



13 0 6th STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

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

AGENDA
TUESDAY, JANUARY 19, 2016
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE - 6:30 P.M.

1. Claims Review (Barnhart, Karper, Petersen)

REGULAR MEETING - 7:00 P.M.

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. APPROVAL OF AGENDA **1-2

3. CONSENT AGENDA:

- *A. Approval of Claims - \$ 62,465.22 - January 19, 2016 **3-13
- *B. Approval of Payroll Claims - \$ 17,565.47 - December 31, 2015 Quarterlies **14
Approval of Payroll Claims - \$ 86,999.06 - January 15, 2016 **15-16
- *C. Approval of Regular Meeting Minutes - January 4, 2016 **17-22
- *D. Approval of Cancellation of Outstanding Checks **23
- *E. Acceptance of Autozone Water and Sewer Infrastructure **24-25
- *F. Approval of Subdivision Improvement Agreement, Randy Jones Construction, 2 Diane Road and authorize City Manager to sign. **26-31

4. VISITORS/PUBLIC COMMENT (Items not on agenda)

5. NOTICES OF HEARINGS/HEARINGS: None

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS:

- *A. Approve Preliminary Plat Approval of Vista North Subdivision ****32-50**
 - a. Adopt Staff Report # CPP-15-01 as findings of fact
 - b. Approve Preliminary Plat
- *B. Call for Bids – 2nd Ave. West Reconstruction Project ****51-52**

8. ORDINANCES/RESOLUTIONS: **52-56****

- *A. Resolution #1719 - A Resolution of the City Council of Columbia Falls, Montana Conditionally Approving the Preliminary Plat of Vista North Subdivision, a Three Lot Minor Subdivision, Described as Tract 4B, in the Southeast Quarter of the Southeast Quarter of Section 11, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana.

9. REPORTS/BUSINESS FROM MAYOR & COUNCIL

10. CITY ATTORNEY REPORT

11. CITY MANAGER REPORT

- *A. Manager's Update ****57**

12. MISCELLANEOUS/REPORTS:

- *A. INFORMATIONAL CORRESPONDENCE - List available for Review ****58**
- *B. Reports:
 - a. Finance - December ****59-68**
 - b. Police - December ****69-70**
 - c. Court - Oct - Dec. 2015 ****71**

13. ADJOURN

Next Scheduled Meetings:

Council – Parks Committee – Monday, January 25th – 6:30 p.m.

Council – Regular Meeting – Monday, February 1st

MMIA/LGC/MLCT Training – Polson, February 3rd

Planning Board – to be determined

***Attached**

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34345		2245 AMOZ Group, Inc.	110.00					
	11424	12/23/15 CHANGE OUT UPS,WTR PRNTG ISSUE	110.00			1000 410580	355	101000
		Total for Vendor:	110.00					
34368		1700 BRECK LAW OFFICE, PC	1,770.00					
	011216	01/06/16 LEGAL FEES	1,770.00			1000 411100	351	101000
		Total for Vendor:	1,770.00					
34346		1260 CARQUEST AUTO PARTS	127.93					
	233937	12/16/15 SWR-AIRCRAFT REMOVER	10.48			5310 430600	220	101000
	234274	12/21/15 SWR-WIPER FLUID	5.00			5310 430600	232	101000
	234698	12/29/15 SWR-FIBRE DISC	16.25*			5310 430600	240	101000
	234699	12/29/15 SWR-PENETRANT	6.80*			5310 430600	240	101000
	233838	12/15/15 STRS-WIPER BLADES	10.79			2500 430200	232	101000
	233838	12/15/15 STRS-OIL	57.03			2500 430200	231	101000
	233908	12/16/15 STRS-WIPER BLADES	21.58			2500 430200	232	101000
		Total for Vendor:	127.93					
34363		2852 CHARTER COMMUNICATIONS	69.98					
	010716	12/21/15 PD-INTERNET	69.98			1000 420100	355	101000
		Total for Vendor:	69.98					
34371		14 CITY OF COLUMBIA FALLS	50.00					
	011316	12/15/15 FLATHEAD CNTY DUI TASK FORCE	50.00			1000 420100	390	101000
		Total for Vendor:	50.00					
34349		1145 CITY OF WHITEFISH BUILDING	12,986.35					
	010716	12/31/15 BUILDING PERMITS	12,094.55			2394 420500	398	101000
	010716	12/31/15 ELECTRICAL PERMITS	42.25			2394 420500	398	101000
	010716	12/31/15 MECHANICAL PERMITS	570.05			2394 420500	398	101000
	010716	12/31/15 PLUMBING PERMITS	279.50			2394 420500	398	101000
		Total for Vendor:	12,986.35					
34348		2818 Community Development Services	485.97					
	TEDD-20156	12/31/15 CONTRACT-final assbly of d	485.97			1000 410100	399	101000
		Total for Vendor:	485.97					

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CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 1/16

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Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34369		2713 COMPLETE RESTORATION LLC	2,704.00					
	6964	01/05/16 CLEANING/JANITORIAL DEC 2015	2,704.00			1000 411200	399	101000
		Total for Vendor:	2,704.00					
34370		1646 CONSOLIDATED ELECTRICAL	104.95					
	3510632540	12/21/15 WTR-DAM LEVEL SENSOR	104.95			5210 430500	212	101000
		Total for Vendor:	104.95					
34347		1815 COSNER COMTECH, INC.	388.00					
	29050	12/28/15 PD-XTS5000 BATTERIES	388.00			1000 420100	220	101000
		Total for Vendor:	388.00					
34372		927 CURRIER'S CERTIFIED WELDING,	205.00					
	45547	01/05/16 STRS-PLOW LIGHT`	205.00			2500 430200	232	101000
		Total for Vendor:	205.00					
34350		1532 DEPARTMENT OF ENVIRONMENTAL	430.00					
		2ND AVE WEST WATER MAIN						
	5K1600182	01/04/16 REVIEW FEE-WTR MAIN RECONST	430.00			5210 430500	391	101000
		Total for Vendor:	430.00					
34387		777 DIAMOND PLUMBING & HEATING, INC.	3,215.00					
	SRV0116-13	01/08/16 SWR-NEW CEILING UNIT HTR	3,215.00*			5310 430600	366	101000
		Total for Vendor:	3,215.00					
34392		2300 DIGITAL COMMUNICATIONS SYSTEMS,	192.37					
	160060	01/13/16 PD-RESET CAMERAS	192.37			1000 420100	355	101000
		Total for Vendor:	192.37					
34373		1819 EAGLE TRANSIT	5,500.00					
	011316	01/04/16 2016 FISCAL YEAR SUBSIDY	5,500.00			1000 430400	300	101000
		Total for Vendor:	5,500.00					
34375		2834 ERIC HUMMEL	175.00					
	011316	01/07/16 CRT-SUBSTITUTE JUDGE	175.00			1000 410360	399	101000
		Total for Vendor:	175.00					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34351		1879 EVERGREEN WASTE CONNECTIONS	489.13					
	010716	12/31/15 FACILITIES-GARBAGE FOR DEC	120.79			1000 411200	340	101000
	010716	12/31/15 STREET	176.08			2500 430200	340	101000
	010716	12/31/15 WATER	85.76			5210 430500	340	101000
	010716	12/31/15 SEWER	61.00			5310 430600	340	101000
	010716	12/31/15 PARKS	45.50			1000 460400	340	101000
		Total for Vendor:	489.13					
34354		869 FLATHEAD CITY-COUNTY HEALTH	160.00					
	010716	12/11/15 STRS-PRE EMPLOYMENT,K.KING	160.00			2500 430200	399	101000
		Total for Vendor:	160.00					
34374		22 FLATHEAD COUNTY CLERK & RECORDER	24.00					
	881112	12/17/15 WTR-LIEN RELEASE	5.00			5210 430500	331	101000
	881486	12/24/15 RESOLUTION-PROPERTY Annex.	14.00			1000 410500	399	101000
	881750	12/31/15 WTR-LIEN	5.00			5210 430500	331	101000
		Total for Vendor:	24.00					
34353		24 FLATHEAD COUNTY TREASURER	1,476.00					
	010716	12/31/15 TECHNOLOGY SURCHARGE	370.00			1000 212201		101000
	010716	12/31/15 LAW ENFORCEMENT ACADEMY	389.00			1000 212201		101000
	010716	12/31/15 PUBLIC DEFENDER FEES	717.00			1000 212201		101000
		Total for Vendor:	1,476.00					
34391		21 FLATHEAD ELECTRIC COOP INC	13,631.53					
	011316	12/31/15 FACILITIES-ELECTRIC FOR DEC	396.01			1000 411200	341	101000
	011316	12/31/15 POLICE	41.00			1000 420100	341	101000
	011316	12/31/15 FIRE	312.00			1000 420400	341	101000
	011316	12/31/15 PARKS	256.02			1000 460400	341	101000
	011316	12/31/15 POOL	127.00			1000 460445	341	101000
	011316	12/31/15 LIGHTING	3,122.00			2400 430200	341	101000
	011316	12/31/15 STREETS	209.00			2500 430200	341	101000
	011316	12/31/15 WATER	3,337.00			5210 430500	341	101000
	011316	12/31/15 SEWER	5,831.50			5310 430600	341	101000
		Total for Vendor:	13,631.53					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34352		2517 FORTHOFFER GUNSMITHING &	250.00					
	010716	12/30/15 PD-CLEAN & OIL (2)	100.00			1000 420100	360	101000
	010716	12/31/15 PD-CLEAN & OIL (3)	150.00			1000 420100	360	101000
		Total for Vendor:	250.00					
34355		2263 GCR COLUMBIA FALLS TIRE CENTER	2,220.00					
	807-23593	12/17/15 STRS-STUDDER TIRES FOR F-35	1,300.00			2500 430200	232	101000
	807-23389	12/01/15 GENL-STUDS FOR TRAILBLAZER	175.00			1000 460400	361	101000
	807-23389	12/01/15 WTR-STUDS FOR TRAILBLAZER	175.00			5210 430500	361	101000
	807-23389	12/01/15 SWR-STUDS FOR TRAILBLAZER	175.00			5310 430600	361	101000
	807-23389	12/01/15 STRS-STUDS FOR TRAILBLAZER	175.00			2500 430200	361	101000
	807-23693	12/28/15 PD-BATTERY,CORE DEPOSIT	220.00			1000 420100	361	101000
		Total for Vendor:	2,220.00					
34356		2806 HANSON'S HARDWARE	77.38					
	579390	12/15/15 STRS-STR SCISSOR	4.99			2500 430200	240	101000
	579462	12/22/15 SWR-MISC SCREWS	3.10*			5310 430600	240	101000
	579472	12/23/15 SWR-COLD CHISEL	9.99			5310 430600	220	101000
	579532	12/31/15 SWR-LQR THNNR,PREFLTR,BRUSH,PA	27.96			5310 430600	220	101000
	579558	01/04/16 SWR-PROP GAS CYLINDER	19.98			5310 430600	220	101000
	579557	01/04/16 SWR-MISC SCREWS	11.36*			5310 430600	240	101000
		Total for Vendor:	77.38					
34376		1659 HIGH COUNTRY LINEN SUPPLY	175.78					
	0198174	01/11/16 FACILITY-MATS (CITY HALL)	148.25			1000 411200	224	101000
	0198175	01/11/16 FD-MATS	27.53			1000 411200	224	101000
		Total for Vendor:	175.78					
34357		2849 J2 BUSINESS PRODUCTS	957.08					
	631234	12/30/15 SWR-CLM BOOKS	59.04			5310 430600	210	101000
	631273	01/04/16 FIN-GEL PEN REFILLS	4.05			1000 410500	210	101000
	631273	01/04/16 WTR-GEL PEN REFILLS	1.62			5210 430500	210	101000
	631273	01/04/16 SWR-GEL PEN REFILLS	1.62			5310 430600	210	101000
	631273	01/04/16 BLDG-GEL PEN REFILLS	0.40			2394 420500	210	101000
	631273	01/04/16 PLNG-GEL PEN REFILLS	0.41			1000 411000	210	101000
	631273	01/04/16 WTR-(2) CHAIRS	212.02			5210 430500	210	101000
	631273	01/04/16 SWR-PKT PLANNER	7.56			5310 430600	210	101000

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	C625850	12/15/15 FIN-CREDIT, BNDR CLIPS	-0.44			1000 410500	210	101000
	C625850	12/15/15 WTR-CREDIT, BNDR CLIPS	-0.17			5210 430500	210	101000
	C625850	12/15/15 SWR-CREDIT, BNDR CLIPS	-0.17			5310 430600	210	101000
	C625850	12/15/15 BLDG-CREDIT, BNDR CLIPS	-0.05			2394 420500	210	101000
	C625850	12/15/15 PLNG-CREDIT, BNDR CLIPS	-0.05			1000 411000	210	101000
	631946	01/07/16 FIN-DATER	16.31			1000 410500	210	101000
	631946	01/07/16 WTR-DATER	6.52			5210 430500	210	101000
	631946	01/07/16 SWR-DATER,ACCT BOOKS	53.52			5310 430600	210	101000
	631946	01/07/16 BLDG-DATER	1.63			2394 420500	210	101000
	631946	01/07/16 PLNG-DATER	1.64			1000 411000	210	101000
	631946	01/07/16 FD-INK CRTDG	10.29			1000 420400	210	101000
	632499	01/11/16 PD-DATER	36.25			1000 420100	210	101000
	632500	01/11/16 CRT-COPY PAPER	127.80			1000 410360	210	101000
	632737	01/15/16 WTR-(2) CHAIRS	417.28			5210 430500	210	101000
		Total for Vendor:	957.08					
34358		2571 JIFFY LUBE	40.49					
	12022870	01/06/16 PD-SRVCD 2013 INTERCEPTOR	40.49			1000 420100	361	101000
		Total for Vendor:	40.49					
34359		2180 MATSON, RANDY	490.00					
	8963-22	12/31/15 FD-RURAL SNOW PLOWING-DEC	490.00*			1000 420400	399	101000
		Total for Vendor:	490.00					
34377		43 MONTANA ENVIRONMENTAL LABORATORY	1,057.00					
	1511372	12/04/15 SWR-AMMON,NITRATE&NITRITE,TKN	84.00			5310 430600	394	101000
	1511508	12/08/15 SWR-AMMON,NITRATE&NITRITE,TKN	84.00			5310 430600	394	101000
	1511776	12/15/15 SWR-AMMON,NITRATE&NITRITE,TKN	84.00			5310 430600	394	101000
	1511777	12/23/15 SWR-ALUMINUM	15.00			5310 430600	394	101000
	1511778	12/17/15 SWR-O & G,METALS,HARDNESS	512.00			5310 430600	394	101000
	1512004	12/22/15 SWR-AMMON,NITRATE&NITRITE,TKN	84.00			5310 430600	394	101000
	1512193	12/31/15 SWR-AMMON,NITRATE&NITRITE,TKN	84.00			5310 430600	394	101000
	1511676	12/08/15 WTR-COLIFORM BACTERIA	110.00			5210 430500	394	101000
		Total for Vendor:	1,057.00					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34378		194 MONTANA RURAL WATER SYSTEMS, 37TH ANNUAL CONFERENCE - FEB. 17-19TH, 2016 - GREAT FALLS, MT	475.00					
	011316	12/29/15 REGISTRATION-SWR-BJ HADER	175.00			5310 430600	380	101000
	011316	12/29/15 REGISTRATION-WTR-G.JENKINS	87.50			5210 430500	380	101000
	011316	12/29/15 REGISTRATION-SWR-G.JENKINS	87.50			5310 430600	380	101000
	011316	12/29/15 REGISTRATION-WTR-S.BATES	125.00			5210 430500	380	101000
		Total for Vendor:	475.00					
34381		52 NAPA AUTO PARTS	54.33					
	750435	01/02/16 FD-AEROSOL TOUCH,GRAY SEA	13.36			1000 420400	220	101000
	751057	01/08/16 FD-EXTERNAL,BIT SET	40.97			1000 420400	220	101000
		Total for Vendor:	54.33					
34379		520 NORCO, INC.	9.92					
	17563668	12/31/15 STRS-CYLINDER RENTAL	9.92			2500 430200	220	101000
		Total for Vendor:	9.92					
34380		2168 NORTH CENTRAL LABORATORIES	82.82					
	366301	01/04/15 SWR-ELECTRODE SLTN,DEIONIZED W	82.82			5310 430600	222	101000
		Total for Vendor:	82.82					
34382		2140 NORTHERN ENERGY-KALISPELL	564.05					
	3047821755	01/07/16 FD-RURAL PROPANE	564.05			1000 420400	344	101000
		Total for Vendor:	564.05					
34360		1437 NORTHWESTERN ENERGY	2,320.68					
	010716	12/29/15 FACILITIES-NATURAL GAS FOR DEC	560.34			1000 411200	344	101000
	010716	12/29/15 POLICE	99.95			1000 420100	344	101000
	010716	12/29/15 FIRE	451.85			1000 420400	344	101000
	010716	12/29/15 STREET	319.08			2500 430200	344	101000
	010716	12/29/15 WATER	93.39			5210 430500	344	101000
	010716	12/29/15 SEWER	796.07			5310 430600	344	101000
		Total for Vendor:	2,320.68					

