



**CITY COUNCIL SPECIAL SESSION
CITY COUNCIL CHAMBER CONFERENCE ROOM
MONDAY, JUNE 15, 2015, 4:00 PM**

1. Call to Order
 2. Interviews – 4:00 Herb Peschel
4:10 Joe Malletta
4:20 Koel Abell
 3. Public Comment
 4. Appointments – Council Appointments
 - a. Whitefish Lake and Lakeshore Protection Committee
 5. Adjourn
-

**CITY COUNCIL WORK SESSION
CITY COUNCIL CHAMBER CONFERENCE ROOM
MONDAY, JUNE 15, 2015, 4:30 PM**

1. Call to order
2. Interviews for City Council vacancy (appointment scheduled for Regular Agenda)
 - a.
 - b.

No applicants as of Wednesday, June 10th
at 10:00 a.m. - deadline is Friday, June
12th at noon.
 - c.
3. Public Comment
4. 5:30 - Review current status of City Hall/Parking Structure design and costs (see documents for City Hall/Parking Structure item later on Regular Agenda and in City Council packet)
5. Public Comment
6. Adjourn

The following six (6) pages were inserted in the packet
after the packet was initially distributed.



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**CITY COUNCIL WORK SESSION
CITY COUNCIL CHAMBER CONFERENCE ROOM
MONDAY, JUNE 15, 2015, 4:30 PM**

1. Call to order
2. Interviews for City Council vacancy (appointment scheduled for Regular Agenda)
4:30 Sarah Fitzgerald
4:45 Sarah Lundstrum
5:00 Life Noell
5:15 John Repke
3. Public Comment
4. 5:30 - Review current status of City Hall/Parking Structure design and costs (see documents for City Hall/Parking Structure item later on Regular Agenda and in City Council packet)
5. Public Comment
6. Adjourn

Necile Lorang
City of Whitefish Clerk
P.O. Box 158
Whitefish, MT 59937

received
6-11-15
@ 2:42 pm

To whom it may concern:

Please consider this letter as a letter of intent to fill the remaining city council position vacated by John Anderson.

My name is Sarah Fitzgerald; I reside at 148 Wedgewood Lane and have been a member of the Whitefish community for 38 years.

I am a Vice President, Financial Advisor for D.A. Davidson & Co. here in Whitefish.

I love this community and would love the opportunity to serve it again for the remainder of the year.

I have prior city council experience. I was elected to the Whitefish city council in 1999 where I obtained the highest number of votes in that election. During my four years I served in the creation of The Wave helping implement the public/city cooperation that is in place today. I was one of the original board members for the formation of the Whitefish Community Foundation and sat on their grant committee for 10 years. I was elected to the Whitefish Government Review Board serving as chairman. I served on various other boards that helped make this city a beautiful place. I have been through four city budget cycles so I am ready to hit the ground running. I will have a very short learning curve as I already know what time and details are expected of me.

I grew up in this wonderful community and I am now raising my own family here and want them to have the wonderful opportunities of the beautiful, active and safe Whitefish that I did.

Thank you for your consideration.

Respectfully yours,


Sarah Fitzgerald

received
6/11/15

June 11, 2015

Whitefish City Council Members;

I'm writing to express my interest in filling the Whitefish City Council position left vacant by John Anderson. As a longtime resident and homeowner here in Whitefish, I have been active throughout the community, and believe that involvement with City Council is yet another way to both help the city and to grow as a leader in my hometown.

I served for several years on the WAG Dog Park board (2007-2011), helping to build the park while taking the organizational lead on several park-related events. I also served a two-year term on the Ice Rink Advisory Committee as the Adult Hockey representative (2011-2013); rink-related issues remain close to my heart, as I continue to play in the local leagues and captain a women's traveling team. With the support of former Parks & Recreation Director Karl Cozad, I worked with local players to bring an ultimate Frisbee tournament to Whitefish, and to organize a year of pick-up games. These experiences were a wonderful introduction to community involvement and service that makes a difference.

This past year, I took the lead with a new volunteer community alliance – The Whitefish Face Working Group – that included both John Anderson and Chuck Sterns as city representatives. Our shared (and ultimately successful) goal was to deliver a consensus agreement for land management on Forest Service lands adjacent to town. I and other founding volunteers built the year-long process, established decision-making deadlines and facilitated negotiations that included Whitefish Mountain Resort, FH Stoltze Land and Lumber, homeowner associations, FireWise safety officers, Whitefish Trail representatives, recreationists, and local business owners. Together, we built a common vision for our community's future, including forest health and forest jobs, municipal water quality, recreation and community access. I was – and continue to be – amazed by the fact that so many in the Whitefish community are willing to step up, put in the time, and become involved in creating a better future and a bigger vision for our town.

More recently, I have been central to facilitated discussions regarding Burlington Northern Santa Fe Railroad's operations through both Whitefish and the Middle Fork Flathead River corridor. We have organized meetings between BNSF and local government, including city, county, and state, tribal and federal officials, to better plan for public life-safety hazards, water quality concerns, response to and prevention of accidents associated with potentially harmful freight. Again, whether it be recreation, job creation, public safety or protecting city infrastructure, I am continually humbled by the number of Whitefish residents who are willing to volunteer their time on behalf of our shared future.

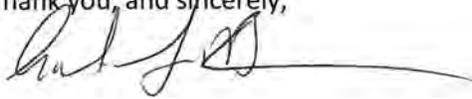
The City of Whitefish -- its diverse community of people, and the beauty of our shared backyard -- is no accident. Dedicated leaders and committed city servants have for decades taken ownership, created a vision, and inspired the action required to make Whitefish the town that it is. That sort of foresight, imagination, planning and follow-through is hard work. Our current council is continuing that (often thankless) work, looking to both past and future while shaping the details that will determine what sort of hometown we pass on to coming generations.

That is worthy work, and I would like to be part of creating that vision and that future.

Whitefish's leadership will continue to be called upon to make decisions both big and small, to sweat the details, to evaluate costs and benefits, to consider thoughtfully and to balance many viewpoints while weighing both short- and long-term goals. These are my skills – finding common ground, analyzing options, making deliberate decisions, committing myself to an active and engaged role in my community's leadership.

I view possible appointment to Whitefish City Council as a beginning, not an end, a step that marks my long-term commitment to the Council, and I would plan on running a strong campaign for an elected seat in the fall. John Anderson has been a great leader, a strong colleague, and an effective partner for many years. I do not presume that I could replace his professionalism and commitment. I can, however, offer what talents and experiences I have, in service of this finest of hometowns.

Thank you, and sincerely,

A handwritten signature in black ink, appearing to read "Sarah Lundstrum", with a long horizontal line extending to the right.

Sarah Lundstrum

From: Life Noell <lifenoell@yahoo.com>
Date: 6/12/2015 11:36 AM
To: Necile Lorang <nlorang@cityofwhitefish.org>

received
6-12-15

@ 11:36 am

To:
Chuck Stearns, Necile Lorang, and to all city council and city staff,

Greetings. My name is Life Noell, and as you all probably know, it has been a dream of mine to serve on Whitefish city council for several years.

I am interested, quite naturally, in this city seat, as I've already prepared & campaigned for it twice; therefore, I am asking you again to consider my candidacy at this time of vacancy.

In the last city council election cycle after garnishing over 600 votes, I felt that a great number of number of folks in this community did entrust me with their city. I was the wild card candidate, with very little voting support from my own demographic, which is generally disinterested in politics, but none the less gathered the support of many folks I would come to meet that I did not expect support from.

Also, I should mention that I was the only city council candidate that ran for this seat unsuccessfully that ran a second campaign to again attempt victory. My point is, I am persistent in this cause, and as you can see, my interests in serving are sincere.

I would like also to briefly mention that many of my intentions for the city as a city council candidate have come to fruition under your services since my initial interest. That is to say, we have several common parallels as to a sense of duty and servitude and to the general direction of our city.

My intentions for guiding this city would be to protect what we already enjoy here and to preserve these amenities and also our citizen's rights of access to them.

It is clear to me that our city *is* going through some growing pains, and I would very much like to be involved in the resolutions.

I look forward to responses and thank you for your consideration.

Thank you for your time,

Life Noell
247 Wisconsin Avenue
Whitefish, Montana
59937
406.250.6901

received
6-12-15
@ 11:45am

June 11, 2015

To the Mayor and Councilors of the City of Whitefish,

I am writing to express my interest in filling the open position on City Council.

My wife and I have been full time residents of Whitefish for a little over one year. For seven years prior to that we were part-time residents of Whitefish, so I am more familiar with the workings of the city than the one year would imply. We chose to retire in this area – and specifically within the city limits – because we love it here (of course) and we believe the city has been, and is, well managed.

Over the years we have lived in a number of cities –large and small, growing and mature. While I have not served as a city council member in any of those cities, I have participated in local advisory committees and have always taken a keen interest in the planning and management of the cities. Since coming to Whitefish, I have attended a number of city council meetings and have made the effort to understand the issues facing the city. That said, I am still learning and as a member of city council I would be approaching issues from an objective and unbiased perspective. (Please note that as of June 1, I am a member of the Whitefish Bike/Pedestrian Trail Committee.)

My professional experience has been primarily in corporate finance, strategic planning and general management. I have a BS in Finance from Ohio State and an MBA from University of Denver. I have worked in organizations whose operations spanned a variety of industries. I believe the many years of experience I gained in planning, analysis, budgeting and management is universally applicable to all organizations and will enable me to be an effective, contributing member of the council. In the later years of my career, I was CFO of two large organizations. As CFO, taking a comprehensive view, deliberating, negotiating and decision-making, are requirements of the job. I believe those skills will also serve me well as a council member.

Thank you for consideration of my interest. I look forward to meeting with you and discussing my qualifications in greater detail.

Best Regards,



John Repke
411 Sunset View Court
Whitefish, MT
406-730-2419

PUBLIC NOTICE

THE CITY OF WHITEFISH HAS POSITIONS OPEN ON THE FOLLOWING VOLUNTEER COMMITTEES



WHITEFISH LAKE & LAKESHORE PROTECTION COMMITTEE –

Openings for 6 (six) members: 2 members who live inside City Limits, 2 members who are Whitefish Lakefront property owners and live inside the City Limits; and 2 members who are Whitefish Lakefront property owners and live outside the City Limits. Terms to run either to December 31, 2017 or December 31, 2018.

AD HOC CEMETERY COMMITTEE – One position is open to residents of the Community who reside either inside or outside of the City Limits, for a term expiring June 30, 2016.

HOUSING AUTHORITY - Two positions to fill the remainder of two terms; one expiring 12-31-17 and one expiring 12-31-19. Open to city residents or residents within a 10-mile radius of the City of Whitefish.

IMPACT FEE ADVISORY COMMITTEE – 2-Year terms – Three Positions – Openings are for a person from the Development Community, a Certified Public Accountant, and a Member at Large, all who either live or work within Whitefish zoning jurisdictions. The Committee meets once a year.

POLICE COMMISSION – Open to City residents who have maintained residency within the City for one year prior to appointment to the Commission. 1 Position, 3-year term.

Please submit a letter of interest to serve on any of the above committees to the Whitefish City Clerk's Office at 418 E. 2nd Street or mail to P.O. Box 158, Whitefish, MT 59937, by Friday, June 5, 2015. Interviews will be scheduled for June 15.

Thereafter, if vacancies still exist, letters of interest will be accepted until the positions are filled. If you have any questions please call the City Clerk's Office at 863-2400. These are also posted on the City's website: www.cityofwhitefish.org.

*****THANK YOU FOR YOUR INTEREST!*****

City Council + Mayor

4:00 pm



I am interested in serving on
the lakeshore protection ~~committee~~
committee. I would appreciate your
consideration.

Herb Beschel

250-4574

4:10 pm

June 1, 2015

Whitefish City Clerk's Office
418 E. 2nd Street
Whitefish, MT 59937

Re: Whitefish Lakeshore Protection Committee opening

Dear Councilors and Mayor:

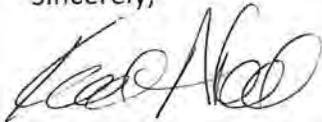
I was the newest member, and county appointee, of the previous Whitefish Lakeshore Protection Committee serving for only seven months before it was disbanded. I am very interested in serving on Whitefish's new WLPC as one of its county members.

Over 80 years ago, my grandparents bought three properties on Whitefish Lake, which they eventually handed down to their two sons (my father and uncle). About 20 years ago, my brother and I were deeded those properties (two of which are in the county and the other in the city). We in turn plan on keeping this land in the family and will eventually hand it down to our heirs. Therefore, I would like to continue a proactive role in preserving the lake, its water quality and the safety of those recreating on it.

I believe I am uniquely qualified to be a member of this committee for several reasons. My father was one of the original drafters of the Whitefish Lakeshore Protection Regulations and during my youth, I accompanied him to several lakeshore protection meetings. I grew up on Whitefish Lake, and have spent many years swimming, fishing, boating, skiing, skating, and launching and removing floating docks. I have hiked, fished or hunted in every watershed that feeds or drains the lake. I have a Bachelor's and Master's degree in Mechanical Engineering, have worked as an engineer for more than 20 years and continue to be employed by ViZn Energy (formerly ZincAir) in Columbia Falls.

Please consider me for one of the county resident's position on the Whitefish Lakeshore Protection Committee.

Sincerely,



Koel Abell, P.E.
355 Lost Coon Trail
Whitefish, MT 59937
Cell: (406) 407-1962
Home: (406) 730-1409

4:20 pm

June 2, 2015

To: Whitefish City Council

Fr: Joe D. Malletta



RE: Whitefish Lakeshore Protection Committee

Please consider my request to continue as a member of the Lakeshore Protection Committee. As a homeowner in Birch Hill Homes, I have lived on Whitefish Lake for more than 40 years. The well being of Whitefish Lake and the watershed which feed it has been a long time interest of mine. My participation in the Wisconsin Avenue Wetlands project increased my awareness of the issues facing the lake and it's contributories and demonstrated a willingness on my part to see development on and around the lake managed in an intelligent and cooperative manner.

Having served on the recently discarded Lakeshore Committee, I am most happy to see Whitefish City Council renew its commitment to protecting our most valuable resource. It would be my intent, if selected to serve, to provide a strong voice to preserve and watch over our beloved lake.

ORDINANCE NO. 15-10

An Ordinance of the City Council of the City of Whitefish, Montana, creating the Whitefish Lake and Lakeshore Protection Committee as a standing committee in Title 2, Chapter 16, to the Whitefish City Code and repealing Section 13-4-1 of the Whitefish City Code.

WHEREAS, the City Council enacted Title 2, Chapter 1, to the Whitefish City Code, by Ordinance No. 01-06, establishing memberships and organization of City boards and committees; and

WHEREAS, by WCC Section 2-1-2, the provisions of Title 2, Chapter 1, to the Whitefish City Code did not apply to the City-County Lake and Lakeshore Protection Committee as four of its members were appointed by Flathead County; and

WHEREAS, on April 28, 2015, the Flathead County Board of County Commissioners took action to assume jurisdiction of the County area surrounding Whitefish Lake, Lost Loon Lake and Blanchard Lake, adopted text amendments to County lakeshore regulations and rescinded the Whitefish City-County lake and lakeshore Regulations; and

WHEREAS, the City Council desires to adopt an Ordinance providing for the creation of the Whitefish Lake and Lakeshore Protection Committee as a standing committee of the City and establish its membership, powers, and duties, consistent with State law; and

WHEREAS, the City Council desires to amend Title 2 and repeal Section 13-4-1, and all Resolutions, Ordinances and Sections of the Whitefish City Code in conflict with the application of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: STANDING COMMITTEE ESTABLISHED: Pursuant to and under the provisions of Sections 75-7-201, *et seq.*, Montana Code Annotated, the City Council of the City of Whitefish does create and establish the Whitefish Lake and Lakeshore Protection Committee as a standing committee of the City, consistent with State law by adding Title 2, Chapter 16, WCC, and repealing Section 13-4-1, WCC.

Section 2: PURPOSE, POWERS AND DUTIES: By this chapter, the City Council of the City of Whitefish grants and delegates to the Whitefish Lake and Lakeshore Protection Committee all of the rights, privileges, powers, duties, and responsibilities thereto appertaining. The Whitefish Lake and Lakeshore Protection Committee shall have such jurisdiction as provided by State law.

Section 3: MEMBERSHIP: The Whitefish Lake and Lakeshore Protection Committee shall consist of seven (7) members, to be appointed as follows:

- A. The Whitefish City Council shall appoint a total of six (6) members, two (2) members shall reside within the corporate limits of the City of Whitefish, two (2) shall be lakefront property owners and residents within the corporate limits of the City of Whitefish, and two (2) members shall reside outside the corporate limits of the City of Whitefish and shall be lakefront property owners.

- B. The seventh member shall be appointed by the Whitefish planning board, reside within the corporate limits of the City of Whitefish, and be a member of the planning board. He/she shall serve for a two (2) year term unless he/she requests removal or is removed by a majority vote of the planning board.

Committee members shall receive no compensation.

Section 4: TERMS: POSITIONS: Committee terms shall be two (2) years. There are hereby created positions numbered one (1) through seven (7) inclusive of the members of the Whitefish Lake and Lakeshore Protection Committee. Members serving on the effective date of this Chapter shall be assigned to positions that correspond with the following expiration dates:

<u>POSITION NUMBER</u>	<u>TERM EXPIRATION DATE</u>
1	December 31, 2017
2	December 31, 2017
3	December 31, 2017
4	December 31, 2017
5	December 31, 2018
6	December 31, 2018
7	December 31, 2018

As each of the above listed expiration dates has past, a member appointed to the position shall serve for a two (2) year term. Terms shall begin on January 1 following the initial expiration of the preceding term. At the discretion of the City Council, members may be appointed for more than one term.

Section 5: REMOVAL OF MEMBER: A member of the Whitefish Lake and Lakeshore Protection Committee may be removed from the committee by majority vote of the City Council for cause upon written charges and after a public hearing. Willful disregard of State statutes, City ordinances and the rules of procedure of the committee, or absences from three (3) consecutive meetings, including regular and special work sessions, or absences from more than fifty percent (50%) of such meetings held during the calendar year shall constitute cause for removal. Circumstances of the absences shall be considered by the City Council prior to removal. Any person who knows in advance of his or her inability to attend a specific meeting shall notify the chair or City staff member assigned to the Whitefish Lake and Lakeshore Protection Committee at least twenty-four (24) hours prior to any scheduled meeting.

Section 6: VACANCY: Pursuant to Sections 3 and 4, any vacancy on the Whitefish Lake and Lakeshore Protection Committee shall be filled by the City Council acting in a regular or special session for the unexpired term of the Position wherein the vacancy exists. The City Council may appoint members of the City Council to temporarily fill vacant positions on the Whitefish Lake and Lakeshore Protection Committee.

Section 7: ORGANIZATION: The Whitefish Lake and Lakeshore Protection Committee, at its first meeting after January 1 of each year, shall elect a chair and vice-chair for the next twelve (12) month period. Upon the absence of the chair, the vice-chair shall serve as chair pro tem. If a vacancy occurs in the chair or vice-chair positions, the committee shall elect a member to fill the vacancy at the next meeting.

Section 8: MEETINGS; RULES AND REGULATIONS: Four (4) members of the Whitefish Lake and Lakeshore Protection Committee constitute a quorum to conduct business. Not less than a quorum of the committee may transact any business or conduct any proceedings before the committee. The concurring vote of four (4) members of the committee shall be necessary to decide any question or matter before the committee, except a motion for a continuance and motions to elect a chair and vice-chair may be decided by a simple majority vote of the committee. The committee shall adopt rules of procedure for the conduct of meetings consistent with statutes, the City Charter, ordinances and resolutions. Meetings of the committee shall be held at the call of the chair and at such other times as the committee may determine. All meetings shall be open to the public.

Section 9: EXPENDITURE AUTHORIZED: The Whitefish Lake and Lakeshore Protection Committee shall not have authority to make any expenditures on behalf of the City or disburse any funds provided by the City or to obligate the City for any funds except as has been included in the City budget and after the City Council shall have authorized the expenditure by resolution, which resolution shall provide the administrative method by which funds shall be drawn and expended.

Section 10: WCC Section 13-4-1 is hereby repealed, and the remaining sections are renumbered.

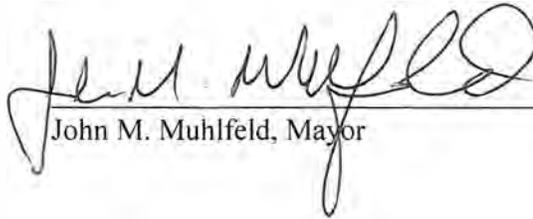
Section 11: All resolutions, ordinances and Sections of the Whitefish City Code and parts thereof in conflict with the application of this Ordinance are hereby repealed.

Section 12: In the event any word, phrase, clause, sentence, paragraph, section or other part of the Ordinance set forth herein is held invalid by a court of competent jurisdiction, such judgment shall affect only that part held invalid, and the remaining provisions thereof shall continue in full force and effect.

Section 13: This Ordinance does not affect the rights or duties that matured, penalties and assessments that were incurred or proceedings that began before the effective date of this Ordinance.

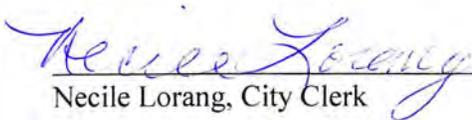
Section 14: This Ordinance shall take effect thirty (30) days after its adoption by the City Council of the City of Whitefish, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, THIS 1ST DAY OF JUNE, 2015.



John M. Muhlfeld, Mayor

ATTEST:



Necile Lorang, City Clerk



NOTICE OF CITY COUNCIL VACANCY

A vacancy has occurred on the Whitefish City Council, and the current Councilors will appoint an individual to fill the vacancy. The term for which the appointment will be made is from the present through the remainder of the term ending December 31, 2015. To be eligible, a person must be a resident of the City at least 60 days prior to appointment.

Persons interested in being appointed to fill the vacant term should submit a letter indicating the reasons for their interest and describing their relevant background. Letters of interest should be hand delivered to the City Clerk's Office at 418 E. 2nd Street, or mailed to Necile Lorang, Whitefish City Clerk, PO Box 158, Whitefish, MT 59937.

Letters of interest will be accepted until Noon of Friday, June 12, 2015.

Interviews will be scheduled for June 15th. If you have any questions please call the City Clerk's Office at 863-2400. This notice is also posted on the City's website at www.cityofwhitefish.org.

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CITY COUNCIL REGULAR MEETING AGENDA

The following is a summary of the items to come before the City Council at its regular session to be held on Monday, June 15, 2015, at **7:10 p.m.** at City Hall, 402 East Second Street.

Ordinance numbers start with 15-11. Resolution numbers start with 15-16.

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) COMMUNICATIONS FROM THE PUBLIC — (This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments, but may respond or follow-up later on the agenda or at another time. The Mayor has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda)
- 4) COMMUNICATIONS FROM VOLUNTEER BOARDS
- 5) CONSENT AGENDA (The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)
 - a) Minutes from the May 18, 2015 City Council executive session (p. 26)
 - b) Minutes from the May 18, 2015 City Council regular session (p. 26)
 - c) Consideration of approving application from Bruce Boody on behalf of Averill Family Trust for Whitefish Lake Lakeshore Permit (#WLP-15-W19) at 1350 Wisconsin Avenue to install a new dock at a single family residential property subject to 12 conditions (p. 43)
 - d) Consideration of approving application from Bruce Boody on behalf of Averill Family Trust for Whitefish Lake Lakeshore Permit (#WLP-15-W20) at 1352 Wisconsin Avenue to install a new dock at a single family residential property subject to 12 conditions (p. 52)
- 6) PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)
 - a) Consideration of a recommendation from the Ad-Hoc Cemetery Committee to locate a new City Cemetery on 5-7 ½ acres of land at the southwest corner of the City's Wastewater Treatment Plant property (p. 62)
 - b) Consideration of design and cost issues for the City Hall/Parking Structure project (Two motions) (p. 84)
 - i) City Manager's Memo outlining design and cost issues (p. 84)
 - ii) Presentation by architect Ben Tintinger on the design and cost issues (p. 101)
 - iii) Public Hearing
 - iv) Mayor and City Council deliberations and motions

- c) FY16 Budget - Consideration of approving City Manager's proposed budget as the FY16 preliminary budget and setting final public hearing on the FY16 budget for August 17, 2015 (p. 143)

7) COMMUNICATIONS FROM PLANNING AND BUILDING DIRECTOR

- a) Discussion of proposed Shaw rezoning by Flathead County on property adjacent to City limits by Monterra and direction to staff on actions to take regarding such proposed rezoning (p. 279)

8) COMMUNICATIONS FROM CITY MANAGER

- a) Written report enclosed with the packet. Questions from Mayor or Council? (p. 286)
- b) Other items arising between June 10th and June 15th
- c) Resolution No. 15-___; A Resolution to extend the term of the inter-fund loans to the Drug Forfeiture fund and Building Code fund (p. 301)

9) COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS

- a) Appointments to boards or committees not made during tonight's Special Session
- b) Consideration of appointing a replacement City Council member to replace John Anderson for the rest of his term through December 31, 2015
- c) Appoint City Council members to replace John Anderson on various committees:
 - i) Resort Tax Monitoring Committee
 - ii) Alternate for 911 Administrative Board
 - iii) Legacy Lands Advisory Committee sub-committee – Recreation/Conservation sub-committee
 - iv) Flathead Regional Wastewater Management Group
- d) Confirm next budget work session for July 20th and consider budget work sessions on other dates (June 29?)
- e) Consideration of calling special meetings for interviews of City Attorney candidates (executive session) and to authorize a contractual offer for a City Attorney to replace Mary VanBuskirk who is retiring (Special Meeting)

10) ADJOURNMENT (Resolution 08-10 establishes 11:00 p.m. as end of meeting unless extended to 11:30 by majority)



The following Principles for Civil Dialogue are adopted on 2/20/2007 for use by the City Council and by all boards, committees and personnel of the City of Whitefish:

- We provide a safe environment where individual perspectives are respected, heard, and acknowledged.
- We are responsible for respectful and courteous dialogue and participation.
- We respect diverse opinions as a means to find solutions based on common ground.
- We encourage and value broad community participation.
- We encourage creative approaches to engage public participation.
- We value informed decision-making and take personal responsibility to educate and be educated.
- We believe that respectful public dialogue fosters healthy community relationships, understanding, and problem-solving.
- We acknowledge, consider and respect the natural tensions created by collaboration, change and transition.
- We follow the rules and guidelines established for each meeting.

Adopted by Resolution 07-09
February 20, 2007

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June 10, 2015

The Honorable Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and City Councilors:

Monday, June 15, 2015 City Council Agenda Report

There will be a work session on Tuesday at 4:00 p.m. for interviews for the Whitefish Lake and Lakeshore Committee and the City Council vacancy and also on design and cost topics for the City Hall/Parking Structure project. Food will be provided.

The regular Council meeting will begin at 7:10 p.m.

CONSENT AGENDA (The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

- a) Minutes from the May 18, 2015 City Council executive session (p. 26)
- b) Minutes from the May 18, 2015 City Council regular session (p. 26)
- c) Consideration of approving application from Bruce Boody on behalf of Averill Family Trust for Whitefish Lake Lakeshore Permit (#WLP-15-W19) at 1350 Wisconsin Avenue to install a new dock at a single family residential property subject to 12 conditions (p. 43)
- d) Consideration of approving application from Bruce Boody on behalf of Averill Family Trust for Whitefish Lake Lakeshore Permit (#WLP-15-W20) at 1352 Wisconsin Avenue to install a new dock at a single family residential property subject to 12 conditions (p. 52)

RECOMMENDATION: Staff respectfully recommends the City Council approve the Consent Agenda.

Items a and b are administrative matters; items c and d are quasi-judicial matters.

PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

- a) Consideration of a recommendation from the Ad-Hoc Cemetery Committee to locate a new City Cemetery on 5-7 ½ acres of land at the southwest corner of the City's Wastewater Treatment Plant property (p. 62)

The Committee was first created in January 2011 by Resolution No. 11-05, and reported to the Council in October 2011. Following that report the Council directed the Committee to continue work on the project. Resolution 13-02 included amendments to the Committee and extended it to January 31, 2015. Resolution No. 13-02 allows up to seven (7) members on the Committee and currently we have six (6) members. The Committee had their last meeting of 2014 in September of 2014 without final consensus for recommendations to the Council; and so met on April 22, 2015 to prepare recommendations for presentation to the Council.

Current Report

Tasks delegated to the Committee by Resolution No. 13-02 included “evaluate and develop additional services, utilizing the present location, and identify possible new sites close to the City....for use as a new public City cemetery....”

The Committee participated in the idea of expanding our current cemetery by adding a columbarium (cremain niche wall) which was completed last year with the installation of one columbarium with 40 vaults. It was well received by several in our community, currently 13 of the 40 vaults have been sold, and there is room to add additional niche walls when needed. In addition, a “Memorial Wall” was installed this winter that allows the purchase of a nameplate to be added to the wall; it has space for 104 nameplates. The Memorial Wall was privately donated and installed by the City. Pictures of these are included in this report.

Also, since 2011, the Committee has researched both City-owned properties and privately-owned properties as possible sites for a 2nd City Cemetery. One of the privately owned properties we thought might be ideal turned out to have a pretty high water table on most of it and the sale-price was probably going to be too high. The City property south of the Wastewater Treatment Plant is the one city property that tested favorably for water table, and is a large enough piece of property that would lend itself to be used for a cemetery. That particular site does not have unanimous support for that use by the Committee, but does have Committee majority support. At our meeting in April, the committee voted unanimously for the following recommendations:

RECOMMENDATION: Staff respectfully recommends the City Council, after considering the recommendation from the Ad-Hoc Cemetery Committee and public testimony, approve earmarking the land south of the Wastewater Treatment Plant for development of a 2nd City Cemetery with areas set aside for traditional burial, green burial, and with columbariums and ask staff to plan for \$20,000 in the FY17 Budget

for the next steps moving forward towards that development, or for further development of an alternate site if an alternate site is found. Preserve and protect as many of the native trees as possible in the development plan of the land by the Treatment Plant.

This item is a legislative matter.

- b) Consideration of design and cost issues for the City Hall/Parking Structure project (Two motions) (p. 84)
 - i) City Manager's Memo outlining design and cost issues (p. 84)
 - ii) Presentation by architect Ben Tintinger on the design and cost issues (p. 101)
 - iii) Public Hearing
 - iv) Mayor and City Council deliberations and motions

Introduction/History

Beginning in 1987 when the Urban Renewal Plan was adopted, a new City Hall was anticipated as an urban renewal project for which Tax Increment Funds (TIF) could be used. Then in the 2005 Downtown Master Plan, the City Hall and Parking Structure projects were identified as catalyst projects for the continued development of downtown. The City Hall and Parking Structure were also identified as key projects in the 2015 Downtown Master Plan update. Both the 2005 Downtown Master Plan and the 2015 Downtown Master Plan were adopted as Growth Policy amendments.

The City Council began setting aside Tax Increment Funds annually in a City Hall Construction Fund on November 17, 2003 when they adopted Resolution No. 03-63. That fund currently has \$2,070,405.15 of funds remaining in it. The use of Tax Increment Funds, both from cash saved up and from a new Tax Increment Bond, do not affect or increase the property taxes which property owners pay - they are an earmarked portion of the existing property taxes that people pay.

On May 20, 2013, the City Council, on a 4-3 vote with the Mayor breaking a 3-3 tie, approved moving forward to build a City Hall and Parking Structure on the current City Hall site of Block 36. Since that time an architectural firm (Mosaic Architects), a General Contractor/Construction Manager (Martel Construction), and an Owner's Representative (Mike Cronquist), have all been selected and work has progressed past the Schematic Design phase.

The City Council passed a number of motions at the March 2, 2015 meeting which made the final decisions for the Schematic Design. Those decisions basically set the cost limit, at that time, for a City Hall/Parking Structure with a smaller basement, not building the 3rd floor at this time, and doing the 3,000 square foot retail space in the parking structure at \$13,000,000.00 (see page 9 of attached March 2, 2015 City Council minutes and my original cost estimate spreadsheet from last

fall). In addition, I have been using a generous estimate of \$1,000,000.00 for the following costs:

1. Costs of leasing an interim City Hall for 18 -24 months (\$200,000)
2. Maximum cost of Owner's Representative Contract (\$332,130 – should be less)
3. Cost to move City Hall offices twice and Planning/Building/Parks and Rec offices once – (estimate pending – less than \$50,000?)
4. Other costs (utilities at leased space, unanticipated costs, contingency, or cost reduction) - ~ \$400,000

Current Report

Once Martel Construction was selected as the General Contractor/Construction Manager (GC/CM) and the design decisions were made by the City Council in January and March of this year, Martel was able to work on a more detailed cost estimate for both City Hall and the Parking Structure. Initially, the first more detailed cost estimate for both City Hall and Parking Structure that the Future City Hall sub-committee¹ saw a total construction cost estimate of \$14,775,115 (not including our \$1,000,000 for other costs).

However, the sub-committee has worked diligently with architect Ben Tintinger and staff from Martel Construction to do value engineering at this early stage which is the benefit of the GC/CM method of construction. The sub-committee has recommended the following major steps to reduce costs:

1. Eliminate eastside parking garage basement and add two bays to the upper tier without losing any parking spaces in order to reduce shoring requirements.
2. Eliminate a second CMU wall – Building official said that because ownership of both structures is the same, only one fire CMU wall was needed, not one on each side of City Hall (north side) and Parking Structure (south side).
3. Consider allowing an underground encroachment of 1-3 feet of the foundation footing into the sidewalks and alleys that will reduce the foundation costs – called in the cost estimate “Zero lot line foundations”.

However, to get to a construction cost under \$14,000,000.00, the architect and GC/CM, working with the building sub-committee, gave the following options:

1. Reduce 18 more below ground level parking spaces on west ramp to save \$475,000
2. Reduce the basement to 3,610 pursuant to prior City Council direction to 3,610 square feet and not finish out the basement walls - \$190,000
3. Indirect cost savings from architect and contractor because of a smaller, less expensive project (percentage of construction cost) - \$165,608

¹ Committee consists of Mayor Muhlfeld, Jen Frandsen, Chuck Stearns, Sherri Baccaro, Necile Lorang, Ian Collins, and Rhonda Fitzgerald with Richard Hildner as an elected official alternate.

Doing these additional three changes would lower the construction cost to \$13,335,599 plus a \$617,038 contingency for a total construction reserve of \$13,952,637.

Thus, the City Council has pretty much the following options:

1. Increase construction costs (\$14,166,207) plus contingency (\$708,310) to \$14,874,517. We would have to raise the TIF bond sizing over what we currently have planned above to do this option. That may be possible, but we are very close on our bond coverage and other financial limitations, so we would have to do research to verify we could fund this size of project.
2. Eliminate the three additional cost reductions above to get the project cost down to construction costs (\$13,335,599) plus contingency (\$617,038) or a total of \$13,952,637.
3. Go even further with cost reductions to try to get total cost including a contingency to \$13,000,000. These reductions at this point would likely sacrifice many of the exterior architectural elements (see Parking Garage Additional Elements in attachment that total \$733,296) and the 3,000 square foot retail space in the Parking Structure (\$190,000), and using some of the extra or contingency in the \$1,000,000 above (for interim City Hall lease, moving costs, Owner's Representative contract etc.) The sub-committee has generally been very unwilling to eliminate these elements as many think that it is these elements that are vital to community acceptance of a parking structure.

Once the Mayor and City Council make these design and cost decisions, we also need to approve a contract amendment with Mosaic Architecture to move to the next phase of architectural design which is construction drawings, bidding and construction administration. The cost estimate for the next phase of architectural work is \$792,982 as shown in red figures in the attached cost estimate. The \$792,982 fee is included in the cost estimates noted above and is not in addition to the costs reported for the three options above (included as development costs).

Financial Requirement

We have been working with our Financial Advisor, David MacGillivray of Springsted, Inc., who is advising us on the Tax Increment Bond for this project to see if a bond issue more or less as follows will work financially:

Cash from City Hall/Parking Structure construction fund and TIF	\$ 4,137,856*
SID Bond Proceeds (net contribution for construction)**	\$ 750,000
<u>Future TIF Bond Issue (net proceeds towards construction)**</u>	<u>\$10,112,144*</u>
Total Funding for Project	\$15,000,000

*These amounts could change depending on timing of bond issue – whether in November or December of 2015 versus January or February of 2016 will affect how much debt service we pay versus cash we contribute in the FY16 budget depending on whether or not we have a TIF bond debt service payment in Jan/Feb 2016.

** TIF Bond size and SID Bond size will be larger than these amounts to provide debt service or security reserves and to pay for bond issuance costs.

We feel we can finance up to \$15,000,000 of project costs (up to \$14,000,000 of construction and contingency) and \$1,000,000 in interim City Hall, moving, Owner's Representative and other ancillary or contingency costs which may not get spent. The most recent TIF pro forma financial forecast for the next five years is included in the packet, but we may have an updated one to hand out at the June 15th meeting.

It is very important to understand that the TIF Bond and SID costs do not affect or increase property taxes for the general taxpayer in any manner. We have been planning for this project since 1987 and saving money for it since 2003. The downtown commercial or business property owners will see an assessment increase if the Special Improvement District (SID) is passed, but they will also lose their old SID payment for the 1996 Downtown Parking SID after this fall's billing.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering the recommendation from staff and the testimony at the public hearing, consider and approve the following motions:

1. To make final design and cost decisions for the City Hall/Parking Structure – the general sub-committee recommendation is for construction costs of \$13,335,599 and contingency costs of \$617,038 for a construction total of \$13,952,637 and then we add \$1,000,000 for interim city hall etc. for a total of \$14,952,637. However, the Mayor and City Council can add \$830,000 to that figure for the Additional Cost Reductions for City Council which are built in to the figures in this paragraph above or the Mayor and City Council could further reduce costs (probably Parking Garage Additional Elements and 3,000 square foot retail space) to get down near \$13,000,000 for construction cost plus the \$1,000,000 for other costs.
2. Approve addendum #2 to the architectural contract with Mosaic Architecture in the amount of \$792,982.00 plus supplemental reimbursable items in order to proceed to the stage of construction drawings and bidding. The \$792,982 fee is included in the cost estimates noted above and is **not** in addition to the costs reported for the three options above (included as development costs).

This item is a legislative matter.

- c) FY16 Budget - Consideration of approving City Manager's proposed budget as the FY16 preliminary budget and setting final public hearing on the FY16 budget for August 17, 2015 (p. 143)

The City Manager's proposed budget for FY16 is enclosed with the packet. The City Council has held two work sessions on the budget so far, on May 26th and June 8th. There will be at least one more work session scheduled for July 20th (and possibly other budget work sessions) prior to adoption of the budget on August 17th. There will also be another budget public hearing on August 17th. There is a transmittal letter in with the FY16 proposed budget which describes the major issues and projects.

In the past the City Council has been comfortable adopting the City Manager's proposed budget as the preliminary budget which the Council is required by state law to adopt. After adoption of the Preliminary budget, the City Council then makes changes to the budget in July and August prior to final adoption which is scheduled for August 17th.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering public testimony, adopt the FY16 proposed budget as the FY16 Preliminary Budget and set a public hearing on August 17th on the final budget.

This item is a legislative matter.

COMMUNICATIONS FROM PLANNING AND BUILDING DIRECTOR

- a) Discussion of proposed Shaw rezoning by Flathead County on property adjacent to City limits by Monterra and direction to staff on actions to take regarding such proposed rezoning (p. 279)

Planning Director Dave Taylor has the City's letter of opposition to the Shaw rezoning in the packet which outlines the reason for our opposition. There is also a vicinity map of the proposed rezoning and a newspaper article about the rezoning in the packet.

RECOMMENDATION: Staff respectfully recommends the City Council provide direction to City staff on any steps they would like staff to take in relation to the proposed Shaw rezoning in Flathead County, east of Monterra.

This item is a legislative matter.

COMMUNICATIONS FROM CITY MANAGER

- a) Written report enclosed with the packet. Questions from Mayor or Council? (p. 286)
- b) Other items arising between June 10th and June 15th
- c) Resolution No. 15-___; A Resolution to extend the term of the inter-fund loans to the Drug Forfeiture fund and Building Code fund (p. 301)

From Finance Director Dana Smith's staff report:

During fiscal years 2010, 2011, and 2012, it was necessary for the General Fund to loan the Building Code Fund a total of \$460,977.42 as a result of decreased building activity during the recession. At the recommendation of staff, the City Council classified this loan as a long-term loan due to the repayment period of the loan exceeding 12 months.

In addition, it was also necessary that the General Fund loan the Drug Forfeiture Fund a total of \$191,162.12 during fiscal years 2010 and 2011 to cover the cost of police salaries incurred in the fund when minimal forfeiture revenues were received. Again at the recommendation of staff, the City Council classified this loan as a long-term loan due to the repayment period of the loan exceeding 12 months.

Resolution 12-13 approved the terms for both the Building Code Fund and the Drug Forfeiture Fund loans at an interest rate of 0% with required repayment in full by June 30, 2015.

With the required repayment date of June 30, 2015, an extension for the repayment terms for each loan is necessary. Based on the review of cash balances and anticipated projects, it is likely that a portion of the Building Code Fund loan balance of \$171,699.49 will not be repaid by June 30, 2015. The proposed resolution would extend the repayment terms to June 30, 2016, or an additional year, when adequate revenues will be received to repay the remainder of the loan.

The Drug Forfeiture Fund is also not expected to pay off the loan balance of \$172,816.88 by June 30, 2015. The receipt of drug forfeiture revenue is unpredictable so the proposed resolution would extend the repayment terms an addition five years to June 30, 2020. To-date we have not received any drug forfeitures in fiscal year 2015.

There are no immediate financial implications as a result of this extension. The Building Code Fund loan is reasonably expected to be paid off by June 30, 2016. The Drug Forfeiture Fund loan could prove to be a very slow repayment process unless the Council decides to write-off the loan at a later date.

RECOMMENDATION: Staff respectfully recommends the City Council adopt a Resolution to extend the term of the inter-fund loans to the Drug Forfeiture fund and Building Code fund.

This item is a legislative matter.

COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS

- a) Appointments to boards or committees not made during tonight's Special Session
- b) Consideration of appointing a replacement City Council member to replace John Anderson for the rest of his term through December 31, 2015
- c) Appoint City Council members to replace John Anderson on various committees:

- i) Resort Tax Monitoring Committee
- ii) Alternate for 911 Administrative Board
- iii) Legacy Lands Advisory Committee sub-committee – Recreation/Conservation sub-committee
- iv) Flathead Regional Wastewater Management Group
- d) Confirm next budget work session for July 20th and consider budget work sessions on other dates (June 29?)
- e) Consideration of calling special meetings for interviews of City Attorney candidates (executive session) and to authorize a contractual offer for a City Attorney to replace Mary VanBuskirk who is retiring (Special Meeting)

ADJOURNMENT

Sincerely,

A handwritten signature in blue ink that reads "Chuck".

Chuck Stearns, City Manager

"Cheat Sheet" for Robert's Rules

Motion	In Order When Another has the Floor?	Second Required?	Debatable?	Amendable?	Vote Required for Adoption	Can be reconsidered?
Main Motion	N	Y	Y	Y	Majority unless other spec'd by Bylaws	Y
Adjournment	N	Y	N	Y	Majority	N
Recess (no question before the body)	N	Y	N	Y	Majority	N
Recess (question before the body)	N	Y	Y	Y	Majority	N
Accept Report	N	Y	Y	Y	Majority	Y
Amend Pending Motion	N	Y	If motion to be amended is debatable	Y	Majority	Y
Amend an Amendment of Pending Motion	N	Y	See above	N	Majority	Y
Change from Agenda to Take a Matter out of Order	N	Y	N	N	Two-thirds	N
Limit Debate Previous Question / Question	N	Y	N	Y	Two-thirds	Yes, but not if vote taken on pending motion.
Limit Debate or extend limits for duration of meeting	N	Y	Y	Y	Two-thirds	Y
Division of Assembly (Roll Call)	Y	N	N	N	Demand by a single member compels division	N
Division of Ques/ Motion	N	Y	N	Y	Majority	N
Point of Information	Y	N	N	N	Vote is not taken	N
Point of Order / Procedure	Y	N	N	N	Vote is not taken	N
Lay on Table	N	Y	N	N	Majority	N
Take from Table	N	Y	N	N	Majority	N
Suspend the Rules as applied to rules of order or, take motion out of order	N	Y	N	N	Two-thirds	N
Refer (Commit)	N	Y	Y	N	Majority	Neg. vote only

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WHITEFISH CITY COUNCIL
JUNE 1, 2015
EXECUTIVE SESSION 5:30 TO 7:00 PM

EXECUTIVE SESSION

Mayor Muhlfeld and Councilors Barberis, Frandsen, Feury and Hildner were present. Councilor Sweeney was absent. City Staff present were City Manager Stearns, City Attorney VanBuskirk and Planning and Building Director Taylor.

- a) Closed Executive Session Pursuant to Section 2-3-203 (4) - Quarterly litigation update and strategy with City Attorney
- b) Pursuant to §2-3-203(3) MCA, the presiding officer may close the meeting during the time the discussion relates to a matter of individual privacy and then if and only if the presiding officer determines that the demands of individual privacy clearly exceeds the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains and, in that event, the meeting must be open.

The meeting was adjourned at 7:00 p.m.

REGULAR SESSION 7:10 PM

1) CALL TO ORDER

Mayor Muhlfeld called the meeting to order. Councilors present were Barberis, Frandsen, Feury and Hildner. Councilor Sweeney was absent. City Staff present were City Manager Stearns, City Clerk Lorang, City Attorney VanBuskirk, Finance Director Smith, Planning & Building Director Taylor, Senior Planner Compton-Ring, Interim Public Works Director Hilding, Parks and Recreation Director Butts, Police Chief Dial, and Interim Fire Chief Page. Approximately 24 people were in the audience.

2) PLEDGE OF ALLEGIANCE

Mayor Muhlfeld asked Paul Conrad to lead the audience in the Pledge of Allegiance.

- 3) COMMUNICATIONS FROM THE PUBLIC** – (This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments, but may respond or follow-up later on the agenda or at another time. The Mayor has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda)

Mayre Flowers, Citizens for a Better Flathead (CFBF), 35 4th Street West in Kalispell, reported CFBF just did a press release regarding the recent changes in Whitefish making local recycling easier and now recycling practices are consistent county-wide. Mayre made additional comments referencing Planning and Building Director Taylor's revised staff report for the Highway 93 West Corridor Plan that he sent out late just this morning where he included more detail on the changes recommended by CFBF and tracked changes made by the Council at their 4/20, 5/4, and 5/18 meetings, along with correcting some typographical errors. She asked the final adoption of the plan be pulled from the Consent Agenda. She said that getting this revised staff report so late in the day and just a few hours before tonight's meeting made it difficult to review completely, but what she did review she thought it mischaracterized CFBF's input – some of which had been left out, and was misinformation to the Council. She felt there were still some inconsistencies within the Corridor Plan and between the

Corridor Plan, the Growth Policy and the Downtown Master Plan; and that the public needed more time to review this latest redline version. She cited problems on pages 53, 54, 112, 40 and 41 regarding Coffee Shops and Sandwich Shops, Artisan Manufacturing, Mixed Uses, the initiation of Zone Changes, and the appearance of the term Limited Hotels and formula hotels and motels. She requested the Council table action to allow more public review, move it to a work session, and divide the Corridor Plan into two reports. (a) The public process, including the visioning sessions and reporting all of the public input that was gathered and (b) a streamlined version of the policy and goals that the Council has identified and endorsed as being appropriate for this corridor.

Turner Askew, 3 Ridge Crest Court, said he did not think there has been sufficient planning for maintenance costs and procedures for the new City Hall/Parking Structure project. He requested the Council to think about it.

Judy Hessellund, 7th Street, said she agreed with Turner Askew's comments, in addition she said it didn't seem like there had been enough opportunity for the public to give their input; there were only a couple public meetings at the O'Shaughnessy Center. She said for those sessions either not everyone came or didn't get notice or realize what was going on. She said during the Growth Policy development process, neighborhood meetings were held all over town. She said she was reading in the proposed FY16 Budget about the City's outstanding debt of \$28M, and she was against adding another \$14.7M for a City Hall. She listed projects from the last 10 years; Central School, High School, Emergency Services Center, the Downtown and Hwy 93W Corridor, 2nd Street, and The Wave (a public/private funded project), and said a lot of money has been going out and it would be nice to take a breather; because according to the article in the paper – the City needs money. She said the City Hall project should be shelved, gather more public input, and consider moving it and leave downtown for businesses and tourists; and provide costs and payment analysis.

Ben Cavin, 2130 Houston Drive, said he was a retired civil engineer, and commented regarding Agenda Item 8d. He read his written comments regarding the Whitefish Lake Institute's March 2012 report wherein "Areas with Confirmed Contamination, and High or Medium Risk of Contamination" included 5 high risk sites; and he said East Lakeshore was not one of the high risk sites and that the City should address the 'worst first'. His written comments are appended at the end of these minutes.

Beth Dunagan, 222 Lupfer Avenue, said the new City Hall is too big and too expensive for the City of Whitefish, considering its current financial status. It should be reviewed, downsized, or if it has to be that size, put it in a different location. She said this property could be used for more visitor-enticing purposes with dual parking levels and visitors information. She said it is expensive for the senior citizens in the area who live on fixed incomes to pay the taxes.

Hunter Homes, Midway Drive, served on the Hwy 93W Corridor Steering Committee and the Pedestrian/Bike Path Committee, and spoke in support of the final adoption of the Hwy 93W Corridor Plan. He said it is a template, a work in progress, and will continue to be molded as new development is implemented. He said it has been a multiple-year process with numerous meetings with the public and staff, and it is a good workable template that can be moved forward. He said if delayed again, it will be continued to be delayed again, and with the changes that have been made it is an appropriate plan for the area, and something developers can work with.

Elizabeth Askew, Colorado Avenue, said she thought there were other beneficial uses for this property where the current City Hall is. Something else, instead of a new City Hall, should be built here that would benefit the City because Whitefish is a tourist town. There is a shortage of parking and she knew the parking structure is planned, but she thought there was so much more that could be done with this property. She said everyone she talks to agrees with her – they don't want City Hall here, even though that was part of the Master Plan – Master Plans can be changed, she said. She said the Council should seek more public input and she thinks they will find most people agree City Hall should be moved down the street and do something different with this property.

Richard Atkinson, 404 Dakota Avenue, said he was here for the topic of the night. He spoke against having a new City Hall at this current location, because he said this ½ city block is probably the most valuable real estate in the city district and should be used for something that raises money. He said it would be more logical to move City Hall outside the business district, by the Fire Department for example, then you wouldn't have to build the parking structure and save \$6M. He said there would be the cost to buy another lot, but that would be recouped and more with the sale of this downtown lot, he thought by \$2M. He thought this site, fully developed, would bring \$1M/year revenue to the City; he said in 50 years that is \$50M. He discussed cost of maintaining the parking structure, estimating it at \$250,000/year plus staffing full-time employees and he said over 50 years that is \$12.5M that wouldn't have to be spent if the City Hall is built outside the city district. With the new City Hall built at the current site, he thinks the City will be looking for an additional \$500,000/year to cover costs and he said that will have to come from the taxpayers; new teachers, new firemen, new policemen, and they won't be able to afford those taxes. He said City Hall should be built outside the business district and asked City Attorney VanBuskirk if he could call for a referendum on the placement of City Hall. Mayor Muhlfeld said that typically, the Mayor, Council and Staff do not respond to questions during Public Comment, but Mr. Atkinson could contact the City Attorney during office hours.

Leve Johnson, 1122 Meadowlark Lane, said this room should be packed tonight because everybody that she talks to says the money being spent on City Hall is too extravagant. People will be forced out of their homes when taxes increase \$600/year, many people have already been forced off the lake because of high taxes. She said we don't need a city hall that costs \$14M.

Ian Collins, 898 Blue Heron Drive in Whitefish, said that instead of the City Hall being the topic of the night he thought it had been the topic for the last five years, if not longer. He disagreed that there had not been adequate opportunity for the public to give input and he reviewed the number of times and events where there has been opportunities starting in 2004-2005 and continuing on to present time. And he said during those sessions the comments that were supported by most was to keep City Hall downtown, where the City already owns the land, reinvest in the land where City Hall has been for nearly the last one hundred years. He said the headlines in the Daily Interlake on the article on the proposed FY16 Budget were, he felt, a disservice to the Council; however there was a sort of a retraction the following Sunday on the Opinion Page but that doesn't receive as much public attention as front and center headline. In that Opinion the Editor did state the Whitefish City Council "...consistently gets community involvement before embarking on any project." And Mr. Collins said that has also been true on this project for both the site selection and the development and the design for a new City Hall and Parking Structure. He thought eleventh hour comments against the project were irresponsible, especially since some of those who commented know what it takes to plan a project this size and the timeline it involves. He said the cost analysis for the project has been done diligently all through the project from the beginning, by the staff, Mayor and Council, and sub-committees; including

site development and construction costs and future maintenance costs. He said instead of the \$250,000/year maintenance costs plus full-time employees as stated during public comment, research as shown annual maintenance should be more in the ballpark of \$50,000 to \$75,000 annual maintenance costs (from other parking structures in Montana) and it is not currently planned to be a staffed parking structure. He views the improvement of this property with the new City Hall and Parking Structure to be economic development; and he hopes the Council stays the course on this project. He said the same late, eleventh hour comments came in prior to the downtown improvement project; and that project has been successful and not the downfall of the town as was projected by some.

Nan Askew, Ridge Crest Court, commented to Mr. Collins that not everybody has lived here as long as he has and thought some of his comments were mean. Mrs. Askew read from her letter which is appended at the end of these minutes. She spoke against building a new City Hall and Parking Structure on the current City Hall site, and said a new City Hall would be better by the Justice Center, and if City Hall was moved out of downtown it would free up 60-70 parking spaces for Whitefish citizens and guests. She said City Hall is not the anchor as it was in the past, and that it was not too late to move the location out of downtown.

As there was no further public comment, Mayor Muhlfeld closed that portion of the meeting.

4) COMMUNICATIONS FROM VOLUNTEER BOARDS (CD 38:10)

Councilor Hildner reported the business from today's Pedestrian and Bicycle Path Advisory Committee. A contractor/volunteer combined project will continue the Rygg Path up to the Pine Lodge. The stairs for 2nd Street and the Stumptown Inn are currently being manufactured, and should be installed without too much more delay. Public Works is researching possible extension of the Willowbrook path to the Armory, and Interim Public Works Director Karin Hilding will see if the striping and crosswalk markings can be moved up in the schedule. And this afternoon he heard from Karin that the Montana Department of Transportation approved and authorized the City to advertise for bids for the Skye Park Bridge Construction Project. If things go as scheduled, the Council will award that bid at their July 20th meeting.

- 5) CONSENT AGENDA** (The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC) (CD 40:03)
- a) Minutes from the May 18, 2015 City Council special session (p. 19)**
 - b) Minutes from the May 18, 2015 City Council regular session (p. 20)**
 - c) Ordinance No. 15-09; An Ordinance amending the Whitefish City Code Title 2, Title 12, Title 13 and Title 14 pertaining to the Lake and Lakeshore Protection Regulations, remove references to the extraterritorial planning jurisdiction, the Whitefish City-County planning board, and Blanchard Lake, and define city limits (Second Reading) (p. 41)**
 - d) Ordinance No. 15-10; An Ordinance creating the Whitefish Lake and Lakeshore Protection Committee as a standing committee in Title 2, Chapter 16, to the Whitefish City Code and repealing Section 13-4-1 of the Whitefish City Code (Second Reading) (p. 51)**
 - e) Resolution No. 15-___; A Resolution adopting the Whitefish Highway 93 West Corridor Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 54)**

- f) **Resolution No. 15-12; A Resolution further amending Resolution No. 11-05, which established an Ad Hoc Cemetery Committee, to extend the duration of the Committee through June 30, 2016 (p. 175)**

Councilor Hildner requested item 5e be pulled from the Consent agenda for discussion following approval of the remainder of the Consent Agenda.

Councilor Frandsen made a motion, second by Councilor Barberis, to approve Consent Agenda items 5a, 5b, 5c, 5d, and 5f ad presented. The motion passed unanimously.

- 5e) **Resolution No. 15-13; A Resolution adopting the Whitefish Highway 93 West Corridor Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 54)**

Councilor Hildner asked Planning and Building Director Taylor if he would please review his updated staff report that he had distributed today and go over the latest changes made to the Whitefish Highway 93 West Corridor Plan (The Plan) as directed by Council on May 18 which were based on suggestions from Citizens for a Better Flathead in their public comments delivered on May 18. Director Taylor summarized those additions and deletions line item by line item, and those changes made by dates, typographical errors that were corrected, along with two additions included by staff reflecting motions made and approved by Council. Following his review, the Mayor and Council had some questions and discussion for clarification. The Mayor asked if there were any inconsistencies in The Plan regarding initiation of developing the zoning districts. Director Taylor said the only recommended changes are in the WT-3 and WIT districts; and those were part of the date-specific changes that are the redlined changes in his report. Director Taylor also clarified that restrictions regarding formula hotels was an idea brought forward from a citizen during a work session, but no formal action had been taken on that item. The Council could consider it and add it if is approved. Director Taylor's updated Staff Report has been appended to the Council Packet.

Councilor Barberis made a motion, second by Councilor Frandsen, to approve Resolution No. 15-13; A Resolution adopting the Whitefish Highway 93 West Corridor Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy).

Discussion. Director Taylor clarified changes can be made through the public hearing process; and as all other plans, there is a two-year review. There was additional discussion regarding staff's recommended changes added as summaries to changes.

Councilor Frandsen made an amendment, second by Hildner, on page 53 of The Plan, to strike the first two sentences in the paragraph that reads "Microbreweries, coffee shops and sandwich shops, assisted living facilities, private railcar storage, small grocery stores, and limited hotels were added as recommended land uses by City Council. Resort residential was recommended by the public and later removed by City Council."; and keep the last sentence which reads: "No short term rentals are allowed on railcars." The amendment passed unanimously.

Councilor Feury made an amendment, second by Councilor Frandsen, on page 45 of The Plan, strike the paragraph that reads "Resort Residential and coffee shops and sandwich shops

were recommended by the public and later removed by City Council. Alcohol production was also removed from the definition of artisan manufacturing by City Council. Professional artist studio and gallery was added by City Council. Short term rentals were removed as a recommended use by City Council.” The amendment passed unanimously.

The original motion to approve Resolution No. 15-13; A Resolution adopting the Whitefish Highway 93 West Corridor Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy), as amended above, passed unanimously.

Mayor Muhlfeld thanked everybody for all their hard work on this corridor study.

