

### Information Memorandum

6/28/2019

#### 1. Public Works

##### Pavement Markings

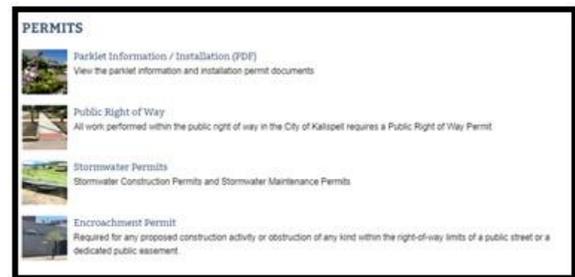
TSS Staff are in the field refreshing old and placing new pavement markings in Kalispell. This past week they have completed the diagonal parking striping on one block of 3<sup>rd</sup> St E and two blocks of 5<sup>th</sup> St W. TSS will continue



throughout the construction season to refresh faded traffic markings in Kalispell streets.

##### Online Permitting

The Public Works Department has completely transitioned to an electronic permitting process. Applicants can apply for Stormwater Permits, Right-of-Way Permits, and Encroachment permits through Cityworks, located on the city's website [www.kalispell.com](http://www.kalispell.com). The city's website provides the link to the application along with additional resources such as our Stormwater Map.



Online Permitting streamlines the submittal process to allow for a more user friendly experience. Applicants are able to login under their personal user account and view all permits submitted by them as well as the current status of the permit.

The Public Works Engineering Division has also begun to utilize Cityworks to administer a new procedure for reviewing and tracking Project Submittals. This allows personnel to view a Project status and supporting documentation related to the project.

#### 2. Information Services

The Cityworks Public Access sites were moved to the new web server. However, Cityworks Public Access is not fully supported on Internet Explorer and Edge browsers.

Cityworks Public Access works fully on the current versions of Chrome and Firefox. Cityworks support documentation states, “\*Microsoft announced upcoming changes to the Edge browser to support the Chromium rendering engine. Due to these changes, we have limited support for Microsoft Edge.”

Adjustments were made to the virtual machine environment to accommodate the new servers for the City’s ArcGIS Enterprise server builds. City IT staff are starting to build the first virtual machine.

City IT staff assisted the police department getting the MDTs for patrol cars configured for electronic ticketing.

Six network switches were configured for the City shops. The switches support the new cabling design at the shop complex. Fiber runs to each shop with computers provides the connectivity backbone between the shops, overcomes long distance run limitations, and leaves cabling for future cameras.

### **3. Building Department**

In the last 2 weeks, we have issued permits for 3 single-family homes. That will bring the total of new single-family/duplex and townhouse units for the year to 56, compared to 49 last year at this time. We are currently sitting at 24 units of multifamily housing year to date. Last year, at this time, we had issued permits for 36 apartment units.

A permit was issued for the Bee Hive Homes Phase 2 Addition located at 244 Stillwater Road. The project is valued at \$1.2 million.

### **4. Planning Department**

Planning staff held a work session with the Kalispell City Council on June 24 to discuss the draft Downtown Kalispell and amended West Side – Core Area TIF Policies. Following the work session, staff has been directed to work with the URA on an application process that applicants would use in order to request TIF funding. Staff is also continuing to work on the 18<sup>th</sup> Street/Airport Road re-alignment project. Over the next few weeks, staff will begin its public outreach process, including open houses and stakeholder meetings that it will be using throughout the summer months and into the fall for the proposed Kalispell Bike and Pedestrian Plan.

### **5. Parks and Recreation**

During the week of June 17, Fresh Life Church aided the Parks and Recreation department with several volunteer projects. They rehabilitated the horseshoe pits and repainted the floors in the bathrooms at both Woodland and Lawrence Parks. They also



mulched the recently planted trees along 4<sup>th</sup> Avenue East and at the Kalispell Youth Athletic Complex.



Construction of the new playground at Woodland Park continues. We are installing the 2-5 year old playground to the west side of the pavilion to be closer to the bathrooms. While the 5-12 year old playground will be to the east of the pavilion.

Forestry Staff have finished the pruning of the trees on 10<sup>th</sup> Avenue West. They will work on stump grinding before moving to 9<sup>th</sup> Avenue West. A contract for pruning 1<sup>st</sup> Avenue West has now been completed.

Our Adult 7v7 Soccer league at Stillwater Christian School is in full swing having completed the first two weeks of league play. This year we have 13 teams in the league which is our most ever. To better meet the demands of our adult soccer interest, we will be starting a new adult indoor soccer league in November.

The Picnic in the Park summer concert series started on June 25 with a bluegrass band out of Missoula, the Dodgy Mountain Men. The following week we have a local band, the Tropical Montana Marimba Ensemble, which will be performing on July 2. To see the entire concert lineup with band and sponsors information, check out the online program concert guide; <https://www.kalispell.com/DocumentCenter/View/2486/Picnic-in-the-Park-concert-guide-2019?bidId>

Woodland Water Park is finishing the first session of swim lessons on June 27. There will be three more sessions available throughout the summer. We will also have our annual Red, White, & Blue Day on Wednesday, July 4 with special rates and free hotdogs donated by Glacier Wholesalers for early patrons.



## 6. Police Department

Officer Parce conducted the Junior Police Academy the week of June 17-21 at Glacier High School. Multiple agencies, including the Border Patrol, Montana Highway Patrol, the City Attorney's Office took time to teach young people about a career in Law Enforcement and Emergency Service.

Captain Wardensky and Captain Corbett completed the four-week Montana Executive Leadership class in Helena. They earned 160 hours of POST time entitling each to receive the Montana Law Enforcement Command Certificate.

Task Force Agent Joel Bartholomew attended the Nevada Narcotics Officers Association Training Conference June 17 - 20. The focus of training was on the Opiate Crisis and Critical Incidents. Training aspects included New Drug Trends, Pharmaceuticals and

Marijuana Grow operations.

## 7. Community Development

On June 25, representatives of the City of Kalispell, Community Action Partners of Northwest Montana (CAPNM), NeighborWorks Montana and the Northwest Montana Community Land Trust met to sign a series of required documents. The first of these were required to close out the City's original Neighborhood Stabilization Program (NSP) grants 1 and 3 which funded the purchase of foreclosed and abandoned homes following the national housing crisis of 2008. The NSP grant funds were utilized to acquire and place homes in the newly created Northwest Montana Community Land Trust (NWMTCCLT) in a public private partnership with CAPNM.

Under this model, homes have been purchased within city limits, rehabilitated as necessary, and sold to income-qualified households. The land under the house is held by the Land Trust in perpetuity so the initial investment in affordable housing will be maintained. A key to this model is the homeowner pays all taxes associated with both the home and land along with the mortgage. On average, CLT homeowners "graduate" to purchasing homes in the traditional market after seven years by utilizing their accumulated equity.



Additional action taken on June 25, was the transfer of management of the NWMTCCLT to NeighborWorks Montana. With 54 homes, Kalispell's Northwest Montana Community Land Trust is the largest residential land trust in Montana.