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CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 1/16

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34388		1252 OHS BODY SHOP	981.84					
	22970	01/06/16 REPAIR-TRAILBLAZER	981.84			1000 510330	519	101000
		Total for Vendor:	981.84					
34383		857 PEE-WEE'S INC.	450.00					
	381123	12/31/15 PRKS-3RD AVE E FOR DEC	75.00			1000 460400	399	101000
	381125	12/31/15 PRKS-MARANTETTE PARK	75.00			1000 460400	399	101000
	381126	12/31/15 PRKS-RIVER'S EDGE PARK	75.00			1000 460400	399	101000
	381127	12/31/15 PRKS-TALBOT ROAD	75.00			1000 460400	399	101000
	381124	12/31/15 PRKS-HORINE FIELD	75.00			1000 460400	399	101000
	381345	12/31/15 PRKS-RIVER'S EDGE #2	75.00			1000 460400	399	101000
		Total for Vendor:	450.00					
34384		66 POSTMASTER	60.00					
	011316	01/11/16 CRT-ANNUAL BOX FEE	60.00			1000 410360	310	101000
		Total for Vendor:	60.00					
34361		999999 PRECISION WOODWORKS	179.41					
	010716	01/05/16 WTR/SWR REFUND	179.41			5210 214010		101000
		Total for Vendor:	179.41					
34362		2017 RAILROAD MANAGEMENT COMPANY III, SEWER PIPELING CROSSING	176.86					
	325102	10/29/15 SWR-LIC FEES 2/09/16-2/08/17	176.86			5310 430600	390	101000
		Total for Vendor:	176.86					
34389		1042 SANDS SURVEYING, INC.	2,442.00					
	27614	01/07/16 PLANNING/MILEAGE	2,442.00			1000 411000	399	101000
		Total for Vendor:	2,442.00					
34385		2755 SHERWIN-WILLIAMS CO	9.26					
	4546-8	01/04/16 SWR-HELIX MIXER	9.26*			5310 430600	240	101000
		Total for Vendor:	9.26					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34386		1653 SUPER 1 FOODS	33.36					
	07-71248	12/29/15 SWR-DISTILLED WATER	29.80			5310 430600	222	101000
	06-89058	12/15/15 WTR-COKE	3.56			5210 430500	220	101000
		Total for Vendor:	33.36					
34390		1644 THE CHEMNET CONSORTIUM	100.00					
	86040	01/07/16 GENL-ANNUAL RANDOM SLCTN	60.00			1000 411800	399	101000
	86040	01/07/16 WTR-ANNUAL RANDOM SLCTN	20.00			5210 430500	399	101000
	86040	01/07/16 SWR-ANNUAL RANDOM SLCTN	20.00			5310 430600	399	101000
		Total for Vendor:	100.00					
34364		2699 THE MAIL ROOM, INC	762.85					
	D83738	01/03/16 CRT-POSTAGE 11/30-12/31/15	162.24			1000 410360	310	101000
	D83739	01/03/16 FIN-POSTAGE 11/30-12/31/15	192.30			1000 410500	310	101000
	D83739	01/03/16 WTR-POSTAGE 11/30-12/31/15	192.30			5210 430500	310	101000
	D83739	01/03/16 SWR-POSTAGE 11/30-12/31/15	192.31			5310 430600	310	101000
	D83740	01/03/16 PD-POSTAGE 11/30-12/31/15	23.70			1000 420100	310	101000
		Total for Vendor:	762.85					
34365		1134 VICTIM-WITNESS ADVOCATE PROGRAM	490.00					
	010716	12/31/15 CRT-VICTIM WITNESS FEE FOR DEC	490.00			2917 410360	356	101000
		Total for Vendor:	490.00					
34366		84 WESTERN BUILDING CENTER	78.73					
	4424459	12/28/15 SWR-SNOW ROOF RAKE	41.99*			5310 430600	240	101000
	4424632	12/30/15 WTR-HEX SET,SCREWDIVER	8.75			5210 430500	220	101000
	4425166	01/06/16 WTR-SCOOP	27.99			5210 430500	220	101000
		Total for Vendor:	78.73					
34367	E	2733 WEX Fleet Universal	3,631.17					
	43529141	12/31/15 POLICE-FUEL	1,221.81			1000 420100	231	101000
	43529141	12/31/15 FIRE	154.60			1000 420400	231	101000
	43529141	12/31/15 PARKS	17.72			1000 460400	231	101000
	43529141	12/31/15 WATER	195.34			5210 430500	231	101000
	43529141	12/31/15 SEWER	225.55			5310 430600	231	101000
	43529141	12/31/15 STREETS	1,480.10			2500 430200	231	101000
	43529141	12/31/15 FACILITY	17.72			1000 411200	231	101000

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14:00:24

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 1/16

Page: 9 of 11
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
43529141	12/31/15	TRAILBLAZER-C.SWEIGERT	58.98			1000 420100	380	101000
43529141	12/31/15	TRAILBLAZER-M.JOHNSON	47.35			1000 420100	380	101000
43529141	12/31/15	TRAILBLAZER-G.STANBERRY	51.65			1000 420100	380	101000
LATEFEE	12/31/15	LATE FEE - CREDIT NEXT INVOIC	160.35			1000 420100	231	101000
Total for Vendor:			3,631.17					
# of Claims			48	Total:	62,465.22			
Total Electronic Claims					3,631.17			
Total Non-Electronic Claims					58834.05			

Council Meeting Date: Jan 19, 2016

Claims Submitted to Council: \$ 62,465.22

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

Prepared By: Todd Watkins, City Treasurer

Approved by Susan M. Nicosia, City Manager

Susan M. Nicosia

City Council to Approve by motion on consent agenda

Mayor and Council:

These claims include routine expenditures. The December Building permit revenue to the City of Whitefish totals \$12,986.35, including the final hotel/conference center bldg. permit. The Wastewater Treatment Plant expenses include \$3,215 for a replacement heater in the shop. The Flathead Electric bill reflects the colder temperatures and darker days.

Please let me know if you have any questions or concerns on any of these claims.

Total for Payroll Checks		
Employee	Employer	Amount
		0.00
Total Payroll Expense (Gross Pay + Employer Contributions):		0.00
Total Discounts:	0.47	
Total Payroll Expense (Less Discounts):	-0.47	

1/4/16 4th Qtr.
Quarterly Reports
\$17,565.47
Bob Stealard

Check Summary

Payroll Checks Prev. Out.	\$2,952.52
Payroll Checks Issued	\$17,565.47
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$20,517.99
Electronic Checks	\$0.00

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Total Ded.	0.00	0.00	0.00	0.00

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

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
ADDL HOURS (Additional)	0.00		321.00
COMA HOURS (Comp Time Accumulated)	2.25		0.00
COMP HOURS (Comp Time Used)	22.00		540.10
HOL HOURS (Holiday Pay)	175.47		3,941.08
HOLW HOURS (Holiday Worked @ 2.5x)	45.75		2,300.63
OVER HOURS (Overtime)	11.25		356.22
OVT2 HOURS (STEP SHIFT B)	17.00		8.93
OVTD HOURS (STEP overtime)	25.00		755.40
PERS HOURS (Personal Time Used)	8.00		196.16
REG HOURS (Regular Time)	1,701.75		36,757.02
SFTO HOURS (Shift Sup/FTO - \$1/hour)	10.25		10.25
SHF1 HOURS (Shift Diff B)	194.50		68.07
SHF2 HOURS (Shift diff C)	204.25		142.99
SHFG HOURS (B HolW Shift Diff)	14.75		12.91
SHFH HOURS (C HolW Shift Diff)	17.00		29.75
SICK HOURS (Sick Time)	62.75		1,273.53
VACA HOURS (Vacation Time Used)	180.00		4,601.41
GROSS PAY	51,315.45	0.00	
NET PAY	33,988.65	0.00	
NET PAY (CHECKS)	2,004.22		
NET PAY (DIRECT DEPOSIT)	31,984.43		
AFLAC-POSTTAX	92.73	0.00	
AFLAC-PRETAX	163.60	0.00	
CHILD SUPPORT	107.57	0.00	
CITY OF COLUMBI	25.00	0.00	
FIT	4,363.47	0.00	
FLEX ALLEGIANCE	809.00	24.75	
HEALTHINS/PRE	1,941.82	12,231.37	
MEDICARE	715.45	715.45	
MPEA DUES	99.50	0.00	
MT ST FIRE ASSO	24.24	0.00	
NATIONWIDE/CITY	0.00	939.37	
NATIONWIDE/EMP	760.00	0.00	
P.E.R.S.	2,236.20	2,340.91	
PERS/FURS	259.36	348.07	
PERS/POLICE	1,498.08	2,398.57	
SIT	2,030.00	0.00	
SOCIAL SECURITY	1,779.57	1,779.57	
TEAMSTERS DUES	192.00	0.00	
TEAMSTERS INIT	100.00	0.00	
UNEMPL. INSUR.	0.00	230.91	
UNUM LIFE INS.	104.21	0.00	
WHITEFISH CREDI	25.00	0.00	
WORKERS' COMP	0.00	2,240.72	
FIRST CITIZENS	797.99	0.00	
FREEDOM BANK	1,147.94	0.00	
GLACIER BANK/CF	10,047.33	0.00	
GLACIER BANK/WF	2,133.52	0.00	

Jan 15, 2016
Payroll
\$ 86,999.06
Baw
Staaland

PARKSIDE CR U	8,125.66	0.00
US BANK-	1,660.96	0.00
WELLS FARGO	3,339.38	0.00
WFISH CR UNION	4,731.65	0.00
FIT/SIT BASE	43,647.39	0.00
MEDICARE BASE	49,340.40	0.00
PERS BASE	47,375.27	0.00
SOC SEC BASE	28,702.35	0.00
WC BASE	50,125.86	0.00

Total 23,249.69
Total Payroll Expense (Gross Pay + Employer Contributions): 74,565.14

Check Summary

Payroll Checks Prev. Out.	\$18,272.12
Payroll Checks Issued	\$33,716.18
Payroll Checks Redeemed	\$706.65
Payroll Checks Outstanding	\$51,281.65
Electronic Checks	\$53,282.88

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security		3559.14		212260
Medicare		1430.90		212260
P.E.R.S.		4577.11		212270
Unempl. Insur.	230.91		461.82	212210
Workers' Comp	2240.72		4481.44	212220
FIT		4363.47		212260
SIT		2030.00		212260
AFLAC-PRETAX	163.60		327.20	212230
NATIONWIDE/EMP		760.00		212280
Teamsters dues	192.00		384.00	212310
MPEA Dues	99.50		199.00	212320
Whitefish credi		25.00		212350
PERS/Police		3896.65		212240
TEAMSTERS INIT	100.00		200.00	212310
NATIONWIDE/CITY		939.37		212280
AFLAC-POSTTAX	92.73		185.46	212230
PERS/FURS		607.43		212275
MT ST FIRE ASSO		24.24		212315
HEALTHINS/PRE	14173.19	29622.38	-2358.14	212400
CITY OF COLUMBI		25.00		212450
UNUM LIFE INS.	104.21	208.40		212400
FLEX ALLEGIANCE		833.75		212285
CHILD SUPPORT		107.57		212330
Total Ded.	40576.49	53010.41	3880.78	

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

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

Regular Meeting - Transact Routine Business

Mayor Barnhart called the meeting to order at 7:00 p.m. with roll call as follows:

PRESENT: Mayor Barnhart
COUNCIL: Karper, Petersen, Shepard, Fisher, Lovering
ABSENT: None

ROLL CALL

Also present were City Manager Nicosia, City Clerk Staaland, City Attorney Breck and Police Chief Perry.

Pledge of Allegiance

PLEDGE

CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. City Clerk – Administer Oath of Office:
Council: Fisher, Karper, Piper (4 year terms)
City Attorney: Justin Breck (2 year term)
Deputy City Attorney: Stephanie Breck (2 year term)

**CALL TO ORDER-
OATHS OF
OFFICE**

City Clerk Staaland administered Oaths of Office to Councilman Fisher, Councilman Karper, Councilman Piper and City Attorney Breck. Mayor Barnhart welcomed John Piper to the Council. Councilman Piper took his seat at the Council desk.

APPROVAL OF AGENDA:

Mayor Barnhart requested a motion to approve the agenda. Councilman Fisher moved to approve the agenda, second by Councilman Lovering, and the motion carried unanimously.

