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

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

CITY COUNCIL REGULAR MEETING
AGENDA
TUESDAY, SEPTEMBER 05, 2023
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Robinson, Shepard)

Contact City Clerk Barb Staaland by 6:00 PM the day of the meeting to obtain virtual meeting information by emailing staalandb@cityofcolumbiafalls.com or calling (406) 892-4391

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Approval of Claims - September 5, 2023 - $118,858.35
2. Approval of Special Claims Run - August 22, 2023 - $42,282.13
3. Approval of Special Payroll - Clothing Allowance/Stipend - $21,593.24
4. Approval of Payroll Claims - September 1, 2023 - $114,232.37
5. Approval of Regular City Council Meeting Minutes - August 21, 2023
6. Approval of Change Order # 1 - Overlay & Reconstruction Project - LHC, Inc., $2,662, and Authorize City Manager to Execute

VISITORS/PUBLIC COMMENT (Items not on agenda)

APPOINTMENTS:

7. Approve the Appointment of Megan Kehl as Probationary Volunteer Firefighter and Administer Oath of Office

8. Approve the Appointment of Brandon Ryan as Probationary Volunteer Firefighter Brandon Ryan and Administer Oath of Office

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

9. Public Hearing Continued: 2023-24 Fiscal Year Preliminary Budget

   This is the final public hearing to consider the 2023-24 Fiscal Year Budget. City Manager Nicosia will present the Final 2023-24 Fiscal Year Budget and Recommend Final Budget Adoption

10. **Notice of Public Hearing - Planning/Zoning:**

   The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, September 12, 2023, at 6:30 p.m. in the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on October 16, 2023, starting at 7:00 p.m. in the same location.

   Rocky Top Cabins Subdivision – A Two Lot Subdivision: A request by Herbert Enterprises LLC to create a two-lot subdivision. The property is 8.11 acres in size and the property is zoned CR-1 which allows a minimum lot size of one acre. The property is located at 269 Rocky Lane, Columbia Falls, and is described as Assessor's Tract 1 (Parcel A of COS 21669) located in Section 7, Township 30 North, Range 20 West, P.M.M., Flathead County.

ORDINANCES / RESOLUTIONS:

11. **Resolution # 1907:**

   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, SETTING AND ADOPTING THE MILL LEVIES ON ALL REAL AND PERSONAL PROPERTY WITHIN THE CITY OF COLUMBIA FALLS; APPROVING SPECIAL LEVIES FOR SPECIAL PURPOSES ON PROPERTY WITHIN THE CITY OF COLUMBIA FALLS FOR THE 2023-24 FISCAL YEAR

12. **Resolution # 1908:**

   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, ADOPTING THE BUDGET FOR THE CITY FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2023 AND ENDING JUNE 30, 2024, APPROVING APPROPRIATIONS FOR EACH FUND OF THE CITY OF COLUMBIA FALLS

13. **Resolution # 1909:**

   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA CALLING FOR A GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023, FOR THE OPEN CITY COUNCIL POSITIONS

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

CITY ATTORNEY REPORT

MISCELLANEOUS

14. Fire Department - August Activity
15. June 2023 Financial Reports
16. Correspondence

ADJOURN

Next Scheduled Meetings:
City Council – Regular Meeting, **Monday, September 18, 2023** – 7:00 PM
Planning Board – September 12, 2023 - 6:30 PM

* ... 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 (8/23) ****								
44882		3112 406 CLEANING OF COLUMBIA FALLS	3,400.00							
		264 08/24/23 FAC-AUGUST JANITORIAL SERVICE	3,400.00*			1000	411200	399		101000
		Total for Vendor:	3,400.00							
		*** Claim from another period (8/23) ****								
44861		878 AMERICAN WELDING & GAS INC	91.92							
		07514642-0 08/01/23 STRTS- TWECO NOZZLE/DIFFUS	91.92*			2500	430200	240		101000
		Total for Vendor:	91.92							
		*** Claim from another period (8/23) ****								
44902		999999 BREA DOUCETTE	113.35							
		083123 08/31/23 WTR- WATER DEPOSIT REFUND	113.35			5210	214010			101000
		Total for Vendor:	113.35							
		*** Claim from another period (8/23) ****								
44905		999999 BRIAN PETERSON	82.46							
		083123 08/31/23 WTR- WATER DEPOSIT REFUND	82.46			5210	214010			101000
		Total for Vendor:	82.46							
		*** Claim from another period (8/23) ****								
44894		3028 CENTURYLINK - BUSINESS SERVICES	337.92							
		652784009 08/16/23 COMP- 7/16/23-8/15/23	337.92*			1000	410580	345		101000
		Total for Vendor:	337.92							
		*** Claim from another period (8/23) ****								
44887		14 CITY OF COLUMBIA FALLS	5,584.64							
		082423 08/24/23 FAC-07/17-08/17/23	188.79*			1000	411200	342		101000
		082423 08/24/23 FD- 07/17-08/17/23	45.86*			1000	420400	342		101000
		082423 08/24/23 PRKS-07/17-08/17/23	4,647.10*			1000	460400	342		101000
		082423 08/24/23 STRS-07/17-08/17/23	97.38*			2500	430200	342		101000
		082423 08/24/23 WTR-07/17-08/17/23	60.00*			5210	430500	342		101000
		082423 08/24/23 SWR-07/17-08/17/23	98.86*			5310	430600	342		101000
		082423 08/24/23 POOL-07/17-08/17/23	446.65*			1000	460445	342		101000
		Total for Vendor:	5,584.64							
		*** Claim from another period (8/23) ****								
44870		2343 COLJ CONFERENCE REGISTRATION	300.00							
FALL 2023 COLJ CONFERENCE SEPT 25TH-28TH , 2023										
		082323 08/23/23 CRT- FALL COLJ CONFERENCE	300.00*			1000	410360	380		101000
		Total for Vendor:	300.00							

* ... Over spent expenditure

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		*** Claim from another period (8/23) ****									
44885		3120 COLUMBIA FALLS PETERBILT	344.10								
		3239CF 08/25/23 SWR- T/S LOW POWER	344.10*			5310	430600		361		101000
		Total for Vendor:	344.10								
		*** Claim from another period (8/23) ****									
44876		3026 DAILY INTER LAKE	116.71								
		29696 08/23/23 NOTICE OF PUBLICATION	116.71*			1000	411000		331		101000
		Total for Vendor:	116.71								
		*** Claim from another period (8/23) ****									
44889		438 FERGUSON WATERWORKS	1,829.70								
		0850425 07/10/23 WTR- OMNI	1,829.70*			5210	430500		230		101000
		*** Claim from another period (8/23) ****									
44890		438 FERGUSON WATERWORKS	4,077.57								
		0864736 08/22/23 WTR- HYDRANT REPLACEMENT	567.04*			5210	430500		240		101000
		0864735 08/22/23 WTR- RADIO METERS	2,274.00*			5210	430500		230		101000
		0863613 08/09/23 SWR- 1.5" VALVE WWTP	51.34*			5310	430600		240		101000
		0865122 08/22/23 WTR- VALVE LID/SCRW TYPE	124.50*			5210	430500		240		101000
		0863615 08/24/23 WTR- REP COUP	1,060.69*			5210	430500		230		101000
		Total for Vendor:	5,907.27								
		*** Claim from another period (8/23) ****									
44884		2813 FIRE CATT, LLC	3,547.30								
		12897 08/22/23 FD-9,335 FT FIRE HOSE TESTING	3,547.30*			1000	420400		394		101000
		Total for Vendor:	3,547.30								
		*** Claim from another period (8/23) ****									
44910		3104 FIRST CALL COMPUTER SOLUTIONS,	1,800.00								
		90315 09/01/23 COMP-SEPT IT SERVICES	1,800.00*			1000	410580		355		101000
		Total for Vendor:	1,800.00								
		*** Claim from another period (8/23) ****									
44868		1892 FLATHEAD COUNTY	75.00								
		6124 09/17/23 OWNER LIST- OWNER HERBERT	75.00*			1000	411000		390		101000
		Total for Vendor:	75.00								
		*** Claim from another period (8/23) ****									
44899		21 FLATHEAD ELECTRIC COOP INC	2,738.00								
06/25/23-07/25/23											
		20220241 08/30/23 SPECIAL LIGHTING/ STREET LIG	2,738.00*			2400	430200		399		101000
		Total for Vendor:	2,738.00								

Item No.1.

* ... Over spent expenditure

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	*** Claim from another period (8/23) ****								
44871	2948 GLACIER CLOTHING CO.	101.00							
	12009 08/16/23 WTR- KIMMET EMBROIDERY	33.67*			5210	430500	226		101000
	12009 08/16/23 STRTS- KIMMET EMBROIDERY	33.66*			2500	430200	226		101000
	12009 08/16/23 PRKS- KIMMET EMBROIDERY	33.67*			1000	460400	226		101000
	Total for Vendor:	101.00							
	*** Claim from another period (8/23) ****								
44891	3113 GLOBAL ARCHIVES INC	166.32							
	2023843 08/25/23 WTR-MONTHLY STORAGE AS BUILTS	83.16*			5210	430500	363		101000
	2023843 08/25/23 SWR-MONTHLY STORAGE AS BUILTS	83.16*			5310	430600	363		101000
	Total for Vendor:	166.32							
	*** Claim from another period (8/23) ****								
44880	2806 HANSON'S HARDWARE	174.50							
	607100 08/17/23 FD- REMOTE WEATHER STATION	125.99*			1000	420400	212		101000
	607107 08/18/23 FD- STEEL WOOL/GLASS CLEANER	21.65*			1000	420400	220		101000
	607003 08/10/23 FAC- AA BATTERIES QTY16	15.99*			1000	460400	220		101000
	607091 08/16/23 PRKS- LIME/PINK FLAG TAPE	5.58*			1000	460400	220		101000
	607174 08/24/23 PRKS- LIME-A-WAY 22OZ CLEANER	5.29*			1000	460400	220		101000
	Total for Vendor:	174.50							
	*** Claim from another period (8/23) ****								
44860	1119 HDR ENGINEERING, INC.	41,065.76							
WWTP AND SEWER IMPROVEMENTS PROJECT INVOICE #17 7/1-7/29/23									
	1200548951 08/16/23 SWR ARPA INV #17 THRU 7/29	41,065.76*			5310	430600	930		101000
	Total for Vendor:	41,065.76							
	*** Claim from another period (8/23) ****								
44883	3116 IBS, INC	344.14							
	824000-1 08/23/23 STRS-GASCAN/CUTOFF WHEELS/	344.14*			2500	430200	220		101000
	Total for Vendor:	344.14							
	*** Claim from another period (8/23) ****								
44875	2849 J2 BUSINESS PRODUCTS	797.37							
	1312109-0 08/11/23 FAC-TISSUE, 500 2PLY	52.09*			1000	411200	220		101000
	1312109 08/11/23 PRKS-BLACK LINER 38X58	145.06*			1000	460400	224		101000
	1312109 08/11/23 PRKS- BLUE XL NITRILE GLOVE	74.30*			1000	460400	224		101000
	1313723-0 08/17/23 PD- COPY PAPER	45.46*			1000	420100	220		101000
	1315983-0 08/25/23 FIN- COPY PAPER	121.23*			1000	410500	210		101000
	1315983-0 08/25/23 WTR- COPY PAPER	121.23*			5210	430500	210		101000
	1315983-0 08/25/23 SWR- COPY PAPER	121.22*			5310	430600	210		101000

Item No.1.

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Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
	1315463-0 08/25/23 PD- HP INK 952XL	116.78*			1000	420100	210		101000
	Total for Vendor:	797.37							
	*** Claim from another period (8/23) ****								
44892	999999 KAYLA HIRSCH	250.00							
	083123 08/31/23 WTR- WATER DEPOSIT REFUND	250.00			5210	214010			101000
	Total for Vendor:	250.00							
	*** Claim from another period (8/23) ****								
44869	1690 LASALLE SAND & GRAVEL CORP	141.90							
	171899 08/10/23 STRTS- 3/4 CRUSH MINUS MC22	75.90*			2500	430200	452		101000
	171906 08/10/23 STRTS- 3/4 CRUSH MINUS MC22	66.00*			2500	430200	452		101000
	Total for Vendor:	141.90							
	*** Claim from another period (8/23) ****								
44896	2861 LEAK LOCATORS OF MT, LLC	248.00							
	1792 08/28/23 WTR- TRIPOD BASE M10	248.00*			5210	430500	212		101000
	Total for Vendor:	248.00							
	*** Claim from another period (8/23) ****								
44855	2595 MACON SUPPLY, INC	521.00							
	149174 08/02/23 STRTS- CHALK BOX	24.00*			2500	430200	212		101000
	149174 08/02/23 STRTS- ASPHALT BLADE/CHALK	497.00*			2500	430200	220		101000
	Total for Vendor:	521.00							
	*** Claim from another period (8/23) ****								
44867	1493 MAHUGH FIRE & SAFETY	554.50							
	107455 08/18/23 PD-INSPECT,CERTIFY EXTINGUISH	81.00*			1000	420100	399		101000
	107400 08/18/23 STRTS- INSPECT,CERTIFY EXTINGU	339.00*			2500	430200	399		101000
	107453 08/18/23 PRKS- INSPECT, CERTIFY EXTINGU	60.00*			1000	460400	399		101000
	107452 08/18/23 WTR- INSPECT, CERTIFY EXTINGU	27.00*			5210	430500	399		101000
	107470 08/25/23 PD- VALVESTEM/SERVICE/	47.50*			1000	420100	399		101000
	Total for Vendor:	554.50							
	*** Claim from another period (8/23) ****								
44898	103 MONTANA LAW ENFORCEMENT ACADEMY	400.00							
INSTRUCTOR DEVELOPMENT STUFFLEBEAM									
	21783 08/28/23 PD- INSTRUCTOR DEVELOPMENT	400.00*			1000	420100	380		101000
	Total for Vendor:	400.00							

* ... Over spent expenditure

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		*** Claim from another period (8/23) ****								
44874		44 MONTANA LEAGUE OF CITIES AND	200.00							
		ML00989 08/15/23 MANGAN & BENNION SUPRT EXPENS	200.00*			1000	410100	399		101000
		Total for Vendor:	200.00							
		*** Claim from another period (8/23) ****								
44854		3119 MONTANA TRUCK WORKS, LLC	1,476.13							
		211214 08/22/23 FD- RELAY VALVE/QUICK RELEASE	987.53*			1000	420400	361		101000
		211204 08/22/23 FD- PUMP DIAGNOSTICS	488.60*			1000	420400	361		101000
		Total for Vendor:	1,476.13							
		*** Claim from another period (8/23) ****								
44881		1247 MURDOCH'S RANCH & HOME	19.89							
		082423 08/13/23 SWR- 100' OPEN REEL TAPE MEASU	7.90*			5310	430600	212		101000
		082423 08/13/23 SWR- 1 1/2 M ADAPTER THREAD	11.99*			5310	430600	240		101000
		Total for Vendor:	19.89							
		*** Claim from another period (8/23) ****								
44872		52 NAPA AUTO PARTS	276.66							
		055348 08/17/23 WTR- WELL MAINTENANCE	63.90*			5210	430500	240		101000
		056644 08/29/23 PD- BATTERY	212.76*			1000	420100	232		101000
		Total for Vendor:	276.66							
		*** Claim from another period (8/23) ****								
44904		999999 NIKOLETTE HARSHBARGER	76.41							
		083123 08/31/23 WTR- WATER DEPOSIT REFUND	76.41			5210	214010			101000
		Total for Vendor:	76.41							
		*** Claim from another period (8/23) ****								
44856		2678 O'NEIL PRINTERS, INC	720.00							
3000 Business Envelopes with City Logo - 500 Biz cards for Nicosia, S.										
		1934 08/17/23 FIN-3000 ENVELOPES	209.34*			1000	410500	210		101000
		1934 08/17/23 WTR-3000 ENVELOPES	209.33*			5210	430500	210		101000
		1934 08/17/23 SWR-3000 ENVELOPES	209.33*			5310	430600	210		101000
		1934 08/17/23 BLDG- NICOSIA S BIZ CARDS	23.00*			2394	420500	210		101000
		1934 08/17/23 WTR- NICOSIA S BIZ CARDS	23.00*			5210	430500	210		101000
		1934 08/17/23 SWR- NICOSIA S BIZ CARDS	23.00*			5310	430600	210		101000
		1934 08/17/23 FIN- NICOSIA S BIZ CARDS	23.00*			1000	410500	210		101000
		Total for Vendor:	720.00							

