



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

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

**CITY COUNCIL REGULAR MEETING
AGENDA
TUESDAY, FEBRUARY 22, 2022
COUNCIL CHAMBERS CITY HALL**

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Piper, Robinson)

NOTE: The Council Meeting is held in the Council Chambers as well as by virtual meeting to provide access while maintaining public health. Please contact Shawn Bates, Finance Director, no later than 6 pm on the night of the meeting to register for ZOOM meeting access information by calling (406) 892-4391 or email: bates@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 - February 22, 2022 - \$138,409.85
- 2.** Approval of Payroll Claims - February 18, 2022 - \$125,695.30
- 3.** Approval of February 7, 2022 Regular City Council Meeting Minutes
- 4.** Approve Northwest MT Drug Task Force Local Drug Task Force Memorandum of Understanding for FY 2022-2023 and authorize Police Chief and City Manager to sign
- 5.** Approve Request for Records Disposal - City Court
- 6.** Approval of Agreement for Engineering Services, HDR Engineering, Inc. for Wastewater System Upgrades ARPA Project - \$895,072, authorize City Manager to execute
- 7.** Approval of HDR Engineering Task Order #8 - WWTP SCADA On-Call, not to exceed \$5,000 and authorize City Manager to sign

EMPLOYEE RECOGNITION:

- 8.** Employee Recognition - 15 years - Patrol Officer Michael Johnson

VISITORS/PUBLIC COMMENT (Items not on agenda)

EPA Presentation to Council - CFAC Superfund Site Final Feasibility Study Information/Q&A

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

9. Public Hearing - Community Needs Assessment:

Notice is hereby given that at the Tuesday, February 22, 2022 Regular Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of obtaining public comment to determine the greatest community development needs (public facilities, economic development, and housing needs). The City will take public comment during the meeting in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and any other funding sources to fund local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

Interested persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing or to submit community needs suggestions. Comments may be given orally at the hearing or submitted in writing before 5 pm, Thursday, February 18, 2022.

The City of Columbia Falls makes reasonable accommodation for any known disability that may interfere with a person's ability to participate in this hearing. Persons needing an accommodation need to contact Barb Staaland, City Clerk no later than Friday, February 19, 2022 to allow adequate time to make needed arrangements. Please contact Barb Staaland at 892-4391 or email: staalandb@cityofcolumbiafalls.com.

10. Notice of Public Hearing - Request for a Planned Unit Development - March 7, 2022:

The Columbia Falls City-County Planning Board held a public hearing for the following item at their regular meeting on Tuesday, February 15, 2022 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 Monday March 7, 2022 starting at 7:00 p.m. in the same location.

Request for a Planned Unit Development in the Columbia Falls Zoning Jurisdiction:

The applicant, DARCAR, is requesting a Planned Unit Development for property at 1123 9th Street West, Columbia Falls. The proposed PUD would allow the conversion of the basement to dormitory style apartments that could house up to four people. The main floor of the building will remain commercial use. The property is zoned CB-2 (General Business). The site is the State Farm Insurance building located just west of Backslope Brewing. The property is described as Lots 1, 2, & 3 excluding the S10 feet in Block 5 of Robindale in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

Interested persons are allowed to attend the hearing in person or via ZOOM. 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: staalndb@cityofcolumbiafalls.com. For more information on the proposed Planned Unit Development, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481. To obtain the ZOOM meeting registration, contact City Clerk Barb Staalnd via email or by calling (406) 892-4391 no later than 5:30 p.m. the day of the meeting.

11. Notice of Public Hearing - HB 473 Bridge and Road Safety and Accountability Program Funds - March 7, 2022:

The Columbia Falls City Council will hold a public hearing for the purpose of allocating HB 473 Bridge and Road Safety and Accountability Program Funds on Monday, March 7, 2022 at 7:00 p.m. The hearing will be held in the Council Chambers, City Hall, 130 6th ST. West, Columbia Falls, MT and available virtually via ZOOM.

The City Council is proposing to request distribution of the 2022 HB 473 funds in the amount of \$128,639.78 to overlay or reconstruct the streets listed as the highest priority need in the City's street condition report.

Citizens are encouraged to attend the hearing or to provide written comments to City Clerk Barb Staalnd at 130 6th Street West, Columbia Falls, MT 59912 or via email: staalndb@cityofcolumbiafalls.com

12. Notice of Public Hearings - Planning Board March 15th and City Council April 4th:The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, March 15, 2022 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 Monday April 4, 2022 starting at 7:00 p.m. in the same location.

Request for a Preliminary Plat for a 10 Unit RV Park:

The applicant, Clark W Griz LLC is requesting Preliminary Plat approval to construct a 10 space RV Park for property at 201 Highway 2 East, Columbia Falls. The property is zoned CB-2 (General Business) which allow RV Parks as a permitted use. The proposed RV Park is adjacent to the Columbia Falls RV Park. The property is described as Lots 3 of the D & G Subdivision in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

Interested persons are allowed to attend the hearing(s) in person or via ZOOM. 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: staalndb@cityofcolumbiafalls.com. For more information on the proposed Planned Unit Development, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481. To obtain the ZOOM meeting registration, contact City Clerk Barb Staalnd via email or by calling (406) 892-4391 no later than 5:30 p.m. the day of the meeting.

NEW BUSINESS:

- [13.](#) Award Generator Bid to Electrical Systems, Inc - \$176,941
- [14.](#) RAISE Grant 2022 Application Consideration
- [15.](#) Approve Request to Flathead County to Annex 2nd Ave EN and 4th Ave EN Right of Way
- [16.](#) Mayor to Appoint Special Committee to Review Noise Ordinance
- [17.](#) Authorize Mayor to sign Letter of Support - RTP Grant - Gateway to Glacier Trails

ORDINANCES / RESOLUTIONS:

- [18.](#) Resolution # 1870 - A Resolution of the City Council of the City of Columbia Falls, Montana, Establishing the Number of Firefighters Within the Columbia Falls Fire Department

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

CITY ATTORNEY REPORT

MISCELLANEOUS

- [19.](#) Finance - January 2022

ADJOURN

Next Scheduled Meetings:

City Council – Regular Meeting, **March 7, 2022** – 7:00 PM

Planning Board – March 15, 2022 - 6:30 PM

Council Workshop – Downtown Parking and Improvements - TBD

Public Safety Committee - Wednesday February 23rd - Fire Department Transition

02/17/22
20:41:55

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 2/22

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Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$							Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
42829		1774 ADVANCED REFRIGERATION	335.00								
		INSTALL AIR DRYER ON COMPRESSOR, CONTROL SWITCH REPAIR									
		105747A 02/01/22 SWR-AIR DRYER REPAIR & INSTAL	335.00			5310		430600	360		101000
		Total for Vendor:	335.00								
42816		2953 AXON ENTERPRISE, INC.	30.00								
		INSU049789 01/26/22 PD-USB CHARGER CABLES	30.00			1000		420100	220		101000
		Total for Vendor:	30.00								
42822		2825 BATTERIES PLUS BULBS #647	32.00								
		P48483997 01/31/22 SWR-UPS PLC BATTERY	32.00			5310		430600	240		101000
		Total for Vendor:	32.00								
42819	E	2852 CHARTER COMMUNICATIONS	124.98								
		4013122 01/31/22 PD-INTERNET 02/01/22-02/28/22	124.98			1000		420100	355		101000
		Total for Vendor:	124.98								
42843		776 COL.FALLS VOLUNTEER FIRE	4,674.78								
		021522-X 02/15/22 JAN TAX RECIEPTS - REAL PROP	4,430.70			7120		212520			101000
		021522-X 02/15/22 JAN TAX RECIEPTS - PP	4.92			7120		212520			101000
		021522-X 02/15/22 JAN TAX PENALTIES & INTEREST	13.48			7120		212520			101000
		021522-X 02/15/22 FEB TAX RECIEPTS - REAL PROP	208.33			7120		212520			101000
		021522-X 02/15/22 FEB TAX RECIEPTS - PP	12.82			7120		212520			101000
		021522-X 02/15/22 FEB TAX PENALTIES & INTEREST	3.99			7120		212520			101000
		021522-X 02/15/22 INTEREST ON BALANCE	0.54			7120		212520			101000
		Total for Vendor:	4,674.78								
42831		1679 COMMERCIAL MACHINE SERVICES INC.	110.00								
		REPAIRING OF BLADE TOGGLE LINK ON BIG LOADER									
		49279 02/10/22 STRS-REPAIR TOGGLE LINK-LOADER	110.00			2500		430200	360		101000
		Total for Vendor:	110.00								
42828		927 CURRIER'S CERTIFIED WELDING,	70.00								
		5832 02/04/22 STRS-PLOW PIN	70.00			2500		430200	232		101000
		Total for Vendor:	70.00								

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42845		1797 DEPARTMENT OF ADMINISTRATION	467.39					
		BILL HAS NOT BEEN PROCESSED BECAUSE SITSD UPDATED SOFTWARE AND HAD BILLING ISSUES SINCE JULY 2021.						
		CURRENT CLAIM IS FOR 11 PERSONEL AT \$6.07 EACH FOR THE LAST 7 MONTHS BILLING IS FOR 7/1/21-1/31/22						
		SITSD50546 01/31/22 PD-ITSD/EMAIL 07/1/21-1/31	467.39			1000 420100	355	101000
		Total for Vendor:	467.39					
42838		532 DON "K" CHEVROLET	68.46					
		2020 RAM OIL CHANGE						
		263401/1 02/14/22 PD-2020 RAM OIL CHANGE	68.46			1000 420100	361	101000
		Total for Vendor:	68.46					
42837		1383 FASTENAL COMPANY	172.56					
		HARDWARE FOR PLOW REPAIR PROJECTS						
		MTKAL24734 01/31/22 STRS-PLOW REPAIR PROJECTS	111.20			2500 430200	240	101000
		MTKAL24758 02/04/22 STRS-PIN SPACERS ON BIG LO	61.36			2500 430200	232	101000
		Total for Vendor:	172.56					
42842		21 FLATHEAD ELECTRIC COOP INC	14,873.17					
		12/25/21-1/25/22						
		013122 01/31/22 FAC-12/25/21-1/25/22	495.84			1000 411200	341	101000
		013122 01/31/22 PD-12/25/21-1/25/22	46.00			1000 420100	341	101000
		013122 01/31/22 FD-12/25/21-1/25/22	314.84			1000 420400	341	101000
		013122 01/31/22 PARKS-12/25/21-1/25/22	417.13			1000 460400	341	101000
		013122 01/31/22 POOL-12/25/21-1/25/22	65.86			1000 460445	341	101000
		013122 01/31/22 LIGHTING-12/25/21-1/25/22	2,716.05			2400 430200	341	101000
		013122 01/31/22 STRS-12/25/21-1/25/22	254.95			2500 430200	341	101000
		013122 01/31/22 WTR-12/25/21-1/25/22	4,194.11			5210 430500	341	101000
		013122 01/31/22 SWR-12/25/21-1/25/22	6,368.39			5310 430600	341	101000
		Total for Vendor:	14,873.17					
42811		3019 FLATHEAD PUBLISHING GROUP	277.04					
		I00511842 01/31/22 PD-PATROLMAN JOB AD	277.04			1000 420100	390	101000
		Total for Vendor:	277.04					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42813		1455 GRAINGER	157.92					
	9192173301	01/26/22 SWR-CLARIFIER EXHAUST FAN M	157.92			5310 430600	240	101000
		Total for Vendor:	157.92					
42841		3162 HAGESTAD PAINTING & COATINGS,	83,955.96					
		WWTP Clarifier #2 resurfacing and coating.						
	21122 02/11/22	SWR-CLARIFIER #2 RESURFACING	84,804.00			5310 430600	360	101000
	21122 02/11/22	SWR-1% STATE W/H	-848.04			5310 430600	360	101000
		Total for Vendor:	83,955.96					
42846		3078 KLJ ENGINEERING LLC	612.50					
		CF Quiet Zone Study						
	10165430	02/17/22 QUIET ZN PRO SRVS END 2/5/22	612.50			1000 410100	399	101000
		Total for Vendor:	612.50					
42827		1493 MAHUGH FIRE & SAFETY	483.50					
		NO LOANERS NEEDED/NEXT MAINT 02-23						
	100665	02/04/22 FD-EXTINGUISHER SERVICE/REPAIR	483.50			1000 420400	360	101000
		Total for Vendor:	483.50					
42840		707 MONTANA DEPT. OF REVENUE	848.04					
		Hagestad Painting and Coatings 1% W/H, WWTP Clarifier #2 resurfacing and coating.						
	21122 02/11/22	SWR-Hagestad Painting 1% W/H	848.04			5310 430600	360	101000
		Total for Vendor:	848.04					
42826		3152 MONTANA ELITE LLC	1,630.00					
		DEWATERING SLUDGE FLOW METER TROUBLE SHOOT OLD AND INSTALL NEW FLOW METER						
	2204 02/09/22	SWR-FLOWMETER REPAIR	1,630.00			5310 430600	360	101000
		Total for Vendor:	1,630.00					
42815		43 MONTANA ENVIRONMENTAL LABORATORY	487.00					
		STATEMENT ENDING 01/31/22						
	2200547	01/19/22 WTR-COLIFORM	125.00			5210 430500	394	101000
	2113933	01/05/22 SWR-NITRATE+NITRITE, TKN	60.00			5310 430600	394	101000
	2200132	01/13/22 SWR-AMMONIA, TKN, NITRATE+NIT	167.00			5310 430600	394	101000

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	2200353	01/18/22 SWR-NITRATE+NITRITE, TKN	60.00			5310 430600	394	101000
	2200561	01/25/22 SWR-NITRATE+NITRITE, TKN	60.00			5310 430600	394	101000
	2200133	01/07/22 SWR-DISOLVED ALUMINUM	15.00			5310 430600	394	101000
		Total for Vendor:	487.00					
42812		1985 MONTANA SEALS AND PACKINGS	82.21					
	I061139	01/28/22 SWR-JADCO PACKING	82.21			5310 430600	240	101000
		Total for Vendor:	82.21					
42834		722 MORRISON-MAIERLE, INC.	16,634.19					
	000220334	02/10/22 INV#1-12TH AVE W IMPROVEMEN	16,634.19			2959 470300	930	101000
		Total for Vendor:	16,634.19					
42832		1609 MURPHY, SEAN	679.60					
		FBI-LEEDA TRAINING IN BOZEMAN. LODGING FOR 2/6-2/11						
	259350 A	02/11/22 PD-LODGING BOZEMAN TRAINING	679.60		18513	1000 420100	380	101000
		Total for Vendor:	679.60					
42823		520 NORCO, INC.	328.98					
	34123254	01/31/22 STRS-CYLNR RENT JAN 2022	11.47			2500 430200	220	101000
	34107774	01/31/22 STRS-SAFETY GLASSES & GLOVES	50.01			2500 430200	220	101000
	34107774	01/31/22 STRS-WIRE, ELECTRODES, BRUSH	267.50			2500 430200	240	101000
		Total for Vendor:	328.98					
42830		2002 NORTHWEST PARTS & EQUIPMENT &	895.92					
	C721130-01	02/09/22 STRS-CUTTING EDGE FOR LOAD	856.88			2500 430200	232	101000
	C304715	02/08/22 STRS-PLOW PARTS	17.24			2500 430200	232	101000
	C304554	02/03/22 STRS-CUTTING EDGE BOLTS	21.80			2500 430200	232	101000
		Total for Vendor:	895.92					
42825		1437 NORTHWESTERN ENERGY	3,729.63					
		NATURAL GAS SERVICE 12/24-1/23/22						
	012722	01/27/22 FAC-12/24-1/23/22	924.00			1000 411200	344	101000
	012722	01/27/22 PD-12/24-1/23/22	178.28*			1000 420100	344	101000
	012722	01/27/22 FD-12/24-1/23/22	608.00			1000 420400	344	101000
	012722	01/27/22 STRS-12/24-1/23/22	613.63			2500 430200	344	101000
	012722	01/27/22 WTR-12/24-1/23/22	154.00			5210 430500	344	101000

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account	
	012722	01/27/22 SWR-12/24-1/23/22	1,251.72			5310	430600	344	101000
		Total for Vendor:	3,729.63						
42835		2816 O'REILLY AUTO PARTS	123.13						
	379905	01/18/22 STRS-NITRILE GLOVES	35.14			2500	430200	220	101000
	381593	02/10/22 STRS-JACK STANDS FOR SHOP	87.99			2500	430200	212	101000
		Total for Vendor:	123.13						
42814		2727 OVIVO USA, LLC	1,002.68						
	8482298	02/08/22 SWR-CLARIFIER PARTS	1,002.68			5310	430600	240	101000
		Total for Vendor:	1,002.68						
42824		801 PACIFIC STEEL & RECYCLING	433.33						
		PLOW REPAIR							
		EMERGENCY PIN							
	7903402	01/31/22 STRS-STEEL PLATE FOR REPAIRS	178.20			2500	430200	240	101000
	7908681	02/04/22 STRS-EMERGENCY PIN MATERIAL	29.14			2500	430200	240	101000
	7909870	02/07/22 SWR-ALUM ANGLE 25'	59.32			5310	430600	240	101000
	7912916	02/09/22 STRS-PIN MATERIAL FOR LOADER	166.67			2500	430200	232	101000
		Total for Vendor:	433.33						
42818		2811 SALTUS TECHNOLOGIES, LLC	2,970.00						
		PERIOD FROM MARCH 1, 2022 THROUGH FEBRUARY 28, 2023							
	2202-03	02/01/22 PD-digiticket HOSTING, SUPPOR	2,970.00			1000	420100	355	101000
		Total for Vendor:	2,970.00						
42833		1042 SANDS SURVEYING, INC.	1,304.00						
	35085	12/20/21 P/Z-ROUTINE SRVS 11/22-12/14	1,304.00			1000	411000	399	101000
		Total for Vendor:	1,304.00						
42820		1653 SUPER 1 FOODS	25.16						
	07-2721756	01/06/22 WTR-ZIPLOCK FOR GLOVE STOR	6.63			5210	430500	220	101000
	04-1925779	01/31/22 WTR-RUBBING ALCOHOL FOR SA	3.19			5210	430500	220	101000
	04-1934204	02/10/22 SWR-WATER FOR LABS	15.34			5310	430600	222	101000
		Total for Vendor:	25.16						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42836		3068 SUPERIOR LAND & LAWN CARE LLC	375.00					
	1847	02/14/22 FD-JAN SNOW REMOVAL	375.00			1000 420400	399	101000
		Total for Vendor:	375.00					
42821		3063 UTILITIES UNDERGROUND LOCATION	18.84					
		MONTH OF SERVICE JANUARY						
		12 UDIGS						
	2015069	01/31/22 WTR-JANUARY 2022 UDIGS	6.28			5210 430500	318	101000
	2015069	01/31/22 SWR-JANUARY 2022 UDIGS	6.28			5310 430600	318	101000
	2015069	01/31/22 STRS-JANUARY 2022 UDIGS	6.28			2500 430200	318	101000
		Total for Vendor:	18.84					
42817		999999 VACASA	334.75					
		REFUND ACUP FEE OF 325.00 & 9.75 CREDIT CARD SERVICE CHARGE						
	122721	12/27/21 PLG/ZONING-REFUND ACUP APP FEE	334.75			1000 341070		101000
		Total for Vendor:	334.75					
42839		84 WESTERN BUILDING CENTER	62.13					
	4679668	02/09/22 STRS-HOLE SAW	11.99			2500 430200	212	101000
	468001	02/13/22 SWR-HOSES, HOSE HARDWARE	26.16			5310 430600	240	101000
	468001	02/13/22 SWR-SHOP TOWELS	23.98			5310 430600	220	101000
		Total for Vendor:	62.13					
		# of Claims 35	Total:	138,409.85				
		Total Electronic Claims		124.98				
		Total Non-Electronic Claims		138284.87				

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CITY OF COLUMBIA FALLS
Fund Summary for Claims
For the Accounting Period: 2/22

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Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	\$10,777.17
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$2,716.05
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$2,961.45
2959 EDA	
101000 CASH/CASH EQUIVALENTS	\$16,634.19
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$4,489.21
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$96,157.00
7120 FIRE RELIEF DISABILITY/PENSION FUND	
101000 CASH/CASH EQUIVALENTS	\$4,674.78
Total:	\$138,409.85

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Claim Approval Signature Page
For the Accounting Period: 2 / 22

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Council Meeting Date: Feb 22, 2022

Claims Submitted to Council: \$ 138,409.85

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

Prepared By: Shawn Bates, Finance Director

SB

Approved by Susan M. Nicosia, City Manager

SN

City Council to Approve by motion on consent agenda

Council -

The following claims are large or non-routine:

Hagestad Painting - \$84,804 - repaint/resurface clarifier @ WWTP - Fund 5310

Morrision-Maierle Engineering - \$16,634.19 - EDA 12th Ave West project - Fund 2959

Large Claim - FEC - \$14,873.17

Please let me know if you have any questions/concerns on any claim.

