



**AGENDA
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, APRIL 07, 2026
6:30 PM
COUNCIL CHAMBERS**

Public Input: *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. Because of the Rules that govern public meetings, Council is not permitted to speak in response to any issue raised that is a non-Agenda item. The Mayor may provide factual information in response, with the intention that the matter may be addressed at a later meeting. In addition, City Council may request that a particular non-Agenda item be placed on an upcoming Agenda, for consideration. Citizens should not construe Council's "silence" on an issue as an opinion, one way or the other, regarding that non-Agenda matter. Council simply cannot debate an item that is not on the Agenda, and therefore, they must simply listen to the feedback given during public input. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor.*

Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony, and written evidence.

General Items

1. Appointment of Amy Mullaney to the Public Works Committee.

Executive Review

2. **Planning:** Resolution - A Resolution Of The City Council Authorizing The Mayor To Approve A Change Order With Earth Mover's Excavation For The Project Known As The Bernhardt Ditch Improvements Project.
3. **Planning:** Resolution - A Resolution Of The City Council Approving The Variance Requested By Drew Nordman To Allow Side-Corner Minimum Setback For An Accessory Dwelling Unit (Adu) In The Approximate Location Of The Existing Non-Conforming Garage.
4. **Fire:** Resolution - A Resolution Of The City Of Laurel City Council Authorizing The Mayor To Execute All Necessary Agreements For Services Performed By Emergency Networking Related To Electronic Management Systems For Laurel Fire Rescue
5. **Finance:** Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign An Agreement With CivicPlus For Services Relating To Upgrading The City's Website, Agenda And Meeting Management, Media, AudioEye, And DocAccess.

Council Issues

6. **Planning:** Laurel Urban Renewal Agency Projects Updates

Other Items

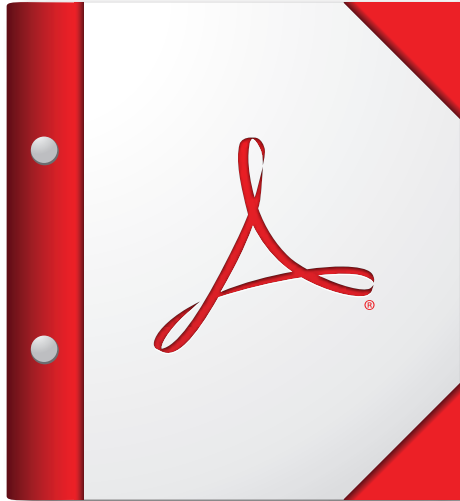
Attendance at Upcoming Council Meeting

Announcements

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

1. Appointment of Amy Mullaney to the Public Works Committee.



**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

[Get Adobe Reader Now!](#)

File Attachments for Item:

2. Planning: Resolution - A Resolution Of The City Council Authorizing The Mayor To Approve A Change Order With Earth Mover's Excavation For The Project Known As The Bernhardt Ditch Improvements Project.

RESOLUTION NO. R26-__

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO APPROVE A CHANGE ORDER WITH EARTH MOVER'S EXCAVATION FOR THE PROJECT KNOWN AS THE BERNHARDT DITCH IMPROVEMENTS PROJECT.

BE IT RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Change Order for the Project known as the Bernhardt Ditch Improvements Project, which Change Order is contained in the Triple Tree Engineering, Inc. Change Order No. 1, a copy attached hereto and incorporated herein (hereinafter "the Change Order"), is hereby approved. The Change Order authorizes additional charges for the increased costs of a revised side mount gate design to accommodate certain height restrictions, additional overflow pipe material and construction changes necessary to avoid telecommunication line, and landscape edging between proposed crushed limestone and backfill slope not originally included in the project design, all of which result in an increase to the original contract price in the amount of Nine Thousand Nine-Hundred Seventy-Seven Dollars and Fifty-Two Cents (\$9,977.52).

Section 2: Execution. The Mayor is hereby given authority to execute the Change Order (Triple Tree Engineering Change Order No. 1) on behalf of the City.

Introduced at a special meeting of the City Council on the 14th day of April, 2026, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 14th day of April, 2026.

APPROVED by the Mayor the 14th day of April, 2026.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele Braukmann, City Attorney



March 31, 2026

City of Laurel
115 W 1st Street
Laurel, MT 59044

**RE: Bernhardt Ditch Improvements
Change Order No. 1**

To whom it may concern:

Please reference attached Change Order No. 1 for the Bernhardt Ditch Improvements Project. The change order addresses cost increases for changes the following changes in work:

1. Increase in proposed side mounted gate costs.
2. Additional fittings for proposed overflow pipe.
3. Installation of landscaping edging not originally in the plans.

Please see attached Change Order No. 1 Memo and documentation. The proposed change order amount is -\$9,977.52. The contract price **\$597,387.52** after incorporating this change order.

Please call me anytime at (406) 461-7856 if you have any questions or need additional information.

Sincerely,

Triple Tree Engineering, Inc.

Douglas C. Tamcke, P.E.

Encl: Change Order No. 1
Change Order No. 1 Memo

CHANGE ORDER 1 SCHEDULE

ITEM NO.	DESCRIPTION	UNIT	QTY	CONTRACT UNIT PRICE	CHANGE ORDER UNIT PRICE	TOTAL PRICE	NOTES
CO1-302	Side Mounted Slide Gate Increase	EA	1	\$ -	\$ 2,942.50	\$ 2,942.50	Changes in gate geometry lead to increased costs.
CO1-306	Overflow Pipe Design Change	EA	1	\$ -	\$ 4,843.12	\$ 4,843.12	Existing utility conflict. Pipe material and fittings update.
CO1-603	Landscaping Edging	EA	1	\$ -	\$ 2,191.90	\$ 2,191.90	Added landscaping edging to proposed rock.
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	



Laurel Bernhardt Ditch Improvements Project Change Order #1 Breakdown March , 2026

The following changes have been made to the original contract documents for the Laurel Bernhardt Improvements Project.

Side Mount Gate Cost Increase:

The originally designed project featured a Waterman side-mounted gate. The originally designed structure was laid out based on the restraints of the Waterman gate. During bidding, a Fresno gate was approved. The Fresno gate did not have the same height restrictions and allowed for a more efficient design. The updated structure and gate design led to a price increase of the gate lifter assembly of \$2,942.50. See correspondence in Appendix A.

Overflow Pipe Material and Construction Change:

During installation of the proposed overflow piping, two existing telecommunication lines were encountered at 5.5' – 6'. The original design was modified to allow for a PVC SDR-35 pipe and 45-degree fitting to avoid the utility conflict. The additional 45-degree bend, pipe return fee, and new PVC pipe led to a price increase of \$4,843.12. See supplier invoices attached in Appendix B.

Landscaping Edging Bid Item:

The original project design did not include landscaping edging between the proposed crushed limestone and the backfill slope. Installation of the proposed edging increased the project cost \$2,191.90. See vendor invoices attached in Appendix C.

The total project contract cost increase has been calculated to be \$9,977.52.

Sincerely,

Triple Tree Engineering, Inc.

Douglas C. Tamcke, P.E., Project Engineer

Encl:

Appendix A – Gate Supplier Correspondence

Appendix B – Overflow Pipe Cost Breakdown

Appendix C – Landscaping Edging Invoice



APPENDIX A

GATE SUPPLIER CORRESPONDENCE

Doug Tamcke

From: Kris Kloeckner <kriskloeckner@emxmt.com>
Sent: Thursday, January 8, 2026 11:56 AM
To: Doug Tamcke
Cc: pmaccatherine
Subject: Re: fresno gate price increase

Thanks, Paul once adjusted please send over to me and I'll get it kicked over to Doug.

Thanks

On Thu, Jan 8, 2026 at 11:54 Doug Tamcke <dtamcke@tripletreemt.com> wrote:

Paul and Kris,

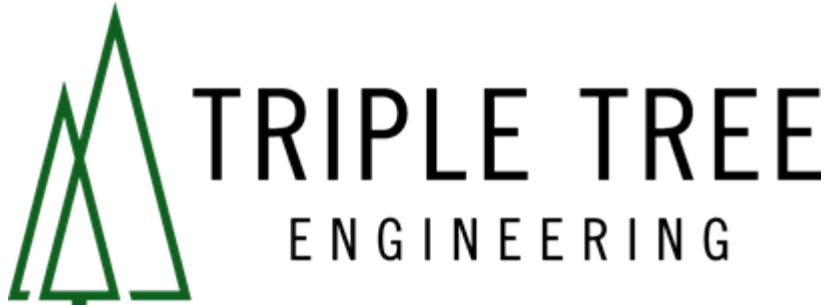
See attached final submittal for the updated gate size. Just some small comments.

Also Kris, make sure you submit me the gate directly now that we have one figured out.

Thank you,

Douglas C. Tamcke, P.E.

406.461.7856



[1145 Cap Road](#)

[Helena, MT 59602](#)

www.tripletreemt.com

From: pmaccatherine <pmaccatherine@northwestpipe.com>

Sent: Monday, January 5, 2026 2:25 PM

To: Doug Tamcke <dtamcke@tripletreemt.com>

Subject: fresno gate price increase

See below reason.

Thanks

Paul

Paul,

Due to the gate height increase from 24” to 36” tall, this increased the lift load on the gate which now requires a geared lift in lieu of the hand wheel lift originally submitted.

Thanks,

Richard Korbe

Fresno Valves & Castings, Inc.

P: 559-834-2511 Ext. 163

richjk@fresnovalves.com

From: pmaccatherine <pmaccatherine@northwestpipe.com>

Sent: Monday, January 5, 2026 1:14 PM

To: Rich Korbe <RichJK@fresnovalves.com>

Cc: Matt Walter <MattGW@fresnovalves.com>

Subject: Re: F249734-4084 bernhardt ditch

Engineer is questioning why such a price increase on this revised gate? Let me know please.

Thanks

Paul

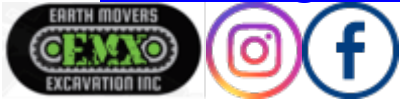
Kris Kloeckner

Project Manager

Earth Movers Excavation | 5844 Stearns Circle | Billings MT 59101

Office: 406-598-6007 | Cell: 406-506-8110

Email: kriskloeckner@emxmt.com



NORTHWEST PIPE FITTINGS, INC.

