AGENDA
MONDAY, SEPTEMBER 17, 2018
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE – 6:30 P.M.
(Barnhart, Fisher, Karper)

1. Claims Review

REGULAR MEETING – 7:00 P.M.

1. CALL TO ORDER
   A. Roll Call
   B. Pledge of Allegiance

2. APPROVAL OF AGENDA

3. CONSENT AGENDA:
   *A. Approval of Claims - $186,471.35 - September 17, 2018
   *B. Approval of Payroll Claims - $101,962.39 - September 7, 2018
   *C. Approval of Regular Meeting Minutes – September 4, 2018

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

5. PRESENTATION:
   *A. MT Department of Transportation – Justun Juelfs, Maintenance Chief –
      Winter Snow Removal - Hwy 2 and Nucleus Ave

6. NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:
   *A. Public Hearing:
      The Columbia Falls City-County Planning Board held a public hearing for the
      following items at their regular meeting on Tuesday, September 11, 2018 at 6:30
      p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls,
      Montana. The Columbia Falls City Council will hold a subsequent hearing on
      September 17, 2018 starting at 7:00 p.m. in the same location.
Request by the City of Columbia Falls for a text amendment to the manufacturing/warehouse use parking standards:
The City of Columbia Falls is requesting a Zoning Text amendment in the Columbia Falls Zoning Regulations. Current zoning regulations require one parking space per 800 square feet of gross floor area. Manufacturing is in a state of change with the advancement in robotics and digital technology. The result is there are fewer workers needed in these manufacturing plants to create a unit of product and the result is less need for parking.

a. Adopt Staff Report CZTA-18-02 as findings of fact.

b. Approve text amendment.

Request for a major subdivision in the Columbia Falls Planning Jurisdiction for the Columbia Rising Industrial Park:
Columbia Rising, LLC is requesting approval of a 19 lot industrial park. The property is located along Truck Route and was the site of the Weyerhaeuser Stud Mill and surrounding properties consisting of a total of 36.58 acres. The property is described as Assessor’s Tracts 7J, 7EA, 7EB, 7K, 7K4, and 11 in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County. Access will be provided by existing public streets and proposed private roads. The parcels are within the City Limits of Columbia Falls and will utilize municipal sewer and water services.

a. Adopt Staff Report CPP-18-01 as findings of fact.

b. Approve Preliminary Plat with Conditions.

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: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

7. UNFINISHED BUSINESS: None

8. NEW BUSINESS: None

9. ORDINANCES/RESOLUTIONS:
*A. First Reading – Ordinance #780 - An Ordinance of the City Council of the City of Columbia Falls, Montana, Amending Section 18.520 Manufacturing and Warehousing Parking in Title 18 of the Columbia Falls Municipal Zoning Code.
*B. Resolution # 1783 - A Resolution of the City Council of the City of Columbia Falls, Montana, Conditionally Approving the Preliminary Plat of Columbia Rising Industrial Park, A 19-Lot Industrial Subdivision Described as Assessor Tracts 7J, 7EA, 7EB, 7K, 7K4 And 11 all in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County, Montana.

10. REPORTS/BUSINESS FROM MAYOR & COUNCIL

11. CITY MANAGER REPORT
   A. Manager’s Update

12. CITY ATTORNEY REPORT

13. MISCELLANEOUS
   *A. INFORMATIONAL CORRESPONDENCE – List available for Review
   *B. REPORTS:
      a. Finance – activity YTD thru August
      b. Police – August activity
      c. Fire – Calendar YTD activity

14. ADJOURN

Next Scheduled Meeting
No Council Meeting October 1st - Next Council Meeting – October 15th
Planning Board – October 9th

*Attached
* ... Over spent expenditure

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38162 1504 KALISPELL COPY CENTER | 4.38 |
| 177189 09/07/18 STRS-FLAGGING TAPE | 0.88 | 2500 | 430200 | 220 | 10100 |
| 177189 09/07/18 WTR-FLAGGING TAPE | 0.88 | 5210 | 430500 | 220 | 10100 |
| 177189 09/07/18 SWR-FLAGGING TAPE | 0.88 | 5310 | 430600 | 220 | 10100 |
| 177189 09/07/18 PRKS-FLAGGING TAPE | 0.87 | 1000 | 460400 | 220 | 10100 |
| 177189 09/07/18 FAC-FLAGGING TAPE | 0.87 | 1000 | 411200 | 220 | 10100 |
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38158 97 KNIFE RIVER | 11,037.23 |
| 17092 09/07/18 7TH AVE W PARKING PAVING | 11,148.72 | 4040 | 430200 | 950 | 10100 |
| 17092 09/07/18 LESS 1% CGR | -111.49 | 4040 | 430200 | 950 | 10100 |
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38174 999999 KRATZER, KEITH | 12.00 |
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38180 999999 LAROQUE, JOHN | 12.00 |
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38191 2047 LAURIE'S DELI | 80.00 |
| 091218 08/16/18 EMPLOYEE INCENTIVE PROGRAM | 80.00 | 1000 | 510620 | 170 | 10100 |
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* ... Over spent expenditure

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# of Claims 77
Total: 185,646.80

Total Electronic Claims 5,039.31
Total Non-Electronic Claims 180607.49
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Total: $185,646.80
Council Meeting Date: 9/17/18

Claims Submitted to Council: $185,646.80

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

Prepared By:  Sandy Carlson, Finance Director

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Sandy Carlson

Approved by Susan M. Nicosia, City Manager

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Susan Nicosia

City Council to Approve by motion on consent agenda

The following items are significant:

- Black Mtn Software $15,424.00 – Annual Maintenance – (Funds 1000, 2400, 2500, 5210, 5310)
- City of Whitefish-Monthly Building Permits $5,968.30 (Fund 2394)
- Compass Construction – Alley drainage (Fund 2310)
- Cutting Edge $37,327.31 – Riverwood retainage (Funds 2500, 5310)
- Flathead Electric-Monthly billing $17,331.85 (Multiple Funds)
- Knife River $11,037.23 – 7th Ave W paving (Fund 4040)
- Morrison-Maierle $10,928.33 – 6th & Nucleus (Fund 2310)

The remaining items are routine. Please let me know if you have questions.

Sandy
## Total for Payroll Checks

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GLACIER BANK/WF | 1,264.76 | 0.00
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USAA FEDERAL | 912.91 | 0.00
VALLEY BANK KAL | 200.00 | 0.00
VERIDIAN CREDIT | 100.00 | 0.00
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WELLS FARGO GA | 1,019.50 | 0.00
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Total 26,437.29
Total Payroll Expense (Gross Pay + Employer Contributions): 88,061.20

Check Summary

| Payroll Checks Prev. Out. | $459.54 |
| Payroll Checks Issued | $37,640.27 |
| Payroll Checks Redeemed | $0.00 |
| Payroll Checks Outstanding | $38,299.81 |
| Electronic Checks | $64,122.12 |

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CHILD SUPPORT $   413.07

Total Ded.  46916.10

**** Carried Forward column only correct if report run for current period.
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, Shepard, Fisher, Lovering, Piper and Robinson
ABSENT: None.

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

Pledge of Allegiance

APPROVAL OF AGENDA:
Mayor Barnhart requested a motion to approve the agenda. Councilman Lovering moved to approve the agenda, second by Councilman Piper, and the motion carried unanimously.

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

A. Approval of Claims - $42,396.06 - September 4, 2018
B. Approval of Payroll Claims - $ 79,506.48 - August 24, 2018
   Approval of Payroll Claims - $79.12 – September 4, 2018
C. Approval of Regular Meeting Minutes – August 20, 2018
D. Approval of Employment Screening Services Agreement with Advanced Reporting LLC and authorize City Manager to sign.
E. Approval of Memorandum of Agreement Between MT Dept. of Transportation and the City of Columbia Falls for Air Quality Equipment – UPN 9005, CFDA # 20.205 Highway Planning & Construction and authorize City Manager to sign.
F. Designate City Manager as Entity Administrator for City’s SAM Entity Registration and authorize City Manager signature.
G. Approval of Standard Agreement between MT Department of Transportation State Highway Traffic Safety Section and City of Columbia Falls, Columbia Falls STEP, CTS Number 110122 beginning October 1, 2018 and authorize City Manager and Police Chief to execute.
H. Accept Diane Rd completed infrastructure – street, curb gutter, sidewalk and lighting
VISITOR/PUBLIC COMMENT: (Items not on agenda)
None.

