



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

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

AGENDA
MONDAY, OCTOBER 5, 2015
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE - 6:30 P.M.

1. Claims Review (Barnhart, Fisher, Karper)

**Library Tour - 6:40 p.m. - Council invited to look at Library
Remodeling Before Council Meeting**

REGULAR MEETING - 7:00 P.M.

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. APPROVAL OF AGENDA **1-4

3. CONSENT AGENDA:

- *A. Approval of Claims - \$ 87,073.83 - October 5, 2015 **5-16
- *B. Approval of Payroll Claims - \$ 59,320.46 - September 25, 2015 **17-18
- *C. Approval of Regular Meeting Minutes - September 21, 2015 **19-25
- *D. Approval of Job Description - Public Works Foreman **26-28

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

5. NOTICES OF HEARINGS/HEARINGS:

***A. HEARING - TEDD - OCTOBER 5, 2015: **29**

The Columbia Falls City Council will hold a public hearing at its regular meeting on Monday, October 5, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, to consider the First Reading and Provisional Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan. Columbia Falls intends to use tax increment financing in support of making infrastructure improvements as revenues permit and may issue tax increment financing bonds.

And, at the Columbia Falls City Council regular meeting on Monday, October 19, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, the Council will consider the Second Reading and Final Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan.

The Columbia Falls Industrial Park TEDD is located in an area formerly occupied by the Superior Building Company Lumber Mill. It is comprised of approximately 110 acres of recently annexed land, on the north end of downtown Columbia Falls, at the northerly extension of 4th Avenue EN. It is located on the north side of the Burlington Northern Rail Road and Railroad Street, and northwest of Highway 486.

All interested parties are encouraged to attend. Written comments on establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan may be submitted to Susan Nicosia, City Manager, City of Columbia Falls, 130 6th Street West, Columbia Falls, MT 59912 or nicosias@cityofcolumbiafalls.com. For further information call the City at 406-892-4391.

a. Action under Resolutions/Ordinances

***B. HEARING – COMMUNITY NEEDS ASSESSMENT: **30-33**

Beginning on October 5, 2015 during the 7:00 p.m. regular council meeting, the City Council of the City of Columbia Falls, shall conduct a series of public hearings and meetings for the purpose of obtaining public comment to determine the greatest community development needs (public facilities, economic development, and housing needs). The City will take public comment during the month of October in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and other funding sources to deal with local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

Interested persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing or to submit community needs suggestions. Comments may be given orally at the hearing or submitted in writing before 5 pm, Thursday, October 1, 2015.

The City of Columbia Falls makes reasonable accommodation for any known disability that may interfere with a person's ability to participate in this hearing. Persons needing an accommodation need to contact Barb Torres, City Clerk no later than Friday, October 2, 2015 to allow adequate time to make needed arrangements. Please contact Barb Staaland at 892-4391 or write to 130 6th ST West, Room A, Columbia Falls, MT 59912 to make your request known.

***C. NOTICE OF HEARING - PLANNING BOARD/COUNCIL: **34-35**

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, October 13th at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold subsequent hearings on October 19th, 2015 starting at 7:00 p.m. in the same location.

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

Ruis Holdings LLC is requesting a Planned Unit Development (PUD) to place an 82 room three story hotel (64 rooms first phase) on property located at the southwest corner of Highway 2 and Second Avenue West. This is the vacant parcel just east of the City Park and Pool. The PUD will review the large building standards as well as deviations to height, landscape buffer and parking counts. The property is Zoned CB-2 and hotels are a permitted use in this zone on a portion of property in the Columbia Falls Industrial Park.

Request by the City of Columbia Falls to adopt new Floodplain Regulations:

The City of Columbia Falls is a participant in the National Flood Insurance Program (NFIP) which is administered through the Federal Emergency Management Agency (FEMA). The City participates in this program so that citizens within its jurisdiction can secure federally backed flood insurance and in cases of flooding, the City and its citizens can be eligible for Federal Disaster Assistance through FEMA. As a condition of participation in the NFIP, FEMA requires that enrolled communities adopt Floodplain Regulations compliant with the State and Federal Floodplain Regulation Model. The proposed Floodplain Regulations will replace the existing Floodplain Regulations which were last updated in 2007.

Persons may testify at the hearing or submit written comments prior to the meeting. Written comment may be sent to Columbia Falls City Hall, Attention: Susan Nicosia, City Manager, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS: **36-43

*A. Urban Highway Program Committee Memorandum of Agreement

8. RESOLUTIONS/ORDINANCES: **44-45

*A. Resolution 1714 - A Resolution of the City Council of the City of Columbia Falls, Montana, Approving an Application for a Conditional Use Permit by Logan and Hannah Nolan to Keep Horses on their Six Acre Property. The Property is Addressed as 1736 Talbot

Road and as Described as Tracts 8CA and 8BCA in Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County

*B. First Reading – Ordinance 753 - **46 An Ordinance of the City Council of the City of Columbia Falls, Montana, Designating the Columbia Falls Industrial Park Targeted Economic Development Area, Creating the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and Adopting the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan with a Tax Increment Financing Program Pursuant to Title 7, Chapter 15, Part 42 and 43 of the Montana Codes Annotated

9. REPORTS/BUSINESS FROM MAYOR & COUNCIL

10. CITY ATTORNEY REPORT

11. CITY MANAGER REPORT **94

*A. Manager's Update

12. MISCELLANEOUS/REPORTS:

*A. INFORMATIONAL CORRESPONDENCE - List available for Review ****95**

13. ADJOURN

Next Scheduled Meetings:

Regular Planning Board - Tuesday, October 13th

Council - Monday, October 19th

Columbia Falls Urban Highway Program Committee - 3 pm October 20th

*** Attached**

10/02/15
08:19:03

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 10/15

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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
		*** Claim from another period (9/15) ****						
33945		2245 AMOZ Group, Inc.	160.00					
	11132 09/15/15	PD-PRINT ISSUES,MALWARE RMVL	160.00			1000 420100	355	101000
		Total for Vendor:	160.00					
		*** Claim from another period (9/15) ****						
33946		999999 ANDERSON, MAUNENA	42.78					
	093015 09/25/15	REFUND	42.78			5210 214010		101000
		Total for Vendor:	42.78					
		*** Claim from another period (9/15) ****						
33947		276 B & F EXCAVATING CO., INC.	550.00					
	2015-152 09/30/15	EXC & TRANSPORT-MELBY'S FIRE	550.00*			1000 420400	399	101000
		Total for Vendor:	550.00					
		*** Claim from another period (9/15) ****						
33918		6 BLACK MOUNTAIN SOFTWARE, INC.	100.00					
	20243 09/18/15	WTR-CASS CERT 9/17/2015	50.00			5210 430500	363	101000
	20243 09/18/15	SWR-CASS CERT 9/17/2015	50.00			5310 430600	363	101000
		Total for Vendor:	100.00					
		*** Claim from another period (9/15) ****						
33919		1700 BRECK LAW OFFICE, PC	5,580.83					
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	1,236.88			1000 411100	350	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	2,773.75			1000 410365	350	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	494.75			5210 430500	350	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	494.75			5310 430600	350	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	247.38			1000 411000	350	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	100.00			1000 420100	399	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	22.22			5210 430500	357	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	33.33			5310 430600	357	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	44.44			2500 430200	399	101000
	092215 09/16/15	LEGAL FEES FOR OCTOBER 2015	133.33			1000 411100	350	101000
		Total for Vendor:	5,580.83					
		*** Claim from another period (9/15) ****						
33920		1260 CARQUEST AUTO PARTS	85.27					
	228334 09/16/15	STRS-FUEL FILTER	34.32			2500 430200	232	101000
	228361 09/16/15	STRS-SUCTION GUN	9.56			2500 430200	232	101000
	228410 09/17/15	STRS-DE ABSORBENT,SCRIBE	41.39			2500 430200	240	101000
		Total for Vendor:	85.27					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
33981		997 CENTURYLINK	1,553.80					
	100115	09/18/15 COURT-TELEPHONES	111.70			1000 410360	345	101000
	100115	09/18/15 ADMIN/MGR	97.64			1000 410400	345	101000
	100115	09/18/15 FINANCE	147.56			1000 410500	345	101000
	100115	09/18/15 COMP SERV	70.93			1000 410580	345	101000
	100115	09/18/15 POLICE	420.53			1000 420100	345	101000
	100115	09/18/15 FIRE	224.01			1000 420400	345	101000
	100115	09/18/15 POOL	-30.04			1000 460445	345	101000
	100115	09/18/15 STREETS	103.49			2500 430200	345	101000
	100115	09/18/15 WATER	272.95			5210 430500	345	101000
	100115	09/18/15 SEWER	135.03			5310 430600	345	101000
		Total for Vendor:	1,553.80					
33973		2852 CHARTER COMMUNICATIONS	69.98					
	100115	09/21/15 PD-INTERNET FOR OCTOBER	69.98			1000 420100	355	101000
		Total for Vendor:	69.98					
		*** Claim from another period (9/15) ****						
33950		999999 CHUBB, PAT	535.00					
	0000271474	09/24/15 ELECTRIC RANGE	535.00			1000 510330	519	101000
		Total for Vendor:	535.00					
		*** Claim from another period (9/15) ****						
33949		14 CITY OF COLUMBIA FALLS	3,047.18					
	093015	09/24/15 FACILITIES-WATER/SEWER	187.76			1000 411200	342	101000
	093015	09/24/15 FIRE	26.56			1000 420400	342	101000
	093015	09/24/15 PARKS	2,344.07			1000 460400	342	101000
	093015	09/24/15 POOL	196.68			1000 460445	342	101000
	093015	09/24/15 STREETS	80.47			2500 430200	342	101000
	093015	09/24/15 WATER	43.24			5210 430500	342	101000
	093015	09/24/15 SEWER	168.40			5310 430600	342	101000
		Total for Vendor:	3,047.18					
		*** Claim from another period (9/15) ****						
33948		115 CITY SERVICE VALCON LLC	355.20					
	0079587	09/14/15 SWR-DIESEL (GENERATOR)	355.20			5310 430600	231	101000
		Total for Vendor:	355.20					
		*** Claim from another period (9/15) ****						
33921		486 DANA KEPNER COMPANY, INC.	1,544.00					
	4037809	09/08/15 WTR-FLANGE GASKETS	104.00			5210 430500	230	101000
	4037862	09/18/15 WTR-3/4" iPERL (10)	1,440.00			5210 430500	230	101000
		Total for Vendor:	1,544.00					

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		*** Claim from another period (9/15) ****						
33951		1797 DEPARTMENT OF ADMINISTRATION	334.22					
	20160831	09/14/15 PD-NTWK SVCS & EMAIL-AUGUST	334.22			1000 420100	363	101000
		Total for Vendor:	334.22					
		*** Claim from another period (9/15) ****						
33942		191 DIVERSIFIED ELECTRIC CO.	176.00					
	10214	09/03/15 SWR-TECO MTR,BEARING	176.00			5310 430600	240	101000
		Total for Vendor:	176.00					
		*** Claim from another period (9/15) ****						
33922		1383 FASTENAL COMPANY	503.67					
	KAL143063	09/11/15 WTR-WORKSHOP COMPRESSOR	245.17			5210 430500	212	101000
	KAL143063	09/11/15 PRKS-WORKSHOP COMPRESSOR	245.17			1000 460400	212	101000
	KAL143065	09/11/15 STRS-LOCK NUTS	13.33			2500 430200	240	101000
		Total for Vendor:	503.67					
		*** Claim from another period (9/15) ****						
33940		1216 FIRST BANKCARD	102.65					
	092415	09/23/15 PD-RED LION,D.PERRY	102.65			1000 420100	380	101000
		Total for Vendor:	102.65					
33953		869 FLATHEAD CITY-COUNTY HEALTH	265.00					
	100115	09/04/15 WTR-PRE EMP PHYSICAL,S.BATES	160.00			5210 430500	390	101000
	100115	09/08/15 PD-PRE EMP PHYSICAL,T.ENGLISH	105.00			1000 420100	390	101000
		Total for Vendor:	265.00					
33952		1820 FLO TECH PUMP	2,011.55					
	100115	08/24/15 SWR-STATORS	1,428.80		20526	5310 430600	240	101000
	100115	09/14/15 SWR-SEALS/GASKETS,SS RING	582.75		20526	5310 430600	240	101000
		Total for Vendor:	2,011.55					
		*** Claim from another period (9/15) ****						
33923		2263 GCR COLUMBIA FALLS TIRE CENTER	100.00					
	807-22201	09/17/15 PRKS-TURFSAVER	100.00			1000 460400	240	101000
		Total for Vendor:	100.00					
33954		2806 HANSON'S HARDWARE	26.97					
	578474	09/10/15 PRKS-HALO BULBS	5.99			1000 460400	220	101000
	578473	09/10/15 PRKS-WASHER	0.99			1000 460400	240	101000
	578655	09/29/15 STRS-TAPE MEASURE	19.99			2500 430200	220	101000
		Total for Vendor:	26.97					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
33955		1411 HD SUPPLY WATERWORKS LTD	963.86					
	E518790	09/22/15 WTR-BALL CURB,BUSH,CURB BOX,S	963.86			5210 430500	230	101000
		Total for Vendor:	963.86					
		*** Claim from another period (9/15) ****						
33924		1659 HIGH COUNTRY LINEN SUPPLY	175.78					
	0183487	09/21/15 FAC-MATS (CITY HALL)	148.25			1000 411200	224	101000
	0183488	09/21/15 FD-MATS	27.53			1000 411200	224	101000
		Total for Vendor:	175.78					
33956		2791 IDEXX DISTRIBUTION, INC.	203.27					
	293269614	09/22/15 SWR-QUANTI-TRAYS	203.27			5310 430600	222	101000
		Total for Vendor:	203.27					
		*** Claim from another period (9/15) ****						
33925		2849 J2 BUSINESS PRODUCTS	1,094.68					
	619828	09/17/15 FIN-MONITOR RISERS	42.70			1000 410500	210	101000
	619911	09/18/15 CRT-POST IT'S,LTR CASE,LTR TRY	77.90			1000 410360	210	101000
	619931	09/18/15 SWR-1" 3 RING BINDERS	47.36			5210 430500	210	101000
	619976	09/18/15 FIN-MONITOR STANDS (RETURNED)	173.52			1000 410500	210	101000
	619929	09/18/15 PD-AIR DUSTER	17.64			1000 420100	210	101000
	620116	09/21/15 FIN-MONITOR RISERS	42.70			1000 410500	210	101000
	620969	09/25/15 FIN-RED PENS	0.65			1000 410500	210	101000
	620969	09/25/15 WTR-RED PENS	0.26			5210 430500	210	101000
	620969	09/25/15 SWR-RED PENS	0.26			5310 430600	210	101000
	620969	09/25/15 BLDG-RED PENS	0.06			2394 420500	210	101000
	620969	09/25/15 PLNG-RED PENS	0.06			1000 411000	210	101000
	0322	09/25/15 FAC-VACUUM REPAIR	45.00			1000 411200	360	101000
	77340	09/22/15 CRT-CONTRACT ON COPIER	646.57			1000 410360	363	101000
		Total for Vendor:	1,094.68					
		*** Claim from another period (9/15) ****						
33938		2571 JIFFY LUBE	80.98					
	31080848	09/21/15 PD-2013 INTERCEPTOR SVCD	40.49			1000 420100	361	101000
	31080809	09/21/15 PD-2014 Interceptor service	40.49			1000 420100	361	101000
		Total for Vendor:	80.98					
33957		1504 KALISPELL COPY CENTER	11.97					
	138711	09/29/15 STRS-PINK PAINT	11.97			2500 430200	220	101000
		Total for Vendor:	11.97					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (9/15) ****								
33926		1290 KROGER COMPANY	31.61					
MONTANA RURAL WASTE WATER CONFERENCE								
	058718	08/25/15 WTR-RURAL WATER MEETING	10.53			5210 430500	380	101000
	058718	08/25/15 SWR-RURAL WATER MEETING	10.54			5310 430600	380	101000
	058718	08/25/15 STRS-RURAL WATER MEETING	10.54			2500 430200	380	101000
Total for Vendor:			31.61					
33960		2595 MACON SUPPLY, INC	44.00					
	35747	09/15/15 SWR-SIKAFLEX	44.00		20534	5310 430600	220	101000
Total for Vendor:			44.00					
33958		735 MASTER TECH REPAIR	34.00					
	7248-34	03/07/14 FD-CLEAN & SHARPEN	7.00			1000 420400	360	101000
	4214-25	09/15/15 SWR-BLADE	15.00			5310 430600	220	101000
	7235-41	09/23/15 SWR-BLADE ADAPTER	12.00			5310 430600	220	101000
Total for Vendor:			34.00					
33961		1999 MEL NORTHEY CO. INC.	1,510.00					
	86047	08/27/15 GLENN'S ADDTN-MASSEY REPAIR	1,510.00		20528	2400 430200	240	101000
Total for Vendor:			1,510.00					
33959		2537 MICROCOMM	29,756.00					
	100115	07/08/15 SWR-SERVICE CONTRACT	4,250.00			5310 430600	363	101000
	0038347-IN	09/16/15 SCADA-FINAL INVOICE	25,506.00		20477	5310 430600	940	101000
Total for Vendor:			29,756.00					
33963		158 MONTANA LEGISLATIVE SERVICES	1,050.00					
	31454	09/15/15 CTY ATTY-2015 MT CODE ANNOTATD	350.00			1000 411100	330	101000
	31454	09/15/15 CRT-2015 MT CODE ANNOTATED	350.00			1000 410360	330	101000
	31454	09/15/15 CTY CLRK-2015 MT CODE ANNOTATD	350.00			1000 410500	330	101000
Total for Vendor:			1,050.00					
33962		559 MONTANA ONE CALL CENTER	90.60					
	09252015	09/25/15 STRS-UDIG LOCATES 8/28-9/24/	30.20			2500 430200	318	101000
	09252015	09/25/15 WTR-UDIG LOCATES 8/28-9/24/1	30.20			5210 430500	318	101000
	09252015	09/25/15 SWR-UDIG LOCATES 8/28-9/24/1	30.20			5310 430600	318	101000
Total for Vendor:			90.60					

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*** Claim from another period (9/15) ****								
33927		155 MONTANA SECRETARY OF STATE	50.00					
	092215	09/18/15 NOTARY FILING FEE-V.OTT,N.BOYD	50.00			1000 410500	390	101000
		Total for Vendor:	50.00					
33964		1800 MOORE MEDICAL, LLC	651.77					
	82849577 1	09/23/15 FD-MEDICAL SUPPLIES	651.77		20536	1000 420730	220	101000
		Total for Vendor:	651.77					
33969		999999 NAMI FLATHEAD	200.00					
	20158	09/26/15 PD-CIT ACADEMY,MURPHY& MCCONNE	200.00			1000 420100	380	101000
		Total for Vendor:	200.00					
33965		52 NAPA AUTO PARTS	44.37					
	739689	09/25/15 PD-VELCRO FASTENERS	26.24			1000 420100	220	101000
	740152	09/29/15 FD-BLUE DEF	18.13			1000 420400	231	101000
		Total for Vendor:	44.37					
33967		90 NATIONAL FIRE PROTECTION	597.96					
	6531716Y	09/16/15 FD-POSTERS,COLORING BOOKS,SA	597.96			1000 420400	220	101000
		Total for Vendor:	597.96					
33966		2477 NEW CASTLE ELECTRIC, INC	130.00					
	4094	09/21/15 SWR-PUMP LEADS SWITCHED	130.00			5310 430600	360	101000
		Total for Vendor:	130.00					
*** Claim from another period (9/15) ****								
33928		378 NORTH VALLEY AG CENTER	86.97					
	221634	09/09/15 PRKS-HI DEP	86.97			1000 460400	221	101000
		Total for Vendor:	86.97					
33968		2140 NORTHERN ENERGY-KALISPELL	299.19					
	3044275849	09/20/15 FD-RURAL PROPANE	299.19			1000 420400	344	101000
		Total for Vendor:	299.19					
*** Claim from another period (9/15) ****								
33929		56 NORTHWEST PIPE FITTINGS INC	70.48					
	4527866	09/15/15 SWR-ELBOW	57.90			5310 430600	240	101000
	4531690	09/22/15 SWR-CAM & GROOVE	12.58			5310 430600	240	101000
		Total for Vendor:	70.48					

