



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

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

**CITY COUNCIL REGULAR MEETING
AGENDA
MONDAY, MAY 18, 2020
COUNCIL CHAMBERS CITY HALL**

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Robinson, Shepard)

NOTE: REGULAR MEETING WILL BE HELD IN COUNCIL CHAMBERS AS WELL AS VIRTUAL MEETING TO ALLOW FOR SOCIAL DISTANCING. CONTACT CITY CLERK BARB STAALAND TO REGISTER FOR LOGIN INFORMATION. EMAIL: staalandb@cityofcolumbiafalls.com

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Claims Approval - May 18, 2020 - \$95,671.89
2. Approval of May 15, 2020 Payroll - \$74,522.85
3. Approval of May 4, 2020 Regular Council Meeting Minutes
4. Approval of Service Agreement with OrthoRehab and authorize City Manager to execute.
5. Approval of Bond Counsel Engagement - Dorsey and authorize City Manager to sign.

VISITORS/PUBLIC COMMENT (Items not on agenda)

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

6. The Columbia Falls City-County Planning Board held a public hearing for the following item at their regular meeting on Tuesday, May 12, 2020 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on **June 1, 2020** starting at 7:00 p.m. in the same location. Both hearings will be conducted in accordance with the most current recommended and/or required public health and safety protocols in place at the time of the hearing. The City website,

<https://cityofcolumbiafalls.org>, will contain updated information if there is any change to the planned hearings.

Request for a Conditional Use Permit to operate a dog kennel:

Brunz Enterprises LLC (Will & Andrea Brunz) is requesting a Conditional Use Permit to operate a dog kennel on property located at 443 Rogers Road in Columbia Falls. The 11.8 acre property is described as Assessor's Tract 2M (Tract 4 of COS 20092) in SW1/4SE1/4 of Section 16, Township 30 North, Range 20 West, P.M.M., Flathead County. The property is zoned SAG-5 in the Columbia Falls Zoning Jurisdiction. Commercial Kennels require a Conditional Use Permit in the SAG-5 Zoning District.

Persons are allowed to attend the hearing(s), subject to the most recent public gathering restrictions enacted by County and State agencies at or prior to the time of the hearing. Persons are encouraged to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. 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 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed conditional use, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

NEW BUSINESS:

7. Approve Adoption of Updated Safety Policy

ORDINANCES / RESOLUTIONS:

8. Second and Final Reading - Ordinance # 801 - An Ordinance of the City Council of the City of Columbia Falls, Montana, Amending the Columbia Falls Zoning Map to Allow the Development of a Planned Unit Development (PUD) Overlay at 540 Nucleus Avenue Further Described as Lots 1 – 15 of Block 37 of Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

CITY ATTORNEY REPORT

MISCELLANEOUS

9. April 2020 Financial Report
10. April 2020 Police Activity
11. Correspondence List

ADJOURN

Next Scheduled Meetings:

City Council – Regular Meeting, June 1, 2020 – 7:00 PM

Planning Board – June 9, 2020 - 6:30 PM
Council Workshop – TBD

05/14/20
18:35:38

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 5/20

Item No. 1.

Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$		PO #	Fund Org Acct	Object Proj	Cash
		Invoice #/Inv Date/Description	Line \$						Account
40520		878 AMERICAN WELDING & GAS INC	111.62						
	07054682	04/23/20 STRS-ARGON/CARBON DIOXIDE	111.62				2500 430200	220	101000
		Total for Vendor:	111.62						
40513		2633 BIGGY'S LANDSCAPE SERVICE INC	10,890.00						
	21709	04/28/20 PRKS-RR BASEBALL PARK IRRIGATI	10,890.00				4010 460400	930	101000
		Total for Vendor:	10,890.00						
40532		1275 BLACK GOLD TOP SOIL	125.00						
	20200154	04/28/20 STR-5 CUBIC YRDS TOPSOIL	125.00				2500 430200	452	101000
		Total for Vendor:	125.00						
40527		1700 BRECK LAW OFFICE, PC	6,658.16						
	050520	05/05/20 LEGAL-BADGER DIRECTIONAL DRILL	237.50				1000 411100	351	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	1,330.67		E		1000 411100	350	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	3,400.75				1000 410365	350	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	532.26				5210 430500	350	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	532.26				5310 430600	350	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	266.14				1000 411000	350	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	107.58				1000 420100	399	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	23.90				5210 430500	357	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	35.86				5310 430600	357	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	47.81				2500 430200	399	101000
	050520A	05/05/20 LEGAL-LEGAL FEES JUNE 2020	143.43				1000 411100	350	101000
		Total for Vendor:	6,658.16						
40553		1260 CARQUEST AUTO PARTS	239.17						
	338199	04/28/20 STRS-12V BATTERY/CORE RETURN	207.68*				2500 430200	232	101000
	337463	04/10/20 SWR-3/8 60 RATCHET	-18.39				5310 430600	220	101000
	337457	04/10/20 SWR-3/8 60 RATCHET	18.39				5310 430600	220	101000
	337583	04/14/20 STRS-AIR FILTER FOR SWEEPER	31.49				2500 430200	240	101000
		Total for Vendor:	239.17						

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40539	E	2852 CHARTER COMMUNICATIONS	114.98								
	0137874050	05/01/20 PD-INTERNET 04/01 TO 04/30	114.98			1000		420100	355		101000
		Total for Vendor:	114.98								
40523		2872 CINTAS FIRST AID & SAFETY	46.44								
	5016538961	04/01/20 WTR-3M RESP MASKS	46.44			5210		430500	220		101000
		Total for Vendor:	46.44								
40506		1145 CITY OF WHITEFISH BUILDING	10,650.25								
	043020	04/30/20 BUILDING PERMITS APR 2020	8,702.20			2394		420500	398		101000
	043020	04/30/20 ELECTRICAL PERMITS APR 2020	750.75			2394		420500	398		101000
	043020	04/30/20 MECHANICAL PERMITS APR 2020	859.30			2394		420500	398		101000
	043020	04/30/20 PLUMBING PERMITS APR 2020	338.00			2394		420500	398		101000
		Total for Vendor:	10,650.25								
40546		776 COL.FALLS VOLUNTEER FIRE	741.08								
	051120	05/11/20 FD-TRANSFER FUNDS MAY2020	730.11			7120		212520			101000
	051120	05/11/20 FD-TRANSFER FUNDS MAY 2020	7.35			7120		212520			101000
	051120	05/11/20 FD-TRANSFER FUNDS MAY 2020	3.62			7120		212520			101000
		Total for Vendor:	741.08								
40542		2713 COMPLETE RESTORATION LLC	2,994.16								
	20200501.5	05/01/20 FAC-CLEAN/JANITOR 04/01 -0	2,994.16			1000		411200	399		101000
		Total for Vendor:	2,994.16								
40525		3026 DAILY INTER LAKE	224.50								
	I00378016	04/26/20 PLNG-26965 BRUNZ KENNEL	153.50			1000		410100	331		101000
	I00380350	05/06/20 FIN-26995 12 SWEEPER SURPLU	71.00*			1000		410500	331		101000
		Total for Vendor:	224.50								
40552		1797 DEPARTMENT OF ADMINISTRATION	48.12								
	30042020	04/30/20 PD-ITSD EMAIL	48.12			1000		420100	355		101000
		Total for Vendor:	48.12								

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40545	E	1879 EVERGREEN WASTE CONNECTIONS	424.85						
	050120	05/01/20 FAC-04/01 TO 04/30/20	73.24			1000 411200	340	101000	
	050120	05/01/20 STRS-4/01 TO 04/30/20	168.55			2500 430200	340	101000	
	050120	05/01/20 WTR-04/01 TO 04/30/20	73.24			5210 430500	340	101000	
	050120	05/01/20 SWR-04/01 TO 04/30/20	61.00			5310 430600	340	101000	
	050120	05/01/20 PRKS-04/01 TO 04/30/20	48.82			1000 460400	340	101000	
		Total for Vendor:	424.85						
40554		438 FERGUSON WATERWORKS	394.04						
	394.04	05/11/20 WTR-ASSORTED PIPE FITTINGS	394.04			5210 430500	240	101000	
		Total for Vendor:	394.04						
40505	E	2961 FIRST BANKCARD-ELECTRONIC PYMT	2,555.43						
	042220	04/22/20 PD-J CHAD TRAINING CLASS REFUN	-199.00			1000 420100	380	101000	
	042220	04/22/20 FIN-ZOOM ANNUAL SUBSCRIPTION	149.90*			1000 410500	220	101000	
	042220	04/22/20 PD-AXON BODY CAMERA ASSEMBLY	731.00			1000 420100	212	101000	
	042220	04/22/20 FIN-BACKGROUND CHECKS DEP CLEK	166.00			1000 410500	399	101000	
	042220	04/22/20 PD-NITRILE GLOVES	79.96*			1000 420100	210	101000	
	042220	04/22/20 PD-ALCOHOL TESTS	192.42*			1000 420100	210	101000	
	042220	04/22/20 SWR-ROTOR SHIPPING DEWATERING	271.67			5310 430600	310	101000	
	042220	04/22/20 PRKS-DOGGIE DISPOSAL BAGS	277.66			1000 460400	225	101000	
	042220	04/22/20 PD-DET WINDOW OFFICE	49.43*			1000 420100	210	101000	
	042220	04/22/20 PD-100 PCS USB FLASH DRIVES	270.99*			1000 420100	210	101000	
	042220	04/22/20 FD-ORTHO REHAB	200.00*			1000 420400	390	101000	
	042220	04/22/20 FIN-HEADSET FOR UTILITY BILLIN	209.40			1000 410500	212	101000	
	042220	04/22/20 FD-BAG FOR BLINKER PADDLE	156.00			1000 420400	220	101000	
		Total for Vendor:	2,555.43						
40522		240 FLATHEAD CONCRETE PRODUCTS, INC.	421.00						
	18826	04/23/20 STR 4" FR, SWR CVR,CRETEX	421.00			2500 430200	240	101000	
		Total for Vendor:	421.00						
40524		663 FLATHEAD COUNTY SOLID WASTE	2,393.03						
	957972	04/07/20 SWR-SLUDGE	194.06			5310 430600	395	101000	
	958461	04/09/20 SWR-SLUDGE	215.18			5310 430600	395	101000	
	958583	04/09/20 SWR-SLUDGE	203.38			5310 430600	395	101000	

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	959265	04/13/20 SWR-SLUDGE	198.72			5310 430600	395	101000	
	959486	04/14/20 SWR-SLUDGE	197.79			5310 430600	395	101000	
	959606	04/14/20 SWR-SLUDGE	169.22			5310 430600	395	101000	
	960053	04/16/20 SWR-SLUDGE	177.30			5310 430600	395	101000	
	960938	04/21/20 SWR-SLUDGE	169.53			5310 430600	395	101000	
	960959	04/21/20 SWR-SLUDGE	185.99			5310 430600	395	101000	
	961376	04/23/20 SWR-SLUDGE	202.76			5310 430600	395	101000	
	962097	04/28/20 SWR-SLUDGE	194.99			5310 430600	395	101000	
	962117	04/28/20 SWR-SLUDGE	99.67			5310 430600	395	101000	
	962626	04/30/20 SWR-SLUDGE	184.44			5310 430600	395	101000	
		Total for Vendor:	2,393.03						
40510		24 FLATHEAD COUNTY TREASURER	255.00						
	043020	04/30/20 TECH SURCHARGE APRIL 20	95.00			1000 212201		101000	
	043020	04/30/20 LAW ENFOR ACAD/CRML SURCHAR AP	160.00			1000 212201		101000	
		Total for Vendor:	255.00						
40517		21 FLATHEAD ELECTRIC COOP INC	13,921.16						
	APRIL 2020	04/30/20 FAC-APRIL 2020	316.53			1000 411200	341	101000	
	APRIL 2020	04/30/20 PD-APRIL 2020	44.41			1000 420100	341	101000	
	APRIL 2020	04/30/20 FD-APRIL 2020	290.26			1000 420400	341	101000	
	APRIL 2020	04/30/20 PRKS-APRIL 2020	226.02			1000 460400	341	101000	
	APRIL 2020	04/30/20 POOL-APRIL 2020	92.69			1000 460445	341	101000	
	APRIL 2020	04/30/20 LIGHTING-APRIL 2020	2,561.95			2400 430200	341	101000	
	APRIL 2020	04/30/20 STRS-APRIL 2020	228.60			2500 430200	341	101000	
	APRIL 2020	04/30/20 WTR-APRIL 2020	3,482.18			5210 430500	341	101000	
	APRIL 2020	04/30/20 SWR-APRIL 2020	6,678.52			5310 430600	341	101000	
		Total for Vendor:	13,921.16						
40551		3081 GLACIER RESCUE SOLUTIONS, LLC	1,000.00						
	05082020	05/08/20 SWR-CONFINED SPC TRAINING	428.56			5310 430600	380	101000	
	05082020	05/08/20 WTR-CONFINED SPC TRAINING	142.86			5210 430500	380	101000	
	05082020	05/08/20 STR-CONFINED SPC TRIANING	285.72			2500 430200	380	101000	
	05082020	05/08/20 FD-CONFINED SPC TRAINING	142.86			1000 420400	380	101000	
		Total for Vendor:	1,000.00						