Shawn

02/17/22
09:26:48

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 02/18/22 to 02/18/22

Page: 1 of 3
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
ADDL HOURS (Additional)	0.00		176.00
COMA HOURS (Comp Time Accumulated)	2.63		
COMP HOURS (Comp Time Used)	3.00		66.80
OVER HOURS (Overtime)	43.75		2,086.90
PERS HOURS (Personal Time Used)	9.00		231.03
REG HOURS (Regular Time)	2,199.75		63,901.02
SHFN HOURS (Shift B)	320.50		320.50
SHFQ HOURS (OVT B)	16.00		24.00
SICK HOURS (Sick Time)	232.29		6,497.50
VACA HOURS (Vacation Time Used)	19.46		545.28
VOLN HOURS (Not in use)	29.00		1,450.00
GROSS PAY	73,849.03	0.00	
NET PAY	49,097.96	0.00	
NET PAY (CHECKS)	330.80		
NET PAY (DIRECT DEPOSIT)	48,767.16		
AFLAC-POSTTAX	111.67	0.00	
AFLAC-PRETAX	81.08	0.00	
CHILD SUPPORT	88.61	0.00	
CHILD SUPPORT P	413.07	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	5,910.89	0.00	
FLEX ALLEGIANCE	1,017.16	27.50	
FLEX DEP CARE	208.33	2.50	
FOP	320.00	0.00	
HEALTHINS/PRE	2,755.53	16,097.70	
MEDICARE	1,048.21	1,048.21	
MT ST FIRE ASSO	29.68	0.00	
NATIONWIDE/CITY	0.00	2,503.98	
NATIONWIDE/EMP	387.50	0.00	
P.E.R.S.	3,420.50	3,840.50	
PERS/FURS	317.60	426.24	
PERS/POLICE	2,165.68	3,467.48	
SIT	3,191.00	0.00	
SOCIAL SECURITY	2,700.82	2,700.82	
TEAMSTERS DUES	306.50	0.00	
UNEMPL. INSUR.	0.00	397.39	
UNUM LIFE INS.	118.78	0.00	
WA CHILD SUPPOR	138.46	0.00	
WORKERS' COMP	0.00	2,263.05	
CHARLES SCHWAB	1,487.30	0.00	
FIRST INTERSTAT	1,999.09	0.00	
FREEDOM BANK	1,222.68	0.00	
GLACIER BANK KA	6,025.76	0.00	
GLACIER BANK/CF	15,144.43	0.00	
GLACIER BANK/WF	1,635.89	0.00	
PARKSIDE CR U	11,421.95	0.00	
THREE RIVERS	1,057.97	0.00	
USAA FEDERAL	1,138.34	0.00	

2/18/2022
Payroll
\$125,495.30
Brenda Staland

02/17/22
09:26:48

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 02/18/22 to 02/18/22

Page: 2 of 3
Report ID: P130

USBANK.	2,190.36	0.00
VALLEY BANK KAL	100.00	0.00
VERIDIAN CREDIT	400.00	0.00
WELLS FARGO	1,846.86	0.00
WFISH CR UNION	3,096.53	0.00
FIT/SIT BASE	63,703.98	0.00
MEDICARE BASE	72,290.91	0.00
PERS BASE	70,328.94	0.00
SOC SEC BASE	43,561.60	0.00
UN BASE	72,249.03	0.00
WC BASE	74,603.41	0.00

Total 32,775.37
Total Payroll Expense (Gross Pay + Employer Contributions): 106,624.40
*** PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY ***

Check Summary

Payroll Checks Prev. Out.	\$4,086.60
Payroll Checks Issued	\$45,114.70
Payroll Checks Redeemed	\$3,996.48
Payroll Checks Outstanding	\$45,204.82
Electronic Checks	\$80,580.60

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	5401.64	5401.64		212260
Medicare	2096.42	2096.42		212260
P.E.R.S.	7261.00	7261.00		212270
Unempl. Insur.	397.39	1623.89	2021.28	212210
Workers' Comp	2263.05	9106.94	11369.99	212220
FIT	5910.89	5910.89		212260
SIT	3191.00	3191.00		212260
AFLAC-PRETAX	81.08	162.16		212230
NATIONWIDE/EMP	387.50	387.50		212280
Teamsters dues	306.50	613.00		212310
PERS/Police	5633.16	5633.16		212240
NATIONWIDE/CITY	2503.98	2503.98		212280
AFLAC-POSTTAX	111.67	223.34		212230
PERS/FURS	743.84	743.84		212275
MT ST FIRE ASSO	29.68	29.68		212315
HEALTHINS/PRE	18853.23	39966.55	-2260.09	212400
CITY OF COLUMBI	20.00	20.00		212450
UNUM LIFE INS.	118.78	237.55	0.01	212400
FLEX ALLEGIANCE	1044.66	1044.66		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
FLEX DEP CARE	210.83	210.83		212285
Total Ded.	57526.44	30202.09	76597.34	11131.19

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

CITY OF COLUMBIA FALLS

CITY COUNCIL REGULAR MEETING MINUTES

HELD FEBRUARY 07, 2022

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

ROLL CALL:

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

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA:

Councilor Lovering motioned to approve the agenda, seconded by Councilor Karper and the motion carried.

CONSENT AGENDA:

Councilor Robinson made motion to approve the Consent Agenda noting that all claims appeared to be in order, seconded by Councilor Piper with council roll call vote as follows. Ayes: Piper, Fisher, Karper, Lovering, Robinson and Barnhart.

Approval of Claims - February 7, 2022 - \$115,901.62

Approval of Payroll Claims - January 21, 2022 - \$124,937.74

Approval of Payroll Claims - February 4, 2022 - \$84,344.64

Approval of January 18, 2022 Regular City Council Meeting Minutes

Excess Vacation Carryover and Compensation Approval

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:

Mayor Barnhart read the Notice of Public Hearings - Request for a Planned Unit Development:

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, February 15, 2022 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 Monday March 7, 2021 starting at 7:00 p.m. in the same location.

Request for a Planned Unit Development in the Columbia Falls Zoning Jurisdiction:

The applicant, DARCAR, is requesting a Planned Unit Development for property at 1123 9th Street West, Columbia Falls. The proposed PUD would allow the conversion of the basement to dormitory style apartments that could house up to four people. The main floor of the building will remain commercial use. The property is zoned CB-2 (General Business). The site is the State Farm Insurance building located just west of Backslope Brewing. The property is described as Lots 1, 2, & 3 excluding the S10 feet in Block 5 of Robindale in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

Mayor Barnhart read the public hearing notice:

Notice of Public Hearing - February 22, 2022 - Community Needs Assessment:

Notice is hereby given that at the Tuesday, February 22, 2022 Regular Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of obtaining public comment to

determine the greatest community development needs (public facilities, economic development, and housing needs).

The City will take public comment during the meeting in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and any other funding sources to fund local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

NEW BUSINESS:

Adoption of Firefighter/EMT Job Description and Related Personnel Policies

Mayor Barnhart said he met with Weeks and Nicosia to review and discuss the job description. He reported that the Job Description items had been discussed at the Public Safety Committee meeting. City Manager Nicosia reported that the City Personnel Policy Manual will be updated to reflect specific policies for the non-union firefighters. Staff reviewed the work week provisions under Section 207K of the Fair Labor Standards Act which provides for 106 working hours before Overtime for a firefighter. Staff is recommending a 90 hour work week as the first paid firefighters are working a typical 8 – 5 shift, not 24 hours shifts, and Nicosia said the City wants to treat our employees fairly. Other specific firefighter/EMT related policies to be put in in the City Personnel Policy includes: Uniform allowance and call out provisions. Nicosia said the City's goal is to have the paid Firefighters hired effective July 1, 2022. Nicosia and staff recommend formal adoption of the job description and concurrence with the proposed personnel policies. Nicosia noted that the Council will formally adopt an updated City Personnel Policy in the near future.

Councilor Lovering motioned to adopt the Firefighter/EMT job description, seconded by Councilor Piper and the motion carried unanimously.

Approve Letter of Support - FCEDA Brownfield Assessment Grant

City Manager Nicosia said Christy Cummings Dawson, President of Montana Economic West Development overseas the FCEDA Board, requested that the City of Columbia Falls submit a letter in support of the brownfield assessment grant application by FCEDA. The grant is county-wide and there could be a future project site within Columbia Falls that may need some cleanup in order to be redeveloped. Nicosia recommends Council to authorize the Mayor to sign the letter of support.

Councilman Fisher motioned to authorize Mayor Barnhart to sign the letter of support, seconded by Councilor Robinson and the motion carried.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Lovering reported that the Smith's parking lots are very bright and shine into neighboring properties. Nicosia said she will follow up with the manager as the City has received several comments about the lights. Councilor Fisher said he is following planning decisions and issues throughout the county. He said it is a travesty what is going on with the Flathead County Library. Councilor Karper added that we are lucky to have the staff we have here at the Columbia Falls Library.

Mayor Barnhart said the Health Department is also struggling to keep employees.

Mayor Barnhart said when they were proposing developing the industrial park, their engineers had applied for a permit to go underneath the railroad tracks by Van's Ave. and Frontage Road to extend sewer. Mayor Barnhart said the City should update the CIP to include extending the services. Mayor Barnhart has asked City Manager Nicosia to take a closer look at it.

Mayor Barnhart said he is hoping that some of the new developments are going to have affordable housing.

CITY MANAGER REPORT

City Manager Nicosia said the agenda included giving notice for the next meeting to conduct the public hearing to do a community needs assessment, as the first step in any proposed grant projects. Nicosia noted that the City does not automatically qualify for Community Development Block Grant Funding; we have to certify a project.

Nicosia has looked at the AARP Community Project and they have funded a few parks projects. Nicosia would like to apply for pickleball court funding if available. The bathroom for Columbus Park has been ordered and the City will put out a bid for installation.

The engineer is working on the design for the 12th Ave W. EDA project. The original grant had a sewer forced main that is not connected to anything with this project. The current facility will connect to the existing forced main. Nicosia reported that the City received a letter from Department of Revenue approving the expansion of our Urban Renewal District to include the 23 acres on February 4th. Nicosia noted that it is to the city's benefit to connect to the other lift station and run gravity instead of force main.

Nicosia reported that the start-up documents for the WWTP ARPA project will be submitted once the City receives word on the HB 632 amendment, to use the full \$877k instead of the original \$857k as the water project wasn't approved.

Nicosia reported on the last Quiet Zone meeting. BNSF asked about Flathead County signing the agreement as the owner of 2nd Ave. and 4th Ave. roads. The City will now have to start a conversation and ask the county if the City can annex 2nd Ave. and 4th Ave for the Railroad right of way for those sections. The ultimate goal is to close 4th Ave EN RR crossing.

Nicosia reported that staff opened the only bid for the generator and it was double the engineers' \$120,000 estimate. The city budget was \$140,000 with engineering and the bid came in at \$240,000. City staff reviewed the bids with the contractor and engineer to understand the significant difference and to determine if there was an error. The engineers had changed the generator from 300kw to 350kw which resulted in a higher cost. City staff will work with the bidder to explore cost savings. Nicosia will make a recommendation to Council at the next meeting.

Nicosia reported that the EPA will give a short presentation at the next council meeting, Feb. 22nd, regarding the CFAC site.

ADJOURN – Meeting duly adjourned at 7:46 pm

Mayor

City Clerk

NORTHWEST MONTANA DRUG TASK FORCE LOCAL DRUG TASK FORCE MEMORANDUM OF UNDERSTANDING (MOU) FOR FY 2022-2023

Purpose

The purpose of this MOU is to establish general guidelines for a multi-agency task force to address drug-related crime. Through the spirit of cooperative efforts and a strong commitment to combat drug-related trafficking, manufacturing and violence, the NORTHWEST MONTANA DRUG TASK FORCE is formed. Agencies participating in this project recognize that combating drugs is of paramount importance to our communities. Through our united efforts, our resources will be better utilized and our investigative efforts will be more fruitful on behalf of the communities we serve. The participating agencies are committed to cooperative efforts and full information sharing through their participation in the NORTHWEST MONTANA DRUG TASK FORCE.

Mission Statement

The mission of the NORTHWEST MONTANA DRUG TASK FORCE is to provide a collaborative federal, state and local law enforcement effort to identify, target and address those involved in drug trafficking, manufacture and/or violence. The NORTHWEST MONTANA DRUG TASK FORCE will utilize sophisticated long-term investigative approaches, including undercover surveillance operations, the purchase of evidence and information, and electronic surveillance to disrupt and dismantle targeted drug organizations.

NORTHWEST MONTANA DRUG TASK FORCE LOCAL DRUG TASK FORCE MEMORANDUM OF UNDERSTANDING (MOU) FOR FY 2022-2023

This agreement is entered into this day of July 1, 2022 among the following local government jurisdictions: City of Kalispell, City of Whitefish, City of Columbia Falls, City of Polson, City of Troy, Town of Eureka, Lincoln County, Flathead County, Lake County, Mineral County, Sanders County, Glacier County and The United States Border Patrol.

Whereas, there is evidence of drug trafficking, manufacturing, and drug-related violence in the above-described jurisdictions, and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people residing in these jurisdictions, the parties hereto agree to the following:

1. The NORTHWEST MONTANA DRUG TASK FORCE (NWMDTF) will perform the activities and duties described below:
 - A. Disrupt the illicit drug traffic in above jurisdictions by immobilizing targeted violators and trafficking organizations, by;
 - B. Gathering and reporting intelligence data relating to trafficking in narcotics and dangerous drugs;
 - C. Conduct undercover operations where appropriate and engage in other traditional methods of investigation, developing probable cause for issuance of warrants for search and seizure, and arrests, in order that the task force's activities will result in effective and successful prosecution before the courts of Montana.
2. To accomplish the objectives as the NWMDTF, the Flathead County Sheriff's Office agrees to provide one (1) supervisor, two (2) deputies and a secretary, the Kalispell Police Department agrees to provide one (1) police officer, the Lincoln County Sheriff's Office agrees to provide two (2) deputies, the Whitefish Police department agrees to provide one (1) police officer, and the United States Border Patrol agrees to provide one (1) agent. The County Attorney Offices of the participating counties agree to assist the NWMDTF by providing legal advice, drafting search warrants and investigative subpoenas, prosecuting drug offenders, and prosecuting drug forfeiture.
3. The officers assigned to the NWMDTF shall adhere to the NWMDTF policies and procedures as approved by the Board while performing activities as part of the NWMDTF. NWMDTF officers shall remain subject to the policies, procedures and regulations of their parent agencies when not performing activities for NWMDTF and when NWMDTF does not have a policy, procedure for a particular activity. Failure to adhere to policies and procedures shall be grounds for dismissal from the NWMDTF. The Executive Board will resolve any

operational conflict between NWMDTF policies and procedures and those of a parent agency. NWMDTF policies and procedures will be adopted and used by all NWMDTF members relative to drug operations and informant handling. For grant purposes only, the NWMDTF Executive Board will take administrative financial conflicts under consideration; however, any conflicts must be resolved to the satisfaction of Flathead County.

4. Law enforcement officers assigned to the NWMDTF by participating agencies (except state agents) shall be deputized in each participating jurisdiction in a manner allowed by law.
5. To accomplish its objectives, the NWMDTF will fall under the management of the Flathead County Investigations Commander. Additionally, Flathead County will assign a unit supervisor, three deputies and one clerical support personnel to the NWMDTF.
6. During the period of assignment to the NWMDTF, each participating agency will remain responsible for establishing the salary and benefits, including overtime, of their respective officer(s) assigned to the NWMDTF, and for making all payments due to them. Billing will be done by the respective agencies to the NWMDTF supervisor on a monthly basis. All billing associated with the monthly report must be received by the tenth (10th) of the month following the end of each month. Any billing submitted and found to be in error will be returned to said agency for correction and must be resubmitted.
7. Flathead County agrees to maintain all records of the NWMDTF, which consists of quarterly reports to the Board of Crime Control, and intelligence files for submission to the State.
8. Each law enforcement agency that signs this agreement, agrees to report any Northwest Montana Drug Task Force criminal activity that occurs within said agencies jurisdiction to MTIBRS on a monthly basis. The Flathead County Sheriff's Office/NWMDTF agrees to submit the necessary reports and information to each agency for reporting drug task force related criminal activity that occurs in their jurisdiction. If records pertaining to the crime data submissions are requested, each agency agrees to provide the information to the requesting agency.
9. The NWMDTF shall maintain, on a current basis, completed and accurate records and accounts of all obligations and expenditures of funds under this Agreement in accordance with specific accounting principles and instructions provided by the Department of Justice to facilitate inspection and auditing of such records and accounts.
10. The NWMDTF shall permit and have readily available for examination and auditing by the State, the Department of Justice and their duly authorized agents

an representative, any and all records, documents, accounts, invoices, and receipts of expenditures relating to this Agreement. Therefore, records must be maintained by the NWMDTF, which will continue to exist until all audits and examinations are completed and resolved, or for a period of three (3) years after termination of this Agreement.

11. In no event will any participating agency charge any indirect cost to the Flathead County Sheriff's Office for the administration or implementation of this Agreement.
12. An Executive Board shall be established. Its voting members shall be as follows: The Sheriff and County Attorney of Flathead County, the Chief of Kalispell Police Department, the Chief of Whitefish Police Department, the Chief of Polson Police Department, the Sheriff of Lake County and the Sheriff of Lincoln County. The members of the Executive Board may designate persons from their agencies to represent the members during Executive Board meetings.

The Executive Board shall have the following authority: to select a Chair and Vice Chair; to regulate and manage the NWMDTF; to appoint the Task Force supervisor and to designate a supervisor in any absence of the Task Force supervisor; to establish subcommittees of the Board to conduct business; and to resolve disputes arising from NWMDTF operations.

The Chairperson will be the Task Force supervisor's primary contact with the Board on day-to-day issues and will bring to the Board's attention any matters, which would require a consensus of the Board prior to a regularly scheduled annual meeting. The Chairperson shall also preside over the Board meetings and is responsible for the formulation of minutes for the meetings and notification of Board members of upcoming meetings. The Chairperson shall be a local law enforcement member associated with the local drug task force. The tenure of the Chairperson and Vice-Chairperson shall be reviewed at the end of each calendar year. The vice-chairperson shall conduct the same business in the absence of the chairperson.

- A. The Executive board shall meet at least quarterly or as convened by the Chair or Vice Chair to receive reports relative to the progress, functions, and special duties accomplished by the task force.
- B. A quorum of the Executive Board is needed to conduct business. Five Executive Board members, or their designees, shall constitute a quorum. In meetings where a quorum is established, matters coming before the Executive Board may be approved by a majority vote of the members in attendance at a meeting.

13. Assets seized during task force investigations shall be shared as follows:

Assets, for the purposes of this agreement, shall include all items of value seized relative to a case and all court ordered fines or contributions to the drug fund.

Each county within the NWMDTF jurisdiction has their own drug fund. Any drug forfeiture assets seized within that county or tribal grounds will remain in that jurisdiction. If a particular case involved participants from outside that jurisdiction, assets will be shared accordingly.

In Flathead County, the Sheriff's Office and the Kalispell Police Department have a shared drug forfeiture fund. This fund is administered by the Flathead County Sheriff and the Kalispell Chief of Police.

14. NORTHWEST MONTANA DRUG TASK FORCE Forfeiture Fund (Flathead County). The NWMDTF Drug Fund shall be maintained by Flathead County and maintained as part of the Flathead County Finance System. This fund, as defined by generally accepted accounting procedures, is "Special Revenue Funds." Participants in the NORTHWEST MONTANA DRUG TASK FORCE agree that assets forfeited and received by NORTHWEST MONTANA DRUG TASK FORCE will be utilized primarily for the continued funding of the NORTHWEST MONTANA DRUG TASK FORCE. This money may be utilized to acquire equipment and resources necessary for the activities and continued production of NWMDTF.

The NWMDTF will comply with the U.S. Department of Justice's requirements for the equitable sharing of federally forfeited property for state and local law enforcement agencies.

15. All personnel assigned to the NWMDTF shall be responsibility of the Flathead County Investigations Commander. The Task Force supervisor will conduct preliminary investigations concerning allegations of misconduct against any member assigned to the task force. The preliminary investigation will be reduced to a written report and submitted to the member's parent agency via the Task Force Supervisor or Flathead County Investigations Commander.
16. Damage to private property and request for assistance: Agencies participating in this MOU are issuing a standing request for mutual assistance as it relates to NWMDTF and participating agencies for NWMDTF activities in their jurisdiction. No agreement made under this MOU relieves any law enforcement agency of this state of any duty imposed upon it by law. The NWMDTF follows § 44-11-101 and § 44-11-102, MCA guidelines. § 44-11-101. Mutual assistance authorized -- powers and duties of assisting officers. A peace officer or any law enforcement entity of any county or municipality or a state government law enforcement entity may request the assistance of a peace officer from another law enforcement entity within the state of Montana. A peace officer, while in the jurisdiction of the requesting officer or entity and while on such request for

assistance, has the same powers, duties, rights, privileges, and immunities as a peace officer of the requesting entity and is under the authority of the requesting officer or entity. § 44-11-102. Liability of assisted entity for obligation resulting from assistance. A law enforcement entity requesting assistance under § 44-11-101 shall indemnify the assisting peace officer, the officer's legal representative in case of death, or the furnishing law enforcement entity for any liability or obligation to indemnify created by § 2-9-305 that may result from the assistance furnished.