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33970	999999	PATTERSON, JERRY	33.70					
	100115	09/09/15 WTR-REFUND	33.70			5210 214010		101000
		Total for Vendor:	33.70					
33971	2793	PAUL THE PLUMBER	225.00					
	2459	09/26/15 WTR-BACKFLOW CONTRACT	225.00			5210 430500	399	101000
		Total for Vendor:	225.00					
		*** Claim from another period (9/15) ****						
33943	2856	PAYNEWEST INSURANCE	184.00					
	79212	09/18/15 NOTARY BONDS W/E&O-V.OTT	92.00			1000 410500	390	101000
	79213	09/18/15 NOTARY BONDS W/E&O-N.BOYD	92.00			1000 410500	390	101000
		Total for Vendor:	184.00					
		*** Claim from another period (9/15) ****						
33931	857	PEE-WEE'S INC.	375.00					
	354346	08/31/15 PRKS-3RD AVE E	75.00			1000 460400	399	101000
	354348	08/31/15 PRKS-RIVER'S EDGE	75.00			1000 460400	399	101000
	354349	08/31/15 PRKS-TALBOT RD BIKE PATH	75.00			1000 460400	399	101000
	354347	08/31/15 PRKS-HORINE FIELD	75.00			1000 460400	399	101000
	354879	08/31/15 PRKS-RIVER'S EDGE 2	75.00			1000 460400	399	101000
		Total for Vendor:	375.00					
		*** Claim from another period (9/15) ****						
33930	1495	PLATT ELECTRIC SUPPLY	262.00					
	H600080	09/08/15 STRS-HINGE BOX,PANEL,SWITCH	158.77			2500 430200	243	101000
	H665358	09/14/15 STRS-SAW,SAW BLADE	43.95			2500 430200	240	101000
	H625901	09/09/15 PRKS-LIGHTING VET'S WALL	59.28			1000 460400	240	101000
		Total for Vendor:	262.00					
		*** Claim from another period (9/15) ****						
33932	2769	RESPONSE EQUIPMENT SPECIALISTS	420.74					
	1487	09/14/15 FD-INSTALL & TEST GAUGES	420.74			1000 420400	361	101000
		Total for Vendor:	420.74					
		*** Claim from another period (9/15) ****						
33933	2831	RINGQUIST SIGNS, INC	604.50					
	15-297	09/16/15 PD RE-LETTERED 2013 INTERCEPTO	604.50			1000 420100	361	101000
		Total for Vendor:	604.50					
		*** Claim from another period (9/15) ****						
33939	2718	RUDY'S AUTOSOUND	2,411.00					
	64100	09/17/15 PD-RMVD EQPMNT FROM CAR #11	412.00			4020 420100	942	101000
	63966	09/23/15 PD-ACCIDENT REPLACEMENT	1,999.00			4020 420100	942	101000
		Total for Vendor:	2,411.00					

10/02/15
08:19:03

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 10/15

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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
33972		1042 SANDS SURVEYING, INC.	3,294.75					
	27254	09/22/15 PLANNING/MILEAGE	3,294.75			1000 411000	399	101000
		Total for Vendor:	3,294.75					
33974		2600 SENSIT TECHNOLOGIES	301.87					
	0215485-IN	09/22/15 FD-REPAIR GOLD CGI	301.87			1000 420400	360	101000
		Total for Vendor:	301.87					
		*** Claim from another period (9/15) ****						
33941		134 SIRCHIE FINGER PRINT	146.55					
	0223571-IN	09/17/15 PD-FINGRPRNT PD,PORELON PD	146.55			1000 420100	220	101000
		Total for Vendor:	146.55					
		*** Claim from another period (9/15) ****						
33934		1066 STAPLES CREDIT PLAN	32.98					
	31824	08/14/15 POOL-CASH REGISTER TAPES	32.98			1000 460445	210	101000
		Total for Vendor:	32.98					
33975		969 SUMMIT SUPPLY CORPORATION OF	70.60					
	77614	09/23/15 PRKS-PLASTIC CHAIN COVERS	70.60			1000 460400	240	101000
		Total for Vendor:	70.60					
33976		1644 THE CHEMNET CONSORTIUM	50.00					
	84748	09/23/15 WTR-PRE EMP TESTING,S.BATES	50.00			5210 430500	390	101000
		Total for Vendor:	50.00					
33977		2699 THE MAIL ROOM, INC	367.07					
	D83012	09/28/15 CRT-POSTAGE 8/31-9/25/15	133.54			1000 410360	310	101000
	D83013	09/28/15 FIN-POSTAGE 8/31-9/25/15	63.06			1000 410500	310	101000
	D83013	09/28/15 WTR-POSTAGE 8/31-9/25/15	63.06			5210 430500	310	101000
	D83013	09/28/15 SWR-POSTAGE 8/31-9/25/15	63.07			5310 430600	310	101000
	D83014	09/28/15 PD-POSTAGE 8/31-9/25/15	30.75			1000 420100	310	101000
	D83012	09/28/15 Planning-postage 8/31-9/25	13.59			1000 411000	310	101000
		Total for Vendor:	367.07					
		*** Claim from another period (9/15) ****						
33935		2822 TRIPPEL SEASONS, INC	3,325.00					
	092215	09/17/15 STRS-BULK SALT,TOTES	3,325.00			2500 430200	221	101000
		Total for Vendor:	3,325.00					

10/02/15
08:19:03

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 10/15

Page: 9 of 12
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
33978		1456 UTILITY SPECIALITIES INC.	4,418.44					
	6387 09/21/15	STRS-PUSH SAW	2,688.71			2500 430200	212	101000
	6387 09/21/15	WTR-LOCATORS	1,729.73			5210 430500	212	101000
		Total for Vendor:	4,418.44					
33979		1218 VERIZON WIRELESS	975.99					
	9752246466 09/12/15	ADMIN-CELL PHONES	10.00			1000 410400	345	101000
	9752246466 09/12/15	FINANCE	10.00			1000 410500	345	101000
	9752246466 09/12/15	FIRE	103.12			1000 420400	345	101000
	9752246466 09/12/15	FACILITIES	25.51			1000 411200	345	101000
	9752246466 09/12/15	STREETS	51.03			2500 430200	345	101000
	9752246466 09/12/15	POLICE	628.76			1000 420100	345	101000
	9752246466 09/12/15	PARKS	25.51			1000 460400	345	101000
	9752246466 09/12/15	WATER	61.03			5210 430500	345	101000
	9752246466 09/12/15	SEWER	61.03			5310 430600	345	101000
		Total for Vendor:	975.99					
		*** Claim from another period (9/15) ****						
33936		84 WESTERN BUILDING CENTER	133.35					
	4411642 09/09/15	PRKS-ACRYLIC (MARANTETTE)	39.99			1000 460400	240	101000
	4413183 09/21/15	SWR-EXTSN,RATCHET,PLUG	30.47			5310 430600	240	101000
	4412699 09/17/15	WTR-DIB BOTTLE	9.96			5210 430500	220	101000
	4413480 09/23/15	SWR-RATCHET	24.99			5310 430600	220	101000
	4413490 09/23/15	PRKS-PVC UNION	9.58			1000 460400	240	101000
	4413506 09/23/15	STRS-CMNT,STUD ANCHR,DRV ANCH	15.97			2500 430200	240	101000
	4414227 09/29/15	STRS-GLO-RED TAPE	2.39			2500 430200	220	101000
		Total for Vendor:	133.35					
		*** Claim from another period (9/15) ****						
33937		2828 WHITEFISH FORD	109.00					
	153267 06/16/15	PD-KEYS CUT	109.00			1000 420100	220	101000
		Total for Vendor:	109.00					
33980		999999 XANTERRA PARKS & RESORTS	15,010.70					
	100115 09/24/15	WTR-REFUND	15,010.70			5210 214010		101000
		Total for Vendor:	15,010.70					
		# of Claims	63	Total:				87,073.83

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	\$21,481.18
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	\$0.06
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$1,510.00
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	\$6,685.52
4020 CAPITAL PROJECTS FUND - General	
101000 CASH/CASH EQUIVALENTS	\$2,411.00
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$21,110.50
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	\$33,875.57
Total:	\$87,073.83

Council Meeting Date: Oct 5, 2015

Claims Submitted to Council: \$ 87,073.83

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

Prepared By: Todd Watkins, City Treasurer

Approved by Susan M. Nicosia, City Manager

SN

City Council to Approve by motion on consent agenda

Mayor and Council:

The attached claims report reflects routine and normal claims in the course of City business. Large or unusual claims include a refund to Xanterra in the amount of \$15,010.70. This is due to a billing error on their office account. The meter units were reading in actual but billed in 100's, resulting in significant over billing. Pursuant to City policy, their account was adjusted for the previous 6 mos of billing and moving forward, they are being billed correctly. We are also paying the final \$25,506 on the Micro-comm SCADA installations. The entire water and sewer systems are now on the SCADA system.

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

Total for Payroll Checks

	Employee	Employer	Amount
ADDL HOURS (Additional)	0.00		25.00
COMA HOURS (Comp Time Accumulated)	7.88		0.00
HOL HOURS (Holiday Pay)	173.46		3,690.35
HOLW HOURS (Holiday Worked @ 2.5x)	40.25		1,944.65
OTHE HOURS (Other Time Used)	32.00		598.72
OVER HOURS (Overtime)	35.50		1,093.81
OVT2 HOURS (STEP SHIFT B)	18.00		9.45
OVRTD HOURS (STEP overtime)	28.25		835.46
REG HOURS (Regular Time)	1,787.00		40,496.24
SHF1 HOURS (Shift Diff B)	165.25		57.84
SHF2 HOURS (Shift diff C)	153.50		107.46
SHFB HOURS (OVT "B" Shift Diff @ 1.5x)	4.50		2.36
SHFC HOURS (OVT "C" Shift Diff @ 1.5x)	14.00		14.70
SHFG HOURS (B HolW Shift Diff)	12.00		10.50
SHFH HOURS (C HolW Shift Diff)	12.25		21.44
SICK HOURS (Sick Time)	83.25		1,741.92
VACA HOURS (Vacation Time Used)	97.50		1,824.06
VOLN HOURS (Volunteer Fireman)	27.00		1,350.00
GROSS PAY	52,473.96	0.00	
NET PAY	35,236.42	0.00	
NET PAY (CHECKS)	3,023.44		
NET PAY (DIRECT DEPOSIT)	32,212.98		
AFLAC-POSTTAX	92.72	0.00	
AFLAC-PRETAX	163.59	0.00	
CHILD SUPPORT	107.57	0.00	
CITY OF COLUMBI	25.00	0.00	
FIT	4,395.74	0.00	
FLEX ALLEGIANCE	676.50	24.75	
HEALTHINS/PRE	2,018.35	10,793.37	
MEDICARE	733.07	733.07	
MPEA DUES	80.50	0.00	
MT ST FIRE ASSO	24.24	0.00	
NATIONWIDE/CITY	0.00	939.37	
NATIONWIDE/EMP	810.00	0.00	
P.E.R.S.	2,401.30	2,513.75	
PERS/FURS	259.36	348.07	
PERS/POLICE	1,277.64	2,045.66	
SIT	2,047.00	0.00	
SOCIAL SECURITY	1,854.07	1,854.07	
TEAMSTERS DUES	157.50	0.00	
UNEMPL. INSUR.	0.00	228.96	
UNUM LIFE INS.	88.39	0.00	
WHITEFISH CREDI	25.00	0.00	
WORKERS' COMP	0.00	2,207.00	
FIRST CITIZENS	794.62	0.00	
FREEDOM BANK	1,063.61	0.00	
GLACIER BANK/CF	11,236.67	0.00	
GLACIER BANK/WF	3,967.45	0.00	

09/25/15
\$ 59,320.46
Payroll
Ray Staaland

PARKSIDE CR U	7,654.31	0.00
US BANK-	2,150.93	0.00
WELLS FARGO	1,036.60	0.00
WFISH CR UNION	4,308.79	0.00
FIT/SIT BASE	44,867.22	0.00
MEDICARE BASE	50,554.89	0.00
PERS BASE	47,016.06	0.00
SOC SEC BASE	29,904.37	0.00
WC BASE	52,550.09	0.00

Total 21,688.07
 Total Payroll Expense (Gross Pay + Employer Contributions): 74,162.03
 Payroll Register + Volunteer Payroll Register = Payroll Summary

Check Summary

Payroll Checks Prev. Out.	\$39,523.69
Payroll Checks Issued	\$5,943.43
Payroll Checks Redeemed	\$38,702.28
Payroll Checks Outstanding	\$6,764.84
Electronic Checks	\$53,377.03

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	3708.14	3708.14		212260
Medicare	1466.14	1466.14		212260
P.E.R.S.	4915.05	4915.05		212270
Unempl. Insur.	228.96	1746.17	1975.13	212210
Workers' Comp	2207.00	17442.84	19649.84	212220
FIT	4395.74	4395.74		212260
SIT	2047.00	2047.00		212260
AFLAC-PRETAX	163.59	327.36		212230
NATIONWIDE/EMP	810.00	810.00		212280
Teamsters dues	157.50	315.00		212310
MPEA Dues	80.50	161.00		212320
Whitefish credi	25.00	25.00		212350
PERS/Police	3323.30	3323.30		212240
NATIONWIDE/CITY	939.37	939.37		212280
AFLAC-POSTTAX	92.72	185.45		212230
PERS/FURS	607.43	607.43		212275
MT ST FIRE ASSO	24.24	24.24		212315
HEALTHINS/PRE	12811.72		25623.44	212400
CITY OF COLUMBI	25.00	25.00		212450
UNUM LIFE INS.	88.39	88.39	176.78	212400
FLEX ALLEGIANCE	701.25	701.25		212285
CHILD SUPPORT	107.57	107.57		212330
Total Ded.	38925.61	32583.62	24084.04	47425.19

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

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

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, Plevel, Fisher and Lovering
ABSENT:

ROLL CALL

Also present were City Manager Nicosia, City Clerk Staland, Deputy City Attorney Stephanie Breck, Eric Mulcahy and Police Chief Perry.

Pledge of Allegiance

PLEDGE

APPROVAL OF AGENDA:

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

**AGENDA
APPROVAL**

CONSENT AGENDA:

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

**CONSENT
AGENDA
APPROVAL**

- A. Approval of Claims - \$ 60,458.00 - September 21, 2015
- B. Approval of Payroll Claims - \$ 85,672.27 - September 11, 2015
- C. Approval of Regular Meeting Minutes - September 8, 2015
- D. Approval of 2015 FY Audit Contract, Doyle & Associates, P.C., and authorize City Manager to sign.

VISITORS/PUBLIC COMMENTS

Tanna Friske, 2100 Drift Water Way, asked when the last council meeting was and why the minutes were not available. Mayor Barnhart said the last meeting was on September 8, 2015 and the minutes are updated to the City website after Council approval. City Clerk Staland will verify and get back to Ms. Friske concerning the council minutes on the city website.

**VISITOR/PUBLIC
COMMENT**

Ms. Friske said she attended the Planning Board meeting last Tuesday concerning horses on Logan Nolan's property. She said there were people she had spoken with under the assumption that it is a done deal after the Planning Board approval of the Conditional Use Permit; that the Council rubberstamps the decision. Mayor Barnhart said the Planning Board reviews items on the agenda the forwards the recommendation to the City Council. Ms. Friske said not everybody on the Planning Board lives in the city. Mayor Barnhart said it is a City County Planning Board.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

Councilman Karper said he comes to the Council Meeting with an open mind and listens to what the public has to say. City Planner Mulcahy said after each public hearing Chairman Vukonich explains that the recommendation will now go to the Council for another hearing and final decision. Nicosia added all hearings are noticed in the newspapers and letters are sent to neighbors within 150 feet of the Condition Use Permit property notifying them of both Planning Board and Council hearings.

PUBLIC HEARINGS/NOTICES:

A. Notice of Hearings:

A. HEARING - CONDITIONAL USE PERMIT:

Conditional Use Permit Application Request: A request by Logan and Hannah Nolan for a Conditional Use Permit (CUP) to keep five horses on four acres of the applicants six acre parcel. The pasture will be fenced with a three rail wood fence. The applicants/owners live on the property and will care for the animals including removal of waste. The property is addressed as 1736 Talbot Road in Columbia Falls and described as Assessor's Tracts 8CA and 8BCA in Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County.

**PUBLIC
HEARINGS-CUP
Horses in the City
limits-Nolan**

City Planner Eric Mulcahy presented staff report CCU-15-02. Mulcahy said there was extensive discussion about the CUP at the Planning Board meeting. Mulcahy said there was a 5 to 1 vote in favor of the Conditional Use Permit. The recommendation is to approve the Nolan's CUP with conditions as amended by the Planning Board. The first change was to have 6 horses instead of 8 on the 4 acre parcel. The second was better management of manure to include cleaning out stalls and hauling waste off the property at least once every eight weeks and dragging the pasture once a year to break up manure for quicker decomposition.

Mayor Barnhart said it states the owner of the horses must reside on the property is there a house on the said property. Mulcahy said there is a house on the property and the Nolan's reside there. Councilman Karper asked on the area photo on the western property line what the distance was to the fence. Logan Nolan said 25 feet from the property line. Logan said he spoke to the Mueller's and they had no concerns with the horses. Councilman Karper said the Mueller's house is the closest to the fence line.

Mayor Barnhart opened the public hearing at 7:26 p.m.

Tanna Friske, 2100 Drift Water Way, said when she attended the Planning Board meeting last week she thought Logan Nolan's property was directly behind her but it is actually his parent's property. Ms. Friske said she does not have issues with the Nolan's and know they will abide by the conditions.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

**PUBLIC HEARING-
Horses in the City
Continued**

However, her concern is if City passes this CUP how many more horses are there going to be in the city limits. Nicosia said there are only 5 remaining parcels large enough to apply for the CUP. Ms. Friske said when these Conditional Use Permits pass who ensures they follow all conditions. There are already issues in town that are not correct such as noxious weeds, junk vehicles, and trash that are not taken care of. Ms. Friske believes the City needs to enforce what they have in place instead of adding more to the list.

Logan Nolan, 1736 Talbot Road, explained on the western end of the property the fence is back 25 feet. There is also a 10 foot walk way therefore there distance would actually be 35 feet between the fence and property line.

Scott Nolan, 1730 Talbot, said Logan is his son and they have the neighboring property. Mr. Nolan said he and his wife have about a half a million dollars into their property and would not support this if he thought it was going to be a mess or impact his property value. He stated he wants to see people move into the City and not move out. A lot of people said they like the open space but if we can't do what we want we could subdivide and make tract housing.

With no further comments Mayor Barnhart closed the public hearing at 7:35 p.m.

Councilman Shepard said he went to Whitefish where there are horses in the City limits on 7th Street and Karrow Avenue. Shepard said he visited with some of the neighboring property owners and they said they had more concerns with the deer than they did with horses. They share manure from the horses for fertilizer. Mayor Barnhart said that property was annexed in by the City with the horses already existing.

Councilman Fisher motioned to approve staff report CCU-15-02 as finding of fact, second by Councilman Plevel with Council voting as follows. YES: Karper, Lovering, Petersen, Plevel, Shepard, Fisher and Barnhart. NOES: None ABSENT: None.

Councilman Karper said his property borders Logan Nolan's property and does not see a problem with the horses; he would rather see horses than a large lot with Knap weeds.

Councilman Plevel said she believes horses are good neighbors. Mayor Barnhart asked Nicosia who enforces the conditions of the CUP. Nicosia replied that it is either a zoning issue or a police issue depending on the violation. Councilman Plevel asked what if a holder of a CUP had three violations, would the CUP be revoked. Nicosia said if they are not meeting the requirements it would be a zoning violation. Mayor Barnhart said Council has thought this through and had much discussion on the topic during the adopting of the text amendment. Having horses in the City limits requires a CUP and we can take each application and make it apply

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

conditions appropriate to each application.

Councilman Karper motioned to Approve the Conditional Use Permit and direct the City Manager and City Attorney to prepare the final documents for approval at the next council meeting as appropriate, second by Councilman Lovering with Council voting as follows. YES: Lovering, Petersen, Plevel, Shepard, Fisher, Karper and Barnhart. NOES: None. ABSENT: None.

B. NOTICE OF HEARING - TEDD - OCTOBER 5, 2015:

Mayor Barnhart read the notice of hearing: The Columbia Falls City Council will hold a public hearing at its regular meeting on Monday, October 5, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, to consider the First Reading and Provisional Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan. Columbia Falls intends to use tax increment financing in support of making infrastructure improvements as revenues permit and may issue tax increment financing bonds.

**NOTICE OF
PUBLIC HEARING-
TEDD**

And, at the Columbia Falls City Council regular meeting on Monday, October 19, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, the Council will consider the Second Reading and Final Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan.

The Columbia Falls Industrial Park TEDD is located in an area formerly occupied by the Superior Building Company Lumber Mill. It is comprised of approximately 110 acres of recently annexed land, on the north end of downtown Columbia Falls, at the northerly extension of 4th Avenue EN. It is located on the north side of the Burlington Northern Rail Road and Railroad Street, and northwest of Highway 486.

All interested parties are encouraged to attend. Written comments on establishing the Columbia Falls Industrial Park Targeted Economic

Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan may be submitted to Susan Nicosia, City Manager, City of Columbia Falls, 130 6th Street West, Columbia Falls, MT 59912 or nicosias@cityofcolumbiafalls.com. For further information call the City at 406-892-4391.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

C. NOTICE OF HEARING - COMMUNITY NEEDS ASSESSMENT - OCTOBER 5, 2015:

**NOTICE OF
PUBLIC HEARING-
Community Needs
Assessment**

Mayor Barnhart read the notice of hearing: Beginning on October 5, 2015 during the 7:00 p.m. regular council meeting, the City Council of the City of Columbia Falls, shall conduct a series of public hearings and meetings for the purpose of obtaining public comment to determine the greatest community development needs (public facilities, economic development, and housing needs). The City will take public comment during the month of October in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and other funding sources to deal with local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

Interested persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing or to submit community needs suggestions. Comments may be given orally at the hearing or submitted in writing before 5 pm, Thursday, October 1, 2015.

