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

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

CITY COUNCIL REGULAR MEETING
AGENDA
MONDAY, AUGUST 03, 2020
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Piper, Robinson)

NOTE: Regular Meeting will be held in the Council Chambers as well as by virtual meeting to provide for social distancing. Contact City Clerk Barb Staaland to register for login information.
Email: staalandby@cityofcolumbiafalls.com

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Approval of Claims - August 3, 2020 - $151,612.95
2. Approval of Payroll Claims - July 24, 2020 - $87,369.24
3. Approval of July 20, 2020 Regular Council Meeting Minutes
4. Amended Ordinance # 802 - Legal Description Correction
5. Approval of Updated Job Description - Public Works Water Operator

VISITORS/PUBLIC COMMENT (Items not on agenda)

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

6. **Public Hearing Continued - Preliminary Budget Hearings Continued until 2020-21 FY Budget is Adopted**

   NOTICE IS HEREBY GIVEN, that the City Council of the City of Columbia Falls, Montana, will hold public hearings beginning on July 20, 2020 at 7:00 p.m. in the Columbia Falls City Hall, 130-6th Street West, Columbia Falls, Montana, for the following purposes:

Preliminary Budget
Presentation and consideration of the preliminary budget for fiscal year beginning July 1, 2020 and ending June 30, 2021. This hearing will be continued until final adoption of the budget after receiving the certified taxable valuation.

Taxpayers are encouraged to attend the hearings and give written or oral comments on any or all of the budget-related items. Written comments may be mailed to the City Clerk, 130 6th Street West, Room A, Columbia Falls, Montana, 59912. Questions regarding the proposed items can be made by contacting City Manager Susan Nicosia at 892-4391.

7. **Notice of Public Hearings:**

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, August 11th, 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 Tuesday, September 8, 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 to establish a Planned Unit Development in the Columbia Falls Zoning Jurisdiction:
Ruis Holdings 540 Nucleus Ave LLC is requesting an Amendment to their Planned Unit Development overlay for the property located at 540 Nucleus Avenue which was the former Bank of Columbia Falls site. The owner is amending the PUD to remove the planned three story south building and will instead remodel the former bank building instead of removing and replacing with a new building at this time. In addition, the owner is amending the north building to allow ground floor residential condominiums on the back half of the building but retaining retail/office space on the front half ground floor. The PUD is proposing two options for 48 parking spacing to serve the site. Option A would construct below grade parking under the north building. The second option would be to construct at grade parking where the old bank offices were located along 1st Avenue West. As with the original PUD, the building height for the north building will be 42’-8” to the top of the roof. The proposed development otherwise conforms to all of the zoning requirements. The property is described as Lots 1-15, Block 37, Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

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.

ORDINANCES / RESOLUTIONS:

8. **Second and Final Reading - Ordinance # 803 -** An Ordinance of the City of Council of the City of Columbia Falls, Montana, Adding Chapter 3.20 Resort Tax to the CIty of Columbia Falls Municipal Code.

9. **Resolution # 1828 -** A Resolution of the City Council of the City of Columbia Falls, Montana Requesting Distribution of Local Government Road Construction and Maintenance Match Program Funds.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

CITY ATTORNEY REPORT

MISCELLANEOUS

10. Misc. Correspondence

ADJOURN

Next Scheduled Meetings:
City Council – Regular Meeting, August 17, 2020 – 7:00 PM
Planning Board – August 11, 2020 - 6:30 PM

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
40818		3097 BEARSAVER	4,220.00							
		8368 07/15/20 PRKS-BEAR PROOF TRASH CANS DBL	1,964.00*		7/1	1000	460400	225		101000
		8368 07/15/20 PRKS-BEAR PROOF TRASH CANS SNG	1,656.00*		7/1	1000	460400	225		101000
		8368 07/15/20 PRKS-SHIPPING	600.00*		7/1	1000	460400	225		101000
		Total for Vendor:	4,220.00							
		*** Claim from another period (6/20) ****								
40796		1260 CARQUEST AUTO PARTS	49.06							
		341554 06/29/20 STRS-UTILITY ROLL	49.06*			2500	430200	240		101000
40843		1260 CARQUEST AUTO PARTS	137.93							
		343003 07/23/20 SWR-REPAIR ON RIVER'S EDGE PUM	24.04			5310	430600	240		101000
		343096 07/24/20 STRS-SKID STEER BATTERY	113.89*			2500	430200	232		101000
		Total for Vendor:	186.99							
40837		999999 CASHELL, JAMES	20.61							
54 CRESCENT DR REFUND										
		06056-03 07/28/20 WTR-WATER DEP REFUND	20.61			5210	214010			101000
		Total for Vendor:	20.61							
40826		3028 CENTURYLINK - BUSINESS SERVICES	1,140.78							
Acct #89094171										
		131191150 07/20/20 ADMIN-VOIP 06/20 TO 07/19/2	39.60*			1000	410400	345		101000
		131191150 07/20/20 FIN-VOIP 06/20 TO 07/19/20	145.21*			1000	410500	345		101000
		131191150 07/20/20 MAIN VOIP PORT	400.00*			1000	410580	345		101000
		131191150 07/20/20 PD-VOIP 06/20 TO 07/19/20	198.00*			1000	420100	345		101000
		131191150 07/20/20 FD-VOIP 06/20 TO 07/19/20	64.27*			1000	420400	345		101000
		131191150 07/20/20 WTR-VOIP 06/20 TO 07/19/20	42.90*			5210	430500	345		101000
		131191150 07/20/20 SWR-VOIP 06/20 TO 07/19/20	42.90*			5310	430600	345		101000
		131191150 07/20/20 STRS-VOIP 06/20 TO 07/19/20	9.90*			2500	430200	345		101000
		131191150 07/20/20 CRTS-VOIP 06/20 TO 07/19/20	198.00*			1000	410360	345		101000
		Total for Vendor:	1,140.78							
40814	E	997 CENTURYLINK - ELECTRONIC PAY	863.82							
		071820 07/18/20 CRTS-07/18 TO 08/17 PHONE	31.73*			1000	410360	345		101000
		071820 07/18/20 FIN-07/18 TO 08/17 PHONE	58.30*			1000	410500	345		101000
		071820 07/18/20 PD-07/18 TO 08/17 PHONE	128.32*			1000	420100	345		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
		071820 07/18/20 FD-07/18 TO 08/17 PHONE	35.98*			1000		420400	345		101000
		071820 07/18/20 POOL-07/18 TO 08/17 PHONE	60.62*			1000		460445	345		101000
		071820 07/18/20 STRS-07/18 TO 08/17 PHONE	132.08*			2500		430200	345		101000
		071820 07/18/20 WTR-07/18 TO 08/17 PHONE	196.24*			5210		430500	345		101000
		071820 07/18/20 SWR-07/18 TO 08/17 PHONE	220.55*			5310		430600	345		101000
		Total for Vendor:	863.82								
40820		14 CITY OF COLUMBIA FALLS	2,621.09								
		072320 07/23/20 FAC-06/17/20 TO 07/17/20	106.72*			1000		411200	342		101000
		072320 07/23/20 FD-06/17/20 TO 07/17/20	31.84*			1000		420400	342		101000
		072320 07/23/20 PRKS-06/17/20 TO 07/17/20	1,688.27*			1000		460400	342		101000
		072320 07/23/20 POOL-06/17/20 TO 07/17/20	581.64*			1000		460445	342		101000
		072320 07/23/20 STRS-06/17/20 TO 07/17/20	100.71*			2500		430200	342		101000
		072320 07/23/20 WTR-06/17/20 TO 07/17/20	17.79*			5210		430500	342		101000
		072320 07/23/20 SWR-06/17/20 TO 07/17/20	94.12*			5310		430600	342		101000
		Total for Vendor:	2,621.09								
40805		776 COL.FALLS VOLUNTEER FIRE	6,156.20								
		071720 07/17/20 JUNE TAX RECEIPTS-REAL	4,164.28			7120		212520			101000
		071720 07/17/20 JUNE TAX RECEIPTS-PP	10.05			7120		212520			101000
		071720 07/17/20 JUNE TAX PENALTIES&INTEREST	38.25			7120		212520			101000
		071720 07/17/20 JUNE INTEREST	0.87			7120		212520			101000
		071720 07/17/20 ENTITLEMENT	1,942.75			7120		212520			101000
		Total for Vendor:	6,156.20								
40842		999999 COLUMBIA FALLS FIREFIGHTERS INC	49.95								
		0721920 07/29/20 FD-DISINFECTING WIPES COVID	49.95*			1000		410500	220		101000
		Total for Vendor:	49.95								
40813		2943 CORE & MAIN LP	246.71								
		M681128 07/17/20 POOL-POOL METER PROJECT	154.73*			1000		460445	240		101000
		M681109 07/17/20 WTR-BLUE, WTR BASED 20OZ RUST	91.98*			5210		430500	220		101000
		Total for Vendor:	246.71								

