



City of Kalispell

OFFICE OF THE CITY MANAGER

Information Memorandum

3/1/2019

1. Police Department

Officers Colton Bagnoli, Ben Sutton, and Joel Bartholomew are attending an instructor development course in Kalispell on February 25-March 1. Instructor Development is a 40 hours course now required by Montana POST to be recognized as a law enforcement instructor.

With the promotion of Captain Jim Wardensky, the detective division is in the process of assigning a Sergeant of Detectives. Interviews will be conducted in March.

On February 21 the Kalispell Police Department had its annual awards ceremony.

New officer testing has started. The position was publicly posted on February 19 and closes March 15. Testing will be conducted in April.

2. Community Development

The Kalispell Trail and Complete Streets Concept Design Report is available for review on the City of Kalispell's Community Development Department webpage at:



<https://www.kalispell.com/DocumentCenter/View/2157/2019-City-of-Kalispell-Trail--Complete-Streets-Concept-Design-Report->

The plan has been discussed by the City's volunteer Urban Renewal Agency and Trail Crew committees. It will be presented to City Council at its March 11 work session.

3. Parks and Recreation

Park crews continue to remove snow from city owned facilities and sidewalks. Between weather events, staff have been making repairs to picnic tables and painting them along with repairing park signs that have been vandalized.

On March 4, our forestry contractor will continue thinning Woodland Park hillside. Phase 2 goes from the area completed earlier this winter on the north side and will finish at the corner of Conrad Drive and Woodland Avenue. We anticipate parks and urban forestry crews to thin the road side following Conrad Drive to the Entrance of Woodland Park.

With the cold weather lingering in the valley, parks staff flooded the pond for continued skating.

Cheerleading camp participation was a record high at Glacier, with 40 girls participating at our annual FHS Cheerleading Camp on February 16. The girls performed at the varsity basketball halftime. Special thanks to the Flathead coaches and cheerleaders for their energy and commitment to help get the camp participants ready to perform.



We had over 130 participants attend KPR's Annual Valentine's Dance. We appreciate all the individuals and families that brought clothing for our partner this year, the Heart Locker, which supports local students in need. Through their efforts, we were able to collect several large boxes of clothing to give to the Heart Locker. This year's sponsors were: Park Side Credit Union, Rotary Club of Kalispell, Blacktail Mountain Ski Area, Brett Kelly Group at Performance Real Estate, Montana Coffee Traders - Kalispell and Kalispell Public Schools.

4. Building Department

In the last 2 weeks, we have issued permits for 3 single-family homes and 2 townhomes. This brings the total of new single-family/duplex and townhouse units for the year to 10, compared to 8 at this time last year.

Beehive Homes has submitted building plans for a \$1.2 million permit for Phase 2 of the assisted living facility located at 242 Stillwater Rd. Glacier Eye Clinic has also submitted building plans for a 6,500 square foot addition valued at \$2.6 million; located at 175 Timberwolf Parkway. Fresh Life Church is also in the final stages remodeling the old Montana Building and the Liberty Theater as well as completing the new addition bridging these two.

5. Planning Department

The March 12 Planning Board meeting will contain two separate hearing requests. The Meridian Group is requesting a Growth Policy Amendment and a zone change for a 5.79 acre tract of land abutting the south side of the UPS facility on North Meridian. A portion of the site would be utilized to accommodate the expansion of the current UPS

facility. The remainder of the almost 6 acre site would be dedicated to multi-family or office use. The staff will also be initiating a growth policy amendment to modify the Kalispell Growth Policy by expanding the growth policy approximately ½ mile to the north along US 93 North. This area will include the Majestic property as well as land to the east owned by Roger Fricke and follows up council discussions of several years ago. Both property owners, during the past several years have approached the city about the possibility of future access to city utilities and this process would merely set the stage for any future endeavors in that area.

City planning staff were invited to meet with a group spearheaded by the Evergreen Chamber to begin discussions of how to extend the proposed Kalispell Trail into and through Evergreen and ultimately connect to Columbia Falls and Glacier Park.

6. Fire Department

Since the last update, the Kalispell Fire Department has performed 2 outreach trainings and has received 153 calls for service.

Fire department staff continues updating and reprogramming all of the department's portable radios. This includes upgrading radio firmware and frequency changes internal to the radios. This also provides the department the opportunity to perform general inventory and other maintenance to the radio equipment.

Lieutenant Jessica Kinzer has received Pro Board certification issued by Fire Department Safety Officers Association for Incident Safety Officer per NFPA1521.

7. Public Works

City Stormwater Sampling and Results

The City has a sampling program to better understand what is in our stormwater and the effectiveness of best management practices.

Our stormwater permit with DEQ requires semi-annual monitoring of stormwater discharges. Samples are collected from four locations. Two of the sample sites are in manholes; one that drains to Ashley Creek and



one to the Stillwater River. Another sample location is at an outfall that drains to the Stillwater River and the last is in Ashley Creek outside of City limits to understand the water quality entering the City. Annually, we analyze our results and create a report that can be found on the City's webpage at the following link:

<https://www.kalispell.com/DocumentCenter/View/2175/2018-Stormwater-Sample-Evaluation-PDF?bidId=>

The report includes an evaluation of the samples results and best management practices

to improve water quality of stormwater discharges based on monitoring results.

Waste Water Treatment Plant (WWTP) Rehabilitation Project- Influent Filter Screen

The WWTP's Influent Filter Screen was installed in 2009, and is the first step in filtering debris and grit as the raw sewage enters the plant. Over the years, wear on the screens



from the sewage created large fist size holes in the screen baskets. WWTP Operators, Robert Habets and Josh Stoner, with support from Street Division Staff, Hans Lybeck and Colten Scholler, repaired the filter screen and placed it back into operations. The repairs consisted of replacing 47 screen baskets, bearings, nylon guide rails, and chains. During the repairs, flows were diverted to a secondary channel with a manual screen, where Operators had to rake the 1" bar screen to remove rags every 2 hours. The rehabilitation repairs will extend the life of this piece of equipment

for an estimated 10 years.

8. Information Services

The IT department has been testing a new version of the help desk software as the existing version has issues where techs can't print work orders or manage computer assets. The new version requires a setting that IT disabled due to a security vulnerability and will therefore be moving to a new help desk software in FY 2020.