DISTRICT OF BILLINGS HEIGHTS 1540 POPELKA DR BILLINGS MT 59105	

County Water District of
Billings Hgts 1-1-24

P91DPFR + 4.18%



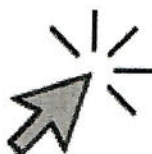
Dear Group Administrator,

It's time to renew with Blue Cross and Blue Shield of Montana!

This exhibit gives you important information about your group's renewal options for the upcoming year.



Step 1 Talk to your Producer or Blue Cross and Blue Shield of Montana Small Group Account Management team at 800-281-0446 to review your options and any paperwork needed if you want to make a change to your coverage.



Step 2 To make changes for the new year, please submit the BPA Amendment Form to your Producer for processing with Blue Cross and Blue Shield of Montana at least 15 days before your renewal date. If you do not have a Producer, please submit the BPA Amendment Form to sg_existing_business@bcbsmt.com.

Thank you for continuing to trust Blue Cross and Blue Shield of Montana to protect your business!

How to Read Your Renewal

Your Blue Cross and Blue Shield of Montana (BCBSMT) coverage renews each year on your renewal date (found in the top right corner of this page).

Lots of things can change from year-to-year, that's why it's important to think through your business needs and your employees' needs to make sure the right plans are in place for the new year.



Follow these steps to get the most out of your renewal exhibit

Step 1: Review your current renewal

The Renewal at a Glance section provides a quick overview on the:

- **Current Plan** – shows current plan(s) and total monthly cost(s)
- **Renewing Plan** – gives suggestions for the next year based upon current coverage – if you don't make any changes to your plans, this is the plan(s) that will start on the new coverage year.

Step 2: Need more ideas?

Did you know that you have a wide variety of medical plans to choose from? If you didn't find the right fit in the Renewal at a Glance section, go to the Medical Plans section to review everything available.

Best of all – small groups can offer up to THREE benefit plans – offering more than one plan to your employees lets them choose the benefits and price that is right for their needs.

Step 3: Enhance your employer benefit package

Offering a competitive benefits package is important. BCBSMT offers small group dental plans, short-term and long-term disability plans and more found in Dental Plans and Enhancing Employer Benefits sections.

Step 4: Need more information?

The Appendix includes helpful information like:

- Employee census – who has coverage today
- Premiums at the employee level
- Details on what coverage includes

Step 5: Let's renew!

Go Back to Renewal Contents

Blue Cross and Blue Shield of Montana, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association.

Renewal at a Glance

Current and Renewal Medical Plans and Premiums

Your group's current Medical plan(s) and suggested plans for the upcoming year are listed below.

If these plans aren't a good fit for the new year, don't worry, you've got more plans to choose from in the [Medical Plans](#) section.

	Current Plan	Renewal Plan
Plan ID	P910PFR	P910PFR
Metallic	Platinum	Platinum
Network Name	Blue Preferred	Blue Preferred
Deductible In-Network // Out-of-Network	\$750//\$1500	\$750//\$1500
Primary Care/Virtual Visit	\$25/\$15	\$25/\$15
Coinurance In-Network // Out-of-Network	80%//50%	80%//50%
Out-of-Pocket Max In-Network // Out-of-Network	\$1500//\$4500	\$1500//\$4500
Specialist Office Visit	\$45	\$45
Non Preferred Pharmacy Copays	\$10/\$20/\$55/\$95/\$250/\$350	\$10/\$20/\$55/\$95/\$250/\$350

More information on rates is available in the [Appendix – Monthly Medical Premiums](#) section. To view other plans, see the [Medical Plans](#) section.

Current and Renewal Metallic Medical Plans and Premium - Age Rates

Employee	DOB	Age	State	Current Plan ID: P910PFR				Renewal Plan ID: P910PFR			
				Employee Rates	Spouse Rates	Child Rates	Total	Employee Rates	Spouse Rates	Child Rates	Total
1 BROOKSHIRE DAVID			MT	\$1,032.36	\$587.02		\$1,619.38	\$1,104.14	\$605.05		\$1,709.19
2 BURNSIDE JENNIFER			MT	\$587.02	\$602.49	\$1,109.73	\$2,299.24	\$605.05	\$624.85	\$1,169.98	\$2,399.88
3 FUHRMAN QUIN			MT	\$675.51	\$617.96	\$739.82	\$2,033.29	\$714.97	\$644.66	\$757.54	\$2,117.17
4 KADLEC MATTHEW			MT	\$572.03	\$560.42	\$739.82	\$1,872.27	\$593.17	\$585.74	\$757.54	\$1,936.45
5 MCCAFFREE CLAY			MT	\$598.62	\$602.49	\$739.82	\$1,940.93	\$616.93	\$624.85	\$757.54	\$1,999.32
6 MCKETHEN SUZANNE			MT	\$1,427.41			\$1,427.41	\$1,485.39			\$1,485.39
7 MISTRETTA AUSTIN			MT	\$594.75			\$594.75	\$612.97			\$612.97
8 REICHENBACH ANDY			MT	\$901.80	\$824.92	\$483.54	\$2,210.26	\$966.49	\$884.30	\$497.11	\$2,347.90
9 SIMPSON JOSHUA			MT	\$590.89	\$629.57	\$1,109.73	\$2,330.19	\$609.01	\$656.05	\$1,136.31	\$2,401.37
Total Monthly Medical Premium				\$16,327.72				\$17,009.64			

Total Monthly Renewal Premium - Age Rates

Plan ID	Plan Name	Enrolled Count	Total Monthly Medical Cost
P910PFR	Blue Preferred Platinum PPO 101	9	\$17,009.64

Go Back to Renewal Contents

Blue Cross and Blue Shield of Montana, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association.



We have prepared a quote for you

Billings Heights Water with Email Security added

Quote # 004471
Version 2

Prepared for:

Billings Heights Water District

Peyton Brookshire
peyton@heightswaterdistrict.com

Thursday, October 12, 2023

Billings Heights Water District
Peyton Brookshire
1540 Popelka Dr
Billings, MT 59105
peyton@heightswaterdistrict.com

Dear Peyton,

Morrison-Maierle Systems Technology Consultants (Systems) is pleased to submit the following proposal for Managed Network Services for Billings Heights Water District.

Systems has provided information technology solutions to the market since 1982. We specialize in educating you in the options available to ease your business concerns in the 21st century. Our professional scope ranges from architecture, design and support of networks, to engineering and implementation of local and wide area network solutions.

By managing all of your technical and third party software solutions, you will enjoy a more productive and business focused environment giving way to greater retention of staff.

Thank you for taking the time to discover the Morrison-Maierle Systems Technology Consultants difference, and we look forward to working with you.