* ... Over spent expenditure

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		*** Claim from another period (8/23) ****							
44873		2816 O'REILLY AUTO PARTS	156.05						
		443679 08/11/23 PD- ACP100YF	144.99*			1000 420100	361		101000
		445545 08/24/23 PD- WIPER	11.06*			1000 420100	232		101000
		Total for Vendor:	156.05						
		*** Claim from another period (8/23) ****							
44866		1181 PARSONS TRACTOR & IMPLEMENT	69.67						
		01-91626 08/15/23 SWR- KUB KIT BLADE	69.67*			1000 460400	240		101000
		Total for Vendor:	69.67						
		*** Claim from another period (8/23) ****							
44901		2793 PAUL THE PLUMBER	233.00						
		MARANTETTE PARK - REPAIR TOILET							
		4540 08/25/23 PRKS- REPAIR TOILET MARANTETTE	233.00*			1000 460400	366		101000
		Total for Vendor:	233.00						
		*** Claim from another period (8/23) ****							
44909		3217 PEAK ROOFING SOLUTIONS LLC	10,340.00						
		50% PAYMENT FOR NEW ROOF ON POOL HOUSE							
		201321 08/08/23 POOL-ROOF REPAIR/50% PAYMENT	10,340.00*			1000 460445	366		101000
		Total for Vendor:	10,340.00						
		*** Claim from another period (8/23) ****							
44859		3100 PEDROS PROPERTIES	8,437.40						
		WATER SERVICE REPAIR 529 12TH AVE W/ WATERLINE REPAIR AT MARK ARICO RESIDENCE							
		2023-085 08/18/23 WTR- REPAIR 529 12TH AVE W	4,250.00*			5210 430500	360		101000
		2023-088 08/31/23 WTR- WATERLINE REPAIR	4,187.40*			5210 430500	360		101000
		Total for Vendor:	8,437.40						
		*** Claim from another period (8/23) ****							
44862		1888 PLETCH ELECTRIC INC	459.06						
		5625 08/13/23 FAC- ELECTRICAL LABOR/ MATERIA	171.70*			1000 411200	366		101000
		5624 08/13/23 POOL- ELECTRICAL LABOR/MATERIA	287.36*			1000 460445	366		101000
		Total for Vendor:	459.06						
		*** Claim from another period (8/23) ****							
44897		3192 POP A SQUAT PORTABLES	665.00						
		14070 08/29/23 PRKS-7 PORTA POTTIES	665.00*			1000 460400	399		101000
		Total for Vendor:	665.00						

* ... Over spent expenditure

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		*** Claim from another period (8/23) ****									
44886		2769 RESPONSE EQUIPMENT SPECIALISTS,	3,302.87								
		5839 08/22/23 PD- BLACK BED STORAGE 22 RAM	1,830.37*			4020	420100		940		101000
		5825 08/22/23 PD-REMOVE ALL PRTS/COMPONENT	1,472.50*			1000	420100		399		101000
		Total for Vendor:	3,302.87								
		*** Claim from another period (8/23) ****									
44903		999999 ROBERT LEE DAVIS	199.37								
		083131 08/31/31 WTR- WATER DEPOSIT REFUND	199.37			5210	214010				101000
		Total for Vendor:	199.37								
		*** Claim from another period (8/23) ****									
44877		1042 SANDS SURVEYING, INC.	2,021.25								
		37560 08/23/23 P/Z-ROUTINE SRVS 7/25-8/22/23	2,021.25*			1000	411000		399		101000
		Total for Vendor:	2,021.25								
		*** Claim from another period (8/23) ****									
44888		2958 SANDSON, DALE	63.69								
ADVANCED WASTEWATER TRAINING FOR MECHANICAL SYSTEMS- YELLOW BAY TRAINING 08-15/16/17-2023											
		082823 08/28/23 SWR- YELLOWBAY/TRAINING	63.69*			5310	430600		380		101000
		Total for Vendor:	63.69								
		*** Claim from another period (8/23) ****									
44857		2890 SPOKANE HOUSE OF HOSE, INC	155.67								
		1018466 08/21/23 STRTS- KANAFLEX HD 100'	155.67*			2500	430200		240		101000
		Total for Vendor:	155.67								
		*** Claim from another period (8/23) ****									
44900		3141 SQUEEGEE BROS WINDOWS FLATHEAD	1,675.00								
		618 07/21/23 FAC-CITY HALL/FD WINDOW CLEAN	1,675.00*			1000	411200		399		101000
		Total for Vendor:	1,675.00								
		*** Claim from another period (8/23) ****									
44879		1653 SUPER 1 FOODS	44.14								
		3291531 08/11/23 SWR- WATER/DISTILLED WATER	42.46*			5310	430600		222		101000
		0045075 08/23/23 PRKS- WATER	1.68*			1000	460445		220		101000
		Total for Vendor:	44.14								
		*** Claim from another period (8/23) ****									
44858		2699 THE MAIL ROOM, INC	195.88								
INVOICE #D116619											
		D116619 08/14/23 PD-MAIL SRVS 8/1/23-8/11/23	8.41*			1000	420100		310		101000
		D116619 08/14/23 FIN-MAIL SRVS 8/1/23-8/11/23	26.81*			1000	410500		310		101000

Item No.1.

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
		D116619 08/14/23 WTR-MAIL SRVS 8/1/23-8/11/23	15.94*			5210	430500		310		101000
		D116619 08/14/23 SWR-MAIL SRVS 8/1/23-8/11/23	15.94*			5310	430600		310		101000
		D116619 08/14/23 CRT-MAIL SRVS 8/1/23-8/11/23	87.63*			1000	410360		310		101000
		D116619 08/14/23 PLN-MAIL SRVS 8/1/23-8/11/23	35.47*			1000	411000		310		101000
		D116619 08/14/23 FD- MAIL SRVS 8/1/23-8/11/23	5.68*			1000	420400		310		101000
		Total for Vendor:	195.88								
		*** Claim from another period (6/23) ****									
44863		1623 THE UPS STORE #4515	27.40								
		061423 06/14/23 PD-EVIDENCE SHIPPING	12.58*			1000	420100		310		101000
		063023 06/30/23 PD-EVIDENCE SHIPPING	14.82*			1000	420100		310		101000
		*** Claim from another period (8/23) ****									
44864		1623 THE UPS STORE #4515	99.52								
		76604 07/20/23 PD-EVIDENCE SHIPPING	72.11*			1000	420100		310		101000
		34728 08/11/23 PD-EVIDENCE SHIPPING	14.83*			1000	420100		310		101000
		91444 08/18/23 PD- EVIDENCE SHIPPING	6.29*			1000	420100		310		101000
		940138 08/19/23 PD- EVIDENCE SHIPPING	6.29*			1000	420100		310		101000
		Total for Vendor:	126.92								
		*** Claim from another period (8/23) ****									
44878		3216 UP TREE CARE	4,500.00								
DOUGLAS FIR REMOVAL WITH STUMP GRINDING											
		000146 08/23/23 3 DOUGLAS FIR REMOVAL/GRINDING	4,500.00*			1000	410131		390		101000
		Total for Vendor:	4,500.00								
		*** Claim from another period (8/23) ****									
44908	E	1218 VERIZON WIRELESS	2,203.55								
		9941935527 08/12/23 ADMIN-7/13-8/12/23	22.41*			1000	410400		345		101000
		9941935527 08/12/23 FIN-7/13-8/12/23	22.41*			1000	410500		345		101000
		9941935527 08/12/23 FIRE-7/13-8/12/23	126.13*			1000	420400		345		101000
		9941935527 08/12/23 FAC-7/13-8/12/23	12.41*			1000	411200		345		101000
		9941935527 08/12/23 STRS-7/13-8/12/23	95.11*			2500	430200		345		101000
		9941935527 08/12/23 PD-7/13-8/12/23	795.87*			1000	420100		345		101000
		9941935527 08/12/23 WTR-7/13-8/12/23	167.13*			5210	430500		345		101000
		9941935527 08/12/23 SWR-7/13-8/12/23	117.51*			5310	430600		345		101000
		9941935527 08/12/23 CRT-7/13-8/12/23	49.62*			1000	410360		345		101000
		9941935527 08/12/23 FD-NEW EQUIPMENT/2 IPADS	719.98*			1000	420400		212		101000
		9941935527 08/12/23 STRS-NEW EQUIPMENT/1 PHONE	74.97*			2500	430200		212		101000
		Total for Vendor:	2,203.55								

* ... 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 (8/23) ****							
44895		84 WESTERN BUILDING CENTER	297.58						
		4I430886 08/28/23 FAC- TRIMMER LINE	11.29*			1000 411200	220		101000
		4I423683 08/24/23 PRKS- BLACK DUCT TAPE	12.79*			1000 460400	220		101000
		4I421741 08/23/23 PRKS- 3/8 X8 RSS TORX SCREW	2.91*			1000 460400	240		101000
		4I394573 08/08/23 STRTS-MAILBOX RPR/REFLECT#'S	31.56*			2500 430200	240		101000
		4I392534 08/07/23 STRTS- WHITE MAILBOX/REFLECT	32.95*			2500 430200	240		101000
		4I392534 08/07/23 STRTS- TAPE MEASURES	35.98*			2500 430200	212		101000
		4I393852 08/08/23 STRTS- EPOXY/THREADED ANCHOR	47.39*			2500 430200	240		101000
		4I396934 08/09/23 STRTS- HYDRO CEMENT	22.49*			2500 430200	240		101000
		4I404674 08/14/23 PRKS- BALL VALVE 1" BRASS	29.99*			1000 460400	240		101000
		4I414460 08/18/23 STRTS- 5 PAIL/PAINT STEEL 5Q	18.98*			2500 430200	240		101000
		4I408011 08/15/23 PRKS- SPRINKLER HEAD/HOSE BI	47.46*			1000 460400	240		101000
		4I422242 08/23/23 FD- 22 FAUCET WASHER ASSORTE	3.79*			1000 420400	240		101000
		Total for Vendor:	297.58						
		*** Claim from another period (6/23) ****							
44906		3205 WESTERN STATES FIRE PROTECTION	2,280.00						
PROGRESS INVOICE #2- RESIDENTIAL BACKFLOW TESTING PER CONTRACT									
		910044 06/30/23 WTR-57 BACKFLOW TESTS #2	2,280.00*			5210 430500	399		101000
		*** Claim from another period (8/23) ****							
44907		3205 WESTERN STATES FIRE PROTECTION	7,720.00						
PROGRESS INVOICE #3 #4 #5 RESEDENTIAL BACKFLOW TESTING PER CONTRACT									
		910392 07/10/23 WTR-56 BACKFLOW TESTS #3	2,240.00*			5210 430500	399		101000
		910763 07/14/23 WTR-50 BACKFLOW TESTS #4	2,000.00*			5210 430500	399		101000
		913242 08/04/23 WTR- 87 BACKFLOW TESTS #5	3,480.00*			5210 430500	399		101000
		Total for Vendor:	10,000.00						
		*** Claim from another period (8/23) ****							
44865		3203 WHITEFISH SIGN COMPANY	1,740.00						
		1003 08/17/23 PD- RAM1500/CHARGER GRAPHICS	1,740.00*			4020 420100	940		101000
		Total for Vendor:	1,740.00						

# of Claims 56 Total: 118,858.35 # of Vendors 52

Total Electronic Claims 2,203.55

Total Non-Electronic Claims 116654.80

For the Accounting Period: 9/23

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	$42,119.34
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	$23.00
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	$2,738.00
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	$2,084.10
4020 CAPITAL PROJECTS FUND - General	
101000 CASH/CASH EQUIVALENTS	$3,570.37
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	$26,067.28
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	$42,256.26
Total:	$118,858.35

Council Meeting Date: 09/05/2023

Claims Submitted to Council:$118,858.35

Claims Denied/Withheld by Council Finance Committee:$_______________ Claim #'s:_________________

Prepared By: Shawn Bates, Finance Director

Shawn Bates

Approved by Susan M. Nicosia, City Manager

Susan Nicosia

City Council to Approve by motion on consent agenda

The following claims are significant:

HDR Engineering Inc. - $41.065.76 WWTP and Sewer improvements project. (Fund 5310)
Western States Fire Protection - $10,000 Residential backflow testing per contract. (Fund 5210)
Peak Roofing Solutions - $10,340 Pool bathhouse roof repair, 50% down payment (Fund 1000)

Final June claims: $2,307.40

Special check run 08/22/23: NCC Neumann Construction - Pay app #4 Hilltop sewer replacement and lift station #5 project. (Fund 5310)

The remaining claims are routine. Please let me know if you have any questions.
Shawn

Item No.2.

For the Accounting Period: 8/23

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
44853		707 MONTANA DEPT. OF REVENUE	422.82						
		HILLTOP SEWER REPLACEMENT AND LIFT STAION #5 - PAY APP #4							
		PAY APP 4 08/01/23 SWR-NEUMANN CONST 1% W/HOLD	422.82*			5310 430600	930		101000
		Total for Vendor:	422.82						
44852		3207 NCC NEUMANN CONSTRUCTION CO	41,859.31						
		HILLTOP SEWER REPLACEMENT AND LIFT STATION #5 - PAY APP #4							
		PAY APP 4 08/01/23 SWR-HILLTOP SEWER/LS #5	42,282.13*			5310 430600	930		101000
		PAY APP 4 08/01/23 SWR-1% STATE W/HOLDING	-422.82*			5310 430600	930		101000
		Total for Vendor:	41,859.31						

# of Claims 2 Total: 42,282.13 # of Vendors 2

For the Accounting Period: 8/23

Fund/Account	Amount
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	$42,282.13
Total:	$42,282.13

Council Meeting Date: 09/05/2023

Claims Submitted to Council:$ 42,282.13

Claims Denied/Withheld by Council Finance Committee:$_______________ Claim #'s:_________________

Prepared By: Shawn Bates, Finance Director

Shawn Bates

Approved by Susan M. Nicosia, City Manager

Susan Nicosia

City Council to Approve by motion on consent agenda

NCC Neumann Construction - Special check run for Hilltop sewer and lift station #5 rehab, pay app #4.

Total for Payroll Checks

Annual Clothing allowance
$21,593.24
Barb Staaland

	Employee	Employer	Amount
ADDL HOURS (Additional)	0.00		500.00
J001 HOURS (CLOTH ALLOW)	0.00		20,252.00
GROSS PAY	20,752.00	0.00	
NET PAY	18,215.33	0.00	
NET PAY (CHECKS)	818.83		
NET PAY (DIRECT DEPOSIT)	17,396.50		
FIT	793.43	0.00	
MEDICARE	300.92	300.92	
P.E.R.S.	39.50	45.35	
SIT	823.00	0.00	
SOCIAL SECURITY	579.82	579.82	
UNEMPL. INSUR.	0.00	2.25	
WORKERS' COMP	0.00	25.91	
FREEDOM BANK	2,873.38	0.00	
GLACIER BANK KA	1,980.77	0.00	
GLACIER BANK/CF	1,900.70	0.00	
GLACIER BANK/WF	574.41	0.00	
NAVY FEDERAL CR	1,128.60	0.00	
USAA FEDERAL	814.79	0.00	
USBANK.	990.83	0.00	
WELLS FARGO	1,128.60	0.00	
WELLS FARGO, TX	1,056.98	0.00	
WFISH CR UNION	4,947.44	0.00	
FIT/SIT BASE	20,712.50	0.00	
MEDICARE BASE	20,752.00	0.00	
PERS BASE	500.00	0.00	
SOC SEC BASE	9,352.00	0.00	
UN BASE	500.00	0.00	
WC BASE	500.00	0.00	

Total 954.25
Total Payroll Expense (Gross Pay + Employer Contributions): 21,706.25

Check Summary

Payroll Checks Prev. Out.	$70,496.82
Payroll Checks Issued	$818.83
Payroll Checks Redeemed	$68,155.17
Payroll Checks Outstanding	$3,160.48
Electronic Checks	$20,774.41

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	1159.64		1159.64		212260
Medicare	601.84		601.84		212260
P.E.R.S.	84.85	84.85		169.70	212270
Unempl. Insur.	2.25	1839.93		1842.18	212210

Workers' Comp	25.91	12039.16		12065.07	212220
FIT	793.43		793.43		212260
SIT	823.00		823.00		212260
AFLAC-PRETAX	0.00				212230
Teamsters dues	0.00				212310
PERS/Police	0.00				212240
TEAMSTERS INIT	0.00				212310
NATIONWIDE/CITY	0.00				212280
AFLAC-POSTTAX	0.00				212230
PERS/FURS	0.00				212275
MT ST FIRE ASSO	0.00				212315
HEALTHINS/PRE	0.00				212400
CITY OF COLUMBI	0.00				212450
UNUM LIFE INS.	0.00				212400
FLEX ALLEGIANCE	0.00				212285
FOP	0.00				212335
Total Ded.	3490.92	13963.94	3377.91	14076.95	