PUBLIC HEARINGS/NOTICES:
A. Notice of Hearings - Planning Board September 11th, City Council September 17th:
Mayor Barnhart read the hearing notice: The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, September 11, 2018 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on September 17, 2018 starting at 7:00 p.m. in the same location.

Request by the City of Columbia Falls for a text amendment to the manufacturing/warehouse use parking standards:
The City of Columbia Falls is requesting a Zoning Text amendment in the Columbia Falls Zoning Regulations. Current zoning regulations require one parking space per 800 square feet of gross floor area. Manufacturing is in a state of change with the advancement in robotics and digital technology. The result is there are fewer workers needed in these manufacturing plants to create a unit of product and the result is less need for parking.

Request for a major subdivision in the Columbia Falls Planning Jurisdiction for the Columbia Rising Industrial Park:
Columbia Rising, LLC is requesting approval of a 19 lot industrial park. The property is located along Truck Route and was the site of the Weyerhaeuser Stud Mill and surrounding properties consisting of a total of 36.58 acres. The property is described as Assessor’s Tracts 7J, 7EA, 7EB, 7K, 7K4, and 11 in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County. Access will be provided by existing public streets and proposed private roads. The parcels are within the City Limits of Columbia Falls and will utilize municipal sewer and water services.

UNFINISHED BUSINESS
None.

NEW BUSINESS:
A. Letter to Secretary of State RE: ARM Change for POST Rules
Police Chief Peters said POST is responsible for two separate things, one is
they investigate officer conduct and the other is to provide training standards along with training records and have standardized certifications (Basic, Intermediate, Advanced). They are proposing changes to the Administrative Rules of MT (ARM) so they will no longer be in charge of standardized training or training records, it will be up to local departments. Chief Peters said he has attempted to get our officers into POST classes but was unsuccessful due to demand. However, officers must be properly trained and there should be standardization in the issuance of certificates. If POST discontinues standardized training certification and document training, local departments will be put in a bind. Chief Peters said he is asking to have a letter drafted and signed from Mayor and Council to oppose the rules changes. After discussion, Mayor and Council unanimously supported sending a letter opposing the rule changes as outlined by Chief Peters.

ORDINANCES/RESOLUTIONS

A. Resolution # 1781 - A Resolution of the City Council of the City of Columbia Falls, Montana, Setting and Adopting the Mill Levies on all Real and Personal Property Within the City of Columbia Falls; Approving Special Levies for Special Purposes on Property Within the City of Columbia Falls for the 2018-19 Fiscal Year

City Manager Nicosia said at 2:00 pm today, the City received a revised certified tax value. The new certified value decreased our tax value. Nicosia said she has been working with DOR since the value was certified on August 3rd but did not receive updated values until this afternoon. Nicosia noted that the resolution has been updated to reflect the decrease in the certified value. Nicosia reported that based on the statutory calculation, recalculated general would increase 5.49 mills to receive the same funding. Nicosia firmly believes the City needs to levy the statutory limit to maintain stability and fund necessary services. This change would result in an increase of $17.70 per $200,000 residence.

Mayor Barnhart asked if the newly built structures will come into our tax base next year. Nicosia said yes, DOR uses January 1st as the measurement date so they should be included in next year’s tax base.

Councilman Fisher motioned to approve Resolution #1781, setting the total annual mill levy at 226.970, second by Councilman Shepard with Council voting as follows. AYES: Robinson, Shepard, Fisher, Karper, Lovering, Piper and Barnhart.

Resolution # 1782 - A Resolution of the City Council of the City of Columbia Falls, Montana, Adopting the Budget for the City for the Fiscal Year
CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 04, 2018

Commencing on July 1, 2018 and Ending June 30, 2019, Making Appropriations from each Fund of the City of Columbia Falls of Expenditures to Meet City Expenses.

City Manager Nicosia presented the final budget schedules noting spending authority totals $ 8,768,648; adjusted by $143,000 for the final priorities and approved projects including restrooms from CCT and Parks, General Fund adjustments for FEMA Safer Grant and parks improvements and Sewer was adjusted by a net $19,400.

Councilman Piper inquired about the SAFER grant. Nicosia said she is expecting to hear from them any day.

Councilman Shepard made motion to adopt Resolution #1782, second by Councilman Lovering with Council voting as follows. AYES: Shepard, Fisher, Karper, Lovering, Piper, Robinson and Barnhart. NOES: None. ABSENT: None.

REPORTS/BUSINESS FROM MAYOR & COUNCIL:
Councilman Lovering said the High School Homecoming Parade is Monday, September 17th at 4:00. Lovering said she spoke with the City Manager on the Drivers Training Teacher having concerns with the clear vision triangle in some areas. Mayor Barnhart asked who is responsible for the weeds at 13th and South Hilltop. Nicosia said it is a county road but City Staff will have a look at it.

Councilman Shepard said he is surprised by the property owners that have not taken care of the weeds on their property.

Mayor Barnhart asked what the city cost is for paving the alley by the new apartments on 5th Street. Nicosia said she has not seen the final bill, but expects around $40,000, as the drainage became a bigger and more expensive issue. Mayor Barnhart asked when the welcome sign will be moved. Nicosia said between the two contractors they were not available over the holiday weekend but will hopefully get to it this week. Mayor Barnhart inquired about the request of speed reduction on Highway 2. Nicosia said they have talked to MDOT and requested that the speed limits be studies.

Mayor Barnhart asked where we are at on the street light on 3rd. Nicosia said she would have to confer with City Attorney Breck on the lighting district statutes.

Mayor Barnhart said we have an issue with the barn cats by River’s Edge Park, and inquired if we have a solution. Chief Peters said the county has suspended the program. City officials will continue to pursue resolution of the feral cat issue.
Mayor Barnhart said the tax payers pay for the county to spray the right of ways but there are some that have not been done;
Councilman Shepard said the grass is very tall at the industrial park.
Mayor Barnhart asked if Pit to Park is closed. Nicosia said DEQ has not closed it yet.

**CITY MANAGER:**
The contractor repaired the paving on Riverwood, chip sealing is underway plus there are some landscaping repairs to be completed.
The zoning/parking compliance team will be going out again; Nicosia reported that the City has made progress on compliance with some owners.
Councilman Robinson asked if it might be more successful on weed control by going to the Board. Nicosia said we have been in contact with the department head and head of weeds and the City has an agreement with them, Nicosia felt it was not necessary to go to the Board.
Advance credit reporting on the consent agenda is to start doing our background checks. We cannot use our CJIN system to do background checks.
The deadline for the Public Works Director position is September 5, 2018. We currently have three applicants.
Nicosia reminded Council that on September 17th Justin Juelfs, MDOT, will be here for snow removal discussion and can we will let the business owners know ahead of time so they may attend.

**CITY ATTORNEY REPORT:**
None.
Chief Peters reported that there are more stop signs around town and City staff is identifying problem areas in town that justify stop signs. He also reported that we just lost two Police Officers to other agencies.

**INFORMATIONAL CORRESPONDENCE** - List available for Review

**ADJOURN:** Upon motion duly made by Councilman Lovering and seconded by Councilman Piper the meeting adjourned at 8:11 p.m.

____________________________
Mayor

ATTEST:

____________________________
City Clerk

APPROVED BY COUNCIL ACTION: September 17, 2018
CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARING

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, September 11, 2018 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on September 17, 2018 starting at 7:00 p.m. in the same location.

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Request for a major subdivision in the Columbia Falls Planning Jurisdiction for the Columbia Rising Industrial Park:

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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: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.
STATE OF MONTANA

FLATHEAD COUNTY

AFFIDAVIT OF PUBLICATION

MARY BOOTH BEING DULY SWORN, DEPOSES AND SAYS: THAT SHE IS THE LEGAL CLERK OF THE DAILY INTER LAKE A DAILY NEWSPAPER OF GENERAL CIRCULATION, PRINTED AND PUBLISHED IN THE CITY OF KALISPELL, IN THE COUNTY OF FLATHEAD, STATE OF MONTANA, AND THAT NO. 25628

LEGAL ADVERTISEMENT WAS PRINTED AND PUBLISHED IN THE REGULAR AND ENTIRE ISSUE OF SAID PAPER, AND IN EACH AND EVERY COPY THEREOF ON THE DATES OF AUGUST 26, 2018

AND THE RATE CHARGED FOR THE ABOVE PRINTING DOES NOT EXCEED THE MINIMUM GOING RATE CHARGED TO ANY OTHER ADVERTISER FOR THE SAME PUBLICATION, SET IN THE SAME SIZE TYPE AND PUBLISHED FOR THE SAME NUMBER OF INSERTIONS.