17. The participating agencies agree to supply their assigned officer(s) with equipment necessary in carrying out NWMDTF objectives, including a radio-equipped automobile (Flathead County currently supplies a radio equipped automobile for Whitefish P.D. and Kalispell P.D. officers assigned to the task force). Upon termination of the NWMDTF, equipment that was initially supplied to the NWMDTF by participating agencies shall be returned to said agency. Equipment shared jointly by all participating NWMDTF agencies shall be split equally upon termination of the NWMDTF. Conflicts regarding a split of equipment will require a sale of the equipment with the offering being made to the member agencies only. The proceeds of any sale will be divided equally between the remaining agencies. Once an agency receives a piece of equipment, it shall be the responsibility of said agency to maintain the equipment. In the event said equipment becomes lost and/or stolen or damaged, it shall be the agency's responsibility to replace said equipment.
18. Each officer assigned to the NWMDTF will carry only those firearms, while on official duty, that are approved by their respective agencies. Further, the officer shall be qualified with those firearms.
19. No new entity is created by reason of this Agreement.
20. Each local government jurisdiction participating in any way in this agreement must have a valid professional liability insurance policy in effect throughout the term of this agreement. Such professional liability insurance must have policy limits of not less than the limitations of liability for tort damage prescribed in § 2-9-108 (1), MCA. Each local government jurisdiction participating in any way in this agreement must defend and indemnify its own officers and agents from any claim for damages brought against an officer or agent for NWMDTF activities. This paragraph does not apply to P.16 on property damage.
21. This agreement is in effect for one year from July 1, 2022 to June 30, 2023.

Signatures
Northwest MT Drug Task Force Interlocal Agreement 2022-2023

Item No.4.

Columbia Falls Chief of Police

Columbia Falls City Manager

Request for Records Disposal or Transfer Authorization

RM60

ENTITY: Columbia Falls City Court of Record		PHONE: 406-892-4340	E-MAIL: kdarling@mt.gov
CONTACT: Kara Darling			
ADDRESS: 130 6th St W, Columbia Falls, MT 59912			
E-MAIL COMPLETED FORM TO: <u>SOSLocalGovtRecCom@mt.gov</u> OR Mail to the Local Government Records Committee, c/o Department of Administration-Local Government Services, P.O. Box 200547, Helena, MT 59620-0547		DISPOSAL NUMBER:	

***Confidential:** The local government entity must determine if records are confidential or sensitive and mark accordingly.

#	Schedule #	# Item	Page #	Description of Records (Include description from schedule along with the case # or other identifying information pertinent to your office)	Inclusive Dates		* Confidential	Disposal Approval (Committee only)		Agency Comments	Audit History or Committee Comments
					From	To		Yes	No		
4		4		Example: Bank Statements	10/2001	10/2002	X	X			
8		32	MR13	Example: Commission Records-Minutes	01/1950	10/1990	X	X		Microfilmed	
12		41e		Example: Marriage Licenses	08/1907	09/1972	X		X		
10		21.B	7	Bank Statements	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		21.B	7	Check Stubs for Trust Account(with Bank Statements)	07/01/2007	06/30/2013	☒	☒		Audit + 7 year	
10		21.F	7	Cash Receipts(EOD)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		21.K	7	End of Period Disbursement Report (EOM)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		21.G	7	Daily Cash Balance Record (EOD)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		21.J	7	Reconciliation Report (with Bank Statements)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		21.H	7	Collection Records (DOR Offsets)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		2.1 I	7	Statement of Receipts and Disbursements (EOD&EOM)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		2.1 C	7	Bank Deposit Slips (with Bank Statements)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		2.1L	7	Timepay Ledgers (contracts)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	
10		2.1F	7	Cash Receipts (bond receipts from CFPD)	07/01/2007	06/30/2013	☒	☒		Audit + 7 years	

Item No.5.

In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the order of the governing body, we the undersigned affirm the records listed on this disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below. Typed name below is acceptable as the signature.

Authorized Local Government Representative:		Date:	Phone:
Name:			
Title:			
Records Custodian:		Date: 02/16/2022	Phone: 406-892-4340
Name: Kara Darling			
Title: Columbia Falls City Court Lead Clerk			
LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL			
Department of Administration Committee Member:			
Name:			Date:
Signature:			
Montana Historical Society Committee Member:			
Name:			Date:
Signature:			
Local Government Committee Member:			
Name:			Date:
Signature:			
NOTIFICATION ON CENTRAL REGISTRY			
Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.			
Request for Records Disposal or Transfer Authorization have been listed on the central registry.		Unclaimed records may be disposed 60 days after this date:	
Completed by			
Name:		Signature:	
TEN YEAR RULE:			
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.			
Certificate of Transfer/Destruction/Disposition Comments			
I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have noted in the "Comments" field above, the entity to which the records have been relocated.			
Name:		Title:	Date:
Signature:			

Request for Records Disposal or Transfer Authorization

RM60

ENTITY: Columbia Falls City Court of Record		PHONE: 406-892-4340	E-MAIL: kdarling@mt.gov
CONTACT: Kara Darling			
ADDRESS: 130 6th St W Columbia Falls, MT 59912			
E-MAIL COMPLETED FORM TO: SOSLocalGovtRecCom@mt.gov OR Mail to the Local Government Records Committee, c/o Department of Administration-Local Government Services, P.O. Box 200547, Helena, MT 59620-0547			

***Confidential:** The local government entity must determine if records are confidential or sensitive and mark accordingly.

Schedule #	# Item	# Page	Description of Records (Include description from schedule along with the case # or other identifying information pertinent to your office)	Inclusive Dates MONTH AND YEAR		* Confidential	10 Year Rule		Disposal Approval (Committee only)	Agency Comments	Audit History or Committee Comments
				From	To		Yes	No			
4	4		Example: Bank Statements	10/2001	10/2002		X	X			
8	32	MR13	Example: Commission Records-Minutes	01/1950	10/1990		X	X		Microfilmed	
12	41e		Example: Marriage Licenses	08/1907	09/1972		X	X			
10	1.2	5	Court Calendar	01/2012	12/2019		☐	☐	☐	2 years	
10	1.3 B	6	Jury Questionnaires	01/2016	12/31/2021		☐	☐	☐	next jury year	
10	3.1 K	9	Closed Criminal cases excluding those that have to be retained 75 years	01/01/2008	12/31/2011		☒	☐	☐	10 years	
10	4.1 A	10	Civil - Closed Cases	01/01/2005	12/31/2011		☒	☐	☐	10 years	
10	4.1 B	10	Orders of Protection -Denied, dismissed and/or expired	01/01/2005	12/31/2011		☒	☐	☐	10 year	
							☐	☐	☐		
							☐	☐	☐		

Item No.5.

In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the order of the governing body, we the undersigned affirm the records listed on this disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below. Typed name below is acceptable as the signature.

Authorized Local Government Representative:		Date:	Phone:
Name:			
Title:			
Records Custodian:		Date: 02/16/2022	Phone: 406-892-4340
Name: Kara Darling			
Title: Columbia Falls City Court Lead Clerk			
LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL			
Department of Administration Committee Member:			
Name:		Date:	
Signature:			
Montana Historical Society Committee Member:			
Name:		Date:	
Signature:			
Local Government Committee Member:			
Name:		Date:	
Signature:			
NOTIFICATION ON CENTRAL REGISTRY			
Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.			
Request for Records Disposal or Transfer Authorization have been listed on the central registry.		Unclaimed records may be disposed 60 days after this date:	
Completed by			
Name:		Signature:	
TEN YEAR RULE:			
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.			
Certificate of Transfer/Destruction/Disposition Comments			
I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have noted in the "Comments" field above, the entity to which the records have been relocated.			
Name:		Title:	Date:
Signature:			

AMENDMENT TO AGREEMENT
FOR
ENGINEERING SERVICES

WHEREAS:

HDR ENGINEERING, INC. ("HDR") entered into an Agreement on June 19, 2017 to perform engineering services for the Columbia Falls Wastewater Facility Plan Update ("Project").

The City of Columbia Falls desires to amend this Agreement in order for HDR to perform services beyond those previously authorized;

HDR is willing to amend the agreement and perform the additional engineering services.

NOW, THEREFORE, HDR and The City of Columbia Falls do hereby agree:

The Agreement and the terms and conditions therein shall remain unchanged other than those sections and exhibits listed below;

Section I. Scope of Services.

HDR will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

Section IV. Compensation.

Compensation for HDR's services under this Agreement for the Scope of Services described in Exhibit A shall be on the basis of Direct Labor Costs times a factor of 3.20 for the services of HDR's personnel engaged on the Project, plus Reimbursable Expenses, estimated to be \$895,072.00 as described in the attached Exhibit C.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the day and year written below:

HDR ENGINEERING, INC. ("HDR")

City of Columbia Falls ("Owner")

By: _____

By: _____

Name: Jared Harris

Name: Susan Nicosia

Title: Area Manager

Title: City Manager

Date: _____

Date: _____

Exhibit A

City of Columbia Falls

WWTP and Sewer Improvements Project

Amendment No. 1

Scope of Services

Project Summary:

The project scope is organized into seven separate work tasks. The work tasks include:

- Task 100: Project Management
- Task 200: Preliminary Design
- Task 300: Final Design
- Task 400: Bidding Services
- Task 500: Services During Construction
- Task 600: Field Commissioning, and System Startup
- Task 700: MPDES Discharge Permit Assistance

This project involves the design of the following improvements: Replacement of the Hilltop neighborhood sanitary sewer between 13th Street and Talbot Road on Grace Road and Beth Road; rehabilitation of Lift Station No. 5; construction of a post anoxic zone on Bioreactor No. 1; construction of a redundant Dissolved Air Flotation Thickener (DAFT); installation of a redundant turbo blower; Mixed Liquor Recycle (MLR) piping improvements; biosolids storage improvements; construction of vector truck receiving/dewatering facility; installation of a supplemental carbon system; and installation of a redundant headworks screen. Work also includes associated SCADA system design and programming, services during construction, and field commissioning and system startup.

Task 100. Project Management

Objective:

Manage the professional services contract to provide completion of the project. Prepare and implement a project management plan to meet City's project needs.

Subtasks:

- 101 Coordination Meetings/Workshops.** Conduct a project kickoff meeting with key City staff to establish project goals and objectives, review the project decision process, define anticipated work products, identify information needed to perform the work, refine the schedule, and establish points of contact and project communication. Conduct periodic meetings (usually monthly) with the City to review project progress, schedule and budget. Identify information needs and make decisions regarding any changes in the scope of the project, the design and

the construction management efforts.

- 102 Management Plan.** Update the management plan to include the additional work described above.
- 103 Progress Reports.** Provide periodic progress reports (with each monthly invoice) in letter format. The progress reports will summarize the work progress and budget expenditures to-date and identify any information requirements or decisions that need to be made.
- 104 Funding Administration.** HDR Engineering, Inc. (HDR) will assist the City in meeting the requirements of the ARPA funding program utilized for this project, including buy American requirements and reporting (if required), civil rights requirements, and labor standards. HDR will assist with project start-up and project implementation as required; maintain accurate project files; prepare documentation and reports incidental to funding administration; attend up to six call funding agency calls as required to provide project status updates and coordination.

Deliverables:

- a. Management Plan Update
- b. Meeting agendas/minutes
- c. Monthly invoices and project reports
- d. Funding agency documentation and reports

Task 200. Preliminary Design

Objective:

Complete project preliminary design to meet the requirements of the City and State of Montana DEQ Circular DEQ-2 Design standards for Wastewater Facilities.

Subtasks:

201 Preliminary Design. Review previous reports and studies, as well as plant data, and update design parameters as necessary for affected facilities including Hilltop sewer, rehabilitation of Lift Station No. 5; construction of a post anoxic zone on Bioreactor No. 1; construction of a redundant Dissolved Air Flotation Thickener (DAFT); installation of a redundant turbo blower; Mixed Liquor Recycle piping improvements; biosolids storage improvements; construction of vector truck receiving/dewatering; installation of a supplemental carbon system; installation of a redundant headworks screen; and SCADA system design and programming. Conduct up to two formal design reviews with City staff to review preliminary design and present the design and seek input and comments from City staff. Prepare a memorandum which summarizes all comments and provides the design team's response to the comments. Prepare a report containing schematic layouts, sketches and conceptual design criteria with appropriate exhibits to indicate clearly the considerations involved (including applicable requirements of governmental authorities having jurisdiction as aforesaid) and the alternative solutions available to City

and setting forth HDR's findings and recommendations. This report will be accompanied by HDR's opinion of probable costs for the project. Opinions of probable construction cost provided by the Consultant are made based on the information available to Consultant. The cost estimates are also made on the basis of Consultant's experience and qualifications, and represent the Consultant's judgment as an experienced and qualified professional engineer. However, since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s') methods of determining prices, or over competitive bidding or market conditions, Consultant does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost Consultant prepares.

Deliverables:

- a. Preliminary Design review memorandum
- b. Preliminary Design Report.
- c. Estimate of probable construction cost.

Task 300. Final Design

Objective:

Prepare project construction documents for construction of the recommended project improvements. Prepare technical documents necessary for project implementation.

Subtasks:

- 301 Hilltop Sewer and Lift Station 5 Design.** Provide survey and prepare detailed plans and specifications for the design of the Hilltop sewer and improvements to Lift Station No. 5. All drawings will be prepared in digital format in AutoCAD. All specifications will be prepared using the HDR Master Specification format and Montana Public Works Standard Specifications as modified by the City of Columbia Falls Standards. A preliminary list of drawings and specifications are attached to this scope of work to better define the level of effort required.

The estimated probable construction costs for the project will be provided at 60% and 100% design points.

- 302 Wastewater Treatment Plant Improvements Design.** Prepare detailed plans and specifications for the recommended improvements and additions to the Bioreactor, DAFT, Turbo Blower, MLR piping, Biosolids Storage, Vector Truck Receiving/Dewatering, Supplemental Carbon and Influent Screen, including control system improvements. All drawings will be prepared in digital format in AutoCAD. All specifications will be prepared using the HDR Master Specification format. A preliminary list of drawings and specifications are attached to this scope of work to better define the level of effort required.

The estimated probable construction costs for the project will be provided at 60% and 100% design points.

- 303 Design Reviews.** Conduct a formal design review at the 60% and 95% design points. Present the design and seek input and comments from City staff. Prepare a memorandum which summarizes all comments and provides the design team's response to the comments.
- 304 Permit/Regulatory Approval Assistance.** HDR will provide technical criteria, written descriptions and design data for use in obtaining approvals of government authorities that have jurisdiction to approve the design of the project.
- As part of this task, Consultant will coordinate the project and project deliverables with MDEQ. Any variances required will be requested. If required, HDR will submit plans and specifications to the local building department for review and approval. HDR will respond to comments and incorporate revisions as needed to acquire project approval.
- The City of Columbia Falls will directly pay for all review fees required by public agencies.
- 305 Design Documents.** Provide final plans and specifications for final MDEQ and City of Columbia Falls review and permitting. Assist the City in coordination of document printing and distribution. It is assumed that all design drawings will be provided to the City in half-size format.
- 306 Submittals and Document Finalization.** Submit final documents to the City and Review Agencies. Address review comments and produce final documents for final project execution.

Deliverables:

- a. Design documents for review at 60% and 95% design points
- b. Design review memoranda
- c. Bid ready plans and specifications
- d. Estimate of probable construction cost at 60% and 100% design points.

Task 400. Bidding Services

Objective:

Provide bid period services assisting the City in administering the advertisement of and obtaining bids for the project.

Subtasks:

- 401 Bid Advertisement and Bid Documents.** HDR will assist the City in advertising for and obtaining bids for materials, equipment and services to be performed by a contractor for the construction contract. It is assumed that two bids will be administered. One for construction of the Hilltop Sewer and Lift Station No. 5 Rehabilitation and one for the WWTP Improvements. HDR will provide the bid advertisement and the City will arrange for and pay for advertisements.

- 402 Addenda and Bid Assistance.** HDR shall receive and respond to contractor questions during the bid phase of the contract. HDR will assemble addenda as appropriate to interpret, clarify or expand the Contract Documents and provide the addenda to the City for distribution. It is assumed that two addenda will be required for each project.
- 403 Pre-Bid Conference.** HDR will prepare an agenda and conduct a pre-bid conference to be attended by the City, interested bidders, HDR project manager, and up to one team member. Each meeting will include a presentation given by the HDR project manager and a tour of the work site. Pre-bid conference attendees will be documented as well as questions raised and answers provided during the pre-bid conference. It is assumed that two separate pre-bid conferences will be held.
- 404 Bid Opening, Tabulation, and Contract Award.** Prepare a bid tabulation sheet and assist the City in evaluating bids and awarding the construction contracts. It is assumed that two separate bid openings will be conducted.

Deliverables:

- a. Addenda as required
- b. Pre-bid conference agenda, presentation, and minutes

Task 500. Construction Services

Objective:

Assist the City in administering the construction of the projects. Provide construction engineering and observation throughout the construction period and assist the City with project closeout.

Subtasks:

- 501 Construction Administration/Observation.** During construction, provide general field observation of construction and contract administration. Provide review and comment on shop drawings, equipment diagrams, material data, material samples, test results and other data the contractor(s) submit. Review monthly progress payment requests, submit payment recommendations and prepare change orders. Conduct monthly construction meetings and conduct final inspection of project. Provide certification of construction completion in accordance with Montana DEQ requirements.

HDR's will provide general field observation of construction at the Wastewater Treatment Plant and for the Hilltop Sewer and Lift Station No. 5 rehabilitation in order to provide certification of construction completion in accordance with MDEQ requirements. It is assumed for budgeting purposes that both projects will be constructed during the same period. One full time field representative will be provided for a nine-month construction window. The budget for on-site field observation is 1600 hours (8 hours per day for 200 workdays).

Consultant's observation and monitoring portions of the work performed under construction contracts shall not relieve contractor from its responsibility for performing work in accordance with applicable contract documents. Consultant shall not control, have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. Consultant shall not be responsible for the acts or omissions of the contractor or other parties on the project. Consultant shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of Consultant beyond those set forth in Consultant's agreement with the City. City agrees to include Consultant as an indemnified party in City's construction contracts for the work, which shall protect Consultant to the same degree as City. Further, City agrees that Consultant shall be listed as an additional insured under the construction contractor's liability insurance policies.

- 502 SCADA System Integration.** HDR will provide Engineer System Integration (ESI) services for the wastewater treatment plant and pumping station improvements. It is assumed that the hardware will be provided through the construction Contractor, but HDR will provide programming modifications to the existing plant HMI system and existing plant PLC systems to provide automatic control and monitoring functions necessary to the operation of the facility. Work shall include application programming (HMI and PLC) to incorporate and integrate the capability and functionality defined in the project documents. HDR will create an I/O database that contains identification tags, descriptions, alarm descriptions, etc. necessary to support application programming. The database will be formatted in a manner that supports importation into the application program. HDR will coordinate closely with the Instrumentation Subcontractor (ISC) and miscellaneous equipment supply vendors to incorporate supplied equipment information into the database. HDR will provide support during installation and equipment start up. HDR will coordinate with Electrical and Instrumentation contractors and equipment suppliers regarding equipment calibration and communication. HDR will not be responsible for the consequences or effects SCADA programming modifications/decisions made at the direction or insistence of the City or its representatives. The effectiveness of operational technology systems ("OT Systems") and features designed, recommended or assessed by HDR are dependent upon continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. The City shall be solely responsible for operating and maintaining the OT System in accordance with applicable industry standards (i.e. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational

standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, the City recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by HDR are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, HDR does not guarantee that City's OT Systems are impenetrable and the City agrees to waive any claims against HDR resulting from any such incidents that relate to or affect the City's OT Systems.

- 503 Project Closeout/Certification.** Provide the City with a list of observed construction deficiencies for the construction. Provide inspection of the correction of these deficiencies, review final payment applications and make recommendation to the City for final payments. Complete contract closeout paperwork and provide written one-year certification of project completion as required by the Montana Department of Environmental Quality. It is assumed that two project closeout/certifications will be required.
- 504 As Recorded Drawings.** HDR will coordinate the preparation of final record drawings, which conform, to construction records. HDR will furnish the Construction Contractor with a half size copy of the project drawings for recording construction information. Progress payment processing will be predicated upon the status of the Contractor's record drawings. HDR will submit to the City the final approved product. HDR will provide the City with the record drawings on 11 IN x 17 IN reproducible sheets as well as one set of record drawings in electronic format in AutoCAD. These drawings will be based on construction records from the Contractor, resident project representative, and City.

