
Information Memorandum
11/13/2020

1. Parks Department

Park staff are raising tree canopies in various parks throughout the community. Staff also continue to prepare for the winter season by changing equipment to plow/blow snow. KYAC staff have moved all the collected thatch from the year to the leaf compost pile to be mulched with the cities leaves.

On November 9, Zach Heidtman began working for the city as a Parks Caretaker. Zack has been a seasonal with the Parks Department since April. Prior to working for the City of Kalispell, Zach attended labor and carpenter trade schools and spent five years working in building maintenance for a condominium in Denver. Zach also worked for HPH Mechanical for nine years as a laborer. While in Denver, he was working on a History degree from MSU Denver. He has recently acquired a pesticide applicator license from the Montana Department of Agriculture. Zack brings a good understanding of park maintenance, forestry and chemical application and will be a valuable member of our team.



Lions Park pavilion and log cabin are currently receiving new roofs. The old roofs were cedar shakes and were well beyond their lifespan; indicated by the numerous leaks. Plans are also underway to remodel the interior with new stalls, lights, doors, and fixtures this winter.

KPR's new activity guide was published in the Daily Interlake on Saturday, October 31. It is also available on the city website and will be emailed to all the schools. This guide highlights our parks facility rentals, community events, and youth programs starting in November and running through April 2021.



Now that winter has arrived, we are looking for ice skating instructors for our beginning ice skating programs at the Woodland Ice Center beginning in December.

2. Public Works

Engineering Division-Private Development Oversight

The Engineering Division is responsible for the review of private development's engineering design and construction to ensure compliance with the Kalispell Design and Construction Standards. The Engineering staff's involvement expands from the initial development phase through the warranty period for the accepted City infrastructure. Below is a list of the projects and their active status currently being managed by the Engineering Division.

- IN REVIEW – Engineering plans currently being reviewed by Engineering Staff.
- CONSTRUCTION– Project currently in active construction phase.
- POST CONST – Project at substantial construction completion; remaining items to be completed prior to city's acceptance.
- WARRANTY - Construction completed and accepted; project within 2-year warranty period.

#	Project	Status	#	Project	Status
1	Woodland Apartments	IN REVIEW	40	Town Pump #5 New Building	CONSTRUCTION
2	Stillwater Bend Subdivision - Ph1	IN REVIEW	41	KNTC Apartments Phase 2	CONSTRUCTION
3	St Matts Parking Lot Repave	IN REVIEW	42	Copper Mountain Coffee	CONSTRUCTION
4	Owl View Landing - Phase 2 - Bldg 1	IN REVIEW	43	4th and Zuri	CONSTRUCTION
5	Global Storage	APPROVED	44	Sherwin Williams	CONSTRUCTION
6	Flathead Industries	APPROVED	45	Big Sky I.V	CONSTRUCTION
7	Northland Subdivision Phase 5D	APPROVED	46	Airport Road Sidewalk/Inters	CONSTRUCTION
8	The Great Indoors - Silverbrook	APPROVED	47	FedEx Trailer	CONSTRUCTION
9	Stillwater Square Apartments	APPROVED	48	Brightview Phase 3	POST CONST
10	Office Addition	APPROVED	49	Grandview Drive Project	POST CONST
11	Westview Estates PH 5	APPROVED	50	FVCC Addition Broussard	POST CONST
12	Meridian Station Apartments	APPROVED	51	Bloomstone Phase 3	POST CONST
13	Immanuel Luth Comm Cottages	APPROVED	52	SunRift Beer Company	POST CONST
14	Bergman Phase 1	APPROVED	53	RDO Phase 3	POST CONST
15	KNTC - Kalispell North Town Center	CONSTRUCTION	54	Sterling West School	POST CONST
16	Jefferson Blvd. Extension	CONSTRUCTION	55	Cottage Gardens	POST CONST
17	Meadow Park Unit #4	CONSTRUCTION	56	Payne West Insurance	POST CONST
18	Meadows Edge Phase 1B	CONSTRUCTION	57	1002 S Main St - MT Exec Off	POST CONST
19	Montana Basecamp	CONSTRUCTION	58	Universal Mechanical	POST CONST
20	Frontier Apartments	CONSTRUCTION	59	Westview Estates Phase 5	POST CONST
21	South Side Estates Phase 2	CONSTRUCTION	60	Beehive Homes	WARRANTY
22	Glenwood Apartments	CONSTRUCTION	61	Silverbrook/Church Dr.	WARRANTY
23	Kalispell City Airport Runway	CONSTRUCTION	62	KNTC Apartments Phase 2	WARRANTY
24	Green Nissan	CONSTRUCTION	63	Meadows Edge Phase 1A	WARRANTY
25	Green Hyundai	CONSTRUCTION	64	Treeline Center	WARRANTY
26	Crossings at Spring Creek	CONSTRUCTION	65	The Vision Clinic	WARRANTY
27	Eagle Valley Ranch	CONSTRUCTION	66	Glacier Village Greens Ph 20	WARRANTY
28	Silverbrook Road Improvements	CONSTRUCTION	67	Beehive Homes Phase 3	WARRANTY
29	21 Appleway Dr Edge Apartments	CONSTRUCTION	68	Stampede Packing Company	WARRANTY
30	W Gateway Community Center	CONSTRUCTION	69	South Side Estates Phase 2	WARRANTY
31	Northland Phases 5A & 5B	CONSTRUCTION	70	SD5-Airport Rd. Utilities	WARRANTY
32	Maw Apartments	CONSTRUCTION	71	PTA Associates	WARRANTY
33	Silverbrook Estates Phase 2B-B	CONSTRUCTION	72	Owl View Landing	WARRANTY
34	Spring Prairie Phase IV - Old Navy	CONSTRUCTION	73	Lofts at Ashley	WARRANTY
35	UPS Expansion	CONSTRUCTION	74	Glacier Eye Clinic Addition	WARRANTY
36	Morrison-Maierle Office Building	CONSTRUCTION	75	Peterson Acre Subdivision	WARRANTY
37	Jaxon Ridge Subdivision	CONSTRUCTION	76	Flathead Gymnastics	WARRANTY
38	FVCC College Center	CONSTRUCTION	77	Fidelity Title	WARRANTY
39	Smith's Parking Lot	CONSTRUCTION			