Subscribed and sworn to
Before me this August 26, 2018

Dorothy I. Glencross

Notary Public for the State of Montana
Residing in Kalispell
My commission expires 9/12/2021
September 14, 2018

To: Mayor & Council

From: Susan M. Nicosia, City Manager/Planning & Zoning Administrator

Re: Planning Board Recommendations – September 11, 2018

At the Regular Planning Board meeting held September 11, 2018, the Planning Board voted unanimously, with Hughes and Bonitz absent, to adopt Staff Report CZTA-18-01 and recommend approval of the text amendment.

The second hearing was on the Columbia Rising Industrial Park preliminary plat. The Board adopted Staff Report CPP-18-01 as findings of fact after amending Condition #11 as noted on the staff report. They also voted unanimously to recommend approval to the City Council.

The City has not received any additional written testimony on either the text amendment or preliminary plat as of today, Friday, September 14th. Any testimony received before the Council meeting will be provided to the Council at the meeting.
A report to the Columbia Falls City-County Planning Board and Zoning Commission and the Columbia Falls City Council regarding a request to amend the zoning text of the Columbia Falls Zoning Ordinance. The City proposes changes to Chapter 18.520 Manufacturing and Warehousing Parking Standards. The zone text request is scheduled for hearing before the Planning Board on September 11, 2018 at 6:30 pm. The City Council meeting is scheduled for September 17, 2018, at 7:00 p.m.

A. PETITIONERS
   City of Columbia Falls
   130 6th Street West
   Columbia Falls, MT 59912

B. PETITIONER’S TECHNICAL ASSISTANCE
   Columbia Falls Planning Staff
   130 6th Street West
   Columbia Falls, MT 59901

D. REQUEST
   The request is to amend the text various sections of the Columbia Falls Zoning Code (Chapter 18 of the Columbia Falls Municipal Code). The Text Amendment amends the parking standards for manufacturing and warehousing to reflect automation, computer assisted manufacturing and remote trouble shooting.

   Changes proposed by City Staff are addressed below and highlighted yellow.

Chapter 18.520 MANUFACTURING AND WAREHOUSING

18.520.010 Manufacturing uses, research testing, processing and assembling—All industries.
The minimum parking requirement for manufacturing uses, research testing, processing and assembling (all industries) is one space per two employees on a maximum shift but not less than one space for every eight hundred two thousand square feet of gross floor area.
(Ord. 523 § 1(part), 1989)

18.520.020 Warehouse, storage and wholesale business and freight terminals.
The minimum parking requirement for warehouse, storage and wholesale business and freight terminals is one space for every eight hundred two thousand square feet of gross floor area.
(Ord. 523 § 1(part), 1989)
E. REASON FOR REQUEST

Parking in Manufacturing and Warehousing
The applicants have provided studies that show manufacturing efficiencies has increased 2.5 times in the past 30-years. Much of the efficiencies have developed more recently with the evolution of computer, artificial intelligence, and robotics. With the increase in efficiencies we are also seem a correlating reduction in the number of employees need to produce a unit of product. The result is that we have seas of parking devoted to manufacturing and warehousing when typical manufacturing workforce is only 1/3 of what it was thirty years ago. To make more efficient use of our limited land area, we are proposing a reduction in the minimum parking standards.

EVALUATION BASED ON STATUTORY CRITERIA

The following findings are made:

1. **Does the requested zone give consideration to the general policy and growth pattern set out in the Growth Policy?**
   Chapter 12 of the Columbia Falls Growth Policy addresses implementation strategies to further the adopted goals and policies of the document. Zoning is identified as a legal tool to regulate compatibility of use such as the transition between commercial and residential; density of development primarily using minimum lot sizes, bulk/dimensional standard to protect view sheds but also address signage, parking, landscaping, and floodplain.

   The proposed change meets the intent of zoning as identified in the Columbia Falls Growth Policy and it does not impact the Growth Policy Map.

2. **Is the requested zone designed to lessen congestion in the streets?**
   The proposed change to the zoning ordinance focuses on parking for specific uses. The change to the proposed parking requirements for manufacturing and warehousing is a reflection on employment and efficiencies. If it is true that there are fewer workers needed to produce a particular unit of product than it would also be true that these land uses are generating less vehicle traffic by the employees of that industry. The proposed change is not site specific and therefore we are not looking at specific impacts on congestion.

3. **Will the requested zone secure safety from fire, panic, and other dangers?**
   The proposed text amendment does not increase the risk of fire, panic or other dangers.

4. **Will the requested change promote the health and general welfare?**
   The proposed zone text amendment continues to promote the health and general welfare of the community.

5. **Will the requested zone provide for adequate light and air?**
   The proposed text amendment does not change the setback nor the maximum lot coverage requirements of the Columbia Falls Zoning Code.
6. **Will the requested zone prevent the overcrowding of land?**
The change does not affect the density provision of the zoning ordinance. Reducing parking standards for manufacturing and warehousing has the potential to reduce impervious surfaces and allow for more efficient land use development. The reduction in parking has the potential to reduce overcrowding of the land.

7. **Will the requested zone avoid undue concentration of people?**
The argument for reducing parking in manufacturing and warehouse uses is based on there being fewer people needed to produce a unit of product as compared to 30 years ago. This would lead one to the conclusion that industrial uses are actually reducing the concentration of people within their facilities.

8. **Will the requested zone facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements?**
The proposed text amendment does not change the provisions for transportation, water, sewerage, schools, parks, or other public requirements. The zoning map indicates where land uses may go and these locations are based on transportation and availability of services. When a development is proposed on a parcel within the City, it is reviewed for connection to the City’s sewer and water systems. Development is reviewed for stormwater impacts on a site specific design. The proposed change to the zoning code does not change the zoning map nor does it change the development process of the City. The proposed text change will not negative impact public facilities.

9. **Does the requested zone give reasonable consideration to the peculiar suitability of the property for particular uses.**
The proposed text amendment is not site specific.

10. **Does the requested zone give reasonable consideration to the character of the district and is the consideration weighted equally for both historical uses and established use patterns, and recent change-in-use trends without giving consideration one to the exclusion of the other?**
As stated previously, the proposed text amendment is not site specific and generally reflects the overall performance of the Zoning Code. The proposed change affects one section the industrial section of the Code.

11. **Will the new zoning affect property values and does it have a view of conserving the value of buildings.**
The proposed change will not affect property values. There should be no negative affects by amending the parking requirements for manufacturing and warehousing to reflect current efficiencies.

12. **Will the requested zone encourage the most appropriate use of the land throughout the municipality?**
The proposed text amendment will have no effect on where uses go within the municipality.
SUMMARY

The request is to amend the text of the Columbia Falls Zoning Code (Chapter 18 of the Columbia Falls Municipal Code). The Text Amendment includes amending the parking requirements for manufacturing and warehousing uses. The proposed text amendment is not site specific and the amendment will not negatively impact the review criteria.

RECOMMENDATION

Staff recommends that the Columbia Falls City – County Planning Board adopt Columbia Falls Planning Office Staff Report #CZTA-18-02 as findings of fact and recommend approval of the requested Zoning Text Amendment. The amendment is indicated by strike-out and underline. All changes are highlighted in yellow for ease of reading.

Chapter 18.520 MANUFACTURING AND WAREHOUSING

18.520.010 Manufacturing uses, research testing, processing and assembling - All industries.
The minimum parking requirement for manufacturing uses, research testing, processing and assembling (all industries) is one space per two employees on a maximum shift but not less than one space for every eight hundred two thousand square feet of gross floor area.
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PROPOSED OFF STREET PARKING REQUIREMENT ZONING TEXT AMENDMENT
MANUFACTURING AND WAREHOUSING

The BLS “Index of Labor Productivity” (U.S. Bureau of Labor Statistics, 2018) for manufacturing is two and a half times higher than it was at the beginning of 1987. This reflects several factors, among them businesses investing more in machinery and replacing old machines with more advanced ones; workers becoming more skilled and educated; and firms streamlining and improving their industrial processes. (DeSilver, 2017)

If manufacturing is two and a half times more efficient than it was at the beginning of 1987, it follows that in theory there should be 2 1/2 times fewer laborers per square foot of factory today, in 2018 than in 1987.