Thad McGrail
Account Manager
Billings - Systems

Managed Services

This Managed Service Agreement is made this date, by and between Billings Heights Water District (Client), and **Morrison-Maierle Systems Technology Consultants (Systems)**.

Systems Difference in IT Maintenance

Continuous Monitoring of Network

Systems will provide remote 24/7/365 monitoring of the health and performance of workstations and/or servers to detect and then rectify IT issues before they become critical. Billings Heights Water District can choose to be notified of significant events. Monitoring includes but is not limited to:

- Backup monitoring
- RAID status
- Anti-Spyware software and management
- Server / Desktop performance monitoring
- Anti-Malware software and management
- Operating system updates
- Third party software updates (Java, Adobe, etc.)
- Scheduled preventative maintenance
- License and asset management (server)
- Availability monitoring
- Internet security application

Hardware Prerequisites

- Workstations and servers must be running **Windows 10 Pro or better**. Older workstations or operating systems **will not** be covered under this agreement but can be supported on a time and material basis.
- Billings Heights Water District must have a high-speed internet connection.

Proactive Maintenance Monitored Items

General:

As performed:

- Document software and hardware changes

As requested:

- Scheduled reports

Workstations

Ongoing:

- Advanced performance monitoring
- Memory running low
- Hard drive showing sign of failure

- Hard drive running out of disk space
- Controllers losing interrupts
- Network cards report unusual collision activity

Weekly:

- Anti-Virus / definition updates / scheduled scans
- Patching management of Microsoft critical and security updates

Monthly:

- Scheduled preventative maintenance

As needed:

- Reboot PC
- Alert client to dangerous conditions

Backup / Disaster Recovery

Ongoing:

- Monitor backup status
- 30-day retention

Weekly:

- Manually verify backup status

Quarterly:

- Test restores
- Data restore

As needed:

- Remediation of failed backups

Servers:

Ongoing:

- Advanced performance monitoring
- Monitor hard drive free space on server
- License and asset reporting
- Memory running low
- Hard drive showing sign of failure
- Hard drive running out of disk space
- Controllers losing interrupts
- Network cards report unusual collision activity

Weekly:

- Managed Anti-Virus / definition updates / scheduled scans

Monthly:

- Scheduled preventative maintenance
- Patching management of Microsoft critical and security updates

As performed:

- Reboot server

As needed:

- Alert client to dangerous conditions

Networks / Security

Ongoing:

- Firewall management and maintenance at one location
- Switch monitoring
- Managed internet security

Quarterly:

- Network health review

As needed:

- Performance monitoring / capacity planning

Optional:

- Managed email security

Services performed at \$140.00/hour not under Managed Service Agreement

General:

- Remote support
- Helpdesk support

Servers:

- Active directory management
- Key application maintenance

Networks / Security:

- Router management and maintenance at one location
- Wi-Fi management and maintenance

Applications:

- Client specific software

Vendor 3rd party support:

- Client specific

Phone system / Mobile devices:

- Client specific basic support
- Configure and maintain e-mail sync

Firewall as a Service, (FWaaS)

Morrison-Maierle Systems' (Systems) Firewall as a Service (FWaaS) provides businesses with a layer of network security that complements existing antivirus software while strengthening your network security.

This service will improve network security by establishing a barrier between your internal network and the internet.

- Every FWaaS appliance comes with the SonicWall solution which combines the hardware, licensing and all the services needed for comprehensive network protection from a wide range of network threats—including viruses, spyware, worms, Trojans, and keyloggers. Each device includes Capture Advanced Threat Protection, which revolutionizes detection and sandboxing with a multi-engine approach, to stopping unknown and zero-day attacks at the gateway with automated remediation.
- Systems' FWaaS helps protect against hardware obsolescence as well. This service allows for replacement of the firewall appliance at end of life, or if necessary, to ensure our clients have up to date protection.
- As part of this agreement, Systems will fully maintain and manage the appliance, keeping the firmware and virus definitions up to date.
- **FWaaS requires a 24 month commitment outside of our Managed Services Agreement (MSA). Should the client decide to cancel this MSA, the client will be responsible for buying out the remainder of the 24 month commitment.**

Cyberaware End User Security Testing and Training

End User Security Testing and Training provides employees with a monthly 2-minute IT training video keeping security at the forefront. Also included are monthly phishing simulations effectively testing employee security awareness and susceptibility to social engineering tactics.

Key Features:

Template Library:

- Predesigned Templates
- Customizable Templates

Website Cloning:

- Webpage cloning for flexible test scenarios configuration
- Completion message and webpage redirection
- Comprehensive and robust reporting to address security issues

Benefits:

- **Increased Security** – Quantifiable and measurable results to identify and track improvement
- **Visibility** – Monthly comprehensive reporting to understand and address security weaknesses
- **Demonstrated Responsibility** – Visible proof of steps taken to address current threats such as social engineering
- **Improved Training Retention** – Real experience simulations and training to help employees understand and become more security conscious
- **Reduced Training Cost** – Pinpointing susceptible employees (via Repeat Failures Report) for additional training without the cost and burden to other employees

Managed Email Security

Quickly filters and sanitizes email-borne threats from every email before delivery to your mail server. This technology utilizes virus scanning, spam scoring, real-time intent analysis, URL link protection, reputation checks, and various other techniques. We provide you with the best possible level of protection for your business. Our global 24/7 threat operations center continuously monitors the internet for new threats across all attack vectors feeding this intelligence into Essential's filtering technology.

Key Features:

Inbound Email Security:

- **Advanced Threat Protection** - Combines behavioral, heuristic, and sandboxing technologies to protect against instantaneous and targeted attacks. Email attachments are automatically scanned detonating suspicious attachments in a sandbox environment to observe behavior
- **Anti-Phishing Protection** - Integrates anti-fraud intelligence, domain name validation, along with behavioral and heuristic detection to combat phishing attacks and sender spoofing (i.e., spammers spoofing valid email addresses)
- **Malware Protection** - Leverages the cloud for dynamic, real-time threat analysis, attachment sandboxing, and URL protection to prevent email users from being affected
- **Link Protection** – Automatically rewrites URLs containing malicious code that can be invisibly downloaded to trigger a widespread attack. The rewrite allows Email Essentials to sandbox the request at click time blocking the malicious links.

CyberHawk

Key Features:

- Combines machine learning and intelligent tagging to identify anomalous activity, suspicious changes and threats caused by misconfigurations.
- Automatically scans the client's network searching for internal threats that occur behind the firewall When it detects a potential security breach, Cyber Hawk generates an alert and delivers details on the specific threats, accompanied by a set of easy-to-follow, step-by-step instructions on how to resolve the problems Cyber Hawk has discovered. These recommendations help speed the remediation process.
- In addition, Cyber Hawk automatically generates weekly and monthly summaries of the issues and insider threats it has identified.