- 6) PUBLIC HEARINGS** (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant’s land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)
- a) Consideration of an application from Cattail Farms, LLC for a Conditional Use Permit for an accessory apartment at 448 LaBrie Drive (WCUP 15-06) (p. 178) (CD 1:08:45)**

Senior Planner Compton-Ring gave the staff report, detailing this application is for an accessory apartment adjacent to a new home under construction, and above a proposed two-car garage. The application is in compliance with the Zoning District WR-2, and with the Whitefish City-County Growth Policy designation; and with development standards. Adjacent property owners were notified and a notice was placed in the paper and no public comment was received. The application comes to the Council with staff and Planning Board recommendation for approval subject to four conditions.

Mayor Muhlfeld opened the public hearing.

Paul Conrad, owner and applicant, said they will be living in the home and renting out the apartment. The stairs to the apartment are in a separate entry inside the garage so they are safe and out of the weather. They are in full agreement with all the conditions for approval.

The Council had some more questions for the applicant and he talked more about his plans for renting out the accessory apartment. The two-car garage will be for his own use and the carport is for the accessory apartment.

Councilor Frandsen made a motion, second by Councilor Barberis, to approve a Conditional Use Permit for Cattail Farms, LLC for an accessory apartment at 448 LaBrie Drive, (WCUP 15-06). The motion passed unanimously.

- b) Consideration of an application from Keith & Julie Hansen, Rod & Trish Teske, and Steve & Kelly Roslinski for a Conditional Use Permit to construct an accessory apartment 634 Somers Ave (WCUP 15-07) (p. 210) (CD 1:14:57)**

Planner Compton-Ring gave the staff report , detailing this application is for an accessory apartment adjacent to an existing single family home, above a proposed two-car garage. The application is in compliance with the Zoning District WR-2, and with the Whitefish City-County Growth Policy designation. The plans included a “future bath” on the 1st floor of the proposed garage, which is not within development standards, so its removal is required by the recommended Conditions of Approval. Also in the conditions the applicant shall demonstrate three (3) off-street parking spaces can be achieved. With compliance with those conditions, the application is in compliance with

development standards. Adjacent property owners were notified and a notice was placed in the paper and one letter was received with comments concerning the future bath on the first floor of the proposed garage and rental of the apartment. The application comes to the Council with staff and Planning Board recommendation for approval subject to six conditions.

Mayor Muhlfeld opened the public hearing.

Kevin Treece, Custom Residential Design Inc., representing the owners/applicants who are three Canadian families, addressed the Council. He said the owners are in agreement with all standards and conditions, and he was here to answer any questions.

There being no further public comment, the Mayor closed the public hearing and turned the matter over to the Council for their consideration. There was Council discussion regarding rental of the apartment or the main home, and Planner Compton-Ring explained there will be a deed restriction (or a restrictive covenant) that the accessory apartment may only be rented if the owners maintain permanent residence in the primary structure. Further discussion clarified that either the apartment or the home could be rented out, but not both.

Councilor Feury made a motion, second by Councilor Barberis, to approve a Conditional Use Permit for Keith & Julie Hansen, Rod & Trish Teske, and Steve & Kelly Roslinski to construct an accessory apartment 634 Somers Ave, adopting Staff Report WCUP 15-07 and subject to the six (6) Conditions of Approval attached thereto. The motion passed unanimously.

- c) Consideration of a request from High Point on 2nd, LLC to amend Condition No. 12 of the Preliminary Plat approval and the Preliminary Plat for the High Point on Second subdivision (formerly known as Second Street Residences subdivision) regarding the condition for a through street to East 2nd Street (WPP 14-03) (p. 234) (CD 1:25:50)**

Planner Compton-Ring handed out copies of an aerial view of the proposed new road to East 2nd Street that Interim Public Works Director received today; a copy of which has been appended to the Council packet. Planner Compton-Ring read Condition of Approval #12 as it was approved back in June of 2014. "Ponderosa Court shall not terminate in a cul-de-sac. Prior to final plat approval for Phase III, Ponderosa Court shall be constructed as a through road, either by connecting back to Armory Road or to the east and intersect with E. 2nd Street. The final location and alignment shall be approved by the Public Works Department." The subdivision regulations do not allow dead-end roads and state that cul-de-sacs are only allowed when there are no other alternatives. In addition, the cul-de-sac as originally proposed did not meet engineering standards, as it was too long. The developers had requested a variance for their cul-de-sac but it was not granted. The developers have been working on their plan getting ready to bring it forward for the final plat, and they have come forward with tonight's proposal for the road to come out as a T-intersection on E. 2nd Street. The developers state this road as proposed does meet sight-distance requirements so staff supports their proposal still with the condition that the final design is approved by the Public Works Department. Adjacent landowners within 300 feet were noticed and a legal notice was placed in the Pilot and at the writing of the staff report no comments had been received, but just yesterday several comments were received and those have been brought forward to the Council tonight, (and have been appended to the packet). Comments pertain to safety of the proposed intersection. Another comment pertained to the City's notice of property owners and Planner Compton-Ring said notice was proper to standards, however during the planning process

of this development, the developers had engaged conversations with a larger area of the neighborhood, but that area is outside the City's notification standards. Planner Compton-Ring said staff is recommending the following amendment for Condition #12 to read: "Ponderosa Court shall not terminate in a cul-de-sac. Prior to final plat approval for Phase III, Ponderosa Court shall be constructed as a through road ~~either by connecting back to Armory Road or to the east and intersection with to E. 2nd Street.~~ The final location and alignment shall be approved by the Public Works Department." Planner Compton-Ring further explained that the 'approval by the Public Works Department' will include a detailed traffic engineer's study including sight distances and road grades.

Mayor Muhlfeld opened the public hearing.

Jeff Swenson, Whitefish resident and one of the project managers for the development, agreed with Planner Compton-Ring's report that this proposed development has gone through many iterations. The developers tried in vain to contact the adjacent landowners to the east so going through their property as a second exit failed. The road as now proposed is a cooperative effort with their traffic engineer and City Staff. He said they have worked hard to make this a good development with dedicated parkland and an effort to maintain old-growth trees as much as possible.

Barb Brant, 1658 E. 2nd Street, asked the Council to postpone any decision tonight and allow the neighborhood time to look over this newly proposed intersection on E. 2nd Street.

Scott Brant, 1658 E. 2nd Street, read a letter from his neighbor Kathy Spangenberg, 1665 E. 2nd Street, which was one of the letters received by the City earlier today and distributed to the Council tonight and has been appended to the packet. Her letter is in opposition to the road as proposed to be a T-intersection with E. 2nd Street, due to safety concerns, and requested the Council deny the proposal. Following reading her letter, Mr. Brant also commented against the proposal, the proposed street comes out on E. 2nd Street where E. 2nd Street is too steep for traffic to stop and start going into a subdivision. He has lived there nearly 30 years and knows what it is like when it gets icy. He asked the Council to postpone any decision on this tonight and allow the neighbors to work again with the developer, which worked well before.

Carol Nelson, 1590 E. 2nd Street, said she agreed with both Barb and Scott Brant's comments. It is a dangerous spot on that road, even with the newly constructed street, the grade is still steep. She requested the Council postpone action tonight.

Dave Kauffman, said this has been quite a process and said he is thankful he is not trying to develop this project. He said the developers have bent over backwards trying to appease the neighborhood, and have modified their plans, at their own expense, at least three times, and now it appears that the neighborhood wants to second-guess them again. Mr. Kauffman said there comes a time when you need to respect the professionals in the development group and allow them to move forward with their project.

Jeff Swenson, rose to speak again and thanked the Brants for their comments. He said to follow-up with Dave Kauffman's comments; yes, they have worked hard to meet the neighborhood's concerns and have met many times with professionals and city staff who have come out to the site with them, in an effort to meet conditions and standards. From those meetings, this latest proposal has come forward. They will continue to work with professionals and city staff to make this a safe intersection.

Barb Brant rose to speak again to the Council, saying she appreciated all comments said tonight but again asked for no action tonight to allow the community the time to review the proposal.

There being no further public comment, the Mayor closed the public hearing and declared a recess at 9:10 p.m. The Council reconvened at 9:23 p.m.

Interim Public Works Director Hilding addressed the Council reporting she talked to the engineers who had worked on the City's East 2nd Street Reconstruction project, and they agreed there should be a field survey for actual site distance calculations. She also addressed regulations in the City's Engineering Standards that must be met. Section 8.4 in the regulations address hilltop intersections and maximum grade of intersections is also addressed in the standards. Whether or not those standards are met will be determined by a field survey. Councilor Frandsen asked for and received clarification of an amendment with Planner Compton-Ring.

Councilor Frandsen made an amendment, second from Councilor Feury, to amend Condition #12 of the Preliminary Plat approval and the Preliminary Plat for the High Point on Second subdivision (formerly known as Second Street Residences subdivision) by removing "to the east and", so that Condition #12 shall read: "Ponderosa Court shall not terminate in a cul-de-sac. Prior to final plat approval for Phase III, Ponderosa Court shall be constructed as a through road, either by connecting back to Armory Road or intersect with E. 2nd Street. The final location and alignment shall be approved by the Public Works Department." And adopting the Findings of Fact as recommended by staff on packet page 235. The motion was approved unanimously.

7) COMMUNICATIONS FROM PUBLIC WORKS DIRECTOR

- a) Consideration of awarding the construction contract for the Birch Point Lift Station to Sandry Construction in the amount of \$398,000.00 (p. 253) (CD 2:04:55)**

Interim Director Hilding said the recommendation is coming forward to Council following a public advertisement for bids for which two bids were received, and Sandry Construction was the low bidder. Funds are budgeted for this project from the Wastewater Fund in the FY16 Preliminary Budget.

Councilor Hildner made a motion, second by Councilor Feury, to approve awarding a contract for the Whitefish Birch Point Lift Station Project to Sandry Construction in the amount of \$398,000. The motion passed unanimously.

- b) Consideration of awarding the construction contract for 2015 street overlays to LHC, Inc. in the amount of \$446,468.98 (p. 257) (CD 2:09:37)**

Interim Director Hilding said following public advertisement, three bids were received for this project; two below and one above the engineer's estimate of \$532,600. The low bidder was LHC at \$446,468.98 and funds are appropriated for this project in the street maintenance fund in the FY16 Preliminary Budget. The work is scheduled to begin once school is out and to be completed in 45 days. The roads to be overlaid are shown on the map on page 258 in the packet.

Councilor Hildner made a motion, second by Councilor Feury, to award the construction contract for 2015 street overlays to LHC, Inc. in the amount of \$446,468.98. The motion passed unanimously.

8) COMMUNICATIONS FROM CITY MANAGER

- a) Written report enclosed with the packet. Questions from Mayor or Council? (p. 262) – None.

Mayor Muhlfeld welcomed April O’Neal, the new Assistant to the Public Works Director, to our staff.

- b) Other items arising between May 27th and June 1st (CD 2:11:49)

City Manager Stearns reported the sub-committee of the Ad Hoc New City Hall Steering Committee met last Friday and continues to work with Mosaic Architecture on design details and cost issues. There will be a work session followed by Council action at the June 15th meeting; more information will be included in that next packet.

- c) **Resolution No. 15-14; A Resolution relating to \$7,183,000 Tax Increment Urban Renewal Revenue Refunding Bonds, consisting of \$3,591,500 Series 2015A Bond and \$3,591,500 Series 2015B Bond; Authorizing and directing the issuance, confirming the sale and prescribing the form and terms thereof and the security therefor (p. 265)**

Manager Stearns’ staff report (Council Packet page 319) explains this resolution follows Council’s action on May 18, 2015 wherein they approved Resolution 15-11 establishing the parameters of this refunding and refinancing of our Tax Increment Fund (TIF) bond; to be financed through two local banks so there is a Series A and a Series B, each for \$3,591,500. On May 21, 2015, a 2.62% interest was locked in at the signing of the Bond Purchase Agreements with the two banks. Approval and execution of this refinancing should result in saving \$414,114.14 of interest costs over the remaining five years of the TIF bond. The City’s Bond Counsel, Dorsey and Whitney of Missoula, has prepared the documents and will be overseeing the execution and completion of the transactions.

Councilor Hildner made a motion, second by Councilor Frandsen, to approve Resolution No. 15-14; A Resolution relating to \$7,183,000 Tax Increment Urban Renewal Revenue Refunding Bonds, consisting of \$3,591,500 Series 2015A Bond and \$3,591,500 Series 2015B Bond; Authorizing and directing the issuance, confirming the sale and prescribing the form and terms thereof and the security therefor. The motion passed unanimously.

Mayor Muhlfeld thanked City Manager Stearns for his hard work on this project and thanked the two local banks for financing the refund and refinancing.

- d) **Resolution No. 15-15; A Resolution authorizing matching funds for planning grant applications to the Treasure State Endowment Program (TSEP) And Renewable Resource Grant And Loan Program for wastewater/septic Preliminary Engineering Reports (PER) For The East Lakeshore Drive and Lion Mountain Areas (p. 347)**

Manager Stearns said, from his staff report starting on page 349 in the packet, that this Resolution is a formal statement in writing containing Council’s action on January 20, 2015, wherein

the Council approved contributing funding of up to \$60,000.00 for two preliminary engineering report planning grants from the Treasure State Endowment Program (TSEP) and the DNRC Renewable Resource Grant and Loan Program (RRGL) that other eligible entities will submit for a report on East Lakeshore Drive and Lion Mountain areas, as detailed in his report. TSEP requires the Council's approval in a Resolution, rather than just having a copy of the minutes of their approval last January.

Councilor Feury made a motion, second by Councilor Frandsen, to approve Resolution No. 15-15; A Resolution authorizing matching funds for planning grant applications to the Treasure State Endowment Program (TSEP) And Renewable Resource Grant And Loan Program for wastewater/septic Preliminary Engineering Reports (PER) For The East Lakeshore Drive and Lion Mountain Areas. The motion passed unanimously.

Mayor Muhlfeld said the Whitefish Lake Institute has received two grants for the Lion Mountain PER, a DNRC RRGL Planning Grant and a TSEP Planning Grant, for a total of \$25,000.

9) COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS (CD 2:22:22)

- a) Letter from Pat LaTourelle regarding proposed tax increases and City Hall/Parking Structure (p. 354) – No additional comment.**

- b) Discuss and approve schedule for appointing a replacement for Councilor John Anderson (p. 356)**

Manager Stearns said under the Charter, which is included in the packet, the Council has 30 days to appoint and fill the vacancy from the date Councilor Anderson resigned. The time remaining allows an appointment to be made at the June 15, 2015 meeting, or at a special meeting. City Clerk Lorang has prepared and submitted a draft of a notice for the Pilot, and can complete that with the paper tomorrow morning with more details from the Council. It will be in this weeks' and next week's papers. Manager Stearns said at issue is; the June 15th work session has already been set aside to interview and appoint applicants to serve on the new Lake and Lakeshore Protection Committee, and a session with the design and construction team for the new City Hall. If the Council wants to also interview applicants for City Council that night, one of those items will have to be delayed and rescheduled, or the Council could start earlier in the evening to get it all done. Of course at this time, we don't know the number of applicants we will have for any of those positions. The 2nd option, would be to schedule a Special Session to interview and appoint to fill the Council vacancy. The Council agreed to start earlier on June 15th as it looked like four of five Councilors and the Mayor will be attending meetings on June 15th. Manager Stearns said applicants for the Council vacancy can submit letters of interest to the City Clerk up to noon Friday, June 12th; then he will send a supplemental packet out with the list of applicants and a schedule for their interviews. It was also decided that if the number of applicants for lakeshore is too much to get done on the 15th, they will be moved to July 6th.

COUNCIL COMMENTS: (CD 2:29:15)

Councilor Feury expressed his disappointment in public comment that included throwing around numbers regarding City Finances and Projects that were completely erroneous with no basis of fact, and hopes that the general public understands that and will take the time to become completely informed.

Councilor Hildner said three things: (1) He wanted to encourage attendance to the City Beach Tour scheduled for Wednesday at 10 a.m.; the tour of the Ice Rink was interesting and informative and he was looking forward to the tour at City Beach to be the same. The tour is open to residents as well as Council and Staff. (2) He asked about scheduling a public hearing on ice rink rates. (3) He asked about the outcome of Thursday and Friday's Mass Casualties Exercise with BNSF and wondered if there was a report. Interim Chief Page said he was unable to attend the exercise, but he will get the information from the County Office of Emergency Management and he will get it to the Mayor and Council.

Councilor Frandsen said there is concern with a rezoning request for property adjacent to the City located at 4435 Highway 40W. It is 62 acres currently zoned SAG-10, with a request for SAG-5. She asked if the rest of the Council agree to direct staff to further document the City's opposition to that County rezone request of 4435 Highway 40W, and advise the Flathead County Commissioners that the City opposes the rezone based on the statutory criteria and guidelines of the Montana Code §76-2-203 have not been met. Mayor Muhlfeld asked for a showing of hands for those in agreement and it was unanimous.

Mayor Muhlfeld said in regards to Councilor Hildner's request for a public hearing on ice rink rates; he has been in discussion with Manager Stearns and Director Butts and Greg and Chad and they are all meeting again this week to discuss it further. The Mayor said Councilor Hildner is welcome to attend that meeting as well. Manager Stearns explained further that a public hearing was originally scheduled for July 6th as requested by Councilor Anderson, but now that Councilor Anderson has resigned it was discussed about moving up the public hearing. But before that public hearing, the Mayor asked for time to explore more options.

Mayor Muhlfeld asked Interim Director Hilding the status of a limited contract authorized with RPA for researching the Birch Point Quiet Zone SID. Hilding said she did not have anything new to report at this time; in the last meeting she had with RPA and Manager Stearns, they discovered that the project might not be able to be funded by an SID. Manager Stearns said it is on his and City Attorney VanBuskirk's plate but each have been very busy on other projects; they have to research some of the legal issues. It is on his to-do list and the Mayor said he totally understood. Councilor Frandsen asked since it looks like the SID may not be a possibility, she would like to look again at the cost of the wayside horn. Manager Stearns said that is part of the research; the neighborhood prefers the quiet zone but it just might not be cost effective.

10) ADJOURNMENT (Resolution 08-10 establishes 11:00 p.m. as end of meeting unless extended to 11:30 by majority) (CD 2:39:54)

Mayor Muhlfeld adjourned the meeting at 10:07 p.m.

Mayor John M. Muhlfeld

Attest:

Necile Lorang, Whitefish City Clerk

Rec'd at Meeting 6-1-15

Benton C. Cavin
PO Box 965
Whitefish, MT 59937
{406}862-3733

Monday June 1, 2014

Mayor Muhlfield & City Council
City of Whitefish
Whitefish, MT 59937

**RESOLUTION FOR FUNDING OF TWO ENGINEERING
REPORTS City Priority Areas: Priority Should Be
WORST FIRST
RE: YES FOR LION MOUNTAIN- NO FOR EAST LAKESHORE DRIVE!**

Mayor Muhlfield & City Council,

My name is Ben Cavin. Civil Engineer, retired, I live at 2130 Houston Drive in the Houston Lakeshore Tract, formerly part of the donut.

On this evening's agenda you have a proposed resolution authorizing funds for Preliminary Engineering for Wastewater/Septic. Whitefish Lake Institute's *Investigation of Septic Leachate Report for Whitefish Lake*, Report RRG-11-1474 is the City's "bible" on this topic. This report identified 5 high risk sites for contamination, copy attached. East Lakeshore is not one of the high risk sites. City money should be spent on correcting the **WORST FIRST**.

Thank you.



Benton C. Cavin

Copy: Sean Frampton, Morrison and Frampton, Whitefish, MT

BEN CAVIN

Investigation of Septic Leachate to the Shoreline Area of
Whitefish Lake, Montana
RRG-11-1474

Final Report



Prepared by:

Whitefish Lake
INSTITUTE

635 Denver
Street
Whitefish, MT
59937

Prepared
for:

Whitefish County Water District
P.O. Box
1755
Whitefish, MT
59937
1 March
2012

Investigation of Septic Leachate to the Shoreline Area of Whitefish Lake, Montana

The stormwater system currently consists of fifteen outfalls to the Whitefish River, three outfalls to Whitefish Lake and six outfalls to Cow Creek. There are approximately 500 catch basins, 300 manholes, 8,100 lineal feet of 8-inch pipe, 25,000 lineal feet of 12-inch pipe, 2,100 lineal feet of 15-inch pipe, 12,000 lineal feet of 18-inch pipe, 1,900 lineal feet of 21-inch pipe, 7,580 lineal feet of 24-inch pipe, 800 lineal feet of 36-inch pipe and 140 lineal feet of 42-inch pipe in the system (Montgomery *et al*, 2006). Stormwater conveyance to creeks around Whitefish Lake generally takes place in well vegetated areas, resulting in the trapping of sediment and filtering of nutrients. However, contamination from stormwater cannot be ruled out as a possible contributor. (Addendum 7.4).

GIS Databases

A more robust county database of septic and sewer systems, more frequent data collection and maintenance, and enhanced data integration using multiple data sources are three actions that could improve not only the quality of the existing data, but also the ability of those charged with monitoring and enforcing water quality for Whitefish Lake. Improvements to the data have recently been made, but a more thorough update and an ongoing review process would be beneficial. In some cases older permits were issued for single "dwelling units." One dwelling unit is equal to a three bedroom house. As properties changed hands, the same permit and septic system were sometimes used where new, much larger homes were built. In such instances, small septic systems- designed to treat the waste of a small household- may be inefficient for treating the waste of numerous occupants. This heavier demand can lead to premature system breakdowns and wastewater making its way into groundwater and to the lake. Septic system type, functionality, and density around the lake may also be misrepresented. Septic systems are identified as dots on a map. However three six-bedroom homes, noted as three dots on a septic density map, could contribute twice the wastewater effluent as three three- bedroom homes, also noted as three dots on the density map.

4.3 Developments in Areas with Confirmed Contamination, and High or Medium Risk of Contamination

Three confirmed sites of contamination include Site 3: City Beach Bay, Site 5: Viking Creek, and Site 13: Lazy Bay. The two sites with high contamination potential include Site 12: Lazy Channel and Site 18: Dog Bay State Park. The four sites with medium contamination potential are 2: City Beach Seep, 4: SE Monk's Bay, 11: Brush Bay, and the East Lakeshore from Gaines Point south to north Monk's Bay, including Site 8: Carver Bay and Site 7: SE Houston Pt. This information, combined with GIS led to the development of breakout maps of general areas of concern. The development in those areas is described below, along with the most probable scenario of contamination.

Area Including Site 2: City Beach Seep and Site 3: City Beach Bay

City Beach Seep and City Beach Bay are located in an area with homes built mostly from the mid-1930s and on, including numerous subdivisions. Although many homes were built prior to the development of the City sewer system, almost all homes in this area are now connected to that system. In 2010, the City abandoned and removed the sewer line

Rec'd at 6-1-15 Mtg

From: Nancy Askew gritsmontana@gmail.com
Subject: City Council !
Date: June 1, 2015 at 1:06PM
To: Nancy F Askew

A MISTAKE CAN BE FIXED

Please use Wisdom and do not continue this path because of past decisions that have been made. You are pursuing a course of action that this town doesn't want, can't afford and in reality doesn't need to. Your past decisions aren't all in vain. A refocused building plan adapted to a site near the Justice Center would place all Whitefish business in one area. The very costly parking structure would not have to be built by the City and Tax payers. Maintenance of a parking structure is another continual costly item. If City employees left downtown, this would free up 60-70 parking spaces for Whitefish Citizens and guests to our City to park and shop or have a delicious meal.

A City Hall should not be an anchor as it was in the past. The majority of business is done on line and if it were necessary to visit City Hall, by moving the site, parking would be easier for this business person. This present City Hall site does not bring in any taxes and this is a prime site in downtown Heart of Whitefish ! Also, City employees would not have to be moved twice which is an added and unnecessary expense !!!

I've had the privilege of traveling in many countries from Canada, Mexico, South America, China, Russia, England, Europe, and the Country of Georgia. In one Official Capacity, we were part of a delegation that took the WMCA Charters back behind the Iron Curtain after the Cold War ended. In all of my travels we have never had City Hall pointed out to us or visited one. We always looked for delicious local food and shopped in the many fascinating shops. A permanent mistake has not been made yet. It's the people that make a town and not an Office Building that closes at five or five thirty on week days and is not open on the week-end !!! Nan Askew

**AVERILL FAMILY TRUST
WHITEFISH LAKE LAKESHORE PERMIT
STAFF REPORT #WLP-15-W19
JUNE 15, 2015**

Property Owner:	Averill Family Trust
Mailing Address:	1380 Wisconsin Avenue Whitefish, MT 59937
Telephone Number:	406.863.4002
Applicant:	Bruce Boody, Landscape Architect Inc
Contractor:	Whitefish EZ Dock
Property Legal Description:	Tract 2K in Lot 4, Section 24, Township 31 North, Range 22 West
Property Address:	1350 Wisconsin Avenue
Lake:	Whitefish Lake
Lake Frontage:	98.8' per survey
Project Description:	Installation of a dock

Proposal:

The applicant is requesting to install an "E" shaped dock approximately 772.52 square feet in size for personal use by the property owner. Staff notes that the property owner also owns the adjacent property to the north at 1352 Wisconsin Avenue. Both properties have existing single family residences which qualifies each property for a separate dock. The property owner also owns The Lodge at Whitefish Lake, with a public marina. The request at hand is not a part of the marina and is not intended to be used for such. Conditions are recommended that would preclude any associated marina use.

The proposed dock will extend 100' from shore. The gangway is 16' long. The length of all wing lengths is 25.9' wide. The wings face towards the adjacent property to north which is under the same ownership as this parcel.

The Whitefish Lake and Lakeshore Protection Regulations state that docks may be permitted to exceed 60 feet in length, *"if the water depth at 60 feet from low water is less than 4 feet in depth, and cannot be moved to a location on the property to achieve 4 feet depth, then the total dock length may be increased to the point at which water depth equals 4 feet, but not to exceed 100 feet in maximum length, including gangway."* (§13-3-1(K)(5)(a) WLLPR) The applicant has submitted a depth profile for the subject property which demonstrates that at 100 feet from the shoreline, the water depth is roughly 3' feet deep. This coincides with the previous permits on the property for length of a dock and coincides with water depth profile. The subject property had a water depth of 22" in 2013 when staff visited. A dock permit was issued for this property in 2013 (WLP-15-W34) for a 100' dock. The dock that was approved in 2013 is no longer in use at this site.

Frontage and allowable constructed area: The subject property has 98.8 feet of lakeshore frontage, and is eligible for 790.4 square feet of constructed area.

Existing Constructed Area: No other lakeshore permits are on active for the subject property. The previously permitted dock was removed when the property sold. The current owner purchased the adjacent property. There is no constructed area located within the property's lakeshore protection zone.

Conclusion: The proposed work complies with all requirements, most specifically Section 13-3-1, General Construction Standards of the Whitefish Lake and Lakeshore Regulations.

Recommendation: Staff recommends that the Whitefish City Council approve the requested lakeshore construction permit subject to the following conditions:

Recommended Conditions of Approval:

1. This permit is valid for a period of one year from the date of issuance. Upon completion of the work, please contact the Planning Department at 406-863-2410 for final inspection.
2. The Lakeshore Protection Zone shall be defined as the lake, lakeshore and all land within 20 horizontal feet of the average high water line at elevation 3,000.79'.
3. The proposed dock dimensions specified on the application project drawing shall not be exceeded unless modified by conditions of the approved permit. Changes or modifications to increase any dimension or change configuration must be approved through a permit amendment.
4. Temporary storage of vehicles, trailers, equipment, or construction materials in the lakeshore protection zone is prohibited.
5. The natural protective armament of the lakeshore and lakebed must be preserved whenever possible. Following installation, the lakeshore and lakebed shall be returned to its condition prior to construction.

Dock

6. Only one dock is permitted per property ownership. The existing dock shall be removed from the lakeshore and the subject property prior to the installation of the new dock.
7. The dock shall be placed in the middle of the subject property as outlined on the submitted site plan.
8. Any wood used in construction of the new dock shall be untreated and left in its natural state. Use of a wood polymer composite (i.e. TREX) is strongly encouraged. Use of painted material, plywood, particle board or other glued composite board is not allowed.
9. If foam logs or similar easily damaged flotation systems are incorporated into the dock design, said material shall be completely encased in solid wood or a suitable impervious, non-corrosive material such as a synthetic, aluminum or galvanized sheet metal to avoid the breakup or scattering of materials. Boards may be spaced up to one-half inch (1/2") apart on the bottom or drain holes may be incorporated into other materials to aid in drainage. All foam encased floating docks shall be maintained according to these standards or else be immediately and completely removed from the Lakeshore Protection Zone. All foam shall

be extruded closed-cell polystyrene (blue or pink logs) unless encased in synthetic "rotomolded" floats.

10. The dock shall be constructed outside of the Lakeshore Protection Zone. Upon completion the components may be brought to the lakeshore area and launched.
11. The floating dock shall be suitably anchored to the lake bottom to avoid drift. Anchoring methods for the dock are limited to cable; galvanized chain or nylon or polypropylene rope attached to a suitable clean weight such as solid clean concrete, rock or steel blocks.
12. Residential zoning precludes any commercial use or leasing of the dock. The shall be used for personal use only, and shall not be used for the overflow or overnight moorage of boats associated with the neighboring marina, resort, or condos.

Report by: D. Taylor



City of Whitefish
 Planning & Building Department
 PO Box 158
 510 Railway Street
 Whitefish, MT 59937
 Phone: 406-863-2410 Fax: 406-863-2409

File #: WLP-15-W19
 Date: 6.2.15
 Intake Staff: (initials)
 Date Complete: _____

LAKESHORE CONSTRUCTION PERMIT APPLICATION

WHITEFISH, BLANCHARD, LOST COON LAKE

FEE ATTACHED \$ 350.00

A permit is required for any work, construction, demolition, dock/shorestation/buoy installation, and landscaping or shoreline modification in the lake and lakeshore protection zone – an area extending 20 horizontal feet landward from mean high water of:

- 3,000.79' msl (NAVD 1988) for Whitefish Lake
- 3,104' msl (NAVD 1988) for Lost Coon Lake

INSTRUCTIONS:

- Submit the application fee, completed application and appropriate attachments to the Whitefish Planning & Building Department a minimum of **three (3) weeks prior** to the City Council meeting at which this application will be heard.
- The application will be forwarded along with Staff's recommendation to the next available City Council meeting for final action.
- All work will be inspected for conformity with permit. Permits are valid for one year from date of approval and can be renewed by the governing body upon request.

A. LEGAL DESCRIPTION OF PROPERTY:

Street Address 1350 Wisconsin Ave., Whitefish, MT 59937

How many feet of the lake frontage do you own? 101.9 per survey

Assessor's Tract No.(s) Tract 2H Lot No(s) Gov't. Lot 4

Block # _____ Subdivision Name _____

1/4 Sec _____ Section 24 Township 31N Range 22W

I hereby certify that the information contained or accompanied in this application is true and correct to the best of my knowledge. The signing of this application signifies approval for the Whitefish Staff to be present on the property for routine monitoring and inspection during the approval and development process.

(Signature)
 Owner's Signature¹

5.26.15
 Date

JEFF BADELT
 Print Name

(Signature)
 Applicant's Signature

5-26-15
 Date

Bruce Boody
 Print Name

¹ May be signed by the applicant or representative, authorization letter from owner must be attached. If there are multiple owners, a letter authorizing one owner to be the authorized representative for all must be included

Representative's Signature

Date

Print Name

APPLICATION CONTENTS:

Attached ALL ITEMS MUST BE INCLUDED - INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

- Lakeshore Construction Permit Application
- Written description how the project meets the criteria in Sections C-F
- Site Plan drawn to scale
- Project Drawing that is drawn to scale
- Vicinity Map
- Minimum of three (3) photos: 1 photo of property from lake; 2 photos showing lakeshore protection zoning from property boundary toward the other property boundary (e.g., from the north property line across property to the south) and photos of each existing structure or constructed area within the lakeshore protection zone (dock, boathouse, stairs, etc.)

B. OWNER(S) OF RECORD:

Name: Averill Family Trust Phone: 406-863-4002

Mailing Address: 1380 Wisconsin Ave

City, State, Zip: Whitefish, MT 59937

Email: brian@lodgeatwhitefishlake.com

APPLICANT (if different than above):

Name: Bruce Boody, Landscape Architect Inc. Phone: 406-862-4755

Mailing Address: 301 Second Street Suite 1B

City, State, Zip: Whitefish, MT 59937

Email: boodyla@bruceboody.com

CONTRACTOR:

Name: Whitefish EZ Dock, Corey Izett Phone: 406-862-7332

Mailing Address: 14 Scullers Way

City, State, Zip: Whitefish, MT 59937

Email: cnizett@hotmail.com

C. NATURE OF THE PROPOSED WORK: (describe what you propose to build, demolish or install. Give dimensions, material and list heavy equipment, if any to be used.)

Installation of a dock and gangway (772.52 sf) by EZ Docks for personal use by landowner.

D. Describe any Environmental Impacts (e.g. impacts on water quality or fish and wildlife habitat, increased sedimentation, etc.). Explain what measures will be taken to alleviate these impacts.

Anticipate no negative environmental impacts

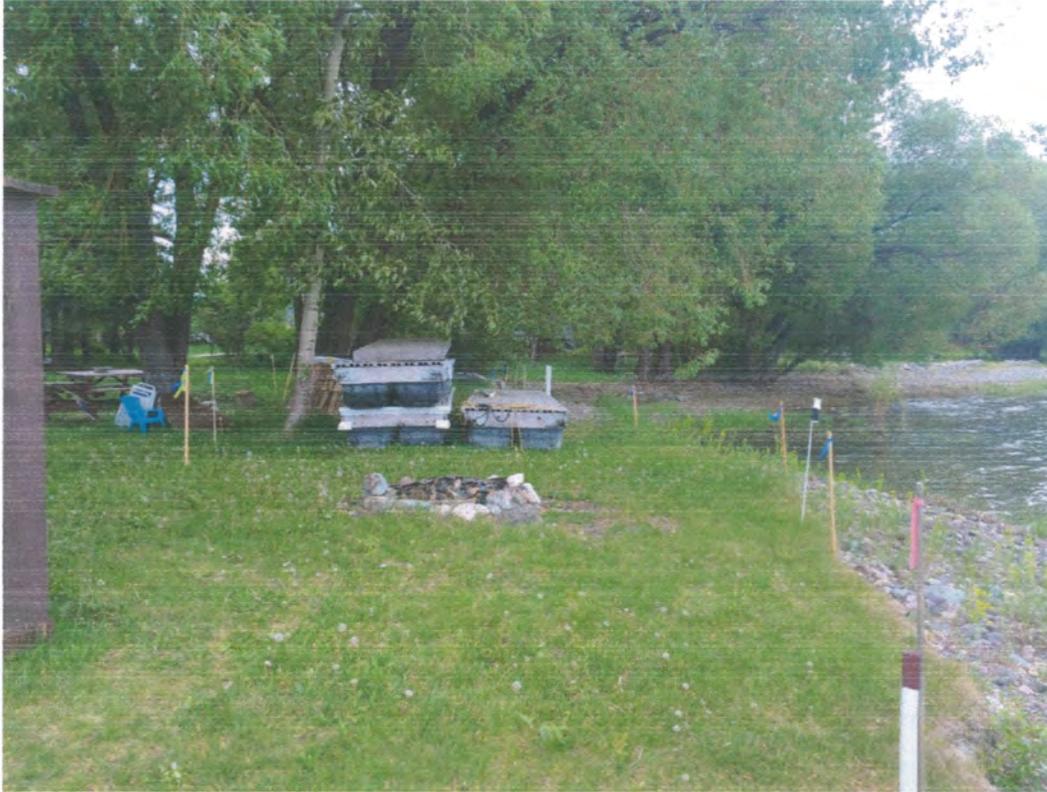
E. Describe existing improvements on the property within the lakeshore protection zone along with the square footage of each such as an existing dock, stairs, deck or patio and when they were constructed, if known, or the permit number.

No existing improvements within the Lakeshore Protection Zone

F. If a variance is requested in addition to this permit, specify the reasons or conditions which require or warrant the variance on a separate variance form. An additional fee is required for a variance request. What is the variance proposal?

N/A

Averill Property - 1350 Wisconsin Avenue
North to South Shoreline View – Staked High Water and 20' Setback



South to North Shoreline View – High Water Stakes



South to North Shoreline View – 20' Setback Stakes



View of Property from Lake



**AVERILL FAMILY TRUST
WHITEFISH LAKE LAKESHORE PERMIT
STAFF REPORT #WLP-15-W20
JUNE 15, 2015**

Property Owner:	Averill Family Trust
Mailing Address:	1380 Wisconsin Avenue Whitefish, MT 59937
Telephone Number:	406.863.4002
Applicant:	Bruce Boody, Landscape Architect Inc
Contractor:	Whitefish EZ Dock
Property Legal Description:	Tract 2K in Lot 4, Section 24, Township 31 North, Range 22 West
Property Address:	1352 Wisconsin Avenue
Lake:	Whitefish Lake
Lake Frontage:	87.9' per survey
Project Description:	Installation of a dock

Proposal:

The applicant is requesting to install a "T" shaped dock approximately 697.92 square feet in size for personal use by the property owner. Staff notes that the property owner also owns the adjacent property to the south at 1350 Wisconsin Avenue. Both properties have existing single family residences which qualifies each property for a separate dock. The property owner also owns The Lodge at Whitefish Lake, with a public marina. The request at hand is not a part of the marina and is not intended to be used for such. Conditions are recommended that would preclude any associated marina use.

The proposed dock will extend 100' from shore. The gangway is 16' long. The length of wing at the end of dock is 25.9' wide.

The Whitefish Lake and Lakeshore Protection Regulations state that docks may be permitted to exceed 60 feet in length, *"if the water depth at 60 feet from low water is less than 4 feet in depth, and cannot be moved to a location on the property to achieve 4 feet depth, then the total dock length may be increased to the point at which water depth equals 4 feet, but not to exceed 100 feet in maximum length, including gangway."* (§13-3-1(K)(5)(a) WLLPR) The applicant has submitted a depth profile for the subject property which demonstrates that at 100 feet from the shoreline, the water depth is roughly 2' feet deep. This coincides with the previous permits on the property for length of a dock and coincides with water depth profile. The adjacent property to the south had a water depth of 22" in 2013 when staff visited the property. The property does not currently have a dock as this property, and the property to the south, had a shared dock when they were owned by the previous owners.

Frontage and allowable constructed area: The subject property has 87.9 feet of lakeshore frontage, and is eligible for 703.20 square feet of constructed area.

Existing Constructed Area: No other lakeshore permits are on active for the subject property. The previously permitted dock was removed in 2013 when the property sold to a different owner. The property has been sold again and the current owner purchased the adjacent property. There is no constructed area located within the property's lakeshore protection zone.

Conclusion: The proposed work complies with all requirements, most specifically Section 13-3-1, General Construction Standards of the Whitefish Lake and Lakeshore Regulations.

Recommendation: Staff recommends that the Whitefish City Council approve the requested lakeshore construction permit subject to the following conditions:

Recommended Conditions of Approval:

1. This permit is valid for a period of one year from the date of issuance. Upon completion of the work, please contact the Planning Department at 406-863-2410 for final inspection.
2. The Lakeshore Protection Zone shall be defined as the lake, lakeshore and all land within 20 horizontal feet of the average high water line at elevation 3,000.79'.
3. The proposed dock dimensions specified on the application project drawing shall not be exceeded unless modified by conditions of the approved permit. Changes or modifications to increase any dimension or change configuration must be approved through a permit amendment.
4. Temporary storage of vehicles, trailers, equipment, or construction materials in the lakeshore protection zone is prohibited.
5. The natural protective armament of the lakeshore and lakebed must be preserved whenever possible. Following installation, the lakeshore and lakebed shall be returned to its condition prior to construction.

Dock

6. Only one dock is permitted per property ownership. The existing dock shall be removed from the lakeshore and the subject property prior to the installation of the new dock.
7. The dock shall be placed in the middle of the subject property as outlined on the submitted site plan.
8. Any wood used in construction of the new dock shall be untreated and left in its natural state. Use of a wood polymer composite (i.e. TREX) is strongly encouraged. Use of painted material, plywood, particle board or other glued composite board is not allowed.
9. If foam logs or similar easily damaged flotation systems are incorporated into the dock design, said material shall be completely encased in solid wood or a suitable impervious, non-corrosive material such as a synthetic, aluminum or galvanized sheet metal to avoid the breakup or scattering of materials. Boards may be spaced up to one-half inch (1/2") apart on the bottom or drain holes may be incorporated into other materials to aid in drainage. All foam encased floating docks shall be maintained according to these standards or else be immediately and completely removed from the Lakeshore Protection Zone. All foam shall be extruded closed-cell polystyrene (blue or pink logs) unless encased in synthetic "rotomolded" floats.

10. The dock shall be constructed outside of the Lakeshore Protection Zone. Upon completion the components may be brought to the lakeshore area and launched.
11. The floating dock shall be suitably anchored to the lake bottom to avoid drift. Anchoring methods for the dock are limited to cable; galvanized chain or nylon or polypropylene rope attached to a suitable clean weight such as solid clean concrete, rock or steel blocks.
12. Residential zoning precludes any commercial use or leasing of the dock. The shall be used for personal use only, and shall not be used for the overflow or overnight moorage of boats associated with the neighboring marina, resort, or condos.

Report by: D. Taylor



City of Whitefish
 Planning & Building Department
 PO Box 158
 510 Railway Street
 Whitefish, MT 59937
 Phone: 406-863-2410 Fax: 406-863-2409

File #: NLP-15-W20
 Date: 6-2-15
 Intake Staff: inb
 Date Complete: _____

LAKESHORE CONSTRUCTION PERMIT APPLICATION

WHITEFISH, BLANCHARD, LOST COON LAKE

FEE ATTACHED \$ 350.00

A permit is required for any work, construction, demolition, dock/shorestation/buoy installation, and landscaping or shoreline modification in the lake and lakeshore protection zone – an area extending 20 horizontal feet landward from mean high water of:

- 3,000.79' msl (NAVD 1988) for Whitefish Lake
- 3,104' msl (NAVD 1988) for Lost Coon Lake

INSTRUCTIONS:

- Submit the application fee, completed application and appropriate attachments to the Whitefish Planning & Building Department a minimum of **three (3) weeks prior** to the City Council meeting at which this application will be heard.
- The application will be forwarded along with Staff's recommendation to the next available City Council meeting for final action.
- All work will be inspected for conformity with permit. Permits are valid for one year from date of approval and can be renewed by the governing body upon request.

A. LEGAL DESCRIPTION OF PROPERTY:

Street Address 1352 Wisconsin Avenue, Whitefish, MT 59937

How many feet of the lake frontage do you own? 87.9' per survey

Assessor's Tract No.(s) Tract 2K Lot No(s) Gov't. Lot 4

Block # _____ Subdivision Name _____

1/4 Sec _____ Section 24 Township 31N Range 22W

I hereby certify that the information contained or accompanied in this application is true and correct to the best of my knowledge. The signing of this application signifies approval for the Whitefish Staff to be present on the property for routine monitoring and inspection during the approval and development process.

Jeff Badelt for Dan Avenill
 Owner's Signature¹

5-24-15
 Date

JEFF BADELT
 Print Name

Bruce Boody ASLA
 Applicant's Signature

5-26-15
 Date

Bruce Boody
 Print Name

¹ May be signed by the applicant or representative, authorization letter from owner must be attached. If there are multiple owners, a letter authorizing one owner to be the authorized representative for all must be included

C. NATURE OF THE PROPOSED WORK: (describe what you propose to build, demolish or install. Give dimensions, material and list heavy equipment, if any to be used.)

Installation of a dock and gangway (697.92 sf) by EZ Docks for personal use by landowner.

D. Describe any Environmental Impacts (e.g. impacts on water quality or fish and wildlife habitat, increased sedimentation, etc.). Explain what measures will be taken to alleviate these impacts.

Anticipate no negative environmental impacts

E. Describe existing improvements on the property within the lakeshore protection zone along with the square footage of each such as an existing dock, stairs, deck or patio and when they were constructed, if known, or the permit number.

No existing improvements within the Lakeshore Protection Zone

F. If a variance is requested in addition to this permit, specify the reasons or conditions which require or warrant the variance on a separate variance form. An additional fee is required for a variance request. What is the variance proposal?

N/A

Representative's Signature

Date

Print Name

APPLICATION CONTENTS:

Attached ALL ITEMS MUST BE INCLUDED - INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

- Lakeshore Construction Permit Application
- Written description how the project meets the criteria in Sections C-F
- Site Plan drawn to scale
- Project Drawing that is drawn to scale
- Vicinity Map
- Minimum of three (3) photos: 1 photo of property from lake; 2 photos showing lakeshore protection zoning from property boundary toward the other property boundary (e.g., from the north property line across property to the south) and photos of each existing structure or constructed area within the lakeshore protection zone (dock, boathouse, stairs, etc.)

B. OWNER(S) OF RECORD:

Name: Averill Family Trust Phone: 406-863-4002

Mailing Address: 1380 Wisconsin Ave

City, State, Zip: Whitefish, MT 59937

Email: brian@lodgeatwhitefishlake.com

APPLICANT (if different than above):

Name: Bruce Boody, Landscape Architect Inc. Phone: 406-862-4755

Mailing Address: 301 Second Street Suite 1B

City, State, Zip: Whitefish, MT 59937

Email: boodyla@bruceboody.com

CONTRACTOR:

Name: Whitefish EZ Dock, Corey Izett Phone: 406-862-7332

Mailing Address: 14 Scullers Way

City, State, Zip: Whitefish, MT 59937

Email: cnizett@hotmail.com

Averill Property - 1352 Wisconsin Avenue
North to South Shoreline View – Staked High Water and 20' Setback



South to North Shoreline View



View of Property from Lake



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May 12, 2015

Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and City Councilors

Recommendation from the Ad Hoc Cemetery Committee

Introduction/History

The Committee was first created in January 2011 by Resolution No. 11-05, and reported to the Council in October 2011. Following that report the Council directed the Committee to continue work on the project. Resolution 13-02 included amendments to the Committee and extended it to January 31, 2015. Resolution No. 13-02 allows up to seven (7) members on the Committee and currently we have six (6) members. The Committee had their last meeting of 2014 in September of 2014 without final consensus for recommendations to the Council; and so met on April 22, 2015 to prepare recommendations for presentation to the Council.

Current Report

Tasks delegated to the Committee by Resolution No. 13-02 included “evaluate and develop additional services, utilizing the present location, and identify possible new sites close to the City....for use as a new public City cemetery....”

The Committee participated in the idea of expanding our current cemetery by adding a columbarium (cremain niche wall) which was completed last year with the installation of one columbarium with 40 vaults. It was well received by several in our community, currently 13 of the 40 vaults have been sold, and there is room to add additional niche walls when needed. In addition, a “Memorial Wall” was installed this winter that allows the purchase of a nameplate to be added to the wall; it has space for 104 nameplates. The Memorial Wall was privately donated and installed by the City. Pictures of these are included in this report.

Also, since 2011, the Committee has researched both City-owned properties and privately-owned properties as possible sites for a 2nd City Cemetery. One of the privately owned properties we thought might be ideal turned out to have a pretty high water table on most of it and the sale-price was probably going to be too high. The City property south of the Wastewater Treatment Plant is the one city property that tested favorably for water table, and is a large enough piece of property that would lend itself to be used for a cemetery. That particular site

does not have unanimous support for that use by the Committee, but does have Committee majority support. At our meeting in April, the committee voted unanimously for the following recommendations:

- 1) Earmark the land south of the Wastewater Treatment Plant for development of a 2nd City Cemetery with areas set aside for traditional burial, green burial, and with columbariums. Set aside \$20,000 in the Cemetery Fund in the FY17 Budget for the next steps moving forward towards that development, or for further development of an alternate site if an alternate site is found. Preserve and protect as many of the native trees as possible in the development plan of the land by the Treatment Plant.
- 2) Extend the Ad Hoc Cemetery Committee to June 30, 2016, allowing additional time for the Committee to continue to explore other possibilities, and advertise for any vacant positions. The Committee would like to see if there is any new interest bringing new perspectives to the table.
- 3) The Committee is aware that the City's Real Estate Committee might also have knowledge of or learn about new properties that would be appropriate for cemetery development and would like the Real Estate Committee to consider it during their deliberations.

Financial Requirement

Place \$20,000 in the Cemetery Fund for the FY17 Budget for progressing with development of a 2nd Cemetery Site.

Recommendation

The Committee respectfully recommends that the City Council approve recommendations 1, 2, and 3 as detailed above.

Respectfully submitted by Committee Members;

Charlie Abell

Steve Thompson

Ole Netteberg

Nina Laird

Bonnie Leahy

Necile Lorang, Chair

Vanice Woodbeck, Secretary (Ex-Officio)

Att: Resolution 13-02

RESOLUTION NO. 13-02

A Resolution of the City Council of the City of Whitefish, Montana, further amending Resolution No. 11-05, which established an Ad Hoc Cemetery Committee, to expand the Committee's general purpose and to extend its duration an additional two years.

WHEREAS, the City Council, on January 18, 2011, adopted Resolution No. 11-05, which established an Ad Hoc Cemetery Committee (Committee) with the general purpose to evaluate possible locations and development for a new public City cemetery located close to the City and to report its recommendations to the City Council for the purpose of procuring and holding lands to be used as a cemetery. Resolution No. 11-05 also provided for the Committee to dissolve on January 31, 2013; and

WHEREAS, the City Council, on March 7, 2011, adopted Resolution No. 11-15, which amended the membership portion of Resolution No. 11-05 to provide for the appointment of seven residents of the community; and

WHEREAS, following the public January 22, 2013 work session, the City Council and Cemetery Committee determined the general purpose and duration of the Committee should be expanded to allow two more years for the Committee's evaluation of possible additional services that may be made available at the City public cemetery at its current location and identification of possible other locations for the development of a new public City cemetery with additional services; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, for the City Council to expand the Committee's general purpose and extend its duration an additional years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: Resolution No. 11-05 is hereby amended to provide as follows (deletions shown with strikethrough and additions shown bold):

Section 1: There is hereby established a Cemetery Ad Hoc Committee (the "Committee").

Section 2: ~~The general purpose of the Committee shall be to evaluate possible locations and development for a new public City cemetery located close to the City and to report its recommendations to the City Council for the purpose of procuring and holding lands to be used for a cemetery.~~ The general purpose of the Committee shall be for evaluating and developing additional services, utilizing the present location, identification of possible new sites close to the City, procuring property for use as a new public City cemetery and preparing a report of the Committee's recommendations to the City Council.

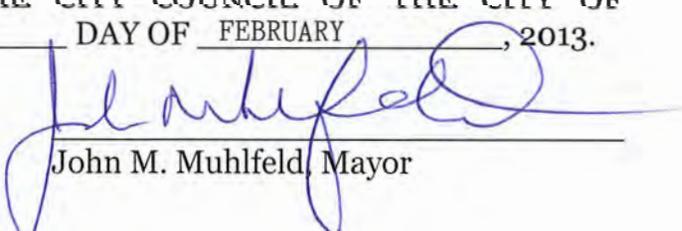
Section 3: The Committee shall consist of **up to** seven (7) individuals. The Mayor, with consent and approval of the City Council, shall appoint **up to** seven (7) residents of the Community to the Committee. City staff may be appointed as regular Committee members or as ex officio members. The Committee members shall select a Chairperson from the members of the Committee. The Committee shall appoint one member as Secretary of the Committee, who shall keep minutes of all meetings and submit them to the City Clerk. Four (4) members shall constitute a quorum. The Committee shall meet as often as necessary to accomplish its **missiongeneral purpose**, as described herein. The Committee shall cease to exist as provided in Section 4.

Section 4: ~~The Committee shall begin its deliberations as soon as practical after creation of the Committee. The Committee shall evaluate possible locations and development for a new city public cemetery, and submit to the City Council a written report, which report shall include recommendations and ideas for a new public City cemetery, identification and development of the recommended sites, and an explanation of the Committee's criteria in making its recommendations. The Committee shall be disbanded as of January 31, 2013, or earlier if the City Council completes its consideration of the Committee's report prior to that date.~~ **The Committee shall continue its deliberations for the identification and development of additional services, utilization of the present location, identification of new recommended sites, procuring property for use as a new public City cemetery. The Committee shall prepare and submit to the City Council a written report, which report shall include the Committee's recommendations and explanation of its criteria in making its recommendations. The Committee shall be disbanded as of January 31, 2015, or earlier if the City Council completes its consideration of the Committee's report prior to that date.**

Section 2: Except as modified herein, all other provisions of Resolution No. 11-05 shall remain.

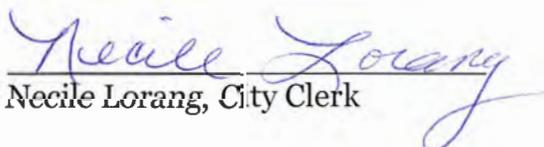
Section 3: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, ON THIS 4TH DAY OF FEBRUARY, 2013.

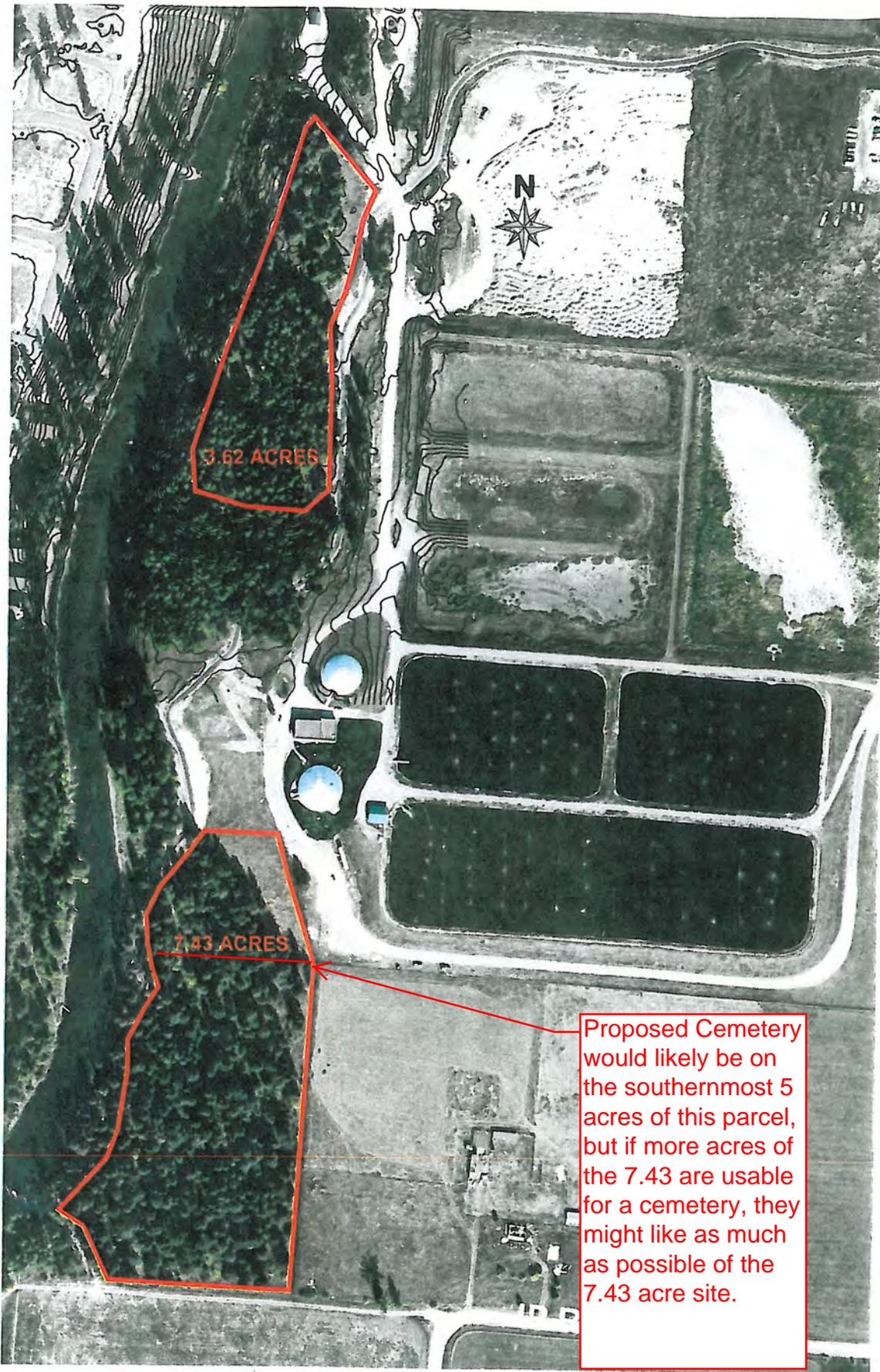


John M. Muhlfield, Mayor

ATTEST:



Necile Lorang, City Clerk



Proposed Cemetery would likely be on the southernmost 5 acres of this parcel, but if more acres of the 7.43 are usable for a cemetery, they might like as much as possible of the 7.43 acre site.