The City of Columbia Falls makes reasonable accommodation for any known disability that may interfere with a person's ability to participate in this hearing. Persons needing an accommodation need to contact Barb Torres, City Clerk no later than Friday, October 2, 2015 to allow adequate time to make needed arrangements. Please contact Barb Staalnd at 892-4391 or write to 130 6th ST West, Room A, Columbia Falls, MT 59912 to make your request known.

UNFINISHED BUSINESS

None.

**UNFINISHED
BUSINESS**

NEW BUSINESS

None.

NEW BUSINESS

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

Councilman Fisher said he had a chance to visit the Welcome Park and said it looked very nice.

Councilman Plevel said she wanted to touch base on the inaccurate assumption of the Council rubber stamping planning items. Plevel said every

**REPORTS FROM
MAYOR AND
COUNCIL**

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

time there is a hearing, she takes it very seriously and there is no rubber stamping of a decision. She noted that the Council takes pride in the community and treats everybody fairly.

Shepard said he recently attended a meeting about a fishing pond at Rivers Edge Park; this would be great for the kids and the community.

Councilman Petersen said he is moving forward with the mural on the south side of his building.

Councilman Lovering said she heard that people are using the City website report a violation and it works very fast. Lovering said she has had complaints about the smokers standing outside of local bars. Lovering asked Nicosia if she had heard any more on the large hornets' nest at Rivers Edge Park. Nicosia said she has turned it over to the Public Works Department. Lovering reported it was still there.

Mayor Barnhart inquired about the possible access at the Red Bridge and are we moving along with that. Mayor said he heard the lady to the south of Teakettle Boat launch had passed and wondered if anyone has inquired about acquiring the land for an extension of the existing boat launch.

Tanna Friske asked if the City has gotten ahold of Tom Delray at Plum Creek for grants. Nicosia said Plum Creek is on our list for community support.

REPORTS/BUSINESS FROM CITY ATTORNEY:

Deputy City Attorney Stephanie Breck said the Kent case is going to trial in the spring and MMIA has assigned the defense to the Hammer law firm.

**REPORT FROM
CITY ATTORNEY**

CITY MANAGER:

The City has filled the police officer position with Mr. Tyler English a former flathead valley resident with family ties to Columbia Falls. The Water Operator position has been filled with Mr. Shawn Bates who also resides in Columbia Falls. Shawn will be removing himself from the upcoming Council member race.

**CITY MANAGER
REPORT**

There was a formal site review with the owners of the motel/conference center on 2nd Ave. West. They would like to start building by November 1, 2015. They will be doing a PUD and starting with a foundation permit first. The Public Works Foreman job description will be available for the next council meeting.

There was traffic study of the 2nd Ave. W. and 3rd Street West intersection following another traffic accident. The City is considering the city's first 4-way stop to prevent the creation of a "through street." There are yield signs on 4th Ave and 3rd Street West and stop signs on 1st Ave and 3rd Street W. therefore placing stop signs would essentially result in a "through" street, causing speeding concerns without the 4-way stops. Council concurred with the recommendation.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 21, 2015**

Planning activity is still up as well as building permits. For the 2015 FY, the City issued 57 building permits resulting in \$6.8 million of residential growth and \$3.4 million of commercial growth. Permit values for FY 2015 were close to our 2008 FY value of \$11.5 million and considerable higher than the \$2.8 million in the 2013 FY.

The city closed on the Cedar Creek North lot sale and the City will carry the note on the balance at 5%.

City staff will be gathering information on the fishing pond at Rivers Edge Park. The City would not pay for the pond but there would have to be a path built to the pond to provide accessibility.

October 5, 2015 will be the community needs assessment hearing, no current grant applications.

Councilman Petersen said with the businesses coming to Nucleus Avenue the timing might be good to look at the highway intersection improvements. Nicosia said we are still waiting for DOT written agreement.

A. INFORMATIONAL CORRESPONDENCE - List available for Review

**CORRESPONDEN
CE**

B. Reports:

- a. Finance - year to date through August 2015
- b. Police - August activity

ADJOURN: Upon motion duly made by Councilman Lovering and seconded by Councilman Plevel, meeting adjourned at 8:33 p.m.

ADJOURN

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION: October 5, 2015

CITY OF COLUMBIA FALLS

POSITION DESCRIPTION

OCTOBER 2015

POSITION: Public Works Foreman

DEPARTMENT: Public Works

ACCOUNTABLE TO: Works under the general supervision of the Public Works Director

SUMMARY OF WORK: Non-exempt position which performs a variety of supervisory, administrative, skilled, technical, and maintenance work in the planning, construction, operation, repair, maintenance, and replacement of City water, sewer, street, storm drainage, facilities and park maintenance.

SUPERVISION EXERCISED: Exercises close supervision over assigned workers and equipment operators.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:

- Supervises the operation and maintenance of the water supply systems, sewer collection and transmission including lift stations, construction and repair of streets, parks, storm drainage, facilities and parks. Reviews and inspects operations and construction work for compliance with local, state, and federal regulations. Enforces rules, regulations, policies and procedures.
- Assists in design and installation of new systems; inspects installation for quality control and compliance with regulations and standards. Plans and coordinates with the Public Works Director the maintenance, operation, construction and repair activities. Maintains records of locations of water and sewer infrastructure and service lines on the AutoCAD/GIS system.
- Oversees the analysis of water, wastewater, sludge, and effluent samples. Assists in the maintenance of records of the required data. Monitors disposal agreement users to assure compliance with discharge requirements.
- Trains, supervises and disciplines employees performing the duties of maintenance, construction and repair of water, sewer, street, facilities and parks. Instructs and assists assigned crew in activities and monitors work.
- Oversees the safety of assigned maintenance workers and equipment operators by instructing individuals in proper safety procedures, proper operating methods, and monitoring work in progress.
- Provides recommendations for equipment; requisitions needed supplies for the department; maintains inventory of parts, equipment, tools and materials; maintains records for all. Assures equipment and tools are in proper working order.
- Oversees the safety of staff, assigned maintenance workers and equipment operators; instructs in proper safety procedures.
- Advises Public Works Director and other City officials in matters relating to department activities; provides information to individuals regarding street, water, sewer, facilities, parks and drainage problems and services.
- Responds to complaints regarding water leaks, pressure loss or no water; sewer backups and

evaluates situation, determines if liability lies with the City or the property owner; explains findings to property owners and notifies appropriate water and sewer crew if necessary.

- Assists with contacting residents and business owners in area where services will be temporarily discontinued to explain when services will be shut off and how soon it will be turned back on.
- Assists with the management of Cedar Creek Dam.
- Supervises and inspects the maintenance and repairs of park grounds, structures and playgrounds.
- Supervises the location of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to excavation and informs crews of such locations.
- Assists in issuing water/sewer permits and plant investment fee calculations.
- Schedules vacations and monitors leave requests and sick leave usage and reports same to Public Works Director.
- Performs other duties as required.

JOB REQUIREMENTS:

Knowledge: This position requires a thorough knowledge of equipment, facilities, materials, methods and procedures used in public water supply and distribution systems, sewer collection systems, storm drainage systems, street systems, facilities and parks; thorough knowledge of pipe installation, connection and repair; thorough knowledge of road construction and maintenance.

Skills: This position requires skills in supervision and personnel management; evaluating procedures and materials to best accomplish a task; reading and analyzing chemical and biological test data; operation of tools and equipment.

Abilities: This position requires the ability to: guide, direct and motivate employees; operate and maintain various equipment used in maintenance and repair such as backhoe, dump trucks and sewer cleaners; to organize and supervise the activities of various crews performing construction and maintenance work; communicate effectively verbally and in writing; establish and maintain effective working relationships with employees, other departments and city officials and the public.

Physical Requirements: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or to operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop; kneel, crouch or crawl; and smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds, or more with assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus.

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

DESIRED MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

The above knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to:

- A. A Bachelor's degree in environmental science, public health, civil engineering, public administration or a closely related field.
- B. A minimum of five (5) years experience in the inspection, operation, construction, and repair of water, wastewater distribution, streets and other public systems - with two (2) years in a supervisory capacity.
- C. Any equivalent combination of education and experience.

SPECIAL REQUIREMENTS:

- A. Valid State of MT Driver's license and CDL certification as required with proper endorsement for air brakes and tanker.
- B. Shall be licensed as a wastewater treatment operator Class 1 and have a Class 2A and 3B water distribution certificates or be able to obtain said licensing within one year or per state licensing requirements.

JOB PERFORMANCE STANDARDS:

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

- ◆ Competently supervises the operation and maintenance of the water supply and distribution systems, wastewater collection system, wastewater treatment plant and lift stations, street maintenance, facilities and parks.
- ◆ Effectively supervises personnel in the operations of the public works operations.
- ◆ Capably reviews and inspects public works operations and construction work for compliance with local, state, and federal regulations.
- ◆ Competently oversees the analysis of samples and recording of data.
- ◆ Maintains inventory and adequate supply of materials, parts, and tools.

CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARING

The Columbia Falls City Council will hold a public hearing at its regular meeting on Monday, October 5, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, to consider the First Reading and Provisional Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan. Columbia Falls intends to use tax increment financing in support of making infrastructure improvements as revenues permit and may issue tax increment financing bonds.

And, at the Columbia Falls City Council regular meeting on Monday, October 19, 2015 beginning at 7:00 PM in the City Hall Council Chambers, 130 6th Street West, Columbia Falls, MT, the Council will consider the Second Reading and Final Adoption of the Ordinance establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan.

The Columbia Falls Industrial Park TEDD is located in an area formerly occupied by the Superior Building Company Lumber Mill. It is comprised of approximately 110 acres of recently annexed land, on the north end of downtown Columbia Falls, at the northerly extension of 4th Avenue EN. It is located on the north side of the Burlington Northern Rail Road and Railroad Street, and northwest of Highway 486.

All interested parties are encouraged to attend. Written comments on establishing the Columbia Falls Industrial Park Targeted Economic Development District (TEDD) and adoption of the Columbia Falls Industrial Park TEDD Plan may be submitted to Susan Nicosia, City Manager, City of Columbia Falls, 130 6th Street West, Columbia Falls, MT 59912 or nicosias@cityofcolumbiafalls.com. For further information call the City at 406-892-4391.

Publish: Daily Interlake Sunday, September 20, 2015

Publish: Daily Interlake Sunday, September 27, 2015

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

Beginning on October 5, 2015 during the 7:00 p.m. regular council meeting, the City Council of the City of Columbia Falls, shall conduct a series of public hearings and meetings for the purpose of obtaining public comment to determine the greatest community development needs (public facilities, economic development, and housing needs). The City will take public comment during the month of October in order to obtain the greatest public input. The intent of the needs assessment process is to provide the City with a list of potential projects or actions in the areas of housing, economic development and public infrastructure that could be pursued over a period of years in order to improve the community, particularly as those needs affect low and moderate income persons. Based on the results of the needs assessment, the City may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and other funding sources to deal with local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's needs and types of projects which should be considered.

Interested persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing or to submit community needs suggestions. Comments may be given orally at the hearing or submitted in writing before 5 pm, Thursday, October 1, 2015.

The City of Columbia Falls makes reasonable accommodation for any known disability that may interfere with a person's ability to participate in this hearing. Persons needing an accommodation need to contact Barb Torres, City Clerk no later than Friday, October 2, 2015 to allow adequate time to make needed arrangements. Please contact Barb Staaland at 892-4391 or write to 130 6th ST West, Room A, Columbia Falls, MT 59912 to make your request known.

DATED THIS 17th DAY OF SEPTEMBER, 2015

Barb Staaland
City Clerk

Publish: Daily Interlake Sunday September 20 and Sunday September 27, 2015

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

NEEDS ASSESSMENT PUBLIC HEARING

MONDAY, OCTOBER 5, 2015 – 7 PM

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

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

Local economic development corporations (MWED)

Housing authorities

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

Private, nonprofit organizations

The Community Development Block Grant (CDBG) Program is a federally funded grant program that provides assistance to communities with community development needs such as housing, public facilities, economic development and planning grants. All projects must be designed to principally benefit low and moderate-income families. The program was established by the Federal Housing and Community Development Act of 1974 (42 USC 5301) and is administered nationally by the U.S. Department of Housing and Urban Development (HUD). The Legislature authorized the Montana Department of Commerce (MDOC) to administer the program beginning in 1982. Since 1982, Montana has received over \$191 million in CDBG funds. Overall, the public and private funds invested in local CDBG projects has matched the federal funds awarded at almost a two to one ratio, making possible millions of dollars of construction activity and creating jobs for Montana communities across the state.

CDBG Funding Categories

The activities proposed for funding by CDBG must be designed to address needs appropriate to each category applied for. The categories include:

1. Planning Grants: (Applications submitted in Spring 2016)

Planning activities may include preparing:

Community Needs assessment

Housing study

Capital improvements plan;

Growth policy/Comprehensive plan;

Neighborhood redevelopment plan;

Preliminary Engineering Report (PER) for water/wastewater projects;

Preliminary Architectural Report (PAR) to address deficiencies of an existing building or

the adequate need for a new facility, feasibility, and estimated costs of proposed project;

and

Similar planning processes

2. Public Facilities (Applications submitted in Spring 2016)

Community infrastructure improvements, such as water and sewer facilities, affordable to low and moderate income families. Facilities designed for use predominantly by persons of low and moderate income such as nursing homes, senior centers, Head Start centers, or mental health centers.

3. Housing and Neighborhood Renewal (Applications submitted Spring 2016)

Rehabilitate substandard housing.

Support construction of new, permanent housing.

Finance or subsidize the construction of new permanent, residential units.

Site improvements or provision of public facilities to be used or sold for new housing.

Demolition of vacant, deteriorated housing units with the intent of making the site available for new construction.

Acquiring sites for use or resale for new housing, and converting existing nonresidential structures for residential use.

Neighborhood renewal activities such as cleaning up junk and debris or improving or constructing sidewalks, streets, or neighborhood parks.

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

Eligible Activities

Loans to Businesses: Activities include loans to businesses for acquisition, construction, installation, or rehabilitation of commercial and industrial buildings, facilities, equipment, or working capital.

Customized Employee Training: Employee training is a stand-alone project activity allowing up to a maximum of \$400,000 in grant funding per local government in a program year for new and expanding businesses creating additional jobs. The intent is to assist businesses in providing needed skills and better-paying jobs for their workers. The goal is to facilitate the growth of companies in Montana, increase wages for trained workers, increase employee productivity, and assist in the skill development of employees. Preference is given to training that focuses on developing transferable skills in emerging industries such as information and advanced technology, health services, value-added agriculture and communications. Funding may also be distributed to a qualified educational or nonprofit training entity that provides job training targeted to developing specific employee skills needed by an aggregate of companies. The maximum grant amount to a for-profit business or non-profit organization for each employee trained is \$5,000.

Technical Assistance Grants: A maximum of \$25,000 per local government may be requested to be used for a variety of planning activities, including the initial planning necessary to develop a CDBG-ED project, prepare a growth policy, economic development strategy, or other planning documents.

Business Infrastructure Projects: CDBG-ED funds may be used to build infrastructure such as water, sewer, streets or sidewalks in support of businesses. The businesses must be identified at the time the application is submitted. Applications that propose public improvements as assistance to businesses will be reviewed with similar procedures as for loans to for-profit businesses and must include a complete business plan, financial

package and hiring and training plan for each business being assisted, must meet the same threshold requirements, demonstrate viability, and meet all other appropriate requirements contained in the Application Guidelines for the Community Development Block Grant - Economic Development Program.

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

Applications are accepted on a continuous basis as long as funding is available for each program year. The maximum amount available to each community is \$400,000. The maximum amount available to consolidated governments is \$800,000. Up to 8% of the total CDBG-ED funding is allowed for local government administrative expenses, with not less than 92% committed to the project. Businesses relocating to a new Montana community must make prior commitments to move their facility or operations three months before the application is submitted. The Department will accept a full application based primarily on a favorable preliminary review of the business plan and financial statements of the business. Department staff and a loan review committee review project applications and make recommendations to the Department Director, who then makes a final award determination.

Grantees and businesses should be aware that it will take at least two or more months after a tentative award of funds has been issued before the business will actually receive any CDBG-ED funds. Grantees and businesses are required to meet specific conditions before a release of CDBG-ED funds is granted.

Thresholds:

- a. Maximum of \$25,000 CDBG-ED funds per job
- b. Maximum of \$5,000 CDBG-ED funds per employee for employee training
- c. Minimum of 51% jobs to benefit LMI persons
- d. Minimum of 1:1 matching funds

Other Requirements:

- a. Two public hearings
- b. Detailed business plan
- c. Most recent 3 years' actual and 3 years projected financial statements
- d. Hiring and training plan
- e. Project budget with proposed "sources & uses"



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

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

CITY OF COLUMBIA FALLS

NOTICE OF PUBLIC HEARINGS

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, October 13th at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold subsequent hearings on October 19th, 2015 starting at 7:00 p.m. in the same location.

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

Ruis Holdings LLC is requesting a Planned Unit Development (PUD) to place an 82 room three story hotel (64 rooms first phase) on property located at the southwest corner of Highway 2 and Second Avenue West. This is the vacant parcel just east of the City Park and Pool. The PUD will review the large building standards as well as deviations to height, landscape buffer and parking counts. The property is Zoned CB-2 and hotels are a permitted use in this zone on a portion of property in the Columbia Falls Industrial Park. The property is specifically described in Exhibit A.

Request by the City of Columbia Falls to adopt new Floodplain Regulations:

The City of Columbia Falls is a participant in the National Flood Insurance Program (NFIP) which is administered through the Federal Emergency Management Agency (FEMA). The City participates in this program so that citizens within its jurisdiction can secure federally backed flood insurance and in cases of flooding, the City and its citizens can be eligible for Federal Disaster Assistance through FEMA. As a condition of participation in the NFIP, FEMA requires that enrolled communities adopt Floodplain Regulations compliant with the State and Federal Floodplain Regulation Model. The proposed Floodplain Regulations will replace the existing Floodplain Regulations which were last updated in 2007.

Persons may testify at the hearing or submit written comments prior to the meeting. Written comment may be sent to Columbia Falls City Hall, Attention: Susan Nicosia, City Manager, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

DATED this 23rd day of September, 2015.

Susan Nicosia

Susan Nicosia, CPA, MPA, City Manager
COLUMBIA FALLS CITY-COUNTY PLANNING BOARD

Publish: Daily Interlake: September 27, 2015

Exhibit A
Ruis Holdings LLC, Hotel – PUD

Legal Description

A TRACT OF LAND IN THE NORTHWEST ONE-QUARTER OF THE NORTHEAST ONE-QUARTER OF SECTION 17, TOWNSHIP 30 NORTH, RANGE 20 WEST, PRINCIPAL MERIDIAN, FLATHEAD COUNTY, MONTANA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL OF BLOCK 67 OF FIRST ADDITION TO COLUMBIA FALLS ACCORDING TO THE PLAT THEREOF ON FILE AND OF RECORD IN FLATHEAD COUNTY, STATE OF MONTANA TOGETHER WITH THE ABANDONED PORTIONS OF THIRD AVENUE WEST AND TENTH STREET IMMEDIATELY ADJACENT TO THE ABOVE DESCRIBED PARCELS AND LOT 1, LOT 6, THE NORTH 15- FEET OF LOT 2, AND THE NORTH 15- FEET OF LOT 7 OF BLOCK 70 OF FIRST ADDITION TO COLUMBIA FALLS ACCORDING TO THE PLAT THEREOF ON FILE AND OF RECORD IN FLATHEAD COUNTY, STATE OF MONTANA TOGETHER WITH THE ABANDONED PORTIONS OF THIRD AVENUE WEST AND TENTH STREET IMMEDIATELY ADJACENT TO THE ABOVE DESCRIBED PARCELS. TOGETHER WITH AND SUBJECT TO ALL APPURTENANT SERVITUDES EXISTING OR OF RECORD. CONTAINING 2.55 ACRES MORE-OR-LESS.

MEMORANDUM OF AGREEMENT
for
CONTINUING TRANSPORTATION PLANNING
in the
COLUMBIA FALLS URBAN AREA

This memorandum of Agreement is entered into this _____ day of _____, 2015, by and between the State of Montana, Department of Transportation (MDT), hereinafter called the State, the City of Columbia Falls, hereinafter called the City, and Flathead County, hereinafter called the County.

WITNESSETH:

WHEREAS, it is the desire of the signatory agencies to have future transportation projects for the Columbia Falls Urban Area be based on a continuing, comprehensive transportation planning process carried on cooperatively by the State and Local Community; and

WHEREAS, the parties to this Agreement desire to cooperate in transportation planning now in progress and in the comprehensive planning program of the Columbia Falls area and further desire to ensure that transportation planning is an integral part of continuing comprehensive planning; and

WHEREAS, the Columbia Falls City-County Planning Board is a legally constituted agency and is authorized to carry on comprehensive planning programs; and

WHEREAS, the State, City, and County recognize the aforementioned Planning Organizations as the officially designated agency for comprehensive planning in the Columbia Falls area.

