



# City of Kalispell

OFFICE OF THE CITY MANAGER

---

## Information Memorandum

3/14/2019

### 1. Public Works

#### Street Maintenance

The Street Crew is patching potholes created from winter weather. Temporary patching techniques consisting of filling the holes with cold mix, asphalt millings or gravel will continue until the asphalt plant starts operating in the spring. Public Works encourages citizens to call the office number at 758-7720 to report potholes. The faster staff can respond to potholes, even if it is only temporary, the sooner we can minimize the deterioration of the road. The potholes are placed on a list and permanently fixed throughout the spring/summer season.

#### 50/50 Sidewalk Replacement Program

In order to encourage the replacement of sidewalks, the City of Kalispell has established a cost sharing sidewalk replacement program. The City equally shares the cost of replacing sidewalks with the adjoining property owner. The program is administered on a first come first serve basis, and we are actively taking requests for the 2019 construction season.

As part of the program, the City obtains a local sidewalk contractor through the competitive bidding process. The 50/50 program allows property owners to utilize the bid prices to have their sidewalks replaced. The Public Works Department provides engineering and inspection services at no expense to the property owner. On average, the City annually participates in 4.5 blocks of sidewalk replacements through the 50/50 program.

The property owner has two payment options. First, the Contractor will bill the property owner directly for their share of the cost upon completion of the work. Second, the property owner's share may be paid by utilizing an eight-year assessment program. This option enables the property owner to pay by pro-rating their share of the cost over an eight- year period on their respective property taxes. The program will be advertised through social media, and information can also be obtained on the City website at [http://www.kalispell.com/public\\_works/sidewalk](http://www.kalispell.com/public_works/sidewalk) ,or by contacting Public Works at 758-7720.

## **2. Police Department**

Kalispell SRT conducted a joint training with the Flathead County Sheriff's Office March 11-13. The training was facilitated by members of the FBI's Hostage Rescue Team and consisted of three days of training at locations in the Kalispell area.

Sgt. Ryan Bartholomew has been assigned to the Sergeant vacancy in Detectives.

Chief Overman conducted his first Coffee with the Chief at Sykes on March 13. The initial meeting was focused on getting to know the new Chief and significant trends in policing Kalispell.

Captain's Wardensky and Corbett are attending the Montana Executive Leadership Academy put on by the Montana Law Enforcement Academy. The course begins March 18-22 and will have a total of four monthly sessions. MELI was designed to develop and nurture those persons within our organizations that will be called upon to manage and lead our criminal justice agencies of tomorrow. These principals will assist managers in accessing the strengths and weaknesses of themselves as well as individuals and groups within their organization and provide them the tools to take action towards improving organizational culture and performance.

New Records Clerk/Crime Analyst Andrea Meador started on March 14.

## **3. Fire Department**

Since the last update, the Kalispell Fire Department has received 196 calls for service and has conducted 5 outreach training events with approximately 90 individuals in attendance.

Fire department staff are preparing for the Lieutenant testing event that is held every other year for staff that are eligible for promotion. Even though there are no openings at this time, a new promotional list will be posted from the results of this testing event. Candidates will also be available to work in the capacity of Lieutenant during an absence if they prove qualified to do so. This testing procedure includes a written test that covers fire company officers roles and responsibilities, interactive scenarios to test the candidate's ability to control a multitude of emergency response scenarios, peer panel interviews, an essay segment, and examination of past work experience.

## **4. Parks and Recreation**

With the winter weather still lingering, our park staff have been able to spend a few more weeks working in forestry. This has allowed us to start pruning in Stratford Village subdivision where we were scheduled to start next winter's pruning schedule. Pruning work in Glacier Commons subdivision is nearing completion as well.

We are currently working on our scheduling for the installation of the new playgrounds at

Woodland Park. The old playground will be donated to Marion Schools who will remove the structures from the park. This will save us on labor and landfill fees. We will also be installing a concrete sidewalk around the perimeter along with access ramps to help with accessibility. With the amount of work needed to be done, we are estimating to have it completed by August.

Four of our Park and Forestry staff attended a UDIG training hosted at Flathead Electric on March 11. Training discussed the process for requesting utility locates prior to digging below ground.

On March 4, Parks Superintendent, Fred Bicha, gave a presentation to the Sunrisers Lions club about Arbor Day, as well as recent forestry and park activities.

We are working on getting the Woodland Water Park ready to open on Saturday, June 8. We will have plumbing and electrical contractors completing minor upgrades over the next several weeks. We have also removed our old chlorine feeder system in anticipation of the new feeder system we will be utilizing this summer. Installation of the new system is scheduled for May 15-17.

Our sponsorship information for the 2019 Picnic in the Park summer concert series was mailed to potential sponsors in early March. We are excited to announce that Toyota will be our Title Sponsor for this year's series. Along with sponsorships, we are also busy working with bands to set this summer's line-up. Our first concert of the summer will be on Tuesday, June 25.



Kalispell Parks and Recreation is wrapping up our seasons for both Little Squirts basketball and Kalispell Kickers indoor soccer. Both leagues will finish on Saturday, March 23.

## 5. Community Development

### USDOT TIGER Kalispell Trail Supplemental Environmental Assessment

The City is working with the Federal Rail Administration on the process of a Supplemental Environmental Assessment (SEA) for the Kalispell Trail Complete Street(s) portion of the TIGER grant project. The initial Environmental Assessment (EA) conducted in 2017 identified seven potential north-south streets in the Core Area where the railroad tracks have cut off vehicular and pedestrian connections. In the original EA,

three potential connections moved forward as possible build scenarios: Woodland Avenue to 7<sup>th</sup> Avenue EN, 8<sup>th</sup> Avenue WN and 6<sup>th</sup> Avenue WN. Over the two ensuing years of building the first phase of the TIGER project, the Glacier Rail Park, and working through the community process of design for the second phase, the Kalispell Trail, conditions have changed such that it is necessary to consider additional possible street connections. The purpose of the Supplemental Environmental Assessment is to expand the possibilities within the Core Area for a north-south complete street connector to be built that will meet the grant's criteria for final selection including: land availability, cost, and community priorities. The SEA process is starting now with analysis of conditions at 1<sup>st</sup> Ave WN, 2<sup>nd</sup> Ave WN, 3<sup>rd</sup> Ave WN and 4<sup>th</sup> Ave WN. Once drafted, the SEA document will be made available for public comment and meetings and open house events will be offered to the public to encourage input. The public comment period will be open for 30 days around the May time frame.