**** Carried Forward column only correct if report run for current period.

Sept. 1st 2023
Payroll
$114,232.37
Barb Staaland

Total for Payroll Checks

	Employee	Employer	Amount
ADDL HOURS (Additional)	0.00		2,151.45
COMA HOURS (Comp Time Accumulated)	1.50		
COMP HOURS (Comp Time Used)	4.00		98.96
J005 HOURS (RETRO REG PAY)	4.00		1,894.91
OTHE HOURS (Other Time Used)	80.00		3,329.60
OVER HOURS (Overtime)	57.00		2,611.27
OVTD HOURS (STEP overtime)	10.00		434.85
REG HOURS (Regular Time)	2,628.50		78,007.83
REG2 HOURS (Addition to Salary)	4.00		2,526.12
SFTO HOURS (Shift Sup/FTO - $1.5/hour)	96.00		144.00
SHFN HOURS (Shift B)	415.00		830.00
SHFQ HOURS (OVT B)	24.00		72.00
SICK HOURS (Sick Time)	44.25		1,338.70
VACA HOURS (Vacation Time Used)	250.97		6,164.38
GROSS PAY	99,604.07	0.00	
NET PAY	68,554.05	0.00	
NET PAY (CHECKS)	1,533.16		
NET PAY (DIRECT DEPOSIT)	67,020.89		
AFLAC-POSTTAX	111.67	0.00	
AFLAC-PRETAX	180.51	0.00	
CHILD SUPPORT P	206.76	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	8,142.49	0.00	
FLEX ALLEGIANCE	1,051.30	32.50	
FOP	315.00	0.00	
HEALTHINS/PRE	2,634.39	23,133.58	
MEDICARE	1,422.38	1,422.38	
MT ST FIRE ASSO	119.19	0.00	
NATIONWIDE/CITY	0.00	2,356.65	
NATIONWIDE/EMP	238.33	0.00	
P.E.R.S.	4,412.88	5,066.40	
PERS/FURS	1,275.48	1,711.76	
PERS/POLICE	2,378.57	3,808.36	
SIT	4,497.00	0.00	
SOCIAL SECURITY	3,558.02	3,558.02	
TEAMSTERS DUES	343.00	0.00	
UNEMPL. INSUR.	0.00	448.19	
UNUM LIFE INS.	143.05	0.00	
WORKERS' COMP	0.00	2,932.43	
CHARLES SCHWAB	1,978.74	0.00	
FIRST INTERSTAT	1,240.70	0.00	
FREEDOM BANK	4,852.73	0.00	
GLACIER BANK KA	6,164.58	0.00	
GLACIER BANK/CF	18,940.45	0.00	
GLACIER BANK/WF	1,699.20	0.00	
NAVY FEDERAL CR	1,790.98	0.00	
PARKSIDE CR U	10,403.11	0.00	
STRIDE BANK	1,249.86	0.00	

THREE RIVERS	1,423.68	0.00
USAA FEDERAL	1,338.27	0.00
USBANK.	2,423.18	0.00
WELLS FARGO	1,835.95	0.00
WELLS FARGO, TX	2,091.99	0.00
WFISH CR UNION	9,587.47	0.00
FIT/SIT BASE	87,432.61	0.00
MEDICARE BASE	98,094.52	0.00
PERS BASE	94,207.95	0.00
SOC SEC BASE	57,387.45	0.00
UN BASE	99,604.07	0.00
WC BASE	98,588.70	0.00

Total 44,470.27

Total Payroll Expense (Gross Pay + Employer Contributions): 144,074.34

Check Summary

Payroll Checks Prev. Out.	$1,517.72
Payroll Checks Issued	$4,474.09
Payroll Checks Redeemed	$0.00
Payroll Checks Outstanding	$5,991.81
Electronic Checks	$109,758.28

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	7116.04		7116.04		212260
Medicare	2844.76		2844.76		212260
P.E.R.S.	9479.28	84.85	9564.13		212270
Unempl. Insur.	448.19	2288.12		2736.31	212210
Workers' Comp	2932.43	14971.59		17904.02	212220
FIT	8142.49		8142.49		212260
SIT	4497.00		4497.00		212260
AFLAC-PRETAX	180.51	180.51		361.02	212230
NATIONWIDE/EMP	238.33		238.33		212280
Teamsters dues	343.00	343.00		686.00	212310
PERS/Police	6186.93		6186.93		212240
TEAMSTERS INIT	0.00				212310
NATIONWIDE/CITY	2356.65		2356.65		212280
AFLAC-POSTTAX	111.67	111.67		223.34	212230
PERS/FURS	2987.24		2987.24		212275
MT ST FIRE ASSO	119.19		119.19		212315
HEALTHINS/PRE	25767.97	25767.97		51535.94	212400
CITY OF COLUMBI	20.00		20.00		212450
UNUM LIFE INS.	143.05	143.05		286.10	212400
FLEX ALLEGIANCE	1083.80		1083.80		212285
CHILD SUPPORT P	206.76		206.76		212330
FOP	315.00		315.00		212335
Total Ded.	75520.29	43890.76	45678.32	73732.73	

**** Carried Forward column only correct if report run for current period.

CITY OF COLUMBIA FALLS
CITY COUNCIL REGULAR MEETING MINUTES
HELD AUGUST 21, 2023

Mayor Barnhart called the meeting to order at 7:00 p.m.

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

Also present: City Manager Nicosia, City Clerk Staaland, City Attorney Breck and Police Chief Peters.

PLEDGE OF ALLEGIANCE

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

CONSENT AGENDA: Councilor Piper made motion to approve the consent agenda noting all claims appeared to be in order, seconded by Councilor King with council voting as follows: Ayes: Robinson, Shepard, Fisher, King, Lovering, Piper and Barnhart.
Approval of Claims - August 21, 2023 $83,589.13
Approval of Payroll Claims - August 18, 2023 - $166,025.97
Approval of August 7, 2023 Regular City Council Meeting Minutes
Approval of City Manager Employment Agreement - 2024 FY

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

2023 - 24 Fiscal Year Budget Hearings Continued
City Manager Nicosia will continue the presentation of the 23-24 FY Preliminary Budget until Adopted

City Manager Nicosia presented the Council with the detailed FY 23-24 Preliminary Budget reviewing revenues and appropriations. Nicosia reported that the total budget is $20,057,365 as follows:

General Fund		$	4,215,985
Special Revenue Funds		$	5,549,202
Debt Service Funds		$	35,729
Capital Project Funds		$	1,709,178
Water		$	1,051,346
Sewer		$	7,428,298
Fire Relief Pension		$	67,627
Total		$	20,057,365

Revenue Sources are as follows:

Taxes & Special Assessments		$	2,973,963	14.83%
Licenses & Permits		$	170,000	0.85%
Intergovernmental (Incl. Grants)		$	4,988,950	24.87%
Charges for Services & Misc.		$	2,335,853	11.65%
Fines & Forfeitures		$	162,100	0.81%
Investment Earnings & Misc.		$	333,000	1.66%
Other Financing Sources		$	3,815,558	19.02%
Cash Carryover		$	5,277,941	26.31%
Total		$	20,057,365	

Appropriations by Category:

Personal Services		$	4,303,877	21.46%
Operating & Maintenance		$	2,912,011	14.52%
Capital Expenditures		$	8,099,469	40.38%
Depreciation - Proprietary		$	756,000	3.77%
Debt Service		$	170,450	0.85%
Transfers		$	3,815,558	19.02%
Total		$	20,057,365	

Nicosia reported that the recommended tax levy, including the 2.0 Permissive Emergency Disaster mills total 90.36, down from 181.01 for the 23 FY. Council discussed the 2.00 Emergency Disaster mills and the majority agreed with having the mills available to meet future emergency obligations.

Nicosia reviewed General Fund in detail:

						Change	
	23-24 FY			22-23 FY		23 and 24 FY	
Property Taxes	$	722,969	17%	$	1,331,428	$	(608,459)
Licenses & Permits	$	67,000	2%	$	71,475	$	(4,475)
Intergovernmental Revenues	$	1,229,909	29%	$	1,161,928	$	67,981
Charges for Services	$	280,310	7%	$	228,347	$	51,963
Fines & Forfeitures	$	156,100	4%	$	177,300	$	(21,200)
Investment Earnings & Misc.	$	70,000	2%	$	5,000	$	65,000
Transfers In	$	1,506,735	36%	$	590,717	$	916,018
Cash Carryover	$	182,962	4%	$	300,500	$	(117,538)
Total	$	4,215,985	100%	$	3,866,695	$	349,290

	2023-2024	2022-2023	2021-2022	Change	Change	%
				22 and 23 FY	23 and 24 FY	Change
Legislative	$ 116,348	$ 119,755	$ 114,382	$ 5,373	-$3,407	-2.8%
Court	$ 215,616	$ 207,436	$ 196,273	$ 11,163	$8,180	3.9%
Admin & Planning	$ 162,606	$ 146,941	$ 136,449	$ 10,492	$15,665	10.7%
Finance & Comp System	$ 269,837	$ 265,936	$ 249,371	$ 16,565	$3,901	1.5%
Legal	$ 96,240	$ 91,943	$ 87,085	$ 4,858	$4,297	4.7%
Facilities Maintenance	$ 128,207	$ 115,980	$ 113,246	$ 2,734	$12,227	10.5%
Police	$ 1,731,842	$ 1,662,041	$ 1,472,826	$ 189,215	$69,801	4.2%
Fire	$ 666,804	$ 251,326	$ 238,886	$ 12,440	$415,478	165.3%
Parks & Trees	$ 303,276	$ 241,128	$ 201,828	$ 39,300	$62,148	25.8%
Pool	$ 143,739	$ 107,806	$ 106,854	$ 952	$35,933	33.3%
Comp. Insurance	$ 105,207	$ 93,579	$ 86,846	$ 6,733	$11,628	12.4%
Term Costs	$ 50,500	$ 50,500	$ 50,500	$ -	$0	0.0%
Streets/Sidewalks	$ 10,000	$ -	$ 23,750	$ (23,750)	$10,000	100.0%
Misc	$ 42,820	$ 42,770	$ 42,598	$ 172	$50	0.1%
Debt payments	$ 14,943	$ 15,777	$ 16,053	$ (276)	-$834	-5.3%
Transfers to CIP	$ 158,000	$ 252,082	$ 381,210	$ (129,128)	-$94,082	-37.3%
Total	$ 4,215,985	$ 3,665,000	$ 3,518,157	$ 146,843	$550,985	
	$ -				15%	

Nicosia reported on the significance of the Resort Tax on the General Fund. The transfers from Resort Tax to General Fund are $ $847,925.79 in Tax Relief, $166,292 fund Police Department and $206,962 to fund paid Firefighters. Nicosia noted that the Police Department budget had been increased in the 2022 FY for the 9th officer, in anticipation of resort tax funding, and the 2024FY budget adds the 10th police officer as approved by City Council. The Columbia Falls Rural Fire District contributes an additional $100k to assist with funding the three paid firefighters. The Resort Tax transfer for Fire includes only funding for the paid firefighters. A reserve of $88,698 remains in the Resort Tax fund for capital needs.

Nicosia said Mayor Barnhart had a good question regarding Resort Tax projects for the 2024 FY: Would it be prudent to not anticipate the conservative number $1.5 million but to deliberately reduce it. Nicosia said Council could decide to reduce your maximum levy because you have resort tax money to help fund Police and Fire. Nicosia said conservatively staff anticipates collecting 1.5 million in resort tax monies next year, or Council can reduce the estimated collection to 1.3 million. Councilor Fisher said he likes the idea but respectfully disagrees with it. He likes Nicosia's 1.5 million estimate and believes we will overshoot it. The resort tax committee discussed the 25% paid back to the tax payers and it is a fair rebate and he would like it to stay there said Fisher. Councilor Lovering said she would like to get a better grasp on the collection of the resort tax. Ultimately if 1.5 is a confident figure from the City Manager then that is where we should go said Lovering. Councilor Shepard concurs with Fisher and Lovering to leave the 25% in place. Robinson is comfortable with what has been said at staying with 25% to the tax payers but is also comfortable with the collection being estimated at 1.3 million. Councilor King said if $1.5m is conservative why not reduce it to 1.3 million and not take a chance. Mayor Barnhart asked Nicosia what happens if we don't collect $1.5 million. Nicosia replied we use the percentages we set for the amount brought in below the estimated amount. If we go over the 1.5 million the amount over projection goes to the tax payers. Nicosia stated based on reporting before, businesses are not softening and new businesses are coming to Columbia Falls. Councilor Piper believes we are just getting going and he is comfortable with staying with the initial plan. Lovering added what citizens get isn't just about a tax rebate, its investments into the community. Fisher agrees with Nicosia and businesses are not softening and does not see it happening soon. Mayor Barnhart said he was glad it was brought up for council discussion and after discussion he is comfortable with the $1.5 million in resort tax collections.

Dave Petersen, 201 4th Ave. E. said how much money we need to run the Police and Fire departments. What are the priorities for the tax payers? What he hears we gave the tax payer enough with 25%. The pressure to support the Fire Dept., Police Dept. and parks is less due to getting the resort tax. Mr. Petersen believes we will hit $2 million in collections by next year.

Mayor Barnhart suggested a short recess at 9:07 p.m. Mayor Barnhart called the meeting to order at 9:11 p.m. Councilor Robinson was not available to return from the recess.

Nicosia concluded the review of the remaining fund revenues and appropriations.

ORDINANCES / RESOLUTIONS:

Resolution # 1904 - A Resolution of the City of Columbia Falls, Montana, Levying Assessments upon Property within Special Improvements Districts to Defray the Cost of Said Special Improvement Districts for the Fiscal Year 2023-24
City Manager Nicosia said staff recommends approval based on $330,000 for street maintenance and $30,049 for special lighting district noting that Clerk Staaland just received the property file and is finalizing the square footage and frontage for the annual assessments.

Councilor Lovering made motion to approve Resolution # 1904, seconded by Councilor Shepard with council voting as follows. Ayes: Shepard, Fisher, King, Lovering, Piper and Barnhart.

Resolution # 1905 - A Resolution of the City Council of the City of Columbia Falls, Montana, Redefining the Area included within the Columbia Falls Street Maintenance District and Method of Assessment

City Manager said this is an annual resolution with no new annexations into the city limits this year.
Councilor Piper motioned to approve Resolution # 1905, seconded by Councilor Lovering with council voting as follows. Ayes: Fisher, King, Lovering, Piper, Shepard and Barnhart.

Resolution # 1906 - 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 2023-24 Fiscal Year

Councilor King made motion to approve Resolution # 1906, seconded by Councilor Shepard with council voting as follows. Ayes: King, Lovering, Piper, Shepard, Fisher and Barnhart.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Shepard said our community is not the only one that have area residents that do not want the city to expand; it appears it is all over the country.
Councilor Lovering said she noticed in the claims that we do not have Ace Hardware in there and inquired if we were doing business with them. Nicosia said we do shop locally and it depends on what we are looking for and the best price.
Councilor Fisher said he appreciates and thanks Chief Peters for bringing forward information on the resort tax and public safety.

Mayor Barnhart concurred with Councilor Fisher.
Mayor Barnhart also reported that people are invisible when crossing on Nucleus Avenue. Can we work with the state on a pedestrian crossing? Nicosia said Bob Vosen with MDOT will at the September 18, 2023, council meeting to discuss concerns in Columbia Falls.

CITY MANAGER REPORT

City Manager Nicosia said we had the urban map review with MT DOT and they made it clear they had to meet specific federal and state regulations and they technically cannot change the boundary. However, it is not used for planning purposes, only funding.
Nicosia said she was reading the article in the Hungry Horse News on 600 VRBO's in Columbia Falls. Nicosia emphasized the 59912 area zip code is huge; it goes north toward Polebridge, almost to Whitefish, down 206 near Hwy 35, almost to Hungry Horse and all of Hwy 2 going towards Kalispell. Within the city there are approximately 100 nightly rentals said Nicosia. There are many outside the city and the city planning jurisdiction leaving a large amount in the county's jurisdiction.
The League of Cities and Towns annual conference will be in Helena on October 11-13, 2023 if you wish to attend contact Barb for registration.

MISCELLANEOUS

Correspondence

ADJOURN

____
Mayor

____
City Clerk

Change Order

Item No.6.