The current off street parking requirement for manufacturing and warehousing (§18.520.010) requires “one parking space per two employees on a maximum shift but not less than one space for every eight hundred square feet of gross floor area”.

<table>
<thead>
<tr>
<th>Year</th>
<th>Parking Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1987</td>
<td>1 Space / 800 SF</td>
</tr>
<tr>
<td>2018</td>
<td>1 Space / 2,000 SF</td>
</tr>
</tbody>
</table>

Applying a factor of 2.5 (2 1/2 times) to 800 Square Feet results in 2,000 Square Feet. One parking stall per 2,000 Square Feet in 2018 would be the equivalent of 1 stall per 800 Square Feet back in 1987. We propose amending the off street parking requirement for this manufacturing and warehousing subdivision (§18.520.010) to 1 space per 2,000 SF in section as follows:

“The minimum parking requirement for manufacturing uses, research testing, processing and assembling (all industries) is one space per two employees on a maximum shift but not less than one space for every two thousand square feet of gross floor area.”

References

Planners and communities have long struggled with parking requirements and especially in nonconventional settings and situations. Minimum parking requirements are reflective of the times they were first created and like most everything in this modern world, parking requirements need to be revisited. In particular are the parking requirements attached to industrial and manufacturing sites and facilities. Modern industry and manufacturing have steadily become more automated over the years, and especially so in the last several years following closely the exponential growth and applications of digital technology, robotics, and artificial intelligence. With rising labor costs and lowering technology costs, modern manufacturers and industrial processes are requiring less workers and therefore requiring less parking.

Taking SmartLam manufacturing operations specifically, advances in machine technology will allow us to increase production by a factor of 4, while maintaining the operations staff at 15 people per shift. The existing facility, at roughly 140,000 square feet, will have a operations shift count of approximately 15 people. On site offices for management personnel will also be staffed with approximately 10-15 people. On a historical note, the previous use of the building as part of different wood processing application, had approximately 15-20 workers. The parking scheme as proposed will adequately address the parking requirements for SmartLam now and in the future.
A report to the Columbia Falls Planning Board regarding a request for preliminary plat approval of the Columbia Rising Industrial Park, a 19-lot industrial subdivision. This application is scheduled for September 11, 2018 before the Columbia Falls Planning Board. A subsequent hearing is scheduled with the Columbia Falls City Council on September 17, 2018 beginning at 7:00 pm. Planning Board changes are indicated with strike outs and underline and highlighted.

I. BACKGROUND INFORMATION

a. **Owner/Applicant:** Columbia Rising LLC
c/o John Lesar
P.O. Box 2397
Columbia Falls, MT 59912

b. **Technical Assistance:**
   TD&H Engineering
   450 Corporate Drive, Suite 101
   Kalispell, MT 59901

   Bruce Boody Landscape Architecture
   301 Second Street, Suite 1b
   Whitefish, MT 59937

c. **Location:** The property is located on 12th Ave West across from the Cedar Palace and along 5th Street West, 6th Ave West and 3rd Street West which is the Truck Route accessing the old Plum Creek/Weyerhaeuser lumber mill site. The property is described as Assessor Tracts 7J, 7EA, 7EB, 7K, 7K4, and 11 all in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

d. **Background:** The subject property was part of the Weyerhaeuser Mill Property that was shuttered a couple years back and the land sold off. This property is located along the Truck Route and BNSF rail line. The property has been zoned for light and heavy industrial uses since the City initiated zoning. The property is adjacent to current Weyerhaeuser property with industrial use.

   Columbia Rising LLC purchased these holdings in October of 2017. The initial tenant of the property is SmartLam, a cross laminated timber products manufacturer. The applicant, Columbia Rising, LLC is requesting a subdivision of these holdings in order to create an Industrial park setting to attract additional manufacturing uses to Columbia Falls.

e. **Size:** The proposed subdivision contains 36.58 acres. The development is located along a City street network and the BNSF rail line. The applicants are requesting to split the acreage into 19 lots.
f. **Existing Land Use:** The property is part of the old Plum Creek/Weyerhaeuser mill site and has been in continuous industrial use up until 2016 when Weyerhaeuser consolidated production of its Flathead Valley facilities.

g. **Adjacent Land Uses:** The property abuts the BNSF rail line and the current Weyerhaeuser facilities. It also abuts residential use on the south side of the holdings along with School District 6 properties. These residential and industrial uses have been adjacent to each other for decades with the exception of the 5th Street Homes project which was approved by the City approximately 10 years ago.

h. **Relation to Growth Policy:** The City-County Growth Policy designates this property as Heavy and Light Industrial (Figure 1). The Industrial designation reflects the current and historic use as well as established infrastructure such as the Truck Route and the BNSF rail line.

![Portion of Columbia Falls Growth Policy Map](image)

![Diagram of Landscape Plan](image)

i. **Zoning:** The subject property is zoned CI-2 and CI-1 (Heavy and Light Industrial) in Figure 2 which is in harmony with the Growth Policy designation. Neither the Light nor Heavy Industrial designation has a minimum lots size or density. The Columbia Falls Zoning Regulations have an Industrial District Buffer Standards (Chapter 18.427) as part of the special provisions. This requirement was developed by the City to address public safety by separating or buffering incompatible uses such as residential and heavy industrial. The regulations require a 20-foot wide buffer that shields at least 70% of the view. The applicants have indicated the 20-foot buffer on the conceptual Landscape Plan submitted with the application materials.
j. Utilities & Services: The property is within City limits. Following is a list of services that are available and will be extended into the development:

- Sewer: Columbia Falls Municipal Sewer.
- Water: Columbia Falls Municipal Water
- Refuse: Contract Hauler
- Police: Columbia Falls Police
- Fire: Columbia Falls Fire Department
- Street: City for the existing City Streets and Private for the proposed new streets within the development
- Electric: Flathead Electric
II. REVIEW AND FINDINGS OF FACT

This application is reviewed as a major subdivision under the City’s Subdivision regulations.

A. Effects on Public Health and Safety:

The Subdivision plans were reviewed at the City’s Site Review meeting at which time Columbia Falls Fire Chief, Rick Hagen provided comment. Chief Hagen’s comments were focused on access, hydrant location, and sprinkling of structures. It was agreed that for public safety given the rail crossings and use, that all new streets within the project will be private and the public access will be discouraged. The Chief will review all turn-arounds and hydrant location before construction of these improvements. Building sprinkling will be determined at the time of building permits.

The Columbia Falls Police Department will patrol and respond to emergencies within the subdivision. Ambulance and ALERT Helicopter provides emergency service and medical support is available at Whitefish and Kalispell hospitals.

The site is not located within any Flood Zones per FEMA FIRM 30029C-1115 H and 1430J.

B. Effects on Wildlife and Wildlife Habitat:

The area north of Columbia Falls is home to whitetail deer, elk and the occasional moose and black bear. Deer are known to frequent the City limits. The proposed subdivision is within a heavy use industrial area with a significant transportation links with the Truck Route and the BNSF rail line. The property under consideration for subdivision has been in continuous industrial use for decades. The exception is the triangular parcel located east of the former Weyerhaeuser office known as the Cedar Palace; however this parcel is located adjacent to the City Public Works Shops, “Pit to Park,” the Watco Co. Mission Mountain Rail Spur, the Cedar Palace, and Weyerhaeuser to the north. The proposed subdivision of these industrial parcels should have no impact on the area wildlife.

There are no wetlands, streams, or other water courses on or in proximity to the subdivision. There are no known wildlife habitats that would be disturbed by the proposed subdivision.

C. Effects on the Natural Environment:

Groundwater: The property is within the Columbia Falls wellhead protection zone which was established to protect the City drinking water supply wells from contamination by limiting the construction of individual water wells in this zone. The proposed subdivision will connect to the City water system as opposed to drilling its own wells.