50/50 Sidewalk Replacement Program

The 50/50 sidewalk program is winding down for the season. The City had another successful construction season with various curb and sidewalk projects completed throughout the city. Projects this year included a mix of private property and City ADA accessibility projects. This construction season to date, Sandon Construction has completed 36 work orders that included 8.9 blocks of sidewalk and 2 ADA accessibility improvements.

3. Police Department

Chief Overman will be participating in a statewide policy meeting with other law enforcement leaders in Helena on November 18. The goal of the meeting is to develop a statewide consistent use of force policy that meets new federal accreditation requirements to receive federal funding.

Year to date calls for service are 28,216. This compares with 31,675 in 2019, and 30,330 in 2018.

Chief Overman continues to participate in “Community Conversations” on KGEZ radio quarterly talking about various community and law enforcement issues. The latest interview was on November 11, speaking on homelessness, winter driving, the Co-Responder program and COVID effects on the Kalispell Police Department.

4. Information Services

IT staff is working to decommission a server that impacts many departments. The fire department received new servers for the north fire station and the downtown station to allow the department user profiles to be removed from the old server. A server at the north station was also decommissioned. City IT worked through the setup and the new servers are supporting user profiles to both stations.

Trevor Glennon has started as the new IT Support Specialist. Trevor will work out of City Hall, along with the rest of IT.

GIS staff are working with drone imagery to benefit the in-house design projects the public works department have every year. Before the drone imagery was available, we used Google earth for an overview and then had to carefully survey projects to show contractors what was around the project; power poles, fences, trees, sidewalks, etc. With the drone, we can use the high-quality imagery to fill in much of the background data needed and provide clear reference in the field to where things exist. This is likely to save a significant amount of time both surveying and inputting the data into CAD. There are also likely benefits for the contracting community as they gain a better understanding of what the project looks like during the bidding process if they aren't able to visit the site in person.

5. Building Department

In the last 2 weeks, we have issued permits for 6 single-family homes, 10 townhomes and 2 duplexes. This brings the total of new single-family/duplex and townhouse units for the year to 268, compared to 134 at the same time last year.

There have been 156 multi-family housing units issued so far this year. At the end of 2019, the building department had issued permits for a total of 84 multi-family units.

There was a total of 138 combined building and/or fire inspections completed in the last 2 weeks.

Residential – 74	Plumbing – 14
Commercial – 19	Mechanical - 19
Electrical – 12	Fire - 36

6. Planning Department

The Planning Board held a work session on accessory dwelling units (ADU) at their November 10 meeting. Staff presented a draft zoning text amendment for the board's discussion. The DRAFT amendment would allow a separate ADU on a lot in zones that allow duplexes (R-4, R-5, RA-1, RA-2, and H-1) in addition to those zones which already allow them. Following a lengthy discussion, the Board felt the amendments were reasonable and directed staff to prepare the text amendment for their next regularly scheduled meeting on December 8. This meeting will be a legally noticed public hearing where the board can solicit further public comment regarding the proposed amendment.

7. Community Development

The City of Kalispell has acquired the rail line through the Kalispell Core Area paving the way for removal of the track to be replaced with a linear pedestrian park and trail, spanning approximately 1.6 miles from Meridian Road to the bridge over Highway 2 East. Additionally, the City has worked with Klarr Locomotive Industries to locate and restore Great Northern locomotive #657. The #657 has made its way from Washington to Kalispell and will soon take the place of the current engine located above Woodland Park.



A combined, virtual web-based hearing will be held by the City of Kalispell, Flathead County, NeighborWorks Montana, Northwest Montana Community Land Trust, Inc., Samaritan House, Inc., Montana West Economic Development, and Kalispell Regional Healthcare at 1:00 p.m., November 19. The purpose of this hearing is to obtain the views of community residents regarding community development needs and priorities of the

City of Kalispell and Flathead County for economic development, housing and neighborhood revitalization, and public facilities. The CDBG program is administered by the State of Montana Department of Commerce and will make available to eligible local governments funding for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons. The hearing will provide further information about the CDBG program and will allow for citizen participation in the development of any proposed grant applications. During the public hearing, community members will be given the opportunity to express their opinions regarding community needs and the type of projects that should be considered. For more information or to register for the hearing via Zoom, please contact the City of Kalispell Development Services Department via email CDBG@kalispell.com or phone 406-758-7738 or visit our webpage, <https://www.kalispell.com/581/Community-Development-Block-Grant>.