Service Descriptions

Support and Escalation

After Hours Support: 406-237-1281

Systems will respond to Client's Trouble Tickets in accordance with client SLA, and with best effort after hours or on holidays. Trouble Tickets must be opened by Client's designated I.T. Contact Person, by email to our Help Desk (helpdesk@getsystems.net), Help Desk Client portal (helpdesk.getsystems.net) or by phone (866.401.4846) to our Help Desk. Each call made to the *Systems*' help desk will be assigned a Trouble Ticket number for tracking. Our escalation process is detailed in the client SLA. **NOTE:** Calls or emails directly sent or made to technicians will NOT be held to the standards of the client SLA or any other response times expressed or implied.

Service outside Normal Working Hours

Emergency services performed outside of the hours of 8:00 am – 5:00 pm Monday through Friday, excluding holidays, and previously scheduled services shall be addressed as best effort and will not be subject to SLA response times. Client shall be provided with contact information for after-hours support and will typically require leaving a message and waiting for a call back.

Holiday Emergency support

Support requests on holidays, defined as New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, the Day after Thanksgiving, Christmas, and ½ Day Christmas Eve (should Christmas Eve fall on a Monday through Thursday), will be charged at the discounted MSA rate of \$135.00 per hour and shall be addressed as best effort and will not be subject to SLA response times. Client shall be provided with contact information for Holiday support and will typically require leaving a message and waiting for a call back.

Service outside 50 mile radius

Travel to out-of-town locations, defined as more than 50 miles one way from the closest *Systems* office, will be billed for travel at the rate of \$1.00 per mile each way. Distance will be calculated from the closest *Systems* office.

Assumptions

- 3rd party database software to be managed by others. If *Systems* works with 3rd party support on behalf of the Client, the discounted hourly rate of \$135/hour will be billed
- 3rd party support will be included under Omni Managed Service Agreements if an updated service agreement is in place for the 3rd party vendor. (Support for 3rd party inclusion is subject to *Systems* discretion and exclusions will be added as amendment(s) as needed)

Termination of the Agreement

This agreement may be terminated by either party with a 30 day written notice.

Disclaimer of Data Storage Location

Any and all client information stored by MM Systems is stored in, and maintained with data centers inside the United States of America.


Quote Expiration

This proposal may be withdrawn if not accepted within 90 days from the *Systems* signature date.

Monthly Services

Description	Recurring	Qty	Ext. Recurring
Managed Items		1	
Proactive Managed Workstation		6	
Fully Managed Server Physical Host		1	
Managed Backup		1	
FWaaS		1	
Listed below are the NEW or EXISTING devices:			
Existing SonicWall TZ270 with advanced security and essential NSM			

Monthly Services

Description	Recurring	Qty	Ext. Recurring
Premium Plus Email Security New Service with MS 0365 service migration Included Cloud to Cloud Backup for services such as MS 0365		10	
 <ul style="list-style-type: none"> • Virus Scanning and Filtering • Archiving for compliance • Spam Filtering • Automatic encrypted emails • Email borne malware protection • Email backup • Link protection • Anti phishing protection • Advanced threat protection • Typosquatting protection 			
Monthly Subtotal:			\$670.00

Billings Heights Water with Email Security added



Prepared by:

Billings - Systems

Thad McGrail
406.237.1211
tmcgrail@getsystems.net

Prepared for:

Billings Heights Water District

1540 Popelka Dr
Billings, MT 59105
Peyton Brookshire
(406) 252-0539
peyton@heightswaterdistrict.com

Quote Information:

Quote #: 004471

Version: 2
Delivery Date: 10/12/2023
Expiration Date: 10/31/2023

Monthly Expenses Summary

Description	Amount
Monthly Services	\$670.00
Monthly Total:	\$670.00

Payment Options

Description	Payments	Interval	Amount
Term Options			
Commitment of Acceptance	12	Monthly	\$670.00

Labor hours spent on the network, PCs or servers other than covered maintenance tasks (updates for Microsoft, Adobe, Java, Antivirus, etc.) is not covered. Maintenance that is classified as a project or the cost of any parts that are required (software or hardware) to either keep the client's IT working, upgrade it or add to it is not covered. Adding devices that are not present and covered at the signing of this agreement or the replacement of existing devices unless otherwise noted will be billed at a reduced rate of \$135/hour.

Upon receiving this commitment, Systems agrees to schedule staff and negotiate a suitable start date to begin the implementation of our service(s).

This Agreement is effective for a 12-month period. At that time, if no renewal is negotiated, your account will be automatically adjusted to reflect new user counts and pricing with an automatic increase of 6% after user count adjustments. To negotiate a potential reduced rate increase your Sales Manager will reach out with an amended contract for signing due within 30-days. In agreeing to partner with Systems, the Client acknowledges that project scope, deliverables, ongoing management and methodology outlined in this proposal are satisfactory and agrees to accept ongoing support cost as specified herein.

The terms and conditions of this Agreement are confidential between the parties and shall not be disclosed to anyone else, except as may be necessary to effectuate its terms.

FWAAS requires a 24 months commitment outside of this agreement. Should client decide to cancel this MSA client will be responsible for buying out the remainder of the 24 month commitment.

Termination of this agreement can be made by either party with a 30 day written notice.

By entering my initials below, I am confirming I am in fact the signor and authorizing party. I have read and agree to the services, equipment, and supplies provided in this Quote. My initials are to serve as my signature in accordance with the Date, Time, and IP Address stamps digitally documented below.

Billings - Systems

Signature:



Name: Thad McGrail

Title: Account Manager

Date: 10/12/2023

Billings Heights Water District

Signature:

Name: Peyton Brookshire

Date: _____

RIGHT OF ENTRY AND ACCESS AGREEMENT

THIS RIGHT OF ENTRY AND ACCESS AGREEMENT (herein called this "Agreement") is made and entered into as of November 15, 2023, by Dover Ranch (herein called "Grantor"), and The County Water District of Billings Heights (herein called "Grantee").

W I T N E S S E T H:

WHEREAS, Grantor is the owner of the real property more particularly described on Exhibit A, attached hereto and incorporated herein by reference (herein called the "Property");

WHEREAS, Grantee has requested the right of entry upon and access to the Property for the purpose of undertaking tests, inspections and other due diligence activities (herein called the "Due Diligence Activities") in connection with the proposed acquisition by Grantee of the Property;

WHEREAS, Grantor has agreed to grant to Grantee, and Grantee has agreed to accept from Grantor, a non-exclusive, revocable license to enter upon the Property to perform the Due Diligence Activities in accordance with the terms and provisions of this Agreement;

WHEREAS, Grantor and Grantee desire to execute and enter into this Agreement for the purpose of setting forth their agreement with respect to the Due Diligence Activities and Grantee's entry upon the Property.