The property is void of native vegetation as this area was used as a mill site with large buildings, rail lines, parking areas, limber storage/drying areas, etc. The proposed subdivision is primarily a manmade environment.
Surface Water: There are no natural water bodies within or directly adjacent to the subdivision.

Drainage: The applicant has shown a very preliminary stormwater management plan for the subdivision. However this plan will be heavily impacted by the building and parking design on the lots when these blots are developed in the future. What is shown now are a series of drywells on each lot form management of stormwater.

Topographical Features: The site is for the most part flat. There are few if any topographic features that would impact the design, access, or geotechnical safety of the future lots owners.

Soils Types: The soils within the subdivision are characterized as cobbly silt loam. The Soil Conservation Service mapped these soils in Figure 3. The soils are primarily sands and gravels loam mixes. These soil types should pose no extraordinary issues for construction.

Figure 3

USDA WebSoils Map
D. Effects on Local Services:

Police: The Columbia Falls Department is responsible for patrolling and responding to this neighborhood and the proposed subdivision. The Police Department is located about eight blocks from the proposed development. As with the previous uses, impacts to the Police Department should be minimal.

Fire: The Columbia Falls Volunteer Fire Department is responsible for fire protection in the proposed subdivision. Wood product facilities are susceptible to fire. The Fire Chief will review the final access and hydrant layout of the development prior to construction.

Sewer: The applicant provided a preliminary water and sewer layout with the application. The development will be served by the Columbia Falls' wastewater conveyance and treatment facility. The City of Columbia Falls and
Montana Department of Environmental Quality will review all main extension and capacities through the normal review process.

As with any subdivision preliminary plat, any approval is conditioned and the detailed engineered design for sewer and water service is subject to written approval by the affected sewer and water district/provider. In this case it is the City of Columbia Falls. Once the engineer has met the design and policy requirements of the City, the consulting engineer than is required to get approval from the Montana Department of Environmental Quality (MDEQ) prior to constructing utilities. By State Law, a subdivision cannot be filed with the Clerk and Recorder without the written approval of the MDEQ.

Water: The applicant provided a preliminary water main extension map with the application materials. As with Sewer, the developer will need to secure written approval from the City Public Works Department before submitting to the MDEQ for approval.

Schools: Commercial and Industrial developments are not generators of school aged children and therefore do not pose a direct impact on the school system or its capacity.

Recreation/Parkland: Commercial and Industrial Subdivision are exempt from required parkland dedication per Montana Platting Act and the Columbia Falls Subdivision Regulations.

Transportation and Circulation: Primary access to the development is by the Truck Route which accesses Highway 2 approximately one mile to the southwest. In addition, the subdivision has access to rail sidings within the project. The City Public Works Department identified a problem intersection at the corner of 6th Avenue West and 5th Street West. The applicant provided a design proposal for the intersection which is intended to direct traffic for a safer vehicle movement. This focused access point should also make it safer for pedestrians in this neighborhood.

The City also requested that portions of the Truck Route be widened to better handle truck traffic that would use this and neighboring industrial areas. The Truck Route has been developed to support the industrial uses along the BNSF lines within the Columbia Falls community. This transportation link is indented for the uses envisioned with this proposed industrial park.

Internal circulation will be provided by new access roads. These internal roads will be privately built and maintained. Because of the truck and rail access within the subdivision, the City supports these roads as private and will not be requiring sidewalk along the roadways as the City does not want to encourage pedestrian traffic within the subdivision. Curb and gutter will be at the discretion of the developer and the engineer as to what is needed for drainage and longevity of the road system.

Pedestrian circulation is not encouraged within the development. However the City will look at pedestrian circulation from the parking lots to the building when the future buildings come through review for building permits. The City will look at pedestrian improvements along the Truck Route with
funding from the TEDD that is proposed to help with the improvement of the Industrial Park.

E. Effects on Agriculture:

There is no history of Agricultural production on the site. No current agricultural activities exist. The subdivision will have no impact on agricultural practice.

F. Compliance with Subdivision Design Standards:

The proposed subdivision will be developed in at least two phases. As proposed in the application Lots 1 – 16 will occur in Phase 1 and Lots 17 – 19 will occur in Phase 2. Because of public safety concerns within the development, the City is not requiring sidewalks along the private internal subdivision roads. Pedestrian movement between parking lots and buildings will be reviewed at the time of building permit.

G. Compliance with Subdivision Regulations

The applicant is not requesting any variances to the subdivision standards.

H. Compliance with Montana Subdivision and Platting Act

The proposed subdivision complies with all of the requirements of the Subdivision and Platting Act.

I. Phasing

The proposed subdivision will be developed in at least two phases. As proposed in the application Lots 1 – 16 will occur in Phase 1 and Lots 17 – 19 will occur in Phase 2.

III. SUMMARY COMMENTS

The application for preliminary plat approval is in harmony with the Growth Policy designation, zoning designations, and Subdivision Standards. No variances are requested.

VI. RECOMMENDATION

After reviewing the findings of fact, staff recommends that the Columbia Falls City-County Planning Board adopt Staff Report #CPP-18-01 as finding-of-fact for the preliminary plat of Columbia Rising Industrial Park and recommends conditional preliminary plat approval. Recommended conditions of approval are as follows:

1. All utilities to the lots shall be installed in conformance with the requirements of the utility owner. Utilities shall be buried and extended to the front property line of each lot.

2. Prior to construction of water, sewer, and stormwater improvements, the applicant shall secure written approval from the City of Columbia Falls and the MDEQ for
water, sewer and stormwater improvements. The new facilities shall be constructed to the approved plans and inspected and certified by a registered engineer.

3. All roads within the subdivision shall be built in accordance with City standards for “Internal Subdivision Roads”. Street signs shall be provided. Road construction shall be inspected and certified by a registered engineer and approved by the City.

4. All areas disturbed because of road and utility construction shall be reseeded as soon as practical to inhibit erosion and the spread of noxious weeds.

5. All buildings shall have address numbers, which conform to the requirements of the Fire Department. This condition shall be placed on the face of the plat.

6. All parking and building lighting shall be “Dark Sky” compliant with full shielding of the light source.

7. The applicant shall secure a letter from the Columbia Falls Fire Chief approving the turn-arounds, fire hydrant locations and access.

8. The applicants shall provide Columbia Falls Public Works Department copies of the final plat drawings and as-built construction drawings for all public infrastructure improvements constructed in street rights of way or easements within the plat. Drawings shall be paper and digital. Digital copies shall be in a format prescribed by the City.

9. The industrial subdivision is exempt from parkland dedication.

10. The applicant shall provide CC&R’s or a road maintenance agreement that addresses the maintenance of roads and required landscape buffers.

11. The developer shall reconstruct the intersection of 5th Street West and 6th Avenue West as proposed in the application or and as approved by the City of Columbia Falls with Phase 1 Plat Approval as well as other improvements to Truck Route as indicated on Sheet 3 of 4, Columbia Rising Industrial Park Preliminary Plat.

12. The applicant shall develop Landscape Buffers in conformance with Chapter 18.428 of the Columbia Falls Zoning Regulations. The buffers shall be installed along 5th Street West, 4th Avenue West, 3rd Street West, and 4th 6th Avenue West as indicated on the Conceptual Landscape Plan.

13. In addition to the requirements of 17.14.060 (Temporary Erosion Control) and 17.14.070 (Dust Control), the applicant shall submit a Construction Haul Route Plan to the City of Columbia Falls for approval prior to any construction. Said Plan shall include construction hours, ingress, egress and haul routes, staging of materials and job shacks, parking for construction workers, dust abatements, temporary erosion control and best management practices.