Service Montana and Wyoming Since 1957

Wholesale Plumbing, Heating, Water Works, Industrial Supplies, SERVICE with our own trucks



1725 MAJESTIC LANE P.O. BOX 1258 BILLINGS, MT 59103 PHONE (406) 252-0142 FAX (406) 248-8072	1901 MEADOWLARK P.O. BOX 4163 BUTTE, MT 59701 PHONE (406) 494-2120 FAX (406) 494-3767	404 17TH AVENUE N.E. GREAT FALLS, MT 59404 PHONE (406) 727-9843 FAX (406) 454-1743	1780 MT HWY 35 EAST KALISPELL, MT 59904 PHONE (406) 752-6562 FAX (406) 752-6553	360 FLOBS FLATS RD. BELGRADE, MT 59714 PHONE (406) 388-2045 FAX (406) 388-2095	34990 HWY 23 SIDNEY, MT 59270 PHONE (406) 630-5120 FAX (406) 630-5125	5055 EXPRESSWAY MISSOULA, MT 59808 PHONE (406) 519-0969
---	---	---	--	---	--	---

**NOT FOR SHIPPING
MATERIAL MAY NOT BE SHIPPED
FROM THIS DOCUMENT**

PICK LIST / QUOTATION FORM

QUOTE NO. 489125

QUOTE TO

26963
EARTH MOVERS EXCAVATION INC
5844 STEARNS CIRCLE
PO BOX 957
LAUREL, MT 59044

QUOTE DATE	TO DATE	JOB REFERENCE	FOB	TERMS	PREPARED BY
10/27/25	11/27/25	BERNHARDT DITCH	LAUREL	NET 30	PAUL MACCATHERINE

REMARKS

1 14-16 WEEKS AFTER APPROVED
1 SUBMITTALS FOR THE SLIDE GATES

(300) DIVERSION STRUCTURE

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
0173020	21	4" GALVANIZED IMPORT A53 T&C PIPE	FOOT	\$13.53	\$284.13
0231920	2	4" GALVANIZED 90 ELBOW	EA	\$135.07	\$270.14
0482188	1	4" X 4" GALVANIZED NIPPLE	EA	\$23.28	\$23.28
Segment Total					\$577.55

(302) 24X48 SIDE MOUNT GATE

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
	1	FRESNO 48X24 304SS SLIDE GATE W/60" FRM CHANNEL MOUNT, 2-SIDED J-SEAL W/BEARING LIFT	EA	\$6,837.50	\$6,837.50 - 9780 ⁰⁰ <i>New Gate price</i>
FREIGHT-IN	1	FREIGHT IN CHARGES - TO BE DETERMINED	EA	\$700.00	\$700.00
Segment Total					\$7,537.50

(303) PRECAST DIVERSION

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
0173020	21	4" GALVANIZED IMPORT A53 T&C PIPE	FOOT	\$13.53	\$284.13
0231920	2	4" GALVANIZED 90 ELBOW	EA	\$135.07	\$270.14
0482188	1	4" X 4" GALVANIZED NIPPLE	EA	\$23.28	\$23.28
Segment Total					\$577.55

(307) 42X60 SLIDE GATE

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
	1	FRESNO 60X42 304SS FAB SLIDE GATE, 80" FRAME, WALL MOUNT 3-SIDED J-SEAL W/ TH GEAR LIFT	TH	\$13,452.50	\$13,452.50
FREIGHT-IN	1	FREIGHT IN CHARGES - TO BE DETERMINED	EA	\$700.00	\$700.00
Segment Total					\$14,152.50

NORTHWEST PIPE FITTINGS, INC.

Service Montana and Wyoming Since 1957

Wholesale Plumbing, Heating, Water Works, Industrial Supplies, SERVICE with our own trucks



1725 MAJESTIC LANE P.O. BOX 1258 BILLINGS, MT 59103 PHONE (406) 252-0142 FAX (406) 248-8072	1901 MEADOWLARK P.O. BOX 4163 BUTTE, MT 59701 PHONE (406) 494-2120 FAX (406) 494-3787	404 17TH AVENUE N E GREAT FALLS, MT 59404 PHONE (406) 727-8643 FAX (406) 454-1743	1780 MT HWY 35 EAST KALISPELL, MT 59904 PHONE (406) 752-6562 FAX (406) 752-6553	360 FLOBS FLATS RD. BELGRADE, MT 59714 PHONE (406) 388-2045 FAX (406) 388-2083	34850 HWY 23 SIDNEY, MT 58270 PHONE (406) 630-5120 FAX (406) 630-5125	5055 EXPRESSEWAY MISSOULA, MT 59806 PHONE (406) 519-0969
---	---	--	--	---	--	--

**NOT FOR SHIPPING
MATERIAL MAY NOT BE SHIPPED
FROM THIS DOCUMENT**

PICK LIST / QUOTATION FORM

QUOTE NO. 489125

QUOTE TO

26963
EARTH MOVERS EXCAVATION INC
5844 STEARNS CIRCLE
PO BOX 957
LAUREL, MT 59044

QUOTE DATE	TO DATE	JOB REFERENCE	FOB	TERMS	PREPARED BY
10/27/25	11/27/25	BERNHARDT DITCH	LAUREL	NET 30	PAUL MACCATHERINE

(308) 30X42 SLIDE GATE

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
	2	FRESNO 42X30 304SS SLIDE GATE, 75" FRAME WALL MOUNT, 3-SIDED J-SEAL W/GEAR L IFT	IFT	\$11,383.75	\$22,767.50
FREIGHT-IN	2	FREIGHT IN CHARGES -TO BE DETERMINED	EA	\$700.00	\$1,400.00
Segment Total					\$24,167.50

(601) FABRIC

PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
5228112	5	600X (315ST) 15' X 300' WOVEN FABRIC	ROLL	\$440.82	\$2,204.10
Segment Total					\$2,204.10

We are pleased to quote you on the above material
All quotes are subject to Northwest Pipe Fittings "Terms of Sale"
Quoted prices are subject to change after the "TO DATE" above.

Segments Total	\$49,216.70
Tax Total	\$0.00
Quotation Total	\$49,216.70



APPENDIX B

OVERFLOW PIPE COST BREAKDOWN

CCO - 001



Earth Movers Excavation, Inc.

PO Box 81367
 Billings, MT 59108 US
 Dana Babcock, Estimator
dana@emxmt.com
 (406) 970-0086

CUSTOMER NAME		JOB NAME		JOB NUMBER	
CITY OF LAUREL - Doug Tamcke		Bernhardt Ditch		25049	
STREET		JOB ADDRESS			
CITY		STATE		CITY	
Laurel		Mt			
PHONE		DATE		PHONE	

DESCRIPTION: Bid Item #306 due to fiber optic location the plan is to return the RCP and replace with SDR 35 Pipe to work around the fiber.

LABOR	OCCUPATION	HOURS	RATE	TOTAL
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00

SUBTOTAL **\$0.00**
 15% % MARKUP **\$0.00**
 TOTAL LABOR **\$0.00**

EQUIPMENT	TYPE	HOURS	RATE	TOTAL
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00

SUBTOTAL **\$0.00**
 15% % MARKUP **\$0.00**
 TOTAL EQUIPMENT **\$0.00**

MATERIAL/SUBCONTRACTOR	QTY	UN	AMOUNT	TOTAL
24" RCP return	1.00	LS	-712.22	-\$712.22
F & I 24" SDR 35	1.00	LS	5115.06	\$5,115.06
				\$0.00
				\$0.00

SUBTOTAL **\$4,402.84**
 10% % MARKUP **\$440.28**
 TOTAL MAT/SUBCONT **\$4,843.12**

TOTAL ADDITIONAL CHARGE FOR WORK ABOVE \$4,843.12

Authorization _____ Signature _____

Authorization _____ Signature _____

NORTHWEST PIPE FITTINGS, INC.

Service Montana and Wyoming Since 1957

Wholesale Plumbing, Heating, Water Works, Industrial Supplies, SERVICE with our own trucks



1725 MAJESTIC LANE P.O. BOX 1258 BILLINGS, MT 59103 PHONE (406) 252-0142 FAX (406) 248-8072	1901 MEADOWLARK P.O. BOX 4163 BUTTE, MT 59701 PHONE (406) 494-2120 FAX (406) 494-3767	404 17TH AVENUE N.E. GREAT FALLS, MT 59404 PHONE (406) 727-9843 FAX (406) 454-1743	1780 MT HWY 35 EAST KALISPELL, MT 59904 PHONE (406) 752-6562 FAX (406) 752-6553	360 FLOBS FLATS RD. BELGRADE, MT 59714 PHONE (406) 388-2045 FAX (406) 388-2093	34930 HWY 23 SIDNEY, MT 59270 PHONE (406) 630-5120 FAX (406) 630-5125	5055 EXPRESSWAY MISSOULA, MT 59808 PHONE (406) 519-0969
---	---	---	--	---	--	---

**NOT FOR SHIPPING
MATERIAL MAY NOT BE SHIPPED
FROM THIS DOCUMENT**

PICK LIST / QUOTATION FORM

QUOTE NO. 500255

QUOTE TO

26963
EARTH MOVERS EXCAVATION INC
5844 STEARNS CIRCLE
PO BOX 957
LAUREL, MT 59044

QUOTE DATE	TO DATE	JOB REFERENCE	FOB	TERMS	PREPARED BY
03/10/26	04/10/26	bernhardt	billings	NET 30	PAUL MACCATHERINE

(001) material

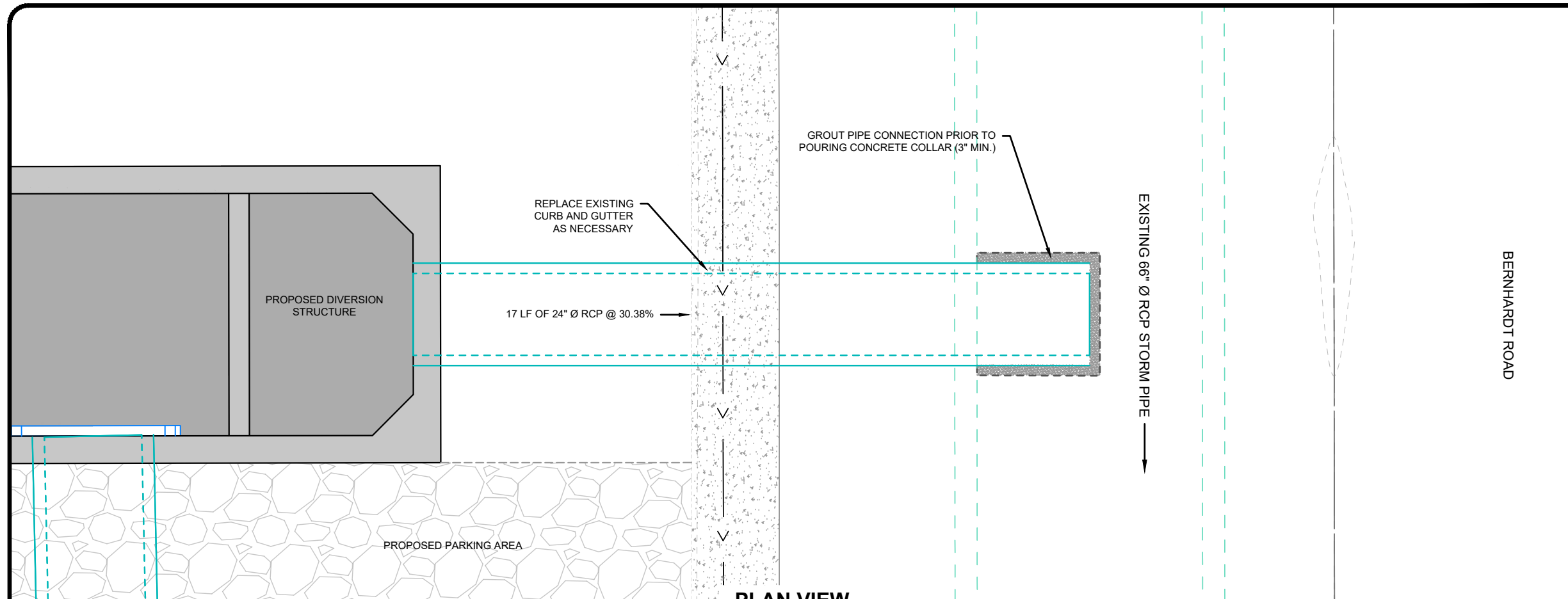
PART#	QTY	DESCRIPTION	UNIT	PRICE	EXT. PRICE
0019980	1	**** INSTRUCTIONS **** about a week to get the pipe and fitting.	EA	\$0.00	\$0.00
1940205	28	24" X 14' F-679 PVC RINGTITE SEWER PIPE	FOOT	\$66.23	\$1,854.44
	1	24" SDR35 GXG 45 BEND	EA	\$3,260.62	\$3,260.62
	1	60" RCP X 24" SDR35 INSERTA TEE	EA	\$0.00	\$0.00