NOW, THEREFORE, for and in consideration of the foregoing premises, the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee do hereby covenant and agree as follows:

1. Access by Grantee.

(a) Subject to Grantee's compliance with the terms and provisions of this Agreement, until the earlier to occur of (i) July 31, 2024; or (ii) the earlier termination of this Agreement, Grantee and Grantee's agents, employees, contractors, representatives and other designees (herein collectively called "Grantee's Designees") shall have the right to enter upon the Property for the purpose of conducting the Due Diligence Activities provided Grantee gives Grantor at least two (2) business days' prior written notice of each inspection and does not disturb the existing tenant.

(b) Grantee expressly agrees as follows: (i) any activities by or on behalf of Grantee, including, without limitation, the entry by Grantee or Grantee's Designees onto the Property in connection with the Due Diligence Activities shall not damage the Property in any manner whatsoever or disturb or interfere with the rights or possession of any tenant on the Property, (ii) in the event the Property is altered or disturbed in any manner in connection with the Due Diligence Activities, Grantee shall immediately return the Property to the condition existing prior to the Due Diligence Activities, and (iii) Grantee shall indemnify, defend and hold Grantor harmless from and against any and all claims, liabilities, damages, losses, costs and expenses of any kind or nature whatsoever (including, without limitation, attorneys' fees and

expenses and court costs) suffered, incurred or sustained by Grantor as a result of, by reason of, or in connection with the Due Diligence Activities or the entry by Grantee or Grantee's Designees onto the Property. Notwithstanding any provision of this Agreement to the contrary, Grantee shall not have the right to undertake any invasive activities or tests upon the Property, or any environmental testing on the Property beyond the scope of a standard "Phase I" investigation, without the prior written approval by Grantor of a workplan for such "Phase II" or invasive testing. If Grantor does not respond or reject any workplan within five (5) days of Grantee's delivery of the written workplan proposal to Grantor pursuant to the notice provisions of this Agreement, then Grantor shall be deemed to have approved the submitted workplan and Grantee may proceed with such testing. If Grantor rejects such proposed workplan in whole or in part, then this Agreement shall become null and void at the sole option of Grantee, which option must be exercised by Grantee's giving Grantor written notice on or before December 1, 2023 or the earlier termination of this Agreement.

2. Lien Waivers. Upon receipt of a written request from Grantor, Grantee will provide Grantor with lien waivers following completion of the Due Diligence Activities from each and every contractor, materialman, engineer, architect and surveyor who might have lien rights, in form and substance reasonably satisfactory to Grantor and its counsel. Grantee shall be bound by the same indemnification, defense, and hold harmless obligation as specified above in Section 1(b) with respect to any claims or demands for payment, or any liens or lien claims made against Grantor or the Property, arising out of the Due Diligence Activities.

3. Insurance. Grantee shall, and shall cause all of Grantee's Designees performing the Due Diligence Activities to, procure or maintain a policy of commercial general liability insurance issued by an insurer reasonably satisfactory to Grantor covering each of the Due Diligence Activities with a single limit of liability (per occurrence and aggregate) of not less than \$1,000,000.00, and to deliver to Grantor a certificate of insurance evidencing that such insurance is in force and effect. Such insurance shall be maintained in force throughout the term of this Agreement.

4. Successors. To the extent any rights or obligations under this Agreement remain in effect, this Agreement shall be binding upon and enforceable against, and shall inure to the benefit of, the parties hereto and their respective heirs, legal representatives, successors and permitted assigns.

5. Limitations. Grantor does not hereby convey to Grantee any right, title or interest in or to the Property, but merely grants the specific rights and privileges hereinabove set forth.

6. No Recording of Agreement or Memorandum of Agreement. In no event shall this Agreement or any memorandum hereof be recorded, and any such recordation or attempted recordation shall constitute a breach of this Agreement by the party responsible for such recordation or attempted recordation.

7. Notices. All notices, demands and other communications shall be given in writing and shall be delivered by certified mail, postage prepaid, and return receipt requested, or by personal delivery. Notices shall be considered given upon the earlier of (a) personal delivery or (b) two (2) business days following deposit in the United States mail, postage prepaid,

certified or registered, return receipt requested. Notices shall be addressed as provided below for the respective party; provided that if any party gives notice in writing of a change of name or address, notices to such party shall thereafter be given as demanded in that notice:

Grantee: County Water District of Billings Heights
1540 Popelka Drive
Billings, Montana, 59105
Attn.: David P Brookshire
Phone: 406.252-0539
Cell: 406.696-0636

Copy to: Interstate Engineering
1211 Grand Avenue STE 6
Billings, Montana 59102
Attn.: Brad Boehm

Grantor: Dover Ranch
P.O Box 51389
Billings, Montana, 59105

8. Entire Agreement. This Agreement, together with all exhibits hereto, integrates all of the terms and conditions mentioned herein or incidental hereto, and supersedes all negotiations or previous agreements between the parties or their predecessors in interest with respect to all or any part of the subject matter hereof.

9. Severability. The provisions of this Agreement are severable, and, if any one or more provisions may be determined to be judicially unenforceable, in whole or in part, the remaining provisions, and any partially unenforceable provision, to the extent enforceable, in any jurisdiction, shall nevertheless be binding and enforceable if and to the extent that the economic and legal substance of the transactions contemplated is not materially adversely affected in any matter as to any party and shall be construed and enforced so as to effectuate the intent of the entire Agreement, including the wholly or partially unenforceable provision, to the maximum extent legally permissible.

10. Amendments. Any amendments to this Agreement shall be effective only when duly executed by Grantor and Grantee.

11. Attorneys' Fees. In the event that suit is brought for the enforcement of this Agreement or as the result of any alleged breach thereof, or any other court action occurs arising out of this Agreement, the prevailing party or parties in such suit shall be entitled to recover their reasonable attorneys' fees, costs, and expenses from the losing party or parties, and any judgment or decree rendered in such proceedings shall include an award thereof.

12. No Third-Party Beneficiary Rights. This Agreement is entered into for the sole benefit of Grantor and Grantee and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Montana (without giving effect to the laws of such state in relation to choice of laws).

14. Assignment of Agreement. Neither Grantor nor Grantee may assign or transfer their respective rights or obligations under this Agreement without first obtaining the prior written consent of the other, which consent may be granted or withheld in the sole and absolute discretion of the applicable party.

15. Counterparts. This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Grantor and Grantee have caused this Agreement to be executed and sealed, all the day and year first written above.

