



**ROOM A | 130 6TH STREET WEST
COLUMBIA FALLS, MT 59912**

**PHONE (406) 892-4391
FAX (406) 892-4413**

**CITY COUNCIL REGULAR MEETING
AGENDA
MONDAY, JULY 21, 2025
COUNCIL CHAMBERS CITY HALL**

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, King and Lovering)

Contact City Clerk Barb Staaland for regular meeting virtual information by calling 406-892-4388 or email at staalandb@cityofcolumbiafalls.com before 5:00 PM the day of the meeting.

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Approval of Claims - July 21, 2025 - \$294,053.95
2. Approval of Payroll Claims - July 18, 2025 - \$226,167.40
3. Approval of Regular Council Meeting Minutes - July 7, 2025
4. 2024 Audit Planning Governance Letter

APPOINTMENTS:

5. Appointment of Lieutenant and Assistant Safety Officer
Following a thorough application and interview process conducted by the Fire Department, Courtney Stuhler has been selected to serve as a Lieutenant. Courtney demonstrated strong leadership skills, operational knowledge, and a commitment to the department's mission and values.

Additionally, Larry Grogan has been appointed as Assistant Safety Officer. Larry brings a depth of experience and a strong focus on firefighter safety and training, making him well-suited for this important role.

No action required - A pinning ceremony only

- [6.](#) Recommendation to Appoint Bradley Ruben as Probationary Volunteer Firefighter

VISITORS/PUBLIC COMMENT (Items not on agenda)

NEW BUSINESS:

- [7.](#) Hillside Geotechnical Investigation at 2nd Ave. E.
Perform a geotechnical evaluation of the 2nd Avenue East slope, to assess current stability conditions and potential failure mechanisms associated with the June 2024 landslide event.

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

- [8.](#) Approval of FY 2025 Wages, Salaries, and Collective Bargaining Agreement

ORDINANCES / RESOLUTIONS:

- [9.](#) **Resolution #1948** - Salary and Compensation of certain city officials and employees
- [10.](#) **Resolution #1949** - Amending General Fund
Amending General Fund, SID 34 Fund, and SID 36 Fund Budgets for the FY ending June 30, 2025 and closing the SID Funds into the General Fund
- [11.](#) **Final Reading of Ordinance #834**
Amending the Columbia Falls Zoning Map from CI-1 Light Industrial to CF-2 General Business at 2155 9th Street W. in Columbia Falls.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

- [12.](#) City Manager Report

CITY ATTORNEY REPORT

MISCELLANEOUS

- [13.](#) Correspondence

ADJOURN

Next Scheduled Meetings:

City Council Regular Meeting, Monday, August 4, 2025 -7:00 P.M

Planning Board – TBD

Study Commission Meeting, Wednesday, August 20, 2025 - 5:00 P.M

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CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 7/25

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
*** Claim from another period (6/25) ****									
47683		2901 BALCO UNIFORM CO, INC	1,135.00						
	84033	06/02/25 PD-VEST/CARRIER GREEN	1,135.00			1000 420100	226		101000
		Total for Vendor:	1,135.00						
47693		2863 BATES, SHAWN	52.21						
		REIMBURSEMENT FOR USING PERSONAL CARD FOR THE POOL							
	291041480	07/14/25 POOL-FLOOR CLEANER	29.64			1000 460445	220		101000
	296866181	07/14/25 POOL-WHEEL CASTER	22.57*			1000 460445	240		101000
		Total for Vendor:	52.21						
47672		912 BIG SKY FIRE EQUIPMENT	1,400.00						
		PUMP TEST APPARATUS							
	0505560	07/10/25 FD-PUMP TEST LADD 441/ENG 431	1,400.00			1000 420400	394		101000
		Total for Vendor:	1,400.00						
47673		1700 BRECK LAW OFFICE, PC	9,706.24						
		AUGUST 2025 FEES							
	AUG 25	07/07/25 LGL-FEES AUG	2,113.84*			1000 411100	350		101000
	AUG 25	07/07/25 CRT-FEES AUG	4,308.63*			1000 410365	350		101000
	AUG 25	07/07/25 WTR-FEES AUG	694.60*			5210 430500	350		101000
	AUG 25	07/07/25 SWR-FEES AUG	694.60*			5310 430600	350		101000
	AUG 25	07/07/25 PLZ-FEES AUG	347.30*			1000 411000	350		101000
	AUG 25	07/07/25 PD-FEES AUG	140.40*			1000 420100	399		101000
	AUG 25	07/07/25 WTR-FEES AUG	31.20			5210 430500	357		101000
	AUG 25	07/07/25 SWR-FEES AUG	46.13*			5310 430600	357		101000
	AUG 25	07/07/25 STR-FEES AUG	62.39			2500 430200	399		101000
	AUG 25	07/07/25 ADDITIONAL LABOR	187.15*			1000 411100	350		101000
	1021	07/07/25 HRB CLAIM	1,080.00			1000 411100	351		101000
		Total for Vendor:	9,706.24						
47662		3321 CLARION EVENTS, INC.	2,433.00						
	00392948	07/08/25 FD-FIRE ENGINEERING TRAINING	2,433.00			1000 420400	380		101000
		Total for Vendor:	2,433.00						

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47651		3197 COLUMBIA FALLS AUTO CLINIC	143.44						
	44510 07/08/25	PD-TRK #21 HEADLIGHT	143.44			1000 420100	361		101000
		Total for Vendor:	143.44						
		*** Claim from another period (6/25) ****							
47653		999999 DR. TROY YPMA	3,650.00						
	1 06/23/25	CCT-CF EYE SIDEWLK REIMBURS	3,650.00			2700 470100	930		101000
		Total for Vendor:	3,650.00						
		*** Claim from another period (6/25) ****							
47684	E	1879 EVERGREEN WASTE CONNECTIONS	547.00						
	070125 07/01/25	FAC-06/01/25-06/30/25	99.23			1000 411200	340		101000
	070125 07/01/25	STRS-06/01/25-06/30/25	199.80			2500 430200	340		101000
	070125 07/01/25	WTR-06/01/25-06/30/25	99.23			5210 430500	340		101000
	070125 07/01/25	SWR-06/01/25-06/30/25	82.60			5310 430600	340		101000
	070125 07/01/25	PRKS-06/01/25-06/30/25	66.14			1000 460400	340		101000
		Total for Vendor:	547.00						
		*** Claim from another period (6/25) ****							
47689		3104 FIRST CALL COMPUTER SOLUTIONS,	112.20						
	106221 06/30/25	IT AGREEMENT JUNE	148.20			1000 410580	355		101000
	106360 06/30/25	CREDIT	-36.00			1000 410580	355		101000
		Total for Vendor:	112.20						
47654		240 FLATHEAD CONCRETE PRODUCTS, INC.	1,387.00						
	27491 07/02/25	STR-ECOLOGY BLOCK (8)	1,387.00			2500 430200	220		101000
		Total for Vendor:	1,387.00						
47681		1892 FLATHEAD COUNTY	75.00						
	6553 07/07/25	OWNERSHIP LIST-A.BOWLUS	75.00			1000 411000	390		101000
		Total for Vendor:	75.00						
		*** Claim from another period (6/25) ****							
47652		21 FLATHEAD ELECTRIC COOP INC	17,700.31						
	063025 06/30/25	FAC-05/25/25-06/25/25	403.25			1000 411200	341		101000
	063025 06/30/25	PD-05/25/25-06/25/25	39.15			1000 420100	341		101000
	063025 06/30/25	FD-05/25/25-06/25/25	431.86			1000 420400	341		101000
	063025 06/30/25	PRKS-05/25/25-06/25/25	424.96			1000 460400	341		101000
	063025 06/30/25	POOL-05/25/25-06/25/25	528.83			1000 460445	341		101000
	063025 06/30/25	LIGHTING-05/25/25-06/25/25	2,501.46			2400 430200	341		101000

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	063025	06/30/25 STRS-05/25/25-06/25/25	125.80			2500 430200	341		101000
	063025	06/30/25 WTR-05/25/25-06/25/25	6,246.32			5210 430500	341		101000
	063025	06/30/25 SWR-05/25/25-06/25/25	6,998.68			5310 430600	341		101000
		Total for Vendor:	17,700.31						
47655		2814 FLATHEAD PEST SOLUTIONS	98.00						
		SERVICE FOR JULY							
	19726	07/07/25 FD-CITY MONTHLY EXT BARRIER	98.00			1000 420400	399		101000
		Total for Vendor:	98.00						
		*** Claim from another period (6/25) ****							
47658		3314 GOVERNMENT FORMS & SUPPLIES	290.07						
		2 Binders							
	0355357	06/30/25 FIN-BINDER	96.69			1000 410500	210		101000
	0355357	06/30/25 WTR-BINDER	96.69			5210 430500	210		101000
	0355357	06/30/25 SWR-BINDER	96.69			5310 430600	210		101000
		Total for Vendor:	290.07						
47677		3307 HANKS, ERIC M.	300.00						
		LEAGUE OF CITIES AND TOWNS TRAINING PAID WITH PERSONAL CARD							
	071125	07/11/25 ADMIN-TRAINING	150.00			1000 410400	380		101000
	071125	07/11/25 FIN-TRAINING	150.00			1000 410500	380		101000
		Total for Vendor:	300.00						
		*** Claim from another period (6/25) ****							
47680		2806 HANSON'S HARDWARE	118.49						
	413209	06/23/25 WTR-ADAPT / TAPE/ WAND	44.95			5210 430500	220		101000
	616180	06/30/25 SWR-MISC SCREWS	10.56			5310 430600	240		101000
	616189	06/30/25 WTR-WRENCH SET	62.98			5210 430500	220		101000
		Total for Vendor:	118.49						
		*** Claim from another period (6/25) ****							
47690		1119 HDR ENGINEERING, INC.	12,651.67						
	1200738031	06/30/25 SWR-ARPA INV#32 06/01-06/2	10,849.77			5310 430600	930		101000
	1200738033	06/30/25 SWR-SCADA ON CALL INV#4	1,801.90*			5310 430600	354		101000
		Total for Vendor:	12,651.67						

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47686		1659 HIGH COUNTRY LINEN SUPPLY	299.48						
	0640771	07/14/25 FAC-CITY HALL, PD, CRT, FIN	262.74			1000 411200	224		101000
	0640772	07/14/25 FAC-FIRE HALL	36.74			1000 411200	224		101000
		Total for Vendor:	299.48						
		*** Claim from another period (6/25) ****							
47687		3292 JACOBS ENGINEERING	209,632.68						
		COLUMBIA FALLS GATEWAY TO GLACIER SAFETY AND MOBILITY RAISE GRANT #8							
		WORK PERFORMED: MAY 24-JUNE 27, 2025							
		W3Y27200-8 07/11/05 STR-RAISE GRANT INV #8 65%	136,261.24			2995 430230	930		101000
		W3Y27200-8 07/11/25 WTR-RAISE GRANT INV #8 35%	73,371.44			2995 430550	930		101000
		Total for Vendor:	209,632.68						
47695		3320 JEREMIAH JOST	245.00						
	071225	07/12/25 PRK-REPAIR OVERHEAD DOOR	245.00			1000 460400	366		101000
		Total for Vendor:	245.00						
		*** Claim from another period (6/25) ****							
47688		2590 L.N. CURTIS & SONS	7,291.50						
	965112	06/27/25 FD-FLOW HOSE TESTING	5,097.50			1000 420400	394		101000
	1011459	06/30/25 FD-PUMPER TESTING	2,194.00			1000 420400	394		101000
		Total for Vendor:	7,291.50						
47656		1080 LES SCHWAB TIRE CENTER	10.99						
	9050063189	07/07/25 PRK-DISMOUNT AND MOUNT	10.99			1000 460400	240		101000
		Total for Vendor:	10.99						
47664		645 MMCT & FOA-TAMMY COMER,	100.00						
	070125	07/01/25 FIN-MBRSHIP DUES 25/26 B. STAA	50.00			1000 410500	335		101000
	070125	07/01/25 FIN-MBRSHIP DUES 25/26 J. RICE	50.00			1000 410500	335		101000
		Total for Vendor:	100.00						
		*** Claim from another period (6/25) ****							
47694		282 MONTANA DEPT. OF LABOR &	215.84						
		SEMI ANNUAL PAYMENT 01/01/25 - 06/30/25							
	063025	06/30/25 BUILDING CODE EDUCATION FEE	215.84			2394 420500	399		101000
		Total for Vendor:	215.84						

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47670		3152 MONTANA ELITE LLC	3,555.00						
	2544 07/10/25	WTR-INSTALL WELL PUMP #3	3,555.00			5210 430500	360		101000
		Total for Vendor:	3,555.00						
		*** Claim from another period (6/25) ****							
47665		43 MONTANA ENVIRONMENTAL LABORATORY	1,159.00						
	2504426 05/13/25	SWR-AMONIA NITRATE/NITRATE	100.00			5310 430600	394		101000
	2504787 05/20/25	SWR-NITRATE,NITRATE (TKN)	75.00			5310 430600	394		101000
	2504104 05/06/25	SWR-NITRATE,NITRATE (TKN)	75.00			5310 430600	394		101000
	2504427 05/09/25	SWR-ALUMINUM, DISSOLVED	17.00			5310 430600	394		101000
	2505125 05/28/25	SWR-NITRATE,NITRATE (TKN)	75.00			5310 430600	394		101000
	2505376 06/03/25	SWR-NITRATE, NITRATE (TKN)	75.00			5310 430600	394		101000
	2504482 05/09/25	WTR-COLIFORM	160.00			5210 430500	394		101000
	2506278 06/18/25	WTR-COLIFORM	160.00			5210 430500	394		101000
	2505700 06/10/25	SWR-AMMONIA NITRATE/ NITRATE	100.00			5310 430600	394		101000
	2505701 06/06/25	SWR-ALUMINUM	17.00			5310 430600	394		101000
	2506011 06/25/25	SWR-AMMONIA	100.00			5310 430600	394		101000
	2506314 06/19/25	SWR-NITRATE 2 DAY RUSH	160.00			5310 430600	394		101000
	2506315 06/25/25	SWR-KJEIDAHN NITROGEN (TKN)	45.00			5310 430600	394		101000
		Total for Vendor:	1,159.00						
		*** Claim from another period (6/25) ****							
47661		722 MORRISON-MAIERLE, INC.	348.00						
	258437 06/09/25	WTR-ODD FELLOWS MFE	174.00			5210 430500	354		101000
	258437 06/09/25	SWR-ODD FELLOWS MFE	174.00*			5310 430600	354		101000
47663		722 MORRISON-MAIERLE, INC.	174.00						
		ON CALL SERVICE FOR CEDAR PALACE MFE							
	258508 07/11/25	WTR-CEDAR PALACE MFE	87.00			5210 430500	354		101000
	258508 07/11/25	SWR-CEDAR PALACE MFE	87.00*			5310 430600	354		101000
		Total for Vendor:	522.00						
47669		3241 MOTION INDUSTRIES, INC.	29.14						
	124801 07/10/25	SWR-OILS SEALS	29.14			5310 430600	240		101000
		Total for Vendor:	29.14						

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*** Claim from another period (6/25) ****									
47685		52 NAPA AUTO PARTS	35.97						
	119397	06/30/25 STR-NFD ULTRA-SORB (3)	35.97			2500 430200	220		101000
		Total for Vendor:	35.97						
*** Claim from another period (6/25) ****									
47657		1437 NORTHWESTERN ENERGY	1,994.74						
NATURAL GAS SERVICE									
	062625	06/26/25 FAC-05/23/25-06/20/25	107.01			1000 411200	344		101000
	062625	06/26/25 PD-05/23/25-06/20/25	23.25			1000 420100	344		101000
	062625	06/26/25 FD-05/23/25-06/20/25	38.40			1000 420400	344		101000
	062625	06/26/25 STRS-05/23/25-06/20/25	34.85			2500 430200	344		101000
	062625	06/26/25 WTR-05/23/25-06/20/25	17.84			5210 430500	344		101000
	062625	06/26/25 SWR-05/23/25-06/20/25	134.03			5310 430600	344		101000
	062625	06/26/25 POOL-05/23/25-06/20/25	1,639.36			1000 460445	344		101000
		Total for Vendor:	1,994.74						
47675		2816 O'REILLY AUTO PARTS	125.57						
	124801	07/07/25 PD-WIPER FLUID / ANTIFRZ	125.57			1000 420100	232		101000
		Total for Vendor:	125.57						
47659		2932 PIONEER CHEMICAL SUPPLY LLC	9,580.63						
	14733	07/02/25 POOL-ACCU TABS 50# BUCKET	8,430.08			1000 460445	221		101000
	14731	07/02/25 POOL-3" ACCU TABS 50# BUCKET	1,039.35			1000 460445	221		101000
	14736	07/23/25 POOL-TUBE FITTING/ MISC PARTS	111.20*			1000 460445	240		101000
47682		2932 PIONEER CHEMICAL SUPPLY LLC	66.05						
	14737	07/04/25 POOL-CHEMICAL CHECK VALVE	66.05*			1000 460445	240		101000
		Total for Vendor:	9,646.68						
*** Claim from another period (6/25) ****									
47660		2755 SHERWIN-WILLIAMS CO	87.90						
	5679-6	06/10/25 POOL-PAINT	43.95*			1000 460445	240		101000
	5658-0	06/10/25 POOL-PAINT	43.95*			1000 460445	240		101000
		Total for Vendor:	87.90						