14. The preliminary plat approval for Columbia Rising Industrial Park is valid for three (3) years from the date of City Council Approval. Extension and subsequent phasing may be granted and platted per the Columbia Falls Subdivision Regulations.
Planning Department

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

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

CITY OF COLUMBIA FALLS

MAJOR SUBDIVISION PRELIMINARY PLAT APPLICATION

FEE ATACHED $2685  Base Fee: $1000  First 20 lots: $80/lot  
Each lot over 20: $40/lot  
Letters to Adjoining Property Owners: $5 per address

SUBDIVISION NAME: Columbia Rising Industrial Park

OWNER(S) OF RECORD:

Name Columbia Rising, LLC  Phone (832) 728-5135
Mailing Address c/o John Lesar, P.O. Box 2397
City Columbia Falls  State MT  Zip 59912

TECHNICAL/PROFESSIONAL PARTICIPANTS (Surveyor/Designer/Engineer, etc):

Name & Address TDH Engineering, 450 Corporate Drive Ste #101, Kalispell, MT 59901
Name & Address
Name & Address

LEGAL DESCRIPTION OF PROPERTY:

Property Address 610 3rd St W, 240 4th Ave W, 710 & 720 3rd St W, 525 12th Ave W
Assessor's Tract No(s) 0698800, 0698850, 0415675  Lot No(s) 7J, 7EA, 7EB, 7K, 7K4, 11
1/4 Sec SW  Section 8  Township 30N  Range 20W

GENERAL DESCRIPTION OF SUBDIVISION:

Number of Lots or Rental Spaces 19  Total Acreage in Subdivision 36.58
Total Acreage in Lots 36.05  Minimum Size of Lots or Spaces 0.83
Total Acreage in Streets or Roads N/A  Maximum Size of Lots or Spaces 5.36
Total Acreage in Parks, Open Spaces and/or Common Areas 0.53

PROPOSED USE(S) AND NUMBER OF ASSOCIATED LOTS/SPACES:

Single Family  Townhouse  Mobile Home Park
Duplex  Apartment  Recreational Vehicle Park
Commercial  Industrial  Planned Unit Development
Condominium  Multi-Family  Other

07/01/16
APPLICABLE ZONING DESIGNATION & DISTRICT  City of Columbia Falls  CI-1 & CI-2

ESTIMATE OF MARKET VALUE BEFORE IMPROVEMENTS

IMPROVEMENTS TO BE PROVIDED:

Roads:  Gravel __ Paved  X Curb  X Gutter  X Sidewalks  __ Alleys  __ Other  __
Water System:  Individual  ____ Multiple User  __ Neighborhood  __ Public  X Other  __
Sewer System:  Individual  ____ Multiple User  __ Neighborhood  __ Public  X Other  __
Other Utilities:  Cable TV  X Telephone  X Electric  X Gas  X Other  __
Solid Waste:  Home Pick Up  ____ Central Storage  ____ Contract Hauler  X Owner Haul  ____
Mail Delivery:  Central  ____ Individual  X School District: Columbia Falls - SD #6
Fire Protection: Hydrants  X Tanker Recharge  ____ Fire District: Columbia Falls
Drainage System:  __

PROPOSED EROSION/SEDIMENTATION CONTROL:
"Best Management Practices" - silt fencing, wattles, inlet protection, etc.

ESTIMATE OF IMPACTS:
Provide an estimate of the type and amount of impact the subdivision will have on the following categories of the natural and operating environment:

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

   None - no aspect of agriculture exists on or around the proposed project area.

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

   None - no agricultural water user facilities exist on or around the proposed project area.

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

   Proposed project will impact local services because it will require extension of water and sewer main to the project area. Emergency service providers, social service providers and the school district should not see any impact to current service level.

07/01/16
D. Impact on natural environment
The natural environment is defined as the physical conditions which exist within a given area, including land, air, water, mineral, flora, fauna, noise, light and objects of historic and aesthetic significance.

Minimal - the project site is already developed in an industrial nature and contains no riparian, open water or high ground water in the area. There are no known areas of historical, cultural, archeological, or paleontological features located on the project site.

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

None - there is no wildlife or wildlife habitat located on the proposed project site.

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

Proposed project will impact local services because the site currently contains high voltage lines and gas mains. It should be noted these are existing features and should not have any additional impact than currently exists.

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

SECTION OF REGULATIONS CREATING HARDSHIP:

EXPLAIN THE HARDSHIP THAT WOULD BE CREATED WITH STRICT COMPLIANCE WITH SUBDIVISION REGULATIONS:

PROPOSED ALTERNATIVE(S) TO STRICT COMPLIANCES WITH SUBDIVISION REGULATIONS:

07/01/16
PLEASE ANSWER THE FOLLOWING QUESTIONS IN THE SPACES PROVIDED BELOW:

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

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

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

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

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

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

1. Preliminary plat application;
2. All information required in Appendix A and B of the Columbia Falls Title 17 Subdivision Regulations;
3. Two copies of the preliminary plat not less than 24 in. x 36 in.;
4. One reduced copy of the preliminary plat, each sheet not to exceed 11 in. by 17 in., nor less than 8½ in. by 11 in., in a size appropriate to the detail and scope of the development, and printed on a medium suitable for photocopier use;
5. One reproducible set of supplemental information (See Appendix A of this title);
6. Application fee as established by the City;
7. Adjoining Property Owners List (see example below and attached notice from County Plat Room):

<table>
<thead>
<tr>
<th>Assessor#</th>
<th>Sec-Twn-Rng</th>
<th>Lot/Tract No</th>
<th>Property Owner &amp; Mailing Address</th>
</tr>
</thead>
</table>

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

(Applicant)  
8-1-18  
(Date)
August 23, 2018

Re: Public hearing notice for a 19 lot subdivision called Columbia Rising Industrial Park.

Dear Adjacent Property Owner:

Our records indicate that you are the owner of property owner within 150-feet of the proposed project.

As the Planning Staff for the Columbia Falls Planning Jurisdiction, I am writing to provide you with a notice of a public hearing that involves a request by Columbia Rising, LLC to secure approval of a 19 lot industrial park. The property is located along Truck Route and was the site of the Weyerhaeuser sawmill and planer industrial facilities and surrounding properties consisting of a total of 36.58 acres. The property is described as Assessor’s Tracts 7J, 7EA, 7EB, 7K, 7K4, and 11 in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County. Access will be provided by existing public streets and proposed private roads. The parcels are within the City Limits of Columbia Falls and will utilize municipal sewer and water services.

If you have question or comments concerning this matter, please call, visit or write me at City Hall. For written comment to be included in the Planning Board packet, it needs to be submitted to the City Clerk, 130 6th Street West, Columbia Falls, MT 59912 no later than Thursday September 6, 2018 or by email: staalandb@cityofcolumbiafalls.com. Written or emailed comment may be provided up to 5:00 pm on the day of the hearing, it will just be passed out at the hearing. You are also invited to present verbal or written testimony during the public hearing on September 11, 2018.

Sincerely,

Eric H. Mulcahy, City Planner
CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARING

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, September 11, 2018 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on September 17, 2018 starting at 7:00 p.m. in the same location.

Request by the City of Columbia Falls for a text amendment to the manufacturing/warehouse use parking standards:

The City of Columbia Falls is requesting a Zoning Text amendment in the Columbia Falls Zoning Regulations. Current zoning regulations require one parking space per 800 square feet of gross floor area. Manufacturing is in a state of change with the advancement in robotics and digital technology. The result is there are fewer workers needed in these manufacturing plants to create a unit of product and the result is less need for parking.

Request for a major subdivision in the Columbia Falls Planning Jurisdiction for the Columbia Rising Industrial Park:

Columbia Rising, LLC is requesting approval of a 19 lot industrial park. The property is located along Truck Route and was the site of the Weyerhaeuser Stud Mill and surrounding properties consisting of a total of 36.58 acres. The property is described as Assessor’s Tracts 7J, 7EA, 7EB, 7K, 7K4, and 11 in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County. Access will be provided by existing public streets and proposed private roads. The parcels are within the City Limits of Columbia Falls and will utilize municipal sewer and water services.

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: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.
vissotzkyacityofcolumbiafalls.com

From: Eric H. Mulcahy <eric@sandssurveying.com>
Sent: Wednesday, September 5, 2018 2:43 PM
To: vissotzkyacityofcolumbiafalls.com; Susan Nicosia
Subject: Columbia Rising Industrial Park comment

Comment for the file.

I received a call from Rose Bruce regarding the Columbia Rising Subdivision. She lives at 7th Ave West. Mostly she just had questions like would this be more noisy than the Plum Creek Mill. I stated that most likely it would not be more noisy because most of the lots will have new construction which is better insulated than the old buildings. She stated that in the last six months or so she has noticed some type of fiber entering her house and was not sure what it was. I referred her to Environmental Health, Air Quality for a consult. Otherwise she did not seem to object to the subdivision and she liked the idea of fixing some of the intersections on Truck Route and the vegetative buffer.