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40518		2806 HANSON'S HARDWARE	493.41					
	594737	04/30/20 WTR-HANDI AND ZEP PRAYER	34.32			5210 430500	220	101000
	594616	04/13/20 STR-PAINTING/STAINING TOWELS	3.99			2500 430200	220	101000
	594627	04/14/20 STR-SANDPAPER/CHERRY WD PUTTY	14.47			2500 430200	220	101000
	594630	04/14/20 STR-MM 10' TABLE SAW	152.99			2500 430200	212	101000
	594702	04/27/20 SWR-13 PK 3/32" NI WELD ROD	61.99			5310 430600	240	101000
	594639	04/15/20 WTR-3/4 24GA HANG STRAP	3.29			5210 430500	240	101000
	594670	04/21/20 STR-10 X 1 POLE BARN 1#	10.99			2500 430200	242	101000
	594723	04/28/20 PD-CMP UNION,90DEG ELBOW	21.05*			1000 420100	220	101000
	594732	04/29/20 STR-HAMMER AND NAILS	65.97			2500 430200	220	101000
	594722	04/28/20 STR-22WD /COIL CHAINS	124.35			2500 430200	220	101000
		Total for Vendor:	493.41					
40547		1485 HILL BROTHERS AUTO BODY & TOWING	200.00					
	2776	05/04/20 PD-2015 FORD EXPLORER TOW	200.00*			1000 420100	361	101000
		Total for Vendor:	200.00					
40548		2791 IDEXX DISTRIBUTION, INC.	421.99					
	3063814924	05/05/20 SWR-GAMMA IRRAD/TRAYS	421.99			5310 430600	220	101000
		Total for Vendor:	421.99					
40550		3080 INTERNET NETWORKX INC	194.00					
	IN-429384	05/04/20 FIN-ANNUAL RENEW WEBSITE LI	194.00			1000 410580	355	101000
		Total for Vendor:	194.00					
40515		2849 J2 BUSINESS PRODUCTS	1,272.33					
	129530	04/28/20 PD-SHARP MXM365N COPIES/SCANS	696.00			1000 420100	363	101000
	821191-1	05/01/20 FAC-SANICARE DISINFECTANT	0.00			1000 411200	224	101000
	828215-0	05/06/20 PD-HP952x1 YW CARTRIDGE	37.79*			1000 420100	210	101000
	828406-0	05/07/20 FIN-COPY PAPER	50.93*			1000 410500	210	101000
	828406-0	05/07/20 WTR-COPY PAPER	20.37			5210 430500	210	101000
	828406-0	05/07/20 SWR-COPY PAPER	20.37			5310 430600	210	101000
	828406-0	05/07/20 BLDG-COPY PAPER	5.09			2394 420500	210	101000
	828406-0	05/07/20 PLNG-COPY PAPER	5.09			1000 411000	210	101000
	821191-2	05/08/20 FAC-CRANBERRY SOAP DISP. X3	307.50			1000 411200	224	101000
	129916	05/08/20 FIN-TONER FOR PRINT ID#3011	0.00			1000 410500	212	101000

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	825669-0	04/10/20 FIN-2DIV LETTR CLASSIFICATIO	118.20*			1000 410500	210		101000	
	C825669-0	04/22/20 FIN-2DIV LETTR CLASSIFICATI	-118.20*			1000 410500	210		101000	
	828795-0	05/12/20 FIN-INTERDEPT ENVELOPES	79.85*			1000 410500	210		101000	
	828215-1	05/07/20 PD-HP952XL BLK CARTRIDGE	49.34*			1000 420100	210		101000	
		Total for Vendor:	1,272.33							
40531		2590 L.N. CURTIS & SONS	4,435.00							
	INV384471	04/28/20 FD- SCBAS FLOW TESTING	2,975.00*			1000 420400	394		101000	
	INV384250	04/28/20 FD-ANNUAL SRVE TEST COMPRES	1,460.00*			1000 420400	360		101000	
		Total for Vendor:	4,435.00							
40541		1690 LASALLE SAND & GRAVEL, LLC	402.65							
	118344	04/13/20 STRS-3/4 CRUSH	40.45			2500 430200	240		101000	
	118350	04/13/20 STRS-3/4 CRUSH	43.29			2500 430200	240		101000	
	118378	04/14/20 STRS-3/4 CRUSH	45.29			2500 430200	240		101000	
	118379	04/14/20 STRS-3/4 CRUSH	167.57			2500 430200	240		101000	
	118693	04/28/20 STRS-3/4 CRUSH	51.68			2500 430200	240		101000	
	118694	04/28/20 STRS-3/4 CRUSH	54.37			2500 430200	240		101000	
		Total for Vendor:	402.65							
40526		1080 LES SCHWAB TIRE CENTER	1,882.97							
	9050036520	04/24/20 PD-15 FORD EXP STRUTS, ALI	1,882.97*			1000 420100	361		101000	
		Total for Vendor:	1,882.97							
40534		43 MONTANA ENVIRONMENTAL LABORATORY	400.00							
	2003113	04/07/20 SWR-COLIFORM	120.00			5310 430600	394		101000	
	2002954	04/08/20 SWR-NITRATE+NITRITE	60.00			5310 430600	394		101000	
	2003234	04/15/20 SWR-ALUMINUM DISSOLVED	15.00			5310 430600	394		101000	
	2003235	04/15/20 SWR-AMMONIA, NITRATE+NITRITE	85.00			5310 430600	394		101000	
	2003437	04/21/20 SWR-NITRATE+NITRITE	60.00			5310 430600	394		101000	
	2003657	04/28/20 SWR-NITRATE+NITRITE	60.00			5310 430600	394		101000	
		Total for Vendor:	400.00							
40549		722 MORRISON-MAIERLE, INC.	19,262.60							
	200551	05/01/20 WTR-CF WELL 3 PRO ENGINEERING	19,262.60*		0541.0	5210 430500	931		101000	
		Total for Vendor:	19,262.60							

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40544		2583 MUNICIPAL CODE CORPORATION	2,200.00						
	00342161	05/07/20 FIN-WEBSITE SOFTWARE LICENSE	2,200.00			1000 410580	355	101000	
		Total for Vendor:	2,200.00						
40519		52 NAPA AUTO PARTS	157.97						
	9238622	05/05/20 FD-2014 FORD F150 BATTERY	150.99*			1000 420400	360	101000	
	9238766	05/05/20 FD-2014 FORD CORE DEPOSIT	-18.00*			1000 420400	360	101000	
	9242029	05/07/20 FD-2.5 DEF	24.98			1000 420400	240	101000	
		Total for Vendor:	157.97						
40530		162 NORTH VALLEY HOSPITAL	17.33						
	2348334	04/22/20 PD-BLD COLLECT LAMANTIA J	17.33			1000 420100	390	101000	
		Total for Vendor:	17.33						
40528		2002 NORTHWEST PARTS & EQUIPMENT &	73.94						
	C278241	04/16/20 STR-O RING PLATE COMPACTOR	3.00*			2500 430200	232	101000	
	C278239	04/16/20 STR-HYD HOSES FOR BACKHOE REP	70.94*			2500 430200	232	101000	
		Total for Vendor:	73.94						
40504		2816 O'REILLY AUTO PARTS	67.35						
	4774311227	04/30/20 PD-2017 FORD EXP CABIN FIL	37.43*			1000 420100	232	101000	
	4774311794	05/04/20 PD-6 QRTS MOTOR OIL AND FU	29.92*			1000 420100	232	101000	
		Total for Vendor:	67.35						
40512		999999 PALUMBO, LYNELL	25.00						
	042720	04/27/20 PRKS-REFUND PARK USE FEE	25.00			1000 346031		101000	
		Total for Vendor:	25.00						
40543		2932 PIONEER CHEMICAL SUPPLY LLC	2,348.00						
	9303	04/23/20 POOL-AQUATICS SILICA SAND	2,348.00*			1000 460445	221	101000	
		Total for Vendor:	2,348.00						
40516		66 POSTMASTER	80.00						
	050120	05/01/20 FD-CF RURAL FIRE DEPT RENEW	80.00			1000 420400	310	101000	
		Total for Vendor:	80.00						

05/14/20
18:35:38

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 5/20

Item No. 1.

Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
40540	E	3008 REPUBLIC SERVICES	299.59					
	183136	04/30/20 PRKS-TALBOT BIKE PTH APR 20	90.00			1000 460400	399	101000
	183135	04/30/20 PRKS-RIVERS EDG APR 20	90.00			1000 460400	399	101000
	183215	04/30/20 PRKS-PINEWOOD APR 20	23.67			1000 460400	399	101000
	183134	04/30/20 PRKS-MARANTETTE APR 20	5.92			1000 460400	399	101000
	183133	04/30/20 PRKS-HORINE APR 20	90.00			1000 460400	399	101000
		Total for Vendor:	299.59					
40509		1042 SANDS SURVEYING, INC.	2,607.00					
	32890	04/27/20 PLNG/MILEAGE 03/26 TO 04/24/20	2,607.00			1000 411000	399	101000
		Total for Vendor:	2,607.00					
40514		3068 SUPERIOR LAND & LAWN CARE LLC	100.00					
	2098	04/08/20 FD-SNOW REMOVAL 03/14/2020	100.00			1000 420400	399	101000
		Total for Vendor:	100.00					
40555		2699 THE MAIL ROOM, INC	236.98					
	D100366	05/11/20 PD-BAR CODED MAIL	1.35			1000 420100	310	101000
	D100366	05/11/20 WTR-BAR CODED MAIL	57.09			5210 430500	310	101000
	D100366	05/11/20 SWR-BAR CODED MAIL	57.09			5310 430600	310	101000
	D100366	05/11/20 FIN-BAR CODED MAIL	28.88			1000 410500	310	101000
	D100366	05/11/20 PLNG BAR CODED MAIL	4.50			1000 411000	310	101000
	D100365	05/11/20 CRTS-BAR CODED MAIL	88.07*			1000 410360	310	101000
		Total for Vendor:	236.98					
40521		1623 THE UPS STORE #4515	10.32					
	4888338	05/01/20 PD-CR2020-00002820 GROUND	10.32			1000 420100	310	101000
		Total for Vendor:	10.32					
40503		3016 TRANSUNION RISK AND ALTERNATIVE	108.00					
	202004-1	05/01/20 PD-1090832 APR1-30,2020	108.00*			1000 420100	335	101000
		Total for Vendor:	108.00					

05/14/20
18:35:38

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 5/20

Item No. 1.

Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
40533		523 USA BLUE BOOK	231.67					
	214833	04/22/20 SWR-AMMONIA TESTS,SAFETY PIPET	231.67			5310 430600	222	101000
		Total for Vendor:	231.67					
40535		3063 UTILITIES UNDERGROUND LOCATION	158.57					
	0035065	03/31/20 WTR-UDIG FOR MAR 2020	25.64			5210 430500	318	101000
	0035065	03/31/20 SWR-UDIG FOR MAR 2020	25.64			5310 430600	318	101000
	0035065	03/31/20 STRS-UDIG FOR MAR 2020	25.63			2500 430200	318	101000
	0045066	04/30/20 WTR-UDIG FOR APR 2020	27.22			5210 430500	318	101000
	0045066	04/30/20 SWR-UDIG FOR APR 2020	27.22			5310 430600	318	101000
	0045066	04/30/20 STRS-UDIG FOR APR 2020	27.22			2500 430200	318	101000
		Total for Vendor:	158.57					
40511		1134 VICTIM-WITNESS ADVOCATE PROGRAM	107.00					
	043020	04/30/20 VICT WITNESS FEE FOR APR 20	107.00			2917 410360	356	101000
		Total for Vendor:	107.00					
40529		2245 VIRTUAL CIRCUIT IT	1,258.00					
	20924	04/17/20 PD-REMOTE COMP REPAIRS	484.00			1000 420100	355	101000
	20943	05/04/20 FIN-IMAGE BCKUP, SERVER, REMOTE	774.00			1000 410580	355	101000
		Total for Vendor:	1,258.00					
40536		3079 WESTERN POLICE SUPPLY	154.94					
	34575	04/13/20 PD-SPOTLIGHT/12VDC CHARGE CORD	154.94*			1000 420100	220	101000
		Total for Vendor:	154.94					
40537	E	2733 WEX Fleet Universal	2,451.29					
	65297263	04/30/20 PD-APR 2020 GAS CARD	819.64			1000 420100	231	101000
	65297263	04/30/20 FD-APR 2020 GAS CARD	169.10			1000 420400	231	101000
	65297263	04/30/20 PRKS-APR 2020 GAS CARD	32.90			1000 460400	231	101000
	65297263	04/30/20 WTR-APR 2020 GAS CARD	264.57			5210 430500	231	101000
	65297263	04/30/20 SWR-APR 2020 GAS CARD	167.68*			5310 430600	231	101000
	65297263	04/30/20 STRS-APR 2020 GAS CARD	997.40			2500 430200	231	101000
		Total for Vendor:	2,451.29					
		# of Claims	50	Total:				95,865.89
		Total Electronic Claims						5,846.14
		Total Non-Electronic Claims						90019.75

Item No. 1.