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47671		1797 STATE INFORMATION TECHNOLOGY	38.40						
	522574	06/01/25 PD-ITSD/EMAIL 6/01/25-6/30/25	38.40			1000 420100	355		101000
		Total for Vendor:	38.40						
*** Claim from another period (6/25) ****									
47691		1644 THE CHEMNET CONSORTIUM	70.00						
	128583	07/11/25 SWR-RANDOM DT D.SANDSON	70.00*			5310 430600	399		101000
		Total for Vendor:	70.00						
*** Claim from another period (6/25) ****									
47679		2699 THE MAIL ROOM, INC	202.47						
INVOICE # D125218									
	D125218	06/30/25 PD-MAIL SRVS 6/23/25-6/27/25	3.11			1000 420100	310		101000
	D125218	06/30/25 FIN-MAIL SRVS 6/23/25-6/27/25	2.24			1000 410500	310		101000
	D125218	06/30/25 WTR-MAIL SRVS 6/23/25-6/27/25	53.94			5210 430500	310		101000
	D125218	06/30/25 SWR-MAIL SRVS 6/23/25-6/27/25	53.94			5310 430600	310		101000
	D125218	06/30/25 CRT-MAIL SRVS 6/23/25-6/27/25	35.75			1000 410360	310		101000
	D125218	06/30/25 PNZ-MAIL SRVS 6/23/25-6/27/25	53.49			1000 411000	310		101000
		Total for Vendor:	202.47						
47667		3087 THE RADAR SHOP INC	766.00						
	26336	07/03/25 PD-(8) RADARS RECERT & CALIBR	766.00			1000 420100	390		101000
		Total for Vendor:	766.00						
*** Claim from another period (6/25) ****									
47674		1623 THE UPS STORE #4515	26.78						
	031219	06/14/25 PD-EVIDENCE SHIPPING	13.39			1000 420100	310		101000
	031532	06/26/25 PD-EVIDENCE SHIPPING	13.39			1000 420100	310		101000
		Total for Vendor:	26.78						
*** Claim from another period (6/25) ****									
47668		3016 TRANSUNION RISK AND ALTERNATIVE	100.00						
	202506-1	07/01/25 PD-CONTRACT 6/01/25-6/30/25	100.00			1000 420100	335		101000
		Total for Vendor:	100.00						
*** Claim from another period (6/25) ****									
47666		3063 UTILITIES UNDERGROUND LOCATION	82.25						
	5065075	06/30/25 WTR-JUNE 2025 UDIGS	27.41			5210 430500	318		101000
	5065075	06/30/25 SWR-JUNE 2025 UDIGS	27.42			5310 430600	318		101000
	5065075	06/30/25 STR-JUNE 2025 UDIGS	27.42			2500 430200	318		101000
		Total for Vendor:	82.25						

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47678		84 WESTERN BUILDING CENTER	162.40						
	1462949	07/08/25 WTR-CONDUIT (2)	4.38*			5210 430500	240		101000
	1462761	07/08/25 WTR-CONDUIT (10) PVC (20)	26.17*			5210 430500	240		101000
	1467425	07/10/25 FD-STATION 42 ROOF MISC	20.13			1000 420400	220		101000
	1457185	07/03/25 WTR-VALVE (10) IRON NPL (50)	79.77*			5210 430500	240		101000
	1452563	07/01/25 WTR-BOLT (10) WASHER (20)	7.96			5210 430500	220		101000
	1455451	07/02/25 WTR-SAWZALL TORCH	23.99			5210 430500	220		101000
		Total for Vendor:	162.40						
		*** Claim from another period (6/25) ****							
47692	E	2733 WEX Fleet Universal - Electronic	5,854.53						
BILL CLOSING DATE 06-30-25									
	105748629	06/30/25 PD-JUNE FUEL	2,522.97			1000 420100	231		101000
	105748629	06/30/25 FD-JUNE FUEL	540.80			1000 420400	231		101000
	105748629	06/30/25 PRK-JUNE FUEL	590.63			1000 460400	231		101000
	105748629	06/30/25 WTR-JUNE FUEL	554.25			5210 430500	231		101000
	105748629	06/30/25 SWR-JUNE FUEL	321.66			5310 430600	231		101000
	105748629	06/30/25 STR-JUNE FUEL	894.21			2500 430200	231		101000
	105748629	06/30/25 FAC-JUNE FUEL	36.09			1000 411200	231		101000
	105748629	06/30/25 PD-JUNE FUEL	393.92			1000 420100	380		101000
		Total for Vendor:	5,854.53						
		# of Claims	44	Total:	294,053.95	# of Vendors	40		
		Total Electronic Claims			6,401.53				
		Total Non-Electronic Claims			287652.42				

07/16/25
23:01:43

CITY OF COLUMBIA FALLS
Fund Summary for Claims
For the Accounting Period: 7/25

Page: 9 of 10
Report ID: AP110

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	40,761.73
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	215.84
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	2,501.46
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	2,767.44
2700 CEDAR CREEK TRUST	
101000 CASH/CASH EQUIVALENTS	3,650.00
2995 RAISE Grant	
101000 CASH/CASH EQUIVALENTS	209,632.68
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	12,207.68
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	22,317.12
Total:	294,053.95

07/16/25
23:01:43

CITY OF COLUMBIA FALLS
Claim Approval Signature Page
For the Accounting Period: 7 / 25

Page: 10 of 10
Report ID: AP100A

Council Meeting Date: July 21, 2025

Claims Submitted to Council:\$ \$294,053.95

Claims Denied/Withheld by Council Finance Committee:\$ _____ Claim #'s: _____

Prepared By: Jessica Rice, Finance Director

Jessica Rice

Approved by Eric Hanks, City Manager

Eric Hanks

City Council to Approve by motion on consent agenda

The following Claims are non-routine and/or significant in nature:

1. Dr. Troy Ypma: \$3,650 - 50% payment for sidewalk reimbursement. (Fund 2700)
2. HDR Engineering: \$12,651.67 - WWTP ARPA Grant and SCADA On-Call. (Fund 5310)
3. Jacobs Engineering: \$209,632.68 - RAISE Grant project engineering. (Funds 2995)

The remaining Claims are routine in nature. If you have any questions, please reach out.

Thank you,
Jessica Rice

07/17/25
13:10:11

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 07/18/25 to 07/18/25

Page: 1 of 3
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	19.50		
COMP HOURS (Comp Time Used)	24.00		695.52
HOL HOURS (Holiday Pay)	432.39		12,365.22
HOLC HOURS (Holiday Worked @ 2.5x)	16.00		746.48
HOLW HOURS (Holiday Worked @ 2.5x)	65.25		1,608.66
J003 HOURS (PD HOL WK)	48.00		2,442.60
OTHE HOURS (Other Time Used)	16.00		401.76
OVER HOURS (Overtime)	96.00		4,354.88
OVID HOURS (STEP overtime)	8.00		465.12
REG HOURS (Regular Time)	3,381.50		97,777.40
SFTO HOURS (Shift Sup/FTO - \$1.5/hour)	148.00		222.00
SHFN HOURS (Shift B)	348.00		696.00
SHFQ HOURS (OVT B)	56.00		168.00
SHFU HOURS (Hol wk B)	24.00		120.00
SICK HOURS (Sick Time)	27.25		787.29
VACA HOURS (Vacation Time Used)	316.00		10,043.12
VOLN HOURS (Not in use)	25.00		1,250.00
GROSS PAY	132,894.05	0.00	
NET PAY	96,485.16	0.00	
NET PAY (CHECKS)	5,888.33		
NET PAY (DIRECT DEPOSIT)	90,596.83		
AFLAC-POSTTAX	86.97	0.00	
AFLAC-PRETAX	249.32	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	9,909.18	0.00	
FLEX ALLEGIANCE	1,012.50	25.00	
FOP	495.00	0.00	
HEALTHINS/PRE	4,517.70	34,921.90	
MEDICARE	1,873.11	1,873.11	
MT ST FIRE ASSO	112.31	0.00	
MUTUAL OF OMAHA	286.90	0.00	
NATIONWIDE/CITY	0.00	2,063.00	
NATIONWIDE/EMP	200.00	0.00	
P.E.R.S.	4,365.03	5,011.50	
PERS RETIREE	0.00	18.14	
PERS/FURS	1,201.69	1,612.75	
PERS/POLICE	3,193.07	5,112.47	
SIT	3,760.00	0.00	
SOCIAL SECURITY	4,776.61	4,776.61	
TEAMSTERS DUES	349.50	0.00	
UNEMPL. INSUR.	0.00	722.08	
WORKERS' COMP	0.00	3,919.14	
CHARLES SCHWAB	1,824.54	0.00	
FIREFIGHTERS FC	412.43	0.00	
FIRST INTERSTAT	1,357.33	0.00	
FREEDOM BANK	3,703.75	0.00	
GLACIER BANK KA	7,229.17	0.00	
GLACIER BANK MS	3,199.56	0.00	

July 18, 2025
Payroll
\$ 226,167.40
Barb Staland

07/17/25
13:10:11

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 07/18/25 to 07/18/25

Page: 2 of 3
Report ID: P130

GLACIER BANK/CF	26,151.58	0.00
GLACIER BANK/WF	2,486.51	0.00
MORGAN STANLEY	4,406.79	0.00
NAVY FEDERAL CR	2,730.44	0.00
PARKSIDE CR U	17,336.13	0.00
REGIONS BANK	2,446.57	0.00
STOCKMAN BANK	1,248.61	0.00
USAA FEDERAL	1,738.82	0.00
WELLS FARGO	3,274.56	0.00
WELLS FARGO, TX	2,498.31	0.00
WFISH CR UNION	8,551.73	0.00
FIT/SIT BASE	118,154.74	0.00
MEDICARE BASE	129,177.53	0.00
PERS BASE	102,163.06	0.00
SOC SEC BASE	77,042.20	0.00
UN BASE	131,294.05	0.00
WC BASE	131,723.18	0.00

Total 60,055.70
Total Payroll Expense (Gross Pay + Employer Contributions): 192,949.75
*** PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY ***

Check Summary

Payroll Checks Prev. Out.	\$98,188.17
Payroll Checks Issued	\$86,554.80
Payroll Checks Redeemed	\$337.80
Payroll Checks Outstanding	\$184,405.17
Electronic Checks	\$139,612.60

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	9,553.22	9,553.22		212260
Medicare	3,746.22	3,746.22		212260
P.E.R.S.	9,376.53	9,376.53		212270
Unempl. Insur.	722.08	1,341.32	2,063.40	212210
Workers' Comp	3,919.14	7,348.32	11,267.46	212220
FIT	9,909.18	9,909.18		212260
SIT	3,760.00	3,760.00		212260
AFLAC-PRETAX	249.32	219.10	468.42	212230
NATIONWIDE/EMP	200.00		200.00	212280
Teamsters dues	349.50	349.50	699.00	212310
PERS/Police	8,305.54	8,305.54		212240
NATIONWIDE/CITY	2,063.00	2,063.00		212280
AFLAC-POSTTAX	86.97	86.97	173.94	212230
PERS/FURS	2,814.44	2,814.44		212275
MT ST FIRE ASSO	112.31	112.31		212315
HEALTHINS/PRE	39,439.60	33,797.40	76,356.00	212400
CITY OF COLUMBI	20.00		20.00	212450
FLEX ALLEGIANCE	1,037.50	1,037.50		212285
FOP	495.00	495.00		212335
PERS RETIREE	18.14	18.14		212270
MUTUAL OF OMAHA	286.90	286.90	573.80	212400

07/17/25
13:10:11

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 07/18/25 to 07/18/25

Page: 3 of 3
Report ID: P130

Total Ded.	96,464.59	43,429.51	129,682.24	10,211.86
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**** Carried Forward column only correct if report run for current period.

CITY OF COLUMBIA FALLS
CITY COUNCIL REGULAR MEETING MINUTES
HELD JULY 07, 2025

Mayor Barnhart called the meeting to order at 7:00 P.M

ROLL CALL: Councilor King, Councilor Lovering, Councilor Piper, Councilor Price, Councilor Robinson, Councilor Shepard and Mayor Barnhart.

Also present: City Manager Hanks, City Clerk Staalnd, City Attorney Breck, Finance Director Rice, Deputy City Planner Valade and Police Chief Stephens.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: Councilor Robinson motioned to approve the agenda, seconded by Councilor Piper and the motion carried.

CONSENT AGENDA: Councilor Lovering made motion to approve the consent agenda, noting all claims appeared to be in order, seconded by Councilor Price with council voting as follows. Ayes: Lovering, Piper, Price, Robinson, Shepard and Barnhart. Noes: King.

Approval of Claims - June 2025 - \$375,471.57

Approval of Claims - July 7, 2025 - \$69,353.72

Approval of Payroll Claims - 2nd Qtr. - \$94,426.73

Approval of Payroll Claims - June 20, 2025 - \$125,034.35

Approval of Payroll Claims - July 3, 2025 - \$126,759.74

Approval of Regular Council Meeting Minutes - June 16, 2025

Approval of City Auditor Contract

Approval of Cedar Creek Dam 5-Year Inspection Contract

Approval of Water and Sewer Preliminary Engineering Reports Contract

EMPLOYEE INCENTIVE:

Kara Darling - 15 year employee service pin presentation

Mayor Barnhart thanked Ms. Darling for her continued dedicated service with the city.

APPOINTMENTS: New Probationary Police Patrol Officers Josh Fields and Andy Doyle
 Police Chief Stephens introduced new probationary patrol officers Josh Fields and Andy Doyle, highlighting their years of prior law enforcement experience. City Clerk Staalnd administered the oath of office to both officers.

VISITORS/PUBLIC COMMENT (Items not on agenda)

Resident Mike Bauchman of 527 13th Street West expressed concern about a proposed sidewalk project near his property, explaining the sentimental and aesthetic value of his yard. He requested Council members visit the property to understand the potential impact before proceeding.

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

Staff Report #CZC-25-02 - A zone change request from the existing CI-1 (Light Industrial) to CB-2 (General Commercial)

City Planner Eric Mulcahy could not be here this evening so Donna Valade delivered staff report CZC-25-02 as Findings of Facts explaining the change would resolve split zoning on the property currently occupied by Lazy Day Mobile Home Park and align with the City's growth policy. The report indicated that the property fronts Highway 2 West, is served by City utilities, and is anticipated for urban-scale commercial or mixed-use development. The change would not adversely affect neighboring properties and complies with the comprehensive plan.

Councilor King inquired how long the property owner knew it was not residential zoning. Ms. Valade replied she did not know if they knew they were not in compliance, however, you are allowed to conform to use and most of the time the use was in place before the zoning.

Councilor Price asked if we were just combining the two zoning areas. Ms. Valade replied yes, that is correct.

With no public comments Mayor Barnhart opened and closed the public hearing at 7:21 P.M.

Councilor Lovering motioned to approve Staff Report CZ-25-2 as Findings of Fact, seconded by Councilor Shepard with council voting as follows. Ayes: Lovering, Piper, Price, Robinson, Shepard and Barnhart. Noes: King.

Councilor Lovering motioned to approve the zone change, seconded by Councilor Shepard with council voting as follows. Ayes: Piper, Price, Robinson, Shepard, Lovering and Barnhart. Noes: King.

Preliminary Budget Hearing - Special Revenue Funds

City Manager Hanks presented the preliminary budget for special revenue funds, including the Resort Tax, Street Lighting District, Street Maintenance District, and Gas Tax Fund. He emphasized that the hearing would remain open until final adoption in late September, as final tax values would not be certified until mid-August.

Hanks provided a detailed overview of the Resort Tax, established in 2019 and approved by voters in 2020. Of the three percent tax collected, 55 percent is allocated to public safety, 25 percent to property tax relief, 14 percent to infrastructure, five percent to businesses for administrative costs, and one percent to City administration. Fiscal year 2024 collections exceeded projections by \$637,960, which, by law, was applied to property tax relief. Fiscal year 2026 showed an excess of \$37,102, also returned to taxpayers. Total City collections reached \$1.56 million, with \$82,828 retained by businesses for processing fees. For the coming fiscal year, staff projects collections of \$1.736 million.

Planned appropriations include \$889,631 for public safety, covering three full-time police officers, two and a quarter firefighter positions, a new patrol vehicle, and fire engine debt service. Approximately \$200,000 will be reserved for future public safety capital needs, joining the current \$212,000 reserve. Infrastructure allocations will fund capital projects such as parks, sidewalks, and facilities, with \$528,000 currently available. Administrative costs for tax collection and software are budgeted at \$16,000.

Hanks also reviewed the Street Lighting District Fund, established in 1949, which collects approximately \$30,049 annually to maintain streetlights. The City plans to explore adding lighting on 3rd Avenue East and Highway 2 pending neighborhood approval.

The Street Maintenance District Fund, which supports road maintenance, was increased by five percent last year and again for FY 2026 to \$363,825. The department's actual annual operating cost is roughly \$600,000, requiring supplemental funds from gas tax revenues and the general fund. Future plans include chip-sealing newly completed streets to extend their lifespan by seven to ten years.

The Gas Tax Fund, which collected \$224,389 last year, is projected at \$230,477 this year. These funds are restricted for maintaining existing streets rather than building new roads.