Segment Total \$5,115.06

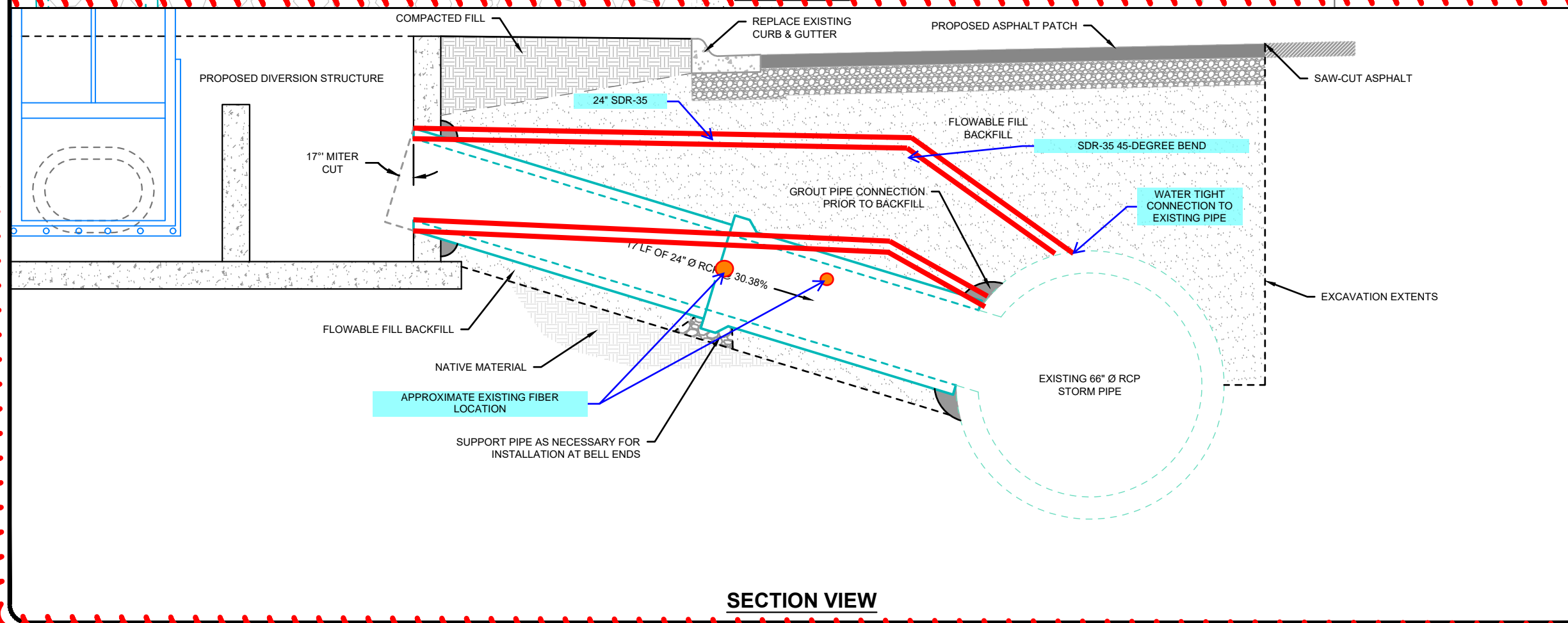
We are pleased to quote you on the above material
All quotes are subject to Northwest Pipe Fittings "Terms of Sale"
Quoted prices are subject to change after the "TO DATE" above.

Segments Total	\$5,115.06
Tax Total	\$0.00
Quotation Total	\$5,115.06

MARKED UP PLAN TO CONTRACTOR



PLAN VIEW



SECTION VIEW

NOTES

1. PROPOSED AND EXISTING ASPHALT NOT SHOWN FOR CLARITY.
2. FLOWABLE FILL ENTIRE TRENCH EXTENTS AS NECESSARY UP TO BACK OF EXISTING CURB.



REVISIONS	DESCRIPTION	DATE

BERNHARDT DITCH IMPROVEMENTS
 LAUREL URBAN RENEWAL AGENCY
 LAUREL, MT

OVERFLOW PIPE INSTALLATION DETAIL



PROJECT #	25-034
DRAFTED BY:	DCT
CHECKED BY:	BJK
DATE:	10/2025

SHEET
 13

Oct 19, 2025 - 10:42pm - P:\Laurel\25-034_Laurel project #2 to - 5\Design\CADD\construction\drawings\plans\detail\25034_OverflowDetail.dwg



APPENDIX C

LANDSCAPING EDGING INVOICE

CCO - 002



Earth Movers Excavation, Inc.

PO Box 957
 Laurel, MT 59044
 Kris Kloeckner
kriskloeckner@emxmt.com
 (406) 506-8110

CUSTOMER NAME		JOB NAME		JOB NUMBER	
City of Laurel		Bernhardt Ditch		25049	
STREET		JOB ADDRESS			
CITY	STATE	CITY	STATE		
PHONE	DATE	PHONE	DATE		

DESCRIPTION: Proposed Aluminum Landscape Edging to separate topsoil section from gravel section.

OCCUPATION	HOURS	RATE	TOTAL
LABOR-FOREMAN	2.00	\$60.00	\$120.00
LABOR-LABORER	2.00	\$35.00	\$70.00
	0.00		\$0.00
	0.00		\$0.00
	0.00		\$0.00
SUBTOTAL			\$190.00
15% % MARKUP			\$28.50
TOTAL LABOR			\$218.50

EQUIPMENT	TYPE	HOURS	RATE	TOTAL
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00
		0.00		\$0.00
SUBTOTAL				\$0.00
15% % MARKUP				\$0.00
TOTAL EQUIPMENT				\$0.00

MATERIAL/SUBCONTRACTOR	QTY	UN	AMOUNT	TOTAL
ALUMINUM EDGING 16FT/STICK	46.00	16	39	\$1,794.00
				\$0.00
				\$0.00
				\$0.00
SUBTOTAL				\$1,794.00
10% % MARKUP				\$179.40
TOTAL MAT/SUBCONT				\$1,973.40

TOTAL ADDITIONAL CHARGE FOR WORK ABOVE **\$2,191.90**

Authorization Kris Kloeckner Signature Kris Kloeckner

Authorization _____ Signature _____

File Attachments for Item:

3. Planning: Resolution - A Resolution Of The City Council Approving The Variance Requested By Drew Nordman To Allow Side-Corner Minimum Setback For An Accessory Dwelling Unit (Adu) In The Approximate Location Of The Existing Non-Conforming Garage.

RESOLUTION NO. R26-__

A RESOLUTION OF THE CITY COUNCIL APPROVING THE VARIANCE REQUESTED BY DREW NORDMAN TO ALLOW SIDE-CORNER MINIMUM SETBACK FOR AN ACCESSORY DWELLING UNIT (ADU) IN THE APPROXIMATE LOCATION OF THE EXISTING NON-CONFORMING GARAGE.

WHEREAS, the City of Laurel has adopted zoning regulations pursuant to §76-2-301 et seq., MCA, which establish standards for height, bulk, and location of structures including outdoor advertising signs;

WHEREAS, Drew Nordman, the Applicant, requested a variance from the minimum side-corner setback of 20 feet in the Laurel R-6000 zoning district;

WHEREAS, the subject property is located at Lots 19 and 20, Block 12, Laurel Original Townsite, located in Section 9, Township 02 South, Range 24 East, P.M.M., City of Laurel, Yellowstone County, Montana;

WHEREAS, the request is to install an accessory dwelling unit (ADU) approximately 16 feet from the property line and requires a variance to the adopted R-6000 standards;

WHEREAS, the application was duly submitted by the Applicant on February 2, 2026, and the Laurel Zoning Commission held a public hearing on March 18, 2026, to consider the variance request;

WHEREAS, the Zoning Commission reviewed the application, supporting documentation, and testimony presented at the public hearing;

WHEREAS, the Zoning Commission, based upon its findings of fact, determined that the variance request met the applicable standards of review for approval of a variance under the City's zoning ordinance;

WHEREAS, on March 18, 2026, the Zoning Commission voted 8-0 to recommend approval of the variance request by Drew Nordman to the City Council;

WHEREAS, the City Council considered this matter on April 14, 2026 at 6:30 p.m.;
and

WHEREAS, the City Council has reviewed the Zoning Commission's recommendation, findings of fact, and supporting documentation, and determined that the variance request meets the applicable standards of review for approval of a variance under the City's zoning ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, as follows:

1. The City Council hereby approves the variance request submitted by Drew Nordman to allow for the construction of an Accessory Dwelling Unit (ADU) approximately 16 feet from the property line.
2. The variance approval is granted based upon the findings of fact and recommendation of the Laurel Zoning Commission.
3. The variance shall expire one (1) year from the date of approval if the next logical step in the development process is not commenced, including but not limited to applying for a building permit, commencing the use, or applying for a Development Permit.

Introduced at a regular meeting of the City Council on the 14th day of April 2026 by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel, Montana on the 14th day of April 2026.

APPROVED by the Mayor on the 14th day of April 2026.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, City Attorney

Drew Nordman
201 5th Ave Laurel MT 59044
406-531-3914
dnordman2024@hotmail.com

January 23, 2026

City of Laurel Board of Adjustment
115 W. 1st St.
Laurel, MT 59044

RE: Variance Request for 201 5th Ave Laurel MT 59044 – Setback Requirements

Dear Members of the Board of Adjustment,

Please accept this letter as a formal statement of intent for a variance request regarding the property located at **201 5th Ave Laurel MT 59044**. I am proposing to demolish an existing non-conforming detached garage and replace it with a new structure that includes a garage on the ground floor and an Additional Dwelling Unit (ADU) above. I am requesting a variance to maintain the existing garage's current setback of 16ft from the south property line, along W. 2nd St., rather than moving the new structure to meet the updated minimum setback limit of 20ft.

R-6000 zoning establishes minimum setback limits on page 31 of the Laurel City Code Title 17. Due to the property being located on a corner lot the setback limit for “side adjacent to streets” asks for a minimum setback limit of 20ft along adjacent streets which is W. 2nd St. This street, W. 2nd St. should be classified as a “residential local access” or “residential collector 2 lane” according to the street type on Table 16.4.C.1 of the municipal code. The street type determines the right-of-way distance which establishes the appropriate minimum setback limits. Setback limits for “residential local access” require 67ft of right-of-way which would approximate to 12.5ft of minimum setback; while a “residential collector 2 lane” requires 70ft of right-a-way and approximate to 15ft of minimum setback. A minimum setback limit of 20ft would be more appropriate for a road that requires 80ft of right-of-way. Therefore, a minimum setback limit of 20ft would be excessive and undue for properties along W. 2nd St.

Additionally, corner lots face setback limits for two streets rather than one street, which reduces the space of usable property. After examining and measuring 31 proximal corner lots within roughly one block radius of my address, over three quarters of them do not meet the aforementioned setback requirements.

This request for a variance would not be adding any additional buildings to the property. It is simply mirroring the setback limit that the current garage on the property has had for decades, removing one garage and replacing it with another. Maintaining the current setback will allow the visual profile and spacing between buildings to remain consistent with what the neighbors have grown accustomed to.

Per Montana Code Annotated § 76-2-323 and Laurel Municipal Code, I believe this request meets the necessary criteria for a variance due to the following factors:

1. **Unnecessary Hardship & Unique Physical Circumstances:** The existing house and garage were constructed prior to current setback regulations and are already situated outside today's limits. Strict application of the current setbacks would require shifting the new structure significantly into the usable yard space, which is restricted by the existing primary residences position. This creates a physical hardship in utilizing the property for a modern ADU while maintaining functional open space.
2. **Harmony with Neighborhood Character:** The proposed project seeks only to maintain the current setback of a structure that has existed for decades. By keeping the current setback, the visual profile and spacing between buildings that the neighbors have grown accustomed to will remain consistent.
3. **Public Health and Safety:** The variance will not be detrimental to the public welfare. The new structure will be built to current fire and building codes, improving the safety of the site compared to the aging structure it replaces. It will not interfere with the "Clear Vision Triangle" required at alleys or intersections.
4. **Support for Housing Diversity:** This project aligns with the state's intent to allow ADUs "by right" to provide more housing options. Maintaining the existing setback allows for a design that is more architecturally compatible with the site's historical layout.