NOW, THEREFORE, BE IT RESOLVED that the parties hereto do mutually agree as follows:

- I. Establishment of Transportation Coordinating Committee – A Transportation Coordinating Committee is hereby established to guide the development of transportation plans and programs in the Columbia Falls area. The Transportation Coordinating Committee shall consist of the following officials:

Representative – Columbia Falls ~~City Commission~~ Mayor

Representative – Board of County Commissioners

Representative– City-County Planning Board

~~President – Flathead County Planning Board~~

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City Manager – City of Columbia Falls

Division Administrator – Federal Highway Administration (non-voting)

City Planner – Columbia Falls Planning Department

~~Director – Flathead County Planning Office~~

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Director – Columbia Falls Department of Public Works

Roads Superintendent – Flathead County

~~Citizen Member – City of Columbia Falls Resident (2-year term)~~

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~~Citizen Member – Flathead County Resident (2-year term)~~

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Supervisor – Statewide and Urban Planning Section, MDT

District Administrator – Missoula, MDT

District Engineering Service Engineer – Missoula, MDT

Maintenance Chief – Missoula, MDT (non-voting)

Additional members of this committee may be appointed by a majority of the membership if the need arises.

- II. Planning Area – As a minimum, continuing, comprehensive transportation planning will be conducted in that portion of the Columbia Falls area that is expected to become urban in character during a twenty year period. The type of transportation planning that will be conducted outside the urban area will be determined and approved by the Transportation Coordinating Committee.
- III. Scope of Services – The transportation planning process shall be:
 - A. Cooperative in that the State, Planning Board, County Planning Board, the City and the County shall cooperatively accomplish the transportation planning process.
 - B. Comprehensive in that all elements affecting regional development and transportation shall be considered. Those elements are described in various documents published by the Federal Highway Administration and Federal Transit Administration.

C. Continuing in that the planning process is intended to continue indefinitely and shall be maintained as long as this Agreement is in force. The operational scope of the transportation planning process will involve performing the following functions:

1. Collection, maintenance, analysis and dissemination of basic planning and engineering data.
2. Service to public and private sectors, especially by provisions of current information concerning plans, program recommendations; design data and their implementation.
3. Preparation, updating and revision of long- and short-range plans for the physical and social development of the region and translation of these plans into program recommendations for implementation.
4. Production and distribution of reports, maps, etc., for documentation and information purposes, participating in meetings, seminars, etc., necessary to coordinate the planning and planning implementation activities at the various levels of government; and conducting public information programs.
5. Research and development of estimating, forecasting and other planning procedures.

In addition, such other transportation planning services shall be carried out as consistent with the stated purpose of the Transportation Coordinating Committee in its bylaws.

- IV. Citizen Participation – The Transportation Coordinating Committee will provide for public involvement and input in the local transportation planning process by inviting comments from local citizens' groups on major transportation planning issues, programs and projects. In addition, the Committee will cooperate with these groups to conduct special public information and participation programs as necessary in dealing with transportation planning.
- V. Changes in Agreement – Any alteration, extension or supplement to the terms of this Agreement, as detailed herein, shall be agreed to in writing by the signatory parties.
- VI. Termination of Agreement – A signatory party may terminate its interest and obligations under this Agreement by giving at least sixty (60) days notice, in writing, to other parties.
- VII. Nondiscrimination - The LOCAL GOVERNING AUTHORITIES will require during the performance of any work arising out of this agreement, that the agreement, for itself, its assignees and successors shall comply with all the nondiscrimination regulations shown

on Exhibit "A". All agreement entered into by MDT must contain a Title VI clause and the attachment, Exhibit "A" (see attached).

VIII. Governing Law - This agreement shall be governed by laws of the State of Montana. Venue for any litigation will be in Lewis and Clark County, State of Montana. In case of conflict between the obligation imposed by the agreement and Montana law, then Montana law will control.

IN WITNESS where of, the parties hereto have set their hands and affixed their seals.

DATED THIS _____ DAY OF _____, 2013

APPROVED FOR CITY OF COLUMBIA FALLS:

By: _____

ATTEST FOR CITY OF COLUMBIA FALLS:

By: _____

| ***APPROVED FOR FLATHEAD COUNTY:***

By: _____
Chairman Board of County Commissioners

ATTEST FOR FLATHEAD COUNTY:

By: _____

APPROVED FOR CITY OF COLUMBIA FALLS PLANNING BOARD:

By: _____
President

ATTEST FOR CITY OF COLUMBIA FALLS PLANNING BOARD:

By: _____

~~**APPROVED FOR FLATHEAD COUNTY PLANNING BOARD:**~~

By: _____

~~**ATTEST FOR FLATHEAD COUNTY PLANNING BOARD:**~~

By: _____

APPROVED FOR STATE OF MONTANA DEPARTMENT OF TRANSPORTATION:

By: _____
Director

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APPROVED:

By: _____
Administrator, Legal Division

DRAFT

|

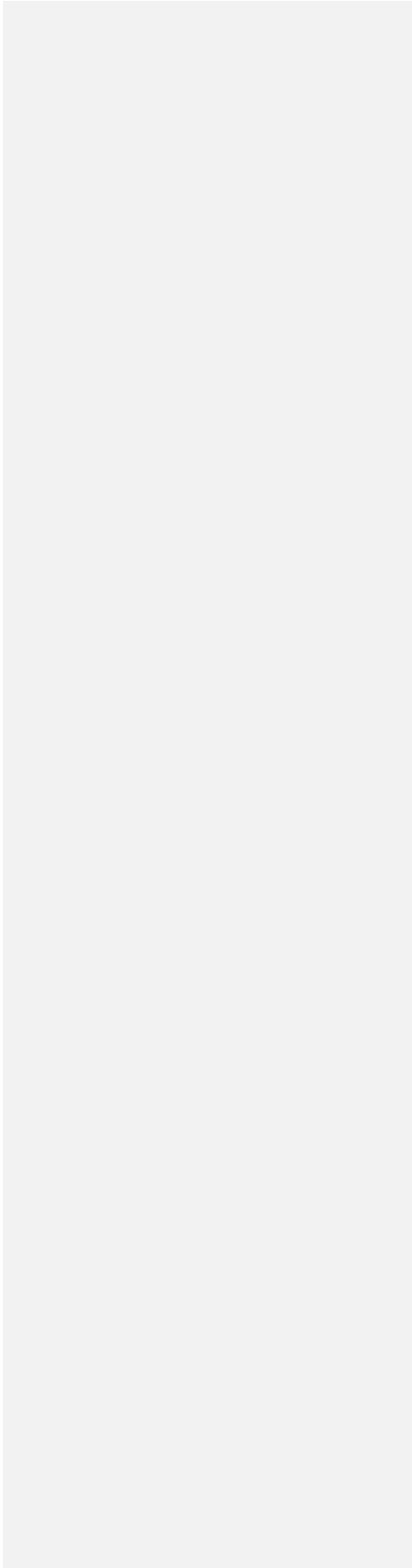


Exhibit A
NON-DISCRIMINATION NOTICE

During the performance of this Agreement, Columbia Falls CITY (hereafter in this Section “the Party”), for itself, its assignees and successors in interest, agrees as follows:

- A) **COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 FOR FEDERAL-AID CONTRACTS**
- (1) Compliance with Regulations: The Party shall comply with all Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, 49 Code of Federal Regulations (CFR), Part 21, as they may be amended (hereafter referred to as the Regulations), which are incorporated by reference and made a part of this Agreement, even if only state funding is here involved.
 - (2) Nondiscrimination: The Party, with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of sex, race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Party shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR Sec. 21.5.
 - (3) Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations, whether by competitive bidding or negotiation by the Party for work to be performed under a subcontract, including procurement of materials or leases of equipment, any potential subcontractor or supplier shall be notified by the Party of the Party's obligations under this Agreement and the Regulations relative to nondiscrimination.
 - (4) Information and Reports: The Party will provide all reports and information required by the Regulations, or directives issued pursuant thereto, and permit access to its books, records, accounts, other sources of information and its facilities as may be determined by State or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with Regulations or directives. Where any information required of the Party is in the exclusive possession of another who fails or refuses to furnish this information, the Party shall so certify to the Department or the FHWA as requested, setting forth what efforts it has made to obtain the information.
 - (5) Sanctions for Noncompliance: In the event of the Party's noncompliance with the nondiscrimination provisions of this Agreement, State may impose sanctions as it or the FHWA determines appropriate, including, but not limited to,
 - (a) Withholding payments to the Party under the Agreement until the Party complies, and/or
 - (b) Cancellation, termination or suspension of the Agreement, in whole or in part.
 - (6) Incorporation of Provisions: The Party will include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and

leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Party will take such action with respect to any subcontract or procurement as the State or the FHWA may direct to enforce such provisions including sanctions for noncompliance: Provided, however, that in the event the Party is sued or is threatened with litigation by a subcontractor or supplier as a result of such direction, the Party may request the State to enter into the litigation to protect the interests of the State, and, in addition, the Party or the State may request the United States to enter into such litigation to protect the interests of the United States.

B) COMPLIANCE WITH THE MONTANA GOVERNMENTAL CODE OF FAIR PRACTICES, SEC. 49-3-207, MCA

In accordance with Section 49-3-207, MCA, the Party agrees that for this Agreement all hiring will be made on the basis of merit and qualifications and that there will be no discrimination on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the Agreement.

C) COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA)

- (1) The Party will comply with all regulations relative to implementation of the AMERICANS WITH DISABILITIES ACT.
- (2) The Party will incorporate or communicate the intent of the following statement in all publications, announcements, video recordings, course offerings or other program outputs: **"The Party will provide reasonable accommodations for any known disability that may interfere with a person in participating in any service, program or activity offered by the Party. In the case of documents, recordings or verbal presentations, alternative accessible formats will be provided. For further information call the Party."**
- (3) All video recordings produced and created under contract and/or agreement will be closed-captioned.

D) COMPLIANCE WITH PARTICIPATION BY DISADVANTAGED BUSINESS ENTERPRISES IN DEPARTMENT OF TRANSPORTATION FINANCIAL ASSISTANCE PROGRAMS, 49 CFR PART 26

Each Agreement the Department signs with a Party (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The Party, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Party shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Party to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Return to
City of Columbia Falls
130 6th Street West
Columbia Falls, MT 59912

RESOLUTION NO. 1714

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT BY LOGAN AND HANNAH NOLAN TO KEEP HORSES ON THEIR SIX ACRE PROPERTY. THE PROPERTY IS ADDRESSED AS 1736 TALBOT ROAD AND AS DESCRIBED AS TRACTS 8CA AND 8BCA IN SECTION 18, TOWNSHIP 30 NORTH, RANGE 20 WEST, P.M.M., FLATHEAD COUNTY.

WHEREAS, an Application been filed with the City by Logan and Hannah Nolan requesting permission to keep horses on their six acre property pursuant to Ordinance #750;

WHEREAS, the property is currently zoned CR-4;

WHEREAS, the requirements for keeping horses are a conditional use pursuant to 18.434.010 F in the Columbia Falls Municipal Code;

WHEREAS, said requested conditional use permit was considered by the Columbia Falls City-County Planning Board at its regular meeting on September 15, 2015, and said Board recommended granting the proposed conditional use permit, with certain conditions; and

WHEREAS, said conditional use permit was considered by the City Council of the City of Columbia Falls, Montana, at a public hearing held during the Council's regularly scheduled meeting on Monday, September 21, 2015, pursuant to public notice as required by law, and all comments filed or voiced concerning said requested conditional use permit having been considered by the City Council, along with the recommendation of the Planning Board.

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

Section One. Findings of Fact. That the City Council specifically finds that the conditions set forth in Section 18.434.010 F of the Columbia Falls Municipal Code are accurately evaluated as set forth in Conditional Use Report #CCU-15-02 of the Columbia Falls Planning Office, and the City Council hereby adopts said report as findings of fact in support of the requested conditional use permit.

Section Two. Permit Approved. That based upon the findings of Section One of this Resolution, the application of Logan and Hannah Nolan for a Conditional Use Permit to keep horses on their six acre property, addressed as 1736 Talbot Road, Columbia Falls, MT, described as Tracts 8CA and 8BCA, Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana, is hereby approved.

Section Three. Conditional Use Permit. That the conditional use permit is approved, specifically contingent upon the conditions set forth on Exhibit "A" attached hereto and incorporated herein by reference.

Section Four. Effective Date. That this Resolution shall become effective immediately upon its passage and approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS 5th DAY OF OCTOBER, 2015, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

CITY CLERK

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS ____ DAY OF
OCTOBER, 2015.

MAYOR

ATTEST:

CITY CLERK

EXHIBIT "A"

1. The four acres as shown in the application shall be fenced by a three plank or rail wood fence. Changing of fencing material is subject to approval by the Columbia Falls City Manager.
2. The property is limited to a maximum of six horses.
3. The applicant shall manage manure as specified in the application, which includes mucking out the runs and hauling off property at least once every eight weeks and dragging the pasture once a year to break up manure for quicker decomposition.
4. The horse owner must reside on the property in order for this CUP to be valid. The land/horse owner shall not board or keep horses belonging to other persons.
5. Should the land owner cease to keep horses on the property for a period of more than 12 months, the CUP will expire.
6. Storage of feed and hay is limited to the area in and around the existing pole barn.

ORDINANCE NO. 753

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, DESIGNATING THE COLUMBIA FALLS INDUSTRIAL PARK TARGETED ECONOMIC DEVELOPMENT AREA, CREATING THE COLUMBIA FALLS INDUSTRIAL PARK TARGETED ECONOMIC DEVELOPMENT DISTRICT (TEDD) AND ADOPTING THE COLUMBIA FALLS INDUSTRIAL PARK TARGETED ECONOMIC DEVELOPMENT DISTRICT COMPREHENSIVE DEVELOPMENT PLAN WITH A TAX INCREMENT FINANCING PROGRAM PURSUANT TO TITLE 7, CHAPTER 15, PART 42 AND 43 OF THE MONTANA CODES ANNOTATED

WHEREAS, on July 20th, 2015, the Columbia Falls City Council secured professional services to assist the City in taking the steps to develop a Targeted Economic Development District (TEDD) for the Columbia Falls Industrial Park, and directed that a review of the infrastructure deficiencies in the Columbia Falls Industrial Park be conducted; and

WHEREAS, pursuant to 7-15-4278, MCA, the City of Columbia Falls concurs that infrastructure-deficient areas exist and constitute a serious impediment to the development of infrastructure-intensive, value-adding economic development in Columbia Falls and that the City of Columbia Falls lacks sufficient capital to rectify the infrastructure shortage in infrastructure-deficient areas, thus impeding its ability to achieve economic growth through the development of value-adding industries; and

WHEREAS, the City of Columbia Falls has had prepared a "Statement of Infrastructure Deficiencies" to provide the necessary foundation upon which Columbia Falls may establish a Targeted Economic Development District or "TEDD" to foster secondary, value adding economic development - generally located in an area formerly occupied by the Superior Building Company Lumber Mill known as the Columbia Falls Industrial Park, it is comprised of approximately 110 acres on the north side of downtown Columbia Falls at the northerly extension of 4th Avenue EN; and

WHEREAS, in accordance with 7-15-4280, MCA, on September 8th, 2015, the Columbia Falls City Council adopted Resolution No. 1704, which was a "Finding of Deficiency" that established the general boundaries of the Columbia Falls Industrial Park Targeted Economic Development District, identified the area as a TEDD, established that the area is "infrastructure deficient" per Montana Statute, and declared that infrastructure improvement of the area is necessary for the welfare of the residents of Columbia Falls and desirable as part of the City's overall goals to promote, stimulate, develop and advance the commerce, economic development and prosperity of the citizens of Columbia Falls, Flathead County, and the State of Montana; and

WHEREAS, the City of Columbia Falls intends to use Tax Increment Financing as a tool to foster targeted economic development and help fund the supportive public infrastructure for the growth of infrastructure intensive secondary, value adding

economic development at the Columbia Falls Industrial Park, therefore, pursuant to 7-15-4212, MCA, the City of Columbia Falls caused a TEDD comprehensive development plan to be prepared.

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

Section One. Definitions. The definitions found throughout Title 7, Chapter 15, Parts 42 and 43, Montana Code Annotated apply unless otherwise provided or indicated by the context. The following terms wherever used or referred to in this Ordinance shall have the following meanings:

- (a) "Act" means Title 7, Chapter 15, Parts 42 and 43, Montana Code Annotated.
- (b) "Targeted economic development area" means an infrastructure deficient area that the Columbia Falls City Council has designated as appropriate for a targeted economic development project or projects.
- (c) "Targeted economic development district (TEDD)" means the area designated by the Columbia Falls City Council in accordance with the provisions of this Ordinance, and created in support of secondary value-adding economic development projects with the purpose of the district being the development of infrastructure to encourage the location and retention of secondary value-adding projects in the city, county and state.
- (d) "Targeted economic development district comprehensive development plan" means a plan for a TEDD area/district which describes potential projects or programs which was adopted by the Columbia Falls City Council in accordance with the provisions of this Ordinance in conformance with the *Columbia Falls 2013 Growth Policy*.
- (e) "TEDD project or program" means undertakings or activities of the City of Columbia Falls in a TEDD area that consists of any or all of the activities authorized by Section 7-15-4288, MCA, in accordance with the comprehensive development plan; a targeted economic development project may not include property that was condemned pursuant to Title 70, chapter 30, for anything other than a public use.
- (f) "Columbia Falls Industrial Park Targeted Economic Development District" means the TEDD area/district designated and created by this Ordinance, consisting of a continuous area within an accurately described boundary, zoned in accordance and planned in conformance with the *Columbia Falls 2013 Growth Policy*, and found to be deficient in infrastructure improvements for targeted economic development of secondary, value adding industry.

Section Two. Findings. Based on representations made to the City Council to date and taking into consideration all comments received, including those made at a public hearing duly held on October 5, 2015, after proper legal notice was given, the City

First Reading

Council does hereby make the following findings, determinations and declarations regarding the Columbia Falls Industrial Park Targeted Economic Development District, which is hereinafter referred to as the District:

- (a) This ordinance adopting the TEDD finds that the property within the TEDD consists of a continuous area with an accurately described boundary; see (k) below.
- (b) This ordinance adopting the TEDD finds that the area within the TEDD is large enough to host a diversified base of multiple independent tenants; see (h)(iii) below.
- (c) The City of Columbia Falls adopted the "*Columbia Falls Area Zoning Ordinance*" in accordance with and exercising the authority of the laws of the State of Montana, Title 11, Chapter 27, R.C.M., 1947, as amended, and in 1989 by Ordinance 523 pursuant to Section 76-2-301, M.C.A. This ordinance adopting the TEDD finds that the zoning within the TEDD is in accordance with the *Columbia Falls 2013 Growth Policy* as defined in 76-1-103, MCA. The Columbia Falls TEDD Comprehensive Development Plan was submitted to the Columbia Falls Planning Board for review, and on the 9th day of September, 2015, said Board executed a resolution that found the TEDD Area to be zoned for uses in accordance with the *Columbia Falls 2013 Growth Policy*.
- (d) The *Columbia Falls 2013 Growth Policy* was officially adopted by the City Council on January 22nd, 2013, and supersedes the Growth Policies dated 2005 and 2008. A copy of the *Columbia Falls 2013 Growth Policy* is available for public review. The Columbia Falls TEDD Comprehensive Development Plan was submitted to the Columbia Falls Planning Board for review, and on the 9th day of September, 2015, said Board executed a resolution that found the TEDD Comprehensive Development Plan to be in conformity with the *Columbia Falls 2013 Growth Policy*.
- (e) This ordinance adopting the TEDD finds that the property within the TEDD is not included within an existing tax increment financing district.
- (f) A resolution of deficiency, Resolution No. 1704, adopted by the City Council on August 17th, 2015, found that the District was deficient in infrastructure necessary to encourage and retain value-adding industry in accordance with the Montana Urban Renewal Law, as noted in the Statement of Infrastructure Deficiencies. Resolution No. 1704 was executed three months prior to the effective date of this ordinance adopting the Columbia Falls Industrial Park TEDD
- (g) The Statement of Infrastructure Deficiencies is the document upon which the Columbia Falls City Council based their finding of deficiency adopted in Resolution No. 1704.
- (h) A plan for the District prepared in accordance with the Montana Urban Renewal Law, the Columbia Falls Industrial Park TEDD Comprehensive Development Plan, a copy of which is attached as Exhibit "A", documents the following:

- (i) The Plan was adopted with the creation of the TEDD by this Ordinance.
 - (ii) The Plan identifies the use and purpose for which the TEDD was created as:
 - To foster economic vitality in the City of Columbia Falls and increase employment opportunities through infrastructure development in support of secondary value-adding industry.
 - To provide support for businesses and industries that enhance the quality of life for all residents.
 - To facilitate the creation of a diversified tenant base of multiple independent tenants within the TEDD.
 - To encourage secondary, value adding industries that take advantage of the state's resources for the purposes of engaging in interstate commerce.
 - To facilitate the re-use of the former Superior Building Company Lumber Mill, which constitutes an important resource for economic and community development.
 - To facilitate the reinvestment in a site that has historically been industrial due to its proximity to both rail and highway transportation infrastructure.
 - To foster public-private partnerships to facilitate the construction and maintenance of infrastructure in support of value-adding industrial development.
 - To provide a locally driven economic development resource for funding public infrastructure projects.
 - (iii) The district includes more than 100 acres, 9 parcels and currently 4 independent tenants occupy a portion of the district, which ensures that the area within the TEDD is large enough to host a diversified base of multiple tenants and was not designed to serve the need of a single tenant.
 - (iv) The Columbia Falls Industrial Park TEDD Comprehensive Development Plan was submitted to the Columbia Falls Planning Board for review, and on 9th day of September, 2015, said Board executed a resolution that found the TEDD Comprehensive Development Plan to be in conformity with the *Columbia Falls 2013 Growth Policy* and found the TEDD Area to be zoned for uses in accordance with the *Columbia Falls 2013 Growth Policy*.
- (i) A notice of the public hearing, in substantially the form required by and published in accordance with 7-1-4127, MCA, was published September 20 and 27, 2015. In addition, a notice of the public hearing was mailed by certified mail to all property owners in the district based on a list of the geocodes for all real property, the assessor codes for all personal property, and a description of all centrally assessed property located within the TEDD at the time of its creation.
- (j) Upon execution, this ordinance creating the TEDD and approving the tax increment financing provision pursuant to 7-15-4284, MCA will be certified.
- (k) The Columbia Falls Industrial Park is legally described as Tracts 1, IBA, 5,5A and 5BA, Section 4, Tract 4 Section 5, Tracts 10, 10B and 10CB, Section 8 and Tracts 1B, 1C, 1CA and 1E, Section 9, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana, as found on file at the Flathead County Plat Room,

including all adjacent rights-of-way as well as the Burlington Northern Rail Road. A map representing the TEDD's boundary is found on Page 7 of the Columbia Falls Industrial Park TEDD Comprehensive Development Plan.