Eric H. Mulcahy, AICP
Sands Surveying, Inc.
2 Village Loop
Kalispell, MT 59901
Ph. (406) 755-6491
Fax (406) 755-6488
ORDINANCE NO. 780

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, AMENDING SECTION 18.520 MANUFACTURING AND WAREHOUSING PARKING IN TITLE 18 OF THE COLUMBIA FALLS MUNICIPAL ZONING CODE

WHEREAS, the City Council believes that certain changes are necessary for the purposes of updating and clarifying the Columbia Falls Zoning Code;

WHEREAS, the City Council believes that certain text amendments to the Columbia Falls Area Zoning Ordinance are necessary to promote the health, general welfare, safety and/or morals of the citizens of Columbia Falls;

WHEREAS, said amendments were considered by the Columbia Falls City-County Planning Board and Zoning Commission at its regularly scheduled meeting on September 11, 2018, and the Board recommended approval of said zoning text amendments;

WHEREAS, a hearing on said zoning text amendment was held by the City Council of the City of Columbia Falls, Montana, at its regular meeting on Monday, September 17, 2018 after said hearing was advertised according to law; and at said hearing on said date, the City Council considered the recommendation of the Columbia Falls City-County Planning Board and Zoning Commission, together with any and all comments filed or voiced with respect to said changes; and

WHEREAS, the City Council has determined that the zoning text amendments are in the best interest of the City.

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

Section One. Findings of Fact: That the Columbia Falls Planning Office’s Staff Report, CZTA-18-02, dated August 29, 2018 is hereby adopted by the Council as findings of fact with respect to said zoning text amendments.

Section Two. Sections Amended: That Title 18 of the Columbia Falls Municipal Code is hereby amended as set forth on Exhibit “A” attached hereto.

Section Three. Inconsistent Provisions: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section Four. Severability: The provisions of this Ordinance are severable. If any provision of this Ordinance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision.

Section Five. Effective Date: This Ordinance shall become effective thirty (30) days after its final passage and approval by the City Council of the City of Columbia Falls, Montana.
PASSED AND APPROVED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS _____ DAY OF September, 2018, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

__________________________________
City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS _____ DAY OF September, 2018.

__________________________________
Mayor

ATTEST:

__________________________________
City Clerk
Chapter 18.520 MANUFACTURING AND WAREHOUSING

18.520.010 Manufacturing uses, research testing, processing and assembling—All industries.
The minimum parking requirement for manufacturing uses, research testing, processing and assembling (all industries) is one space per two employees on a maximum shift but not less than one space for every eight hundred two thousand square feet of gross floor area. (Ord. 523 § 1(part), 1989)

18.520.020 Warehouse, storage and wholesale business and freight terminals.
The minimum parking requirement for warehouse, storage and wholesale business and freight terminals is one space for every eight hundred two thousand square feet of gross floor area. (Ord. 523 § 1(part), 1989)
RESOLUTION NO. 1783

A RESOLUTION OF THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA CONDITIONALLY APPROVING THE PRELIMINARY PLAT OF COLUMBIA RISING INDUSTRIAL PARK, A 19-LOT INDUSTRIAL SUBDIVISION DESCRIBED AS ASSESSOR TRACTS 7J, 7EA, 7EB, 7K, 7K4 AND 11 ALL IN SECTION 8, TOWNSHIP 30 NORTH, RANGE 20 WEST, P.M.M., FLATHEAD COUNTY, MONTANA.

WHEREAS, Columbia Rising LLC, purported owners/applicants of the subject property, have applied for preliminary approval of a nineteen-lot industrial subdivision on approximately 36.58 acres of land more particularly described as follows:

Tracts 7J, 7EA, 7EB, 7K, 7K4 and 11 in Section 8, Township 30 North, Range 20 West, Principal Meridian, Flathead County, Montana

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

WHEREAS, the Columbia Falls Planning Department on August 31, 2018 in Subdivision Report #CPP-18-01, recommended approval of said subdivision plat with certain conditions;

WHEREAS, the preliminary approval of said subdivision plat was considered by the Columbia Falls City-County Planning Board at the regular board meeting on Tuesday, September 11, 2018, at which time the Board recommended approval of the preliminary plat with conditions; and

WHEREAS, the preliminary approval of said subdivision plat was considered by the City Council of the City of Columbia Falls at the regular council meeting on Monday, September 17, 2018, at which time the Council determined that the development of the subdivision meets the requirements of Title 76, Chapter 3 of the Montana Code Annotated and should be approved with certain conditions.

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

Section One. Findings of Fact. That Subdivision Report #CPP-18-01 of the Columbia Falls Planning Department dated August 31, 2018 and as amended by the Planning Board on September 11, 2018, is adopted by the Council as findings of fact with respect to said Subdivision Plat approval and subject to the conditions set forth on Attachment "A".

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

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

Res #1783
Section Four. Effective Date. This Resolution shall be effective immediately upon its passage and approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF COLUMBIA FALLS, MONTANA THIS ___ 17th ___ DAY OF ____September____, 2018, THE COUNCIL VOTING AS FOLLOWS:

AYES:

NOES:

ABSENT:

___________________________________________

City Clerk

APPROVED BY THE MAYOR OF COLUMBIA FALLS, MONTANA THIS ___ ___ DAY OF ____September____, 2018.

___________________________________________

Mayor

ATTEST:

___________________________________________

City Clerk
1. All utilities to the lots shall be installed in conformance with the requirements of the utility owner. Utilities shall be buried and extended to the front property line of each lot.

2. Prior to construction of water, sewer, and stormwater improvements, the applicant shall secure written approval from the City of Columbia Falls and the MDEQ for water, sewer and stormwater improvements. The new facilities shall be constructed to the approved plans and inspected and certified by a registered engineer.

3. All roads within the subdivision shall be built in accordance with City standards for “Internal Subdivision Roads”. Street signs shall be provided. Road construction shall be inspected and certified by a registered engineer and approved by the City.

4. All areas disturbed because of road and utility construction shall be reseeded as soon as practical to inhibit erosion and the spread of noxious weeds.

5. All buildings shall have address numbers, which conform to the requirements of the Fire Department. This condition shall be placed on the face of the plat.

6. All parking and building lighting shall be “Dark Sky” compliant with full shielding of the light source.

7. The applicant shall secure a letter from the Columbia Falls Fire Chief approving the turn-arounds, fire hydrant locations and access.

8. The applicants shall provide Columbia Falls Public Works Department copies of the final plat drawings and as-built construction drawings for all public infrastructure improvements constructed in street rights of way or easements within the plat. Drawings shall be paper and digital. Digital copies shall be in a format prescribed by the City.

9. The industrial subdivision is exempt from parkland dedication.

10. The applicant shall provide CC&R’s or a road maintenance agreement that addresses the maintenance of roads and required landscape buffers.

11. The developer shall reconstruct the intersection of 5th Street West and 6th Avenue West as proposed in the application and as approved by the City of Columbia Falls with Phase 1 Plat Approval as well as other improvements to Truck Route as indicated on Sheet 3 of 4, Columbia Rising Industrial Park Preliminary Plat.

12. The applicant shall develop Landscape Buffers in conformance with Chapter 18.428 of the Columbia Falls Zoning Regulations. The buffers shall be installed along 5th Street West, 4th Avenue West, 3rd Street West, and 6th Avenue West as indicated on the Conceptual Landscape Plan.

13. In addition to the requirements of 17.14.060 (Temporary Erosion Control) and 17.14.070 (Dust Control), the applicant shall submit a Construction Haul Route Plan to the City of Columbia Falls for approval prior to any construction. Said Plan shall include construction hours, ingress, egress and haul routes, staging of materials and job shacks, parking for construction workers, dust abatements, temporary erosion control and best management practices.
14. The preliminary plat approval for Columbia Rising Industrial Park is valid for three (3) years from the date of City Council Approval. Extension and subsequent phasing may be granted and platted per the Columbia Falls Subdivision Regulations.
CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
September 17th, 2018

Regular Correspondence:

09-05-18  Columbia Falls Chamber of Commerce: Newsletter

09-07-18  Montana Post Council: Proposed Administrative Rules of MT (ARM) changes Chief Clint Peters summited the letter on behalf of the City of Columbia Falls.