Deliverables:

- a. Daily field reports
- b. Response to contractor's questions
- c. Shop drawing review
- d. Review and recommendation on change orders
- e. Project closeout certification
- f. As-recorded drawings

Task 600 - Field Commissioning and System Startup

Objective:

Assist City operations staff and Contractor with start-up and commissioning of new facilities.

Subtasks:

- 601 Training and Startup.** Coordinate training of new equipment with manufacturers and the City. Work with staff to develop protocol for operation of equipment including normal operation and backup or alternative operations. Work with

manufacturers and contractor to verify proper installation of new equipment. Coordinate startup of equipment with Contractor, manufacturer representative and the City. Verify new systems are functioning properly.

- 602 O&M.** Engineer will develop an Operations and Maintenance (O&M) Manual Insert O&M for the WWTP, Lift Station No. 5 and SCADA system to add to the existing plant and lift station O&M Manuals.

Deliverables:

- a. O&M Manual inserts for the WWTP and Lift Station No. 5

Task 700 – MPDES Discharge Permit Assistance

Objective:

Assist the City with negotiation of the terms for the WWTP Montana Pollutant Discharge Elimination System (MPDES) discharge permit and participate in meetings with the Montana Department of Environmental Quality (MDEQ) to discuss and respond to the draft fact sheet and permit.

Subtasks:

- 701 Permitting Assistance.** Assist the City in submitting a permit renewal application to MDEQ. Review the technical water quality criteria and formulas used in computing proposed limits for nitrogen (ammonia, nitrate/nitrite), phosphorous, fecal coliform, TSS, BOD, and metals. Confirm that the MDEQ calculations are accurate and justifiable. Develop draft comment letters based upon the review work performed for the City's use in formal response to MDEQ. Prepare for and participate in up to two meetings with MDEQ to discuss the technical aspects of the proposed discharge permit.

Deliverables:

- a. Comment letters summarizing the analysis and recommendations for permit negotiations.
- b. Minutes from meetings with MDEQ.

Preliminary Drawing and Specification Lists

WWTP Preliminary Drawing List

GENERAL

00-G-01	Title, Location and Vicinity Map, Drawing Index
00-G-02	Abbreviations
00-G-03	General Symbolology, Notes, and Piping Abbreviations
00-G-04	Structural Legend, Abbreviations and Notes
00-G-05	Mechanical Legend, Abbreviations and Notes

00-G-06	Process Instrumentation Legend, Abbreviation and Notes
00-G-07	Electrical Legend, Abbreviation and Notes
00-G-08	Plant Flow Schematic
00-G-09	Solids Flow Schematic
00-G-10	Process Design Summary
00-G-11	Hydraulic Profile

CIVIL

00-C-01	Master Site Plan and Construction Staging Plan
00-C-02	Site Piping and Grading Plan

PRETREATMENT BUILDING

01-X-01	Pretreatment Building Demolition Plan and Sections
01-D-01	Process Plan and Sections
01-D-02	Process Sections and Details
01-S-01	Structural Foundation Plan Sections and Details
01-S-02	Structural Roof Plan Sections and Details
01-S-03	Structural Sections and Details
01-M-01	Mechanical HVAC Plan, Sections and Details
01-E-01	Electrical One Line Diagram
01-E-02	Electrical Power and Instrumentation Plans
01-E-03	Electrical Schedules
01-E-04	Electrical Control Diagrams
01-E-05	Electrical Block Diagrams
01-E-06	Electrical Details

BIOREACTOR BASIN

02-D-01	Bioreactor Basin Process Plan
02-D-02	Bioreactor Basin Sections
02-D-03	Bioreactor Basin Sections and Details
02-S-01	Bioreactor Basin Plans
02-S-02	Bioreactor Basin Sections
02-S-03	Bioreactor Basin Sections and Details
02-E-01	Bioreactor Basin Power and Instrumentation Plan
02-E-02	Bioreactor Basin Block Diagram
02-E-03	Bioreactor Basin Local Control Panel Elevation and Details
02-E-04	Bioreactor Basin One Line Diagram and MCC Elevations

DIGESTION AND THICKENING

03-D-01	DAFT Plans
03-D-02	DAFT Sections and Details
03-D-03	Aeration Blower Modification Plan, Sections and Details
03-S-01	DAFT Structural Plans
03-S-02	DAFT Structural Sections and Details
03-E-01	DAFT Power and Instrumentation Plans
03-E-02	Aeration Blower Power and Instrumentation Plan

- 03-E-03 Block Diagrams
- 03-E-04 DAFT One Line Diagram and MCC Elevations
- 03-E-05 Aeration Blower One Line Diagram and MCC Elevations

SOLIDS HANDLING

- 04-D-01 Sludge Storage Plan
- 04-D-02 Vactor Truck Receiving/Dewatering Plan
- 04-D-03 Sections and Details
- 04-S-01 Structural Plans
- 04-S-02 Structural Sections
- 04-S-03 Structural Sections and Details
- 04-E-01 Power and Lighting Plans

ELECTRICAL

- 14-E-01 Electrical Conduit, Cable and Lighting Fixture Schedules
- 14-E-02 Electrical Site Plan
- 14-E-03 Electrical Details 1
- 14-E-04 Electrical Detail 2
- 14-E-05 Electrical Details 3

PROCESS AND INSTRUMENTATION DIAGRAMS

- 15-Y-01 Control System Block Diagram
- 15-Y-02 Instrumentation Diagrams 1
- 15-Y-03 Instrumentation Diagrams 2
- 15-Y-04 Pretreatment P&ID
- 15-Y-05 Bioreactor P&ID
- 15-Y-06 DAFT P&ID
- 15-Y-07 Aeration Blower P&ID

WWTP Preliminary Specifications List:

DIVISION 0 and 1 – BIDDING REQUIREMENTS, CONTRACT FORMS, AND CONDITIONS OF THE CONTRACT

- 00 11 13 ADVERTISEMENT FOR BIDS
- 00 21 13 INSTRUCTION TO BIDDERS
- 00 41 13 BID FORM
- 00 43 13 BID BOND
- 00 46 00 NON-COLLUSION AFFIDAVIT
- 00 52 13 AGREEMENT FORM
- 00 61 13.13 PERFORMANCE BOND
- 00 61 13.16 PAYMENT BOND
- 00 62 16 CERTIFICATION OF LIABILITY INSURANCE
- 00 72 13 GENERAL CONDITIONS (EJCDC C-700-2018)
- 00 73 01 SUPPLEMENTAL CONDITIONS
- 00 73 02 SPECIAL PROVISIONS
- 00 73 46 STATE OF MONTANA PREVAILING WAGE RATES – HEAVY
- 00 90 00 FUNDING AGENCY SPECIAL PROVISIONS FOR MONTANA PUBLIC FACILITY PROJECTS

GENERAL REQUIREMENTS

01 11 00	SUMMARY OF WORK
01 14 16	COORDINATION WITH OWNER'S OPERATIONS
01 25 00	SUBSTITUTION PROCEDURES
01 26 00	CONTRACT MODIFICATION PROCEDURES
01 29 73	SCHEDULE OF VALUES
01 30 00	SPECIAL CONDITIONS
01 32 16	CONSTRUCTION PROGRESS SCHEDULE
01 33 00	SUBMITTAL PROCEDURES
01 33 04	OPERATION AND MAINTENANCE MANUALS
01 57 05	TEMPORARY CONTROLS
01 61 03	EQUIPMENT: BASIC REQUIREMENTS
01 61 05	MAJOR EQUIPMENT SUPPLIERS
01 64 00	OWNER-FURNISHED PRODUCTS
01 65 00	PRODUCT DELIVERY REQUIREMENTS
01 71 33	PROTECTION OF THE WORK AND PROPERTY
01 73 20	OPENING AND PENETRATIONS IN CONSTRUCTION
01 73 29	CUTTING AND PATCHING
01 74 00	CLEANING

TECHNICAL SPECIFICATIONS:**DIVISION 2 – EXISTING CONDITIONS**

02 41 00	DEMOLITION
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DIVISION 3 – CONCRETE

03 00 05	CONCRETE
03 05 05	CONCRETE TESTING AND INSPECTION
03 11 13	FORMWORK
03 15 19	ANCHORAGE TO CONCRETE
03 21 00	REINFORCEMENT
03 31 30	CONCRETE MATERIALS AND PROPORTIONING
03 31 31	CONCRETE MIXING, PLACING, JOINTING AND CURING
03 35 00	CONCRETE FINISHING AND REPAIR OF SURFACE DEFECTS

DIVISION 4 – MASONRY

04 01 20	MASONRY CLEANING
04 05 13	MASONRY MORTAR AND GROUT
04 05 23	MASONRY ACCESSORIES
04 05 50	COLD AND HOT WEATHER MASONRY
04 22 00	CONCRETE MASONRY

DIVISION 6 – WOOD, PLASTICS, AND COMPOSITES

06 10 00	ROUGH CARPENTRY
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DIVISION 7 – THERMAL AND MOISTURE PROTECTION

07 21 00	BUILDING INSULATION
07 61 13	ELASTOMERIC MEMBRANE ROOFING
07 62 00	FLASHING AND SHEET METAL

07 72 33 ROOF HATCHES
07 92 00 JOINT SEALANTS

DIVISION 8 – OPENINGS

08 11 00 HOLLOW METAL DOORS AND FRAMES
08 90 00 LOUVERS AND VENTS

DIVISION 9 – FINISHES

09 96 00 HIGH PERFORMANCE INDUSTRIAL COATINGS
09 96 53 CORROSION RESISTANT ELASTOMERIC LINING

DIVISION 10 – SPECIALTIES

10 14 00 IDENTIFICATION DEVICES
10 14 23 SIGNAGE

DIVISION 22 – PLUMBING

22 05 03 PIPE AND PIPE FITTINGS – PLUMBING SYSTEMS
22 20 00 PLUMBING FIXTURES AND EQUIPMENT

DIVISION 23 – HEATING, VENTILATING AND AIR CONDITIONING

23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC SYSTEMS
23 31 00 HVAC - DUCTWORK
23 34 00 HVAC – FANS
23 80 00 HVAC – EQUIPMENT

DIVISION 26 – ELECTRICAL

26 05 00 ELECTRICAL: BASIC REQUIREMENTS
26 05 09 MOTORS
26 05 19 WIRING AND CABLE – 600 VOLT AND BELOW
26 05 26 GROUNDING AND BONDING
26 05 33 RACEWAYS AND BOXES
26 05 43 ELECTRICAL: EXTERIOR UNDERGROUND
26 06 00 ELECTRICAL SCHEDULES
26 08 13 ACCEPTANCE TESTING
26 09 16 CONTROL EQUIPMENT ACCESSORIES
26 22 13 DRY TYPE TRANSFORMERS
26 24 16 PANELBOARDS
26 24 19 MOTOR CONTROL EQUIPMENT
26 27 26 WIRING DEVICES
26 28 00 OVERCURRENT AND SHORT CIRCUIT PROTECTIVE DEVICES
26 28 16 SAFETY SWITCHES
26 43 13 SURGE PROTECTION DEVICES FOR LOW VOLTAGE ELECTRICAL POWER CIRCUITS
26 50 00 INTERIOR AND EXTERIOR LIGHTING
28 42 00 GAS DETECTION AND ALARM

DIVISION 31 – EARTHWORK

31 23 00 EARTHWORK
31 23 10 EXCAVATION AND BACKFILL

31 23 33 TRENCHING BACKFILLING AND COMPACTING FOR UTILITIES

DIVISION 40 – PROCESS INTERCONNECTIONS

40 05 00 PIPE AND PIPE FITTINGS: BASIC REQUIREMENTS
 40 05 19 PIPE: DUCTILE
 40 05 31 PIPE: PLASTIC
 40 05 51 VALVES: BASIC REQUIREMENTS
 40 05 61 GATE VALVES
 40 05 62 PLUG VALVES
 40 05 64 BUTTERFLY VALVES
 40 05 66 CHECK VALVES
 40 61 13 INSTRUMENTATION FOR PROCESS CONTROL: BASIC REQUIREMENTS
 40 61 21 PROCESS CONTROL SYSTEM TESTING
 40 61 43 SURGE PROTECTIN DEVICES FOR INSTRUMENTATION AND CONTROL EQUIPMENT
 40 61 93 PROCESS CONTROL SYSTEM INPUT-OUTPUT LIST
 40 61 96 PROCESS CONTROL LOOP DESCRIPTIONS
 40 63 43 PROGRAMMABLE LOGIC CONTROLLERS
 40 70 06 SCHEDULE OF INSTRUMENTATION FOR PROCESS SYSTEMS
 40 72 00 LEVEL INSTRUMENTATION
 40 73 00 PRESSURE INSTRUMENTATION
 40 75 00 PROCESS LIQUID ANALYTICAL MEASUREMENT

DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT

41 12 13 CONVEYORS – SCREW

DIVISION 43 – PROCESS GAS AND LIQUID HANDLING, PURIFICATION, AND STORAGE EQUIPMENT

43 11 23 CENTRIFUGAL MULTI-STAGE BLOWERS
 43 21 00 PUMPING EQUIPMENT: BASIC REQUIREMENTS
 43 23 14 PUMPING EQUIPMENT: NON-CLOG CENTRIFUGAL

DIVISION 46 – WATER AND WASTEWATER EQUIPMENT

46 21 53 MECHANICALLY CLEANED SCREENS – PERFORATED PLATE TYPE
 46 21 73 SCREENINGS WASHER COMPACTOR
 46 41 00 MIXERS
 46 71 32 DISSOLVED AIR FLOTATION THICKENER

Hilltop Sewer Replacement and Lift Station 5 Rehabilitation Preliminary Drawing List

GENERAL

G-1 Title, Location and Vicinity Map, Drawing Index
 G-2 Standard Symbols, Abbreviations and Notes

CIVIL

C-1 Hilltop Sewer Construction Staging Plan

- C-2 Hilltop Sewer Survey Control Plan
- C-3 Hilltop Sewer Plan and Profile 1
- C-4 Hilltop Sewer Plan and Profile 2
- C-5 Lift Station No. 5 Construction Staging Plan
- C-6 Lift Station No. 5 Site Plan
- C-7 Standard Details 1
- C-8 Standard Details 2
- C-9 Standard Details 3

DEMOLITION

- X-1 Lift Station No. 5 Demolition Plan and Sections

PROCESS

- D-1 Lift Station No. 5 Plans
- D-2 Lift Station No. 5 Sections
- D-3 Standard Details

ELECTRICAL

- E-01 Electrical Legend
- E-02 Lift Station No. 5 Power Plan and One Line Diagram
- E-03 Electrical Details
- E-04 Electrical Schedules

Hilltop Sewer Replacement and Lift Station No. 5 Rehabilitation Preliminary Specifications List:

DIVISION 0 and 1 – BIDDING REQUIREMENTS, CONTRACT FORMS, AND CONDITIONS OF THE CONTRACT

- 00 11 13 ADVERTISEMENT FOR BIDS
- 00 21 13 INSTRUCTION TO BIDDERS
- 00 41 13 BID FORM
- 00 43 13 BID BOND
- 00 46 00 NON-COLLUSION AFFIDAVIT
- 00 45 13 QUALIFICATION STATEMENT (EJCDC C-451-2018)
- 00 52 00 NOTICE OF AWARD
- 00 52 13 AGREEMENT FORM
- 00 61 13.13 PERFORMANCE BOND
- 00 61 13.16 PAYMENT BOND
- 00 62 16 CERTIFICATION OF LIABILITY INSURANCE
- 00 65 00 NOTICE TO PROCEED
- 00 72 13 GENERAL CONDITIONS (EJCDC C-700-2018)
- 00 73 01 SUPPLEMENTAL CONDITIONS
- 00 73 02 SPECIAL PROVISIONS
- 00 73 46 STATE OF MONTANA PREVAILING WAGE RATES – HEAVY
- 00 90 00 FUNDING AGENCY SPECIAL PROVISIONS FOR MONTANA PUBLIC FACILITY

PROJECTS

GENERAL REQUIREMENTS

01 11 00	SUMMARY OF WORK
01 14 16	COORDINATION WITH OWNER'S OPERATIONS
01 22 00	MEASUREMENT AND PAYMENT
01 25 00	SUBSTITUTION PROCEDURES
01 26 00	CONTRACT MODIFICATION PROCEDURES
01 29 73	SCHEDULE OF VALUES
01 29 76	PROGRESS PAYMENT PROCEDURES
01 30 00	SPECIAL CONDITIONS
01 31 19	PROJECT MEETINGS
01 32 16	CONSTRUCTION PROGRESS SCHEDULE
01 33 00	SUBMITTAL PROCEDURES
01 35 05	ENVIRONMENTAL PROTECTION AND SPECIAL CONTROLS
01 41 24	PERMIT REQUIREMENTS
01 65 00	PRODUCT DELIVERY REQUIREMENTS
01 71 14	MOBILIZATION AND DEMOBILIZATION
01 71 23	FIELD ENGINEERING
01 71 33	PROTECTION OF THE WORK AND PROPERTY
01 73 29	CUTTING AND PATCHING
01 74 00	CLEANING
01 77 19	CLOSEOUT REQUIREMENTS
01 78 39	PROJECT RECORD DOCUMENTS

TECHNICAL SPECIFICATIONS:

DIVISION 2 – EXISTING CONDITIONS

02 41 00	DEMOLITION
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DIVISION 9 – FINISHES

09 96 00	HIGH PERFORMANCE INDUSTRIAL COATINGS
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DIVISION 31 – EARTHWORK

31 10 00	SITE CLEARING
31 23 00	EARTHWORK
31 23 19	DEWATERING
31 23 33	TRENCHING BACKFILLING AND COMPACTING FOR UTILITIES
31 25 00	SOIL EROSION AND SEDIMENT CONTROL

DIVISION 32 – EXTERIOR IMPROVEMENTS

32 12 16	ASPHALTIC CONCRETE VEHICULAR PAVING
32 91 13	TOPSOILING AND FINISHED GRADING
32 92 00	SEEDING, SODDING AND LANDSCAPING