No. 1

Date of Issuance: **August 28, 2023** Effective Date: **August 28, 2023**

Project: **Overlay and Reconstruction Project**	Owner: **City of Columbia Falls**	Owner's Contract No.: **None**
Contract: **Schedule 1 - Beth and Martha Road Reconstruction**		Date of Contract: **October 14, 2022**
Contractor: **LHC, Inc**		Engineer's Project No.: **0541.031**

The Contract Documents are modified as follows upon execution of this Change Order:

Description: **This change order covers additional work associated with existing storm piping at dry wells DW-1 and DW-2 that was discovered during construction. See attached Change Order 1 Cost Proposal provided by LHC, Inc. dated August 28, 2023 and the red text on the attached "Proposed Alterations" sketch dated August 10, 2023 on Drawing Number C-1.**

Attachments: (List documents supporting change): **1)Change Order Cost Proposal dated August 28, 2023; 2)Proposed Alterations dated August 8, 2023 on Drawing Number C-1**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $**759,430.90**	Original Contract Times: ☒ Working days ☐ Calendar days Substantial completion (days or date): **35** Ready for final payment (days or date): **21**
☐ [Increase] ☐ [Decrease] from previously approved Change Orders No.0 to No. 0: $**0**	☐[Increase] ☐[Decrease] from previously approved Change Orders No. 0 to No. 0: Substantial completion (days): **0** Ready for final payment (days): **0**
Contract Price prior to this Change Order: $**759,430.90**	Contract Times prior to this Change Order: Substantial completion (days or date): **35** Ready for final payment (days or date): **21**
☒ [Increase] ☐ [Decrease] of this Change Order: $**2,662.00**	☐[Increase] ☐[Decrease] of this Change Order: Substantial completion (days or date): **0** Ready for final payment (days or date): **0**
Contract Price incorporating this Change Order: $**762,092.90**	Contract Times with all approved Change Orders: Substantial completion (days or date): **35** Ready for final payment (days or date): **21**

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Charles R. Leisinger	By:	By:
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: 8/25/2023	Date:	Date:

Approved by Funding Agency (if applicable): ______________ Date:

L.H.C. Incorporated - CONSTRUCTION OFFICE
P.O. Box 7338 Kalispell, Montana 59904-0338
406-758-6420 FAX: 406-758-6430

Change Order 1 Cost Proposal

August 28, 2023

Morrison-Maierle
Attn: CR Leisinger

RE: Columbia Falls Overlay & Reconstruction
Unknown Storm Drain Pipe

During construction an existing 12" storm drain pipe was discovered between DW-1 & Dw-2. There was also an existing 4" pipe discovered that ran into DW-2 from the south. LHC was asked to provide a price to cut & cap the 12" storm drain between DW-1 & DW-2, connect the existing 12" pipe into the west side of DW-1, and to cut & route the 4" pipe into the drain rock around DW-2 per sketch and direction provided by Morrison-Maierle. LHC has priced this work accordingly as seen below.

12" HDPE Connection to DW-1 = $ 1,468.24
Labor: $463.97
Equipment: $454.27
Materials: $550.00

4" PVC Connection to DW-2 Drain Rock = $ 514.38
Labor: $231.98
Equipment: $227.40
Materials: $55.00

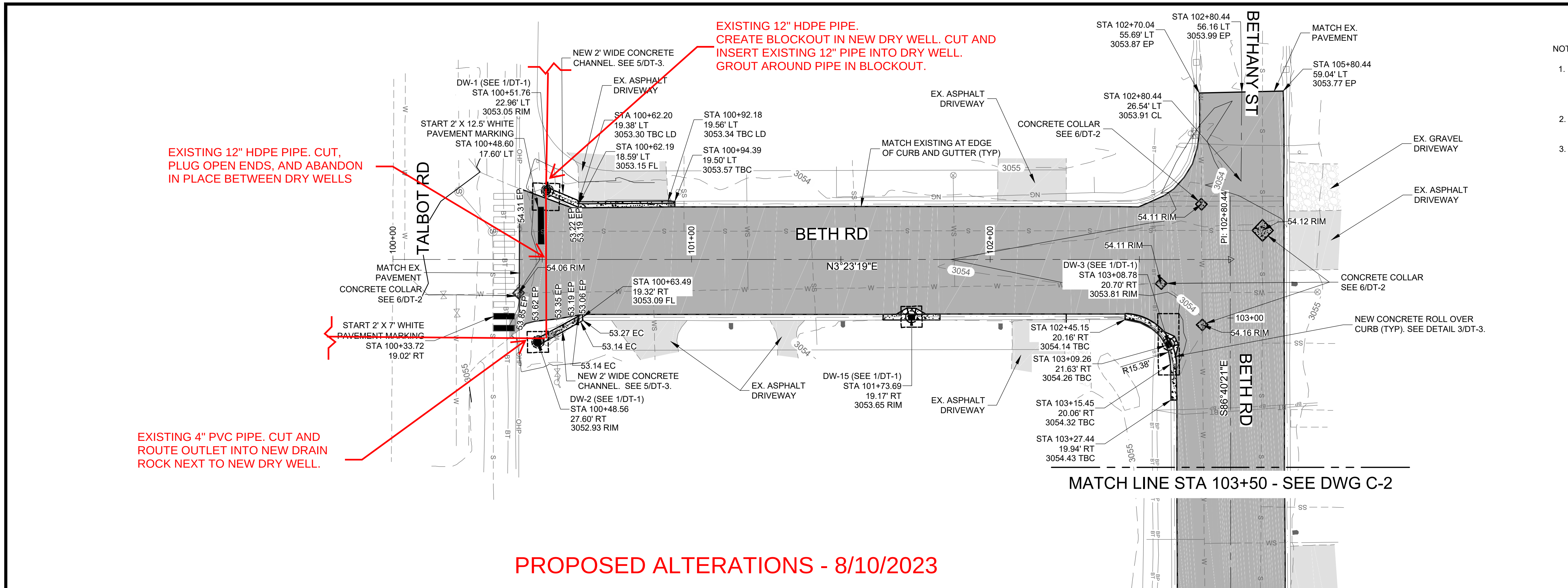
Plug/Abandon 12" HDPE between DW-1 & DW-2 = $ 679.38
Labor: $231.98
Equipment: $227.40
Materials: $220.00

TOTAL = $ 2,662.00

Thank You,

George Werk

Item No.6.



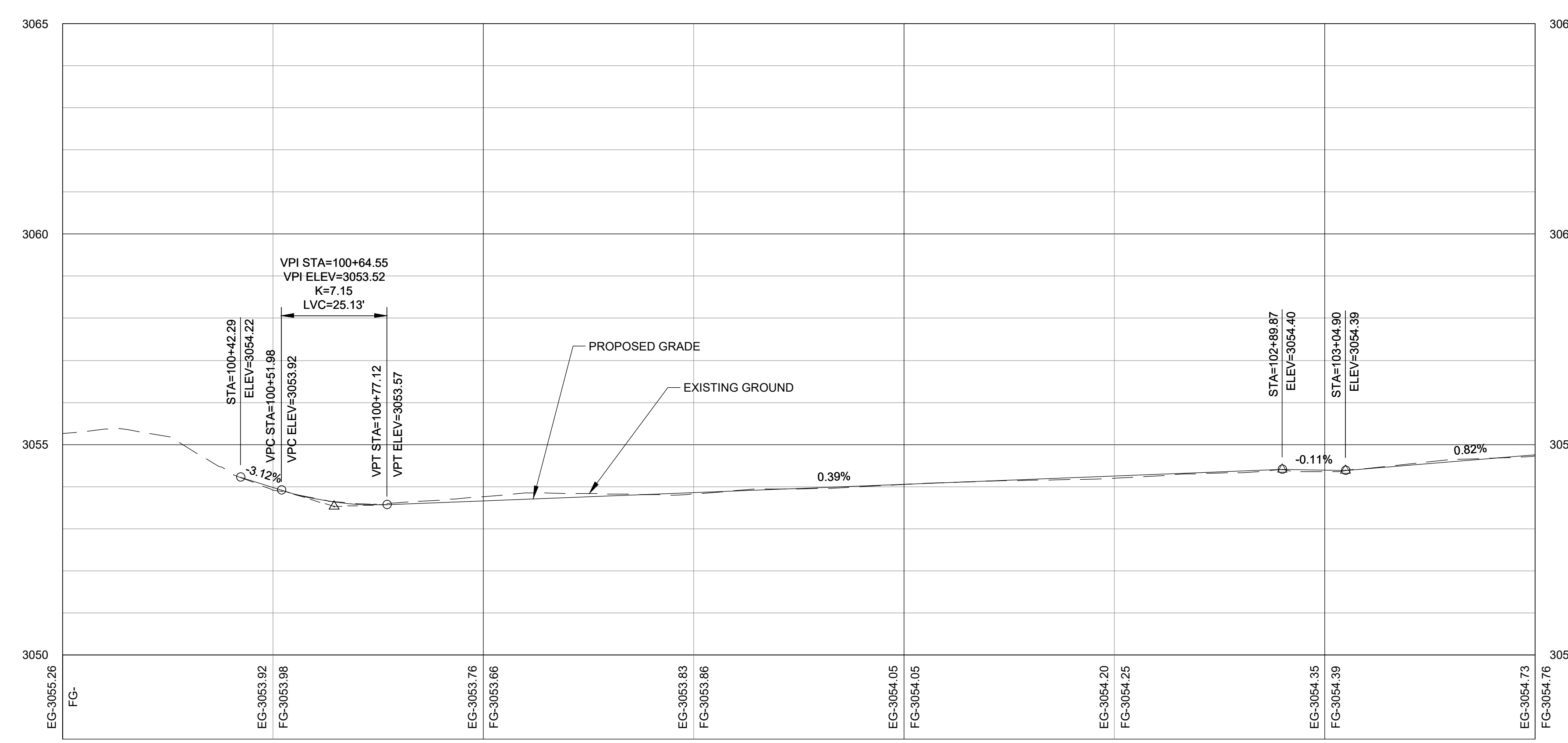
NOTES

1. INSTALL ASPHALT PAVEMENT PER SECTION #5 OF DETAIL 4/DT-2. REGRADE, COMPACT, AND PROOF ROLL EXISTING CRUSHED BASE. SOFT SPOTS IN THE EXISTING CRUSHED BASE SHALL BE REPAIRED PER SECTION #1 OF DETAIL 4/DT-2.
2. ALL VALVE BOXES AND MANHOLE COVERS SHALL BE ADJUSTED TO FINISHED GRADE AND A CONCRETE COLLAR INSTALLED AS SHOWN.
3. ELEVATIONS ARE TRUNCATED FOR CLARITY. THE FOLLOWING PREFIX SHALL BE ADDED 30XX.XX.

LEGEND

EP: EDGE OF PAVEMENT
TBC: TOP BACK OF CURB
LD: LAY DOWN CURB
RIM: MANHOLE RIM ELEVATION
FL: FLOW LINE
EC: EDGE OF CONCRETE
3" ASPHALT PAVEMENT. SEE NOTE 1.

20 10 0 20 40
HORIZ. SCALE IN FEET
2 1 0 2 4
VERT. SCALE IN FEET



CONSTRUCTION SET
9/15/2022

VERIFY SCALE!
THESE PRINTS MAY BE REDUCED. LINE BELOW MEASURES ONE INCH ON ORIGINAL DRAWING.
MODIFY SCALE ACCORDINGLY!

REVISIONS

NO.	DESCRIPTION	BY	DATE

Morrison Maierle
engineers • surveyors • planners • scientists

172 Timberwolf Parkway
Kalispell, MT 59901
406.752.2216
www.m-m.net

MONTANA CHARLES LEISINGER No. 54433 PE LICENSED PROFESSIONAL ENGINEER

DRAWN BY: LRJ
DSGN. BY: CRL
APPR. BY: CRL
DATE: 7/15/2022
Q.C. REVIEW BY: BEV
DATE: 7/13/2022

CITY OF COLUMBIA FALLS
OVERLAY AND RECONSTRUCTION PROJECT
COLUMBIA FALLS MONTANA

SCHEDULE 1
BETH AND MARTHA ROAD RECONSTRUCTION PLAN AND PROFILE

PROJECT NUMBER 0541.031
SHEET NUMBER 10
DRAWING C

PLOTTED BY:CR LEISINGER ON Sep/15/2022

U:\0541-COLUMBIA FALLS\031 OVERLAY AND RECONSTRUCTION PROJECT\ACAD\SHEETS\BETH MARTH PLAN AND PROFILE.DWG

Columbia Falls Fire Department
Karl Weeks, Fire Chief/Marshal

130 6th Street W[illegible] A
Columbia Falls, Mt., 59912
(406) 892-3911 Office

August 23, 2023

City Manager Susan Nicosia, Mayor Don Barnhart
Columbia Falls City Council
130 6th Street West, Room A
Columbia Falls, MT. 59912

Dear Manager Nicosia, Mayor Barnhart, and Council Members,

The membership of the Columbia Falls Fire Department has voted to approve Megan Kehl as a probationary member. Megan currently works for Flathead County OES and has obtained her FFI certification. She has passed a background check and a physical examination. Since submitting her application, she has attended several trainings as an observer and I believe Megan will be a great addition to our team. At this time, I would recommend the approval of Megan Kehl as a probationary member of the Columbia Falls Fire Department.

Sincerely,

Karl Weeks

Concur w/recommendation.
S.N.

Columbia Falls Fire Department
Karl Weeks, Fire Chief/Marshal

130 6th Street W A
Columbia Falls, Mt., 59912
(406) 892-3911 Office

August 31, 2023

City Manager Susan Nicosia, Mayor Don Barnhart
Columbia Falls City Council
130 6th Street West, Room A
Columbia Falls, MT. 59912

Dear Manager Nicosia, Mayor Barnhart, and Council Members,

The membership of the Columbia Falls Fire Department has voted to approve Brandon Ryan as a probationary member. Brandon is from the area and a graduate of Columbia Falls High School. He is employed as an HVAC technician with ACE Heating and Cooling. A background check and physical exam have both been completed and passed. Since submitting his application, he has attended several trainings as an observer and I believe Brandon will be a great addition to our team. At this time, I would recommend the approval of Brandon Ryan as a probationary member of the Columbia Falls Fire Department.

Sincerely,

Karl Weeks

Concur w/recommendation.
SN

September 1, 2023

To: Mayor & Council

From: City Manager Nicosia

RE: 2023-24 Fiscal Year Final Budget Adoption

This is the final public hearing prior to the adoption of the Final Budget for the 2023-24 Fiscal Year as adopted by Resolution # 1908.

The Final Budget appropriations are $20,158,678, 2% lower than the 2022-23 FY budget. With final review by City staff, the budgeted appropriations were amended by $101,312 for the following:

General Fund - $62,858

Transfer Out to 4020 - $52,000

Stonegarden Grant - $3,125 (Rev = Exp)

PD New World Services - $3,200

PD Watchguard IT Install - $1,423

Pool – Boiler Pump Install – $3,110

Permissive Medical Levy - $11,575 (Available Resources)

Transfer out – General - $9,465

Transfer out – Street Maintenance - $2,110

Capital Equipment and Machinery - $25,400 (Add 'l Transfer)

PD Vehicle Replacement - $25,400

SID 3538 Riverwood - $1,479 (Available Resources)

SID Principal - $1,479

I will present final tax levy impacts and calculations and final summary information on Tuesday, September 5th.

CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARINGS

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, September 12, 2023, at 6:30 p.m. in the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on October 16, 2023, starting at 7:00 p.m. in the same location.

Rocky Top Cabins Subdivision – A Two Lot Subdivision: A request by Herbert Enterprises LLC to create a two-lot subdivision. The property is 8.11 acres in size and the property is zoned CR-1 which allows a minimum lot size of one acre. The property is located at 269 Rocky Lane, Columbia Falls, and is described as Assessor's Tract 1 (Parcel A of COS 21669) located in Section 7, Township 30 North, Range 20 West, P.M.M., Flathead County.

Persons may testify at the hearings or submit written comments prior to the meetings. Written comments may be sent to Columbia Falls City Hall, Attention: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

DATED this 22nd day of August 2023.

s/Susan Nicosia, CPA, MPA, City Manager/Zoning Administrator

Publish: Daily Interlake: August 27, 2023

RESOLUTION NO. 1907

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, SETTING AND ADOPTING THE MILL LEVIES ON ALL REAL AND PERSONAL PROPERTY WITHIN THE CITY OF COLUMBIA FALLS; APPROVING SPECIAL LEVIES FOR SPECIAL PURPOSES ON PROPERTY WITHIN THE CITY OF COLUMBIA FALLS FOR THE 2023-24 FISCAL YEAR

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

Section One: That the levies on real and personal property within the City of Columbia Falls, for meeting the regular expenses of the City of Columbia Falls, and special levies for special purposes, is hereby adopted.

Section Two: The tax levy requirements as expressed in mills, totaling 90.360 mills are as follows: 132.950 per Section 15-10-420, MCA, (70.490) Resort Tax offset, 25.900 - Permissive Medical Levy and 2.000 Emergency Disaster.

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

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, THIS 5th DAY OF SEPTEMBER, 2023. THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

____
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA, THIS 5th DAY OF SEPTEMBER, 2023.

____
Mayor

ATTEST:

____
City Clerk

RESOLUTION NO. 1908

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, ADOPTING THE BUDGET FOR THE CITY FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2023 AND ENDING JUNE 30, 2024, APPROVING APPROPRIATIONS FOR EACH FUND OF THE CITY OF COLUMBIA FALLS

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

Section One: That the final budget of the City of Columbia Falls, Montana, for the fiscal year commencing July 1, 2023, and ending June 30, 2024, for meeting the regular expenses of the City of Columbia Falls, and the amounts appropriated from various funds of the City of Columbia Falls for said budget expenditure items, is hereby adopted.

Section Two: A copy of the final budget adopted, enumerating all revenue estimates, appropriations, expenditures, and levies is attached in summary form, Final Tax Levy Schedule marked Exhibit “A” and Non-Levied Funds Final Summary Schedule marked Exhibit “B.”

