
Information Memorandum
9/17/2021

1. Parks and Recreation

Park staff recently removed the overgrown bushes around the Depot Park restrooms, extended the irrigation, and placed sod around the building.

A fire crew from the DNRC used their down time from fighting fires to build a new segment of nature trail in the wooded area at Lawrence Park. We hope to arrange for an Eagle Scout candidate to take on building and installing footbridges and informational kiosks along the trail.



Parks field staff have started winterizing irrigation systems throughout the parks system. Due to the amount of irrigation systems and the size, it will take us several weeks to complete this project. Once this is completed, we will start work on winterizing the restrooms.

Staff at KYAC have been able to repair baseball mounds from wear and tear over the season. New sod was installed where the turf had worn thin. They will continue with prepping fields for the fall sports programs and will begin winterizing in coming weeks.

Participation continues to grow in the Cairo's Kids After School Program at Elrod Elementary School. At the start of the program, we were averaging 25 children per day. As we start week 3, we are now averaging 36 children per day. Our new partner, The Nurturing Center, is offering \$300 childcare scholarships specifically for after school care within Flathead County. These Nurturing Center scholarships helped several families attend Camp Woodland this summer and will helping Cairo's Kids After School families as well.

Fall youth sports have seen significant increases in participation. In our Fall Into Soccer program, we have 236 participants this year which is a 22% increase compared to fall 2020 (194 participants). This year we opened our Runnin' Rascals flag football program to kids from 4 years old to 4th grade. This has almost doubled participation.

The deadline for our final fall youth sports league, the Little Dribblers basketball program (ages preK-4th grade) closes on Friday, October 1.

2. Police Department

Attached, please find the latest law enforcement case report.

The Kalispell police Department partnered with instructors from Flathead Valley Community College in certifying staff in the American Heart Association Heartsaver CPR/AED course.

Several Kalispell Police Officers along with partner agencies participated in Tip-A-Cop on September 7 at Famous Dave's. This is an official Law Enforcement Torch Run® (LETR) fundraising event. Law enforcement officers and department personnel volunteer their time as "Celebrity Servers" to collect tips to support Special Olympics Montana.

The Kalispell Police Department will conduct new officer testing on September 22. The initial testing phase consist of a standardized written test. Those passing the written test move on to physical testing. The KPD uses the Montana Physical Abilities Test. The (MPAT) is a hybrid physical ability/job sample physical abilities assessment process designed to evaluate Law Enforcement officer candidates on the essential physical capacities required to satisfactorily perform their job duties.

3. Public Works

Northwest Regional Stormwater Facility Project

The Northwest Regional Stormwater Facility Project is ~85% complete with substantial completion anticipated for end of October, and final vegetation stabilization in the spring of 2022. The final project consists of conveyance piping and a series of regional stormwater detention facilities intended to mitigate existing drainage issues and prevent increases in flooding from new development. The northern regional flood control facility will be a multi- functional facility supporting stormwater flood control during rain events and 7 multi-purpose fields supporting recreational events. At the completion of this construction phase, the stormwater facility will be fully functionable and the recreational fields will be completed to a final rough grade. The Parks and Recreational Department will finalize construction of the fields as funding and resources become available. Construction progress for the entire project can be viewed via drone footage on the City's website GIS Hub link: <https://publicgis-cityofkalispell.hub.arcgis.com>.



4. Planning Department

The Planning Board held a public hearing on September 14 and heard three application requests. The application requests consisted of the following:

1. File #KA-21-04; KPUD-21-03; and KPP-21-07 – A request from G23 Properties, LLC for the Parkland Meadows Planned Unit Development (“PUD”), which is a Residential Mixed Use PUD overlay on approximately 38.4 acres of land at the northeast corner of Airport Road and Cemetery Road. The proposal includes annexation of the property, initial zoning of RA-1 (Residential Apartment) on approximately 31.1 acres, and initial zoning of B-1 (Neighborhood Business) on approximately 7.1 acres, as well as major preliminary plat approval for the development. The PUD calls for a total of 480 dwelling units in the RA-1 area as well as development which may occur within the B-1 area consistent with that zoning. The preliminary plat encompasses the entire PUD and includes 7 RA-1 lots and 7 B-1 lots.
2. File #KPUD-21-02; KZC-21-01; and KPP-21-06 – A request from Kilday & Stratton for the Starling Phases 1-8 Planned Unit Development (“PUD”), which is a Residential Mixed Use PUD overlay on approximately 58.0 acres of land on the west side of Stillwater Road to the west of Timberwolf Parkway. The property was previously annexed with an R-3 (Residential) underlying zone and has an expired PUD overlay over the full section of land. This proposal would rezone the 58.0 acres to RA-1 (Residential Apartment) with a new PUD overlay for the subject property. The proposal includes a proposed preliminary plat for Phases 1-3 of the project, which encompasses 20.84 acres of land. Phases 1 and 2 contain approximately 14.9 acres and include 77 residential lots and sublots (37 single-family and 40 townhome lots). Phase 3 is a single lot plus common area totaling approximately 5.9 acres (2.75 acres of developable area and 3.18 acres of common area) with proposed uses potentially including up to 35 multi-family dwelling units, a combination of live/work units and office space, or small-scale neighborhood retail.
3. File #KZTA-21-03 – A request from the City of Kalispell for a zoning text amendment specifying appropriate zones, criteria and definitions for marijuana dispensaries, cultivation, and processing. The text amendment is necessary to address recent changes in state law which will become effective at the end of the year. The proposal would add new use categories for marijuana dispensaries, marijuana cultivation, and marijuana manufacturing, along with related definitions. Dispensaries would be allowed in all B (Business) and I (Industrial) zones, while cultivation and manufacturing would be allowed in all I zones. An administrative conditional use permit (“ACUP”) would be required for all locations. The proposal includes a 300-foot buffer from churches, schools, parks, and city residential (R or RA) zones, measured from property line to property line.