Proposed Cemetery Location

Legend

13 Rock Creek Ct

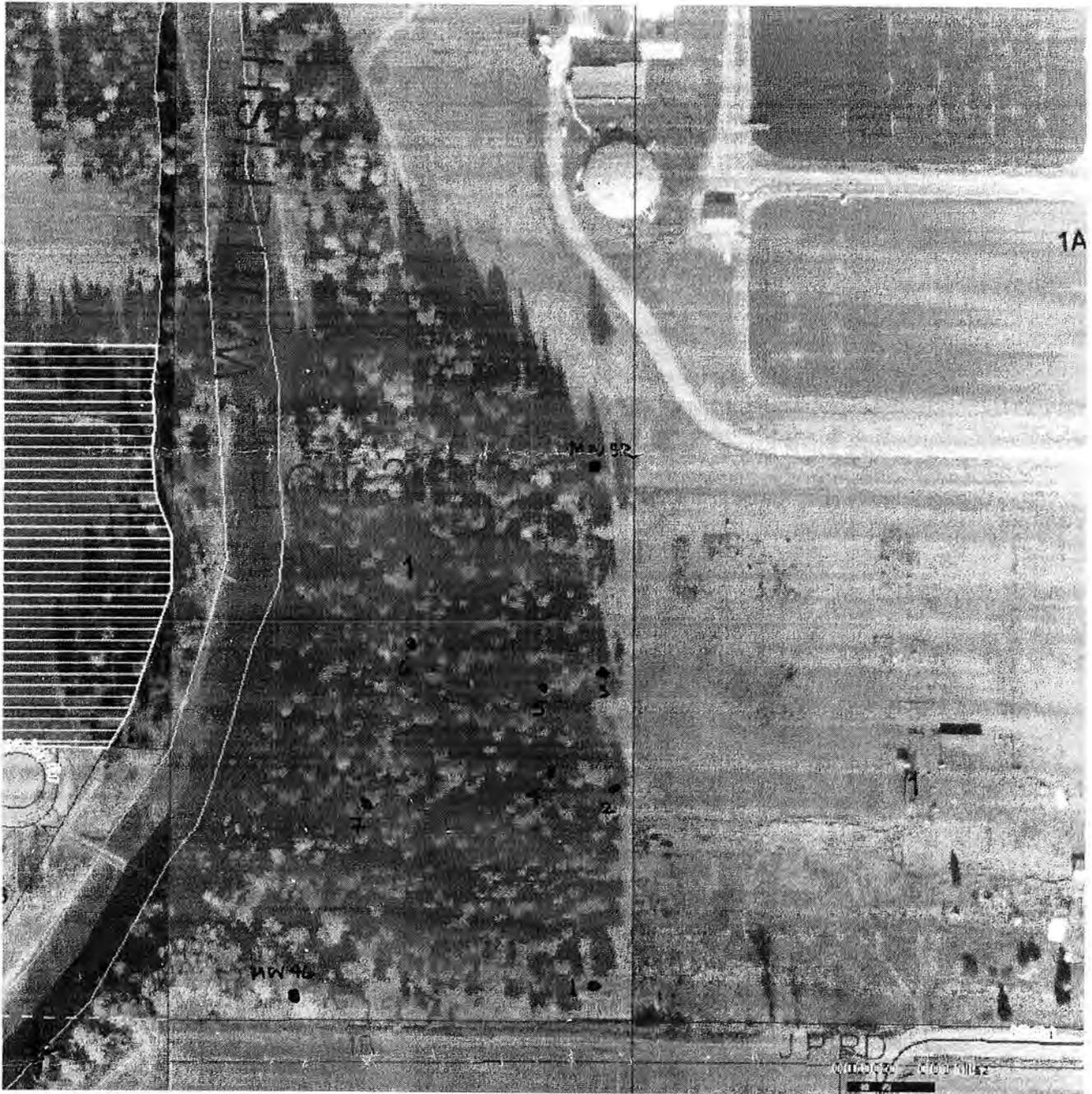
Proposed Cemetery Location

Google earth

© 2015 Google

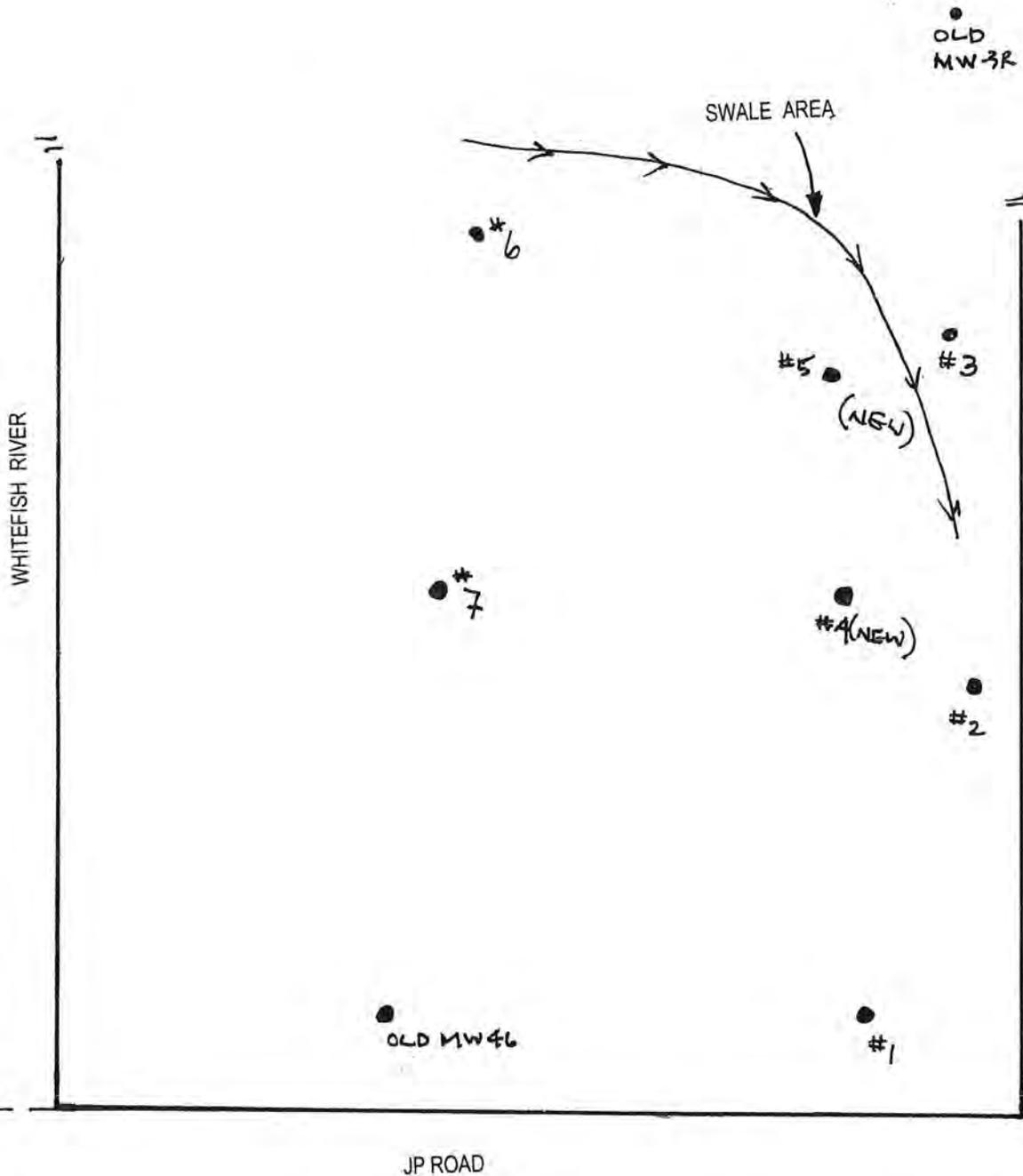
1000 ft





CITY OF WHITEFISH PROPERTY

TRACT 1, SECTION 6-T30N-R21W
FLATHEAD COUNTY



LEGEND

- GROUNDWATER PIPE (APPROXIMATE LOCATION)

N



1" = 100'

Jere Johnson, RS
4572 Whitefish Stage Road
Whitefish MT 59937

GROUNDWATER MONITORING

Year 2014

Date Registered _____

Date Returned _____

Zone _____
 Pre Subdivision _____
 GWM Only _____
 Septic Application _____

ENSURE INFORMATION IS CORRECT. LAYOUT MAP OF SITE & DIRECTIONS MUST BE SUBMITTED. IF PROPERTY IS DIFFICULT TO ACCESS, PLEASE PROVIDE DETAILED DIRECTIONS. ALL MEASUREMENTS MUST INCLUDE NUMBERS EVEN IF THE PIPE IS DRY

Owner (Print) City of Whitefish

Signature _____

Date 4/1/14

Property Address _____

Mailing Address _____

Contact (if not owner) _____ Phone (____) _____

Legal Description (S) 6 (T) 30 (R) Z1 Assessor/Tract # 1 - (or)-

Subdivision Name _____ Lot _____ Block _____

Initial	Date MM/DD/YY	Site # 1			Site # 2			Site # 3			Site # 4 (NEW)		
		A	B	A-B	A	B	A-B	A	B	A-B	A	B	A-B
JJ	4/1	120"	10"	>108"	120"	0"	84"	120"	0"				
JJ	4/8			>108"			24" FAILED					36" FAILED	
JJ	4/15			>108"									
JJ	4/22			>108"									
JJ	4/29			>108"									
JJ	5/6			>108"							120"	0"	>108"
JJ	5/12			>108"									>108"
JJ	5/19			>108"									>108"
JJ	5/26			>108"									>108"
JJ	5/3			>108"									>108"
JJ	6/10			>108"									>108"
JJ	6/17			>108"									>108"
JJ	6/20			>108"									84"
JJ	6/27			>108"									88"
JJ	7/5			>108"									92"

SEE REVERSE SIDE FOR MONITORING PIPE INSTALLATION AND MONITORING GUIDELINES

GWM MUST BE REGISTERED WITH ENVIRONMENTAL HEALTH AT START OF MONITORING SEASON

Monitoring for this parcel shall be conducted from _____ through _____

A measurement must be taken every 7-10 days. Less frequent monitoring may void monitoring for the current period and result in monitoring the site through the next groundwater monitoring season. I hereby certify that the above monitoring measurements and information are true, complete and correct to the best of my knowledge.

Year 2014

GROUNDWATER MONITORING

Date Registered _____ Date Returned _____

Zone _____
 Pre Subdivision _____
 GWM Only _____
 Septic Application _____

ENSURE INFORMATION IS CORRECT. LAYOUT MAP OF SITE & DIRECTIONS MUST BE SUBMITTED. IF PROPERTY IS DIFFICULT TO ACCESS, PLEASE PROVIDE DETAILED DIRECTIONS. ALL MEASUREMENTS MUST INCLUDE NUMBERS EVEN IF THE PIPE IS DRY

Owner (Print) City of Whitefish Signature _____ Date 4/1/14

Property Address _____

Mailing Address _____

Contact (if not owner) _____ Phone (____) _____

Legal Description (S) 6 (T) 30 (R) 2 Assessor/Tract # 1 - (or)-

Subdivision Name _____ Lot _____ Block _____

Initial	Date MM/DD/YY	Site # 5 (NEW)			Site # 6			Site # 7			Site #		
		A	B	A-B	A	B	A-B	A	B	A-B	A	B	A-B
JJ	4/1	120"	0"		120"	0"	>108"	120"	0"	>108"			
JJ	4/8						>108			>108			
JJ	4/15						>108			>108			
JJ	4/22						>108			>108			
JJ	4/29			>108"			>108			>108			
JJ	5/6			>108			>108			>108			
JJ	5/12			>108			>108			>108			
JJ	5/19			>108			>108			>108			
JJ	5/26			>108			>108			>108			
JJ	5/3			>108			>108			>108			
JJ	6/10			>108			>108			>108			
JJ	6/17			>108			>108			>108			
JJ	6/20			96"			>108			>108			
JJ	6/27			98"			>108			>108			
JJ	7/5			100"			>108			>108			

SEE REVERSE SIDE FOR MONITORING PIPE INSTALLATION AND MONITORING GUIDELINES

GWM MUST BE REGISTERED WITH ENVIRONMENTAL HEALTH AT START OF MONITORING SEASON

Monitoring for this parcel shall be conducted from _____ through _____

A measurement must be taken every 7-10 days. Less frequent monitoring may void monitoring for the current period and result in monitoring the site through the next groundwater monitoring season. I hereby certify that the above monitoring measurements and information are true, complete and correct to the best of my knowledge.

Memorandum



September 25, 2012

To: Necile Lorang, Chair City Cemetery Committee

From: Mary VanBuskirk, City Attorney

Re: City Cemetery as a public owned and public use under Whitefish Zoning

History.

There currently is a Whitefish City Cemetery located on West Second Street along Highway #93 W., but the century old cemetery has no available lots. In an effort to find another location, the City established an ad hoc cemetery committee charged with evaluating possible locations and recommending new cemetery site(s) to the City Council for development. As part of its evaluation in finding available locations, the ad hoc cemetery committee asks whether a cemetery may be located in zoning districts permitting publicly owned or operated buildings and uses.

Issue: Since **the area's zoning** only allows cemeteries as a specific use in three zoning districts, would a cemetery owned or operated by the city be considered a **publicly owned or publicly operated use**, which is permitted under city zoning in several of the remaining districts?

Conclusion: Yes. For those districts which currently allow cemeteries as a specific use, either a private or public cemetery would be allowed. For those remaining districts which allow **publicly owned or operated uses** as permitted uses, a city owned or operated public cemetery would be allowed.

Discussion.

Under Montana law, a cemetery may be privately owned and operated through trustees as a cemetery association under MCA §35-20-101, et seq. Prior to commencing operations, a cemetery association must seek approval from the local government and demonstrate zoning compliance, the need for the proposed cemetery, and the association's financial capability to operate a cemetery in a satisfactory manner.

Publicly owned and operated cemeteries may be created as a cemetery district, **county veterans' cemetery, or municipal cemetery, under MCA §7-35-2131, et seq.**

Whether private or public, the cemetery must comply with the planning and zoning requirements of the city or county where located.

The Whitefish jurisdictional area has 22 city zoning districts and miscellaneous county zoning. Of the 22 City zoning districts, three districts (WA- Agricultural District;

WCR-County Residential District, and WSR- **Suburban Residential District**) list “cemeteries and mausoleums” as a permitted use. For these three districts, cemeteries are an allowed specific use, whether privately or publicly run.

Most of the remaining zoning districts permit “publicly owned or operated buildings, uses, or recreational facilities, including parks and playgrounds”. Two zoning districts list “**public buildings**” as a permitted use (WB2-Secondary Business District and WB-4-Business Park District). The remaining zoning district, WPUD, is not applicable as it is an overlay for proposed developments. While cemeteries are a publicly owned property and public use, expressly permitted in all but the WB2 and WB4 districts, both WB2 and WB4 permit public buildings, which would include mausoleums. In addition, WB2 lists mortuaries and crematories as permitted uses.

Since cemeteries are specifically permitted uses in only **three districts**, we’d need to look at the definitions given for publicly owned or operated uses to see whether cemeteries may be included as a publicly owned or operated use.

“**Public property**” means any property owned by a municipality or held in the name of a municipality by any of the departments, boards, or authorities of the local government. MCA §7-1-4121(19). Under municipal law, cemeteries can be established by a public cemetery district, a county or municipality. Under city zoning, neither *cemetery*, nor *mausoleum* is defined. However, *public places* are defined as “grounds owned by the city”. WCC §11-9-2, “**Public Places**”. Similarly, under state law, “*public property* means any property owned by a municipality or held in the name of a municipality by any of the departments, boards, or authorities of the local government”. MCA §7-1-4122(19). **Therefore, the City’s future cemetery location and mausoleum would be considered to be publicly owned or operated as a public use.** If a mausoleum is built by the City, it would be a public building.

Even if the possible cemetery site is not currently zoned for a cemetery, the location’s zoning may be changed with a zoning text amendment approved by the Council, if the cemetery use would be in keeping with the intent and purpose of the general and the specific district’s zoning intent and purpose.

In this consideration, it can be easily argued that a cemetery serves a *public purpose*. **Generally, the term public purpose is “synonymous with governmental purpose, with the objective to promote the public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within a given political division”. A public purpose “must be for some use or object which, directly or indirectly, in some degree or manner will materially aid in the property functioning of some governmental agency, and in so doing will serve a public purpose”. Black’s Law Dictionary.**

As demonstrated by Montana law and the investigations conducted on the public’s behalf by the ad hoc cemetery committee, a cemetery and/or mausoleum serves the **community’s needs** and a governmental purpose as a final resting place for **the community’s** family and friends. As a result, it can be argued that a cemetery meets the general intent and purpose of city zoning:

1. Implementing and promoting the master plan;
4. Promoting the public interest, health, comfort, convenience, safety, and general welfare;
8. Facilitating the adequate provision of transportation, water, sewerage, schools, parks and other public requirements;
9. Giving reasonable consideration to the character of the district;
10. Giving consideration to the peculiar suitability of the property for particular uses;
12. Encouraging the most appropriate use of land throughout the community by assuring orderly community growth.

WCC §11-1-2.

Chuck Stearns

From: robert goldstein <robertgoldstein47@gmail.com>
Sent: Monday, May 11, 2015 12:45 PM
To: nlorang@cityofwhitefish.org; cstearns@cityofwhitefish.org
Subject: Whitefish Cemetery

Dear Ms. Lorang and Mr. Stearns,

I am writing to you in order to express my reservations about the possible use of the land near the City's water treatment plant as a future cemetery site for a variety of reasons. I would appreciate it if this letter could be provided to members of the City Council in advance of its upcoming meeting regarding this subject.

- a. Size. Since this location wouldn't even provide 10 acres, it seems like this decision is merely an interim solution. The City needs to obtain a satisfactory solution for many years and not have to repeat this process again in the near future;
- b. Smells. I think it is highly inappropriate to locate a cemetery next to or near a water treatment plant. Relatives visiting their deceased family members should not be subjected to the smells emanating from a nearby water treatment plant;
- c. Ground water. It is my understanding that much of the land at the proposed site has water that is relatively close to the surface. Putting in drains to keep it somewhat dry is not a solution that makes sense. And what about the risk to our beautiful Whitefish River of water from cemetery land leaking into the river? This could become an ecological disaster. What motive could the City possibly have for being willing to take such a risk?
- d. Flood risks. As your flood plain maps disclose, the lands in close proximity to the City's water treatment plan are surrounded by potential flooding waters. Just because the conditions in recent years have not created serious flooding of the Whitefish River doesn't mean it couldn't happen in the near future. It doesn't make sense to bury people in lands that carry this risk. Obviously, as ground water rises, caskets are lifted above the ground and then the potential for serious pollution is a real one.
- e. 18th Street Land. Could not the land behind 18th Street property the City already owns, not be used? I understand that it might also have high water tables but, with enough time, couldn't drains be installed there and at least the City wouldn't be jeopardizing the quality of the water of the Whitefish River. Maybe it would also be a good excuse to clean up the land there that appears now to be in need of a serious cleanup. It is currently an eyesore.

In summary, assuming the City even needs a new parcel of land for a cemetery, something I don't agree with, I think using land near the City's water treatment plant is an ill-advised decision. Unfortunately, I am out of town until June 8 or so and can't attend the upcoming City Council meeting to be able to respond to any questions that members might have regarding this letter. Of course, I am always available to respond by email.

Thank you.

Robert Goldstein
729 Clearwater Drive
Whitefish, MT 59937
858 504-0110 (mobile number)

Subject: FW: cemetery near sewage treatment plant
From: "Chuck Stearns" <cstearns@cityofwhitefish.org>
Date: 5/14/2015 8:29 AM
To: "'Necile Lorang'" <nlorang@cityofwhitefish.org>

*distributed
at City Council
meeting on
5/18*

received
5-14-15

-----Original Message-----

From: Kathleen Nash [<mailto:kcnash58@gmail.com>]
Sent: Wednesday, May 13, 2015 6:21 PM
To: cstearns@cityofwhitefish.org
Subject: cemetery near sewage treatment plant

Hello, I live in the Rivers Edge Neighborhood (behind the Mountain Mall). I understand that the City of Whitefish is considering putting a cemetery in across the river near the sewage treatment plant.

I am concerned about the following things if the cemetery is placed there:

- 1) I am concerned about pollution into the cemetery (understand the water table is high there) and into the river, since it will be so close to the treatment plant.
- 2) I understand that trees will be taken down to gain enough land for the cemetery. If trees are taken down it will have a negative impact on the enjoyment for walkers and bike riders on the beautiful trail on the East side of the river.

I will not be able to attend the meeting on May 18th, but did want to convey my concerns with the hope that the committee will consider some other site for the cemetery.

Kathleen Nash

Subject: New Cemetery Location
From: Dick Hensley <hensleydick@yahoo.com>
Date: 5/14/2015 2:14 PM
To: Necile Lorang <nlorang@cityofwhitefish.org>, Chuck Stearns <cstearns@cityofwhitefish.org>

received
5-14-15

Dear Ms. Lorang and Mr. Stearns,

I am writing to you as a resident and a member of the Rivers Edge Homeowners Association Board of Directors. Our subdivision is directly across the Whitefish River from the parcel of land that the city is considering for development as a new cemetery.

The parcel is just south of the current water treatment plant therefore I am extremely surprised that the city would even consider this site for the cemetery for a number of reasons. (1) This stretch of the Whitefish River is probably the prettiest and most serene section of the entire river. It is tree lined and secluded. (2) There is a walking and bicycling path built along the shore on both sides of the river that will be greatly impacted by this project. (2) It is next to the Whitefish Water Treatment plant. Common sense tells me that a water treatment plant next to a cemetery is not a well thought out idea for obvious reasons such as water tables and seepage pollution. (3) As I understand it, the size of the parcel of land is not adequate for long term solution to the problem and other sites may have to be found in the future.

I don't feel that placing the cemetery in this location is either appropriate or well thought out and would ask that a more plausible long term solution be found.

Sincerely,

Richard Hensley
13 Rock Creek Court
Whitefish, MT 59937
406-250-6755

Subject: Proposed Whitefish Cemetary Location

From: Linda Stock <twodogfox@yahoo.com>

Date: 5/14/2015 4:12 PM

To: Necile Lorang <nlorang@cityofwhitefish.org>, Chuck Stearns <cstearns@cityofwhitefish.org>

received
5-14-15

Dear Ms. Lorang and Mr. Stearns,

I am writing to you as a resident and a board member of the Rivers Edge Homeowners Association. Our subdivision is directly across the Whitefish River from the parcel of land that the city is considering for development as a new cemetery.

The parcel is just south of the current water treatment plant which makes me very surprised that the city would even consider this site for the cemetery for a number of reasons.

(1) This stretch of the Whitefish River is probably the prettiest and most serene section of the entire river. It is tree lined and secluded. (2) There is a walking and bicycling path built along the shore on both sides of the river that will be greatly impacted by this project.

(2) It is next to the Whitefish Water Treatment plant. Common sense tells me that a water treatment plant next to a cemetery is not a well thought out idea for obvious reasons such as water tables and seepage pollution, as well as offensive odor from the treatment plant in the area of the cemetery.

(3) As I understand it, the size of the parcel of land is quite a bit smaller than what was thought to be adequate to cover the needs of the community for the foreseeable future. I don't find the fact that another location hasn't been acquired is reason enough to settle for this unsuitable site. I also don't feel that placing the cemetery in this location is either appropriate or well thought out and would ask that a more plausible long term solution be found. Please, I beseech you to reconsider a better long term solution. Gods not making anymore river front property for the living to enjoy.

Sincerely,

Linda G. Stock
707 Clearwater Dr.
Whitefish, MT 59937

twodogfox@yahoo.com

received
5-14-15

Subject: FW: New Cemetery Site

From: "Barbara Morris" <bymorris37@gmail.com>

Date: 5/14/2015 4:14 PM

To: "'Necile Lorang'" <nlorang@cityofwhitefish.org>, "'Chuck Stearns'" <cstearns@cityofwhitefish.org>

Ms. Lorang and Mr. Stearns,

I understand that there is some consideration of holding a Public Hearing on the topic of potentially locating a 2nd cemetery for the City of Whitefish directly south of the sewage treatment plant. Given the variety of concerned reactions I have heard expressed on this topic, I wholeheartedly support holding such a hearing.

I have spoken with other homeowners in the communities along the Whitefish River, directly to the west of the proposed site, who have expressed both surprise and disappointment that the city would be giving serious consideration to the idea of locating a cemetery so close to the river, given the potential for pollution. For a town that prides itself on the cleanliness of its river and who recently witnessed the tremendous multi-year undertaking by Burlington Northern to rid the river of toxic chemicals, it is mystifying to some of us why the city would seriously consider a cemetery option for which there is even a remote chance of putting our river in jeopardy, once again.

While I understand there has been some discussion of using a drain to address the water table issues, my concern would be that maintaining that drain over time might be problematic. Given that by definition, cemeteries remain in place for the indefinite future, one wonders whether the drainage system, which would be initially installed, would be serviceable ad infinitum.

Also, with regard to long-term issues, my understanding is that the parcel of land you have identified is less than 10 acres, which would seem to be a relatively short-term solution. Wouldn't it make more sense to select property which would meet the city's long-term needs in this regard, so that undertaking this process again will not be necessary for quite some time??

In addition, those of us on the west side of the river, are periodically subjected to unpleasant odors from the sewage treatment plant. So we know the reality of dealing with noxious smells upon occasion. Recognizing that for most people, visits to cemeteries are times of reflection and serenity, serious consideration of a site that would be located in such close proximity to a wastewater treatment plant, with its attendant smells, seems rather curious.

So again, with these issues, and others which homeowners have increasingly voiced in response to learning that the land south of the sewage treatment plant is receiving serious consideration for a cemetery, I strongly encourage you to move forward with a Public Hearing, not only to give residents an opportunity to voice their opinions, but also hopefully a chance to hear the Committee's responses to their concerns.

Barbara Morris

Chuck Stearns

From: Necile Lorang <nlorang@cityofwhitefish.org>
Sent: Wednesday, June 10, 2015 10:46 AM
To: cstearns@cityofwhitefish.org
Subject: Fwd: Letter for council

----- Original Message -----

Subject:Letter for council

Date:Wed, 10 Jun 2015 08:38:00 -0700

From:Bonnie Leahy <bonnie.s.leahy@outlook.com>

To:<nlorang@cityofwhitefish.org>

Hi Necile,

I'm not sure I can be at the meeting June 15th but would like council to be aware of my objections. Will you please forward to City Council in time for the meeting, and committee members if you see fit? Thanks for your help.

Council Members,

As a member of the cemetery committee, who may not be available to attend the public hearing at the June 15th meeting, I did want you to know of my feelings regarding locating a cemetery near the water treatment plant.

While our committee has come back to the lands near the water treatment plant over and over again, I believe it would be a mistake to locate a cemetery on those lands. These lands have been tested for water level, and some of the land can be used as a cemetery. Because this land can be used as a cemetery does not mean that it should be used as a cemetery. I object to placing a cemetery on the lands near the water treatment plant for the following reasons:

The committee had been looking for lands at a minimum of 10 acres, these lands fall short and leave absolutely no room for future expansion. To use the lands near the water treatment plant as a cemetery would only be a short term fix, and new lands would be needed for yet another cemetery in the not so distant future. I am not fond of the idea of using small lands for spot cemeteries around town and would prefer to see only one more cemetery in Whitefish.

This land is too close to Whitefish River and the potential to pollute is too great. This area is too close to the 100 year flood plain which enhances the risk of contamination from a cemetery. Any risk to the Whitefish River is too great a risk. There is potential, should the river flood, should we have sustained torrential rains... Do we really want to risk the purity of Whitefish River just because some of the land perks and this is convenient?

If used as a cemetery this land will forever be denied any other use. All possibility for future constructive use of this land would be denied. Lands that could eventually be used to expand the water treatment sight would no longer be available. These lands would only, and always be a cemetery, no matter how much of the land is used for actual burials.

The land by the water treatment plant is gorgeous as it is. It should be used in conjunction with the bike trail and the river, enhanced and utilized as park lands. It would be a great educational sight to study the flora and fauna within city limits. We haven't much land similar to this anywhere within city limits and it should remain as special as it is today for as long as possible.

This land offers a buffer to surrounding neighborhoods, filtering unpleasant odors and sights. The folks of those neighborhoods, and HOAs in that area have strongly objected to use of this land for a cemetery. I think their voices should be heard too.

Death and funerals are life-changing emotional events. The odors in that area cannot be eliminated and will increase over time. I believe the dead and those they leave behind are due a little more respect when considering the placement of a cemetery.

Again, just because you can does not mean you should. I hope you will look at all aspects when making your decisions for the future of Whitefish, and I hope you will deny use of the lands near the water treatment plant for ever being used as a cemetery. Thank you for your time and efforts.

Bonnie Leahy

Sent from my Windows Phone

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MEMORANDUM

#2015-019

To: Mayor John Muhlfield
City Councilors

From: Chuck Stearns, City Manager

Re: Staff Report – City Hall/Parking Structure Cost and Design Issues

Date: June 9, 2015

Introduction/History

Beginning in 1987 when the Urban Renewal Plan was adopted, a new City Hall was anticipated as an urban renewal project for which Tax Increment Funds (TIF) could be used. Then in the 2005 Downtown Master Plan, the City Hall and Parking Structure projects were identified as catalyst projects for the continued development of downtown. The City Hall and Parking Structure were also identified as key projects in the 2015 Downtown Master Plan update. Both the 2005 Downtown Master Plan and the 2015 Downtown Master Plan were adopted as Growth Policy amendments.

The City Council began setting aside Tax Increment Funds annually in a City Hall Construction Fund on November 17, 2003 when they adopted Resolution No. 03-63. That fund currently has \$2,070,405.15 of funds remaining in it. The use of Tax Increment Funds, both from cash saved up and from a new Tax Increment Bond, do not affect or increase the property taxes which property owners pay - they are an earmarked portion of the existing property taxes that people pay.

On May 20, 2013, the City Council, on a 4-3 vote with the Mayor breaking a 3-3 tie, approved moving forward to build a City Hall and Parking Structure on the current City Hall site of Block 36. Since that time an architectural firm (Mosaic Architects), a General Contractor/Construction Manager (Martel Construction), and an Owner's Representative (Mike Cronquist), have all been selected and work has progressed past the Schematic Design phase.

The City Council passed a number of motions at the March 2, 2015 meeting which made the final decisions for the Schematic Design. Those decisions basically set the cost limit, at that time, for a City Hall/Parking Structure with a smaller basement, not building the 3rd floor at this time, and doing the 3,000 square foot retail space in the parking structure at \$13,000,000.00 (see page 9 of attached March 2, 2015 City Council minutes and my original cost estimate spreadsheet from last fall). In addition, I have been using a generous estimate of \$1,000,000.00 for the following costs:

1. Costs of leasing an interim City Hall for 18 -24 months (\$200,000)
2. Maximum cost of Owner's Representative Contract (\$332,130 – should be less)
3. Cost to move City Hall offices twice and Planning/Building/Parks and Rec offices once – (estimate pending – less than \$50,000?)
4. Other costs (utilities at leased space, unanticipated costs, contingency, or cost reduction) - ~ \$400,000

Current Report

Once Martel Construction was selected as the General Contractor/Construction Manager (GC/CM) and the design decisions were made by the City Council in January and March of this year, Martel was able to work on a more detailed cost estimate for both City Hall and the Parking Structure. Initially, the first more detailed cost estimate for both City Hall and Parking Structure that the Future City Hall sub-committee¹ saw a total construction cost estimate of \$14,775,115 (not including our \$1,000,000 for other costs).

However, the sub-committee has worked diligently with architect Ben Tintinger and staff from Martel Construction to do value engineering at this early stage which is the benefit of the GC/CM method of construction. The sub-committee has recommended the following major steps to reduce costs:

1. Eliminate eastside parking garage basement and add two bays to the upper tier without losing any parking spaces in order to reduce shoring requirements.
2. Eliminate a second CMU wall – Building official said that because ownership of both structures is the same, only one fire CMU wall was needed, not one on each side of City Hall (north side) and Parking Structure (south side).
3. Consider allowing an underground encroachment of 1-3 feet of the foundation footing into the sidewalks and alleys that will reduce the foundation costs – called in the cost estimate “Zero lot line foundations”.

However, to get to a construction cost under \$14,000,000.00, the architect and GC/CM, working with the building sub-committee, gave the following options:

1. Reduce 18 more below ground level parking spaces on west ramp to save \$475,000
2. Reduce the basement to 3,610 pursuant to prior City Council direction to 3,610 square feet and not finish out the basement walls - \$190,000
3. Indirect cost savings from architect and contractor because of a smaller, less expensive project (percentage of construction cost) - \$165,608

Doing these additional three changes would lower the construction cost to \$13,335,599 plus a \$617,038 contingency for a total construction reserve of \$13,952,637.

¹ Committee consists of Mayor Muhlfeld, Jen Frandsen, Chuck Stearns, Sherri Baccaro, Necile Lorang, Ian Collins, and Rhonda Fitzgerald with Richard Hildner as an elected official alternate.

Thus, the City Council has pretty much the following options:

1. Increase construction costs (\$14,166,207) plus contingency (\$708,310) to \$14,874,517. We would have to raise the TIF bond sizing over what we currently have planned above to do this option. That may be possible, but we are very close on our bond coverage and other financial limitations, so we would have to do research to verify we could fund this size of project.
2. Eliminate the three additional cost reductions above to get the project cost down to construction costs (\$13,335,599) plus contingency (\$617,038) or a total of \$13,952,637.
3. Go even further with cost reductions to try to get total cost including a contingency to \$13,000,000. These reductions at this point would likely sacrifice many of the exterior architectural elements (see Parking Garage Additional Elements in attachment that total \$733,296) and the 3,000 square foot retail space in the Parking Structure (\$190,000), and using some of the extra or contingency in the \$1,000,000 above (for interim City Hall lease, moving costs, Owner's Representative contract etc.) The sub-committee has generally been very unwilling to eliminate these elements as many think that it is these elements that are vital to community acceptance of a parking structure.

Once the Mayor and City Council make these design and cost decisions, we also need to approve a contract amendment with Mosaic Architecture to move to the next phase of architectural design which is construction drawings, bidding and construction administration. The cost estimate for the next phase of architectural work is \$792,982 as shown in red figures in the attached cost estimate. The \$792,982 fee is included in the cost estimates noted above and is **not** in addition to the costs reported for the three options above (included as development costs).

Financial Requirement

We have been working with our Financial Advisor, David MacGillivray of Springsted, Inc., who is advising us on the Tax Increment Bond for this project to see if a bond issue more or less as follows will work financially:

Cash from City Hall/Parking Structure construction fund and TIF	\$ 4,137,856*
SID Bond Proceeds (net contribution for construction)**	\$ 750,000
<u>Future TIF Bond Issue (net proceeds towards construction)**</u>	<u>\$10,112,144*</u>
Total Funding for Project	\$15,000,000

*These amounts could change depending on timing of bond issue – whether in November or December of 2015 versus January or February of 2016 will affect how much debt service we pay versus cash we contribute in the FY 16 budget depending on whether or not we have a TIF bond debt service payment in Jan/Feb 2016.

** TIF Bond size and SID Bond size will be larger than these amounts to provide debt service or security reserves and to pay for bond issuance costs.

We feel we can finance up to \$15,000,000 of project costs (up to \$14,000,000 of construction and contingency) and \$1,000,000 in interim City Hall, moving, Owner's Representative and other ancillary or contingency costs which may not get spent. The most recent TIF pro forma financial forecast for the next five years is included in the packet, but we may have an updated one to hand out at the June 15th meeting.

It is very important to understand that the TIF Bond and SID costs do not affect or increase property taxes for the general taxpayer in any manner. We have been planning for this project since 1987 and saving money for it since 2003. The downtown commercial or business property owners will see an assessment increase if the Special Improvement District (SID) is passed, but they will also lose their old SID payment for the 1996 Downtown Parking SID after this fall's billing.

Recommendation

Staff respectfully recommends the City Council consider and approve the following motions:

1. To make final design and cost decisions for the City Hall/Parking Structure – the general sub-committee recommendation is for construction costs of \$13,335,599 and contingency costs of \$617,038 for a construction total of \$13,952,637 and then we add \$1,000,000 for interim city hall etc. for a total of \$14,952,637. However, the Mayor and City Council can add \$830,000 to that figure for the Additional Cost Reductions for City Council which are built in to the figures in this paragraph above or the Mayor and City Council could further reduce costs (probably Parking Garage Additional Elements and 3,000 square foot retail space) to get down near \$13,000,000 for construction cost plus the \$1,000,000 for other costs.
2. Approve addendum #2 to the architectural contract with Mosaic Architecture in the amount of \$792,982.00 plus supplemental reimbursable items in order to proceed to the stage of construction drawings and bidding. The \$792,982 fee is included in the cost estimates noted above and is **not** in addition to the costs reported for the three options above (included as development costs).

attachments

Mayor Muhlfeld closed the public hearing and turned it over to the Council for consideration.

Councilor Sweeney made a motion, second by Councilor Feury, to approve WCUP 15-03 along with the Findings of Fact in the staff report and the fourteen (14) conditions of approval as recommended by the Whitefish Planning Board. The motion passed unanimously.

Mayor Muhlfeld called for a short recess and the Council reconvened at 8:57 p.m.

d) Consideration of approving schematic design for the City Hall/Parking Structure Project (p. 265) (CD 1:36:44)

i) Presentation by Mosaic Architecture

Mosaic Architect Ben Tintinger said he is looking for some decisions from the Council this evening so the project can move forward in design development. The Council packet includes notes from the last City Hall Committee Meeting wherein most of the members weighed in on the issues the Council will be making decisions on tonight. He is bringing some of their recommendations forward in his presentation tonight, hopefully to show all the options. The first screen of his presentation tonight showed 12 slides of the progression of the building. He said tonight he would run through the Schematic Design, Stair Options, and Parking and Retail Components, however he said they haven't changed much. Other items he can discuss if it is the Council's wish are the Project Goals, Building program, Concept Design – Plan Schemes, Project Cost & Budget, and Design Context/Example of Historic Images. He said the programmed space is still 24,000 square feet so costs estimates have not significantly changed. A decision tonight should be the design for the corner of Baker Avenue and 2nd Street; options previously discussed are a 90 degree corner with a two-door entry, or a 45 degree chamfered corner with a single entry; and he showed images of those two designs for all street elevations. These images show a consistent building face of brick, and he has used the arched window at the entry only and removed arched windows from both sides. He also had versions with and without the third floor, as requested by the Council the last time he was here. He noted in the version without the 3rd floor his diagram includes a pop-up window as an option to give the Council Chambers more natural light. The next slides showed the entryway for both the 45 degree angled entry and the 90 degree corner entry; these slides also showed the difference in the west hallway of the 1st floor – either with a curved wall or a straight wall, a decision he is asking for tonight. Another decision to be made tonight for the first floor is whether there will be a free-standing stairway going up from mid-lobby, or a stairway that wraps around the elevator. Both in his presentation of these options and in the packet he included diagrams with measurements of the hallway and the lobby (packet pages 305 and 308). He said the staff areas behind these features have stayed pretty much the same all along. The second floor changes is that a large meeting room has moved to sit above the entry; and the opening that is open from the first floor to the 2nd floor is smaller. The 3rd floor, if built, still includes a community/multi-use room, a staff break room, restrooms, a mechanical/electric room, and the overlook into the Council Chambers. The height of the siren tower comes down a bit without the 3rd floor.

Ben included some costs estimates; he said they are not presented the same way a contractor's estimate will be formatted, but it can give the Council an idea; and he reviewed the following:

General Conditions: Existing Building Demolition -	\$276,500
Site Development & Parking Garage (231 spaces @ 22,000)	5,299,400
City Hall as programmed 24,029 square feet (no 3 rd floor or expanded basement)	4,923,430
3 rd Floor and Expanded Basement (adding 2657 sq ft to basement)	1,282,310
Added Retail space in Parking Garage	598,000

He split Development Costs and the 5% reserves for Building Contingencies among the different options and totals for the basic 24,000 square foot City Hall plus the parking structure estimate is \$12.35M, and with the 3rd floor, expanded basement, and Retail Space included the estimate is \$14.5M. Furnishings are estimated at \$420,000. These estimates do not include a 3rd elevator.

ii) Public Hearing

Mayor Muhlfeld opened the public hearing.

Ross Anderson, 409 W. 4th Street, spoke in support of the square entry, he thought it was very handsome and the right fit for Whitefish City Hall. He preferred the curved west wall, he said it should help visitors maneuver around the lobby. He also preferred the free standing stairway in front of the lobby and said it supported the curved hallway, and encourages people to use the stairs which is fitting to the town's character.

Rhonda Fitzgerald, 412 Lupfer Avenue, said she thought it was great how far this important project has come. The evolution of it has been great and she felt they have finally arrived at something the community will be comfortable with a construction target of \$12.3 - \$12.7 million, and will serve the community well. She thanked everybody for their hard work. She preferred the diagonal entry because it energizes both streets – Baker Avenue and 2nd Street. She said since there is not parking on 2nd Street anymore she thought more people will be coming into the building from Baker Avenue; and the diagonal entry gives an openness to the Railway District. She likes the wrap-around stair because it leaves an open lobby; the open-air stair in the middle of the lobby is un-appealing to her. She prefers the straight wall – she said the curved wall seems contrived to her. Other design details she said would come up later, but these three items need to be decided on to move the project forward. She gave the council a picture of the original city hall below the Mosaic Design of the diagonal corner and thought it showed how that new design matched the old one the best. (Picture has been appended to the packet).

Mayre Flowers complimented the hard work that has been done. She remembered when the County was planning the court house renovation and also when Kalispell remodeled their city hall, both were long, agonizing processes. She said this looks like a quality building for the city, the Council should get long-term respect for the finished product.

Vanice Woodbeck, 600 Wisconsin Avenue, said she had thought she would like the diagonal entryway but with the schemes as presented tonight she prefers the 90 degree angle scheme. The curved walls are appealing to her and it will help customer traffic flow. She said the open stairway would be more convenient than the wrap-around stairway. The design for the wrap-around the elevator brings the elevator out further into the lobby and cuts off the sightline between the front offices. She said leaving those sightlines open from one side of the offices to the other will make it easier for directing customers

to the counters and departments they need to go to. She said the open-air stairway leaves those sightlines open and is more customer friendly; and leaves a cozier lobby – not one that is quite so big.

Necile Lorang, City Clerk, said at the last city hall committee meeting she held up a picture of two of the four diagonal-cornered buildings planned to be built in a 3-block span, and she hoped that we could plan a more distinctive building for City Hall and preferred the squared-corner entry with doors off of both 2nd Street and Baker Avenue.

Mayor Muhlfeld closed the public hearing.

iii) **Discussion and consideration of approval from City Council**

City Manager Stearns said in addition to the 3 design elements discussed during the public hearing he thought the Council should also make the decision whether there are one or two elevators in the parking structure.

Councilor Hildner made a motion, second by Councilor Barberis, to approve the 90 degree angled entry. There was some discussion and Mayor Muhlfeld said for the record – in the staff report that included the committee’s preference on these options, it showed him voting for the 90 degree corner and during that meeting he actually had not given his preference for either design; he was okay with either, but he did agree with Councilor Anderson’s comments tonight that the chamfered corner might open up that corner to more light than the 90 degree corner. **The motion passed on a vote of four to two, Councilors Anderson and Frandsen voting in opposition.**

Councilor Barberis made a motion, second by Councilor Hildner, to approve the curved west wall on the first floor. Council discussion followed. **The motion passed on a vote of four to two, Councilors Anderson and Frandsen voting in opposition.**

Architect Tintinger said the curved counter will go hand in hand with the decision just made on the curved wall and will not need separate consideration.

Councilor Frandsen made a motion, second by Councilor Anderson, to approve a stairway wrapped around the elevator. There was discussion among Council. Staff spoke to the issue explaining staff’s point of view of office procedures benefitting from the open stair. Mayor Muhlfeld said he would weigh in that he felt it was important to balance the function of employees doing their job with the need for the public to have a place to gather; especially if the option of the 3rd floor goes away for the time being he didn’t want to cut the public space short for city function. **The motion passed on a vote of four to two, Councilors Barberis and Hildner voting in opposition.**

Architect Tintinger brought up the parking structure design so the elevator could be discussed. He said one elevator is the standard for a parking structure this size. If the Council wants to add an elevator that is their choice, they can figure on a cost per elevator at \$125,000. Council discussed it further.

Councilor Frandsen made a motion, second by Councilor Anderson, to add an elevator in the southwest corner of the garage to have a total of three elevators in the project. **The vote was a tie vote with Councilors Feury, Frandsen and Anderson voting in favor and Councilors Barberis,**

Hildner, Sweeney voting in opposition. The Mayor voted in favor so the motion carried on a 4 to 3 vote.

Mayor Muhlfeld asked Architect Tintinger to bring up the schematic he had on the basement. Manager Stearns said while that is coming up on the screen he would say, as he had mentioned earlier to the Mayor, that the decision on the size of the basement might not have to happen tonight but that would be coming up for a decision soon, along with whether or not there will be a third floor. The architect said he could advise the Council of the timeline when that needs to be finally determined. Ben said both those elements can be carried forward during design development, but that does run into construction drawings because with design development they start to develop a model that constructions drawings get their base from. Design development gets into materials and making sure all the rooms designed schematically works dimensionally; construction drawings are the nuts and bolts. Knowing the decision about the basement will determine foundation and load needs. A 3500 square foot basement was figured in the 24,000 total square feet. His presentation tonight includes a 6200 – 6300 square foot basement versus a full basement which would be almost 8000 square feet. His drawing takes into consideration the shoring needs brought up by Martel Construction at their last meeting. Manager Stearns redistributed a spreadsheet that Council could refer to from their January 20, 2015 meeting with the architect where he had cost estimates for an additional 4,145 square feet of basement. Now, with the shoring needs, it would only be an addition of about 2,600 square feet – so the additional cost would be proportionately lower. Manager Stearns also explained that in his spreadsheet the method of costs estimates differed from the architect's methodology, so at a glance it looks different. More discussion between Council and the architect; and Ben said regarding cost, the additional basement is probably about the same as the additional elevator.

Councilor Frandsen made a motion, second by Councilor Barberis, to approve construction of a full basement with the needed laybacks for shoring; the final end cost will be determined by how the basement interior is finished, or could be done along the way. Mayor Muhlfeld asked Ben what that would bring the basement up to and Ben said about 6200 square feet. Council discussion. Ben explained further, regarding costs, it comes down to logistics; during excavation, it would be easier to dig one big hole than dig a part here, leave a part there, dig another part over there; there will be parking in the basement of the garage. The Mayor asked and Manager Stearns said by applying his method of cost estimates, the difference between a 3535 square foot basement and a 6200 square foot basement would be about \$316,000; and Ben said he also did a quick calculation and came up with about a \$300,000 difference. Mayor Muhlfeld weighed in on the motion saying he didn't think a 6200 square foot basement was needed and as a cost-saving option he supported a 3535 square foot basement. **The motion failed on a two to four vote, Councilors Barberis and Frandsen voting in favor and Councilors Anderson, Feury, Hildner and Sweeney voting in opposition.**

Councilor Anderson made a motion, second by Councilor Feury, to approve construction of 3535 square foot basement. The motion passed on a vote of four to two, Councilors Barberis and Frandsen voting in opposition.

Mayor Muhlfeld said the next item would be the direction, if any at this time, on the third story. He said he has been giving it a lot of thought, and he asked to make a few comments. His preference would be to direct Ben and his team to engineer the structure for future construction of a 3rd floor. He said cost estimates for design and construction of a 3rd floor is about \$1M. He said this structure is being built with Tax Increment Financing (TIF) funds, and after reviewing the 1987 Urban Renewal

Plan he felt that \$1M might be better spent in future support of economic development; more important than a community room on the 3rd story of a city hall structure. From page 172 of the 1987 Urban Renewal Plan he quoted: "The diversification of the City's economic base is a goal that must receive high consideration because of the impact that it has on many aspects of urban renewal and development.....New businesses in Whitefish will lead to new jobs, new housing and new investments by private individuals and companies. The end result is a stronger economy for both government and for private (businesses)."¹ He said when he looks down the road on the updated TIF Balance Sheet (packet page 370), he doesn't see dollars available to assist in economic development until 2020. He said one project that comes to mind is the Idaho Timber property. He felt like the elimination of the construction of the 3rd floor on city hall is being fiscally responsible. He turned it over to the Council for their consideration. On a question from Councilor Frandsen, Ben said their contract takes them through to design development, costs of engineering for a 3rd floor versus constructing a 3rd floor would be determined in the construction drawings; so to accommodate that it will take an addition to their contract. That next phase will answer a lot of questions. Steve from Martel Construction agreed, for a minimal cost, you can prepare to grow into a 3rd floor.

Councilor Anderson made a motion, second by Councilor Frandsen, to not build a third floor but to engineer and design the building so it can be added later. The motion passed unanimously.

8) COMMUNICATIONS FROM PARKS AND RECREATION DIRECTOR

a) Consideration of selection of engineering design consultant for preliminary design of Depot Park Master Plan Phase 2 and approval of contract (p. 338) (CD 3:10:28)

Parks and Recreation Director Butts reported that after advertising for and interviewing consultants, the Parks and Recreation Department ranked Robert Peccia and Associates (RPA) along with their team, including Bruce Boody and Ross Anderson, the highest. The Parks and Recreation have negotiated a contract with RPA for services not to exceed \$88,300, from TIF funds that have been set aside for this project for this fiscal year. The consultant work should be complete by October of this year, and if funds are available for construction a Request for Bids could go out for construction in the Spring of 2016. Mayor Muhlfeld asked for details of Phase 2. Director Butts said they had to re-identify Phase 2 as Phase 1 wasn't completed according to its plan. Phase 2 encompasses the eastern portion of the park; streets, sidewalks, water feature and gazebo. At the same time they will be planning for the entire park so phases can be coordinated. Manager Stearns added that the two street corners on the east side of Depot Park will be included in this phase, to be built up with tabled intersections as intersections are on Central Avenue. There will be an option for the Council to consider whether or not to construct all four corners of those intersections. Manager Stearns also brought the Council's attention to the spreadsheet he provided in his report that is packet page 370 that the Mayor referred to earlier on TIF projects; and the fact that there aren't funds available for new projects until 2020, but there are funds to complete this Phase 2.

¹ March 1987 City Clerk's File copy of Plan pg. 14

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
5	Future City Hall and Parking Structure		Current Cost Estimates	09/26/14										
6														
7														
8														
9			Basic City Hall w/ 3,535 sq. ft. basement	Basic Parking Structure	Basic City Hall + Parking Structure	Additional Cost for Full City Hall Basement	Additional Cost for 3rd Floor City Hall	Additional Cost for Retail at 1st & Baker		City Hall Totals	Parking Structure Totals		Total	
10														
11	Square Footage		23,538	90,419	113,957	4,145	3,563	3,101		31,246	90,419		121,665	
12														
13	Basic Construction Cost		\$4,820,320	\$5,082,000	\$9,902,320	\$414,500	\$781,830	\$565,000		\$6,016,650	\$5,647,000		\$11,663,650	
14	Allocation of General Conditions		\$114,271	\$120,475	\$234,746	\$9,826	\$18,534	\$13,394		\$142,631	\$133,869		\$276,500	
15	Allocation of Site Development		\$89,846	\$94,724	\$184,570	\$7,726	\$14,573	\$10,531		\$112,145	\$105,255		\$217,400	
16	Allocation of Contingency		\$251,222	\$264,860	\$516,082	\$21,603	\$40,747	\$29,446		\$313,572	\$294,306		\$607,878	
17	Allocation of Development Costs		\$587,297	\$619,180	\$1,206,477	\$50,502	\$95,256	\$68,838		\$733,056	\$688,018		\$1,421,074	
18														
19	Sub-totals		\$5,862,957	\$6,181,239	\$12,044,196	\$504,157	\$950,940	\$687,210		\$7,318,054	\$6,868,448		\$14,186,502	** varies by
20	Add Furnishings		\$420,000							\$420,000			\$420,000	\$1 - \$2 by
21	Total Cost		\$6,282,957	\$6,181,239	\$12,044,196	\$504,157	\$950,940	\$687,210		\$7,738,054	\$6,868,448		\$14,606,502	rounding error
22														
23	Basic Construction Cost per square foot		\$205	\$56	\$87	\$100	\$219	\$182		\$193	\$62		\$96	
24	Total cost per square foot		\$267	\$68	\$106	\$122	\$267	\$222		\$248	\$76		\$120	
25														
26														

Whitefish City Hall - Parking Structure Preliminary Budget Analysis

6/5/2015

Current Funds Available		\$13,000,000	Notes
Site Preparation \$697,746			
	Hazardous Material Abatement of buildings	\$63,560	
	Existing Building Demolition	\$260,000	
	Soil Improvement System (RAP's)	\$305,898	
	Dewatering	\$16,565	
	Associated CM Costs	\$51,723	
City Hall \$5,417,702			
	SD Phase - Martel Construction Estimate	\$5,016,094.00	
Associate d CM Costs	General Liability Insurance	\$48,182.31	
	Performance Bond Cost	\$48,182.31	
	Contractor O&P	\$255,082.82	
	Gross Revenue Tax (GRT) 1%	\$50,160.94	
	Total square Ft. 25,181 Cost/Ft. \$199.20		
Parking Structure \$7,213,364			
Associate d CM Costs	SD Phase - Martel Construction Estimate	\$6,678,645.00	
	General Liability Insurance (.85%)	\$64,152.02	
	Performance Bond Cost (.85%)	\$64,152.02	
	Contractor O&P (4.5%)	\$339,628.32	
	Gross Revenue Tax (GRT) 1% of subtotal	\$66,786.45	
# Stalls 230 Cost per Stall \$29,037.59			
Development Costs/Fees \$1,446,302			
	Basic Architectural/Structural/Mech/Plumb/Elect	\$1,111,702.27	
	Site Survey	\$7,500.00	
	Geotech Investigation	\$120,000.00	
	Civil Engineering	\$42,000.00	
	Traffic Study	\$5,100.00	
	Building Commissioning (est)	\$30,000.00	
	Construction Testing (est.)	\$70,000.00	
	Reimbursable Expenses (est.)	\$60,000.00	
Cost Estimate City Hall and Parking		\$14,775,115	
Cost Reductions Identified through Value Engineering *as of May 15, 2015			
	CMU Wall at Grid 7 Parking Garage	\$114,436	
	Shoring	\$344,472	
	Zero Lot Line Foundations	\$150,000	
	Sub-Total:	\$608,908	*Retains \$50,000 for shoring
Revised Provisional Cost Estimate		\$14,166,207	
Additional Cost Reductions for Council Consideration *as of May 15, 2015			
	Reduce Basement to 3,610 SF	\$190,000	*per Council direction
	Eliminate Subsurface Parking	\$475,000	*18 stalls
	Construction Indirect Costs	\$165,608	*13% of cost reduction line items
	Sub-Total:	\$830,608	
Revised Provisional Cost Estimate		\$13,335,599	
Project Construction Contingency - 5%		\$617,038	This is a construction cost that can not be deleted.
*Costs do not include City Hall relocating costs, lease space etc.			

Components included in the Parking Garage Construction

Parking Garage Additional Elements *Included in Contractor's Estimate above

SW Elevator	\$175,000	*Plumbing, shaft, pit, hoist beam
Public Restroom	\$20,000	
Brick Facade/Cast Stone	\$193,101	
Window Frames	\$228,296	
Canopies	\$57,549	*First Street, Retail
Painted Ceilings	\$59,350	*Safety, light, "grandma friendly"
Sub-Total:	\$733,296	

Parking Garage Development Costs *Included in Contractor's Estimate above *Included in Contractor's Estimate

Sub Soil	\$162,014
Dewatering	\$16,565
Hazardous Abatement	\$63,560
Demolition	\$260,000
CMU Wall at Grid 7 Parking Garage	\$114,436
Shoring	\$394,472
Zero Lot Line Foundations	\$150,000
Sub-Total:	\$1,161,047

3,000 SF Retail Component *Included in Contractor's PG Estimate above *Included in Contractor's Estimate

Space Development	\$140,000
Floor Height Adjustment	\$50,000
Sub-Total:	\$190,000

This **ADDENDUM** is made to the AGREEMENT entered into on May 6th, 2014, is made as of **June 16th, 2015**:

BETWEEN the City of Whitefish, Montana, hereinafter identified as the “**City**”:

And the **ARCHITECT/ENGINEER**:

MOSAIC ARCHITECTURE, P.C.
428 NO. LAST CHANCE GULCH
HELENA, MT 59601
P (406) 449-2013

For the following Project:

WHITEFISH CITY HALL AND PARKING GARAGE
HALF BLOCK LOCATED ALONG BAKER BETWEEN 1ST AND 2ND STREETS

Paragraph 4 - PAYMENT

1.1.1 **The AGREEMENT is amended as follows:** The City shall compensate the Architect/Engineer in accordance with the full Terms and Conditions of this Agreement as follows:

Worksheet for final contract		EXHIBIT B
BASIC SERVICES		AMOUNT
Phase 1 - Programming/Concept Design		\$65,700.00
Phase 2 - Schematic Design (SD)		\$153,695.76
Phase 2 - Design Development (DD)		\$164,674.01
Phase 3 - Construction Documents (CD)		\$456,850.00
Phase 4 - Bidding (BID)		\$54,825.00
Phase 5 - Construction Administration (CA)		\$219,300.00
Basic Services Total =		\$1,115,044.77
ADDITIONAL SERVICES (Estimated amounts)		AMOUNT
Site Survey (estimated amount)	Not to exceed	\$7,500.00
Geotech Investigation	Not to exceed	\$120,000.00
Civil Engineering		\$42,000.00
Revisions to the Design after Jan. 20 Council Mtg.	Hourly	\$14,907.50
LEED Documentation (hourly not-to-exceed)		Not Applicable
Fire Protection Design		Performance Spec included in Basic Services
Traffic Plan for Construction Period		\$5,100.00
Interior Furnishings Selection/Procurement		TBD
Record Drawings		TBD
Warranty Inspection		included in basic services
Hazardous Material Investigation		Completed by City of Whitefish
Fundamental Commissioning Services	estimated	TBD
Additional Services Total =		\$189,507.50
SUPPLEMENTAL SERVICES/REIMBURSABLES		AMOUNT
Document Reproduction		At Cost +5%
Kimley Horn Travel Labor Cost per Trip	\$5,000	
Direct Project Expenses (travel cost, etc.)		
Owner Initiated Change Orders		6% of Actual Construction Cost
Supplemental Services Total =		
TOTAL SUM FOR ALL SERVICES		\$1,304,552

EXECUTION OF THIS ADDENDUM TO THE AGREEMENT

This Agreement entered into as of the _____

Architect/Engineer:

Ben Tintinger, AIA
Project Architect/President

20-0333701
Federal Tax ID Number

Is this company incorporated? Yes X No

Person signing for the Architect/Engineer shall be a principle owner in the firm or a corporate officer and be legally able to bind the Architect/Engineer to all provisions of this Agreement.