Councilor Robinson asked how staff is calculating the revenue from resort tax. Hanks replied we looked at the local business performances. I understand there are three significant resort taxpayers that may have come off the rolls this past year. However, the current estimates for those remaining businesses and the lodging tax. The lodging contribution of this has been increasing every year and that's where we're estimating. Robinson asked what happens if we don't meet the projection. Mayor Barnhart said it is appropriated by percentages of what is received. Hanks added the FY 26 appropriation is money we have already collected.

Mayor Barnhart asked if there were any public comments.

Marijke Stob, 201 1st Ave. W. asked if the tax relief goes to the full time property owners and if it could include tenants. Hanks said it goes to the property owner that pays the property tax. City attorney said it is a state statute.

Shirley Folkwein, 285 Shooting Star Dr. said she lives in the county and understands she would not be eligible for a tax rebate.

Mayor Barnhart said the Public Hearing will remain open at this time.

ORDINANCES / RESOLUTIONS:

Ordinance # 834 - Amending the Columbia Falls zoning map from CI-1 Light Industrial to CB-2 General Business located at 2155 9th Street West

Councilor Lovering motioned to approve Ordinance #834 amending the Columbia Falls zoning map from CI-1 Light Industrial to CB-2 General Business located at 2155 9th Street West, seconded by Councilor Robinson with council voting as follows. Ayes: Price, Robinson, Shepard, Lovering, Piper and Barnhart. Noes: King.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Shepard reiterated concerns about speeding on 9th St. and Railroad Street and suggested the City continue working with MDT on speed reduction measures. Shepard also noted public confusion regarding new sidewalk projects and encouraged residents to attend Council meetings for accurate information.

Councilor Price requested further discussion with MDT about reducing speeds on Highway 2 in light of new businesses and inquired about repairs on Talbot Road. She also addressed the importance of safety near school routes and ongoing efforts to maintain Legion flags.

Mayor Barnhart echoed the need for speed reductions and urged staff to address hazards associated with an unoccupied building on 9th Street. He also encouraged greater public respect for the flag during community events.

CITY MANAGER REPORT

City Manager Hanks provided updates on several projects. The City pool continues to draw visitors, although its boiler system failed again. Repairs and modernization plans are underway as part of a larger facility upgrade. He commended staff for their efforts and recognized lifeguards Lucy Hiner, Avery Role, and Quinn Clark for their swift response to a recent incident involving an injured child.

Hanks also reported progress on water system improvements, noting that the variable frequency drive for Horine Well is nearly operational. The City finalized an audit contract with Nexus John of Kalispell to replace the previous firm. Updates were provided on election meeting preparations and the Gateway to Glacier project, which will go to bid in October, with major construction scheduled for 2026.

Councilor Price inquired about the city website. Hanks said it is the same provider as Whitefish and Kalispell and he is working on city communications and updating the current city website.

OTHER REPORTS:

Police Chief Stephens announced the completion of annual active shooter training at Glacier Elementary School and reviewed June's activity report, noting a safe July 4th holiday. No significant incidents occurred.

MISCELLANEOUS

Fire Department Reports

Police Department June Activity Report

Correspondence

ADJOURN

With no further business, Councilor Lovering moved to adjourn, seconded by Councilor Robinson. The meeting adjourned at 8:27 p.m.

Mayor

City Clerk



COLUMBIA FALLS MONTANA

City Council Agenda Item Summary

Title: 2024 Audit Planning Governance Letter

Date: July 16, 2025

Staff Contact: Jessica Rice, Finance Director

AGENDA ITEM SUMMARY:

As part of the initial planning phase for the City's FY24 audit, our new audit firm, Nexus CPA, has provided a required Audit Governance Letter. This letter outlines the respective roles and responsibilities of both the City Council (as those charged with governance) and the auditor.

Key points include:

- The Council's responsibility includes overseeing the financial reporting process, internal controls, and the audit itself, as well as ensuring the integrity and transparency of the City's financial practices.
- The auditor's responsibility is to conduct an independent audit of the City's financial statements in accordance with applicable auditing standards, and to communicate any significant findings or concerns.

No action is required by Council at this time. This communication is standard practice and is included for your information and transparency.

ATTACHMENTS:

- Nexus – 2024 Planning Governance Letter

Nexus CPA Group
406.756.6879
office@nexuscpa.net



1740 U.S. Hwy 93 South
P.O. Box 1957
Kalispell, MT 59903

July 16, 2025

City Council
Jessica Rice, Finance Director

City of Columbia Falls
130 6th Street West
Columbia Falls, MT 59912

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Columbia Falls for the year ended June 30, 2024. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, Government Auditing Standards, and The Uniform Guidance.

As stated in our engagement letter dated June 24, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the City of Columbia Falls 's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the City of Columbia Falls 's financial statements are free of material misstatements, we will perform tests of the City of Columbia Falls 's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the City of Columbia Falls 's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the City of Columbia Falls 's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the City of Columbia Falls 's compliance with those requirements.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We are also responsible for communicating particular matters required by law, regulation, agreement, or other requirements applicable to the engagement.

We gave significant consideration to particular circumstances or relationships such as financial interests, business, or family relationships, or non-attest/non-audit services provided or expected to be provided, and have implemented safeguards to ensure independence.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Budgetary Comparison Schedule and Budget-to-GAAP Reconciliation, Management's Discussion and Analysis (MD&A), Schedule of Changes in the Entity's Total OPEB Liability and Related Ratios, Schedule of Proportionate Share of the Net Pension Liability, and Schedule of Contributions, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the *Schedule of Expenditures of Federal Awards*, which accompany the financial statements but is not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An Audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding to the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to the acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately July 14, 2025 and issue our report on approximately September 30, 2025. Jonathan Mahrt is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of the City of Columbia Falls and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Jonathan Mahrt, CPA

Nexus CPA Group, PLLC



COLUMBIA FALLS MONTANA

City Council Agenda Item Summary

Title: Appointment of Lieutenant and Assistant Safety Officer

Date: 7/14/2025

Staff Contact: Karl Weeks

AGENDA ITEM SUMMARY: Following a thorough application and interview process conducted by the Fire Department, Courtney Stuhler has been selected to serve as a Lieutenant. Courtney demonstrated strong leadership skills, operational knowledge, and a commitment to the department's mission and values.

Additionally, Larry Grogan has been appointed as Assistant Safety Officer. Larry brings a depth of experience and a strong focus on firefighter safety and training, making him well-suited for this important role.

Although a formal swearing-in by the City Council is not a requirement for these positions, we felt it would be a meaningful opportunity to recognize the hard work, dedication, and ongoing contributions of these two individuals. Both appointments reflect the department's commitment to professional development and maintaining a high standard of service to the community.

BACKGROUND: Courtney Stuhler has served with the Columbia Falls Fire Department for 12 years. In recent years, she has shown significant growth in her leadership abilities and a strong commitment to personal and professional development. Courtney has actively sought feedback, taken on additional responsibilities, and demonstrated a clear dedication to becoming a more effective leader. Her continued improvement and determination to support the department and her peers made her a strong candidate in the recent promotional process and ultimately led to her selection as Lieutenant.

Larry Grogan has been a dedicated member of the Columbia Falls Fire Department for 9 years. Known for his extremely high response rate and unwavering commitment to the department, Larry consistently goes above and beyond in his service. He brings a

strong desire to continually learn and improve, regularly seeking out training opportunities and taking initiative to expand his knowledge and skills. His dedication, dependability, and passion for the fire service made him an excellent choice for the role of Assistant Safety Officer.

ANALYSIS: N/A

FINANCIAL CONSIDERATIONS: N/A

STAFF RECOMMENDATION: N/A

SUGGESTED MOTION: N/A

ATTACHMENTS: N/A



COLUMBIA FALLS MONTANA

City Council Agenda Item Summary

Title: Confirmation of Probationary Volunteer Firefighter Bradley Ruben

Date: 7/16/2025

Staff Contact: Karl Weeks

AGENDA ITEM SUMMARY: Recommendation for Bradley Ruben to be appointed as a probationary volunteer firefighter.

BACKGROUND: N/A

ANALYSIS: The membership of the Columbia Falls Fire Department has voted to accept Bradley Ruben as a probationary volunteer firefighter with the Columbia Falls Fire Department. Bradley has completed the initial application and background screening process and has demonstrated a strong commitment to community service. Bradley has attended several trainings during this process and will not only fit in well but will become a valuable asset to the team.

FINANCIAL CONSIDERATIONS: N/A

STAFF RECOMMENDATION: I recommend accepting Bradley Ruben as a probationary volunteer firefighter for the Columbia Falls Fire Department

SUGGESTED MOTION: Motion made to accept Bradley Ruben as a probationary volunteer firefighter.

ATTACHMENTS: N/A



COLUMBIA FALLS MONTANA

City Council Agenda Item Summary

Title: Hillside Geotechnical Investigation (2nd Ave E)

Date: July 17, 2025

Staff Contact: Shawn Bates, PWD

AGENDA ITEM SUMMARY: Perform a geotechnical evaluation of the 2nd Avenue East slope, to assess current stability conditions and potential failure mechanisms associated with the June 2024 landslide event.

BACKGROUND: In June 2024, the hillside along 2nd Avenue East experienced a slope failure triggered by a waterline service leak combined with a significant rainfall event. The City initiated an emergency response, contracting a tree service to mitigate immediate hazards. A total of nine hazardous trees were removed as part of the emergency mitigation effort.

ANALYSIS: The city must assess the current stability of the hillside and implement appropriate hazard mitigation measures if needed. To carry out this analysis, the city has selected Alpine Geotechnical of Kalispell to perform a geotechnical evaluation of the site.

FINANCIAL CONSIDERATIONS: The cost for the proposed geotechnical services by Alpine Geotechnical is \$35,000.

STAFF RECOMMENDATION: I recommend that the city proceed with this project to ensure the continued safety and long-term stability of the 2nd Avenue East hillside.

SUGGESTED MOTION: Motion to authorize the City Manager to execute the contract with Alpine Geotechnical.

ATTACHMENTS: Alpine Geotechnical proposal and contract.



July 16, 2025

City of Columbia Falls Public Works
130 6th Street West
Columbia Falls, MT 59912

Attn: Shawn Bates – Public Works Director
bates@cityofcolumbiafalls.com

Re: Proposal for Geotechnical Investigation
2nd Avenue East Hillside
Columbia Falls, Montana

Dear Shawn Bates:

Alpine Geotechnical, LLC (Alpine) is pleased to submit this proposal to provide geotechnical consultation for the above referenced project. We understand slope instabilities have developed along the hillside between 6th Street East and 2nd Avenue East in Columbia Falls, Montana. We understand slope movement was first observed following a leaking water service followed by an intense rainstorm. Based on our observations, it appears a relatively large rotational failure occurred along the hillside, which developed a scarp approximately 20 feet wide and 4 feet tall along the top of the failure surface.

Progressive slope movement or creep is not obvious at this time; therefore, we do not believe additional mass movement is eminent. However, due to close proximity of residences at the base of the hillside, we believe future remediation of the failed slope is necessary to minimize potential future slope movements. The attached site map shows the slope failure area and proposed boring/investigation locations.

The services to be provided by Alpine are summarized in the following paragraphs.

Field Investigation – For the scope of this project, we propose to drill two (2) borings along the slope crest to a depth of 80 feet. We also propose to drill one (1) boring along the base of the slope to a depth of 20 feet. The two deep borings along the slope crest will be drilled with a Geoprobe 8150LS sonic drill rig operated by O’Keefe Drilling in Butte, Montana. Due to limitations of site access, the single boring along the base of the slope will be drilled using a low-clearance drill rig. Alternatively, a test pit to a depth of 10 feet +/- with a compact excavator will be conducted if drill rig access is not feasible. Based on our observations along the slope, it is anticipated the near-surface native soils encountered will consist of silt and sand with abundant cobbles and boulders.

Sampling will be in general accordance with industry standard procedures wherein Standard Penetration Testing (SPT) will be conducted at maximum intervals of 5-feet, and thin-walled tube

Proposal for Geotechnical Investigation

2nd Avenue East Hillside, Columbia Falls, Montana

Item No.7.

July 16, 2025

samples will be obtained at selected depths in fine-grained deposits. The field investigation will be directed by our geotechnical engineer who will oversee the drilling operation and select sample type and location. Observations will be made for groundwater levels during and after drilling. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to our laboratory.

Items to be provided by the client include the right of entry to conduct the exploration and an awareness and/or location of any private subsurface utilities existing in the area. We will contact the regional utility notification center for location of utilities in public easements. Location of private lines on the property is not part of the one-call service or Alpine scope. All private lines should be marked by others prior to beginning of drilling.

Laboratory Investigation – Samples will be tested in our laboratory to determine physical and engineering characteristics. Testing will be performed under the direction of a geotechnical engineer and will include visual classification, moisture content, particle size, liquid-plastic limits, in-situ unit weight, and direct shear/triaxial testing. All laboratory testing will be conducted according to ASTM test standards.

Engineering Analysis and Report – The results of our field and laboratory programs will be evaluated by a professional geotechnical engineer licensed in the State of Montana. Based on the results of our evaluation, we will prepare an engineering report that summarizes the results of the testing performed and provides appropriate geotechnical recommendations based upon our analyses. The report will include the following:

- Boring location plan
- Encountered soil conditions
- Groundwater levels observed during and after completion drilling
- Computer generated boring logs with soil stratification based on visual classification
- Summarized laboratory data
- Soil classification criteria, and general notes that describe drilling, sampling, and classification terminology
- Two-dimensional slope stability analyses using EnSlope v2025
- Engineering evaluation of existing slope failure
- Slope remediation recommendations

Schedule – The field investigation can be completed within about 4-6 weeks following notice to proceed based upon current scheduling. The final geotechnical report can be completed within about 30 days after drilling is completed. We schedule field investigations based on first to authorize, first served basis.

Fee – For the scope of services outlined in this proposal, our total lump sum fee as described above would be **\$35,000**. An invoice for the first 60% will be sent after completion of the field investigation. The remaining 40% will be sent after the investigation and report is completed.

Proposal for Geotechnical Investigation

2nd Avenue East Hillside, Columbia Falls, Montana

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We appreciate the opportunity to provide this proposal and look forward to the opportunity of working with you should you find this proposal acceptable. Please call our office at 406-257-6479 if you have any questions.

Sincerely,

ALPINE GEOTECHNICAL, LLC



Kagan Rutz, P.E.
Principal/Senior Engineer



Cliff Clark
Staff Geotechnical Engineer

**Attachments: Proposed Exploration Location Plan
Agreement for Services**

2nd Ave E Hillside Columbia Falls

Boring Map - Alpine Geotechnical

Legend

Item No.7.

 Boring -

 Untitled Path

Boring - 80 feet

Boring - 80 feet

Failure Area

Boring - 20 feet

Google Earth

Image © 2025 Airbus

2nd Ave E

100 ft

- 30 -

AGREEMENT FOR SERVICES

This **AGREEMENT** is between City of Columbia Falls Public Works ("Client") and Alpine Geotechnical, LLC ("Consultant") for Services to be provided by Consultant for Client on the 2nd Avenue East Columbia Falls Hillside ("Project"), as described in the Project Information section of Consultant's Proposal dated July 16, 2025 ("Proposal") unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

1. **Scope of Services.** The scope of Consultant's services is described in the Scope of Services section of the Proposal ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the Proposal unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties. For a limited time period not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reliance will not be granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.
6. **LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARD ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM**

CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S)

OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.

7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occ / \$2,000,000 agg); (iii) automobile liability insurance (\$1,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
10. **CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
11. **Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Montana law.
12. **Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
13. **Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Services, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of

any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and indemnify and save Consultant, its agents, employees, and related companies harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any party from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.

- 14. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 15. Utilities.** Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 16. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site.

Consultant: Alpine Geotechnical, LLC

Client: City of Columbia Falls Public Works



By: _____ **Date:** 7/16/2025

Name/Title: Kagan Rutz / Principal

Address: 120 Round Stone Drive, Suite 101
KalisPELL, MT 59901

Phone: (406) 257-6479

Email: kr@alpinegt.com

By: _____

Name/Title: _____

Address: _____

Phone: () _____

Email: _____



COLUMBIA FALLS MONTANA

City Council Agenda Item Summary

Title: Approval of FY 2026 Wages, Salaries, and Collective Bargaining Agreements.

Date: July 21, 2025

Staff Contact: City Manager Hanks

AGENDA ITEM SUMMARY:

- City Council must approve City Staff wages and salaries annually.
- Staff proposes a 3% cost of living increase and continuation of a 2% experienced-based step wage schedule for all hourly employees.
- A commensurate 5% increase is recommended for salary-based employees.
- The City has reached a tentative agreement on a three-year Collective Bargaining Agreement (CBA) with both the Fraternal Order of Police Lodge #6 and Teamsters Union Local No. 2. Union memberships have ratified the agreements, and final ratification now requires City Council approval.

BACKGROUND:

- Proposed wage **increase of 3% in cost of living**; maintain **2% experience step increase**.
- The wage schedules and salaries support the City's priorities to attract and retain highly capable and dedicated staff. Columbia Falls remains competitive with regional municipalities in total compensation, which includes 90% City contribution for medical insurance.
- The wage/salary schedules are aligned with budget goals discussed with the City Council's Personnel Committee on Jun 2, 2025.
 - o Collective Bargaining Agreements (CBAs): Three-year term with annual adjustments of 3% COLA + 2% step increase. No other major modifications to existing contract terms.
 - o Non-Represented Employees: Same structure as CBA employees (3% COLA + 2% step).
 - o Salaried Employees (Non-step): Proposed 5% increase, aligned proportionally with hourly wage adjustments.

