

MONTANA DEPARTMENT OF COMMERCE



MONTANA
MAIN STREET

**Montana Main Street Program
Application for
Planning & Project Grant Funding
MONTANA DEPARTMENT OF COMMERCE
comdev.mt.gov/Programs/MainStreet
DOCMTMainStreet@mt.gov**

Applicant: Kalispell Business Improvement District

Project: Kalispell Trail Economic Development and Design Plan

Date submitted: August 15, 2017

ELIGIBILITY FOR MAIN STREET ASSISTANCE

In order to be eligible for competitive assistance from the Montana Main Street Program, an applicant must be a Certified, Designated or Affiliate Main Street Community.

CRITERIA FOR AWARD OF MAIN STREET ASSISTANCE

In accordance with the goals of the Montana Main Street Program, competitive planning & project grant funding will be awarded based on the extent to which the proposed project:

- (a) Emphasizes downtown revitalization and historic preservation;
- (b) Incorporates the Main Street Center Four Point Approach™;
- (c) Is able to secure matching funds and identify/secure additional funding;
- (d) Demonstrates unified local effort and support; overall ability to fulfill project plan/goals;
- (e) Implements an existing long-range plan, or supports ongoing planning efforts;
- (f) Applicant community has submitted required Montana Main Street reinvestment statistics.

The Department retains sole discretion to approve, deny, modify, or table a request for grant assistance based upon the criteria identified above.

AWARDING MAIN STREET ASSISTANCE FUNDS

All eligible applications will be accepted after the opening date and will be awarded on a revolving basis as funding allows. All submissions (including those sent electronically) must forward the original signed applications to:

Montana Main Street Program
Department of Commerce, Community Development Division
PO Box 200523
Helena, MT 59620-0523
Phone 406-841-2756, e-mail: DOCMTMainStreet@mt.gov

PLEASE NOTE: Applications reviewed on a revolving basis beginning August 15, 2017

PROJECT SUMMARY INFORMATION

| APPLICANT'S INFORMATION: | |
|--|--|
| Name of Primary Contact: | Pamela Carbonari |
| Affiliation of Primary Contact: | Director Kalispell Business Improvement District |
| Phone #: | 406-253-8941 |
| Email Address: | pam@downtownkalispell.com |
| Mailing Address: | PO Box 1997 Kalispell, Mt. 59903 |

| SECONDARY CONTACT PERSON INFORMATION: | |
|--|--|
| Name of Secondary Contact: | Katharine Thompson |
| Affiliation of Contact: | Director City of Kalispell Community Development |
| Phone #: | 406-758-7713 |
| Email Address: | kthompson@kalispell.com |
| Mailing Address: | PO Box 1997 Kalispell, Mt. 59903 |

| MAYOR/CITY MANAGER CONTACT INFORMATION: | |
|--|------------------------------------|
| Name of Secondary Contact: | Doug Russell |
| Affiliation of Contact: | City of Kalispell |
| Phone #: | 406-758-7703 |
| Email Address: | drussell@kalispell.com |
| Mailing Address: | PO Box 1997 Kalispell, MT 59901 |

| ADDITIONAL INFORMATION: | |
|--|------------------|
| Type of Entity (municipal local government, 501(c)(3), etc.): | Local Government |
| Phone #: | 406-253-6923 |
| Fax #: | 406-755-6052 |

| | |
|--|-------------------------------------|
| Mailing Address of Applicant/Organization: | PO Box 1997 Kalispell, Mt. 59903 |
| Federal Tax ID #: | 021996665 |
| Main Street Status (Certified, Designated or Affiliate Community) : | Affiliate Community |

Note: If project includes historic building rehabilitation or a façade improvement, then applicant is strongly encouraged to contact the State Historic Preservation Office for feedback and advice in order to maintain the historic integrity of the building.

SUMMARY DESCRIPTION OF PROPOSED PLANNING/PROJECT ACTIVITY (one sentence)

This proposed project to Montana Main Street is to support an economic development and design plan to connect the Kalispell Trail with Kalispell's historic Downtown.