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
40802	3026 DAILY INTER LAKE	447.48							
	I00391232 07/05/20 27117 -COUNCIL RESORT TAX	165.98*			1000	410500	331		101000
	I00391236 07/05/20 27118-BUDGET HEARINGS	281.50*			1000	410500	331		101000
	Total for Vendor:	447.48							
40821	2889 DAKOTA SUPPLY GROUP	392.81							
	S100282677 07/17/20 POOL-GRUNDFOS PUMP 115V	392.81*			1000	460445	212		101000
	Total for Vendor:	392.81							
40836	999999 FARRINGTON, CHRISTINE & ROBERT	19.97							
7 GRACE ROAD REFUND									
	08121-09 07/28/20 WTR-WATER OVERPAYMENT REFUND	19.97			5210	214010			101000
	Total for Vendor:	19.97							
40835 E	2961 FIRST BANKCARD-ELECTRONIC PYMT	1,008.70							
	072320 07/23/20 PD-ANNUL RMIN MEMB 7/1-6/30/21	50.00*			1000	420100	335		101000
	072320 07/23/20 FIN-NOTARY FILING FEE MHERMAN	8.34*			1000	410500	390		101000
	072320 07/23/20 WTR-NOTARY FILING FEE MHERMAN	8.33*			5210	430500	390		101000
	072320 07/23/20 SWR-NOTARY FILING FEE MHERMAN	8.33*		`	5310	430600	390		101000
	072320 07/23/20 FIN-NOTARY COURSE MHERMAN	8.34*			1000	410500	390		101000
	072320 07/23/20 WTR-NOTARY COURSE MHERMAN	8.33*			5210	430500	390		101000
	072320 07/23/20 SWR-NOTARY COURSE MHERMAN	8.33*			5310	430600	390		101000
	072320 07/23/20 PRKS-DOG WASTE BAGS	277.66*			1000	460400	220		101000
	072320 07/23/20 FD-WIRELESS DOORBELL	29.99*			1000	420400	212		101000
	072320 07/23/20 MGR-HOST MEETING- MANAGERS 07/	65.60*			1000	410100	220		101000
	072320 07/23/20 POOL-9' UMBRELLA	149.00*			1000	460445	220		101000
	072320 07/23/20 PD-REUSABLE MASKS-COVID	318.71*			1000	420100	220		101000
	072320 07/23/20 FIN-BROCHURE HOLDER,APPT CAL	67.74*			1000	410500	210		101000
	*** Claim from another period (6/20) ****								
40841 E	2961 FIRST BANKCARD-ELECTRONIC PYMT	1,044.32							
	062620 06/24/20 MGR-WELLNESS LAURIES DELI	50.00*			1000	410100	220		101000
	062620 06/24/20 MGR-WELLNESS GENESIS KITCHEN	50.00*			1000	410100	220		101000
	062620 06/24/20 MGR-WELLNESS TIENS PLACE	50.00*			1000	410100	220		101000
	062620 06/24/20 MGR-WELLNESS NORTH FORK PIZZA	95.00*			1000	410100	220		101000
	062620 06/24/20 MGR-WELLNESS VAQUEROS	50.00*			1000	410100	220		101000
	062620 06/24/20 MGR-WELLNESS GUNSIGHT SALOON	50.00*			1000	410100	220		101000

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Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	062620 06/25/20 MGR-WELLNESS BACKSLOPE BREWING	125.00*			1000		410100	220		101000
	062620 06/25/20 FD-COX HOSE REEL ROLLER	39.48			1000		420400	240		101000
	062620 06/25/20 MGR-WELLNESS UPTOWN HEARTH	50.00*			1000		410100	220		101000
	062920 06/25/20 MGR-WELLNESS OUTLAW DINER	40.00*			1000		410100	220		101000
	062920 06/25/20 MGR-MT COFFEE TRADERS	60.00*			1000		410100	220		101000
	063020 06/29/20 PD-10 EACH 16GB USB 2.0 FLASH	29.99*			1000		420100	210		101000
	063020 06/30/20 PD-MT VEH REG 2020 DODGE DURAN	28.45			1000		420100	390		101000
	063020 06/30/20 STRS-MT VEH REG 2019 FREIGHTLI	26.40			2500		430200	390		101000
	063020 06/30/20 PD-SERGEANTS ACADEMY ONLINE	300.00			1000		420100	380		101000
	Total for Vendor:	2,053.02								
40795	22 FLATHEAD COUNTY CLERK & RECORDER	28.00								
DOC#202000019062										
	980182 07/10/20 PLNG-ORDINANCE	28.00*			1000		411000	390		101000
40830	22 FLATHEAD COUNTY CLERK & RECORDER	7.00								
	980829 07/17/20 DOC202000019982 CRAVEN	7.00*			1000		410500	399		101000
	Total for Vendor:	35.00								
40801	3075 FLATHEAD OIL	411.80								
	19-454 07/16/20 SWR-DAFT DRIVE,CLARIFIER OIL	411.80*			5310		430600	231		101000
	Total for Vendor:	411.80								
	*** Claim from another period (6/20) ****									
40797	3019 FLATHEAD PUBLISHING GROUP	1,354.98								
	I00387451 06/10/20 WTR-WATER REPORT	1,069.50*			5210		430500	331		101000
	I00391132 06/26/20 SURPLUS-12 BROOM SWEEPER	62.00*			1000		410500	331		101000
	I00391612 06/28/20 FIN-FIN DIRECT JOB AD	223.48*			1000		410500	331		101000
40810	3019 FLATHEAD PUBLISHING GROUP	1,417.54								
	I00391612 07/01/20 FIN-FINANCE DIR JOB AD JULY	1,406.54*			1000		410500	331		101000
	391132 07/01/20 SURPLUS- 2012 ELGIN BROOM BEAR	11.00*			1000		410500	331		101000
	Total for Vendor:	2,772.52								
40804	2948 GLACIER CLOTHING CO.	10.00								
	9334 07/15/20 FD-VELCRO APPLICATION	10.00*			1000		420400	220		101000
	Total for Vendor:	10.00								

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
40803	3095 GREAT NORTHERN LOCK AND SAFE	155.00								
	7424 07/15/20 FAC-DEADLATCH AND LABOR	155.00*			1000		411200	366		101000
	Total for Vendor:	155.00								
	*** Claim from another period (6/20) ****									
40806	999999 HAMMERQUIST CASALEGNO	100.00								
	CANCELLED SAFETY PICNIC DUE TO COVID-08/08/20 MARANTETTE PARK									
	063020 01/08/20 PRKS-CANCELLED EVENT MARANTETT	100.00			1000		346031			101000
	Total for Vendor:	100.00								
40831	2806 HANSON'S HARDWARE	72.79								
	595470 07/15/20 SWR-BLK MAILBOX,BUNGEE CORD	56.57*			5310		430600	220		101000
	595469 07/15/20 SWR-GRY MAILBOX,BUNGEE CORD	-21.57*			5310		430600	220		101000
	595468 07/15/20 SWR-GRY MAILBOX,BUNGEE CORD	21.57*			5310		430600	220		101000
	595535 07/22/20 SWR-MISC SCREWS	3.74			5310		430600	240		101000
	595504 07/20/20 SWR-LITH BATTERY 3V	5.49			5310		430600	240		101000
	595516 07/20/20 STRS-WTRPROOF MARK STICK	6.99*			2500		430200	240		101000
	Total for Vendor:	72.79								
40792	1659 HIGH COUNTRY LINEN SUPPLY	215.66								
	0416640 07/20/20 FAC-CITY HALL, PD, CRTS,PWRKS	186.43*			1000		411200	224		101000
	0416641 07/20/20 FAC-FIRE DEPT MATS	29.23*			1000		411200	224		101000
	Total for Vendor:	215.66								
40791	2327 J2 OFFICE PRODUCTS	984.53								
	836361-0 07/17/20 PD-BINDER CLIPS	6.30*			1000		420100	210		101000
	836196-0 07/16/20 FIN-GEL PENS BLU AND RED	15.48*			1000		410500	210		101000
	836196-0 07/16/20 WTR-GEL PENS BLU AND RED	15.48*			5210		430500	210		101000
	836196-0 07/16/20 SWR-GEL PENS BLU AND RED	15.48*			5310		430600	210		101000
	836196-0 07/16/20 PLNG-GEL PENS BLU AND RED	7.74*			1000		411000	210		101000
	836196-0 07/16/20 BLDG-GEL PENS BLU AND RED	7.74*			1000		411200	210		101000
	835331-2 07/13/20 FIN-AA BATTERIES	40.61*			1000		410500	210		101000
	835331-2 07/13/20 WTR-AA BATTERIES	40.61*			5210		430500	210		101000
	835331-2 07/13/20 SWR-AA BATTERIES	40.61*			5310		430600	210		101000
	835331-2 07/13/20 PLNG-AA BATTERIES	20.31*			1000		411000	210		101000
	835331-2 07/13/20 BLDG-AA BATTERIES	20.31*			1000		411200	210		101000
	835331-1 07/10/20 FD-INK CART T288 BLK	12.99*			1000		420400	210		101000

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object Proj	Cash Account
	835793-0 07/14/20 PRKS-NITRILE BLK XL GLOVES	83.30*			1000	460400	224	101000
	835793-0 07/14/20 PRKS-GARB CAN LINERS	154.59*			1000	460400	220	101000
	836361-1 07/20/20 PD-GEL PENS G2 BLK	36.02*			1000	420100	210	101000
	837116-0 07/22/20 PD-TONER M180 BLK,CYN,MAG	166.47*			1000	420100	210	101000
	837116-1 07/23/20 PD-SLV/BLK PENS F301	33.52*			1000	420100	210	101000
	837168-0 07/23/20 SWR-CLEANING SUPPLIES	266.97*			5310	430600	220	101000
	Total for Vendor:	984.53						
40838	999999 JACOBS, GRANT AND CASSIE	191.56						
63 B CEDAR POINTE LOOP WATER DEP REFUND								
	04168-05 07/28/20 WTR-WATER DEP REFUND	191.56			5210	214010		101000
	Total for Vendor:	191.56						
40829	1504 KALISPELL COPY CENTER	141.66						
	202024 07/15/20 WTR-MARK STK,FLAGS,COUNTER REP	121.86*			5210	430500	220	101000
	202024 07/15/20 WTR-ATLAS GLOVES	19.80*			5210	430500	226	101000
	Total for Vendor:	141.66						
40800	2707 KENCO SECURITY AND TECHNOLOGY	82.50						
	2144921 08/01/20 FAC-FIRE HALL MONITORING	44.00*			1000	411200	366	101000
	2146258 08/01/20 FAC-CITY HALL MONITORING	38.50*			1000	411200	366	101000
	Total for Vendor:	82.50						
	*** Claim from another period (6/20) ****							
40848	3078 KLJ ENGINEERING LLC	3,814.04						
	10139344 06/30/20 CF URBAN AREA TRANSPORTATION	3,814.04			1000	410100	399	101000
40849	3078 KLJ ENGINEERING LLC	788.23						
	10140442 07/22/20 CF URBAN AREA TRANSPORTATION	788.23			1000	410100	399	101000
	Total for Vendor:	4,602.27						
	*** Claim from another period (6/20) ****							
40851	2590 L.N. CURTIS & SONS	85.00						
	INV407648 07/23/20 FD-REPAIR MSA G1 FACEPCE, L	85.00			1000	420400	360	101000
	Total for Vendor:	85.00						

Item No.1.

