

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD OCTOBER 5, 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, Plevel, Fisher and Lovering
ABSENT: Shepard

ROLL CALL

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

Pledge of Allegiance

PLEDGE

APPROVAL OF AGENDA:

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

**AGENDA
APPROVAL**

VISITORS/PUBLIC COMMENTS

Mack Williams, 609 4th Ave. West, said he wanted to talk about people speeding and not stopping at stop signs near Glacier Gateway School. Mr. Williams said he stands at the crossing with guard Joanie and tells people to slow down. He said he has not seen a patrol car in the area for weeks and would like to see them patrol around the school more often. Mr. Williams said he has three grandchildren attending school there and would like people to slow down before a child gets hurt.

**VISITOR/PUBLIC
COMMENTS**

Mayor Barnhart said since we changed the signs to reflect the 15 mph speed limit to coincide with school times do you think that is part of the problem. Mr. Williams said he was not sure if that was the problem. He said he told one man to slow down and the man said the speed limit is 25, Mr. Williams said no; it is 15 in the school zone.

Chief Perry said he will have the area patrolled tomorrow.

Mr. Duffy, 1503 Eddy Court, said he was concerned with the stop sign at Talbot and South Hilltop. Mr. Duffy said if you stop behind the stop sign you can't see either way you have to pull forward to see if there is traffic coming. Chief Perry said he would have a look at the clear vision triangle.

Mayor Barnhart said he noticed the same on 2nd Ave. and 7th Street that it was difficult to see around vehicles and bushes. Nicosia said they have looked at that intersection before and the bushes are not in the clear vision triangle but the vehicles parked in the right of way at times may be an issue.

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CONSENT AGENDA:

Councilman Fisher moved to approve the consent agenda noting that all claims appeared to be in order, second by Councilman Karper. Motion carried.

**CONSENT
AGENDA
APPROVAL**

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

PUBLIC HEARINGS/NOTICES OF HEARINGS:

A. HEARING - TEDD - OCTOBER 5, 2015:

**PUBLIC
HEARINGS
TEDD**

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.

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City Manager Nicosia said this is one of the final steps in creating the TEDD. Nicosia said in September Council adopted the resolution of findings of deficiency and both the Planning Board and City Council concurred that the TEDD complies with the City's Growth Policy and Zoning Regulations.

Mayor Barnhart opened and closed the public hearing at 7:12 p.m. With no comments from council or the public.

B. 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.

**Community Needs
Assessment**

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 Staalnd, 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.

City Manager Nicosia said the City must periodically hold the hearings to determine the community needs. The City completed the CDBG needs assessment survey in 2014 and that data can also be used to justify grant applications. In order to apply for specific grants, the City must hold two hearings, this first one, a general needs hearing, and the second hearing would

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be specific to a grant application. The first hearing must be held within one year of the second hearing. As the City has worked on the URD and TEDD, the possibility of at least one CDBG-ED grant application has surfaced. The Community Development Block Grant 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. The planning and housing grant applications will be due in the spring 2016 and the ED grants are on a first-come first-served basis. Nicosia reviewed the City's needs to update the water and sewer long-term capital planning, noting that a planning grant would assist the City in paying for those reports. Additionally, the City will begin a transportation study and grant funding could assist with that study as well.

Mayor Barnhart opened the public hearing at 7:22 p.m. which will remain open until the October 19, 2015 Council Meeting for further council discussion.

Mr. Duffy asked with the series of meetings from the TIF would those comments qualify for the Community Needs Assessment as well. Nicosia replied yes, the City would loop in any comments from prior meetings.

C. NOTICE OF HEARING - PLANNING BOARD/COUNCIL:

Mayor Barnhart read the notice of 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.

**NOTICE OF
PUBLIC
HEARINGS**

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.

**PUD-Ruis Holdings
LLC (Motel)**

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

**Floodplain
Regulations**

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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.

UNFINISHED BUSINESS

None.

NEW BUSINESS:

A. Urban Highway Program Committee Memorandum of Agreement
Nicosia said staff recommendation is to amend the sample memorandum and remove Flathead County Planning Director and County Planning Board President as the Urban Area is mostly in the Columbia Falls jurisdiction. Additionally, Nicosia recommended keeping the committee smaller at this time as the number of local government representatives and state representatives must be equal. Nicosia also reported that at \$159,000 per year, it will take a while to have sufficient funding for a project. The maximum borrowing is 5 years and we can borrow ahead. Fisher made a motion to approve the Urban Highway Program Committee Memorandum of Agreement as revised, motion seconded by Plevel. Motion passed with all members voting in favor, Shepard absent.

ORDINANCES AND RESOLUTIONS:

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.

Councilman Lovering motioned to approve Resolution #1714, second by Councilman Fisher with council voting as follows. YES: Karper, Lovering, Petersen, Plevel, Fisher and Barnhart. NOES: None. ABSENT: Shepard.

**UNFINISHED
BUSINESS**

**NEW BUSINESS-
Highway
Memorandum**

**RESOLUTION
#1714 -CUP Nolan**

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B. First Reading – Ordinance 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.

**ORDINANCE
#753-FIRST
READING-TEDD**

Councilman Fisher made motion to approve the First Reading of Ordinance #753, second by Councilman Petersen and the motion carried.

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

Councilman Lovering reported the Community Garden donated approximately 253 lbs. of produce to the Columbia Falls Food Bank.

Councilman Plevel said an acquaintance of hers was not happy with how her yard was restored after a city paving project was done. Plevel reported that the citizen felt her complaint was not received well. Plevel stated that she drove by and noticed there was a patch of dried up grass.

Mayor Barnhart noticed while going through claims there was a check to Ms. Chubb. Apparently the City was working next to her house when something fell off a shelf and broke her glass top stove. Nicosia said Public Works Director Jenkins reviewed her complaint and the city replaced her stove. Mayor Barnhart said Ms. Chubb wrote a letter thanking Mr. Jenkins for his quick response.

Mayor said there is a CFAC open house on October 8th at the High School from 5:30 p.m. to 8:00 p.m. for all interested parties.

Mayor Barnhart said he would like to get back to addressing residents getting hooked up to city sewer.

**REPORTS FROM
MAYOR AND
COUNCIL**

REPORTS/BUSINESS FROM CITY ATTORNEY:

None.

**CITY ATTORNEY
REPORT**

CITY MANAGER:

The Salvation Army City/Community Bell Ringing Competition “Battle of the Bells” is scheduled for December 17, 2015 at Smith’s. Nicosia reminded Council to sign up.

The City has its second Accounting Intern, Sydney Grilley for the first semester through CFHS.

The Montana League of Cities and Towns is next week in Bozeman.

Nicosia also reported that the 4-way stops have been installed and well received. Nicosia reported that while reviewing text amendments, she

**CITY MANAGER
REPORT**

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recommends looking at the CB-4 sign requirements to ensure that the City can comply with the regulations while updating Nucleus and creating an entrance. She noted that the A-frame signs at the intersection of Highway 2 and Nucleus are not allowed on the sidewalk or highway right of way. Nicosia also noted the new off-premise sign for Basecamp Café does not comply with the sign regulations. Mayor Barnhart said he was involved with the original sign ordinance and believes it may be a good idea to revisit the sign ordinance.

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

ADJOURN: Upon motion duly made by Councilman Plevel and seconded by Councilman Lovering the meeting adjourned at 8:04 p.m. **ADJOURN**

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION: October 19, 2015