DIVISION 33 – UTILITIES

33 05 16	PRECAST CONCRETE MANHOLE STRUCTURES
33 05 23	PIPELINE UNDERCROSSINGS
33 23 10	TEMPORARY BYPASS PUMPING SYSTEM

33 31 11 GRAVITY SEWER PIPELINE AND MANHOLE CONSTRUCTION

DIVISION 40 – PROCESS INTERCONNECTIONS

40 05 00 PIPE AND PIPE FITTINGS: BASIC REQUIREMENTS

40 05 31 PIPE: PLASTIC

			1 - Project Principal General - Craig Caprara	2 - Project Manager General - Rickey Schultz	3 - EIT Sanitary - Anders Nord	4 - EIT Eleotrcal - Chris Wadnuck	5 - Engineer Electrical Sr - Terry Stalc	6 - Engineer Structural - Chris Yarn	7 - Engineer Structural Sr - Tom Hamlin	8 - Project Controller - Paden Kaufman	9 - CADD Technician Mechanical 2 - Sean Weigel	10 - CADD Technician Mechanical 4 - Heather Fancher	11 - Engineer Mechanical - Karl Sutton	12 - Control Systems Manager - Joseph Mullane	13 - Admin Asst - Wanda Davis - Dove Bessette	14 - Engineer Civil - Jarrett Moran	15 - Programmer - Justin Boland	16 - Survey Technician 1 - Tony Holloway	17 - Survey Technician 2 - Ryan Parke	18 - Operations Specialist 1 - Mike Jacobson	22 - Resident Project Rep 2 - Larry Webster	23 - Engineer Electrical - Kellen Roberts	21 - Engineer Sanitary - Coralynn Revis	19 - Administrator - Chris Kelly	20 - Estimator 1 - Joe Cost	HDR					Other Direct Costs		Total Budget	
Task	Task Description	Status	PJM33	PJM15	ESA10	EEL10	EEL30	EST20	EST30	PJM01	CME02	CME04	EME20	FSG60	ADM02	ECI20	SYS01	SUR01	SUR02	FOP10	CPR20	EEL20	ESA20	ADM10	CES10	TOTAL HOURS	LABOR COSTS	% of Hrs to Escalate	% Esc.	LABOR INCL. ESCALATION	SUBCONTRACTOR	EXPENSES	TOTAL COST	
Task 100	Project Management																																	
101	Coordination Meetings/Workshops	.	60	80	16		24							16		16											212	\$ 42,329	75%	\$ 1,111.15	\$ 43,440	\$ -	\$ 2,000	\$ 45,440
102	Management Plan	.		2	4										4												10	\$ 1,054	75%	\$ 27.67	\$ 1,082	\$ -	\$ -	\$ 1,082
103	Progress Reports	.		24						40																	64	\$ 7,201	75%	\$ 189.01	\$ 7,390	\$ -	\$ -	\$ 7,390
104	Funding Administration	.		24																				80		104	\$ 13,352	75%	\$ 350.50	\$ 13,703	\$ -	\$ -	\$ 13,703	
Subtotal (including optional)			60	130	20	0	24	0	0	40	0	0	0	16	4	16	0	0	0	0	0	0	0	80	0	390	\$ 63,936		\$ 1,678	\$ 65,615	\$ -	\$ 2,000	\$ 67,615	
Task 200	Preliminary Design																																	
201	Preliminary Design	.	16	40	80	8	16	8	2		16	8	2	16	16	16										24	268	\$ 40,120	50%	\$ 702.10	\$ 40,822	\$ -	\$ 700	\$ 41,522
Subtotal (including optional)			16	40	80	8	16	8	2	0	16	8	2	16	16	16	0	0	0	0	0	0	0	0	0	24	268	\$ 40,120		\$ 702	\$ 40,822.30	\$ -	\$ 700	\$ 41,522
Task 300	Final Design																																	
301	Hilltop Sewer Design	.	2	40	120	24	12				140	60			16			16	16								446	\$ 46,723	75%	\$ 1,226.49	\$ 47,950	\$ 15,000	\$ 300	\$ 63,250
302	Wastewater Treatment Plant Improvements Design	.	40	140	148	206	100	280	80		896	440	80	80	80	80	50					140	40				2920	\$ 352,901	100%	\$ 12,351.53	\$ 365,252	\$ 15,000	\$ 300	\$ 380,552
303	Design Reviews	.	16	24	16		16							8		16											96	\$ 17,789	100%	\$ 622.63	\$ 18,412		\$ 1,000	\$ 19,412
304	Permit/Regulatory Approval Assistance	.		4	16																						20	\$ 2,276	100%	\$ 79.66	\$ 2,356		\$ 500	\$ 2,856
305	Design Documents	.	2	8	16						12	4				4											46	\$ 5,511	100%	\$ 192.89	\$ 5,704		\$ 200	\$ 5,904
306	Submittals and Document Finalization	.		2	8						2	2				2											16	\$ 1,853	100%	\$ 64.86	\$ 1,918		\$ 200	\$ 2,118
Subtotal (including optional)			60	218	324	230	128	280	80	0	1050	506	80	88	96	102	50	16	16	0	0	140	40	0	40	3544	\$ 427,054		\$ 14,538	\$ 441,592	\$ 30,000	\$ 2,500	\$ 474,092	
Task 400	Bidding Services																																	
401	Bid Advertisement and Bid Documents	.		2	4																						6	\$ 745	100%	\$ 26.08	\$ 771	\$ -	\$ 200	\$ 971
402	Addenda and Bid Assistance	.		4	40											8											52	\$ 5,895	100%	\$ 206.34	\$ 6,102	\$ -	\$ -	\$ 6,102
403	Pre-Bid Conference	.		8	4																						12	\$ 1,803	100%	\$ 63.11	\$ 1,866	\$ -	\$ 300	\$ 2,166
404	Bid Opening, Tabulation and Contract Award	.		2	8											2											12	\$ 1,454	100%	\$ 50.88	\$ 1,505	\$ -	\$ 300	\$ 1,805
Subtotal (including optional)			0	16	56	0	0	0	0	0	0	0	0	0	0	10	0	0	0	0	0	0	0	0	0	82	\$ 9,897		\$ 346	\$ 10,244	\$ -	\$ 500	\$ 10,744	
Task 500	Construction Services																																	
501	Construction Administration/Observation	.	40	240	480	40	80	40	16						140						1600						2676	\$ 145,361	100%	\$ 5,087.63	\$ 150,449	\$ -	\$ 4,000	\$ 154,449
502	SCADA System Integration	.												160		300											460	\$ 63,430	100%	\$ 2,220.04	\$ 65,650	\$ -	\$ 3,000	\$ 68,650
503	Project Closeout/Certification	.		8	16										16												40	\$ 4,217	100%	\$ 147.60	\$ 4,365	\$ -	\$ 300	\$ 4,665
504	As Recorded Drawings	.									150	40															190	\$ 16,122	100%	\$ 564.27	\$ 16,686	\$ -	\$ 500	\$ 17,186
			40	248	496	40	80	40	16	0	150	40	0	160	156	0	300	0	0	0	1600	0	0	0	0	3366	\$ 229,130		\$ 8,020	\$ 237,149	\$ -	\$ 7,800	\$ 244,949	
Task 600	Field Commissioning and System Startup (Future Task)																																	
601	Training and Startup Support	.		40	40		16							40			16										152	\$ 24,393	100%	\$ 853.76	\$ 25,247	\$ -	\$ 3,000	\$ 28,247
602	O&M	.			40		8							8						40							96	\$ 13,468	100%	\$ 471.39	\$ 13,940	\$ -	\$ 2,000	\$ 15,940
Subtotal (including optional)			0	40	80	0	24	0	0	0	0	0	0	48	0	0	16	0	0	40	0	0	0	0	0	248	\$ 37,862		\$ 1,325	\$ 39,187	\$ -	\$ 5,000	\$ 44,187	
Task 700	MPDES Discharge Permit Assistance																																	
701	Permitting Assistance	.		40	40																						80	\$ 10,979	100%	\$ 384.25	\$ 11,363		\$ 600	\$ 11,963
Subtotal (including optional)			0	40	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	80	\$ 10,979		\$ 384	\$ 11,363	\$ -	\$ 600	\$ 11,963	

EXHIBIT A**TASK ORDER NO. 08**

This Task Order pertains to an Agreement by and between the City of Columbia Falls, MT, (“OWNER”), and HDR Engineering, Inc. (“ENGINEER”), dated July, 17, 2018, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 8

PROJECT NAME: WWTP SCADA On Call

PART 1.0 PROJECT DESCRIPTION:

2022 SCADA On Call Support Columbia Falls WWTP

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

To support the Divisions’ staff with troubleshooting and fixing problems for the SCADA system and other control related items. This includes wastewater treatment plant, collection system, and water system SCADA and controls. The coverage for these services will be provided on 24 hours a day 7 days a week basis with a goal of responding to calls within 4-hours

.PART 3.0 OWNER’S RESPONSIBILITIES:

- Provide internet access to Owner’s SCADA system for remote troubleshooting and programming by Engineer. Operators and/or electrician to assist with trouble shooting as necessary. OWNER agrees that the effectiveness of operational technology systems (“OT Systems”) and features designed, recommended or assessed by ENGINEER are dependent upon OWNER’s continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT System in accordance with applicable industry standards (i.e. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by ENGINEER are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, ENGINEER does not guarantee that OWNER’s OT Systems are impenetrable, and OWNER agrees to waive any claims against ENGINEER resulting from any such incidents that relate to or affect OWNER’s OT Systems.

PART 4.0 PERIODS OF SERVICE:

Project completed no later than December 31, 2022.

PART 5.0 ENGINEER'S FEE:

Engineer shall bill Owner on a time and material basis for direct costs plus overhead and profit and direct expenses not to exceed \$5,000.00 unless authorized in writing by Owner

PART 6.0 OTHER:

This Task Order is executed this _____ day of _____, 20.

_____		HDR ENGINEERING, INC.	
"OWNER"		"ENGINEER"	
BY:	_____	BY:	_____
NAME:	_____	NAME:	_____
TITLE:	_____	TITLE:	_____
ADDRESS:	_____	ADDRESS:	<u>700 SW Higgins, Suite 200</u>
	_____		<u>Missoula, MT 59803-1489</u>

MEMO

TO: Susan
FROM: Barb Staland
SUBJECT: Employee Incentive Program
DATE: 02/15/2022

Mike Johnson (hire date 02/15/2007) is eligible to receive his **15 years** of service pin. Please add him to the Tuesday, February 22, 2022 agenda for formal presentation of his City Logo Pin. I will include his incentive stipend of \$150.00 on his 02/18/2022 payroll check.

Thank you,

**CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARING
COMMUNITY NEEDS ASSESSMENT**

Notice is hereby given that at the Tuesday, February 22, 2022 Regular Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of obtaining public comment to determine the greatest community development needs (public facilities, economic development, and housing needs). The City will take public comment during the meeting in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and any other funding sources to fund local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

Interested persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing or to submit community needs suggestions. Comments may be given orally at the hearing or submitted in writing before 5 pm, Thursday, February 18, 2022.

The City of Columbia Falls makes reasonable accommodation for any known disability that may interfere with a person's ability to participate in this hearing. Persons needing an accommodation need to contact Barb Staalnd, City Clerk no later than Friday, February 19, 2022 to allow adequate time to make needed arrangements. Please contact Barb Staalnd at 892-4391 or email: staalandb@cityofcolumbiafalls.com.

DATED THIS 7th Day of February, 2022

Barb Staalnd
City Clerk

Publish: Daily Interlake Wednesday February 9th and Wednesday February 16th, 2022

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

NEEDS ASSESSMENT PUBLIC HEARING

TUESDAY, FEBRUARY 22, 2022 – 7 PM

Under federal law, eligible applicants are limited to general-purpose local government, i.e. counties, incorporated cities and towns, and consolidated city-county governments.

A general-purpose local government must apply on behalf of special purpose agencies or organizations such as:

Local economic development corporations (MWED)

Housing authorities

Community housing development organizations (CHDO's) (NWHR – Teakettle Vista and Habitat for Humanity of Flathead Valley – 5th Street Homes)

Private, nonprofit organizations

The Community Development Block Grant (CDBG) program was established by Congress as part of the Housing and Community Development Act of 1974. The US Department of Housing and Urban Development was charged with overseeing administering this program and annually allocates funding to cities, towns and counties. This Act was amended in 1981 to permit states to provide CDBG funds to cities, towns, and counties with a population fewer than 50,000 residents. In partnership with local governments and a host of stakeholders, the Montana Department of Commerce administers CDBG funds on behalf of the State of Montana.

Under the State CDBG Program, states award grants to cities, towns, and counties to develop and preserve decent affordable housing, to provide services to the most vulnerable in our communities, and to create and retain jobs. CDBG provides funding and technical assistance to help local governments plan for future growth and development, develop specific plans for individual projects, and take action to address community needs.

The goal of MT DOC is to help empower local governments and communities across the state by building the capacity, resiliency, and resource base necessary to develop strong, vibrant communities and fund projects that principally benefit Montana's low- to moderate-income households and individuals.

CDBG Funding Categories

1. Planning Grants: (Grants up to \$50,000 match required, 2022 Planning Grant Cycles – March 1, 2022, June 15, 2022, August 1, and October 14)

Community Development Block Grant (CDBG) planning grants are available to eligible counties, cities, and towns. Local governments may apply on behalf of special purpose districts (such as water or sewer districts), unincorporated areas, or on behalf of non-profit organizations (such as a human resource development council, an area agency on aging, a local domestic violence shelter, a boys and girls club, local food bank, hospital,

nursing home, or a similar non-profit agency). Counties may also apply for planning grants on behalf of tribal utility authorities.

Local governments may apply for one (1) CDBG planning grant per funding cycle. Local governments with an open CDBG Housing, Public Facilities, or Economic Development planning grant from a previous funding cycle are ineligible to apply for an additional planning grant until their current planning project is completed and closed out.

CDBG planning grants may be used for the preparation of plans, studies, training or research in any of these areas:

- Growth Policies
- Comprehensive Capital Improvement Plans (CCIP)
- Subdivision Regulations
- Zoning Regulations
- Regional or Neighborhood Plans
- Downtown Revitalization or Master Plans
- Housing Plans
- Comprehensive Economic Development Strategy (CEDS)
- Tax Increment Finance District (TIFD) and Targeted Economic Development District (TEDD)
- Historic and Architectural Preservation Studies
- ADA Self-Assessment Plans
- Brownfield Redevelopment Plans
- Preliminary Architectural Reports (PAR)
- Preliminary Engineering Reports (PER)
- Site-Specific Development Plans
- Business Plans

2. Public Facilities (Applications submitted March 31, 2022 5 pm)

Montana's CDBG Public and Community Facilities grants help local governments fund construction or rehabilitation of infrastructure and facilities that primarily benefit low- to moderate-income (LMI) Montanans, i.e. individuals earning less than 80% of the area median income. These projects can target LMI residents and provide direct benefits by improving or creating access to suitable living environments or necessary services, or these projects can provide an area-wide benefit to the entire community as long as at least 51% of the project's beneficiaries are determined to be LMI.

Certain projects such as senior centers, food banks, homeless shelters, youth homes, or head start centers are presumed to serve a "Limited Clientele" that is primarily LMI. Therefore, determining exactly what percent of project beneficiaries qualify as LMI is not required. Other projects, such as a wastewater improvements project or water treatment improvements provide benefits to the entire community and are considered to have "area-wide benefit" because both LMI and non-LMI residents are served. Therefore, applicants must document at least 51% of the project's beneficiaries qualify as LMI for projects considered to have an area-wide benefit.

Public and community facilities projects typically involve either construction or rehabilitation of community infrastructure or a community facility that principally benefit residents whose annual income

is below 80% of the area median income published by the US Department of Housing and Urban Development (HUD). CDBG financial assistance can be used for a variety of project-related activities, including but not limited to acquisition, construction, architectural/engineering services, documenting compliance with CDBG requirements, legal work, and grant administration.

Eligible Community Infrastructure Activities

Typically community infrastructure projects include new construction, rehabilitation, or improvements to a community's water and/or wastewater system. However, other infrastructure projects may include other infrastructure projects such as, storm water systems, and paying for special assessments levied on low- to moderate-income households.

Eligible Community Facility Activities

Community facility projects typically involve new construction or rehabilitation of facilities that provide a service to predominantly low- to moderate-income persons. Community facilities activities include new construction or rehabilitation of non-rental shelters such as domestic violence shelters or youth homes and new construction or rehabilitation of public facilities such as food banks, head start centers, nursing homes, mental health centers, and senior centers.

3. Housing Grants (Applications due March 31, 2022 5 PM)

Montana's CDBG Housing grants help local governments fund new construction or rehabilitation of single-family or multi-family housing projects that benefit low- to moderate-income (LMI) Montanans, i.e. individuals earning less than 80% of the area median income. CDBG offers two distinct types of housing grants, the annual CDBG Competitive Housing grant and the open, CDBG Noncompetitive Housing grant.

CDBG Affordable Housing Development and Rehabilitation Grants

This grant is intended for construction or rehabilitation of affordable housing projects. Typically these housing projects are multi-family rental or single family development projects in which CDBG fills a funding gap and the maximum grant amount is \$450,000. Annual applications for the CDBG Housing grants are due at the same time as the Community and Public Facility grant applications.

CDBG Housing Stabilization Program (HSP) Grants

Successful applicants will qualify to access the CDBG HSP pool of funds for a period of five years. During that time, local governments are eligible to receive funds for construction or rehabilitation of owner-occupied or rental units that benefit low- to moderate-income households. There is no maximum grant amount and funds will be allocated based on the individual level of need and scope of project.

ELIGIBLE PROJECTS

The activities that are eligible for funding under Montana's CDBG Program are limited to those set out by Congress in Title I of the Housing and Community Development Act of 1974.

CDBG Affordable Housing Development and Rehabilitation Grants

The following summarizes the major categories of assistance for the CDBG Affordable Housing and Rehabilitation Grants:

- New construction of multi-family housing or multiple single family housing development;
- Rehabilitation of multi-family rental housing;
- Temporary housing facilities such as homeless shelters or domestic violence shelters; and
- Neighborhood revitalization and renewal activities such as improvements to sidewalks, street lighting, or neighborhood playgrounds.

These projects may include the following activities:

- Rehabilitate substandard housing;
- Support construction of new, permanent housing;
- Finance or subsidize the construction of new permanent, residential units;
- Site improvements or provision of public facilities to be used or sold for new housing;
- Demolition of vacant, deteriorated housing units with the intent of making the site available for new construction;
- Acquiring sites for use or resale for new housing, and converting existing nonresidential structures for residential use; and
- Neighborhood renewal activities such as cleaning up junk and debris or improving or constructing sidewalks, streets, or neighborhood parks.

CDBG Housing Stabilization Program (HSP) Grants

The following summarizes the major categories of assistance for the CDBG HSP Grants:

- Rehabilitation of owner-occupied homes and residential properties determined to have critical health and safety deficiencies;
- New construction of infill development residential properties on vacant lots; and
- Demolition of blighted structures that results in replacement of housing on a one-for-one basis.

Requirements for eligible housing units:

- All housing units proposed for rehabilitation must have an inspection completed by a professional to determine the specific health and safety deficiencies and a report must be provided to Commerce;
- All housing units proposed for rehabilitation must have an inspection completed to determine the ADA improvements needed, if applicable;
- All housing units that are proposed for rehabilitation cannot exceed the median home price for the project area;
- All proposed rehabilitation work cannot exceed either:
 - The median home price for the project area, or
 - The value of the property, after work has been completed based on an appraisal at the completion of the project.

4. Economic Development (Open Cycle – first come first funded)

Montana's CDBG Economic Development program is designed to stimulate economic development activity by assisting Montana's private sector to create or retain jobs for low- to moderate-income (LMI) Montanans, i.e. individuals earning less than 80% of the area median income. The program can assist businesses by making fixed-rate financing available to them at low interest rates, and can offer payment deferrals, lower payments in the first year, and interest-only payments. CDBG-ED funds are intended to be used in situations where a funding gap exists and alternative sources of public and private financing are not adequate.

The focus of the program is full-time permanent positions for Montanans. Loan amounts are based on the number of employees a business will retain or the number of new positions to be created. Loan terms are

determined according to the use of funds and the businesses financial position. The business must ensure that at least 51% of the jobs are made available to, or held by, individuals earning less than 80% of the area median income.

Job Creation/Retention: The CDBG-ED Program is designed to stimulate economic development activity by assisting the private sector to create or retain jobs for low and moderate-income persons primarily through loans to businesses. The program is designed to assist businesses by making fixed-rate financing available to them at reasonable interest rates, given the risk of the project, and to provide public improvements in support of economic development activities.

Customized Employee Training: Employee training is a stand-alone project activity for new and expanding businesses creating additional jobs. The intent is to assist businesses in providing needed skills and better paying jobs for their workers.

Public Service: Funds may be distributed to qualified community colleges that provide job training targeted to developing specific employee skills needed by an aggregate of companies.

EDA: MDOC has a separate pool of funds originating from the U.S. Economic Development Administration. The CDBG-EDA Program is designed to stimulate economic development activity by assisting the private sector to create or retain jobs for low and moderate-income persons primarily through loans to businesses. The program rules and regulations are based on the CDBG-ED program with a few minor changes.

Economic Development CDBG applications are **accepted on an open-cycle basis**. To apply for any of the funding approved through the competitive ranking process, eligible applicants must submit an application containing the material required in the current CDBG-ED Application Guidelines.

Businesses must work with their local government to apply for CDBG-ED funds on their behalf. City of Columbia Falls has worked with Creative Sales, Western Building Center, Hanson Trucking and SmartLam.

Public comment

Needs Assessment

Susan Nicosia

From: Matt Holloway <matt@hollowayeducation.com>
Sent: Wednesday, February 16, 2022 8:14 AM
To: Susan Nicosia
Subject: Need for City Skatepark Statement

Susan,

Good morning, and I hope this finds you doing well!

Did you see the *Beacon* article? Turned out nice, I thought.

<https://flatheadbeacon.com/2022/02/15/group-advocates-for-columbia-falls-skatepark/>

Also, I wanted to formally write regarding the needs request due by 2/22.

"Please make it be known that the City of Columbia Falls needs a concrete, professionally designed and built skatepark for the enjoyment of the community."

Thanks very much, and have a fun day!

Best,
Matt

All best,
Matt Holloway
Education Consultant, Owner

406.270.7429

matt@hollowayeducation.com
www.hollowayeducation.com

Holloway Educational Resources

-A College Path For Everyone-

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

RE: Community Needs Assessment

February 10, 2022

Dear Mrs. Nicosia,

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Sincerely,



Concerned Columbia Falls Community Member

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City Manager City of Columbia Falls
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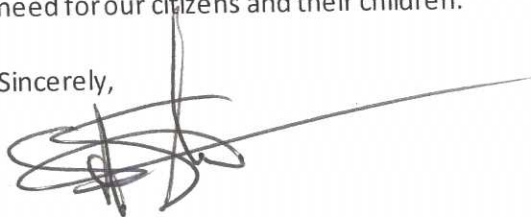
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Concerned Columbia Falls Community Member

David A Smith

406-249-0876

DavidSmith15working@gmail.com

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

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Sincerely,

A handwritten signature in purple ink, appearing to be 'Chloe', followed by a long horizontal flourish.