**CITY OF WHITEFISH, MONTANA
a municipal corporation**

Chuck Stearns, City Manager

Date

	A	B	F	G	H	I	J	K	L	M	N	O
37	TIF Financial Plan July 2014 through July 2020											
38			FY 2015	FY15 Projected	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021		Total
39	Beginning Cash Balance		\$ 2,325,843	\$ 2,325,843	\$ 2,044,797	\$ 2,996,799	\$ 1,921,730	\$ 2,611,466	\$ 3,526,005	\$ 3,834,559		
40	Revenues											
41	Property Taxes ¹		\$ 4,611,600	\$ 4,611,600	\$ 4,842,180	\$ 5,084,289	\$ 5,338,503	\$ 5,605,429	\$ 5,885,700			31,367,701
42	State Entitlement Payment		248,865	248,865	248,865	248,865	248,865	248,865	248,865			1,493,190
43	Miscellaneous		20,000	20,000								20,000
44	Transfer from Impact Fees (ESC repayment) ⁴		90,000	90,000	100,000							190,000
45	Total Revenues		\$ 4,970,465	\$ 4,970,465	\$ 5,191,045	\$ 5,333,154	\$ 5,587,368	\$ 5,854,294	\$ 6,134,565	\$ -		33,070,891
46	Expenditures											
47	Proposed Additional TIF Bond Debt Service - City Hall/Parking (last yr uses reserves)		\$ -	\$ -	\$ -	\$ 2,312,063	\$ 2,029,042	\$ 2,022,396	\$ 2,029,659	\$ 1,040,636		9,433,796
48	Current TIF Bond Debt Service w/refi savings (last yr uses reserves)		\$ 1,778,896	\$ 1,778,896	\$ 112,394	\$ 2,206,667	\$ 1,550,890	\$ 1,548,993	\$ 1,547,492	\$ 54,695		8,800,026
49	Semi-annual School Payment ¹		668,800	668,800	702,240	737,352	774,219	812,930	853,577			4,549,117
50	Transfer to City Hall Fund ²		\$250,000	\$250,000	2,650,000							2,900,000
51	Salaries and O&M ³		364,667	364,667	375,607	386,875	398,481	410,436	422,749			2,358,816
52	Business Rehab Loan		30,000	30,000	30,000	30,000	30,000	30,000	30,000			180,000
53	Land Purchase											-
54	Urban Renewal Projects:											-
55	Misc Urban Renewal Projects		300,000	300,000	15,000	15,000	15,000	15,000	15,000			375,000
56	High School TIF project		750,000	750,000								750,000
57	Depot Park (\$2 million - phase 1-4)		247,000	247,000	253,802	620,267			827,534			1,948,603
58	Ice Den Roof Renovations and E-Ceiling		85,000	85,000								85,000
59	Ped-Bike bridge to Skye Park (Total ~\$829k)		360,000	360,000								360,000
60	Develop additional downtown parking (\$6.5M now in Debt Service)											-
61	Assist Private Developer - Boutique Hotel		513,633	100,000	?	?	?	?	?			100,000
62	Assist Private Developer - Idaho Timber		?		?	?	?	?	?			-
63	Assist Private Developer - N. Valley Hospital		?		?	?	?	?	?			-
64	Assist Private Developer - Other Redevelopment		200,000	200,000	?	?	?	?	?			200,000
65	Downtown/O'Shaughnessy Restrooms		120,000	117,148								117,148
66	Other Real Estate Committee Land Purchase Options		?		?	?	?	?	?			-
67	Housing Authority											-
68	Chamber (\$96k)	\$96,000										-
69	Depot Park Snow Lot (phase 5 of depot park)	\$550,000										-
70	Install/refurbish water & sewer lines throughout district		?	?	?	?	?	?	?			-
71	Contingency		500,000	-	100,000	100,000	100,000	100,000	100,000			500,000
72	Total Approximate Non-Committed	\$646,000										-
73	Total Expenditures		\$ 6,167,996	\$ 5,251,511	\$ 4,239,043	\$ 6,408,223	\$ 4,897,632	\$ 4,939,755	\$ 5,826,011	\$ 1,095,331		32,657,506
74	Revenues less Expenditures		\$ (1,197,531)	\$ (281,046)	\$ 952,002	\$ (1,075,069)	\$ 689,736	\$ 914,539	\$ 308,554	\$ (1,095,331)		\$ 413,385
75	Ending Cash Balance		\$ 1,128,312	\$ 2,044,797	\$ 2,996,799	\$ 1,921,730	\$ 2,611,466	\$ 3,526,005	\$ 3,834,559	\$ 2,739,228		
76	1 Assumes 5% growth per year. Since FY2000 the average growth has been 9.62%.											
77	2 Originally assumed City Hall for \$4,800,000 in 2014, \$750k land already purchased. Current available cash as of January 2015 = \$1,979,303. The project currently assumes \$650,000 of additional cash contributions from the TIF Fund and \$2.7M of cash that will be in the City Hall Construction Fund as of 6/30/2015, for a total of a \$3.35M cash on-hand contribution. The remainder will be financed through the TIF Bonds through July 2020.											
78	3 Assumes 3% growth per year.											
79	4 Impact Fees transferred to TIF Fund to payoff TIF Bond issued for the ESC construction. Total transfers of \$190,000 based on cash balance of ESC Impact Fees on 1/30/15 + \$10K additional revenues expected in FY15.											
80												Prepared: 5/11/15
81												

**WHITEFISH FUTURE CITY HALL STEERING
SUB-COMMITTEE
FRIDAY MAY 29, 2015 AT 8:30 A.M.**

CALL TO ORDER

Chairman Sherri Baccaro called the meeting to order at 8:30 a.m. Members present were Necile Lorang, City Manager Chuck Stearns, Rhonda Fitzgerald, Ian Collins, Jen Frandsen and John Muhlfeld. Also in attendance were Steve Conway & Ryan Dunn from Martel Construction, Mike Cronquist and Ben Tintinger from Mosaic Architecture. In the audience was John Kramer.

APPROVAL OF MINUTES FROM MAY 15, 2015 MEETING

Necile made a motion, seconded by Chuck, to approve the May 15, 2015 minutes. Ian had a correction on the second to last paragraph on the last sentence to say "parking structure because" instead of beings. **The motion passed unanimously.**

PUBLIC COMMENT

John Kramer said there have been a lot of negative letters in the papers lately and this does concern him. He would like the committee to make some dates on when they will be moving and when demolition will take place as he feels this might settle some people down. He also said not to make the parking structure look like a parking structure. So far what he has seen it does look like a beautiful design. If they need more letters of support just let him know.

DISCUSSION WITH MOSAIC

Continue discussion of design and cost (information will be provided at meeting): Ben went through the schedule saying the move out date for the City will be August 24, 2015. Ben said they could start staging the first part of August with abatement and demolition of the Coldwell building and when the City is completely out of the building they can start with that building. City Manager Stearns said he would like to have a surplus sale on August 30th.

Ben went through the City Hall-Parking Structure Preliminary Budget Analysis that he and John Muhlfeld worked on. The report showed the breakout of costs for City Hall, Parking Structure and the retail component. The report showed cost reductions identified through value engineering of \$608,908 and additional cost reductions for Council consideration of \$830,608. Rhonda would like to see the abatement cost separate from City Hall and Parking Structure so everyone can see the true cost for each section.

Ben went through the basement area showing two bathrooms with lockers and showers, a health room, mechanical room, electrical room and data room along with storage. There will be an elevator and 2 stairways into the basement. After some discussion about the size of storage space Ben said they could just rough in the plumbing.

Necile made a motion, seconded by Sherri, to do a bid alternate to have the east wall expanded for more storage. The motion failed on a 2 to 5 vote. With John, Chuck, Ian, Rhonda and Jen voting in opposition.

Chuck made a motion, seconded by Necile, to do a bid alternate to construct the basement with walls instead of a shell including the locker room, bathroom and health room, within this footprint. The motion passed unanimously.

Ben went through the floor plans with no changes on the 1st and 2nd floors. The mechanical room is a little bigger on the roof. Ian is concerned about the curb being cut back as much as it shows. Ben is checking into this with MDOT to see if really needs to be cut back this far.

Ben went through the three different designs of the parking structure showing on the west elevation. One design had all brick, one with brick and stucco on the top half with the windows and one with brick and stucco on the top half with open windows. Ben said we could save up to \$20,000 to \$30,000 on brick but it would depend on how much stucco or other material they wanted to use instead.

After some discussion with some comments being that the stucco makes the brick stand out, maybe take out some windows right next to the towers, maybe different brick instead of stucco and some also felt that the alternate treatments feel awkward.

Rhonda made a motion, seconded by Chuck, to keep the first option with more contrast of brick or stone to the parking structure. On the north elevation to keep it all brick. The motion passed on a 5 to 1 vote with Jen voting in opposition.

Ben went through the parking spaces with the committee and about eliminating 18 spaces on the underground lot reducing the budget by \$425,000. This would leave 212 spaces in the Parking Structure. Chuck said the 10 spaces that would be left could be used for retail parking.

John made a motion, seconded by Rhonda, to eliminating the 18 parking spaces making a \$475,000 cost reduction.

The committee discussed the issue of the promise to the citizens that they would get around 230 spaces in the parking structure and others felt everyone would understand the smaller amount with the savings of \$425,000. There would be 147 covered spaces and 65 open spaces.

The motion passed on a 5 to 2 vote with Necile and Sherri voting in opposition.

Ben went through the interior of the building showing the two floors with the windows and how the setups could be in the offices. Ben also showed the committee different window materials that they could think about for the next meeting. Ben also showed two different kinds of bricks one with a smooth surface and the other a tumbled finished.

Chuck said the City Hall/Parking Structure will be on the June 15, 2015 meeting. It will be in the work session and as a Public Hearing.

NEXT MEETING- Friday, June 12, 2015 at 8:30 a.m.

ADJOURNMENT-Meeting was adjourned at 11:20 a.m.

WHITEFISH CITY HALL AND DOWNTOWN PARKING STRUCTURE



mosaic
architecture | planning | design



JUNE 15th, 2015
CITY COUNCIL & BUILDING COMMITTEE
REVIEW

City of Whitefish Decisions

- **Project Budget**
 - Overall Cost Estimate #1
 - Line item budget discussion/decisions
 - Parking Garage lower ramp (18 spaces)
 - Parking Garage preferred additional elements
 - City Hall Basement
- **Project Timing**
 - Prior to GMP (guaranteed maximum price)
 - RAP (rammed aggregate pier) subcontractor design/build contract
 - Move out
 - Abatement/Demolition
 - Excavation
- **Mosaic Phase 3, 4, & 5 services**
 - Civil Engineering proposal
 - Traffic Plan (for construction period)



Whitefish City Hall - Parking Structure Preliminary Budget Analysis

6/5/2015

Current Funds Available		\$13,000,000	Notes
Site Preparation \$697,746			
	Hazardous Material Abatement of buildings	\$63,560	
	Existing Building Demolition	\$260,000	
	Soil Improvement System (RAP's)	\$305,898	
	Dewatering	\$16,565	
	Associated CM Costs	\$51,723	
City Hall \$5,417,702			
	SD Phase - Martel Construction Estimate	\$5,016,094.00	
Associate d CM Costs	General Liability Insurance	\$48,182.31	
	Performance Bond Cost	\$48,182.31	
	Contractor O&P	\$255,082.82	
	Gross Revenue Tax (GRT) 1%	\$50,160.94	
		Total square Ft. 25,181 Cost/Ft. \$199.20	
Parking Structure \$7,213,364			
Associate d CM Costs	SD Phase - Martel Construction Estimate	\$6,678,645.00	
	General Liability Insurance (.85%)	\$64,152.02	
	Performance Bond Cost (.85%)	\$64,152.02	
	Contractor O&P (4.5%)	\$339,628.32	
	Gross Revenue Tax (GRT) 1% of subtotal	\$66,786.45	
	# Stalls 230 Cost per Stall \$29,037.59		
Development Costs/Fees \$1,446,302			
	Basic Architectural/Structural/Mech/Plumb/Elect	\$1,111,702.27	
	Site Survey	\$7,500.00	
	Geotech Investigation	\$120,000.00	
	Civil Engineering	\$42,000.00	
	Traffic Study	\$5,100.00	
	Building Commissioning (est)	\$30,000.00	
	Construction Testing (est.)	\$70,000.00	
	Reimbursable Expenses (est.)	\$60,000.00	
Cost Estimate City Hall and Parking		\$14,775,115	
Cost Reductions Identified through Value Engineering *as of May 15, 2015			
	CMU Wall at Grid 7 Parking Garage	\$114,436	
	Shoring	\$344,472	
	Zero Lot Line Foundations	\$150,000	
	Sub-Total:	\$608,908	*Retains \$50,000 for shoring
Revised Provisional Cost Estimate		\$14,166,207	
Additional Cost Reductions for Council Consideration *as of May 15, 2015			
	Reduce Basement to 3,610 SF	\$190,000	*per Council direction
	Eliminate Subsurface Parking	\$475,000	*18 stalls
	Construction Indirect Costs	\$165,608	*13% of cost reduction line items
	Sub-Total:	\$830,608	
Revised Provisional Cost Estimate		\$13,335,599	
Project Construction Contingency - 5%		\$617,038	This is a construction cost that can not be deleted.
*Costs do not include City Hall relocating costs, lease space etc.			

Components included in the Parking Garage Construction

Parking Garage Additional Elements *Included in Contractor's Estimate above

SW Elevator	\$175,000	*Plumbing, shaft, pit, hoist beam
Public Restroom	\$20,000	
Brick Facade/Cast Stone	\$193,101	
Window Frames	\$228,296	
Canopies	\$57,549	*First Street, Retail
Painted Ceilings	\$59,350	*Safety, light, "grandma friendly"
Sub-Total:	\$733,296	

Parking Garage Development Costs *Included in Contractor's Estimate above

*Included in Contractor's Estimate

Sub Soil	\$162,014
Dewatering	\$16,565
Hazardous Abatement	\$63,560
Demolition	\$260,000
CMU Wall at Grid 7 Parking Garage	\$114,436
Shoring	\$394,472
Zero Lot Line Foundations	\$150,000
Sub-Total:	\$1,161,047

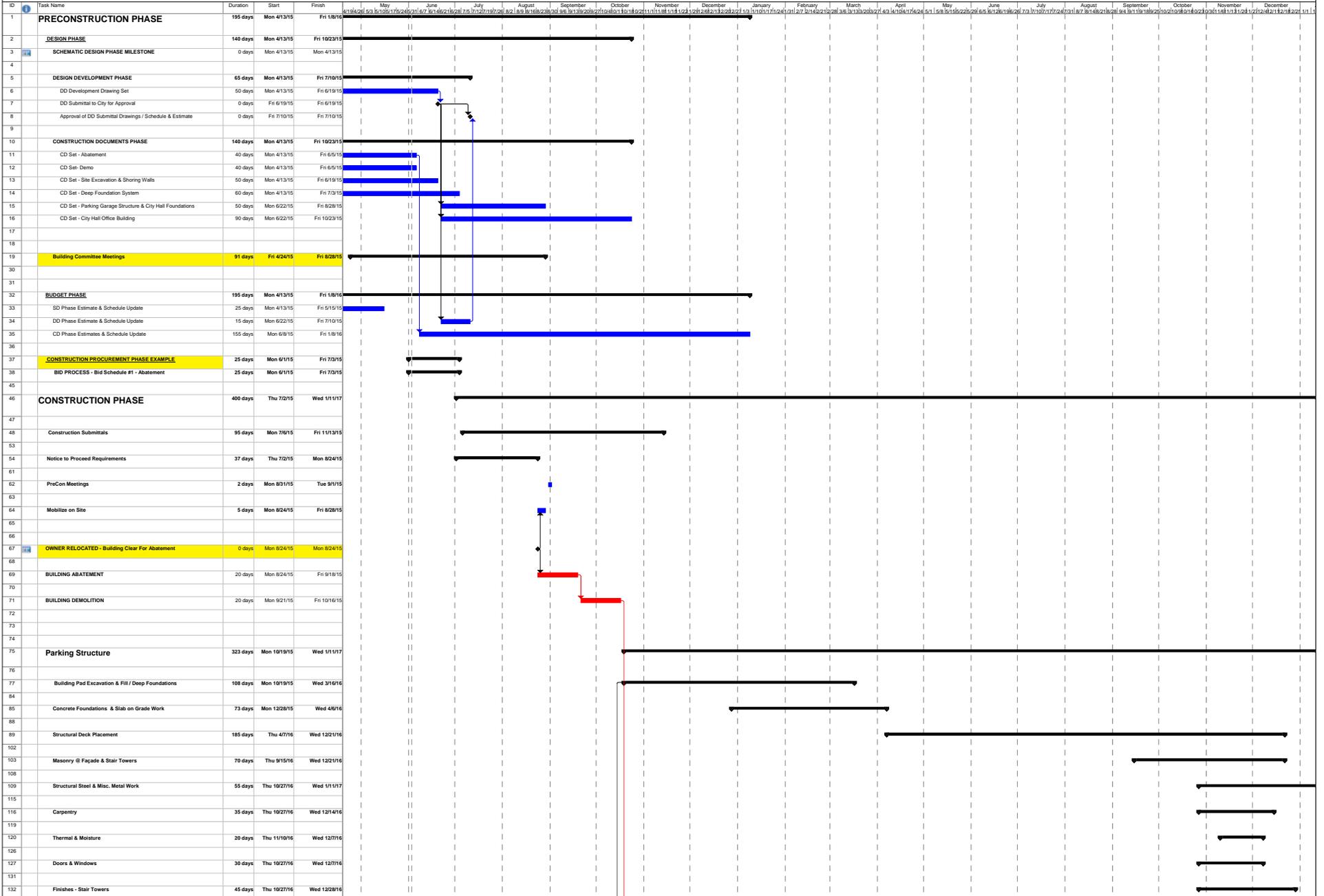
3,000 SF Retail Component *Included in Contractor's PG Estimate above

*Included in Contractor's Estimate

Space Development	\$140,000
Floor Height Adjustment	\$50,000
Sub-Total:	\$190,000

WHITEFISH CITY HALL & PARKING STRUCTURE

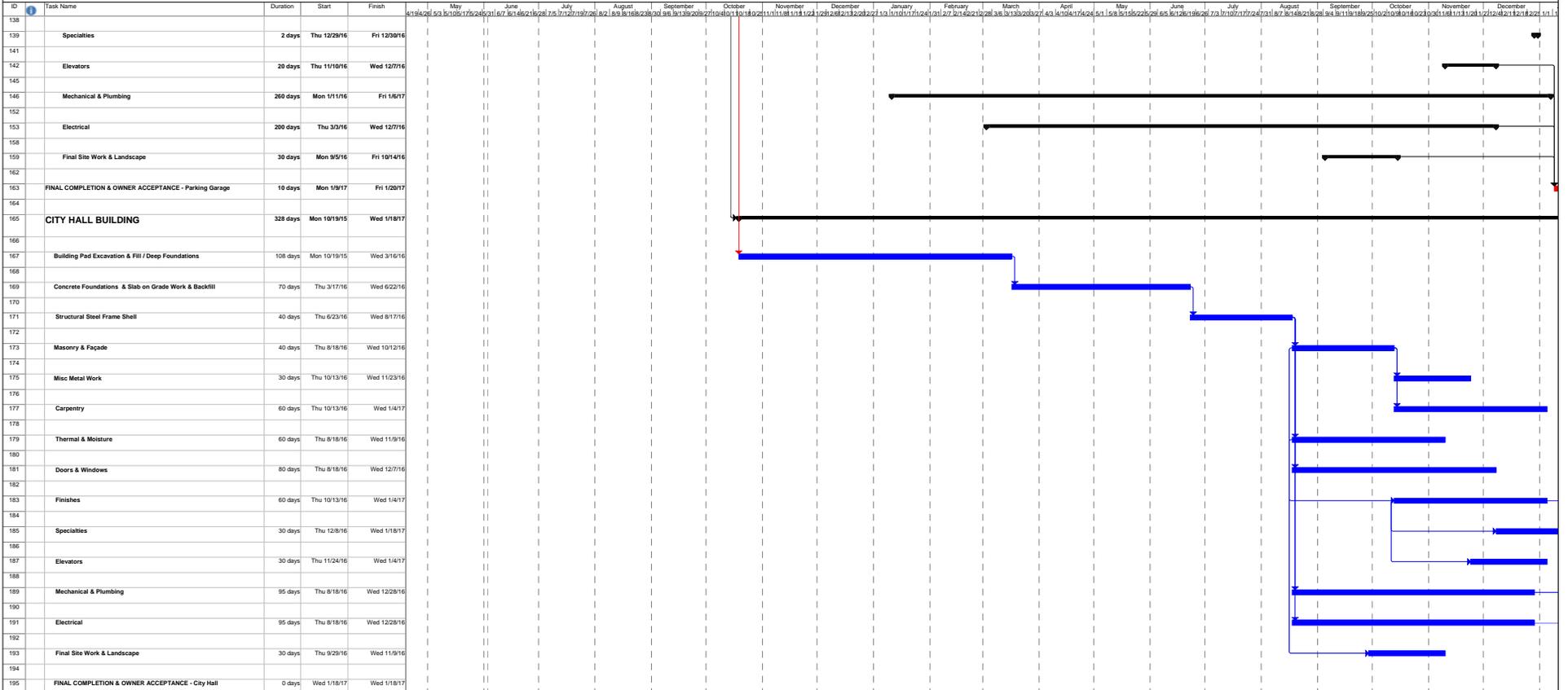
Preliminary Project Schedule
Update 6.3.15



Manel Construction, Inc. Critical Critical Split Split Project Summary External Tasks Inactive Milestone Manual Task Manual Summary External Tasks Deadline
 Date: &Date Critical Split Task Milestone Summary Rolled Up Critical External Milestone Inactive Milestone Inactive Summary Duration-only Start-only External Milestone Progress Manual Summary Rollup Manual Summary Rollup Finish-only Progress

WHITEFISH CITY HALL & PARKING STRUCTURE

Preliminary Project Schedule
Update 6.3.15



Manel Construction, Inc.
Date: &Date

Critical	Split	Project Summary	External Tasks	Inactive Milestone	Manual Task	Manual Summary	External Tasks	Deadline
Critical Split	Milestone	Rolled Up Critical	External Milestone	Inactive Milestone	Duration-only	Start-only	External Milestone	
Task	Summary	Rolled Up Critical Split	Inactive Task	Inactive Summary	Manual Summary Rollup	Finish-only	Progress	

Page 2



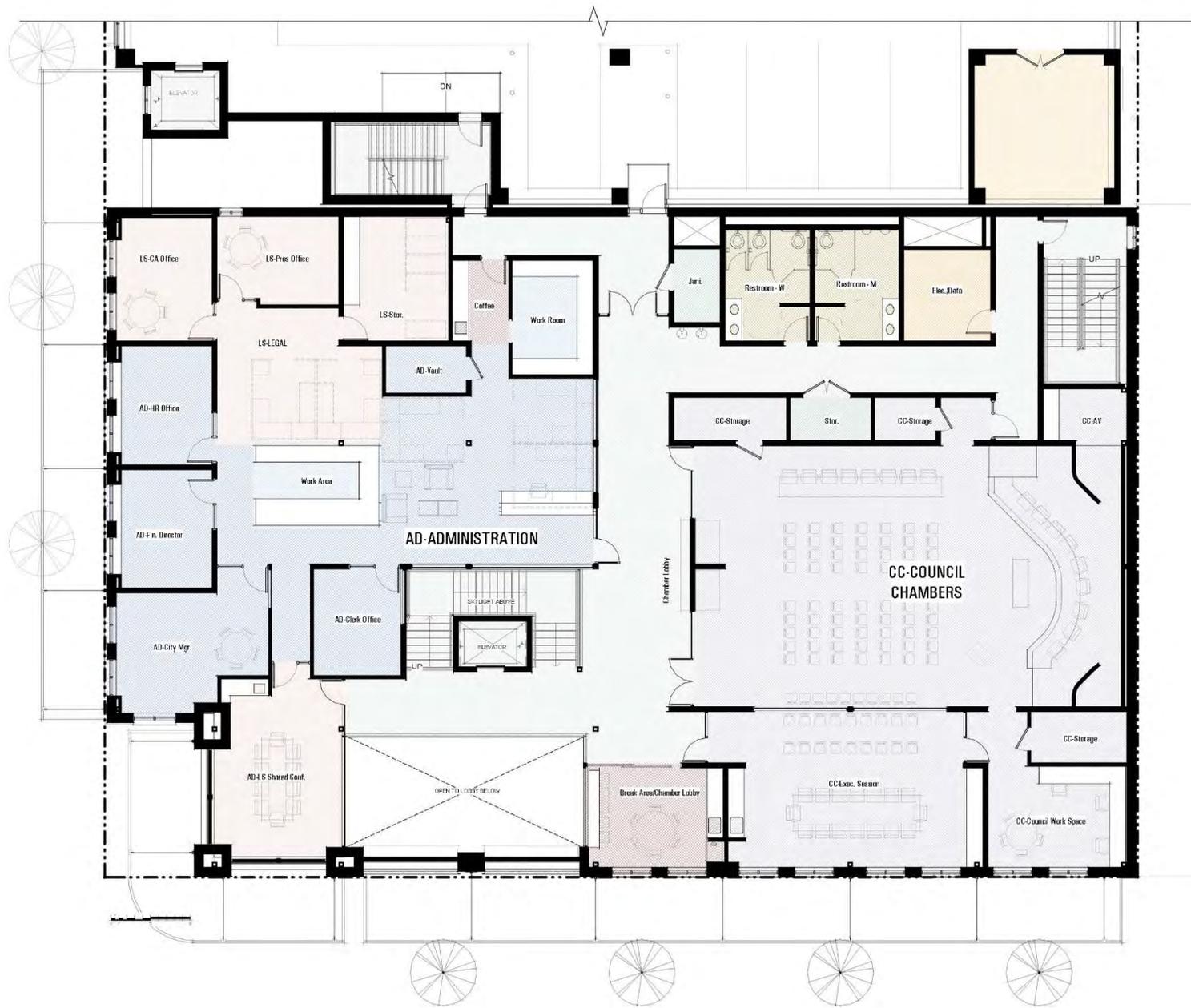
WHITEFISH CITY HALL AND PARKING STRUCTURE



First Floor



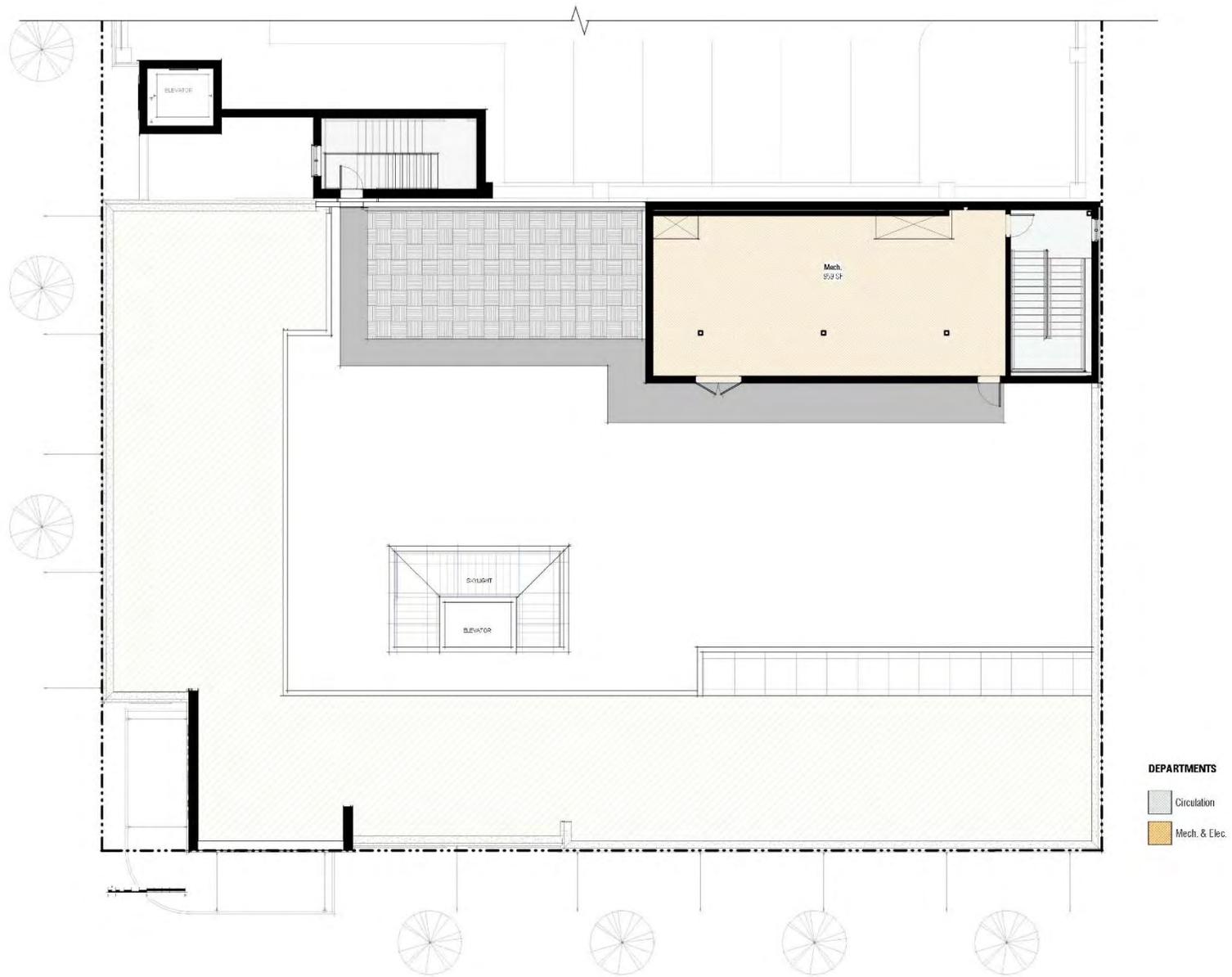
Basement



DEPARTMENTS

- AD-Admin Group
- Circulation
- Common
- Council Group
- LS Legal
- Mech. & Elec.
- Restrooms
- Staff Group
- Support
- PARKING STRUCTURE

Second Floor



Third Floor



Third Floor



City Hall

SOUTH ELEVATION

WHITEFISH CITY HALL AND PARKING STRUCTURE





City Hall

ALLEY VIEW

WHITEFISH CITY HALL AND PARKING STRUCTURE



City Hall

CORNER AT BAKER

WHITEFISH CITY HALL AND PARKING STRUCTURE

City Council Packet June 15, 2015 page 116 of 303



City Hall

SOUTHWEST AERIAL

WHITEFISH CITY HALL AND PARKING STRUCTURE



1 DD-CH SOUTH ELEVATION
 1/8" = 1'-0"



2 DD-CH SOUTH ELEVATION (future alternate)
 1/8" = 1'-0"



1 DD-CH WEST ELEVATION
 1/8" = 1'-0"

City Hall

WEST ELEVATION

WHITEFISH CITY HALL AND PARKING STRUCTURE

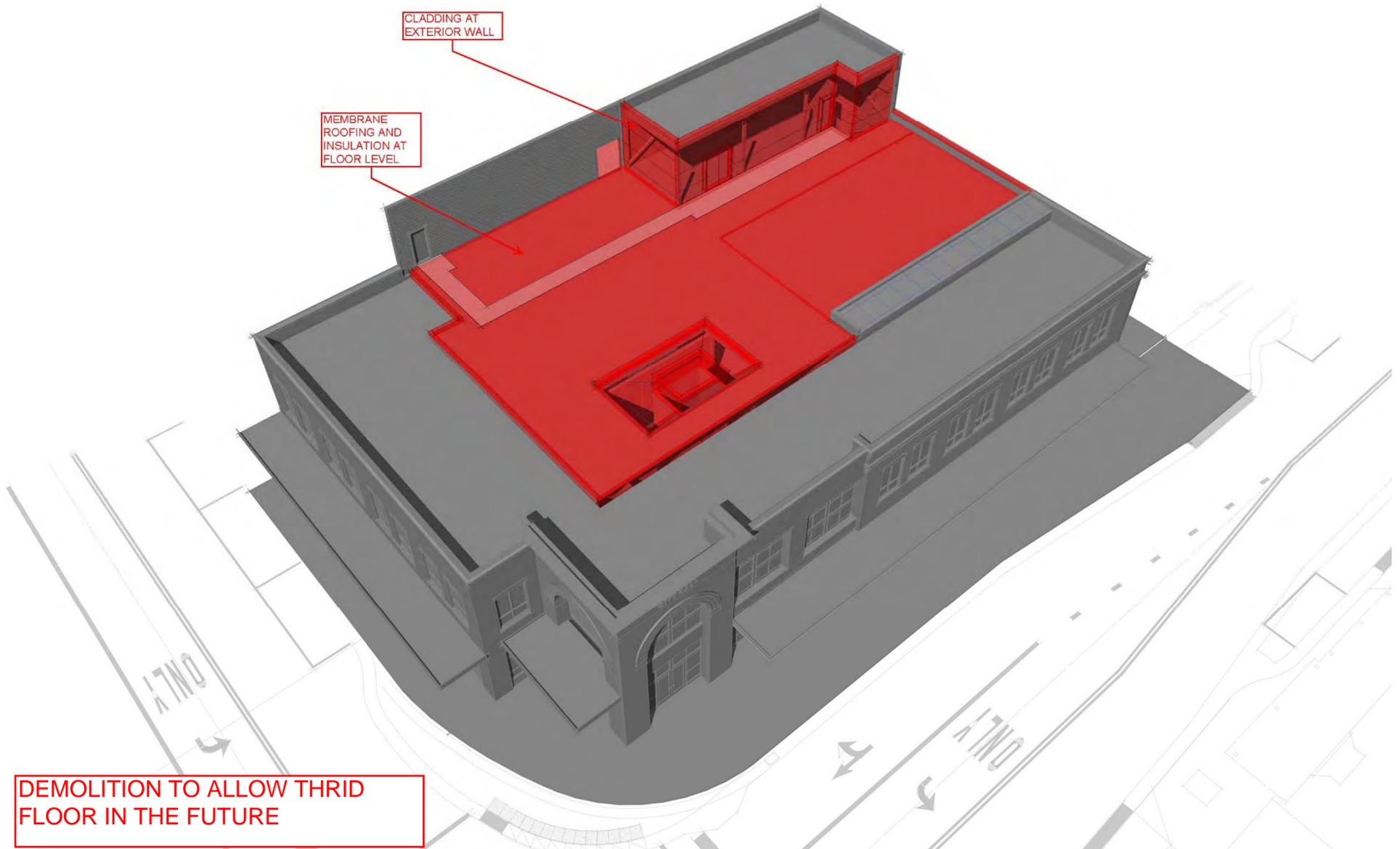




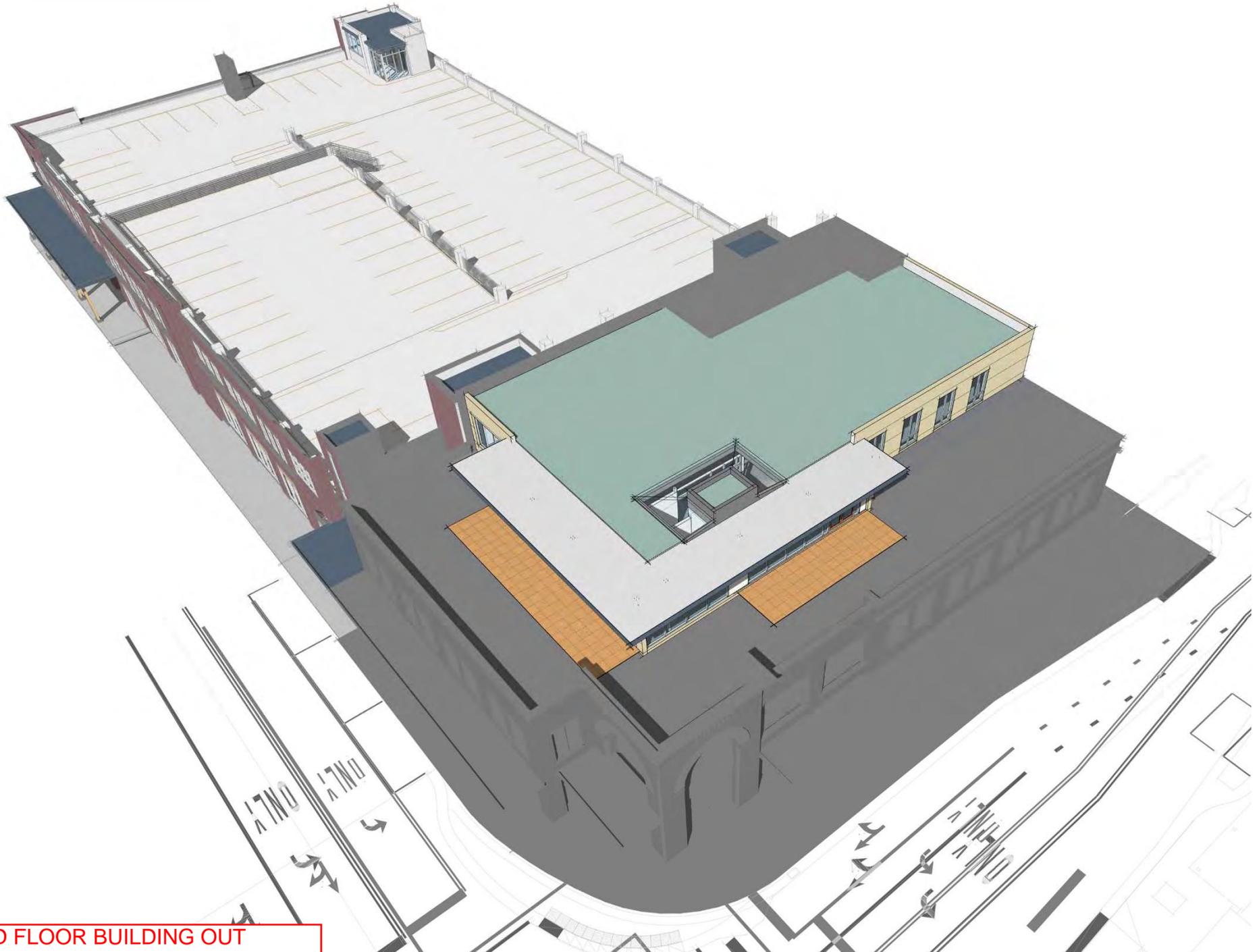
2 DD-CH WEST ELEVATION (future alternate)
1/8" = 1'-0"



BASE PROJECT WITH TWO FLOORS



DEMOLITION TO ALLOW THRID FLOOR IN THE FUTURE



THIRD FLOOR BUILDING OUT



1st & Baker

Parking Garage

WHITEFISH CITY HALL AND PARKING STRUCTURE





1st & Baker

Parking Garage

WHITEFISH CITY HALL AND PARKING STRUCTURE





1st & Baker

Parking Garage

WHITEFISH CITY HALL AND PARKING STRUCTURE





1st & Baker

Parking Garage

WHITEFISH CITY HALL AND PARKING STRUCTURE





Parking Structure / Retail Component

WEST ELEVATION

WHITEFISH CITY HALL AND PARKING STRUCTURE





Parking Structure / Retail Component

WEST ELEVATION OPTIONS

WHITEFISH CITY HALL AND PARKING STRUCTURE



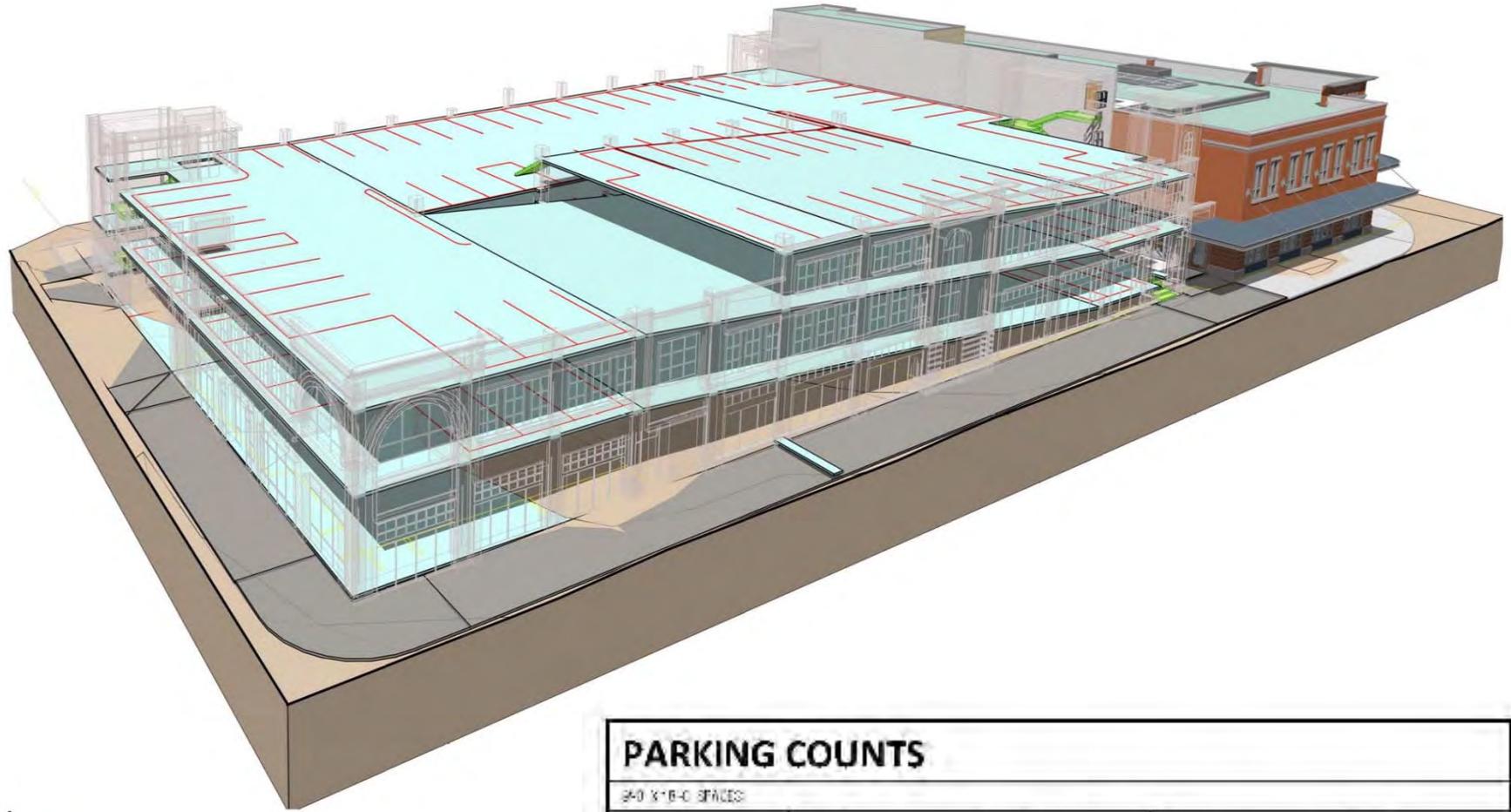


Parking Structure / Retail Component

NORTH AND EAST ELEVATIONS

WHITEFISH CITY HALL AND PARKING STRUCTURE





Sheet
SD-PG11
mosaic
architecture | planning | design
428 N. Last Chance Gulch
Helena, Montana 59601
406-449-2013
www.mosaicarch.com

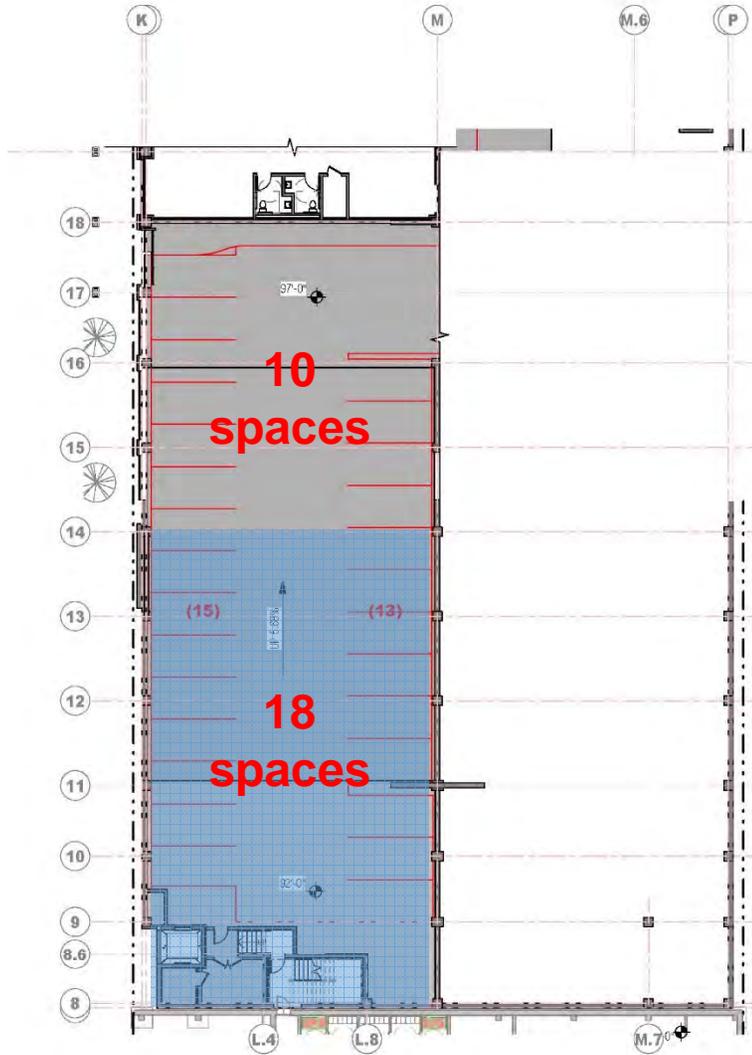
Frame
Whitefish Downtown Parking Structure
03/19/15

Parking Structure / Retail Component

WHITEFISH CITY HALL AND PARKING STRUCTURE

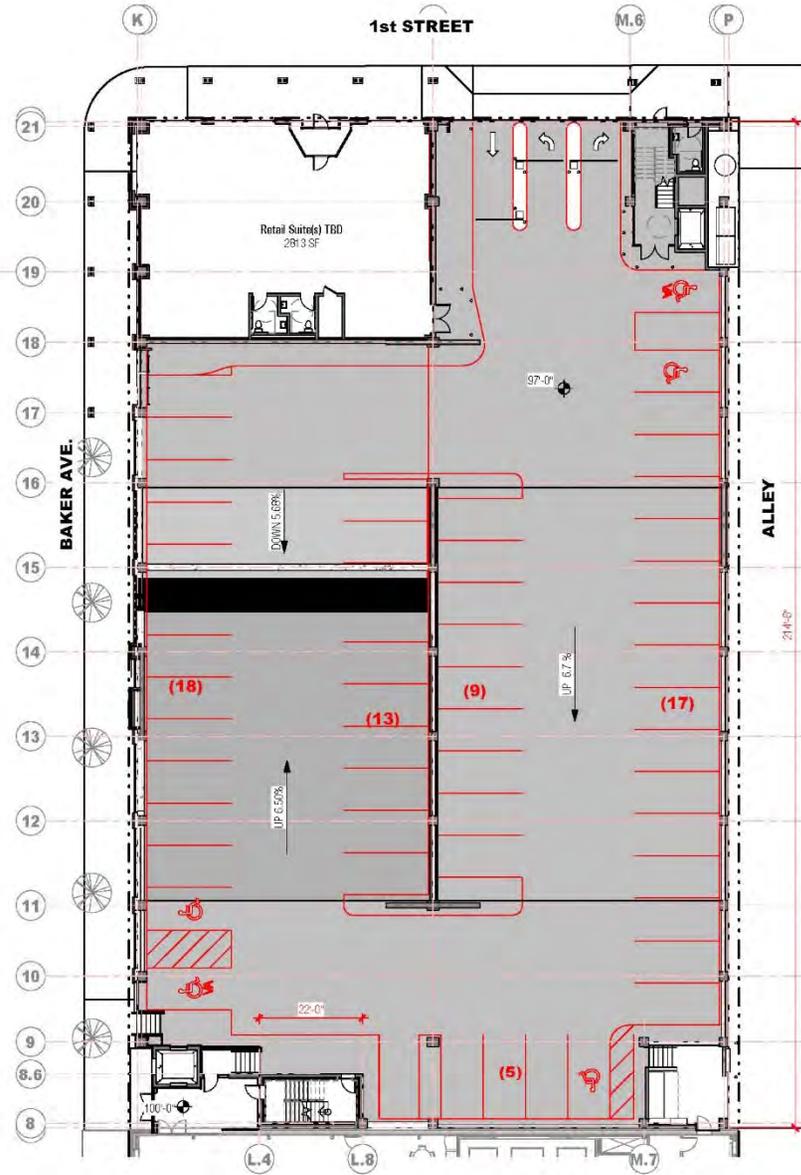
PARKING COUNTS				
8'-0" X 16'-0" SPACES:				
FLOOR	STANDARD	CAR ALIGNMENT	MANAGEMENT	TOTALS
BASEMENT LEVEL B1 (LEVEL -1)	28	0	0	28
FIRST LEVEL 1 (LEVEL 1.0)	57	3	2	62
SECOND LEVEL 2 (LEVEL 2.0)	73	2	0	75
THIRD-TOP LEVEL 3 (LEVEL 3.0)	65	0	0	65
TOTALS	223	5	2	230 SPACES

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28 SPACES

B SD-TIER B Layout - Parking Level B0.5 to Level 1
1" = 20'-0"