I have attached a scaled site plan showing the existing non-conforming setbacks and the proposed new structure. Thank you for your time and consideration of this request.

Sincerely,

Drew Nordman

Laurel City Code Title 17, page 31, Dimensional Standards R-6000

Dimensional Standards R-6000	
Minimum lot area per dwelling unit in square feet	
One unit	6,000 ¹
Two unit	7,500
Three unit	8,500
Four unit	10,000
Five unit	N/A
Six units and more	N/A
Minimum yard—setback requirements (expressed in feet) and measured from public right-of-way	
Front	20
Side	5
Side adjacent to streets	20
Rear	5
Maximum height for all buildings	35
Maximum lot coverage (percentage)	30
Minimum district size (expressed in acres)	2.07

Municipal code: title 16; chapter 16.04; table 16.4.C.1

Table 16.4.C.1. Required Dedications and Street Improvements for Subdivisions:

Street Type	Right-of-Way	Road Width	Lane Width	Parking Width	Turn Lane Width	Median Width	Sidewalk Minimum Width
Principal Arterial							
6 lanes w/ center turn-lane	120'	92**	12'/14***	—	14'	—	5'
4 lanes w/ center turn-lane	120'	92**	12'/14***	—	14'	—	5'
Minor Arterial							
4 lanes w/ median	100'	68**	12'	—	—	14'	5'
2 lanes w/ median	100'	52**	12'	—	—	14'	5'
Commercial Collector							
2 lane	80'	44**	14'	8'	—	—	5'
2 lanes w/ center turn lane	80'	42**	14'	—	14'	—	5'
Residential Collector							
2 lane	70'	40**	12'	8'	—	—	5'
2 lanes w/ center turn lane	80'	50**	12'	8'	14'	—	5'
Residential Local Access	67'	28'	12	n/s	—	—	5'
Cul-de-Sac 100-600 feet	67'	28'	12	n/s	—	—	5'
Cul-de-Sac <100 feet	40'	24' min.	10	n/s	—	—	—



Laurel Variance Request Application

This application covers appeals from decisions of the Planning Department (and sometimes other officials) and for requests for variances concerning setbacks, structures, heights, lot coverage, etc.

The undersigned owner or agent of the owner of the following described property requests a variance to the Zoning Ordinances of the City of Laurel as outlined by the laws of the State of Montana.

1. Name of property owner: Drew Nordman
2. Name of Applicant if different from above: _____
3. Phone number of Applicant: (406) 531-3914
4. Street address and general location: 201 5th Ave Laurel MT 59044
5. Legal description of the property: _____
6. Current Zoning: R-6000
7. Provide a copy of covenants or deed restrictions on property.

I understand that the filing fee accompanying this application is not refundable, that it pays part of the cost of process, and that the fee does not constitute a payment for a variance. I also understand I or my agent must appear at the hearing of this request before the Planning Board and all of the information presented by me is true and correct to the best of my knowledge.

Signature of Applicant: 

Date of Submittal: 2/2/2026

NORDMAN

201 N 5TH AVE

LAUREL

MONTANA

OWNER

Drew Nordman
dnordman2024@hotmail.com

CONTRACTOR

CONTRACTOR

INDEX OF DRAWINGS

T1.0 TITLE/SITE PLAN
A1.1 MAIN/UPPER LEVEL PLAN
A2.0 ELEVATIONS

6000 SETBACKS

FRONT SETBACK: 20' MIN.
SIDE SETBACK: 5' MIN.
STREET-SIDE: 20' MIN.
REAR SETBACK: 5' MIN.

SCOPE OF WORK

NEW SINGLE FAMILY RESIDENCE

ADOPTED CODES

INTERNATIONAL RESIDENTIAL CODE, 2021 EDITION

GENERAL NOTES

-CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION

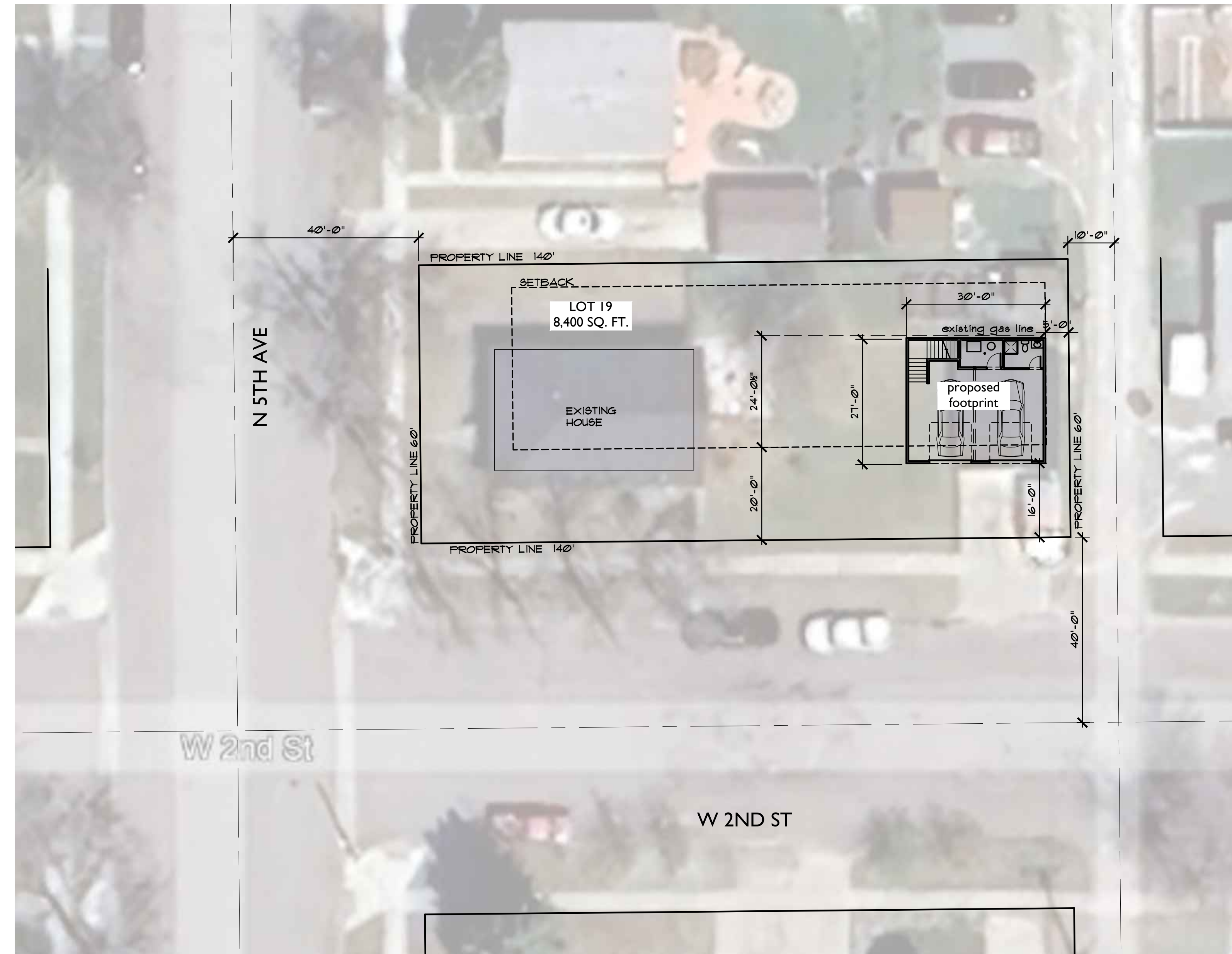
-ALL EXISTING AND FINISHED GRADES AND ELEVATIONS TO BE VERIFIED PRIOR TO CONSTRUCTION

SITE INFO

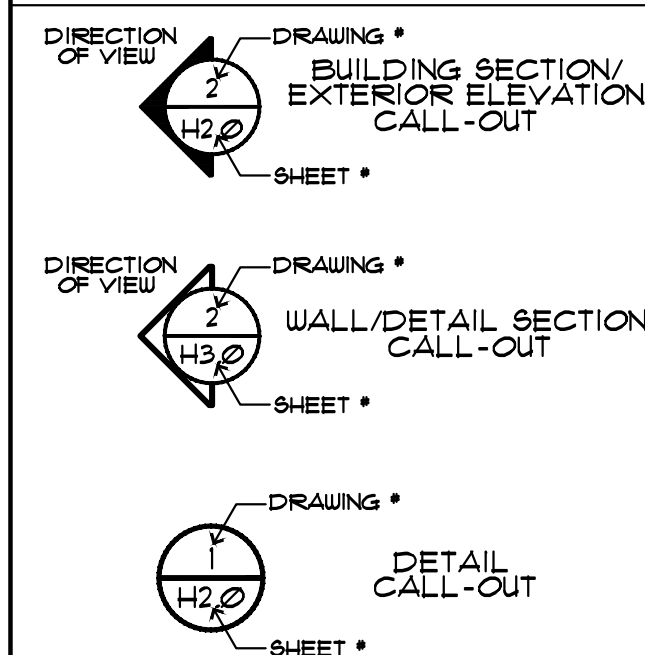
Property Address: 201 N 5TH AVE
Township: 02 S Range: 24 E Section: 09
Subdivision: EAST LAUREL ORIGINAL TOWNSITE Block: 12
Lot: 19
Full Legal: EAST LAUREL ORIGINAL TOWNSITE, S09, T02 S, R24 E, BLOCK 12, Lot 19 - 20

ZONING: R60-Residential 6000
Lot Size: 8400 SF

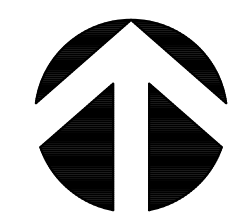
1st Floor: 1118 SF
RRG3 - Garage, frame, detached, unfinished | 520 3501
RRS1 - Shed, Frame | 120



SYMBOLS LEGEND



1 SITE PLAN
T1.0 SCALE: 1/16"=1'-0"



NORDMAN
ADU
TITLE/ SITE

DATES

REV 12-16-25
REV
REV

SET:

PROJECT NO. 13725
DRAWN BY: ARP
CHECKED BY: JWW

PRELIMINARY

TITLE/ SITE

SHEET

T1.0

CITY HALL
115 W. 1ST ST.
PLANNING: 628-4796
WATER OFC.: 628-7431
COURT: 628-1964
FAX 628-2241

City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Office of the City Planner

VARIANCE REPORT VAR-26-01 Drew Nordman Side -Corner Minimum Setback March 23, 2026

BACKGROUND:

The City of Laurel has had zoning since the early 1970's as authorized by §76-2-301 et. seq MCA. These regulations set minimum and maximum standards for all lands located with the jurisdiction of the City of Laurel. These regulations establish standards for the height, bulk, and location of structures.

The property owner is requesting to construct an Accessory Dwelling Unit (ADU) in the approximate location of the existing non-conforming garage. The subject property address is 201 N 5th Avenue and may be described as Lots 19 and 20 Block12, Laurel Original Townsite, located in Section 9, Township 02 South, Range 24 East, P.M.M., City of Laurel, Yellowstone County, Montana.