Concerned Columbia Falls Community Member

Melissa Dunning
919B Columbia Ave
Whitefish, MT 59937

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

RE: Community Needs Assessment

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Sincerely,

A handwritten signature in dark ink, appearing to be 'MD', followed by a long, sweeping horizontal line that extends to the right.

Melissa Dunning

Keith Valentine
427 Blaine Mountain Rd
Kalispell, MT 59901

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

RE: Community Needs Assessment

February 16, 2022

Dear Mrs. Nicosia,

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Keith Valentine

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James Miskell

Concerned Columbia Falls Community Member

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

RE: Community Needs Assessment

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Concerned Columbia Falls Community Member

Mandy Anderson
1275 Berne Rd.
Columbia Falls, MT 59912

Susan Nicosia
City Manager City of Columbia Falls
130 6th St. W, Room A
Columbia Falls, MT 59912

RE: Community Needs Assessment

February 18, 2022

Dear Mrs. Nicosia,

I am writing to you to express my support for the work that the Boys & Girls Clubs of Glacier Country is doing in the community of Columbia Falls and encourage the City of Columbia Falls to partner alongside them to bring a new facility to the community that will benefit all walks of life.

My family and I moved to the Flathead Valley in 2018 and quickly fell in love with Columbia Falls. We were fortunate enough to purchase our family home here and are eager to raise our young family in this slice of paradise. When we moved here, I had the pleasure of beginning work at the Boys & Girls Clubs of Glacier Country as the Director of Development in February 2019. Over the course of my 3-years with the Club I have seen it grow, and address a very urgent need in the community, the need for a safe, fun and engaging place for youth to come after-school.

Ever since taking over the role of CEO for the Club, it has been my personal mission to expand the reach of our services. We have added in a Junior High and High School program through amazing partnerships with Canvas Church and Columbia Falls High School but that has not proven to be enough. We see an average of 55 to 60 Elementary youth a day in our current clubhouse situated on 535 4th Ave. W. We are over our max capacity and due to that are not able to provide the quality of programming that Boys & Girls Clubs pride themselves on or accept any more students into the program. We are currently operating off of an ever-growing waiting list.

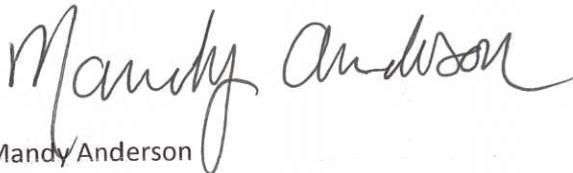
Aside from not being able to provide adequate space for our Elementary youth to come and engage during the hours after-school and over summer break, I have also witnessed the need for more community spaces in Columbia Falls. As a Board Member for the Columbia Falls Area Chamber of Commerce, I see firsthand the impact that limited public use spaces has put on local businesses and community members. This often drives those of us who live here down to Kalispell, or over to Whitefish, to host events or participate in sporting activities which ultimately takes our business away from the local restaurants and shopping establishments.

As Columbia Falls is the "Gateway to Glacier" that means we are the last 'large' city before you reach the Crown of the Continent. Being located in such a rural, distant area means that many services provided in larger cities are lacking in Columbia Falls. Many of the families that live here, particularly those who we serve at the Boys & Girls Club, may not have the resources to make trips to Kalispell or Whitefish when particular needs arise. Through a new Boys & Girls Club facility and community center we would be able to partner with other Nonprofits, medical facilities, community groups and education providers that provide much needed services, bringing them up to a centralized spot that can serve those in Columbia Falls, Hungry Horse, Martin City and Coram. This is the ultimate vision we as the Boys & Girls Clubs of Glacier Country have for Columbia Falls. To provide a central space where the youth of our community can be served, where individuals can come and practice sporting events, where adult college courses can be held in the evening, and a large indoor space for our Seniors to come and utilize during the winter months.

Being an invested community member, it is my opinion that the Boys & Girls Clubs of Glacier Country can address more than just one need facing our ever-growing city. Our small slice of paradise is beginning to receive some national attention, and people are flocking to see why we call this place home. We want to be able to continually provide the space that our community needs and building something that serves every stage of life is what we are striving to do.

Please consider partnering alongside the Boys & Girls Clubs of Glacier Country with the upcoming Community Development Block Grant as they have the passion, drive and leadership to push forward with their plans and bring a brighter future to the youth, and the community, of Columbia Falls.

Respectfully,



Mandy Anderson
CEO

Boys & Girls Clubs of Glacier Country

manderson@bgcglacier.org

(307) 797-1189

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, February 15, 2022 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 Monday March 7, 2022 starting at 7:00 p.m. in the same location.

Request for a Planned Unit Development in the Columbia Falls Zoning Jurisdiction:

The applicant, DARCAR, is requesting a Planned Unit Development for property at 1123 9th Street West, Columbia Falls. The proposed PUD would allow the conversion of the basement to dormitory style apartments that could house up to four people. The main floor of the building will remain commercial use. The property is zoned CB-2 (General Business). The site is the State Farm Insurance building located just west of Backslope Brewing. The property is described as Lots 1, 2, & 3 excluding the S10 feet in Block 5 of Robindale in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

Interested persons are allowed to attend the hearing in person or via ZOOM. 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 Planned Unit Development, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481. To obtain the ZOOM meeting registration, contact City Clerk Barb Staaland via email or by calling (406) 892-4391 no later than 5:30 p.m. the day of the meeting.

DATED this 14th day of January, 2022

Susan Nicosia

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

Publish: [Daily Interlake Sunday January 30th, 2022](#)

**CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARING**

HB 473 Bridge and Road Safety and Accountability Program Funds

The Columbia Falls City Council will hold a public hearing for the purpose of allocating HB 473 Bridge and Road Safety and Accountability Program Funds on Monday, March 7, 2022 at 7:00 p.m. The hearing will be held in the Council Chambers, City Hall, 130 6th ST. West, Columbia Falls, MT and available virtually via ZOOM.

The City Council is proposing to request distribution of the 2022 HB 473 funds in the amount of \$128,639.78 to overlay or reconstruct the streets listed as the highest priority need in the City's street condition report.

Citizens are encouraged to attend the hearing or to provide written comments to City Clerk Barb Staaland at 130 6th Street West, Columbia Falls, MT 59912 or via email: staalandb@cityofcolumbiafalls.com

Dated this 22nd day of February, 2022

Barb Staaland
City Clerk

Publish: Daily Interlake Wednesday February 23rd and Wednesday March 2nd, 2022

CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARINGS

Item No.12.

The Columbia Falls City-County Planning Board will hold a public hearing for the following item at their regular meeting on Tuesday, March 15, 2022 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 Monday April 4, 2022 starting at 7:00 p.m. in the same location.

Request for a Preliminary Plat for a 10 Unit RV Park:

The applicant, Clark W Griz LLC is requesting Preliminary Plat approval to construct a 10 space RV Park for property at 201 Highway 2 East, Columbia Falls. The property is zoned CB-2 (General Business) which allow RV Parks as a permitted use. The proposed RV Park is adjacent to the Columbia Falls RV Park. The property is described as Lots 3 of the D & G Subdivision in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

Interested persons are allowed to attend the hearing(s) in person or via ZOOM. 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 Planned Unit Development, please call Eric Mulcahy, Columbia Falls City Planner at 755-6481. To obtain the ZOOM meeting registration, contact City Clerk Barb Staaland via email or by calling (406) 892-4391 no later than 5:30 p.m. the day of the meeting.

DATED this 18th day of February, 2022

Susan Nicosia

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

Publish: [Daily Interlake Sunday February 27th, 2022](#)

February 18, 2022

To: Mayor & Council

From: City Manager Susan Nicosia

RE: New Business – Award Generator Bid

The Public Works Director and I worked with the Engineer and the Bidder, Electrical Systems, Inc, to determine why the bid was 100% higher than anticipated. The most significant change was the generator was originally bid as a 300kW generator with the well project but was changed to a 350kW generator when bid separately. The SCADA connection cost was also \$8,810 from Microcomm compared to \$1,000 if the City was requesting the service. Upon completing the review of the Generator and necessary installation costs, ESI had adjusted their bid accordingly to \$199,940. Thereafter, if the City elects option 3, a CAT 300kW generator as specified the bid can reduce by \$22,999 for an amended bid price of \$176,941. The City will provide trenching, landscaping, SCADA connection and testing for a total cost of \$2,620.

The Public Works Director and I recommend awarding the generator bid to ESI in the amount of \$176,941.

Council Action Requested: Award generator bid to ESI for \$176,941

**Electrical Systems, Inc.**

20 Conestoga Court
Kalispell, MT 59901
Ph: 406-755-2408

Proposal

PROPOSAL SUBMITTED TO City of Columbia Falls		PHONE 406.892.4391	DATE 2/7/2022
STREET 130 6th Street West, Room A		JOB NAME Horine Park Generator	
CITY, STATE AND ZIP CODE Columbia Falls, MT. 59912		JOB LOCATION Columbia Falls, MT.	
ARCHITECT Morrison Maierle	DATE OF PLANS 12/6/2021		JOB PHONE

Division 26 per N.E.C 2017, electrical sheets and specifications, including:

101 - Mobilization and General Requirements	\$ 7,170.00
102 - Generator Concrete pad (concrete testing by Morrison Maierle. Trenching, backfill & compaction by owner. Pad sub base by owner, final pad base grading and prep by ESI. Concrete pad by ESI)	\$ 6,616.00
103 - Generator (350kW with specified options)	\$ 127,480.00
104 - Generator Electrical (all conduit, wire and electrical apparatus to connect generator and ATS to electrical system)	\$ 47,847.00
105 - Generator Controls (ESI labor only for coordination/job support with Microcomm)	\$ 632.00
106 - ATS (includes ATS mounting and connection labor. All other electrical apparatus is included in Item 104)	\$ 7,190.00
107 - Startup Support and Training	\$ 3,005.00
108 - Site Preparation and Reclamation (by owner)	\$ -

VE Options

1. Provide CAT 350kW D350GC genset, 670 gallon fuel tank, level 2 enclosure, battery charger, block heater, load center, all necessary accessories & 5 year extended warranty.	\$ (15,374.00)
2. Provide CAT 350kW spec'd generator. Remove extreme weather kit, GFI recept, LED Ltg. & load center	\$ (10,925.00)
3. Provide CAT 300kW D300GC genset, 543 gallon fuel tank, level 2 enclosure, battery charger, block heater, load center, all necessary accessories & 5 year extended warranty.	\$ (22,999.00)
4. Provide CAT 300kW spec'd generator. Remove extreme weather kit, GFI recept, LED Ltg. & load center	\$ (16,681.00)
5. Provide CAT 300kW with all spec'd options	\$ (5,407.00)

WE PROPOSE HEREBY TO FURNISH MATERIAL & LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS, FOR THE SUM OF:

ONE HUNDRED NINETY-NINE THOUSAND, NINE HUNDRED FORTY & 0/100-----DOLLARS \$ 199,940.00

PAYMENT TO BE MADE AS FOLLOWS:

PROGRESSIVE MONTHLY PAYMENTS

AUTHORIZED SIGNATURE _____

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 20 DAYS

ACCEPTANCE OF PROPOSAL THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE: _____

DATE OF ACCEPTANCE: _____

SIGNATURE: _____



PUBLIC WORKS DEPARTMENT

Item No.13.

130 6TH STREET WEST
COLUMBIA FALLS MT. 59912

PHONE: (406) 892-4430
FAX: (406) 892-4413

2/18/2022

Cost Estimate – Labor and Materials Horine Park Well Emergency Generator

- 100'- Trench dug and backfilled (ESI to lay conduit) 2 hrs. (\$180)
- Concrete pad prep – Subex haul out and prep gravel 4 hrs. (\$360)
- 10 yds. 3/4" gravel @ 13.75/yd. (We will haul) (\$150)
- Compaction Testing on 3/4" gravel and concrete cylinder tests (\$500)
- Engineering by Morrison – Maierle 3 hrs. (\$430)
- SCADA – Microcomm (\$1,000)

\$2,620 Total – Materials and Labor

February 18, 2022

To: Mayor & Council

From: City Manager Susan Nicosia

RE: New Business – RAISE Grant 2022 application

The federal Department of Transportation recently announced the 2022 RAISE grant funding opportunity. The RAISE grant applications are due April 14, 2022 with awards to be announced no later than August 12, 2022.

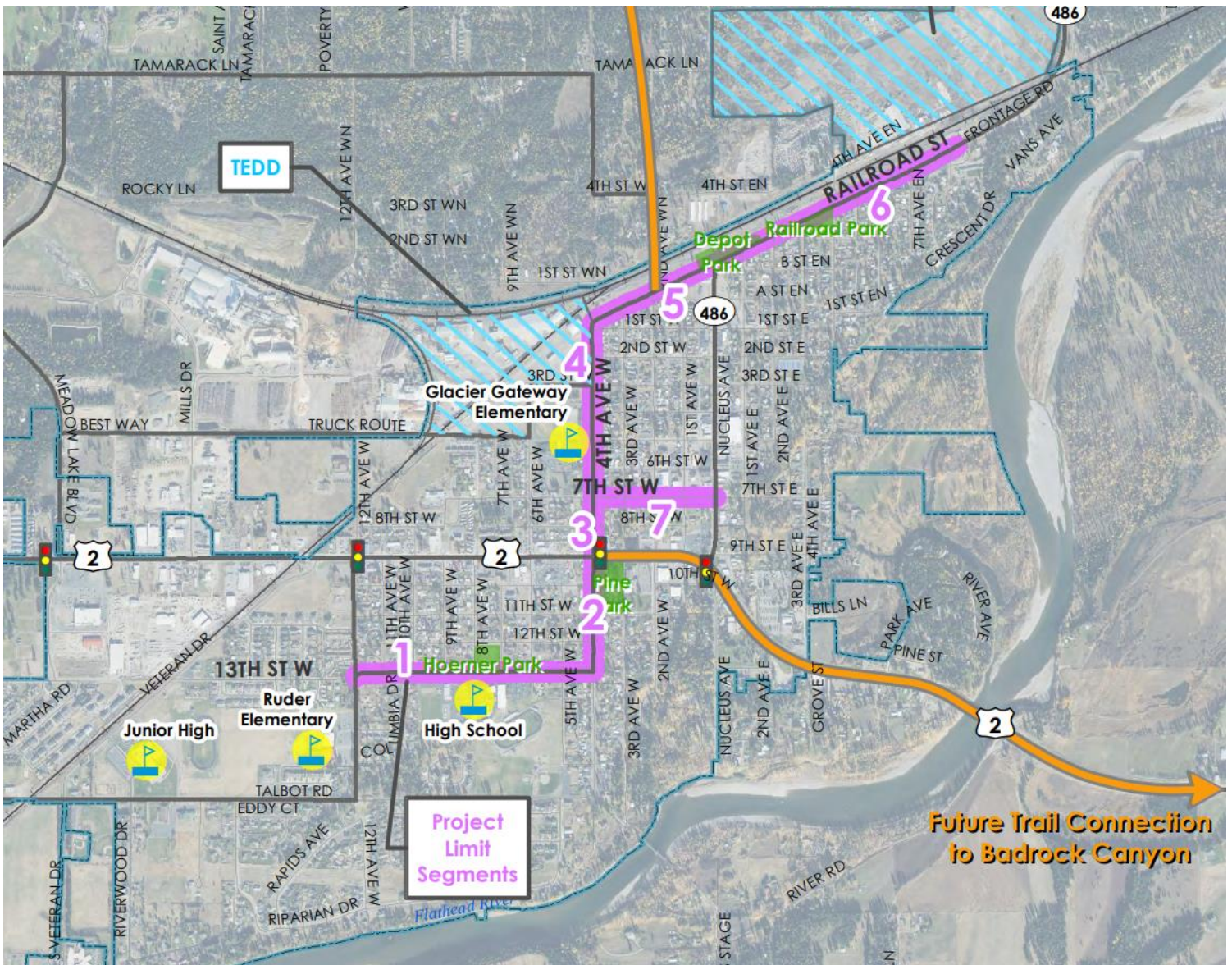
The City's first 3 attempts have not been successful so the Council must decide if the City submits a 2022 grant application. The program received additional this year = \$1.5 billion, a 50% increase in funding over last year.

The City must use the services of an engineer firm to submit this grant application. KLJ has offered a scope of services agreement in the amount not to exceed \$20,000. The fee will be based on the requirements of the BCA (Benefit cost analysis).

If the City can increase the match funding, our grant would be more competitive. Additionally, the TA grant installs the sidewalk that was also part of the 2020 and 2021 grant applications so our grant request might be reduced (or not increased with rising costs of construction).

Last years' RAISE request was \$11.4 million with a \$500k match. Only the City of Missoula received a RAISE grant for approximately \$3m to study Brooks street, not a construction grant.

We will discuss the pros/cons of applying for a 2022 RAISE grant during the council action item. I recommend that the Council give me the authority to review possible matching revenues and pull the trigger on the KLJ services agreement if the RAISE grant looks to be competitive this year.



RAISE Grant (FY 2022) Development & Submittal Preparation

Columbia Falls, MT

Scope of Services

KLJ

February 17, 2022

I. PURPOSE

The City of Columbia Falls has requested a proposal from KLJ to prepare an application for funding through the FY 2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program under the Infrastructure Investment and Jobs Act of 2021. The RAISE program provides dedicated funding for projects that address critical issues facing our nation's highways and bridges. KLJ will update the most recent submittal previously prepared for FY 2021 RAISE funding to respond to recent guidance from US DOT related to project competitiveness, Safety, Environmental Sustainability, Quality of Life, Mobility & Community Connectivity, and the Benefit Cost Analysis (BCA) components of the application.

II. SCOPE OF SERVICES

Grant Development

KLJ will prepare a RAISE Grant application inclusive of all requested project materials. KLJ will integrate comments and guidance provided by City of Columbia Falls related to feedback for areas to improve and strengthen the overall project application and competitiveness based on recent submittals. Grant development efforts will also include an updated project website, including reviewing and updating/uploading relevant content. The City of Columbia Falls shall take responsibility for securing relevant letters of support and submitting the grant application package through grants.gov.

Benefit Cost Analysis

KLJ will develop an updated Benefit Cost Analysis (BCA) for the overall project, which includes a review and update of inputs related to calculated safety, climate change, and conductivity. KLJ is using a subcontractor (The Beckett Group) to complete the BCA update. The BCA will include required spreadsheet documentation as well as supportive technical memorandum.

Project Support & Coordination

KLJ will manage content development of the FY 2022 RAISE application. KLJ will ensure staff participation in coordination calls and meetings organized by City of Columbia Falls. KLJ will coordinate with the City of Columbia Falls regarding the supporting financial plan which will be included to meet requirements of the RAISE program criteria. KLJ will work with the City of Columbia Falls to prepare materials to be submitted in grants.gov by the City of Columbia Falls. KLJ will ensure all applicable supporting materials are posted online through the project webpage developed by KLJ.

III. DELIVERABLES PROVIDED BY KLJ

KLJ will prepare the FY 2022 RAISE grant application, including all supporting documentation including an updated project BCA.

IV. Fee

Total cost of services to complete this scope is a not to exceed \$20,000.

February 18, 2022

To: Mayor & Council

From: City Manager Susan Nicosia

RE: New Business – Request Annexation of 2nd Ave EN and 4th Ave EN ROW

As the City is working on the RR Quiet Zone requests, it has become necessary for the City of Columbia Falls to control the right of ways on both 2nd Ave EN and 4th Ave EN in order to proceed with the pursuit of the Quiet Zone(s).

The formal, required diagnostic meeting with all parties is scheduled for March 2nd. This meeting will review the proposed Quiet Zone improvements, including the closure of 4th Ave EN, all on RR right of way.

Council action requested: Approve the formal request to Flathead County to annex 2nd Ave EN and 4th Ave EN right of ways adjacent to the RR tracks. The formal annexation map will be determined by the City and County as indicated on the attached Quiet Zone proposals.



NOTES:

- 1. PROVIDE 12-FOOT TRAVEL LANES.
- 2. PROVIDE 0.5-FOOT SHY ZONES LEFT AND RIGHT OF RAISED CENTER MEDIAN.
- 3. PLACE SECURITY FENCING A MIN. 8'-6" FROM   OF CLOSEST TRACK.
- 4. PROVIDE TRACK CROSSING PANELS PER BNSF DETAILED DRAWING DWG NO. 200100.