Section Three: A copy of the complete final budget document is on file in the office of the City Clerk, posted on the City Website as well as the Montana Department of Administration Local Government Services Bureau website.

Section Four: The City Manager is authorized to transfer appropriations between line items within the same fund except those items designated in the Final Budget as “Personal Services” or “Capital Outlay.”

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

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, THIS 5th DAY OF SEPTEMBER 2023. THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

____
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA, THIS 5th DAY OF SEPTEMBER 2023.

____
Mayor

ATTEST:

____
City Clerk

Item No.12.

Resolution #1908 Exhibit A

FY 2023 - 2024

FINAL TAX LEVY SCHEDULE

Assessed Valuation:	$	978,325,794
Tax Valuation:	$	12,029,377
1 Mill Yields (10):	**$**	**12,029.377**

(4)-(2) Carry-over	Fund No.		[1] Appropriation	[2] Resources Reserve	[3]=[1]+[2] Total Requirements	[4] Resources Available (Cash Plus receivables less current liabilities)	[5] Non-Tax Revenues	[6]=[4]+[5] Total Non-Tax Resources	[7]=[3]-[6] Property Tax Revenues	[8]=[6]+[7] Total Resources	[9]=[7]-[10] Mill Levy	
233,230	1000	General	**4,278,843**	**865,766**	5,144,609	1,098,996	3,337,944	4,436,940	1,555,594	5,992,534	129.320	
		Resort Tax offset						0	(847,925)	-847,925	-70.490	
		Net General	**4,278,843**	**865,766**	**5,144,609**	**1,098,996**	**3,337,944**	**4,436,940**	**707,669**	**5,144,609**	**58.830**	0
0	7120	Fire Relief Pension	67,627	0	67,627	0	23,915	23,915	43,712	67,627	3.630	
		SUBTOTAL ----------							**751,381**	See Mill Levy Limitations Schedule	**62.460**	**132.95**
	VOTED & SPECIAL LEVIES											
34,683	Permissive 2372	Permissive Medical Levy	350,539	0	350,539	34,683	4,300	38,983	**311,556**	350,539	**25.900**	0
	Permissive 2260	Emergency Disaster	0	24,069	24,069	0	0	0	**24,059**	24,059	**2.000**	
		SUBTOTAL ----------							**$ 335,615**	Special Mill Levies	**27.900**	
		TOTAL ----------	**$ 4,697,009**	**$ 889,835**	**$ 5,586,844**	**$ 1,133,679**	**$ 3,366,159**	**$ 4,499,838**	**$ 1,086,996**	**$ 5,586,833**	**90.360**	
	Last Year - 22 -23 FY		$ 4,057,655	$ 743,271	$ 4,800,926	$ 1,116,083	$ 2,061,298	$ 3,177,381	**1,623,545**	$ 4,800,926	181.01	
									TOTAL TAX		**TOTAL MILLS**	

**General Fund Cash Reserve Minimum:

Total Appropriations	$ 4,278,843	Year Change	**$ (536,549)**	**-90.650**

% of Operating	$	4,278,843
Minimum Reserve		20%
	$	855,769

Resolution 1908 - Exhibit B
NON-LEVIED FUNDS - FINAL SUMMARY SCHEDULE

Fiscal Year: 2023-24

Carry-over (#4-#2)	Fund No.	Fund Name	[1] Appropriation	[2] Resources Reserve	[3]=[1]+[2] Total Requirements	[4] Resources Available (Less Current Liabilities)		[5] Non-Tax Revenues	[6]=[4]+[5] Total Resources
	2100	Resort Tax	1,229,549	1,849,847	3,079,396	1,579,396		1,500,000	3,079,396
1,237,902	2310	Tax Increment District	1,249,000	657,384	1,906,384	1,895,286		11,098	1,906,384
-962	2311	TEDD - Industrial Park	-	25,340	25,340	24,378		962	25,340
	2312	TEDD - Columbia Rising	-	133,710	133,710	130,492		3,218	133,710
24,963	2394	Building Code Enforcement Program	131,463	113,969	245,432	138,932		106,500	245,432
21,013	2400	Special Lighting Districts	51,562	7,975	59,537	28,988		30,549	59,537
13,801	2500	Street Maintenance District	554,080	42,968	597,048	56,769		540,279	597,048
122,317	2700	Cedar Creek Trust	182,260	1,145,752	1,328,012	1,268,069		59,943	1,328,012
135,072	2821	Special Road/Street Allocation Program	135,072	**0**	135,072	135,072		0	135,072
30,013	2820	Gas Tax	406,261	28,702	434,963	58,715		376,248	434,963
0	2917	Crime Victims Program	6,000	0	6,000	-		6,000	6,000
151,016	2940	CDBG-Home Program Grant	158,643	0	158,643	151,016		7,627	158,643
	2959	EDA	198,677		198,677	143,088		55,589	198,677
	2991	ARPA of 2021	907,671	0	907,671	907,671			907,671
0	3534	SID 34	5,483	681	6,164	681		5,483	6,164
0	3536	SID 36	3,345	1,674	5,019	1,674		3,345	5,019
1,328	3538	SID 38	28,381		28,381	1,328		27,053	28,381
62,500	4000	C.I.P. Building Improvements	136,000	81,206	217,206	143,706		73,500	217,206
46,500	4010	C.I.P. Park Improvements/Equipment	55,000	211,656	266,656	258,156		8,500	266,656
24,900	4020	C.I.P. General Machinery & Equipment	171,400	297,833	469,233	322,733		146,500	469,233
888,064	4040	C.I.P. Street Construction	1,372,178	0	1,372,178	888,064		484,114	1,372,178
229,958	5210	Water ***Operating*** Fund (1)	1,051,346	805,173	1,856,519	1,035,131	*	821,388	1,856,519
-85,000	5211	Water Capital Expansion Fund	-	463,897	463,897	378,897	*	85,000	463,897
380,694	5310	Sewer ***Operating*** Fund (2)	6,390,415	1,648,522	8,038,937	2,029,216	**	6,009,721	8,038,937
927,883	5311	Sewer Capital Expansion Fund	1,037,883	188,376	1,226,259	1,116,259	**	110,000	1,226,259
		TOTAL	$ 15,461,669	$ 7,704,665	$ 23,166,334	$ 12,693,717		$ 10,472,617	$ 23,166,334

5210	Water Fund*		5310	Sewer Fund**	
	Water Fund Operating	$ 129,472		Sewer Fund Operating	**$ 777,537**
	Water Capital Projects (New)	$ 261,733		Sewer Capital Projects (New)	$ 313,893
	Water Bond Debt Req'd Reserve	$ 57,171		Sewer -Restricted Project (EDU increase)	$ 481,735
	Water Depreciation Reserve	$ 586,754		Sewer Bond Debt Reserve	$ 72,111
				Sewer Depreciation Reserve	$ 383,940
5211	Water Expansion Projects (New)	$ 376,897			
		$ 1,412,028	5311	Sewer Expansion Projects (New)	$ 1,118,599 5311
					$ 3,147,815

RESOLUTION NO. 1909

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA CALLING FOR A GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023, FOR THE OPEN CITY COUNCIL POSITIONS

WHEREAS, pursuant to Title 13, Chapter 1, Montana Code Annotated, in order to consolidate, simplify and standardize the government election process, local governments, including incorporated municipal governments, should pass a resolution calling for an election day established in accordance with Title 13; and

WHEREAS, the general election day for 2023 as established by 13-1-104, MCA is November 7, 2023; and

WHEREAS, the Flathead County election department notified the City on August 30, 2023, with the requirements for the municipal election to be held on November 7, 2023; and

WHEREAS, the City's registered voters electing absentee ballots now exceed 60% the City Council finds that it is in the best interests of the City that the election be conducted by mail ballot; and

WHEREAS, the Flathead County Election Office will provide secure ballot drop-off at City Hall as noted on the Mail Ballot Written Plan, Timetable and Instructions.

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

Section One: The Columbia Falls City Council calls for a general election to be held by mail ballot for the open positions of City Council on November 7, 2023.

Section Two: That this Resolution shall become effective immediately upon its passage and approval by the City Council and the City Clerk is directed to provide a copy of this resolution to the Flathead County Election Department.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 5th DAY OF SEPTEMBER 2023, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

____
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 7TH DAY OF SEPTEMBER 2023.

____
Mayor

ATTEST:

____
City Clerk

Mail Ballot Written Plan, Timetable and Instructions

Item No.13.

MUST BE RECEIVED BY SECRETARY OF STATE NO LATER THAN 60 DAYS BEFORE ELECTION DAY. COMPLETE, SAVE AND EMAIL THIS FORM TO SOSELECTIONS@MT.GOV. THIS DOCUMENT MAY BE AMENDED UNTIL THE 35TH DAY BEFORE THE ELECTION. ELECTION CAN BE CANCELLED AT ANY TIME PERMITTED BY LAW. A SEPARATE PLAN MUST BE SUBMITTED FOR EACH TYPE OF ELECTION.

	Written Plan	Response
1	Legal Name of Jurisdiction	Columbia Falls City
2	Name of County or Counties Involved	Flathead County
3	Estimated # of Electors (including Active, Inactive, and Provisional in jurisdiction; Inactive voters are only provided ballots by request but should be included in estimate)	3,481
4	Type of Election *(e.g., trustee/director/governing body, levy, bond, creation, etc.)*	Trustee/Director/Governing Body
5	Postage to return ballot paid by: elector or election office (& if insufficient, who pays)	Elector; jurisdiction covers insufficient postage.
6	Describe procedures you will use to ensure security and transport of ballots	Ballots will be deposited in locked ballot box and secured in locked area. Any transportation of ballots will be conducted by at least two officials.
7	Ballots will be printed based on: precinct, ward, or district	District
8	For **school** elections, specify signature verification procedures:	Not Applicable; not a school election

	Timetable	Date
1	Date applicable documents sent to the governing body *No date set by law, but should be no later than 60 days before election. Documents include: 1) written plan; 2) statement of decision to conduct election by mail; 3) list of reasons for decision; and 4) statement regarding right of governing body to object under 13-19-204.*	August 28, 2023
2	**Actual** date of submission of plan, timetable, and instructions to Secretary of State (Must be **received** by Secretary of State at least 60 days before election.)	Click here for calendar or enter a date
3	Last day for governing body to opt out of mail ballot (no later than 55 days before election – if the election is on a Tuesday, the last day to opt out is a Wednesday)	September 13, 2023
4	Secretary of State approves, disapproves or recommends changes to plan	Within 5 days of SOS receipt of plan
5	County election administrator publishes notices at least 3 times in the 4 weeks before the close of regular registration specifying close of voter registration and availability of late registration (For **all** non-school ***and*** school elections, to be published by the **county election administrator** at least 3 times in the 4 weeks preceding the close of registration, once per week. School clerks running school elections will need to coordinate with the county election administrator to have the county election administrator publish the notices of close of registration. 13-2-301)	September 11, 2023 September 18, 2023 September 25, 2023
6	Publish notice of election (All **non-school** elections: 13-1-108, MCA; **school** elections: 20-20-204, MCA. For **school** elections, notice must be published at least **once** between 40 and 10 days before the election in a newspaper (if there is one in the district) and in 3 public places in the district, and for 10 days prior to the election, on the district's website, if the district has an active website)	September 28, 2023 October 5, 2023 October 12, 2023
7	Close of regular voter registration (30 days before election; move to 29 days before election when 30th day falls on a Sunday)	October 9, 2023
8	Beginning of late voter registration (applicable to all elections) (Late registration opens for all elections **the day after** the close of regular registration)	October 10, 2023
9	Specific date on which ballots will be mailed (No sooner than 20 days or later than 15 days before election)	October 23, 2023
10	Election Day	November 7, 2023

***Additional Information** (to access the sections of law below, visit http://leg.mt.gov/bills/mca/index.html):*

List here any special requirements from applicable laws: Water/Sewer (7-13-2212; 7-13-2325), Fire (7-33-2106), Museum (7-11-1011(5)), Cemetery (7-11-1011(5)), Drainage (85-8-305), Irrigation (85-7-1710); certain Special Districts (7-11-1011(5); defined in 7-11-1002(3)(b)).

Affirmation:

*By entering my name on the line below, I affirm that I will conduct the election according to the written plan and timetable for conducting the election. I understand that any undeliverable ballots must be filed securely, retained and available for electors to vote and that I must attempt to contact electors whose ballots are undeliverable. If such electors cannot be contacted otherwise, electors in **odd-year elections** will be mailed a notice and the guidelines in 13-19-313, MCA and ARM 44.3.2710 will be followed. **(For school trustee elections: If a school trustee election is cancelled for any reason, I understand I must follow the deadlines and process in 20-3-313 MCA.)***

Type Name(s) Here
Name(s) of Election Administrator(s) Conducting Election

*Complete the above plan and timetable **and the instructions below**, and save and email this form to soselections@mt.gov.*

Item No.13.

INSTRUCTIONS FOR VOTING A **MAIL** BALLOT – PLEASE READ CAREFULLY

Read carefully and follow all directions

Ballots must be received by election office by 8 p.m. on Election Day

Failure to follow directions may invalidate part or all of your ballot

1. **VOTE YOUR BALLOT**

- As instructed on the ballot, mark the designated voting area for each race using only black or blue ink pen.
- Vote in all columns and both sides of ballot(s) as applicable. *Skipping a race will not invalidate your ballot.*
- **Do not** cross out, erase, or use correction fluid.
- **Do not** make any identifying marks on your ballot.
- **Do not** mark more choices than allowed for each race (overvote) as that will cause that race only to not be counted.

SAMPLE OVERVOTED RACE
FOR LOCAL COUNCIL
(Vote for One)

John Doe

Void Overvote

Thomas Jefferson

Jane Q Public

- *If applicable*, to write in a candidate's name, mark the designated voting area to the left of the line provided and print the name in the blank space.

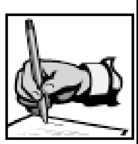
SAMPLE WRITE-IN VOTE (if applicable)
FOR LOCAL COUNCIL
(Vote for One)

John Doe

- If you make a mistake or spoil your ballot, request a replacement ballot from the election office.

2. **PREPARE BALLOT FOR SUBMITTAL**

- Place VOTED ballot in the SECRECY ENVELOPE and seal (if multiple sheets, return all sheets of the ballot).
- **SIGN YOUR signature** on the voter affirmation on the back of the Signature Envelope. Failure to sign may invalidate your ballot.



- If the signature on the affirmation does not match the signature on file, the ballot may be rejected.
- Place the Secrecy Envelope containing your voted ballot into the Signature Envelope and Seal.

3. **RETURN BALLOT**

- Mail your ballot; or
- Drop off ballot:

The place(s) of deposit and the days and times when ballots may be returned to the places of deposit before election day and on election day are:

Monday – Friday, October 24th – November 6th:
8:00 am to 5:00 pm
Election Day Hours: 7:00 am to 8:00 pm.
Election Office: 290B N. Main St., Kalispell
Columbia Falls City Hall: 130 6th St. W, Columbia Falls

- **This election is by mail ballot only – regular polling places will not be open. Ballots must be received at the election office by 8 p.m. on Election Day, November 7, 2023.** *(Note: a postmark cannot be accepted so if you mail your ballot make sure there is enough time for it to reach the election office.)*

DO NOT FORGET POSTAGE IF MAILING:
66 *cents postage required*

ASSISTANCE FOR VOTERS WITH DISABILITIES: There are options for voters with disabilities. Contact your election office for information about all options.

MILITARY/OVERSEAS VOTERS: If you are an active-duty absent military voter or overseas citizen, electronic registration and voting options may be available. Contact your election office for information about all options.

IF YOU HAVE QUESTIONS CONTACT THE ELECTION OFFICE AT:

Phone: 406-758-5535
Fax: 406-758-5877
Email: elections@flathead.mt.gov

Columbia Falls Fire Department
2023 Runs

Item No.14.