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
40794	1493 MAHUGH FIRE & SAFETY	40.00							
	91606 07/17/20 WTR-EXTINGUISHER/INSPEC/CERTI	40.00*			5210	430500	399		101000
	Total for Vendor:	40.00							
	*** Claim from another period (6/20) ****								
40811	735 MASTER TECH REPAIR	103.00							
	2474648 06/02/20 STRS-STIHL SAW REPAIRS	83.00			2500	430200	360		101000
	7014-23 06/18/20 PRKS-TRIMMER LINE	20.00*			1000	460400	240		101000
40844	735 MASTER TECH REPAIR	30.00							
	9362-23 07/24/20 PRKS-TRIMMER LINE	15.00*			1000	460400	240		101000
	6942.26 07/15/20 PRKS-PACK TRIMMER LINE	15.00*			1000	460400	240		101000
	Total for Vendor:	133.00							
40825	1682 MONTANA MUNICIPAL INTERLOCAL	87,577.00							
FY 20/21 LIABILITY ASSESSMENT PAYMENT									
	FY 20/21 07/01/20 FY 20/21 LIABILITY ASSESSMEN	62,092.22*			1000	510330	510		101000
	FY 20/21 07/01/20 FY 20/21 LIABILITY ASSESSMEN	1,226.08*			2394	510330	510		101000
	FY 20/21 07/01/20 FY 20/21 LIABILITY ASSESSMEN	10,947.00*			5210	510330	510		101000
	FY 20/21 07/01/20 FY 20/21 LIABILITY ASSESSMEN	13,311.70*			5310	510330	510		101000
	Total for Vendor:	87,577.00							
40832	2004 MONTANA STATE UNIVERSITY	185.00							
	118 07/27/20 FD-FY21 RESOURCE CNTR MEMBERSH	185.00*			1000	420400	335		101000
	Total for Vendor:	185.00							
40847	1247 MURDOCH'S RANCH & HOME KALISPELL	58.45							
	5125/34 07/01/20 STRS-2PC WATER PROOF BOX,TRAY	24.98*			2500	430200	220		101000
	5162 07/15/20 PRKS-GRAY LENS	9.99*			1000	460400	226		101000
	5162 07/15/20 PRKS-ENGINE FUEL	17.99*			1000	460400	231		101000
	5162 07/15/20 PRKS-CLAW PICK UP TOOL	5.49*			1000	460400	212		101000
	Total for Vendor:	58.45							
40845	2816 O'REILLY AUTO PARTS	77.91							
	4774322237 04/23/20 STRS-RECRGE 201 TRUCK	77.91*			2500	430200	232		101000
	Total for Vendor:	77.91							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object Proj	Cash Account
40840		63 PETTY CASH	16.94					
		FINANCE20- 07/28/20 POOL- GAS FOR LEAF BLOWER	14.98*		0728	1000 460445	220	101000
		FINANCE20- 07/28/20 MGR-SPRING WELLNESS CHLNG	1.96*		0728	1000 410400	390	101000
40850		63 PETTY CASH	55.91					
		062020 06/20/20 POOL- COTTON BALLS	0.96*			1000 460445	220	101000
		062020 06/20/20 WTR-LUNCH FOR SB, AV WTR TRK	17.50*			5210 430500	380	101000
		062020 06/20/20 WTR-USPS	0.45*			5210 430500	331	101000
		062020 06/20/20 VACCUM TRAILBLAZER	1.00*			1000 410500	220	101000
		062020 06/20/20 CHAMBR LUNCH CLINT 01/14/20	12.00*			1000 410400	380	101000
		062020 06/20/20 CHAMBR LUNCH CP,SN 12/10/19	24.00*			1000 410400	380	101000
		Total for Vendor:	72.85					
40834		1888 PLETCH ELECTRIC INC	665.74					
		5104 07/23/20 POOL-LABOR/MATERIAL FOR PUMP	405.58*			1000 460445	240	101000
		5105 07/23/20 PRKS-LABOR/MAT INSTALL LED LIG	260.16*			1000 460400	399	101000
		Total for Vendor:	665.74					
40824		66 POSTMASTER	2,000.00					
		072720 07/27/20 WTR-BILL CARD POSTAGE	1,000.00*			5210 430500	310	101000
		072720 07/27/20 SWR-BILL CARD POSTAGE	1,000.00*			5310 430600	310	101000
		Total for Vendor:	2,000.00					
		*** Claim from another period (6/20) ****						
40809	E	3008 REPUBLIC SERVICES	180.00					
		186201 06/30/20 PRKS-FENHOLT JUNE 2020	90.00*			1000 460400	399	101000
		189493 06/30/20 PRKS-MARANTETTE JUNE 2020	90.00*			1000 460400	399	101000
		Total for Vendor:	180.00					
		*** Claim from another period (6/20) ****						
40819		999999 SANTA, JOHN AND CAROL	50.00					
ISSUE REFUND FOR EXCV PERMIT THAT WAS NOT NEEDED								
		072320 07/23/20 Excavation Permit Refund-1447	50.00			2500 346000		101000
		Total for Vendor:	50.00					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
40808		2755 SHERWIN-WILLIAMS CO	2,748.49								
		3480-1 07/09/20 STRS-5 GAL WHITE PAINT	499.80*			2500		430200	220		101000
		3408-2 07/08/20 STRS-GLS BEAD ACETONE	799.31*			2500		430200	220		101000
		3639-2 07/13/20 STRS-GLSBEAD CROSS WALKS	824.63*			2500		430200	220		101000
		6759-2 07/15/20 STRS-5 GAL WHITE PAINT	624.75*			2500		430200	220		101000
		Total for Vendor:	2,748.49								
40828		862 SUCCESSFUL SIGNS AND AWARDS	58.50								
		72128 07/27/20 FIN-NOT STMP//JOUR MHERMAN	19.50*			1000		410500	390		101000
		72128 07/27/20 WTR-NOT STMP/JOUR MHERMAN	19.50*			5210		430500	390		101000
		72128 07/27/20 SWR-NOT STMP/JOUR MHERMAN	19.50*			5310		430600	390		101000
		Total for Vendor:	58.50								
40812		2699 THE MAIL ROOM, INC	133.93								
		D101280 07/20/20 CRTS-BAR CODED MAIL	94.25*			1000		410360	310		101000
		D101281 07/20/20 FIN-BAR CODED MAIL	29.02*			1000		410500	310		101000
		D101281 07/20/20 WTR-BAR CODED MAIL	5.33*			5210		430500	310		101000
		D101281 07/20/20 SWR-BAR CODED MAIL	5.33*			5310		430600	310		101000
		Total for Vendor:	133.93								
40846		3023 TOTALCOM TECHNOLOGIES INC	85.00								
		13213 07/28/20 PD-INSTALL CAMERA SOFTWARE	85.00*			1000		420100	399		101000
		Total for Vendor:	85.00								
40799		2706 TRAINNOW.NET	1,155.00								
		1371 07/18/20 STRS-ETIME SUBSCRIPTION	92.00*			2500		430200	363		101000
		1371 07/18/20 FIN-ETIME SUBSCRIPTION	901.00*			1000		410500	363		101000
		1371 07/18/20 WTR-ETIME SUBSCRIPTION	46.00*			5210		430500	363		101000
		1371 07/18/20 SWR-ETIME SUBSCRIPTION	116.00*			5310		430600	363		101000
		Total for Vendor:	1,155.00								
40790	E	1295 U.S. BANK - SPA LOCKBOX CM9695	25,983.11								
		081520 08/15/20 STR IMPROV PROJ DRAW#2394-01	19,572.69			3020		490500	610		101000
		081520 08/15/20 STR IMPROV PROJ DRAW#2394-01	293.62			3020		490500	620		101000
		081520 08/15/20 SPART ROSEN PUMP APPARATUS DRA	5,966.94			1000		490500	610		101000
		081520 08/15/20 SPART ROSEN PUMP APPARATUS DRA	149.86			1000		490500	620		101000
		Total for Vendor:	25,983.11								