**AGENDA
APPROVAL**

CONSENT AGENDA:

Councilman Karper moved to approve the consent agenda noting that all claims appeared to be in order, second by Councilman Petersen. Motion carried with Council voting as follows: YES: Lovering, Petersen, Karper, Shepard, Fisher, Piper and Barnhart NOES: None. ABSENT: None.

**CONSENT
AGENDA
APPROVAL**

- A. Approval of Claims - \$30,101.73 - January 4, 2016
- B. Approval of Payroll Claims - \$59,879.23 - December 31, 2015
- C. Approval of Regular Meeting Minutes – December 21, 2015

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

APPOINTMENTS:

A. Volunteer Firefighter Appointment – Lawrence Grogan
Fire Chief Hagen recommended Lawrence Grogan be appointed as Volunteer Firefighter. City Manager Nicosia concurred with the recommendation.

**APPOINTMENTS-
Firefighter Grogan**

Councilman Fisher motioned to appoint Lawrence Grogan as Volunteer Firefighter second by Councilman Shepard. Motion carried unanimously.

VISITORS/PUBLIC COMMENT (Items not on agenda)

A. Cliff Boyd/Calbag – CFAC Cleanup Update

Cliff Boyd gave an update on the cleanup process at the CFAC site. The buildings and roofs were asbestos free, his company has been given clearance from the MDEQ and all permits are posted at the guard shack. Mr. Boyd said several of the buildings have been removed. The paste plant is scheduled for demolition the middle of February and is considered highly flammable which will need to be mechanically taken down. They have subcontracted on site security 24-7.

**VISITOR
COMMENT**

Councilman Shepard asked how you will address safe removal of material through Columbia Falls. Mr. Boyd described the process of removing the material and loading it on the trucks. At the end of each pot room, the trucks will be loaded then swept off before leaving the plant. The haul route through town will be the truck route, they had looked at removal by rail and it is just not feasible.

Fire Chief Hagen asked for clarification on removing the paste plant with the high reach clipper in the spring. Mr. Boyd said the building removal should be completed by June. Fire Chief Hagen said his concern was with the building being flammable, but noted spring will be a good time to disassemble. Fire Chief Hagen asked if there was any water at the plant due to the concern fire prevention. Mr. Boyd said no there is no water at this time but there will be a water truck on site.

Mr. Boyd said the old lab has a significant amount of asbestos as well as other parts of the site, resulting in additional demolition time. It is going to be more like 3 years for time of completion instead of the original two year estimate. Mr. Boyd said he is doing what he can to keep the money locally, with rentals, food and fuel and hiring local employees.

ORDINANCES/RESOLUTIONS:

A. SECOND AND FINAL READING – Ordinance # 756 - An Ordinance of the City Council of the City of Columbia Falls, Montana, Amending Portions of Title 18 of the Columbia Falls Municipal Code (Increase the Accessory Building Height to Allow for Current Building Standards and to Amend the Building Height from 30' to 35' to be Consistent Within all of the Residential Districts).

**ORDINANCE #756-
Accessory Building
Height**

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

Councilman Karper motioned to approve Ordinance #756, second by Councilman Petersen with Council voting as follows. AYES: Fisher, Karper, Lovering, Petersen, Piper, Shepard and Mayor Barnhart. NOES: None. ABSENT: None.

A. **SECOND AND FINAL READING - Ordinance # 757** - An Ordinance of the City Council of the City of Columbia Falls, Montana, Amending Title 18 Chapter 18.438 Signs of the Columbia Falls Municipal Code (Chapter 18.438 Signs to comply with a recent US Supreme Court decision requiring sign regulations be content neutral while still regulating time, place and manner of signage.)

**ORDINANCE #757-
Signs**

Councilman Shepard motioned to approve Ordinance #757, second by Councilman Lovering with Council voting as follows. AYES: Karper, Lovering, Petersen, Piper, Shepard, Fisher and Barnhart. NOES: None. ABSENT: None.

A. **SECOND AND FINAL READING - Ordinance # 758** - An Ordinance of the City Council of the City of Columbia Falls, Montana, Adding Title 18 Chapter 18.439 Cluster Unit Development to the Columbia Falls Municipal Code (to provide another zoning tool that respects the overall density of a property but also preserves more farm and open space areas.)

**ORDINANCE #758-
Cluster Unit
Development**

Councilman Shepard motioned to approve Ordinance #758, second by Councilman Lovering with Council voting as follows. AYES: Lovering, Petersen, Piper, Shepard, Fisher, Karper and Mayor Barnhart. NOES: None. ABSENT: None.

UNFINISHED BUSINESS

None.

**UNFINISHED
BUSINESS**

NEW BUSINESS:

None.

NEW BUSINESS

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

A. Council Organization - appointment of "president pro tempore," also known as Vice-chairman.

Councilman Shepard recommended Councilman Lovering be appointed as Vice-Chairman, Council approved recommendation.

**REPORTS FROM
MAYOR AND
COUNCIL**

B. Council Committee appointments-

After Council discussion, the appropriate appointments were made to the Council committees.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

Councilman Fisher complimented the street department on snow removal around town, as well as the sidewalk being cleared along Highway 2. Fisher also wanted to thank the Police Department for patrolling and making traffic stops on Highway 2. Fisher reported that he had just completed his first batch of beer and things seem to be on track for a March or April opening of the Backslope Brewery.

Councilman Lovering asked if the pot hole at the end of Nucleus was fixed. Mayor Barnhart said it was fixed today.

Councilman Shepard said he too wanted to compliment the street department on the snow plowing. Shepard said it is nice to see the hotel going up. Shepard said he is pleased to see Calbag is aware of the amount of asbestos at the CFAC plant.

Councilman Petersen said the scaffolding that was used to erect the mural was removed today.

Mayor Barnhart said he misspoke on the electrical transformer at the hotel site, he thought they moved the transformer but have not. The state plowed the sidewalks and some of the business entrances were plugged as a result of their plowing; noting perhaps the next time the city crew can help clear business entrances. Mayor Barnhart said he was pleased with the City snow plowing as well.

REPORTS/BUSINESS FROM CITY ATTORNEY:

None.

**REPORT FROM
CITY ATTORNEY**

CITY MANAGER:

With the termination of the 911 District process, the 911 Board and a committee to be appointed by the Commissioners will begin anew the discussion of how to fund the 911 center. Nicosia noted that we are not alone in these discussions sharing an article from Hamilton County, Ohio.

Mayor Barnhart noted that the percentage of taxpayers was still very small and may have passed had it not been for the significant problems with the commercial assessments. Mayor Barnhart said the committee should seriously look at what it costs to run the center; can there be reductions within the 911 center? Councilman Shepard said they need to bring in a headhunter and review what the 911 center has done and is doing. Shepard said he wasn't for this 5 years ago because we were still learning, but now is the time. Mayor said they need to show the citizens that they are looking at this in depth.

**CITY MANAGER
REPORT**

The City received official word this week that the Youth Recreation Grant request in the amount of \$88,000 has been approved. Contracts and other documents will be forthcoming. Mayor Barnhart asked if that just covers paving? Nicosia said correct. Nicosia said the baseball group is working with Round Up For Safety for new backstops and received funding from the Plum

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

Creek Foundation for some of the field improvements.

Nicosia said she would like to have a Parks Committee meeting soon to review the fishing pond proposal. There is a February 1st deadline for a MT FWP Community Pond Program grant. There is a 30% match. Nicosia said if we needed to apply for the grant there would need to be a recommendation and approval from the Council. Nicosia said she will email the parks committee when she hears from Mark Deleray, FW&P.

Nicosia said there will be training for Council and Planning Board Tuesday January 12, 2016. There is a regular Planning Board meeting followed by training by City Attorney Breck, City Planner Mulcahy and herself.

Nicosia reported that she and Fire Chief Hagen are completing an AFG FEMA grant for SCBA's and air compressor/fill stations. The grant is due by January 15th. There is an extended review period and we will not know for several months if we are successful. There is a 5% match requirement. Fire Chief Hagen added discussion on the current SCBA's, bottles and the system in use, noting that our bottles are 3000 psi and are at least 10 years old.

The representative from the MT Main Street Program will be here to present at the January 12th Chamber lunch. Nicosia said she would encourage any council members that are available to attend.

Councilman Petersen asked with making part of the highway a boulevard and various ideas for Nucleus, would that type of project fall under the main street program. Nicosia said it could fall under the Transportation study.

Sink hole in the highway is still being looked into. The highway department wants it fixed before the overlay.

Nicosia handed out the Municipal training information and asked council to contact City Clerk Staland for registration purposes.

Fire Chief Hagen reported more incidents this year than in the past 5 years.

A. INFORMATIONAL CORRESPONDENCE:

- A. INFORMATIONAL CORRESPONDENCE - List available for Review
- B. Reports:
 - a. Fire Report-Thru Nov

**CORRES-
PONDENCE**

ADJOURN: Upon motion duly made by Councilman Fisher, and seconded by Councilman Piper and the meeting adjourned at 8:53 p.m.

ADJOURN

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JANUARY 4, 2016**

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION: January 19, 2016



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

PHONE (406) 892-4391

FAX (406) 892-4413

January 4, 2016

To: Mayor & Council

From: Susan M. Nicosia, City Manager

Re: Cancel Checks Outstanding for over 1 year

Pursuant to state statute, the City may cancel checks (warrants) outstanding for longer than one year.

7-6-4303. Cancellation of municipal warrants and checks. (1) The city or town council may cancel municipal warrants and checks that have remained outstanding and unpaid for a period of 1 year or longer.

(2) The city or town clerk shall:

(a) enter on the record of warrants or checks, opposite the entry of each instrument, the date when it was canceled;

(b) make a list of the canceled instruments, specifying the number, date, and amount and the person to whom it was payable; and

(c) enter the list in the minutes of the city or town council proceedings.

The following checks have been outstanding for longer than one year:

40638 JOHN ALLEN MANRESA 12.00 09/04/13
40663 REBECCA NICHOLE RAYMOND 25.00 09/04/13
41627 ELMERT R ELLINGSON TRUST 41.48 06/30/14

Council Action: Approve cancellation of above checks



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

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

1/11/2016

To: Susan Nicosia, City Manger

From: Grady Jenkins, Public Works Director

RE: Auto Zone Water and Sewer Extension

I have done the inspection of the water and sewer extension that was constructed for the new Auto Zone store located at 395 South Meadow Lake Blvd. All work done on this project meets the City of Columbia Falls public works standards. At this time I would recommend approval and acceptance on the Auto Zone water and sewer extension.

Estimated Value:

Water

12" C900 PVC water main – 500' @ \$65.00/ft =	\$33,065.00
10" C900 PVC water main – 250' @ \$60.00/ft =	\$15,000.00
Existing water main connections – 2 @ \$3,500.00/ft =	\$ 7,000.00
Fire Hydrant assembly – 2 @ \$4,000.00/ea. =	<u>\$ 8,000.00</u>

Total \$63,065.00

Sewer

8" SDR 35 sewer main – 132' @ \$55.00/ft =	\$ 7,260.00
Manhole 48" sanitary sewer – 1 @ \$3,700.00 =	<u>\$ 3,700.00</u>

Total \$10,960.00

Total estimated project value \$74,025.00

Sincerely,

Grady W. Jenkins
City of Columbia Falls
Public Works Director

Cc: Susan Nicosia, City Manager

Auto Zone			
395 South Meadow Lake Blvd.			
Columbia Falls, MT 59912			
Estimate cost of 12" / 10" water main and 8" sewer main			
Water Main Estimated Cost	Unit Price	Units	
12" C900 PVC Water Main	\$65.00	500	\$33,065.00
10" C900 PVC Water Main	\$60.00	250	\$15,000.00
Existing water Main connections	\$3,500.00	2	\$7,000.00
Fire Hydrant assembly	\$4,000	2	\$8,000.00
		Total:	\$63,065.00
Sewer Main Estimated Cost	Unit Price	Units	
8" SDR 35	\$55.00	132	\$7,260.00
Manhole 48" Sanitary Sewer	\$3,700.00	1	\$3,700.00
		Total:	\$10,960.00
		Grand Total:	\$74,025.00

City of Columbia Falls

SUBDIVISION IMPROVEMENT AGREEMENT

THIS AGREEMENT, made and entered into this 13 day of January 20 11, by and between the CITY OF COLUMBIA FALLS of Flathead County, Montana, Party of the First Part and hereinafter referred to as the CITY, and

Randy Jones
(Name of Developer)

a Corporation
(Individual, Company or Corporation)

located at P.O. Box 291 Kila, MT 59920
(Street Address/P. O. Box) (City, County, State, Zip)

Party of the Second Part and hereinafter referred to as DEVELOPER.

WITNESSETH:

THAT WHEREAS, the Developer is the owner and developer of a new subdivision known as NA

located at 2 Diane Rd Columbia Falls MT and,
(Name of Subdivision) (Location of Subdivision)

WHEREAS, the City has conditioned its approval of the final plat of this subdivision upon the conditions as set forth in the Preliminary Plat of the Subdivision being completed and all improvements, as cited in "Exhibit A" have not been completed at this time, and the Developer wishes to bond for the completion of those improvements set forth in "Exhibit A"; and

WHEREAS, the Columbia Falls Subdivision Regulations require that a subdivider shall provide a financial security of 125% of the estimated total cost of construction of said improvements as evidenced by an estimate prepared by a licensed public engineer included herewith as "Exhibit B"; and

WHEREAS, the estimated total cost of construction of said improvements is the sum of \$ ~~18,125.00~~ 14,500.00 ~~(in numbers)~~ (in numbers) ~~Eighteen thousand one hundred twenty five~~ 14,500 ~~(in words)~~ fourteen thousand five hundred ~~(in words)~~

NOW THEREFORE, in consideration of the approval of the final plat of said Subdivision by the City, the Developer hereby agrees as follows:

1. The Developer shall deposit as collateral with the city a Letter of Credit, or other acceptable collateral as determined by the city council of Columbia Falls, in the amount of \$ 18,125.00. Said Letter of Credit or other collateral shall have an expiration date of at least sixty (60) days following the date set for completion of the improvements, certifying the following:
 - a. That the creditor guarantees funds in the full amount of (same as the amount listed above), being the estimated cost of completing the required improvements in (specifically naming the subdivision same as listed herein).