GRANTOR:

By: _____

Name: Dover Ranch

Date Executed: _____

GRANTEE:

County Water District of Billings Heights

a public body, corporate and politic

By: _____

Name: David P Brookshire

Title: General Manger

Date Executed: _____

Attest:

, Secretary

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

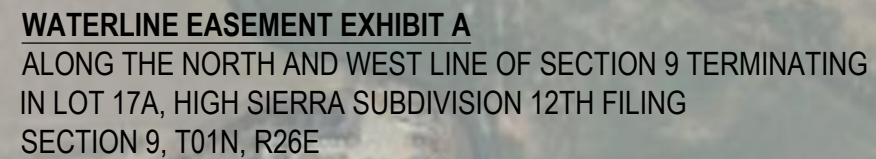
THE LAND REFERRED TO HEREIN AS THE “LAND” IS SITUATED IN THE STATE OF MONTANA, COUNTY OF YELLOWSTONE, CITY OF BILLINGS, AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Assessor Parcel Nos:

S09, T01 N, R26 E, W2 (LESS COS 3573 & HIGH SIERRA SUB) (19)

S09, T01 N, R26 E, C.O.S. 782, PARCEL 3, (LESS LAKE HILLS SUB 25TH FIL), S09, T01 N, R26 E, C.O.S. 782, PARCEL 1, S09, T01 N, R26 E, C.O.S. 782, PARCEL 2, S09, T01 N, R26 E, FRAC E2E2N4, S10, T01 N, R26 E, C.O.S. 2545, PARCEL 1, REMAINDER 60.683 AC (2000), S04, T01 N, R26 E, SW4, S04, T01 N, R26 E, LOTS 2,3, & 4 S2NW4, SWNE4 W2SE4, W2E2SE4, S04, T01 N, R26 E, C.O.S. 2174, PARCEL B, S03, T01 N, R26 E, W2W2, S03, T01 N, R26 E, E2W2, FRAC E2 W OF ROAD (LESS HWY).

Map: See attached Map



CERT. COR. REC. 4-5-8-9 SEC. COR.

COMMENCING AT A FOUND SECTION CORNER OF SECTIONS 9, 10, 3 & 4;
THENCE N03°28'50"W A DISTANCE OF 4.57 FEET TO THE POINT OF BEGINNING;
THENCE S89°56'40"W A DISTANCE OF 2621.63 FEET;
THENCE N89°32'45"W A DISTANCE OF 2551.77 FEET;
THENCE S00°24'41"E A DISTANCE OF 2640.92 FEET;
THENCE S00°25'06"E A DISTANCE OF 1175.09 FEET TO A POINT OF TERMINATION.

PROPOSED EASEMENT AREA = 4.13 ACRES

S0°24'41"E 2640.92'

20' WIDE PROPOSED EASEMENT

CERT. COR. REC.
CTR 8-9 1/4 COR
(W4 SEC 9)

CERT. COR. REC. CTR
1/4 COR. SEC. 9

SEC. 9

HIGH SIERRA II, INC.

LOT 17A

POINT OF TERMINATION

S0°25'06"E 1775.09'

LOT 17A

C.O.S. NO. 782

TRACT ✓

POINT OF BEGINNING

2 N3°28'50"W 4.67'

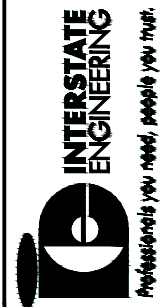
5
SPRING HILLS
BLOCK 1

NORTH WEST TRANSMISSION MAIN
COUNTY WATER DISTRICT BILLINGS HEIGHTS
BILLINGS MT

PROPOSED WATERLINE EASEMENT EXHIBIT

Drawn By: <u>WJS</u>	Surveyed By: <u>XXX</u>	Project No: <u>WR22-00-135</u>
Checked By: <u>-</u>	Designed By: <u>XXX</u>	Date: <u>07/25/2023</u>

Interstate Engineering
1211 Grand Avenue, Suite 6
PO Box 20953
Billings, MT 59104
(406) 256.1920
www.interstateeng.com



SECTION

EX - 1

1 OF 1

SHEET NO.



RESOLUTION NO. _____

WHEREAS, the board had previously approved Task Order 28 for the Northwest Transmission Main and for Interstate Engineering to conduct the preliminary engineering on the project. Whereas the board knows a right of entry agreement is needed to conduct the engineering work necessary to confirm the route for the easement of the water line for the construction and installation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the County Water District of Billings Heights, Yellowstone County, Montana as follows:

The Board has approved the Right of Entry Agreement to be presented to Dover Ranch for the preliminary engineering work of Task Order 28.

PASSED by the Board of Directors of the County Water District of Billings Heights and **APPROVED** this 18th day of October, 2023.

**COUNTY WATER DISTRICT
OF BILLINGS HEIGHTS**

BY: _____
ITS: President, Doug Kary

Attest:

Board Secretary

RESOLUTION NUMBER_____

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE COUNTY WATER DISTRICT OF BILLINGS HEIGHTS
INITIATING MONTANA HOUSE BILL 675

WHEREAS, the County Water District of Billings Heights ("District") is a duly formed and operating water district pursuant to Title 7, Chapter 13, Parts 22, and 23 of the Montana Code Annotated; and

WHEREAS, the District purchases its water from the City of Billings Municipal Water Utility; and

WHEREAS, the 2023 Montana State Legislature passed House Bill 675, which authorizes a County water District to pursue consolidation with a Municipality when more than 60% of the Districts customers reside within the Municipality's City Limit and the District purchases its water from the Municipality; and

WHEREAS, House Bill 675 was signed by Montana Governor into law on April 24, 2023; and

WHEREAS, the District includes the municipality of Billings Montana; and

WHEREAS, the District includes unincorporated territory of Yellowstone County; and

WHEREAS, the City of Billings municipal water system functions as the sole source of water for the District and more than 60% of the District's customers reside within the municipal limits of the City of Billings; and

WHEREAS, the consideration of this Resolution was published and posted in accordance with Montana law; and

WHEREAS, at the regular meeting of the County Water District of Billings Heights held on October 18, 2023, the Board took and considered public comment, if any, made this Resolution.

NOW THEREFORE, be it resolved and ordained that the Board of Directors of the County Water District of Billings Heights shall initiate a plan to the municipality of Billings Montana that all of this District's customers, assets and liabilities be incorporated into the municipal water system at a 1 to 1 ratio with existing customers, assets, and liabilities.

ADOPTED by the Board of Directors of the County Water District of Billings Heights on this 18 day of October, 2023.