FINANCIAL ANALYSIS:

- Personnel Services budget is approximately 20% of all fund appropriations
- **\$4.99M** in total Personal Services expenditure.
 - o Includes wages, overtime, health insurance, pension, workers compensation, and uniform allowances
- FY25 Budget: \$4.79M / Actual: \$4.37M (several gapped positions)
- Actuals: FY24 \$3.98M; FY23 \$3.79M; FY22 \$3.09M

STAFF RECOMMENDATION:

- Approve FY 2026 wage schedules
- Approve and authorize the City Manager to sign the Fraternal Order of Police Lodge #6 and Teamsters Union Local No 2 contracts.

SUGGESTED MOTION:

- I move that the City Council approve Resolution 1948: Fiscal Year 2026 City of Columbia Falls Wage and Salary Schedule.
- I move that the City Council authorize the City Manager to sign the Collective Bargaining Agreements with the Fraternal Order of Police Lodge #6 and the Teamsters Union Local No 2

COLLECTIVE BARGAINING AGREEMENT

Between
CITY OF COLUMBIA FALLS
And
THE COLUMBIA FALLS FRATERNAL
ORDER OF POLICE LODGE # 6

July 01, 2025 - June 30, 2028

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THE CITY OF COLUMBIA FALLS
And
THE COLUMBIA FALLS FRATERNAL ORDER OF POLICE LODGE #6

COLLECTIVE BARGAINING AGREEMENT

This Agreement is made and entered into by and between the Columbia Falls Fraternal Order of Police, hereinafter referred to as the "Union," and the City of Columbia Falls, hereinafter referred to as the "City," as follows:

GENERAL PURPOSE OF THIS AGREEMENT

The general purpose of this Agreement is to promote harmony among employees, efficiency in operations, and provide methods which will further to the fullest extent possible the safety of citizens, economy of operations, quality of protection, elimination of waste and protection of life and property. It is recognized by this Agreement to be the duty of the Union and the City to cooperate fully, individually and collectively, for the advancement of these conditions.

ARTICLE 1 - RECOGNITION

The City recognizes the Union as the Exclusive Representative for all employees of the Police Department, excluding confidential employees, supervisors, short-term, and temporary employees.

ARTICLE 2 - UNION MEMBERSHIP

The Union shall abide by all applicable laws with respect to membership. The amount of monthly fees or dues shall be determined solely by the Union. The Union shall provide the City with an appropriate dues deduction form.

The Union shall indemnify, defend and hold the City harmless against any claim made and against any suit instituted against the City, including attorney's fees and costs of defense thereof, on account of any action taken in accordance with this Article.

The City shall deduct union dues from the pay check of each employee twice a month for one-half (1/2) of the designated monthly amount and forward it to the Union.

ARTICLE 3 - EMPLOYEE GRIEVANCE PROCEDURE

- A. A grievance is any dispute regarding the interpretation of the provisions contained in this Agreement.
- B. The Union will certify in writing to the City all employees designated as Stewards. A Steward shall be granted paid release time to attend any meeting requested by the City or required by this Agreement that is scheduled during the Steward's work hours. A Steward and a grievant may be granted paid release time to discuss a grievance during work hours at the discretion of the City.

- C. Failure to comply with the established formal procedures provided in this Article shall constitute a waiver to continue the grievance process by the Union. If the City fails to respond to a grievance, it shall be automatically moved to the next step. Time limits may be extended through written agreement of the Union and the City.

Process:

- Step 1: An employee who has a grievance, shall not later than fourteen calendar days of its occurrence, with or without the Steward present, orally discuss the grievance with his/her immediate supervisor. If the grievance remains unresolved see Step 2.
- Step 2: Not later than fourteen calendar days following the oral discussion of the grievance, the employee and the steward shall present the grievance to the Chief of Police. The grievance shall be presented and responded to using the form provided as Addendum B. The Chief of Police shall attempt to resolve the grievance and shall report this adjustment in writing to the Steward not later than fourteen calendar days of the receipt of the grievance. If the grievance remains unresolved:
- Step 3: Not later than fourteen calendar days of the date of the Chief of Police's reply, the Steward shall present the written grievance, along with the Union's reason for non-acceptance to the City Manager or his/her designee. The City Manager or his/her designee shall attempt to resolve the grievance and shall respond to the Steward not later than fourteen calendar days.
- Step 4: If the grievance is not resolved at Step 3, the Union may, not later than fourteen calendar days of the City Manager's or his/her designee's response, notify the City of the intention to take the grievance to final and binding arbitration. The Union shall request the Board of Personnel Appeals to provide a list of seven arbitrators. The parties shall, not later than fourteen calendar days of the receipt of the list, select the arbitrator by the method of alternately striking names with the Union striking the first name. The final name left on the list shall be the arbitrator.

The arbitrator chosen will be contacted immediately and asked to start proceedings at the earliest possible date. Not less than 20 calendar days prior to the hearing, the arbitrator shall resolve all procedural arbitrability issues submitted by that time and may, by mutual agreement, decide substantive arbitrability issues. The arbitrator's decision shall be final and binding on both parties, and he/she shall be requested to issue his/her decision not later than 30 calendar days after the conclusion of the proceedings, including filing of briefs, if any. Expenses for the arbitration shall be borne equally by the City and the Union.

The Arbitrator shall have no authority to add to, subtract from or otherwise modify the terms of this Agreement.

- D. Other persons may replace any position mentioned in the above procedure, so long as the other party is notified in advance.
- E. The act of filing such a grievance shall constitute the employee's authorization to the City to reveal to the participants in the grievance procedure any and all information available to the City relating to said grievance. Such filing shall further constitute a release of the City from any and all claimed liability by reason of such disclosure.
- F. Time limits at any stage of the grievance procedure may be extended by written mutual agreement of the parties at that step.
- G. Election of Remedy: All disputes, controversies or claims arising out of or relating to this Agreement must first proceed through the grievance procedure of this agreement before advancing to arbitration or an alternative review process. To the extent allowed by law, when a grievance is submitted to arbitration, that procedure shall be deemed the exclusive method of resolving the dispute. Police Officers may opt to appeal a discipline or discharge to the Police Commission and seek judicial review under the provisions of 7-32-4164, MCA. The initiation of one of these appeal processes shall be deemed an irrevocable selection of that process to the exclusion of the other.

ARTICLE 4 - HOURS OF WORK

- A. Schedule: The Chief of Police shall schedule the beginning and ending times for all shifts and overtime. Except in cases of an emergency, shifts shall not be changed without at least two (2) days' notice or the employee agrees to such change. Whenever possible, within the constraints of manpower, the Chief of Police shall prioritize nights for scheduling two officers on duty. In an effort to allow the City to develop alternate work schedules, the City may establish a work week within the requirements and allowances of Section 207(k) of the Fair Labor Standards Act and 29 CFR Part 553. The parties will meet and confer at the request of either party on scheduling.
- B. Change in Schedule: Except in case of an emergency, the City will attempt to notify an employee of a change in his or her regular work schedule, by personal delivery of such notice at least 48 hours in advance.

ARTICLE 5 - MANAGEMENT PREROGATIVES

The employer retains all rights and privileges of the City to operate and manage their affairs in such areas as, but not limited to: direct employees; hire, promote, transfer, assign and retain employees; relieve employees from duties because of lack of work or funds or under conditions where continuation of such work would be inefficient and non-productive; maintain efficiency of operations; determine the methods, means, job classification, and personnel by which City operations are to be conducted; take whatever actions may be necessary to carry out the missions of the City in situations of emergencies; establish the methods and processes by which work is performed.

ARTICLE 6 - NO STRIKE

It is unlawful for a police officer to strike or recognize a picket line of a labor organization while in the performance of official duties. The term "strike" means a refusal to report for duty, a willful absence from duty, stoppage of work or departure from the full, faithful, or proper performance of duties of employment.

ARTICLE 7 - SCOPE OF AGREEMENT

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter, and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, for the life of this Agreement, the City and the Union each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to negotiate collectively with respect to any subject or matter whether or not specifically referred to or covered in this Agreement, even though such subjects may not have been within the knowledge or contemplation of either or both parties at the time they negotiated this Agreement. If the parties agree to open a subject for negotiations during the term of the Agreement, then that mutually agreed upon subject may be negotiated.

ARTICLE 8 - SENIORITY

- A. The City and the Union recognize the principle of seniority. After the probationary period is satisfied, employees shall be given seniority from their original date of hire. Seniority shall be defined as an employee's length of continuous service within the department. Efficiency of operations shall be the determining factor in regard to promotions and transfers within the department. In the application of seniority for any reason, skill and ability to perform the work will be the governing factor. The Chief of Police shall be the sole judge of skills and ability. If skills and ability are equal, then seniority shall be the determining factor. Seniority for the purposes of layoff and recall shall be by department seniority. Seniority will begin from the employee's most recent date of employment. For purposes of layoff, seniority shall be the sole determining factor; the only exceptions being documented incompetence and/or a serious established disciplinary problem.
- B. Seniority with the City shall terminate for the following reasons:
 - 1. Termination;
 - 2. Discharge;
 - 3. Resignation;
 - 4. Retirement;
 - 5. Layoff for more than two years; or
 - 6. Failure to return to work after layoff and recall by the City within ten working days.

ARTICLE 9 - PROBATIONARY PERIOD

The probationary period shall be one year from the date of last hire with the City, except for Police Officers it shall begin from the date of last hire with the City as a Police Officer or as provided by 7-32-4110, MCA in the case of a returning Officer.

ARTICLE 10 - SALARY SCHEDULE, BENEFITS, INCENTIVES AND INSURANCE

- A. Wage: The attached addendum to this Agreement will be a salary schedule Addendum "A" which outlines the wage schedule for all employees of the City Police Department for the 2026-2028 fiscal years.
- B. Step Increases:
1. A step increase shall be granted each year, effective on the employee's anniversary date upon completion of the employee's annual performance evaluation.
 2. When an employee is promoted, the employee will be granted a step wage amount at the same step as the former grade. The employee will then progress up the scale on the employee's promotion anniversary date.
 3. Education and Experience Steps – Upon hire, the City may make placement on the salary schedule for additional steps for education and experience based on the following provisions:
 - (a) A newly hired Patrolman (G11) with POST certification will start at Step 2.
 - (b) Two additional steps may be granted for prior experience that totals at least five years earned with, not more than two employers, within a period of six continuous years, or two additional steps may be granted for a maximum of one associate's degree earned by the employee from an accredited institution.
 - (c) Four additional steps may be granted for prior experience that totals at least ten years earned with, not more than three employers, within a period of twelve continuous years, or four additional steps may be granted for a maximum of one bachelor's degree earned by the employee from an accredited institution.

4. New Education Steps:

Any employee wishing to complete an advanced college degree shall submit to the Department Head a written request for such training describing the content, schedule, cost and reasons for the course of study before enrolling for the education courses. Determination as to the applicability of the education to his/her present or anticipated work assignment will be made on an individual basis.

The Department Head shall review any request for education and will submit his/her recommendation to the City Manager for approval. Reimbursement will be made only for tuition, registration fees and lab fees upon successful completion of the education.

If approved, the employee may elect to forego reimbursement and receive two (2)

steps for an Associate's Degree and four (4) steps for a Bachelor's degree.

C. Shift Differential:

Employees which are normally scheduled to work shifts at 5:00 p.m. or later shall receive shift differential for all hours worked.

1. Employees shall receive two dollars (\$2.00) per hour for all hours worked.

2. Overtime: When an employee works an overtime shift, they shall have this differential pay calculated at the rate of one and one-half times.

D. Overtime Compensation:

1. Non-sworn employees shall receive overtime for work performed in excess of forty hours per week at one and one-half times (1 ½) the employee's regular rate of pay. All overtime will be authorized in advance by the Chief of Police or his/her designee.

Sworn employees shall receive overtime pay at one and one-half (1½) times their rate of pay for all hours worked in excess of eighty-four (84) hours in a two-week pay period. If an employee's work day exceeds the 12-hour shift, the employee will receive one and one-half times (1 ½) the employee's regular rate of pay for the hours worked in excess of the 12-hours excluding training and qualification hours. It is agreed that the overtime hours paid under this provision will not count toward the 84 hour threshold. All overtime will be authorized in advance by the Chief of Police or his/her designee.

2. Upon agreement between the City and the employee, a nonexempt employee may receive compensatory time in lieu of overtime pay in accordance with the provisions of the Fair Labor Standards Act. Compensatory time will accrue at the rate of one and one-half times the hourly rate for each one hour of overtime worked. The compensatory time will be taken off at a time agreed upon by the employee and the Police Chief or his/her designee. Each employee shall be able to accumulate up to 160 hours of compensatory time as a running total. An employee has the right to maintain up to 160 hours of compensatory time until his/her separation from the City, at which time it will be compensated by pay at the regular hourly rate for each hour of accumulated compensatory time hours. However, the City may from time to time compensate employees for any or all unused compensatory time credits.

E. Call Out: Employees called out to work, except at times when such extends a regular work day, shall be paid for a minimum of three hours or the actual hours worked, whichever is greater, at a rate of 1 ½ times the regular rate of pay.

F. Meals and Lodging: The City will reimburse bargaining unit employees for expenses for travel which is authorized in advance by the Chief of Police. Expenses which may include mileage, meals and lodging will be reimbursed at rates as set by City Council.

G. Uniform Allowances:

1. Bullet Resistant Vests:

- a. Newly Hired Officers: The City shall purchase a bullet resistant vest which shall remain the property of the City unless purchased by the employee for its fair market value. Employer shall purchase a Level II vest or higher including an exterior carrier as approved by the Police Chief.
- b. Current Employees: The City will purchase a replacement of an Officer's vest, Level II or higher, including an exterior carrier as needed, as approved by the Police Chief, every five years or as needed through no fault of the Officer the vest becomes unusable and before the manufacturer's warranty expires.

2. Uniforms:

- a. Newly Hired Employees: Each probationary employee will receive a prorated uniform allowance based on 1/12 of the allowance for each whole month of employment between the start month and September 1st. The City will recoup through a reduction of any payment due to the employee a prorated amount of such allowance should a probationary employee separate from the City within 12 months of the payment of an allowance.
- b. Nonprobationary Employees: Not later than September 1 of each year, each nonprobationary employee will receive a uniform allowance, from which required withholdings will be made. Officers will receive \$1,200.00 per year.
- c. Should an employee separate from the City prior to 12 months after receiving any such allowance, the City may obtain a prorated repayment through deduction from compensation due the employee. Should the City be required to take action to obtain such repayment, the cost of such action may be added to the prorated amount due. Employees shall promptly return all items issued by the City prior to the issuing of a final pay check.

- H. Training Officers: When specifically assigned by the Chief as a certified instructor, who provides training for Reserves and other employees shall be compensated \$1.50 per hour of time performing such assignment or preparing to perform such assignment.

Field Training Officers shall be compensated \$1.50 per hour, added to the employee's regular pay, while performing such work or completing needed documents.

- I. Retirement: The City offers a VEBA program, per the provisions of City policy which may be modified from time to time by the City Council.
- J. POST Certification: Upon receipt of appropriate evidence that an Officer has attained one of the following certifications from POST, the City will beginning with the Officer's next pay period apply the single stipend below which represents the Officer's level of certification:

Intermediate.....\$0.20 per hour
Advanced.....\$0.40 per hour

K. Court Appearances: Employees scheduled for court appearances in City Court or any other Court when such duty is not attached to the beginning or ending of a regular work shift, shall be paid a minimum of three hours at a rate of pay 1 ½ times the regular rate of pay.

L. Insurance:

For the period of this agreement, the City shall determine the insurance carrier and shall contribute up to the following amounts per month for each employee enrolled in the City's Medical Insurance Plan:

Single Coverage	\$910 (FY26)
Employee/spouse	\$1,811 (FY26)
Employee/children	\$1,585 (FY26)
Family Coverage	\$2,495 (FY26)

An employee that provides proof of insurance will receive \$546 less applicable state or federal withholding, in the City's deferred compensation plan.

Changes:

a. Enrollment: An employee may make changes to his or her enrollment status during the enrollment period or special enrollment periods established by the insurance carrier.

b. During the term of this agreement the City shall determine the insurance carrier and the City's Contribution toward Medical Insurance Coverage. All City employees shall enjoy equal medical insurance coverage and contributions as recommended by a City-wide Insurance Committee to the City Council for final approval. Any change in carrier or benefits will be equal to or better than current coverage.

ARTICLE 11 - EMPLOYMENT CONDITIONS

- A. Fitness for Duty: Each employee is required to maintain both physical and mental ability to perform his or her assignment. The City may order, at its expense, an employee to undergo an examination by a licensed practitioner of its choice and obtain and present to the City a certificate that the employee is able to perform the duties of his or her position when warranted due to critical incident or injury.
- B. Personal Affairs: Each employee is required to manage his/her personal affairs, financial and otherwise, so as not to burden the City. Garnishment and/or assignments shall be handled by the City pursuant to law.
- C. Payroll Deductions: Each employee is required to sign a written authorization for payroll deductions for all monies owed to the City or to be submitted to any other person. Forms will be furnished by the City.
- D. Fidelity Bond: In the event the City desires to bond the employees, every employee is expected to furnish any and all information required by the bonding company when contacted.