City of Columbia Falls

- b. That if the Developer fails to complete the specified improvements within the required period, the creditor will pay to the City immediately, and without further action, such funds as are necessary to finance the completion of those improvements up to the limit of credit stated in the letter;
2. That said required improvements shall be fully completed by June 1, 2016, 2016.
3. That upon completion of the required improvements, the Developer shall cause to be filed with the city a statement certifying that:
 - a. All required improvements are complete;
 - b. That the improvements are in compliance with the minimum standards specified by the city for their construction and that the Developer warrants said improvements against any and all defects for a period of one (1) year from the date of acceptance of the completion of those improvements by the City;
 - c. That the Developer knows of no defects in those improvements;
 - d. That these improvements are free and clear of any encumbrances or liens;
 - e. That a schedule of actual construction costs has been filed with the City; and,
 - f. All applicable fees and surcharges have been paid.
4. The Developer shall cause to be filed with the city copies of final plans, profiles, grades and specifications of said improvements, with the certification of the registered professional engineer responsible for their preparation that all required improvements have been installed in conformance with said specifications.

IT IS ALSO AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS, TO-WIT:

That the Developer shall provide for inspection of all required improvements by a registered professional engineer before the Developer shall be released from the Subdivision Improvement Agreement.

That if the city determines that any improvements are not constructed in compliance with the specifications, it shall furnish the Developer with a list of specific deficiencies and may withhold collateral sufficient to insure such compliance. If the city determines that the Developer will not construct any or all of the improvements in accordance with the specifications, or within the required time limits, it may withdraw the collateral and employ such funds as may be necessary to construct the improvement or improvements in accordance with the specifications. The unused portions of the collateral shall be returned to the Developer or the crediting institution, as is appropriate.

City of Columbia Falls

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals the day and year herein before written.

Randy Jones
(Name of Subdivision/Developer/Firm)

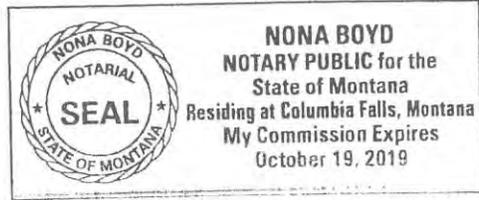
By Randy Jones
owner
(Title)

STATE OF MONTANA
COUNTY OF Glathead

On this 14 day of Jan., 20 16, before me, a Notary Public for the State of Montana, personally appeared Randy Jones, known to me to be the owner of _____, whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal this day and year first above written.

Nona Boyd
Notary Public for the State of Montana
Residing at Columbia Falls
My Commission Expires Oct. 19, 2019



CITY OF COLUMBIA FALLS

ATTEST:

By: _____
City Manager

By: _____
City Clerk

EXHIBIT A: Conditions of approval as fixed to the preliminary plat by the City Council of Columbia Falls.

EXHIBIT B: This agreement specifically includes the following improvements, their projected construction completion date and estimated construction costs.

BIGGY'S LANDSCAPE SERVICE, LLC.
Design, Installation & Maintenance

Randy Jones Construction Inc. - 2+4 Diane Road
Landscape Installation Contract - December 26, 2015

1. Complete Landscape Installation

-areas include all landscape areas around buildings and parking lots, boulevards in front of buildings (cost based on existing landscape installations at other buildings, cost does not include hedges on north or south sides of buildings, or landscaping of common area on northeast side of 2 Diane Rd)

- remove all rocks, weeds and debris from proposed landscape areas
- rough grade existing soils as necessary
- deliver and install topsoil in all proposed landscape areas
- final depth of topsoil to be 2" in lawn areas, 6" in garden bed areas
- deliver and install commercial grade Dandy Diamond poly edging to separate garden beds from lawn areas where necessary
- design and layout of plant material
- deliver and install three 2" caliper B+B Linden trees in boulevard to match existing trees
- deliver and install twenty-five 5-gallon size lilac shrubs in garden bed behind parking lot to create a hedge (to match other buildings)
- deliver and install twenty-five 2-gallon size deciduous shrubs in foundation planter beds and utility bed
- deliver and install eight 10-gallon size upright evergreen shrubs in foundation planter beds
- deliver and install eighteen 1-gallon sized perennials in foundation planter beds
- all plant material to be installed with time-release fertilizer and compost
- install commercial grade 4.8 ounce woven weed barrier fabric in all garden beds
- deliver and install Mini Pebbles bark mulch in all garden beds
- final depth of mulch to be 3"
- fine grade all proposed lawn areas
- deliver and install Grade A Landscapers Sod in all proposed lawn areas
- haul off debris

2. Irrigation System Installation

- design and layout of Hunter™ water-wise irrigation system
- system to provide 100% coverage of all lawn areas and garden beds
- all main 1" irrigation pipe and lateral 1" irrigation pipe, including direct burial wire to be buried at an 8" depth
- system to be tied in to a building water line
- install underground automatic irrigation system with the following components:

BIGGY'S LANDSCAPE SERVICE, LLC

Design, Installation & Maintenance

- 100 psi poly pipe
- approved Backflow Prevention Device
- Hunter PGV valves
- Hunter PGV valves with drip filter assembly
- Hunter Pro-C outdoor timer
- Hunter MP Rotator sprinklers
- Hunter drip irrigation materials
- commercial grade in-ground utility boxes
- commercial grade direct burial wire
- commercial grade fittings and manifolds

-system to be seven total zones; six lawn zones and one drip irrigation zone (2 Diane Road to be nine total zones)

Cost for these services: \$13,000.00 for 4 Diane Rd
\$14,500.00 for 2 Diane Rd ✕

Approx. Start Date: April 1, 2016 Approx. Finish Date: May 1, 2016

Guarantees, Exclusions, and Conditions

- one-year warranty on all plant material, including sod
- plant warranty does not cover:
 - deer, rodent, or other pest damage
 - failure to provide adequate water supply
 - prolonged submersion in water, suffocation of plant material
 - extreme weather circumstances including, but not limited to, abnormally freezing cold or hot temperatures, wind storms, hail storms, and freezing rain
 - plants provided by homeowner
 - plants purchased at a discounted price
- warranty includes delivery and installation of one plant replacement per specimen
- plant material replacements are under the discretion of Biggy's Landscape Service, Inc.
- plant material replacements will not commence until contract is paid in full
- soil sub-grade must be +/- 4" of final grade
- cost does not include any drainage work other than the natural grade of the land (note: we are fully able to install underground drainage; note: we do not cover landscape erosion due to exposed gutters/no gutters)
- one-year warranty on materials and workmanship of irrigation system
- irrigation system price is based upon water system capabilities of at least 15 gpm and 20 psi; if these levels are not present and/ or achievable, the cost and design of the system will be affected
- cost does not include any boring or tunneling under pavement, concrete or any other physical structure (if sleeving is needed for the irrigation system, the cost will be estimated and invoiced separately)

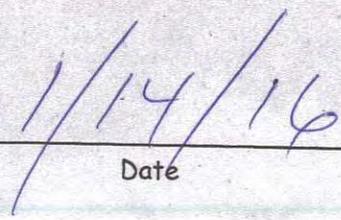
BIGGY'S LANDSCAPE SERVICE, LLC
Design, Installation & Maintenance

Guarantees, Exclusions, and Conditions, cont'd

- cost does not include tie-in to main potable water line for irrigation system (must be completed by licensed plumber if needed)
- cost does not include 110V electrical service for irrigation timer (must be completed by licensed electrician if needed)
- cost does not include any tree staking or wire cage installation (there is an additional charge of \$30.00 per tree for staking and \$40.00 per tree for 6' wire caging)
- landscape/ irrigation installation will not commence until the following construction components are complete: siding and wainscot, all exterior painting and staining, exterior masonry, gutters, doors and windows, concrete work, driveway (Must be at final grade of gravel)
- any additional services provided beyond the scope of work detailed above will be estimated and invoiced separately
- this estimate is valid for sixty days from date on top of page one; after sixty days the estimate may be re-evaluated for accuracy
- a down payment for services in the amount of 25% of the total contract price will be requested prior to job commencement
- payment is due in full within ten business days of satisfactory completion of services
- if other payment arrangements are needed, the arrangements shall be finalized prior to job commencement



Signature



Date

APPLICABLE ZONING DESIGNATION & DISTRICT Scenic Corridor

ESTIMATE OF MARKET VALUE BEFORE IMPROVEMENTS _____

IMPROVEMENTS TO BE PROVIDED:

Roads: Gravel ___ Paved X Curb X Gutter X Sidewalks ___ Alleys ___ Other ___

Water System: Individual ___ Multiple User ___ Neighborhood ___ Public X Other ___

Sewer System: Individual ___ Multiple User X Neighborhood ___ Public ___ Other ___

Other Utilities: Cable TV ___ Telephone ___ Electric X Gas X Other ___

Solid Waste: Home Pick Up ___ Central Storage X Contract Hauler ___ Owner Haul ___

Mail Delivery: Central ___ Individual X School District: _____

Fire Protection: Hydrants ___ Tanker Recharge ___ Fire District: Columbia Falls Rural

Drainage System: On-site storm water conveyance system

PROPOSED EROSION/SEDIMENTATION CONTROL: On-site Storm Water Retention/Detention Ponds, Silt Fence/Straw Waddles (as needed)

ESTIMATE OF IMPACTS:

NOTE: Exemption from consideration of Critical Impacts: If the proposed subdivision is a first minor and the subdivision is proposed in a jurisdictional area that has adopted zoning regulations that address those impacts.

- Application is for a first minor and property is located within the Flathead County Zoning District.

If not exempt, provide an estimate of the type and amount of impact the subdivision will have on the following categories of the natural and operating environment:

A. Impacts on agriculture.

Agriculture is defined as all aspects of farming or ranching including the cultivation or tilling of soil; dairying; the production, cultivation, growing, harvesting of agricultural or horticultural commodities; raising of livestock, bees, fur-bearing animals or poultry; and any practices including, forestry or lumbering operations, including preparation for market or delivery to storage, to market, or to carriers for transportation to market.

B. Impact on agricultural water user facilities.
Agricultural water user facilities are defined as those facilities which provide water for irrigation or stock watering to agricultural lands for the production of agricultural products. These facilities include, but are not limited to, ditches, head gates, pipes, and other water conveying facilities.

C. Impact on local services
Local services are defined as any and all services that local governments, public or private utilities are authorized to provide for the benefit of their citizens.

D. Impact on natural environment.
The natural environment is defined as the physical conditions which exist within a given area, including land, air, water, mineral, flora, fauna, noise, light and objects of historic and aesthetic significance.

E. Impacts on wildlife and habitat.
Wildlife is defined as those animals that are not domesticated or tamed; and wildlife habitat is defined as the place or area where wildlife naturally lives or travels through.

F. Impacts on public health and safety.
Public health and safety is defined as the prevailing healthful, sanitary condition of well being for the community at large. Conditions that relate to public health and safety include but are not limited to: disease control and prevention; emergency services; environmental health; flooding, fire or wildfire hazards, rock falls or landslides, unstable soils, steep slopes, and other natural hazards; high voltage lines or high pressure gas lines; and air or vehicular traffic safety hazards.

VARIANCES: ARE ANY VARIANCES REQUESTED? Yes (yes/no) If yes, please complete the information below:

SECTION/REGULATION OF REGULATIONS CREATING HARDSHIP: 17.18.110

EXPLAIN THE HARDSHIP THAT WOULD BE CREATED WITH STRICT COMPLIANCE OF SUBDIVISION REGULATIONS: Due to a combination of commercial lots utilizing shared parking, sidewalks are not needed as all parking leads to all lots. Sidewalks would be an additional un-needed item that would ultimately lead to confusion.

PROPOSED ALTERNATIVE(S) TO STRICT COMPLIANCES WITH SUBDIVISION REGULATIONS: Shared parking ultimately leads to connectivity between the 3 commercial lots and no alternative is needed.

PLEASE ANSWER THE FOLLOWING QUESTIONS IN THE SPACES PROVIDED BELOW:

1. Will the granting of the variance be detrimental to the public health, safety or general welfare or injurious to other adjoining properties?
The granting of the variance will not be detrimental to the public health or safety, as the connectivity of the shared parking/commercial lots already allows any member of the public to safely negotiate their way to any of the three lots.

2. Will the variance cause a substantial increase in public costs?
No increase in public cost will be seen from the variance, as not mandating sidewalks decreases the cost of the project and has no impact on public costs.

3. Will the variance affect, in any manner, the provisions of any adopted zoning regulations or Growth Policy?
No provisions of any adopted zoning regulation or growth policy will be affected by this variance request.

4. Are there special circumstances related to the physical characteristics of the site (topography, shape, etc.) that create the hardship?

No site characteristics dictate this variance request, more so the applicability of having sidewalks within a commercial development.

5. What other conditions are unique to this property that create the need for a variance?

The main condition that creates the need for this variance is that the site is to be a shared commercial site with an open/shared parking style so that all three lots together are utilized more as one.

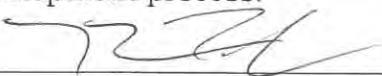
APPLICATION CONTENTS:

The subdivider shall submit a complete application addressing items below to the Columbia Falls Planning Department at least 45 days **prior** to the date of the Planning Board meeting at which it will be heard (35 days if a first minor).

Submittals shall include:

1. Preliminary plat application.
2. 2 copies of the preliminary plat.
3. One reproducible set of supplemental information. (See Appendix A of Subdivision Regulations.)
4. One reduced copy of the preliminary plat not to exceed 11" x 17" in size.
5. Application fee

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the Columbia Falls Planning staff to be present on the property for routine monitoring and inspection during the approval and development process.


(Applicant)

11/17/15
(Date)

VISTA LLC.
PO BOX 269
BELGRADE, MT 59714

STOCKMAN BANK
1815 SO 19TH
BOZEMAN, MT
93-524/929

1595

DATE 11/5/2015

Y
TO THE
ORDER OF City of Columbia Falls

\$ **740.00

Seven Hundred Forty and 00/100*****

DOLLARS

City of Columbia Falls

MEMO

⑈001595⑈ ⑈092905249⑈ ⑈1610000730⑈

November 13th, 2015

City of Columbia Falls Planning Department
130 6th Street West, Room A
Columbia Falls, MT 59912

Attn: Eric Mulcahy

**Re: Vista North Subdivision - Sidewalks Variance Request
Columbia Falls, Montana**

Dear Eric,

The purpose of this letter is to request a variance from the City of Columbia Falls Municipal Code to allow the commercial subdivision to not install sidewalks. Per Section 17.18.110 of the City of Columbia Falls Municipal Code, "Sidewalks or pedestrian pathways may be required by the city council." In this instance, the sidewalks would not add any connectivity between the 3 lots (or areas outside the Minor Subdivision) as the parking areas are considered a shared area and connect together. Also, as being part of a rural area, there are no existing sidewalks to connect into as they could be a safety issue next to the highway.

Please let me know if you have any questions or if you need any further information.

Sincerely,

Brett Megaard, PE
Project Engineer

**SUBDIVISION REPORT #CPP-15-01
VISTA NORTH SUBDIVISION
COLUMBIA FALLS PLANNING OFFICE
December 4, 2015**

A report to the Columbia Falls City Council regarding a request for preliminary plat approval of Vista North Subdivision, a 3-lot commercial subdivision.