The subject property is zoned R-6000, and is adjacent to two public rights-of-way (5th Ave and W 2nd Street). The subject property is developed with a non-conforming residence and a non-conforming garage. The non-conformity at issue in this request is related to the Side Corner Setback Requirements of the Laurel Zoning Regulations. Both the front and side corner setbacks are 20 feet from the public right-of-way.

Both existing structures are protected as 'Legally Existing Non-Conforming Uses'. The non-conforming use section of the Laurel Municipal Code is included in this report. The applicant was aware of this standard at the time of requesting a building permit from the city and has requested a variance as outlined in their application.

The application materials address several other points that outline the anticipated benefits of the project. The application materials are incorporated into this report by reference.

LEGAL DESCRIPTION:

Lots 19 and 20 Block12, Laurel Original Townsite, located in Section 9, Township 02 South, Range 24 East, P.M.M., City of Laurel, Yellowstone County, Montana.

APPLICANT(S):

Drew Nordman
201 5th Ave
Laurel MT 59044

AGENT:

NONE

EXISTING CONDITION:

The subject property is a platted subdivision within the City of Laurel. The property is developed and is served by public water, sewer, streets, and solid waste collection. The property is 8,400 square feet in size.

PROCESS:

- The application for a Variance was submitted on February 2, 2026, and is scheduled for a public hearing on March 18, 2026 by the Laurel Zoning Commission.
- The Zoning Commission following the Public Hearing must adopt findings of fact and issue a formal recommendation to the City Council on the requested variance. The Zoning Commission may propose conditions or modifications to the request so long as the findings of fact support the condition(s).
- Those findings of fact and conclusions as well as the record minutes of the public hearing will be submitted to the City Council for consideration, hearing and final decision.
- The City Council will conduct a duly noticed Public Hearing on the Zoning Commission recommendation, findings of fact, and any conditions mitigating the impacts associated with the request. This hearing will occur on April 14, 2026.

ZONES INVOLVED: Existing and Proposed

- R-6000 – Residential 6000.
 - The required setbacks for structures are:
 - Front 20feet
 - Side 5 feet
 - Side Corner 20 feet per Text of Regulations
 - Side Corner 10 feet per Dimensional Graphics R-6000
 - Rear 5 feet
 - Text and Graphics R-6000 Attached.
- Rule of Construction of the Laurel Municipal Code and Zoning Regulations.
 - The most restrictive standard is the governing regulation.
 - As such, the 20 foot side yard setback is required to be applied.

➤ Laurel Municipal Code.

✓ Chapter 17.56 - NONCONFORMING USES

✓ 17.56.010 - Nonconforming use designated.

Any lawful use of the land or buildings existing at the date of passage of the ordinance codified in this chapter, and located in a district in which it would not be permitted as a new use under the regulations of this chapter, is declared to be a nonconforming use, and not in violation of this title at the date of adoption of the ordinance codified in this chapter; provided, however, a nonconforming use shall be subject to, and the owner shall comply with the regulations set out in Sections 17.56.020 through 17.56.070.

(Prior code § 17.64.010 (part))

✓ 17.56.020 - Extension of.

The nonconforming use of a building may be extended throughout any part of a building clearly designated for such use but not so used at the date of the adoption of this chapter. No nonconforming use may be extended to occupy any land outside the building nor any additional building not used for such nonconforming use at the date of adoption of the ordinance codified in this chapter. The nonconforming use of land shall not be extended to any additional land not so used at the date of adoption of the ordinances codified in this title.

(Prior code § 17.64.010(A))

✓ 17.56.030 - Additions, repairs and alteration allowed when.

A. No building used for a nonconforming use shall be enlarged, extended, reconstructed, or structurally altered, unless the use is changed to one which complies with the provisions of this chapter; provided, however, permits may be issued for the reconstruction of an existing building to be continued as a nonconforming use if the following conditions are complied with:

1. If a single- or two-family dwelling is presently a nonconforming use, and is located in a residential area, and is destroyed, the dwelling may be rebuilt. However, qualifying dwelling units located on arterial streets or roads must conform to the applicable setback standard;
2. New use would decrease the automobile parking congestion in the area;
3. New use would not increase the cubical contents of the structure, floor area ratio, if such would violate provisions of this chapter;
4. Such reconstruction would be one in accordance with the city building, plumbing, electrical codes and fire prevention code;
5. The issuance of such permit would not violate the provisions of Section 17.56.040 of this chapter.

(Prior code § 17.64.010(B)(part))

(Ord. No. 008-05, 6-17-08)

✓ 17.56.040 - Applicability when building damaged or destroyed.

A. If any building in which there is a nonconforming use is damaged by fire, flood, explosion, wind, war or other catastrophe, in an amount equal to or greater than fifty percent of its assessed valuation, it shall not be again used or reconstructed to be used for any use except one complying with the provisions of this title in which it is located. This

subsection specifically does not apply to nonconforming, one and two-family dwelling units.

- B. In addition, repairs and maintenance work may be carried out each year in an amount not to exceed twenty-five percent of the assessed value of the building for that year. Such repairs and maintenance work shall not increase the cubical content of the building, nor the floor area devoted to the nonconforming use. Nor shall it increase the number of dwelling units provided in a building.
- C. Nothing in this chapter shall be deemed to prevent the strengthening nor repair of a building which may be necessary to restore the building to a safe condition or to improve the sanitary conditions of the building; provided, that such strengthening and repair may not be used to restore a building to the provisions of Section 17.56.040 of this chapter.

(Ord. 06-12 (part), 2006; Ord. 06-06 (part), 2006; prior code § 17.64.010(B) (part), (C))

- ✓ 17.56.050 - Restrictions on moving building.

Any building in which there is a nonconforming use shall not be moved unless it is moved to a district in which the use for which the building was designed is permitted by this title. If any building in which there is a nonconforming use is moved any distance whatsoever, the building shall thereafter be used only in compliance with the provisions of this title for the district in which it is located.

(Prior code § 17.64.010(D))

- ✓ 17.56.060 - Continuance and change.

A nonconforming use may be continued in accordance with the provisions of this chapter, but it shall not be changed to any other use except the one which would be permitted as a new use in the district in which the building is located.

(Prior code § 17.64.010(E))

- ✓ 17.56.070 - Discontinuance.

If for any reason a nonconforming use ceases for a period of six months any new use must conform to the provisions of this title for the district in which the use occurs, and the nonconforming use no longer allowed.

(Ord. 04-5 (part), 2004: prior code § 17.64.010(F))

RATIONAL BASIS FOR VARIANCE:

“Variance” **means an adjustment in the application of the specific regulations of this title to a particular piece of property which property, because of special circumstances applicable to it, is deprived of privileges commonly enjoyed by other properties in the same vicinity or zone.**

Findings of Fact: Standard of Review

A recommendation for Approval or Conditional Approval of a Variance shall require the Board of Adjustment making each of the following Findings of Fact:

1. Special Conditions

There are special circumstances or conditions that are peculiar to the land or building for which the Variance is sought that do not apply generally to land or buildings in the neighborhood; and

➤ Zoning Commission Finding:

- First, this property has unique physical conditions. As a corner lot, it is subject to two street-facing setbacks, which significantly reduces the usable building area. The existing house and garage were built long before current setback standards, and their placement limits where a replacement structure can reasonably go. W. 2nd Street is also classified as a residential local access or collector street, which typically corresponds to a smaller setback than 20 feet.

2. Not Result of Applicant

The special circumstances or conditions have not resulted from an act of the applicant or been established to circumvent this Ordinance; and

➤ Zoning Commission Finding:

- The Zoning Commission did not issue a favorable finding on this criterion.

3. Strict Application Unreasonable

Due to the special circumstances or conditions, the strict application of this Ordinance would deprive the applicant of reasonable use of the land or building or create an undue hardship on the landowner; and

➤ Zoning Commission Finding:

- Third, applying the 20-foot setback strictly would create an unreasonable hardship. Moving the structure further north would push it into the limited remaining yard space and create conflicts with the existing home. It would also make it difficult to design a safe, functional, and code-compliant garage and ADU.

4. Necessary to Provide Reasonable Use

Granting the Variance is necessary to provide a reasonable use of the land or building; and

➤ Zoning Commission Finding:

- Fourth, the variance is necessary for reasonable use. The new structure will be wider than the existing garage, but placing it in the same general location is essential for the design to work. Without maintaining the current setback, constructing a practical garage and ADU becomes extremely difficult.

5. Minimum Variance

The Variance is the minimum variance necessary to allow a reasonable use of the land or building; and

- Zoning Commission Finding:
 - Fifth, this is the minimum variance needed. I am not asking for anything beyond the long-standing 16-foot setback that has existed for decades.

6. Not Injurious

Granting the Variance will not be injurious to the neighborhood or detrimental to the public welfare; and

- Zoning Commission Finding:
 - Sixth, the variance will not be injurious to the neighborhood. The new structure will meet all current building and fire codes, and it will not interfere with the clear-vision triangle. Maintaining the existing setback preserves the visual rhythm of the street. In fact, after surveying 31 nearby corner lots, more than three-quarters do not meet the current 20-foot standard, so this request is consistent with the neighborhood.

7. Consistent with Ordinance

Granting the Variance is consistent with the purposes and intent of this Ordinance. A variance to the Allowed Uses of a zoning district is prohibited.

- Zoning Commission Finding:
 - Finally, the variance is consistent with the intent of the ordinance. It does not change the allowed uses of the property. It supports orderly development, maintains neighborhood character, and allows the addition of an ADU, which aligns with state housing policy under MCA 76-2-323.

CONDITIONS

Conditions or restrictions may be placed on the approval of a Variance.

None were proposed by the Zoning Commission.

EXPIRATION

A Variance shall expire one (1) year from the date of approval if the next logical step in the development process is not commenced. The next step in the development process includes but is not limited to applying for a building permit, commencing the use, or applying for a Development Permit.

DISCUSSION:

While the Zoning Commission Did not find favorably on all 7-review criterion, they did find favorably on 6. It was the Commissions stated belief that the standard of review is the “Preponderance of the evidence”.

RECOMMENDATION:

The Zoning Commission recommends that the City Council adopt their Findings of Fact and Grant the requested variance to the Side Corner setback on Lots 19 and 20 Block12, Laurel Original Townsite, located in Section 9, Township 02 South, Range 24 East, P.M.M., City of Laurel, Yellowstone County, Montana, reducing the side corner setback from 20 feet to 16 feet..

File Attachments for Item:

4. Fire: Resolution - A Resolution Of The City Of Laurel City Council Authorizing The Mayor To Execute All Necessary Agreements For Services Performed By Emergency Networking Related To Electronic Management Systems For Laurel Fire Rescue

RESOLUTION NO. R26-__

A RESOLUTION OF THE CITY OF LAUREL CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY AGREEMENTS FOR SERVICES PERFORMED BY EMERGENCY NETWORKING RELATED TO ELECTRONIC MANAGEMENT SYSTEMS FOR LAUREL FIRE RESCUE.

WHEREAS, the City of Laurel (hereinafter “the City”) has identified the need to procure and/or update Laurel Fire Rescue emergency medical services and fire reporting software;

WHEREAS, Emergency Networking has proposed to provide the City with cloud-based, EMS and fire reporting and related modules known as “Aldrin”, allowing EMS and fire departments to input, collect, store, share, report and otherwise use data to enhance services at their customary fees; and

WHEREAS, the parties wish to memorialize their respective rights and obligations, pursuant to the Master Services Agreement by and between Emergency Networking and the City, as well as other respective agreements related to the performance of the services to be provided by Emergency Networking.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Laurel, Montana:

Section 1: Approval. The Master Services Agreement by and between Emergency Networking and the City, as well as other respective agreements related to the performance of the services to be provided by Emergency Networking, copies attached hereto and incorporated herein, are hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute all necessary agreements for the provision of services by Emergency Networking, as reflected in the documents attached hereto and incorporated herein.