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object Proj	Cash Account
	*** Claim from another period (6/20) ****							
40816	3096 UTILITIES UNDERGROUND LOCATION	48.40						
	INVOICE IS FOR ANNUAL FEES FOR THE UNDERGROUND FACILITY PROTECTION PROGRAM. ONCE A YEAR AROUND JUNE/JULY UULC BILLS FOR ANNUAL FEE TO ALL FACILITY OWNERS IN THE STATE AT $.10 PER OUTGOING LOCATE PER 69-4-522, MCA.							
	300376 08/01/20 STRS-ANNL FEE FOR CALL LOCATES	16.00			2500	430200	318	101000
	300376 08/01/20 WTR-ANNL FEE FOR CALL LOCATES	16.20			5210	430500	318	101000
	300376 08/01/20 SWR-ANNL FEE FOR CALL LOCATES	16.20			5310	430600	318	101000
	Total for Vendor:	48.40						
40807 E	1218 VERIZON WIRELESS	1,149.92						
	9858640719 07/12/20 ADMIN-JULY 2020 CELL PHONE	22.46*			1000	410400	345	101000
	9858640719 07/12/20 FIN-JULY 2020 CELL PHONES	22.46*			1000	410500	345	101000
	9858640719 07/12/20 FD-JULY 2020 CELL PHONES	64.55*			1000	420400	345	101000
	9858640719 07/12/20 FAC-JULY 2020 CELL PHONES	12.45*			1000	411200	345	101000
	9858640719 07/12/20 STRS-JULY 2020 CELL PHONES	62.24*			2500	430200	345	101000
	9858640719 07/12/20 PD-JULY 2020 CELL PHONES	728.56*			1000	420100	345	101000
	9858640719 07/12/20 PRKS-JULY 2020 CELL PHONES	18.03*			1000	460400	345	101000
	9858640719 07/12/20 WTR-JULY 2020 CELL PHONES	134.48*			5210	430500	345	101000
	9858640719 07/12/20 SWR-JULY 2020 CELL PHONES	84.69*			5310	430600	345	101000
	Total for Vendor:	1,149.92						
40839	999999 WENNER, LINDY	228.18						
	219 3RD AVE WEST							
	00112.01-1 07/28/20 WTR-WATER DEP REFUND	228.18			5210	214010		101000
	Total for Vendor:	228.18						
	*** Claim from another period (6/20) ****							
40822	84 WESTERN BUILDING CENTER	39.68						
	4611999 06/02/20 WTR-COVER,LIQ TITE,FASTN,SEAL	39.68*			5210	430500	220	101000
40823	84 WESTERN BUILDING CENTER	75.44						
	4616751 07/08/20 SWR-CLR AND BLK POLY FILM	60.18*			5310	430600	220	101000
	4617507 07/14/20 WTR-TEFLON TAPE	1.49*			5210	430500	220	101000
	4615870 07/01/20 FAC-BASKET STRAINER, SLIP JOI	13.77*			1000	411200	240	101000
	Total for Vendor:	115.12						

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object Proj	Cash Account
40793		2915 WHITE ROCK AGGREGATE LLC	42.63					
		13707 07/10/20 SWR-3/4" CRUSH	42.63			5310 430600	240	101000
		Total for Vendor:	42.63					
40827		2716 XYLEM DEWATERING SOLUTIONS, INC	545.00					
		401022723 07/20/20 SWR-BRASS STAT WEAR RING	545.00*			5310 430600	220	101000
		Total for Vendor:	545.00					

\# of Claims 58 Total: 151,612.95

Total Electronic Claims 30,229.87

Total Non-Electronic Claims 121383.08

For the Accounting Period: 7/20

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	$90,009.78
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	$1,226.08
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	$3,593.65
3020 GO Street Improvements	
101000 CASH/CASH EQUIVALENTS	$19,866.31
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	$14,360.77
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	$16,400.16
7120 FIRE RELIEF DISABILITY/PENSION FUND	
101000 CASH/CASH EQUIVALENTS	$6,156.20
Total:	$151,612.95

Council Meeting Date: August 3, 2020

Claims Submitted to Council:$ 151,612.95

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

Prepared By: Sandy Carlson, Finance Director

SC

Approved by Susan M. Nicosia, City Manager

SN

City Council to Approve by motion on consent agenda

July 2020 Claims - $144,744.47
June 2020 Claims - $ 6,868.48

The following claims are significant:
MMIA $87,577.00 - Liability Insurance (Funds 1000/23/94/5210/5310)
US Bank $25,983.11 - Debt Service Street Imp/Fire Pumper (Funds 3020/1000)

The remaining items are routine. The overbudget * will show until the Final Budget is posted in the Accounting System. Please let me know if you have any questions.

Sandy

Item No.2.

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	23.26		
COMP HOURS (Comp Time Used)	11.00		282.99
OVER HOURS (Overtime)	56.00		2,140.33
OVTD HOURS (STEP overtime)	20.00		917.70
REG HOURS (Regular Time)	2,781.50		67,904.09
SHFN HOURS (Shift B)	279.50		279.50
SHFQ HOURS (OVT B)	32.50		48.75
SICK HOURS (Sick Time)	52.50		1,070.86
VACA HOURS (Vacation Time Used)	192.25		4,793.89
VOLN HOURS (Not in use)	25.00		1,250.00
GROSS PAY	77,438.11	0.00	
NET PAY	52,967.90	0.00	
NET PAY (CHECKS)	3,311.24		
NET PAY (DIRECT DEPOSIT)	49,656.66		
AFLAC-POSTTAX	64.48	0.00	
AFLAC-PRETAX	111.99	0.00	
CHILD SUPPORT	88.61	0.00	
CHILD SUPPORT P	413.07	0.00	
CITY OF COLUMBI	25.00	0.00	
FIT	5,570.40	0.00	
FLEX ALLEGIANCE	967.00	35.00	
FOP	320.00	0.00	
HEALTHINS/PRE	2,921.07	17,673.20	
MEDICARE	1,081.88	1,081.88	
MT ST FIRE ASSO	27.73	0.00	
NATIONWIDE/CITY	0.00	1,174.60	
NATIONWIDE/EMP	385.62	0.00	
P.E.R.S.	3,472.07	3,854.45	
PERS/FURS	296.72	398.21	
PERS/POLICE	1,923.56	3,079.84	
SIT	3,207.00	0.00	
SOCIAL SECURITY	2,994.65	2,994.65	
TEAMSTERS DUES	259.00	0.00	
UNEMPL. INSUR.	0.00	341.27	
UNUM LIFE INS.	201.90	0.00	
WA CHILD SUPPOR	138.46	0.00	
WORKERS' COMP	0.00	3,302.56	
WELLS FARGO	928.11	0.00	
CHARLES SCHWAB	1,406.40	0.00	
FIRST INTERSTAT	4,029.30	0.00	
FREEDOM BANK	1,071.20	0.00	
GLACIER BANK KA	6,027.93	0.00	
GLACIER BANK/CF	14,086.85	0.00	
GLACIER BANK/WF	1,585.37	0.00	
PARKSIDE CR U	9,559.24	0.00	
THREE RIVERS	1,010.23	0.00	
USAA FEDERAL	1,082.52	0.00	
USBANK.	1,708.29	0.00	

July 24, 2020
$ 87,369.24
Barb Staaland

Item No.2.

VALLEY BANK KAL	350.00	0.00
VERIDIAN CREDIT	325.00	0.00
WELLS FARGO	2,573.73	0.00
WELLS FARGO GA	1,218.12	0.00
WFISH CR UNION	2,694.37	0.00
FIT/SIT BASE	67,360.08	0.00
MEDICARE BASE	74,612.65	0.00
PERS BASE	68,096.23	0.00
SOC SEC BASE	48,300.41	0.00
UN BASE	75,838.11	0.00
WC BASE	77,676.35	0.00
Total		33,935.66

Total Payroll Expense (Gross Pay + Employer Contributions): 111,373.77

*** PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY ***

Check Summary

Payroll Checks Prev. Out.	$68,804.16
Payroll Checks Issued	$6,435.27
Payroll Checks Redeemed	$67,870.66
Payroll Checks Outstanding	$7,368.77
Electronic Checks	$80,933.97

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	5989.30		5989.30		212260
Medicare	2163.76		2163.76		212260
P.E.R.S.	7326.52		7326.52		212270
Unempl. Insur.	341.27	675.83		1017.10	212210
Workers' Comp	3302.56	6411.85		9714.41	212220
FIT	5570.40		5570.40		212260
SIT	3207.00		3207.00		212260
AFLAC-PRETAX	111.99	111.99	223.98		212230
NATIONWIDE/EMP	385.62		385.62		212280
Teamsters dues	259.00	259.00	518.00		212310
PERS/Police	5003.40		5003.40		212240
NATIONWIDE/CITY	1174.60		1174.60		212280
AFLAC-POSTTAX	64.48	64.48	128.96		212230
PERS/FURS	694.93		694.93		212275
MT ST FIRE ASSO	27.73		27.73		212315
HEALTHINS/PRE	20594.27	20594.27		41188.54	212400
CITY OF COLUMBI	25.00		25.00		212450
UNUM LIFE INS.	201.90	201.90		403.80	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.	58405.87	28319.32	34401.34	52323.85	

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

CITY OF COLUMBIA FALLS
CITY COUNCIL REGULAR MEETING MINUTES
HELD JULY 20, 2020

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Karper, Lovering)

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

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

Also Present: City Manager Nicosia, City Clerk Staaland, City Attorney Breck, Sargent Murphy and City Planner Mulcahy.

PLEDGE OF ALLEGIANCE

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

CONSENT AGENDA: Motion made by Councilor Lovering noting all claims appeared to be in order, seconded by Councilor Karper, with council voting as follows. AYES: Mayor Barnhart, Councilor Fisher, Councilor Karper, Councilor Robinson, Councilor Lovering, and Councilor Shepard. Absent: Councilor Piper.

Approval of Claims - July 20, 2020 - $130,521.72
Approval of Payroll Claims - July 10, 2020 - $125,172.59
Approval of July 6, 2020 Regular Council Meeting Minutes
Approval of RTP Grant Agreement - Fish, Wildlife and Parks and authorize City Manager to execute.

EMPLOYEE RECOGNITION:
10 Year Pin - Kara Darling, Lead Court Clerk
Mayor Barnhart presented Kara Darling with her 10 years of service pin and Mayor, Council and Administration thanked her for her continued service with the City of Columbia Falls.

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:
Mayor Barnhart read the notice of hearing and requested a presentation of the staff report for the Conditional Use Request:

Public Hearing - Request to establish a Conditional Use Permit in the Columbia Falls Zoning Jurisdiction
Heather Peters is requesting a Conditional Use Permit to operate a drive-thru coffee stand at 2620 9th Street West (formerly Melby's). The property is zoned CB-2 Commercial however all drive-thru' s require a conditional use permit in this zone. The coffee stand was formerly located at the Town Pump Site at Highway 2 and 40. The property is described as Assessor's Tract 9D in NW1/4 Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County.