I. BACKGROUND INFORMATION

Owner/Applicant: Vista, LLC
Attn: Kevin Cook
1276 N 15th Ave, Suite 2
Bozeman, MT 59715

Technical Assistance: Hyalite Engineers, PLLC
Attn: Brett Megaard
2304 N 7th Ave, Suite L
Bozeman, MT 59715

48 North, PC
Attn: Brett Walcheck
151 Business Center Loop, Suite A
Kalispell, MT 59901

- a. Location: The property is located west of the City of Columbia Falls at the intersection of Highway 40 and US Highway 2. The property is described as Assessor's Tract 4B, SE1/4SE1/4 in Section 11; T30N; R21W.

Background: This 9.51 acre site was formerly the location of the Midway Drive-in Theater. After the theater closed the site was sporadically used for flea markets and swap meets. The property has been in commercial use of one type since the 1950's. The property owner is developing the subdivision and will lease or sell lots to the future users.

- b. Size: The proposed subdivision contains 9.511 acres, with 9.138 acres in lots and 0.373 acres in private road easement. Lot sizes are as follows:

Lot 1: 5.687 acres gross and net
Lot 2: 1.915 acres gross, 1.725 acres net
Lot 3: 1.909 acres gross, 1.726 acres net

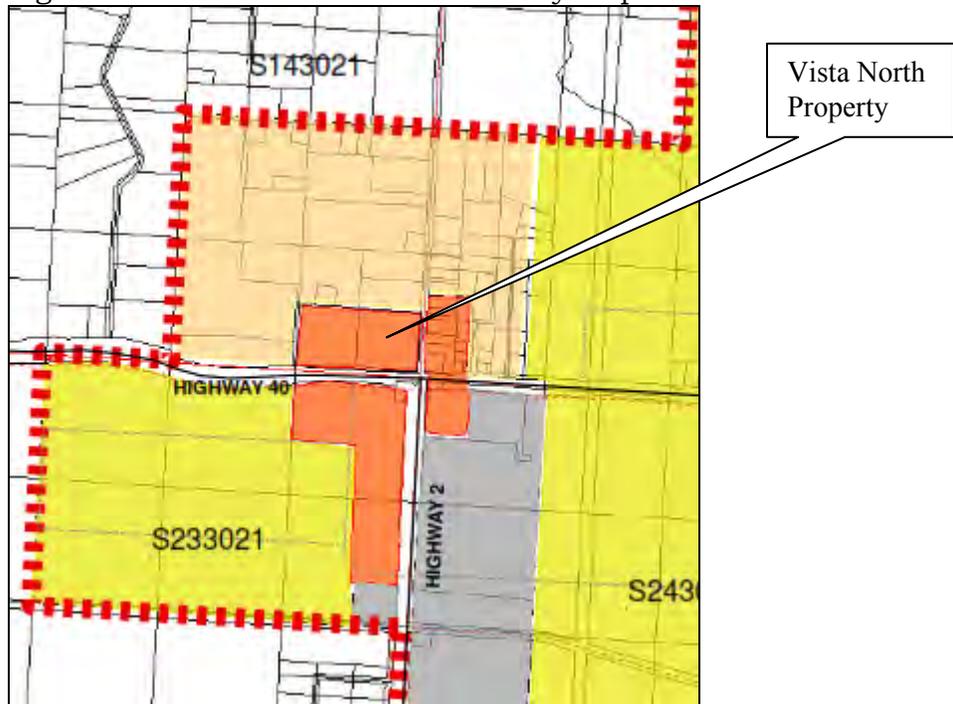
- c. Existing Land Use: As of the writing of this report, the Murdock's building is currently under construction and near completion. By the time this report reaches the City Council, the Murdock's building should be open. As the property is un-zoned and the applicants are developing a single use on the property, the applicants can construct the building and supporting infrastructure without formal approvals by the City or County. However, the applicant's consultants have met with City Staff and kept us informed of the progress and intention to subdivide.

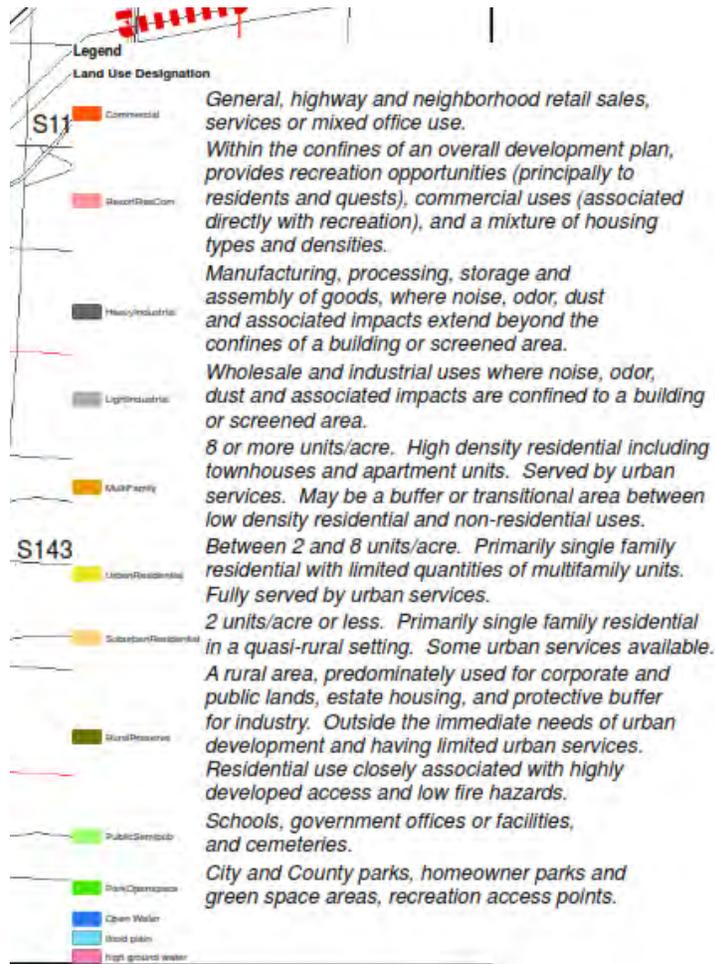
- d. Adjacent Land Uses:
North: Residentially developed lands of various sizes

South: Farm lands zoned for light industrial use.
East: Rodeo grounds, Blue Moon Bar and Restaurant, and Town Pump.
West: RV Park.

- e. Relation to Growth Policy: The City-County Growth Policy designates this area as Commercial. This designation is applied as follows: “General highway and neighborhood retail sales services and mixed office use.” The proposal is a commercial subdivision of which Lot 1 is the Murdock’s Ranch Supply business. Lots 2 and 3 are designated commercial but do not yet have an identified tenant or buyer. The commercial subdivision is in compliance with the 2013 Columbia Falls Growth Policy.

Figure 1. Columbia Falls Growth Policy Map - 2013





The following policies from Chapter 4, Land Use- Commercial apply to this land use category:

Goals

1. *Balanced commercial development providing convenient access to a broad selection of goods and services:*
4. *Focused commercial development along US Highway 2 that embraces good signage, access and landscaping serving as an entrance corridor to Columbia Falls.*

Policies

- 4.a. *Emphasize the objective of a pleasing entrance to the city that encourages highway landscaping*
- 4.c. *Encourage highway commercial development in the planning jurisdiction to adhere to the following design guidelines:*
 - o *Encourage access by a secondary street or use of shared driveways and interconnected parking lots where secondary street access is unfeasible.*
 - o *Landscape highway frontage and parking lots, to enhance development sites and soften the visual impacts of development.*
 - o *Keep signs simple, to reduce clutter and allow rapid comprehension of highway motorists without undue distraction. Encourage variety and creativity in sign design.*

- *Outdoor storage, machinery, utilities, trash dumpsters, service bays, antennas, rooftop equipment, and similar accessory facilities should be hidden or screened from public view to protect aesthetic qualities.*
 - *Outdoor lighting should be low intensity, directed downward, and shielded to prevent glare.*
- 4.d. *A complete system of pedestrian and bike paths is important in these areas.*
- 4.h. *Avoid premature encroachment into established, intact residential areas.*

Regarding the above policies, the proposed commercial addresses most of these policies. However, much of the design related policy such as landscaping and signage are addressed and implemented by zoning regulations. In the case of this property, there is no zoning and therefore no requirements on design related impacts. It should also be noted that the Growth Policy in and of itself is not a regulatory document. Montana State Law only requires that the Growth Policy is consulted to determine if general compliance is met.

In the case of the proposed Vista North Subdivision, the property has historically been used for commercial activity. Neighboring zoning to the east is commercial. The Growth Policy Map designates the property commercial; the applicant is installing landscaping along the frontage for the Murdock's building, the applicants have worked with the MDOT to address and consolidate the approaches into the property. For these reasons, the project conforms to the Columbia Falls Growth Policy.

- f. Zoning: The subject property is currently un-zoned and the applicants are not proposing any at this time.
- g. Utilities & Services: The property is not within City limits, and is outside the current municipal water and sewer service areas. Following is a list of services that are available for this site:

Sewer: Multi-User Sewer System (Lots 2 and 3)
 Water: Public Water System (Privately Maintained)
 Refuse: Private Hauler Home Pick-up
 Police: Flathead County Sheriff Department
 Fire: Columbia Falls Rural Fire Protection District
 Street Maintenance: Privately maintained for internal streets
 Electric: Flathead Electric

Figure 2



Source: Google Map

II. REVIEW AND FINDINGS OF FACT

This subdivision is considered to be a minor subdivision, and does not go before the Planning Board, nor does the City Council hold a public Hearing. The subdivision is reviewed under Chapter 17.18, Design Standards for Areas not Annexed to the City.

A. Effects on Public Health and Safety:

The subdivision is located at the intersection of Highway 2 and 40 in what is an urbanized node in the County. The Columbia Falls Rural Fire Hall is located ½ mile south of the subdivision on Highway 2. Access for fire is good and the Murdock's building is sprinkled for fire protection. The property is not located within any floodplain and the closest floodplain designation is located approximately one mile to the east along Trumbull Creek.

The Applicant's consulted a Geotechnical Report prepared by SK Geotechnical in September of 2014 for Highway improvements near the intersection of Highway 2 and 40 which also happens to be very near the subdivision site. Overall the site of the proposed subdivision is sound with proper review by a professional engineer or architect but the Geotech Consultant did acknowledge some slumping along the steep Highway cut west of the proposed subdivision.

B. Effects on Wildlife and Wildlife Habitat:

The Vista North Subdivision site was previously the Midway Drive-in Theater (Figure 2). The Theater was constructed sometime in the 1950's and as a result, the property has not been much of a wildlife habitat or attractant ever since that time. I'm not saying that a wild animal can't enjoy a movie now and again but they would probably want to avoid the crowds. The proposed conversion of the Drive-in to a commercial subdivision should have no negative effects on Wildlife or Wildlife Habitat.

C. Effects on the Natural Environment:

1. Groundwater: The property is not within the Columbia Falls groundwater protection zone. Groundwater analysis was prepared by 48 North and is part of the Sewer System Engineering Report submitted with the Preliminary Plat Application. Three test holes were dug to eight feet and no water was present during the monitoring season. As a result of the soils and groundwater information, the Flathead City County Health Department issued a permit for the wastewater disposal system for the Murdock's store. The MDEQ will review the wastewater system for lots 2 and 3 and the will be a condition of approval.

2. Natural Vegetation: The majority 80 to 90% of the property was cleared of vegetation when the Drive-in was constructed many years back. There is a forested portion of the property in the northeast corner of the site. Much of this vegetation will be removed with the development of Lot 2. Given the intense development surrounding the existing vegetation, removal of these trees should have little impact on the natural environment.

3. Surface Water: There are no surface waters associated with the site, this includes streams, creeks, ponds, lakes, etc. There is a manmade drainage basin constructed behind the Murdock's building on Lot 1. This drainage detention facility is dry most of the year. The proposed subdivision should have no effects on surface waters.

Drainage for Lot 2 and 3 will be addressed by individual drainage structures on each lot an initial drainage concept will be developed for approval by MDEQ. Final design of these drainage structures would come once a lot owner or lessee develops a building and parking lot.

4. Topographical Features: The site is almost flat. There is barely a foot change in elevation on Lots 2 and 3. Lot 1 was graded with the construction of Murdock's to create positive drainage along with the detention facilities at the rear of Lot 1.

5. Soils Types: A detailed soils report was included with the application. Soils consist of Birch, Stryker and Walters soils.

D. Effects on Local Services:

1. Police: the Flathead County Sheriff Department is responsible for patrolling and responding to this area and the proposed subdivision. Generally, the Flathead County Sheriff's Office has had a standard response to subdivision impacts and that is they will address the needs of the County but response time may be slow depending on the location of the officers on duty at the time.

2. Fire: The proposed subdivision is located within the Columbia Falls Rural Fire District and is approximately ½ mile north of the Columbia Falls Fire Station located on Highway 2. The property is not mapped in the Wildland Urban Interface (WUI) per the Flathead County GIS map. The Columbia Falls Rural Volunteer Fire Department recently installed a tanker recharge facility at the Highway 2 Fire Hall. The recently constructed Murdock's building is fire sprinkled to comply with the International Building Code. Depending on size and type of business, the buildings on Lot 2 and 3 may also be sprinkled.

3. Water and Sewer: No impacts to municipal services are anticipated, as the three lots will be served by public water system operated by the subdivision association and lot 1 will have its own sewer system while lots 2 and 3 will share an on-site sewer system.

4. Schools: As this is a commercial subdivision there will be no direct impacts on schools as no families reside in a commercial development. Commercial buildings do pay taxes at a higher rate than a residence so the commercial use should have a positive financial impact on the school district.

5. Recreation/Parkland: The Montana Statutes and the City subdivision standards exempt both commercial and minor subdivisions from parkland dedication.

6. Transportation and Circulation: As a condition of securing the Approach onto Highway 40 for the Murdock's building, the developer prepared a Traffic Impact Study (TIS) which is included with the application materials. The TIS used actual traffic counts from the Bozeman Murdock's for trip generation. The Traffic Engineer also used three additional lots, as opposed to the two proposed, and typical commercial uses to develop the trip generation for the whole subdivision. Overall, the TIS concluded that the Highway 40 approach would be limited to right in and right out movements as a left turn lane into the project at this location was not feasible. The shared approach between lots 2 and 3 will have full movement at Halfmoon Road. The applicants made application and received their permit from Flathead Road and Bridge Department for the Halfmoon Road approach.

All roads into the development along with the parking lots will be paved. The access is via a private 60-foot wide road and utility easement. There is no need for a cul-de-sac as the parking lots provide through access. Paving will address air quality concerns within the Columbia Falls jurisdiction.