05/14/20
18:35:39

CITY OF COLUMBIA FALLS
Fund Summary for Claims
For the Accounting Period: 5/20

Item No. 1.

Report ID: AP110

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	\$30,829.94
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	\$10,655.34
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$2,561.95
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$2,981.07
2917 CRIME VICTIMS ASSISTANCE FUND	
101000 CASH/CASH EQUIVALENTS	\$107.00
4010 CAPITAL PROJECTS FUND - Parks	
101000 CASH/CASH EQUIVALENTS	\$10,890.00
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$24,515.02
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$12,390.49
7120 FIRE RELIEF DISABILITY/PENSION FUND	
101000 CASH/CASH EQUIVALENTS	\$741.08
Total:	\$95,865.89

05/14/20
18:35:39

CITY OF COLUMBIA FALLS
Claim Approval Signature Page
For the Accounting Period: 5 / 20

Item No. 1.

Report ID: AP100A

Council Meeting Date: 05/18/20

Claims Submitted to Council: \$ 95,865.89 - 194.00 = \$95,671.89

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

Prepared By: Sandy Carlson, Finance Director

Sandy Carlson

Approved by Susan M. Nicosia, City Manager

Susan Nicosia

City Council to Approve by motion on consent agenda

The following claims are significant:

- City of Whitefish \$10,650.25 (Fund 2394)
- Morrison-Maierle \$19,262.60 Well#3 Engineering (Fund 5210)
- Biggy's Lanscape \$10,890.00 Irrigation for RR Street (Fund 4010)

The remaining items are routine. If you have questions, please let me know.

Sandy

05/15/20
10:00:26

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 05/15/20 to 05/15/20

Page **Item No. 2.**
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
OVER HOURS (Overtime)	9.25		325.58
REG HOURS (Regular Time)	2,423.25		63,276.49
SHFN HOURS (Shift B)	264.50		264.50
SHFQ HOURS (OVT B)	5.50		8.25
SICK HOURS (Sick Time)	8.00		155.60
VACA HOURS (Vacation Time Used)	24.00		578.39
VOLN HOURS (Not in use)	26.00		1,300.00
 GROSS PAY	64,608.81	0.00	
NET PAY	43,422.08	0.00	
NET PAY (CHECKS)	330.80		
NET PAY (DIRECT DEPOSIT)	43,091.28		
AFLAC-POSTTAX	64.48	0.00	
AFLAC-PRETAX	65.58	0.00	
CHILD SUPPORT	88.61	0.00	
CHILD SUPPORT P	413.07	0.00	
CITY OF COLUMBI	25.00	0.00	
FIT	4,540.77	0.00	
FLEX ALLEGIANCE	967.00	35.00	
FOP	320.00	0.00	
HEALTHINS/PRE	2,422.43	15,961.87	
MEDICARE	901.89	901.89	
MT ST FIRE ASSO	26.52	0.00	
NATIONWIDE/CITY	0.00	1,044.43	
NATIONWIDE/EMP	380.79	0.00	
P.E.R.S.	3,184.23	3,494.60	
PERS/FURS	283.71	380.76	
PERS/POLICE	1,814.39	2,905.05	
SIT	2,671.00	0.00	
SOCIAL SECURITY	2,450.46	2,450.46	
TEAMSTERS DUES	259.00	0.00	
UNEMPL. INSUR.	0.00	283.52	
UNUM LIFE INS.	169.34	0.00	
WA CHILD SUPPOR	138.46	0.00	
WORKERS' COMP	0.00	2,888.01	
WELLS FARGO	878.41	0.00	
CHARLES SCHWAB	1,349.36	0.00	
FIRST INTERSTAT	3,576.98	0.00	
FREEDOM BANK	1,042.71	0.00	
GLACIER BANK KA	4,585.30	0.00	
GLACIER BANK/CF	13,333.78	0.00	
GLACIER BANK/WF	1,547.15	0.00	
PARKSIDE CR U	7,735.36	0.00	
THREE RIVERS	995.19	0.00	
USAA FEDERAL	1,036.83	0.00	
USBANK.	1,338.57	0.00	
VALLEY BANK KAL	350.00	0.00	
VERIDIAN CREDIT	325.00	0.00	
WELLS FARGO	1,119.37	0.00	

May 15, 2020
Payroll
\$74,522.85
Baw Staland

05/15/20
10:00:26

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 05/15/20 to 05/15/20

Page **Item No. 2.**
Report ID: P130

WELLS FARGO GA	1,203.34	0.00
WFISH CR UNION	2,673.93	0.00
FIT/SIT BASE	55,490.68	0.00
MEDICARE BASE	62,198.23	0.00
PERS BASE	63,118.31	0.00
SOC SEC BASE	39,523.66	0.00
UN BASE	63,008.81	0.00
WC BASE	65,800.29	0.00

Total 30,345.59
Total Payroll Expense (Gross Pay + Employer Contributions): 94,954.40
*** PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY ***

Check Summary

Payroll Checks Prev. Out. \$43,248.41
Payroll Checks Issued \$3,225.80
Payroll Checks Redeemed \$43,248.41
Payroll Checks Outstanding \$3,225.80
Electronic Checks \$71,297.05

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security 4900.92		4900.92		212260
Medicare 1803.78		1803.78		212260
P.E.R.S. 6678.83		6678.83		212270
Unempl. Insur. 283.52	1177.38		1460.90	212210
Workers' Comp 2888.01	11823.81		14711.82	212220
FIT 4540.77		4540.77		212260
SIT 2671.00		2671.00		212260
AFLAC-PRETAX 65.58	65.58	131.16		212230
NATIONWIDE/EMP 380.79		380.79		212280
Teamsters dues 259.00	259.00	518.00		212310
PERS/Police 4719.44	904.56	5624.00		212240
NATIONWIDE/CITY 1044.43		1044.43		212280
AFLAC-POSTTAX 64.48	64.48	128.96		212230
PERS/FURS 664.47		664.47		212275
MT ST FIRE ASSO 26.52		26.52		212315
HEALTHINS/PRE 18384.30	18384.30		36768.60	212400
CITY OF COLUMBI 25.00		25.00		212450
UNUM LIFE INS. 169.34	169.34		338.68	212400
FLEX ALLEGIANCE 1002.00		1002.00		212285
CHILD SUPPORT 88.61		88.61		212330
CHILD SUPPORT P 413.07		413.07		212330
WA CHILD SUPPOR 138.46		138.46		212330
FOP 320.00		320.00		212335
Total Ded. 51532.32	32848.45	31100.77	53280.00	

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

CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD MAY 04, 2020

Item No. 3.

FINANCE COMMITTEE – 6:30 P.M
(Barnhart, Robinson, Shepard)

REGULAR MEETING – 7:00 P.M.

ROLL CALL

In attendance: Shepard, Piper, Robinson, Karper, Lovering and Barnhart. Present via zoom meeting Fisher.

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Councilor Fisher motioned to approve the agenda second by Councilor Shepard and the motion carried.

CONSENT AGENDA:

Councilor Shepard motioned to approve the consent agenda noting all claims appear to be in order, second by Councilor Robinson with council voting as follows. AYES: Fisher, Karper, Lovering, Piper, Robinson, Shepard, and Barnhart.

Claims Approval - May 4, 2020 - \$50,094.70

Approval of April 17, 2020 Payroll - \$73,975.76

Approval of May 1, 2020 Payroll - \$113,085.24

Approval of April 6, 2020 Regular Council Meeting Minutes

Approval of Transportation Plan Contract - KLJ - \$114,839.95 and authorize City Manager to execute.

Approval of Firehouse Subs Grant - SCBAs - \$24,198

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

Mayor Barnhart read the Notice of Public Hearing - Planning Board and City Council - Brunz Conditional Use Permit:

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, May 12, 2020 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on June 1, 2020 starting at 7:00 p.m. in the same location. Both hearings will be conducted in accordance with the most current recommended and/or required public health and safety protocols in place at the time of the hearing. The City website, <https://cityofcolumbiafalls.org>, will contain updated information if there is any change to the planned hearings.

Request for a Conditional Use Permit to operate a dog kennel:

Brunz Enterprises LLC (Will & Andrea Brunz) is requesting a Conditional Use Permit to operate a dog kennel on property located at 443 Rogers Road in Columbia Falls. The 11.8 acre property is described as Assessor's Tract 2M (Tract 4 of COS 20092) in SW1/4SE1/4 of Section 16, Township 30 North, Range 20 West, P.M.M., Flathead County. The property is zoned SAG-5 in the Columbia Falls Zoning Jurisdiction. Commercial Kennels require a Conditional Use Permit in the SAG-5 Zoning District.

Persons are allowed to attend the hearing(s), subject to the most recent public gathering restrictions enacted by County and State agencies at or prior to the time of the hearing. Persons are encouraged to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. Written comments

may be sent to Columbia Falls City Hall, Attention: Barb Staalnd, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed conditional use, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

NEW BUSINESS:

Declaration of Surplus Equipment - 2012 Broom Bear Sweeper

City Manager Nicosia said the city purchased a new sweeper last year with the MACI grant funding and now wishes to surplus the 2012 Broom Bear Sweeper. City staff has determined that the cost of maintaining, insuring and repairing the 2012 sweeper is not worth keeping it at this time. Pursuant to state statute, the City must give notice of intent to declare surplus and after 15 days of public comment, the City may dispose of it in the best manner possible.

Councilor Shepard motioned to declare the 2012 Broom Bear Sweeper as surplus, second by Councilor Piper and the motion carried.

Approval of 2021 FY Health Insurance Contribution

City Manager Nicosia said last year the city did not increase the employer contribution on health insurance. The medical insurance rates went up 8%, in part due to the COVID-19 health insurance requirements, with no increase in vision or dental premiums. Nicosia said after analyzing this year's increase, she recommends the employer share increase by 80% of the premium and increase and the employee picks up the remaining 20%. Change in rates:

Current:	Recommended:
Family – \$1,665/month	Family - \$1,782/month
Employee/Spouse - \$1,208/month	Employee/Spouse - \$1,293/month
Employee/Child(ren) - \$1,134/month	Employee/Child(ren) – \$1,208/month
Single - \$608/month	Single - \$650/month

Councilor Karper motioned to approve the 2021 FY city contribution rates for health insurance costs. Second by Lovering and motion carried unanimously.

ORDINANCES / RESOLUTIONS:

Resolution #1816 –A Resolution of the City Council of the City of Columbia Falls, Montana, approving the application of CFALLS LLC for tax benefits for the remodeling, reconstruction or expansion of an existing building or structure located at 624/632 Nucleus Avenue, Columbia Falls, Montana.

City Manager Nicosia said the request is for the Gunsight Saloon remodel which qualifies for the tax benefits per state law and approved by the MT DOR. Staff is recommending council approval.

Councilor Lovering motioned to approve Resolution #1816, second by Councilor Robinson with council voting as follows. AYES: Karper, Lovering, Piper, Robinson, Shepard, Fisher and Barnhart.

First Reading - Ordinance # 801 – An Ordinance of the City Council of the City of Columbia Falls, Montana, amending the Columbia Falls zoning map to allow the development of a Planned Unit Development (PUD) overlay at 540 Nucleus Avenue further described as lots 1 – 15 of block 37 of Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana

City Manager said this is the First Reading for the PUD for the Ruis project on Nucleus Avenue.

Councilor Piper made motion to approve the First Reading of Ordinance #801, second by Councilor Shepard and the motion carried.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Lovering said she emailed City Manager to ask for use of the city owned aluminum bleachers for the High School graduation held at the football field. Lovering said they would also need help from the city crews to move the bleachers to and from the school. Nicosia said she checked with Public Works Director Bradshaw and he will coordinate with Bob Rupp for delivery and pick up times.

Mayor Barnhart said he has not gone forward with the Fire Chief plaque due to COVID-19.

Mayor said the sign is up at the Shay engine and it looks good, but he would like to see something on the back side as well. Nicosia said Public Works Director Bradshaw has something in the works for the backside of the sign.

CITY MANAGER REPORT

Staff is working hard to provide the essential services to our customers while being safe and taking the necessary precautions. Police personnel are maintaining their patrol presence and business checks and the Fire Department has had excellent response to incidents. Today was our first day to have the front doors open to the public and citizens have understood the safety precautions we have put into place. We will consider opening the City Pool under Phase 2 – DPHHS indicated that they will issue specific guidelines. We are hopeful it will be the second week in June. We may not be able to allow for swim lessons at this time but we can analyze it at a later date.

Staff is continuing to work on the 2020 Build Grant submittal. The due date is May 18th and the requests for letter of support have been sent. We are meeting with MDOT representatives on Monday morning to discuss their support. Nicosia will continue working with Kirk Keysor of EDA on the 12th Ave West water/sewer/street project and will have Kim Morisaki on board this week. The City was awarded \$100,000 in RTP funding for River's Edge Park. Coupled with the DOC grant for the bathroom, we are reaping the benefits of having the River's Edge Park Master Plan completed.

The Well project is out for bids with a deadline of May 25th. Public Works Director Bradshaw is currently working on scheduling chip seal projects for this summer. The city has received approximately \$96,000 in Gas Tax Funds. KLJ will get started on the City's first comprehensive Transportation Plan.