09-14-18  Flathead County Solid Waste District: Board Meeting Agenda
DATE: September 11, 2018
TO: Mayor and City Council
FROM: Sandy Carlson, Finance Director
Susan M. Nicosia, City Manager

RE: Financial Report – August 2018

Attached are the following condensed monthly reports for your review. Reports reflect activity from July 1, 2018 through August 31, 2018.

We have completed 16.67% of the fiscal year. The accounting system has been updated to include all budgetary information including line items as prepared by the City Manager and approved by Council. Reserves within the cash report have been updated to reflect the current budgeted amounts.

First report: Summary of Revenues Budget and Actual for the Month of August and Year to Date. In total, we have received 10% of total revenues budgeted compared to 12% for the prior year.

Second report: Summary of Expenditures Budget and Actual for the Month of August and Year to Date. There are no significant variances from anticipated expenditures/expenses. In total, we have committed 8% of the total expenditure budget compared to 11% for the prior year.

Third report: Detail revenue and expenditures/expense for the General Fund, Water Operating Fund, and Sewer Operating Fund. These reports show detail totals of revenues by source and expenditures/expenses by activity.
- The General Fund has incurred ($299,736) more in expenditures than revenues through August 2018, compared to ($250,139) last year for the same time period.
- The Water Fund reflects revenues exceeding expenses by $137,494 to date compared to $60,931 in the prior year. The base rate increase of $2.00/EDU was implemented for August billing. Water usage is higher than last year at this time due to the dry summer.
- The Sewer Fund reflects YTD revenues exceeding expenses by $105,710 compared to ($67,520) expenses exceeding revenues the prior year. The base rate increase of $1.50/EDU was implemented for August billing.

Fourth report: The Cash Balance report for August 2018 has been provided as a separate report for your review. Total reconciled cash/investments equal $7,626,642 compared to $6,929,383 from one year ago. The City as of August 31, 2018 had invested $4,454,448 in STIP (August average rate was 2.07%), $677,194 in Glacier Bank, MBS various term investments of $2,495,000 with rates ranging from 1.35% to 3.1%.

Should you have any questions on these reports or any financial matter, please do not hesitate to contact me via email: carlsons@cityofcolumbiafalls.com or by phone at 406-892-4327.
## Statement of Revenue Budget vs Actuals

For the Accounting Period: 8 / 18

<table>
<thead>
<tr>
<th>Fund</th>
<th>Received Current Month</th>
<th>Received YTD</th>
<th>Estimated Revenue</th>
<th>Revenue To Be Received</th>
<th>% Received</th>
</tr>
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<td>1000 GENERAL FUND</td>
<td>87,667.42</td>
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<td>2,753,556.00</td>
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<td>4%</td>
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<td>2310 TAX INCREMENT DISTRICT FUND</td>
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<td>-8,666.91</td>
<td>**%</td>
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<td>2311 TEDD-INDUSTRIAL PARK</td>
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<td>72.07</td>
<td>0.00</td>
<td>-72.07</td>
<td>**%</td>
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<td>120,050.55</td>
<td>2%</td>
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<td>4000 CAPITAL PROJECTS FUND - Building Improvements</td>
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<td>4010 CAPITAL PROJECTS FUND - Parks Improvements</td>
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<td><strong>Grand Total:</strong></td>
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<td><strong>632,634.11</strong></td>
<td><strong>6,370,104.00</strong></td>
<td><strong>5,737,469.89</strong></td>
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<td>Original Appropriation</td>
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<td>Available Appropriation</td>
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<td>---------------</td>
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<td>------------------------</td>
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<td>68,250.00</td>
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<td>88,755.00</td>
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<td>3534 SID 34 FUND - 5th Avenue Water Main</td>
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<td>5,712.00</td>
<td>5,712.00</td>
<td>5,712.00</td>
</tr>
<tr>
<td>3536 SID 36 FUND - Talbott &amp; 4th Avenue Water</td>
<td>0.00</td>
<td>0.00</td>
<td>3,801.00</td>
<td>3,801.00</td>
<td>3,801.00</td>
</tr>
<tr>
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**Grand Total:** 345,679.22  688,123.78  8,768,648.00  8,768,648.00  8,080,524.22  8%
# 1000 GENERAL FUND

## REVENUE

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**Total REVENUE**: $34,152.43

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**Total EXPENDITURES**: $40,298.89

**Total Revenue - Total Expenditures**: $34,152.43 - $40,298.89 = **$6,146.46**
## 1000 GENERAL FUND

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Revenue less Expenditures Current Month ( 86,219.63 )

Revenue less Expenditures Year to Date ( 299,735.72 )
## 5210 WATER ENTERPRISE FUND

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<td>0.00</td>
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**Total Revenue**

| 88,425.83 | 0.00 | 132,697.86 | 0.00 | 221,123.69 |

### Expenditures

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<thead>
<tr>
<th>Description</th>
<th>Beginning</th>
<th>Debit</th>
<th>Credit</th>
<th>Net Change</th>
<th>Ending Balance</th>
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<tr>
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<td>10,253.49</td>
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**Total Expenditures**

| 38,085.74 | 45,544.43 | 0.00 | 45,544.43 | 83,630.17 |

Revenue less Expenditures Current Month: 87,153.43

Revenue less Expenditures Year to Date: 137,493.52
**5310 SEWER ENTERPRISE FUND**

### REVENUE

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<td>0.00</td>
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### EXPENDITURES

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<th>Ending Balance</th>
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<tr>
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**Revenue less Expenditures Current Month** 40,495.69

**Revenue less Expenditures Year to Date** 105,710.49

**Grand Total Revenue less Expenditures Current Month** 41,429.49

**Grand Total Revenue less Expenditures Year to Date** (56,531.71)
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<th>Beginning Balance</th>
<th>Transfers In</th>
<th>Transfers Out</th>
<th>Ending Balance</th>
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<td>1000 GENERAL FUND</td>
<td>307,293.10</td>
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<td>64,476.11</td>
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<td>Beginning Balance</td>
<td>Received</td>
<td>Transfers In</td>
<td>Disbursed</td>
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<tr>
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For the Accounting Period: 8/18

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<th>Disbursed</th>
<th>Transfers Out</th>
<th>Ending Balance</th>
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<td>800,920.09</td>
<td>546,684.68</td>
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*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.***
<table>
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<th>Business Checks</th>
<th>Felony Investigations</th>
<th>Domestic Assault</th>
<th>Incident Reports</th>
<th>911 Phone Calls</th>
<th>Miles Patrolled</th>
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</table>

**2014 2015 2016 2017 2018 5-Year Average**

August 2018

Monthly Activity Report
Columbia Falls Police Department
1. CFFD currently has 26 active volunteer firefighters on the roster. No new applications are pending. We have given out a few applications that we expect will be returned. Since May we’ve lost one and gained one.

2. CFFD has been dispatched to 256 incidents so far in 2018. Attached paperwork is through August.

3. 498 is still in for refurbishment. The pump unit has not arrived from Darley yet, but should be soon.

4. I am now working with Jim Henjum, an engineer here in town, on the training tower pad and the building addition.

5. I would like Don Barnhart to complete the road and make a pad area for the training tower. See attached bid. I hope to get pad done this fall and paving next spring.

6. We’re going to try and send Kyle Nace to Salt Lake City to check out a used quint next week.

8. Request the rural board purchase two new SCBA units. Cost is $15,494.33. See attached spreadsheet. The Firefighters Association is purchasing two and I am getting one out of the city budget. This should outfit 433 with new packs and bottles.

9. The new keypads are installed on all fire station man doors. Would board members like their own combination?
<table>
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<tr>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>QTY</th>
<th>TOTAL PRICE</th>
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<td>$1,530.00</td>
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<tr>
<td>Facepiece</td>
<td>$265.00</td>
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<td>$530.00</td>
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<tr>
<td>Quick Fill Kit</td>
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<td>$930.00</td>
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<td>TIC control module</td>
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<tr>
<td>Spare cylinder</td>
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**Department Averages:**

- **2016:** 75.1% 148.0%
- **2017:** 84.2% 157.0%
- **2018:** 93.8% 166.0%
- **2019:** 103.6% 175.0%

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**Department Average:**

- 2016: 75.1%
- 2017: 84.2%
- 2018: 93.8%
- 2019: 103.6%
<table>
<thead>
<tr>
<th>Category</th>
<th>Fire, vegetation, wildland</th>
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Note: The table above represents the number of incidents for various categories during the year 2018.