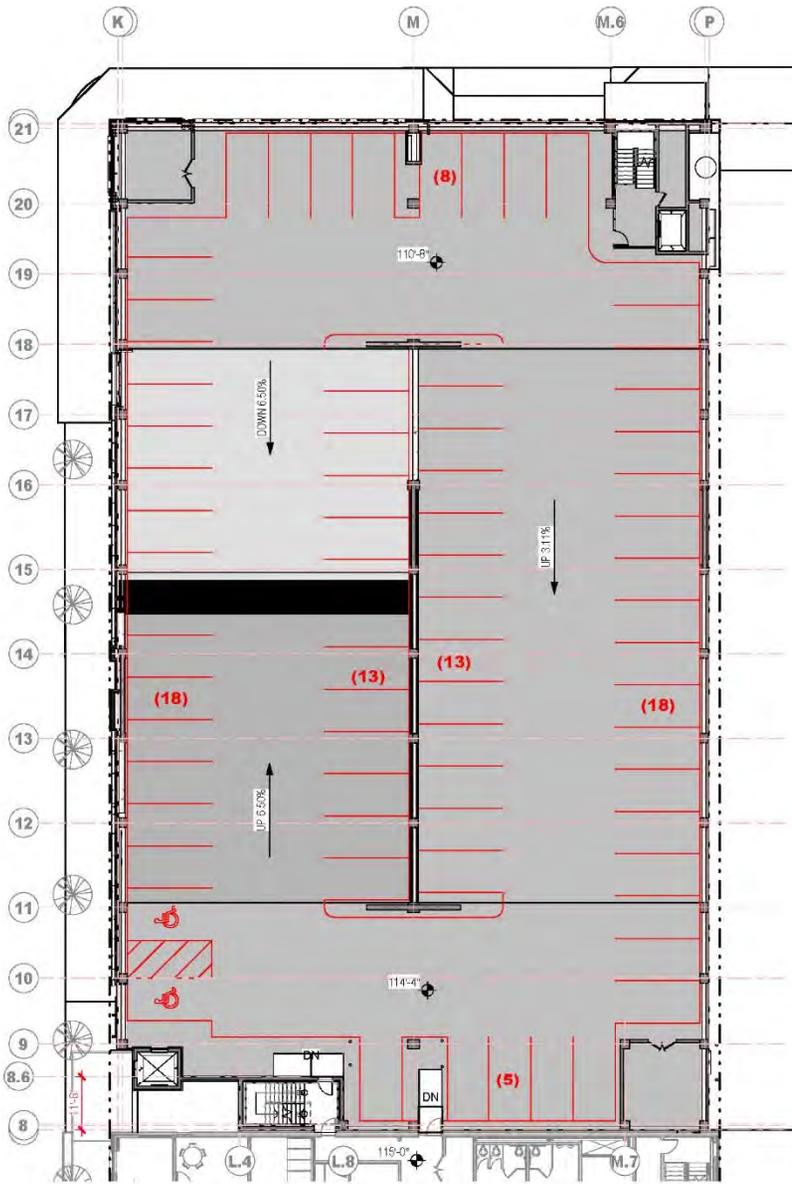


62 SPACES

3 ACCESSIBLE
2 VAN ACCESSIBLE

1 SD-TIER 1 Layout - Parking Levels 1 to 1.5 to 2
1" = 20'-0"

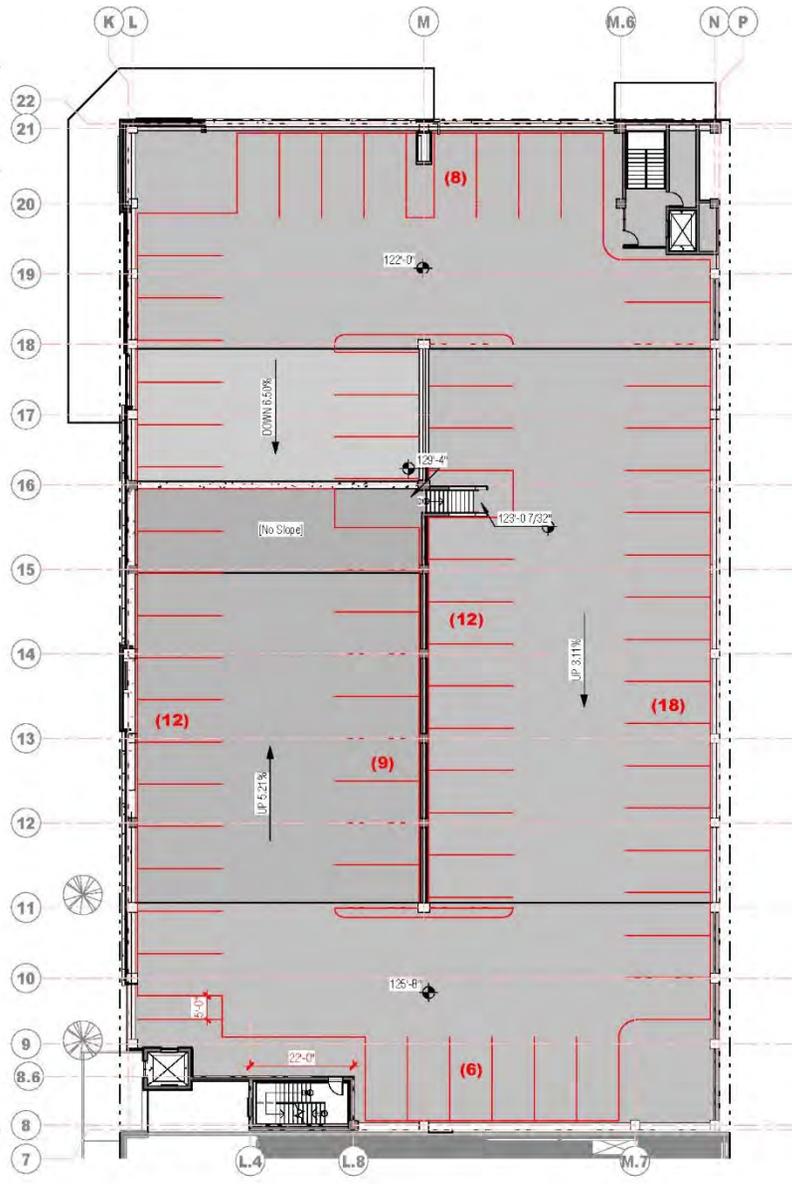




75 SPACES

2 ACCESSIBLE

2 SD-TIER 2 Layout - Parking Levels 2 to 2.5 to 3
1" = 20'-0"

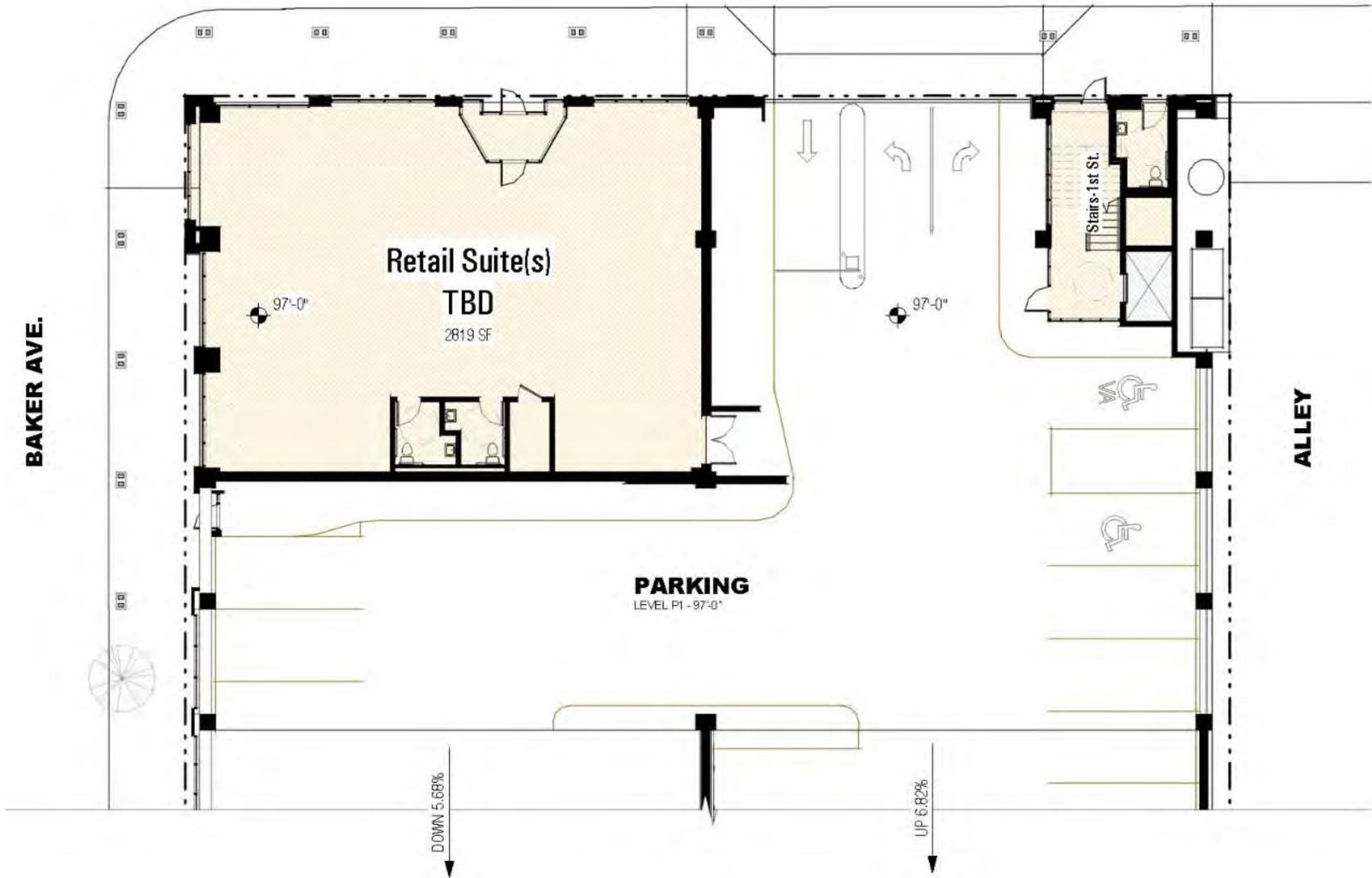


65 SPACES

3 SD-TIER 3 Layout - Parking Level 3 to 3.5
1" = 20'-0"

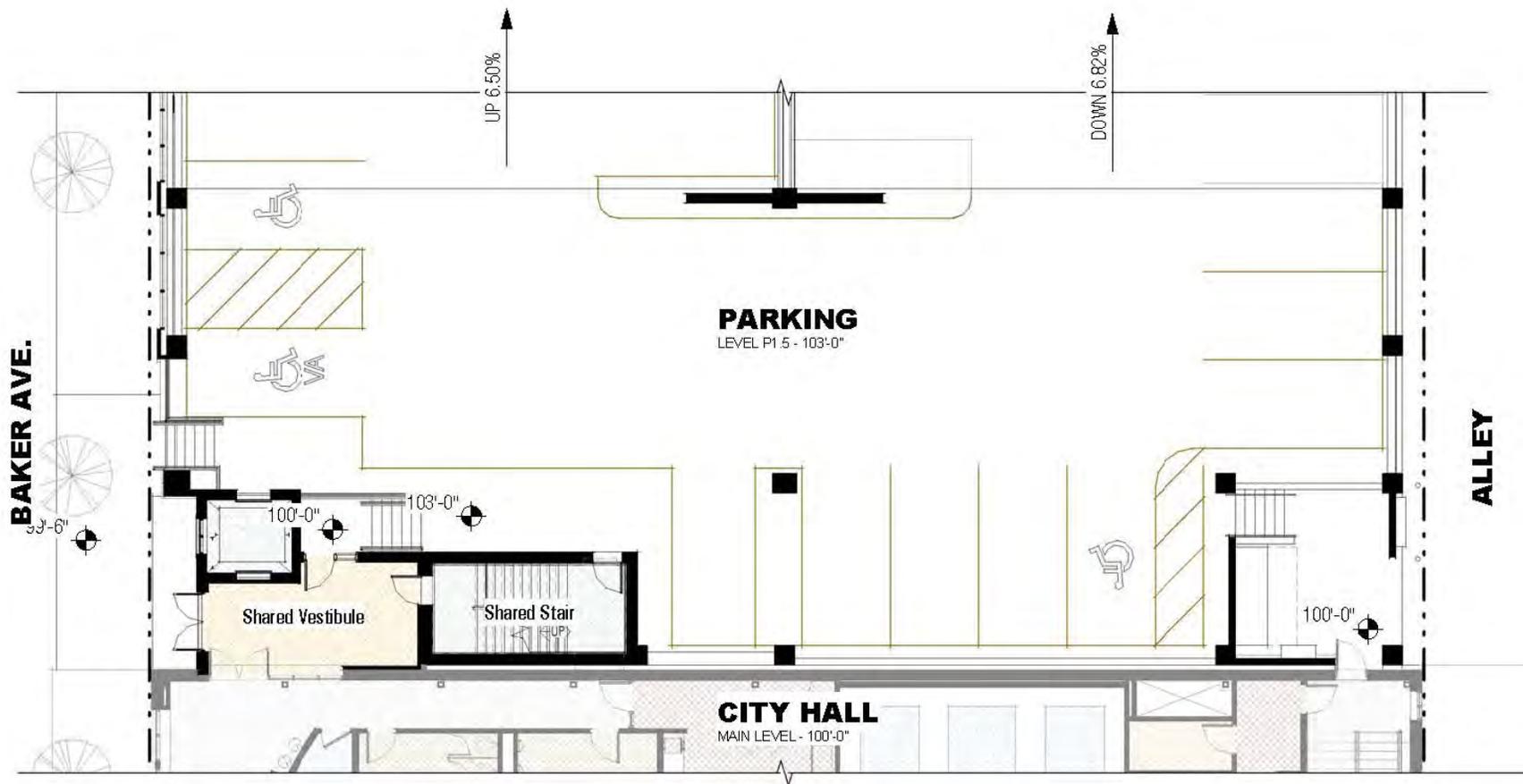


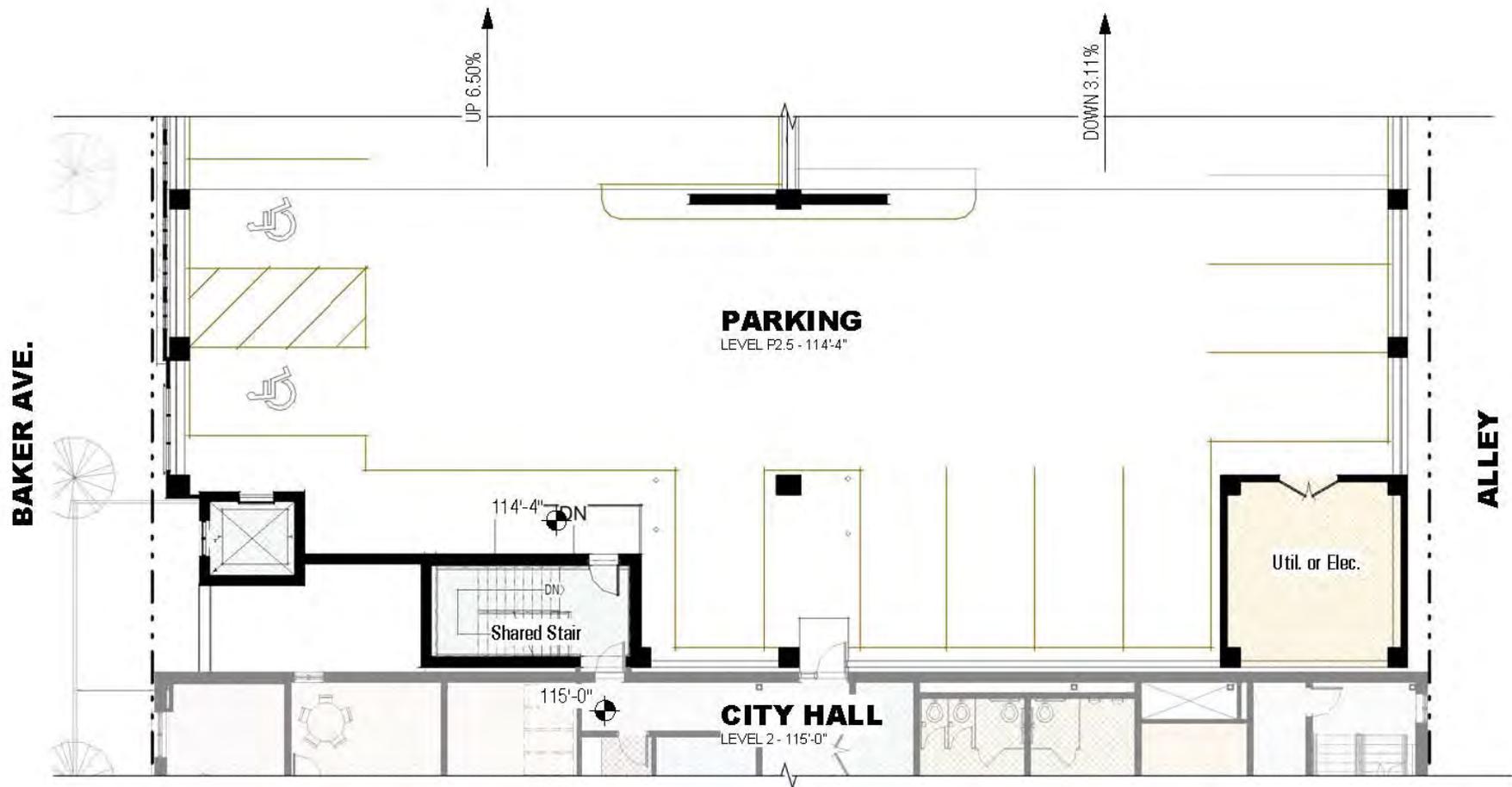
1ST STREET

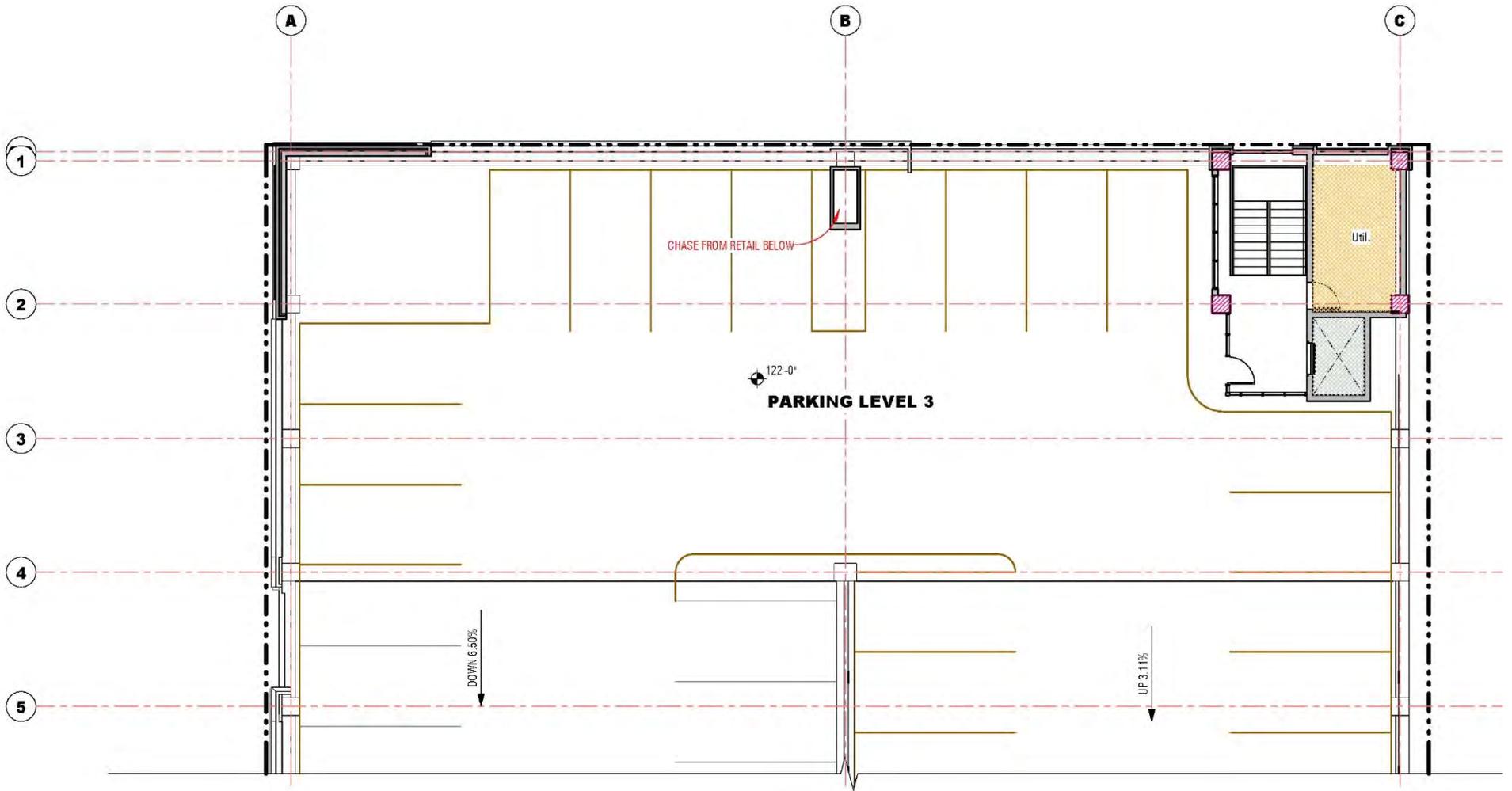


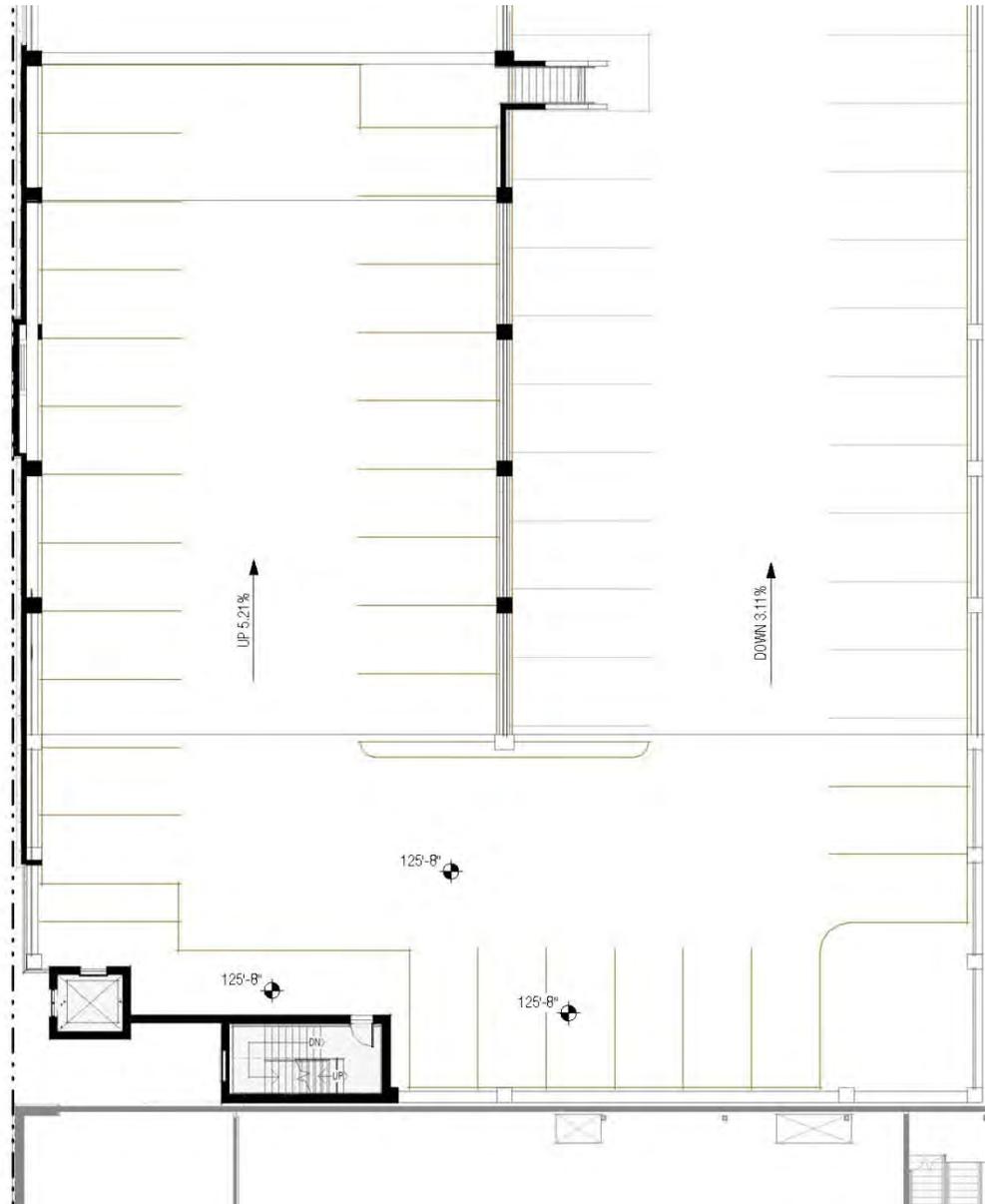
Parking Structure: Layout
WHITEFISH CITY HALL AND PARKING STRUCTURE











Parking Structure: LEVEL 3.5
WHITEFISH CITY HALL AND PARKING STRUCTURE



Parking Structure: LEVEL 0
 WHITEFISH CITY HALL AND PARKING STRUCTURE

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CITY OF WHITEFISH MONTANA



Current Architect's Rendering of New City Hall and Parking Structure



FISCAL YEAR 2016 PRELIMINARY BUDGET



Mayor

John Muhlfeld

City Council

John Anderson

Richard Hildner

Frank Sweeney

Pam Barberis

Andy Feury

Jen Frandsen

City Manager

Chuck Stearns

Finance Director

Dana Smith

Administrative Services Director/City Clerk

Necile Lorang



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FY 2016

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MEMORANDUM

#2015-014



To: Mayor John Muhlfeld
City Councilors

From: Chuck Stearns, City Manager

Re: FY16 Executive Budget Transmittal Message

Date: May 1, 2014

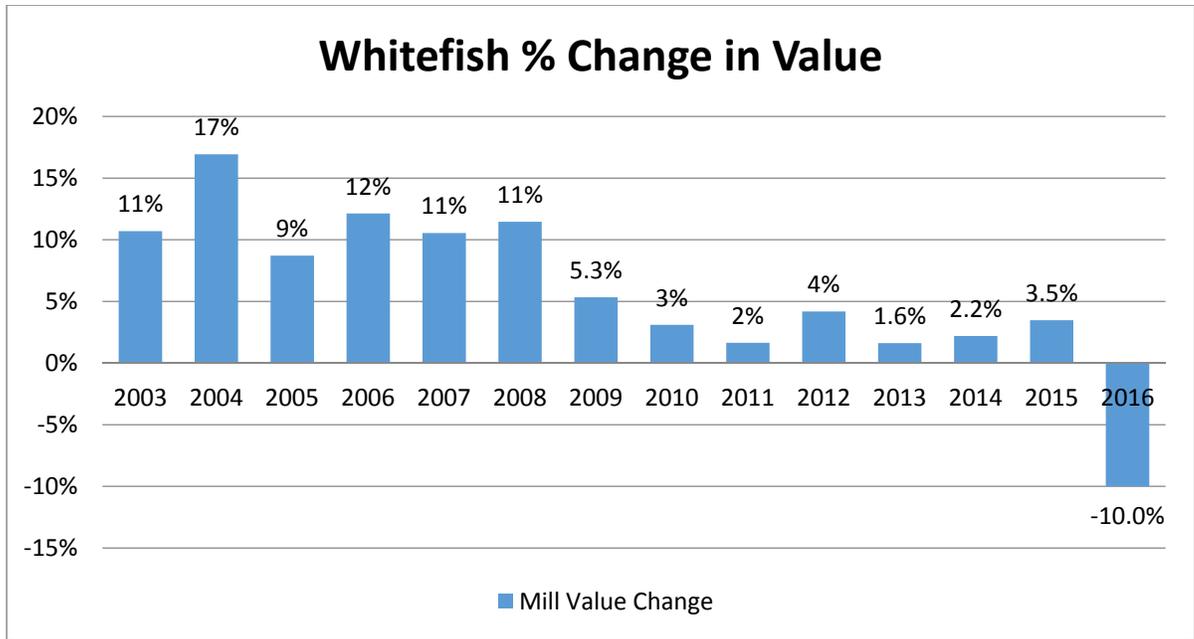
INTRODUCTION

The Fiscal Year 2016 (FY16) City of Whitefish Budget provides budget authority for the services and projects the City anticipates during the upcoming fiscal year, which runs from July 1, 2015 to June 30, 2016. The City budget contains a total of 25 active, self-balancing funds. “Self-balancing” means that resources equal requirements. Each fund exists to provide segregated accounting for specific activities. This message provides a general description of the budget document and the financial plans for the City for the upcoming fiscal year.

FY16 BUDGET MAJOR CHANGES AND ISSUES

The FY16 budget was surprisingly difficult to balance and, as you will see below, I am proposing our first significant property tax rate increase since the 24 mills were added to go to a full-time, 24/7 Fire and Ambulance Department in 2009. Complicating that proposed property tax rate increase of almost 4 mills (3.97 mills) is the Montana Department of Revenue’s six year reappraisal of property tax valuations which will be effective in FY16. As you will see below, we are projecting a 10% property tax valuation decrease (aka tax base, mill value) for FY16.

- Regarding the property tax valuation decrease, you can see the effect of the loss of value projected for our tax base in FY16 in the chart below.



This projected loss of value meant that we had to increase property tax mills by 13.40 mills just to raise the same amount of property tax revenue as in the current year, FY15. The Montana Department of Revenue is actually projecting that our tax base might go down by 13.75%, however, their projections do not account for new construction and other newly taxable property. So I am hoping that normal appreciation and newly added taxable property would bring the net change down by 3.75% to just a 10% loss in value.

- What this loss of value means is that our property tax rate (# of mills levied) would have to go up from last year's levy of 120.605 mills. The increase in mills proposed for FY16 equals 22.39, an 18.57% increase in mills, but because of reappraisal, not all of that increase translates to increased property taxes on citizens. The breakdown and summary of the various facets of the property tax increase are shown below – the average house is a \$275,000 residential house:

	Mills	% Change	Cumulative % Change	\$ effect on avg. house
Mill levy increase needed because of reappraisal, just to raise the same amount of revenue as last year (FY15)	13.40	11.11%	11.11%	\$58.42
Mill levy increase needed to raise property tax revenues up to a normal growth rate of tax base of 3.75%	5.03	4.17%	15.28%	\$21.93
Mill levy increase needed just to balance budget, even after cutting \$538,000 out of budget requests and lowering the year end cash balance or cash reserves to 8.1% (minimum of 10% desired, 15-20% cash reserves is better)	3.96	3.29%	18.57%	\$17.26
Totals	22.39		18.57%	\$97.61

- In property tax supported funds, the City is planning to spend down a net of \$230,114 in cash balances compared to \$287,024 in the FY15 budget. So the lesser spend down of cash balance is a good trend, but having to spend any of the cash balance just to balance the budget is not good. There are capital expenditures of \$474,000 in all of the property tax supported budgets, so one can somewhat rationalize using the cash balance for capital expenditures, however, an organization of our size can never go without or freeze capital expenditures, so there will always be some need for capital expenditures.
- As proposed, property tax revenues would increase by 6.71% overall or \$185,126. However, the valuation decrease from reappraisal means our mill levy rate increases by 22.39 mills or 18.57%. The reappraisal will also cause significant variations in the impact on each property owner. Some property owners whose valuations go down (properties which were too high six years ago) will have less of a tax increase or even a tax decrease while properties whose values go up because of reappraisal equalization, their tax bills will go up by an even higher percentage. Our mill levy increase on an average property would be an increase of \$97.61 or 4% on their total property tax bill (including schools and county – however because of reappraisal, their levies will go up also). However, 82% of that increase is caused by reappraisal of properties and 18% of it is caused by our property tax increase.
- I am also proposing an increase of \$55,000 to the Parks and Greenway Assessment, from \$245,000 last year to \$300,000 this year as part of the difficult process to balance the budget, especially for the Parks and Recreation Department. They would have lost equipment or personnel without that increase.
- The Montana Municipal Interlocal Authority (MMIA), our provider for insurance programs, is proposing a 5% increase in medical insurance premiums and the City and employees share that cost increase as was agreed historically in collective bargaining agreements.
- We have collective bargaining agreement negotiations with two labor unions this year, Police and Fire. The Public Works union, AFSCME, is likely going to request to reopen negotiations on wages because of the effects of reappraisal on the wage increase in the last year of their contract. In the past, each union agreed to our proposal to base multi-year CBA pay increases on the **lower** of:
 - CPI (1.3% for FY16) plus a 2% pay matrix STEP increase or 3.3% or
 - CPI (1.3%) plus our tax base growth (-10%), therefore a freeze of 0%.
- One of the budget cuts I had to make was to propose that we not do our normal pay increases which would be 3.3%, but I budgeted for pay increases of only 2.3%. By comparison, Flathead County will likely be at 2.1% - 2.6% pay increases with longevity,

Kalispell likely at 2.9%, and Columbia Falls likely at 3.5%. However, we have been higher than those other jurisdictions' annual increases in recent years.

- There are some new positions proposed in the FY16 budget. There were more positions requested as I will describe later, but new positions in the FY16 budget are as follows:
 - Deputy City Attorney/Prosecutor as we take over the function of prosecution from the private law firm – wages and benefits cost \$93,949, but offset by savings of \$90,000 in the prosecution contract.
 - A half time secretary/paralegal/legal assistant to help the City Attorney and Deputy City Attorney/Prosecutor – wages and benefits cost approximately \$22,741.
 - A ¾ time Administrative Assistant position in the Building Inspection office that will allow the existing Administrative Assistant to do some minor building inspections in the field and help with the Planning and Building workload. This position is supported mostly by building inspection fees (95%) and only a small amount of property taxes (5%).
 - Assistant Operator in Public Works – this position will be dedicated mostly to street work and will improve plowing in the winter and street maintenance in the summer. It's cost for wages and benefits of \$57,927 is not paid for by property taxes, but by non-tax revenues, state gas tax, and street maintenance assessments. Part of the justification here is that when we annexed a lot of property in the late 1990's and early 2000's, the street crews were never increased even though road miles increased significantly. The elected officials and many citizens also want increased levels of snow plowing in the winter.
 - An additional Customer Service Clerk for Public Works for utility billing. Our Utility Services Supervisor is on a medical leave and is only working 3 hours per day and we need a second full-time person to work the utility billing desk. This position was requested in the past and I resisted adding it, but now there is no choice with the diminished staffing in that area. The cost for wages and benefits is approximately \$54,172 and it is paid by utility rates (water, sewer, garbage), not from property taxes.
 - A summer intern for the Public Works Department to help with workload. We used to have this position in the budget in earlier years. Cost is \$6,824 for 480 hours.
 - Park Maintenance Technician – when the City Council raised the Parks and Greenway assessment by \$60,000 last year to buy some additional equipment, it was with the thought that this year and into the future, that higher assessment would fund a new position. The wages and salaries for this position equals approximately \$57,313.
 - While not a new position, last year the City Council budgeted for the new Human Resources Director position for only half the year (beginning as early as January 1, 2015). Budgeting for this position for a full year increases our costs by \$47,726 for wages and benefits in this year's budget.
 - There were also positions that were requested that I had to cut such as Planning office help, a half time Fire administrative assistant position, and moving the

existing Legal Secretary to five days per week from her current schedule of four days per week.

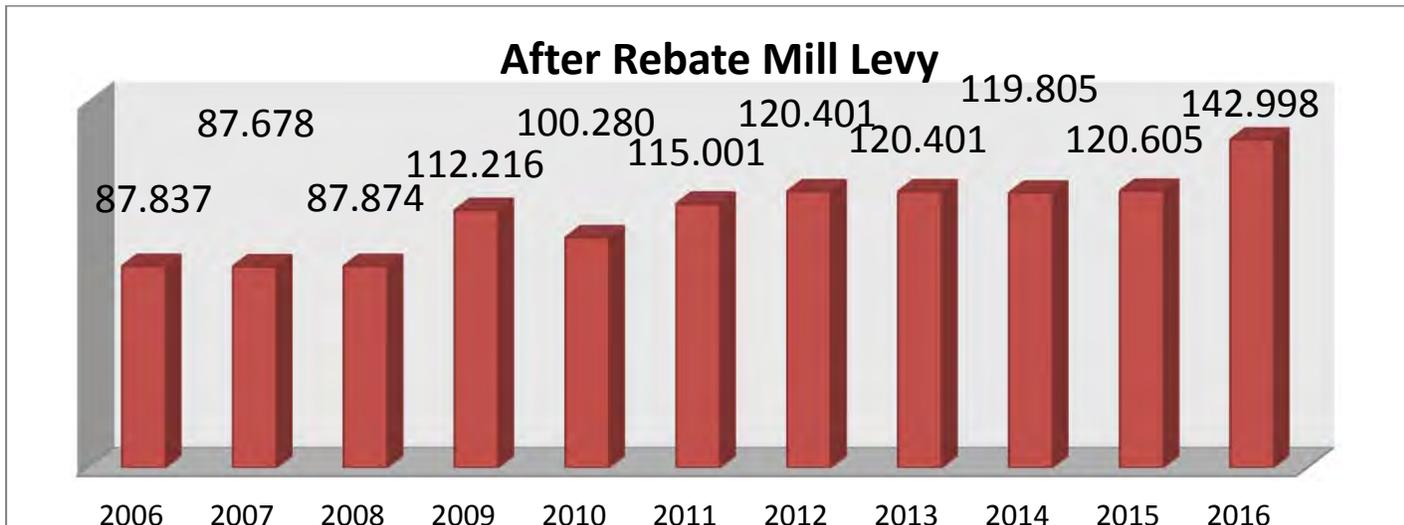
- This budget continues the \$300,000 lower Stormwater assessments which the City Council enacted several years ago. The City Council held a work session three years ago where pay as you go financing of stormwater improvements was compared to debt financing. The City Council decided this year to wait until the construction bids come in for these projects to see how much we will spend and then consider increasing the assessment incrementally in future years as new stormwater projects are needed.
- Necile Lorang, Administrative Services Director/City Clerk has notified us that she will retire in March, 2016. I increased the General Fund contingency from \$10,000 to \$50,000 in case the City Council does not want to use vacancy savings (hold the position vacant) to pay off her accumulated payout of sick and vacation leave of approximately \$38,000.
- A big constraint in this year's budget is that we have higher debt service costs for all of the fire equipment we have bought on loans in the past two years. Debt service costs in the Fire/Ambulance fund will go from \$69,500 in the FY15 budget to \$148,434 in FY16, an increase of \$78,934.
- Parks and Recreation Department is proposing to increase Ice Rink Rental fees to near the national average of such fees which would bring in a lot more revenue. This increase would allow us to begin to make much needed repairs and renovations to the Ice Den while ensuring that the Ice Den is self-sufficient.
- Because the year-end cash balance in the Commercial Street Lighting District (District #4) would be only \$752, we would propose that the rates for the district be increased 10% again this year. The rates were increased by 10% last year, but \$752 is still too low of a cash balance. The impact on the median commercial property assessment of \$30.25 would only be \$3.25 for this increase. This increase is not yet in the budget.

FY16 BUDGET OVERVIEW

The FY16 proposed budget totals \$65,882,022 of transfers and expenditures for all funds compared to \$40,437,035 in FY15, a 63% or \$25,444,987 increase. Most of this increase is explained by budgeting for the new City Hall and Parking Structure at \$14,416,389 compared to a \$1,000,000 budget last year. Similarly, TIF Debt Service Fund is \$2,238,407 higher for higher TIF bond payments for the new City Hall/Parking Structure. Also, with the approval of the Resort Tax increase to 3% on April 28th, we added revenues of \$8,532,000 for the SRF loan to provide funding of \$7,700,000 to \$8,000,000 for the Haskill Basin Conservation Easement with the F.H. Stoltze Land and Lumber Company.

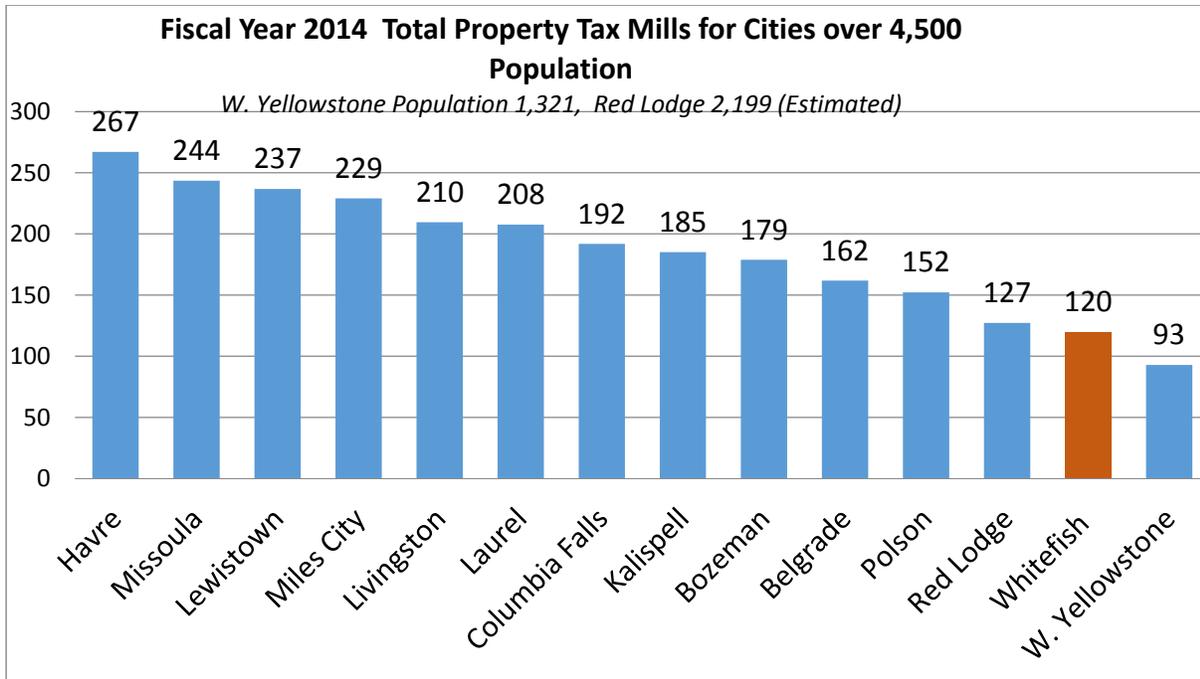
Property Tax supported funds are only up by \$121,082, but that figure is misleading as we are now taking Building Codes Fund out of property tax supported funds because we expect that they will repay their general fund loan from five years ago by June 30, 2015. If their budget were still included in the property tax supported funds section, appropriations would have increased \$564,535 or 4.39%.

The chart below shows the trend of our net property tax mills levied in recent years.



When considering mill rates, it is instructive to compare the City of Whitefish to other Montana cities. Our budget has provided the graphic below for several years. Whitefish has historically had very low property tax mill levy rates because of our Resort Tax rebate for property tax reductions, high property valuations, and maintenance district assessments.

While levy comparisons are of interest, caution should be exercised in not drawing hard conclusions based on such information. Cities use property taxes to support similar, but not always the same mix of public services. For example, some cities support libraries, public transportation and other such services with mill-rate levies while others do not. Some cities have maintenance district assessments and others do not.

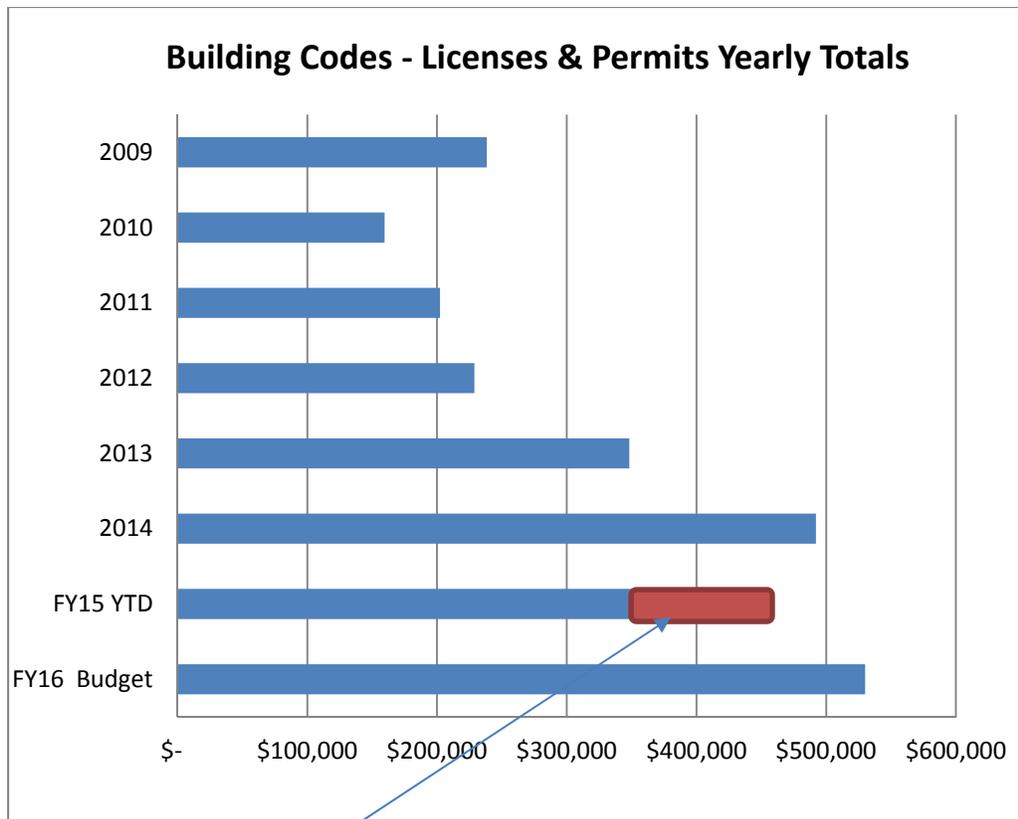


REVENUES

Total revenues for all 25 budgeted funds are budgeted at \$48,454,211 which is \$20,269,707 or 71.92% higher than the FY15 budget of \$28,184,504. Again, most of that is caused by a TIF bond for the new City Hall and Parking Structure (\$11,240,000) and the SRF loan for the Haskill Basin Conservation Easement (\$8,532,000 – includes a debt service reserve). Transfers in are up by \$3,822,108 or 74.5% again because of the higher transfers for the higher Tax Increment Bond for City Hall and the Parking Structure and transferring Impact Fees into the City Hall Construction Fund.

Total General Fund Revenues are projected at \$3,707,971 in FY16 which is a \$283,312 or a 8.27% increase from last year's figure of \$3,424,659. Property tax revenues are 13.71% higher because of the reasons explained above.

The history and budget for total building permit and plan review fees are shown below. The FY16 estimate is higher than in FY15 because of the expected building permit for the City Hall and Parking Structure. We expect that the building permits for the two new hotels, Hampton Inn and the boutique hotel will be issued this fiscal year (FY15), but one permit could slip to FY16 after July 1st.



Projected year-end total in red without two hotels (\$469,000)

On a small note, this budget anticipates foregoing \$3,868.46 of revenue from Whitefish Legacy Partners (WLP) for two reasons:

1. In 2013, the Parks and Recreation Department did not bill property owners on Lion Mountain Loop for their share of dust abatement on the road, so we should probably eat that cost rather than Whitefish Legacy Partners.
2. During the time after Karl Cozad had left, but before Maria Butts was hired as Parks and Recreation Director, we paid a \$4,500.00 license fee to DNRC without getting Whitefish Legacy Partners approval on the payment. Our Memorandum of Understanding with WLP stipulates that we get their approval on any payments that they will reimburse us for. We have agreed with the WLP staff and board that we will split the cost of this \$4,500 payment (\$2,250) rather than having WLP pay the entire amount.

Water usage revenues are up by \$375,000 to \$2,875,000 which is an increase of 15% because of higher usage, more connections, and last fall's rate increase. We have not anticipated a water rate increase in this budget, but that is because the City Council typically makes utility rate increase decisions in the fall when we consider inflationary increases.

Wastewater usage charges are estimated at \$2,400,000 or \$288,145 or 13.64% more in FY16 – again for the same reasons as the water revenues are estimated higher. We have not anticipated a wastewater rate increase in this budget, but we will need to discuss a significant rate increase

when we figure out the cost and financing for the expansion and improvement of the Wastewater Treatment Plant later this year.

EXPENDITURES

Total proposed appropriations and transfers equal \$65,882,022 which is a \$25,444,987 or 63% increase in budget authority as compared to the adopted FY15 Budget of \$40,437,035. Again, most of this increase is caused by budgeting \$14,416,389 for the City Hall/Parking Structure project, \$2,238,407 more for TIF bond debt service, and \$8,532,000 of debt for the \$7,700,000 to \$8,000,000 of funds for the Haskill Basin Conservation Easement.

- Tax Increment Fund appropriations are \$87,552 higher than last year.
- The City Hall Construction Fund budget is increased from \$1,000,000 last year for design work to \$14,416,389 for the full project.
- Building Codes fund appropriations are \$44,453 or 11.14% higher mostly because of the proposed hiring of an additional ¾ time administrative/customer service position.
- Expenditures are \$548,077 or 13.77% higher in the Water Fund because of the Hwy 93 Whitefish West and other construction projects.
- Expenditures are \$982,543 or 21.13% higher in the Wastewater Fund because of the Hwy 93 Whitefish West project, getting started on the Treatment Plant Improvements project, and other projects.

Total expenditures and transfers for the General Fund equal \$4,671,156 which is a \$233,564 or 5.26% increase from the FY15 budget figure of \$4,437,592. Most of this increase is from proposed wage and salary increases of 2.3%, new positions in the City Attorney's office, budgeting for the HR Director for a full year and other cost increases.

We have outlined major expenditure and capital outlay items in the narrative for each fund, so I will not repeat that information here.

CONCLUSION

The proposed FY16 budget was probably the most difficult budget in over five years. Resumption of growth has put additional demands on staff resources and there were many proposals for new staff. Some I could recommend in this budget and some I could not.

If the Mayor and City Council wanted to make further cuts in order to lessen the property tax increase, the suggested priority areas would be

1. Cut the additional legal secretary/paralegal position in City Attorney's office (\$22,705)
2. Try to get out of the contract for the NW Drug Task force and reassign our Drug Officer to police patrol (savings of \$54,000). This change would have repercussions on our

ability to repay the \$172,817 loan that the Drug Forfeiture Fund owes to the General Fund.

3. Reduce the 2.3% proposed pay increase.
4. Eliminate some Parks and Recreation Programs that are not self-supporting.
5. Reduce contingency in the General Fund and require us to go 6 months (or at least until the end of the fiscal year) without a City Clerk (savings of \$40,000).

I would also like to thank the Department Directors for their help and support and Necile, Vanice, and Sherri Baccaro for their help in compiling and entering information in the budget. Our Finance Director, Dana Smith, did almost all of the work of entering the data, checking the spreadsheets for accuracy, and preparing the narrative. Dana has picked up the budget creation process extremely well and provided invaluable assistance to me in preparing and balancing this budget.

**Budget Summary by Main Revenue Source
City of Whitefish Preliminary Budget
Fiscal Year 2016**



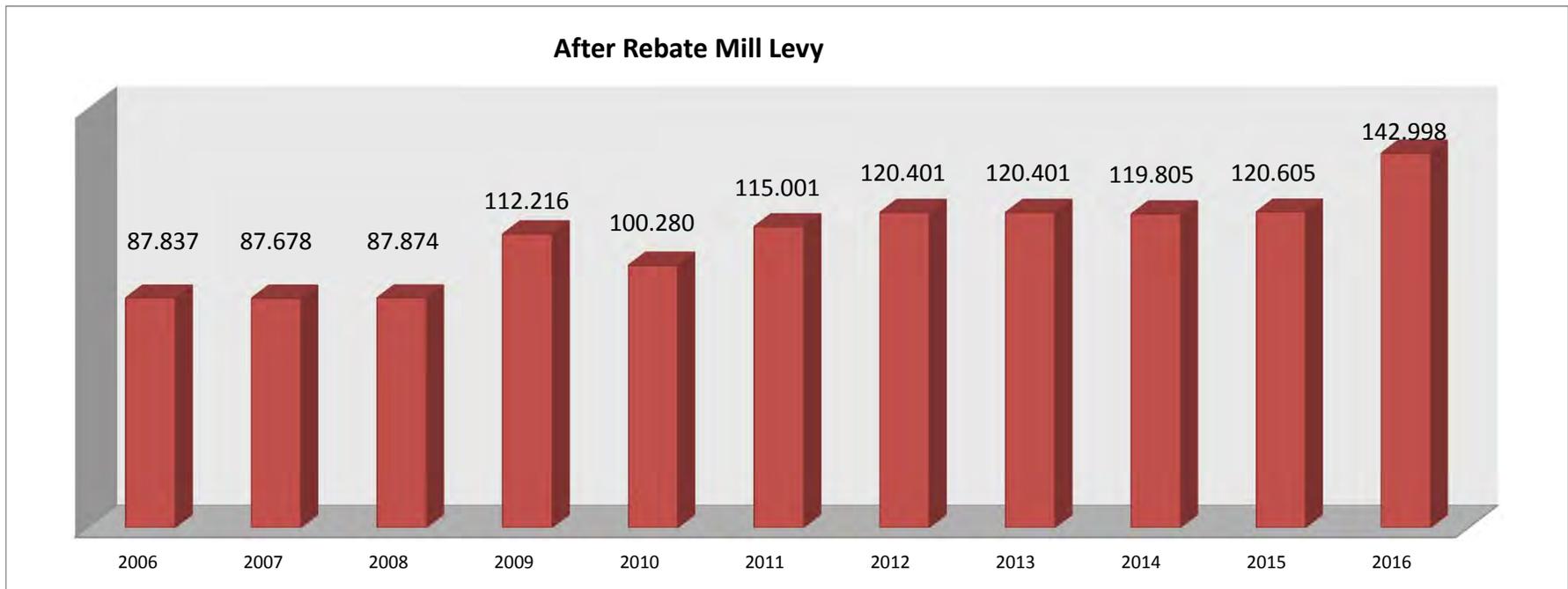
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Resources														
2	Requirements														
3															
4															
5															
6															
7	Fund	Beginning Available Cash	Revenue & Other Financing Sources	Transfers	Total	Personal Services	Materials & Services	Capital Outlay	Transfers	Debt Service	Conting.	Total Approp Budget	Ending Available Cash	Total Approp. & Unapprop	Change in Cash
8															
9	Property Tax Supported Funds:														
10	General	645,837	3,707,971	657,351	5,011,159	763,572	199,294	10,000	3,648,290	-	50,000	4,671,156	340,003	5,011,159	(305,834)
11	Library	66,068	180,249	34,371	280,688	153,157	66,581	-	-	-	24,500	244,238	36,450	280,688	(29,619)
12	Law Enforcement	30,167	510,948	2,085,000	2,626,115	2,026,827	506,107	50,000	-	5,566	2,000	2,590,500	35,615	2,626,115	5,448
13	Fire & Ambulance	154,829	2,758,871	835,000	3,748,700	2,291,329	843,282	375,000	-	148,434	-	3,658,045	90,655	3,748,700	(64,173)
14	Parks/Rec	84,139	1,272,971	693,919	2,051,029	856,747	814,627	39,000	-	32,453	60,000	1,802,826	248,203	2,051,029	164,064
15	Total	981,041	8,431,009	4,305,641	13,717,691	6,091,632	2,429,891	474,000	3,648,290	186,453	136,500	12,966,765	750,926	13,717,691	(230,114)
16															
17															
18	Other Tax, Fee & Assessment Supported Funds:														
19	Resort Tax	1,533,170	11,825,592	-	13,358,762	-	-	10,225,000	657,351	849,363	-	11,731,714	1,627,048	13,358,762	93,878
20	Tax Inc Dist	2,073,177	4,421,846	210,123	6,705,146	214,893	940,608	595,802	4,346,537	-	100,000	6,197,840	507,306	6,705,146	(1,565,871)
21	Bldg Codes	16,092	582,000	-	598,092	368,588	49,865	25,000	-	-	-	443,453	154,639	598,092	138,547
22	Street Fund	1,147,027	1,340,644	-	2,487,671	781,058	886,973	594,500	-	-	50,000	2,312,531	175,140	2,487,671	(971,887)
23	Street Lighting #1	39,780	76,837	-	116,617	26,273	53,627	-	-	-	-	79,900	36,716	116,617	(3,063)
24	Street Lighting #4	15,719	67,334	-	83,052	26,273	56,027	-	-	-	-	82,300	752	83,052	(14,967)
25	Impact Fees	391,803	233,000	-	624,803	-	-	170,000	302,763	-	-	472,763	152,040	624,803	(239,763)
26	Sidewalk	126,038	400	-	126,438	-	-	126,438	-	-	-	126,438	-	126,438	(126,038)
27	Stormwater	691,391	74,600	-	765,991	-	33,267	500,000	-	-	-	533,267	232,724	765,991	(458,667)
28	Total	6,034,196	18,622,253	210,123	24,866,572	1,417,085	2,020,368	12,236,740	5,306,651	849,363	150,000	21,980,207	2,886,365	24,866,572	(3,147,831)
29															
30															
31	Enterprise Funds:														
32	Water	3,700,382	3,631,710	-	7,332,092	964,072	794,544	2,189,200	-	579,096	-	4,526,912	2,805,181	7,332,092	(895,202)
33	Wastewater	1,331,800	5,105,039	-	6,436,839	923,110	960,561	3,380,777	-	367,859	-	5,632,307	804,532	6,436,839	(527,268)
34	Solid Waste	113,601	811,400	-	925,001	79,209	716,637	-	-	-	-	795,846	129,155	925,001	15,554
35	Total	5,145,783	9,548,149	-	14,693,932	1,966,391	2,471,742	5,569,977	-	946,955	-	10,955,065	3,738,868	14,693,932	(1,406,916)
36															
37															
38	Other Funding Source Funds:														
39	City Hall Reserve	2,315,749	10,758,000	1,342,640	14,416,389	-	-	14,416,389	-	-	-	14,416,389	-	14,416,389	(2,315,749)
41	Housing Authority	5,663	527,500	-	533,163	-	533,163	-	-	-	-	533,163	-	533,163	(5,663)
42	WF Trail Construct	-	194,000	-	194,000	-	-	194,000	-	-	-	194,000	-	194,000	-
43	Park Acq & Dev	351,055	352,300	-	703,355	-	-	682,452	-	-	-	682,452	20,903	703,355	(330,152)
44	TIF Debt Svc	3,175,493	6,000	3,096,537	6,278,030	-	-	-	-	4,018,395	-	4,018,395	2,259,635	6,278,030	(915,858)
45	Victim/Wit	49	15,000	-	15,049	-	15,000	-	-	-	-	15,000	49	15,049	-
46	Misc. S.I.D.	120,586	-	-	120,586	-	-	-	-	120,586	-	120,586	-	120,586	(120,586)
47		5,968,595	11,852,800	4,439,177	22,260,572	-	548,163	15,292,841	-	4,138,981	-	19,979,985	2,280,587	22,260,572	(3,688,008)
48															
49	Total	18,129,615	48,454,211	8,954,941	75,538,767	9,475,108	7,470,163	33,573,558	8,954,941	6,121,752	286,500	65,882,022	9,656,745	75,538,767	(8,472,870)

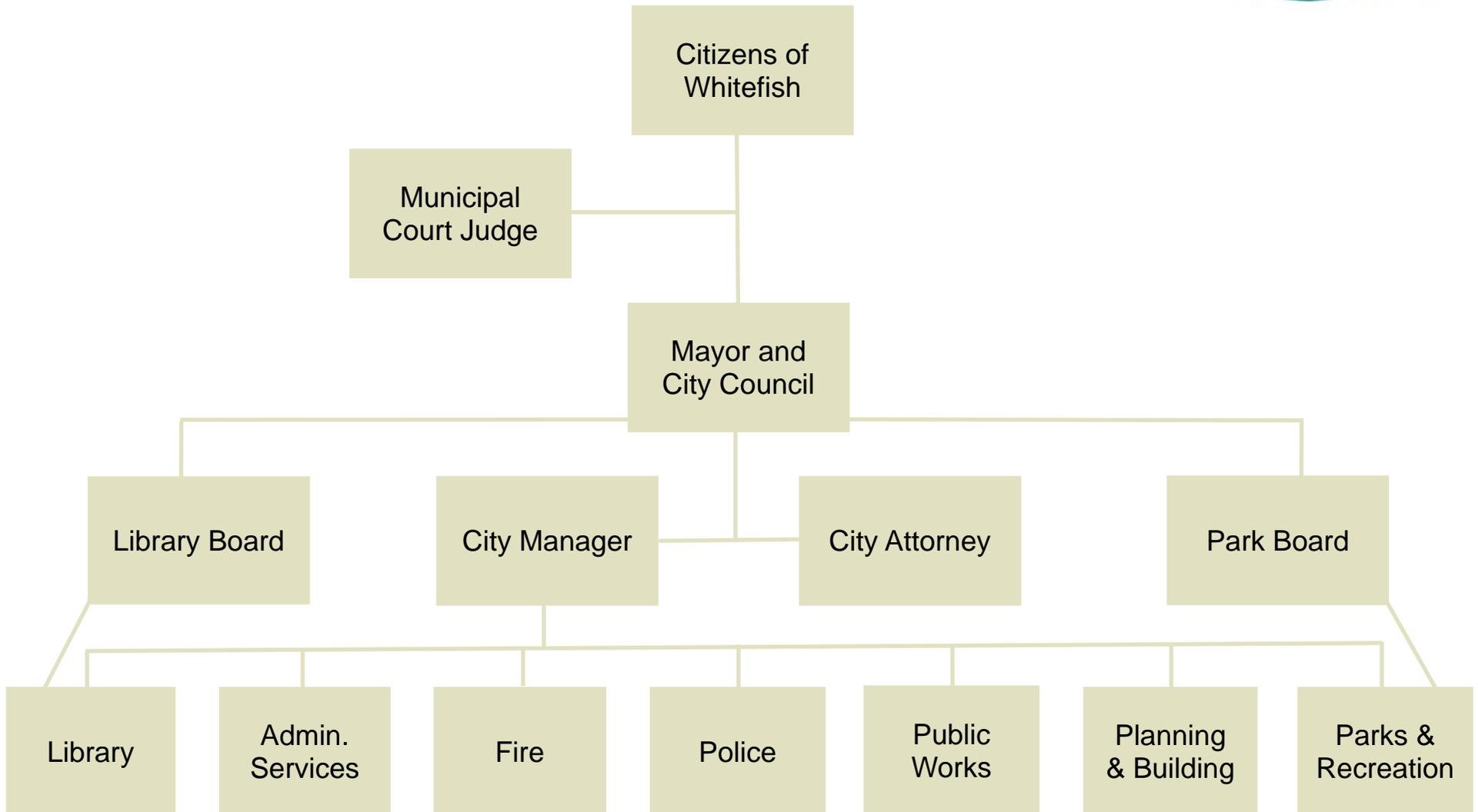
City of Whitefish
Mill Value and Tax Levy
History

4/27/2015

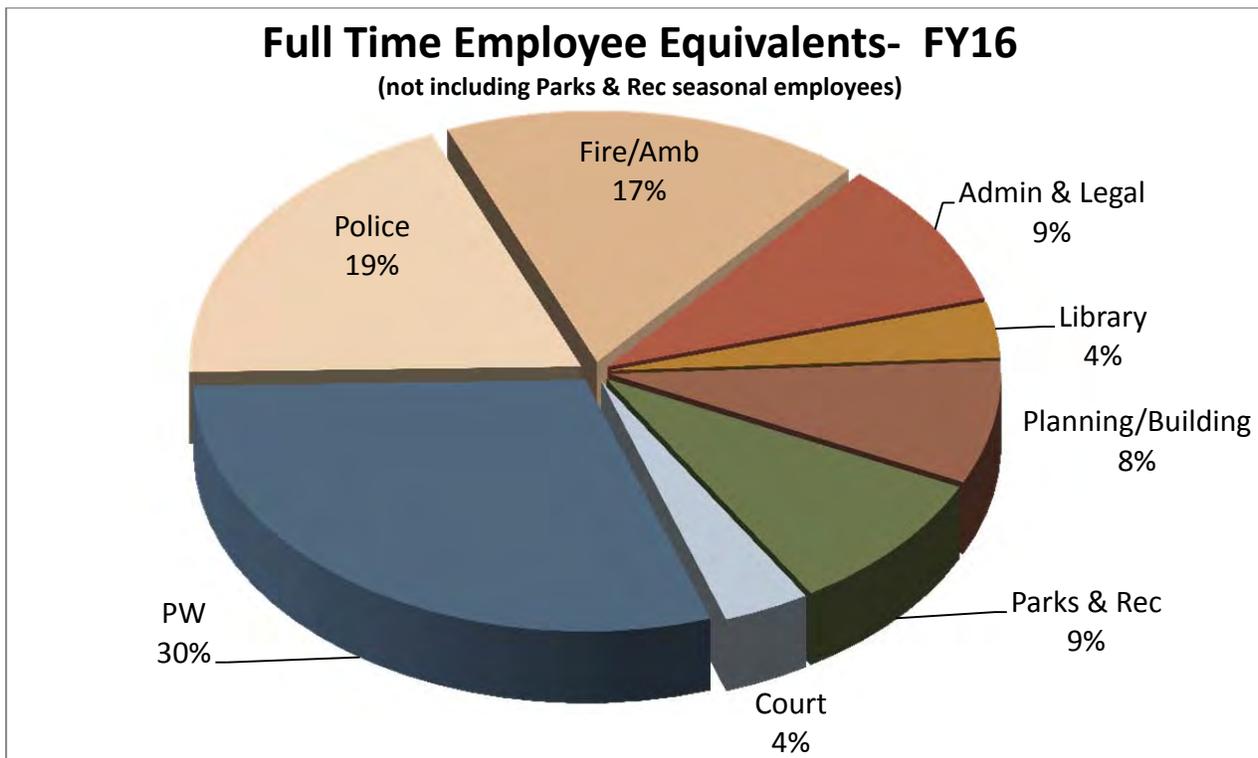
Fiscal Year	Total Market Value	Newly Taxable Value	Mill Value	HB 124 Mills Levied	Health Insur Mills	Gross Mills Levied	Resort Tax Relief	Net Mills Levied	Fire & Amb Mills	Total Mills Levied	Distribution of Property Tax Levy					Total Property Tax Revenue		
											General	Library	Fire Pension	Fire/Amb	Fire		Amb	
	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	Fire	Amb	p
						(e+f)		(g+h)		(i+j)								(c x k)
2002	\$ 331,297,444	\$ 1,543,904	\$ 9,521.589	16.1%	97.90	97.900	-28.63	69.267		69.267								\$ 659,532
2003	\$ 376,926,297	\$ 1,171,218	\$ 10,540.581	11%	106.40	4.81 111.210	-26.43	84.782		84.782	\$ 851,489		\$ 42,162					\$ 893,652
2004	\$ 438,821,953	\$ 1,688,291	\$ 12,324.709	17%	106.40	4.81 111.210	-24.07	87.139		87.139	\$1,024,664		\$ 49,299					\$1,073,963
2005	\$ 496,460,096	\$ 1,042,687	\$ 13,398.957	9%	106.40	4.81 111.210	-24.14	87.069		87.069	\$1,113,038		\$ 53,596					\$1,166,634
2006	\$ 577,691,081	\$ 1,438,400	\$ 15,023.975	12%	107.40	3.81 111.210	-23.37	87.837		87.837	\$1,259,565		\$ 60,096					\$1,319,661
2007	\$ 676,545,891	\$ 1,121,030	\$ 16,608.044	11%	105.68	5.53 111.210	-23.53	87.678		87.678	\$1,389,728		\$ 66,432					\$1,456,160
2008	\$ 755,263,708	\$ 1,812,408	\$ 18,512.556	11%	105.68	5.53 111.210	-23.34	87.874		87.874	\$1,552,722		\$ 74,050		\$ -			\$1,626,772
2009	\$ 789,392,160	\$ 1,029,224	\$ 19,499.520	5.3%	108.75	2.46 111.210	-22.99	88.216	24	112.216	\$1,642,172		\$ 77,998	\$ 467,988	\$294,833	\$173,156		\$2,188,158
2010	\$ 888,143,474	\$ 1,238,391	\$ 20,103.083	3%	108.75	2.46 111.210	-23.29	87.920	12.36	100.280	\$1,687,048		\$ 80,412	\$ 248,474	\$ 99,390	\$149,084		\$2,015,935
2011	\$ 952,357,384	\$ 563,091	\$ 20,434.118	2%	115.40	2.46 117.860	-22.54	95.321	19.68	115.001	\$1,866,064		\$ 81,736	\$ 402,143	\$160,857	\$241,286		\$2,349,944
2012	\$1,022,102,349	\$ 710,377	\$ 21,287.796	4%	116.33	6.08 122.412	-26.01	96.401	24	120.401	\$1,852,060	\$114,954	\$ 85,151	\$ 510,907	\$204,363	\$306,544		\$2,563,072
2013	\$1,090,881,100	\$ 522,087	\$ 21,631.411	1.6%	117.966	6.08 124.046	-27.65	96.401	24	120.401	\$1,881,954	\$116,810	\$ 86,526	\$ 519,154	\$207,662	\$311,492		\$2,604,444
2014	\$1,164,900,282	\$ 307,117	\$ 22,105.761	2.2%	117.174	10.00 127.174	-31.369	95.805	24	119.805	\$1,910,048	\$119,371	\$ 88,423	\$ 530,538	\$212,215	\$318,323		\$2,648,381
2015	\$1,241,653,567	\$ 540,964	\$ 22,873.171	3.5%	116.000	9.846 125.846	-29.241	96.605	24	120.605	\$1,994,655	\$141,814	\$ 91,493	\$ 548,956	\$219,582	\$329,374		\$2,758,619
2016			\$ 20,585.854	-10.0%	131.600	19.33 150.931	-31.932	118.998	24	142.998	\$2,268,117	\$140,396	\$ 41,172	\$ 494,060	\$197,624	\$296,436		\$2,943,745
			change from last year		15.60	9.48 25.08	-2.69	22.39	0.00	22.39	\$ 273,462	\$ (1,418)	\$ (50,321)	\$ (54,896)	\$ (21,958)	\$ (32,937)		\$ 185,126
								18.57%			13.71%	-1.00%	-55.00%	-10.00%	-10.00%	-10.00%		6.71%



City of Whitefish Organizational Chart



The FY 2016 budget funds 97.96 full time equivalent employees not including 25 seasonal employees for Parks and Recreation during the winter and summer months. The budgeted payroll expense increased about \$517,380 from FY 2014 to FY 2015. Changes in payroll include the addition of a full time Parks Maintenance Technician, a part-time Administrative Assistant for the Building Department, a full time Deputy Attorney/Prosecutor, a part-time paralegal/legal assistant for the City Attorney's Office, a full-time Assistant Operator in Public Works, a full-time Customer Service Clerk for Public Works utility billing, a Summer Intern for Public Works, and a full-year of the Human Resources Director that was only budgeted for half-year in FY 2015. In addition, a 2.3% wage increase is included for FY 2016. The wage adjustment is lower than the typical COLA (1.3% for FY 2016) plus a 2% pay matrix STEP of 3.3%. The chart below breaks down full time employees by department.