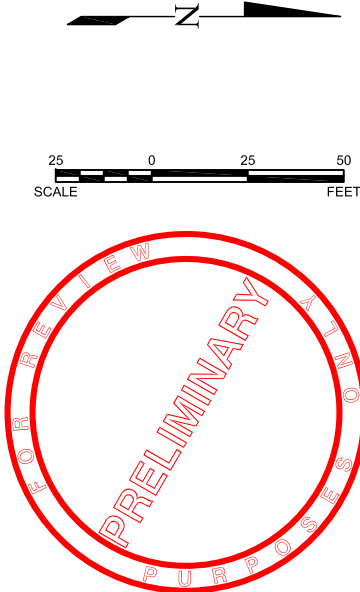
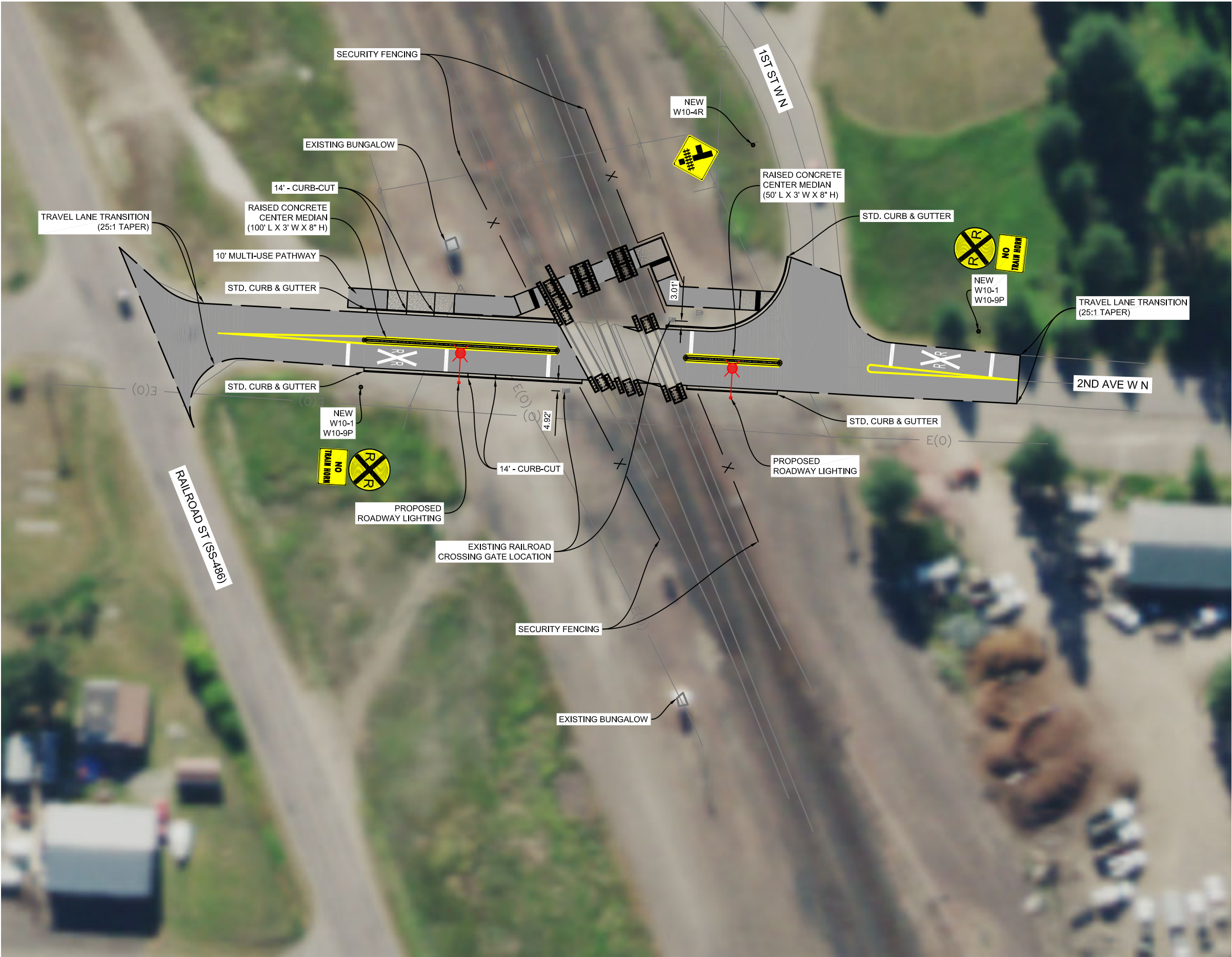
NO.	DATE	REVISION

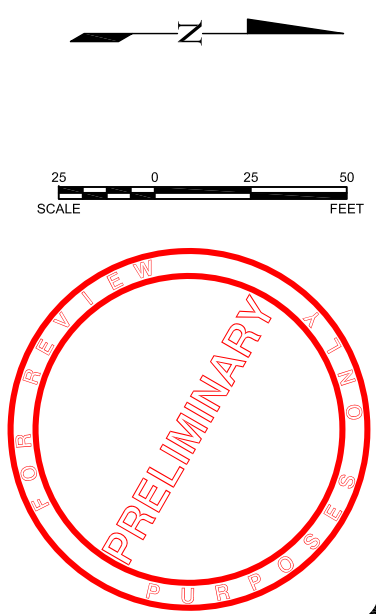
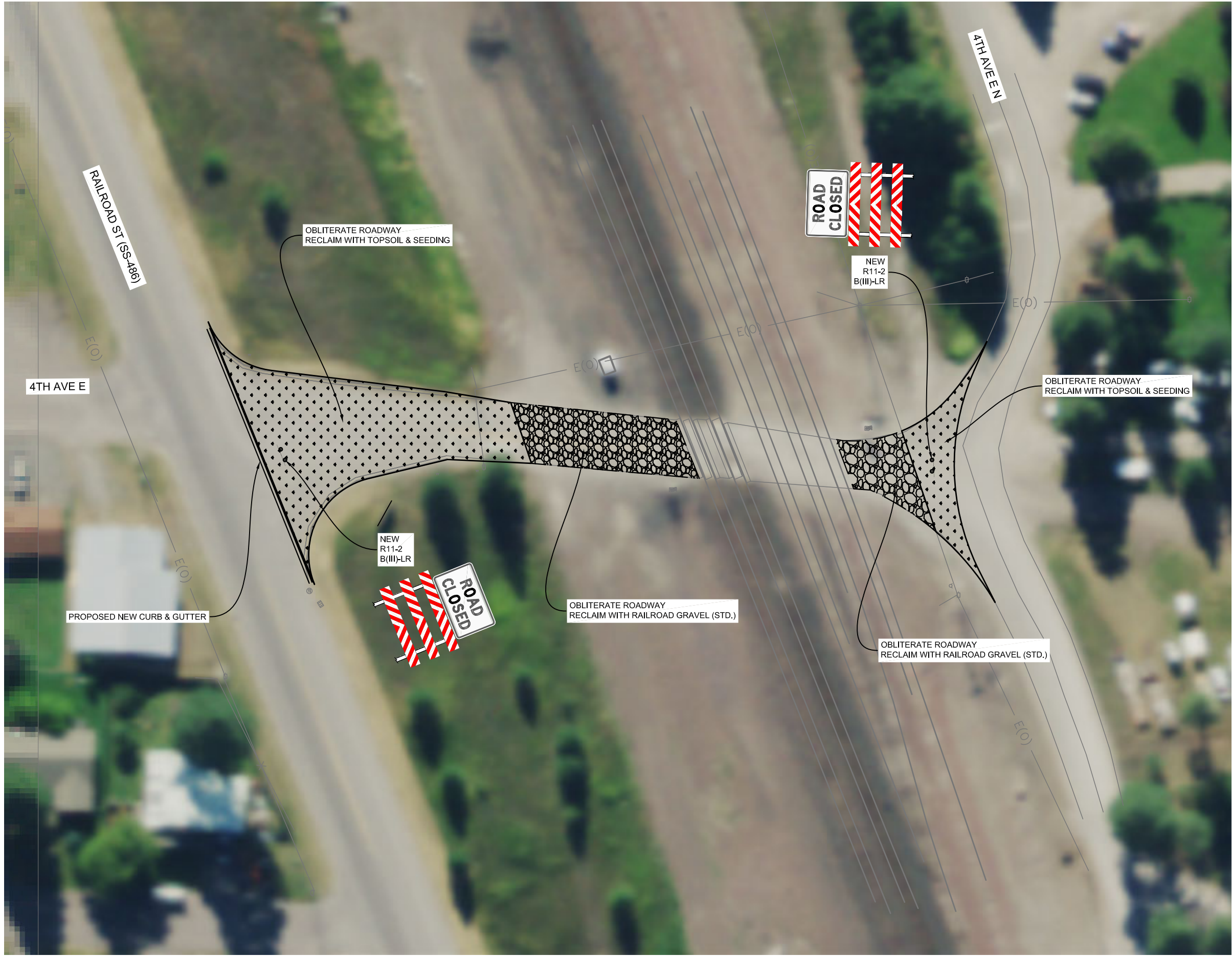
DRAFTED	CDF
REVIEWED	MDH
PROJECT NUMBER	2104-00355
ISSUE DATE	03/2022

COLUMBIA FALLS QUIET ZONE
CITY OF COLUMBIA FALLS
COLUMBIA FALLS, MT
2ND AVE N W CROSSING CONCEPT

SHEET

1





Item No.15.

NO.	DATE	REVISION

DRAFTED
CDF

REVIEWED
MDH

PROJECT NUMBER
2104-00355

ISSUE DATE
03/2022

COLUMBIA FALLS QUIET ZONE
CITY OF COLUMBIA FALLS
COLUMBIA FALLS, MT

2ND AVE N W CROSSING CLOSURE

SHEET
2

- 87 -

February 18, 2022

To: Mayor & Council

From: City Manager Susan Nicosia

RE: Noise Ordinance Review

This is a formal request for Mayor Barnhart to appoint a special committee of the Council to work with City administration, Police Chief and Attorney's office to review noise complaints, applicable municipal code, state statutes, and other City's code and to determine if changes need to be made to the City's existing municipal code that applies to noise complaints. The City Police Department has responded to several different locations for noise complaints, including the bowling alley, Gunsight, the COOP and construction sites. I am anticipating community members attending the February 22nd meeting to speak to Council regarding this issue. Now is the time to do a "deep dive" into the code and change as appropriate.

The current applicable code is:

9.16.020 Disorderly Conduct Prohibited

A person shall be guilty of disorderly conduct if, with the purpose of causing public danger, alarm, disorder, nuisance, or if his conduct is likely to cause public danger, alarm, disorder or nuisance, he willfully does any of the following acts in a public place:

1. Commits an act in a violent and tumultuous manner toward another whereby that other is placed in danger of his life, limb or health;
2. Commits an act in a violent and tumultuous manner toward another whereby the property of any person is placed in danger of being destroyed or damaged;
3. Causes, provokes or engages in any fight, brawl or riotous conduct so as to endanger the life, limb, health, or property of another;
4. Interferes with another's pursuit of a lawful occupation by acts of violence;
5. Obstructs, either singly or together with other persons, the flow of vehicular or pedestrian traffic and refuses to clear such public way when ordered to do so by the city police or other lawful authority known to such;
6. Resists or obstructs the performance of duties by city police or any other authorized officials of the city, when known to be such an official;
7. Incites, attempts to incite, or is involved in attempting to incite to riot;
8. Addresses abusive language or threats to any member of the city police department, any other authorized official of the city who is engaged in the lawful performance of his duties, or any other person when such words have a direct tendency to cause acts of violence. Words merely causing displeasure, annoyance or resentment are not prohibited;
9. Damages, befouls, or disturbs public property or the property of another so as to create a hazardous, unhealthy, or physically offensive condition;
- 10. Makes or causes to be made unreasonably loud uncustomary noise for that place and time;**
11. Fails to obey a lawful order to disperse by a police officer, when known to be such an official, where one or more persons are committing acts of disorderly conduct in the immediate vicinity, and the public health and safety is imminently threatened.

February 22, 2022

Montana Fish, Wildlife & Parks
Attn: Carissa Beckwith
P.O. Box 200701
Helena, MT 59620-0701

Re: Letter of Support – Gateway to Glacier Trails Recreational Trails Program grant application

Dear Ms. Beckwith:

The City Council of the City of Columbia Falls is in full support of the efforts of local nonprofit, Gateway to Glacier Trails, to enhance the multi-use Cedar Flats trail system surrounding Columbia Falls. Their work on this trail system north of town is providing additional much-needed recreational opportunities for our citizens and visitors.

The City of Columbia Falls has worked diligently to expand shared-use paths within the City, and the development and maintenance of trailhead access and trails close to the city in Cedar Flats is in line with our vision of expanded recreation in the area. The 4th Avenue trailhead and subsequent trails will provide relief to over-recreated areas and new opportunity for recreationists to enjoy the vast beauty in our backyard.

Grant funds from the Recreational Trails Program would help assist Gateway to Glacier Trails in Phase 2 of their trail construction plan by funding an additional 5 miles of trail. We are excited about the full Cedar Flats plan to construct 25 miles of multi-use trail north of town and believe it will bring a lasting positive impact on the City of Columbia Falls. We encourage you help expand local recreation opportunities by funding their Recreational Trails Program grant application.

Sincerely,

Mayor Donald Barnhart

RESOLUTION NO. 1870

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA ESTABLISHING THE NUMBER OF FIREFIGHTERS WITHIN THE COLUMBIA FALLS FIRE DEPARTMENT

WHEREAS, it is the desire of the City Council to designate the maximum number of firefighters to be appointed to the Columbia Falls Fire Department; and

WHEREAS, the Fire Department will include both volunteer and paid members; and

WHEREAS, the City of Columbia Falls deems it in the best interest of the City to establish the number of firefighters.

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

Section One. The Columbia Falls fire department shall consist of the Fire Chief, the Assistant Fire Chief and a combination of volunteer and paid firefighters to provide for the public health and safety of the City and Columbia Falls Rural Fire District as needed.

Section Two. Active Volunteer Firefighters shall not exceed thirty (30).

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

PASSED AND APPROVED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 22nd DAY OF FEBRUARY, 2022, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

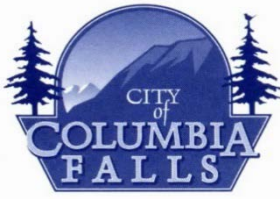
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS 22nd DAY OF FEBRUARY, 2022.

Mayor

ATTEST:

City Clerk



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

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

Item No.19.

DATE: February 17, 2022
TO: Mayor and City Council
FROM: Shawn Bates, Finance Director
Susan M. Nicosia, City Manager

RE: Financial Report – January 2022

Attached are the following condensed monthly reports for your review. Reports reflect activity from July 1, 2021 through January 31, 2022.

We have completed 58% 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 January and Year to Date. In total, we have received 28% of total revenues budgeted compared to 64% for the prior year.
- Second report: Summary of **Expenditures Budget and Actual** for the Month of January and Year to Date. There are no significant variances from anticipated expenditures/expenses. In total, we have committed 16% of the total expenditure budget compared to 49% 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 (\$20,042) more in expenditures than revenues through January 2022, compared to (\$80,037) last year for the same time period.
 - The Water Fund reflects revenues exceeding expenses by \$113,597 to date compared to \$388,164 in the prior year.
 - The Sewer Fund reflects YTD revenues exceeding expenses \$235,261 compared to \$220,942 in the prior year.
- Fourth report: The Cash Balance report for January 2022 has been provided as a separate report for your review. Total reconciled cash/investments equal \$11,119,159 compared to \$9,302,284 from one year ago. The City as of January 31st 2022 had invested \$9,721,703 in STIP (January average rate was .16000323%, \$541,762 in Glacier Bank, MBS various term investments of \$1,146,000 with rates ranging from 1.16% to 2.0%.

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

02/17/22
16:17:14

CITY OF COLUMBIA FALLS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 22

Page: 1 of 2
Report ID: B110F

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
1000 GENERAL FUND	166,093.26	1,482,193.16	3,054,676.00	1,572,482.84	49 %
2100 RESORT TAX	176,264.49	214,004.69	0.00	-214,004.69	** %
2310 TAX INCREMENT DISTRICT FUND	62,202.65	340,496.36	2,900.00	-337,596.36	*** %
2311 TEDD-INDUSTRIAL PARK	3,418.35	3,470.80	0.00	-3,470.80	** %
2312 TEDD - COLUMBIA RISING IND PARK	1,821.09	25,852.33	0.00	-25,852.33	** %
2372 PERMISSIVE MEDICAL LEVY	21,659.76	134,403.99	227,573.00	93,169.01	59 %
2394 BUILDING CODE ENFORCEMENT FUND	10,016.08	67,274.55	211,450.00	144,175.45	32 %
2400 SPECIAL LIGHTING DISTRICT FUND	3,080.52	19,371.48	30,219.00	10,847.52	64 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	33,431.81	185,434.22	372,632.00	187,197.78	50 %
2700 CEDAR CREEK TRUST	133.48	1,362.32	69,946.00	68,583.68	2 %
2820 GAS TAX FUND	16,690.24	58,415.83	100,141.00	41,725.17	58 %
2917 CRIME VICTIMS ASSISTANCE FUND	530.00	2,758.00	6,000.00	3,242.00	46 %
2959 EDA	0.00	0.00	1,266,292.00	1,266,292.00	0 %
2991 ARPA of 2021	0.00	2,257.19	752,738.00	750,480.81	0 %
3020 GO Street Improvements	7,153.49	45,774.04	76,444.00	30,669.96	60 %
3534 SID 34 FUND - 5th Avenue Water Main	116.60	5,162.29	6,310.00	1,147.71	82 %
3536 SID 36 FUND - Talbott & 4th Avenue Water Main	1,216.44	2,139.68	3,344.00	1,204.32	64 %
3538 SID 38 FUND - Riverwood	2,530.44	15,727.70	28,317.00	12,589.30	56 %
4000 CAPITAL PROJECTS FUND - Building Improvements	18.84	258.04	600.00	341.96	43 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	40.57	444.40	52,200.00	51,755.60	1 %
4020 CAPITAL PROJECTS FUND - General Equipment	30.44	315.97	78,535.00	78,219.03	0 %
4040 CAPITAL PROJECTS FUND - Street Construction	67.91	693.13	273,341.00	272,647.87	0 %
5210 WATER ENTERPRISE FUND	46,214.51	523,685.08	784,895.00	261,209.92	67 %
5211 WATER CAPITAL EXPANSION	7,468.02	85,098.73	99,000.00	13,901.27	86 %
5310 SEWER ENTERPRISE FUND	93,598.91	682,236.58	6,595,608.00	5,913,371.42	10 %
5311 SEWER CAPITAL EXPANSION	8,791.78	108,185.10	90,500.00	-17,685.10	120 %

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CITY OF COLUMBIA FALLS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 22

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Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
7120 FIRE RELIEF DISABILITY/PENSION FUND	4,449.10	32,287.55	69,134.00	36,846.45	47 %
Grand Total:	667,038.78	4,039,303.21	14,252,795.00	10,213,491.79	28 %

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CITY OF COLUMBIA FALLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 22

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Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
1000 GENERAL FUND	176,955.01	1,502,236.15	3,518,157.00	3,518,157.00	2,015,920.85	43 %
2310 TAX INCREMENT DISTRICT FUND	500.00	6,876.67	535,000.00	535,000.00	528,123.33	1 %
2372 PERMISSIVE MEDICAL LEVY	0.00	0.00	237,663.00	237,663.00	237,663.00	0 %
2394 BUILDING CODE ENFORCEMENT FUND	3,147.27	58,907.04	211,480.00	211,480.00	152,572.96	28 %
2400 SPECIAL LIGHTING DISTRICT FUND	2,718.87	18,048.06	51,420.00	51,420.00	33,371.94	35 %
2500 SPECIAL STREET MAINTENANCE DISTRICT	34,222.67	197,938.29	476,679.00	476,679.00	278,740.71	42 %
2700 CEDAR CREEK TRUST	0.00	0.00	180,000.00	180,000.00	180,000.00	0 %
2820 GAS TAX FUND	2,370.89	36,933.89	111,057.00	111,057.00	74,123.11	33 %
2821 Special Road/Street Allocation Program	0.00	145,717.00	145,717.00	145,717.00	0.00	100 %
2917 CRIME VICTIMS ASSISTANCE FUND	530.00	2,758.00	6,000.00	6,000.00	3,242.00	46 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP	0.00	0.00	135,762.00	135,762.00	135,762.00	0 %
2959 EDA	21,301.84	21,301.84	0.00	1,266,292.00	1,244,990.16	2 %
2991 ARPA of 2021	0.00	0.00	1,503,219.00	1,503,219.00	1,503,219.00	0 %
3020 GO Street Improvements	0.00	19,877.81	81,941.00	81,941.00	62,063.19	24 %
3534 SID 34 FUND - 5th Avenue Water Main	0.00	0.00	6,310.00	6,310.00	6,310.00	0 %
3536 SID 36 FUND - Talbott & 4th Avenue	0.00	0.00	3,344.00	3,344.00	3,344.00	0 %
3538 SID 38 FUND - Riverwood	0.00	14,135.15	28,094.00	28,094.00	13,958.85	50 %
4000 CAPITAL PROJECTS FUND - Building	0.00	77,563.39	149,200.00	149,200.00	71,636.61	52 %
4010 CAPITAL PROJECTS FUND - Parks	943.83	173,369.28	289,000.00	289,000.00	115,630.72	60 %
4020 CAPITAL PROJECTS FUND - General	0.00	11,021.44	53,000.00	53,000.00	41,978.56	21 %
4040 CAPITAL PROJECTS FUND - Street	0.00	0.00	835,709.00	835,709.00	835,709.00	0 %
5210 WATER ENTERPRISE FUND	44,593.92	410,087.46	1,116,673.00	1,116,673.00	706,585.54	37 %
5310 SEWER ENTERPRISE FUND	61,275.19	446,975.09	7,051,976.00	7,051,976.00	6,605,000.91	6 %
5311 SEWER CAPITAL EXPANSION	0.00	0.00	1,139,595.00	1,139,595.00	1,139,595.00	0 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	0.00	0.00	69,134.00	69,134.00	69,134.00	0 %