Introduced at a regular meeting of the City Council on the 14th day of April 2026 by Council Member ____.

PASSED and APPROVED by the City Council of the City of Laurel, Montana on the 14th day of April 2026.

APPROVED by the Mayor on the 14th day of April 2026.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, City Attorney

MASTER SERVICE AGREEMENT (MSA)

Prepared for:
JW Hopper
Laurel Fire Rescue



MASTER SERVICE AGREEMENT (MSA)

This Service Agreement (this “**Agreement**”) is entered into as of this date by and between Emergency Networking, Inc., an Ohio limited liability company, located at:

Emergency Networking
PO Box20559
Columbus, OH, 43220

and with,

Laurel Fire Rescue
215 W 1st Street Laurel, MT 59044

This Agreement governs Customer’s use of the cloud-based, EMS and fire reporting and related modules as known as “**Aldrin**”, (the “**Service**”). The Service permits EMS and Fire Departments to input, collect, store, share, report and otherwise use data and the use of our Aldrin software platform entered by Customer or its representatives (all such data, “**Customer Data**”) and generate documentation and reports for compliance, tracking and reporting purposes. The Service is offered through an html-based Internet website (the “**Site**”) as well as a mobile application.

1. REGISTRATION AND ACCOUNT SECURITY

In order to use the Service, Customer must register an account with Emergency Networking. Customer represents that it has provided, and will provide, current, accurate and complete information (including information about Customer’s users) in all account-related registration materials. Customer agrees to maintain the security of all usernames, passwords and other log-in information relating to Customer’s access to the Service and Customer’s account. Customer agrees to promptly provide Emergency Networking with notice of any information necessary to keep Customer’s account information accurate, current, and complete. ANY PERSON WITH USERNAMES, PASSWORDS OR OTHER LOG-IN INFORMATION RELATING TO CUSTOMER’S ACCOUNT MAY BE ABLE TO ACCESS CUSTOMER DATA. CUSTOMER ASSUMES ALL RISKS OF UNAUTHORIZED ACCESS OF CUSTOMER’S ACCOUNT BASED ON SHARING OR LOSS OF

SUCH USERNAMES, PASSWORDS AND LOG-IN INFORMATION. Customer agrees to promptly provide notice to Emergency Networking if Customer discovers or suspects any security breaches relating to the unauthorized use or disclosure of Customer’s username(s), password(s) or log-in information.

2. PROPRIETARY RIGHTS AND LICENSES

2.1 Reservation of Rights

Subject to the limited rights expressly granted hereunder, Emergency Networking and its licensors reserve all of its/their respective right, title and interest in and to the following (collectively, the “Emergency Networking Property”): (a) the Service, the Site, all components of the mobile application functionality, all other software, hardware, technology, documentation and information provided by Emergency Networking in connection with the Service; (b) all ideas, know-how, and techniques that may be developed, conceived or invented by Emergency Networking during the performance of the Service under this Agreement; and (c) all worldwide patent, copyright, trade secret, trademark or other intellectual property rights in and to the property described in subsections 2.1(a) and (b) hereof. Subject to the rights granted to Emergency Networking in Section 2.2, Customer owns and retains all right, title and interest in and to the Customer Data and all intellectual property rights therein.

2.2 License to Use Service.

Subject to the terms of this Agreement, Emergency Networking hereby grants to Customer a non-exclusive, non-transferrable, worldwide license during the Service Term (defined herein) to access and use the Service solely for Customer’s legitimate business purposes as contemplated by this Agreement.

2.3 License to Use Customer Data.

Subject to the terms of this Agreement, Customer hereby grants to Emergency Networking and its Affiliates a non-exclusive, worldwide, limited license during the Service Term to host, copy, transmit, display and use all Customer Data as necessary to provide the Service in accordance with this Agreement. Neither Emergency Networking nor its Affiliates acquire any right, title or interest from Customer under this Agreement in or to any Customer Data. As used herein, the term “Affiliates” means one or more providers of necessary services used by Emergency Networking and made available to Customer for purposes of providing the Service. An example of an “Affiliate” for such purposes is the third-party data hosting provider used by Emergency Networking for cloud-based data storage pertaining to Customer Data submitted by Customer when Customer uses the Service

(currently, Amazon Web Services). Emergency Networking may, in its reasonable discretion, change Affiliate relationships during the Service Term.

2.4 Data De-Identification:

We may De-Identify your Information and use and disclose De-Identified Information for any purpose whatsoever. We may create limited data sets from your information and disclose them for any purpose for which you may disclose a limited data set; and you hereby authorize us to enter into data use agreements on your behalf for the use of limited data sets, in accordance with applicable law and regulation. In consideration of our provision of the Services, you hereby transfer and assign to us all right, title and interest in and to all De-Identified Information that we make from your Information. You agree that we may use, disclose, market, license and sell such De-Identified Information for any purpose without restriction, and that you have no interest in such information, or in the proceeds of any sale, license, or other commercialization thereof. You acknowledge that the rights conferred by this Section are the principal consideration for the provision of the Services, without which we would not enter into this Agreement.

2.5 Restrictions.

Except as expressly permitted in this Agreement, Customer shall not directly or indirectly: (a) access, use, sell, distribute, sublicense, broadcast or commercially exploit any of the Emergency Networking Property or any rights under this Agreement; (b) introduce any infringing, obscene, libelous, or otherwise unlawful data or material into the Service; (c) copy, modify or prepare derivative works based on Emergency Networking Property; (d) reverse engineer, decompile, disassemble or attempt to derive source code from any Emergency Networking Property; or (e) remove, obscure, or alter any intellectual property right or confidentiality notices appearing in or on any aspect of any Emergency Networking Property.

3. FEES.

3.1 Fees for Service.

As consideration for the license to use the Service granted hereunder, Customer will pay all fees specified during the account registration process, on a recurring or other basis as established at such time, all as set forth in Bid Proposal, attached hereto.

3.2 Invoicing and Payment.

Emergency Networking bills recurring fees on a monthly basis or annual basis, based the number of modules selected on flat annual monthly or annual fee. Invoiced charges are due net 30 days from invoice date. Customer is responsible for providing complete and accurate billing information to Emergency Networking and notifying Emergency Networking of any changes to such information.

3.3 Overdue Payments.

If Emergency Networking does not receive an invoiced amount by the due date, then, without limiting Emergency Networking's rights or remedies, (a) such overdue charges may accrue late interest at the rate of 1.5% of the outstanding balance per month, or the maximum rate permitted by law, whichever is lower, and/or (b) Emergency Networking may condition future subscription renewals on payment terms and methods shorter than those specified herein, including pre-payment or payment by credit card or electronic transfer.

3.4 Suspension of Service.

If any amount owed by Customer under this Agreement is 30 or more days overdue, Emergency Networking may, without limiting its rights and remedies, accelerate the entire unpaid fee obligations hereunder so that all of Customer's obligations become immediately due and payable, and suspend the Service to Customer until such amounts are paid in full. Emergency Networking shall provide Customer with at least 10 days prior notice that Customer's account is overdue before suspending the Service.

3.5 Taxes.

Emergency Networking's fees do not include taxes, levies, duties or similar governmental assessments of any nature (including for example, sales, use, ad-valorem, value-added or withholding taxes). Customer is responsible for paying all taxes associated with Customer's use of the Service. If Emergency Networking has a legal obligation to pay or collect taxes for which Customer is responsible under applicable law, Emergency Networking will include such taxes in its invoices, and Customer will pay such taxes in addition to the fees for the Service, unless Customer provides Emergency Networking with a valid exemption certificate authorized by the appropriate taxing authority.

4. TERM AND TERMINATION

4.1 Service Term.

The term of this Agreement (the “Service Term”) will commence when Customer registers for the account specified in Section 1 and will continue until terminated in accordance with this Agreement. The term of the subscription period for the Service will be for **12Months**. Service Term subscriptions will automatically renew for additional periods equal to the expiring subscription term, unless either party gives the other written notice of non-renewal at least 60 days before the end of the relevant subscription term. Fees during any annual automatic renewal term will not increase by more than **5%** from the immediately prior term. Any special terms (In Section 12) listed below that modify the term length & price increases will supersede the language in this section.

Customer Initials (Agreeing to Service Term)

J.H.

4.2 Termination.

A party may terminate this Agreement for cause (a) upon 30 days' notice to the other party of a material breach if such breach remains uncured at the expiration of such 30-day period; or (b) immediately if the other party becomes the subject of a petition in bankruptcy or other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors

4.3 Customer Data Portability and Deletion.

Upon request made by Customer made within 60 days after the effective date of any termination of this Agreement or expiration of the Service Term, Emergency Networking and its Affiliates will make all Customer Data available to Customer for export or download. Customer will have the option to continue to access their data online in a read only mode for a monthly or annual fee. After such 60-day period, Emergency Networking will have no obligation to maintain or provide access to Customer Data, and Emergency Networking and its Affiliates will thereafter be permitted to delete or destroy all copies of Customer Data in its/their systems or otherwise in its/their possession or control as provided in the hosting service provider’s terms and conditions, unless prohibited by applicable law.

5. WARRANTIES AND LIMITATIONS

5.1 Representations.

Each party hereby represents to the other that it has validly entered into this Agreement and has the legal power to do so, and that such party will comply with all applicable laws and regulations that may be in effect during the Service Term as they apply to such party’s obligations under this Agreement. In addition, Customer represents to Emergency Networking that the Customer Data, and the lawful use thereof by Emergency Networking, does not, and will not, infringe, or constitute an infringement or misappropriation of, any intellectual property rights, privacy rights or other proprietary rights of any third party or breach the terms of any agreement with a third party.

5.2 Emergency Networking Warranties.

Emergency Networking warrants that (a) this Agreement, any Affiliate(s)’ terms and conditions and any account sign-up materials accurately describe the safeguards for protection of the security, confidentiality and integrity of Customer Data, (b) Emergency Networking will not materially decrease

overall security of the Service during the Service Term, (c) the Service will perform materially in accordance with this Agreement and any documentation provided to Customer on the Site or otherwise in the account sign-up materials, and (d) other than as required by Affiliate(s)' terms and conditions, Emergency Networking will not materially decrease the functionality of the Service during the Service Term.

5.3 Disclaimers.

EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW

6. INDEMNIFICATION

6.1 By Emergency Networking

Emergency Networking will defend Customer from and against any and all loss, damage, liability, and expense arising from or relating to any claim brought against Customer by a third party alleging that the use of the Service in accordance with this Agreement infringes or misappropriates such third party's intellectual property rights.