We are working on City Hall and city function phasing in accordance with the Governor and Flathead County Health Department guidelines. City Hall will be open subject to the Phase 1 recommendations beginning Monday, May 4th. City Council meetings will be held via Zoom meeting password protected for distancing of attendees.

The census may be a little later or not complete. The City is at 41.3% for residents completing the census form. The census curtailed all home visits and the forms are not mailed to PO boxes so it makes response delayed.

The City has two new employees to replace the employees that have recently retired. Link Gunther is the new Utility Billing/Deputy City Clerk. Michelle Herman is the new Cashier/Deputy City Clerk.

MISCELLANEOUS

Correspondence List

March 2020 Financial Reports

Police Activity March 2020

ADJOURN

Councilor Lovering motioned to adjourn, second by Councilor Robinson and the meeting adjourned at 7:44 p.m.

Mayor

City Clerk

**OrthoRehab Post-Offer Physical Screening
Service Agreement**

This service agreement is made on May 14th, 2020 between City of Columbia Falls and Orthopedic Rehab Inc, known herein as OrthoRehab.

OrthoRehab will perform post offer screens for the City of Columbia Falls for all new employees.

OrthoRehab will...

- Have employee fill out OrthoRehab's authorization, consent to be tested and medical history forms.
- Take BP and HR measures. Employee will need have BP below 150/100 and a resting HR under 100 in order to participate.
- Perform 45 minutes of screen and attest to employee's ability or inability to perform the prescribed job. Screens will be based upon job descriptions and/or job analysis.
- OrthoRehab will supply the City of Columbia Falls with (1) Filled out Voucher of Medical Services (2) OrthoRehab Pass/Fail Worksheet and (3) copy of employees ID within a 24 hour period.
- All other paperwork will be stored by OrthoRehab if further need arises for 5 years.

Scheduling and Cost:

In order to save you administrative time please call Michelle Robins at 406.407.7990 for both scheduling and payment. Pre-payment of \$200 per individual based on Labor & Industry fee schedule. Alternative payment options

Susan Nicosia Columbia Falls City Manager

Date

Patrick Gulick, PT, Owner OrthoRehab PT

Date

DAN SEMMENS
semmens.dan@dorsey.com

May 13, 2020

Ms. Susan Nicosia, City Manager
Ms. Sandy Carlson, City Finance Director
130 6th Street W
Columbia Falls, MT 59912

Via Email and First-Class Mail

Re: Water System Revenue Bond
(DNRC Drinking Water State Revolving Fund Loan Program)
City of Columbia Falls, Montana

Dear Ms. Nicosia and Ms. Carlson:

We understand the City of Columbia Falls, Montana (the "City") intends to borrow funds to pay the costs of installation of a new well and connecting main (the "Project") as a part of its water system (the "System"). It is anticipated that the City would obtain financing for the Project from the State's Drinking Water State Revolving Fund Loan Program (the "Program"). We would be pleased to serve as bond counsel in connection with the issuance by the City of its Water System Revenue Bond (DNRC Drinking Water State Revolving Fund Loan Program) (the "Bond"), evidencing the loan from the Program to finance the Project. The purpose of this letter is to outline the services we would provide and provide a fee estimate in connection with the Project.

As bond counsel our principal function is to render an opinion with respect to authorization and issuance of the Bond. The opinion is rendered in written form at the time the Bond is delivered to the DNRC. The opinion would be addressed to the DNRC (as purchaser) and the City, and both parties are entitled to rely on it. The opinion addresses three basic matters:

1. the validity of the Bond, based upon the proceedings taken in its authorization and issuance;
2. certain matters relating to the security for the payment of the Bond; and
3. the exemptions from current federal and state income taxation of the interest payable on the Bond.

In fulfilling that function and responsibility, we will perform the following tasks:

1. prepare the bond resolution and the Bond and review proceedings of the City relating to other outstanding bonds and notes secured by the revenues of the System, if any;

2. coordinate with the City Clerk-Treasurer, or other designated officer, the adoption of resolutions and other actions necessary to be taken by the governing body of the City;
3. review water rate ordinances and resolutions and/or assist the City with rate increase proceedings to confirm that rates and charges are in effect at the time the Bond is issued to provide adequate revenues to pay the costs of operating and maintaining the System and to pay debt service on the Bond consistent with the Program requirements;
4. advise the City of the statutory requirements for the issuance of the Bond and the Program rules for the purchase of the Bond by the Program;
5. prepare closing papers for the City and supervise closing on the Bond; and
6. deliver the opinion discussed above to the City and the DNRC.

The fee for our services is a function of the size of the bond issue and the amount of time expended. Based on one bond in the principal amount of approximately \$675,000, we estimate our fee to be \$10,000, plus out-of-pocket disbursements. If during the course of our work on this issue we discover anything that would cause our fees to exceed this estimate, we will notify the City. We would expect to be paid at the time of closing on the Bond. Our fees are eligible costs of the Project and can be included in the amount of the City's initial disbursement of the loan, if the City intends to use that source. It is mutually understood that the services set forth in this letter are solely for the benefit of the City.

You should be aware that we have served as bond counsel to the State of Montana (the "State") with respect to establishing the Program and the issuance of the State's general obligation bonds to fund the Program. As bond counsel for the City's Bond, we would not represent the State or the DNRC in the negotiation of the terms of the Bond, the bond resolution, or other aspects of the proposed financing. At this point, the terms of the financing have been established in the approved Program documents and regulations and our principal task is to draft a bond resolution that conforms to these requirements and the terms of the commitment agreement or commitment letter that will be prepared by the DNRC (the "Commitment Agreement"). (In advising the City of the statutory and other legal requirements for the issuance of the Bond, in accordance with provisions of the Commitment Agreement and statutory provisions and Program requirements, we can advise the City with respect to the legal implications of the covenants in the Commitment Agreement or statutes or Program requirements that would be contained in the bond resolution.) Accordingly, we do not anticipate that our acting as bond counsel to the State with respect to the Program will represent any practical impediment to our acting as bond counsel to the City with respect to the Bond; and, in fact, we believe our familiarity with the Program could be an advantage to the City in completing its proceedings efficiently.

As bond counsel to the State and the Program, however, we are available to the State, and we would intend to respond to questions raised by the DNRC regarding requirements of the Program, the operative documents relating to the State's bonds and the legal issues relating to the type of obligation being purchased by the Program to evidence the Program loan, in this

Ms. Susan Nicosia, City Manager
Ms. Sandy Carlson, City Finance Director
May 13, 2020
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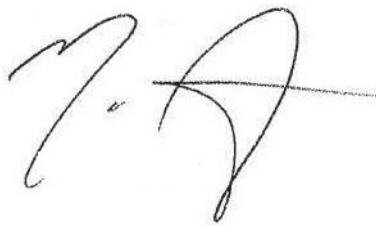
Item No. 5.

case a revenue bond. In such a response, we would not attempt to advocate a position on behalf of either the State or the City, but to respond in our capacity as bond counsel with respect to the State's outstanding bonds. While we would attempt to render independent advice, the potential for a conflict of interest or the appearance of a conflict of interest is present. The State has consented to our acting as bond counsel for the City's Bond.

We hope that this proposal to serve as bond counsel on this financing meets with the approval of the City. If there are any questions, please give us a call so that we might answer those questions or provide any additional information about our firm or our qualifications to serve the City in this capacity. Please let us know what you would like for us to do.

We trust that our serving as bond counsel to the City and as bond counsel to the State with respect to the Program is acceptable to the City. If so, will you please so acknowledge by signing the attached acknowledgment and returning a copy to us.

Very truly yours,

A handwritten signature in black ink, appearing to be 'D. Semmens', with a long horizontal stroke extending to the right.

Dan Semmens

DPS/vm

Ms. Susan Nicosia, City Manager
Ms. Sandy Carlson, City Finance Director
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Item No. 5.

ACKNOWLEDGMENT

The undersigned acknowledges receipt of the attached and foregoing engagement letter dated May 13, 2020, and confirms, on behalf of the City, the City's consent to the representation described therein.

Accepted this _____ day of _____, 2020.

CITY OF COLUMBIA FALLS, MONTANA

By: _____

Its: _____

CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARINGS

Item No. 6.

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, May 12, 2020 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on June 1, 2020 starting at 7:00 p.m. in the same location. Both hearings will be conducted in accordance with the most current recommended and/or required public health and safety protocols in place at the time of the hearing. The City website, <https://cityofcolumbiafalls.org>, will contain updated information if there is any change to the planned hearings.

Request for a Conditional Use Permit to operate a dog kennel:

Brunz Enterprises LLC (Will & Andrea Brunz) is requesting a Conditional Use Permit to operate a dog kennel on property located at 443 Rogers Road in Columbia Falls. The 11.8 acre property is described as Assessor's Tract 2M (Tract 4 of COS 20092) in SW1/4SE1/4 of Section 16, Township 30 North, Range 20 West, P.M.M., Flathead County. The property is zoned SAG-5 in the Columbia Falls Zoning Jurisdiction. Commercial Kennels require a Conditional Use Permit in the SAG-5 Zoning District.

Persons are allowed to attend the hearing(s), subject to the most recent public gathering restrictions enacted by County and State agencies at or prior to the time of the hearing. Persons are encouraged to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. 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 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed conditional use, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

DATED this 21st day of April, 2020

Susan Nicosia

Susan Nicosia, City Manager/Planning & Zoning Administrator
COLUMBIA FALLS CITY-COUNTY PLANNING BOARD

Publish: Daily Interlake Sunday April 26, 2020

CITY OF COLUMBIA FALLS
EMPLOYEE SAFETY PROGRAM

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CITY OF COLUMBIA FALLS

SAFETY POLICY

ACCIDENT PREVENTION PROGRAM

1.0 PURPOSE

The purpose of the Safety Policy is to provide a management system for the prevention of occupational injuries and illnesses and compliance with regulations concerning occupational safety and health. Safety policies assign safety responsibilities, promulgate City-wide procedures and set minimum safety program requirements for issues involving City departments. Department-specific policies and procedures may be issued to implement safety programs that affect only one department and to issue department -specific policies and procedure for implementation of safety programs.

The Accident Prevention program provides general direction for the administration of occupational safety and health management for the City of Columbia Falls. It is intended to meet the letter and spirit of the Montana Safety Culture act and achieve full compliance with federal Occupational Safety and Health Administration (OSHA) regulations governing workplace accident prevention programs.

Separate Safety Policies will be issued as needed to address specific safety and health issues or to meet the regulatory requirement for written compliance.

2.0 GENERAL SAFETY POLICY

The City of Columbia Falls is committed to providing dependable, economical services to the public. The City recognizes its employees as the most important resource in meeting that commitment and is dedicated to providing a safe and healthful work environment. Every City of Columbia Falls employee shares responsibility for the prevention of accidents, as well as for the protection of public safety and the environment.

The City recognizes that accidents are caused by unsafe conditions or unsafe behavior and strives to systematically eliminate those conditions and acts before an accident occurs. In meeting that goal is the policy of the City of Columbia Falls to:

- **Provide a safe workplace including facilities, equipment, tools and vehicles that meet or exceed established safety and health standards and practices.**
- **Establish a Code of Safe Practices for general work situations and define safe work practices to address hazards unique to specific job assignments.**
- **Train employees in the safe performance of assigned jobs.**
- **Monitor workplace conditions and employee behavior to ensure compliance with City and Department safety and health requirements.**
- **Involve all employees in a systematic effort to recognize, report and correct hazardous contains and practices.**
- **Investigate and analyze accidents to identify and eliminate the unsafe conditions and behaviors that caused the accidents.**

NO employee is expected to undertake a job until he or she has received instructions on how to do it properly and has been authorized by supervision to perform that job. NO employee should undertake a job that appears to be unsafe or use chemicals without understanding their toxic properties. Each employee is expected to report all unsafe conditions to their supervisor before leaving the workplace.