	Jan	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Calls YTD 2023	
calls	31	30	32	39	22	27	47	38					266	
Weeks	18	9	22	14	12	12	32	16					135	50.75%
Peterson	16	7	14	23	9	14	22	10					115	43.23%
Smith, R.	8	6	11	23	9	14	24	11					106	39.85%
Thomas	16	7	9	22	3	9	18	10					94	35.34%
Ross	7	0	2	1	0	1	1	6					18	6.77%
Kemppainen	0	1	4	1	2	4	0	1					13	4.89%
Loughery	3	6	3	3	1	6	13	9					44	16.54%
Shanks	3	2	4	3	1	4	2	8					27	10.15%
Perkins	7	2	4	3	3	2	3	1					25	9.40%
Smith, K.	10	2	6	6	1	3	18	10					56	21.05%
Arnold	5	3	1	2	2	7	2	5					27	10.15%
Vanhaverbeke	6	1	4	5	8	4	8	12					48	18.05%
Bates	1	2	2	4	2	1	6	4					22	8.27%
Stuhler	2	4	9	12	1	3	18	15					64	24.06%
Schrader	3	2	6	6	2	0	3	6					28	10.53%
Willcut	4	11	10	5	1	4	14	10					59	22.18%
Grogan	28	21	19	25	12	21	40	29					195	73.31%
O'Brien	22	18	12	13	2	0	0	0					67	25.19%
Woodruff	1	4	0	13	2	7	15	7					49	18.42%
Dickerson	0	1	4	4	0	3	7	1					20	7.52%
Butts	0	1	2	3	1	6	5	3					21	7.89%
Hogan	8	17	11	20	9	15	31	23					134	50.38%
Dolph	14	8	16	8	2	1	3	1					53	19.92%
Pinneke	8	16	9	5	2	6	14	17					77	28.95%
Ledbeter	10	13	10	13	4	4	4	11					69	25.94%
Kehl	0	0	0	2	3	5	10	5					25	9.40%
Davis	2	0	0											
Hanley	0	1	3											
Best	0	0	1	0	0	0								
			#1 month		#2 month		2023 #1					Department Average:	68.78	25.86%

	Jan	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Calls YTD 2023	
Total calls	31	30	32	39	22	27	47	38					266	
Rural	13	16	19	24	5	11	38	23					149	56.02%
City	18	14	13	15	17	16	9	15					117	43.98%
Mutual Aid Received	1	0	2	0	1	1	1	1					7	2.63%
Mutual Aid Given	0	2	0	4	3	2	3	2					16	6.02%
Medical & MVA	13	7	14	9	9	10	11	12					85	31.95%

9/1/2023

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2023
Dispatches	**31**	**30**	**32**	**39**	**22**	**27**	**47**	**38**					**266**	**Dispatches**
ALS Medical Total	2	0	1	0	2	0	0	2					7	ALS Medical Total
BLS Medical Total	10	7	8	1	7	3	1	2					39	BLS Medical Total
Medical CPR	1	0	0	1	2	0	0	1					5	Medical CPR
Medical ALS	2	0	1	0	0	0	0	1					4	Medical ALS
Medical BLS	1	0	2	1	1	3	0	2					10	Medical BLS
Medical Lift Assist	4	3	6	3	4	1	1	4					26	Medical Lift Assist
MVA with injury	1	1	4	2	0	4	4	3					19	MVA with injury
Extrication	0	1	0	1	0	0	2	0					4	Extrication
Ambulance Driver	0	0	0	0	0	0	0	0					0	Ambulance Driver
MVA non injury	4	2	1	1	2	2	4	1					17	MVA non injury
Airport Emergency	0	0	0	1	0	0	0	0					1	Airport Emergency
Traffic Control	0	0	0	0	0	0	0	0					0	Traffic Control
HazMat	5	7	0	8	1	2	0	0					23	HazMat
Hazardous Conditions	5	7	0	8	2	2	0	0					24	Hazardous Conditions
CO	2	0	0	2	0	0	0	0					4	CO
Gas Leak/Odor inside	2	3	0	5	0	1	0	0					11	Gas Leak/Odor inside
Gas Leak/Odor outside	1	4	0	2	1	1	0	0					9	Gas Leak/Odor outside
Powerline	0	0	0	0	2	0	0	0					2	Powerline
Other	0	0	0	0	0	0	0	0					0	Other
Service	0	1	3	2	0	0	1	2					9	Service
Good Intent	0	0	2	1	1	2	5	5					16	Good Intent
Fire Alarm	1	2	1	1	0	2	0	2					9	Fire Alarm
False Alarm	1	1	1	1	0	0	0	2					6	False Alarm
Illegal burn	0	0	0	0	0	0	2	4					6	Illegal burn
Smoke Investigation, outside	0	1	1	0	2	0	0	0					4	Smoke Investigation, outside
Smoke Investigation, inside	1	0	0	1	0	0	0	0					2	Smoke Investigation, inside
Cancelled enroute	7	5	7	10	5	6	16	6					62	Cancelled enroute
Fire, residential	2	3	2	2	2	1	2	1					15	Fire, residential
Fire, chimney	0	1	0	0	0	0	0	0					1	Fire, chimney
Fire, commercial	0	1	0	0	0	2	0	0					3	Fire, commercial
Fire, vehicle	1	1	0	0	0	2	1	1					6	Fire, vehicle
Fire, vegetation, grass	0	0	0	2	0	0	7	2					11	Fire, vegetation, grass
Fire, vegetation, wildland	0	0	0	1	0	0	1	1					3	Fire, vegetation, wildland
Dispatch Totals	31	30	32	39	22	27	47	38					**266**	**Dispatch Totals**
Structure fires (In District)	2	3	2	0	1	2	1	0					11	Structure fires
Structure fires (Mutual aid)	0	1	1	2	1	1	1	1					8	
Acres burned	0	0	0	1.3	0	0	0.14	0.02					1.46	Acres burned

Item No.15.

130 6th STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

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

DATE: August 31, 2023
TO: Mayor and City Council
FROM: Shawn Bates, Finance Director
Susan M. Nicosia, City Manager

RE: Financial Report – June 2023

Attached are the following condensed monthly reports for your review. Reports reflect activity from July 1, 2022 through June 30th, 2023.

We have completed 100% of the fiscal year. The accounting system has been updated to include all budgetary information including line items as prepared by the City Manager and approved by Council. Reserves within the cash report have been updated to reflect the current budgeted amounts.

First report: Summary of **Revenues Budget and Actual** for the Month of June and Year to Date. In total, we have received 74% of total revenues budgeted compared to 64% for the prior year.

Second report: Summary of **Expenditures Budget and Actual** for the Month of June and Year to Date. There are no significant variances from anticipated expenditures/expenses. In total, we have committed 49% of the total expenditure budget compared to 43% for the prior year.

Third report: Detail revenue and expenditures/expense for the General Fund, Water Operating Fund, and Sewer Operating Fund. These reports show detail totals of revenues by source and expenditures/expenses by activity.

- The General Fund has incurred $62,808 more in expenditures than revenues through June 2023, compared to ($50,622) last year for the same time period.
- The Water Fund reflects revenues exceeding expenses by ($45,369) to date compared to $121,281 in the prior year.
- The Sewer Fund reflects YTD revenues exceeding expenses $324,541 compared to ($231,756) in the prior year.

Fourth report: The Cash Balance report for June 2023 has been provided as a separate report for your review. Total reconciled cash/investments equal $13,379,358 compared to $12,849,669 from one year ago. The City as of June 30, 2023 had invested $11,994,127 in STIP June average rate was 5.0792142%, $884,826 in Glacier Bank, MBS various term investments of $1,145,000 with rates ranging from 1.16% to 2.0%.

Should you have any questions on these reports or any financial matter, please do not hesitate to contact me via email: batess@cityofcolumbiafalls.com or by phone at 406-892-4327.

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
1000 GENERAL FUND	1,293,539.35	3,686,132.62	3,566,195.00	-119,937.62	103 %
2100 RESORT TAX	25,286.02	1,435,825.79	797,865.00	-637,960.79	180 %
2310 TAX INCREMENT DISTRICT FUND	264,743.25	734,447.40	13,998.00	-720,449.40	*** %
2311 TEDD-INDUSTRIAL PARK	4,068.48	8,399.83	0.00	-8,399.83	** %
2312 TEDD - COLUMBIA RISING IND PARK	15,543.48	91,599.65	0.00	-91,599.65	** %
2372 PERMISSIVE MEDICAL LEVY	95,517.14	255,246.69	252,666.00	-2,580.69	101 %
2394 BUILDING CODE ENFORCEMENT FUND	8,969.60	95,017.77	158,000.00	62,982.23	60 %
2400 SPECIAL LIGHTING DISTRICT FUND	10,814.16	33,601.90	30,199.00	-3,402.90	111 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	144,594.44	379,123.65	382,610.00	3,486.35	99 %
2700 CEDAR CREEK TRUST	4,807.93	43,631.43	53,155.00	9,523.57	82 %
2820 GAS TAX FUND	7,778.81	93,345.70	93,346.00	0.30	100 %
2917 CRIME VICTIMS ASSISTANCE FUND	447.00	3,319.62	6,000.00	2,680.38	55 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT	0.00	7,627.00	0.00	-7,627.00	** %
2959 EDA	0.00	260,000.00	1,053,146.00	793,146.00	25 %
3020 GO Street Improvements	0.00	5,465.26	0.00	-5,465.26	** %
3534 SID 34 FUND - 5th Avenue Water Main	1,160.78	5,914.48	5,483.00	-431.48	108 %
3536 SID 36 FUND - Talbott & 4th Avenue Water Main	493.56	3,453.45	3,344.00	-109.45	103 %
3538 SID 38 FUND - Riverwood	11,895.50	28,285.78	27,609.00	-676.78	102 %
4000 CAPITAL PROJECTS FUND - Building Improvements	539.53	11,292.32	6,500.00	-4,792.32	174 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	969.22	91,212.91	82,947.00	-8,265.91	110 %
4020 CAPITAL PROJECTS FUND - General Equipment	6,123.24	109,745.55	92,837.00	-16,908.55	118 %
4040 CAPITAL PROJECTS FUND - Street Construction	3,334.14	152,622.65	123,235.00	-29,387.65	124 %
5210 WATER ENTERPRISE FUND	373,008.50	1,135,652.08	1,056,108.00	-79,544.08	108 %
5211 WATER CAPITAL EXPANSION	1,424.02	60,794.36	95,500.00	34,705.64	64 %
5310 SEWER ENTERPRISE FUND	793,661.57	1,903,967.66	6,617,671.00	4,713,703.34	29 %
5311 SEWER CAPITAL EXPANSION	4,199.87	105,162.98	97,500.00	-7,662.98	108 %

For the Accounting Period: 6 / 23

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
7120 FIRE RELIEF DISABILITY/PENSION FUND	19,225.76	66,546.28	67,627.00	1,080.72	98 %
Grand Total:	3,092,145.35	10,807,434.81	14,683,541.00	3,876,106.19	74 %

Item No.15.

For the Accounting Period: 6 / 23

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
1000 GENERAL FUND	743,494.02	3,623,324.01	3,665,000.00	3,866,695.00	243,370.99	94 %
2100 RESORT TAX	0.00	374,883.00	250,049.00	374,883.00	0.00	100 %
2310 TAX INCREMENT DISTRICT FUND	21,220.34	255,318.96	1,217,920.00	1,217,920.00	962,601.04	21 %
2372 PERMISSIVE MEDICAL LEVY	124,698.25	258,198.16	280,244.00	280,244.00	22,045.84	92 %
2394 BUILDING CODE ENFORCEMENT FUND	15,302.25	143,182.35	213,213.00	213,213.00	70,030.65	67 %
2400 SPECIAL LIGHTING DISTRICT FUND	5,047.86	32,738.69	51,466.00	51,466.00	18,727.31	64 %
2500 SPECIAL STREET MAINTENANCE DISTRICT	57,884.11	482,900.65	499,437.00	499,437.00	16,536.35	97 %
2700 CEDAR CREEK TRUST	0.00	0.00	93,083.00	93,083.00	93,083.00	0 %
2820 GAS TAX FUND	0.00	34,630.60	93,346.00	93,346.00	58,715.40	37 %
2821 Special Road/Street Allocation Program	0.00	0.00	135,072.00	135,072.00	135,072.00	0 %
2917 CRIME VICTIMS ASSISTANCE FUND	447.00	3,319.62	6,000.00	6,000.00	2,680.38	55 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP	0.00	0.00	143,389.00	143,389.00	143,389.00	0 %
2958 FEMA PUBLIC ASSISTANCE GRANT	-8,498.69	0.00	0.00	0.00	0.00	0 %
2959 EDA	247,814.90	1,052,737.12	1,251,414.00	1,251,414.00	198,676.88	84 %
2991 ARPA of 2021	597,805.45	597,805.45	1,505,476.00	1,505,476.00	907,670.55	40 %
3020 GO Street Improvements	45,651.37	50,238.87	44,784.00	50,240.00	1.13	100 %
3534 SID 34 FUND - 5th Avenue Water Main	5,482.32	5,482.32	5,483.00	5,483.00	0.68	100 %
3536 SID 36 FUND - Talbott & 4th Avenue	3,343.69	3,343.69	3,345.00	3,345.00	1.31	100 %
3538 SID 38 FUND - Riverwood	13,609.07	27,394.95	28,018.00	28,018.00	623.05	98 %
4000 CAPITAL PROJECTS FUND - Building	0.00	24,235.00	96,000.00	96,000.00	71,765.00	25 %
4010 CAPITAL PROJECTS FUND - Parks	240.00	125,931.35	185,500.00	185,500.00	59,568.65	68 %
4020 CAPITAL PROJECTS FUND - General	14,030.12	118,312.81	113,000.00	178,000.00	59,687.19	66 %
4040 CAPITAL PROJECTS FUND - Street	1,102.50	28,407.02	887,084.00	887,084.00	858,676.98	3 %
5210 WATER ENTERPRISE FUND	485,908.33	1,204,152.15	1,448,234.00	1,448,234.00	244,081.85	83 %
5211 WATER CAPITAL EXPANSION	46,500.00	46,500.00	46,500.00	46,500.00	0.00	100 %

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
5310 SEWER ENTERPRISE FUND	485,203.83	1,579,426.45	7,016,483.00	7,016,483.00	5,437,056.55	23 %
5311 SEWER CAPITAL EXPANSION	183,969.65	183,969.65	1,221,853.00	1,221,853.00	1,037,883.35	15 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	0.00	0.00	67,627.00	67,627.00	67,627.00	0 %
Grand Total:	3,090,256.37	10,256,432.87	20,569,020.00	20,966,005.00	10,709,572.13	49 %

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
311010 Real Property Taxes	784,188.12	0.00	511,749.76	511,749.76	1,295,937.88
311020 Personal Property Taxes	36,670.02	0.00	2,701.83	2,701.83	39,371.85
311030 Motor Vehicle Taxes	41.07	0.00	0.00	0.00	41.07
312000 Penalty & Interest on Delinquent	2,417.35	0.00	851.32	851.32	3,268.67
314150 Local Option - Marijuana Excise Tax	0.00	0.00	3,273.53	3,273.53	3,273.53
322010 Alcoholic Beverage Licenses and	8,437.50	0.00	0.00	0.00	8,437.50
322020 Professional Business Licenses	9,605.00	0.00	222.50	222.50	9,827.50
322030 General Business Licenses	14,155.00	0.00	532.50	532.50	14,687.50
323060 Non-Exclusive Cable TV Franchise	43,267.92	0.00	0.00	0.00	43,267.92
331112 Stonegarden Grant CFDA # 97.067	157.77	0.00	0.00	0.00	157.77
331113 FEMA GRANT	0.00	0.00	49,717.50	49,717.50	49,717.50
331179 Alcohol Compliance Check Program	0.00	0.00	0.00	0.00	0.00
334000 State Grants/Hwy Safety	3,207.09	0.00	0.00	0.00	3,207.09
334122 DNRC Grant	850.00	0.00	0.00	0.00	850.00
335120 Gambling Licenses & Permits	15,368.79	0.00	0.00	0.00	15,368.79
335230 State Entitlement	604,567.17	0.00	201,522.39	201,522.39	806,089.56
336020 State On-Behalf Retirement	0.00	0.00	261,662.96	261,662.96	261,662.96
337340 Flathead County (EMS)	5,074.51	0.00	5,297.54	5,297.54	10,372.05
337350 Flathead County (SRO)	0.00	0.00	20,000.00	20,000.00	20,000.00
337360 School District #6 (SRO)	0.00	0.00	7,000.00	7,000.00	7,000.00
341000 General Miscellaneous (Copies,	5,996.80	0.00	83.75	83.75	6,080.55
341070 Planning and Zoning Fees	41,296.25	0.00	1,550.00	1,550.00	42,846.25
342020 Special Fire Protection Services	79,055.18	0.00	66,306.82	66,306.82	145,362.00
342021 Fire Protective Inspections	10,674.00	0.00	1,406.00	1,406.00	12,080.00
346030 Swimming Pool User Fees	8,483.75	4.00	2,381.05	2,377.05	10,860.80
346031 Parks Use Permits/Fees	4,932.25	35.00	762.00	727.00	5,659.25
346033 Swim Lessons	4,643.50	0.00	0.00	0.00	4,643.50
346034 Individual Swim Pass	35.00	0.00	32.00	32.00	67.00
346035 Lap Swim Pass	134.00	0.00	424.00	424.00	558.00
346036 Family Swim Pass	4,621.00	0.00	4,947.00	4,947.00	9,568.00
346037 Pool Parties	2,000.00	0.00	500.00	500.00	2,500.00
346050 Swim Team Agreement	10.00	0.00	0.00	0.00	10.00
351030 City Courts Fines & Forfeitures	113,682.49	0.00	29,724.84	29,724.84	143,407.33
351031 Court Fines Surcharge	4,167.50	0.00	1,025.05	1,025.05	5,192.55
351034 Court Administration Costs	620.08	0.00	132.50	132.50	752.58
362000 Refunds, Rebates, Dividends	2,525.70	0.00	0.00	0.00	2,525.70
366000 Miscellaneous	6,757.38	0.00	0.00	0.00	6,757.38
371010 Investment Earnings	98,772.89	0.00	12,733.58	12,733.58	111,506.47
383000 Interfund Operating Transfer	476,178.19	0.00	107,037.93	107,037.93	583,216.12
Total REVENUE	2,392,593.27	39.00	1,293,578.35	1,293,539.35	3,686,132.62
EXPENDITURES					
410100 LEGISLATIVE SERVICES	83,706.74	4,446.46	0.01	4,446.45	88,153.19
410131 Tree City Program (Tree Board)	15,838.38	1,293.50	0.00	1,293.50	17,131.88
410132 Arbor Day (Tree Board)	2,400.00	0.00	0.00	0.00	2,400.00
410360 CITY COURT	174,259.88	19,785.03	0.00	19,785.03	194,044.91
410365 CITY COURT PROSECUTION	43,399.13	0.00	0.00	0.00	43,399.13
410400 ADMINISTRATIVE SERVICES	57,114.21	4,525.30	388.83	4,136.47	61,250.68