- E. Driver's License: When an employee has his/her driver's license suspended, the City may suspend his/her employment for the period which the employee cannot legally operate a vehicle, provided the operation of a vehicle is essential to the performance of the employee's work assignment.
- F. Break in Service: A period of time in excess of five working days when the employee has served continuous employment. A break in service could result from a termination or resignation or could be an absence of more than five working days in a row without an approved leave of absence.

ARTICLE 12 - LEAVE OF ABSENCE

Leave Without Pay: The City may, at its sole discretion, grant leave without pay to any City employee upon his/her request provided that leave does not extend beyond nine months. An employee returning from such leave shall return to his/her original position with no penalty for such leave, except that seniority shall not be accrued for any such leave in excess of thirty consecutive days, unless the employee is off work due to a job related illness or injury. An employee who fails to return to work within five days of the established end of the leave of absence shall forfeit rights of return. Leave of absence may not be used for employment other than the City of Columbia Falls.

ARTICLE 13 - RESIGNATION, DISCIPLINE AND DISCHARGE

- A. Resignation: Except in cases of an emergency, bargaining unit members shall receive at least four weeks advance notice before a layoff for reason of economy. As much advance notice as is possible will be given prior to a layoff due to a lack of work. An employee voluntarily resigning must give fourteen calendar days written notice in advance of such termination.
- B. Discipline and Discharge: The City may discipline or discharge a probationary employee in its sole discretion and there shall be no appeal through on involving any provision of this Agreement. Upon receipt of an allegation of a performance deficiency of a nonprobationary employee which the City believes may result in punitive action, the City will:
 - 1. Provide due process by:
 - a. Notifying the employee in writing of the allegation, then
 - b. having the allegation investigated, then
 - c. presenting the evidence to the employee, then
 - d. providing the employee an opportunity to respond.
 - 2. Provide the elements of "just cause" by:
 - a. Considering the evidence and the employee's response and determining if the allegation is true.

- b. Determining if the City has the right to take punitive action, which shall be based on the following criteria:
- (1) An investigation provided substantial evidence that the allegation is true, and
 - (2) it is reasonable to conclude that the employee knew or should have known the law, policy, directive or expectation that he or she allegedly violated, and
 - (3) the punitive action is appropriate to the allegation and not applied arbitrarily, and
 - (4) Notify the employee of the results of the investigation and the action taken.
- C. Appeal: A nonprobationary employee may appeal his or her discipline or discharge through the grievance procedure provided herein, which shall be the exclusive method of appeal.

ARTICLE 14 - HOLIDAYS

- A. The following holidays shall be granted without loss of pay, calculated at the employee's regular straight time rate of pay for classification of his/her work assignment as designated by his/her supervisor, to wit:
1. New Year's Day: January 1
 2. President's Day: 3rd Monday in February
 3. Memorial Day: Last Monday in May
 4. Independence Day: July 4
 5. Labor Day: 1st Monday in September
 6. Columbus Day: 2nd Monday in October
 7. Veterans Day: November 11
 8. Thanksgiving Day: 4th Thursday in November
 9. Friday after Thanksgiving in November
 10. Christmas Day: December 25
 11. Martin L. King's Birthday: 3rd Monday in January
 12. State General Election Day
- B. If an employee works on a holiday, the employee shall be paid two and one-half (2 ½) times the employees pay for the hours the employee works. The employee, at his/her discretion may receive compensatory time.

If an employee is on a regular day off for the holiday the employee shall receive eight (8) hours of pay.

1. The employee will receive holiday benefits and pay for work performed on the day the holiday is observed, unless the employee is scheduled or required to work on the actual holiday. If the employee is scheduled or required to work on the actual holiday, the actual holiday shall be considered the holiday for purposes of calculating holiday benefits and pay for work performed on a holiday. The employee will receive either holiday benefits for working on the day the holiday is observed or for working on the actual holiday, but not both.

2. Part-time employees who do not work a holiday shift shall be entitled to receive prorated pay based on the number of hours worked during the pay period.

ARTICLE 15 - VACATIONS

Vacation leave shall be granted in accordance with state law, Section 2-18-611 – 617, MCA which shall be controlling in the event of a conflict with any provision of this Agreement.

Vacation leave means a leave of absence with pay at the request of the employee and with the concurrence of the City.

- A. Vacation Leave: Each full-time employee of the City is entitled to and shall earn annual vacation leave credits from the first full pay period of employment. For calculating vacation leave credits, 2080 hours (52 weeks x 40 hours) shall equal one year. Proportionate vacation leave credits shall be earned and credited at the end of each pay period. However, employees are not entitled to any vacation leave with pay until they have been continuously employed by the City for a period of six calendar months. Employees regularly employed nine or more months each year but whose continuous employment is interrupted by the seasonal nature of the positions shall earn vacation credits. In order to qualify, such employees must be employed for six qualifying months before they can use the vacation credits. Vacation leave credits shall be earned in accordance with the following schedules, to wit:
 1. From one full pay period through ten years of employment at the rate of fifteen working days for each year of service;
 2. After ten through fifteen years of employment at the rate of eighteen working days for each year of service;
 3. After fifteen years through twenty years of employment at the rate of twenty-one working days for each year of service;
 4. After twenty years of employment at the rate of twenty-four working days for each year of service.
- B. Except in case of an emergency, the following time lines shall be honored:
 1. Requests for use of annual leave after January 1st shall be submitted at least 15 calendar days in advance.
 2. The City will either grant or deny such requests within five calendar days of receipt of the request.
 3. Notice of cancellation by the City of previously approved annual leave shall be delivered as soon as possible. An employee may by written notice to the City cancel previously approved annual leave.
- C. Permanent part-time employees are entitled to prorated annual vacation benefits.

- D. Accumulation of Leave: Annual vacation leave may be accumulated to a total not to exceed two times the maximum number of days earned annually as of the last day of any calendar year.
- E. Separation from Service or Transfer to Other Departments: Cash for unused vacation leave. An employee who terminates his/her employment with the City for reasons not reflecting discredit on him/her-self shall be entitled upon the date of such termination to cash compensation for unused vacation leave assuming the employee worked the qualifying period set forth in the paragraphs above. However, if a City employee transfers between departments of the City, there shall be no cash compensation paid for unused vacation leave. In such transfer, the receiving City department assumes the liability for the accrued vacation credits transferred with the employee.
- F. Absence because of illness is not chargeable against vacation leave credits unless approved by the employee.

ARTICLE 16 - SICK LEAVE

Sick leave shall be granted in accordance with state law, Section 2-18-618, MCA, which shall be controlling in the event of a conflict with any provision of this Agreement.

Sick leave is a leave of absence with pay for a sickness suffered by an employee or his/her immediate family.

- A. Immediate Family: Means wife, husband, partner living in the residence, child, father, mother, brother, sister, grandparent or guardian, or relative of the employee's wife, husband or partner in like degree.
- B. Sick Leave: Each full-time employee is entitled to and shall earn sick leave credits from the first full pay period of employment. For calculating sick leave credits, 2,080 hours (52 weeks x 40 hours) shall equal one year. Proportionate sick leave credits shall be earned at the rate of twelve working days for each year of service without restriction as to the number of working days he/she may accumulate.
- C. A City employee may not accrue sick leave credits during a leave of absence without pay. City employees are not entitled to be paid for sick leave until they have been continuously employed for ninety days. Upon completion of the qualifying period, the employee is entitled to sick leave credits he/she has earned.
- D. Permanent part-time employees are entitled to prorated sick leave benefits.
- E. An employee who terminates his/her employment with the City is entitled to a lump-sum payment equal to one-fourth of the pay attributed to his/her accumulated sick leave and shall be computed on the basis of the employee's salary or wage at the time he/she terminates his/her employment with the City. However, where a City employee transfers between departments within the City, he/she shall not be entitled to a lump-sum payment. In such transfers, the receiving City department shall assume the liability for the accrued sick leave credits transferred with the City employee.

- F. Any employee of the City who receives a lump-sum payment pursuant to this section and who is again employed by the City shall not be credited with any sick leave for which he/she has previously been compensated.
- G. Abuse of sick leave is cause for dismissal and forfeiture of the lump-sum payments provided for in this section.
- H. Sick leave shall be applied as follows, to wit:
 - 1. Employees who become ill will be paid for all days lost, to the extent of their accrued sick leave, provided they may be required to furnish a medical clearance to return to work.
 - 2. Employees may take sick leave, aside from personal illness, for the following reasons:
 - a. A serious affliction of one of the employee's immediate family, requiring the employee's presence.
 - b. Death in an employee's immediate family.
 - c. Attendance at a funeral of a fellow City employee or attendance at a funeral of a close personal friend; however, the use of sick leave for funerals as recited in this section, shall not exceed one day unless otherwise authorized.
 - d. Employees will receive up to five days of bereavement leave with pay for a death in the immediate family. Immediate family is defined in Paragraph A of this Article. This leave will not be subtracted from an employee's sick leave, vacation, or compensatory time.
 - e. Employees of the bargaining unit who do not use any days of sick leave during the contract year will be granted three additional bonus days which will not accrue from year to year and must be taken during the contract year which succeeds the year in which they were earned.
- I. An employee of the City may, at his or her discretion, donate not more than 40 hours of his or her available sick leave credits to another City employee in any calendar year who is in need and has exhausted his or her own sick and annual leave due to the employee's personal illness. The sick leave donor must retain at least 40 hours of sick leave in his/her personal bank after donation. The aggregate total of such sick leave that may be donated shall not exceed ninety (90) days annually. Any donor shall notify the City Clerk/Payroll Officer on forms provided by the City of his or her intention to make such a donation. The donor and recipient will notify the City Clerk/Payroll Officer of the requested sick leave transfer five working days before the pay day in order to have such credits applied for that pay period. Any unused sick leave shall be returned to the donor(s) on a prorated basis.

ARTICLE 17 - JURY AND WITNESS DUTY

Jury and Witness Duty: Each City employee who is under proper summons as a juror or witness shall collect all fees and allowances payable as a result of the service and forward the fees to the

appropriate accounting office. Fees shall be applied against the amount due the employee from the City. However, if an employee elects his/her juror or witness time off against his/her annual leave, he/she shall not be required to remit his/her fee to the City. In no instance is an employee required to remit to the City any expenses or mileage allowance paid him/her by the court. The City may request the court to excuse their employees from jury duty if they are needed for the proper operations of a unit of the City.

ARTICLE 18 - MATERNITY LEAVE

- A. Maternity leave shall be provided for those employees expecting to become mothers and shall be considered an unpaid leave of absence unless the employee elects to apply her accumulated sick or vacation time credits. Maternity leave is intended to apply to leave taken due to the disability and recuperation needs of the pregnant female employees. The provisions of the Family And Medical Leave Act shall be applied to all leaves contained in this Agreement. Employees, who are birth fathers or fathers of a child newly placed in his home, may take up to 15 days of available annual leave, or leave without pay in the event he has no annual leave credits, immediately following the birth or placement.
- B. The City may require periodic statements from the employee's physician setting forth her well-being and ability to perform all the normal and regular duties and functions required of the position occupied and stating also that her employment shall not create an industrial risk. With the written approval of her physician, the employee may work as long as her health and efficiency will not be adversely affected.
- C. Six calendar weeks shall be provided for maternity leave and may be extended through a written physician's statement indicating that the employee's physical condition requires additional leave. If extended leave is required, as certified by the physician, the extended leave shall expire upon verification from the physician that the employee is able to perform all normal and regular duties and functions of the position without adverse affects to the health of the employee.
- D. Employees on maternity leave shall be entitled to apply accumulated sick and vacation leave credits to their maternity leave provided the total maternity leave does not extend beyond the provisions of the preceding paragraph.

ARTICLE 19 - SAVINGS CLAUSE

Should an article, clause or provision of the Agreement be declared illegal by final judgment by a court of competent jurisdiction, such invalidation of such article, clause or provision shall not invalidate the remaining portions hereof, and such remaining portions hereof shall remain in full force and effect for the duration of this Agreement.

ARTICLE 20 - TERM OF AGREEMENT

This Agreement shall be in full force and effect from the date of ratification of this Agreement by the parties or July 1,2022 through June 30,,2025 except for wage openers for the 2023-24 FY and the 2024-25 FY and any mutually agreed upon items. Should either party wish to renegotiate this

Agreement, it shall give written notice of such intent to the other party not later than 90 days prior to the date last written.

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In Witness Whereof, the parties have executed this Agreement as follows:

DATED THIS ____ day of _____, 2025.

FOR THE CITY:

FOR THE UNION:

Date Ratified: _____

Date Ratified: _____

City Manager, City of Columbia Falls

President, Columbia Falls Fraternal Order of
Police Lodge #6

Attest: City Clerk

ADDENDUM A - SALARY SCHEDULE*Item No.8.***Wage Schedule: July 01, 2025 – June 30, 2028****2025-26 2% Step, 3% Base**

Position/Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Office Asst. (9)	\$21.20	\$21.62	\$22.06	\$22.50	\$22.95	\$23.41	\$23.87	\$24.35	\$24.84	\$25.33
Patrolman (11)	\$27.58	\$28.13	\$28.69	\$29.27	\$29.85	\$30.45	\$31.06	\$31.68	\$32.31	\$32.96
Detective (12)	\$30.31	\$30.92	\$31.53	\$32.16	\$32.81	\$33.46	\$34.13	\$34.82	\$35.51	\$36.22
Sergeant (13)	\$32.58	\$33.23	\$33.90	\$34.58	\$35.27	\$35.97	\$36.69	\$37.43	\$38.18	\$38.94

Position/Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Office Asst. (9)	\$25.84	\$26.36	\$26.89	\$27.42	\$27.97	\$28.53	\$29.10	\$29.68	\$30.28	\$30.88
Patrolman (11)	\$33.62	\$34.29	\$34.98	\$35.68	\$36.39	\$37.12	\$37.86	\$38.62	\$39.39	\$40.18
Detective (12)	\$36.95	\$37.69	\$38.44	\$39.21	\$39.99	\$40.79	\$41.61	\$42.44	\$43.29	\$44.16
Sergeant (13)	\$39.72	\$40.51	\$41.32	\$42.15	\$42.99	\$43.85	\$44.73	\$45.62	\$46.54	\$47.47

2026-27 2% Step, 3% Base

Position/Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Office Asst. (9)	\$21.84	\$22.27	\$22.72	\$23.17	\$23.64	\$24.11	\$24.59	\$25.08	\$25.58	\$26.10
Patrolman (11)	\$28.41	\$28.97	\$29.55	\$30.14	\$30.75	\$31.36	\$31.99	\$32.63	\$33.28	\$33.95
Detective (12)	\$31.22	\$31.84	\$32.48	\$33.13	\$33.79	\$34.47	\$35.16	\$35.86	\$36.58	\$37.31
Sergeant (13)	\$33.56	\$34.23	\$34.92	\$35.61	\$36.33	\$37.05	\$37.79	\$38.55	\$39.32	\$40.11

Position/Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Office Asst. (9)	\$26.62	\$27.15	\$27.69	\$28.25	\$28.81	\$29.39	\$29.97	\$30.57	\$31.19	\$31.81
Patrolman (11)	\$34.63	\$35.32	\$36.03	\$36.75	\$37.48	\$38.23	\$38.99	\$39.77	\$40.57	\$41.38
Detective (12)	\$38.06	\$38.82	\$39.59	\$40.39	\$41.19	\$42.02	\$42.86	\$43.71	\$44.59	\$45.48
Sergeant (13)	\$40.91	\$41.73	\$42.56	\$43.41	\$44.28	\$45.17	\$46.07	\$46.99	\$47.93	\$48.89

2027-28 2% Step, 3% Base

Position/Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Office Asst. (9)	\$22.49	\$22.94	\$23.40	\$23.87	\$24.34	\$24.83	\$25.33	\$25.83	\$26.35	\$26.88
Patrolman (11)	\$29.26	\$29.84	\$30.44	\$31.05	\$31.67	\$32.30	\$32.95	\$33.61	\$34.28	\$34.97
Detective (12)	\$32.16	\$32.80	\$33.45	\$34.12	\$34.81	\$35.50	\$36.21	\$36.94	\$37.68	\$38.43
Sergeant (13)	\$34.57	\$35.26	\$35.96	\$36.68	\$37.42	\$38.16	\$38.93	\$39.71	\$40.50	\$41.31

Position/Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Office Asst. (9)	\$27.42	\$27.96	\$28.52	\$29.09	\$29.68	\$30.27	\$30.87	\$31.49	\$32.12	\$32.76
Patrolman (11)	\$35.67	\$36.38	\$37.11	\$37.85	\$38.61	\$39.38	\$40.16	\$40.97	\$41.79	\$42.62
Detective (12)	\$39.20	\$39.98	\$40.78	\$41.60	\$42.43	\$43.28	\$44.14	\$45.03	\$45.93	\$46.84
Sergeant (13)	\$42.14	\$42.98	\$43.84	\$44.72	\$45.61	\$46.52	\$47.45	\$48.40	\$49.37	\$50.36

ADDENDUM B – GRIEVANCE REPORT FORM

CITY OF COLUMBIA FALLS		GRIEVANCE REPORT FORM POLICE UNIT	Page 1 of 2
Grievant:	Date of Grievance:		
STATEMENT OF GRIEVANCE: A. _____ - Contract Provision Violated: _____ B. _____ - Contract Provision Violated: _____ C. _____ - Contract Provision Violated: _____ use additional sheets if necessary ACTION OR RELIEF REQUESTED: {A, B & C correspond to same above} A. _____ B. _____ C. _____ Grievant's Signature: _____ Steward's Signature: _____ Date given to Chief of Police: _____			
POLICE CHIEF'S RESPONSE: A. _____ B. _____ C. _____ Police Chief's Signature: _____ Date given to Steward: _____			
STEWARD'S RESPONSE: A. _____ B. _____ C. _____ Steward's Signature: _____ Date given to Cit Manager: _____			

Grievant:

CITY OF COLUMBIA FALLS

Page 2 of 2

CITY MANAGER'S RESPONSE:

A. _____

B. _____

C. _____

City Manager's Signature: _____ Date given to Steward: _____

THIS GRIEVANCE IS BEING SUBMITTED TO ARBITRATION

Union's Signature: _____ Date given to City Manager: _____

THIS GRIEVANCE WAS RESOLVED:

☐ POLICE CHIEF'S RESPONSE
 ☐ CITY MANAGER'S RESPONSE
 ☐ ARBITRATION

Details: _____

City Manager's Signature: _____ Date: _____

Union's Signature: _____ Date: _____

COLLECTIVE BARGAINING AGREEMENT

between

THE CITY OF COLUMBIA FALLS

and

TEAMSTERS UNION LOCAL No. 2

JULY 01, 2025 -JUNE 30, 2028

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LABOR AGREEMENT

TEAMSTERS UNION LOCAL NO. 2 and CITY OF COLUMBIA FALLS, MONTANA

This Agreement is made and entered into between Teamsters, Chauffeurs, Warehousemen and Helpers Union, Local No. 2, affiliated with the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers Union of America, hereinafter referred to as the "Union"; and the City of Columbia Falls, Montana, hereinafter referred to as the "City".