**COUNTY WATER DISTRICT
OF BILLINGS HEIGHTS**

BY: _____
ITS President Doug Kary

ATTEST: -----
Board Secretary

Resolution _____

WHEREAS the President of the Board of Directors of the County Water District of Billings Heights exercised his authority to appoint a Special Committee of the Board to review and consider the proposal brought forward by the District's employed consultant, Raftelis Inc., as well as an alternative proposal developed by the Board for adoption of a new set of water rates intended to comply with the provisions of MCA 7-13-2301 to annually review and "adopt a system of charges and rates to require that each recipient of facility services pays its proportionate share of the costs of operation, maintenance, and replacement", and

WHEREAS said Committee met and worked collaboratively to develop a set of water rates and charges, including system development fees and a tiered rate structure intended to promote the conservation of water, a precious resource, by multiple rate classes, and

WHEREAS the Board of Directors met in a public Work Session on October 5, 2023 and reviewed the work of the Committee including asking questions to verify that the new Committee Proposal met the goal of improving the District's systems of rates and charges to better comply with MCA 7-13-2301,

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the County Water District of Billings Heights directs that all requirements of Montana law with respect to posting notice, mailing notice and any other items be initiated by the Secretary and General Manager of the District so that a Public Hearing may be held on said Rates at the District Meeting to be held at 600 pm on November 15, 2023 so that, following notice and public hearing complying with the law, said rates could be adopted, if the Board so chooses, to be effective on December 1, 2023.

Done this _____ day of October, 2023

Signed _____

Doug Kary, President

Attested _____

Board Secretary

Resolution No. _____

WHEREAS, the previously engaged attorney for the County Water District of Billings Heights has voluntarily terminated her employment relationship with the Board and District, and

WHEREAS, the Board of Directors anticipates requiring legal advice and counsel on a wide variety of contract, employment and other issues that are likely to come before the Board,

NOW THEREFORE BE IT RESOLVED BY THE Board of Directors of the County Water District of Billings Heights, Yellowstone County Montana as follows:

The Board shall issue the Request for Qualifications for Legal Counsel in the form attached in an effort to engage qualified legal counsel to assist the Board in the conduct of District Business.

PASSED by the Board of Directors of the County Water District of Billings Heights and **APPROVED** this _____ day of October, 2023.

Signed _____
By Doug Kary, President

Attest _____
Board Secretary

**REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL LEGAL SERVICES
COUNTY WATER DISTRICT OF BILLINGS HEIGHTS**

The Board of Directors of the County Water District of Billings Heights is requesting sealed proposals from qualified firms or attorneys interested in providing professional legal services to the District for advice and counsel on matters that may involve the Board and the district.

The District invites qualified law firms or attorneys to submit a qualifications package based upon the scope of work contained within this Request for Qualifications (RFQ).

This document is intended to provide interested parties with sufficient information to prepare and submit a statement of qualifications for consideration by the District.

DISTRICT BACKGROUND

The County Water District of Billings Heights is a water district that was incorporated in 1958. The existing district facilities consist of a combination of water mains, distribution lines, storage tanks and associated equipment used to convey water purchased from the City of Billings to the customers and members of the district.

SCOPE OF WORK

The Board of Directors of the district, a majority of which have been on the Board less than a year, seeks legal counsel that is familiar with review, preparation and execution of contracts, advice on employment issues including compliance with Montana law with respect to hiring and termination of employment, meeting the requirements of Montana law and the Constitution with respect to public notice and record retention with respect to the conduct of District business, proper compliance with Montana law regarding the operation of Water districts and the execution of contracts and task orders associated with same, the interpretation of recently passed legislation of the 2023 Session of the Montana Legislature included but not limited to HB 35 and HB 675, and other matters that may come before the Board on which it seeks legal advice. The current Board wishes to ensure that it operates in a legal fashion that earns the trust of the public which it wishes to serve.

SUBMITTAL FORMAT AND PROPOSAL CONTENT:

Seven hard copies of the Statement of Qualifications must be submitted to: Board of Directors County Water District of Billings Heights, Attn: President Doug Kary, 1540 Popelka Drive, Billings, MT 59105.

Responses will be received no later than 5:00 pm (local time) on November 15, 2023, in a sealed envelope clearly marked on the outside **“RESPONSE TO RFQ FOR LEGAL SERVICES ”**. Legibility, clarity and completeness are essential.

The proposal must be organized in accordance with this section. Brevity is appreciated by the Board Members reviewing the proposals. The proposal may not exceed the page limits described below and font size shall be 11 point or larger. Key personnel resumes and associated hourly rates of same shall be included.

The proposals shall contain the following information at a minimum:

1. The firm’s legal name, address, and telephone number;
2. The principal(s) of the firm and their experience and qualifications;
3. The experience and qualifications of the staff to be assigned;
4. A description of the firm’s prior experience working with public or private entities with similar legal matters including the name of a person knowledgeable, regarding the firm’s performance (references);
5. A description of the firm’s/project team’s current work activities and how these would be coordinated with the project, as well as the firm’s anticipated availability and local presence during the term of the project;

To provide for a degree of consistency in review of the proposals, firms are requested to prepare their proposals in the standard format given below.

Introductory Letter

(Not to Exceed 1 page, 0 points)

If desired an introductory letter can be provided and limited to one page. The letter will not be scored.

Qualifications of the Professional Personnel Assigned (Not to Exceed

5 pages, 35 Points)

Provide an overview of the firm or attorney highlighting their experience, qualifications and capabilities that are relevant. Briefly describe the key personnel’s experience, qualification, and role on this project. Resumes for key staff shall be provided in Appendix A, but will be scored within this section.

Previous Relevant Experience Examples (Not to

Exceed 5 pages, 35 points)

Provide descriptions of previous legal engagements of similar scope and magnitude to this need.

Proximity to District (Not to Exceed 2 Pages, 20 points)

Provide information regarding proximity to the District including the ability to meet with the Board in the offices of the District or in public or private meetings as allowed by law.

**Present and Projected Workloads/Capability to Meet Time and Budget Requirements
(Not to Exceed 1 Page, 20 points)**

Provide a discussion regarding the anticipated workload for the assigned attorney during the time frame that this contract will cover (December 1, 2023 – June 30, 2025). Provide a brief description of the tools and processes used to manage the account and budget.

**Appendix A: Key Staff Resume's
(No page limit, 0 points – Points included in scoring above)**

Provide 1-page resumes for the legal team Key Staff:

GENERAL INFORMATION:

The Board may select one or more firms submitting proposals as finalists. Finalists may be interviewed to further establish qualifications. One firm will be selected to submit a formal scope of services and fee for the work and to negotiate a contract with the Board. If an appropriate agreement cannot be reached with the highest-ranked firm, the second-ranked firm may be invited to submit a proposal and negotiate a contract, and so on.

The Board reserves the right to reject any or all statements of qualification and re-advertise, to waive any irregularities in the statements of qualification, and to accept the statement of qualification that best benefits the District. The Board reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate. All proposals become the property of the Board. The District is not responsible for any costs associated with preparing qualifications statements in response to this RFQ.

