
Information Memorandum
5/1/2020

1. Parks Department

The Forestry crew is planting fifty trees throughout the community this spring. In a partnership with the Business Improvement District, 12 trees were planted in downtown Kalispell. Cottonwood, Greenbriar, Lions, Northridge, Park View Terrace, and Sunset Parks will all be receiving new trees this spring as well. A contractor has planted an additional 40 trees in boulevards around town through our 50/50 cost share and developer's agreement tree programs.

Begg Park dog park closes each spring to allow for spring highwater and turf maintenance that includes aeration, fertilizing, and over seeding.



Irrigation systems are currently being energized in city parks and repairs are being made to damaged irrigation lines.

Based on the governor's phasing plan, we have determined that we are unable to safely operate our spring youth sports programs. We have cancelled the remainder of the Little Dribblers Basketball season that we postponed and cancelled the entire Rookie and Spring Soccer programs. We have communicated this information to parents and are working to process refunds.

We have also been reviewing Phase 2 and CDC guidelines to determine how we could safely operate programs such as Camp Woodland Summer Day Camp and other youth programs once we reach Phase 2. We are analyzing logistical considerations such as ratios, check-in/check-out procedures, and operating out of multiple facilities as well as safety concerns such as health screenings and cleaning protocols. We are also communicating with our partner programs to determine what additional safety considerations would be needed to operate those programs safely as well.

In anticipation of having programs and recreational activities this summer, we continue to conduct phone interviews and background checks on potential summer employees to help

establish a work force that is ready to start when we move to the next phase.

2. Police Department

Attached is the latest monthly law enforcement report.

We recently received the order for the current year vehicle replacement of three cars. They are currently being outfitted for communications and recording equipment prior to being deployed on the street.

3. Fire Department

Since the last update, the Kalispell Fire Department has received 111 calls for service.

With the COVID restrictions in place, fire department personnel have had to change the testing process for our new hire candidates. Working with our testing partners, we have been able to facilitate the entry exam used for the department's testing process utilizing online testing with an online proctor. No gathering of groups and no travel was needed, allowing us to continue our process. We are awaiting testing results from the civil service exam and will then move to the personal history exam utilizing the same process.

In order to comply with the COVID restrictions we have had to alter our training process for our employees as well. Crews are currently meeting certain required task book and hands-on training earning IFSAC accredited certifications in Aerial Apparatus Operator. This training is conducted in smaller groups of individuals and is typically conducted outside where special distancing is not an issue.

4. Planning Department

The Kalispell City Planning Board will hold a public hearing at their May 12 meeting to hear four application requests consisting of the following:

1. File #KA-19-02 – A request from Matthew Vander Ark to annex a 2.39-acre parcel into the city and zone the land R-3 (Residential) upon annexation. The subject property is currently within the county and zoned county SAG-10. The property is developed with a single-family residence and accessory structure. Water and sanitary sewer service are in the vicinity of the property and upon annexation extensions can be constructed to serve the property. The property is located at 155 Three Mile Drive. The property to be annexed can be described as Parcel 1 of COS 2031 in the SE ¼ of Section 1, T28N, R22W, P.M.M., Flathead County, Montana.
2. File #KA-20-01 and #KGPA-20-01 – A request from Colton Lee Communities, LLC, to annex a 3.27 acre parcel into the city with an initial zoning designation of B-2 (General Business) upon annexation. The subject property is currently within

the county and zoned county SAG-10. It is undeveloped at this time, although city services are available. The request also includes a growth policy amendment for the property. It is currently designated as Urban Residential and the proposed amendment would change the designation to Commercial. The property is located at 216 Hutton Ranch Road and can be described as Tract 1 of COS 21115 in the North ½ of Sec 31, T29N, R21W, P.M., M., Flathead County, Montana.

3. File #KA-20-02 – A request from Connie Behe to annex an approximately 0.5 acre parcel into the city with an initial zoning designation of R-2 (Residential) upon annexation. The subject property is currently within the county and zoned county R-2. The property is developed with a single-family residence. The annexation request is due to an existing septic field for the residence which is failing. City sanitary sewer service is adjacent to the property as the Westside Interceptor sanitary sewer line was recently installed within the Two Mile Drive right-of-way. The property is located at 1100 Two Mile Drive. It can be described as Assessors Tract 3ACB in the NE1/4 of the SE1/4 of Section 11, T28N, R22W, M.P.M, Flathead County, Montana. A specific metes and bounds description is available upon request.

The Planning Board will forward recommendations for the four requests to the Kalispell City Council for their consideration at their June 1 meeting.

The Planning Board will also be holding a work session on a proposed PUD development located at 430 Stillwater Road. The subject property is situated at the intersection of Stillwater Road and Four Mile Drive, and was part of the now expired Starling PUD covering Section 35. The project envisions a mixture of single-family residential and multi-family residential uses along with a retail area intended to serve the development and the greater area. The plan includes 93 single family lots, 192 multi-family units, and approximately 1.77 acres of commercial/retail area, along with a clubhouse and approximately 3.5 acres of park areas. The PUD would provide for smaller lot sizes/widths and longer block lengths than typical standards. The work session is intended for information purposes only to inform both the public and the planning board. Staff will also apprise the Planning Board of the status of the pedestrian plan during the work session.