City Planner Mulcahy presented Staff Report CCU-20-02 reviewing the code and conditions. Mulcahy said at the July 14, 2020 Planning Board meeting the Board reviewed and approved the application after adding a 5th condition, “The applicant shall comply with the requirements of 18.440.020 Shipping Containers”. Mulcahy noted there were no written or verbal comments received and staff recommended approval.

Mayor Barnhart opened the Public Hearing at 7:04 p.m.

Mayor Barnhart asked if the Flathead County Health Dept. required a well water source. Nicosia said the property currently has on-site septic and a shared well with the neighbor to the south and the applicant is currently going through the process to update both the well and the septic to Health Department Standards as the property is not close to city water and sewer mains.

Mayor Barnhart closed the Public Hearing at 7:06 p.m.

Councilor Fisher motioned to adopt Staff Report CCU-20-02 as Findings of Fact, second by Councilor Lovering with council voting as follows. AYES: Councilor Lovering, Councilor Robinson, Councilor Shepard, Councilor Fisher, Councilman Karper and Mayor Barnhart. ABSENT: Councilor Piper.

Councilor Fisher made motion to approve the Conditional Use Permit, second by Councilor Shepard and the motion carried.

Mayor Barnhart read the notice of hearing, noting that the Council had continued this hearing from the July 6th meeting:

Public Hearing - Resort Tax Code Adoption - Continued from July 6, 2020:
On July 6, 2020, during the 7:00 p.m. regular council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of adopting Chapter 3.20 Resort Tax in the Columbia Falls Municipal Code. The hearing will be continued until the July 20, 2020 Council Regular Council meeting.

The City Council will now complete the formal code adoption for the Columbia Falls Resort Tax as approved with the June 2, 2020 election.

The proposed Chapter 3.20 Resort Tax is available for review at the office of the City Clerk, City of Columbia Falls 130 6th Street West, Columbia Falls, MT. Persons may contact the City Clerk or City Manager at 406-892-4391 for more information about the hearing.

Responses to the public hearing may be in writing addressed to the City Clerk at 130 6th Street West, Columbia Falls, MT 59912 or delivered in person to the City Council during the hearing.

City Manager Nicosia said this is the draft of the proposed Ordinance on the Resort Tax. Page 63 is the only change council has made stating the taxes will be collected on a quarterly basis instead of a monthly basis. The resort tax will not be collected until the 2nd quarter beginning October 1, 2021. Nicosia said we have not received any written or verbal comments.

With no public comments Mayor Barnhart opened and closed the Public Hearing at 7:09 pm.

Mayor Barnhart read the hearing notice:

Public Hearing - 2021 FY Preliminary Budget
The City of Columbia Falls is beginning the 2020-21 Fiscal year budget process. Notice is hereby given that the City Council of the City of Columbia Falls, Montana, will hold public hearings beginning on July 20, 2020 at 7:00 p.m. in the Columbia Falls City Hall, 130-6th Street West, Columbia Falls, Montana, for the following purposes:

Preliminary Budget
Presentation and consideration of the preliminary budget for fiscal year beginning July 1, 2020 and ending June 30, 2021. This hearing will be continued until final adoption of the budget after receiving the certified taxable valuation.

Special Assessments
Consideration of the adoption of the Street Lighting District and Street Maintenance District assessments for FY2020/2021. Council will hear any objections to the final adoption of the resolution levying special assessments for FY 2020/2021. Special Assessments are estimated as follows:

Street Lighting District	$ 30,049
Street Maintenance District	$316,000

Individual property payment schedules are available for inspection ten (10) days from this notice, in the office of the City Clerk, 130 6th Street West, Columbia Falls, Montana, during regular hours Monday through Friday, 7:00 AM to 6:00 PM.

Permissive Medical Levy
Consideration of adoption on the proposed tax levy to fund health insurance premium contributions for group benefits beyond the amount of contributions in effect on June 30, 1999. The actual mills for consideration will be made available upon receipt of the certified tax valuation for the year.

Taxpayers are encouraged to attend the hearings and give written or oral comments on any or all of the budget-related items. Written comments may be mailed to the City Clerk, 130 6th Street West, Room A, Columbia Falls, Montana, 59912. Questions regarding the proposed items can be made by contacting City Manager Susan Nicosia at 892-4391.

City Manager Nicosia noted that this evening's hearings will focus on the Special Assessments, Street Lighting and Street Maintenance and the Permissive Medical Levy. Nicosia noted that the City will not receive the certified taxable valuation until Monday, August 3rd at the earliest. She noted that she is currently working with the Department Heads to complete all of the various portions of the City budget.

Nicosia started with the Permissive Medical Levy (PML) provisions which require a separate hearing. Nicosia presented the 2020-21 FY Permissive Medical Levy calculation; noting that based on the 2019-20 taxable valuation, the PML levy would increase 7.311 mills. The 2020-21 FY proposed appropriations are $242,775 compared to $200,450 for the prior year. Nicosia reviewed the statutory calculation with Council.

Nicosia then presented the Special Assessments recommending Council set the amounts at last year's level: $316,000 for Street Maintenance and $30,049 for Street Lighting. Nicosia noted that both assessments are restricted by state statute and do not provide for capital construction only maintenance. Nicosia noted that the City supplements street maintenance with Gas Tax which must also be used on maintenance. Nicosia added that the Special Gas Tax Funds can be used for construction and the Council will be considering a resolution designating this year's project at the next meeting.

Nicosia asked Mayor and Council if they had any questions for her and they did not.

NEW BUSINESS:

Project Advisory Committee Appointments

City Manager Nicosia said the City received one letter from Kelly Hamilton expressing interest in serving on the Project Advisory Committee. Additionally, Sam Kavanagh agreed to represent the Planning Board. The Urban Transportation Committee members representing both the County and the City include: Mayor Barnhart, Councilor Shepard, City Manager Nicosia, Public Works Director Bradshaw, County Public Works Prunty, City Planner Mulcahy, Planning Board member Kavanagh and Community member Hamilton.

Nicosia noted that all Council members and public are welcome to attend the Project Advisory Committee meetings and workshops to provide input.

Councilor Lovering motioned to approve the appointments of the Project Advisory Committee, second by Councilor Shepard and the motion carried.

ORDINANCES / RESOLUTIONS:

Second and Final Reading - Ordinance # 802 - 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 on Property Described as Lots 8, 9 and 10 of Block 46 of Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana

City Manager said there have been no changes to Ordinance # 802 since the first reading at the July 6th Council meeting.

Councilor Robinson motioned to approve the second and final reading of Ordinance # 802, second by Councilor Karper with Council voting as follows. AYES: Councilor Robinson, Councilor Shepard, Councilor Fisher, Councilor Karper, Councilor Lovering and Mayor Barnhart.

First Reading - Ordinance # 803 - An Ordinance of the City Council of the City of Columbia Falls, Montana, Adding Chapter 3.20 Resort Tax to the Columbia Falls Municipal Code.

City Manager Nicosia said this is the first reading of Ordinance # 803 adopting Chapter 3.20. Staff recommends approval.

Councilor Fisher motioned to approve the first reading of Ordinance # 803, second by Councilor Shepard and the motion carried.

Resolution # 1827 - A Resolution of the City Council of the City of Columbia Falls, Montana, Approving an Application for a Conditional Use Permit for a Drive-Thru Coffee Stand to be Located at 2620 9th Street West, More Particularly Described as Tract 1 COS No. 6901 and Parcel A COS No. 19185, Tract 9DF in NW1/4NW1/4 of Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana.

City Manager Nicosia said there was a minor change on the Resolution's legal description upon final review by the Attorney's office, amending Parcel 1 to Tract 1 COS No. 6901.

Motion made by Councilor Lovering to approve the Resolution as corrected, Seconded by Councilor Shepard with Council voting as follows. AYES: Mayor Barnhart, Councilor Fisher, Councilor Karper, Councilor Robinson, Councilor Lovering and Councilor Shepard.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Shepard said some neighbors are asking when Swan Mountain Outfitters is going to clean up their lot. Nicosia said the Public Works Director has been in contact with the contractor and they are aware that completion is desired. Shepard asked if the weeds are being addressed. Nicosia said they are being addressed and letters have been sent out. Mayor Barnhart inquired about the empty lot on 3rd Ave WN that has miscellaneous junk compiled on it. Nicosia said she has been in contact with the new owners and they are aware of the need to get it cleaned up.

Councilor Lovering said she is happy with the parking lot striping at River's Edge Park. Lovering thanked city staff for getting some right of way mowing done.

Councilor Fisher said with the new mask mandate most people are understanding and are friendly. Fisher said from what he can see all businesses are handling the mandate for their business their own way.

Mayor Barnhart asked if we have heard anything on the Build Grant. Nicosia said we have not heard anything yet.

CITY MANAGER REPORT

Nicosia said she had the opportunity to drive 4th Ave EN across the railroad tracks and agrees there needs to be something done with the crossing. Nicosia is reaching out to the BNSF Quiet Zone officials.

City staff and attorney's office drafted a response to the Governor's Directive on July 15, 2020, on the city website. Nicosia said we wanted to clarify our role in Governor Steve Bullock's Directive "providing for the mandatory use of face coverings in certain settings." Mayor Barnhart asked Sergeant Murphy if our officers are wearing masks when making traffic stops. Sergeant Murphy said they are not wearing masks during traffic stops due to not being clear on the radios but the Police Department has a written protocol on when it is appropriate for the officers to wear masks.

Nicosia reported that the City Pool will be open on Sundays as long as there is community demand. Staff is doing a good job cleaning and monitoring patrons at the pool.

The new signs for city parks have been completed and staff will get them in place soon.

Nicosia reported that the four managers met recently and discussed whether or not the City of Columbia Falls wants to be a part of the Flathead City-County Health Department interlocal agreement. After a brief discussion, Mayor and Council said they are not interested in entering into an interlocal agreement at this time.

ADJOURN

Councilor Lovering motioned to adjourn, second by Councilor Robinson and the meeting adjourned at 7:56 pm.