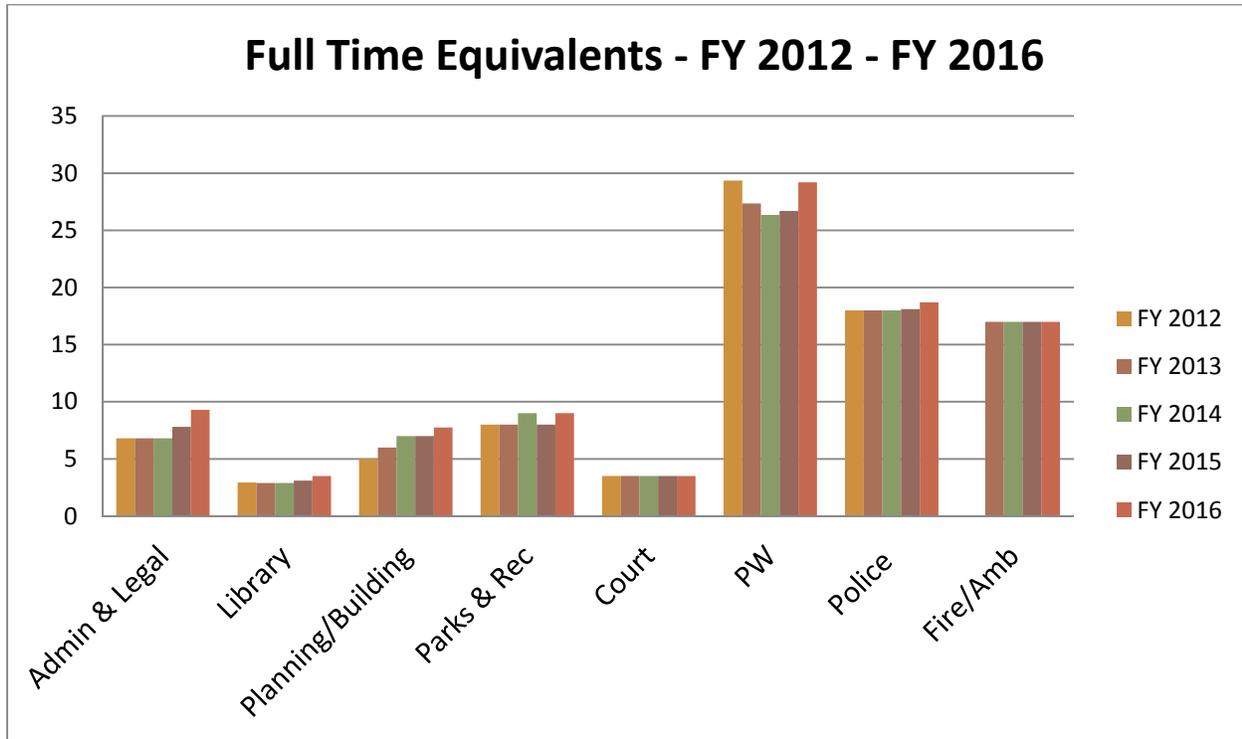
Below is a summary by department of the full time and part time employees for FY 2016.

FY 2016

Department	Full Time	Part Time	Full Time Equivalents
Admin & Legal	8	1.3	9.3
Library	1	2.50	3.5
Planning/Building	7	0.75	7.75
Parks & Rec*	9	0.0	9
Court	3	0.5	3.5
PW	29	0.2	29.2
Police	18	0.71	18.71
Fire/Amb	17	0.0	17
	<u>92</u>	<u>5.96</u>	<u>97.96</u>

**Parks also has seasonal employees budgeted for summer and winter that are not shown above.*

This chart shows the change by department from FY 2012 to FY 2016.



The City carries debt from revenue bonds, loans from the State Revolving Fund, and loans from the State of Montana Intercap program. Revenue bonds are backed by the underlying revenue applicable to the financing.

About half of the 2009 Tax Increment Bond was for the construction of the Emergency Services Center, the rest was a refinancing of previous projects. This loan is backed by and paid for with the tax increment tax revenues. In 2009, the City received an A- and stable rating on this bond issue from Standard and Poor's. The SID 166 bond was for the JP Road construction project and is backed by an assessment within that Special Improvement District. The City is in the process of refinancing the 2009 Tax Increment Bond to save money with lower interest rates. The City is also working on financing for the future City Hall and Parking Structure with a TIF revenue bond.

The water and sewer low interest loans were provided by the State of Montana's revolving fund for construction and upgrades to the water and sewer system. The loans are backed by and paid for through the user fees generated from the water and sewer systems. In November 2012, the city refinanced the water and sewer loans. The lower rates will save the water and sewer funds a combined \$760,231 over 20 years.

In FY 2015 the City borrowed \$300,000 through the State of Montana's revolving fund for the River Lakes Force Main Project. The City also borrowed \$282,659 for the second half of the Fire Pumper (Engine) and \$211,000 for the Fire Water Tender through the State of Montana Intercap program at a rate of 1.00% (variable). For FY 2016 the City anticipates issuing additional debt for FY 2016 including SRF loans, TIF revenues bonds, and an Intercap Loan. The City has no General Obligation bonds as this time.

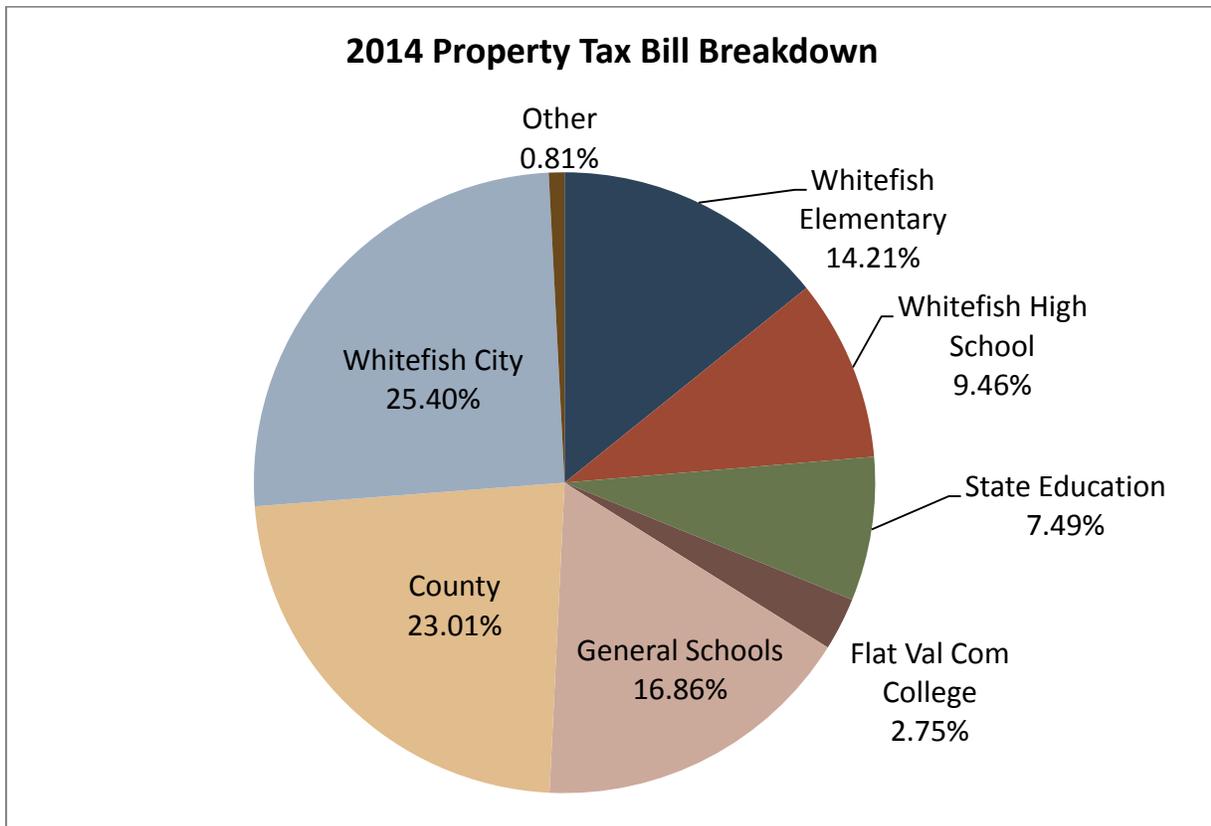
Outstanding Debt Summary					
	Rate/TIC	March 31 2015	June 30 2014	June 30 2013	June 30 2012
Revenue Bonds					
TIF ESC	4.23%	\$ 9,365,000	\$ 10,715,000	\$ 12,020,000	\$ 13,285,000
Water	~2.1%	\$ 3,033,000	\$ 3,272,000	\$ 3,740,000	\$ 4,261,000
Sewer	~2.3%	\$ 2,745,218	\$ 2,638,764	\$ 2,328,000	\$ 2,788,000
Special Assessments					
SID166	4.18%	\$ 795,000	\$ 795,000	\$ 865,000	\$ 935,000
Intercap Loans					
Ice Rink	1.25%	\$ 79,363	\$ 110,575	\$ 62,697	\$ 0
Police Vehicle	1.25%	\$ 10,935	\$ 16,339	\$ 0	\$ 0
Fire Engine	1.25%	\$ 672,318	\$ 202,453	\$ 0	\$ 0
Ambulance	1.25%	\$ 123,520	\$ 153,780	\$ 0	\$ 0
Capital Lease		\$ 0	\$ 3,794	\$ 7,357	\$ 0
Total		\$ 16,654,969	\$ 17,907,705	\$ 19,023,054	\$ 21,269,000
	\$ Change	\$ (1,252,736)	\$ (1,115,349)	\$ (2,245,946)	\$ (1,093,000)
	% Change	-7.0%	-5.9%	-10.6%	-4.9%

Detailed information for revenue bonds:

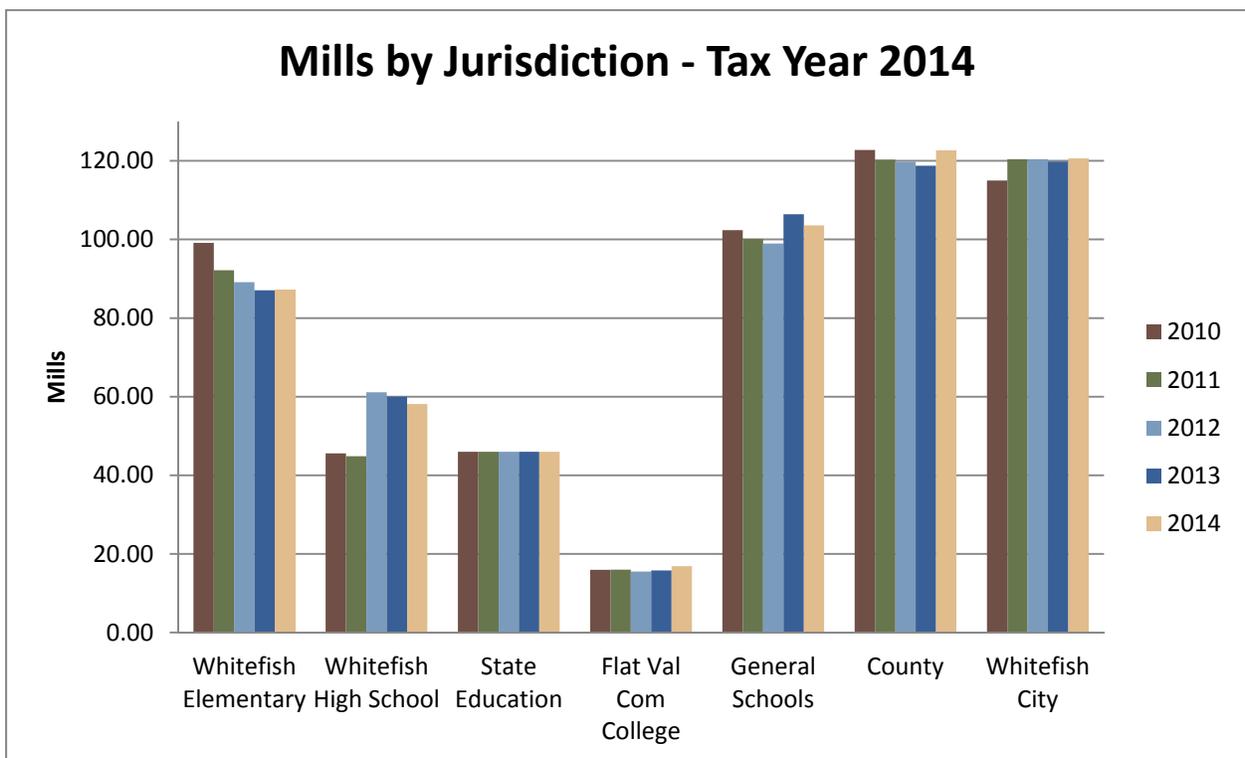
	Original Loan Issue Date	Rate after Refinance	Total Original Borrowed Amount
Revenue Bonds			
TIF 2009	7/14/2009	varies	\$ 15,695,000
SID 166	7/1/2006	varies	\$ 1,360,000
SRF Loans			
Water 1998	8/7/1998	2.00%	\$ 400,000
Water 1999	9/3/1999	2.00%	\$ 5,839,000
Water 2006	6/15/2006	2.25%	\$ 895,835
Water 2007	9/6/2007	2.25%	\$ 900,000
Water 2009B	10/21/2009	0.75%	\$ 120,100
Sewer 2002	11/7/2002	2.00%	\$ 200,000
Sewer 2008A	12/11/2008	2.25%	\$ 500,000
Sewer 2008B	1/16/2009	2.25%	\$ 1,711,000
Sewer 2009B	2/4/2010	0.75%	\$ 48,211
Sewer 2011 B	8/1/2011	3.00%	\$ 340,000
Sewer 2011 C	8/1/2011	3.00%	\$ 386,000
Sewer 2014	3/6/2014	3.00%	\$ 452,300
Sewer 2014 A	11/3/2014	2.50%	\$ 300,000
			<u>\$ 29,147,446</u>

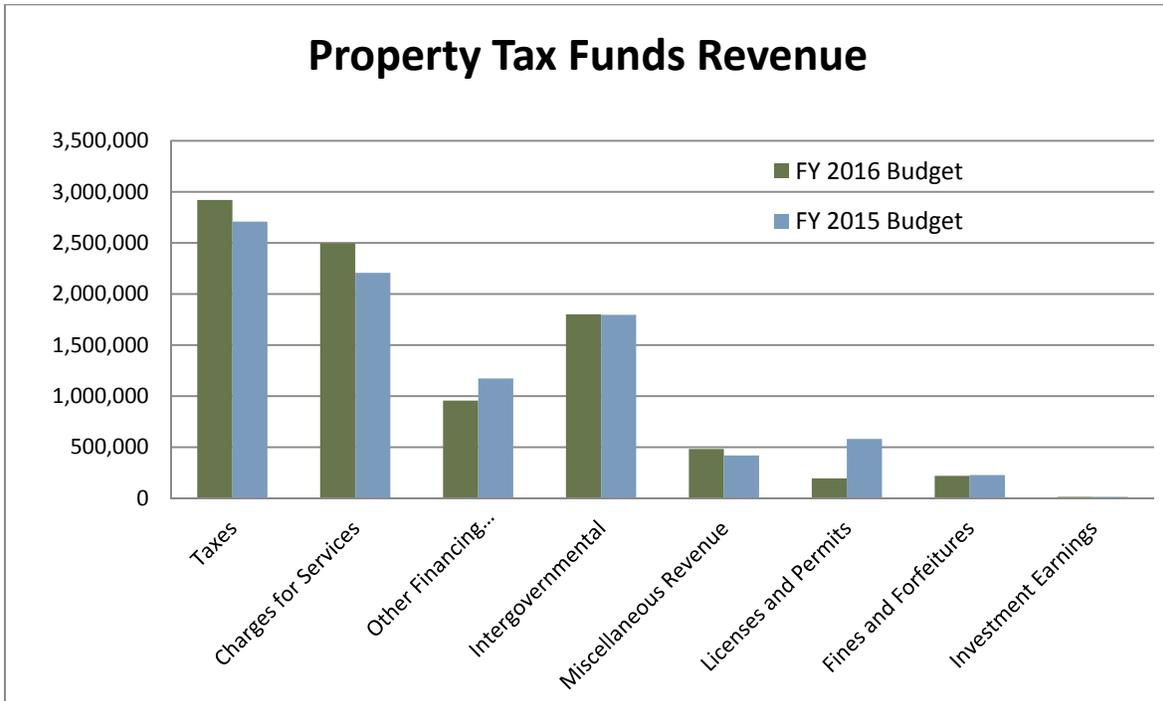
Revenue

Of the total property tax bill (including taxes and assessments), the City of Whitefish accounts for 25.40%. About 50% of a city resident property tax bill goes to education.

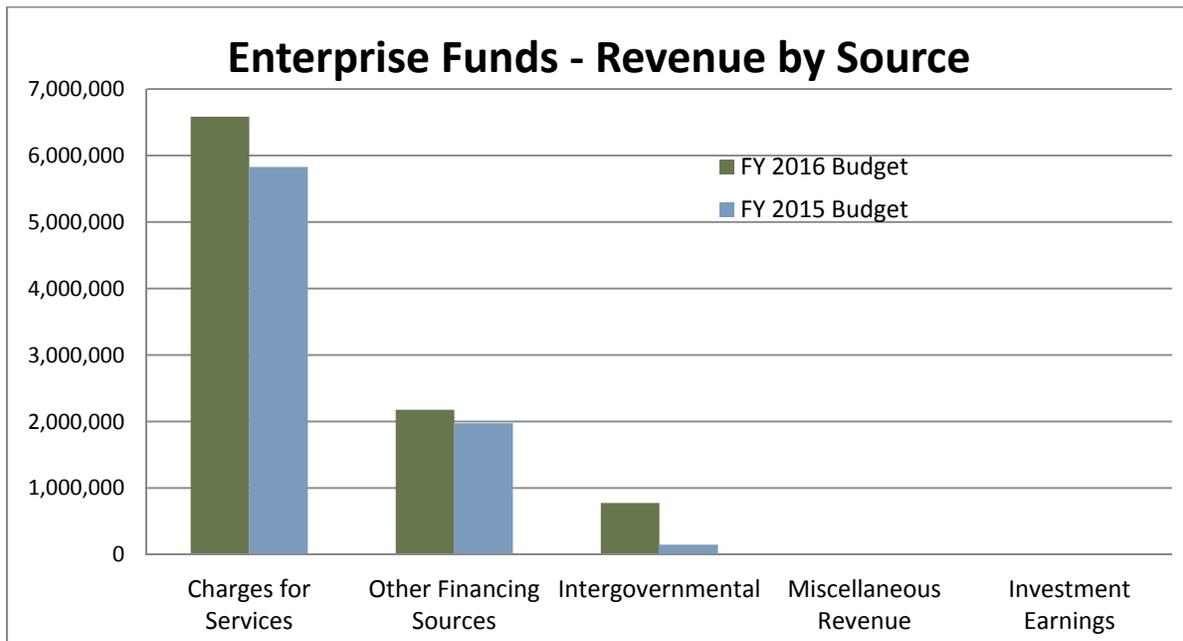


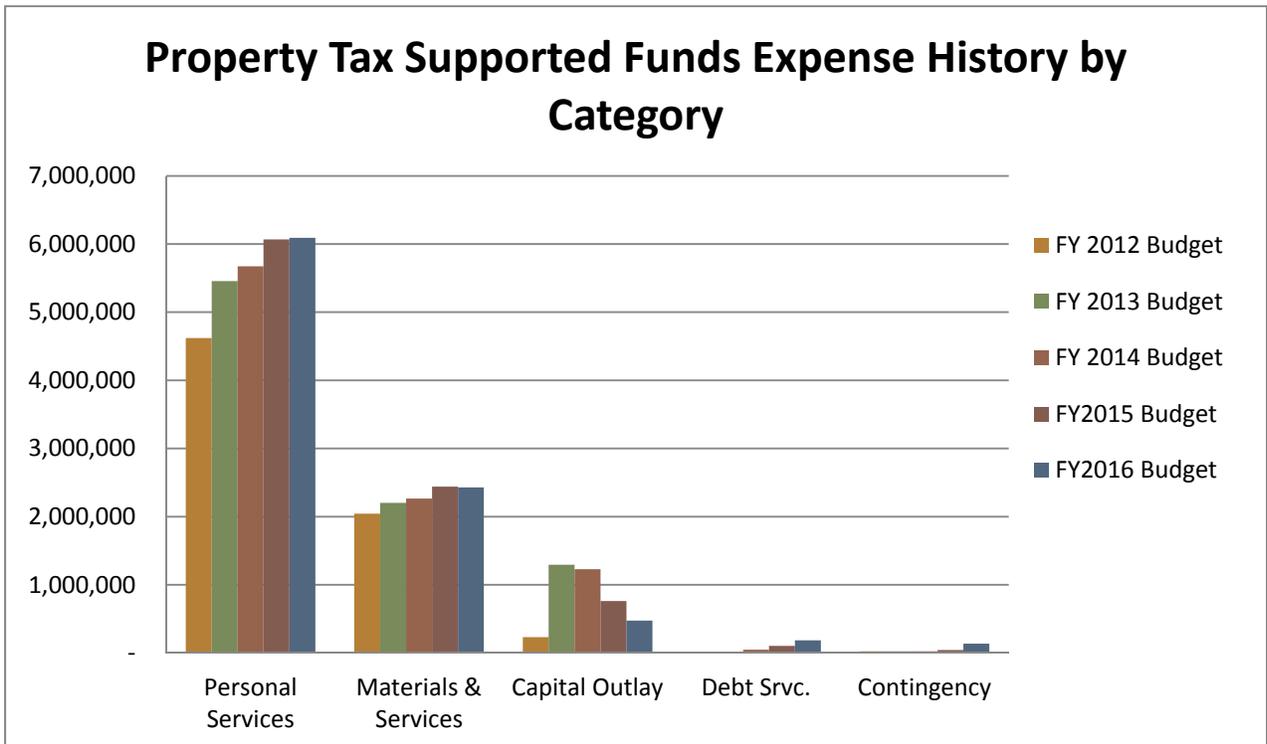
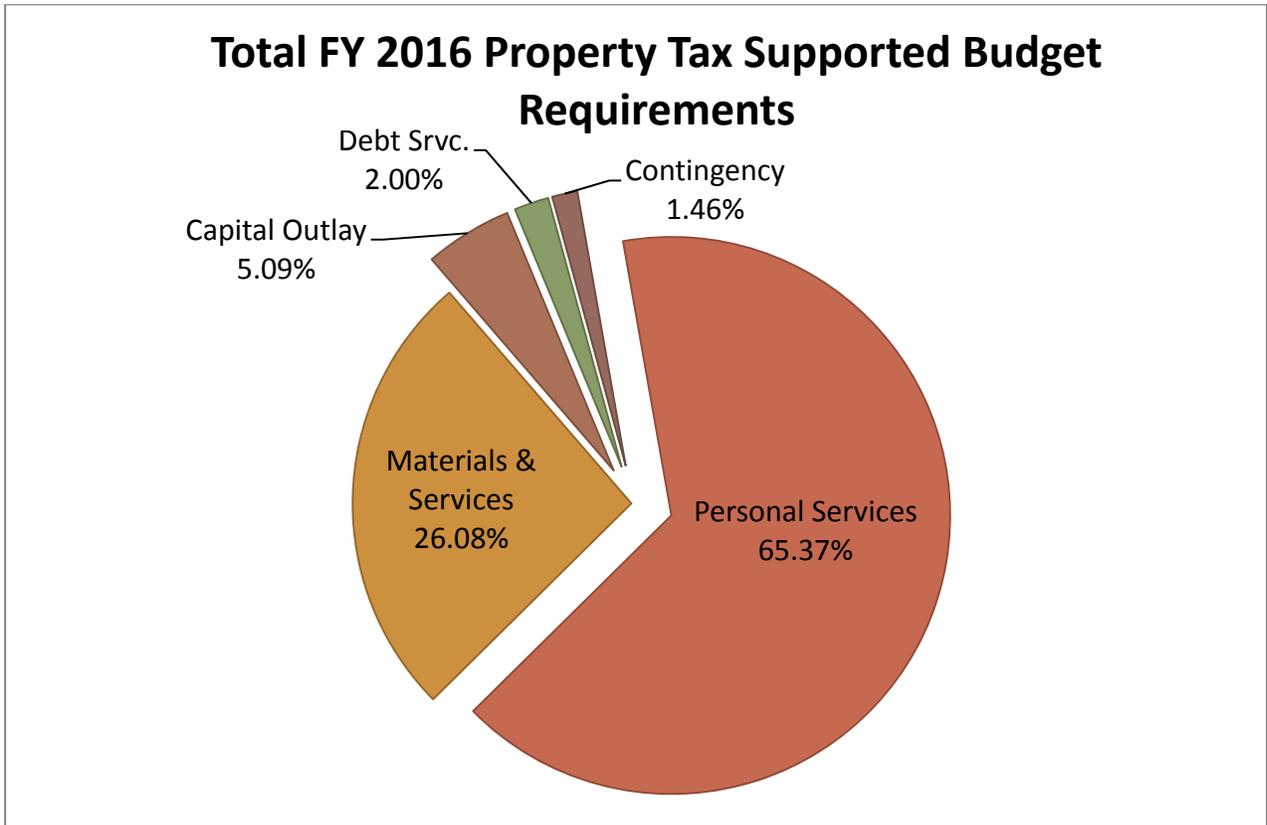
Calendar year 2008 was the first year the city levied the 24 mills for 24/7 coverage for Fire and Ambulance. In 2011, 5.4 library mills were levied by the City instead of the County. The City's tax year 2012 levy remained the same as the prior year and the mill levy decreased by half a percent for 2013. The 2014 tax year mill levy increases the library mills levied by 0.8 mills with the overall total of mills levied increasing by 0.67 percent. The proposed FY 2016 budget includes an increase in mills for the 2015 tax year with detailed explanation included in the City Manager Budget Message.

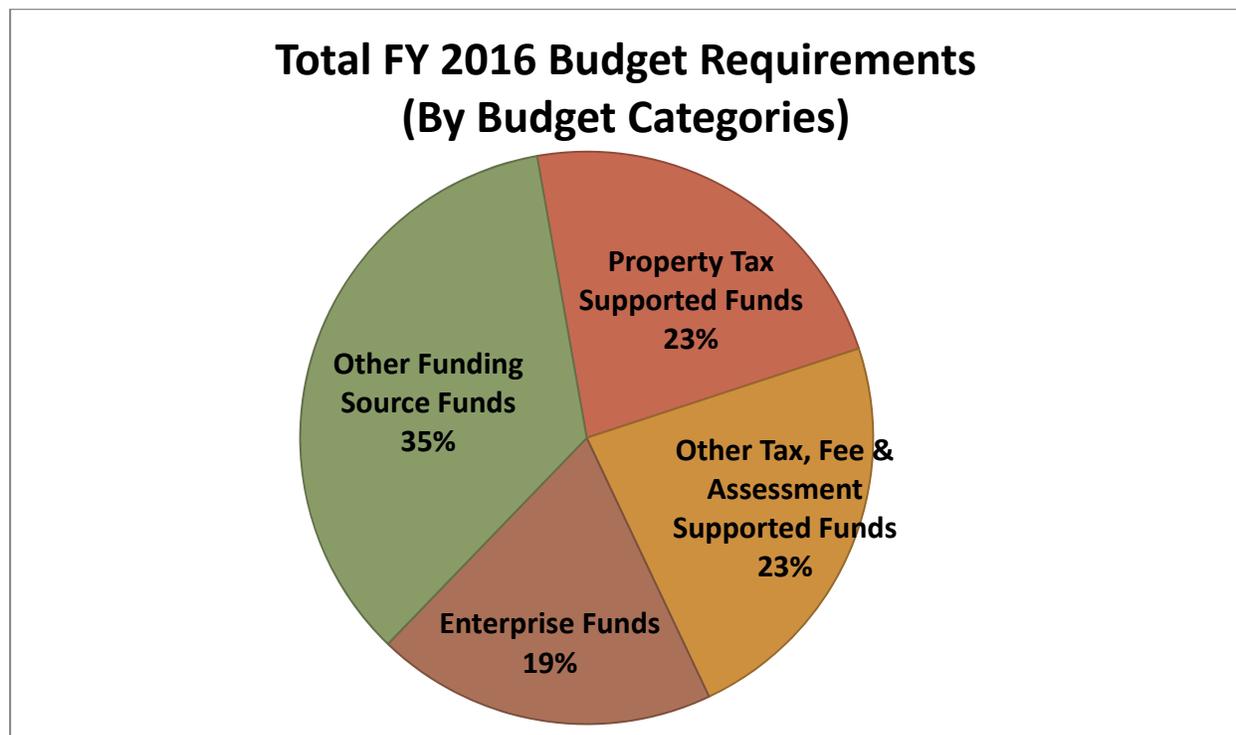
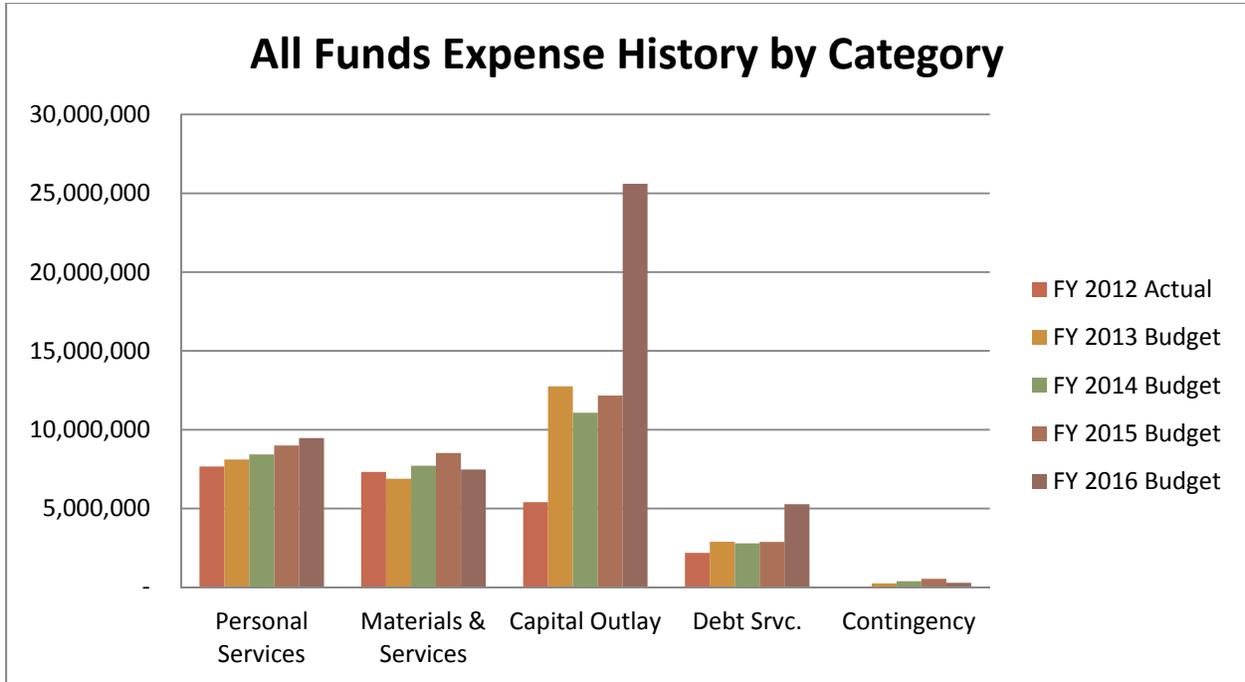




Note: Licenses and Permits show a decrease in the FY 2016 Budget, but this is due to the reclassification of the Building Code Fund from a Property Tax Supported Fund to an Other Tax, Fee & Assessment Supported Fund.







Purpose

The General Fund provides services and projects that are not typically self-supporting. Services provided by the General Fund are Municipal Court, Administrative Services, Resort Tax Administrative Services, Legal Services, Community Planning, Community Agencies, Cemetery Services, and Non-Departmental functions. Significant transfers of property taxes are also made from the General Fund to support the Law Enforcement Fund, Fire and Ambulance Fund, Library Fund and the Parks and Recreation Fund. General Fund services generate relatively little or no revenue to offset their costs. As such, property tax revenue and other “general” income sources are used to pay for General Fund expenses.

FY 2016 Objectives

The objective of the General Fund for FY 2016 is to provide budget authority to provide the above listed services within the City. A Deputy (Prosecuting) Attorney and a half-time Legal Assistant are proposed for FY 2016. These two positions will be almost funded by the monies typically expended for a prosecuting attorney with a local firm.

Significant or Changed Appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
• Increased property tax revenue	\$273,462
• Increased State Entitlement Distribution (<i>estimate</i>)	\$27,485
• Increased Planning & Zoning fee estimates	\$35,000
• Decreased Resort Tax Property Tax Relief (<i>estimate - updated at year-end</i>)	\$11,480
Expenditure Changes	
• City Council Election (Admin Services)	\$9,000
• Decreased Prosecution Services (proposed in-house under Legal Services)	\$90,000
• Added cost of in-house Deputy City Attorney (Prosecution)	93,949
• Added cost of ½ time Legal Assistant	\$22,471
• Increased transfers to Police and Fire by 6.4%	\$220,000
• Purchase a new large format color plotter for Planning Dept.	\$10,000

General Fund Revenue - 1000

4/28/2015

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Taxes					
311010 Real Property Taxes	1,839,939	1,824,285	1,960,155	1,423,300	2,250,117
311020 Personal Property Taxes	31,386	17,410	34,500	11,296	18,000
312000 Penalty and Interest	10,428	7,309	12,000	6,667	5,000
314125 In Lieu of Taxes - Housing Auth.	4,000	10,902	11,000	12,020	12,500
	\$ 1,885,753	\$ 1,859,906	\$ 2,017,655	\$ 1,453,283	\$ 2,285,617
Licenses and Permits					
321070 Fees in Lieu of Taxes	426		400		-
322010 Alcohol Bvrg Licenses/Permits	15,423	14,225	15,000	2,114	15,000
322014 Catering License Fees	140	245	200	315	300
322020 General Business License	42,899	44,087	41,000	43,194	45,000
322022 Security Alarm Fees				110	100
323021 Special Events Permit Fees	3,165	2,725	3,000	1,705	3,000
323030 Animal Licenses	1,001	852	1,000	337	1,000
	\$ 63,054	\$ 62,134	60,600	47,775	64,400
Intergovernmental					
334140 Cultural Arts Grant - Pass Through	7,631	4,219	9,500		10,000
335020 Personal Property Tax Reimb - State		13,129			
335110 Live Card Game Table Permit			2,800	1,300	2,800
335120 Gambling Machine Permits	18,013	18,414	18,000	15,550	18,000
335230 State Entitlement Distribution	731,356	741,457	785,300	588,975	812,786
	\$ 757,000	\$ 777,218	815,600	605,825	843,586
Charges for Services					
341010 Copies, Maps & Misc.	152	409	200	72	200
341015 Bad Check Service Charges	200	100	100	50	100
341061 Temporary Use/Vendor Fees	1,550	1,350	1,000		1,000
341062 Variance Fee	7,260	4,160	7,000	1,848	4,000
341063 Conditional Use Permit Fees	23,681	13,195	12,000	19,330	22,000
341064 Sign Fee	8,888	14,356	12,000	8,349	12,000
341065 Architectural Review Fee	17,705	14,615	13,000	13,530	15,000
341066 Lakeshore Fee	15,810	15,660	12,000	4,785	7,000
341067 Floodplain	200		500		500
341068 Critical Area Fee - Inside City	3,020	3,180	1,500	700	1,500
341069 Critical Area Fee - Outside City	2,100	1,600	1,000		-
341070 Planning Fees	42,959	83,345	50,000	22,637	45,000
341071 Zoning Fees	80,804	111,762	85,000	82,549	90,000
341077 5% Admin Fee for Impact Fees	8,894	14,212	10,000	8,268	10,000
343320 Sale of Cemetery Lots			250		250
343321 Sale of Cemetery Cremain Niches			30,000	13,100	10,000
343340 Cemetery Burial Fees	4,600	3,500	4,000	1,700	4,000
343360 Weed Control Charges		498	1,000	2,344	2,000
	\$ 217,823	\$ 281,942	240,550	179,262	224,550
Fines and Forfeitures					
351030 Municipal Court Fines	221,586	188,325	200,000	128,246	190,000
351031 Parking Fines	29,220	27,365	27,000	22,950	30,000
351040 Dog Fines	978	525	1,000	410	500
351045 Defense Attny Fee Reimburse	175	50	250	770	250
	\$ 251,959	\$ 216,265	228,250	152,376	220,750

General Fund Revenue - 1000

4/28/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue						
361010	Golf Course Lease Fee	1,706	48,754	27,000		29,068
362000	Miscellaneous Revenue	26,187	29,309	20,000	18,022	25,000
		\$ 27,893	\$ 78,063	47,000	18,022	54,068
Investment Earnings						
371010	Investment Earnings	14,944	21,663	15,000	11,723	15,000
		\$ 14,944	\$ 21,663	15,000	11,723	15,000
Other Financing Sources						
383002	Resort Tax - Tax Relief Transfer	598,007	693,432	668,831	668,831	657,351
		\$ 598,007	\$ 693,432	668,831	668,831	657,351
Total Fund Revenue		\$ 3,816,433	\$ 3,990,623	4,093,486	3,137,096	4,365,322
101000	Beginning Available Cash			890,170		645,837
Total Resources				4,983,656		5,011,159

Purpose

The Municipal Court Division provides for the administration of the Whitefish Municipal Court.

FY 2016 Objectives

The objective of the Municipal Court Division for FY 2016 is to provide budget authority to operate the Whitefish Municipal Court. Two full-time and one part-time clerk assist the Municipal Judge in operating the Municipal Court.

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Legislative Services					
220 Operating Supplies/Material	3,811	3,491	3,000	1,709	3,000
370 Council Travel & Training	564	800	1,000	351	1,000
390 Other Purchased Services	3,053	3,030	4,500	2,674	4,500
Total Legislative Services	\$ 7,428	\$ 7,321	\$ 8,500	\$ 4,734	\$ 8,500
410360 Municipal Court					
Personal Services					
110 Salaries	153,892	157,397	168,460	119,533	168,460
111 Temporary/Seasonal Salaries					
112 Permanent Part Time	13,168	12,181	13,801	8,140	13,801
120 Overtime	1,977	2,278	2,227	1,767	2,227
130 Vacation/Sick Accrual					
140 Employer Contributions	61,466	63,342	73,739	47,990	73,739
	\$ 230,503	\$ 235,198	\$ 258,227	\$ 177,430	\$ 258,227
Materials and Services					
210 Office Supplies/Materials	1,498	1,975	2300	1284	2300
220 Operating Supplies/Material	1,129	434	8000	431	8000
230 Repair/Maintenance Supplies	173	227	1100		1100
310 Communication & Transportation	1,730	880	1700	976	1700
320 Printing			200		200
330 Publicity/Subscriptions/Dues	323	1,024	1800	415	1800
340 Utility Services	4,675	4,915	7000	3936	7000
360 Repair & Maintenance	3,734	3,634	1920	3335	4000
370 Travel & Training	4,084	3,604	5000	2576	5000
390 Other Purchased Services	1,860	2,208	3762	1070	3762
397 Sub-Judge Contracts	1,144	1,326	1200	1066	1200
510 Insurance	8,207	6,068	8207	4878	8207
540 Special Assessments	101	101	105	101	105
	\$ 28,658	\$ 26,397	\$ 42,294	\$ 20,068	\$ 44,374
Capital Outlay					
920 Building			-	798	-
	\$ -	\$ -	\$ -	\$ 798	\$ -
Total Municipal Court	\$ 259,161	\$ 261,595	300,521	20,866	302,601

**General Fund - 1000
Municipal Court - 410360**

Date 4/28/2015

"Status Quo" "Court Request" Adopted

	Actual 2013	Actual 2014	Budget FY 2015	YTD 3-31-15	Proposed FY 2016 Budget	Proposed FY 2016 Budget	FY 2016 Budget
Personal Services							
110 Salaries	153,892	157,397	165,135	119,533	168,460	168,460	
111 Temporary/Seasonal Salaries	-	-			-		
112 Permanent Part Time	13,168	12,181	13,538	8,140	13,801	13,801	
120 Overtime	1,977	2,278	3,094	1,767	2,227	2,227	
130 Vacation/Sick Accrual	-	-			-		
140 Employer Contributions	60,643	63,342	71,323	47,030	73,739	73,739	
147 Med. Deduction Reimb.	822			960	-		
	\$ 230,502	\$ 235,198	\$ 253,090	\$ 177,430	\$ 258,227	\$ 258,227	\$ -
Materials and Services							
210 Office Supplies/Materials	1,498	1,975	2,300	1,284	2,300	2,800	
220 Operating Supplies/Material	1,129	434	8,000	434	8,000	8,000	
230 Repair/Maintenance Supplies	173	227	1,100	-	1,100	1,100	
310 Communication	1,730	880	1,700	976	1,700	1,700	
320 Printing	-	-	200	-	200	200	
330 Publicity/Subscriptions/Dues	323	1,024	1,800	415	1,800	1,800	
340 Utility Services	4,675	4,915	7,000	3,936	7,000	7,000	
350 Professional Services	-	-	-	-	-	-	
360 Repair & Maintenance	3,734	3,634	1,920	3,335	4,000	4,000	
370 Travel & Training	4,084	3,604	5,000	2,576	5,000	5,000	
390 Other Purchased Services	1,860	2,208	3,762	1,070	3,762	3,762	
397 Contracted Workers	1,144	1,326	1,200	1,066	1,200	1,200	
510 Insurance	8,207	6,068	8,207	4,878	8,207	8,207	
540 Special Assessments	101	101	105	101	105	105	
920 Buildings	-	-	-	798			
	\$ 28,657	\$ 26,396	\$ 42,294	\$ 20,869	\$ 44,374	\$ 44,874	\$ -
Total Municipal Court	\$ 259,160	\$ 261,594	\$ 295,384	\$ 198,299	\$ 302,601	\$ 303,101	\$ -

**WHITEFISH MUNICIPAL COURT
Office of the Presiding Judge**

To: The Mayor and the City Council of Whitefish
From: Judge Bradley F. Johnson
Date: March 25, 2015
Re: Budget Matters from July 1, 2015 to June 30, 2016

TIMELY WRITTEN NOTICE

The current Whitefish city ordinance requires that the Municipal Judge give timely written notice to the City of his request for an adjustment in compensation. The deadline for the notice is no later than March 31. By this document I am giving notice of my request for a meaningful salary review.

NOTICE REQUESTING A COMPENSATION REVIEW DURING REGULAR BUDGET HEARING/MUNICIPAL JUDGE

WHITEFISH MUNICIPAL COURT

REPORT FROM THE COURT & BUDGET MEMORANDUM FOR FISCAL YEAR 2015-16

* * * * *

To: The Mayor and the City Council of Whitefish
From: Whitefish Municipal Judge Bradley F. Johnson
Date: April 24, 2015

Re: Budget Matters -- July 1, 2015 to June 30, 2016

OVERVIEW

THE ESC BUILDING

The ESC has continuing problems which will be briefly detailed below. A recent chronology is set forth for the Council's information and future reference. The events were reported to the city manager in real time and involved two structural issues.

One: In early February outside water leaked into the courtroom ceiling areas causing the drop panels to become saturated and to fall. A collateral consequence of the damaged ceiling tiles was a disruption of air flow that interacts with the heating system. This apparently causes false readings in the computer monitoring and thereby affects the proper operation of the boiler. This has happened on numerous occasions in past years and it was supposedly "fixed" in 2014.

On February 12th the judge, the court administrator, along with fire chief Page and Karin Hilding met with Ryan Mitchell of RPA to make a physical examination of the problems. It was determined that the probable source of the external water was from the vicinity of the back-up generator located on the south side of the fire hall. Accumulated ground and surface water apparently enters some electrical conduit connected to the generator platform. The water then travels north -- the length of the apparatus floor -- and pools on the ceiling tiles within the courtroom.

Discussions were had about the manor of a permanent fix, the timing of the project, and the estimated costs. The acting city engineer stated that she would carry the information to the city manager.

Obviously, the problem has not been adequately addressed in the past. The passage of outside water into many areas of the building has been a recurrent problem with various degrees of damage to the structure and to internal property.

The judge sought direction from the city manager as to who in the City had oversight responsibility for maintaining the ESC. His answer was *essentially that* the department heads of those entities housed in the building: the chief of police, the fire chief and the presiding judge share/bear the responsibilities and related duties. The judge spoke with both chiefs and the collective consensus was that none of us has the expertise to perform a function which is traditionally done by a city's municipal buildings maintenance department (General Services). For this City we believed that such a function might fall under the job description and jurisdiction of Public Works, City Engineer, City Electrician, or Street & Structures. None of us want the additional responsibility of structural maintenance and general repair, or even having to locate and hire an outsider firm to do the work. Delegation of this base line duty to the three department heads is neither good management policy nor sound financial planning. Is there any other city in Montana that delegates major structural repairs to the mere employees who work in the municipal building?

Please consider this essential function as the City entertains the construction of new public buildings.

The Heating System

Two: The heating systems have been a continuing problem in its piping and switching mechanisms. We have received an explanation that because the original installation was not properly charged with the correct type of fluid, mineral deposits and scaling has caused foreign debris to accumulate in the valving and clogged the mechanical operation of the flow system. A past promise of a permanent fix never happened despite numerous technicians working over the years.

From talking with staff in the police and fire departments the judge has learned that many valves have had to be replaced during recent years; that a heating pipe leak

caused substantial damage in some storage spaces; and that the retro-fit fix would involve a complete line flush, a charging with a proper fluid, and the installation of some type of a filter trap which would catch free moving internal debris.

On February 13th the judge met with a technician who was cleaning the heating pipes. The judge witnessed the draining of one section into a collection bucket. The fluid was very dark and contained sediment. The gentleman stated that he had collected twelve, five gallon buckets (about half full), during the day. He also stated that he had found one valve installed backwards. This condition may lead to trapped moisture and dead air spaces which might produce mold and related health and environmental issues for employees working in the building. At the old location (Second & Baker) there were similar issues within certain parts of the City's buildings and the underlying mechanical spaces: mold formation, asbestos tiles, and antiquated wall and ceiling insulation of undisclosed materials.

The two problems identified above are not routine maintenance that any department could anticipate and intelligently budget as an annual request for operational funding. These are basic flaws in the original building design and/or installation of essential systems. The judge was informed that on the two occasions when the back-up generator was called upon for service, it failed to operate – who within the City oversaw the installation and certification for Code Compliance?

I'm reasonably sure that neither of the chiefs, nor the judge has the training, authority or ever received notice that they should have been part of the projects. If we had any authority, then I'm sure that we would have conferred among ourselves and then made certain that the right type of inspection was made for safety, code compliance and for taxpayer wellbeing. Who within the City did this important duty?

ABNORMAL ICING CONDITIONS

Three: Icing conditions continue to present a walking hazard in the north parking lot at certain times. The possibility of personal injury to employees and citizens remains high. It's a recurring problem that is (*in part*) artificially enhanced by the design of the lot that channels surface water onto portions of the sidewalks and onto the asphalt driving surfaces. Without proper drainage, and with little natural sun light to aid in the

melting process, the walking can be treacherous.

During the walking survey on February 12th Ryan Mitchell and Karin noted and discussed some possible retro-fixes to drainage problems that direct water onto and across walking areas. Ryan Mitchell opined that the natural drainage of the soil and gravel base in the vicinity of the parking lots was lost because of heavy compaction caused by the construction equipment and traffic patterns. The existing mechanical drains apparently are deficient in that they accumulate water and contribute to the artificial directing of flow into exactly the wrong areas. Periodic clean-out and installation of new channels were discussed as part of a long term retro-fix. Cost was not known.

The concrete walking surfaces show scaling and many sections have heaved to the degree that walking hazards are apparent. The uneven surfaces may be more dangerous when not snow packed because the edges can cause a walker to trip. The engineering design and/or improper installation are now visually apparent to anyone.

All of these issues have been raised in the past and attempts at corrective measures have been inadequate to date. Last year's memorandum set forth some of the specific details and the lack of solutions. These continuing problems create Public Safety hazards. As a taxpayer, as well as a city employee, all of these issues are a cause for concern.

If the city manager says that I have authority over a proportional share of extraordinary maintenance responsible, then I will seek sufficient funding to have subsurface heating retro-fitted to artificially warm the lot adjacent to the main public entrance to the ESC so as to reduce the chances of a citizen or employee sustaining a personal injury from a slip and fall on a known dangerous general public walkway. By design, the primary entry doors are placed in an area that collects abnormal icing conditions. People have fallen in the past and it is *foreseeable* than others will sustain falls in the future.

I didn't learn until February 12th that both of the fire house apparatus exterior runways had been plumbed for subsurface heating, but never made operable. If someone appreciated the need for such a feature, then why wasn't it made functional and also installed under the northwest public parking lot that directly services the

walking entrance to the ESC? Who made the decision to forego this very useable system in a known dangerous location?

FAIR COMMENT

The ESC building is not that old and it was supposedly designed in such a manner as to provide about seventy-five years of service life. Some of us had the opportunity to talk with the design staff and make suggestions about “must have” features.

Because of prior experience with the old converted boiler located in the basement of Second & Baker specific emphasis was given concerning a dependable heating system that was relatively maintenance free and appropriate for the inhabited working spaces.

I was present for the official dedication of the ESC and personally recall the comments that the building was something of continuing value to the City and a sound expenditure of public funds. I now believe that was an erroneous statement and that a brief period of occupancy has revealed many significant design and operating problems. It also raises many legal and political/policy questions.

We were “assured” that a state-of-the-arts heating system was designed into the carefully planned building. It was not “totally green” within the existing definition of the construction term, but it was to be efficient, dependable and easy to fix --- so what did the City receive, approve and accept? Why? Who was (were) the City leader(s) that had responsibility for supervising the project and ultimately safeguarding the expenditure of taxpayer monies? Who was at the helm in the City’s chain-of-command? Delegation of some functions and authority doesn’t relieve the ultimate director of command responsibility.

I hope that the City Council vicariously learns from the ESC experience and incorporates that learning into its decision making process about the new city hall and other significant public buildings. Many things were overlooked in the basic design of the structure and its internal operating systems. The City paid substantial money to have the “best” people design and oversee the new structure. This included special consideration of surface & ground water known to be associated with the excavated pit which would surround a portion of the foundation. In this day and age it is reasonable to

believe that a reputable heating engineer and plumbing contractor, familiar with northwest Montana winters, would provide an appropriate, efficient and dependable heat source for a newly constructed public building. This was not a remodeling situation in which the construction people “inherited” an antiquated structure and had to cobble on a new system – the ESC was designed and built for new ground.

The City should note well this experience and incorporate sufficient safeguards into any future municipal buildings.

OPERATIONAL MATTERS

On March 2, 2015 the Court’s long time clerk, Pam Cotton, submitted a formal letter of resignation announcing her termination of City employment by June 5th.

Mrs. Cotton started work in 2005 as a part time employee and the position became full time during September 2006.

This was a big blow to the Court as Pam has been a dedicated, reliable and intelligent employee who was a wonderful workmate. She was self-motivated, perceptive, efficient and always presented a good image which reflected well on the Court and on the City. We will miss her very much, but wish her the very best in her new endeavors.

Because of Pam’s length of service, extensive training, and acquired practical experience her position will not be easily filled. Whoever is selected will have a significant learning curve that will take time and expense to integrate into a system that requires specialized computer skills, an understanding of the legal environment, and being comfortable with all personalities that interact with the criminal justice process.

The court administrator, Shellee Abel, and the judge will make initial screening of qualified applicants. Interviews will be conducted with the assistance of the City’s new HR director and an offer of employment will be made to the person deemed best suited to the position. The probationary period will be closely monitored to reasonably ensure that the person can come up to speed and function efficiently in conducting the Court’s administrative business.

The replacement process will take time and be disruptive to the normal working

routine of the Court office. Shellee Abel, the court administrator, will have the added responsibilities of “teaching” the new hire while also performing her specific daily duties. **Please Note Well this fact when you are making a compensation adjustment to Shellee’s pay package this fiscal year.** We will strive to bring the new person to full capacity as quickly as possible. It will probably take at least one year of training and supervision to bring the candidate up to full capability. Any training program offered by the Supreme Court’s education staff will be utilized to achieve operational status.

Shellee may address some specific costs related to this matter during the budget hearings. She would like to have both clerks attend the spring and fall training conferences for court staff.

LEGISLATIVE SESSION IMPACTS

The 2015 Legislature will soon adjourn and most new laws will become effective on October 1, 2015. It is believed that some of the new legislation will bring procedural changes to court operations. The substantive law changes (new statutes) may require new forms of due process hearings and administration – the actual affect will be revealed over time.

SALARY REVIEW

With Pam Cotton’s departure the Court has only two staff employees: Court Administrator, Shellee Abel, and Court Receptionist, Leslie Coyne. Each is due a standard yearly compensation evaluation which should, at a minimum, include an automatic pay adjustment to reflect years of service (Step & Grade) plus the COLA factor as uniformly computed and granted to all City employees. In support of the **black line sentence (above)** please factor that into Shellee’s compensation the additional work that will be necessary to train and supervise a new court clerk.

In addition, each councilor should consider giving compensation (pay and benefits) which reflect the skills and enhanced training which are unique to the Court. The Council should recognize that both Shellee and Leslie occupy special positions of trust, and possess very particular skills & knowledge which enable the Whitefish Court

to function well.

Their personal service to the public reflects favorably upon both the judiciary and upon the city of Whitefish. Both have to interact with the general public that is often angry, frustrated, and sometimes openly hostile. The stress level of the job can be taxing and is of the type and frequency that few other city employees experience. The interactions sometimes come in a face-to-face encounter at the service window, or by repeated inappropriate telephone calls “from afar”.

Both Shellee and Leslie have demonstrated the integrity and personal control to advance the Court’s business with dignity – please appreciate, and compensate each accordingly. Take note of Shellee’s special talents, demonstrated over a long period of faithful employment (13 plus years with the City of which 12 plus have been with the Court), when you value her service to our City. There are unique factors within the administrator’s duties that the Council should carefully consider when attempting a comparison of “comparable work” among employees of different departments.

GOOD FAITH NEGOTIATIONS

The judge would respectfully remind the Council that the court staff is not represented by a union negotiator and they rely solely on the periodic *good faith evaluation* by the City to provide fair and adequate compensation to each of the non-represented employees. During the budget hearings the judge and the court administrator have the only opportunity to directly address the City representatives about compensation issues. Time limits imposed as part of the hearing process require a broad general position statement and then some specific questions from council members. Each year the judge endeavors to carefully draft a budget memorandum which calls particular issues into focus. It is intended to be an overview of specific items deemed important and factually relevant in making compensation decisions concerning each of the Court’s personnel.

There is no prolonged collective bargaining protocol, no give and take

negotiations on “other matters of compensable value”, and no special allowances conferred on the Court’s employees as a matter of course. Implicit in this style of budget computation is the *good faith in fact* obligation of the Council when making meaningful decisions about employee compensation. The aspect of *good faith compensation negotiations* requires a receptive mind to offered facts/factors which are relevant to the issues. In law and public policy it is fundamental fairness operating in a situation where there is great disparity in bargaining power between the parties.

The presiding judge gave timely notice during March 2015 of his request for a salary review pursuant to the City Ordinance.

During the 2013 budget hearings there was a proposal for a salary increase initiated by the Council. The proposal did not actually pass for reasons that were never disclosed to the judge. It is believed that the municipal judge was the only city employee that year who didn’t receive a full measure of the COLA factor, or the related automatic salary adjustments.

Because of that experience the municipal judge drafted a very detailed and specific request for the budget hearing(s) in 2014, but it was summarily rejected by the Council. The only comment was from one councilor who *essentially* stated that: *The judge knew what the salary was going in, and that’s it. So much for good faith negotiations between the City and a non-union employee.* Other city personnel have signed on at a specified salary and thereafter received a pay increase at periodic intervals.