2.1 It shall be the responsibility of all City of Columbia Falls employees to:

1. Be familiar with the City of Columbia Falls Safety Program and to sign a statement acknowledging receipt of a copy of the policy, and by doing so, perform their job in compliance with the safety procedures outlined in the policy.
2. Promptly report to their supervisor any recognizably hazardous condition, or procedure, that may put an employee or the general public at risk.
3. Learn the right and safe way to do each job. Continue to suggest possible improvements for improving the job.
4. Operate only the machinery or equipment which you have been authorized and trained to operate safely.
5. Only use tools, machinery and vehicles that are in safe working order. Promptly report any defective or worn tools, machinery, or vehicles to your supervisor.
6. Work at a safe speed; plan ahead so as to perform the job safely, as well as, efficiently. Do not take any "short cuts".
7. Promote efficiency and safety, by keeping an orderly and clean work area; liquid spills, items stored "temporarily" and forgotten, cluttered and scattered parts, tools and materials will not be tolerated.
8. Never endanger the health or safety of a fellow co-worker, or the public, through horseplay, practical jokes, wanton neglect, or thoughtless indifference.
9. Never be under the influence of intoxicating beverages, mind altering substances, or medications that could affect your performance on the job.
10. Respect your co-worker's right to clean air in their work environment, if you are a smoker, observe NO SMOKING signs and use designated smoking areas.
11. Recognize "near misses" and report them to your supervisor; cooperate in the investigation of any accident. This should reduce the likelihood of the same (or similar) incident from reoccurring.
12. First-aid kits, whether in cars, trucks or buildings, shall be kept fully supplied and shall be readily available for immediate use.
13. Be cautious of slippery or polished floors. Use the handrail when going down, or up stairways.
14. Employees are to exercise proper lifting techniques, whenever lifting or handling heavy and /or bulky objects. This will reduce the likelihood of a strain. Help should be obtained whenever necessary.
15. No vehicle (or other gasoline or diesel powered engine) is to be operated in a closed area, without adequate ventilation.
16. Gasoline is not to be used as a skin cleaning agent. Only use soap and water, or hand solvents.
17. Gasoline is to be kept in approved safety cans.
18. Oily rags, scrap, and other debris must be disposed of in covered metal containers.
19. All occupational injuries, whether or no the employee received medical attention or first aid, shall be reported IMMEDIATELY to the injured employee's supervisor. Failure to report injuries immediately may result in a delay and possible denial of benefits.
20. Do not attempt to repair, clean or adjust machinery while it is in operation.
21. Electrical repairs must be done by authorized maintenance personnel.
22. Use proper personal protective equipment if require for the job (safety shoes, eye and ear protection, respiratory protection, gloves, protective clothing, etc.)
23. Do not use audio headphones while on duty.
24. Use seat belts where provided at all times while riding in a City vehicle or in a personal vehicle on City business; ensure that passengers use seat belts. Obey all traffic rules.

The management staff will not tolerate actions that jeopardize the safety and health of employees or the general public or actions that risk non-compliance with established safety and health regulations. Employees who violate City and/or Departmental rules are subject to progressive discipline steps. Serious offenders are subject to appropriate disciplinary action. Fulfillment of safety-related responsibilities will be considered as a factor in performance reviews.

RESPONSIBILITIES

All City of Columbia Falls employees share in the responsibility to establish and maintain a safe working environment. The following responsibilities are minimum guidelines to establish accountability for the Accident Prevention Program. These responsibilities are not in any way intended to limit innovation or initiative on the part of any employee who is working toward the goal of achieving a safe workplace.

3.1 City Manager

The City Manager is responsible for the execution of the City's goals and objectives as well as health, safety and welfare of each employee. The City Manager shall make it his/her duty to place employee safety as a high priority and it will also become the responsibility of the City's department heads and superintendents.

1. Ensure that workplaces are free from recognizable health and safety hazards.
2. Ensure compliance with state and federal laws pertaining to workplace safety and health.
3. Ensure that department heads and their subordinates respond positively to the Safety Program, and cooperate with the Safety Committee and Safety Compliance Officer.
4. Serve as spokesperson for the Safety Program, promoting its goals through public relations event.
5. Appoint members to the Safety Committee.

3.2 Department Heads

1. Ensure the design, purchase and maintenance of facilities, tools, equipment and vehicles that meet or exceed established safety and health standards and practices.
2. Establish policies, procedures and safe work practices for department occupations, tasks and location.
3. Establish safety training requirements for department employees based on their occupations, work location and tasks.
4. Facilitate the organization and implementation of management -employee safety committees.
5. Reviews department Accident Investigation Reports and department injury and illness trends. Resolve corrective action issues that are beyond the scope of the supervisor to accomplish.
6. Reviews workplace inspection reports and direct appropriate corrective action to achieve a safe work environment.

3.3 Supervisors

1. Monitor workplace condition and employees work behavior through regular, scheduled inspections and frequent observation of the work environment.
2. Enforce City and Department facility, tool, equipment and vehicle standards and rules governing the workplace conduct of employees.
3. Ensure employee participation in City- and Department-required safety training. Recommend additions, deletion and modification of safety training requirements or training programs based on observed workplace conditions and employee work conduct.

4. Investigate accidents involving employee injury or illness and/or damage to vehicles or other City property. Determine the facts and causes of the accident. Implement or recommend corrective actions for the purpose of preventing future, similar occurrences.
5. Encourage employee involvement in safety hazard recognition and act on hazard elimination and hazard control suggestions from safety committees and individuals.

3.4 All Employees

1. Abide by the City of Columbia Falls Code of Safe Practices and Department work practices established for specific job assignments and occupations.
2. Report occupational injuries, illnesses and near misses immediately to their supervisor. Follow supervisor instructions for obtaining first aid and/or medical attention. Participate in accident investigations as requested by the supervisor.
3. Participate fully in safety training. Suggest improvements in safety training requirements or programs to the supervisor or the safety committee.
4. Identify unsafe work conditions and unsafe practices. Correct hazards or report them in writing to the supervisor or safety committee as appropriate.

3.5 Safety Compliance Officer

1. Coordinate the organization and operational activities for the City's safety programs including safety engineering, health monitoring, loss prevention and environmental compliance.
2. Develop and implement goals, objectives, policies and priorities for the City's safety programs; Identify resource needs; recommend and implement policies and procedures.
3. Advise department management staff in the design, planning and delivery of employee safety training.
4. Design, plan and conduct employee, safety committee and supervisor training, including annual safety training for each department.
5. Investigate occupational injuries and illnesses and vehicular accidents involving City personnel; ensure compliance with federal and state accident and illness reporting.
6. Analyze workplace reports and occupational injury/illness trends. Give direction and advice to department staff on accident prevention and elimination of unsafe working conditions. Develop and recommend new safety procedures or instruction for future loss avoidance.
7. Inspect City equipment and facilities, including offices, buildings, grounds, work sites, vehicles and tools, for compliance with safety and environmental standards, ordinances, laws and practices. Advise department staff of recommended corrective action for unsafe conditions.
8. Provide technical safety engineering advice of the design of buildings and layout and installation of equipment.
9. Provide technical assistance to department management staff and to safety committees in the resolution of safety-related inquiries and complaints.
10. Communicate information about new regulations, trends and innovations in the field of occupational safety and health environment compliance to departmental management staff.

4.0 SAFETY TRAINING

It is the policy of the City of Columbia Falls to provide all safety training prescribed by regulatory requirements and to ensure that all employees understand the hazards to which they may be exposed and how to prevent harm to themselves and others. No employee is expected to undertake a job until he or she has received instructions on how to do it properly and has been authorized to by supervision to perform that job. Employees are expected to participate and cooperate fully in training programs and to accept and follow established safety and health precautions.

Each worksite presents a unique training challenge. Therefore, each department is expected to specify and provide safety training which is tailored to each employee's occupation, task and job location. To the extent possible, safety training should be integrated into general training rather than treated as a separate issue.

All safety-related training must be documented, including the signatures of the employees and/or the supervisor. The records are to be maintained in department files for a minimum of three years. Documentation shall include a list of employees in attendance, date, time, and location of training, the name of the trainer and an outline of the topics discussed.

4.1 Employee Safety Orientation

The purpose of new employee safety orientation is to provide the employee with information about:

- the general hazards and safety rules of the worksite,
- specific hazards, safety rules and practices related to the employee's work assignments, and
- the employee's role in emergency situation

New employee safety orientation will include the employee's understanding and acknowledgment of the Code of Safe Practices and New Employee Safety Orientation. New employee safety orientations are conducted by the employee's supervisor and apply to all new employees, including temporary and seasonal personnel.

4.2 Annual Safety Training

The purpose of annual safety training is to provide all employees with information about the City of Columbia Falls Safety Policies and Procedures, lessons learned from accidents and accident trends, and new occupational safety and health issues. Annual safety training is usually conducted by the Safety and Environmental Compliance Office with input from safety committees and departmental management staff as appropriate.

4.3 Job-Specific Safety Training

Job-specific safety training includes personal on-the-job instruction, safety meeting or formal classroom instruction intended to enhance the safety of specific tasks or occupation. Some job-specific training is prescribed in the City of Columbia Falls Safety Policies and Procedures or in regulatory requirement. Departments will provide additional training as necessary to improve employee knowledge of safety rules, procedures and safe practices. The intent of this policy is that safety training will enhance the employee's understanding of the workplace hazards and the prevention of occupational injuries and illness, rather than to prescribe the specific format of the safety training.

5.0 SAFETY COMMITTEE

The City of Columbia Falls encourages and expects employee participation in the Accident Prevention Program. The following seven areas are organized and designated as the Safety Committee of the City of Columbia Falls:

- Administration/Finance/Court
- Fire Department
- Police Department
- Water
- Streets
- Sewer
- Public Works/Facilities (including Parks)

The Safety Committee is an advisory body organized to bring employees and management together in a cooperative effort to foster a safety culture and reduce on-the-job injuries and illnesses in the workplace. The Safety Committee may make recommendations about the following education and communications matters:

- Assessing and communicating hazards
- Communicating with employees regarding safety committee activities
- Educating employees on safety related topics
- Motivating employees to create a safety culture in the workplace

The Safety Committee is the primary investigator of all accidents involving employee injuries and illnesses and/or damage to City vehicles or other property. The Safety Compliance Officer will assist as needed and conduct follow up investigations as appropriate.

The Safety Committee may also suggest or recommend specific actions concerning:

- Development of safety rules, policies and procedures
- Control of hazards
- Periodic evaluation of the safety program
- Inspection of the workplace
- Development of safety training and awareness topics
- Keeping job specific training current

The Safety Committee is encouraged to be innovative in their approach to achieving those goals within the following guidelines:

1. The committee will consist of at least one employee representative, either volunteer or chosen by the non-managerial employees, at least one management representatives chosen by the affected department heads(s). The number of management representatives may not exceed the number of employee representatives.
2. If a collective bargaining agreement exists which does not provide for a safety committee, then the exclusive bargaining representative shall decide how to select the employee representatives.
3. An alternative may be chosen to attend safety meetings in the absence of any other employee representative.
4. The affected department heads(s) may select an alternate employer representative to attend safety committee meetings in the absence of any other employee representative.
5. A safety committee meeting may not be conducted without a quorum.
6. The safety committee will select a presiding officer from among its members.

7. The safety committee must document its meetings in minutes to include:
 - a. date, time and location of meeting
 - b. a list of the participants
 - c. the topics or issues discussed
 - d. the recommendation or suggestions made
8. Distribution of the minutes will include
 - a. All safety committee members
 - b. Department heads
 - c. Safety Compliance Officer
9. The safety committee will be provided appropriate support staff, meeting space and resources.

6.0 SAFETY HAZARD RECOGNITION, CORRECTION AND REPORTING

Identification and control of safety hazards is an essential component of the Accident Prevention Program. The methods used to recognize unsafe conditions and unsafe acts before they result in occupational injuries, illnesses or property damage include informal and formal inspections, employee suggestions, safety committee recommendations and job safety analyses. Documentation of all aspects of safety hazard recognition and correction provides useful safety program information and is required by OSHA regulation.

6.1 Department Self-Inspection

Formal, planned inspections shall be performed and documented for all facilities and activities at least quarterly by department personnel assigned by the Department Head. Inspection checklists will be based on OSHA regulations and guidelines and tailored to specific departmental rules and requirements.

6.2 Safety Program Audits

The Safety Compliance Officer will conduct a comprehensive annual safety program audit of each department.

6.3 Safety Committee and Employee Suggestions

Each employee is expected to report all unsafe conditions encountered during work. Conditions or procedures that create an imminent danger to workers or to the public shall be reported to management immediately. Less critical hazards should be reported to the supervisor or to member of the safety committee in a timely manner. A Report of Safety or Health Hazard form may be used to document the reporting of an unsafe condition. Department management staff is encouraged to appropriately reward positive contributions to the Accident Prevention Program.

6.4 Job Safety Analysis

A job safety analysis is a formal procedure to analyze each step of a job to identify safety hazards and develop solutions that will prevent the occurrence of injuries and illnesses. A job safety analysis may be performed by the Safety Officer to analyze a safety hazard discovered in an inspection, audit, or accident investigation, or identified by an employee.

7.0 ACCIDENT INVESTIGATION AND REPORTING

The purpose of an accident investigation is to determine and record the description of the incident as well as the factors, conditions and practices that contributed to the accident. Analyses of the data gathered in the accident investigation is used to determine proper corrective action to prevent recurrence. Prompt

reporting and recording of all accident information is required OSHA. Accident involving death, amputation or hospitalization of at least three employees must be reported to OSHA within eight hours.

Two types of accident investigation information are utilized in the prevention of occupational injuries and illness: (1) data gathered for specific incident of a City of Columbia Falls Accident Investigation Report and (2) consolidated information on the "Log and Summary of Occupational Injuries and Illness" (Montana/OSHA 200 Log). The City of Columbia Falls utilizes the summary information to measure injury and illness rates for comparison purposes, to discover trends and to manage Worker's Compensation Insurance costs.

The Safety Committee is the primary investigator of all incidents/accidents involving employee injuries and illnesses and/or damage to City vehicles or other property. The Safety Compliance Officer will assist as needed and conduct follow up investigation as appropriate.