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
410500 DEPT. OF FINANCE	164,141.82	15,988.64	0.00	15,988.64	180,130.46
410580 Computer Systems & Programs	28,958.99	15,577.16	0.00	15,577.16	44,536.15
411000 PLANNING & ZONING	71,296.38	7,839.06	0.00	7,839.06	79,135.44
411100 LEGAL SERVICES	44,886.18	7,787.00	0.00	7,787.00	52,673.18
411200 FACILITIES ADMINISTRATION	95,084.32	7,152.40	0.00	7,152.40	102,236.72
411800 Employee Asst Program & Flex Plan	1,455.00	0.00	0.00	0.00	1,455.00
420100 LAW ENFORCEMENT SERVICES	1,187,557.53	399,262.81	0.09	399,262.72	1,586,820.25
420400 FIRE PROTECTION & CONTROL	319,610.56	106,186.62	0.04	106,186.58	425,797.14
420730 Emergency Medical Services	3,636.49	130.20	0.00	130.20	3,766.69
430200 ROAD & STREET SERVICES	0.00	28.99	28.99	0.00	0.00
430400 Transit Systems	5,500.00	0.00	0.00	0.00	5,500.00
431200 Flood Control-High Hazard Dam	3,260.70	278.95	0.00	278.95	3,539.65
440600 ANIMAL CONTROL SERVICES	0.00	4,250.00	0.00	4,250.00	4,250.00
460400 PARK & RECREATION SERVICES	149,159.94	31,890.34	10.94	31,879.40	181,039.34
460439 Other Parks Activities	0.00	77,654.42	0.00	77,654.42	77,654.42
460445 SWIMMING POOL	68,571.18	30,312.61	8.29	30,304.32	98,875.50
490500 Other Debt Service Payments	7,933.85	7,841.72	0.00	7,841.72	15,775.57
510100 SPECIAL ASSESSMENTS	7,898.46	0.00	0.00	0.00	7,898.46
510300 ORDINANCE CODIFICATION/CONSULTANTS	0.00	1,700.00	0.00	1,700.00	1,700.00
510330 Comprehensive Liability Insurance	92,078.25	0.00	0.00	0.00	92,078.25
510620 TERMINATION COSTS	0.00	0.00	0.00	0.00	0.00
521000 INTERFUND OPERATING TRANSFERS OUT	252,082.00	0.00	0.00	0.00	252,082.00
Total EXPENDITURES	2,879,829.99	743,931.21	437.19	743,494.02	3,623,324.01

Revenue less Expenditures Current Month 550,045.33

Revenue less Expenditures Year to Date 62,808.61

For the Accounting Period: 6 / 23

5210 WATER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
331991 CARES/ARPA GRANT CFDA#21.019/21.027	0.00	0.00	143,000.00	143,000.00	143,000.00
343021 Metered Water Sales	663,854.11	0.00	77,525.59	77,525.59	741,379.70
343022 Water Testing Charge - 75-6-108	4,350.00	0.00	0.00	0.00	4,350.00
343024 Sale of Materials, Supplies & Misc.	16,805.13	0.00	0.00	0.00	16,805.13
343025 Water Permit Fees	550.00	0.00	0.00	0.00	550.00
343026 Water Connection Fees/New	4,305.00	25.00	265.00	240.00	4,545.00
343027 Repairs/Materials & Supplies	16,891.21	0.00	320.00	320.00	17,211.21
343028 Late Charges/Disconnect &	7,116.64	7.00	709.10	702.10	7,818.74
362000 Refunds, Rebates, Dividends	4,093.61	0.00	0.00	0.00	4,093.61
363020 Special Assmts - Bond P&I	0.00	0.00	725.21	725.21	725.21
366000 Miscellaneous	1,100.00	0.00	0.00	0.00	1,100.00
371010 Investment Earnings	43,577.88	0.00	3,995.60	3,995.60	47,573.48
383000 Interfund Operating Transfer	0.00	0.00	146,500.00	146,500.00	146,500.00
Total REVENUE	762,643.58	32.00	373,040.50	373,008.50	1,135,652.08
EXPENDITURES					
430500 Water Operating	485,000.72	474,174.38	3,968.43	470,205.95	955,206.67
430560 Administration	88,793.72	8,365.48	0.00	8,365.48	97,159.20
430570 Water Customer Accounting &	55,472.82	7,336.90	0.00	7,336.90	62,809.72
490210 Revenue Bonds, Series 2005	31,878.75	0.00	0.00	0.00	31,878.75
490220 Water Revenue Bonds Series 2020	43,375.00	0.00	0.00	0.00	43,375.00
510330 Comprehensive Liability Insurance	13,722.81	0.00	0.00	0.00	13,722.81
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	718,243.82	489,876.76	3,968.43	485,908.33	1,204,152.15

Revenue less Expenditures Current Month (112,899.83)

Revenue less Expenditures Year to Date (68,500.07)

5310 SEWER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
331991 CARES/ARPA GRANT CFDA#21.019/21.027	0.00	0.00	0.00	0.00	0.00
343030 Sewer Administrative Fees	275.00	0.00	0.00	0.00	275.00
343031 Sewer Service Charges	1,028,544.89	0.00	100,543.43	100,543.43	1,129,088.32
343032 Sewer Connection Fees/New	2,700.00	0.00	0.00	0.00	2,700.00
343033 Sewer Permit Fees	950.00	0.00	0.00	0.00	950.00
343035 Sale of Materials, Supplies & Misc.	773.74	0.00	370.34	370.34	1,144.08
343038 Disposal Fee Agreements	10,805.14	0.00	2,032.48	2,032.48	12,837.62
362000 Refunds, Rebates, Dividends	6,450.52	0.00	0.00	0.00	6,450.52
363020 Special Assmts - Bond P&I	0.00	0.00	430.46	430.46	430.46
366000 Miscellaneous	1,100.00	0.00	0.00	0.00	1,100.00
371010 Investment Earnings	58,706.80	0.00	8,509.76	8,509.76	67,216.56
383000 Interfund Operating Transfer	0.00	0.00	681,775.10	681,775.10	681,775.10
Total REVENUE	1,110,306.09	0.00	793,661.57	793,661.57	1,903,967.66
EXPENDITURES					
430600 Sewer Operating	867,748.61	473,847.15	4,250.93	469,596.22	1,337,344.83
430610 Sewer Administration	88,787.55	8,365.06	0.00	8,365.06	97,152.61
430670 Sewer Customer Accounting &	55,457.27	7,242.55	0.00	7,242.55	62,699.82
490215 Revenue Bonds, Series 2009	46,693.75	0.00	0.00	0.00	46,693.75
510330 Comprehensive Liability Insurance	35,535.44	0.00	0.00	0.00	35,535.44
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	1,094,222.62	489,454.76	4,250.93	485,203.83	1,579,426.45

Revenue less Expenditures Current Month	308,457.74
Revenue less Expenditures Year to Date	324,541.21
Grand Total Revenue less Expenditures Current Month	745,603.24
Grand Total Revenue less Expenditures Year to Date	318,849.75

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL FUND						
101000 CASH/CASH EQUIVALENTS	-159,355.57	983,546.05	8.29	89,119.34	394,418.29	340,661.14
102000 CASH - RESERVE	733,215.00	0.00	0.00	0.00	0.00	733,215.00
102015 Cash-Restricted for	66,952.56	0.00	0.00	0.00	0.00	66,952.56
102200 CASH - RESTRICTED DONATIONS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
103000 CASH - CHANGE FUND/PETTY	200.00	0.00	0.00	0.00	0.00	200.00
Total Fund	642,011.99	983,546.05	8.29	89,119.34	394,418.29	1,142,028.70
2100 RESORT TAX						
101000 CASH/CASH EQUIVALENTS	344,270.69	25,286.02	0.00	0.00	0.00	369,556.71
102000 CASH - RESERVE	1,066,269.00	0.00	0.00	0.00	0.00	1,066,269.00
102180 Cash Restricted - Public	67,166.00	0.00	0.00	0.00	0.00	67,166.00
102190 Cash Restricted - Other	76,404.00	0.00	0.00	0.00	0.00	76,404.00
Total Fund	1,554,109.69	25,286.02				1,579,395.71
2310 TAX INCREMENT DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	1,444,718.30	264,743.25	0.00	49,236.69	23,205.00	1,637,019.86
102000 CASH - RESERVE	212,235.00	0.00	0.00	0.00	0.00	212,235.00
Total Fund	1,656,953.30	264,743.25		49,236.69	23,205.00	1,849,254.86
2311 TEDD-INDUSTRIAL PARK						
101000 CASH/CASH EQUIVALENTS	7,748.10	4,068.48	0.00	480.85	0.00	11,335.73
102000 CASH - RESERVE	12,561.00	0.00	0.00	0.00	0.00	12,561.00
Total Fund	20,309.10	4,068.48		480.85		23,896.73
2312 TEDD - COLUMBIA RISING IND PARK						
101000 CASH/CASH EQUIVALENTS	76,056.30	15,543.48	0.00	1,828.88	0.00	89,770.90
102000 CASH - RESERVE	38,892.00	0.00	0.00	0.00	0.00	38,892.00
Total Fund	114,948.30	15,543.48		1,828.88		128,662.90
2372 PERMISSIVE MEDICAL LEVY						
101000 CASH/CASH EQUIVALENTS	53,807.76	97,606.95	0.00	140,453.57	0.00	10,961.14
102000 CASH - RESERVE	10,056.00	0.00	0.00	0.00	0.00	10,056.00
Total Fund	63,863.76	97,606.95		140,453.57		21,017.14
2394 BUILDING CODE ENFORCEMENT FUND						
101000 CASH/CASH EQUIVALENTS	13,381.49	8,997.60	0.00	28.00	8,178.36	14,172.73
102000 CASH - RESERVE	131,883.00	0.00	0.00	0.00	0.00	131,883.00
Total Fund	145,264.49	8,997.60		28.00	8,178.36	146,055.73
2400 SPECIAL LIGHTING DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	16,364.08	10,814.16	0.00	1,509.05	2,522.79	23,146.40
102000 CASH - RESERVE	6,858.00	0.00	0.00	0.00	0.00	6,858.00
Total Fund	23,222.08	10,814.16		1,509.05	2,522.79	30,004.40
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	-73,068.85	144,594.44	0.00	13,767.78	43,830.68	13,927.13
102000 CASH - RESERVE	43,719.00	0.00	0.00	0.00	0.00	43,719.00
Total Fund	-29,349.85	144,594.44		13,767.78	43,830.68	57,646.13
2700 CEDAR CREEK TRUST						
101000 CASH/CASH EQUIVALENTS	131,906.90	4,807.93	0.00	0.00	0.00	136,714.83
102030 Cash/Investments-Restricted	1,087,875.58	43,478.56	0.00	0.00	0.00	1,131,354.14
Total Fund	1,219,782.48	48,286.49				1,268,068.97
2820 GAS TAX FUND						

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101000 CASH/CASH EQUIVALENTS	50,936.43	7,778.81	0.00	0.00	0.00	58,715.24
2821 Special Road/Street Allocation Program						
101000 CASH/CASH EQUIVALENTS	135,072.09	0.00	0.00	0.00	0.00	135,072.09
2917 CRIME VICTIMS ASSISTANCE FUND						
101000 CASH/CASH EQUIVALENTS	0.00	447.00	0.00	0.00	215.00	232.00
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FUND						
101000 CASH/CASH EQUIVALENTS	151,016.00	0.00	0.00	0.00	0.00	151,016.00
2958 FEMA PUBLIC ASSISTANCE GRANT						
101000 CASH/CASH EQUIVALENTS	-8,498.69	8,498.69	0.00	0.00	0.00	0.00
2959 EDA						
101000 CASH/CASH EQUIVALENTS	-326,617.31	0.00	2,184.39	0.00	258,176.28	-582,609.20
2991 ARPA of 2021						
101000 CASH/CASH EQUIVALENTS	1,505,475.83	0.00	0.00	597,805.45	0.00	907,670.38
3020 GO Street Improvements						
101000 CASH/CASH EQUIVALENTS	45,651.37	0.00	0.00	45,651.37	0.00	0.00
3534 SID 34 FUND - 5th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	4,754.10	1,160.78	0.00	5,482.32	0.00	432.56
102000 CASH - RESERVE	248.00	0.00	0.00	0.00	0.00	248.00
Total Fund	5,002.10	1,160.78		5,482.32		680.56
3536 SID 36 FUND - Talbott & 4th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	2,959.50	493.56	0.00	3,447.79	0.00	5.27
102000 CASH - RESERVE	1,565.00	0.00	0.00	166.96	0.00	1,398.04
Total Fund	4,524.50	493.56		3,614.75		1,403.31
3538 SID 38 FUND - Riverwood						
101000 CASH/CASH EQUIVALENTS	3,041.44	11,895.50	0.00	1,479.03	13,609.07	-151.16
102010 CASH - SID RESTRICTED BOND	17,000.00	0.00	0.00	0.00	0.00	17,000.00
Total Fund	20,041.44	11,895.50		1,479.03	13,609.07	16,848.84
4000 CAPITAL PROJECTS FUND - Building Improvements						
101000 CASH/CASH EQUIVALENTS	76,017.56	539.53	0.00	0.00	0.00	76,557.09
102000 CASH - RESERVE	67,149.00	0.00	0.00	0.00	0.00	67,149.00
Total Fund	143,166.56	539.53				143,706.09
4010 CAPITAL PROJECTS FUND - Parks Improvements						
101000 CASH/CASH EQUIVALENTS	70,780.08	969.22	0.00	0.00	3,915.00	67,834.30
102000 CASH - RESERVE	190,322.00	0.00	0.00	0.00	0.00	190,322.00
Total Fund	261,102.08	969.22			3,915.00	258,156.30
4020 CAPITAL PROJECTS FUND - General Equipment						
101000 CASH/CASH EQUIVALENTS	19,503.01	6,123.24	0.00	0.00	10,680.12	14,946.13
102000 CASH - RESERVE	311,137.00	0.00	0.00	0.00	0.00	311,137.00
Total Fund	330,640.01	6,123.24			10,680.12	326,083.13
4040 CAPITAL PROJECTS FUND - Street Construction						
101000 CASH/CASH EQUIVALENTS	766,537.68	3,334.14	0.00	0.00	2,537.50	767,334.32
102016 CASH-RESTRICTED RR STREET	120,730.00	0.00	0.00	0.00	0.00	120,730.00
Total Fund	887,267.68	3,334.14			2,537.50	888,064.32
5210 WATER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	453,254.94	214,515.25	3,968.41	0.00	513,301.03	158,437.57
102222 CASH - Bond Reserve, 2005	35,308.00	0.00	0.00	0.00	0.00	35,308.00

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
102223 CASH - Bond Reserve, 2020	21,863.00	0.00	0.00	0.00	0.00	21,863.00
102230 CASH - Surplus Capital	261,733.25	0.00	0.00	0.00	0.00	261,733.25
102240 CASH - Replacement &	586,754.00	0.00	0.00	0.00	0.00	586,754.00
103000 CASH - CHANGE FUND/PETTY	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,359,063.19	214,515.25	3,968.41		513,301.03	1,064,245.82
5211 WATER CAPITAL EXPANSION						
102230 CASH - Surplus Capital	421,017.04	2,380.28	0.00	46,500.00	0.00	376,897.32
5310 SEWER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	519,073.09	784,305.91	6,936.59	0.00	298,008.77	1,012,306.82
102225 Cash-Bond Reserve - 2009	72,111.25	0.00	0.00	0.00	0.00	72,111.25
102230 CASH - Surplus Capital	313,893.54	0.00	0.00	0.00	0.00	313,893.54
102235 CASH - Restricted WWTP	481,734.52	0.00	0.00	0.00	0.00	481,734.52
102240 CASH - Replacement &	383,940.00	0.00	0.00	0.00	0.00	383,940.00
103000 CASH - CHANGE FUND/PETTY	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,770,902.40	784,305.91	6,936.59		298,008.77	2,264,136.13
5311 SEWER CAPITAL EXPANSION						
101000 CASH/CASH EQUIVALENTS	2,339.72	0.00	0.00	0.00	0.00	2,339.72
102230 CASH - Surplus Capital	1,295,092.89	5,135.77	0.00	183,969.65	0.00	1,116,259.01
Total Fund	1,297,432.61	5,135.77		183,969.65		1,118,598.73
7120 FIRE RELIEF DISABILITY/PENSION FUND						
101000 CASH/CASH EQUIVALENTS	14,680.74	19,225.76	0.00	2,302.32	31,604.18	0.00
7196 FLEXIBLE SPENDING ACCOUNT						
105100 Amount held by Flex Plan	4,966.61	0.00	0.00	1,306.80	0.00	3,659.81
7910 PAYROLL FUND						
101000 CASH/CASH EQUIVALENTS	-6,701.19	1,480.00	328,996.94	267,780.69	0.00	55,995.06
7930 CLAIMS FUND						
101000 CASH/CASH EQUIVALENTS	17,634.92	0.00	1,262,107.45	668,974.60	0.00	610,767.77
Totals	13,494,891.75	2,671,770.36	1,604,202.07	2,121,291.14	1,604,202.07	14,045,370.97

*** Transfers In and Transfers Out columns should match, with the following exceptions:
1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
SEPTEMBER 5, 2023

08/22/23 Letter from Collaborative Housing Solutions of Northwest Montana.