- (l) The name of the TEDD is Columbia Falls Industrial Park Targeted Economic Development District.
- (m) A list of the geocodes for all real property, the assessor codes for all personal property, and a description of all centrally assessed property located within the TEDD at the time of its creation has been compiled and is found on Page 8 of the Columbia Falls Industrial Park TEDD Comprehensive Development Plan.

Section 3. Designation of the Area. The Columbia Falls Industrial Park Targeted Economic Development Area is hereby designated.

Section 4. Creation of the District. The Columbia Falls Industrial Park Targeted Economic Development District is hereby created.

Section 5. District Plan. The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan, attached as Exhibit "A", is hereby adopted.

Section 6. Base Year. For the purpose of calculating the incremental taxable value for each year of the life of the District, the base taxable value shall be calculated as the taxable value of all real and personal property within the District, as of January 1, 2015.

Section 7. Tax Increment Provision. Flathead County is hereby authorized to segregate, as received, the tax increment derived in the District, and use and deposit such increment into the District Fund for use as authorized by the Act and as authorized herein or by the City Council from time to time.

Section 8. Costs That May be Paid from Tax Increments. The tax increments received from the District may be used to directly pay costs of approved infrastructure projects, or to pay debt service on bonds issued to finance infrastructure improvement projects as defined under the Act as may from time to time be approved by the City Council. The City Council hereby authorizes the use of tax increment in the District to be used to pay debt service on internal and bank financed loans issued to finance all or a portion of the costs of eligible improvements in compliance with the Act and subject to any limitations imposed by the Montana Constitution.

Section 9. Term of the Tax Increment Financing Provision. The tax increment financing provision of the District will terminate in accordance with state law. After termination of the tax increment financing provision, all taxes shall continue to be levied upon the actual taxable value of the taxable property in the District, but shall be paid into funds of the taxing bodies levying taxes within the District.

Section 10. Effect of TEDD Project or Program. The establishment of a TEDD project or program or the approval of a TEDD project or program does not affect, abrogate or supersede any rules, ordinances, or regulations of the City relating to zoning, building permits, or any other matters.

Section 11. Conflict with Other Ordinances and Resolutions. All parts of ordinances and resolutions in conflict herewith are hereby repealed.

Section 12. Effective Date. The effective date of this Ordinance is thirty (30) days after final adoption on second reading. This Ordinance shall be in full force and effect on November 18, 2015.

INTRODUCED, PASSED AND PROVISIONALLY ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA, ON FIRST READING, AT A REGULARLY CONVENED MEETING THEREOF HELD ON THE 5TH DAY OF OCTOBER 2015, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS _____
DAY OF OCTOBER, 2015.

Mayor

ATTEST:

City Clerk

PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA, ON SECOND READING, AT A REGULARLY CONVENED MEETING THEREOF HELD ON THE 19TH DAY OF OCTOBER, 2015, THE COUNCIL VOTING AS FOLLOWS:

First Reading

AYES:

NOES:

ABSENT:

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS _____
DAY OF OCTOBER, 2015.

Mayor

ATTEST:

City Clerk

First Reading

Exhibit A: Columbia Falls Industrial Park Targeted Economic Development District
Comprehensive Development Plan



**Comprehensive Development Plan
Columbia Falls Industrial Park
Targeted Economic Development District**



**Adopted by the City Council of Columbia Falls
November 2015**

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Chapter 1. Introduction and Overview

The City of Columbia Falls is interested in fostering the development of secondary, value adding industries within its jurisdiction as part of its overall mission to promote economic development, to improve area employment opportunities and to expand the community's tax base. This effort will be facilitated, in part through the creation of a Targeted Economic Development District or "TEDD" at the site Columbia Falls Industrial Park. Columbia Falls intends to use Tax Increment Financing as part of its overall strategy to provide infrastructure in support of value-adding industry per the 2013 Targeted Economic Development District Act, embodied in 7-15-4279, Montana Code Annotated (MCA).

An Overview of Columbia Falls

Setting

The City of Columbia Falls, Montana is located in Flathead County, in the northwest quadrant of the state. It is surrounded by the Flathead National Forest and is approximately 17 miles southwest of Glacier National Park. The City also offers access to scenic and recreational resources associated with the Flathead River, which runs through the community. US Highway 2 connects Columbia Falls with Highway 93 to Whitefish and Kalispell on the west, and to the West Glacier Entrance to the Park to the northeast. The Columbia Falls Industrial Park is located on recently annexed land, on the north end of downtown Columbia Falls, at the northerly extension of 4th Avenue EN.

History of the Local Economy

Logging developed early in the areas around Columbia Falls. One of the early logging sales took place in the winter of 1890-91 on land that later was included in the Flathead Forest Reserve. As many as 30 men were paid \$50 a month to work on the sale. Under contract with the Columbia Falls Mill Company, they cut several hundred thousand board feet of ponderosa pine.

In the late nineteenth century, the Anaconda Copper Mining Company (ACM) had permits to cut free timber for its mines in Butte; however, the company also used these permits to cut timber for retail sale of lumber throughout the state. The ACM was operating in Columbia Falls under the name of Daly & Co. by 1897. In 1898 it was the ACM, Lumber Dept., of Columbia Falls, and soon the business went under the name of the Big Blackfoot Milling Company, the timber subsidiary of the ACM.



By 1907, there were at least five lumber companies operating in Columbia Falls including State, Hunt Tripet, John Olson, Parker Zorzie and A. O. Westberg. Increasingly, the lumber companies were using railroads to log area trees. As of 1910, Stoltze Land and Lumber Company, State and the A.O. Westberg and Columbia lumber mills were logging with rail. Over time, four large lumber mills established themselves in Columbia Falls including Plum Creek, Stoltze Land and Lumber, Superior Building

Company, and Rocky Mountain Lumber Company.

Columbia Falls' population continued to grow into the 1950s, in part due to the construction and opening of the Anaconda Aluminum Company plant. The Harvey Machine Company first acquired options for an aluminum plant in the Flathead Valley in 1949, and shortly after purchased 1000 acres six miles north of Kalispell at Rose Crossing. Although Harvey was unable to obtain financing to build the plant, on November 6, 1951, Anaconda Copper Mining Company acquired 95 percent of Harvey's interests, and on August 30, 1952, Anaconda announced that it would build its \$45,000,000 aluminum reduction plant two miles northeast of Columbia Falls near Teakettle Mountain. The completion, in 1952, of the Hungry Horse Dam and its supply of lower cost electricity, nine miles southeast of Columbia Falls, was a key factor in the ACM decision to build the aluminum plant in Columbia Falls. (foresthistor.org).

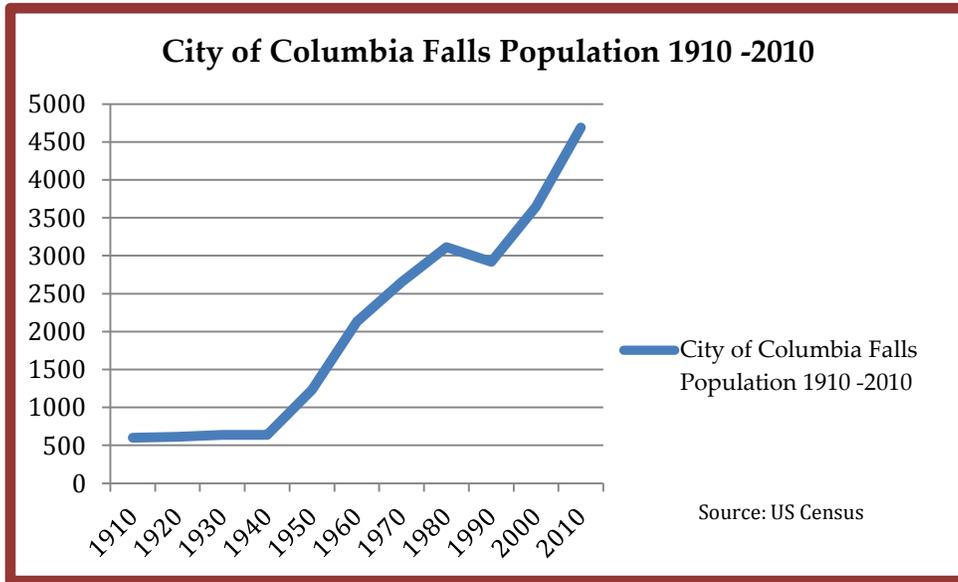
The first aluminum was produced on August 12, 1955. Initially, the plant had a capacity of 67,500 tons, increasing to 180,000 by 1968. The Anaconda Company was purchased by Atlantic Richfield Company (ARCO) in 1977 and in December of 1983, ARCO announced intentions to divest its Metals Division (brass and aluminum operations) including the Columbia Falls plant. In September of 1985 the plant was sold to the Montana Aluminum Investors Corporation, which changed the name to the Columbia Falls Aluminum Company. On May 28, 1999, CFAC was purchased by Glencore AG, which operated the plant until 2009 (cfaluminum.com). Despite efforts to re-open the plant, including adapting it for a new industrial use, it has remained closed.

Changes in Montana's timber industry during the last 40 years have also affected the economy of Columbia Falls. The production of lumber across the state "has dropped from a record high of 1.6 billion board feet annually in 1986 to nearly 600 million in 2013. The number of sawmills across the state, from small operations to large facilities, has shrunk from 150 facilities to barely 30. Timber related employment dropped from 10,695 workers in 1994 to barely 7,000 twenty years later. The amount of timber harvested dropped from 1 billion board feet 30 years ago to less than 365 in 2013. There are various reasons for this decline, including economic recessions and volatile housing markets." While the last two years have seen improvement, F.H. Stoltze Land & Lumber Co. in Columbia Falls, the oldest family owned sawmill in Montana, announced cutbacks in production and layoffs in August of 2014, despite a rebounding economy and favorable market for logs (*The Flathead Beacon*, September, 2014).

Once known as the "Industrial Hub of Flathead Valley", the economy of Columbia Falls is now largely service based, as noted above. The loss of jobs in manufacturing and timber related activities has taken its toll on the economic well-being the community. Columbia Falls.

Demographic and Economic Information

According to 2014 Census estimates, there are 4,922 people living in the City, up slightly from the 2010 number of 4,688. The county's population is projected to experience continued growth through 2060, from 96,422 in 2015 to 127,403 in 2060, an increase of 32% (Montana Economic and Information Center). Census information, recorded over a one hundred year period, beginning in 1910, indicates that Columbia Falls' population has continued to grow, even in light of the overall decline in natural resource and industry-based employment over the past several decades. The following figure presents population data for the City from 1910 to 2010, based on the decennial census.

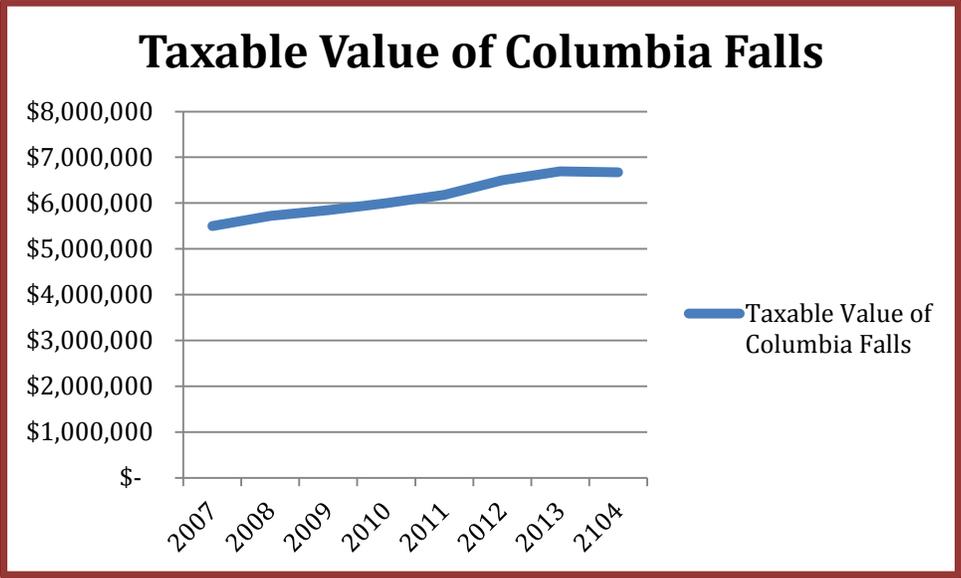


Based on county population projections, as well as historic data for the City, it is likely that the number of people living in Columbia Falls will continue to grow. However, while the population is increasing, the poverty rate, at 19.8% is higher than for Montana and the nation, which are at 15.2% and 15.4% respectively (American Community Survey – ACS, 2009-2013).

Median Income for residents living in Columbia Falls is \$43,690, significantly lower than the state, at \$46,230 and the nation, at \$53,046 (ACS, 2009-2013). The closure of the Columbia Falls Aluminum Plant in 2009, after more than 50 years of operation has had a significant impact on area income. Ninety people lost their jobs at the time of the closure, but at its height, in the 1960s, the plant employed 1,500 and was “central to the area’s economy” (*The Missoulian*). Today, as noted in the table on the following page, the “educational services, health care and social assistance” sector employs the most people, followed by “arts, entertainment, and recreation, and accommodation and food services” and “retail trade”.

COLUMBIA FALLS EMPLOYMENT BY INDUSTRY		
Source: American Community Survey – 2009-2013		
	Number	Percentage
Civilian employed population 16 years and over	2,389	
Agriculture, forestry, fishing and hunting, and mining	193	8.1%
Construction	126	5.3%
Manufacturing	197	8.2%
Wholesale trade	12	0.5%
Retail trade	281	11.8%
Transportation and warehousing, and utilities	98	4.1%
Information	8	0.3%
Finance and insurance, and real estate and rental and leasing	110	4.6%
Professional, scientific, and management, and administrative and waste management services	27	1.1%
Educational services, and health care and social assistance	612	25.6%
Arts, entertainment, and recreation, and accommodation and food services	491	20.6%
Other services, except public administration	81	3.4%

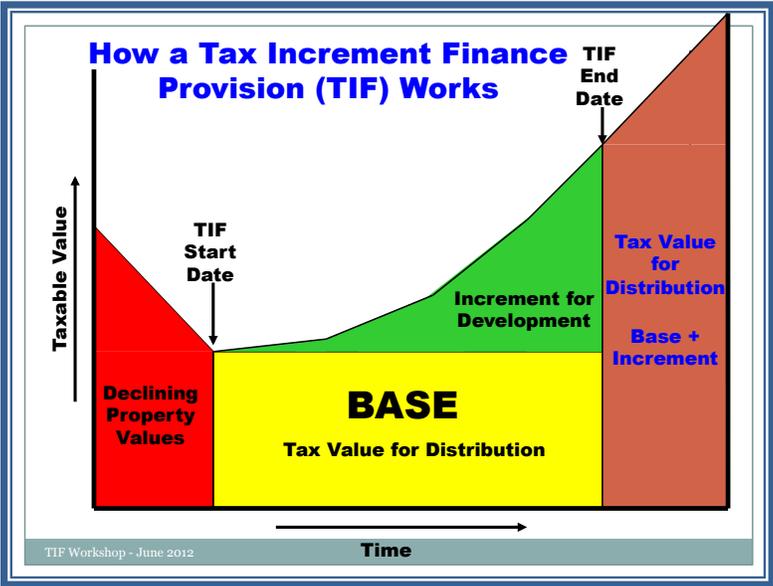
The taxable value of Columbia Falls has grown slowly between 2007 and 2014 (years for which data is available), and in 2015 it declined to 2011 levels. The following chart shows taxable values for the period:



Montana Department of Revenue

Tax Increment Financing for Targeted Economic Development

The City of Columbia Falls intends to use Tax Increment Financing within Columbia Falls Industrial Park, which is located in an area comprised of approximately 110 acres, formerly occupied by the Superior Building Company Lumber Mill. The base year for the purposes of measuring any incremental value is 2015 and the base value will be calculated as of January 1, 2015.



Tax increment financing, originally authorized by the Montana Legislature in 1974, is a mechanism that allows communities to use new tax dollars resulting from increasing taxable value for reinvestment within the geographic area in which they are derived. Tax increments may be used by local governments in two types of districts, urban renewal and targeted economic development districts or “TEDDs”, which were authorized by the Legislature in 2013. While urban renewal districts are focused on addressing blighted conditions through redevelopment and revitalization activities, TEDDs are created to address infrastructure

deficiencies that have stymied the development of secondary value-adding industries. Urban renewal districts may only be established within the municipal boundaries of cities or towns; however, TEDDs may be created in cities, towns and counties.

In providing for the creation of TEDDs the Legislature declared the following:

- (1) infrastructure-deficient areas exist in the local governments of the state and constitute a serious impediment to the development of infrastructure-intensive, value adding economic development in Montana;
- (2) local governments lack sufficient capital to rectify the infrastructure shortage in infrastructure-deficient areas, thus impeding their ability to achieve economic growth through the development of value-adding industries;
- (3) the creation of infrastructure in support of value-adding economic development is a matter of state policy and state concern because the state and its local governments will continue to suffer economic dislocation due to the lack of value-adding industries; and
- (4) the state's tax increment financing laws should be used to encourage the creation of areas in which needed infrastructure for value-adding industries could be developed.” (7-15-4278 MCA)

The Legislature noted that the State of Montana wishes to encourage value-adding industrial manufacturing that uses Montana timber, mineral, oil and gas, coal and agricultural resources in the production of goods in the State. With the passage of the Targeted Economic Development Act of 2013, the Legislature recognized that value-adding industries, in order to be competitive in today's world economy, require expensive infrastructure that is beyond the means of most Montana communities. The Act enables communities to assist in value-adding industrial development in areas that are deemed to be infrastructure deficient. Tax increment financing can be used for improvements as defined in 7-15-4288 MCA.

Montana statutes define secondary value-adding products and value-adding industries as follows:

- (a) "secondary value-added products or commodities" means products or commodities that are manufactured, processed, produced, or created by changing the form of raw materials or intermediate products into more valuable products or commodities that are capable of being sold or traded in interstate commerce;
- (b) "secondary value-adding industry" means a business that produces secondary value-added products or commodities or a business or organization that is engaged in technology-based operations within Montana that, through the employment of knowledge or labor, adds value to a product, process, or export service resulting in the creation of new wealth.

In order to make use of this innovative economic development strategy, the City of Columbia Falls must adopt a comprehensive development plan, which defines the specific geographic area within which the tax increment will be measured and reinvested. The plan must outline those activities that the local government intends to undertake in order to successfully develop (or retain) value-adding industrial activity. Finally, the boundaries of the district must ensure that the district can host a diversified tenant base of multiple independent tenants.

The City of Columbia Falls has worked closely with the other taxing jurisdictions that will be affected by the creation of the TEDD. In particular the City is working and will continue to work in concert with Flathead County and the School District as this plan is implemented over time.

Chapter 2. Portrait of the Columbia Falls Industrial Park TEDD

Site Description

The Columbia Falls Industrial Park is located in an area formerly occupied by the Superior Building Company Lumber Mill. It is comprised of approximately 110 acres of recently annexed land, on the north end of downtown Columbia Falls, at the northerly extension of 4th Avenue EN. It is located on the north side of the Burlington Northern Rail Road and Railroad Street, and northwest of Highway 486.

Existing Land Use

The Columbia Falls Industrial Park is currently the site of a door manufacturing facility, an excavation business, the “bark plant” and a gravel pit. A portion of the area is currently undeveloped. The Burlington Northern Rail Road is directly adjacent on the south and east side. The property was historically a large lumber mill.

Legal Description

The Columbia Falls Industrial Park is described as Tracts 1, IBA, 5,5A and 5BA, Section 4, Tract 4 Section 5, Tracts 10, 10B and 10CB, Section 8 and Tracts 1B, 1C, 1CA and 1E, Section 9, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana, as found on file at the Flathead County Plat Room, as shown within the red line below, including all adjacent rights-of-way as well as the Burlington Northern Rail Road.