ARTICLE 1: MANAGEMENT RIGHTS AND BARGAINING UNIT

- A. Management Rights: All rights to manage the City's operations and to direct the work of the employees of the City are vested exclusively in the City, subject only to the limitations of this Agreement and Law.
- B. Work Protection: The City agrees that it will not employ part-time or casual employees to deprive regular employees of overtime on holidays, regular workdays and for special events. This provision does not intend to obviate management rights to determine the number of or need for additional employees whenever they deem it necessary or expedient to supplement the regular work force.
- C. Recognition: The City recognizes the Union as the exclusive representative for all employees of the City's water, street, and sewer departments; excluding supervisors, guards, confidential employees, short-term, probationary and all other employees. Short-term employees shall not be used to reduce the schedule of permanent employees.

ARTICLE 2: UNION SECURITY

- A. The Union shall abide by all applicable laws with respect to membership. The amount of initiation fees or monthly dues shall be determined solely by the Union. The Union shall provide the City with a monthly invoice.

The Union shall indemnify, defend, and hold the Employer (City) harmless against any claim made and against any suit instituted against the Employer (City), including attorney's fees and costs of defense thereof, on account of any action taken in accordance with this Article.

- B. Information: At the request of the Union, the City shall advise the Union of the names and dates of employment of new employees on the City's payroll.
- C. Physical Examination: Prior to commencing work, the prospective employee shall be required to pass a physical examination approved by the City by a medical doctor designated by the City. The cost of such examination, if required, shall be paid by the City.
- D. Commercial Driver's License: Employees who are required to obtain special driver's licenses (commercial driver's licenses) as a condition of their employment will be compensated by the City for the cost of such licenses.

ARTICLE 3: MAINTENANCE OF STANDARDS

All matters relating to wages, hours, fringe benefits, and other conditions of employment shall be maintained at not less than the highest standards in effect at the signing of this Agreement. The City agrees not to enter into any agreement or contract with the members of this bargaining unit, individually or collectively, which in any way conflicts with the terms and provisions of this Agreement.

ARTICLE 4: UNION ACTIVITY

The City reserves the right to discharge any employee for just cause, provided however that no employee will be discharged or disciplined because of the employee's membership in a protected class or participation in lawfully protected union activities.

ARTICLE 5: HOURS OF WORK AND OVERTIME

- A. Overtime: All work performed in excess of eight hours in any day or forty hours in any work week shall be at the rate of time and one-half the employee's regular rate.
- B. Schedule: Normally, employees will be scheduled to work from 8:00 AM to 5:00 PM Monday through Friday, except for Sewer Plant employees and in cases of an emergency or extenuating circumstance. An earlier starting time may be allowed between the hours of 6:00 a.m. to 8:00 a.m. For as long as the City determines it to be productive, one or more employees may be assigned to a work week consisting of four ten-hour days. During such work weeks, overtime shall be paid only after 10 hours of work in any day or 40 hours in the work week. As much advance notice as is reasonably possible will be given on a change of a regular scheduled shift. This in no way restricts the City from changing shifts on a temporary basis to cover emergencies and extenuating circumstances.
- C. Call Back: Those called back to work or called out for work, will be paid time and one half (1 ½) hourly wage, for a minimum of three hours.
- D. Preferential Assignment: The City will make its best effort to employ bargaining unit members prior to nonmembers for snow removal and sanding operations or other conditions that may arise during the term of this Agreement.
- E. Higher Classification Pay: Employees working in a higher paid classification for more than four consecutive hours shall be compensated at the higher rate for all hours worked at the higher classification.
- F. Compensatory Time: The City may credit up to but not more than 160 hours of work over 40 in standard work weeks to compensatory time. Compensatory time is credited at time and one-half the hours worked over 40 in standard work weeks, and is available to use as time off with pay by the employee. The employee may use accumulated compensatory time credits with at least two weeks prior notice except in the case of an emergency or when such use would create an undue burden on the City. All requests shall be on the standard leave request form, and shall be submitted to the employee's immediate supervisor. The employee has the right to preserve compensatory time credits. Should the employee have credits remaining upon termination, he/she shall be paid in cash for all such time at his/her regular rate of pay at the time of termination. The City may cash out any or all compensatory time credits on or about January 1 and/or July 1 of each year.

ARTICLE 6: LEAVE OF ABSENCE

Leaves of absence shall be regulated and determined by state and federal law. Maternity leave shall be granted in accordance with Sections 49-2-310 and 311, MCA. When on leave of absence, an employee may maintain existing medical and life insurance at his/her own expense subject to any City contribution that may be required by law.

ARTICLE 7: SICK LEAVE

- A. Sick leave shall be granted in accordance with state law, Section 2-18-618, MCA which shall be controlling in the event of a conflict with any provision in this Agreement.
- B. Use: Subject to approval of the Department Head, the employee may take sick leave, aside from illness, for the following reasons.
 - 1. Serious affliction of one of the employee's immediate family requiring the employee's presence (not to exceed five days per occurrence);
 - 2. Death in the employee's immediate family (not to exceed five days per occurrence);
 - 3. Attendance at the funeral of a fellow City of Columbia Falls employee or attendance at the funeral of a close personal friend. However, the use of sick leave for funerals in this paragraph shall not exceed four hours per funeral or eight hours per month;
 - 4. The immediate family consists of the employee's spouse, child, father, mother, brother, sister, grandparents, or guardian, or relative of employee's wife or husband in like degree.
- C. Donation: An employee of the City may, at his or her discretion, donate not more than 40 hours of his or her available sick leave credits to another City employee in any calendar year who is in need and has exhausted his or her own sick and annual leave due to the employee's personal illness. The sick leave donor must retain at least 40 hours sick leave in his or her personal bank after the donation. The aggregate total of such sick leave that may be donated shall not exceed 90 days annually. Any donor shall notify the City Clerk/Payroll Officer on forms provided by the City of his or her intention to make such donation. The donor and recipient will need to notify the City Clerk/Payroll Officer of the requested sick leave transfer five working days before the pay day in order to have such credits applied for that pay period. Any unused sick leave shall be returned to the donor (or donors) on a prorated basis.
- D. Family and Medical Leave: If Family and Medical Leave Act benefits are applicable, when an employee is absent for reasons that qualify under the FMLA, the City shall notify the employee in writing of the starting date of such leave and advise the employee of the rights under the Act and any additional requirements or responsibilities of the employee while on such leave. Employees shall use available sick leave concurrently and may use any other paid leave available after paid sick leave has been exhausted.

ARTICLE 8: HOLIDAYS

- A. Holidays: Employees shall have the following paid holidays per state law:
 - 1. New Year's Day
 - 7. Veterans Day

- | | |
|----------------------------------|--------------------------------|
| 2. President's Day | 8. Thanksgiving Day |
| 3. Martin Luther King's Birthday | 9. Friday after Thanksgiving |
| 4. Memorial Day | 10. Christmas Day |
| 5. Fourth of July | 11. Columbus Day |
| 6. Labor Day | 12. State General Election Day |

The actual calendar day on which a holiday occurs will be deemed that holiday for an employee who is scheduled or called in and works on such day. For all others a holiday which occurs on a Saturday shall be observed the preceding Friday, and a holiday which occurs on a Sunday shall be observed the following Monday.

- B. Compensation: To qualify for any holiday compensation, an employee must be in pay status on his or her last regularly scheduled working day immediately before the holiday or on his or her first regularly scheduled working day immediately after the holiday.

Holiday Pay: An employee will be paid for eight hours at his or her regular rate for each holiday, which shall be prorated for part-time employees based on the time worked during the work week in which the holiday occurs.

Work a Holiday: An employee who is scheduled and works on a holiday will be paid time and one-half for all hours worked. When such work is not scheduled in advance, the employee will receive such pay for a minimum of three hours.

Scheduled Day Off: An employee who is scheduled for a day off on a holiday is entitled to receive a day off with pay either on the day preceding the holiday or on another day following the holiday in the same pay period or as scheduled by the employee and the employee's supervisor, whichever allows a day off in addition to the employee's regularly scheduled days off.

- C. Leave During A Holiday: Should an employee be on authorized leave when a holiday occurs, that holiday shall not be charged against his/her leave.
- D. Employees working a four (4) ten (10) hour schedule shall be paid for ten (10) hours on any recognized Holiday that occurs during that schedule.

ARTICLE 9: VACATIONS

Vacation leave shall be granted in accordance with state law, Section 2-18-611 – 617, MCA, which shall be controlling in the event of a conflict with any provision of this Agreement.

ARTICLE 10: SENIORITY

- A. Seniority: The seniority of employees shall be on a Department basis of employees covered by this Agreement. An employee shall not acquire seniority until he/she has been retained in the service of the City for at least sixty days, but after such time his/her seniority shall be computed from the first day of hire. In the event of layoffs due to a reduction in the work force, the employees with the least seniority shall be the first laid off, and the employees within their department shall be the first offered re-employment.
- B. Application of Seniority: All relative factors being equal such as ability, experience and competency, the principle of seniority shall prevail in layoffs, schedule of vacations, holidays and job openings or vacancies by the Public Works Department. Each department shall

post a seniority list, and the City agrees to recognize the order of employment. When a vacancy occurs, the City agrees to post a list in all departments for five days (exclusive of Saturday and Sunday). During this time, the City may fill such job openings or vacancies by seniority.

- C. Layoff Rights: Current employees or employees on layoff may apply for new openings or vacancies in the Unit and the City shall have the final decision based on ability, education, training experience and seniority.
- D. Termination of Seniority: Seniority shall terminate if the employee is discharged for just cause, if the employee quits voluntarily, or if the employee fails to accept and report for work within ten work days after written notification.

ARTICLE 11: SAFETY

The City will continue to make every reasonable effort to provide safe and healthful conditions of work for all such employees and will continue to provide protective equipment in accordance with state and federal laws and regulations. Protective equipment required by law shall be provided without cost to the employee.

ARTICLE 12: PROBATION, DISCIPLINE AND DISCHARGE

- A. Probation: An employee will be deemed probationary during the first 2,080 hours actually worked since the last day of hire with the City, but not longer than one year.
- B. Discipline and Discharge:
 - 1. Just Cause: The City will not discipline or discharge a nonprobationary employee without just cause.
 - 2. Warnings: A warning letter will be removed from an employee's official personnel file six months from the date of the warning unless there is an ongoing problem. Documents so removed will be stored in a separate file in the personnel office and used only in support of future punitive action.

ARTICLE 13: GRIEVANCE PROCEDURE

- A. Definitions: An employee or the Union may file a grievance alleging the City's incorrect interpretation and/or application of any provision contained in this Agreement. However, an allegation of the violation of a statute or regulation shall be processed through the complaint procedure provided by such statute or regulation and not this procedure.
- B. Informal Discussion: Before proceeding to Step 1 of the grievance procedure, employees shall discuss any issues, acts, or incidents with their immediate supervisor and attempt to resolve such issues before they rise to the level of a formal grievance. Should such issues remain unresolved, based upon this discussion, the employee may then proceed to Step 1 of the formal grievance procedure.
- C. Procedure: In the settlement of a grievance under the terms of this Agreement, the following procedure shall be observed:

Step 1 - The employee shall present his/her grievance, in writing, on the form provided as

Addendum A, to his/her immediate supervisor or department head not later than fourteen calendar days after the act or incident giving rise to the grievance occurred. The written grievance shall be signed by the grievant and Union shop steward or Business Representative.

Step 2 - If not later than fourteen calendar days from the date on which the grievance was presented to the supervisor or department head, the employee has not received what he/she considers to be a fair and satisfactory resolution to the grievance, he/she may, not later than seven calendar days thereafter, notify the City Manager of his/her grievance. In case of prolonged absence of the City Manager, as during vacation, the employee must notify the City Manager not later than seven calendar days from the City Manager's return.

Step 3- The City Manager will make an appointment with the employee (and his Union representative if the employee so requests) for a mutually convenient appointment and hear the grievance not later than fourteen calendar days from the date on which notification from the employee was received. Not later than seven calendar days after hearing the grievance, the City Manager will render a final decision in the case and inform the aggrieved employee of his decision.

- D. Default: If the grievance is not appealed to the next step within the specified time limits, it shall be considered settled on the basis of the City's answer, but such settlement shall not constitute a precedent in any other case. If a grievance is not answered by the City within the specified time limits, the Union may advance the grievance to the next step of the procedure in accordance with the applicable time limits.
- E. Time Limits: No grievance shall be considered unless each step has been taken within the time provided in this Article, unless mutually agreed to by both parties in writing.
- F. Written Form: All answers, appeals, extensions, referrals, and request for meetings pertaining to written grievances shall be in writing.
- G. Arbitration: Subject to the other provisions of this Agreement, a grievance as defined in Article 14 which has not been satisfactorily settled at Step 3 of the grievance procedure may be submitted by the Union, but not by an individual employee, to arbitration as set forth in this Article.

1. Not later than seventeen calendar days of the receipt of the answer of the City Manager or his/her designee, the Union, if it desires to arbitrate the matter, shall give written notice to the City.

2. Should the Union properly announce its decision to arbitrate the matter, the Union shall request the Montana Board of Personnel Appeals to furnish a list of seven names of arbitrators qualified to hear the dispute. The selection of a neutral arbitrator shall be determined by the alternate striking of names, the party to strike first shall be determined by lot.

3. Unless otherwise agreed to by the City and the Union, the Arbitrator shall render his/her decision in writing. If such decision is in conformity with the powers granted the Arbitrator herein, it shall be final and binding upon the parties. The sole function of the Arbitrator shall be to interpret the express terms of this Agreement and apply them to the specific facts presented at the hearing. The arbitrator shall have no power or authority to change, amend, modify, ignore, add to, delete from, or otherwise alter this Agreement; nor to go beyond the

issue raised by the original grievance, nor to determine a grievance the cause of which arose prior to the date of the execution of this Agreement.

Item No.8.

4. The expense of arbitration shall be equally borne by the parties to arbitration.

5. It is the intention of the parties that this Article shall provide a peaceful method of adjusting grievances so that there shall be no suspension or interruption of normal operations as a result of such grievances. The parties shall act in good faith in proceeding to adjust grievances in accordance with the provisions of this Article. It is agreed that there shall be no work stoppage or lockouts pending the completion of the grievance procedure

ARTICLE 14: JURY AND WITNESS DUTY

Each City employee who is under proper summons as a juror or witness shall collect all fees and allowances payable as a result of the service and forward the fees to the appropriate accounting office. Fees shall be applied against the amount due the employee from his/her employer. However, if an employee elects to charge his/her time off against his/her annual leave, he/she shall not be required to remit his/her fee to his/her employer. In no instance is an employee required to remit to his/her employer any expense or mileage paid by the court. Employers may request the court to excuse their employees from jury or witness duty if they are needed for the proper operation of a unit of the City.

ARTICLE 15: REPRESENTATIVES

The Union will designate to the City the names of those who are designated as stewards. An employee's right to representation shall be governed by Weingarten and its progeny. A copy of this Agreement may be posted in a conspicuous place at the City shop by the Union.

ARTICLE 16: WAGE SCHEDULES AND REGULATIONS

Item No.8.

A. Wage: Section B to this Agreement outlines the wage schedule for all employees of the City Public Works Department for the 2026-28 Fiscal Years.

