

Information Memorandum
12/4/2020

1. Parks Department

A tree removal contract has been signed to remove 46 trees in boulevards and parks that were damaged beyond repair in the May 31 windstorm. Tree removals will be paid for through an insurance claim to the City’s insurance provider. Stump grinding and tree replacement will also occur.

Forestry has taken possession of a new Terex XT56 Pro Forestry Aerial Lift bucket truck. The new truck replaces a 1999 boom truck that was red tagged in February due to a major crack in the boom.



Park staff are working on a complete remodel of the interior of Lions Park restrooms. Staff are also preparing the Christmas wreaths for city buildings and lights for the Depot Park tree, utilizing the new bucket truck to put them in place.



Park staff have installed (6) Ordinance 1848 informational signs throughout Woodland Park to help educate the public about the new ordinance.

We have finalized the schedule for this year’s Freeze Out Camp at Elrod Elementary School Dec. 21-23 and Dec. 28-31. To minimize potential COVID exposure, we are only incorporating field trips where our participants and staff will have exclusive use of the facility. Field trips this year include ice skating, indoor rock climbing, and visits to the new Kalico Art Center on Main Street. The Freeze Out Camp schedule and registration form can be found on the KPR website:

<https://www.kalispell.com/249/Youth-Camp-After-School>.

2020 FREEZE OUT CAMP					
Day	Monday, Dec 21	Tuesday, Dec 22	Wednesday, Dec 23	Thursday, Dec 24	Friday, Dec 25
7:50am-9:00am	Clock In Time (games, arts & crafts, etc. before moving to small groups)				
9:00am	Art with KALICO Art Center	Art with KALICO Art Center	Art with KALICO Art Center	Minions	MERRY CHRISTMAS
12:00pm	Lunch Time	Lunch Time	Lunch Time	Lunch Time	Lunch Time
1:00pm	Arts & Crafts	Arts & Crafts	GRINCH	Minions	Minions
4:00pm-5:00pm	Clock out Time (4pm-5:30pm)				
				Holiday - No Camp	Holiday - No Camp
Day	Monday, Dec 28	Tuesday, Dec 29	Wednesday, Dec 30	Thursday, Dec 31	Friday, Jan 1
7:50am-9:00am	Clock In Time (games, arts & crafts, etc. before moving to small groups)				
9:00am	EYE SNOW GLOVES	Arts & Crafts	Arts & Crafts	Rock Climbing	MINIONS
12:00pm	Lunch Time	Lunch Time	Lunch Time	Lunch Time	Lunch Time
1:00pm	Arts & Crafts	Arts & Crafts	Arts & Crafts	Arts & Crafts	MINIONS
4:00pm-5:00pm	Clock out Time (4pm-5:30pm)				
				Holiday - No Camp	Holiday - No Camp

While our first session of ice-skating lessons at Woodland Park is typically small (averaging 9-10 participants), Session 1 this year already has 17 participants registered. Session 1 begins on Tuesday, December 1. We still have availability in Sessions 2-4 that take place in January/February 2021.



2. Public Works

Wash Bay Installation at City Shop Complex

The wash bay pressure washer has been replaced and is up and running. The wash bay is utilized daily, by all City Departments, for cleaning equipment and vehicles. The removal and installation of the new pressure washer was a collaborative effort completed by staff within the TSS Department, Central Garage, Street Department, and the Solid Waste Department. Having the project completed internally lowered the project cost, in addition to updating the piping and wiring for the new system.

Improve Pedestrian Safety for the Crosswalk at Rankin Elementary School

As part of the project to establish school zones on Airport Road in 2019, the City of Kalispell and MDT planned for the installation of pedestrian warning signs at the intersection of Airport Road and Merganser Drive. On November 12, Kalispell Traffic Signs and Signals (TSS) finished the install of the Push 2 Cross RRFB's (Rectangular Rapid Flashing Beacon) signs with the updated 30-watt panels for the crosswalk on Airport Road at Merganser Drive. The RRFB's



sign parts were provided by MDT and the TSS Department assembled and installed the signs. When the APS (Accessible Pedestrian Signal) push buttons are pressed the RRFB's will flash for 20 seconds (and will extend the time if button is pressed again).