____
Mayor

____
City Clerk

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

ORDINANCE NO.802

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 ON PROPERTY DESCRIBED AS LOTS 8, 9 AND 10, OF BLOCK 46 OF COLUMBIA FALLS TOWNSITE, ACCORDING TO THE MAP OR PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE OF THE CLERK AND RECORDER OF FLATHEAD COUNTY, MONTANA AND THAT PORTION OF THE ABANDONED ALLEY AS DESCRIBED IN RESOLUTION NO. 1415, RECORDED OCTOBER 26, 2005 AS DOC. NO. 2005-299-15250. AS SHOWN ON THE RETRACEMENT CERTIFICATE OF SURVEY NO. 18057.

WHEREAS, Erik Eckert, 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 CR-5 Two-Family Residential located on 7th Street East between 1st and 2nd Avenues East, described as Lots 8, 9 and 10, of Block 46 of Columbia Falls Townsite, according to the map or plat thereof on file and of record in the office of the Clerk and Recorder of Flathead County, Montana and that portion of the abandoned alley as described in Resolution No. 1415, recorded October 26, 2005 as Doc. No. 2005-299-15250. As shown on the Retracement Certificate of Survey No. 18057; and

WHEREAS, the Columbia Falls Planning Department, on May 28, 2020, in Staff Report CPUD-20-02, 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 June 9, 2020, at which the Board adopted Staff Report CPUD-20-02 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, July 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-20-02, dated May 28, 2020, as amended by the Columbia Falls City-County Planning Board on June 9, 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 CR-5 Two-Family Residential will the owner to cluster the development into the more accessible and buildable southeast corner of the property described as Lots 8, 9 and 10 of Block 46 of Columbia Falls Townsite, according to the map or plat thereof on file and of record in the office of the Clerk and Recorder of Flathead County, Montana and that portion of the abandoned alley as described in Resolution No. 1415, recorded October 26, 2005 as Doc. No. 2005-299-15250. As shown on the Retracement Certificate of Survey No. 18057.

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 18.348 of the Columbia Falls Area Zoning Regulations, and that the cluster development provides development on the less sensitive area of the site and it preserves approximately 76% of the site in green space.

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 20th DAY OF JULY, 2020, THE COUNCIL VOTING AS FOLLOWS:

AYES: Karper, Lovering, Robinson, Shepard, Fisher, and Barnhart

NOES: None

ABSENT: Piper

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 20th DAY OF JULY, 2020.

Mayor

ATTEST:

City Clerk

EXHIBIT A

1. The City Council approves a PUD for a project area less than two acres.

2. The Greenhaven Townhomes PUD will allow the following deviation:
   - Clustering the four units to the southeast corner of the properties.

3. The applicant's surveyor shall produce an amended plat using the townhouse exemption for review by the City Staff and said Amended Plat shall be filed with the Flathead County Clerk and Recorder prior to issuance of Certificates of Occupancy for any of the units.

4. The applicants shall provide an engineered stamped drainage plan to the Columbia Falls Public Works Department for review and approval prior to any dirt work and issuance of a building permit. The drainage plan shall address all site improvements and site work during construction and post construction.

5. The applicant shall provide a stamped set of the full geotechnical exploration and analysis to the City Public Works Department and Building Department prior to any dirt work and issuance of a building permit. The geotechnical analysis shall address all site development and construction including site grading, retaining walls, and the building.

6. The development of the site shall conform to the plans and footprints submitted in the PUD Application dated April 20, 2020.

7. The applicant shall pay a cash-in-lieu of sidewalk payment to the City of Columbia Falls. The payment will be in-lieu of a five foot wide sidewalk the length of the applicant's 7th Street East frontage at the time of Building Permit. Columbia Falls Public Works will verify the lineal foot cost.

8. 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.

9. In the event springs are encountered during the geotechnical analysis or during construction, the applicant and his engineer shall provide a plan on how they will address foundation dewatering without impacting any neighboring properties downslope.

POSITION DESCRIPTION

Class Title: Public Works Water Operator

Grade Number: 10

Department: Public Works

Union: Teamsters

GENERAL PURPOSE:

Performs a variety of semi-skilled and skilled technical and maintenance work primarily in the operation, maintenance and repair of water distribution facilities and systems but also in support of other public works divisions including wastewater, streets maintenance, and parks.

SUPERVISION RECEIVED:

Works under the general supervision of the Water Department Lead Operator and the Public Works Director.

SUPERVISION EXERCISED:

None generally, may lead crews on construction or other projects.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assists with the planning, scheduling and execution of construction, maintenance and operation activities designed to provide water service for the city.
- Inspects, operates, maintains and repairs water treatment and distribution system components and equipment including, pumps, water storage tank, meters, pipes, valves, curb stops, fire hydrants, backflow preventers, irrigation systems, telemetry systems, and other appurtenant components and materials at frequent intervals and in routine, on-call and/or emergency situations to ensure that all aspects of the systems are functioning properly.
- Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.
- Monitors water tank, reservoir and supply wells daily, physically and through the City’s SCADA telemetry system.
- Adjusts equipment and flow quantities to meet service and distribution demands.
- Reads and records water meters on a monthly basis or more frequently as needed.
- Performs water and sewer main taps.
- Maintains a variety of records relating to inspections, maintenance activity, water supply, consumption, etc.
- Maintains records of locations of water and sewer infrastructure and service lines and assists in recording data into electronic records including work order and GIS software.
- Determines the locations of water and sewer lines from the appropriate sources prior to excavation(s) by the City and other contractors or utilities through the one-call, UDIG system.
- Assists in gathering and reporting information and data required by regulatory agencies including water supply sampling and testing.

- Responds to and completes work orders related to water system reactive and preventative maintenance items, customer concerns/complaints, inspections of Contractor work, etc., explains findings to supervisor and records time and corrective actions in work order system in a timely fashion.
- Contacts water customers in areas where services will be interrupted and explains the duration and frequency of interruptions.
- Distributes shut-off notices for delinquent bills and shuts off water service as needed.
- Drives trucks and construction equipment of various sizes and weights in the loading, hauling and unloading of various equipment, gravel and sand.
- Operates light and medium sized construction and power equipment, such as excavators, mechanized broom, vacuum truck, backhoe, loader, compaction equipment etc.
- Supports streets division as a primary snow plow operator during heavy snow events on an on-call basis.
- Performs routine inspection and preventive maintenance on vehicles, tools and equipment. Ensures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
- Assists in the training of coworkers performing the duties of maintenance, construction and repair of water facilities.
- Performs all duties in conformance to appropriate safety and security standards.
- Maintains a clean, safe, orderly work environment and performs all assigned duties and responsibilities in a safe manner; exercises judgment in all areas to reduce and eliminate hazards to co-workers and public.
- Upon approval from the Director of Public Works, orders and maintains adequate stock of supplies and materials.
- Performs other duties as assigned.

PERIPHERAL DUTIES:

- Assists other Public Works Department divisions in operational and maintenance functions as assigned by the Public Works Director.
- Performs facilities maintenance and custodial work as required and assigned.
- Assists in the maintenance and operation of the city swimming pool.
- Serves on various employee or other committees as assigned.
- Monitors performance of electrical systems, circuits or equipment.
- Coordinates with and supports contractors and engineers on water projects.

MINIMUM QUALIFICATIONS:

Education and Experience:

- Graduation from high school or GED/HiSET equivalent
- Two (2) years of experience in a public works or similar field.
- One (1) year of equipment operation in a public works, construction or similar setting.

- Any equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities:

A. Knowledge of equipment, materials and supplies used in water pipe system maintenance and repairs; some knowledge of first aid and applicable safety precautions.
B. Knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
C. Ability to work independently and to complete daily activities according to work schedule.
D. Ability to communicate orally and in writing; ability to understand, follow, and transmit written and oral instructions; ability to establish effective working relationships with employees, supervisors, and the public.
E. Ability to use heavy equipment, and power and hand tools properly and safely.
F. Ability to understand and operate computers and phone applications, both typical and specialized.
G. Ability to perform heavy manual tasks for extended periods of time.

SPECIAL REQUIREMENTS:

Valid Montana driver's license or ability to obtain one.

Valid Montana Commercial Driver’s License or ability to obtain one within one year of hire.

Current Montana State Department of Environmental Quality Water System Operator’s Certification Class 2A and 3B minimum or ability to obtain certifications within 24 months of hire.

Current ABPA backflow preventer tester certification or ability to obtain one within one year of hire.

TOOLS AND EQUIPMENT USED:

Motorized vehicles and equipment, generators, pumps, gauges, utility truck with crane, back-hoe, front end loader, hand and power tools, shovels, wrenches, detection devices, mobile or portable radio, phone, calculator, computer with typical and specialized programs, a variety of lab equipment used in the sampling and testing of water, swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc.; janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, brooms, and dusting equipment. Other tools and equipment as needed to complete assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, walk and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch, or crawl, and talk and hear.

- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds (with assistance). Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee must have the ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions, work in confined areas, walk on uneven ground, walk to read meters, use hand tools, bend and stoop, climb stairs and ladders, perform hand shovel work, install subgrade pipes and equipment.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.
- The noise level in the work environment is usually loud.

JOB PERFORMANCE STANDARDS

Evaluation of this position will be based primarily upon performance of the preceding requirements and duties. Examples of job performance criteria include, but are not limited to, the following:

1. Competently reads, monitors, operates, repairs and maintains the water distribution system, water reservoir, wells, tanks, meters, treatment facilities and other public works assets.
2. Accurately maintains records of water consumption, maintenance activities and infrastructure locations by hand and in the various meter recording, telemetry, work order and GIS software.
3. Completes necessary reviews and inspections of operations and construction work for compliance with local, state, and federal regulations. Enforces rules, regulations, policies and procedures.
4. Knows and complies with federal mandates and state laws and regulations regarding water systems. Competently takes and performs all required samples and testing.
5. Capably operates and maintains heavy equipment. Follows safety procedures in operating equipment and working near the public.
6. Responds to call-outs and emergencies efficiently.
7. Deals tactfully and courteously with coworkers and the public.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: ______________________
Supervisor

Effective Date:

Approval: ________________________
Appointing Authority

NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN, that the City Council of the City of Columbia Falls, Montana, will hold public hearings beginning on July 20, 2020 at 7:00 p.m. in the Columbia Falls City Hall, 130-6th Street West, Columbia Falls, Montana, for the following purposes:

Preliminary Budget

Presentation and consideration of the preliminary budget for fiscal year beginning July 1, 2020 and ending June 30, 2021. This hearing will be continued until final adoption of the budget after receiving the certified taxable valuation.