The Board recommended approval of the three requests. The recommendations will be forwarded to the Council for consideration at their October 4 meeting.

5. Fire Department

From August 26 to September 15 , the Fire Department had 277 responses. Of the larger responses, 177 were medical incidents, 27 were motor vehicle accidents, 7 were outside fires (dumpsters, rubbish, etc.), and 10 were fire alarm activations.

Assistant Fire Chief Jessica Kinzer started September 7. Chief Kinzer will be focusing on standardizing employee development, internal/external training, and training with our neighboring partners (multi-company training).

The daytime shift started September 11, giving us greater availability for an additional ambulance during our peak-call hours.

6. Building Department

There has been a total of 136 detached single-family, 40 townhouse and 6 (12 units) duplex permits issued this year. There have been 11 buildings with a total of 305 multi-family housing units issued so far this year, compared to 132 at this time last year.

7. Community Development

Kalispell Parkline construction continues with pedestrian crossing and bridge work. Paving is complete for crossings at 3rd and 4th Avenues East North. Currently there is sidewalk-to-trail connection work on 1st Avenue East North, 1st Avenue West North and 5th Avenue West North. Lane closures, detours, and traffic control will continue on Meridian Road near Appleway Drive and Center Street. Work on the Main Street crossing is planned for October.

Community Development gave a walking tour of the Kalispell Parkline to USDA Rural Development's Public Information Officer from the state office. USDA Rural Development participated in City's Core and Rail Redevelopment project through relocation financing.

The City of Kalispell was awarded a Community Development Block Grant for planning in the amount of \$30,000.00 for a Samaritan House Homeless Center/Housing Preliminary Architecture Report (PAR).

8. Finance Department

For the 11th consecutive fiscal year, the City of Kalispell has been presented the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA). The 2020 Comprehensive Annual Financial Report has been judged by an impartial panel to meet the standards of the program, including demonstrating a constructive "spirit of full

disclosure” to clearly communicate its financial story and motivate potential users and user groups to read the report.

The finance department is now working on the City’s fiscal year 2021 Comprehensive Annual Financial Report and preparing for the annual audit. The auditors are scheduled to be in City Hall to perform the on-site portion of the audit the week of November 1.

