

# MONTANA BOARD OF INVESTMENTS

Department of Commerce

Street Address:  
2401 Colonial Drive, 3rd Floor  
Helena, MT 59601

Mailing Address:  
P.O. Box 200126  
Helena, MT 59620-0126

February 4, 2019



Phone: 406/444-0001  
Facsimile: 406/449-6579  
Website: [www.investmentmt.com](http://www.investmentmt.com)

Matthew Pfeninger  
Cascade County Treasurer's Office  
121 4<sup>th</sup> Street North, Suite 1A  
PO Box 2549  
Great Falls MT 59403

Dear Mr. Pfeninger:

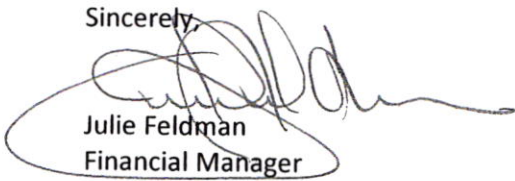
Currently, Cascade County (County) has an agreement with the Office of Public Instruction (OPI) under which OPI remits the County's monthly school payment to the Montana Board of Investments (MBOI) as opposed to the County directly. MBOI in turn invests the payment within MBOI's Short-Term Investment Pool (STIP) on behalf of the County's behalf.

The County's governing body has provided MBOI a STIP Participation Resolution (Resolution). This Resolution dictates the Authorized Representative and the powers of the Authorized Representative for the County's STIP account. Based on the Resolution, neither BOI nor OPI are authorized as STIP users for the County.

As we discussed on the phone, MBOI can no longer purchase STIP on behalf of Cascade County. This will require we work together to convert Cascade County's OPI payment to a process which is current practice in most (51 of 56) other Montana counties. Beginning with the February OPI payment, currently scheduled for February 22, 2019, the OPI payment will need to be made to the County and the County will need to purchase STIP through one of the authorized users on the STIP resolution adopted by the County Commission.

If you have any questions, please let us know at 406-444-0099.

Sincerely,

  
Julie Feldman  
Financial Manager

CC: Kara Flath, OPI  
Kathleen Wanner, OPI

Enc: STIP Participation Resolution  
STIP Participation Exhibit A

## Exhibit A

<b>STIP PARTICIPATION INFORMATION SHEET</b>						
STIP Program Manager Montana Board of Investments boi_stip@mt.gov PO Box 200126                      Helena, MT 59620-0126 Phone 406.444.0003                      Fax 406.444.4268				<i>For Official Use Only</i>  STIP DATA <input style="width: 50px; height: 15px;" type="text"/> INVEST TA <input style="width: 50px; height: 15px;" type="text"/> ACCT ID <input style="width: 100px; height: 15px;" type="text"/>		
<b>Requests must be submitted by Authorized Representative of the Participant.</b>						
<i>The STIP Participant listed below hereby agrees to participate in the STIP Program as established under Section 17-6-204, MCA., and the terms and conditions of STIP operations as determined and set by the Montana Board of Investments and warrants as follows:</i>						
<b>Section 1. STIP Participant Information Summary</b>						
STIP Participant Name →	Cascade Co. Treasurer			Tax Identification Number (TIN) →	81-6001343	
Mailing Address →	121 4th St N, Ste 1A	City →	Great Falls	State →	MT	Zip → 59403
STIP Account # → <i>(For official use only)</i>						
Authorized Representative Name, First →	Diane	Name, Last →	Heikkila	Title →	Cascade County Treasurer	
Telephone Number →	406-454-6855	Fax Number →	406-454-6947	E-mail →	dheikkila@cascadecountymt.gov	
<b>Section 2. Investment and Earnings Information</b>						
The STIP Participant has the option to either reinvest their earnings or distribute earnings.						
<b>Check one box only.</b>						
Reinvest Earnings <input checked="" type="checkbox"/>			Distribute Earnings <input type="checkbox"/>			
<b>Section 3. Authorized Delegates</b>						
The Authorized Delegate(s) whose name(s) appears below is (are) authorized to purchase and sell shares in STIP for the Participant.						
Name, First →	Matthew	Name, Last →	Pfeninger	E-Mail →	mpfeninger@cascadecountymt.gov	
Name, First →		Name, Last →		E-Mail →		
Name, First →		Name, Last →		E-Mail →		
I hereby certify as the Authorized Representative of the STIP Participant that all of the information contained herein is true, accurate and complete as of the date hereof.						
Signature →				Date →	2-7-2019	
Printed Name →	Diane Heikkila			Title →	Cascade County Treasurer	