7. LIMITATIONS ON LIABILITY

7.1 Limitations on Liability

If Emergency Networking fails to perform its duties and obligations under this Agreement, and Customer can establish that as a direct result thereof, Customer has incurred any damages, liabilities, losses, fees, costs or expenses, then Emergency Networking's liability to Customer for actual damages for any cause whatsoever, during the Service Term, whether in contract, tort (including negligence), strict liability or otherwise, shall not exceed in the aggregate the fees that Customer has paid for the Service during the Service Term. IN NO EVENT SHALL EMERGENCY NETWORKING OR ITS OFFICERS, MANAGERS, EMPLOYEES, AFFILIATES OR AGENTS BE LIABLE FOR ANY LOSS OF PROFIT OR ANY INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, MULTIPLE, PUNITIVE OR CONSEQUENTIAL DAMAGES SUSTAINED OR INCURRED BY CUSTOMER OR ANY THIRD PARTY IN CONNECTION WITH THE SERVICE, ANY ACTION ANY OF THEM TAKE OR FAIL TO TAKE AS A RESULT OF COMMUNICATIONS CUSTOMER SENDS TO EMERGENCY NETWORKING OR THE DELAY OR INABILITY TO USE ANY SERVICE, OR EMERGENCY NETWORKING'S OR ITS AFFILIATE(S)' REMOVAL, MODIFICATION, SUSPENSION OR DELETION OF ANY PART OF THE SERVICE PURSUANT TO ITS RIGHTS UNDER THIS AGREEMENT, IN ALL CASES, REGARDLESS OF THE FORM OF THE ACTION AND WHETHER SUCH DAMAGES WERE FORESEEN OR UNFORESEEN AND EVEN IF EMERGENCY NETWORKING HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EXCEPT FOR AN ACTION FOR NON-PAYMENT BY EMERGENCY NETWORKING, NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THIS AGREEMENT MAY BE BROUGHT BY EITHER PARTY MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION HAS OCCURRED.

8. DATA

8.1 Security

Emergency Networking and its Affiliates will use reasonable efforts to establish and maintain safeguards to protect the security and integrity of the Service and protect against the accidental or unauthorized use, alteration or disclosure of Customer Data. Emergency Networking will arrange for provision of hosting services for Customer Data which provide confidentiality procedures which are consistent with the Privacy Rule set forth in the U.S. Health Insurance Portability and Accountability Act of 1996 (HIPAA). Hosting services provided by Amazon Web are subject to the HIPAA Compliance Guidelines found at: [Security](#). Emergency Networking and its Affiliates will use reasonable efforts to establish and maintain safeguards to protect the security and integrity of the Service and protect against the accidental or unauthorized use, alteration or disclosure of Customer

Data. Emergency Networking will arrange for provision of hosting services for Customer Data which provide confidentiality procedures which are consistent with the Privacy Rule set forth in the U.S. Health Insurance Portability and Accountability Act of 1996 (HIPAA). Hosting services provided by Amazon Web are subject to the HIPAA Compliance Guidelines found at: <https://aws.amazon.com/compliance/hipaa-compliance/>.

8.2 Backups

Emergency Networking and its Affiliates will use reasonable efforts to establish and maintain regularly scheduled backups with respect to all Customer Data.

9. MISCELLANEOUS

9.1 Assignment

Customer may not assign any of its rights or obligations under this Agreement, by operation of law or otherwise, without first obtaining Emergency Networking's written consent, except that Customer may assign this Agreement without Emergency Networking's consent (i) to an affiliate (controlled by or under common control with, Customer); or (ii) in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of Customer's assets not involving a direct competitor of Emergency Networking; provided that Customer provides prompt written notice to Emergency Networking of such assignment. Any permitted assignment by Customer shall not modify the terms hereof, including without limitation, the specific geographic location applicable to the Service. Any attempt to assign Customer's rights or obligations under this Agreement in breach of this section shall be void and of no effect. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the parties and their respective successors and permitted assigns.

9.2 Notice

Except as otherwise provided in this Agreement, any notice to Customer that is required or permitted by this Agreement shall be in writing and shall be deemed effective upon transmission when mailed by first class, registered or certified mail, postage prepaid or when sent by overnight courier service, to the address provided by Customer in the account sign-up provided to Emergency Networking in connection with entering into this Agreement or to such other address as provided in writing by Customer to Emergency Networking for such purposes. Except as otherwise provided in this Agreement, any notice to Emergency Networking that is required or permitted by this Agreement shall be in writing and shall be deemed effective upon receipt, when mailed by first class, registered or certified mail, postage prepaid or when sent by overnight courier service, such as Federal Express or equivalent, to: Emergency Networking, Inc., P.O. Box 20559, Columbus, Ohio 43220, Attn: Legal Notice.

9.3 Force Majeure

Due performance of any duty or obligation hereunder by Emergency Networking hereunder shall be excused if prevented by acts of God, information providers or other service providers, public enemy, war, terrorism, any accident, explosion, fire, storm, earthquake, flood, strike, computer outage or virus, telecommunications failure, or any other circumstance beyond or event Emergency Networking's reasonable control.

9.4 Severability

If any one or more of the provisions of this Agreement shall be held to be invalid, illegal or unenforceable for any reason, then the validity, legality or enforceability of the remaining provisions of this Agreement shall not be affected thereby. To the extent permitted by applicable law, the parties waive any provisions of law that render any provision of this Agreement invalid, illegal, or unenforceable in any respect.

9.5 Waiver or Consent

Any failure by either of the Parties to comply with any obligation, covenant, condition, or agreement contained herein may be waived in writing by the party entitled to the benefits thereof, but such waiver or failure to insist on strict compliance with such obligation, covenant, condition or agreement

shall not operate as a waiver of or estoppel with respect to any subsequent or other failure. To be effective, any consent by Emergency Networking must be in writing and signed by an authorized representative of Emergency Networking.

9.6 Entire Agreement

This Agreement constitutes the entire understanding of the Parties with respect to the subject matter hereof and supersedes and replaces all prior writings or oral negotiations or other understandings with respect thereto.

9.7 Independent Parties

Nothing in this Agreement shall be construed as creating a partnership, joint venture, fiduciary, or agency relationship between the parties, or as authorizing either party to act as an agent for the other. The parties to this Agreement are independent parties.

9.8 Governing Law; Forum for Disputes

This Agreement and all terms and conditions included or incorporated by reference herein shall be governed by and interpreted in accordance with the laws of the State of Ohio applicable to agreements made and wholly performed therein. Customer hereby consents to the exclusive jurisdiction of the federal and state courts of competent jurisdiction located in Franklin County, Ohio for the adjudication of any disputes arising out of or relating to this Agreement or Customer's access to or use of the Services. Customer hereby waives any objection to venue or inconvenient forum laid therein.

10. MAINTENANCE AND SUPPORT

10.1. Maintenance

The following items define what is included as part of maintenance:

10.1.1 Included maintenance is defined as updates to either remedy software defects or provide enhancements to all Emergency Networking modules core and customized software. Emergency Networking reserves the right to update software at any time, however, will make efforts to notify Customer in advance of any maintenance.

10.2. Support

These following items define what is included as part of support:

10.2.1 Included support is defined as 24-hour email support; and phone support, Monday – Friday 8:00 am – 6 pm EST. Support requests will be logged via email, phone, and/or within the system and Customer will be notified as to the status of the support request within 12 hours of receipt. In good faith, Emergency Networking will make its best effort to resolve issues in a timely manner depending upon the nature of the request.

10.2.2 Unless otherwise agreed upon in Exhibit A, excluded support is defined as on-site support or support of hardware and software solutions with which Aldrin may require to run on and or integrate with.

11. ATTACHMENTS

11. Attachments. The following attachments are an integral component of this agreement:

IN WITNESS WHEREOF, the parties have entered into this agreement effective as of the date first set forth above.

12. SPECIAL TERMS AND CONDITIONS:

This space reserved for any contractual changes or special agreements.

None

**** Please Submit a Copy of Your Tax-Exempt Certificate with this order or "Tax" will be added to this order.**

Emergency Networking

Customer

Sean Rawsey

JW Hopper

2025-12-30

2026-04-30

CERTIFICATE *of* SIGNATURE

REF. NUMBER
IO2WC-BGQXR-4FCHG-F8BFD

DOCUMENT COMPLETED BY ALL PARTIES ON
30 DEC 2025 13:13:52
UTC

SIGNER

TIMESTAMP

SIGNATURE

JW HOPPER

EMAIL
JWHOPPER@LAUREL.MT.GOV

SHARED VIA
LINK

SENT
18 DEC 2025 01:45:04

VIEWED
18 DEC 2025 02:25:31

SIGNED
29 DEC 2025 22:42:16



IP ADDRESS
72.175.80.66

LOCATION
BILLINGS, UNITED STATES

SEAN RAMSEY

EMAIL
SEAN.RAMSEY@EMERGENCYNETWORKING.COM

SENT
18 DEC 2025 01:45:04

VIEWED
30 DEC 2025 13:13:41

SIGNED
30 DEC 2025 13:13:52



IP ADDRESS
163.116.145.53

LOCATION
ASHBURN, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
30 DEC 2025 13:13:41



File Attachments for Item:

5. Finance: Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign An Agreement With CivicPlus For Services Relating To Upgrading The City's Website, Agenda And Meeting Management, Media, AudioEye, And DocAccess.

RESOLUTION NO. R26-__

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH CIVICPLUS FOR SERVICES RELATING TO UPGRADING THE CITY'S WEBSITE, AGENDA AND MEETING MANAGEMENT, MEDIA, AUDIOEYE, AND DOCACCESS.

BE IT RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Agreements between the City of Laurel and CivicPlus, a copy of each agreement attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor and the City Clerk of the City of Laurel are hereby given authority to execute the Agreements on behalf of the City.

Introduced at a regular meeting of the City Council on April 14, 2026, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 14th day of April 2026.

APPROVED by the Mayor this 14th day of April 2026.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

Approved as to form:

Michele Braukmann, City Attorney



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-97774-1
3/23/2026 6:54 PM
6/3/2025

Client:
City of Laurel, MT

Bill To:
LAUREL CITY, MONTANA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Rewen Reyes		rewen.reyes@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Migration Standard Implementation	Includes Full Setup and Configuration of Website Design Selected From 1 of 5 Layout Options
1.00	Content Migration	All Publicly Available Non-time Sensitive Published Content Migrated While Maintaining Formatting. Spelling & Links Check Completed.
1.00	Group Training	3 Seats of Pre-scheduled Joint Training Sessions Up-to 3-Hours per Session
1.00	Meeting Migration	All Publicly Available Word / PDF Formatted Meetings and Agendas Migrated

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Municipal Websites Central: Starter Hosting and Security Annual Fee	Municipal Websites Central: Module Based Hosting and Security Annual Fee
1.00	Municipal Websites Central: Starter Standard Annual Fee	Municipal Websites Central : Starter Standard Annual Fee
1.00	SSL Management CivicPlus Provided	SSL Management CivicPlus Provided: https://cityoflaurelmontana.com/

QTY	PRODUCT NAME	DESCRIPTION
1.00	DNS and Domain Hosting Annual Fee	DNS and Domain Hosting Annual Fee: https://cityoflaurelmontana.com/

Initial Term	Beginning at signing and ending 1/31/2028, Renewal Term 2/1 each calendar year
Initial Term Invoice Schedule	Year One Annual Total invoiced upon the signature date of this Agreement, subject to proration if the term begins at signing. Subsequent Annual Totals invoiced every 12 months starting at Renewal Term.

	Annual Subscription	One Time Fees	Annual Total
Year One	USD 0.00	USD 0.00	USD 0.00
Year Two	USD 4,525.25		USD 4,525.25
Subtotal			USD 4,525.25
Annual Recurring Services Starting Year 3			USD 4,751.51
Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date		
Annual Uplift	5% to be applied in year 3		

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Total Investment – Initial Term to be prorated based on signature date.