What is the purpose of the City Ordinance concerning judge’s compensation if it confers no meaningful dialogue between a standalone city employee and the regulators of city salaries and benefits? At a minimum it might require proper deliberation on the facts relevant to the employee’s compensation package. Some factors which are relevant include: longevity of service, education, acquired knowledge and practical experience, lack of disciplinary action, teaching for the Supreme Court, and certification by graded

examination of formal training mandated by the Montana Supreme Court. All of these facts and factors are relevant in making a *good faith* determination about *fair compensation* to the Court staff.

ITEMS for 2015 - 2016

SPECIFIC BUDGET REQUESTS

For the upcoming fiscal year the Court would request that the City Council discuss and fund the following specific items deemed necessary to the Court's operations:

STORAGE SPACE:

This was raised last year.

During the water damage repair discussions in February each of the department heads housed in the ESC again stated their respective needs for additional storage space appropriate to the type of items to be stored. Some needed mere dead storage, others needed regular access, a controlled temperate above freezing, real lightening, and a work surface. All believed that bigger was better – in anticipation of future growth.

At the time of original construction the Court made known the need for adequate, weather resistant, and readily accessible long term storage space, but that request was stricken in the interest of cost savings. The need was definitely foreseeable but not incorporated into the original construction; now it's time to squarely address the deficiency.

The Court has boxes of old documents stored in the basement of City Hall (police department) at Second & Baker. Some must be maintained by law for a specified period of time.

They are not readily accessible and the space has become dank, musty and seems to be an unhealthy environment. It is anticipated that sometime in the near future the old City Hall will be demolished. We have no unused storage space within the new complex. Off campus storage would be acceptable if the space is accessible, lighted, relatively warm and "clean".

Weather tightness is the Court's primary concern as is ready access at all times of

the year for record retrieval. There has been informal discussion about a new joint storage building to be shared by the Court and the Fire Department, and (possibly) the Police Department. The past idea of a “container” is neither workable nor attractive.

An auxiliary building should be located in an appropriate and accessible spot on the ESC campus. It should also be compatible with the architectural scheme of the existing structure. The food bank did well with their exterior appearance and the City should provide equal dignity to its project – the one chance to keep the neighborhood visually attractive.

After a discussion with the fire chief, it may be more advantageous to engraft a “wing” off the south wall of the fire bays that is a two story structure with a walk through access from the fire department apparatus floor. The topography of the terrain and the property boundary will be factors that may dictate the size and the shape of the engrafted structure.

NEW EQUIPMENT: The Court is required by statute to be a *court of record* and at the present time we are in compliance by using a \$35.00 system that has limited upgrading capability. The Court would like to acquire a new computer (no monitor) dedicated for use in the courtroom and capable of using Windows Seven (or greater) soft-ware. This would allow, among other things, a direct connection to the Internet for ease of transmission of oral recording generated during sessions of court. Many times attorneys will request a “copy” of the Court’s proceedings and the most efficient means of accomplishing this task is to have a system which is user friendly. The new computer would allow periodic up-grades as new technology is introduced into the market – approximate cost is \$500.

TRAVEL & TRAINING EXPENSES:

The Court would request funding per the directive of MCA § 3-6-202(4), MCA § 3-10-203 and MCA § 3-6-202(6) of a sufficient amount of money to allow for compliance with the mandate for annual training. Two yearly conferences are scheduled for locations selected by the training staff of the Montana Supreme Court.

In November 2014 Judge Johnson attended the once-every-four-year conference

that included a competency test at the conclusion. With that event completed each successive training seminar will be of shorter duration and, hence, less expensive. The two conferences for 2015 will be held in Great Falls and in Helena. The duration of the required stay and the travel costs will be the variable factors. The conference fee is set by the State and it is a mandatory expense for all courts.

CLERKS' TRAINING SESSIONS:

The clerks' conferences are a very important training process that includes directly supervised education about best office practices and procedures.

In the coming year the Supreme Court has given notice of a major upgrade in the existing software program (Full Court). The new computer program is called Enterprise and will contain revisions that reflect pragmatic needs and also advanced processing functions. This is a uniform statewide format for all courts to utilize. Because of the upgrade the State will be conducting training sessions at various locations.

It is a necessity to be current and to integrate all clerks into the operating systems. We would like to take full advantage of any offered training, particularly because of the new clerk coming aboard. Shellee can speak to the issue as she has received recent announcements about the timing of both anticipated software installations and the training schedule to familiarize court personnel on operating procedures.

It is worthwhile for all court clerks to attend the conferences as often as possible to keep current on new developments and to promote redundancy in the Court's staff.

This will be a special training year with the replacement of a primary clerk and the upgrade of the standardized data processing. The Court would like an allocation of money sufficient for participation in selected training programs as frequently as offered. The judge and the clerks will make an *ad hoc* evaluation about whether a particular course would be worth the expenditure. The Court would like funding based upon our reasonable projections which would allow the clerks to travel and attend training sessions.

REPAIR AND MAINTENANCE SUPPLIES:

As announced in the preamble, several real and recurrent mechanical problems exist within the ESC structure and surrounding grounds. It has brought to the fore the issue of who has the actual authority and the real responsibility for maintaining the municipal facility. If the City has truly delegated that function to the three department heads, then sufficient money should follow the anticipated needs for significant structural engineering evaluations and reconstructive work.

Who within the City made the decision to delegate the maintenance responsibilities to the three department heads, and why weren't there some contemptuous discussions about how practical it would be in reality?

Under the current scheme who takes ultimate responsibility for properly maintaining the ESC and reducing the Public Safety exposure from known and recurring problems?

At a meeting on February 18th the city manager gave to the judge a highlighted passage from the Montana Code Annotated § 7-6-4005(2) and stated that any overrun of a department's budget would result in **personal financial responsibility** being imposed on the local government official. With that statement of the law and the admonishment by the city manager I want indemnification for duties imposed upon me by Whitefish city policy which I neither want to undertake, nor have the expertise to properly discharge and I want legal relief from that liability. I was told that the City Council was immutable on the issue, had set a firm policy city wide, and I was to cover all expenses from my budget projections. This is patently bad policy and an improper delegation of responsibility unrelated to my actual function in city government as defined in Montana law.

This is a legal and internal policy matter apparently established within our city government – I would like to see the enabling documentation that brought this into being. The scope of a court's authority and responsibilities does not generally include maintaining the physical structure and its complex operating systems. Someone within the City must have better expertise, ability and motivation to assume jurisdiction over such specialized matters. That person or department can fully assess the continuing internal problems and authorize appropriate corrective measures -- probably at some significant expense to taxpayers.

Last year's presentation included the issue of hiring a building superintendent who would acquire a thorough working knowledge of the building as it exists. S/he could gain proficiency by experience in making all of the important systems function, and thereby, provide a safe and comfortable workplace for the City employees and citizens who enter the facility.

The city manager stated that if a building superintendent were to be funded, then it would be at the expense of foregoing either a fireman or a policeman. This is unrealistic in a city that has a documented need for an adequate number of fire and police personnel to cover our statistical needs for emergency responders. If the Council set such a policy, then it's time for a re-evaluation as it ponders other major property acquisitions.

OTHER RELEVANT ISSUES:

Use of Court staffs' personal vehicles to conduct city business has been reduced but not completely eliminated.

SUMMARY

The Court has been functioning well and staying current with all timely adjudication of cases, but the departure of Pam Cotton will cause some short term internal operating issues.

The City should be proud of its judicial department which reflects well on the City and its contribution to the state judiciary. Whitefish Municipal Court is a credible legal forum.

All aspects of the new budget proposals will be subject to open and direct discussion during the regularly scheduled session(s) of hearings.

Bradley F. Johnson – copies//

Whitefish Municipal Judge

Purpose

The Administrative Services Division provides for the general administration of the City including the offices of the City Manager, Finance Director, City Clerk, and the Human Resources Director. Insurance, benefits, payroll, and accounting are areas covered by this division. There are six full time employees in Administrative Services, but most of their personnel costs are spread throughout the city's budget in a cost allocation formula.

FY 2016 Objectives

The objective of the General Fund for FY16 is to provide budget authority to provide the above listed services within the City. The City Council is in the process of establishing short term and long term goals for the City and these goals guide the operations and objectives during FY16.

Admin & Legal Cost Allocation

FY 2016

The Administrative Services section of the General Fund Expenditures is allocated to any fund that has a personal services expense. The amount of admin expense allocated to other funds is based off how much salary is allocated to other funds. For example, in FY 2016 8.71% of the total city payroll was administrative services. Therefore 8.71% of any administrative services materials and services expense stayed in the General Fund, and 91.29% was allocated to other funds. The table below shows the total number before the costs were allocated to other funds. In Office Supplies, under the Proposed Budget FY2016 column, the total budget is \$8,000, however, of that \$8,000 only \$697 or 8.71% will stay in the General Fund—found in the next column to the right.

Expenditures	0.0781	0.0764	0.0764	0.0803	0.0871		
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed FY 2016	Proposed FY 2016 GF Allocation
Administrative Services							
Materials and Services							
Office Supplies/Materials	8,823	6,995	10,392	8,000	4,052	8,000	697
Operating Supplies/Materials	9,923	12,472	13,556	15,000	7,238	14,800	1,289
Repair/Maintenance Supplies	1,041	1,211	1,903	1,500	1,022	1,500	131
Postage & Freight	4,814	3,936	3,344	5,000	3,773	5,000	436
Printing	-	-	39	500	58	400	35
Publicity/Subscriptions/Dues	7,787	8,077	10,933	10,000	10,989	12,000	1,045
Utility Services	27,218	23,662	28,231	27,000	21,015	27,000	2,352
Professional Services	35,999	70,280	57,944	38,000	26,799	28,000	2,439
Repair & Maintenance	11,356	6,834	7,270	8,000	6,125	19,160	1,669
Travel & Training	9,330	5,383	4,358	8,000	5,407	9,000	784
Other Purchased Services	10,121	1,961	12,854	12,000	3,744	13,000	1,132
Contracted Workers	9,461	9,102	10,571	7,500	5,541	8,000	697
Insurance	4,127	3,882	14,305	4,000	5,343	4,000	348
Special Assessments	1,284	1,284	1,284	1,300	1,283	1,400	122
Administrative Costs		12,597	16,355	14,783			-
	\$ 141,285	\$ 167,675	\$ 193,338	\$ 160,583	\$ 102,388	\$ 151,260	\$ 13,175

Admin & Legal Cost Allocation

FY 2016

Legal Services is also cost allocated. Below are the totals before allocation.

Expenditures	Actual FY 2012	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed FY 2016	Proposed FY 2016 GF Allocation
Legal Services							
Materials and Services							
Office Supplies/Materials	2,216	2,462	3,232	2,500	2,876	3,750	327
Operating Supplies/Materials	2,162	1,376	2,005	7,200	348	8,200	714
Communication & Transportation	143	241	286	500	100	300	26
Publicity/Subscriptions/Dues	1,640	2,185	2,250	2,500	2,112	4,100	357
Utility Services	2,122	1,228	2,195	2,500	713	2,000	174
Professional Services	-	-	1,008	1,023	3,627	1,023	89
Repair & Maintenance	-	294	1,010	1,025	-	-	-
Travel & Training	1,219	604	1,428	1,449	18	4,000	348
Other Purchased Services	-	-	-	1,000	-	500	44
Insurance	515	1,051	1,773	1,800	653	700	61
	\$ 10,017	\$ 9,441	\$ 15,186	\$ 21,497	\$ 10,446	\$ 24,573	\$ 2,140

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
410500 Administrative Services					
Personal Services					
110 Salaries	42,241	44,999	48,120	33,224	62,333
112 Permanent Part Time				200	
120 Overtime	995	1,230	1,244	1,103	1,804
130 Vacation/Sick Accrual					
140 Employer Contributions	14,890	15,504	17,149	11,718	21,470
	\$ 58,126	\$ 61,733	\$ 66,513	\$ 46,245	\$ 85,607
Materials and Services					
210 Office Supplies/Materials			642		697
220 Operating Supplies/Materials			1,205		1,289
230 Repair/Maintenance Supplies			120		131
310 Communication & Transportation			402		436
320 Printing			40		35
330 Publicity/Subscriptions/Dues			803		1,045
340 Utility Services			2,168		2,352
350 Professional Services			3,051		2,439
360 Repair & Maintenance			642		1,669
370 Travel & Training			642		784
390 Other Purchased Services			964		1,132
397 Contracted Workers			602		697
510 Insurance			321		348
540 Special Assessments			104		122
880 Administrative Costs	13,044	16,355	1,187	9,247	-
	\$ 13,044	\$ 16,355	\$ 12,893	\$ 9,247	\$ 13,176
Total Administrative Services	\$ 71,170	\$ 78,088	\$ 79,406	\$ 55,492	\$ 98,783

Resort Tax Administrative Services Division

Purpose

The Resort Tax Administrative Services Division provides for the administration of the City's Resort Tax. Ordinance 95-15, the Resort Tax Ordinance, does not allow the use of resort tax collections to pay for the administrative expenses of the tax. Due to this prohibition such expenses are paid from the General Fund.

FY 2016 Objectives

The objective of the General Fund for this budget year is to provide budget authority to provide the above listed services within the City.

Legal Services Division

Purpose

The Legal Services Division provides for the administration of the Legal Services Division. The City Attorney provides legal support to the City organization in civil matters, including legal consultation, preparation and review of legal documents, and representation in civil matters. In prior years, the City contracted for prosecution services with the Hedman, Hileman and Lacosta Law Firm. The FY 2016 budget proposes that the prosecution services for the City Court be done in-house by hiring a Deputy Attorney and a part-time Legal Assistant. The current contract expires June 30, 2015.

FY 2016 Objectives

The objective of the General Fund for this budget year is to provide budget authority to provide the above listed services within the City.

Item/Project	Amount
Expenditure Changes	
• Decreased Prosecution Services (proposed in-house under Legal Services)	\$90,000
• Added cost of in-house Deputy City Attorney (Prosecution)	93,949
• Added cost of ½ time Legal Assistant	\$22,471

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
410505 Resort Tax Admin Services					
Materials and Services					
350 Professional Services	6,775	6,036	5,000	6,100	6,500
Total Resort Tax	\$ 6,775	\$ 6,036	\$ 5,000	\$ 6,100	\$ 6,500
410364 Prosecution Services					
Materials and Services					
350 Professional Services	101,742	110,771	110,000	70,654	20,000
Total Prosecution	\$ 101,742	\$ 110,771	\$ 110,000	\$ 70,654	\$ 20,000
411100 Legal Services					
Personal Services					
110 Salaries	21,081	23,093	25,315	17,692	67,524
112 Part-Time Wages	6,744	7,059	7,250	5,281	-
120 Overtime		31	33	-	28
140 Employer Contributions	6,557	7,119	7,732	5,268	26,670
	\$ 34,382	\$ 37,302	\$ 40,330	\$ 28,242	\$ 94,222
Materials and Services					
210 Office Supplies/Materials			201		327
220 Operating Supplies/Materials			578		714
310 Communication & Transportation			40		26
330 Publicity/Subscriptions/Dues			201		357
340 Utility Services			201		174
350 Professional Services			82		89
360 Repair & Maintenance			82		-
370 Travel & Training			116		348
390 Other Purchased Services			80		44
510 Insurance			145		61
	\$ -	\$ -	\$ 1,726	\$ -	\$ 2,140
Total Legal Services	\$ 34,382	\$ 37,302	\$ 42,056	\$ 28,242	\$ 96,362

Purpose

The Community Planning Division provides for the development, administration and enforcement of the City’s land use, development and zoning regulations and other provisions of the City Code. These functions are performed by the City’s Planning and Building Department.

FY 2016 Objectives

The objective of the Community Planning Division for this budget year is to provide budget authority for a broad range of planning activities including review, development and revision of planning regulations, long-range planning, processing land use and development applications, and enforcement of land use, development and zoning regulations and other provisions of the City Code.

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
<ul style="list-style-type: none"> Aggregate increase of all Planning revenues caused by increased activity in recent years 	\$3,000
Expenditure Changes	
<ul style="list-style-type: none"> Partial cost of Wisconsin Avenue Corridor Plan – Planning will provide the staff costs and labor for this project. Consultant costs of up to \$50,000 will be paid from the Tax Increment Fund. 	
<ul style="list-style-type: none"> Capital Expenditure – Large Format Color Plotter 	\$10,000

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
411800 Other General Govt Services	\$ -	\$ -	\$ -	\$ -	\$ -
420540 Community Planning					
Personal Services					
110 Salaries	156,353	172,153	221,815	139,598	223,974
112 Part-Time Wages	3,365	3,530	3,625	3,498	-
120 Overtime		619	16	54	45
140 Employer Contributions	60,309	72,478	97,143	59,162	96,821
	\$ 220,027	\$ 248,780	\$ 322,599	\$ 202,312	\$ 320,840
Materials and Services					
210 Office Supplies/Materials	1,783	1,338	1,500	2,069	2,000
220 Operating Supplies/Materials	1,016	3,584	4,500	1,202	4,500
230 Repair & Maintenance Supplies	307	2,534	650	46	650
310 Communication & Transportation	1,028	1,636	1,500	1,219	1,500
320 Printing	402	39	500		500
330 Publicity/Subscriptions/Dues	4,482	6,113	7,300	5,119	7,300
340 Utility Services	5,259	5,521	6,000	4,473	6,000
350 Professional Services	4,079	27,248	5,000	1,955	5,000
360 Repair & Maintenance Services	513	5,314	8,000	944	2,000
370 Travel & Training	4,354	7,099	4,500	2,748	4,500
390 Other Purchased Services	1,094	616	1,000	951	1,000
397 Contract Services	19,363	7,178	10,000	20	5,000
510 Insurance	6,696	5,284	6,000	4,440	5,000
530 Lease	413		0		0
540 Special Assessments	104	104		104	104
	\$ 50,892	\$ 73,608	\$ 56,450	\$ 25,290	\$ 45,054
Capital Outlay					
940 Machinery & Equipment			20,000	16,287	10,000
	\$ -	\$ -	\$ 20,000	\$ 16,287	\$ 10,000
Total Community Planning	\$ 270,919	\$ 322,388	\$ 399,049	\$ 243,889	\$ 375,894

Community Agencies Division

Purpose

The Community Agencies Division provides budget authority to support various community organizations. These include the Eagle Bus Service, Big Mountain SNOW Bus, Golden Agers Community Center, Whitefish Theatre Grant, O'Shaughnessy Center Insurance, Whitefish Housing Authority, and property insurance for The Wave.

FY 2016 Objectives

The objective of the Community Agencies Division for this budget year is to provide budget authority to support various community organizations, as described above. In FY14, the City began to reimburse the Whitefish Housing Authority for the Payment in lieu of taxes (PILT) which the Housing Authority pays to the City for Mountain View Manor, an elderly and disabled subsidized housing apartment building.

Cemetery Services

Purpose

The Cemetery Division provides budget authority for the ongoing maintenance of the Whitefish Cemetery. The City operates a 7.0 acre cemetery on Hwy 93 North next to the golf course.

FY 2016 Objectives

The objective of the Cemetery Division this fiscal year is to provide budget authority for the maintenance of the Whitefish Cemetery. The City is pursuing purchasing land for a new Cemetery. The City is continuing to budget \$2,000 for additional water testing on possible sites.

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Community Agencies					
Materials and Services					
790 Eagle Bus Service	9,300	9,300	9,300	9,300	9,300
790 Big Mountain Snow Bus	7,500	7,500	7,500	7,500	7,500
790 Golden Agers Cmmnty Center	1,500	1,500	1,500	1,500	1,500
730 Cultural Arts Grant Pass Through	7,631	11,850	9,500	-	10,000
790 Whitefish Housing Authority		10,901	11,000	12,020	12,500
510 O'Shaughnessy Center Insrnc	3,009	2,550	2,600	2,631	2,600
510 WAVE Property Insurance	8,348	7,075	7,100	7,298	7,100
Total Community Agencies	\$ 37,288	\$ 50,676	\$ 48,500	\$ 40,249	\$ 50,500
430900 Cemetery Services					
Personal Services					
110 Salaries	701	748	754	533	3,390
120 Overtime	225	546	690	175	266
130 Vacation/Sick Accrual					
140 Employer Contributions	330	458	263	210	1,020
	\$ 1,256	\$ 1,752	\$ 1,707	\$ 918	\$ 4,676
Materials and Services					
220 Operating Supplies	92	382	1,000	719	1,000
230 Repair/Maintenance Supplies	1,840	564	3,000	124	3,000
340 Utility Services		200	1,000	546	1,000
350 Professional Services		1,095	2,000	200	2,000
390 Other Purchased Services	6,210	2,892	2,000	4,156	2,000
510 Insurance	35	30	50	31	50
	\$ 8,177	\$ 5,163	\$ 9,050	\$ 5,776	\$ 9,050
Capital Outlay					
930 Improvements		\$ 60,585	-	-	-
Total Cemetery Services	\$ 9,433	\$ 6,915	\$ 10,757	\$ 6,694	\$ 13,726
510900 Operating Contingency					
870 Operating Contingency		6,579	10,000		50,000
	\$ -	\$ 6,579	\$ 10,000	\$ -	\$ 50,000
Transfers to Other Funds					
820 Trans to Library Fund	34,371	34,371	34,371	25,778	34,371
820 Trans to Parks and Rec Fund	536,106	603,000	693,919	534,419	693,919
820 Trans to Law Enforcmnt Fund	1,795,000	1,845,000	1,885,000	1,413,750	2,085,000
820 Trans to Fire & Ambulance Fund	494,594	575,000	815,000	611,250	835,000
820 Trans to Ambulance Fund					
	\$ 2,860,071	\$ 3,057,371	\$ 3,428,290	\$ 2,585,197	\$ 3,648,290
Total Non-Departmental	\$ 2,860,071	\$ 3,063,950	\$ 3,438,290	\$ 2,585,197	\$ 3,698,290
Total Expenditures	\$ 3,658,367	\$ 3,945,041	\$ 4,442,079	\$ 412,762	\$ 4,671,156
Ending Cash Balance (Reserves)			\$ 541,577		\$ 340,003
Total General Fund			\$ 4,983,656		\$ 5,011,159

General Fund Expenditures - 1000

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Total General Fund					
Personal Services	544,294	584,765	689,376		763,572
Materials and Services	254,003	296,326	294,413		199,294
Capital Outlay	-	60,585	20,000		10,000
Contingency	-	6,579	10,000		50,000
Transfers	2,860,071	3,057,371	3,428,290		3,648,290
	3,658,367	4,005,626	4,442,079		4,671,156
Personal Services					
110	374,268	398,390	464,464		525,681
111	-	-	-		-
112	23,277	22,770	24,676		13,801
120	3,197	4,673	4,177		4,370
130	-	31	33		-
140	143,552	158,901	196,026		219,720
Materials and Services					
210	3,281	3,313	4,643		5,324
220	6,048	7,891	18,283		18,503
230	2,320	3,325	4,870		4,881
310	2,758	2,516	3,642		3,662
320	402	39	740		735
330	4,805	7,137	10,104		10,502
340	9,934	10,636	16,369		16,526
350	112,596	145,150	125,133		36,028
360	4,247	8,948	10,644		7,669
370	9,002	11,503	11,258		11,632
390	12,216	8,746	12,306		12,438
397	20,507	8,504	11,802		6,897
510	26,295	21,007	24,423		23,366
530	413	-	-		-
540	205	205	209		331
730	7,631	11,850	9,500		10,000
790	18,300	29,201	29,300	gen gov no obj	30,800
880	13,044	16,355	1,187		-
Capital Outlay				(294,413)	
940			20,000		10,000
Contingency					
870			10,000		50,000
Transfers					
820			3,428,290		3,648,290
Total			4,442,079		4,671,156

Purpose

Title 22, Chapter 1, Part 3 of the Montana Code Annotated provides for the establishment and laws related to free public libraries. The Whitefish Community Library was created as a City Library via Resolution 10-48 on November 15, 2010 after the City Council had voted to terminate an Interlocal Agreement with the Flathead County Library Board of Trustees for the consolidated county-wide library service. This fund provides for the collection of property taxes, donations, fines and other revenues and the appropriations for the Whitefish Community Library.

FY 2016 Objectives

The objective of the Library Fund for this fiscal year is to provide budget authority for the Whitefish Community Library.

Significant policy issues in the FY 2016 Budget are:

Item/Project	Amount
Revenue Changes	
<ul style="list-style-type: none">Misc donations, fundraising, & grants	\$25,000
Expenditure Changes	
<ul style="list-style-type: none">Operating contingency continued increase is due to the increase in property tax revenue of 0.8 mill in FY 2015	\$24,500

Library Fund - 2220

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Taxes						
311010	Real Property Taxes	113,815	113,230	141,814	98,535	140,396
311020	Personal Property Taxes	1,205	1,080		701	
		\$ 115,020	\$ 114,310	\$ 141,814	\$ 99,236	\$ 140,396
Intergovernmental						
334100	State Aid		2,640	2,353	4,716	2,353
		\$ -	\$ 2,640	\$ 2,353	\$ 4,716	\$ 2,353
Charges for Services						
346070	Library Collections	12,125	12,182	12,500	8,761	12,500
		\$ 12,125	\$ 12,182	\$ 12,500	\$ 8,761	\$ 12,500
Miscellaneous Revenue						
365010	Private Gifts and Bequests	40,229	65,104	18,000	20,926	25,000
		\$ 40,229	\$ 65,104	\$ 18,000	\$ 20,926	\$ 25,000
Other Financing Sources						
383004	General Fund Operating Transfer	34,371	34,371	34,371	25,778	34,371
		\$ 34,371	\$ 34,371	\$ 34,371	\$ 25,778	\$ 34,371
	Total Fund Revenue	\$ 201,745	\$ 228,606	\$ 209,038	\$ 159,417	\$ 214,620
101000	Beginning Available Cash			\$ 59,348		\$ 66,068
	Total Resources			\$ 268,386		\$ 280,688

Library Fund - 2220

4/30/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460120					
Personal Services					
110 Salaries	47,672	49,024	51,802	36,373	53,983
112 Permanent Part Time	52,631	49,970	55,084	35,094	64,961
120 Overtime		60	65	865	818
140 Employer Contributions	36,887	34,357	41,290	20,752	33,395
	\$ 137,190	\$ 133,411	\$ 148,241	\$ 93,084	\$ 153,157
Materials and Services					
210 Office Supplies/Materials	958	2,375	5,600	1,243	3,000
220 Operating Supplies	7,640	5,924	12,400	2,901	5,000
221 Library Materials	164	2,747	5,000	5,806	9,000
229 Library Materials Processing				947	3,000
230 Repair & Maintenance Supplies	1,046	284	800		500
310 Communication & Transportation	3,516	2,524	4,800	3,425	6,000
330 Publicity, Subscriptions & Dues	1,632	8,997	4,800	5,716	6,200
340 Utility Services	14,321	14,663	13,960	10,493	16,000
360 Repair & Maintenance Services	5,867	8,854	2,100	7,850	2,800
362 Office Machinery & Computers				70	1,000
370 Travel & Training	2,675	1,924	3,000	1,066	3,000
390 Other Purchased Services	674		360	1,223	1,400
397 Contracted Services	560	781	920	65	750
510 Insurance	6,806	5,253	5,254	4,528	5,654
540 Special Assessments-Co. Lnd Fil		189	200	189	200
880 Administrative Costs	3,338	3,818	3,223	2,008	3,077
	\$ 49,196	\$ 58,333	\$ 62,417	\$ 47,530	\$ 66,581
870 Operating Contingency			21,799		24,500
	\$ -	\$ -	\$ 21,799	\$ -	\$ 24,500
Total Expenditures	\$ 186,386	\$ 191,744	\$ 232,457	\$ 140,614	\$ 244,238
Ending Available Cash			\$ 35,929		\$ 36,450
Total Fund			\$ 268,386		\$ 280,688

Purpose

The Law Enforcement Fund provides the primary financial support for the City Police Department. The Department provides policing services through a staff of 16 sworn officers (including the Chief of Police), and a part-time parking enforcement officer.

FY 2016 Objectives

The objective of the Law Enforcement Fund for this fiscal year is to provide budget authority for the Police Department.

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
• Continued COPS Grant for School Resource Officer at School District #44	\$48,000
• School District #44 matching funds for COPS SRO grant	\$20,835
• MDT Equipment Grant	\$23,000
• Increased transfer from General Fund taxes	\$200,000
Expenditure Changes	
• Salary and Benefits for SRO	\$62,735
• 3 in-car video systems and a new radar wagon (grant funded)	\$23,000
• New Police car with light bar and equipment (less 1 trade in)	\$27,000

Law Enforcement Fund - 2300

4/27/2015

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Intergovernmental					
334012 Traffic Safety Grant	10,700		20,000	-	-
334091 DOT Overtime Reimbursement	9,892	5,860	25,000	8,426	20,000
331000 Federal Grants - Vests				1,558	2,000
334151 MDT Equipment Grant			33,000	-	23,000
336020 Offset for State Payment to MPORS	279,398	237,398	258,435	-	273,613
337010 Reimbursement - Drug TF Overtime		6,854	7,453	3,164	7,500
337014 Drug Task Force Grant	75,567	72,405	75,000	53,341	75,000
337015 COPS Hiring Grant	35,580	382	52,000	19,956	48,000
337018 Stone Garden Federal Grant	3,034	1,527	41,900	-	25,000
337019 School District 44 Reimbursement SRO			14,855	6,652	20,835
	\$ 416,697	\$ 324,425	\$ 527,643	\$ 93,097	\$ 494,948
Charges for Services					
342010 Contract Charges - School Events					
	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue					
362000 Misc. Law Enforcement Collections	15,098	10,252	16,000	8,935	16,000
365000 Contributions	2,500	3,000	-	-	-
	\$ 17,598	\$ 13,252	\$ 16,000	\$ 8,935	\$ 16,000
Other Financing Sources					
381070 Loan Proceeds		16,399			
383004 General Fund Operating Transfer	1,795,000	1,845,000	1,885,000	1,413,750	2,085,000
	\$ 1,795,000	\$ 1,845,000	\$ 1,885,000	\$ 1,413,750	\$ 2,085,000
Total Fund Revenue	\$ 2,229,295	\$ 2,182,677	\$ 2,428,643	\$ 1,515,782	\$ 2,595,948
101000 Beginning Available Cash			\$ 38,541		\$ 30,167
Total Resources			\$ 2,467,184		\$ 2,626,115

Law Enforcement Fund - 2300

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
420100					
Personal Services					
110 Salaries	951,304	965,110	1,036,970	712,329	1,109,177
112 Part-Time Wages	40,877	49,388	42,072	42,216	41,171
120 Overtime	60,290	63,619	62,975	46,012	44,765
120 Reimbursed Overtime			20,000	-	45,000
140 Employer Contributions	394,695	417,720	480,991	313,290	513,101
145 Offset State Pymnt to MPORS	279,398	237,398	258,435	-	273,613
	\$ 1,726,564	\$ 1,733,235	\$ 1,901,443	\$ 1,113,847	\$ 2,026,827
Materials and Services					
210 Office Supplies/Materials	3,694	3,478	7,000	2,131	7,200
220 Operating Supplies/Materials	59,421	60,804	68,800	34,939	73,800
230 Repair/Maintenance Supplies	44,481	51,159	55,000	24,219	46,000
310 Postage & Freight	839	1,048	1,200	514	1,300
320 Printing	-	-	-	-	-
330 Publicity/Subscriptions/Dues	1,206	1,311	-	1,643	2,000
340 Utility Services	30,261	30,636	33,600	23,191	33,000
350 Professional Services	5,941	5,803	7,000	24,138	8,000
360 Repair & Maintenance	38,544	42,076	50,000	26,372	53,000
370 Travel & Training	11,842	17,438	18,500	9,948	22,000
390 Other Purchased Services	131,367	137,071	144,000	101,111	136,500
397 Contracted Workers	56,159	54,606	57,000	47,589	57,000
510 Insurance	47,893	36,043	38,000	26,205	30,000
530 Rent	1,200	1,200	1,100	900	1,200
540 Special Assessments-put in utilities		429	-	429	450
880 Administrative Expense	35,127	39,088	35,688	22,237	34,657
	\$ 467,975	\$ 482,190	\$ 516,888	\$ 345,565	\$ 506,107
610/620 Debt Service	\$ -	\$ -	\$ 3,400	\$ 5,542	\$ 5,566
Capital Outlay					
920 Buildings				3,392	
940 Machinery & Equipment	40,591	46,680	31,800	76,503	50,000
	\$ 40,591	\$ 46,680	\$ 31,800	\$ 79,894	\$ 50,000
Operating Contingency	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
Total Fund Expenditures	\$ 2,235,131	\$ 2,262,105	\$ 2,455,531	\$ 1,544,848	\$ 2,590,500
Ending Available Cash			11,653		35,615
Total Law Enforcement			\$ 2,467,184		\$ 2,626,115

Purpose

The Victim and Witness Assistance Fund provides budget authority to comply with Montana House Bill 257, adopted during the 1999 Legislative Session. The bill requires cities to establish a fund to account for a Victim and Witness Assistance Fine to be assessed on those convicted of misdemeanor and felony charges. Funds collected through assessments shall be used to pay restitution and to assist the victims and witnesses of criminal acts.

FY 2016 Objectives

The objective of the Victim and Witness Assistance Fund for this fiscal year is to administer the requirements of the Montana Victim and Witness Assistance Statute.

Crime Victims Assistance Fund - 2017

4/27/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
351015	Victim & Witness Prgm Fines	8,172	6,560	15,000	5,026	15,000
Total Fund Revenue		\$ 8,172	\$ 6,560	\$ 15,000	\$ 5,026	\$ 15,000
Beginning Available Cash				49	49	

Expenditures		Actual FY 2012	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
410370	Materials and Services					
725	Crime Victim's Assistance	8,171	6,560	15,000	4,634	15,000
		\$ 8,171	\$ 6,560	\$ 15,000	\$ 4,634	\$ 15,000
Ending Available Cash				\$ 49	\$ 49	

Purpose

The purpose of the Fire and Ambulance Fund is to provide budget authority for the delivery of fire prevention and suppression, rescue services, and ambulance and advanced life support services to the City of Whitefish, the rural fire service area, and surrounding areas.

FY 2016 Objectives

The objective of the Fire and Ambulance Fund for this fiscal year is to provide fire suppression, fire and accident rescue, hazardous materials incident response, fire code enforcement, ambulance and advanced life support service, and community education on related issues.

Significant policy issues in the FY 2016 Budget are:

- The four years of SAFER grant revenue that helped fund six new firefighters has ended.
- Whitefish fire and ambulance equipment has aged to point of reducing safety and increasing maintenance costs. This budget anticipates borrowing from the State Inter-cap Loan program to fund to costs of the equipment.

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
• Loan Proceeds	\$300,000
• Increased transfer of property taxes and cash balance from General Fund	\$20,000
Expenditure Changes	
• Fire – Capital Expenditure – SCBA Replacement including 35 packs (regulator, bottle, and face mask), 30 spare bottles, and 40 face masks, bags, and regulators	\$300,000
• Ambulance – Capital Expenditure – Replace 3 EMS Monitors	\$75,000

Fire and Ambulance Fund - 2340

4/27/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Taxes						
311010	Real Property Taxes	507,114	503,245	540,956	393,663	486,060
311020	Personal Property Taxes	7,935	4,802	8,000	3,116	8,000
		\$ 515,049	\$ 508,047	\$ 548,956	\$ 396,779	\$ 494,060
Licenses and Permits						
323015	Fire Prevention Program Fee	78,141	108,042	100,000	79,788	130,000
323051	Burning Permits	250	400	300	275	300
		\$ 78,391	\$ 108,442	\$ 100,300	\$ 80,063	\$ 130,300
Intergovernmental						
331107	SAFER Grant	58,590		-		-
336020	Offset for State Pymnt to FURS	326,751	353,918	374,682		384,511
338050	Countywide Ambulance Assessment	32,138	56,830	65,000	60,719	65,000
		\$ 417,479	\$ 410,748	\$ 439,682	\$ 60,719	\$ 449,511
Charges for Services						
342020	Rural Fire Service Assessment	225,709	227,000	227,000	229,585	260,000
342031	Federal Wildland Firefighting	-	12,159	-	-	-
342050	Ambulance Services	891,494	1,000,763	1,000,000	807,552	1,100,000
342055	RescueCare Ambulance Prog	29,651	26,121	30,000	10,702	20,000
		\$ 1,146,854	\$ 1,266,043	\$ 1,257,000	\$ 1,047,839	\$ 1,380,000
Miscellaneous Revenue						
362000	Miscellaneous Income	5,440	59,382	2,500	7,129	5,000
365000	Contributions	100,000	250	-	75	-
		\$ 105,440	\$ 59,632	\$ 2,500	\$ 7,204	\$ 5,000
Other Financing Sources						
381070	Loan Proceeds	-	356,233	504,547	493,659	300,000
383004	General Fund Operating Transfer	494,594	575,000	815,000	611,250	835,000
		\$ 494,594	\$ 931,233	\$ 1,319,547	\$ 1,104,909	\$ 1,135,000
	Total Fund Revenue	\$ 2,757,807	\$ 3,284,145	\$ 3,667,985	\$ 2,697,513	\$ 3,593,871
101000	Beginning Available Cash			299,865		154,829
	Total Resources			\$ 3,967,850		\$ 3,748,700

Fire and Ambulance Fund - 2340

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
420400 Fire and Rescue					
Personal Services					
110 Salaries	349,834	409,375	431,623	310,652	470,423
112 Permanent Part-time	1,686	1,881	1,813	1,387	-
120 Overtime	30,054	36,001	33,752	32,795	37,138
120 Scheduled Overtime	-	-	915	-	935
140 Employer Contributions	139,710	158,600	172,552	122,109	187,218
146 State Contribution to FURS	114,081	121,789	135,950		142,269
147 Med Deduction Reimbursement	-	528	-	548	-
190 Other Personal Services	8,870	23,226	20,000	4,018	10,000
	\$ 644,235	\$ 751,400	\$ 796,606	\$ 471,509	\$ 847,983
Materials and Services					
210 Office Supplies/Materials	738	878	1,000	760	1,000
220 Operating Supplies/Materials	37,428	27,824	39,000	13,531	40,000
230 Repair & Maintenance Supplies	23,599	31,153	42,000	23,346	20,000
310 Communication & Transportation	241	421	250	429	100
320 Printing, Duplicating, Binding	-	-	-	112	250
330 Publicity/Subscriptions/Dues	2,103	1,660	3,900	1,722	2,500
340 Utility Services	16,955	14,461	15,000	11,511	15,000
350 Professional Services	10,262	3,517	14,900	6,303	6,000
360 Repair and Maintenance	15,273	50,244	19,700	34,465	40,000
370 Travel & Training	1,912	5,332	6,000	5,825	4,500
380 Training Services	6,293	2,959	14,000	2,274	10,000
390 Other Purchased Services	6,887	7,299	6,600	5,067	7,211
510 Insurance	24,313	17,767	18,000	17,324	21,000
540 Special Assessments	-	214	-	214	-
880 Administrative Services	13,905	15,855	14,403	8,974	13,961
	\$ 159,908	\$ 179,584	\$ 194,753	\$ 131,857	\$ 181,522
610/620 Debt Service	\$ -	\$ -	\$ 37,500	\$ 26,170	\$ 116,536
Capital Outlay					
Building	-	-	-	1,736	-
940 Equipment	42,905	224,348	574,547	584,130	300,000
	\$ 42,905	\$ 224,348	\$ 574,547	\$ 585,866	\$ 300,000
Total Fire	\$ 847,048	\$ 1,155,332	\$ 1,603,405	\$ 1,215,402	\$ 1,446,041

Fire and Ambulance Fund - 2340

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
420730 Ambulance					
Personal Services					
110 Salaries	652,162	734,011	773,689	499,358	768,688
112 Part-Time Wages	-	-	-	-	-
120 Overtime	67,461	82,898	78,086	75,893	85,560
120 Scheduled Overtime	-	-	2,135	-	2,183
140 Employer Contributions	258,838	292,145	320,373	208,474	324,673
146 State Contribution to FURS	212,670	232,128	241,689	-	242,242
190 Other Personal Services	25,316	31,953	30,000	9,565	20,000
	\$ 1,216,447	\$ 1,373,135	\$ 1,445,973	\$ 793,290	\$ 1,443,346
Materials and Services					
210 Office Supplies/Materials	1,173	2,003	2,000	2,121	1,750
220 Operating Supplies/Materials	36,003	45,781	44,500	23,626	38,000
230 Repair & Maintenance Supplies	23,368	30,223	40,000	19,315	33,000
310 Communication & Transportation	1,325	1,689	2,500	2,207	2,000
330 Publicity/Subscriptions/Dues	3,509	2,160	2,500	3,108	2,000
340 Utility Services	30,528	25,363	35,500	20,503	35,000
350 Professional Services	18,562	7,578	29,400	14,780	21,000
360 Repair and Maintenance	31,065	49,000	14,000	22,554	17,500
370 Travel & Training	89	5,150	5,000	1,045	4,000
380 Training Services	5,755	6,403	8,000	5,522	8,000
390 Other Purchased Services	16,396	17,037	15,400	14,999	16,825
510 Insurance	36,201	25,472	24,000	20,440	24,000
540 Special Assessments	-	517	-	517	-
880 Administrative Expense	25,344	28,699	26,638	16,598	23,685
	\$ 229,318	\$ 247,075	\$ 249,438	\$ 167,335	\$ 226,760
610/620 Debt Service	\$ -	\$ -	\$ 32,000	\$ 31,606	\$ 31,898
Accounts Payable Adjustments					
810 Bad Debt Expense	137,333	164,538	70,000	101,031	115,000
811 Medicare/Medicaid Adjustment	301,832	361,813	300,000	227,484	300,000
812 RescueCare Benefits	8,822	7,669	20,000	6,286	10,000
813 City Resident	4,228	13,760	15,000	6,063	10,000
	\$ 452,215	\$ 547,780	\$ 405,000	\$ 340,864	\$ 435,000
Capital Outlay					
920 Buildings	-	-	-	4,050	-
940 Equipment	-	169,970	-	-	75,000
	\$ -	\$ 169,970	\$ -	\$ 4,050	\$ 75,000
Total Ambulance	\$ 1,897,980	\$ 2,337,960	\$ 2,132,411	\$ 1,337,145	\$ 2,212,003
Total Expenditures	\$ 2,745,028	\$ 3,493,292	\$ 3,735,816	\$ 2,552,547	\$ 3,658,045
Ending Available Cash			\$ 232,034		\$ 90,655
Total Fund			\$ 3,967,850		\$ 3,748,700

Fire and Ambulance Fund - 2340

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Total Fire & Amb Fund					
Personal Services	1,860,682	2,124,535	2,242,579	1,264,799	2,291,329
Materials and Services	389,226	426,659	444,191	299,192	408,282
Debt Service	-	-	69,500	57,777	148,434
Capital Outlay	42,905	394,318	574,547	589,916	375,000
Contingency	-	-	-	-	-
Account Payable Adjustment	452,215	547,780	405,000	340,864	435,000
	<u>2,745,028</u>	<u>3,493,292</u>	<u>3,735,816</u>	<u>2,552,547</u>	<u>3,658,045</u>
Personal Services					
110	1,001,996	1,143,386	1,205,312	810,010	1,239,111
112	1,686	1,881	1,813	1,387	-
120	97,515	118,899	114,889	108,688	125,816
140	398,548	450,745	492,925	330,583	511,891
146	326,751	354,445	377,640	-	384,511
190	34,186	55,179	50,000	13,583	30,000
Materials and Services					
210	1,911	2,881	3,000	2,881	2,750
220	73,431	73,605	83,500	37,157	78,000
230	46,967	61,376	82,000	42,661	53,000
310	1,566	2,110	2,750	2,636	2,100
320	-	-	-	-	250
330	5,612	3,820	6,400	4,830	4,500
340	47,483	39,824	50,500	32,014	50,000
350	28,824	11,095	44,300	21,083	27,000
360	46,338	99,244	33,700	57,019	57,500
370	2,001	10,482	11,000	6,870	8,500
380	12,048	9,362	22,000	7,796	18,000
390	23,283	24,336	22,000	20,066	24,036
510	60,513	43,239	42,000	37,764	45,000
540	-	731	-	1	-
880	39,249	44,554	41,041	25,572	37,646
Debt Service	-	-	69,500	57,777	148,434
Accounts Payable Adjustments					
810	137,333	164,538	70,000	101,031	115,000
811	301,832	361,813	300,000	227,484	300,000
812	8,822	7,669	20,000	6,286	10,000
813	4,228	13,760	15,000	6,063	10,000
Capital Outlay					
920	-	-	-	4,050	-
940	42,905	394,318	574,547	584,130	375,000
Contingency					
960	-	-	-	-	-
Total	<u>2,745,028</u>	<u>3,493,292</u>	<u>3,735,816</u>	<u>2,549,421</u>	<u>3,658,045</u>

Purpose

The Building Code Program Fund provides budget authority to administer the City's Building Code Program and also the contract for Building Code services for the City of Columbia Falls. Administration of the Building Codes Program is provided by the Planning and Building Department.

FY 2016 Objectives

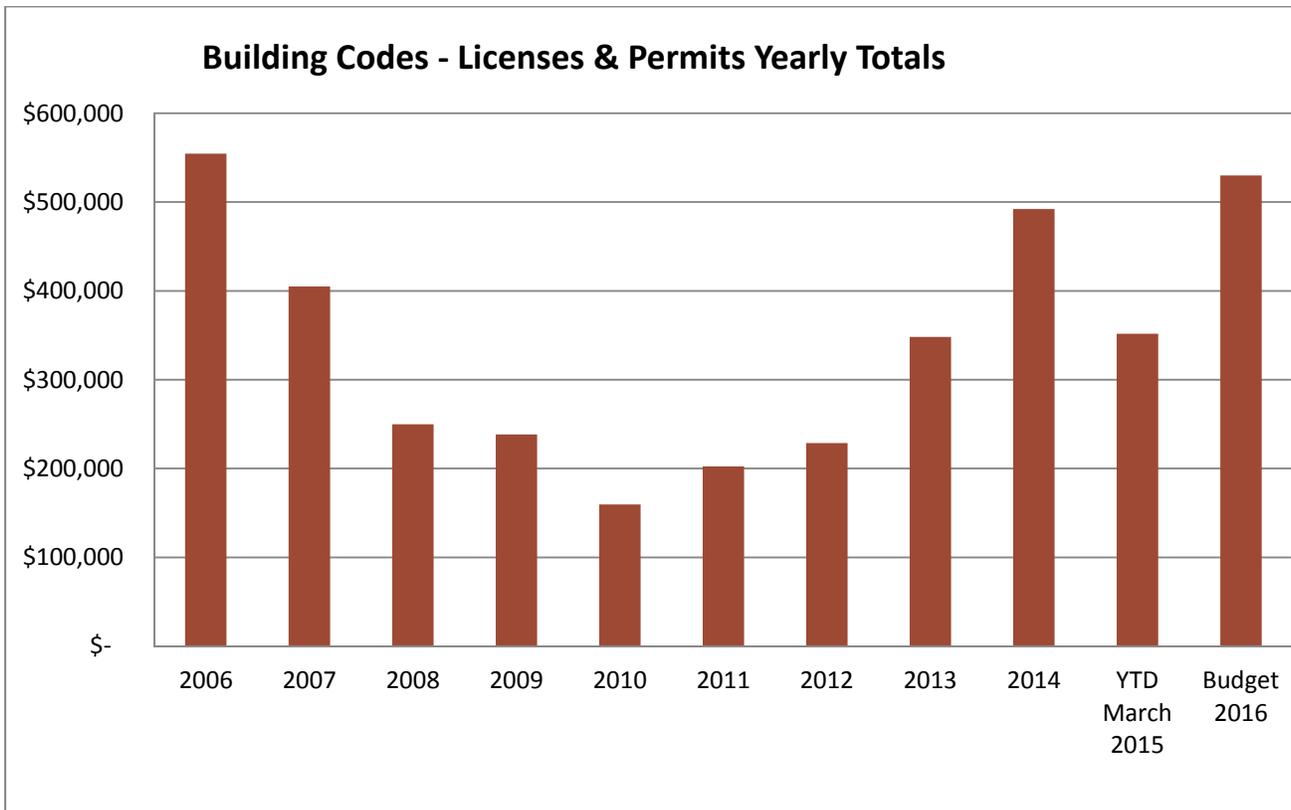
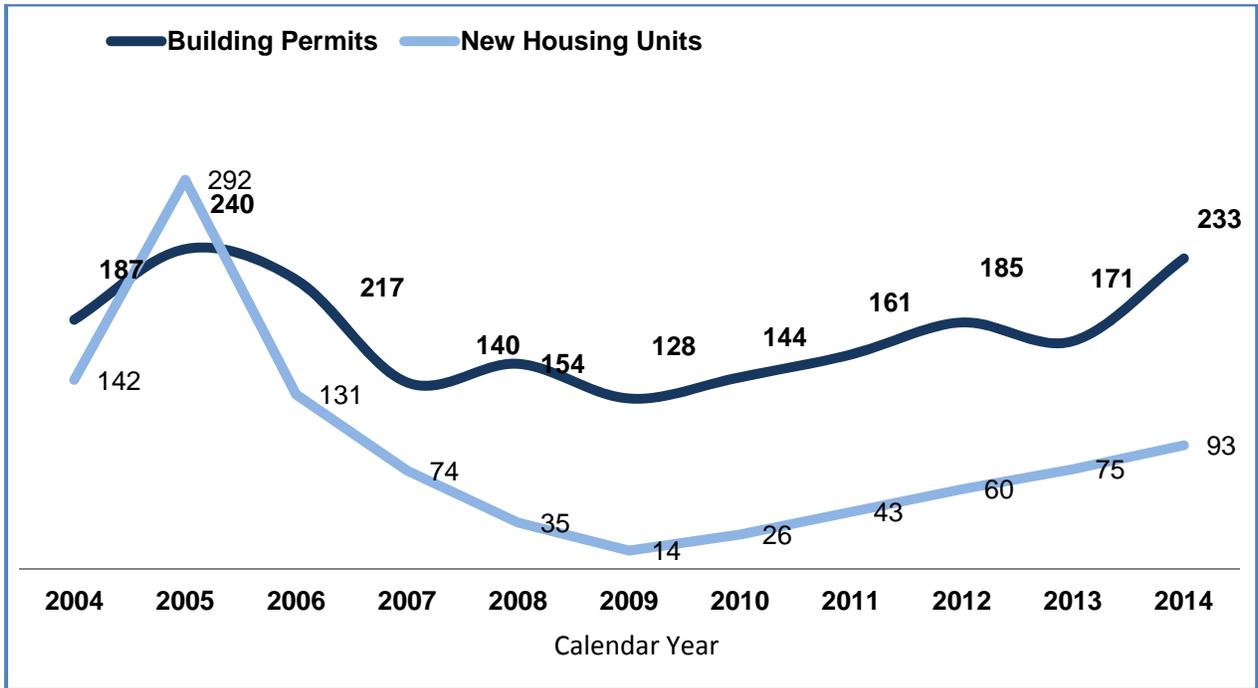
The objective of the Building Code Program Fund for this fiscal year is to promote dependable and safe buildings and structures through the implementation and enforcement of the International Building Code, International Plumbing Code, International Mechanical Code, and National Electric Code within the City of Whitefish.

During the Great Recession of 2008 and ensuing years, the City's General Fund lent a total of \$460,978 to the Building Code program. The loan was used to provide funding for the program until such time that the building activity and building permit revenues started to rebound. This loan has partially been repaid during FY 2013 and FY 2014. A payment in FY 2015 is expected to be made at year-end, which will lower the balance even further, if not fully repay the loan to the General Fund. The current balance before the FY 2015 payment is \$171,700.

The FY 2016 budget proposes a continuation of increased building activity and workload for the Department. A new part-time customer service clerk is also proposed that would assist both the Building and Planning Department.

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
• Increased revenue from plan reviews and building permits	\$80,000
• Increased revenue from Columbia Falls inspection contract	\$10,000
Expenditure Changes	
• One new pickup truck	\$25,000



Building Code Fund - 2394

4/27/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Licenses and Permits						
323010	Building Plan Review	134,656	196,818	160,000	141,496	200,000
323011	Building Permits	141,109	195,310	160,000	143,509	200,000
323012	Electrical Permits	33,824	40,314	40,000	27,527	50,000
323013	Plumbing Permits	20,546	29,172	30,000	18,790	40,000
323017	Mechanical Permits	18,091	30,157	30,000	20,491	40,000
		\$ 348,226	\$ 491,771	\$ 420,000	\$ 351,813	\$ 530,000
Charges for Services						
342041	Col. Falls Building Codes Contract	32,175	71,844	40,000	52,891	50,000
		\$ 32,175	\$ 71,844	\$ 40,000	\$ 52,891	\$ 50,000
Miscellaneous Revenue						
362000	Miscellaneous Revenue	957	1,539	1,500	1,728	2,000
		\$ 957	\$ 1,539	\$ 1,500	\$ 1,728	\$ 2,000
Total Fund Revenue		\$ 381,358	\$ 565,154	\$ 461,500	\$ 406,432	\$ 582,000
Beginning Available Cash				\$ 1,670	\$ 16,092	
Total Resources				\$ 463,170	\$ 598,092	

Building Code Fund - 2394

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
420530 - Construction Inspection					
Personal Services					
110 Salaries	168,014	183,456	192,646	135,132	225,422
112 Part-time Wages				27	-
120 Overtime	156	190	201	146	272
140 Employer Contributions	75,507	80,639	84,944	65,783	105,983
	\$ 243,677	\$ 264,285	\$ 277,791	\$ 201,088	\$ 331,677
Materials and Services					
210 Office Supplies/Materials	1,801	843	2,000	1,573	2,000
220 Operating Supplies	1,073	2,739	3,000	2,018	3,000
230 Repair & Maintenance Supplies	5,295	10,709	6,000	4,112	6,000
310 Postage & Freight	210	47	350		250
320 Printing	-	11	100		100
330 Publicity/Subscriptions/Dues	1,718	2,348	1,800	2,159	3,000
340 Utility Services	5,459	5,539	5,500	4,041	5,300
350 Professional Services	408	-	2,900		2,900
360 Repair and Maintenance	2,164	5,674	3,500	2,204	3,600
370 Travel & Training	1,189	1,776	4,000	495	4,000
397 Contracted Workers	4,976	234	-	20	3,000
510 Insurance	5,785	10,172	5,100	4,158	5,100
540 Special Assessments	-	104	100	104	105
880 Administrative Expense	6,297	7,817	6,884	4,107	7,385
	\$ 36,374	\$ 48,013	\$ 41,234	\$ 24,991	\$ 45,740
Capital Outlay					
940 Machinery & Equipment	-	-	50,000	40,447	25,000
	\$ -	\$ -	\$ 50,000	\$ 40,447	\$ 25,000
Total Construction Inspection	\$ 280,051	\$ 312,298	\$ 369,025	\$ 266,526	\$ 402,417
510700 - Columbia Falls Building Codes					
Personal Services					
110 Salaries	22,405	16,700	17,470	12,318	24,092
140 Employer Contributions	11,040	8,031	8,380	7,010	12,819
	\$ 33,445	\$ 24,731	\$ 25,850	\$ 19,328	\$ 36,911
Materials and Services					
220 Operating Supplies/Materials	-	-	400		400
230 Repair & Maintenance Supplies	3,261	3,482	3,000	2,195	3,000
510 Insurance	1,064	726	725	421	725
	\$ 4,325	\$ 4,208	\$ 4,125	\$ 2,616	\$ 4,125
Total Columbia Falls Contract	\$ 37,770	\$ 28,939	\$ 29,975	\$ 21,944	\$ 41,036
Total Fund Expenditures	\$ 317,822	\$ 341,237	\$ 399,000	\$ 288,470	\$ 443,453
Ending Available Cash			\$ 64,170		\$ 154,639
Total Building Code Fund			\$ 463,170		\$ 598,092

Purpose

The purpose of the Parks, Recreation and Community Services Fund is to provide the budgetary authority necessary to maintain the parks, trails and property owned by the City, operate community facilities, provide recreational programs, and provide other beautification and community services as needed.