5. Building Department

In the last 4 weeks, we have issued permits for 16 single-family homes and 2 townhomes. That will bring the total of new single-family/duplex and townhouse units for the year to 53, compared to 25 last year at this time.

The permit was issued for the new Fidelity Title & Escrow located at 150 1st Ave WN; the project is valued at \$400,000.

There was a total of 258 combined building and/or fire inspections completed in the last 4 weeks.

Residential – 126
Commercial – 47
Electrical – 19

Plumbing - 29
Mechanical - 18
Fire - 19

6. Community Development

The South Kalispell TIF Project constructing road, sidewalk, and parking improvements along Airport Road is moving forward with the bid awarded to LHC and work scheduled to begin by the end of May.

The week of May 4, work will begin on the Brownfields Assessment grant funded petroleum Phase II Environmental Site Assessment at the former CHS Country Store site on west Idaho Street. This work will require the removal of the existing fuel island canopy, underground storage tank basin, and related piping to allow for soil sampling. Completion of this environmental work will allow for Phase 2 construction of the property.

An update to the existing Phase I Environmental Site Assessment of the BNSF right of way being transferred to the City through the Railbanking and Sale Agreement with BNSF is underway. This work is funded by the City's EPA Brownfields Assessment grant.

7. Public Works

Pavement Restoration

Street crews have begun performing mill and overlay projects throughout Kalispell. Recently, they have completed pavement overlays on 1st Avenue W, 1st Street W, and 7th Street W. 716 tons of asphalt have been applied to these projects. In addition to the mill and overlay projects the street crew has completed paving (5) alleys and they continue to perform utility patches and pothole repairs citywide.



Grandview Lift Station

The Grandview lift station stabilization project involved city staff hydro-excavating underground electrical conduit runs to allow an outside contractor to re-level and stabilize the footing system on the electrical control panel. Prior to the project, settling of the lift station control panel structure had placed stress on electrical connections creating

continual lift station electrical failures and repair costs.



8. Information Technology

IT staff worked with a cabling contractor and remotely worked with the video recording contractor to remove the interview room and booking area video recording system which was experiencing repeated failures. A replacement system was setup for room recording.

IT staff are building two servers with baseline software to prepare for the ArcGIS Enterprise Server build.

KalisPELL Police Department Case and Arrest Reports - 2020

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	0	0																				0	0
SIWOC/Sexual Assault	2	0	1	0	2	0																				5	0
Robbery	0	0	1	0	2	2																				3	2
Aggravated Assault	4	0	3	1	2	0																				9	1
Assault on a Peace Officer	0	0	0	0	0	0																				0	0
Simple Assault	9	3	6	3	5	3																				20	9
PFMA	16	12	11	7	12	7																				39	26
Resisting Arrest	2	2	4	3	3	4																				9	9
Crimes Against Property																											
Burglary	5	2	1	0	3	0																				9	2
Theft	54	18	44	21	42	13																				140	52
Vehicle Theft/Unauth Use	5	1	5	2	3	0																				13	3
Arson	0	0	0	0	0	0																				0	0
Forgery/Counterfeit	5	1	4	0	3	1																				12	2
Fraud	9	1	4	0	3	1																				16	2
Theft of Identity	5	0	1	0	1	0																				7	0
Embezzlement	0	1	0	0	0	1																				0	2
Stolen Property offenses	2	0	0	0	0	0																				2	0
Criminal Mischief	17	3	17	10	13	1																				47	14
Crimes Against Society																											
Weapon Law Violations	1	1	0	0	0	0																				1	1
Prostitution Offenses	0	0	0	0	0	0																				0	0
Child Pornography	2	0	2	0	0	0																				4	0
Drug Offenses	27	13	37	26	24	22																				88	61
Family Offenses (non-violent)	0	0	0	0	1	0																				1	0
DUI	8	8	8	8	6	5																				22	21
Possession of Alcohol	1	4	2	3	1	2																				4	9
Provide Alcohol to Minor	1	0	0	0	0	0																				1	0
Other Alcohol Offenses	0	0	0	0	1	1																				1	1
Kidnapping/Custodial Int.	2	2	0	0	0	0																				2	2
Disorderly Conduct	5	5	9	9	5	4																				19	18
Criminal Trespass	13	11	17	14	10	7																				40	32
Violation of Protective Order	6	2	1	0	1	2																				8	4
Obstructing a peace officer	7	8	9	7	9	10																				25	25
Juvenile Offenses (except MIP)	6	3	11	7	6	3																				23	13
Other Offenses	43	39	51	48	28	31																				122	118
Total	257	140	249	169	186	120	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	692	429

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	Traffic Stops	Cites
	744	499	807	527	412	338																				1963	1364	
Total Calls for Service	2976		2840		2455																					8271		