Questions should be directed in writing to Board President Doug Kary, 1540 Popelka Drive, Billings, MT 59105.

Legal Ad: Yellowstone County News

Publication Dates: October 27, 2023 and November 3, 2023

DIRECTOR AND MANAGER POLICIES

PART I. General Provisions

Section 1.01 Purpose. The purpose of this policy is to establish the rules of procedure for the conduct of meetings and the transaction of business by the County Water District of Billings Heights. These rules of procedure are intended to assure that the Board can accomplish its work efficiently, in full view of the public and with reasonable opportunity for the public to participate in the deliberations and decisions of this unit of local government.

Section 1.02 Authority. These rules of procedure are pursuant to Montana statutory and regulatory law.

Section 1.03 Expectations of Management. The General Manager or the Assistant Manager shall attend every meeting and work session of the Board of Directors.

PART II. Public Participation

Section 2.01 Policy. It is the policy of County Water District of Billings Heights Board that the public shall be afforded notice and a meaningful opportunity to participate in the operation of the Board prior to a final decision of the Board concerning any matter of significant interest to the public. A matter of significant interest to the public includes, but is not limited to, those:

1. requiring a public hearing.
2. adopting, implementing, interpreting, prescribing, or altering a rate, rule or policy of the district.
3. relating to the budgetary and financial affairs of the district including contracts and approval of payment of invoices.

Section 2.02 Open Meetings. A meeting of District Board of Directors is convened whenever a quorum of Board members hear, discuss or act upon any matter over which they have jurisdiction. All meetings of the District Board shall be open to the public. However, the presiding officer of the Board may close any meeting during the time the discussion relates to a matter of individual privacy and only if the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains, and in that event, the meeting must be open as it relates to that individual.

Section 2.03 Notice. The District Board shall give timely notice of any public hearing or any meeting to discuss or act upon any matter of significant interest to the public, as prescribed by law. Additionally, the agenda of all scheduled meetings of the District Board shall be posted on the website not later than the close of business five business days prior to the meeting.

Section 2.04 Public Posting Board. The Board of the County Water District of Billings Heights designates as its official posting place the website for the district.

PART II. Procedures for Meetings

Section 3.01 Meetings. The Board of Directors shall meet on a regular basis and may hold special meetings to conduct the affairs of the district. Committees of the Board may meet on a regular basis and may hold special meetings. All meetings of the Board shall be open to the public and no matter of significant interest to the public should be decided upon without prior notice to the public as a scheduled Board agenda item.

A meeting of the Board is defined as the convening of a quorum of the Board either in person or by means of electronic communication, including audio and visual participation, to hear, discuss, or act upon a matter over which the Board has supervision, control, decision making or advisory power. A quorum is a majority of the total members of the Board or committee in attendance. Special meetings of the Board of Directors may be called by the President or by a quorum of the members of the board.

Official action at Board meetings can only occur with a quorum of Directors present. Minutes of all meetings required by Montana law to be open, shall be fully reflective of all business transacted at the meeting, and shall be available for inspection by the public and review by the Board no later than five business days after the meeting is adjourned. All proposals for amendments to the minutes should be sent to the President and the Secretary by noon of the fifth business day prior to the next meeting.

Section 3.02 Agenda Preparation. Proposed resolutions, reports, recommendations, contracts, and all other matters requiring consideration, discussion or decision by the Board shall be submitted to the President of the Board and to the Recording Secretary of the Board by 12:00 noon on the fifth business day immediately preceding the next regularly scheduled meeting of the Board.

The President or his/her designated representative shall arrange the matters requiring discussion or action into an agenda according to the order of business specified herein and provide said agenda to the Secretary for posting by 5:00 pm of the fifth business day prior to the next meeting. Copies of the agenda shall be provided to each member of the Board not later than 5:00 pm of the fifth business day prior to the scheduled meeting. Copies of the agenda shall be made readily available to the press and to the public at large and shall be posted on the designated public posting board not later than 5:00 pm of the fifth business day prior to the scheduled meeting.

The posted agenda shall include a digital link distinctive to each agenda item to all supporting documents, including but not limited to exhibits, contracts and task orders, accessible online and able to be printed individually for the convenience of the Board and the public.

Section 3.03 Order of Business. The presiding officer shall prepare the agenda in the following form which may be altered with consent of the Board:

1. Call the Meeting to Order and Roll Call
2. Welcome and Introduction of guests
3. President's Remarks
4. Public Comment on anything not on the agenda but within the authority of the Board.
5. Approval of Minutes
6. Manager's Report
7. Committee Reports
8. Consent Agenda

**** Consent Items** are those upon which the presiding officer anticipates no discussion should be necessary. However, prior to approval of the consent agenda any Board member may request one or more items be removed from the consent agenda for the purpose of discussion prior to a separate vote on the item(s). The presiding officer shall schedule such discussion and vote immediately following adoption of the balance of the consent agenda.

9. Old Business
10. New Business
11. Items to be Scheduled for Future Board Meeting:

****An item not scheduled on the agenda for the current meeting may be discussed during Agenda item 11 at the discretion of the Board. However, the purpose of such discussion shall be to decide whether to schedule the item for a subsequent agenda. No matter of significant interest to the public shall be decided without prior notice to the public as a scheduled Board agenda item.**

12. Adjournment

PART IV. Rules of Board Participation.

Section 4.01. Purpose. The purpose of these rules is to provide for effective participation by all members of the District Board and to protect the right of participation by members of the public appearing before the Board.

Section 4.02 Rules. Board debate shall proceed in accordance with the following rules:

1. A Board Member desiring to speak shall address the presiding officer, and upon recognition, shall confine him or herself to the question under debate, avoiding abusive and indecorous language.
2. A Board Member once recognized, shall not be interrupted when speaking unless it is to call him or her to order, or as herein otherwise provided. If a Board Member while speaking is called to order, he or she shall cease speaking until the question of order is determined, and, if in order, he or she shall be permitted to proceed.
3. Order of rotation in matters of debate or discussion shall be at the discretion of the presiding officer.
4. A motion made by any member of the Board must be seconded prior to discussion and vote. If the motion is not seconded it shall be declared failed for lack of a second by the presiding officer.

5. A motion to reconsider any action taken by the Board may be made only on the day such action was taken. It may be made either immediately during the same session, or at a recess and reconvened session thereof. Such a motion may only be made by a Board Member of the prevailing side but may be seconded by any Board Member and it shall be debatable.

6. Nothing herein shall be construed to prevent any member of the Board from making or remaking the same or any other proper motion at a subsequent meeting of the Board, but the matter must be a scheduled agenda item.

