



January 22, 2024

Ms. Anellise Deters
XXXXXXX
Shepherd, MT 59XXX

Billings
CITY
ATTORNEY

RE: Your Public Records Request of December 3, 2023

Dear Ms. Deters,

Thank you for your Public Records Request (PRR) referenced above which has been referred to this office for response given the volume and scope of material requested.

The request that we received is as follows:

I am requesting records for any and all communications with the city of billings, solid waste division and..... Pacific Steel, its consultants, any of its alternative company and business names, laboratories, solid waste division employees etc. I am requesting all communication such as texts, emails, phone logs, etc. I don't know the size of this material, but I would like to go back 5-10 years, depending on the amount of communication. I can receive all documents electronically to reduce the cost.

Montana law provides that every person has a right to examine and obtain a copy of any public information of the State upon making a request for same that meets the requirements set forth by statute. *See §2-6-1003, MCA; §2-6-1006, MCA.* This broad right is subject to certain exceptions which include information that is confidential. *See §2-6-1002(1) and (11), MCA.*

The City of Billings anticipates that it will have records that are responsive to your request with the exception of texts which I am advised are not able to be searched by our IT department. A preliminary search by our IT department based upon the parameters of your request has indicated that the combined total of emails and attachments which will need to be reviewed will be just over 9,700. Given this volume we will require advance payment in the amount of \$6,929.00 per the enclosed estimate before any work will start on your request. As the City does not have dedicated personnel to fulfill PRR's we estimate it will take no less than 60 days, and possibly longer, to complete your request once payment has been received.

Please note that:

-We will start work on your request only after we have received the advance payment set forth above. If we do not receive the advance payment within 30 days after the date of this communication, we will presume that you are no longer

P.O. Box 1178
Billings, MT 59103
P 406.657.8205

interested in pursuing your request and will close our file on it.

-You may reduce the estimated fee by modifying your request to reduce its scope within 30 days after the date of this communication.

-If you submit an advance payment and the actual fee turns out to be higher than estimated, we will send you an invoice for the amount due which will have to be paid prior to delivery of the PRR response.

-If you submit an advance payment and the actual fee turns out to be lower than estimated, we will send you a refund in the amount of the overpayment.

Personally Identifiable Information (PII) such as phone numbers, social security numbers, driver's license numbers, birthdates and the identity of any minor are redacted as a matter of law from all records provided pursuant to public records requests.

Sincerely,

BILLINGS CITY ATTORNEY'S OFFICE

Todd Corne

Deputy City Attorney



ESTIMATE/INVOICE NO.
201-0041578

JANUARY 22, 2024

P.O. Box 1178
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Bill To

Notes

Anellise Deters
XXXXX
Shepherd, MT 59XXX

Public Records Request

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
3,595 emails	Staff review/prepare emails for response (estimate 1 min per email/60 hours total)	\$20.00 per hr	\$1,200.00
6,134 attachments	Staff review/prepare attachments for response (estimate 2 min's per attachment/estimate 204 hours total)	\$20.00 per hr	\$4,080.00
81 Hours	Attorney review (estimate .5 min per email + attachment/estimate 81 hours)	\$20.00 per hr	\$1,620.00
1	Thumb drive containing PRR items	\$25.00	\$25.00
		<u>Total Due</u>	\$6,929.00

Please send payment to:

Billings City Attorney's Office
PO Box 1178
Billings, MT 59103