Grand Total:	348,559.49	3,143,746.56	17,936,130.00	19,202,422.00	16,058,675.44	16 %
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Revenue/Expenditure Ledger
For the Accounting Period: 1 / 22Page: 1 of 4
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1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
311010 Real Property Taxes	621,778.94	0.00	126,543.65	126,543.65	748,322.59
311020 Personal Property Taxes	50,774.72	0.00	136.85	136.85	50,911.57
312000 Penalty & Interest on Delinquent	1,485.84	0.00	384.90	384.90	1,870.74
322010 Alcoholic Beverage Licenses and	6,987.50	0.00	0.00	0.00	6,987.50
322020 Professional Business Licenses	6,040.00	0.00	1,600.00	1,600.00	7,640.00
322030 General Business Licenses	9,107.50	0.00	1,932.50	1,932.50	11,040.00
323060 Non-Exclusive Cable TV Franchise	22,114.03	0.00	0.00	0.00	22,114.03
331052 MDOT-Highway Planning &	2,116.51	0.00	0.00	0.00	2,116.51
331112 Stonegarden Grant CFDA # 97.067	545.58	0.00	0.00	0.00	545.58
331179 Alcohol Compliance Check Program	0.00	0.00	0.00	0.00	0.00
334000 State Grants/Hwy Safety	2,660.34	0.00	0.00	0.00	2,660.34
334122 DNRC Grant	0.00	0.00	0.00	0.00	0.00
335120 Gambling Licenses & Permits	15,222.92	0.00	0.00	0.00	15,222.92
335230 State Entitlement	388,723.00	0.00	0.00	0.00	388,723.00
336020 State On-Behalf Retirement	0.00	0.00	0.00	0.00	0.00
337340 Flathead County (EMS)	0.00	0.00	0.00	0.00	0.00
337350 Flathead County (SRO)	0.00	0.00	0.00	0.00	0.00
337360 School District #6 (SRO)	0.00	0.00	0.00	0.00	0.00
341000 General Miscellaneous (Copies,	1,045.98	0.00	150.00	150.00	1,195.98
341070 Planning and Zoning Fees	15,320.00	0.00	375.00	375.00	15,695.00
342020 Special Fire Protection Services	21,250.00	0.00	21,250.00	21,250.00	42,500.00
342021 Fire Protective Inspections	7,525.00	0.00	668.00	668.00	8,193.00
346030 Swimming Pool User Fees	7,279.03	0.00	0.00	0.00	7,279.03
346031 Parks Use Permits/Fees	875.00	0.00	75.00	75.00	950.00
346032 Pool Concession Fees	623.53	0.00	0.00	0.00	623.53
346033 Swim Lessons	3,432.00	0.00	0.00	0.00	3,432.00
346034 Individual Swim Pass	32.00	0.00	0.00	0.00	32.00
346035 Lap Swim Pass	0.00	0.00	0.00	0.00	0.00
346036 Family Swim Pass	1,090.00	0.00	0.00	0.00	1,090.00
346037 Pool Parties	625.00	0.00	0.00	0.00	625.00
346050 Swim Team Agreement	0.00	0.00	0.00	0.00	0.00
351030 City Courts Fines & Forfeitures	119,534.16	0.00	12,165.62	12,165.62	131,699.78
351031 Court Fines Surcharge	3,871.00	0.00	449.00	449.00	4,320.00
351034 Court Administration Costs	257.00	0.00	111.90	111.90	368.90
362000 Refunds, Rebates, Dividends	503.53	0.00	0.00	0.00	503.53
365000 Contributions and Donations	3,035.00	0.00	0.00	0.00	3,035.00
366000 Miscellaneous	200.00	0.00	0.00	0.00	200.00
371010 Investment Earnings	2,044.79	0.00	250.84	250.84	2,295.63
383000 Interfund Operating Transfer	0.00	0.00	0.00	0.00	0.00
Total REVENUE	1,316,099.90	0.00	166,093.26	166,093.26	1,482,193.16
EXPENDITURES					
410100 LEGISLATIVE SERVICES	40,663.47	1,785.54	0.00	1,785.54	42,449.01
410131 Tree City Program (Tree Board)	8,502.58	808.88	0.00	808.88	9,311.46
410132 Arbor Day (Tree Board)	0.00	0.00	0.00	0.00	0.00
410360 CITY COURT	90,741.09	14,286.22	0.00	14,286.22	105,027.31
410365 CITY COURT PROSECUTION	24,519.32	7,005.51	0.00	7,005.51	31,524.83
410400 ADMINISTRATIVE SERVICES	28,611.41	6,311.48	0.00	6,311.48	34,922.89

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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 1 / 22

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1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
410500 DEPT. OF FINANCE	96,886.01	14,405.83	0.00	14,405.83	111,291.84
410580 Computer Systems & Programs	18,016.01	5,958.44	0.00	5,958.44	23,974.45
411000 PLANNING & ZONING	31,482.31	1,849.42	0.00	1,849.42	33,331.73
411100 LEGAL SERVICES	13,054.08	8,444.56	0.00	8,444.56	21,498.64
411200 FACILITIES ADMINISTRATION	56,463.97	2,060.41	0.00	2,060.41	58,524.38
411800 Employee Asst Program & Flex Plan	1,180.00	0.00	0.00	0.00	1,180.00
420100 LAW ENFORCEMENT SERVICES	548,355.50	89,703.33	0.00	89,703.33	638,058.83
420400 FIRE PROTECTION & CONTROL	103,464.74	14,874.55	0.00	14,874.55	118,339.29
420730 Emergency Medical Services	0.00	50.00	0.00	50.00	50.00
430200 ROAD & STREET SERVICES	19,686.00	0.00	0.00	0.00	19,686.00
430400 Transit Systems	0.00	5,500.00	0.00	5,500.00	5,500.00
431200 Flood Control-High Hazard Dam	12,149.37	260.66	0.00	260.66	12,410.03
440600 ANIMAL CONTROL SERVICES	0.00	0.00	0.00	0.00	0.00
460400 PARK & RECREATION SERVICES	94,020.69	3,391.65	0.00	3,391.65	97,412.34
460445 SWIMMING POOL	41,553.69	258.53	0.00	258.53	41,812.22
490500 Other Debt Service Payments	6,190.29	0.00	0.00	0.00	6,190.29
510100 SPECIAL ASSESSMENTS	7,895.11	0.00	0.00	0.00	7,895.11
510300 ORDINANCE CODIFICATION/CONSULTANTS	0.00	0.00	0.00	0.00	0.00
510330 Comprehensive Liability Insurance	81,845.50	0.00	0.00	0.00	81,845.50
510620 TERMINATION COSTS	0.00	0.00	0.00	0.00	0.00
521000 INTERFUND OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	1,325,281.14	176,955.01	0.00	176,955.01	1,502,236.15

Revenue less Expenditures Current Month (10,861.75)

Revenue less Expenditures Year to Date (20,042.99)

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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
For the Accounting Period: 1 / 22

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5210 WATER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
331991 CARES/ARPA GRANT CFDA#21.019/21.027	0.00	0.00	0.00	0.00	0.00
343020 Water Administration Fee	0.00	0.00	0.00	0.00	0.00
343021 Metered Water Sales	431,836.61	0.00	44,360.00	44,360.00	476,196.61
343022 Water Testing Charge - 75-6-108	4,322.00	0.00	0.00	0.00	4,322.00
343024 Sale of Materials, Supplies & Misc.	14,251.29	0.00	820.40	820.40	15,071.69
343025 Water Permit Fees	500.00	0.00	50.00	50.00	550.00
343026 Water Connection Fees/New	3,455.00	0.00	195.00	195.00	3,650.00
343027 Repairs/Materials & Supplies	15,660.89	0.00	0.00	0.00	15,660.89
343028 Late Charges/Disconnect &	4,721.67	2.00	633.09	631.09	5,352.76
362000 Refunds, Rebates, Dividends	1,286.81	0.00	0.00	0.00	1,286.81
363020 Special Assmts - Bond P&I	0.00	0.00	0.00	0.00	0.00
371010 Investment Earnings	1,436.30	0.00	158.02	158.02	1,594.32
Total REVENUE	477,470.57	2.00	46,216.51	46,214.51	523,685.08
EXPENDITURES					
430500 Water Operating	243,116.63	33,904.93	0.00	33,904.93	277,021.56
430560 Administration	45,235.51	6,019.99	0.00	6,019.99	51,255.50
430570 Water Customer Accounting &	27,963.90	4,669.00	0.00	4,669.00	32,632.90
490210 Revenue Bonds, Series 2005	15,338.75	0.00	0.00	0.00	15,338.75
490220 Water Revenue Bonds Series 2020	21,112.50	0.00	0.00	0.00	21,112.50
510330 Comprehensive Liability Insurance	12,726.25	0.00	0.00	0.00	12,726.25
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	365,493.54	44,593.92	0.00	44,593.92	410,087.46
Revenue less Expenditures Current Month					1,620.59
Revenue less Expenditures Year to Date					113,597.62

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CITY OF COLUMBIA FALLS
Revenue/Expenditure Ledger
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5310 SEWER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
331991 CARES/ARPA GRANT CFDA#21.019/21.027	0.00	0.00	0.00	0.00	0.00
334122 DNRC Grant	0.00	0.00	0.00	0.00	0.00
343030 Sewer Administrative Fees	0.00	0.00	0.00	0.00	0.00
343031 Sewer Service Charges	571,342.23	0.00	90,287.61	90,287.61	661,629.84
343032 Sewer Connection Fees/New	1,950.00	0.00	150.00	150.00	2,100.00
343033 Sewer Permit Fees	650.00	0.00	50.00	50.00	700.00
343035 Sale of Materials, Supplies & Misc.	422.04	0.00	70.34	70.34	492.38
343038 Disposal Fee Agreements	9,748.79	0.00	2,828.88	2,828.88	12,577.67
362000 Refunds, Rebates, Dividends	2,685.51	0.00	0.00	0.00	2,685.51
363020 Special Assmts - Bond P&I	0.00	0.00	0.00	0.00	0.00
371010 Investment Earnings	1,839.10	0.00	212.08	212.08	2,051.18
383000 Interfund Operating Transfer	0.00	0.00	0.00	0.00	0.00
Total REVENUE	588,637.67	0.00	93,598.91	93,598.91	682,236.58
EXPENDITURES					
430600 Sewer Operating	258,134.35	50,589.36	1.92	50,587.44	308,721.79
430610 Sewer Administration	45,234.54	6,019.99	0.00	6,019.99	51,254.53
430670 Sewer Customer Accounting &	27,960.51	4,667.76	0.00	4,667.76	32,628.27
490215 Revenue Bonds, Series 2009	23,843.75	0.00	0.00	0.00	23,843.75
510330 Comprehensive Liability Insurance	30,526.75	0.00	0.00	0.00	30,526.75
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	385,699.90	61,277.11	1.92	61,275.19	446,975.09
Revenue less Expenditures Current Month					32,323.72
Revenue less Expenditures Year to Date					235,261.49
Grand Total Revenue less Expenditures Current Month					23,082.56
Grand Total Revenue less Expenditures Year to Date					328,816.12

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CITY OF COLUMBIA FALLS
Cash Report
For the Accounting Period: 1/22

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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL FUND						
101000 CASH/CASH EQUIVALENTS	424,512.56	166,648.26	136.61	1,208.00	173,046.55	417,042.88
102000 CASH - RESERVE	712,625.00	0.00	0.00	0.00	0.00	712,625.00
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	1,162,521.12	166,648.26	136.61	1,208.00	173,046.55	1,155,051.44
2100 RESORT TAX						
101000 CASH/CASH EQUIVALENTS	37,740.20	176,264.49	0.00	0.00	0.00	214,004.69
2310 TAX INCREMENT DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	804,017.50	62,202.65	0.00	0.00	0.00	866,220.15
102000 CASH - RESERVE	586,063.00	0.00	0.00	0.00	0.00	586,063.00
Total Fund	1,390,080.50	62,202.65				1,452,283.15
2311 TEDD-INDUSTRIAL PARK						
101000 CASH/CASH EQUIVALENTS	1,494.00	3,418.35	0.00	0.00	0.00	4,912.35
102000 CASH - RESERVE	5,642.00	0.00	0.00	0.00	0.00	5,642.00
Total Fund	7,136.00	3,418.35				10,554.35
2312 TEDD - COLUMBIA RISING IND PARK						
101000 CASH/CASH EQUIVALENTS	24,031.24	1,821.09	0.00	0.00	0.00	25,852.33
2372 PERMISSIVE MEDICAL LEVY						
101000 CASH/CASH EQUIVALENTS	122,834.28	21,659.76	0.00	0.00	0.00	144,494.04
102000 CASH - RESERVE	10,000.00	0.00	0.00	0.00	0.00	10,000.00
Total Fund	132,834.28	21,659.76				154,494.04
2394 BUILDING CODE ENFORCEMENT FUND						
101000 CASH/CASH EQUIVALENTS	1,545.06	13,768.33	0.00	0.00	6,854.01	8,459.38
102000 CASH - RESERVE	193,277.00	0.00	0.00	0.00	0.00	193,277.00
Total Fund	194,822.06	13,768.33			6,854.01	201,736.38
2400 SPECIAL LIGHTING DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	22,163.20	3,080.52	0.00	0.00	2,718.87	22,524.85
102000 CASH - RESERVE	9,674.00	0.00	0.00	0.00	0.00	9,674.00
Total Fund	31,837.20	3,080.52			2,718.87	32,198.85
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	92,676.62	33,431.81	1.99	0.00	30,532.71	95,577.71
102000 CASH - RESERVE	101,034.00	0.00	0.00	0.00	0.00	101,034.00
Total Fund	193,710.62	33,431.81	1.99		30,532.71	196,611.71
2700 CEDAR CREEK TRUST						
101000 CASH/CASH EQUIVALENTS	111,282.34	133.48	0.00	0.00	0.00	111,415.82
102030 Cash/Investments-Restricted	995,260.00	0.00	0.00	0.00	0.00	995,260.00
Total Fund	1,106,542.34	133.48				1,106,675.82
2820 GAS TAX FUND						
101000 CASH/CASH EQUIVALENTS	22,415.91	16,690.24	0.00	0.00	6,708.53	32,397.62
2821 Special Road/Street Allocation Program						
101000 CASH/CASH EQUIVALENTS	0.31	0.00	0.00	0.00	0.00	0.31
2917 CRIME VICTIMS ASSISTANCE FUND						
101000 CASH/CASH EQUIVALENTS	0.00	530.00	0.00	0.00	530.00	0.00
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FUND						

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CITY OF COLUMBIA FALLS
Cash Report
For the Accounting Period: 1/22

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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101000 CASH/CASH EQUIVALENTS	135,762.00	0.00	0.00	0.00	0.00	135,762.00
2959 EDA						
101000 CASH/CASH EQUIVALENTS	0.00	0.00	0.00	0.00	21,301.84	-21,301.84
2991 ARPA of 2021						
101000 CASH/CASH EQUIVALENTS	752,737.92	0.00	0.00	0.00	0.00	752,737.92
3020 GO Street Improvements						
101000 CASH/CASH EQUIVALENTS	24,240.14	7,153.49	0.00	0.00	0.00	31,393.63
102000 CASH - RESERVE	43,000.00	0.00	0.00	0.00	0.00	43,000.00
Total Fund	67,240.14	7,153.49				74,393.63
3534 SID 34 FUND - 5th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	5,045.69	116.60	0.00	0.00	0.00	5,162.29
102000 CASH - RESERVE	300.93	0.00	0.00	0.00	0.00	300.93
Total Fund	5,346.62	116.60				5,463.22
3536 SID 36 FUND - Talbott & 4th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	1,194.30	1,216.44	0.00	0.00	0.00	2,410.74
102000 CASH - RESERVE	1,049.47	0.00	0.00	0.00	0.00	1,049.47
Total Fund	2,243.77	1,216.44				3,460.21
3538 SID 38 FUND - Riverwood						
101000 CASH/CASH EQUIVALENTS	-1,370.31	2,530.44	0.00	0.00	0.00	1,160.13
102010 CASH - SID RESTRICTED BOND	17,000.00	0.00	0.00	0.00	0.00	17,000.00
Total Fund	15,629.69	2,530.44				18,160.13
4000 CAPITAL PROJECTS FUND - Building Improvements						
101000 CASH/CASH EQUIVALENTS	71,275.83	18.84	0.00	0.00	0.00	71,294.67
102000 CASH - RESERVE	84,925.00	0.00	0.00	0.00	0.00	84,925.00
Total Fund	156,200.83	18.84				156,219.67
4010 CAPITAL PROJECTS FUND - Parks Improvements						
101000 CASH/CASH EQUIVALENTS	63,777.96	40.57	0.00	0.00	943.83	62,874.70
102000 CASH - RESERVE	273,494.00	0.00	0.00	0.00	0.00	273,494.00
Total Fund	337,271.96	40.57			943.83	336,368.70
4020 CAPITAL PROJECTS FUND - General Equipment						
101000 CASH/CASH EQUIVALENTS	-36,270.55	30.44	0.00	0.00	0.00	-36,240.11
102000 CASH - RESERVE	288,598.00	0.00	0.00	0.00	0.00	288,598.00
Total Fund	252,327.45	30.44				252,357.89
4040 CAPITAL PROJECTS FUND - Street Construction						
101000 CASH/CASH EQUIVALENTS	408,993.71	67.91	0.00	0.00	0.00	409,061.62
102016 CASH-RESTRICTED RR STREET	154,000.00	0.00	0.00	0.00	0.00	154,000.00
Total Fund	562,993.71	67.91				563,061.62
5210 WATER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	412,568.31	56,476.23	628.32	0.00	65,330.08	404,342.78
102222 CASH - Bond Reserve, 2005	35,308.00	0.00	0.00	0.00	0.00	35,308.00
102223 CASH - Bond Reserve, 2020	21,863.00	0.00	0.00	0.00	0.00	21,863.00
102230 CASH - Surplus Capital	261,733.25	0.00	0.00	0.00	0.00	261,733.25
102240 CASH - Replacement &	586,754.00	0.00	0.00	0.00	0.00	586,754.00
103000 CASH - CHANGE FUND/PETTY CASH	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,318,376.56	56,476.23	628.32		65,330.08	1,310,151.03
5211 WATER CAPITAL EXPANSION						

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CITY OF COLUMBIA FALLS
Cash Report
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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
102230 CASH - Surplus Capital	325,288.23	7,468.02	0.00	0.00	0.00	332,756.25
5310 SEWER ENTERPRISE FUND						
101000 CASH/CASH EQUIVALENTS	474,392.57	82,376.97	4,098.94	0.00	54,364.88	506,503.60
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 &	383,940.00	0.00	0.00	0.00	0.00	383,940.00
103000 CASH - CHANGE FUND/PETTY CASH	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,726,221.88	82,376.97	4,098.94		54,364.88	1,758,332.91
5311 SEWER CAPITAL EXPANSION						
102230 CASH - Surplus Capital	1,149,223.10	8,791.78	0.00	0.00	0.00	1,158,014.88
7120 FIRE RELIEF DISABILITY/PENSION FUND						
101000 CASH/CASH EQUIVALENTS	0.00	4,449.64	0.00	0.00	0.00	4,449.64
7196 FLEXIBLE SPENDING ACCOUNT						
105100 Amount held by Flex Plan	8,623.98	0.00	0.00	173.64	0.00	8,450.34
7910 PAYROLL FUND						
101000 CASH/CASH EQUIVALENTS	-6,379.50	3,111.00	216,228.71	229,185.41	0.00	-16,225.20
7930 CLAIMS FUND						
101000 CASH/CASH EQUIVALENTS	6,905.59	0.00	141,236.73	139,899.33	0.00	8,242.99
Totals	11,119,685.71	673,497.35	362,331.30	370,466.38	362,331.30	11,422,716.68

*** Transfers In and Transfers Out columns should match, with the following exceptions:

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