Special Assessments

Consideration of the adoption of the Street Lighting District and Street Maintenance District assessments for FY2020/2021. Council will hear any objections to the final adoption of the resolution levying special assessments for FY 2020/2021. Special Assessments are estimated as follows:

Street Lighting District	$ 30,049
Street Maintenance District	$316,000

Individual property payment schedules are available for inspection ten (10) days from this notice, in the office of the City Clerk, 130 6th Street West, Columbia Falls, Montana, during regular hours Monday through Friday, 7:00 AM to 6:00 PM.

Permissive Medical Levy

Consideration of adoption on the proposed tax levy to fund health insurance premium contributions for group benefits beyond the amount of contributions in effect on June 30, 1999. The actual mills for consideration will be made available upon receipt of the certified tax valuation for the year.

Taxpayers are encouraged to attend the hearings and give written or oral comments on any or all of the budget-related items. Written comments may be mailed to the City Clerk, 130 6th Street West, Room A, Columbia Falls, Montana, 59912. Questions regarding the proposed items can be made by contacting City Manager Susan Nicosia at 892-4391.

DATED THIS 15th DAY OF JUNE, 2020

s/Barb Staaland, City Clerk

Publish: Sunday July 5th and Sunday July 12th

CITY OF COLUMBIA FALLS

NOTICE OF PUBLIC HEARING

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, August 11th, 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 Tuesday, September 8, 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 to establish a Planned Unit Development in the Columbia Falls Zoning Jurisdiction:

Ruis Holdings 540 Nucleus Ave LLC is requesting an Amendment to their Planned Unit Development overlay for the property located at 540 Nucleus Avenue which was the former Bank of Columbia Falls site. The owner is amending the PUD to remove the planned three story south building and will instead remodel the former bank building instead of removing and replacing with a new building at this time. In addition, the owner is amending the north building to allow ground floor residential condominiums on the back half of the building but retaining retail/office space on the front half ground floor. The PUD is proposing two options for 48 parking spacing to serve the site. Option A would construct below grade parking under the north building. The second option would be to construct at grade parking where the old bank offices were located along 1st Avenue West. As with the original PUD, the building height for the north building will be 42'-8" to the top of the roof. The proposed development otherwise conforms to all of the zoning requirements. The property is described as Lots 1-15, Block 37, Columbia Falls Townsite in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

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 July, 2020

Susan Nicosia

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

Publish: Daily Interlake Sunday July 26, 2020

SECOND AND FINAL READING

ORDINANCE NO. 803

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, ADDING CHAPTER 3.20 RESORT TAX TO THE COLUMBIA FALLS MUNICIPAL CODE.

WHEREAS, the City Council desires to add Chapter 3.20 Resort Tax to the Columbia Falls Municipal Code; and

WHEREAS, the City Council carefully studied the Resort Tax Option and called for an Election on February 18, 2020 with Resolution # 1815; and

WHEREAS, the Resort Tax Election passed by the voters of the City of Columbia Falls on June 2, 2020; and

WHEREAS, the City Council conducted hearings on July 6, 2020 and July 20, 2020 for the express purpose of hearing comment on Chapter 3.20 Resort Tax as proposed; and

WHEREAS, the City Council has determined that said addition to the Columbia Falls Municipal Code is in the best interests of the City.

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

<u>Section One</u>. <u>Section Added</u>: Chapter 3.20 Resort Tax of the Columbia Falls Municipal Code is hereby added as shown on Exhibit A attached hereto.

<u>Section Two</u>. <u>Inconsistent Provisions</u>: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

<u>Section Three</u>. <u>Severability</u>: 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.

<u>Section Four</u>. <u>Effective Date</u>: 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 _____ DAY OF JULY, 2020, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

____
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA, THIS ____ DAY OF AUGUST, 2020.

____
Mayor

ATTEST:

____
City Clerk

EXHIBIT A

CHAPTER 3.20

RESORT TAX

3.20.110: DEFINITIONS:

LUXURIES, MEDICAL SUPPLIES AND MEDICINE: Defined as set forth in Montana code 7-6-1501, and further in section 3.20.310 of this chapter.

RESORT TAX AND TAX: The resort tax passed by the electorate of the city and as enacted by this chapter.

3.20.210: RESORT TAX IMPOSED:

A. Tax Imposed: Pursuant to the election held on June 2, 2020, there is imposed a resort tax on the retail value of all goods and services sold, except for goods and services sold for resale, within the city by the following establishments:

1. Hotels, motels and other lodging or camping facilities;

2. Restaurants, fast food stores and other food service establishments;

3. Taverns, bars, nightclubs, lounges and other public establishments that serve beer, wine, liquor or other alcoholic beverages by the drink;

4. Destination ski resorts and other destination recreational facilities;

5. Establishments that sell luxuries shall collect a tax on such luxuries.

B. Rate of Tax:

1. The exact rate of the resort tax is three percent (3%).

2. The duration of the resort tax is twenty (20) years from its effective date, said effective date being October 1, 2020, and will expire September 30, 2040.

C. Duty to Collect: It is the duty of each operator of any of the establishments mentioned in this chapter to collect, upon sale, the tax herein imposed.

3.20.310: LUXURIES TAX:

Each business subject to the tax shall collect the same on the retail value of all goods and services sold, except goods and services sold for resale, within the city by the establishments set forth in subsection 3.20.210 A of this chapter. All luxuries shall be taxed, and "luxuries" shall mean any gift item, luxury item or other item normally sold to the public or to transient visitors or tourists; but the term does not include food purchased unprepared or unserved, medicine, medical supplies and services, appliances, hardware supplies and tools or any necessities of life. The term luxuries shall be defined to include, but shall not be limited to:

Hotels, Motels and Other Lodging or Camping Facilities:

All goods and services sold
Conference, convention or event room or space rentals
Lodging based on rental periods of less than thirty (30) days
Lodging for which the state bed tax is payable:
Bed and breakfasts
Campgrounds and RV parks
Condominium rentals
Hotels and motels

Luxuries:

Attractions:
Bowling alleys – limited to liquor/food
Concerts

Golf courses:

Cart rentals
Green fees
Memberships
Merchandise sales
Movie and live theaters
Rodeos

Rentals:

Automobiles, trucks, trailers, RVs, jeeps, etc.
Conference, convention or event room or space rentals
Golf, ski and sports equipment
Motorcycles, bicycles, ATVs, etc.
Snowmobiles, boats, jet skis, etc.

Retail sales of goods (excluding sales for resale) of:

New and Used Books of local interest
Cameras and supplies
Candles
Clothing limited to logo wear, recreational clothing, gear and accessories that have been screen printed, embroidered, or otherwise imprinted with designs depicting or containing words such as Montana, Columbia Falls, Flathead County/Valley, Glacier Park or any combination thereof
Finished craft items, including those sold at arts and crafts fairs, other than those that are household furnishings
Jewelry and art including decorative dishes and dishwares not used for meals
Mail order and catalog sales
Motorcycles, snowmobiles, jet skis, etc.

Pictures and picture frames, posters, prints, handcrafted cards
Secondhand stores and antiques
Souvenir, imprinted and gift items with logos

Sporting goods including sold as used or on consignment, except when sold at a garage sale:

Bicycles except stationary fitness or exercise bicycles

Supermarket nonfood items:

Tobacco and tobacco products and nicotine delivery systems (aka vaping)

Services:

Guides and outfitters:
Hunting, fishing, rafting, horseback rides, etc.
Recreational services and labor

Restaurants, Fast Food and Other Food Service Establishments:

All goods and services sold, including delivery charges, but not tips
Foodstuffs intended for immediate human consumption
Fraternal organizations which provide food and beverages or rent their facilities to the public and nonmembers
Soda pop, gum and candy, including individual, bulk, and packaged candy quantities
Vending machines

Taverns, Bars, Nightclubs, Lounges and Other Public Establishments Serving Beer, Wine, Liquor or Other Alcoholic Beverages by the Drink:

All alcoholic beverages, including beer and wine, sold by the drink or at retail
All goods and services sold
Private liquor stores

3.20.410: EXEMPTIONS TO TAX:

Notwithstanding section 3.20.310 of this chapter, sale or rental of the following goods and services shall be exempt from the tax:

Appliances:

Computers and computer supplies including webcams
Electronic communication and entertainment devices
Kitchen counter devices (mixers, toasters, etc.)
Stoves, refrigerators, freezers, washers, dryers, dishwashers, trash compactors
Telephone equipment
Vacuum cleaners

Food Purchased Unprepared Or Unserved:

Food items eligible for purchase with food stamps (except soda pop or candy)
Food items not purchased for immediate consumption; including a loaf of bread, noncarbonated drinks, fitness drinks for later consumption
Vitamins

Hardware Supplies and Tools:

Implements and supplies used in the construction, improvement, maintenance or repair of buildings and their furnishings
Lawn and garden equipment and supplies

Hotels, Motels and Other Lodging or Camping Facilities:

Lodging based on rental periods in excess of thirty (30) days

Medicine, Medical Supplies and Services:

Doctors, dentists, chiropractors, opticians
Medical supplies, items sold to be used for curative, prosthetic or medical maintenance purposes including exercise or fitness bicycles, fitness balls
Medicine, substances sold for curative or remedial properties, including nonprescription drugs
Psychologists, counselors, social workers
Therapeutic massage