LOCATION OF THE PROJECT

The Kalispell Core Area intersects the Kalispell Downtown and Business Improvement District in the heart of the city. The project goal is to connect the 465-acre Kalispell Core Area which runs east to west through the heart of Kalispell, with Historic Downtown through the Kalispell Trail. The center of the 465 acre Core Area is located within the Business Improvement District. The Kalispell Business Improvement District overlaps the Core Area in a six block area.

| | | |
|--|---------------|---|
| MONTANA MAIN STREET GRANT FUNDS REQUESTED: \$ 15000 | | |
| OTHER FUNDING SOURCES: | AMOUNT | STATUS OF COMMITMENT (Pending or Firm) |
| Local match (required for affiliate communities) | \$ 3000 | Firm |
| Grant request funds | \$ 15000 | Pending |
| CDBG Planning Grant (to be requested) | \$ 50000 | Pending |
| City of Kalispell Match to CDBG (to be determined) | \$ 7000 | Pending |
| TOTAL ESTIMATED PROJECT COST | \$ 75000 | \$3000 |

Note: Please attach a letter of commitment for each funding source and/or organization listed above that provides all or part of the required local match.

DETAILED PROJECT PROPOSAL

Please describe in detail your community project or need for grant assistance as it relates to the four criteria. Please incorporate maps, photos, plans and other visual supplements as necessary that will support your proposal. If you run out of space, please attach additional pages as necessary.

- (a) Please describe the need for the proposed project and how it will benefit the downtown community and support the goals of the Montana Main Street Program. Please detail how your request relates to any previous or concurrent larger planning efforts (downtown revitalization plan, growth policy, historic preservation plan, etc.) in the community.

The proposed project is a design effort to create fluid interaction between users of the new Kalispell Trail (to be built with USDOT TIGER funds in 2019) and Kalispell's Main Street/Downtown area. The Trail will be built in the Core Area, but the key to this infrastructure meeting the goals of economic revitalization and placemaking for the community are in thoughtful, community-based design. It is critical that a well-structured planning process is utilized to foster community input and introduce concepts that may be new or tried and true for consideration. The process must include logistics of safe pedestrian and bicycle transportation routes with a wide array of features in the built environment that engage people. Kalispell needs a comprehensive economic development and design plan to integrate the new Kalispell Trail and our Historic Downtown.

To fully explain this request it is important to review the history and partners on this project. The City of Kalispell began working with the community on its Core Area Plan in 2010 funded by an EPA Brownfields Area-Wide Planning grant. City staff conducted 18 months of extensive community involved planning including 139 meetings with area business and property owners, seven quarterly newsletters, an open house event and scores of public presentations including monthly updates to the Kalispell Business Improvement District. The top goal identified in the plan was to get the rail road tracks out of the center of Kalispell for the purpose of making this a more walkable community attracting more people and business to the center of town. City Council adopted the Core Area Plan in December 2012. In February 2013, Flathead County Economic Development Authority (FCEDA) utilized a \$1 million US Economic Development Administration grant to purchase a 40-acre reclaimed gravel pit along the BNSF rail line on the east side of Kalispell. This land acquisition represented a significant step toward a 20-year effort to build an industrial rail park in the Flathead Valley to improve access to markets for industry in this geographically isolated area as identified repeatedly by the Comprehensive Economic Development Strategy (CEDS). The City and FCEDA applied to the US Department of Transportation for a Transportation Investment Generating Economic Recovery (TIGER) grant which was awarded in October 2015.

The USDOT TIGER grant project consists of two distinct and interconnected phases: 1) build an new industrial rail park (Glacier Rail Park) on the reclaimed gravel pit site accessing existing BNSF rail line and relocating two downtown Kalispell rail served businesses to the rail park; 2) remove the old railroad tracks running through town with a 1.6 mile multi-use trail, the Kalispell Trail, for resident and non-resident transportation and recreational use. The construction of the first of two phases of the TIGER grant is beginning August 2017.

This proposed project to Montana Main Street is to support an economic development and design plan connecting the Kalispell Trail with Kalispell's Historic Downtown. While engineering and construction costs of the Trail are budgeted and funded through the TIGER grant with the City, a plan for integration with and attraction of businesses and final trail design are not. Thus Kalispell's Business Improvement District is now pursuing the Montana Main Street resources and the City of Kalispell will pursue a Montana Department of Commerce Community Development Block Grant (CDBG) Planning grant when those applications become available. If successful, the intent is to pool the Montana Main Street and BID match with a CDBG Planning grant and City of Kalispell match to hire a consulting firm to develop this economic development and design plan to include public process based on local priorities with attention to integrating the Core Area with Historic Downtown Kalispell. The deliverables are an economic development plan and designs for amenities ranging from free wi-fi to public spaces, pedestrian wayfinding, bike racks, outdoor furniture, landscaping, etc. to be constructed as part of the TIGER project.