08/24/23 Letter from Montana Department of Transportation, 2023-2027 Final Statewide Transportation Improvement Program.

MMIA Newsletter

Glacier National Park post card

COLLABORATIVE HOUSING SOLUTIONS OF NORTHWEST MONTANA
EST 2013

August 21, 2023

Dear Elected Officials in Flathead County,

I write to you again on behalf of Collaborative Housing Solutions (CHS) of Northwest Montana to follow-up on the 'call to action' letter I sent to you two months ago, to address the continuing concerns relevant to the local homeless community, and to invite you all to be active partners in the development and implementation of community solutions via a strategic plan.

We appreciate the positive response received from some of you following the previous letter, and look forward to your input in the plan, and involvement with CHS moving forward. For those that have not responded, or still do not think that local government needs to be involved in these issues, please give us opportunity to sit down to discuss the issues, needs, gaps, and different options for community solutions with you. Our goals are likely the same; a safe, healthy, and vibrant community that reflects the core values of what it means to be a Montanan. Violence, criminal activity, and disruptive behaviors are things that we all agree are not acceptable in our community.

Recently, fear, anger, and resentment towards the homeless community has grown from the misinformation and misunderstanding that has taken over our local narratives. It will continue to be more and more critical to have community leaders help change these narratives, and give support with community-wide solutions. Our communities, Kalispell in particular, have recently experienced a summer of tragic, and devastating incidents involving both our homeless, and our housed neighbors. CHS does not want to discount the criminal actions of anyone, or have our homeless community members not be held accountable for their actions. Unfortunately, achieving a safe community has little to do with policing, and/or reducing the homeless criminal activity as the vast majority of folks appearing on our jail roster have a home. Take away 'Failure to Appear', and 'Criminal Trespass to Property' charges, and that number would almost disappear.

With this invite to partner with CHS, I have also sent the final draft of our strategic plan to mitigate housing instability, and to make homelessness as rare, brief and non-reoccurring as possible in Northwest Montana. It is impossible to fight these battles without the tools necessary to do so. We will need equal partnership between the government, service provider, and business communities to appropriately address all the gaps and needs we are facing. Without each of those pieces, our community will not have all the tools needed to develop solutions that will allow us to stop more of our local seniors, youth, folks with disabling conditions, and families from becoming homeless, or experiencing it any longer than necessary. Homelessness is hard enough to face when you are of able body and mind, but it is incredibly difficult when you are older, younger, have to support a family, and/or have a disabling condition(s).

Our goal is to work with you on developing and implementing plans that will allow us to address homelessness differently by being more proactive, and less reactive. The plans do not necessarily call for our communities to build large shelters that act as free hotels for "non-contributing" members of society, but when there are 60 different seniors the end up having to stay at a local shelter throughout the 2022-23 winter season, it is imperative we not ignore the need. More and more youth coming from broken homes, and the foster care system are struggling with housing instability due to having little options in support structure. Individuals with disabling conditions, and/or behavioral health disorders (Substance Use, Mental Health, Intellectual, etc.) needing acute care facilities, group/nursing home, treatment/transitional housing programs, case management, and subsidized housing. With each group comes many of these overlapping, but also unique needs.

Please, take the time to read over CHS's 5 goals, and correlating strategic plans. We hope that you will want to partner with us, bring input from your local municipality, and help implement strategies. If you would like to meet with myself, and/or the rest of the Executive Board please reach out to me directly. You are also invited to attend the next CHS meeting at Community Action Partnership of Northwest Montana (214 Main Street, Kalispell, MT) on Wednesday, September 13th from 11:00am to 12:30pm.

Best,

Sean Patrick O'Neill
Collaborative Housing Solutions of Northwest Montana—Chair
soneill@capnwmt.org
(406)758-5445

COLLABORATIVE HOUSING SOLUTIONS OF NORTHWEST MONTANA
EST 2013

Collaborative Housing Solutions of Northwest Montana's Goals & Strategic Plan to End Homelessness (Functional Zero)

1. **Increase emergency shelter space and the number of beds available to accommodate all of the people experiencing homeless in Northwest Montana.**
   Data consistently illustrates that about half of the local homeless population is unsheltered, and is disproportionately one of the largest in Montana. (2018-2023 MT Point-in-Time Survey Data) Homelessness in Northwest Montana encompasses veterans, families, children, youth, domestic violence victims and survivors, persons with disabling conditions, seniors and all other individuals. In the best interest of our community, we must provide a robust emergency shelter system with an adequate number of beds in a safe and appropriate shelter space(s) for all demographics.

Strategies:	
1.1	Using data (annual PIT count) and organizations individual data collected to clarify where our counties biggest needs are such as: gender, families, youth, LGBTQ+, elderly, veteran, etc. and analyze where our gaps are within individual shelters and how to maintain or increase capacity for those as needed.
1.2	Acquire and finalize at least two locations (shelter + vehicle sheltering location) to use as emergency shelters. These places should have adequate utilities and resources i.e.- bathrooms, showers, kitchen. Create an outline for a possible outdoor shelter and space for vehicle sheltering.
1.3	Create emergency shelter plan, identify leadership, acquire necessary shelter resources (cots, bedding, clothing, hygiene), employee training.
1.4	Acquire and create a budget with funding that will support the emergency shelter for up to 3 months.
1.5	Create quarterly city council discussions and summaries to update our valley's leadership on needs within the homeless community.
Accountability:	
1	Shelter Subcommittee meets every other month between CHS meetings to report organizations check list (to be created). Checklist will include data and updates from most recent shelter.
2	Samaritan House is currently the main location for our emergency shelter. This can continue until 2024 but afterwards will need to be evaluated. Shelter Subcommittee will stay in direct contact with Samaritan House leadership on any updates needed for maintaining the emergency shelter location.
3	Assigning leadership in which someone is the direct liaison between CHS Shelter Subcommittee and City Council. This person will be responsible for setting up meetings or reporting needs and

	data to city leadership.
4	Annual debrief of PIT count data within the Shelter subcommittee a d comparing data between shelters to identify hard gaps and needs that need to be addressed.
5	Work closely with Crisis Response Subcommittee to ensure emergency shelter plan and crisis response are finalized. Begin discussing with executive committee how to create funding for emergency shelter.

2. **Efficient coordination and communication between social service providers and the community with an emphasis on coordinated points of entry and preventive measures.** Research and data strongly support the conclusion that when homelessness is prevented, the entire community benefits economically. To address homelessness in Northwest Montana, we use a coordinated approach, moving from a collection of individual programs to a community-wide response that is strategic and data driven. Our local approach, called Coordinated Entry, allows our community to quickly identify, assess, refer and connect people in crisis to housing and assistance, no matter where they show up to ask for help. Coordinated Entry fosters a more efficient assistance systems for those experiencing housing instability by:
    - Helping people move through the system faster to housing;
    - Reducing new entries into homelessness by consistently offering prevention and diversion resources upfront; and
    - Improving data collection and quality, and providing accurate information on what kind of assistance consumers need.

Strategies:	
1.1	Assist in the establishment of a 2-1-1, essential community services, toll-free phone system that will quickly connect folks to services that meet immediate needs and enter those experiencing housing instability into the Coordinated Entry System.
1.2	Provide easy and equitable access to the Coordinated Entry System (CES) for all demographics throughout Northwest Montana.
1.3	Build capacity and increase efficacy of homeless prevention efforts and services, as it relates to the Coordinated Entry System, to help households maintain stable housing.
1.4	Create and implement a diversion system that emphasizes prevention and reduces homelessness by including natural supports, pursuing potential funding sources, and working with local resources and services to meet immediate and basic needs.
1.5	Reduce and prevent homelessness for households that are fleeing or attempting to flee domestic violence while implementing practices that focus on privacy protections for these households.
1.6	Develop and assist in the implementation of a behavioral health plan for all appropriate Coordinated Entry System participants that have been prioritized for a permanent supportive housing program.
Accountability:	
1	The Coordinated Entry System (CES) subcommittee will check-in weekly with 2-1-1 system operator(s) to ensure referrals are being matched appropriately to services, and entered into CES.

2	Increase Coordinated Entry Access Points to better serve disproportionally represented groups within the local homeless population.
3	Coordinated Entry System Dashboard data will be reported at each Collaborative Housing Solutions (CHS) meeting.
4	Develop and utilize a homeless prevention assessment tool and establish regular case conferencing efforts, through the Coordinated Entry System.
5	Create a behavioral health plan with local mental health providers that will be reviewed annually, and utilized to provide appropriate supports and promote self-care.
6	Annually review Coordinated Entry System policy and procedures, and update as needed. Policy and procedures include reviewing client feedback, assessment tools, etc.

3. **Increase affordable and supportive, permanent housing opportunities for people who are homeless or at risk of homelessness.**
   The general definition of affordable housing (rent and utilities equal to or less than 30% gross income (HUD) is more suitable to households earning a 'livable wage', or the amount of income needed to afford a decent standard of living. Housing that is affordable for working-class, low-income, fixed-income and severely disabled households must be prioritized to counter the clear and obvious shortages in overall housing stock. We will create affordable, permanent housing opportunities through initiatives targeting: local regulation and zoning, new housing developments, permanent housing programs, maintaining current affordable housing units, and supportive housing solutions for the hardest-to-serve folks.

Strategies:	
1.1	**Group Collaboration and Partnership**: Create opportunities for housing providers, developers, nonprofits, and government entities to share resources and knowledge in order to build capacity. Advocate for one another's projects during the approval process. Increase partnership and innovation by collaborating on projects that otherwise could not/would not be built.
1.2	**Gaps and Needs Assessment:** Document existing state of affordable housing resources and demographics to provide baseline to policymakers and rationale for further interventions. Utilize existing economic data as well as group resources.
1.3	**Build development and housing affordability toolkit** utilizing the interventions highlighted in the gaps & needs assessment. Develop implementation strategies for subcommittee and recommendations to cities and county. Engage mix of simple, short-term "low hanging fruit" and longer-term strategies. Create public and policymaker focused documents.
1.4	**Create a coordinated legislative plan** for engaging cities, county, and legislature. Identify which toolkit interventions fit each level of government. Coordinate communication with state legislators and each organization's lobbying efforts to maximize influence and results.
1.5	**Communicate efforts to stakeholders and the public.** Interface with the "Increasing Public Awareness/Community Involvement" subcommittee to help create and distribute key documents. Work towards more regular public events surrounding affordable housing.

Accountability:	
1	**Project Support:** Projects by Committee members or partners should be announced to the group with appropriate detail ahead of filing to ensure support can be lined up early in the process.
2	**Gaps and Needs Assessment:** Create a Gaps & Needs Assessment by gathering existing Flathead County data from group members and research organizations. **Timeline:** Data to be supplied by all members and sources by April 30. Data will be accumulated and rough draft of document created by NWMTCLT's Lead for America Fellow with first draft available June 1. Refining and completion of document to be done by NWMTCLT and Housing Whitefish Summer 2023.
3	**Affordability Toolkit** to be prepared for 2025 legislative session with organized legislative plan beginning after Gaps and Needs Assessment is complete. Requires PHC to reconvene when Gaps and Needs Assessment is complete to strategize next steps and milestones.
4	**PR promotion in collaboration with Public Awareness/Community Involvement Committee** of completion of Gaps and Needs Assessment, construction projects with widespread support within the CHS, Annual Housing Panel event or other.

4. **Increasing public awareness and community involvement as they are paramount to ending homelessness in Northwest Montana.**
   Perception is reality, and so if the community is not aware of the issues surrounding homelessness in Northwest Montana, then effective measures will never be taken. The Northwest Montana community will receive access to relevant training and education available to help people avoid the conditions leading to homelessness and the misconceptions that often follow. This also includes organizing and hosting events such as the annual Project Homeless Connect (i.e. Winter Warm-up), which provides much needed services to hundreds of individuals and families that are homeless or at-risk of being homeless.

Strategies:	
1.1	Establish community voice and education opportunities for Collaborative Housing Solutions.
1.2	Create opportunities to work on inner agency communication.
1.3	Recruit community support for plan and elements through social media and earned media.
1.4	Establish and support 2-1-1 as a communication hub for the community to access agencies.
Accountability:	
1	Provide community voice and education opportunities for the community and CHS through regularly occurring forums, such as the Real Conversation series.
2	Host regular events, such as Lunch & Learns, focused on inter-agency communication, resource leveraging and education.
3	Establish and maintain an active presence social media presence. Cultivate earned media connections to elevate collaborative initiatives and community education.
4	Establish a 2-1-1 website to enable self-resolution.

5. **Crisis Response System**

The crisis response system will quickly identify and connect people who are experiencing or are at risk of experiencing homelessness to the Homeless Outreach Team, local Coordinated Entry System, appropriate emergency services and shelter, housing assistance and other services.

Strategies:	
1.1	Support the current crisis response system and build capacity to better serve acute healthcare (behavioral and physical) needs through an established Crisis Response Team(s).
1.2	Increase capacity to better serve the immediate needs of the unsheltered homeless population by pooling funds and local resources to develop and support the local Homeless Outreach Team(s) and a crisis response shelter.
1.3	Coordinate and support efforts to develop local medical mobile units to provide preventative healthcare.
1.4	Collaborate outreach and crisis response efforts with the 211 system to quickly and appropriately serve folks experiencing a crisis and/or housing instability.
1.5	Expand Homeless Outreach and Crisis Response Team(s) to other communities in Northwest Montana as needed.
Accountability:	
1	Elect a representative of the subcommittee to attend annual Crisis Intervention Team (CIT) training and monthly CIT meetings.
2	Develop an internal subcommittee that will raise funding to increase the capacity of the Homeless Outreach Team, host annual community volunteer outreach events and collaborate with other CHS subcommittees on a crisis shelter plan. Update CHS group at bi-monthly meetings.
3	Develop an assessment and annually review committee progress, client feedback, etc.
4	The Homeless Outreach Team and/or subcommittee representatives will coordinate with the 2-1-1 program and the Coordinated Entry System to regularly meet to ensure that folks experiencing crisis and/or housing instability are both served appropriately and held accountable. Update CHS group on current state at bi-monthly meetings.
5	Local Homeless Outreach Team leads will meet monthly to support expansion of homeless outreach efforts throughout Northwest Montana.

MONTANA
Department of Transportation

Malcolm "Mack" Long, Director

2701 Prospect ▪ PO Box 201001
Helena MT 59620-1001

August 17, 2023

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'AUG 24
CITY OF COL

HONORABLE DONALD BARNHART
MAYOR OF COLUMBIA FALLS
130 6TH ST W
COLUMBIA FALLS MT 59912

Subject: **2023–2027 Final Statewide Transportation Improvement Program**

The Project Analysis Bureau of the Montana Department of Transportation has published the final version of the 2023–2027 Statewide Transportation Improvement Program (STIP), a listing of transportation improvements planned for Montana for the next five federal fiscal years. This document has been approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

To view the final STIP on-line, go to www.mdt.mt.gov/pubinvolve/stip.shtml.

If you would like a hard copy, or if you have any questions or comments, feel free to contact me at 1-800-714-7296, (406) 444-7259, or paujohnson@mt.gov.

Sincerely,

Paul Johnson

Paul Johnson
Project Analysis Manager
Rail, Transit and Planning Division