Kalispell Police Department Case and Arrest Reports - 2021

| | 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/Justifiable Homicide | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 2 | 0 |
| SIWOC/Sexual Assault | 3 | 0 | 0 | 0 | 5 | 0 | 3 | 0 | 8 | 0 | 1 | 0 | 4 | 0 | 3 | 0 | | | | | | | | | | 27 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | | | | | | | | | | 2 | 2 |
| Aggravated Assault | 3 | 0 | 4 | 2 | 3 | 3 | 6 | 2 | 7 | 3 | 4 | 2 | 7 | 4 | 3 | 1 | | | | | | | | | | 37 | 17 |
| Assault on a Peace Officer | 0 | 0 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 4 | 3 |
| Simple Assault | 6 | 5 | 7 | 3 | 9 | 6 | 13 | 10 | 3 | 1 | 7 | 3 | 8 | 3 | 6 | 5 | | | | | | | | | | 59 | 36 |
| PFMA | 12 | 8 | 10 | 10 | 8 | 6 | 13 | 5 | 8 | 6 | 12 | 9 | 16 | 14 | 15 | 8 | | | | | | | | | | 94 | 66 |
| Resisting Arrest | 3 | 3 | 4 | 4 | 6 | 6 | 7 | 6 | 2 | 1 | 3 | 3 | 6 | 5 | 4 | 3 | | | | | | | | | | 35 | 31 |
| Crimes Against Property | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Burglary | 2 | 0 | 1 | 0 | 4 | 1 | 1 | 0 | 4 | 1 | 1 | 1 | 5 | 1 | 1 | 0 | | | | | | | | | | 19 | 4 |
| Theft | 41 | 23 | 37 | 16 | 45 | 21 | 39 | 18 | 26 | 13 | 48 | 15 | 47 | 10 | 43 | 12 | | | | | | | | | | 326 | 128 |
| Vehicle Theft/Unauth Use | 3 | 1 | 3 | 1 | 9 | 6 | 5 | 2 | 2 | 0 | 4 | 2 | 3 | 0 | 5 | 1 | | | | | | | | | | 34 | 13 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 1 | 0 |
| Forgery/Counterfeit | 1 | 1 | 5 | 0 | 3 | 0 | 3 | 0 | 1 | 0 | 1 | 0 | 2 | 0 | 1 | 0 | | | | | | | | | | 17 | 1 |
| Fraud | 5 | 2 | 4 | 1 | 3 | 1 | 5 | 2 | 4 | 1 | 1 | 0 | 3 | 0 | 5 | 0 | | | | | | | | | | 30 | 7 |
| Theft of Identity | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | | | | | | | 2 | 0 |
| Embezzlement | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 1 | 3 |
| Stolen Property Offenses | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 2 | 0 |
| Criminal Mischief | 8 | 3 | 8 | 1 | 21 | 2 | 9 | 1 | 16 | 5 | 22 | 6 | 24 | 4 | 18 | 2 | | | | | | | | | | 126 | 24 |
| Crimes Against Society | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Weapon Law Violations | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 2 | 1 | | | | | | | | | | 4 | 2 |
| Prostitution Offenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 0 | 0 |
| Child Pornography | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | | | | | | | | | | 3 | 0 |
| Drug Offenses | 22 | 16 | 9 | 8 | 23 | 14 | 11 | 3 | 7 | 5 | 14 | 6 | 18 | 17 | 15 | 9 | | | | | | | | | | 119 | 78 |
| Family Offenses (non-violent) | 2 | 0 | 0 | 0 | 2 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | | | | | | | | 8 | 0 |
| DUI | 6 | 5 | 10 | 9 | 4 | 4 | 7 | 6 | 16 | 17 | 7 | 7 | 9 | 7 | 5 | 3 | | | | | | | | | | 64 | 58 |
| Possession of Alcohol | 1 | 1 | 5 | 4 | 0 | 0 | 6 | 6 | 7 | 9 | 3 | 3 | 2 | 2 | 8 | 15 | | | | | | | | | | 32 | 40 |
| Provide Alcohol to Minor | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | 1 | 0 |
| Other Alcohol Offenses | 0 | 0 | 0 | 0 | 2 | 1 | 3 | 3 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | | | | | | | | | | 7 | 5 |
| Kidnapping/Custodial Int. | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | | | | | | | | | | 4 | 4 |
| Disorderly Conduct | 7 | 6 | 4 | 4 | 4 | 5 | 7 | 5 | 5 | 4 | 9 | 8 | 6 | 5 | 9 | 9 | | | | | | | | | | 51 | 46 |
| Criminal Trespass | 28 | 22 | 7 | 8 | 10 | 6 | 17 | 16 | 7 | 2 | 14 | 11 | 12 | 7 | 16 | 12 | | | | | | | | | | 111 | 84 |
| Violation of Protective Order | 4 | 2 | 9 | 1 | 2 | 0 | 4 | 3 | 2 | 4 | 2 | 0 | 3 | 3 | 7 | 0 | | | | | | | | | | 33 | 13 |
| Obstructing a peace officer | 13 | 12 | 5 | 4 | 5 | 5 | 9 | 9 | 7 | 5 | 6 | 6 | 13 | 11 | 14 | 15 | | | | | | | | | | 72 | 67 |
| Juvenile Offenses (except MIP) | 1 | 1 | 2 | 2 | 0 | 0 | 2 | 0 | 9 | 6 | 15 | 17 | 8 | 8 | 6 | 7 | | | | | | | | | | 43 | 41 |
| Other Offenses | 42 | 41 | 29 | 27 | 33 | 30 | 35 | 33 | 38 | 36 | 29 | 30 | 38 | 34 | 13 | 11 | | | | | | | | | | 257 | 242 |
| Total | 217 | 156 | 170 | 108 | 203 | 118 | 209 | 131 | 184 | 122 | 204 | 130 | 239 | 136 | 201 | 114 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1627 | 1015 |

| Traffic | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------|---------------|------------|---------------|------------|---------------|------------|---------------|------------|---------------|-------------|---------------|-------------|---------------|------------|---------------|------------|---------------|-------|---------------|-------|---------------|-------|---------------|-------|---------------|-------------|-------------|
| | January | | February | | March | | April | | May | | June | | July | | August | | September | | October | | November | | December | | Totals | | |
| | 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 | |
| Total Calls for Service | 2775 | 345 | 2465 | 294 | 3013 | 333 | 2785 | 383 | 329 | 2878 | 400 | 3130 | 3380 | 358 | 3181 | 362 | | | | | | | | | | 3802 | 2763 |