Map



Columbia Falls Industrial Park TEDD

Geocodes, Assessment Codes, Property Owners, Addresses, Acres and Legal

Geocode	Assessment Code	Owner			City, State Zip	Contract Buyer		Acres	Legal
07-4186-04-3-04-01-0000	0000976721	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	3.80	S04, T30N, R20W, TR 5BA IN N2SE4SW4
07-4186-04-3-04-04-0000	0000976370	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	5.45	S04, T30N, R20W, COS 9063, TR 1BA IN N2SE4SW4
07-4186-04-3-04-35-0000	0000014212	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	36.21	S04, T30N, R20W, TR 5 IN SW4SW4 TR 1 IN SE4SW4
07-4186-09-2-01-40-0000	0000176100	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	12.63	S09, T30N, R20W, TR 1 E IN NE4NW4
07-4186-09-2-01-30-0000	0000843850	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	14.95	S09, T30N, R20W, TR 5A IN S2SW4 S04 T30N R20W, TR 1B IN NW4NW4 S09 T30N R20W
07-4186-05-4-02-01-0000	0000176100	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	21.52	S05, T30N, R20W, TR 4 IN S2SE4SE4
07-4186-08-1-01-50-0000	0000176100	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	12.62	S08, T30N, R20W, TR 10 IN NE4NE4, TR 10B & TR 10CB IN NE4NE4
07-4186-09-2-01-01-0000	0000176150	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	1.97	S09, T30N, R20W, TR 1CA IN NW4NW4
07-4186-09-2-01-10-0000	0000843900	Columbia Falls Industrial Park	Box 989	455 4TH AVE EN	Columbia Falls, MT 59912	Bid Group Properties (US) Inc.	P.O. Box 2689	7.1	S09, T30 N, R20 W, TR 1C IN IN NW4NW4

Centrally Assessed Property

Burlington Northern Rail Road, approximately 0.55 miles.

Chapter 3. Goals of the Columbia Falls Industrial Park TEDD

The mission of the city of Columbia Falls is “to foster a community that appeals to individuals, families, businesses and investors. Columbia Falls is a city that encourages individual rights and responsibilities, promotes aesthetics and recreation, and provides safety and security. By listening to its citizens and responding to their needs, by respecting diversity and differences of opinion, and by evaluating the status quo and practicing thoughtful planning, the city provides excellent value at reasonable cost.”

In keeping with its mission, the City is directing its resources to the establishment of a TEDD to provide economic development that will help sustain and improve the community’s quality of life. Historically, the City served as the “Industrial Hub of the Flathead Valley”. The loss of key manufacturing and timber-related industries over time has in turn resulted in the reduction in the number of good-paying jobs and a diminishing tax base. The residents of the community wish to maintain this heritage while remaining sensitive to the area’s aesthetic and recreational amenities.

Based on these critical considerations, the goals of the Columbia Falls Industrial Park Targeted Economic Development District are to:

- To foster economic vitality in the City of Columbia Falls and increase employment opportunities through infrastructure development in support of secondary value-adding industry.
- To provide support for businesses and industries that enhance the quality of life for all residents.
- To facilitate the creation of a diversified tenant base of multiple independent tenants within the TEDD.
- To encourage secondary, value adding industries that take advantage of the state’s resources for the purposes of engaging in interstate commerce.
- To facilitate the re-use of the former Superior Building Company Lumber Mill, which constitutes an important resource for economic and community development.
- To facilitate the reinvestment in a site that has historically been industrial due to its proximity to both rail and highway transportation infrastructure.
- Foster public-private partnerships to facilitate the construction and maintenance of infrastructure in support of value-adding industrial development.
- Provide a locally driven economic development resource for funding public infrastructure projects.

Chapter 4. Planning Consistency

This Comprehensive Development Plan must conform to the 2013 *City of Columbia Falls Growth Policy* per 7-15-4213 MCA. On September 9th, 2015 the Columbia Falls Planning Board and Zoning Commission reviewed the Columbia Falls Industrial Plan Comprehensive Development Plan and found it to be in conformance with the Growth Policy, per statutory requirements. The *2013 Columbia Falls Growth Policy* was officially adopted by the City Council on January 22nd, 2013, and supersedes the Growth Policies dated 2005 and 2008.

Columbia Falls Growth Policy Goals

The following selections from the Growth Policy demonstrate conformance of the Columbia Falls Industrial Plan Comprehensive Development Plan to the principals, goals and objectives of the Growth Policy.

VISION STATEMENT (page 1)

A community maintaining quality and embracing change.

WEAKNESSES (page 5)

Weaknesses are traits, conditions or shortcomings in a community. They hinder progress, detract from the quality of the community or restrict opportunity in some form or fashion. Weaknesses reflect an existing situation. It is important for a community to identify and acknowledge weaknesses. Once identified, weaknesses can be improved upon or overcome; however this requires effort in terms of resources, time and commitment.

- *Limited tax base (significant industrial, commercial and residential tax base lies just outside the immediate boundaries of the city)*
- *Infrastructure needs*
 - *Curbs and sidewalks/bikepaths*
 - *Pedestrian bridge over river*
 - *Sewer and water extensions to growth areas*
 - *Railroad crossings (13th)*
- *Brain drain (young people leave after high school or college for job opportunities elsewhere)*

OPPORTUNITIES (page 5 and 6)

Opportunities are actions or circumstances, which if capitalized upon can be used to overcome weaknesses or build on strengths. Opportunities may be available for only a short time and are thus time sensitive. Therefore, it is important to constantly monitor opportunities in a community. Opportunities rarely happen on their own and require energy and direction to accomplish them. Once lost, they are very difficult to retrieve or revive.

- *Existing industrial base already here*
- *Access to Flathead Valley Community College for training and education*
- *Quality of non-college educated workforce*

THREATS (page 6 and 7)

Threats are actions, circumstances or events, which limit an opportunity or undermine community strengths. Threats by their nature may be imminent or long term, they are future oriented. Threats may be dispelled on their own being overtaken by the events of time or they may fester and build. Typically threats range from reducing the positive influence of some action on one hand to impacting the stability of a portion of or all of a community. They may challenge the peaceful and orderly growth of an area. If left unattended, they may alter the way of life for a community and its residents.

- *Declining job opportunities and industrial capacity*
- *Industrial interface with residential areas in community*
- *Loss of tax base to projects locating just outside of the city.*
- *Limited opportunity for educated / skilled young people in their family raising years*

5. LAND USE – INDUSTRIAL DEVELOPMENT (pages 27-28)

The industrial base within a community serves as the economic engine of the area. A healthy economic base provides vitality for a community and positively affects all aspects of its economy. Flathead County is the largest industrial employer in the State of Montana and Columbia Falls is an employment hub of Flathead County.

Issues:

- 1. Industrial activity within the Columbia Falls areas is almost entirely focused on resource-based activity.*
- 2. Major industrial employers in the Columbia Falls area and Flathead County generally have fluctuated over the past three decades as traditional industries such as forest and wood products and aluminum production are subject to fluctuation due to environmental concerns, rising energy costs and market influences outside of the Flathead.*
- 3. In the past 30 years, the number of lumber mills in Columbia Falls has declined from 3 to 2 with the closing of Superior Lumber and the Aluminum Plant, once the largest industrial employer in the Valley completely shut down in 2009.*
- 5. Columbia Falls lies on the main line of the Burlington Northern Santa Fe Railroad, is bisected by U.S. Highway 2 and lies approximately 6 miles north of Glacier Park International Airport.*
- 6. Approximately 20% of the labor force in Columbia Falls is in basic industry. However, of the 500 acres of industrially developed land within one mile of Columbia Falls, only 80 acres including rail lines is inside the city limits. This strains the tax base of the city as it truly functions more as a bedroom community versus an industrial hub.*

Goals:

- 1. Encourage job creation.*
- 2. A diversified industrial economy that attracts new industry and business provides local employment opportunities and encourages value added production.*

Policies:

1. *Industrial areas should provide for manufacturing, fabricating, processing, storage, and transportation services.*
 2. *Industrial areas should have immediate access to air, rail, and arterial or collector streets.*
 3. *Community water and sewer access should be required.*
 4. *Industrial developments should be located inside or be immediately adjacent to the city limits where urban services could be extended now, or in the future.*
 5. *Industrial areas should not be located adjacent to residential neighborhoods or light-intensity commercial districts. Extensive buffering and landscaping should be incorporated should this occur.*
 6. *Direct ingress-egress into residential neighborhoods should be prohibited.*
 7. *Columbia Falls needs to enhance, encourage, and retain employment opportunities but it should be done in a manner that demonstrates a clear economic return to the community.*
-

Principles, Goals and Objectives in the Columbia Falls Growth Policy fostering the development, growth and retention of secondary, value-adding industries to promote economic development, to improve area employment opportunities and to expand the tax base.

- The vision of Columbia Falls is as a community maintaining quality embracing change.
 - Weaknesses Columbia Falls has identified and would like to overcome include:
 - ✓ a limited tax base
 - ✓ unmet infrastructure needs
 - ✓ a brain drain
 - Opportunities Columbia Falls has identified and would like to take advantage of include:
 - ✓ Existing industrial base
 - ✓ Access to training and education
 - ✓ Quality of non-college educated workforce
 - Threats Columbia Falls has identified and would like to lessen include:
 - ✓ Declining job opportunities and industrial capacity
 - ✓ Loss of tax base
 - ✓ Limited opportunity for educated / skilled young people
 - An Industrial Development Land Use goal is to encourage job creation.
 - An Industrial Development Land Use goal is to have a diversified industrial economy that attracts new industry and business provides local employment opportunities and encourages value added production.
-

Evaluation of the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan for conformance with Overall Principles and Goals of the Growth Policy.

- In conformance with the Growth Policy, the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan seeks to foster the development, growth and retention of secondary, value-adding industries to promote

economic development, to improve area employment opportunities and to expand the tax base.

- The goals of the Columbia Falls Industrial Park Targeted Economic Development District as stated in the Comprehensive Development Plan are:
 - ✓ Foster the Development, Growth and Retention of Secondary, Value-Adding Industries
 - ✓ To foster economic vitality in the City of Columbia Falls and increase employment opportunities through infrastructure development in support of secondary value-adding industry.
 - ✓ To provide support for businesses and industries that enhance the quality of life for all residents.
 - ✓ To facilitate the creation of a diversified tenant base of multiple independent tenants within the TEDD.
 - ✓ To encourage secondary, value adding industries that take advantage of the state's resources for the purposes of engaging in interstate commerce.
 - ✓ To facilitate the re-use of the former Superior Building Company Lumber Mill, which constitutes an important resource for economic and community development.
 - ✓ To facilitate the reinvestment in a site that has historically been industrial due to its proximity to both rail and highway transportation infrastructure.
 - ✓ Foster public-private partnerships to facilitate the construction and maintenance of infrastructure in support of value-adding industrial development.
 - ✓ Provide a locally driven economic development resource for funding public infrastructure projects.
-

Growth Policy Implementation

The following selections from the Columbia Falls Growth Policy demonstrate conformance of the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan to the implementation strategies and tools of the Growth Policy.

12. GROWTH POLICY IMPLEMENTATION

A. Updating And Amending The Growth Policy (page 49)

Recommendations:

2. *As needed, the city should prepare special elements to the Growth Policy to address specific needs of the Planning Jurisdiction where more direct or special guidance is needed or to further refine and develop existing goals and policies. Examples include Neighborhood Plans, a Downtown Redevelopment Plan, a Community Drainage Plan, etc.*

12. GROWTH POLICY IMPLEMENTATION

I. Urban Development Programs (page 56)

Urban Development Programs address a broad array of economic development needs typically in cities, such as downtown redevelopment, economic development, job training, etc. Communities typically develop an urban renewal plan, which outlines development issues and develops strategies to overcome these issues. Tools available include state and federal grants and the creation of tax increment districts.

Recommendation:

The city should continue to pursue the creation of an urban development plan for the downtown Nucleus core area and other business/industrial areas.

Implementation tools and strategies, including Tax Increment Financing, to help achieve the Columbia Falls Growth Policy's goals and objectives.

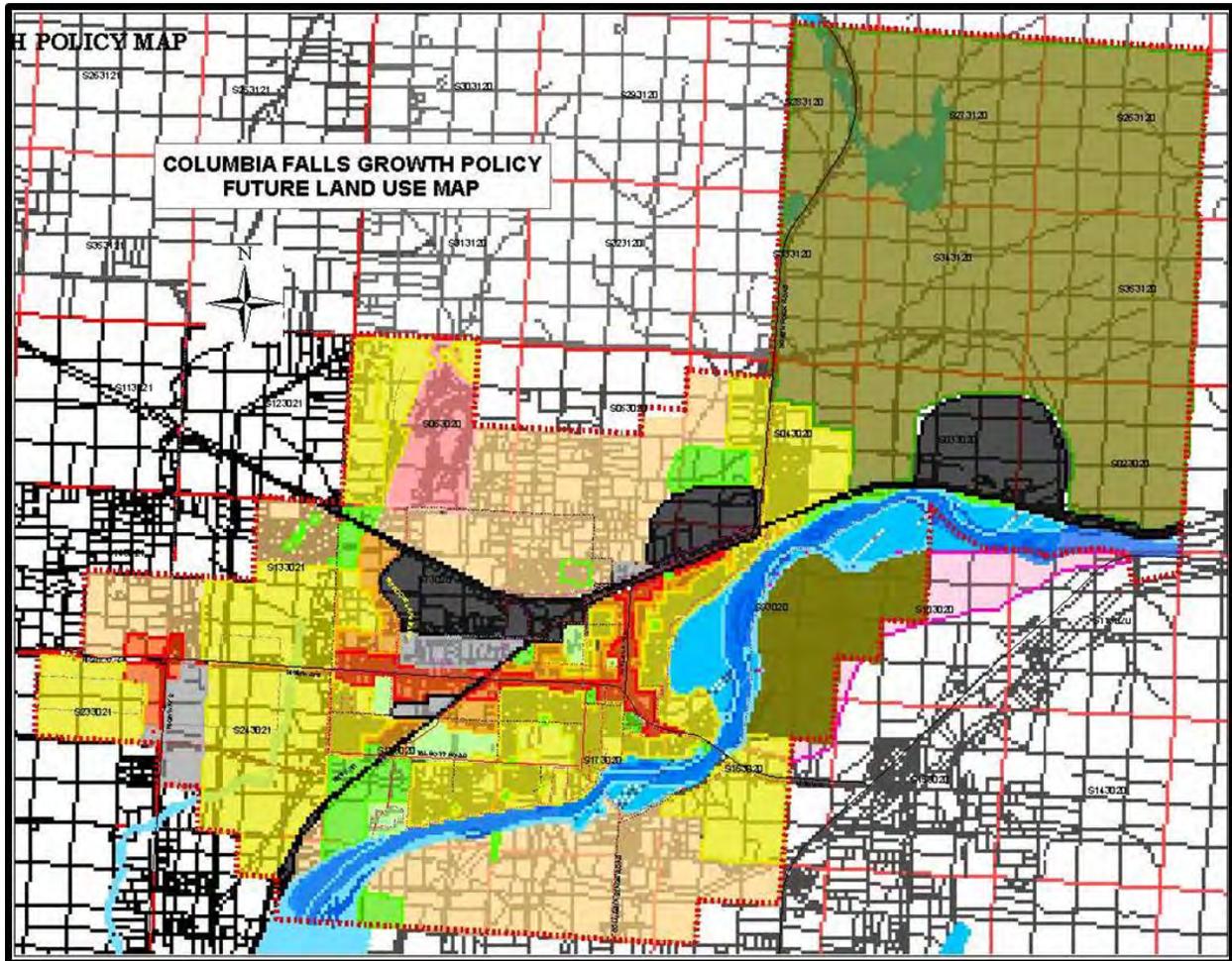
- Using tax incentive programs for economic development of secondary, value-adding industries.
 - Insuring adequate provision of services.
 - Investment in public infrastructure.
 - Revitalization of under-utilized industrial area.
 - Creation of an Urban Renewal District for the industrial park area.
 - Development of special element - a Targeted Economic Development District Comprehensive Development Plan.
 - Creation of tax increment districts.
-

Evaluation of the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan for conformance with implementation tools and strategies in the Columbia Falls Growth Policy.

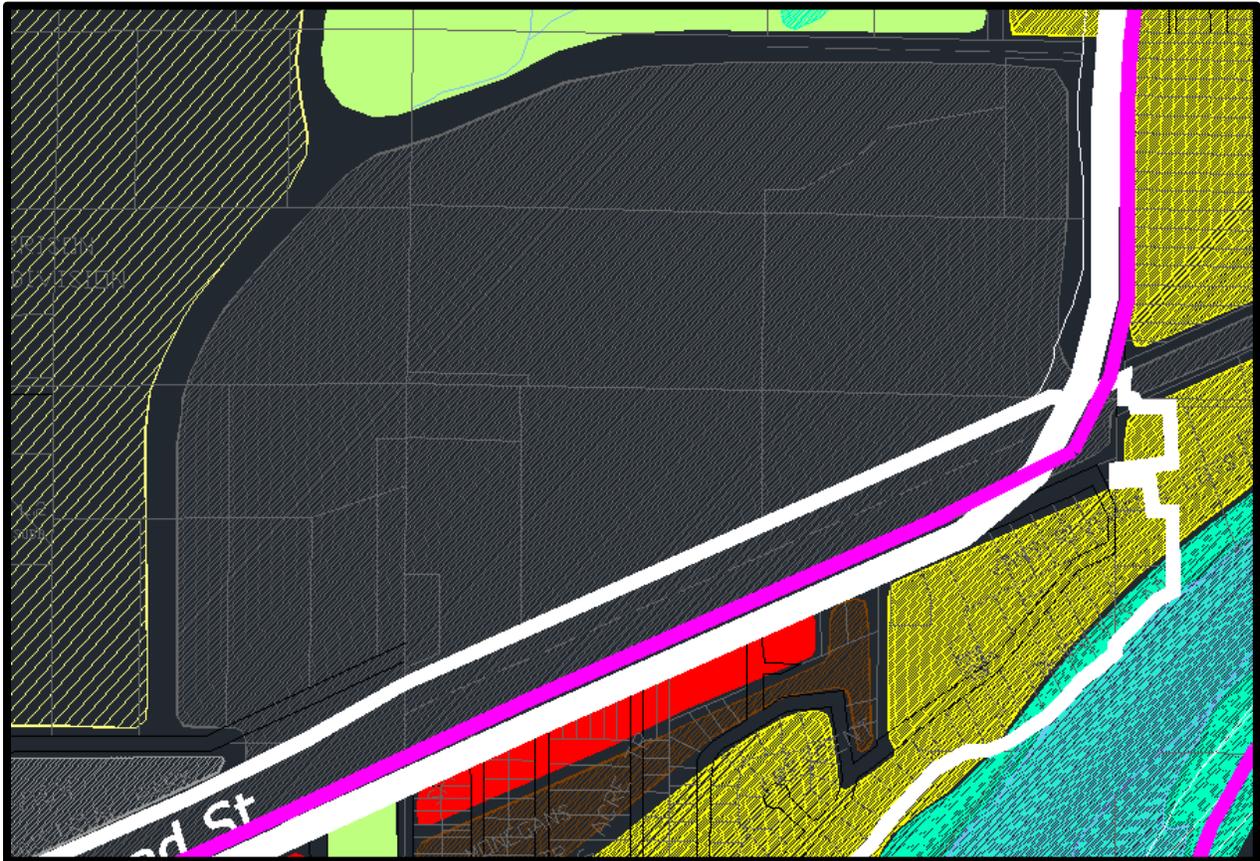
- The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan takes advantage of the urban renewal law offered by the State of Montana Code.
 - The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan provides for the opportunity to use tax increment financing to assist with fostering the development, growth and retention of secondary, value-adding industries to promote economic development, to improve area employment opportunities and to expand the tax base.
 - The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan supports the fostering the development, growth and retention of secondary, value-adding industries to promote economic development, to improve area employment opportunities and to expand the tax base.
-

Growth Policy Land Use

The Growth Policy provides a visual policy statement with identification of future land use through maps and/or text of lands to help achieve the goals and objectives of the Columbia Falls Growth Policy. Columbia Falls Growth Policy Future Land Use Map and Legend is found on pages 59 and 60 of the 2013 Growth Policy. The insert map which delineates the Columbia Falls Industrial Park Targeted Economic Development District is taken from the 2005 Columbia Falls Growth Policy Map.



Growth Policy Map



Taken from the 2005 Columbia Falls Growth Policy Map

LAND USE

Commercial
 General, Highway and Neighborhood oriented retail sales, services or mixed office use

Resort Business/Residential
 A resort area providing mixed commercial services, recreational opportunities, and a mixture of housing types and densities within the confines of an overall development plan

Urban Mixed Use
 Integrated development area which may contain a combination of commercial services, housing density and types, including single family through multi-family, all of which are and receiving urban services, and are within the confines of an overall development plan

Heavy Industrial
 Manufacturing, processing, storage and assembly where noise, odor, dust and associated impacts extend beyond the confines of a building or screened area.

Light Industrial
 Wholesale and industrial areas with good access to air, rail and highway and where impacts to air, water and noise levels are limited to the confines of a building or screened area.

Future Land Use Designations to help achieve the Columbia Falls Growth Policy’s goals and objectives.

- The Columbia Falls Growth Policy Map has a land use designation of “Heavy Industrial” for the Columbia Falls Industrial Park Targeted Economic Development District.
- “Heavy Industrial” is described as “Manufacturing, processing, storage and assembly of goods where noise, odor, dust, and associated impacts extend beyond the confines of a building or screening area”.