3. Planning Department

The planning board will hold a public hearing at their December 15 meeting and take public comments on the agenda items listed below:

1. File #KCU-20-06 – A request from Northwestern Energy for a conditional use permit to allow the expansion of an existing non-conforming use at 890 North Meridian Road. The property is located in a B-1 (Neighborhood Business) zone, and utility storage yards with associated offices are not currently an allowed use

within that zone. Expansions of up to a cumulative increase of 50% are allowed with a conditional use permit. The proposal would add approximately 5305 square feet to the existing 13,975 square foot building.

2. Files #KZC-20-02 and KPP-20-04 – A request from JAG Capital Investments, LLC for a zone change from R-2 (Residential) to R-4 (Residential) and major preliminary plat approval for Autumn Creek subdivision, with a total of 28 residential lots/sublots on approximately 8.41 acres of land, including 1.14 acres of parkland and 1.89 acres of open space. The property is located on Hathaway Lane north of Highway 2 West.
3. File #KZTA-20-02 – A request from the City of Kalispell for a zoning text amendment addressing accessory dwelling units (“ADUs”), which are second dwelling units on a property. The proposed amendment would allow a separate ADU as a permitted use 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. It would include design requirements which would require (1) that an ADU meet setback requirements for a house unless going into a grandfathered structure, such as a garage; (2) that parking for the second unit would be one required space, for a total of three parking spaces for the two units, as well as reducing the required parking for a duplex to the same number; (3) that the height is limited to single-story and 18 feet high unless it meets the setbacks for a principal structure; and (4) that the size is limited to no more than 1000 square feet.

The Planning Board will forward their recommendation of the applications onto the Council for their consideration at the January 4, 2021, meeting.

4. Building Department

In the last 3 weeks, we have issued permits for 13 single-family homes and 6 townhomes. This brings the total of new single-family/duplex and townhouse units for the year to 287, compared to 146 last year at this time.

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 219 combined building and/or fire inspections completed in the last 2 weeks.

Residential – 112	Plumbing – 14
Commercial – 21	Mechanical - 16
Electrical – 15	Fire - 41

5. Community Development

The South Kalispell TIF Airport Road and 18th project has been issued a winter stop work order due to adverse weather conditions. The weather has directly impacted the construction schedule for completion of asphalt paving. The new street connection at 17th Street has been paved, allowing for the free flow of traffic from Airport Road to 1st Avenue West. The project will resume this spring and will be completed no later than April 30, 2021. In the meantime, sidewalk construction and landscape work will resume as weather allows.

The City received offers from a development firm for the purchase of Lot 3a, 8 and 9 within the Technology TIF at Old School Station. The offers are contingent upon the contract award of a request for lease proposal. The development firm intends to purchase only Lot 3a or Lots 8 and 9 together based on the user's preference. The buy-sell agreements are at full listing price with reductions predicated on signed Developer's Agreement, wherein the buyer agrees to complete new construction on the site within 18 months of sale.

The City has submitted the Baseline Grant Report to US Department of Transportation on behalf of the Montana Department of Transportation for the Kalispell Bypass: Foys Lake Section project.

This week the City is meeting with US EPA Region 8 Office and EPA contractor for Brownfields Phase II site assessments project kick-off calls for two sites: BNSF ROW Phase II and Sweet Peaks underground fuel storage tank pull and Phase II. Weather allowing, work is expected to be conducted December 2020/January 2021.

The appraisal for the Valley Bank lot at the northwest corner of Main Street and 3rd Street West has been submitted to the City. With this information the City will begin the process of finalizing the DRAFT Request for Proposal inviting developers to offer plans for development of the site.

6. Police Department

Attached is the latest law enforcement report with information through the end of October.

Western Montana Mental Health has filled the care coordinator spot as well as hired a second co-responder. The care coordinator will not actively do field work but will be based at Western Montana Mental Health conducting long term case management and follow-up for those in need that are identified by the two co-responders in the field. With two co-responders, a co-responder will be available to valley law enforcement each day of the week.

Officer Toth Mendius joined the Kalispell Police Department on December 1. Officer Mendius is a Kalispell native and just completed his bachelor's degree at the University of Montana.

Court Security Officer Mike McGilvery joined the Kalispell Police Department on December 1. Officer McGilvery was a long time Sergeant at Flathead County Detention. He will be tasked with providing court security and other additional duties at the Kalispell Police Department.