Section 4.03 Suspension of the Rules of Debate. The rules of debate may be suspended temporarily by the unanimous vote of the entire Board.

Section 4.04 Majority Required. The affirmative vote of majority of Board Members present is required to adopt any measure unless a greater number of votes may be required by law.

Section 4.05 Duty to Vote. It shall be the duty of each Board Member to vote in the affirmative or negative on each motion duly placed before the Board by the presiding officer. A Board Member may make a brief explanation of the reason why she or he voted in a particular way.

Section 4.06 Proxy Voting. A Board Member who is not present physically or by electronic means at a meeting at the time a motion is put to a vote cannot vote. Board Members shall not be permitted to vote by proxy.

Section 4.07 Conflict of Interest. Any member of the Board who has a private interest, as defined by law or as so advised by the County Attorney, in any matter pending before the District shall not participate in the debate nor vote in that matter nor seek to influence the vote of members of the Board, except as otherwise provided by Montana law. If the presiding officer has a private interest in a matter pending Board action he or she shall yield the chair to the Vice President during the course of debate and decision concerning the matter in which she or he has a private interest.

PART V. Presentation to the Board.

Section 5.01 Procedures. The general procedure by which items, other than ordinances requiring public hearings as provided by Montana law, are handled by the Board shall be as follows:

1. The item is presented to the Board with a brief summary of the matter for discussion by the presenter.
2. The presiding officer will then invite members of the audience to present or submit testimony beginning with those in favor of the proposal, followed by those who oppose the proposal and concluding with those who neither favor nor oppose the proposal.
3. After the close of public comment and recognition by the presiding officer, Board Members may direct questions about the item to the presenter, a staff member, or, with the permission of the presiding officer if there is no objection, to a testifying member of the public.

4. Following questions and responses, a motion to adopt the resolution or ordinance as proposed may be made and the Board will discuss adoption of the resolution or ordinance including amendments of same.

5.-The Board may, upon a proper motion and second, vote on the matter or table the matter until a date certain.

Section 5.02 Budget presentation. The budget must be presented and acted upon as follows:

1. The General Manager will present his proposed-balanced budget for all district operations for the upcoming year during the regular April business meeting.

2. The Board will meet to discuss, alter as needed, and adopt an annual budget by May 31 of each year.

3. No item of the adopted budget can be exceeded without the Board, at a scheduled meeting, previously adopting a budget amendment explaining the need for the amendment and the source of funding for the amendment.

4. The budget must be reviewed by the General Manager and the Board during the October, January, April, and July Board meetings.

PART VI. Public Hearings

Section 6.01 Procedures. The Board shall conduct public hearings as required by law. Public testimony will be presented to the Board as provided by law. Witnesses may be required to testify under oath, as provided by law, in which case the Board shall not be bound by the strict rules of evidence, but may, as permitted by law, exclude irrelevant, immaterial, incompetent, or unduly repetitious testimony or evidence. The presiding officer shall, with advice as needed from legal counsel, rule on all questions relating to the admissibility of testimony or evidence. The ruling of the presiding officer may be overruled by a majority vote of the Board. The following rules of procedure shall apply:

1. The proponents or opponents, their agent or attorney, may submit petitions and letters prior to the closing of the hearing and the same be entered by reference into the minutes and considered as other testimony received at the hearing.

2. Following the presentation of all testimony and evidence, the Board may: (1) Continue the hearing to a date certain to allow additional information to be submitted to the Board; (2) Close the public hearing and proceed to Board debate of the matter; or (3) Continue the Board debate and vote to a date certain.

3. A public hearing which has been formally closed may not be reopened. If additional information is required before a decision can be made, the Board may call for an additional public hearing which hearing shall be duly noticed as required by law and this policy, upon motion duly made, seconded, and passed.

PART VII. Guide for Public Participation

Section 7.01 Guidelines for Public Participation. The following guidelines shall serve to assure reasonable and fair public participation in the decisions of the District Board.

1. The public shall be invited to speak on any item under consideration by the Board after and only after recognition by the presiding officer.
2. The speaker shall step to the front of the room, and for the record, give his or her name and address and, if applicable, the person, or organization he or she represents.
3. Prepared statements are welcomed and should be given to the presiding officer and noted in the minutes of the meeting. A two-minute summary of the prepared remarks may be made to the Board. Please avoid reading the prepared statement in the interest of the Board's time. All prepared statements shall become a part of the permanent record.
4. While the Board is in session, members of the public must preserve order and decorum. No person shall delay or interrupt the proceedings or the peace of the Board nor disturb any member of the public or of the Board while speaking or refuse to obey the orders of the presiding officer of the Board.
5. Any person who while testifying uses rude or abusive language or who becomes boisterous or disruptive shall be barred from further presentation to the Board by the presiding officer unless permission to continue be granted by a majority vote of the Board.

PART VIII. Resolutions and Ordinances

Section 8.01 Resolutions. Except as provided by law, proposed resolutions and ordinances shall be prepared and presented by a member of the Board or the General Manager and if adopted after notice and a meaningful opportunity for public participation shall be effective on the date specified therein.

Section 8.0 Right of Initiative. The people retain the right to present resolutions for adoption by the initiative process, as prescribed by law.

Passed by the Board of Directors of the County Water District of Billings Heights and Approved this _____ day of October, 2023

By: _____
Board President, Doug Kary

Attest: _____
Board Secretary

HWD rates from committee meeting Sept. 26, 2023

Proposed monthly meter charge

<u>Meter size</u>	<u>Monthly charge</u>
¾"	\$19.70
1"	\$28.10
1 ½"	\$51.20
2"	\$78.50
4"	\$152.00
6"	\$464.90
8"	\$740.00

Proposed system development fees

<u>Meter size</u>	<u>In district*</u>	<u>Joining district*</u>
¾"	\$2500	\$5000
1"	\$5000	\$8200
1 ½"	\$9900	\$16500
2"	\$16000	\$26200
4"	\$46500	\$52300
6"	\$146500	\$163500
8"	\$256500	\$261500

REMOVE ANNEXATION FEE **\$150.00**

***Increase 2% per year**

<u>Bulk resale</u>	<u>Amount/1,000 gallons</u>	<u>\$6.30</u>
<u>Irrigation</u>	<u>Amount/1,000 gallons</u>	<u>\$7.50</u>

Residential rates and tiers

Amount/1,000 gallons

0-4,000 gals.	\$3.25
4,001-20,000 gals.	\$4.85
20,001-40,000 gals.	\$7.10
40,001 and over gals.	\$9.50

Commercial rates and tiers

Amount/1,000 gallons

0-10,000 gals.	\$4.20
10,001-100,000 gals.	\$4.60
100,001-500,000 gals.	\$5.00
500,001 and over gals.	\$5.30