DETAILED PROJECT PROPOSAL—CONTINUED

- (b) Describe how the proposed project will incorporate the Main Street Center Four Point Approach™ as established by the National Trust for Historic Preservation.

The proposed project will incorporate the Main Street Center Four Point Approach as established by the National Trust for Historic Preservation in the following ways:

Organization

The Kalispell Business Improvement District Board (BID) of Directors is made up of Downtown building owners who volunteer to serve the community through betterment of Downtown. With the support of its staff program coordinator, this group has participated with the City of Kalispell over the years in the Core Area planning process and providing support to the TIGER grant application. Now that the TIGER project is moving ahead with the first phase of construction, the BID looks forward to continuing this partnership with the City relating to design of the trail that will create a cohesive plan for connecting the TIGER project's Kalispell Trail with Downtown.

Promotion

The TIGER project is transformational to Kalispell creating a new direction for Kalispell's next 100 years. Connecting Downtown Kalispell to the Trail project in meaningful and tangible ways through an overall design will reignite the excitement of Downtown as a community place, a third place, where locals and non-resident visitors will want to be. This excitement, paired with conscientious design, will drive foot traffic to Downtown breathing fresh life into the heart of Kalispell.

Design

Kalispell's Main Street/Downtown is unique: it is the only historic downtown in the Flathead Valley. This treasure must be carefully maintained through community and policy standards. With the new Trail yet to be built, this is the golden opportunity to ensure that the Kalispell Trail is sensitive to and reflective of this rich architectural base where quality design is the outgrowth of an intensive community planning process to be observed for the long-term.

Economic Vitality

A significant part of the magic of Downtown is its ability to attract adaptive reuse of buildings that served our ancestors over 100 years ago. Just as the buildings were put to productive use in the time of horse and buggy, these same buildings are or can be the sustainable commercial area today--if we carefully anticipate the future needs of our community.

The Core Area Plan was important to Kalispell because it: was the most extensive community planning effort Kalispell has ever experienced; its resulting document is being put to real use and led to the successful USDOT TIGER grant award; it creates a common foundation from which this community is moving forward with a common language; it emphasizes the critical juncture of Downtown and the Core Area for Kalispell's future.

DETAILED PROJECT PROPOSAL—CONTINUED

- (c) Describe the availability of matching funds and whether additional funding has been identified and/or secured at this time (this may include other grant sources, loans or cash on hand from the organization or local government entity).

The City of Kalispell has funding from the USDOT TIGER grant and City Tax Increment Finance District funds to cover costs for property acquisition, engineering, safety upgrades and trail construction of the 1.6 mile trail. However, the TIGER funds are restricted to transportation infrastructure construction and do not cover the critical design components for integrating the trail with Historic Downtown and other amenities including historic Woodland Park. This project is exciting and challenging as it is the confluence of a multitude of existing community plans and those that are still in development--meaning that there is much to consider and coordinate. To successfully plan for this trail as the nexus of the Core Area with Kalispell's Historic Downtown will require a well-managed planning process that is reflective of community priorities, draws upon demonstrably successful examples from around the country, focuses on attracting business and designs a built environment that is inviting, sustainable and reflective of Kalispell's unique character.

The Kalispell Business Improvement District (BID) Board has committed \$3,000 from its fiscal year 2018 budget to match this Montana Main Street request. These funds are available immediately upon a grant award.

The City of Kalispell is funded with \$3,072,108 by the USDOT TIGER grant for Trail engineering and construction and has committed \$1,114,892 in matching funds from its Westside Tax Increment Finance District (TIF) per Resolution No. 5719 approved unanimously on June 1, 2015 (note the Resolution addresses the full TIGER grant which builds the industrial rail park and also the trail).

The City will apply to the Montana Department of Commerce CDBG Planning grant program when available for a \$50,000 planning grant and intends to provide appropriate match through its Westside TIF.

The expected total cost of hiring a consulting firm to work with the Kalispell Business Improvement District and the City of Kalispell to create and economic development and integrated trail design is \$75,000. The intent is to leverage funding as follows:

| | | |
|---|----------|----------|
| Montana Main Street Award | \$15,000 | |
| Kalispell Business Improvement District Match | \$ 3,000 | |
| CDBG Planning Grant (to be requested) | \$50,000 | |
| City of Kalispell Match (to be determined) | \$ 7,000 | |
| Total Sources | | \$75,000 |

DETAILED PROJECT PROPOSAL—CONTINUED

- (d) Describe the local effort and support for the project to date, as well as the community's overall ability to complete the proposed project in accordance with the attached implementation schedule.