B. Wage Schedule: July 01, 2025 through June 30, 2026:

FY2025-26 – 3% on Base Wages plus 2% Step

Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
10 - Operator 1	22.98	23.44	23.91	24.38	24.87	25.37	25.88	26.40	26.92	27.46	28.01	28.57	29.14	29.73	30.32
11- Operator 2	24.71	25.20	25.71	26.22	26.74	27.28	27.82	28.38	28.95	29.53	30.12	30.72	31.34	31.96	32.60
12 -Operator 3	26.56	27.09	27.63	28.18	28.75	29.32	29.91	30.51	31.12	31.74	32.37	33.02	33.68	34.36	35.04
13 - Lead	29.20	29.79	30.38	30.99	31.61	32.24	32.89	33.55	34.22	34.90	35.60	36.31	37.04	37.78	38.53

Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
10 - Operator 1	30.93	31.54	32.18	32.82	33.48	34.14	34.83	35.52	36.23	36.96	37.70	38.45	39.22	40.01	40.81	41.62
11- Operator 2	33.25	33.92	34.60	35.29	35.99	36.71	37.45	38.20	38.96	39.74	40.54	41.35	42.17	43.02	43.88	44.75
12 - Operator 3	35.74	36.46	37.19	37.93	38.69	39.46	40.25	41.06	41.88	42.72	43.57	44.44	45.33	46.24	47.16	48.11
13 - Lead	39.30	40.09	40.89	41.71	42.54	43.39	44.26	45.15	46.05	46.97	47.91	48.87	49.85	50.84	51.86	52.90

FY2026-27 – 3% on Base Wages plus 2% Step

Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
10 - Operator 1	23.67	24.14	24.62	25.12	25.62	26.13	26.65	27.19	27.73	28.29	28.85	29.43	30.02	30.62	31.23
11- Operator 2	25.45	25.96	26.48	27.01	27.55	28.10	28.66	29.23	29.82	30.41	31.02	31.64	32.28	32.92	33.58
12 -Operator 3	27.35	27.90	28.46	29.03	29.61	30.20	30.81	31.42	32.05	32.69	33.34	34.01	34.69	35.39	36.09
13 - Lead	30.08	30.68	31.29	31.92	32.56	33.21	33.87	34.55	35.24	35.95	36.67	37.40	38.15	38.91	39.69

Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
10 - Operator 1	31.85	32.49	33.14	33.80	34.48	35.17	35.87	36.59	37.32	38.07	38.83	39.61	40.40	41.21	42.03	42.87
11- Operator 2	34.25	34.94	35.63	36.35	37.07	37.82	38.57	39.34	40.13	40.93	41.75	42.59	43.44	44.31	45.19	46.10
12 - Operator 3	36.82	37.55	38.30	39.07	39.85	40.65	41.46	42.29	43.13	44.00	44.88	45.78	46.69	47.62	48.58	49.55
13 - Lead	40.48	41.29	42.12	42.96	43.82	44.70	45.59	46.50	47.43	48.38	49.35	50.33	51.34	52.37	53.42	54.48

FY2027-28 – 3% on Base Wages plus 2% Step

Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
10 - Operator 1	24.38	24.87	25.36	25.87	26.39	26.92	27.45	28.00	28.56	29.13	29.72	30.31	30.92	31.54	32.17
11- Operator 2	26.21	26.74	27.27	27.82	28.37	28.94	29.52	30.11	30.71	31.33	31.95	32.59	33.24	33.91	34.59
12 -Operator 3	28.17	28.74	29.31	29.90	30.50	31.11	31.73	32.36	33.01	33.67	34.35	35.03	35.73	36.45	37.18
13 - Lead	30.98	31.60	32.23	32.88	33.54	34.21	34.89	35.59	36.30	37.03	37.77	38.52	39.29	40.08	40.88

Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
10 - Operator 1	32.81	33.47	34.13	34.82	35.51	36.22	36.95	37.69	38.44	39.21	39.99	40.79	41.61	42.44	43.29	44.16
11- Operator 2	35.28	35.98	36.70	37.44	38.19	38.95	39.73	40.52	41.33	42.16	43.00	43.86	44.74	45.64	46.55	47.48
12 - Operator 3	37.92	38.68	39.45	40.24	41.05	41.87	42.70	43.56	44.43	45.32	46.22	47.15	48.09	49.05	50.03	51.03
13 - Lead	41.70	42.53	43.38	44.25	45.13	46.04	46.96	47.90	48.85	49.83	50.83	51.84	52.88	53.94	55.02	56.12

Grade 10 - Operator 1

Grade 11 - Operator 2 – 5+ years of service or .25 CEC's**

Grade 12 - Operator 3 – 10+ years of service or .50 CEC's**

Grade 13 – Lead Operator

** All credits are approved in advance by the City Public Works Director and must directly relate to the operator's job description

C. Step Increases:

1. An annual increase shall be granted in the year following a successful step increase, only with the written authorization of the City Manager, after a recommendation by the individual employee's department head to the City Manager. Such a recommendation shall be based solely upon the employee's meritorious performance of duties as documented by the employee's annual performance evaluation, and the length of satisfactory service shall not alone constitute the basis for an annual increase. Should the employee's evaluation not support a step increase, the department head and employee will prepare a plan of improvement and provide the plan to the City Manager. The employee will then be re-evaluated based on the plan of improvement, but not later than 3 months after the initial evaluation. If the employee's performance improves pursuant to the plan of improvement, the employee will receive the Step increase retroactively to the anniversary date.
2. When an employee is promoted to a higher graded position, or if an employee's job description is regraded to a higher grade, the newly graded employee will be placed on the new grade level at the same step as currently held. The effective date of such promotion or regrading shall establish a new anniversary date.
3. New Employee:
 - a. A step increase to Step 1 shall be granted to a new employee after one year of employment, only with the written authorization of the City Manager, after a recommendation by the individual employee's department head to the City manager. Such a recommendation shall be based solely upon the employee's successful completion of probation and required training as documented by the employee's annual performance evaluation, and the length of satisfactory service shall not alone constitute the basis for this increase.
 - b. Upon hire, the City may grant additional steps based upon experience or education attained prior to the current employment with this employer. Such additional steps may be granted by the City Manager pursuant to the following:
 - (1) Two additional steps may be granted for prior experience that totals at least five years earned with, not more than two employers, within a period of six continuous years, or two additional steps may be granted for a maximum of one associate's degree earned by the employee from an accredited institution.
 - (2) Four additional steps may be granted for prior experience that totals at least ten years earned with, not more than three employers, within a period of twelve continuous years, or two additional steps may be granted for a maximum of one bachelor's degree earned by the employee from an accredited institution.

- D. Special Shift: When the City requires a special shift or performs outside the regular shift due to safety conditions, traffic, or other requirements, a temporary shift may be established between the Department Head and the employees. Employees on this temporary shift shall receive eight hours pay for eight consecutive hours worked (exclusive of meal period) and, in addition to their regular rate of pay, receive one dollar per hour premium pay. It is understood that the one dollar per hour premium pay will apply only to those hours worked outside the

ARTICLE 17: OTHER BENEFITS

A. Insurance:

1. For the period of this agreement, the City shall determine the insurance carrier and shall contribute up to the following amounts per month for each employee enrolled in the City's Medical Insurance Plan:

Family Coverage	\$2,495 (FY26)
Employee/Spouse	\$1,811 (FY26)
Employee/Children	\$1,585 (FY26)
Single Coverage	\$910 (FY26)

An employee that provides proof of insurance will receive \$546, less applicable state or federal withholding, in the City's deferred compensation plan.

2. Proration: Each contribution shall be prorated based on the number of hours budgeted for that position for the next fiscal year.
3. Changes: An employee may make changes to his or her enrollment status during the open enrollment period or special enrollment periods established by the insurance carrier.
4. During the term of this agreement, the City shall determine the insurance carrier and the City's Contribution toward Medical Insurance Coverage. All City employees shall enjoy equal medical insurance coverage and contributions as recommended by a City-wide Insurance Committee to the City Council for final approval.

B. Meals and Lodging: Meals and lodging will be paid in accordance with City policy. If City policy amounts are changed, these amounts will be changed for members of this bargaining unit.

C. Clothing Allowance:

1. Allowance: On or about each September 1, the City will provide each employee with a uniform allowance of \$1,025, minus all deductibles. The City will recoup through a reduction of any payment due the employee a prorated amount of such allowance should an employee separate from the City within 12 months of the payment of an allowance.
2. Requirement: The City may specify what type of shirt, jacket and cap will be worn, and an employee's clothing will be kept clean and presentable. The City will provide all required patches and logos.
3. Each probationary employee will receive a prorated uniform allowance based on 1/12 of the allowance for each whole month of employment between the start month and September 1st. The City will recoup through a reduction of any payment due to the employee a prorated amount of such allowance should a probationary employee separate from the City within 12 months of the payment of an allowance.

D. Retirement: The City offers a VEBA program, per the provisions of City policy which may

be modified from time to time by the City Council.

- E. Additional pay for certifications: Employees obtaining and maintaining certifications, licenses or endorsements, at the request of the City, above the required certifications in the adopted job description, shall receive a stipend of \$1,000. The stipends will be paid on or about September 1 with the clothing allowance. The City will recoup through a reduction of any payment due the employee a prorated amount of each stipend should an employee separate from the City within 12 months of the payment of a stipend.

ARTICLE 18: SAVINGS CLAUSE

The provisions of this Agreement are separable to the extent that if and when a court of last resort adjudges any provision of this Agreement in its applications between the City and the Union to be in conflict with any law, such decision shall not affect the validity of the remaining provisions of this Agreement. All remaining provisions shall continue in force and effect, provided further that in the event any provisions are so declared to be in conflict with a law, both parties shall meet within thirty calendar days for the purpose of renegotiating an agreement on the provision or provisions so invalidated.

ARTICLE 19: TERM OF AGREEMENT

- A. Term: This Agreement shall be in full force and effect from the date of ratification of this Agreement by the parties or July 01, 2025 through June 30, 2028 except any mutually agreed upon items. Should either party wish to renegotiate this Agreement, it shall give written notice of such intent to the other party not later than three (3) months prior to the date last written. The parties shall agree to a mutually acceptable meeting schedule upon receipt of the written notice.
- B. Notices: Notices as required by this Agreement shall be given by registered mail, postage prepaid, deposited in a United States post office in the State of Montana. Such notice of service thereof shall be complete for all purposes upon mailing as herein stipulated.
- C. Whole Agreement: It is mutually agreed that this contract sets forth the entire agreement between the parties and during the course of collective bargaining, each party had the unlimited right to offer, discuss, accept or reject proposals, and therefore, for the term of this contract, no further collective bargaining shall be had upon any provisions of this Agreement, nor upon any other subject of collective bargaining, unless by mutual consent of the parties hereto. This in no way restricts or prohibits the negotiation period during the term of the contract for renewal of the contract.

In Witness Whereof, the parties have executed this Agreement as follows:

Date of Ratification: _____

FOR THE CITY OF COLUMBIA FALLS:

FOR THE UNION:

City Manager

Business Representative
Teamsters Union Local No. 2

Attest:

City Clerk

ADDENDUM A - GRIEVANCE REPORT FORM

Date: _____

Location: _____

Employer : _____

My Employer has violated the Agreement between Teamsters Union Local No. 2 and the above named

Employer in the following manner: _____

This violation applies to the following Articles and/or Sections of the Agreement _____

Relief Requested: _____

Date of violation: _____ Date Discussed with supervisor (Art. 13 B): _____

I affirm the above to be true and correct. Signature: _____

PRINTED Name: _____ Phone #: _____

Address/City/State/Zip _____

Note: Remember to include all facts including dates, times witnesses. Use reverse if additional space is needed.

RESOLUTION NO. 1948

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, SETTING THE SALARY AND COMPENSATION OF CERTAIN CITY OFFICIALS AND EMPLOYEES PURSUANT TO TITLE 7, CHAPTER 4, PART 42, M.C.A., FOR THE 2025-2026 FISCAL YEAR

WHEREAS, the City of Columbia Falls, Montana wishes to establish the salaries and compensation for certain city officials and non-union employees for the 2025-2026 fiscal year effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA AS FOLLOWS:

Section One: The salaries and compensation of the named city officials and employees for the fiscal year beginning July 1, 2025 are hereby established as set out on Exhibit "A", attached hereto and which, by this reference, is made a part hereof.

Section Two: This Resolution shall be in full force and effect as regularly provided by law. All salaries and compensation provided for herein will be paid effective July 1, 2025.

Section Three: All prior salary and compensation resolutions or parts of resolutions pertaining to the salaries, compensation and benefits for said officials and employees in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 21st DAY OF JULY 2025, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 21st DAY OF JULY 2025.

Mayor

ATTEST:

City Clerk

Exhibit “A”

2025-2026 SALARY/BENEFITS

<u>EXEMPT EMPLOYEES:</u>	<u>WAGE</u>
City Manager	\$150,000/annum
Chief of Police	\$120,750/annum
Fire Chief	\$96,502/annum
Finance Director	\$94,500/annum
Public Works Director	\$91,356/annum
City Judge (part-time/.8FTE)	\$74,103/annum
City Clerk	\$40.13 per hour

All non-union hourly employees shall be paid on the Wage Schedule, attached as Exhibit “B”, excluding Seasonal pool workers whose wages are set by the City Manager depending on minimum wage, certifications, and experience to ensure competitive wages and adequate staffing. Non-Union Firefighters/EMT shall be paid on the Wage Schedule attached as Exhibit “C.”

Exhibit “B” Non-Union Wage Schedule

Current year	NON-UNION																													
25-26																														
Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14															
9	20.80	21.22	21.64	22.07	22.51	22.96	23.42	23.89	24.37	24.86	25.36	25.86	26.38	26.91	27.45															
10	22.98	23.44	23.91	24.38	24.87	25.37	25.88	26.40	26.92	27.46	28.01	28.57	29.14	29.73	30.32															
11	25.16	25.66	40.50	26.70	27.23	27.78	28.33	28.90	29.48	30.07	30.67	31.28	31.91	32.54	33.19															
12	27.34	27.88	28.44	29.01	29.59	30.18	30.78	31.40	32.03	32.67	33.32	33.99	34.67	35.36	36.07															
13	29.51	30.10	30.71	31.32	31.95	32.59	33.24	33.90	34.58	35.27	35.98	36.70	37.43	38.18	38.94															
Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30														
9	27.99	28.55	29.12	29.71	30.30	30.91	31.53	32.16	32.80	33.46	34.12	34.81	35.50	36.21	36.94	37.68														
10	30.93	31.54	32.18	32.82	33.48	34.14	34.83	35.52	36.23	36.96	37.70	38.45	39.22	40.01	40.81	41.62														
11	33.86	34.54	35.23	35.93	36.65	37.38	38.13	38.89	39.67	40.46	41.27	42.10	42.94	43.80	44.68	45.57														
12	36.79	37.53	38.28	39.04	39.82	40.62	41.43	42.26	43.11	43.97	44.85	45.74	46.66	47.59	48.54	49.51														
13	39.72	40.52	41.33	42.15	43.00	43.86	44.73	45.63	46.54	47.47	48.42	49.39	50.38	51.38	52.41	53.46														

Exhibit “C” Firefighter/EMT Wage Schedule

Current year	NON-UNION - FIREFIGHTERS/EMT																													
25-26																														
Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14															
11	26.99	27.53	28.08	28.64	29.21	29.80	30.39	31.00	31.62	32.26	32.90	33.56	34.23	34.91	35.61															
Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30														
11	36.32	37.05	37.79	38.55	39.32	40.11	40.91	41.73	42.56	43.41	44.28	45.17	46.07	46.99	47.93	48.89														

RESOLUTION NO. 1949

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, AMENDING GENERAL FUND, SID 34 FUND, AND SID 36 FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2025 AND CLOSING THE SID FUNDS INTO THE GENERAL FUND

WHEREAS, the City wishes to recognize unforeseen revenues and appropriations for the fiscal year ending June 30, 2025; and

WHEREAS, Section 7-6-4006, MCA provides for the adjustment of appropriations by the governing body; and

WHEREAS, Section 7-6-614, MCA provides for the transfer of funds from inactive funds; and

WHEREAS, the City Council gave notice of their intent to amend the 2024-25 Fiscal Year budget and held a public hearing for the purpose of taking comment on the proposed amendments at their regular meeting on February 3, 2025; and

WHEREAS, upon holding the public hearing, the Council approved amending the budgets as needed throughout the fiscal year to ensure accuracy and completeness and to prevent the City from exceeding their budget authority; specifically including the need to close SID 34 and SID 36 at year-end as all principal and interest payments have been made and all assessments collected as of June 30, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA AS FOLLOWS:

Section One: The City of Columbia Falls 24-25 Fiscal Year budgets are hereby amended as follows:

SID 34 – 3534-521000-820 - Operating Transfer Out - \$910.82

SID 36 – 3536-521000-820 - Operating Transfer Out - \$1,894.23

General – 1000-383000 - Operating Transfer In - \$2,805.05

Section Two: The City Council hereby authorizes the City Finance Director to make the necessary fund appropriation and revenue amendment and the cash transfer transactions to account for the fund closure activity as approved by this resolution and pursuant to state statute.

Section Three: This Resolution shall become effective immediately upon its passage and approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 21st DAY OF JULY 2025, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 21st DAY OF JULY 2025.

Mayor

ATTEST:

City Clerk

Please Return to:
 City of Columbia Falls
 130 6th St. W.
 Columbia Falls, MT 59912

ORDINANCE NO. 834

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, AMENDING THE COLUMBIA FALLS ZONING MAP FROM CI-1 LIGHT INDUSTRIAL TO CB-2 GENERAL BUSINESS AT THE LAZY DAY TRAILER PARK LOCATED AT 2155 9TH STREET WEST IN COLUMBIA FALLS FURTHER DESCRIBED AS LOTS 1A, 2A, 3A, 4A, AND 5A OF THE AMENDED PLAT OF LOTS 1, 2, 3, 4, AND 5 OF SUNSHINE SE1/4SW1/4, SECTION 7, T30N, R20W, P.M.M., FLATHEAD COUNTY, MONTANA.