7.1 Accident Reporting Policy

1. An accident is:
 - Damage with injury and/or death involving City of Columbia Falls employees and/or other individuals.
 - Damage to private property or property of another public jurisdiction.
 - Damage to City of Columbia Falls property and/or vehicle in excess of \$250.
2. Any employee experiencing a work related accident or injury shall make a prompt report of the incident to his supervisor. A claim for medical and lost work time compensation requires accurate and detailed reporting. If you have a witness, encourage them to file a report with the supervisor also. Prompt reporting will speed reimbursement. Remember also that an exposure to a toxic chemical through the skin or by inhalation may have long term effects that are not immediately apparent. If there is no record of this exposure, a future claim may be denied for lack of evidence.
3. After you have informed your supervisor of the accident or exposure, he will notify the Safety Compliance Officer and file one of the following: City of Columbia Falls INCIDENT REPORT, CITY PROPERTY AND VEHICLE ACCIDENT FORM, CLAIM FORM, LIABILITY REPORT FORM and/or FIRST REPORT OF OCCUPATIONAL INJURY OR OCCUPATIONAL DISEASE FORM.
4. All vehicular accidents shall be reported by the employee to the police department or the nearest law enforcement agency in the case of accidents occurring outside the City of Columbia Falls.
5. If the accident involves possible liability of City of Columbia Falls such as a vehicular accident, the employee responsible will complete and return to his supervisor a City of Columbia Falls INCIDENT REPORT, CITY PROPERTY DAMAGE AND VEHICLE ACCIDENTS FORM.
6. Any employee seeking medical treatment as the result of a work related injury or disease must obtain and present to the treating practitioner a REFERRAL FOR MEDICAL TREATMENT FORM. This form may be obtained from your Department Head or Superintendent, or the Personnel Office.
7. All accidents are subject to review and investigation by the employee's supervisor, the Safety Compliance Officer and the Safety Committee. Prevention of an accident reoccurrence is the first priority of such a review and investigation but where willful misconduct or violation of safety policy is evident, the Safety Committee may recommend that disciplinary action be taken by the employee's supervisor.

7.2 Accident Investigation Reports

Upon notification of an accident the line supervisor:

1. Take necessary steps to prevent further injury.

2. Provide for first aid or medial attention if needed.
3. Preserve the accident scene, if possible for the purposes of the investigation.
4. Take witness statements as soon as possible.
5. Photograph the scene and equipment of tools involve, if warranted.
6. For accidents involving employee occupational injury or illness, the employee shall complete a City of Columbia Falls FIRST REPORT OF OCCUPATIONAL INJURY OR OCCUPATIONAL DISEASE FORM and submit to the Personnel Officer and the line supervisor shall complete THE SUPERVISOR'S INCIDENT REPORT and submit it to the Finance Department Head within 24 hours.

EXCEPTIONS: ACCIDENTS INVOLVING DEATH, AMPUTATION OR HOSPITALIZATION OF THREE OR MORE PERSONS MUST BE REPORTED TO OSHA WITHIN EIGHT HOURS. NOTIFY THE DEPEARTMENT HEAD, CITY MANAGER AND THE SAFETY COMPLIANCE OFFICER IMMEDIATELY.

8.0 EMPLOYEE’S STATEMENT

I agree that by my acceptance of this copy of the City of Columbia Falls Safety Manual that I will abide by its provision, specifically:

- Adhering to safe work procedures
- Wearing of protective equipment, when required
- Maintaining a workplace that is orderly and free of any recognizable hazard
- Taking appropriate action to correct conditions that are unsafe or hazardous

Signature _____

Date _____

THIS STATEMENT DOES NOT CONSTITUTE A WAIVER OF ANY RIGHTS GUARANTEED BY THE LAWS OF THE STATE OF MONTANA, NOR PROVISIONS NEGOTIATED BY COLLECTIVE BARGAINING.

Instructions: Sign both copies. One will be placed in your personnel file, the other you must leave in this copy of your Safety Manual.

CITY OF COLUMBIA FALLS
EMPLOYEE SAFETY MANUAL

9.0 Purpose and Scope

It is the purpose of this handbook to provide you with information that will help you carry out your assignments in a safe manner.

Safety rules cannot be written to cover every conceivable work condition. The practice contained herein, are brief so that they may be readily understood. Safety is the responsibility of each individual and you will be expected to exercise good judgment and common sense in observing these practices. Should any doubt arise as to the proper meaning or interpretation:

ASK YOUR SUPERVISOR

Any employee violating the safe practices and responsibilities outlined in this manual, or who unnecessarily endangers his/her own (or another's) personal safety, shall be subject to disciplinary action. Depending upon the circumstances of each case, this may include reprimand, layoff or termination.

SECOND READING

ORDINANCE NO.801

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, AMENDING THE COLUMBIA FALLS ZONING MAP TO ALLOW THE DEVELOPMENT OF A PLANNED UNIT DEVELOPMENT (PUD) OVERLAY AT 540 NUCLEUS AVENUE FURTHER DESCRIBED AS LOTS 1 – 15 OF BLOCK 37 OF COLUMBIA FALLS TOWNSITE IN SECTION 8, TOWNSHIP 30 NORTH, RANGE 20 WEST, P.M.M., FLATHEAD COUNTY, MONTANA

WHEREAS, Ruis Holdings 540 Nucleus Ave LLC, owner of the real property, has requested an amendment to the Columbia Falls zoning map to allow the development of a Planned Unit Development (PUD) overlay on property zoned CB-4 located at 540 Nucleus Avenue, described as Lots 1-15 of Block 37 of Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana; and

WHEREAS, the Columbia Falls Planning Department, on February 24, 2020, in Staff Report CPUD-20-01, recommended approval of the requested Planned Unit Development (PUD) subject to certain conditions; and

WHEREAS, said request was considered by the Columbia Falls City-County Planning Board in a public hearing at its regularly scheduled meeting on March 10, 2020, at which the Board adopted Staff Report CPUD-20-01 with revisions and recommended approval of the requested Planned Unit Development (PUD) subject to certain conditions as shown in Exhibit A; and

WHEREAS, a hearing on the Planned Unit Development (PUD) was held by the City Council of the City of Columbia Falls, Montana, at its regular meeting on Monday, April 6, 2020, after said hearing was advertised according to law; and at said hearing on said date, the City Council considered the recommendation of the Planning Board, the report of the Columbia Falls Planning Office, together with any and all comments filed or voiced with respect to said change; and

WHEREAS, the City Council has determined that the PUD request, subject to certain conditions, is in the best interest of the City and that the unique character of the property justified approval of a PUD of less than two acres.

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

Section One. Findings of Fact: That the Columbia Falls Planning Office Report #CPUD-20-01, dated February 24, 2020, as amended by the Columbia Falls City-County Planning Board on March 10, 2020, is hereby adopted by the Council as findings of fact with respect to said PUD request.

Section Two. Change in Zoning Classification: That the requested Planning Unit Development (PUD) overlay on property presently zoned CB-4 Central Business will allow a

SECOND READING

building height of 42 feet 8 inches at the top of the gable at 540 Nucleus Avenue further described as Lots 1 – 15 of Block 37 of Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana.

Section Three. All documents included in the site plan and the recommendation of the Columbia Falls Planning Office is hereby incorporated by reference and the Conditions are shown in Exhibit A.

Section Four. The Council finds that the proposal complies with Chapter 18.428 of the Columbia Falls Area Zoning Regulations, and that the height deviation results in a more attractive building, allowing for architecture and visual benefit.

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

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

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

PASSED AND APPROVED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 18th DAY OF MAY, 2020, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 18th DAY OF MAY, 2020.

Mayor

ATTEST:

City Clerk

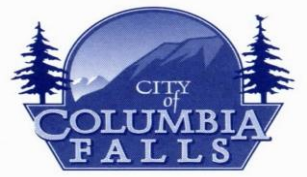
SECOND READING

EXHIBIT A

1. The City Council approves a PUD in an area less than two acres.
2. The Ruis Holding 540 Nucleus Ave LLC PUD will allow the following deviations:
 - Building Height – The maximum building height is 42-8”-feet at the top of the gable.
3. The project shall be built in substantial compliance with the submitted “Nucleus Mix Use” application and all accompanying drawings, as prepared by Montana Creative and TD&H.
4. Prior to the submittal of plans for the building permit, the applicant shall work with the Columbia Falls Fire Chief for approval of the FDC locations, Knox Box location, attic access, and turning radius within the parking lot.
5. The mixed use structures shall be fire sprinkled in accordance with the IBC.
6. Should the old bank tunnels remain, the applicant shall provide a Professional Engineer’s certification that the parking lot driving isles will support a 70,000 pound ladder truck.
7. Landscaping and landscaping features will generally follow the PUD plan with the understanding that the PUD plan is not a detailed Landscaping Plan. The applicants shall provide the City Manager a detailed Landscape plan. The landscape plan shall be approximately 2,500 sq. ft. as indicated on the PUD plan and approved and the landscaping installed prior to the issuance of an occupancy permit. If, due to weather, the landscaping cannot be completed prior to occupancy, the applicant may enter into a developer’s agreement with the City of Columbia Falls and provide security (bond or letter of credit) in the amount of 125% of the landscape improvements. The security amount will be determined by actual bid or licensed engineer. The developer’s agreement will not be for longer than six months.
8. Any sidewalk or public infrastructure damaged by the demolition or reconstruction of the building shall be replaced per the Columbia Falls Public Works Standards.
9. The City Planning/Zoning staff will review the sign permit application for compliance with the standards of the Columbia Falls Zoning Regulations prior to issuing a sign.
10. The applicant shall install a bike rack and trash receptacle in the parking lot and one bike rack on the Nucleus Avenue side of the site.
11. Any RTU will be screened or sited on the roof so that they are not visible from the public way.
12. The applicant will construct a site obscuring fence with gates around the dumpster site as indicated on the applicant’s site plan. The refuse screening shall be included with the building permit plans.
13. The light details will be reviewed at the building permit stage to insure that they comply with the 18-foot height standards and that all lighting has full cut off and/or opaque shields.

SECOND READING

14. All conditions of the PUD shall be complied with prior to the issuance of the occupancy permit or otherwise addressed as provided for in this PUD.
15. Applicant shall install appropriate fencing during construction, including demolition.



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

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

DATE: May 12, 2020
TO: Mayor and City Council
FROM: Sandy Carlson, Finance Director
Susan M. Nicosia, City Manager

RE: Financial Report – April 2020

Attached are the following condensed monthly reports for your review. Reports reflect activity from July 1, 2019 through April 30, 2020.

We have completed 83.33% 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 April and Year to Date. In total, we have received 55% of total revenues budgeted compared to 70% for the prior year.
- Second report: Summary of **Expenditures Budget and Actual** for the Month of April and Year to Date. There are no significant variances from anticipated expenditures/expenses. In total, we have committed 41% of the total expenditure budget compared to 52% 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 (\$334,642) more in expenditures than revenues through April 2020, compared to (\$300,879) last year for the same time period.
 - The Water Fund reflects expenses exceeding revenues by (\$15,969) to date compared to \$192,899 revenues exceeding expenses in the prior year. Revenues and expenses appear significantly behind. Construction of Well #3 has not yet started and cash transfer of funds has not yet occurred. Charges for services are in line with last year's revenues.
 - The Sewer Fund reflects YTD revenues exceeding expenses by \$77,029 compared to \$190,360 in the prior year. Lift Station #2 project has a significant impact this year.
- Fourth report: The Cash Balance report for April 2020 has been provided as a separate report for your review. Total reconciled cash/investments equal \$8,384,257 compared to \$7,746,917 from one year ago. The City as of April 30, 2020 had invested \$6,741,877 in STIP (April average rate was .967% -last year April rate was 2.47%), \$496,380 in Glacier Bank, MBS various term investments of \$1,146,000 with rates ranging from 1.16% to 2.0%. This month we had a \$200,000 investment called. Rates for reinvestment opportunities are around 1% for a five year investment. STIP is comparable to the market without being committed.