Currently there are no sidewalks or bike paths located along Highway 2, Highway 40, or Halfmoon Road. The Columbia Falls Subdivision Regulations, Chapter 17.18.110 state that pedestrian pathways may be required by the

City Council. The regulations strongly encourage sidewalks along commercial subdivision. The applicant requests a variance from this Requirement. The variance will be addressed later in this report.

E. Effects on Agriculture:

As stated previously in this report, the subject subdivision was developed as a Drive-in Movie Theater sometime back in the 1950's. As such the property has not been used for agricultural purposes for almost 60-years. Properties to the east and west are also developed for commercial use and the property to the south and south east is either used for commercial use or zoned for industrial use. The proposed subdivision will have little impact on agricultural use in the area.

F. Compliance with Subdivision Design Standards and Regulations:

The proposed subdivision complies with the City design standards with the exception of the requested variance to pedestrian pathways.

Variance criteria:

What hardship would be created with strict compliance of subdivision regulations?

The applicant states in their application that the internal drives and parking lot will accommodate pedestrian access between the uses within the subdivision. Staff will point out that the sidewalks are typically intended to allow pedestrians to access the businesses from residential neighborhoods or other businesses outside of the subdivision.

In the case of Vista North, the closest sidewalk is located approximately one mile to the east along the south side of Highway 2. There is no sidewalk located along Highway 40 until the intersection with Highway 93. There is no sidewalk on Highway 2 until you reach Evergreen. Therefore, pedestrians have long expanses of roadways without any sidewalk and a small segment of sidewalk along the subdivision will not change this fact.

Are there alternative(s) to strict compliances with subdivision regulations?

The applicant states that the parking lots within the subdivision will provide pedestrian linkage between the lots of the subdivision. However there are no proposed alternatives suggested for neighborhoods outside of the subdivision. To be fair, even if the City required sidewalks along the Highway 2 and Halfmoon Road frontages, there would still be no connection to existing pedestrian paths of which the closest is one mile to the east.

1. *Will the granting of the variance be detrimental to the public health, safety or general welfare or injurious to other adjoining properties?*

Granting the variance will not be detrimental to public health and welfare as we can only require the sidewalks along the subdivision frontage and there are no pedestrian links within a mile of the subdivision. If the pedestrian path were constructed, it would consist of a small isolated fragment of no real benefit to any pedestrian.

2. *Will the variance cause a substantial increase in public costs?*

If sidewalks were to be developed in this area, most likely it would be part of a larger Montana Department of Transportation project connecting, Columbia Falls to Whitefish or to Kalispell. The Vista North frontage would be a small fraction of any larger pedestrian trail. If the City required a sidewalk along the Vista North frontage, it could be many years before a pedestrian path connected with the subdivision.

3. *Will the variance affect, in any manner, the provisions of any adopted zoning regulations or Growth Policy?*

The property is un-zoned. The Columbia Falls Growth Policy encourages pedestrian paths and access but the Growth Policy is not a regulatory document.

4. *Are there special circumstances related to the physical characteristics of the site (topography, shape, etc.) that create the hardship?*

There are no unusual physical characteristics that would prevent a pedestrian path from being constructed. The only true physical hardship is the actual distance of the subject property from any existing pedestrian path. The closest sidewalk/pedestrian path is approximately one mile east of the proposed subdivision and that walkway is located on the south side of the Highway.

5. *What other conditions are unique to this property that creates the need for a variance?*

It can be argued that a sidewalk to nowhere is of no benefit to the public if connectivity to existing paths could be twenty or more years out. Secondly it is debatable given Dolan vs City of Tigard that a requirement for a pedestrian path in this location is a legal exaction when neither employees nor customers would use the sidewalk as it has no connection to any existing path systems and no plans to make the connections.

Based on the variance criteria, staff is recommending that the City Council grant the variance to the sidewalks along Highway 40 and Halfmoon Road for this subdivision.

III. SUMMARY COMMENTS

The application for preliminary plat approval is in conformance with the Growth Policy, subdivision review criteria, and the Columbia Falls Subdivision Standards.

VI. RECOMMENDATION

After reviewing the findings of fact, staff recommends that the Columbia Falls City Council adopt Staff Report #CPP-15-01 as finding-of-fact, grant the variance to sidewalks (Condition #15), and grant conditional approval for the preliminary plat of Vista North Subdivision. Recommended conditions of approval are as follows:

- 1 The applicant shall receive physical addresses in accordance with Flathead County Resolution #1626C. All road names shall appear on the final plat. Street addressing shall be approved by Flathead County:
- 2 The applicant shall comply with all reasonable fire suppression and access requirements of the Columbia Falls Rural Fire District. A letter from the fire chief stating the plat meets the applicable requirements of the District shall be submitted with the application for final plat.
- 3 All area disturbed during development of the subdivision shall be re-vegetated in accordance with an approved Weed Control Plan and a letter from the County Weed Supervisor stating that the Weed Control Plan has been approved and implemented shall be submitted with the final plat.
- 4 With the application for final plat, the developer shall provide a compliant Road Users' Agreement per Covenants, Conditions, and Restrictions document which requires each property owner to bear his or her pro-rata share for maintenance of the roads within the subdivision and for any integral access roads lying outside the subdivision.
- 5 The proposed water, wastewater treatment, and stormwater drainage systems for the subdivision shall be reviewed, as applicable, by the Flathead City-County Health Department and approved by the Montana Department of Environmental Quality.
- 6 The mail delivery site(s) shall be provided with the design and location approved by the local Postmaster of the US Postal Service. A letter from the Postmaster stating that the applicant has met their requirements shall be included with the application for final plat.
- 7 All roads within the subdivision shall be paved and constructed to Columbia Falls Rural Road Standards. (The Subdivision road is the roadway between Lots 2 and 3 of the Vista North Plat).
8. The applicant shall complete the Flathead County Approach Permit for the approach onto Halfmoon Road for the new subdivision road.
- 9 The following statements shall be placed on the face of the final plat applicable to all lots:
 - a. All road names shall be assigned by the Flathead County Address Coordinator and clearly identified and addresses will be clearly visible from the road, either at the driveway entrance or on the business. Business numbers shall be at least four inches in height per number.
 - b. All utilities shall be placed underground.
 - c. Lot owners are bound by the soil disturbance and weed management plan to which the developer and the Flathead County Weed Department Agreed
- 10 All required improvements shall be completed in place or a Subdivision Improvement Agreement shall be provided by the subdivider prior to final approval by the County Commissioners.

- 11 The final plat shall be in substantial compliance with the plat and plans submitted for review, except as modified by these conditions.
- 12 Preliminary plat approval is valid for three (3) years. The final plat shall be filed prior to the expiration of the three years. Extension requests to the preliminary plat approval shall be made in accordance with the applicable regulations and the following associated timeline(s).
- 13 The applicants shall provide Columbia Falls Public Works Department an AutoCAD file of the subdivision at final plat and any improvements constructed with this project, including as-built construction drawings for all public infrastructure improvements constructed in street rights of way or easements within the plat. Drawings shall be paper and digital. Digital copies shall be in a format prescribed by the City.
- 14 The applicant is not subject to a parkland dedication fee in accordance with 17.18.220.B.1.a which exempts minor subdivisions.
- 15 The requested variance to the Columbia Falls Subdivision Regulations for the construction of pedestrian paths along the Highway 40 frontage and the Halfmoon Road frontage is granted.



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

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

January 15, 2016

RE: Vista North Subdivision

Additional information is available at City Hall:

DNRC Water Right Review

Soil Survey

Sewer System Engineering Report

Existing water System Engineering Report

Covenants & Restrictions

Association Bylaws

INVITATION TO BID

Columbia Falls

2nd Ave West Reconstruction Project

Separate sealed bids for construction of the 2nd Ave West Reconstruction Project will be received by the City of Columbia Falls, Montana **until 11:00 AM, local time, Friday, February 5th, 2016**, for construction of the project described herein. All Bids that have been duly received will be publicly opened and read aloud at 11:00 AM on Friday, February 5th, 2016 in the Columbia Falls City Council Chambers at 130 6th Street West, Columbia Falls, Montana 59912. Proposals shall be addressed to the City Manager, 130 6th Street West, Room A, Columbia Falls, Montana, 59912, and titled 2nd Ave West Reconstruction Project.

The proposed work involves the reconstruction of approximately 575 linear feet of 2nd Ave West between 11th Street West and US Hwy 2. The proposed work generally includes pulverization of the existing roadway, roadway excavation and placement of new gravel and asphalt, new curb and gutter, new sidewalks, new slotted storm drain inlets, new water main and services and other miscellaneous improvements.

All bids must be in accordance with the Contract Documents on file with the City of Columbia Falls, 130 6th Street West, Columbia Falls, Montana, (406) 892-4391; and Robert Peccia & Associates, 102 Cooperative Way, Suite 300, Kalispell, Montana, (406) 752-5025.

Digital project bidding documents are available at Robert Peccia & Associates web site (www.rpa-hln.com). Click on the link titled "Current Projects Bidding". You may download and print the Contract Documents at no charge, however, all Prime Contractors that intend to offer a bid for this project must contact Robert Peccia & Associates at the address stipulated above to obtain an "official" Bid Proposal form and to get their name added to the Planholders List. A non-refundable deposit of \$30.00 will be required to obtain the "official" Bid Proposal. The entire set of bidding documents may also be obtained in the form of printed construction drawings, specifications and the "official" Bid Proposal for a non-refundable deposit of \$150.00, if the Contractor chooses not to download and print their own documents. No bids will be considered unless they are submitted on the "official" Bid Proposal form and the Contractor's name has been included on the Planholders List.

A pre-bid conference will be held, commencing at the **Columbia Falls City Council Chambers, 130 6th Street West in Columbia Falls**, Commencing at **11:00 AM, Wednesday, January 27th, 2016**. Those interested in bidding the project should plan on attending this meeting.

Work at the site is to commence within 10 calendar days after the written Notice to Proceed is issued. Completion of the work is required within **45 calendar days**, following commencement of work. The project includes liquidated damages that will be assessed as set forth in the Special Provisions per calendar day if the work is not complete within the allotted contract time.

CONTRACTORS and any of the CONTRACTOR'S subcontractors doing work on this project will be required to obtain registration with the Montana Department of Labor and Industry (DLI). Forms for registration are available from the Department of Labor and Industry, P.O. Box 8011, 1805 Prospect, Helena, MT 59604-8011. Information on registration can be obtained by calling (406) 444-7734. CONTRACTORS are not required to have registered with the DLI prior to bidding on this project, but must have registered prior to execution of the construction agreement. All laborers and mechanics

employed by CONTRACTORS or subcontractors in performance of the construction work shall be paid wages at rates according to the current Montana Prevailing Wage Rates. The CONTRACTOR must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, or national origin.

Each bid must be accompanied by a Certified Check, Cashier's Check, or Bid Bond payable to the City of Columbia Falls, in an amount not less than ten percent (10%) of the total amount of the bid. Successful BIDDER(S) shall furnish an approved Performance Bond and a Labor and Materials Payment Bond, each in the amount of one-hundred percent (100%) of the contract amount within seven (7) calendar days after the Notice of Award is issued. Insurance as required shall be provided by the successful BIDDER(S), and a certificate(s) of that insurance shall be provided.

The City of Columbia Falls reserves the right to reject all proposals and bids received, to waive informalities, to postpone the award of the contract for a period not to exceed sixty (60) days, and to accept the lowest responsive and responsible bid that is in the best interest of the City of Columbia Falls.

THE CITY OF COLUMBIA FALLS

By: ss/ Susan Nicosia
City Manager

Publication Dates: January 24th, 2016
January 31th, 2016

RESOLUTION NO. 1719

A RESOLUTION OF THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA CONDITIONALLY APPROVING THE PRELIMINARY PLAT OF VISTA NORTH SUBDIVISION, A THREE LOT MINOR SUBDIVISION, DESCRIBED AS TRACT 4B, IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 30 NORTH, RANGE 21 WEST, P.M.M., FLATHEAD COUNTY, MONTANA.

WHEREAS, the Vista LLC, purported owners/applicants of the subject property, have applied for preliminary approval of a three-lot minor commercial subdivision on approximately 9.51 acres of land more particularly described as follows:

Tract 4B situated, lying and being in the Southeast Quarter of the Southeast Quarter of Section 11, Township 30 North, Range 21 West, Principal Meridian, Flathead County, Montana

WHEREAS, the proposed subdivision plat is subject to the provisions of Title 17 of the Columbia Falls Municipal Code and Title 76 of the Montana Code Annotated;

WHEREAS, the Columbia Falls Planning Department on January 19, 2016 in Subdivision Report #CPP-15-01, recommended approval of said subdivision plat with certain conditions;

WHEREAS, the preliminary approval of said subdivision plat was considered by the City Council of the City of Columbia Falls at the regular council meeting on Tuesday, January 19, 2016, at which time the Council determined that the development of the subdivision meets the requirements of Title 76, Chapter 3 of the Montana Code Annotated and should be approved with certain conditions.

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

Section One. Findings of Fact. That Subdivision Report #CPP-15-01 of the Columbia Falls Planning Department dated December 4, 2015, is adopted by the Council as findings of fact with respect to said Subdivision Plat approval and subject to the conditions set forth on Attachment "A".

Section Two. Zoning. That the zoning classification of said premises shall not be affected by this action.

Section Three. Final Plat. That upon proper review and filing of the final plat of said subdivision in the office of the Flathead County Clerk and Recorder, said premises shall be a subdivision of the City of Columbia Falls.

Section Four. Effective Date. This Resolution shall be effective immediately upon its passage and approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 19th DAY OF January, 2016, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS ___
___ DAY OF January, 2016.