WHEREAS, Windsor Engineers, Jack Dougherty, PE, of 27300 NE 10th Avenue, Ridgefield, WA 98642, the applicant, has requested an amendment to the Columbia Falls zoning map to change the zoning from the current CI-1 Light Industrial to CB-2 General Business at the Lazy Day Trailer Park located at 2155 9th Street West in Columbia Falls, Montana, further described as Lots 1A, 2A, 3A, 4A, and 5A of the amended plat of Lots 1, 2, 3, 4, and 5 of Sunshine SE1/4SW1/4, Section 7, T30N, R20W, P.M.M., Flathead County, Montana.

WHEREAS, the Columbia Falls Planning Department, on May 28, 2025 in Staff Report CZC-25-02, recommended approval of the requested zoning amendment; and

WHEREAS, said request was considered by the Columbia Falls City Planning Commission in a public hearing at its regularly scheduled meeting on Thursday, June 12, 2025, at which the Commission adopted Staff Report CZC-25-02 as Findings of Fact and recommended approval of the requested zoning map amendment; and

WHEREAS, a hearing on the Zoning Map Amendment was held by the City Council of the City of Columbia Falls, Montana, at a regular meeting on Monday, July 7, 2025, after said hearing was advertised according to law; and at said hearing on said date, the City Council considered the recommendation of the Planning Commission, the report of the Columbia Falls Planning Commission, together with any and all comments filed or voiced with respect to said change; and

WHEREAS, the City Council has determined that the zoning map amendment request is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA AS FOLLOWS:

Section One. Findings of Fact: That the Columbia Falls Planning Commission Report #CZC-25-02, dated May 28, 2025 is hereby adopted by the Council as findings of fact with respect to said zoning map amendment request.

Section Two. Change in Zoning Classification: That the requested zoning map amendment on property presently zoned CI-1 Light Commercial be changed to CB-2 General Business at the Lazy Day Trailer Park located at 2155 9th Street West in Columbia Falls, Montana, further described as Lots 1A, 2A, 3A, 4A, and 5A of the amended plat of Lots 1, 2, 3, 4, and 5 of Sunshine SE1/4SW1/4, Section 7, T30N, R20W, P.M.M., Flathead County, Montana.

Section Three. The Council finds that the proposal complies with the Columbia Falls City Growth Policy.

Section Four. Inconsistent Provisions: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section Five. Severability: The provisions of this Ordinance are severable. If any provision of this Ordinance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision.

Section Six. Effective Date: This Ordinance shall become effective thirty (30) days after its final passage and approval by the City Council of the City of Columbia Falls, Montana.

PASSED AND APPROVED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 7TH DAY OF JULY, 2025, THE COUNCIL VOTING AS FOLLOWS:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 7TH DAY OF JULY, 2025.

Mayor

ATTEST:

City Clerk



City Manager's Report

City Calendar

21 July: City Council Regular Mtg

- *Council Budget Workshop – Council Priorities Final Thoughts (6 PM)*
- ***Public Hearing*** - Preliminary Budget – Salary Schedules and CBA Contracts

23-27 July: Heritage Days

4 Aug: City Council Regular Mtg

- ***Public Hearing*** - Preliminary Budget – Debt Service, Water/Sewer Enterprise Funds

5 Aug: Certified Tax Values Received

18 Aug: City Council Regular Mtg

- ***Public Hearing*** - Final Budget and Levies

1 Sep: City Council Regular Mtg

- ***Public Hearing*** - Adopt Budget

4 Sep: Government Study Commission

- ***Public Hearing*** - Final Report

15 Sep: City Council Regular Mtg

30 Sep: Budget Submission



Staff Highlights

City Manager

- FY26 Budget Development
- EPA Region 8, Senate/Congressional Staffers visit to CFAC Superfund – Jul 17th
- Gateway to Glacier Safety & Mobility Project Temp Construction Easements – Jul 25th
- Destination Marketing Office – Trail & Parks Maps & Coordination for 2026 is 50th Aniv of Flathead River as Wild & Scenic River

Finance & Admin

- FY25 Budget Closeout
- FY26 Budget Development
- Audit – In work

Public Works & Planning

- Horine Well Repairs - Motor failure
- Dangerous Tree Removal
- 2nd Ave E Hill Sloughing - GeoTech & Boring
- 5 Year Dam Inspection - Complete
- WWTP Expansion and Modernization Project
- Sidewalk and Parking Improvements - Phase 2
- Dam Inspection and 5 Year Permit

Police

- Officer Green – Law Enforcement Academy Graduation

Fire

- Engine 433 – Out of service for extensive engine repairs

City Manager Report

Item No.12.

- **City Council Election – November 4, 2025**

- Candidate Preparation Sessions to support a well-informed election process. Candidates can contact the City Manager to schedule a session.
 - Equal Access: Same opportunity for all candidates
 - Set Agenda with publicly accessible information:
 - Budget Overview and Strategic Plans
 - Organizational Chart, City Staff functions, and City Calendar
 - Public Interest Items (MT Land Use Planning Act, Upcoming Construction Projects, Local Government Review, etc.)

- **“Get My Rebate” – MT Department of Revenue ([GETMYREBATE.MT.GOV](https://getmyrebate.mt.gov))**

- The State is offering \$250/\$400 Property Tax Rebates
- Filing window for the 2024 rebates will be August 15, 2025 to October 1, 2025

- **Council and Community Inquiries** - City staff is available to meet with individual residents

- Gateway to Glacier Safety & Mobility Project (www.columbiafallsgatewaytoglacier.com)
Increasing public interest concerning impacts to the right of way in vicinity of residences
 - **Temporary Construction Easements – Engineers and City available on May 25th**
 - 13 St W - 8:30 to 10:00
 - 4th Ave W - 10:00 to 11:30
 - 7th St W - 12 to 1:30
 - **Advertise for bids in Oct; Open House in Nov/Dec; Construction in Mar 2026**

- **Railroad St Pathway Project (MT Dept of Transportation Project)**

- Property, Right of Way, and utility lines were marked recently for this project
- City Manager/Public Works Director are available to discuss project with residents

- **Budget: FY2025 Execution and FY2026 Development**

- FY25 – Ongoing closeout of FY25 4th Quarter
- FY26 – Preparing Budget and Levy Schedule
 - General Mill Levy including Resort Tax Offset
 - Permissive Medical Levy
 - Street Maintenance and Special Lighting District
- City Contracts Comprehensive Review simultaneous to Budget Development

- **League of Cities and Montana Municipal Interlocal Authority**

- MT League of Cities Annual Conference – Oct 15-17 – Billings

7/18/2025

Visit the City of Columbia Falls Website and Contact Us for Questions

<https://www.cityofcolumbiafalls.org/>
<https://www.cityofcolumbiafalls.org/contact-us>
<https://www.cityofcolumbiafalls.org/meetings>



Be prepared before an emergency strikes

SIGN UP FOR ALERTS NOW



REGISTER

Go to flatheadcounty.genasys.com/portal to register. Enter your current contact information to ensure we can reach you.



EMERGENCY

During the next emergency, officials will use the Genasys ALERT notification system to quickly notify residents.



ALERT

Receive an alert and follow the directions given. Early notification is key to saving lives and property during disasters.

Flathead County will use the Genasys ALERT notification system to alert residents about issues that may affect your safety. Sign up to receive emergency alerts at flatheadcounty.genasys.com/portal





COLUMBIA FALLS MONTANA

Item No.12.

Budget Plan of Action & Milestones

Foster a fiscally responsible and forward-thinking community by embracing an incremental budgeting approach that ensures the continuity and enhancement of essential municipal services. The City is committed to strategically investing in capital improvements that strengthen our infrastructure, prioritizing public safety and public health, and maintaining the high level of service our residents expect and deserve.

17 Apr	Department Budget Worksheets
5 May	Council Regular Session – Budget Action Plan
28-15 May	Staff Budget Development
14 May	Staff Insurance Committee
19 May/6PM	Council Budget Workshop (FY25-26 Budget Goals, Priorities)
19 May	Council Regular Session
2 Jun/6PM	Council Personnel Committee
2 Jun	Council Regular Session
5 Jun/5PM	Council Public Works Committee
5 Jun/6PM	Council Public Safety Committee
16 Jun/6PM	Council Parks and Rec Committee
16 Jun	Council Regular Session
16 Jun	Notification of Public Hearing
7 Jul	Council Public Hearing for Preliminary Budget
21 Jul/6PM	Council Workshop (Final Budget Thoughts and Council Priorities)
21 Jul	Council Public Hearing for Preliminary Budget (Possible Adoption)
4 Aug	Certified Tax Values Received
4 Aug	Council Public Hearing for Budget
18 Aug	Council – Final Budget and Levies (Possible Adoption)
NLT 30 Sep	Budget Submission

May				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
June				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
July				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
August				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
September				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

**CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
July 21, 2025**

07/16/25 Email from Paul Kruger – RE: Tamarack Meadows
Subdivision

From: pdogkrug <pdogkrug@aol.com>
Sent: Wednesday, July 16, 2025 8:09 PM
To: B Staaland
Cc: jmitchellruns@gmail.com; Anna Laferriere; klattfarms@hotmail.com; msiddall@herrlingclark.com; slockman@sbcglobal.net; Samantha Tappenbeck; Bawden, Susan
Subject: RE: Monday July 14th Flathead Conservation District (DNRC) 310 meeting, ...
Attachments: Scan_20230212 (3).png

Thank you Barb for your attention to this issue and getting this matter to the Columbia Falls Mayor and City Council.

My concerns articulated in the e-mail summarizing the recent DNRC meeting should be taken in the context of the City of Columbia Falls Approval Conditions for the Tamarack Meadows subdivision (copy attached). In Particular the approval, in condition #18, required undisturbed open space and a Corridor of "no disturbance/natural state" along and adjacent to Garnier Creek. A site visit will show most all timber and vegetation has been removed from the Open Space area, including along and adjacent to Garnier Creek. In fact, adjacent to Garnier Creek are the Stormwater Ponds discussed in my e-mail summary of the recent DNRC meeting. The ponds are right next to Garnier Creek and are in the groundwater of the creek. They are now large muddy scum ponds. This does not seem to meet the intent of the city's Approval and associated conditions for Tamarack Meadows.

With the cancelation of the Interlocal planning agreement, this area may now fall under Flathead County jurisdiction, however I request the City of Columbia Falls work with Flathead County to enforce the conditions put into the approved subdivision and as also agreed to in public meetings. I also ask that the City of Columbia Falls, Flathead County, the Montana DNRC, and the Montana DEQ work together to better protect Garnier Creek as the Tamarack Meadows subdivision proceeds. The creek and the citizens of the area deserve better.

--Paul Kruger

Sent from my T-Mobile 5G Device

----- Original message -----

From: B Staaland <staalandb@cityofcolumbiafalls.com>
Date: 7/16/25 5:30 PM (GMT-07:00)
To: pdogkrug@aol.com
Subject: RE: Monday July 14th Flathead Conservation District (DNRC) 310 meeting, ...

Hello Paul,

I will put this in the council correspondence for the 07/21/25 meeting.

Thanks,

From: pdogkrug@aol.com [mailto:pdogkrug@aol.com]
Sent: Tuesday, July 15, 2025 6:59 AM
To: B Staaland; Eric Mulcahy
Subject: Fw: Monday July 14th Flathead Conservation District (DNRC) 310 meeting, ...

----- Forwarded Message -----

From: pdogkrug@aol.com <pdogkrug@aol.com>

To: slockman@sbcglobal.net <slockman@sbcglobal.net>; klattfarms@hotmail.com <klattfarms@hotmail.com>; Anna Laferriere <annarose0502@gmail.com>; msiddall@herrlingclark.com <msiddall@herrlingclark.com>; Julie Mitchell <jmitchellruns@gmail.com>

Cc: pdogkrug@aol.com <pdogkrug@aol.com>

Sent: Tuesday, July 15, 2025 at 06:48:54 AM MDT

Subject: Monday July 14th Flathead Conservation District (DNRC) 310 meeting, ...

Garnier Creek Estates HOA members and neighbors, ...

I attended the Flathead Conservation District (DNRC) 310 meeting yesterday addressing complaints about the stormwater ponds at the Tamarack Meadows subdivision to our east and along Garnier Creek. Scott Lockman also attended via Zoom meeting.

I made the following points:

* The three stormwater ponds were approved by DEQ and the DNRC **to close to Garnier Creek and associated wetlands**. They are filling with groundwater, and thus adversely impacting Garnier Creek and its associated wetlands. The small fishery in Garnier Creek is being damaged or destroyed.

* The developer is attempting to empty the ponds by sumping groundwater out of the ponds into the little remaining forested areas (recall the developer removed 90% of the trees and vegetation) along the creek. They are not making significant headway with the sump process, even though the very noisy sump and generators are running from 7:00 AM to 7:00 PM daily.

* The ponds will not meet the Montana DEQ intent of storing a volume of stormwater, as they are 50% to 90% already full of groundwater.

* The pond groundwater is stagnating and developing algal blooms. This will only worsen when storm water with pesticides and fertilizer from the 103 lots enter the ponds. These three ponds discharge of pesticides and fertilizer into Garnier Creek constitute 3-point discharges to Garnier Creek

* One of the ponds is now in danger of overflowing into Garnier creek in an uncontrolled manner.

* The ponds are unsafe as they are an uncontrolled attractive nuisance to children, who could easily slip and fall into the ponds (especially the north pond with steep bentonite soil sides), get stuck in the thick bentonite mud in the ponds, and drown.

* There is only one small (75 foot) section of broken-down silt fencing protecting Garnier Creek.

I strongly advocated for the Montana agencies responsible for protecting Garnier Creek (DNRC and MDEQ) to meet onsite with the developer of Tamarack Meadows to arrive at a solution to this matter and **fully protective of Garnier Creek.** I would like to see the City of Columbia Falls who approved this development and placed conditions on protecting Garnier Creek into that approval, and Flathead County who now has planning jurisdiction for this subdivision, also get involved, but to date they have been non-responsive.

The Flathead Conservation District did decide that their representatives will meet with the developer this Friday (July 18th) afternoon to review the situation.

I want to thank Scott Lockman for participating via "Zoom Meeting" and supporting the above points and adding his perspective. I also want to thank Julie Mitchell, our neighbor at 20 Garnier Lane, for her visits to the involved agencies last week, and various phone call to the involved agencies. Her

tireless persistence prompted the Conservation District to hold this meeting and discuss these concerns.

Item No.13.

I will keep you all posted as this unfolds.

--Paul Kruger

Garnier Creek Estates HOA

Item No.13.

13. All dwellings shall have house numbers, which conform to the requirements of the Rural Fire District. This condition shall be placed on the face of the plat.
14. The applicants shall provide Columbia Falls Public Works Department and Meadow Lake Water and Sewer District copies of the final plat drawings and as-built construction drawings for all public infrastructure improvements constructed in street rights of way or easements within the plat. Drawings shall be paper and digital. Digital copies shall be in a format prescribed by the City and the District. The Developer shall provide a GPS location of the center of each water valve cover, sewer manhole cover, and the location every 20 feet of any buried piping that varies more than 6% from a straight line between main line appurtenances that possess surface components.
15. The parkland dedication requirement has been met by the common open space area as shown on the plat, in conjunction with the plat notes outlined herein.
16. The Flathead County Weed Department shall approve a Weed Management Plan for the Development prior to Final Plat. A note shall be placed on the face of the final plat stating: "Lot owners are subject to the Weed Management Plan approved by the Flathead County Weed Department."
17. The applicant shall provide a letter from the applicable Solid Waste Contractor stating that Solid Waste Service is available to the Subdivision. The CC&R's will encourage use of a Solid Waste contractor for residences in the subdivision.
18. Plat notes shall be added to the face of the plat delineating that the open space is dedicated in perpetuity, that the open space is available for use by the general public, and that said open space will be owned and maintained by the Homeowners Association. No vegetation can be removed in open space areas without approval by the Homeowners Association; and the buffer area adjacent Garnier Creek shall remain undeveloped and in a natural state. Changes to the use and/or management of the common open space shall be approved by the Homeowners Association.
19. The applicant shall provide a Set of CC&R's to be filed with the Final Plat. Said CC&R's shall address the maintenance of all common features within the subdivision including roads, common areas, and paths within common areas.
20. A Construction Mitigation Plan shall be developed, in consultation with the applicable representative Homeowner's Associations (Mountain Watch, Meadow Lake and Garnier Estates) and private property owner adjacent to Lots 2-15, and submitted to the City prior to the commencement of any construction. Said plan shall include construction hours, ingress, egress and haul routes, staging of materials and job sheds, parking for construction workers, dust abatement, temporary erosion control measures and other best management practices. The neighboring representatives have no veto power over any proposed or approved Construction Mitigation Plan.
21. Tamarack Heights is approved as a single phase.
22. The responsible postmaster shall approve a common mailbox facility at an approved location. The facility shall meet the requirements of 17.18.250.
23. All improvements including road, water, sewer, stormwater, dry utilities, sidewalks and paths shall be installed prior to Final Plat or the applicant

- 40 -

RES 1891