KalisPELL Police Department Case and Arrest Reports - 2020

	January		February		March		April		May		June		July		August		September		October		November		December		Totals	
	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests	Offenses Reported	Arrests
Crimes Against Persons																										
Homicide	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					1	0
SIWOC/Sexual Assault	2	0	2	0	2	0	6	0	2	0	6	0	4	0	4	0	6	0	2	0					36	0
Robbery	0	0	1	0	2	2	0	0	1	0	0	0	0	0	1	0	3	4	1	1					9	7
Aggravated Assault	3	0	3	2	2	0	4	2	10	5	5	2	5	5	7	6	3	2	9	6					51	30
Assault on a Peace Officer	0	0	0	0	0	0	0	0	1	1	2	2	1	1	1	1	0	0	0	0					5	5
Simple Assault	9	3	6	3	5	3	3	2	10	6	12	6	10	4	6	2	7	5	7	6					75	40
PFMA	16	12	12	7	12	7	8	4	10	7	9	6	18	10	15	12	10	9	6	5					116	79
Resisting Arrest	2	2	4	3	3	4	5	5	4	3	3	2	6	5	2	2	2	1	7	7					38	34
Crimes Against Property																										
Burglary	5	2	1	0	4	0	0	0	6	3	3	0	8	1	2	0	7	1	2	0					38	7
Theft	53	19	43	19	39	13	34	15	42	14	35	4	67	12	55	15	39	9	41	15					448	135
Vehicle Theft/Unauth Use	5	1	6	2	3	0	3	0	5	1	1	0	8	2	3	1	7	0	3	0					44	7
Arson	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0					1	0
Forgery/Counterfeit	5	1	4	0	4	1	1	0	1	2	3	0	5	1	2	0	0	0	0	0					25	5
Fraud	10	1	6	0	6	1	2	0	5	1	10	2	2	0	7	3	1	0	2	1					51	9
Theft of Identity	5	0	1	0	1	0	0	0	1	0	1	0	0	0	0	0	3	0	6	0					18	0
Embezzlement	0	1	2	2	0	1	0	1	0	0	1	1	1	0	1	1	1	0	3	1					9	8
Stolen Property offenses	2	0	0	0	1	0	1	0	1	0	3	3	2	1	1	0	1	1	2	1					14	6
Criminal Mischief	17	3	18	10	14	1	17	4	20	6	16	4	9	3	21	2	18	5	13	2					163	40
Crimes Against Society																										
Weapon Law Violations	1	1	0	0	0	0	0	0	0	0	0	0	2	0	1	0	0	0	0	0					4	1
Prostitution Offenses	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0					1	0
Child Pornography	2	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0					5	0
Drug Offenses	29	13	38	26	27	22	18	10	40	14	22	21	24	9	25	9	9	14	22	23					254	161
Family Offenses (non-violent)	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	1	0	0					3	1
DUI	8	8	8	8	6	6	6	6	8	7	12	11	12	10	3	3	7	7	9	9					79	75
Possession of Alcohol	1	4	2	3	1	2	3	9	1	1	3	4	4	3	3	3	3	1	0	0					21	30
Provide Alcohol to Minor	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0					2	1
Other Alcohol Offenses	0	0	0	0	1	1	0	0	1	1	0	0	2	2	0	0	0	0	0	0					4	4
Kidnapping/Custodial Int.	2	2	0	0	0	0	0	0	0	0	0	0	1	1	0	0	1	1	0	0					4	4
Disorderly Conduct	5	5	9	9	5	4	10	4	9	6	10	9	14	10	7	4	11	10	8	8					88	69
Criminal Trespass	13	11	17	14	10	7	6	5	11	7	10	3	18	12	13	6	10	5	8	5					116	75
Violation of Protective Order	6	2	1	0	1	2	1	0	0	0	4	1	3	1	2	2	5	2	3	2					26	12
Obstructing a peace officer	7	8	10	7	9	10	3	3	8	6	5	2	9	7	7	5	5	4	7	7					70	59
Juvenile Offenses (except MIP)	6	3	11	7	6	3	2	1	1	1	1	1	4	4	2	1	2	0	2	1					37	22
Other Offenses	43	39	52	48	30	31	13	12	32	30	30	28	40	38	21	24	22	19	29	27					312	296
Total	258	141	259	170	196	121	147	83	230	122	209	113	280	142	212	102	185	101	192	127	0	0	0	0	2168	1222

Traffic																										
	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites	Traffic Stops	Cites
		744	499	807	527	412	338	234	262	455	356	425	365	381	354	240	284	324	322	511	398					4533
Total Calls for Service	2976		2840		2455		2105		2717		2813		3100		2649		2731		2835						27221	