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

05/12/20
10:32:46

CITY OF COLUMBIA FALLS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: B110F

Fund	Received			Revenue	
	Current Month	Received YTD	Estimated Revenue	To Be Received	% Received
1000 GENERAL FUND	28,488.88	1,749,930.03	2,887,496.00	1,137,565.97	61 %
2310 TAX INCREMENT DISTRICT FUND	4,821.78	271,288.28	472,500.00	201,211.72	57 %
2311 TEDD-INDUSTRIAL PARK	4.81	1,524.00	1,734.00	210.00	88 %
2372 PERMISSIVE MEDICAL LEVY	2,196.11	99,437.71	173,028.00	73,590.29	57 %
2394 BUILDING CODE ENFORCEMENT FUND	17,520.90	136,044.08	142,000.00	5,955.92	96 %
2400 SPECIAL LIGHTING DISTRICT FUND	301.65	20,800.16	30,619.00	9,818.84	68 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	3,064.96	215,512.43	359,823.00	144,310.57	60 %
2700 CEDAR CREEK TRUST	1,024.49	19,498.32	141,243.00	121,744.68	14 %
2820 GAS TAX FUND	7,885.42	78,854.20	94,625.00	15,770.80	83 %
2821 Special Road/Street Allocation Program	0.00	77,448.50	77,448.00	-0.50	100 %
2917 CRIME VICTIMS ASSISTANCE FUND	258.00	3,858.00	6,000.00	2,142.00	64 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT	7,627.00	7,627.00	0.00	-7,627.00	** %
3020 GO Street Improvements	864.25	50,801.17	87,696.00	36,894.83	58 %
3534 SID 34 FUND - 5th Avenue Water Main	3.19	3,323.62	5,715.00	2,391.38	58 %
3536 SID 36 FUND - Talbott & 4th Avenue Water Main	3.28	4,395.51	3,801.00	-594.51	116 %
3538 SID 38 FUND - Riverwood	568.56	17,390.86	29,731.00	12,340.14	58 %
4000 CAPITAL PROJECTS FUND - Building Improvements	98.65	58,878.29	116,000.00	57,121.71	51 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	305.99	5,147.87	8,500.00	3,352.13	61 %
4020 CAPITAL PROJECTS FUND - General Equipment	140.72	100,454.15	173,083.00	72,628.85	58 %
4040 CAPITAL PROJECTS FUND - Street Construction	363.86	6,143.02	2,500.00	-3,643.02	246 %
5210 WATER ENTERPRISE FUND	45,276.86	650,952.61	2,314,171.00	1,663,218.39	28 %
5211 WATER CAPITAL EXPANSION	6,178.50	74,943.26	165,000.00	90,056.74	45 %
5310 SEWER ENTERPRISE FUND	89,398.65	1,049,096.82	1,190,688.00	141,591.18	88 %
5311 SEWER CAPITAL EXPANSION	5,344.55	60,702.21	170,000.00	109,297.79	36 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	489.51	47,806.18	69,134.00	21,327.82	69 %
Grand Total:	222,230.57	4,811,858.28	8,722,535.00	3,910,676.72	55 %

05/12/20
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CITY OF COLUMBIA FALLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
1000 GENERAL FUND	147,756.82	2,084,572.67	3,255,384.00	3,255,384.00	1,170,811.33	64 %
2310 TAX INCREMENT DISTRICT FUND	0.00	0.00	194,138.00	440,000.00	440,000.00	0 %
2372 PERMISSIVE MEDICAL LEVY	0.00	97,034.29	200,450.00	200,450.00	103,415.71	48 %
2394 BUILDING CODE ENFORCEMENT FUND	2,748.22	104,667.60	130,796.00	130,796.00	26,128.40	80 %
2400 SPECIAL LIGHTING DISTRICT FUND	9,090.00	31,445.05	49,883.00	49,883.00	18,437.95	63 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	23,781.90	282,312.54	468,913.00	468,913.00	186,600.46	60 %
2700 CEDAR CREEK TRUST	0.00	4,762.50	174,223.00	174,223.00	169,460.50	3 %
2820 GAS TAX FUND	0.00	45,863.78	164,703.00	164,703.00	118,839.22	28 %
2821 Special Road/Street Allocation Program	0.00	76,931.02	77,448.00	77,448.00	516.98	99 %
2917 CRIME VICTIMS ASSISTANCE FUND	258.00	3,858.00	6,000.00	6,000.00	2,142.00	64 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM	0.00	0.00	120,508.00	120,508.00	120,508.00	0 %
3020 GO Street Improvements	0.00	61,762.35	87,987.00	87,987.00	26,224.65	70 %
3534 SID 34 FUND - 5th Avenue Water Main	0.00	0.00	5,715.00	5,715.00	5,715.00	0 %
3536 SID 36 FUND - Talbott & 4th Avenue Water	0.00	1,991.95	3,801.00	3,801.00	1,809.05	52 %
3538 SID 38 FUND - Riverwood	0.00	14,899.64	29,731.00	29,731.00	14,831.36	50 %
4000 CAPITAL PROJECTS FUND - Building	0.00	0.00	140,000.00	140,000.00	140,000.00	0 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	3,756.20	4,813.38	165,000.00	165,000.00	160,186.62	3 %
4020 CAPITAL PROJECTS FUND - General Equipment	43,181.86	97,509.68	152,200.00	152,200.00	54,690.32	64 %
4040 CAPITAL PROJECTS FUND - Street Construction	4,090.48	10,891.24	307,589.00	307,589.00	296,697.76	4 %
5210 WATER ENTERPRISE FUND	55,433.76	666,921.92	2,396,475.00	2,396,475.00	1,729,553.08	28 %
5211 WATER CAPITAL EXPANSION	0.00	0.00	800,000.00	800,000.00	800,000.00	0 %
5310 SEWER ENTERPRISE FUND	55,968.90	972,068.24	1,946,313.00	1,946,313.00	974,244.76	50 %
5311 SEWER CAPITAL EXPANSION	0.00	114,300.00	114,300.00	114,300.00	0.00	100 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	0.00	0.00	69,134.00	69,134.00	69,134.00	0 %
Grand Total:	346,066.14	4,676,605.85	11,060,691.00	11,306,553.00	6,629,947.15	41 %

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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: L120

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
311010 Real Property Taxes	706,629.87	0.00	12,053.65	12,053.65	718,683.52
311020 Personal Property Taxes	20,402.95	0.00	51.09	51.09	20,454.04
312000 Penalty & Interest on Delinquent	2,123.60	0.00	215.40	215.40	2,339.00
322010 Alcoholic Beverage Licenses and	6,375.00	0.00	0.00	0.00	6,375.00
322020 Professional Business Licenses	7,785.00	40.00	680.00	640.00	8,425.00
322030 General Business Licenses	8,927.50	0.00	585.00	585.00	9,512.50
323060 Non-Exclusive Cable TV Franchise	35,964.68	0.00	0.00	0.00	35,964.68
331112 Stonegarden Grant	0.00	0.00	14,991.30	14,991.30	14,991.30
331113 FEMA GRANT	14,991.30	14,991.30	0.00	(14,991.30)	0.00
331179 Alcohol Compliance Check Program	1,900.00	0.00	0.00	0.00	1,900.00
334000 State Grants/Hwy Safety	6,105.64	0.00	0.00	0.00	6,105.64
334122 DNRC Grant	750.00	0.00	0.00	0.00	750.00
334125 Fish, Wildlife & Parks Grant	5,354.46	0.00	0.00	0.00	5,354.46
335120 Gambling Licenses & Permits	18,975.00	0.00	0.00	0.00	18,975.00
335230 State Entitlement	555,250.41	0.00	0.00	0.00	555,250.41
336020 State On-Behalf Retirement	0.00	0.00	0.00	0.00	0.00
337340 Flathead County (EMS)	3,668.08	0.00	0.00	0.00	3,668.08
337350 Flathead County (SR0)	0.00	0.00	0.00	0.00	0.00
337360 School District #6 (SR0)	0.00	0.00	0.00	0.00	0.00
341000 General Miscellaneous (Copies,	1,720.05	0.00	3.00	3.00	1,723.05
341070 Planning and Zoning Fees	20,407.50	0.00	1,350.00	1,350.00	21,757.50
342020 Special Fire Protection Services	69,150.00	0.00	0.00	0.00	69,150.00
342021 Fire Protective Inspections	13,940.00	0.00	2,328.00	2,328.00	16,268.00
346030 Swimming Pool User Fees	5,493.65	0.00	0.00	0.00	5,493.65
346031 Parks Use Permits/Fees	1,700.00	200.00	25.00	(175.00)	1,525.00
346032 Pool Concession Fees	435.67	0.00	0.00	0.00	435.67
346033 Swim Lessons	2,280.00	0.00	0.00	0.00	2,280.00
346034 Individual Swim Pass	32.00	0.00	0.00	0.00	32.00
346035 Lap Swim Pass	38.00	0.00	0.00	0.00	38.00
346036 Family Swim Pass	525.00	0.00	0.00	0.00	525.00
346037 Pool Parties	700.00	0.00	0.00	0.00	700.00
346050 Swim Team Agreement	0.00	0.00	0.00	0.00	0.00
351030 City Courts Fines & Forfeitures	110,113.25	0.00	10,256.80	10,256.80	120,370.05
351031 Court Fines Surcharge	5,190.00	0.00	285.00	285.00	5,475.00
351034 Court Administration Costs	547.40	0.00	37.00	37.00	584.40
362000 Refunds, Rebates, Dividends	465.52	0.00	0.00	0.00	465.52
366000 Miscellaneous	502.85	0.00	0.00	0.00	502.85
367000 Sale of Junk/Old Supplies for	428.60	0.00	0.00	0.00	428.60
371010 Investment Earnings	14,783.85	0.00	858.94	858.94	15,642.79
383000 Interfund Operating Transfer	77,784.32	0.00	0.00	0.00	77,784.32
Total REVENUE	1,721,441.15	15,231.30	43,720.18	28,488.88	1,749,930.03
EXPENDITURES					
410100 LEGISLATIVE SERVICES	25,741.19	2,004.14	0.00	2,004.14	27,745.33
410131 Tree City Program (Tree Board)	9,616.85	746.72	0.00	746.72	10,363.57
410132 Arbor Day (Tree Board)	0.00	0.00	0.00	0.00	0.00
410360 CITY COURT	124,125.27	13,008.66	0.00	13,008.66	137,133.93
410365 CITY COURT PROSECUTION	30,985.89	3,400.75	0.00	3,400.75	34,386.64

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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: L120

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
410400 ADMINISTRATIVE SERVICES	27,721.04	2,938.59	0.00	2,938.59	30,659.63
410500 DEPT. OF FINANCE	123,403.19	14,174.11	3.93	14,170.18	137,573.37
410580 Computer Systems & Programs	14,790.94	794.95	0.00	794.95	15,585.89
411000 PLANNING & ZONING	43,349.39	2,251.24	0.00	2,251.24	45,600.63
411100 LEGAL SERVICES	21,624.15	3,144.21	0.00	3,144.21	24,768.36
411200 FACILITIES ADMINISTRATION	62,122.50	5,972.04	0.00	5,972.04	68,094.54
411800 Employee Asst Program & Flex Plan	1,180.00	0.00	0.00	0.00	1,180.00
420100 LAW ENFORCEMENT SERVICES	825,670.27	80,750.39	2,147.61	78,602.78	904,273.05
420160 COMMUNICATIONS/DISPATCH	97,171.95	0.00	0.00	0.00	97,171.95
420400 FIRE PROTECTION & CONTROL	146,349.30	10,807.07	10.20	10,796.87	157,146.17
420730 Emergency Medical Services	9,079.73	25.45	0.00	25.45	9,105.18
430400 Transit Systems	5,500.00	0.00	0.00	0.00	5,500.00
431100 WEED CONTROL	99.99	0.00	0.00	0.00	99.99
431200 Flood Control-High Hazard Dam	2,360.85	251.09	0.00	251.09	2,611.94
440600 ANIMAL CONTROL SERVICES	4,250.00	0.00	0.00	0.00	4,250.00
460400 PARK & RECREATION SERVICES	85,782.46	3,013.42	0.00	3,013.42	88,795.88
460445 SWIMMING POOL	42,658.33	6,635.73	0.00	6,635.73	49,294.06
490500 Other Debt Service Payments	14,976.74	0.00	0.00	0.00	14,976.74
510100 SPECIAL ASSESSMENTS	8,546.86	0.00	0.00	0.00	8,546.86
510300 ORDINANCE CODIFICATION/CONSULTANTS	0.00	0.00	0.00	0.00	0.00
510330 Comprehensive Liability Insurance	77,745.96	0.00	0.00	0.00	77,745.96
510620 TERMINATION COSTS	0.00	0.00	0.00	0.00	0.00
521000 INTERFUND OPERATING TRANSFERS OUT	131,963.00	0.00	0.00	0.00	131,963.00
Total EXPENDITURES	1,936,815.85	149,918.56	2,161.74	147,756.82	2,084,572.67

Revenue less Expenditures Current Month (119,267.94)

Revenue less Expenditures Year to Date (334,642.64)

05/12/20
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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: L120

5210 WATER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
334122 DNRC Grant	0.00	0.00	0.00	0.00	0.00
343020 Water Administration Fee	0.00	0.00	0.00	0.00	0.00
343021 Metered Water Sales	521,817.50	0.00	42,807.44	42,807.44	564,624.94
343022 Water Testing Charge - 75-6-108	4,240.00	0.00	0.00	0.00	4,240.00
343024 Sale of Materials, Supplies & Misc.	14,731.23	0.00	1,308.36	1,308.36	16,039.59
343025 Water Permit Fees	1,000.00	0.00	100.00	100.00	1,100.00
343026 Water Connection Fees/New	4,977.58	2.00	319.98	317.98	5,295.56
343027 Repairs/Materials & Supplies	17,493.24	0.00	0.00	0.00	17,493.24
343028 Late Charges/Disconnect &	7,532.61	2.00	0.00	(2.00)	7,530.61
362000 Refunds, Rebates, Dividends	1,348.30	0.00	0.00	0.00	1,348.30
363020 Special Assmts - Bond P&I	0.00	0.00	0.00	0.00	0.00
366000 Miscellaneous	0.02	0.00	0.00	0.00	0.02
371010 Investment Earnings	12,971.45	0.00	745.08	745.08	13,716.53
381070 Proceeds from Loans	0.00	0.00	0.00	0.00	0.00
382010 Sale of General Fixed Assets	19,563.82	0.00	0.00	0.00	19,563.82
383000 Interfund Operating Transfer	0.00	0.00	0.00	0.00	0.00
Total REVENUE	605,675.75	4.00	45,280.86	45,276.86	650,952.61
EXPENDITURES					
430500 Water Operating	468,669.70	45,152.29	0.00	45,152.29	513,821.99
430560 Administration	58,292.34	6,301.47	0.00	6,301.47	64,593.81
430570 Water Customer Accounting &	56,229.94	3,980.00	0.00	3,980.00	60,209.94
490210 Revenue Bonds, Series 2005	15,968.75	0.00	0.00	0.00	15,968.75
510330 Comprehensive Liability Insurance	12,327.43	0.00	0.00	0.00	12,327.43
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	611,488.16	55,433.76	0.00	55,433.76	666,921.92
Revenue less Expenditures Current Month (					10,156.90)
Revenue less Expenditures Year to Date (					15,969.31)

05/12/20
10:38:15

CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 4 / 20

Item No. 9.