Evaluation of the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan for conformance with land use description.

- The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan provides a plan for development of an existing “Heavy Industrial” designated area to foster the development, growth and retention of secondary, value-adding industries to promote economic development, to improve area employment opportunities and to expand the tax base.
- The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan does not suggest any revision to the existing land use designations.

Zoning Review

The following selections from the Columbia Falls Area Zoning Ordinance have been provided to demonstrate accordance of zoning within the area of the Columbia Falls Industrial Park Targeted Economic Development District to the Growth Policy.

Chapter 18.101.010 Short title.

This title and the maps adopted pursuant hereto shall be known as, and shall be cited and referred to as, the "Columbia Falls Area Zoning Ordinance" in accordance with and exercising the authority of the laws of the State of Montana, Title 11, Chapter 27, R.C.M., 1947, as amended, and Section 76-2-301, M.C.A.

Chapter 18.103.010 Purpose and interpretation.

The purpose of this title is to:

- implement and promote the Growth Policy;*
- securing safety from fire, panic, and other dangers;*
- promote public health, safety, and general welfare;*
- provide adequate light and air;*
- promote compatible urban growth;*
- facilitate the adequate provision of motorized and nonmotorized transportation systems, water, sewerage, schools, parks, and other public requirements;*
- give reasonable consideration to the character of the districts;*
- give consideration to peculiar suitability of the property for particular uses;*

- I. *conserve the value of buildings; and encourage the most appropriate use of land throughout the jurisdictional area.*

Chapter 18.314 USE DISTRICTS

18.314.010 Intent.

The purpose of this chapter is to establish districts wherein compatible uses of land may be grouped to create, protect, and maintain a livable environment; to stabilize and protect the uses contained within the districts; to allow a maximum degree of latitude within the districts, conduct profitable business, or contribute to the economy of the Columbia Falls area. It is also the purpose of this chapter to make it possible to more efficiently and economically design and install all physical public service facilities in terms of size and capacity to adequately and permanently meet needs resulting from a defined intensity of land use, providing for the health, safety, prosperity, and well-being of the total area.

18.314.020 Establishment of use districts.

For the purpose of applying these regulations to the zoning jurisdictional area of the city of Columbia Falls, said area is divided into the following use districts:

District	Title	Minimum Lot Size
CSAG-20	Agriculture	20 acres
CSAG-10	Suburban Agriculture	10 acres
CSAG-5	Suburban Agriculture	5 acres
CR-1	Suburban Residential	1 acre
CR-2	One-Family Limited Residential	20,000 sq. ft.
CR-3	One-Family Residential	9,600 sq. ft.
CR-4	Urban Residential	7,200 sq. ft.
CR-5	Two-Family Residential	5,400 sq. ft.
CRA-1	Residential Apartment	7,500 sq. ft.
CB-1	Neighborhood Business	5 acres, maximum
CB-2	General Business	not applicable
CB-4	Central Business	not applicable
CB-5	Resort Business	15,000 sq. ft.
CI-1	Light Industrial	not applicable
CI-2	Heavy Industrial	not applicable
CP-1	Public	not applicable
CPUD	Planned Unit Development	see Chapter 18.348
MH	Manufactured Home Overlay District	see Chapter 18.350
CBR-4	Resort Business	see Chapter 18.352

Chapter 18.315 LOCATION AND BOUNDARIES OF DISTRICTS; 18.315.010 Establishment of locations and boundaries.

The location and boundaries of the use districts are established as they are shown on the map entitled “The Columbia Falls Jurisdictional Area Official Zoning Map,” which shall become effective with and as an inseparable part of this title as of the date of adoption by the city council

of the city. This title is invalid without said map and, conversely, the map is deemed to be invalid without this title.

The zoning of the Columbia Falls Industrial Park Targeted Economic Development District is CI-1 Light Industrial and CI-2 Heavy Industrial.

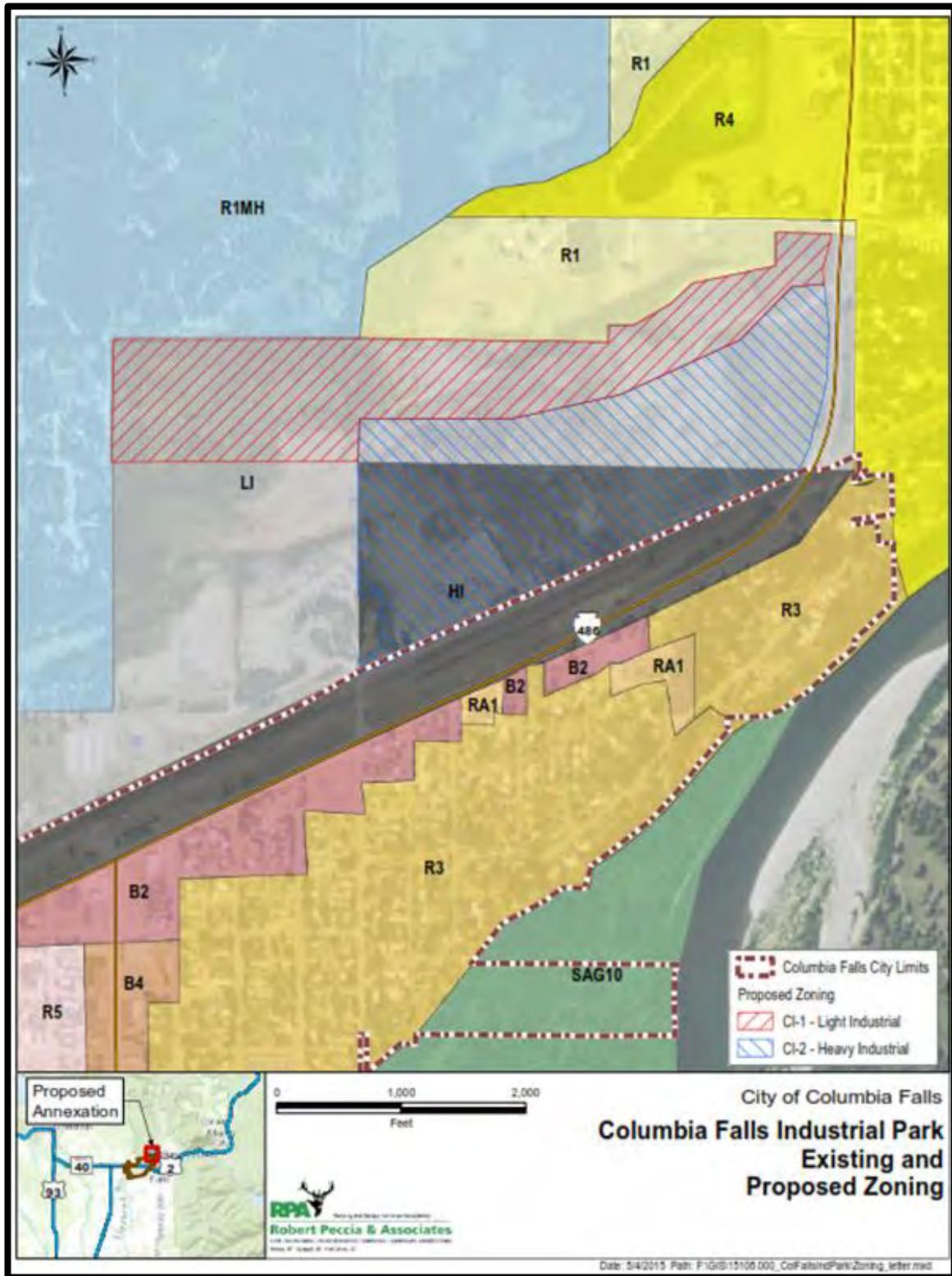
Chapter 18.342 CI-1 LIGHT INDUSTRIAL; 18.342.010 Definition.

An industrial district to provide areas for light industrial uses that typically do not create objectionable by-products (such as dirt, noise, glare, heat, odors, smoke, etc.), which extend beyond the lot lines. It is also intended that the encroachment of non-industrial uses within the district be prevented.

Chapter 18.344 CI-2 HEAVY INDUSTRIAL; 18.344.010 Definition.

An industrial district to provide for uses to accommodate heavy manufacturing, processing, fabrication, and assembly of parts or material. It is also intended that the encroachment of non-industrial uses within the district be prevented.

The map from the Columbia Falls Planning Office Staff Report CZC#15-01 of May 28, 2015 representing the zoning classifications for the Columbia Falls Industrial Park Targeted Economic Development District area follows:



The above map was provided by the applicant in the zoning map amendment application in conjunction with the application to annex the Columbia Falls Industrial Park into the municipal limits of Columbia Falls. The light gray area that is cross-hatched blue was the area of change. The area crosshatched red is currently zoned Light Industrial and will remain Light Industrial.

The dark gray area that is cross-hatched blue is currently Heavy Industrial and will remain Heavy Industrial.

Zoning to help achieve the Columbia Falls Growth Policy.

- A purpose of the Columbia Falls Area Zoning Ordinance is to implement and promote the Growth Policy.
 - The property included within the Columbia Falls Industrial Park Targeted Economic Development District is zoned CI-2 Heavy Industrial and CI-1 Light Industrial.
 - Section 18.344.010 of the Columbia Falls Area Zoning Ordinance includes the following definition for “Heavy Industrial”. "An industrial district to provide for uses to accommodate heavy manufacturing, processing, fabrication, and assembly of parts or material. It is also intended that the encroachment of non-industrial uses within the district be prevented”.
 - Section 18.342.010 of the Columbia Falls Area Zoning Ordinance includes the following definition for “Light Industrial”. "An industrial district to provide areas for light industrial uses that typically do not create objectionable by-products (such as dirt, noise, glare, heat, odors, smoke, etc.), which extend beyond the lot lines. It is also intended that the encroachment of non-industrial uses within the district be prevented”.
 - The property included within the Columbia Falls Industrial Park Targeted Economic Development District is zoned for industrial uses.
-

Evaluation of the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan for Accordance of Zoning with Growth Policy.

- The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan supports the purposes of the Columbia Falls Area Zoning Ordinance.
 - The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan supports “heavy and light industrial” as defined by the Columbia Falls Area Zoning Ordinance.
 - The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan provides a plan for development, of the Columbia Falls Growth Policy designated “Heavy Industrial” area, to foster the development, growth and retention of secondary, value-adding industries to promote economic development, to improve area employment opportunities and to expand the tax base.
 - The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan does not suggest any revision to the existing zoning classifications.
-

Conclusions

1. The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan has been evaluated against the relevant goals, policies and objectives of the Columbia Falls Growth Policy (2013 Edition), and the Columbia

Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan is in conformance with the Growth Policy.

2. The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan has been evaluated against the relevant implementation strategies of the Columbia Falls Growth Policy (2013 Edition), and the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan is in conformance with the Growth Policy.
3. The Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan has been evaluated against the relevant land use designations of the Columbia Falls Growth Policy (2013 Edition), and the Columbia Falls Industrial Park Targeted Economic Development District Comprehensive Development Plan is in conformance with the Growth Policy.
4. The zoning in the area of the Columbia Falls Industrial Park Targeted Economic Development District has been evaluated against the Growth Policy, and the zoning in the area of the Columbia Falls Industrial Park Targeted Economic Development District is in accordance with the Growth Policy.

Chapter 5. Infrastructure Analysis – Statement of Infrastructure Deficiencies

In order for a local government to create a TEDD, it must first adopt a Resolution of Necessity per 7-15-4280 MCA, finding that

- (1) one or more infrastructure-deficient areas exist in the local government; and
- (2) the infrastructure improvement of the area is necessary for the welfare of the residents of the local government.

On August 17^h, 2015, the City of Columbia Falls adopted a Resolution of Necessity designating the area as infrastructure deficient. This action establishes the need for TEDD program with a TIF provision, and the rationale for investing public funds in economic development activities. In meeting this requirement, the following infrastructure deficient conditions in the Columbia Falls Industrial Park have been identified.

Transportation Infrastructure

Roads – The Columbia Falls Industrial Park lacks adequate roadway infrastructure. Columbia Falls Industrial Park LLC, owners of the property, has noted that the Park lacks adequate access to individual lots. They cite the need for a new roadway to bisect the Industrial Park. According to the City’s zoning staff, paved roads and improved entry ways from both the east and west are needed as well. Motor vehicle access to the northeast corner of the site could be provided via an extended North Fork Road, and to the south by Fourth Avenue. Future changes to ingress and egress are expected to be needed as the site develops

Rail - The Fourth Avenue at-grade railroad crossing is very rough and commercial truckers must, in certain cases, find alternative routes. Columbia Falls Fire Chief Rick Hagen has noted that his crews can no longer enter the industrial park by the route that crosses the railroad tracks, because of the condition of the crossing. Instead, responders must use the Second Avenue West North railroad crossing or to go over the viaduct to the North Fork Road entrance.



Non-Motorized Access – Currently the site has little or no access for pedestrians or cyclists who may wish to access the area for employment or recreational uses.

Municipal Water and Sewer

Water – The site is partially served by City water and private wells. However, portions of the site have no service and will require connections to municipal water lines.

Sewer – The Industrial Park is currently served by a private septic system, but future business development will require additional improvements, ultimately connecting it to the City’s sewer system.

Buffering

The proximity of the site to residential areas will require buffering between industrial activities along the railroad and adjacent neighborhoods. In addition, landscaping will be needed to provide buffering of industrial uses at the proposed North Fork Road entrance.

Life Safety

As noted above, access to the site for emergency vehicles is limited and improvements are needed to provide better service to the area.

Broadband Connectivity

The area has limited access to broadband service and future development will probably require greater capacity, increased speed and redundancy to assure reliable service.

General Improvements

Additional infrastructure and public service deficiencies will be identified and addressed over time. These might include, for example, upgrades to water, sewer and road systems, public transportation services, communication infrastructure such as broadband and pedestrian related improvements.

Conclusion

Based on these findings, the Columbia Falls Industrial Park area at the “Superior Building Company Lumber Yard” site can be described as infrastructure deficient per Montana Statute and that this deficiency impedes the ability of the City of Columbia Falls to engage in activities to encourage the location and retention of secondary-value added projects and industries.



Chapter 6. Targeted Economic Development Activities

Secondary, value-adding industries

The City of Columbia Falls will work with other public entities and private developers to establish an industrial and economic development framework to target and recruit secondary, value-adding industries. This effort will be multifaceted and will include market analysis, capital improvement planning, industry recruitment, and project financing and implementation.

A list of industries that could be targeted for development or expansion within the Columbia Falls Industrial Park is presented in Table 1, by North American Industry Classification System (NAICS) code.

Table 1. Potential Industries - Columbia Falls Industrial Park TEDD	
NAICS Code	Industry
332710	<p>Machine Shops</p> <p>This industry comprises establishments known as machine shops primarily engaged in machining metal and plastic parts and parts of other composite materials on a job or order basis. Generally machine shop jobs are low volume using machine tools, such as lathes (including computer numerically controlled); automatic screw machines; and machines for boring, grinding, and milling.</p>
236210	<p>Industrial Building Construction</p> <p>This industry comprises establishments primarily responsible for the construction (including new work, additions, alterations, maintenance, and repairs) of industrial buildings (except warehouses). The construction of selected additional structures, whose production processes are similar to those for industrial buildings (e.g., incinerators, cement plants, blast furnaces, and similar non-building structures), is included in this industry. Included in this industry are industrial building general contractors, industrial building for-sale builders, industrial building design-build firms, and industrial building construction management firms.</p>
311612	<p>Meat Processed from Carcasses</p> <p>This U.S. industry comprises establishments primarily engaged in processing or preserving meat and meat byproducts (except poultry and small game) from purchased meats. This industry includes establishments primarily engaged in assembly cutting and packing of meats (i.e., boxed meats) from purchased meats.</p>
321213	<p>Engineered Wood Member (except Truss) Manufacturing</p> <p>This U.S. industry comprises establishments primarily engaged</p>

	in manufacturing fabricated or laminated wood arches and/or other fabricated or laminated wood structural members.
321214	Truss Manufacturing This U.S. industry comprises establishments primarily engaged in manufacturing laminated or fabricated wood roof and floor trusses.
321911	Wood Window and Door Manufacturing This U.S. industry comprises establishments primarily engaged in manufacturing window and door units, sash, window and door frames, and doors from wood or wood clad with metal or plastics.
321912	Cut Stock, Resawing Lumber, and Planing This U.S. industry comprises establishments primarily engaged in one or more of the following: (1) manufacturing dimension lumber from purchased lumber; (2) manufacturing dimension stock (i.e., shapes) or cut stock; (3) resawing the output of sawmills; and (4) planing purchased lumber. These establishments generally use woodworking machinery, such as jointers, planers, lathes, and routers to shape wood.
321918	Other Millwork (including Flooring) This U.S. industry comprises establishments primarily engaged in manufacturing millwork (except wood windows, wood doors, and cut stock).
321219	Reconstituted Wood Product Manufacturing This U.S. industry comprises establishments primarily engaged in manufacturing reconstituted wood sheets and boards.

Further research and analysis will be required to determine which of these industries can be actively recruited based on market conditions and the Columbia Falls industrial Park TEDD's unique position in the market place. Issues such as energy costs related to operations and transportation, distance from markets and overall industry trends, as well as infrastructure requirements will help determine industries to be targeted.

Capital Improvements Planning and Implementation

The City of Columbia Falls will undertake the necessary planning required to more specifically identify the infrastructure required to support the development of targeted secondary, value-adding industries. This planning effort will address necessary capital improvements and the associated costs. Infrastructure design and development could include roads, pedestrian ways, water and sewer systems, utilities, street lighting, communication infrastructure such as cell towers and additional fiber cable and buildings.

Industry Recruitment

Once the District is established, local staff and resources and/or consultant services could be used to assist in the development of business plans, market studies and general research to recruit secondary, value-adding industries to the TEDD. Once the District starts generating TIF revenue, these funds may be directed to these activities as well.

Partnerships

The implementation of the Columbia Falls Industrial Park TEDD program will require cooperation between the public and private sectors. The City of Columbia Falls, in order to encourage private enterprise, shall afford maximum opportunity consistent with the sound needs of the community as a whole, to the development of the TEDD by private enterprise. Property and business owners should acknowledge the advantage of the investment within the TEDD of property tax dollars generated within the District and make corresponding private investments to further economic activity.

Financing

Once targeted industries and required capital improvements have been more clearly identified, the next step will be to develop the mechanisms to implement the overall TEDD program. Given that private industrial development will generate the property taxes necessary to finance a portion of the infrastructure development, recruitment and infrastructure development must occur hand in hand. In some cases, the construction of public infrastructure will be financed through the sale of Tax Increment Bonds in combination with other state and federal funding programs. Tax increment financing mechanisms can include:

- Tax Increment Bonds – Tax increment revenues would be pledged to pay bond principal and interest annually. The size and term of the bond would depend on tax increment revenues available from private sector taxpayers within the TEDD. While Montana law provides that tax increment districts may only be authorized for 15 years, the time period may be extended to coincide with the term of a tax increment bond, but no longer than an additional 25 years. It may be necessary for the private taxpayer(s) to enter into an agreement with the City of Columbia Falls to assure, for the term of the bond, the annual payment of all property taxes due or an equivalent amount if the taxpayer no longer holds property in the district. The amount of tax increment realized each year must exceed the amount of the bond payment to be made each year, by as much as two times and the City must maintain an adequate reserve account.

Use of Tax Increments Bonds for Specific Projects - A project for which tax increment will be used for bond payments must be a specifically approved urban renewal project, and must be authorized, by the City Council through the resolution or ordinance, as required by bond council, procedure.

- Annual Tax Increment Appropriations – The City may finance smaller public infrastructure improvements from its annual tax increment receipts by appropriation. Funds available each year would be determined by the size of the annual increment and any prior commitments (such as bond debt service requirements and administrative costs).
- Tax Increment Financing Revolving Loans – The Montana TIF statutes provide for the establishment of loan programs, whereby TIF funds may be loaned for the construction of

private infrastructure or other activities in support of the goals of the TIF district. As principal and interest payments are made, the funds may be loaned again, even after the TIF District sunsets. The City of Columbia Falls may establish a revolving loan program, based the availability TIF funds as well as other financial resources.

- Conventional Financing – The City may borrow funds from commercial lending institutions in order to finance public infrastructure improvements. Annual tax increment revenues will pay principal and interest on the loan.

Per 7-15-4291 MCA, The City of Columbia Falls may enter into agreements with the other affected taxing bodies to remit to such taxing bodies any portion of the annual tax increment not currently required for the payment of the costs listed in 7-15-4288 MCA or pledged to the payment of the principal of premiums, if any, and interest on bonds.

In addition, the City of Columbia Falls may pursue other funding sources in conjunction with its TIF program. The availability of funds is dependent on a number of factors that include:

- The number of applicants in any particular funding cycle
- The priorities set forth by funding entities, reflecting state and federal policy
- The actual dollars available for particular types of projects and programs
- The ability of the local community to provide matching funds

Financing strategies for addressing individual projects will likely include combining various funding sources. Potential sources include the following:

State and Federal Sources

Treasure State Endowment Program ~ Montana Department of Commerce

The Montana Treasure State Endowment Program (TSEP) is a state-funded program, authorized under 90-6-701 through 710, MCA, and is administered by the Montana Department of Commerce (MDOC). It is designed to assist local governments in financing capital improvements to sewer and water facilities. Funds are derived from the Montana coal severance tax and made available to local governments as matching grants, loans and grant/loan combinations. TSEP also provides matching grants of up to \$15,000 to local governments for preliminary engineering study costs.