Acceptance of Quote # Q-97774-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
Date:
Expires On:

Statement of Work
Q-118010-1
2/23/2026 3:46 PM
4/24/2026

Client:
City of Laurel, MT

Bill To:
LAUREL CITY, MONTANA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Rewen Reyes		rewen.reyes@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AudioEye Managed Implementation	AudioEye Managed Implementation

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AudioEye Managed	AudioEye Managed: URL

Total Investment - Prorated Year 1	USD 3,700.00
Annual Recurring Services (Subject to Uplift)	USD 3,200.00

Total Days of Quote:365

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

The Annual Recurring Services subscription fee for the Products (as described above) included in this SOW are prorated and co-terminated to align with the Client's current billing schedule and the Annual Recurring Services amount will subsequently be added to Client's Term and regularly scheduled annual invoices under the terms of the Agreement. This Statement of Work ("SOW") shall be subject to the terms and conditions of Master Services Agreement signed by and between the Parties and the applicable Solutions and Services Terms and Conditions located at: <https://www.civicplus.help/docs/civicplus-legal-stuff> (collective, the "Agreement"). By signing this SOW, Client expressly agrees to the terms and conditions of the Agreement, as though set forth herein.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-118010-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
Date:
Expires On:

Statement of Work
Q-118012-1
2/23/2026 3:52 PM
4/24/2026

Client:
City of Laurel, MT

Bill To:
LAUREL CITY, MONTANA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Rewen Reyes		rewen.reyes@civicplus.com		Net 30

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	DocAccess	DocAccess is a document accessibility platform that scans, converts, and monitors PDF documents on websites to support ADA and Section 508 compliance efforts for users with disabilities.

Total Investment - Prorated Year 1	USD 4,438.60
Annual Recurring Services (Subject to Uplift)	USD 4,438.60

Total Days of Quote:365

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

The Annual Recurring Services subscription fee for the Products (as described above) included in this SOW are prorated and co-termed to align with the Client's current billing schedule and the Annual Recurring Services amount will subsequently be added to Client's Term and regularly scheduled annual invoices under the terms of the Agreement. This Statement of Work ("SOW") shall be subject to the terms and conditions of Master Services Agreement signed by and between the Parties and the applicable Solutions and Services Terms and Conditions located at: <https://www.civicplus.help/docs/civicplus-legal-stuff> (collective, the "Agreement"). By signing this SOW, Client expressly agrees to the terms and conditions of the Agreement, as though set forth herein.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-118012-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



CivicPlus

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Statement of Work
 Q-120089-1

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

5/18/2026

Client:
 City of Laurel, MT

Bill To:
 LAUREL CITY, MONTANA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Rewen Reyes		rewen.reyes@civicplus.com		Net 30

Added One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Conversion Pro Premium Implementation	Includes config. of up to 6 existing meeting types, up to 6 existing boards, 1 approval workflow per existing meeting type, 1 existing staff report, access to 4h of group training, 1h of consulting and recorded training resources
1.00	CivicPlus Media: Implementation Fee	CivicPlus Media: Implementation Fee

Added Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AMM Select: Pro Annual Fee	AMM Select: Pro Annual Fee
1.00	AMM Select: AI Editing Assistant	AI Editing Assistant is an optional AMMS feature that enables authorized users to enhance agenda and meeting content using integrated AI tools to generate, summarize, rewrite, or polish text in fields like item descriptions, fiscal info, and minutes.
1.00	CivicPlus Media: Annual Fee	CivicPlus Media Annual Fee: Unlimited storage, unlimited users, up to 3 concurrent streams

Removed Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
0.00	Agenda & Meeting Management Essential Premium Annual Renewal	Municode Codification Meetings Premium Annual Renewal

List Price - Initial Term Total	USD 8,605.07
Total Investment - Initial Term	USD 5,813.89
Annual Recurring Services (Subject to Uplift)	USD 6,810.00

Initial Term	Beginning at signing and ending 11/30/2026, Renewal Term 12/1 each calendar year
Initial Term Invoice Schedule	100% invoiced at signing, to be prorated based on signature date.

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	0% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Total Investment – Initial Term to be prorated based on signature date.

Acceptance of Quote # Q-120089-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)






PO Number: (Info needed on Invoice (PO or Job#) if required)




AudioEye

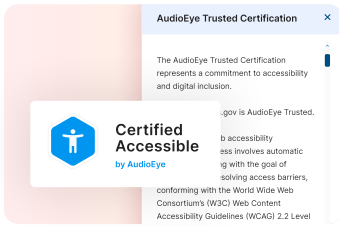
Improve compliance with hands-off web accessibility and remediation.

AudioEye Benefits:

-  **Gain peace of mind** with trusted, certified website accessibility alignment to WCAG 2.2 standards
-  **Demonstrate and prove accessibility efforts** with simplified reporting
-  **Take the guesswork out of ADA compliance** with our unique approach that combines automated remediation, expert fixes, and continuous monitoring
-  **Reduce the costs of maintaining compliance** with hands-off remediation services
-  **Provide instant website accessibility and personalization for visitors with and without disabilities** with the Accessibility Help Desk tool

“Since implementing AudioEye, a huge burden has been lifted off my shoulders. I trust them to address accessibility issues, which has allowed me to focus on other priorities. It’s so important to have a tool that not only improves your position on accessibility but also alleviates the heavy workload that comes with maintaining compliance at a high level. AudioEye has truly been a breath of fresh air in this regard.”

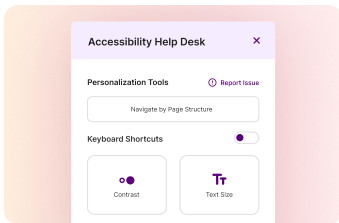
 **Chaquinta Fisher, IT Support Manager | McLennan Country**



Hands-off Accessibility Remediation

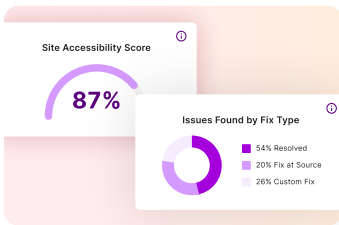
AudioEye automatically fixes most accessibility issues, while improving ongoing compliance with the latest standards. Our certified experts write custom fixes for accessibility issues on your website that automation alone can't fix.

AudioEye provides an Accessibility Trusted Certification that details and validates your organization's commitment to digital inclusion and conformance to WCAG and other ADA-related laws, mandates, and guidelines.



Accessibility Help Desk Tool

Website visitors can personalize their experiences and improve accessibility by customizing things like contrast, text size, images, and more. Additionally, users can submit feedback through a 24/7 Help Desk if they encounter access barriers on a website.



Compliance Reporting

Comprehensive reporting gives better visibility into flagged accessibility issues and enables you to effectively provide proof of compliance progress. Receive reporting for a period of time on items like site accessibility score, issue found by fix type, issues fixed by severity, top fixes applied to site, and more.



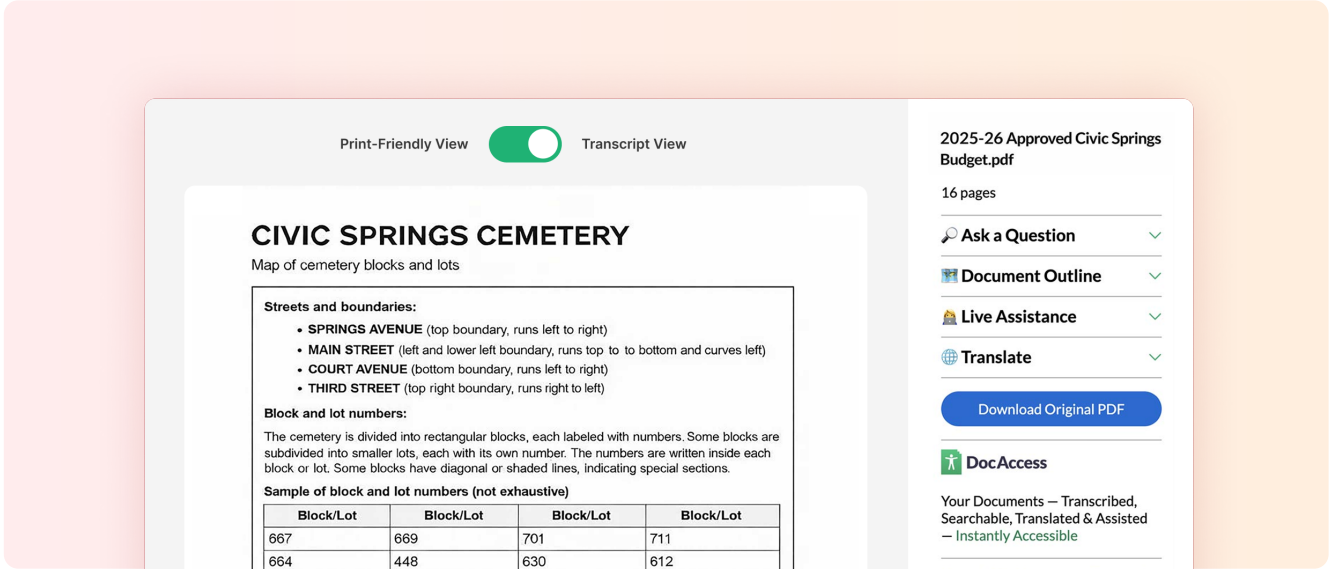
2,600+ frivolous legal claims against customers analyzed and refuted by AudioEye since 2022



AudioEye's AI-based automation and custom fixes offers 300% more protection from legal claims than traditional consulting approaches—and 400% more protection than automation-only solutions

Ready to see it for yourself?

[Schedule a Demo](#) →



DocAccess

Simplify compliance by automatically converting all current and future PDFs into screen reader-friendly, WCAG 2.1 AA-aligned HTML transcripts.

Key Benefits:



Align all current and future PDFs to ADA standards by automatically converting documents to WCAG 2.1 AA-aligned, screen reader-friendly HTML transcripts



Eliminate access barriers with 150+ language translations, optional live visual interpretation support, and interactive document outlines



Empower residents to explore content with a searchable, mobile-friendly HTML format and built-in Ask a Question tool



Save time, resources, and stress while effortlessly aligning even complex documents to accessibility standards

150+

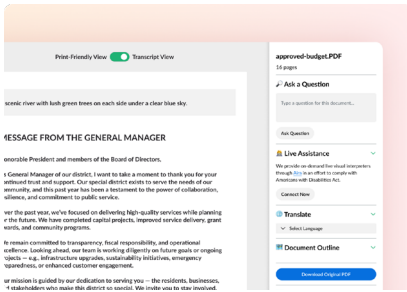
language translations provided

1 Day

to set up on your website

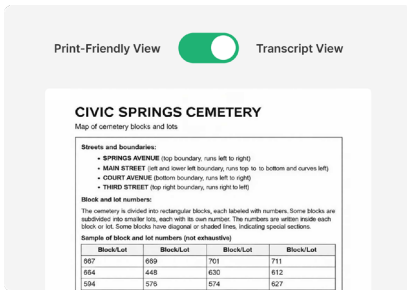
5 Minutes

for new PDFs to be automatically detected and converted



Instantly Convert Documents to HTML Transcripts

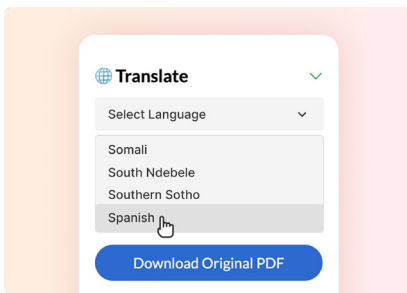
Once DocAccess is activated, all PDF links on your website automatically open in the mobile-friendly DocAccess view. Residents can use the print-friendly version or the HTML transcript, which includes detailed alt text for images.



Align Tricky Documents to WCAG 2.1 Standards

DocAccess is built for the complexity and range of government documentation. Use it to convert even your most difficult PDFs, including:

- Historical and handwritten documents
- Complex RFPs with diagrams and decision trees
- Comprehensive financial audits
- Multi-column brochures with scanned maps
- Scanned legal documents and budgets with handwritten signatures



Translate into 150+ Languages

Over 150 built-in language translations can be applied to the HTML transcript with one click. Translations also apply to DocAccess features, including the Ask a Question tool.

Ready to see it for yourself?

Get a Demo →