Report ID: L120

5310 SEWER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
343030 Sewer Administrative Fees	50.00	0.00	0.00	0.00	50.00
343031 Sewer Service Charges	802,192.09	66.08	79,366.16	79,300.08	881,492.17
343032 Sewer Connection Fees/New	3,049.98	0.00	299.98	299.98	3,349.96
343033 Sewer Permit Fees	950.00	0.00	100.00	100.00	1,050.00
343035 Sale of Materials, Supplies & Misc.	900.13	0.00	70.36	70.36	970.49
343038 Disposal Fee Agreements	16,309.43	0.00	8,425.00	8,425.00	24,734.43
362000 Refunds, Rebates, Dividends	2,908.50	0.00	0.00	0.00	2,908.50
363020 Special Assmts - Bond P&I	0.00	0.00	0.00	0.00	0.00
371010 Investment Earnings	19,038.04	0.00	1,203.23	1,203.23	20,241.27
383000 Interfund Operating Transfer	114,300.00	0.00	0.00	0.00	114,300.00
Total REVENUE	959,698.17	66.08	89,464.73	89,398.65	1,049,096.82
EXPENDITURES					
430600 Sewer Operating	664,486.53	45,745.99	57.74	45,688.25	710,174.78
430610 Sewer Administration	58,287.94	6,301.47	0.00	6,301.47	64,589.41
430670 Sewer Customer Accounting &	56,210.24	3,979.18	0.00	3,979.18	60,189.42
490200 Revenue Bonds, Series 2000	84,670.00	0.00	0.00	0.00	84,670.00
490215 Revenue Bonds, Series 2009	23,578.75	0.00	0.00	0.00	23,578.75
510330 Comprehensive Liability Insurance	28,865.88	0.00	0.00	0.00	28,865.88
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	916,099.34	56,026.64	57.74	55,968.90	972,068.24
Revenue less Expenditures Current Month					33,429.75
Revenue less Expenditures Year to Date					77,028.58
Grand Total Revenue less Expenditures Current Month (					95,995.09)
Grand Total Revenue less Expenditures Year to Date (					273,583.37)

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CITY OF COLUMBIA FALLS
Cash Report
For the Accounting Period: 4/20

Item No. 9.

Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL FUND						
101000 CASH/CASH EQUIVALENTS	166,061.90	30,770.24	596.38	0.72	157,011.55	40,416.25
102000 CASH - RESERVE	659,300.00	0.00	0.00	0.00	0.00	659,300.00
102015 Cash-Restricted for	24,183.56	0.00	0.00	0.00	0.00	24,183.56
102200 CASH - RESTRICTED DONATIONS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
103000 CASH - CHANGE FUND/PETTY CASH	200.00	0.00	0.00	0.00	0.00	200.00
Total Fund	850,745.46	30,770.24	596.38	0.72	157,011.55	725,099.81
2310 TAX INCREMENT DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	233,966.46	4,821.78	0.00	0.00	0.00	238,788.24
102000 CASH - RESERVE	226,638.00	0.00	0.00	0.00	0.00	226,638.00
Total Fund	460,604.46	4,821.78				465,426.24
2311 TEDD-INDUSTRIAL PARK						
101000 CASH/CASH EQUIVALENTS	-214.34	4.81	0.00	0.00	0.00	-209.53
102000 CASH - RESERVE	5,569.00	0.00	0.00	0.00	0.00	5,569.00
Total Fund	5,354.66	4.81				5,359.47
2372 PERMISSIVE MEDICAL LEVY						
101000 CASH/CASH EQUIVALENTS	27,629.46	2,196.11	0.00	0.00	0.00	29,825.57
102000 CASH - RESERVE	7,798.00	0.00	0.00	0.00	0.00	7,798.00
Total Fund	35,427.46	2,196.11				37,623.57
2394 BUILDING CODE ENFORCEMENT FUND						
101000 CASH/CASH EQUIVALENTS	11,827.44	17,520.90	0.00	0.00	9,137.44	20,210.90
102000 CASH - RESERVE	131,176.00	0.00	0.00	0.00	0.00	131,176.00
Total Fund	143,003.44	17,520.90			9,137.44	151,386.90
2400 SPECIAL LIGHTING DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	17,407.90	301.65	0.00	0.00	2,587.56	15,121.99
102000 CASH - RESERVE	20,772.00	0.00	0.00	0.00	0.00	20,772.00
Total Fund	38,179.90	301.65			2,587.56	35,893.99
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	68,215.43	4,062.96	0.00	0.00	28,335.20	43,943.19
102000 CASH - RESERVE	86,109.00	0.00	0.00	0.00	0.00	86,109.00
Total Fund	154,324.43	4,062.96			28,335.20	130,052.19
2700 CEDAR CREEK TRUST						
101000 CASH/CASH EQUIVALENTS	115,790.59	1,024.49	0.00	0.00	0.00	116,815.08
102030 Cash/Investments-Restricted	1,024,444.26	0.00	0.00	0.00	0.00	1,024,444.26
Total Fund	1,140,234.85	1,024.49				1,141,259.34
2820 GAS TAX FUND						
101000 CASH/CASH EQUIVALENTS	98,273.50	7,885.42	0.00	0.00	3,090.89	103,068.03
2821 Special Road/Street Allocation Program						
101000 CASH/CASH EQUIVALENTS	517.48	0.00	0.00	0.00	0.00	517.48
2917 CRIME VICTIMS ASSISTANCE FUND						
101000 CASH/CASH EQUIVALENTS	0.00	258.00	0.00	0.00	258.00	0.00
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FUND						
101000 CASH/CASH EQUIVALENTS	120,508.00	7,627.00	0.00	0.00	0.00	128,135.00
3020 GO Street Improvements						
101000 CASH/CASH EQUIVALENTS	-11,534.46	864.25	0.00	0.00	0.00	-10,670.21
102000 CASH - RESERVE	43,000.00	0.00	0.00	0.00	0.00	43,000.00
Total Fund	31,465.54	864.25				32,329.79

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CITY OF COLUMBIA FALLS
Cash Report
For the Accounting Period: 4/20

Item No. 9.

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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
3534 SID 34 FUND - 5th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	3,550.78	3.19	0.00	0.00	0.00	3,553.97
3536 SID 36 FUND - Talbott & 4th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	3,654.77	3.28	0.00	0.00	0.00	3,658.05
3538 SID 38 FUND - Riverwood						
101000 CASH/CASH EQUIVALENTS	2,475.68	568.56	0.00	0.00	0.00	3,044.24
102010 CASH - SID RESTRICTED BOND	17,000.00	0.00	0.00	0.00	0.00	17,000.00
Total Fund	19,475.68	568.56				20,044.24
4000 CAPITAL PROJECTS FUND - Building Improvements						
101000 CASH/CASH EQUIVALENTS	82,779.53	98.65	0.00	0.00	0.00	82,878.18
102000 CASH - RESERVE	27,010.00	0.00	0.00	0.00	0.00	27,010.00
Total Fund	109,789.53	98.65				109,888.18
4010 CAPITAL PROJECTS FUND - Parks Improvements						
101000 CASH/CASH EQUIVALENTS	160,285.05	305.99	0.00	0.00	0.00	160,591.04
102000 CASH - RESERVE	180,279.00	0.00	0.00	0.00	0.00	180,279.00
Total Fund	340,564.05	305.99				340,870.04
4020 CAPITAL PROJECTS FUND - General Equipment						
101000 CASH/CASH EQUIVALENTS	25,103.01	140.72	0.00	0.00	31,677.00	-6,433.27
102000 CASH - RESERVE	163,194.00	0.00	0.00	0.00	0.00	163,194.00
Total Fund	188,297.01	140.72			31,677.00	156,760.73
4040 CAPITAL PROJECTS FUND - Street Construction						
101000 CASH/CASH EQUIVALENTS	304,068.32	363.86	0.00	0.00	0.00	304,432.18
102016 CASH-RESTRICTED RR STREET	100,900.00	0.00	0.00	0.00	0.00	100,900.00
Total Fund	404,968.32	363.86				405,332.18
5210 WATER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	160,572.65	49,243.03	0.00	269.85	63,486.89	146,058.94
102222 CASH - Bond Reserve, 2005	35,308.00	0.00	0.00	0.00	0.00	35,308.00
102230 CASH - Surplus Capital	261,733.25	0.00	0.00	0.00	0.00	261,733.25
102240 CASH - Replacement &	386,754.00	0.00	0.00	0.00	0.00	386,754.00
103000 CASH - CHANGE FUND/PETTY CASH	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	844,517.90	49,243.03		269.85	63,486.89	830,004.19
5211 WATER CAPITAL EXPANSION						
102230 CASH - Surplus Capital	1,420,671.49	6,178.50	0.00	0.00	0.00	1,426,849.99
5310 SEWER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	76,409.37	79,579.92	2,970.41	25.28	70,397.20	88,537.22
102220 CASH - Bond Reserve, 2000	183,940.00	0.00	0.00	0.00	0.00	183,940.00
102225 Cash-Bond Reserve - 2009 Series	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 &	200,000.00	0.00	0.00	0.00	0.00	200,000.00
103000 CASH - CHANGE FUND/PETTY CASH	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,328,238.68	79,579.92	2,970.41	25.28	70,397.20	1,340,366.53
5311 SEWER CAPITAL EXPANSION						
102230 CASH - Surplus Capital	735,573.31	5,344.55	0.00	0.00	0.00	740,917.86
7120 FIRE RELIEF DISABILITY/PENSION FUND						
101000 CASH/CASH EQUIVALENTS	1,947.16	489.51	0.00	0.00	2,436.67	0.00

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CITY OF COLUMBIA FALLS
Cash Report
For the Accounting Period: 4/20

Item No. 9.

Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
7196 FLEXIBLE SPENDING ACCOUNT						
105100 Amount held by Flex Plan	5,559.80	992.60	0.00	0.00	0.00	6,552.40
7910 PAYROLL FUND						
101000 CASH/CASH EQUIVALENTS	39,560.46	0.00	191,705.07	204,378.14	0.00	26,887.39
7930 CLAIMS FUND						
101000 CASH/CASH EQUIVALENTS	34,749.68	0.00	173,146.54	191,476.98	0.00	16,419.24
Totals	8,559,757.80	220,649.97	368,418.40	396,150.97	368,418.40	8,384,256.80

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.

Columbia Falls Police Department
Monthly Activity Report
April 2020 COVID-19

Police	April					5 Year Average
	2020	2019	2018	2017	2016	
Arrests (Total)	14	27	39	47	28	31
Adult	13	19	35	38	21	25
Juvenile	1	8	4	9	7	6
Accidents Investigated	6	12	10	8	15	10
Stolen Property (Value)	41615	2391	2194	13416	2660	12455
Stolen Property (Recovered)	10495	111	0	4000	608	3043
Criminal Mischief (Incidents)	5	7	2	4	1	4
Damage Amount	1050	1325	200	2489	0	1013
Misdemeanor Citations Issued	18	71	85	167	211	110
Traffic Offenses	15	63	76	152	191	99
Cell Phone Viol.	2	8	3	4	3	4
DUI Offenses	2	1	2	3	1	2
Drug Offenses	4	1	6	9	7	5
Traffic Stops	30	197	165	224	224	168
Court Fines and Forfeitures	8666	18426	17334	19159	18474	16412
Miles Patrolled	5208	6938	5656	5998	7696	6299
911 Phone Calls	76	138	66	73	73	85
Incident Reports	546	910	745	870	636	741
Domestic Abuse/Assault, Disorderly	27	39	28	25	25	29
Felony Investigations/Arrests	13	8	8	10	11	10
Business Checks	47	54	58	49	22	46
Welfare Checks	12	6	6	6	5	7
Citizen Assist	38	114	51	77	76	71
Agency Assist	31	56	58	74	36	51

**CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
May 18, 2020**

05/04/20 Letter from Municipal Finance & Services Corp. RE: COVID-19 Jurisdictional Funding Assistance

05/04/20 Letter from DEQ - (New Rule I) site specific arsenic standards for segments of the Yellowstone River.