Necessities of Life:

Funeral directors
Supermarket nonfood items:
Baby and child care products:
Disposable diapers, powder, lotion, etc.
Cleaning supplies
Deodorant
Laundry detergent and bleach
Paper products
Personal hygiene:

Combs, brushes, sunblock, lip balm
Dietary supplements
Feminine hygiene: Kotex, tampax, douche
Soap and shampoo, lotions
Toilet paper
Toothpaste and mouthwash
Vitamins

Utilities:

Public and private including propane, heating oil, garbage, power, telephone, internet and cell phones

Other Items and Services:

Auto mechanical parts
Automotive accessories
Building contractors and tradesmen:
Plumbers, electricians, carpenters, roofers, drywallers, painters, masons, pest control, paving, excavating, HVAC, well drillers
Charcoal

Computer services
Contractor and homeowner equipment including vacuums and floor cleaners
Craft items and supplies including poster board
Dishes and dish wares used for meals or cooking
Furniture and home furnishings including lawn and patio furniture and used furniture
Gambling revenues
Gasoline
Housewares and sundries
Lawn, garden, landscaping supplies and compost
Light bulbs
Motor oil
New and used car and truck sales
Newspapers
Nonprofit and charitable events:
Fraternal organizations which provide food and services only to members
Nonprofit fundraisers
School sports events

Other business and professional services:

Appliance repair
Auto repair and related services
Bank charges and interest
Car wash, towing
Hair salons and barbers
Health clubs
House cleaning and janitorial services
Insurance agents:
Health, life, auto, bonds
Interior decorators
Landscaping, snow removal and lawn care
Laundry, dry cleaning and laundromats
Movers and ministorage units
Photo developing
Preschools and childcare
Printers and publishers

Professional services:

Lawyers, architects, accountants, appraisers, engineers, tax services, surveyors
Real estate commissions

School bus services
Security brokers and financial managers
Shipping agents (UPS)
Taxidermist
Taxis & Ride Sharing Services
Travel agent fees
Upholstery shops
Veterinarians
Safe deposit boxes
School supplies
Stationery and office supplies
Street legal motorcycles
Tires
Wholesale merchandise purchased for resale at retail

3.20.510: PAYMENT OF TAX:

A. Remittance:

1. The taxes collected by businesses each quarter are to be remitted to the city on or before the twentieth day of the following month at the end of each quarter, or if such day falls on a Saturday, Sunday or holiday, then on the next business day.

2. For good cause shown in a written request of a taxpayer who would pay less than five dollars ($5.00) a quarter, the city manager may extend the time for making returns and paying tax due.

3. For purposes of this tax, the quarters are as follows: 1st Quarter – July – September, 2nd Quarter – October – December, 3rd Quarter – January – March and 4th Quarter – April – June.

4. The resort tax will not be collected until the 2nd Quarter beginning October 1, 2021. The City Council delayed the collection of the resort tax for one year due to COVID-19.

B. Collection Duties and Responsibilities:

1. The officers responsible for receiving and accounting for the resort tax receipts are the city clerk and finance director.

2. The city manager and his agents shall be responsible for enforcing the collection of the resort tax and shall be responsible for overseeing the methods and procedures to be used in enforcing the collection of the resort tax. The city manager shall be entitled to use all lawful methods and procedures in enforcing the collection of resort taxes, including, but not limited to, random audits, correspondence demanding prompt payment, civil suits, initiating criminal prosecution and revocation of city business licenses.

C. Administrative Fee: Each collecting merchant shall be entitled to withhold five percent (5%) of the resort tax collected to defray its cost for the administration of the tax collection. The administration fee may be withheld by the business at the time of remitting the tax to the city. Failure to withhold the fee shall constitute the waiver and forfeiture of the same.

3.20.610: RECORDS AND TAX FORMS:

A. Forms; Confidentiality: The city shall provide each business in the city responsible for tax collection with the proper forms for reporting and remittance to the city. Remittance to the city of the resort tax shall be tabulated and accounted for on forms prescribed and furnished to the business by the city. The records and forms held by the city shall be confidential, and shall not be open to inspection by the public unless so ordered by the city council or a court of competent jurisdiction.

B. Preservation Of Records: Every business required to collect and remit the resort tax shall keep and preserve for a period of not less than three (3) years all records necessary to determine the verity of the taxes remitted and shall make the same available for audit or inspection at all reasonable times.

3.20.710: AUDITS:

Periodic random audits shall be conducted under the direction of the city manager or his designated representative and all business operators shall cooperate in all respects in the conduct of the audits. Failure to cooperate shall constitute a violation of the provisions of this chapter. There is nothing in this chapter that prevents routine analysis of the reported information to be verified by the Finance Director or City Clerk.

3.20.810: USE OF TAX MONIES:

The tax monies derived from the resort tax may be appropriated by the city council only for those activities, in those proportions, set forth below:

A. Property tax reduction for taxpayers residing in the city in an amount equal to twenty five percent (25%) of the three percent (3%) resort tax revenues derived during the preceding fiscal year;

B. Provision for the operational and capital funding of the City's Public Safety programs, in an amount equal to fifty five percent (55%) of the resort tax revenues derived during the preceding fiscal year;

C. Infrastructure capital improvements, such as parks, streets, water and sewer, in an amount equal to fourteen percent (14%) of the resort tax revenues derived during the preceding fiscal year;

D. Provision for an amount equal to one percent (1%) of the resort tax revenues derived during the preceding fiscal year to be used for direct city administrative costs such as software and audit.

E. Cost of administering the resort tax in an amount equal to five percent (5%) of the three percent (3%) resort tax per year (as provided in subsection 3.210.510 C of this chapter).

3.20.910: PROPERTY TAX RELIEF FUND:

In the event the city receives more resort tax revenues than had been included in the annual municipal budget, it shall establish a municipal property tax relief fund, and all resort tax revenues received in excess of the budget amount must be placed in the fund. The entire fund must be used to replace municipal property taxes in the ensuing fiscal year.

3.20.1010: QUESTIONS AND INTERPRETATION:

The city manager and his agents shall be responsible for answering questions regarding those goods and services that are subject to the resort tax, and for interpreting the terms of this chapter. In order to provide consistency, the city manager and his agents shall maintain a written file of all answers provided and interpretations rendered. The city manager, in his discretion, may seek advice and/or guidance from the city attorney or the city council.

3.20.1110: APPEALS:

Any business may appeal to the city council any assessment of penalty or interest; provided that notice of appeal in writing is filed with the city clerk within thirty (30) days of the serving or mailing of the determination of the amount of penalty and interest due. The city council shall, at the next regular city council meeting, fix the time and place for hearing the appeal and the city clerk shall cause notice in writing to be personally served by a peace officer upon the operator. The findings and decision of the city council shall be final and conclusive and shall be served upon the appellant in the manner prescribed for service of notice of hearing or by certified mail directed to the business operator's last known address. Any amount found to be due shall be immediately payable upon service of the findings and decision.

RESOLUTION NO. 1828

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA REQUESTING DISTRIBUTION OF LOCAL GOVERNMENT ROAD CONSTRUCTION AND MAINTENANCE MATCH PROGRAM FUNDS

WHEREAS, the Bridge and Road Safety and Accountability Restricted Account created by HB 473 requires the Montana Department of Transportation to allocate accrued funds to cities, towns, counties, and consolidated city-county governments for construction, reconstruction, maintenance, and repair of rural roads, city or town streets and alleys, and bridges; and,

Whereas, a city, town, county, or consolidated city-county government that requests funds under the Bridge and Road Safety and Accountability Account must match each $20 requested with $1 of local government matching funds; and,

Whereas, a city, town, county, or consolidated city-county government requesting distribution of allocated funds may make such a request to the Department of Transportation between March 1 and November 1 of the year the funds were allocated; and,

Whereas, a description of the projects to be funded are detailed as follows:

> Columbia Falls Rebuild/Repair Projects – The repair of 6th Avenue West from 9th Street West (Hwy 2) to 13th Street West to the extent provided by BARSAA Funds and required matching funds; and

Whereas, the local match, in the required amount of $5,404.00 for the allocated funds is available in Fund 2500 Street Maintenance Budget.

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

Section One. The City of Columbia Falls hereby requests distribution of its share of the allocated Bridge and Road Safety and Accountability funds, $108,069.80 to be used for the project identified above

Section Two. That the City Manager and Finance Director of the City of Columbia Falls are hereby empowered and authorized to execute such further documents as may be necessary to facilitate the distribution of said funds.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA, THIS 3RD DAY OF AUGUST, 2020, THE COUNCIL VOTING AS FOLLOWS:

AYES:
NOES:
ABSENT:

____
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA, THIS ___ DAY OF JUNE 2020.

____
MAYOR

ATTEST:

____
City Clerk

2000 Sewer Bond File

Item No.10.

DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION

STEVE BULLOCK, GOVERNOR

1539 ELEVENTH AVENUE

STATE OF MONTANA

DIRECTOR'S OFFICE: (406) 444-2074
FAX: (406) 444-2684

PO BOX 201601
HELENA, MONTANA 59620-1601

RECEIVED
JUL 20 2020
CITY OF COLUMBIA FALLS

MEMORANDUM

To: Sandy Carlson, Finance Officer
City of Columbia Falls

From: Anna Miller, Financial Bureau Chief
DNRC

Date: July 16, 2020

Re: **Columbia Falls B Loan SRF-10167 $1,248,000**

The Sewer System Revenue Bond was paid off on July 1, 2020. Enclosed is your original bond stamped Paid in Full.

We enjoyed working with you. Should you have any more need to borrow for your water or wastewater facilities, please don't hesitate to call our Department.

cc: Dan Semmens – D & W w/
Linda Beckstrom – DNRC w/o
Columbia Falls SRF-10167 loan file w/