TSEP funds may not be used for annual operation and maintenance; the purchase of non-permanent furnishings; or for refinancing existing debt, except when required in conjunction with the financing of a new TSEP project. Grant requests cannot exceed \$500,000 and the local government must typically provide a dollar for dollar match that can include other grant funds. Matching funds can be public or private funds provided by a TSEP applicant to directly support the cost of eligible project activities. There are a number of ways in which local governments can provide matching funds for bridge projects. Eligible types of matching funds include:

- local general funds or other cash;
- proceeds from the sale of general obligation, revenue, special assessment or other bonds;
- entitlement or formula-based federal or state funds such as federal highway funds or payments in lieu of taxes;

- loan or grant funds from a state or federal program (including TSEP loans);
- funds expended for engineering studies, reports, and plans, or other reasonable expenses expended for the preparation of the application, directly related to the project during the period 24 months prior to the TSEP application deadline;
- funds expended after the TSEP application deadline, but before being approved by the Legislature, for project management, final engineering design, and other reasonable expenses necessary to prepare the project as in the TSEP application for the construction phase;
- the value of land or materials provided by the applicant, if appraised within a two-year period preceding the application deadline. The appraisal must be:
 - an impartially written statement that adequately describes the land or materials, and states an opinion of defined value as of a specific date;
 - supported by an analysis of relevant market information; and
 - prepared by a qualified appraiser independent from the applicant.
- the value of labor performed by the applicant's employees on the project, after the TSEP project has been approved for funding and a TSEP contract has been signed, as long as the employee is paid at his or her standard hourly rate of pay and the time worked is adequately documented; and
- the value of machinery used in the process of constructing the project that is owned (or leased) and operated by the applicant. The value of the use of the machinery will be determined using the Federal Emergency Management Agency (FEMA) equipment rate schedules.

The Montana Intercap Program ~ Montana Board of Investments

The INTERCAP Program is a low cost, variable-rate program that lends money to Montana local governments, state agencies and the university system for the purpose of financing or refinancing the acquisition and installation of equipment or personal and real property and infrastructure improvements. The Board of Investments issues tax-exempt bonds and loans the proceeds to eligible borrowers. In addition to long-term financing, INTERCAP is an excellent source for interim financing.

Funding is always available with no specific cycle. Allocations of \$200,000 and under are considered and approved by the Board of Investments staff. Allocations in excess of \$200,000 are considered and approved by the Board. Funds are released on an on-going basis as the project is completed. The program provides loans at a variable rate plus a one percent loan origination fee on loans over one year and for a term of 5 or 10 years depending on the borrower's legal authority. Short-term loans of less than a year are also available. Interest and principal payments are due bi-annually (February 15 and August 15 of each year). Loans may be pre-paid without penalty with a 30-day notice. Types of financing include installment purchase loans, general fund loans, general obligation bonds, revenue bonds and special improvement district and rural improvement district bonds. Gas tax revenues may not be used to service debt. Projects that will use rural improvement district payments to cover the annual debt are limited to a total loan of \$300,000. Intercap funds may be used in association with other grant and loan programs as well as local sources.

Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) Program is a federally funded grant program that provides assistance to communities with community development needs such as housing,

public facilities, economic development and planning grants. All projects must be designed to principally benefit low and moderate-income families. The program was established by the Federal Housing and Community Development Act of 1974 (42 USC 5301) and is administered nationally by the U.S. Department of Housing and Urban Development (HUD). The Legislature authorized the Montana Department of Commerce (MDOC) to administer the program beginning in 1982. Eligible activities include:

- planning
- public facilities construction
- housing and neighborhood renewal
- economic development.

Public Works Program ~ Economic Development Administration

The Economic Development Administration (EDA) is an agency within the U.S. Department of Commerce. The purpose of the Public Works Program is to assist communities with the funding of public works and development facilities that contribute to the creation or retention of private sector jobs and to the alleviation of unemployment and underemployment. Such assistance is designed to help communities achieve lasting improvement by stabilizing and diversifying local economies, and improving local living conditions and the economic environment of the area.

Grants are awarded up to a participation level of 80 percent but the average EDA grant covers approximately 50 percent of project costs. Acceptable sources of match include cash, local general obligation or revenue bonds; Community Development Block Grants, TSEP grants and loans, entitlement funds, Rural Development loans; and other public and private financing, including donations.

Projects must result in private sector job and business development in order to be considered for funding. Eligible applicants under this program include any state, or political subdivision thereof, Indian tribe (and other U.S. political entities), private or public nonprofit organization or association representing any redevelopment area if the project is within an EDA-designated redevelopment area. Redevelopment areas, o *Renewable Resource Grant and Loan Program* The Montana Legislature established the Renewable Resource Grant and Loan Program (RRGL) to fund the conservation, management, development and preservation of Montana's renewable resources. The RRGL program provides both grant and loan funding for public facility and other renewable resource projects.

Renewable Resource Grant and Loan Program – Montana Department of Natural Resources and Conservation

The Montana Legislature established the Renewable Resource Grant and Loan Program (RRGL) to fund the conservation, management, development and preservation of Montana's renewable resources. The RRGL program provides both grant and loan funding for public facility and other renewable resource projects.

Renewable Resource Grant Program

Projects that conserve, manage, develop or preserve Montana's renewable resources are eligible for funding. Numerous public facility projects including drinking water, wastewater and solid waste development and improvement projects have received funding through this program. Other

renewable resource projects that have been funded include irrigation rehabilitation, dam repair, soil and water conservation and forest enhancement.

Eligible applicants include:

- political subdivisions of state,
- local and tribal government including state agencies and universities,
- counties,
- incorporated cities and towns,
- conservation districts,
- irrigation districts,
- water/sewer/solid waste districts, and
- Tribes

Grants are limited to \$125,000 per project; loans are limited by the applicant's debt capacity. Applications are due on or before May 15th of even-numbered years.

Renewable Resource Planning Grants

The purpose of RRGL project planning grants is to fund planning efforts, for public entities, for projects that conserve, manage, develop, or preserve renewable resources in Montana. This grant can only be used to pay for DNRC-approved contracted services necessary to plan a renewable resource project. The grant cannot be used to pay for in-kind services or administration.

Eligible Projects Include:

- Preliminary Engineering/Technical Investigation and Feasibility Study Grants (limit \$15,000 and availability of funding)
- Administrative Grants (limit \$5,000 and availability of funding)
- Watershed Grants (limit \$75,000 based on immediate need and magnitude of the project depending on the availability of funds)

Renewable Resource Loan Program

The Renewable Resource Public Loan Program has been evolving into a new role over the last decade. This program makes loans to communities for renewable resource projects that would otherwise obtain loans from the Water Pollution Control and Drinking Water State Revolving Fund (SRF) Loan Programs. The loan program also provides a safety net for municipal projects, such as solid waste projects, that may not qualify for SRF funding.

Eligible projects include:

- Development and Improvements to the following:
 - Municipal (drinking water and wastewater)
 - Solid waste
 - Irrigation
- Renewable Resource Projects: dams, soil and water conservation, and forest enhancement.

State Revolving Loan Fund

The Montana Legislature established two State Revolving Fund (SFR) Loan Programs - one for water pollution control projects (wastewater and non-point source projects) and the other for drinking water projects. Both programs provide at or below market interest rate loans to eligible

Montana entities. These programs are funded with capitalization grants from the U.S. Environmental Protection Agency and are matched by 20 percent with state-issued general obligation bonds. Combined, these two sources of funds create the "state revolving fund" from which loans are made and borrower repayments revolve to provide loans for future infrastructure projects. The Department of Environmental Quality (DEQ) is the administering agency and assures that the technical and programmatic requirements of the program are met. The Department of Natural Resources and Conservation (DNRC) issues the state's general obligation bonds and makes loans to the project borrowers. Cooperatively, DEQ and DNRC administer the State Revolving Fund Loan Programs.

Rural Development Grant and Loan Program – U.S. Department of Agriculture

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or business undertakings.

Eligible borrowers include:

- Public bodies
- Community-based non-profit corporations
- Federally-recognized Tribes

Eligible areas include cities, villages, townships and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for this program. Funds can be used to purchase, construct, and / or improve essential community facilities, purchase equipment and pay related project expenses.

Water, Wastewater and Solid Waste Action Coordinating Team

In 1982, a group of professionals from state, federal, and non-profit organizations that finance, regulate, or provide technical assistance for community water and wastewater systems, decided to start meeting in order to coordinate and enhance their efforts. This group calls itself the "Water, Wastewater and Solid Waste Action Coordinating Team" or W2ASACT for short. W2ASACT meets several times a year to find ways to improve our state's environmental infrastructure. All of the programs represented in W2ASACT have different missions and meet unique needs. However, it has been the common elements shared by the funding programs that have been the driving force of W2ASACT. These programs provide money (grants or loans), take applications from communities to fund their projects, and administer those monies once the project is funded. While W2ASACT cannot change all of the state or federal requirements, it can identify unnecessary duplication of requirements that make compliance difficult for communities.

Transportation Alternatives Program (TA Program), Montanan Department of Transportation

The Transportation Alternatives (TA) Program authorized under Section 1122 of the Federal Highway Administration's Moving Ahead for Progress program -MAP-21 (23 U.S.C. 213(b), 101(a)(29)), replaces the former Community Transportation Enhancement Program. It provides approximately \$4 million annually to eligible entities including local governments, for activities defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects; and projects for the planning, design or

construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

State Fuel Tax

Under 15-70-101, MCA, Montana assesses a tax on gasoline and diesel fuel used for transportation purposes. Each municipality receives a portion of the total tax funds allocated to cities and Towns based on:

- 1) The ratio of the population within each municipality to the total population in all cities and Towns in the State;
- 2) The ratio of the street mileage within each municipality to the total street mileage in all incorporated cities and towns in the State. The street mileage is exclusive of the Interstate, National Highway, and Primary Systems.

All fuel tax funds allocated to local governments must be used for the construction, reconstruction, maintenance, and repair of rural roads or city streets and alleys. Priorities for the use of these funds are established by the cities receiving them.

Railroad Crossing Related Programs

Federal Surface Transportation Program - Rail/Highway Crossing Protective Devices Program

The purpose of the Federal Rail/Highway Crossing – Protective Devices Program is to identify high hazard rail crossing sites and install new rail crossing signals. MDT's Rail - Highway Safety manager is responsible for surveying, identifying and prioritizing those railroad crossings that require new protective devices or upgrading of existing devices. The funds are distributed on a statewide basis determined by a priority list ranked by a hazard index. The Federal/State ratio is 90% Federal and 10% State.

Federal Surface Transportation Program - Rail/Highway Crossing Elimination of Hazard Program

The purpose of the Federal Rail/Highway Crossing – Elimination of Hazard Program is to identify high hazard rail crossing sites and construct new rail/highway grade crossings. The program also uses funds to rehabilitate existing grade separations. Grade separation projects are funded with 90% Federal funds and 10% State funds. Since funding for this program is limited, funds are often used in combination with other Federal funding sources to fund costly grade separation projects. Eligible expenditures include the separation or protection at grade crossings, reconstruction of existing crossings and relocation of highways to eliminate crossings. Projects for this program are selected by identifying those sites where only a grade separation will eliminate an identified hazard or where an existing grade separation exists but needs rehabilitation or replacement.

Planning Assistance

A number of the programs listed above do provide planning assistance to communities. Requirements vary, depending on the size of the community, median income and other factors.

Community Development Block Grant Program (CDBG)

The Community Development Block Grant program provides Technical Assistance grants in support of growth policy preparation, housing plans, the creation of urban renewal and targeted economic development districts, and other local initiatives.

The Big Sky Economic Development Trust Fund (BSTF)

This program provides state funds to promote long-term stable economic growth in Montana with financial assistance in the following two categories including Economic Development Job Creation Projects. Job Creation funding is awarded to create good paying jobs for residents in basic sector businesses, in the form of grants or loans. Local and tribal governments can apply on behalf of a basic sector business to create at least one net new eligible job in Montana.

Applications for both categories are accepted on an open-cycle basis until all available funds are committed to approved projects.

Debt Financing and other Local Funding Mechanisms

Local governments can make use of various kinds of debt financing to fund programs and projects. These include general obligation bonds, special improvement district bonds and revenue bonds as well as Tax Increment Financing Bonds. Debt financing enables local governments to finance major infrastructure projects using future revenue from special assessments, user fees, and other forms of revenue. Under 7-7-4101, MCA, a local government has power to incur indebtedness by borrowing money, issuing bonds, issuing notes, entering into leases, entering into lease-purchase agreements, or entering into installment purchase contracts for the following purposes:

- 1) acquiring land for and designing and erecting public buildings;
- 2) acquiring land for and designing and constructing sewers, sewage treatment and disposal plants, waterworks, reservoirs, reservoir sites, and lighting plants;
- 3) supplying the municipality with water by contract and the construction or purchase of canals or ditches and water rights for supplying municipality with water;
- 4) designing and constructing bridges, docks, wharves, breakwaters, piers, jetties, and moles;
- 5) acquiring, opening, or widening any street and improving the street by constructing, reconstructing, and repairing pavement, gutters, curbs, and vehicle parking strips and to pay all or any portion of the cost relating to the project;
- 6) purchasing or leasing fire apparatus, street and other equipment, and personal property, including without limitation, vehicles, telephone systems, and photocopy and office equipment, including computer hardware and software;
- 7) building, purchasing, designing, constructing, and maintaining devices intended to protect the safety of the public from open ditches carrying irrigation or other water;
- 8) funding outstanding warrants and maturing bonds; and
- 9) repaying tax protests lost by the local government or other municipal corporation.

The local government incurs various administrative costs in conjunction with issuing bonds. These costs include the retention of legal counsel and financial consultants, the establishment of reserve funds and the preparation of the prospectus and various required documents. These bonds provide tax-free interest earnings to purchasers and are therefore subject to detailed scrutiny under both state and federal law. The citations in the Montana Code are listed below, for each type of bond described.

Special Improvement Districts

Under 7-12-4101, and 7-12-4102 MCA, cities and towns can create special improvement districts for a number of activities including:

- The acquisition, construction or reconstruction of public streets and roads
- The acquisition, construction or reconstruction of sidewalks, culverts, bridges, gutters, curbs, steps and parks including the planting of trees
- The construction or reconstruction of sewers, ditches, drains, conduits, and channels for sanitary or drainage purposes, with outlets, cesspools, manholes, catch basins, flush tanks, septic tanks, connecting sewers, ditches, drains, conduits, channels, and other appurtenances
- The construction of sewer and water systems including fire hydrants
- The acquisition and improvement of land to be designated as public park or open-space land
- The conversion of overhead utilities to underground locations in accordance with 69-4-311 through 69-4-314, MCA.
- The purchase, installation, maintenance, and management of alternative energy production facilities

Business Improvement District

Business Improvement Districts (BIDs) are authorized under 7-12-1101 et. seq. MCA. This provision of the law allows the local governing body to assess properties, upon the request of property owners within a district to fund the following activities:

- provide special police, maintenance, or cleaning personnel for the protection and enjoyment of the general public using the business district
- landscape and beautify public areas and to maintain those areas
- contract with the governing body to maintain, operate, or repair public parking facilities
- contract with the governing body to maintain streets, alleys, malls, bridges, ramps, tunnels, landscaping, and other public facilities as mutually agreed upon
- promote private investment and business expansion in the district
- provide for the management and administration of the affairs of the district
- promote business activity by advertising, decorating, marketing, and promoting and managing events and other actions designed for the general promotion of business activities in the district
- perform such other functions as are necessary to carry out the purposes of this part and to further the objectives of the district.

General Obligation Bonds

General obligation bonds are backed by the full faith and credit of the local government and must be approved by the voters in an election. General obligation bonds are generally payable from ad valorem taxes (based on the value of property) and expressed in mills. General obligation bonds are attractive to bond buyers because they have voter approval and are not as vulnerable to fluctuations in revenue. Municipalities are assigned a bond debt limit based on a percentage of taxable valuation. General obligation bonds must fall within this limit.

Revenue Bonds

Under 7-7-4401, MCA, a municipality may issue revenue bonds to finance any project or activity authorized. Tax Increment Financing bonds are considered revenue bonds but other types of revenue may be directed to debt service as well.

Chapter 7. Program Administration

The Columbia Falls Industrial Park TEDD program will be managed by the Columbia Falls City Council. All decisions regarding budgeting, program design and related actions will also be made directly by the Columbia Falls City Council. The Council may make use of advisory committees or boards at its discretion to help guide the activities undertaken.

Each year the Council will prepare and adopt an annual TEDD budget and work plan for the following fiscal year (July 1st to June 30th). Each annual work plan will include the following elements:

- Anticipated Increment Revenue for the Year
- Project Priorities and Associated Costs
- Financing Strategies Anticipated
 - Direct Increment Revenue
 - Debt Financing including Tax Increment Revenue Bonds
 - Other Sources of Funding
- Administrative Budget including staff and consulting services

Once the work plan and the associated budget are adopted, The City will be responsible for:

- Developing financing strategies
- Working with the City, property owners and developers to identify public infrastructure projects for the future
- Setting project priorities
- Following all local government procurement rules with respect to:
 - Preparing bid and proposal requests
 - Reviewing proposals from engineers, contractors and other vendors
 - Making recommendations to the Council regarding contractor selection
- Monitoring projects
- Conducting market analyses, engineering studies and project feasibility analyses
- Providing technical assistance

TEDD Program Criteria

The City of Columbia Falls will use tax increment financing in conjunction with other funding mechanisms to support the development of secondary value-adding industry within the Columbia Falls Industrial Park TEDD. Infrastructure projects selected for funding will be required to meet certain criteria, based on the goals of this Comprehensive Development Plan. Support may include, but will not be limited to:

- Direct investments in public infrastructure
- Participation in private infrastructure development through the use of tax increment financing loans
- Assisting in the preparation of grant and loan applications for additional funding from other sources as described above.
- Technical Support

Suggested eligibility criteria for reviewing both publicly and privately initiated requests for public infrastructure improvements projects might include the following:

1. The project must be located within the authorized TEDD (or provide connecting services to the TEDD).
2. Additional specific criteria which will be used to evaluate applications for assistance will include but are not limited to:
 - a. Job Creation – Developments will be evaluated based upon the number of direct jobs created. Advantage will be given to developments where the wages and benefits for the jobs meet or exceed the current average Per Capita Personal Income in Columbia Falls.
 - b. Taxable Valuation – In most cases, developers who contribute more to the community’s tax base will be eligible for greater assistance.
 - c. Value-adding – Developers must be engaged in “secondary industries”, defined as those industries that use mechanical or chemical processes to transform materials or substances into new products in the manner defined as manufacturing in the North American Industry Classification System Manual.
 - d. Leverage-Ratios – Tax increment funds will be used to construct infrastructure in support of secondary value adding economic development. Those investments of tax increment financing which result in a larger infusion of private or other public capital will generally be viewed more favorably, compared to those which result in smaller infusion of private or other public capital.

Each project will be analyzed individually to determine the amount of financial assistance available based upon the factors stated above. Final criteria will be approved by the City Council.

Chapter 8. Plan Amendments

The plan provides flexibility to accommodate a variety of approaches. However, changes over time may necessitate more formal amendments to the Comprehensive Development Plan. If required, amendments will be made by ordinance and will be subject to the same review and hearing process as the original plan. Changes to the district boundary will require certification by the Montana Department of Revenue with respect to tax increment financing.

October 2, 2015

To: Mayor & Council

From: City Manager Nicosia

Re: Manager's Update

1. Salvation Army City/community Bell Ringing Competition – Thursday, December 17th – mark your calendars and sign up with City Clerk Barb Staaland.
2. The City has its second Accounting Intern through the Columbia Falls High School Accounting program with Mrs. Bates. This year's intern is Miss Sydney Grilley, a senior in her third semester of Accounting. The City and CFHS enter into an agreement and set objectives for the intern based on the course syllabus. Miss Grilley will complete her requirements during the first semester, approximately 80-90 hours of service. Miss Grilley will be paid minimum wage during her internship.
3. I will be attending the MT League of Cities and Towns annual conference in Bozeman, October 7th – 9th. As the current vice-president, I will be elected to hold the President position during the next year.
4. The CFAC Community Liaison Panel meeting on October 8, 2015 has been replaced with a "CFAC Project Open House." The open house will be held at the CF High School Cafeteria from 5:30 – 8:00 p.m. There will be stations set up in the cafeteria for people to talk to Liaison members, EPA representatives, CFAC representatives, Calbag, etc. Please encourage your friends, family and neighbors to attend this open house to ask their questions of everyone in this open house session.
5. The temporary 4-way stops were in place shortly after the last Council meeting. The permanent signs are being installed today. The adjacent property owners are very happy!

**CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
October 5, 2015**

Regular Correspondence:

09/28/15 Letter from City Clerk Staaland to Tanna Friske

09/28/15 CFAC Project Open House

09/18/15 Letter from FEMA

09/21/15 Letter from Charter

09/21/15 Letter from WMW Engineering, PC