Mayor

ATTEST:

City Clerk

ATTACHMENT "A"

- 1 The applicant shall receive physical addresses in accordance with Flathead County Resolution #1626C. All road names shall appear on the final plat. Street addressing shall be approved by Flathead County:
- 2 The applicant shall comply with all reasonable fire suppression and access requirements of the Columbia Falls Rural Fire District. A letter from the fire chief stating the plat meets the applicable requirements of the District shall be submitted with the application for final plat.
- 3 All area disturbed during development of the subdivision shall be re-vegetated in accordance with an approved Weed Control Plan and a letter from the County Weed Supervisor stating that the Weed Control Plan has been approved and implemented shall be submitted with the final plat.
- 4 With the application for final plat, the developer shall provide a compliant Road Users' Agreement per Covenants, Conditions, and Restrictions document which requires each property owner to bear his or her pro-rata share for maintenance of the roads within the subdivision and for any integral access roads lying outside the subdivision.
- 5 The proposed water, wastewater treatment, and stormwater drainage systems for the subdivision shall be reviewed, as applicable, by the Flathead City-County Health Department and approved by the Montana Department of Environmental Quality.
- 6 The mail delivery site(s) shall be provided with the design and location approved by the local Postmaster of the US Postal Service. A letter from the Postmaster stating that the applicant has met their requirements shall be included with the application for final plat.
- 7 All roads within the subdivision shall be paved and constructed to Columbia Falls Rural Road Standards. (The Subdivision road is the roadway between Lots 2 and 3 of the Vista North Plat).
8. The applicant shall complete the Flathead County Approach Permit for the approach onto Halfmoon Road for the new subdivision road.
- 9 The following statements shall be placed on the face of the final plat applicable to all lots:
 - a. All road names shall be assigned by the Flathead County Address Coordinator and clearly identified and addresses will be clearly visible

- from the road, either at the driveway entrance or on the business. Business numbers shall be at least four inches in height per number.
- b. All utilities shall be placed underground.
 - c. Lot owners are bound by the soil disturbance and weed management plan to which the developer and the Flathead County Weed Department Agreed
- 10 All required improvements shall be completed in place or a Subdivision Improvement Agreement shall be provided by the subdivider prior to final approval by the County Commissioners.
 - 11 The final plat shall be in substantial compliance with the plat and plans submitted for review, except as modified by these conditions.
 - 12 Preliminary plat approval is valid for three (3) years. The final plat shall be filed prior to the expiration of the three years. Extension requests to the preliminary plat approval shall be made in accordance with the applicable regulations and the following associated timeline(s).
 - 13 The applicants shall provide Columbia Falls Public Works Department an AutoCAD file of the subdivision at final plat and any improvements constructed with this project, including as-built construction drawings for all public infrastructure improvements constructed in street rights of way or easements within the plat. Drawings shall be paper and digital. Digital copies shall be in a format prescribed by the City.
 - 14 The applicant is not subject to a parkland dedication fee in accordance with 17.18.220.B.1.a which exempts minor subdivisions.
 - 15 The requested variance to the Columbia Falls Subdivision Regulations for the construction of pedestrian paths along the Highway 40 frontage and the Halfmoon Road frontage is granted.

January 14, 2016

To: Mayor & Council

From: City Manager Nicosia

RE: Manager's Update

1. On Wednesday, January 13th, the 911 Board directed the funding committee to meet and discuss proposals for the center. We will discuss at Tuesdays meeting.
2. The representative from the MT Main Street Program presented the program at the Chamber luncheon. The City has to be the applicant to participate in the program but there are other moving parts, such as fundraising by non-profits, chamber, etc. At the Chamber's regularly scheduled Economic Development meeting on Tuesday, January 19th, 7:00 AM, Backroom, the discussion will be continued. I invite the Council's ED committee (Barnhart, Lovering, Petersen, and alt. Fisher) to join in on the discussions. (Same day as council meeting - makes for a longer day). We will also discuss the program at our meeting Tuesday night.
3. Reminder of the January 21st CFAC Community Liaison Panel meeting – 6:00 p.m. HS Cafeteria.
4. The City's 2015 FY Annual Financial Report is almost ready to submit, within the grace period allowed by the state (final copy may be done by the council meeting). The filing fee and the "data file," have been submitted to the State before the December 31st deadline. The addition of multiple pages of notes on the retirement system resulted in major paging issues. City Treasurer Todd Watkins and I have spent the last two months completing the report and preparing for the annual audit.
5. The City will have an Accounting Intern from FVCC's accounting program joining us for a semester beginning January 25th. Shelly McConnell is a Columbia Falls High School graduate and the spouse of Police Officer Craig McConnell. The FVCC intern must complete more work and work more independently than our High School intern. Shelly and Sydney will be extremely useful during the external audit as it requires pulling and copying claims, receipts, permits, etc. which is very time consuming during the normal work day.

**CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
January 19, 2016**

Regular Correspondence:

01/08/16 Letter from DEQ – Updating contact database

01/04/16 Letter from Tester office-CFAC

01/04/16 Tavern Times



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

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

DATE: January 13, 2016
TO: Mayor and City Council
FROM: Todd Watkins
Susan M. Nicosia, City Manager
RE: Financial Report – December 2015

Attached are the following condensed monthly reports for your review, for activity from July 1 through December 31, 2015:

We have completed 50% of the fiscal year. The accounting system and budget continue to be monitored and maintained on a daily basis and has been updated to include all budgetary information including reserves and line items as prepared by the City Manager and approved by Council.

First report: Summary of **Revenues Budget and Actual** for the Month of December and Year to Date. In total, we have received 49% of total revenues budgeted compared to 48% for the prior year.

Second report: Summary of **Expenditures Budget and Actual** for the Month of December and Year to Date. There are no significant variances from anticipated expenditures/expenses. In total, we have committed 32% of the total expenditure budget compared to 30% 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 by activity. General Fund has received \$58,801.35 compared to \$51,854.54 less than expended through December 2015. The first half tax collections were received as anticipated in mid-December and eliminated the cash flow deficit that existed in months prior to December. This is consistent with the prior year cash flow for this fund. Water Fund reflects expenditures exceeding revenues by \$65,917.90 versus revenues exceeding expenditures in the prior year by \$11,967.48. The deficit continues to pertain to water replacement and improvements but is improving as the project expenditures wind down. Sewer Fund reflects revenues exceeding expenditures by \$4,092.58 versus \$23,294.88 for the same time period in the prior year.

Fourth report: The Cash Balance report for December 2015 has been provided as a separate report for your review. Total cash/investments equal \$6,813,212.52 compared to \$6,706,226.87 from one year ago and \$6,237,739.34 for November 2015.. Rate of return on investments ranges from .23% on the REPO short term liquid account (\$4,790,113) to 1.2% to 1.94% for long term investments (\$2,095,000).

Should you have any questions on these reports or any financial matter, please do not hesitate to contact me via email: watkinst@cityofcolumbiafalls.com or by cell phone at 406-253-4645.

CITY OF COLUMBIA FALLS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 12 / 15

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
1000 GENERAL FUND	617,383.19	969,145.65	2,353,666.00	1,384,520.35	41 %
2372 PERMISSIVE MEDICAL LEVY	53,069.95	58,241.19	136,220.00	77,978.81	43 %
2394 BUILDING CODE ENFORCEMENT FUND	20,861.17	70,677.70	100,100.00	29,422.30	71 %
2400 SPECIAL LIGHTING DISTRICT FUND	17,615.55	18,283.07	34,178.00	15,894.93	53 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	130,723.90	136,726.32	334,758.00	198,031.68	41 %
2700 CEDAR CREEK TRUST	376.97	102,238.31	61,362.00	-40,876.31	167 %
2820 GAS TAX FUND	7,555.19	45,412.45	90,702.00	45,289.55	50 %
2917 CRIME VICTIMS ASSISTANCE FUND	952.00	2,328.00	4,500.00	2,172.00	52 %
3010 GO BOND - POOL	24,951.90	27,631.66	64,281.00	36,649.34	43 %
3020 GO Street Improvements	30,746.62	33,782.79	79,216.00	45,433.21	43 %
3534 SID 34 FUND - 5th Avenue Water Main	2,625.87	2,626.81	5,715.00	3,088.19	46 %
3536 SID 36 FUND - Talbott & 4th Avenue Water Main	2,093.10	2,096.78	3,802.00	1,705.22	55 %
4000 CAPITAL PROJECTS FUND - Building Improvements	9.74	162.33	250.00	87.67	65 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	70.57	2,176.06	6,000.00	3,823.94	36 %
4020 CAPITAL PROJECTS FUND - General Equipment	5,478.54	7,914.12	4,500.00	-3,414.12	176 %
4040 CAPITAL PROJECTS FUND - Street Construction	23.91	456.85	203,703.00	203,246.15	0 %
5210 WATER ENTERPRISE FUND	43,802.61	440,150.93	731,063.00	290,912.07	60 %
5211 WATER CAPITAL EXPANSION	2,735.72	95,671.87	69,500.00	-26,171.87	138 %
5310 SEWER ENTERPRISE FUND	73,738.52	523,167.09	1,014,144.00	490,976.91	52 %
5311 SEWER CAPITAL EXPANSION	2,541.80	107,606.74	65,000.00	-42,606.74	166 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	30,833.59	35,423.89	91,790.00	56,366.11	39 %
Grand Total:	1,068,190.41	2,681,920.61	5,454,450.00	2,772,529.39	49 %

CITY OF COLUMBIA FALLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 15

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
1000 GENERAL FUND	203,501.45	1,027,947.00	2,868,541.00	2,868,541.00	1,840,594.00	36 %
2372 PERMISSIVE MEDICAL LEVY	0.00	0.00	142,330.00	142,330.00	142,330.00	0 %
2394 BUILDING CODE ENFORCEMENT FUND	8,215.82	40,812.62	93,828.00	93,828.00	53,015.38	43 %
2400 SPECIAL LIGHTING DISTRICT FUND	3,091.00	15,572.00	56,206.00	56,206.00	40,634.00	28 %
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	22,190.26	130,414.01	377,449.00	377,449.00	247,034.99	35 %
2700 CEDAR CREEK TRUST	0.00	6,451.50	41,325.00	41,325.00	34,873.50	16 %
2820 GAS TAX FUND	0.00	1,863.10	120,427.00	120,427.00	118,563.90	2 %
2917 CRIME VICTIMS ASSISTANCE FUND	462.00	1,838.00	4,500.00	4,500.00	2,662.00	41 %
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM	0.00	0.00	7,627.00	7,627.00	7,627.00	0 %
3010 GO BOND - POOL	5,847.50	6,197.50	67,045.00	67,045.00	60,847.50	9 %
3020 GO Street Improvements	0.00	19,296.01	81,925.00	81,925.00	62,628.99	24 %
3534 SID 34 FUND - 5th Avenue Water Main	0.00	0.00	5,715.00	5,715.00	5,715.00	0 %
3536 SID 36 FUND - Talbott & 4th Avenue Water	0.00	0.00	3,802.00	3,802.00	3,802.00	0 %
4000 CAPITAL PROJECTS FUND - Building	0.00	0.00	30,000.00	30,000.00	30,000.00	0 %
4010 CAPITAL PROJECTS FUND - Parks Improvements	0.00	0.00	90,000.00	90,000.00	90,000.00	0 %
4020 CAPITAL PROJECTS FUND - General Equipment	0.00	42,964.94	117,500.00	117,500.00	74,535.06	37 %
4040 CAPITAL PROJECTS FUND - Street Construction	7,919.50	87,597.50	422,149.00	422,149.00	334,551.50	21 %
5210 WATER ENTERPRISE FUND	59,347.77	506,068.83	1,006,523.00	1,006,523.00	500,454.17	50 %
5211 WATER CAPITAL EXPANSION	0.00	0.00	97,420.00	97,420.00	97,420.00	0 %
5310 SEWER ENTERPRISE FUND	171,864.48	519,074.51	1,761,873.00	1,761,873.00	1,242,798.49	29 %
5311 SEWER CAPITAL EXPANSION	0.00	0.00	55,000.00	55,000.00	55,000.00	0 %
7120 FIRE RELIEF DISABILITY/PENSION FUND	0.00	0.00	91,790.00	91,790.00	91,790.00	0 %
Grand Total:	482,439.78	2,406,097.52	7,542,975.00	7,542,975.00	5,136,877.48	32 %

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
311010 Real Property Taxes	17,350.74	0.00	384,455.47	384,455.47	401,806.21
311020 Personal Property Taxes	19,295.90	0.00	74.54	74.54	19,370.44
312000 Penalty & Interest on Delinquent	545.45	0.00	134.91	134.91	680.36
322010 Alcoholic Beverage Licenses and	5,562.50	0.00	12.50	12.50	5,575.00
322020 Professional Business Licenses	242.50	0.00	3,755.00	3,755.00	3,997.50
322030 General Business Licenses	347.50	0.00	3,795.00	3,795.00	4,142.50
323060 Non-Exclusive Cable TV Franchise	12,056.55	0.00	11,975.58	11,975.58	24,032.13
331045 Help America Vote Act (HAVA) Grant	0.00	50.00	50.00	0.00	0.00
334000 State Grants/Hwy Safety	5,941.87	0.00	0.00	0.00	5,941.87
334122 DNRC Grant	0.00	0.00	0.00	0.00	0.00
335005 Alcohol Enforcement Funds	0.00	0.00	0.00	0.00	0.00
335120 Gambling Licenses & Permits	18,900.00	0.00	0.00	0.00	18,900.00
335230 State Entitlement	168,985.56	0.00	168,985.56	168,985.56	337,971.12
336020 State On-Behalf Retirement	0.00	0.00	0.00	0.00	0.00
337200 Safe Kids Safe Community Coalition	1,795.00	0.00	0.00	0.00	1,795.00
337340 Flathead County (EMS)	0.00	0.00	2,496.00	2,496.00	2,496.00
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,	856.33	0.00	151.59	151.59	1,007.92
341070 Planning and Zoning Fees	4,238.75	0.00	218.00	218.00	4,456.75
342020 Special Fire Protection Services	17,225.00	0.00	17,225.00	17,225.00	34,450.00
342021 Fire Protective Inspections	5,991.00	0.00	3,236.00	3,236.00	9,227.00
343005 Public Works Billing - Weed Charges	0.00	0.00	0.00	0.00	0.00
346030 Swimming Pool User Fees	4,774.92	0.00	0.00	0.00	4,774.92
346031 Parks Use Permits/Fees	550.00	0.00	50.00	50.00	600.00
346032 Pool Concession Fees	834.15	0.00	0.00	0.00	834.15
346033 Swim Lessons	3,396.00	0.00	0.00	0.00	3,396.00
346034 Individual Swim Pass	136.00	0.00	0.00	0.00	136.00
346035 Lap Swim Pass	184.50	0.00	0.00	0.00	184.50
346036 Family Swim Pass	890.00	0.00	0.00	0.00	890.00
346037 Pool Parties	125.00	0.00	0.00	0.00	125.00
346050 Swim Team Agreement	0.00	0.00	0.00	0.00	0.00
351030 City Courts Fines & Forfeitures	51,309.07	0.00	18,215.00	18,215.00	69,524.07
351031 Court Fines Surcharge	3,675.00	0.00	1,240.00	1,240.00	4,915.00
351032 Civil Fines	0.00	0.00	0.00	0.00	0.00
351034 Court Administration Costs	1,229.00	0.00	618.00	618.00	1,847.00
361000 Rents/Leases	1,189.24	0.00	0.00	0.00	1,189.24
362000 Refunds, Rebates, Dividends	840.00	0.00	505.20	505.20	1,345.20
366000 Miscellaneous	950.00	0.00	50.00	50.00	1,000.00
371010 Investment Earnings	2,344.93	0.00	189.84	189.84	2,534.77
383000 Interfund Operating Transfer	0.00	0.00	0.00	0.00	0.00
Total REVENUE	351,762.46	50.00	617,433.19	617,383.19	969,145.65
EXPENDITURES					
410100 LEGISLATIVE SERVICES	22,525.05	3,681.68	27.99	3,653.69	26,178.74
410131 Tree City Program (Tree Board)	4,156.97	805.86	0.00	805.86	4,962.83
410132 Arbor Day (Tree Board)	0.00	0.00	0.00	0.00	0.00
410360 CITY COURT	64,394.59	17,045.31	0.00	17,045.31	81,439.90