The Kalispell BID has successfully implemented previous Montana Main Street grants including: facade improvement grant of \$15,000 with a match of \$15,000. The \$30,000 effort assisted 10 properties in its boundaries to improve facades and leveraged over \$90,000 in private funds. The BID boundary was expanded and renewed in 2017 and now includes 110 more properties demonstrating strong support for the work of the BID and interest in its continued efforts on behalf of Downtown. This

The City has a long history of demonstrated capacity to successfully conduct large scale planning and implementation projects including those referenced specifically in this project:

--2010 EPA Brownfields Area-Wide Planning Grant: \$175,000

--2012 Montana Department of Commerce Big Sky Trust Fund Grant: \$25,000

--2015 US Department of Transportation, Transportation Generating Economic Recovery (TIGER) Grant: \$10 million

The TIGER grant project period is August 1, 2017 through June 30, 2022. The TIGER project timeline is:

| | |
|--|--------------------------|
| Construct Rail Park at east edge of Kalispell | August 2017-August 2018 |
| Construct new facilities in Rail Park for two existing Kalispell rail businesses to relocate | April 2018-November 2018 |
| Kalispell Trail Economic Development Plan and Design Process | 2018 |
| Remove existing rail line in Kalispell | 2019 |
| Construct Kalispell Trail | 2020 |

The proposed economic development and design plan integrating the Core Area with Historic Downtown Kalispell is based upon previous plans including:

- Growth Policy: <http://kalispell.com/planning/documents/FinalGrowthPolicyPlan-It2035.pdf>
- Core Area Plan: http://kalispell.com/community_economic_development/documents/LowResolutionVersion.pdf
- DRAFT Downtown Plan:
http://kalispell.com/community_economic_development/documents/CityofKalispell-TheDowntownPlan.pdf

Specific language in the Core Area Plan, Chapter 3--Visions and Goals in Action address the community priorities of supporting historic preservation, expanding cultural events, creating a mix of business and housing uses, improving infrastructure to allow development and creating visual cues through design to mark the Core Area and Downtown as distinct from the surrounding areas.

Language in the Draft Downtown Plan echoes key concepts from the Core Area, again as voiced by the community planning process. Articulated on the pages 11, 12, 17, 30, 37 & 40 are the priorities of maintaining Main Street's historic character while upgrading infrastructure for business development and enticing the public to the area with events and entertainment.

Additionally, the City has signed a Memorandum of Agreement (MOA) outlining a set of specific features that will be built into the Trail design to address the history and culture of the community. Parties to this agreement include: the Federal Railroad Administration, the Montana State Historic Preservation Office, the Surface Transportation Board, the Northwest Montana Historical Society and the Kalispell Business Improvement District.

Hard copies of the Core Area Plan, Draft Downtown Plan and the MOA are attached.

IMPLEMENTATION SCHEDULE FOR COMPLETING THE PROJECT

Please provide a brief timeline of when the project will begin and conclude, identifying key deliverables and general timeframes, using the format below:

| TASK | MONTH |
|--|---------------------|
| Montana Main Street grant award | 1 |
| publish request for proposals | 2 |
| select consulting firm through competitive process | 3-4 |
| consulting firm working with community | 4-7 |
| draft report | 8-9 |
| review draft with key community stakeholders | 10-11 |
| final report | 12 |
| COMPLETION DATE: | one year from award |

MAIN STREET GRANT APPLICATION FORM

CERTIFICATION

The Chief Executive, Mayor, or City Manager of the applicant community must sign to certify that to the best of the official's knowledge and belief, the information provided in the application and the attached documents is true and correct. Applicant must certify that the proposed project complies with all state, federal, and local laws, ordinances, and regulations, including any necessary environmental review and procurement requirements.

CERTIFICATION

To the best of my knowledge and belief, the information provided in this application and in the attached documents is true and correct. The proposed project complies with all state, federal, and local laws, ordinances, and regulations, including any necessary environmental review and procurement requirements.

Name: Doug Russell

Title: Manager

Organization: City of Kalispell

Signature: 

Date: 8-15-17