1000 GENERAL FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
410365 CITY COURT PROSECUTION	16,642.50	2,773.75	0.00	2,773.75	19,416.25
410400 ADMINISTRATIVE SERVICES	17,785.62	4,092.21	0.00	4,092.21	21,877.83
410500 DEPT. OF FINANCE	45,757.74	12,952.49	390.56	12,561.93	58,319.67
410580 Computer Systems & Programs	13,521.32	1,298.93	0.00	1,298.93	14,820.25
411000 PLANNING & ZONING	18,400.13	2,958.57	4.46	2,954.11	21,354.24
411100 LEGAL SERVICES	11,646.26	2,810.21	0.00	2,810.21	14,456.47
411200 FACILITIES ADMINISTRATION	22,511.27	7,106.78	0.00	7,106.78	29,618.05
411800 Employee Asst Program & Flex Plan	1,300.44	0.00	0.00	0.00	1,300.44
420100 LAW ENFORCEMENT SERVICES	312,802.57	94,163.80	0.00	94,163.80	406,966.37
420160 COMMUNICATIONS/DISPATCH	28,795.66	28,795.66	0.00	28,795.66	57,591.32
420400 FIRE PROTECTION & CONTROL	55,761.89	12,421.24	21.00	12,400.24	68,162.13
420730 Emergency Medical Services	1,393.59	35.00	0.00	35.00	1,428.59
430230 Road and Street Construction	0.00	0.00	0.00	0.00	0.00
430400 Transit Systems	0.00	0.00	0.00	0.00	0.00
431100 WEED CONTROL	0.00	0.00	0.00	0.00	0.00
431200 Flood Control-High Hazard Dam	1,163.86	302.53	0.00	302.53	1,466.39
440600 ANIMAL CONTROL SERVICES	0.00	0.00	0.00	0.00	0.00
460400 PARK & RECREATION SERVICES	74,815.47	11,961.66	4.68	11,956.98	86,772.45
460445 SWIMMING POOL	36,460.12	588.51	0.00	588.51	37,048.63
490500 Other Debt Service Payments	6,154.26	0.00	0.00	0.00	6,154.26
510100 SPECIAL ASSESSMENTS	9,923.19	0.00	0.00	0.00	9,923.19
510300 ORDINANCE CODIFICATION/CONSULTANTS	0.00	0.00	0.00	0.00	0.00
510330 Comprehensive Liability Insurance	58,533.05	0.00	0.00	0.00	58,533.05
510620 TERMINATION COSTS	0.00	155.95	0.00	155.95	155.95
521000 INTERFUND OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	824,445.55	203,950.14	448.69	203,501.45	1,027,947.00

Revenue less Expenditures Current Month 413,881.74

Revenue less Expenditures Year to Date (58,801.35)

5210 WATER ENTERPRISE FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
343020 Water Administration Fee	250.00	0.00	0.00	0.00	250.00
343021 Metered Water Sales	349,433.65	93.69	35,982.11	35,888.42	385,322.07
343022 Water Testing Charge - 75-6-108	0.00	0.00	3,860.00	3,860.00	3,860.00
343024 Sale of Materials, Supplies & Misc.	25,267.87	0.00	1,100.75	1,100.75	26,368.62
343025 Water Permit Fees	900.00	0.00	50.00	50.00	950.00
343026 Water Connection Fees/New	3,995.00	0.00	335.00	335.00	4,330.00
343027 Repairs/Materials & Supplies	8,925.00	0.00	335.00	335.00	9,260.00
343028 Late Charges/Disconnect &	4,030.83	9.00	787.63	778.63	4,809.46
363020 Special Assmts - Bond P&I	0.00	0.00	1,299.55	1,299.55	1,299.55
366000 Miscellaneous	1,071.70	0.00	0.00	0.00	1,071.70
371010 Investment Earnings	2,474.27	0.00	155.26	155.26	2,629.53
382010 Sale of General Fixed Assets	0.00	0.00	0.00	0.00	0.00
383000 Interfund Operating Transfer	0.00	0.00	0.00	0.00	0.00
Total REVENUE	396,348.32	102.69	43,905.30	43,802.61	440,150.93
EXPENDITURES					
430500 Water Operating	396,647.70	32,802.62	206.93	32,595.69	429,243.39
430560 Administration	19,547.33	5,341.45	0.00	5,341.45	24,888.78
430570 Water Customer Accounting &	22,154.04	6,283.13	0.00	6,283.13	28,437.17
490210 Revenue Bonds, Series 2005	0.00	15,127.50	0.00	15,127.50	15,127.50
510330 Comprehensive Liability Insurance	8,371.99	0.00	0.00	0.00	8,371.99
510400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	446,721.06	59,554.70	206.93	59,347.77	506,068.83
				Revenue less Expenditures Current Month (15,545.16)
				Revenue less Expenditures Year to Date (65,917.90)

CITY OF COLUMBIA FALLS
Cash/Bank Reconciliation
For the Accounting Period: 12/15

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL FUND						
101000 CASH/CASH EQUIVALENTS	45,381.27	620,602.19	0.00	206,225.43	0.00	459,758.03
102000 CASH - RESERVE	578,557.00	0.00	0.00	0.00	0.00	578,557.00
102200 CASH - RESTRICTED DONATIONS	233.00	0.00	0.00	0.00	0.00	233.00
103000 CASH - CHANGE FUND/PETTY CASH	225.00	0.00	0.00	0.00	0.00	225.00
Total Fund	624,396.27	620,602.19		206,225.43		1,038,773.03
2372 PERMISSIVE MEDICAL LEVY						
101000 CASH/CASH EQUIVALENTS	11,281.05	53,069.95	0.00	0.00	0.00	64,351.00
102000 CASH - RESERVE	11,175.00	0.00	0.00	0.00	0.00	11,175.00
Total Fund	22,456.05	53,069.95				75,526.00
2394 BUILDING CODE ENFORCEMENT FUND						
101000 CASH/CASH EQUIVALENTS	10,947.81	20,861.17	0.00	8,215.95	0.00	23,593.03
102000 CASH - RESERVE	46,657.00	0.00	0.00	0.00	0.00	46,657.00
Total Fund	57,604.81	20,861.17		8,215.95		70,250.03
2400 SPECIAL LIGHTING DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	10,214.56	17,615.55	0.00	3,091.00	0.00	24,739.11
102000 CASH - RESERVE	20,000.00	0.00	0.00	0.00	0.00	20,000.00
Total Fund	30,214.56	17,615.55		3,091.00		44,739.11
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND						
101000 CASH/CASH EQUIVALENTS	-58,240.09	131,023.90	0.00	22,958.76	0.00	49,825.05
102000 CASH - RESERVE	133,427.00	0.00	0.00	0.00	0.00	133,427.00
Total Fund	75,186.91	131,023.90		22,958.76		183,252.05
2700 CEDAR CREEK TRUST						
101000 CASH/CASH EQUIVALENTS	36,311.80	376.97	0.00	0.00	0.00	36,688.77
102030 Cash/Investments-Restricted Trus	418,084.42	190.55	0.00	0.00	0.00	418,274.97
Total Fund	454,396.22	567.52				454,963.74
2820 GAS TAX FUND						
101000 CASH/CASH EQUIVALENTS	65,719.53	7,555.19	0.00	0.00	0.00	73,274.72
2917 CRIME VICTIMS ASSISTANCE FUND						
101000 CASH/CASH EQUIVALENTS	0.00	952.00	0.00	462.00	0.00	490.00
2940 CDBG-HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FUND						
101000 CASH/CASH EQUIVALENTS	7,627.00	0.00	0.00	0.00	0.00	7,627.00
3010 GO BOND - POOL						
101000 CASH/CASH EQUIVALENTS	5,093.89	24,951.90	0.00	5,847.50	0.00	24,198.29
102000 CASH - RESERVE	24,000.00	0.00	0.00	0.00	0.00	24,000.00
Total Fund	29,093.89	24,951.90		5,847.50		48,198.29
3020 GO Street Improvements						
101000 CASH/CASH EQUIVALENTS	-13,550.86	30,746.62	0.00	0.00	0.00	17,195.76
102000 CASH - RESERVE	43,000.00	0.00	0.00	0.00	0.00	43,000.00
Total Fund	29,449.14	30,746.62				60,195.76
3534 SID 34 FUND - 5th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	324.47	2,625.87	0.00	0.00	0.00	2,950.34
3536 SID 36 FUND - Talbott & 4th Avenue Water Main						
101000 CASH/CASH EQUIVALENTS	1,296.56	2,093.10	0.00	0.00	0.00	3,389.66
4000 CAPITAL PROJECTS FUND - Building Improvements						
101000 CASH/CASH EQUIVALENTS	30,179.86	9.74	0.00	0.00	0.00	30,189.60
102000 CASH - RESERVE	23,514.00	0.00	0.00	0.00	0.00	23,514.00
Total Fund	53,693.86	9.74				53,703.60

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CITY OF COLUMBIA FALLS
Cash/Bank Reconciliation
For the Accounting Period: 12/15

Page: 3 of 3
Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
Glacier Bank Wire - \$500.00						
INVESTMENTS:						
MBS 1.82% Fed H Loan 10-29-20 - \$500,000						
MBS 1.65% Fannie Mae 9-30-19 - \$500,000						
MBS 1.20% Wells Fargo 11-20-18- \$246,000						
MBS 1.60% Fed Nat Mtg 01-30-20- \$200,000						
MBS 1.35% Opp Helena 12-26-18 - \$249,000						
MBS 1.94% Farm Credit 02-18-20- \$400,000						
OTHER ACCOUNTS:						
Glacier Bank Flex Spending - \$6,730.29						
OTHER:						
STIP - \$41.67						
ADJUSTMENTS:						
O/S ELECTRONIC:						
Totals	6,237,739.34	1,102,889.13	1,363.09	527,415.95	1,363.09	6,813,212.52

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

MEMORANDUM

To: Susan Nicosia, City Manager

From: David G. Perry, Chief of Police

Date: January 13, 2016

Subject: Activity Report for December 2015

Columbia Falls Police Department
 Monthly Activity Report
 December, 2015

	Dec-15	Jan-14	Jan-13	Jan-12	Jan-11	5 year average
Police						
Arrests (total)	20	15	18	20	16	18
Adult	11	12	17	17	11	14
Juvenile	9	3	1	3	5	4
Accidents Investigated	13	12	14	9	23	14
Stolen Property (value)	5,779	2,579	2,878	34,559	980	9,355
Stolen Property (recovered)	5,476	812	0	30,000	730	7,403
Criminal Mischief (incidents)	6	5	4	3	8	5
Damage Amount	32	1,140	255	150	3,760	1,067
Misdemeanor Citations issued	106	89	124	124	168	122
Traffic Offenses	88	72	109	106	157	106
Cell Phone Viol.	2	1	0	1	0	1
D.U.I. Offenses	3	3	8	4	5	5
Drug Offenses	5	1	2	3	3	3
Traffic Stops	143	112	173	155	164	150
Court Fines and Forfeitures	11,274	12,184	13,142	18,925	18,330	14,771
Hours worked by reserve officers	0	0	0	0	16	3
Miles patrolled	6,757	4,680	6,894	4,735	6,840	5,607
911 Phone Calls	68	61	76	41	16	52
Incident reports	625	488	473	485	510	516
Domestic Abuse/Assault	21	14	20	14	16	17
Felony Investigations	7	4	5	4	2	4

CITY COURT OF COLUMBIA FALLS

To: City Council and City Manager, City Clerk
CITY COURT QUARTERLY STATUS REPORT

FY 15/16 second and third quarter

To City Manager, Honorable Mayor and Council Members

From July 1, 2015 to September 30, 2015 and from October 1, 2015 to December 31, 2015

Last Quarter
(July 1, 2015 to September 30, 2015)

This Quarter
(October 1, 2015 to December 31, 2015)

* 574 Average Total Citation Written	* 383
* 605 Cases Processed from docket	* 369
* 78 Contracts Prepared	* 59
* 73 Record Checks for State and Federal Agencies	* 89
* 164 Bond Transactions	* 78
* 23 Mittimus Prepared	* 29
* 58 Public Defenders Appointed	* 70
* 831 Hearings: Sentencing/Revocation/Indigent/ * Jury Confirmation /Motions/Status	* 715
* 26 Jury Trials	* 47
* 57 Bench Trials	* 38
* 0 Landlord /Tenant Hearings	* 0
* 94 Omnibus Hearings	* 74
* 5 Order of Protection Hearings	* 1
* 167 Order to Show Cause Hearings	* 111
* 56 Bench Warrants -Issued	* 48**issued not arrested
* 05 Warrants of Arrest	* 12
* 2 Search Warrants	* 3
* 42 Drivers License Suspensions	* 28
* 7 CELL PHONE VIOLATIONS	* 5
* 13 DUI's Processed (does not mean convictions)	* 17
* 35 ACT Referrals & various other referrals	* 25
* 1 24/7 Referrals	* 1
* 7 MIP's under 18 and over 18	* 6
* 0 Negligent Endangerment	* 2
* 41 Counseling/Treatment/Other Agency Referrals	* 35
* 10 In House Arrest Referrals	* 18
* 11 Suspension for Plates and Registration	* 07
* 270 Arraignments & Initial (each arraignment had multiple charges)	* 452
* 29 Prisoners from County Jail seen Video	* 36
* 574 Probable Cause Determinations	* 415

Our hours are posted in the local newspaper with explanation as to what happens on what days. Police are advised so they can help further explain. Court times are listed on our door so that we do our best to assure those that appear before us will know what our hours are. Arraignment days are ..by law.. to be posted on our door or some other noticeable place for the public, those are on Mondays. (This court has been complimented by the State for our record keeping, also our "smoothness of operation".)

Submitted on this 11th day of January 2016 by Judge Susan (Tina) Gordon

These figures would not necessarily match with Police Dept. as when tickets are written the appearance date might be two weeks down the road which puts our part of the process into the next the next month or two .. So a DUI processed might have been written three months back, depending on the plea date, Omnibus Hearing, Etc.. Also Jury Confirmation. Hearings are now required by law * PLEASE COMPARE WITH LAST STATUS REPORT TO APPRECIATE THE INCREASES or DECREASES

LOOK AT TOP for current and former quarter **WARRANTS are out for outstanding contracts
Police have to arrest on these warrants before they can be collected