FY 2016 Objectives

The objectives of the Parks, Recreation and Community Services Fund for this fiscal year are to

- (1) maintain and, where appropriate, operate various City facilities. These include the Stumptown Ice Den, Mountain Trails Park, Roy Duff Memorial Armory Center, Armory Park, Credit Union Park, City Hall building and grounds, City Beach, Soroptimist Park, Baker Park, Riverside Park, Creekwood Park, Grouse Mountain Park, Memorial Ball Park perimeter, Jack Zerr Fields, Canoe Park, Kay Beller Park, Crestwood Park, Riverwood Park, the Baker/Wisconsin Street Viaduct, S. Baker Avenue right-of-way, W. Edgewood Place right-of-way, property at 2nd and Spokane Avenue, Greenwood Drive property, Central Avenue Medium, and the grounds of the Whitefish Cultural Arts Center, Whitefish Library, and City Wastewater Plant. The Department also maintains the various sections of the Fish Trails' Bicycle and Pedestrian Trails System
- (2) provide a series of recreation programs and special events
- (3) provide maintenance for boulevard trees and pre-planting administration
- (4) maintain the Hwy. 93 right-of-way landscape, and provide weed spraying services on City property and right-of-ways as needed
- (5) provide other general beautification and community services as needed

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Revenue Changes	
• Proposed rate increase to the national average for the Ice Den	\$281,421
• Increased the Greenways & Parkland Assessment	\$55,000
Expenditure Changes	
• New Park Maintenance position fund by the FY 2015 increase in the Greenways & Parkland Assessment of \$60,00	\$57,313
• Increase in seasonal staff wages	\$20,000
• Increase in overall expenditures at the Ice Rink including a contingency of \$50,000	\$238,375
• Capital Outlay – Mower	\$18,000
• Capital Outlay – Mower Trailer	\$9,000
• Capital Outlay – Ice Rink Compressor	\$12,000

Parks and Recreation Fund Revenue - 2210

4/27/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Licenses and Permits						
322015	Alcohol Consumption Permit	310	460	500	310	350
		\$ 310	\$ 460	\$ 500	\$ 310	\$ 350
Intergovernmental						
334000	Grants	5,162	3,450	7,000	11,924	7,000
334001	WF Trail O&M Grants	-	-	15,500	-	-
334002	FWP Fishing Lease - WF Trail	-	7,000	3,500	3,500	3,500
		\$ 5,162	\$ 10,450	\$ 10,500	\$ 15,424	\$ 10,500
Charges for Services						
346014	Beach Concessions	16,119	15,352	17,000	11,765	1,500
346015	Beach Gazebo Rental	2,015	2,540	1,750	1,470	2,200
346016	Boat Launch Passes	6,455	4,995	7,000	3,145	5,000
346017	Beach Floatation Rentals	2,560	16,350	17,000	11,685	2,000
346030	Hockey Tournaments	41,605	64,854	56,000	90	-
346033	Ice Rink Admissions	43,044	56,241	45,000	48,250	46,500
346035	Ice Rink Advertising	10,950	10,500	16,000	10,179	30,000
346037	Ice Rink Concessions	22,120	30,921	27,000	27,340	5,000
346039	Ice Rink Pro Shop	22,189	21,071	22,000	18,628	18,000
346041	Ice Rink Rentals	128,770	174,579	142,415	246,995	522,136
346043	Ice Rink Season Passes	27,637	21,849	20,000	3,452	3,500
346044	Ice - Adult Hockey Fees	-	-	15,300	-	-
346045	Ice Skating Lessons	11,289	58	-	20	-
346007	After School Program	49,476	79,731	101,010	45,268	100,850
346022	Summer Day Camp	71,688	85,555	91,528	29,852	95,215
346085	Adult Programs	9,622	18,683	19,900	1,408	2,030
346086	Youth Programs	21,691	17,189	35,550	9,259	27,550
346087	Adult Softball	-	-	7,200	1,800	-
346057	Special Events	1,465	-	3,500	-	3,500
346054	Saddle Club Rental	1,225	-	-	-	-
346009	Armory Rental	11,693	9,042	10,500	4,345	8,000
346402	Facility Usage Revenue	5,535	4,400	2,400	8,141	6,500
		\$ 507,148	\$ 633,909	\$ 658,053	\$ 483,092	\$ 879,481
Miscellaneous Revenue						
361020	Verizon Cell Tower Lease	-	-	18,000	18,000	18,000
362000	Miscellaneous Revenue	20,362	419	4,000	1,173	2,000
362007	Program Guide Revenue	9,120	2,740	6,000	1,380	2,500
363010	Greenwys & PrkInd Assessmnt	187,621	175,845	245,000	169,221	300,000
363040	P&I Special Assessmnts	1,286	649	1,000	604	1,000
365000	Contributions & Donations	1,200	55,000	26,000	1,250	1,000
365001	WF Trail Oper Rev (net of City staff time contribution)	12,703	22,500	35,031	-	58,140
		\$ 219,589	\$ 257,153	\$ 335,031	\$ 191,628	\$ 382,640
Other Financing Sources						
383004	Op. Transfer from Gen. Fund	536,106	603,000	693,919	534,419	693,919
381070	Loan Proceeds	69,599	70,212	-	-	-
		\$ 605,705	\$ 673,212	\$ 693,919	\$ 534,419	\$ 693,919
Total Fund Revenue		\$ 1,337,914	\$ 1,575,184	\$ 1,698,003	\$ 1,224,873	\$ 1,966,890
101000	Beginning Available Cash			\$ 325		\$ 84,139
Total Resources				\$ 1,698,328		\$ 2,051,029

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
430255 Bicycle Path Maint. Program					
Personal Services					
110 Salaries	7,231	7,168	11,318	6,695	17,416
111 Part-time/Seasonal Wages	3,174	5,103	5,400	2,300	5,800
120 Overtime			40	5	61
130 Vacation/Sick Accrual					
140 Employer Contributions	3,308	3,198	6,225	3,382	11,819
	\$ 13,713	\$ 15,469	\$ 22,983	\$ 12,382	\$ 35,096
Materials and Services					
220 Operating Supplies	3,158	2,040	4,500	1,162	4,500
230 Repair & Maintenance Supplies	3,538	6,962	5,500	6,501	7,000
330 Publicity/Subscriptions/Dues	138	1	100	1	100
350 Professional Services	6,064				
360 Repair & Maintenance Services		3,695	5,000	193	5,000
510 Insurance	483	459	500	433	500
530 Rent	2,732	2,814	2,575		2,575
	\$ 16,113	\$ 15,971	\$ 18,175	\$ 8,290	\$ 19,675
Capital Outlay					
940 Machinery & Equipment			60,000	59,778	-
	\$ -	\$ -	\$ 60,000	\$ 59,778	\$ -
Total Bicycle Path Maint.	\$ 29,826	\$ 31,440	\$ 101,158	\$ 80,450	\$ 54,771
430256 Whitefish Trail Maintenance					
Personal Services					
110 Salaries		65	2,677	1,855	11,430
111 Part-time/Seasonal Wages	4,000	939	2,700	355	-
120 Overtime			20		-
140 Employer Contributions	1,167	1,949	1,634	1,376	5,143
	\$ 5,167	\$ 2,953	\$ 7,031	\$ 3,586	\$ 16,573
Materials and Services					
220 Operating Supplies		2,166	8,000	143	5,000
230 Repair & Maintenance Supplies				508	3,000
330 Publicity/Subscriptions/Dues		135	-	249	-
360 Repair & Maintenance Services		5,411	22,000	10,581	13,800
397 Contracted Workers			-	3,360	20,840
510 Insurance			2,000	19	2,500
530 Rent		20,579	15,000	6,499	10,500
	\$ -	\$ 28,291	\$ 47,000	\$ 21,359	\$ 55,640
Capital Outlay					
940 Machinery & Equipment					
			\$ -	\$ -	\$ -
Total Whitefish Trail Maint.	\$ 5,167	\$ 31,244	\$ 54,031	\$ 24,945	\$ 72,213

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460400 Parks & Rec Administration					
Personal Services					
110 Salaries	112,369	18,380	88,783	57,800	82,086
111 Seasonal	2,063				-
112 Permanent Part-Time	1,686	1,834	1,813	1,361	1,813
120 Overtime		20	29	46	228
130 Vacation/Sick Accrual					
140 Employer Contributions	36,197	37,206	37,483	21,422	35,243
	\$ 152,315	\$ 57,440	\$ 128,108	\$ 80,629	\$ 119,370
Materials and Services					
210 Office Supplies/Materials	3,627	2,133	3,000	3,153	3,000
220 Operating Supplies	2,269	5,534	2,750	2,830	3,000
230 Repair & Maintenance Supplies	2,212	583	1,000	159	1,000
310 Postage & Freight	2,685	829	1,200	1,380	1,000
320 Printing		467	300		500
330 Publicity/Subscriptions/Dues	2,591	5,044	2,000	1,741	2,500
340 Utility Services	2,928	3,724	3,300	2,781	3,500
350 Professional Services	384		1,000		500
360 Repair & Maintenance Services	2,460	2,425	1,000	814	1,500
370 Travel & Training	1,786	3,813	1,000	1,337	3,000
390 Other Purchased Services	8,183	3,219	5,000	1,544	3,300
397 Contract Services	769	234	1,000	337	500
510 Insurance	5,273	3,343	3,500	2,584	3,500
540 Special Assessments					
790 Memorial Park Acct - Glac Twins			18,000	18,000	18,000
880 Administrative Expense	10,565	12,355	17,097	10,653	17,179
	\$ 45,731	\$ 43,703	\$ 61,147	\$ 47,313	\$ 61,979
Total Parks and Rec Admin	\$ 198,046	\$ 101,143	\$ 189,255	\$ 127,942	\$ 181,349

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460434 City Parks & Properties					
Personal Services					
110 Salaries	120,541	115,749	77,744	46,737	81,119
111 Part-time/Seasonal Wages	30,922	59,953	72,900	57,351	60,900
120 Overtime	246	548	540	768	671
130 Vacation/Sick Accrual					
140 Employer Contributions	56,392	60,339	49,716	30,826	56,940
	\$ 208,101	\$ 236,589	\$ 200,900	\$ 135,682	\$ 199,630
Materials and Services					
210 Office Supplies/Materials	370	756	700	387	700
220 Operating Supplies	14,877	18,826	17,500	11,066	42,500
230 Repair & Maintenance Supplies	35,645	46,681	47,000	26,983	47,000
320 Printing		70	100		100
310 Postage & Freight	806	29	300	93	300
320 Printing			-		-
330 Publicity/Subscriptions/Dues	1,299	442	350	220	350
340 Utility Services	38,854	40,844	47,000	36,382	42,000
350 Professional Services	150		500	175	500
360 Repair & Maintenance Services	21,452	8,385	15,000	10,758	15,000
361 Weed Control			-		-
370 Travel & Training	1,418	3,015	6,000	2,240	7,000
390 Other Purchased Services	5,970	16,012	6,000	4,197	6,000
397 Contracted Workers			-	3,759	
510 Insurance	15,090	8,794	12,000	8,435	12,000
530 Rent/Lease Expense	1,673	1,723	2,600	472	2,600
540 Special Assessments		1,005	1,000	1,006	1,010
	\$ 137,604	\$ 146,582	\$ 156,050	\$ 106,173	\$ 177,060
Capital Outlay					
910 Land			-		-
920 Buildings			-		-
931 Park Improvements			25,000		-
940 Machinery & Equipment	33,356	39,265			27,000
	\$ 33,356	\$ 39,265	\$ 25,000	\$ -	\$ 27,000
Total City Parks & Properties	\$ 379,061	\$ 422,436	\$ 381,950	\$ 241,855	\$ 403,690
460437 Urban Forestry Program					
Personal Services					
110 Salaries			11,003	6,072	13,865
111 Part-time/Seasonal Wages	3,717	5,276	10,800	623	11,600
120 Overtime		18	80	5	101
140 Employer Contributions	539	790	6,949	2,422	10,158
	\$ 4,256	\$ 6,084	\$ 28,832	\$ 9,122	\$ 35,724
Materials and Services					
220 Operating Supplies	3,492	5,786	8,000	2,590	8,000
230 Repair & Maintenance Supplies	1,119	1,615	1,500	237	1,500
330 Publicity/Subscriptions/Dues					
340 Utility Services			1,000	12	1,000
350 Professional Services	11,040		500		500
360 Repair & Maintenance Services	2,241	12,443	10,000	3,409	20,000
390 Other Purchased Services	217	290	10,500	11,000	500
397 Contract Services	2,740	251			-
510 Insurance	40	109	110	108	110
	\$ 20,889	\$ 20,494	\$ 31,610	\$ 17,356	\$ 31,610
Total Urban Forestry	\$ 25,145	\$ 26,578	\$ 60,442	\$ 26,478	\$ 67,334

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460505 After School Program					
Personal Services					
110 Salaries	3,583	3,732	13,069	7,704	27,244
111 Part-time/Seasonal Wages	24,396	23,996	21,600	15,089	31,900
120 Overtime			160		220
140 Employer Contributions	5,490	5,665	11,618	5,057	16,391
	\$ 33,469	\$ 33,393	\$ 46,447	\$ 27,850	\$ 75,755
Materials and Services					
220 Operating Supplies	4,788	6,569	11,933	2,986	9,890
310 Communication & Transportation					-
320 Printing					-
330 Publicity/Subscriptions/Dues			108		108
340 Utility Services	445	180		177	-
360 Repair and Maintenance Services					-
370 Travel & Training		1,343	4,429	1,472	2,092
397 Contract Services	2,746	2,708	2,709	1,995	1,747
510 Insurance	717	810	810	583	810
	\$ 8,696	\$ 11,610	\$ 19,989	\$ 7,213	\$ 14,647
Total After School Program	\$ 42,165	\$ 45,003	\$ 66,436	\$ 35,063	\$ 90,402
460507 Armory Facility					
Personal Services					
110 Salaries	7,816	8,052	10,164	5,363	9,232
111 Part-time/Seasonal Wages					
120 Overtime				2	8
140 Employer Contributions	4,873	5,405	4,677	1,857	5,046
	\$ 12,689	\$ 13,457	\$ 14,841	\$ 7,222	\$ 14,286
Materials and Services					
210 Office Materials and Supplies			150	14	150
220 Operating Supplies	1,861	3,326	2,200	1,579	2,200
230 Repair & Maintenance Supplies	3,142	2,043	4,000		4,000
320 Printing, Duplicating, Typing					-
330 Publicity/Subscriptions/Dues			150		150
340 Utility Services	12,703	13,534	12,000	8,354	12,000
350 Professional Services					-
360 Repair & Maintenance Services	950	2,041	10,000	808	2,000
370 Travel and Training		279			-
510 Insurance	1,368	1,158	1,200	1,132	1,200
540 Special Assessments	479	479	500	478	500
	\$ 20,502	\$ 22,859	\$ 30,200	\$ 12,365	\$ 22,200
Capital Outlay					
920 Buildings					-
	\$ -	\$ -	\$ -	\$ -	\$ -
Total Armory Facility	\$ 33,191	\$ 36,316	\$ 45,041	\$ 19,587	\$ 36,486

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460514 City Beach					
Personal Services					
110 Salaries and Wages	10,136	10,913	32,603	13,636	32,731
113 P.T./Seasonal Lifeguard Wages	18,666	17,339	17,700	13,891	34,400
114 P.T./Seasonal Boat Inspection Wa	10,811	10,755	12,000	9,451	12,000
120 Overtime	261	56	220	5	341
130 Vacation/Sick Accrual					
140 Employer Contributions	9,081	9,124	20,609	8,767	19,691
	\$ 48,955	\$ 48,187	\$ 83,132	\$ 45,750	\$ 99,163
Materials and Services					
210 Office Materials and Supplies	114	656	250		250
220 Operating Supplies	7,738	4,896	5,000	2,073	8,000
223 Concessions	9,478	15,710	9,000	7,482	-
230 Repair & Maintenance Supplies	7,363	2,784	5,000	6,733	5,000
310 Postage & Freight			50		50
320 Printing, Duplicating, Typing	315	135	150		300
330 Publicity, Subscriptions & Dues	85	330	350	263	350
340 Utility Services	7,007	10,058	9,000	6,776	9,000
350 Professional Services		710	500		500
360 Repair & Maintenance Services	9,730	9,100	25,000	16,389	35,800
370 Travel and Training			550	80	1,050
390 Other Purchased Services	1,069	562	6,100	7,200	1,000
510 Insurance	1,789	1,395	1,400	1,104	1,400
540 Special Assessments				81	85
	\$ 44,688	\$ 46,335	\$ 62,350	\$ 48,181	\$ 62,785
Total City Beach	\$ 93,643	\$ 94,523	\$ 145,482	\$ 93,931	\$ 161,948

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460533 Community Ice Rink Pavilion					
Personal Services					
110 Salaries and Wages	30,409	31,610	37,500	31,161	48,540
111 Temporary/Seasonal Wages	72,011	78,746	56,000	39,732	87,800
113 Part-time wages - LTS Instructors	3,818				-
114 Part-time wages - Concessions	24,949	24,391	25,000	21,050	5,000
120 Overtime					
120 Overtime		499	600	546	702
140 Employer Contributions	31,245	33,126	31,493	19,421	37,213
	\$ 162,432	\$ 168,372	\$ 150,593	\$ 111,910	\$ 179,255
Materials and Services					
210 Office Materials and Supplies	616	790	800	503	800
220 Operating Supplies	18,845	21,261	20,000	22,674	30,000
223 Concessions	24,625	24,728	23,500	19,096	33,000
230 Repair & Maintenance Supplies	18,802	18,745	16,000	14,132	64,000
320 Printing, Duplicating, Typing	636	51	650	247	15,650
330 Publicity/Subscriptions/Dues	3,699	2,303	2,000	538	1,000
340 Utility Services	78,289	115,707	80,000	71,821	92,000
350 Professional Services		10,830	1,500		1,500
360 Repair & Maintenance Services	16,683	31,044	16,000	20,992	68,000
370 Travel and Training	358	905	2,500	380	7,500
390 Other Purchased Services	9,020	15,673	6,000	2,471	3,000
397 Contracted Workers			-	12,528	
510 Insurance	8,475	6,577	6,600	5,780	6,600
870 Operating Contingency					50,000
	\$ 180,048	\$ 248,614	\$ 175,550	\$ 171,162	\$ 373,050
610 Loan Principal		22,335	31,212	31,212	31,560
620 Loan Interest	7,202	999	1,027	1,027	893
Debt Service	\$ 7,202	\$ 23,334	\$ 32,239	\$ 32,239	\$ 32,453
Capital Outlay					
920 Building Improvements	67,308	57,934			-
940 Machinery & Equipment	80,269	16,630			12,000
	\$ 147,577	\$ 74,564	\$ -	\$ -	\$ 12,000
Total Ice Rink Pavilion	\$ 497,259	\$ 514,884	\$ 358,382	\$ 315,311	\$ 596,758
460554 Saddle Club Rental					
Materials and Services					
220 Operating Supplies	225		250		
230 Repair & Maintenance Supplies	199		700		
340 Utility Services	3,216	2,976	4,250	1,356	
390 Other Purchased Services					
510 Insurance			100		100
540 Special Assessments			100		
Total Saddle Club Rental	\$ 3,640	\$ 2,976	\$ 5,400	\$ 1,356	\$ 100

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460557 Special Events					
Personal Services					
110 Salaries and Wages					5,262
111 Temporary/Seasonal Wages					
120 Overtime					
140 Employer Contributions					1,885
	\$ -	\$ -	\$ -	\$ -	\$ 7,147
Materials and Services					
220 Operating Supplies			500		5,000
390 Other Purchased Services					
397 Contract Services			3,000		1,000
Total Special Events	\$ -	\$ -	\$ 3,500	\$ -	\$ 6,000
Total Special Events	\$ -	\$ -	\$ -	\$ -	\$ 13,147
460590 Adult Programs					
Personal Services					
110 Salaries and Wages	3,583	4,634	7,590	8,609	2,163
111 Temporary/Seasonal Wages	6,496	6,457	2,700	4,713	-
120 Overtime			20		-
140 Employer Contributions	3,069	4,028	4,976	4,649	894
	\$ 13,148	\$ 15,119	\$ 15,286	\$ 17,971	\$ 3,057
Materials and Services					
220 Operating Supplies	2,418	4,697	1,424	7	
310 Communication & Transportation			84		
320 Printing			150		
330 Publicity/Subscriptions/Dues			200		
397 Contract Services	1,265	1,518			
	\$ 3,683	\$ 6,215	\$ 1,858	\$ 7	\$ -
Total Adult Programs	\$ 16,831	\$ 21,334	\$ 17,144	\$ 17,978	\$ 3,057
460591 Youth Programs					
Personal Services					
110 Salaries and Wages	8,794	8,875	6,644	3,938	9,514
111 Temporary/Seasonal Wages	7,962	5,570	8,100	4,943	2,900
120 Overtime			60		20
140 Employer Contributions	6,575	6,855	5,435	2,296	4,418
	\$ 23,331	\$ 21,300	\$ 20,239	\$ 11,177	\$ 16,852
Materials and Services					
220 Operating Supplies	6,472	7,890	9,000	1,399	7,821
310 Communication & Transportation			198		168
330 Publicity/Subscriptions/Dues			710		613
397 Contract Services	8,786	1,611	9,127		3,080
510 Insurance	518	488	520	308	520
	\$ 15,776	\$ 9,989	\$ 19,555	\$ 1,707	\$ 12,202
Total Youth Programs	\$ 39,107	\$ 31,289	\$ 39,794	\$ 12,884	\$ 29,054

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460592 Summer Camp					
Personal Services					
110 Salaries and Wages	8,794	8,906	14,895	8,781	7,675
111 Temporary/Seasonal Wages	33,383	35,236	32,400	27,637	37,700
120 Overtime		22	240	23	260
140 Employer Contributions	10,236	10,897	14,546	7,781	9,204
	\$ 52,413	\$ 55,061	\$ 62,081	\$ 44,222	\$ 54,839
Materials and Services					
220 Operating Supplies	5,163	5,397	3,081	728	3,449
310 Communication & Transportation			430		430
320 Printing	658				-
330 Publicity/Subscriptions/Dues	36	61	538		538
340 Utility Services	213	216			-
360 Repair and Maintenance Services			323		323
370 Travel and Training		37	258		323
397 Contract Services	22,844	15,599	22,564	17,270	21,016
510 Insurance	2,320	1,597	1,600	1,135	1,600
	\$ 31,234	\$ 22,907	\$ 28,794	\$ 19,133	\$ 27,679
Total Summer Camp	\$ 83,647	\$ 77,968	\$ 90,875	\$ 63,355	\$ 82,518
460504 Adult Softball					
Personal Services					
110 Salaries and Wages			2,634	2,006	
111 Temporary/Seasonal Wages			2,700		
120 Overtime			20	3	
140 Employer Contributions			1,759	915	
	\$ -	\$ -	\$ 7,113	\$ 2,924	\$ -
Materials and Services					
220 Operating Supplies			2,338	330	
310 Communication & Transportation					
320 Printing					
330 Publicity/Subscriptions/Dues			566		
397 Contract Services			2,068		
	\$ -	\$ -	\$ 4,972	\$ 330	\$ -
Total Adult Softball	\$ -	\$ -	\$ 12,085	\$ 3,254	\$ -
870 Operating Contingency	\$ -	\$ 6,240	\$ 10,000	\$ -	\$ 10,000
Total Expenditures	\$ 1,446,727	\$ 1,443,375	\$ 1,580,976	\$ 1,064,389	\$ 1,802,826
Ending Available Cash			\$ 117,352		\$ 248,203
Total Parks & Recreation Fund			\$ 1,698,328		\$ 2,051,029

Parks & Recreation Fund - 2210

4/27/2015

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Total Parks and Rec Fund					
Personal Services	729,988	673,424	787,586	510,427	856,747
Materials and Services	528,604	626,547	666,150	461,945	814,627
Debt Service	7,202	23,334	32,239	32,239	32,453
Capital Outlay	180,933	113,829	85,000	59,778	39,000
Contingency	-	-	10,000	-	60,000
	\$ 1,446,727	\$ 1,443,375	\$ 1,580,976	\$ 1,064,389	\$ 1,802,826
Personal Services					
110	313,256	218,084	316,624	200,357	348,277
111	188,123	221,276	215,300	152,743	238,600
112	1,686	1,834	1,813	1,361	1,813
114	58,244	52,485	54,700	44,392	51,400
120	507	1,163	2,029	1,403	2,612
140	168,172	178,582	197,120	110,171	214,045
Materials and Services					
210	4,727	4,335	4,900	4,057	4,900
220	71,306	88,388	96,476	49,568	129,360
223	34,103	40,438	32,500	26,578	33,000
230	72,020	79,413	80,700	55,253	132,500
310	3,491	858	2,262	1,473	1,948
320	1,609	723	1,350	247	16,550
330	7,848	8,316	7,072	3,012	5,709
340	143,655	187,239	156,550	127,659	159,500
350	17,638	11,540	4,000	175	3,500
360	53,516	74,544	104,323	63,944	161,423
370	3,562	9,392	14,737	5,509	20,965
390	24,458	35,756	33,600	26,412	13,800
397	39,150	21,921	40,468	39,249	48,183
510	36,072	24,728	30,340	21,621	30,840
530	4,405	25,116	20,175	6,971	15,675
540	479	1,484	1,600	1,565	1,595
790			18,000	18,000	18,000
880	10,565	12,355	17,097	10,653	17,179
Contingency					
		6,240	10,000	-	60,000
Debt Service					
	7,202	23,334	32,239	32,239	32,453
Capital Outlay					
930	67,308	57,934	25,000	-	-
940	113,625	55,895	60,000	59,779	39,000
	1,446,727	1,443,375	1,580,976	1,064,388	1,802,826

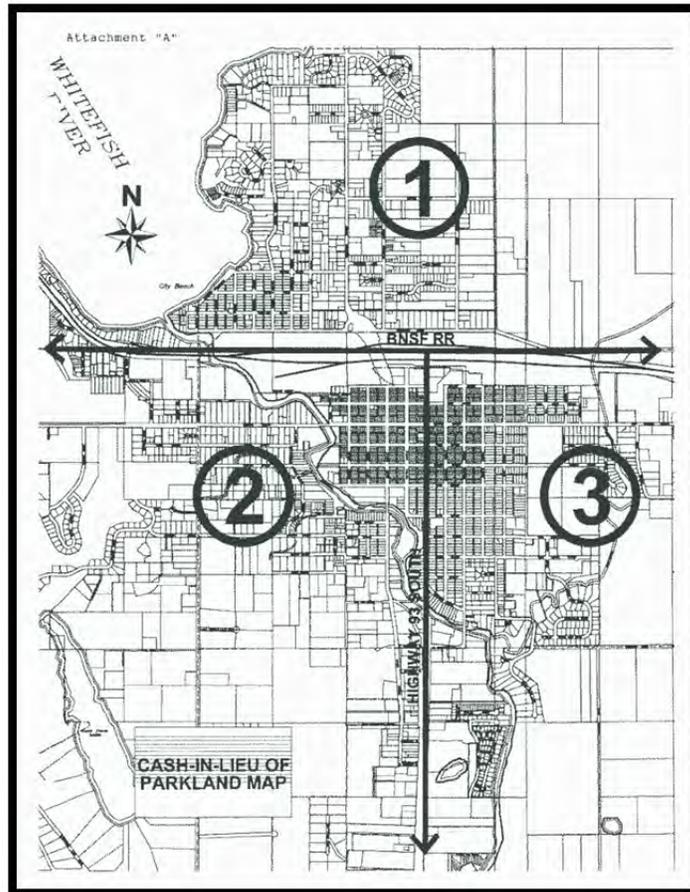
Purpose

The Parkland Acquisition and Development Fund is a capital fund designed to accommodate the purchase of parkland and enable park improvement projects funded through contributions, grants, and payments made in lieu of park land dedication requirements.

Authority for the Parkland Acquisition and Development Fund derives in the Montana Subdivision and Platting Act, specifically Section 76-3-621 (5) MCA. In order to comply with the proximity requirements of the law, the City has designated three quadrants in the City where the funds are spent—Resolution 07-10.

FY 2016 Objectives

The objective of this fund is to track and spend monies for the purchase of parkland and park improvements. The City is using this fund to aggregate some of the various revenue sources, especially the state’s CTEP grant fund in order to build the Skye Park pedestrian bridge over the Whitefish River.



Parkland Acquisition & Development - 2990

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Licenses & Permits						
323050	Other Misc Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental						
331050	CTEP Project Grant			271,300	121,379	139,300
331051	Federal Earmark Grant for Trails - Baucus			210,700		210,700
		\$ -	\$ -	\$ 482,000	\$ 121,379	\$ 350,000
Investment Earnings						
371010	Investment Earnings	315	389	900	200	300
		\$ 315	\$ 389	\$ 900	\$ 200	\$ 300
Other Financing Sources						
381061	Proceeds From Cash In-lieu / Dist W			1,000		1,000
381062	Proceeds From Cash In-lieu / Dist N		6,550	1,000		1,000
383002	Transfer from Resort Tax		19,900	39,800	19,900	-
383003	Transfer from Tax Increment			360,000	360,000	-
		\$ -	\$ 26,450	\$ 401,800	\$ 379,900	\$ 2,000
Total Fund Revenue		\$ 315	\$ 26,839	\$ 884,700	\$ 501,479	\$ 352,300
101000	Cash - District East			\$ 48,089		\$ 0
	Cash - District West			\$ 47,188		\$ 14,796
	Cash - District North			\$ 26,602		\$ 336,259
Total Resources				\$ 1,006,579		\$ 703,355

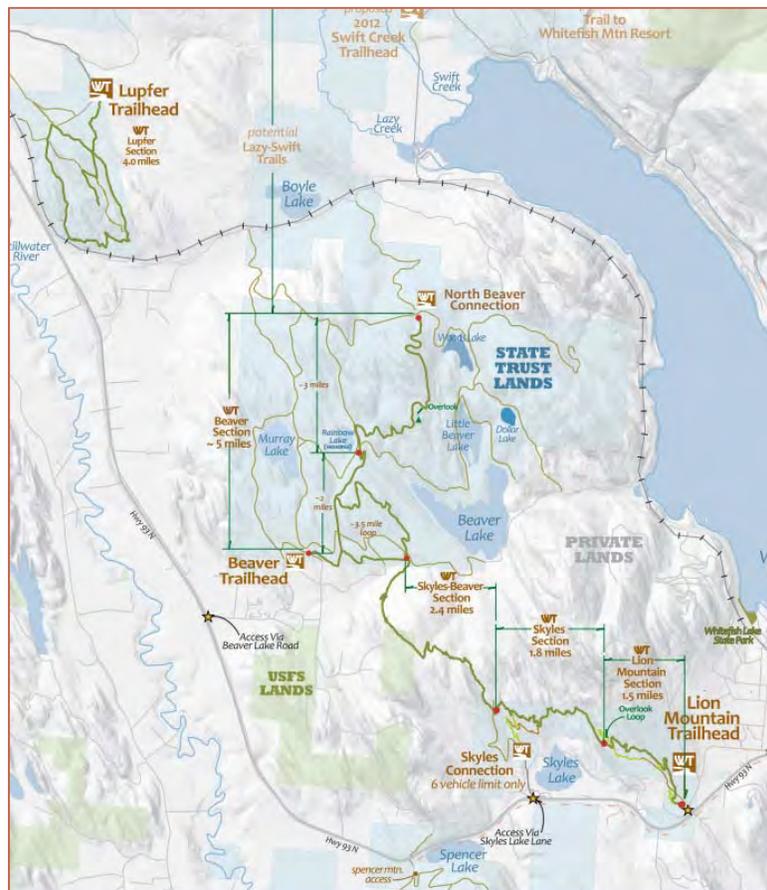
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
460434						
Materials and Services						
350	Professional Services		1,399	-		-
360	Repair & Maintenance Services			-		-
		\$ -	\$ 1,399	\$ -		\$ -
Capital Outlay						
924	Buildings	5,799	5,791	70,000	71,814	-
931	Park Improvements		5,363	754,850	36,605	682,452
938	Trail Improvements		1,554	132,000	136,133	-
		\$ 5,799	\$ 12,708	\$ 956,850	\$ 244,552	\$ 682,452
Total Expenditures		\$ 5,799	\$ 14,107	\$ 956,850		\$ 682,452
	Cash - District East			\$ 20,789		\$ 60
	Cash - District West			\$ 2,338		\$ 3,354
	Cash - District North			\$ 26,602		\$ 17,489
Total Park Acquisition Fund				\$ 1,006,579		\$ 703,355

Purpose

The purpose of the Whitefish Trail Construction Fund is to provide budget authority to support efforts to design and construct new portions of Whitefish Trail network. Funds provided to the effort are primarily through private contributions. Local resident Michael Goguen contributed a \$3,000,000 donation in 2008 as part of a three way land trade and trail development project. In FY 2012, \$1,750,000 was transferred to Whitefish Community Foundation, and \$316,351 was transferred to Whitefish Legacy Partners. Maintenance for existing portions of the trail is expensed in the Parks & Rec Fund. To date these contributions have been used toward the purchase of the Beaver Lakes Easement and 25 miles of trails including 7 trailheads.

FY 2016 Objectives

The objective of the Whitefish Trail Construction Fund for this fiscal year is to continue to use private donations for acquisition of easements and trail construction work. Work began on the trail in the spring, 2009. Mr. Goguen’s contribution has provided leverage for other grants and donations. For FY 2016 additional trails and trailheads will be developed, as well as planning for future development opportunities.



Whitefish Trail Construction - 4540

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Intergovernmental						
334000	Grants		71,542	74,500	80,000	
		\$ -	\$ 71,542	\$ 74,500	\$ 80,000	\$ -
Miscellaneous Revenue						
346005	Donations and Sponsors			175,500		194,000
		\$ -	\$ -	\$ -	\$ -	\$ -
Investment Earnings						
371010	Investment Earnings		182			
		\$ -	\$ 182	\$ -	\$ -	\$ -
Total Fund Revenue		\$ -	\$ 71,724	\$ 250,000	\$ 80,000	\$ 194,000
101000	Beginning Available Cash			\$ -		\$ -
Total Resources				\$ 250,000		\$ 194,000
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
430255						
Materials and Services						
350	Professional Services		33,015			
360	Repair & Maintenance Services					
		\$ -	\$ 33,015	\$ -	\$ -	\$ -
Capital Outlay						
938	Trail Construction		124,570	250,000	68,802	194,000
		\$ -	\$ 124,570	\$ 250,000	\$ 68,802	\$ 194,000
Operating Contingency						
870	Operating Contingency		25,918			
		\$ -	\$ 25,918	\$ -	\$ -	\$ -
Total Expenditures			\$ 150,488	\$ 250,000	\$ 68,802	\$ 194,000
Ending Available Cash				\$ -		\$ -
Total WF Construction Fund				\$ 250,000		\$ 194,000

Purpose

The resort tax is authorized by Section 7-6-1501 MCA and was originally approved by Whitefish voters on November 7, 1995 by a 56%-44% vote. The resort tax was approved for a 20 year term beginning January 1, 1996. At the November 2, 2004 City election, the voters approved an extension of the resort tax until January 31, 2025 by a margin of 2012 to 632. At a special election on April 28, 2015, the voters approved an increase in the Resort Tax from 2% to 3% for additional property tax relief and to fund the purchase of the Haskill Basin Conservation Easement to protect and preserve water quality and quantity. The vote passed by a margin of 1718 to 334. The 1% increase in Resort Tax from 2% to 3% will go into effect on July 1, 2015.

Whitefish’s resort tax is a tax on the sale of lodging, restaurant and prepared food, alcoholic beverages, ski resort goods and services, and the retail sale of defined luxury items. As of July 1, 2015, Whitefish voters allocated the use of the 3% resort tax as follows:

- A. *Property tax reduction for taxpayers residing in the city in an amount equal to twenty five percent (25%) of the 3% resort tax revenues derived during the preceding fiscal year;*
- B. *Provision for the repair and improvement of existing streets, storm sewers, all underground utilities, sidewalks, curbs and gutters, in an amount equal to sixty five percent (65%) of the 2% resort tax revenues derived during the preceding fiscal year;*
- C. *Bicycle paths and other park capital improvements in an amount equal to five percent (5%) of the 2% resort tax revenues derived during the preceding fiscal year;*
- D. *Repayment of a loan or bond to finance a portion of the costs of, or to otherwise pay for, the acquisition of the conservation easement or other interest, in and around Haskill Basin in order to protect and preserve water quality and quantity, including the source drinking water supply for the municipal water system of the city of Whitefish, in an amount equal to seventy (70%) percent of the 1% resort tax revenues to be collected during a fiscal.*
- E. *Cost of administering the resort tax in an amount equal to five percent (5%) of the 3% resort tax per year.*

FY 2016 Objectives

Specific projects appropriated during FY 2016 are shown below. Additional funds are appropriated in case of cost increases or if other projects are approved during the year.

Item/Project	Amount
Revenue Changes	
<ul style="list-style-type: none"> • Increased tax collection due to anticipated increase in collections during FY15 and the additional 1% Resort Tax revenue effective July 1, 2015. 	\$1,200,597
<ul style="list-style-type: none"> • Loan Proceeds for Haskill Basin Conservation Easement purchase and debt service reserve. 	\$8,532,000

Expenditure Changes

• E 2 nd Street reconstruction and trail completion in early FY16	\$50,000
• West 7 th Street road reconstruction and trail design	\$1,725,000
• Riverside Park tennis court reconstruction	\$120,000
• Pickleball courts at Memorial Park	\$80,000
• Ped-Bike Master Plan Update	\$40,000
• Playground at Memorial Park	\$60,000
• Playground at Mountain Trails Park	\$60,000
• Basketball court resurfacing at Memorial Park	\$25,000
• Lacrosse fields with irrigation at Armory Park	\$65,000
• Haskill Basin Conservation Easement	\$8,000,000
• Debt Service for Haskill Basin Conservation Easement Loan	\$849,363

RESORT TAX PROJECTS FUNDED SINCE 1996:

STREETS:

Baker Avenue (2nd Street to River)
Baker Avenue (River to 10th Street)
Baker Avenue overlay (10th Street to 19th Street)
7th Street (Columbia Avenue to Pine Avenue)
7th Street (Pine Avenue to street terminus)
19th Street overlay (Baker Avenue to Hwy 93)
Columbia Avenue (River to 7th Street)
Columbia Avenue (2nd Street to 7th Street)
Skyles Place (Wisconsin Avenue to Dakota Avenue)
Lupfer Avenue (Entire length)
Railway St. (Miles Avenue to O'Brien Avenue)
Railway St. (Columbia Avenue to Somers Avenue)
Somers Avenue (Railway Street to 2nd Street)
Colorado Avenue (Edgewood Drive to Crestwood Court)
Community-wide sidewalk replacement project - 84 blocks
6th St / Geddes-Baker Ave to 3rd Street-In progress
Central Avenue-Railway to 3rd
6th and Geddes
East 2nd Street

Future Street Projects:

West 7th Street
Somers Avenue
State Park Road
East Edgewood Place
Karrow Avenue

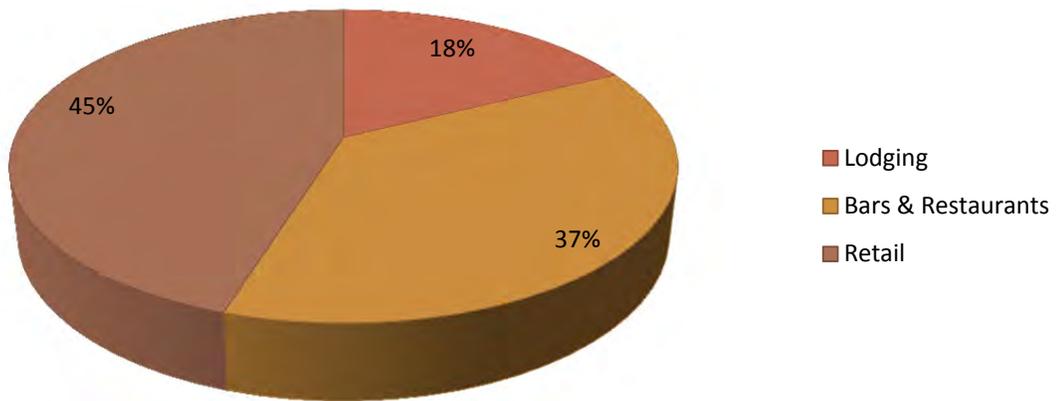
PARKS:

Riverside Park Bike/Ped Path
Baker Street Park Bike/Ped Path
Grouse Mnt Park Tennis Court reconstruction
Riverside Park Tennis Court improvements
Kay Beller Park Construction
Memorial Park Basketball Court Resurfacing
Baker Park Bike/Ped Path
2nd to Armory Trail
East Edgewood Trail
Rocksund/Monegan Trail
Rocksund Footbridge
Ice Den Signage
Donation for New Baseball Stadium
Parks and Recreation Master Plan
Soroptimist Park Play Equipment

Future Parks Projects:

Riverside Tennis Court Renovation
Update Ped-Bike Master Plan
Memorial Park Playground
Mountain Trails Park Playground
Basketball Court Resurfacing at Memorial Park
Pickleball Courts at Memorial Park
Lacrosse Fields at Armory Park with Irrigation

**Whitefish Resort Taxes
Collected by Economic Sectors
1996 to 2014**



Resort Tax Expenditures (Inception through June 2014):

Property tax relief since 1996:	\$ 6,561,127
Street improvements since 1996:	\$ 14,401,337
Park improvements since 1996:	\$ 784,815

Resort Tax Fund - 2100

4/29/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Taxes						
311010	Resort Taxes	1,966,426	2,087,995	2,087,995	1,802,923	3,288,592
		\$ 1,966,426	\$ 2,087,995	\$ 2,087,995	\$ 1,802,923	\$ 3,288,592
Investment Earnings						
371010	Investment Earnings	5,528	7,474	5,000	3,114	5,000
		\$ 5,528	\$ 7,474	\$ 5,000	\$ 3,114	\$ 5,000
Other Financing Sources						
383001	SRF Loan Proceeds					8,532,000
		\$ -	\$ -	\$ -	\$ -	\$ 8,532,000
Total Revenue		\$ 1,971,954	\$ 2,095,469	\$ 2,092,995	\$ 1,806,037	\$ 11,825,592
101000 Beginning Cash-Rebate						
						\$ 657,663
Beginning Cash-Streets						
						\$ 324,766
Beginning Cash-Parks						
						\$ 550,742
Beginning Cash-Debt Service						
						\$ -
Beginning Cash-Debt Service Reserve						
						\$ -
Total Resources						\$ 13,358,762
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Materials and Services						
350	Professional Services	\$ 23,630	\$ 730	\$ -	\$ -	\$ -
Capital Outlay						
	Conservation Easement					8,000,000
932	Street Improvements	1,606,074	1,545,666	2,182,214	1,536,937	1,775,000
931	Park Development	25,000	89,250	345,000	24,207	450,000
		\$ 1,631,074	\$ 1,634,916	\$ 2,527,214	\$ 1,561,144	\$ 10,225,000
Debt Service						
	Principal					730,000
	Interest					119,363
		\$ -	\$ -	\$ -	\$ -	\$ 849,363
Other Financing Uses						
820	Property Tax Relief Transfer	598,007	693,432	668,831	668,831	657,351
826	Transfer to Park Development Fund		19,900	39,800	19,900	-
		\$ 598,007	\$ 713,332	\$ 708,631	\$ 688,731	\$ 657,351
Total Expenditures		\$ 2,252,711	\$ 2,348,248	\$ 3,235,845	\$ 2,249,875	\$ 11,731,714
Ending Cash - Rebate						\$ 870,869
Ending Cash - Streets						\$ 49,693
Ending Cash - Parks						\$ 216,171
Ending Cash - Debt Service						\$ (41,685)
Ending Cash - Debt Service Reserve						\$ 532,000
Total Resort Tax Fund						\$ 13,358,762

Purpose

Section 7-15-4282 MCA authorizes the use of Tax Increment Financing for Urban Renewal purposes. Resolution 87-3, establishing the Whitefish Urban Renewal Plan, was adopted by the City Council on May 4, 1987. Resolution 87-16, establishing the tax increment provisions of the Urban Renewal Plan, was subsequently adopted by the City Council on July 6, 1987. In accordance with Section 7-15-4292 of the Montana Code, tax increment districts must be terminated 15 years after their creation or at a later date necessary to pay all bonds and related interest for which the tax increment has been pledged. Due to the City's issuance of tax increment bonds in 2000 and 2001, termination of the district is now projected to be July 15, 2020.

FY 2016 Objectives

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
Expenditures:	
• Wisconsin Ave Corridor Study (350 Account – Prof Services)	\$50,000
• Downtown Master Plan Implementation (350 Account – Prof Services)	\$50,000
• Misc. Professional Services (350 Account – Prof Services)	\$25,000
• Contributions (770 Account)–Miscellaneous	\$100,000
• Grants (790 Account)–FY 2015 was the final payment of \$750,000	\$0
• Buildings (920 Account)–Depot Park Phase II	\$480,802
• Buildings (920 Account)–Ice Den Roof Renovation – completion of project in early FY 2016	\$15,000
• Improvements (930 Account)–Sidewalk/Bikeway for Boutique Hotel	\$100,000
• Transfer – City Hall Construction Fund	\$1,250,000
• Transfer – TIF Debt Service Fund (Current TIF Bond and New City Hall/Parking Structure TIF Revenue Bond)	\$3,086,537
• Contingency	\$100,000

Tax Increment District Fund - 2310

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Taxes					
311010 Real Property Taxes	4,095,155	4,169,414	4,491,600	3,394,598	4,047,981
311020 Personal Property Taxes	100,869	93,653	120,000	48,843	90,000
312000 Penalty and Interest	15,887	12,911	15,000	10,123	15,000
	\$ 4,211,911	\$ 4,275,978	\$ 4,626,600	\$ 3,453,564	\$ 4,152,981
Intergovernmental					
334121 CTEP					
335210 Baucus Earmark for Trails-SAFETEA-LU		92,144			
335230 State Entitlement Share & Class 8 Reimburse	171,325	148,221	248,865	124,433	248,865
	\$ 171,325	\$ 240,365	\$ 248,865	\$ 124,433	\$ 248,865
Miscellaneous Revenue					
362000 Miscellaneous Revenue	2,186	1,826		2451	
363000 Special Assessments	25,143	25,883	20,000	20,744	20,000
363040 P & I Special Assessments	94	83		70	
383021 Transfer from Impact Fees	1,935		129,365		210,123
	\$ 29,358	\$ 27,792	\$ 149,365	\$ 23,265	\$ 230,123
Total Revenue	\$ 4,412,594	\$ 4,544,135	\$ 5,024,830	\$ 3,601,262	\$ 4,631,969
101000 Beginning Available Cash			\$ 2,325,543		\$ 2,073,177
Total Resources			\$ 7,350,373		\$ 6,705,146

Tax Increment District Fund - 2310

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
470330					
Personal Services					
110 Salaries	141,314	156,495	164,857	115,523	157,562
112 Part-Time Wages	5,058	5,759	5,438	4,228	-
120 Overtime	1,506	1,790	1,908	1,274	1,604
140 Employer Contributions	46,789	50,433	55,991	37,927	55,727
	\$ 194,667	\$ 214,477	\$ 228,194	\$ 158,952	\$ 214,893
Materials and Services					
220 Operating Supplies	152	816	2,000	507	2,000
230 Repair and Maintenance Services	2,247			25	-
350 Professional Services	202,724	87,827	100,000	91,690	125,000
360 Repair and Maintenance Services	31,533	4,103			-
390 Other Purchased Services	18,516	787	25,000	560	25,000
510 Insurance	6,384	4,250	4,300	3,487	4,300
540 Special Assessments				940	-
770 Contributions	20,729	20,320	500,000		100,000
790 Grants	1,000,000	827,986	750,000	750,000	-
880 Administrative Expense	4,662	5,940	4,953	3,086	4,308
	\$ 1,286,947	\$ 952,029	\$ 1,386,253	\$ 850,295	\$ 260,608
Intergovernmental Allocations					
591 School District Residential Rebate	639,246	645,788	650,000	342,875	680,000
	\$ 639,246	\$ 645,788	\$ 650,000	\$ 342,875	\$ 680,000
520000 Transfers					
820 Trans to ESC Construction	25,773				
820 Trans to Park Acq & Devel - Skye Bridge			360,000	360,000	-
820 Transfer to TIF Debt Service Fund	1,789,836	1,805,556	1,769,988	1,769,988	3,096,537
820 Trans to City Hall Const. Res. Fund	250,000	250,000	250,000	250,000	1,250,000
	\$ 2,065,610	\$ 2,055,556	\$ 2,379,988	\$ 2,379,988	\$ 4,346,537
470330 Capital Outlay					
910 Land		56,500			
920 Buildings		135,266	205,000	156,898	15,000
930 Urban Renewal Projects	441,150	337,169	760,633	31,466	580,802
	\$ 441,150	\$ 528,935	\$ 965,633	\$ 188,364	\$ 595,802
Contingency	\$ -	\$ -	500,000	-	100,000
Total Expenditures	\$ 4,627,619	\$ 4,396,785	\$ 6,110,068	\$ 3,920,474	\$ 6,197,840
Year end Available Cash			\$ 1,240,305		\$ 507,306
Total Fund			\$ 7,350,373		\$ 6,705,146

Purpose

The Tax Increment Debt Service Fund was established pursuant to resolutions related to the sale of the City's Series 2000, 2001 and 2004 Tax Increment Revenue Bonds. The resolutions specify that debt service requirements related to the bond issues be provided for through a special debt service fund. The resolutions also require the establishment of a bond reserve account, which has been provided for in this fund.

The City refinanced the Series 2000, 2001, and 2004 Bonds in order to lower its interest rates in July, 2009 as part of a new bond issue which provided funding of \$7,500,000 for the construction of the Emergency Services Center. The City received an A- and stable rating on the 2009 bond issue from Standard and Poor's. The true interest cost on the 2009 bonds is 4.23% compared to the 5.8% - 6.625% interest rate of the 2001 bonds, the 6% interest rate of the 2001 bonds, and the 5.1% interest rate of the 2004 bonds.

The city is currently working to refinance the 2009 bonds to save money on interest costs. In addition, it is anticipated that during FY 2016, the City will issue new bonds related to the City Hall and Parking Structure Project.

FY 2016 Objectives

Meet debt service requirements on the 2009 TIF Revenue Bond with refinancing taken into consideration and to meet the anticipated debt service requirements of the new bonds for the City Hall and Parking Structure.

Tax Increment Debt Service Debt - 3110

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Investment Earnings					
371010 Investment Earnings	\$ 8,548	\$ 10,407	\$ 10,000	\$ 4,103	\$ 6,000
Other Financing Sources					
383011 Transfer from TIF District Fund	\$ 1,789,836	\$ 1,805,556	\$ 1,769,988	\$ 1,769,988	\$ 3,096,537
Revenue from \$11.240,000 Bond Issue					1,124,000
Total Fund Revenue	\$ 1,798,384	\$ 1,815,963	\$ 1,779,988	\$ 1,774,091	\$ 4,226,537
102000 Debt Service			\$ 1,578,655		\$ 1,605,993
102000 Debt Service Reserve			\$ 1,569,500		\$ 1,569,500
Total Resources			\$ 4,928,143		\$ 7,402,030

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
490200 Debt Service					
552 Amortization of Bond Premium	24,777	22,524	24,800		-
610 Principal	1,265,000	1,305,000	1,350,000	1,350,000	3,485,000
620 Interest	523,799	478,824	428,988	428,986	533,395
630 Paying Agent Fees	300		1,000		-
	\$ 1,813,876	\$ 1,806,348	\$ 1,804,788	\$ 1,778,986	\$ 4,018,395
Total Requirements	\$ 1,813,876	\$ 1,783,824	\$ 1,779,988	\$ 1,778,986	\$ 4,018,395
102000 Debt Service			\$ 1,555,831		\$ 1,543,635
102000 Debt Service Reserve			\$ 1,569,500		\$ 1,840,000

Purpose

The City Council adopted Ordinance No. 07-25 authorizing the collection of impact fees on August 6, 2007. The ordinance required the segregation of impact fees from other funds, therefore, this fund provides that segregation for impact fee expenditures other than for enterprise funds such as Water and Wastewater. These areas are Paved Trails, Park Maintenance Building, the Emergency Services Center, City Hall, and Stormwater.

FY 2016 Objectives

The objective of the Impact Fee Fund for this fiscal year is to provide a segregated fund for appropriate impact fee project expenditures. The City has established an Impact Fee Advisory Committee to help monitor the impact fees and advise the City on appropriate expenditures. A five year review of the impact fee calculation took place in FY 2013.

Impact Fees - 2399

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Charges for Services						
341072	Impact Fee - Paved Trails	29,049	40,837	30,000	29,049	30,000
341073	Impact Fee - Park Maint Building	1,932	2,716	2,000	1,932	2,000
341074	Impact Fee - ESC	63,038	109,464	90,000	60,441	90,000
341075	Impact Fee - City Hall	59,705	103,682	90,000	57,404	90,000
341076	Impact Fee - Stormwater	23,525	23,070	20,000	16,360	20,000
		\$ 177,249	\$ 279,769	\$ 232,000	\$ 165,186	\$ 232,000
Investment Earnings						
371010	Investment Earnings	921	1,938	1,000	1,465	1,000
		\$ 921	\$ 1,938	\$ 1,000	\$ 1,465	\$ 1,000
Total Fund Revenue		\$ 178,170	\$ 281,707	\$ 233,000	\$ 166,651	\$ 233,000
101000	Beginning Available Cash:			\$ 664,562		\$ 391,803
	Paved Trails			129,092		156,871
	Park Maint Building			2,720		2,899
	ESC			129,365		115,224
	City Hall			309,475		2,640
	Stormwater			93,910		114,169
Total Resources				\$ 897,562		\$ 624,803
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Capital Outlay						
930	Improvements - Stormwater	-	-	-	-	100,000
938	Trail Improvements - Paved Trails	-	-	-	2,650	70,000
		\$ -	\$ -	\$ -	\$ 2,650	\$ 170,000
Transfers						
820	TIF-Park Maint Building	1,935		2,000		4,899
820	Emergency Services Building		43,578	90,000		205,224
820	City Hall Construction			399,475		92,640
		\$ 1,935	\$ 43,578	\$ 491,475	\$ -	\$ 302,763
Total Expenditures		\$ 1,935	\$ 43,578	\$ 491,475	\$ 2,650	\$ 472,763
101000	Ending Available Cash:					\$ 152,040
	Paved Trails					117,371
	Park Maint Building					-
	ESC					-
	City Hall					-
	Stormwater					34,669
Total Requirements		1,935	43,578	\$ 491,475	\$ 2,650	\$ 624,803

Purpose

The City Hall Construction Reserve Fund was established by Resolution 03-63, which was approved by the City Council on November 17, 2003. The purpose of the fund is to accumulate funds towards construction of new City facilities. The Resolution established a schedule of annual deposits to be transferred into the fund from the Tax Increment District Fund.

FY 2016 Objectives

The objective of the City Hall Construction Reserve Fund for this fiscal year is to deposit funds from the Tax Increment District Fund as prescribed in Resolution 03-63 and to support pre-construction activities related to a future City Hall. Additional funds are budgeted in FY 2016 to be transferred from the Tax Increment District Fund to the City Hall Construction Reserve Fund in anticipation for construction to begin on the future City Hall and Parking Structure Project this fall. Mosaic Architecture of Helena is currently working on the architectural design of the future City Hall and Parking Structure. In addition, Martel Construction was selected as the general contractor/construction manager and Mike Cronquist was selected as the owner's representative for the Project.

City Hall/Parking Structure Construction Fund - 4005

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Investment Earnings					
371000 Investment Earnings	\$ 5,142	\$ 7,153	\$ 8,000	\$ 4,106	\$ 8,000
Other Financing Sources					
382011 Bond proceeds (TIF Bond and SID Bond)					10,750,000
383000 Transfer from Impact Fees					92,640
383011 Transfer from TIF District Fund	250,000	250,000	250,000	250,000	1,250,000
Total Revenue	\$ 255,142	\$ 257,153	\$ 258,000	\$ 254,106	\$ 12,092,640
101000 Beginning Available Cash			\$ 2,252,701		\$ 2,315,749
Total Resources			\$ 2,510,701		\$ 14,416,389
Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
411850					
Capital Outlay					
920 City Hall Project	20	31,646	1,000,000	322,107	14,416,389
Total Expenditures	\$ 20	\$ 31,646	\$ 1,000,000	\$ 322,107	\$ 14,416,389
Unappropriated			\$ 1,510,701		\$ -
Total Fund			\$ 2,510,701		\$ 14,416,389

CDBG/HOME Homebuyers Assistance Fund - 2945

Purpose

The CDBG/HOME Homebuyers Assistance Fund provides budget authority to facilitate a “pass-through” grant for first-time homebuyer assistance in Whitefish. The Community Development Block Grant (CDBG) Program pays grant funds to the City of Whitefish. These funds are then paid to the Whitefish Housing Authority. The Housing Authority administers the program. In addition to the CDBG Program, the Whitefish Housing Authority also participates in the HOME Grant Program.

FY 2016 Objectives

The objective of the CDBG/HOME Homebuyers Assistance Fund for this fiscal year is to facilitate the pass-through of grant dollars to the Whitefish Housing Authority.

Housing Rehabilitation Fund - 2987

Purpose

The Housing Rehabilitation Fund provides budget authority to facilitate the City’s Housing Rehabilitation Revolving Loan Program for qualified homeowners and property owners. The program is administered by the Whitefish Housing Authority through an interlocal agreement with the City.

FY 2016 Objectives

The objective of the Housing Rehabilitation Fund for this fiscal year is to comply with Federal requirements to manage the repayment and reuse of rehabilitation loans.

Affordable Housing Fund - 2989

Purpose

The purpose of the Affordable Housing Fund is to provide budget authority to administer the City’s voluntary affordable housing cash in-lieu program.

FY 2016 Objectives

The objective of the Affordable Housing Fund for this fiscal year is to administer the affordable housing cash in-lieu program in cooperation with the Whitefish Housing Authority. The City Council may evaluate options for a mandatory affordable housing program during FY16.

CDBG/HOME Homebuyers Assistance Fund - 2945

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Intergovernmental Revenues					
331008 CDBG Community Development Grant	11,748		-		-
331009 CDBG/HOME Grant	34,839		400,000	-	400,000
Total Revenue	\$ 46,587		\$ 400,000	\$ -	\$ 400,000
101000 Beginning Available Cash				-	-
Total Resources		\$ -	\$ 400,000	\$ -	\$ 400,000

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Economic Development					
350 Professional Services	13,928		-	-	-
	\$ 13,928		\$ -	\$ -	\$ -
470600 Homebuyers Assistance					
794 Acquisition of Rentals/Homes Purchase			380,000		380,000
880 Administrative Expense	32,659		20,000		20,000
	32,659	-	400,000	-	400,000
Total Expenditures	\$ 46,587	\$ -	\$ 400,000	\$ -	\$ 400,000

Housing Rehabilitation Fund - 2987

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue					
362000 Miscellaneous Revenue			20,000	-	20,000
	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
Investment Earnings					
373030 HOME Loan Repayments	745	520	2,500	175	2,500
373070 USDA Program Loan Repayments	1,740	425	5,000	270	5,000
	\$ 2,485	\$ 945	\$ 7,500	\$ 445	\$ 7,500
Total Fund Revenue	\$ 2,485	\$ 945	\$ 27,500	\$ 445	\$ 27,500
101000 Beginning Available Cash			\$ 3,818		\$ 4,663
Total Resources			\$ 31,318		\$ 32,163

Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Materials and Services					
470200 USDA Housing Rehab Projects		1,700	21,745		22,590
470440 HOME Grant Projects			9,573		9,573
Total Expenditures		\$ 1,700	\$ 31,318	\$ -	\$ 32,163

Affordable Housing Fund - 2989
(Cash-in-Lieu of Affordable Housing)

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
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362004 Cash-in-Lieu Payments			100,000	-	100,000
Total Revenue	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

101000 Beginning Available Cash			1,000		1,000
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Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
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Materials and Services

794 Homeowner Assistance			101,000	-	101,000
Total Expenditures	\$ -	\$ -	\$ 101,000	\$ -	\$ 101,000

Purpose

The Sidewalk Districts Fund provides budget authority for construction of community sidewalks resulting from cash-in-lieu fees paid by developments when new construction occurs in established neighborhoods. Funds are segregated into three districts; east, north and west. Projects are undertaken within each district when sufficient funds are available to build substantial lengths of sidewalks.

FY 2016 Objectives

The objective of the Sidewalk Districts Fund for this fiscal year is to accumulate funds for future projects and provide for construction of sidewalks as funds become available.

Sidewalk Districts Fund - 2992 (cash in lieu)

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Investment Earnings					
371010 Investment Earnings	348	453	750	244	400
	\$ 348	\$ 453	\$ 750	\$ 244	\$ 400
Other Financing Sources					
381060 Cash In-lieu - District E					
381061 Cash-in-lieu - District W					
381062 Cash-in-lieu - District N		3,000			
	\$ -	\$ 3,000	\$ -	\$ -	\$ -
Total Fund Revenue	\$ 348	\$ 3,453	\$ 750	\$ 244	\$ 400
101000 Beginning Available Cash			\$ 130,285		\$ 126,038
Total Resources			\$ 131,035		\$ 126,438
Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Capital Outlay					
430267 East District Improvements			11,489	4,557	6,890
430268 West District Improvements			60,560		60,301
430269 North District Improvements			58,986		59,247
Total Expenditures	\$ -	\$ -	\$ 131,035	\$ 4,557	\$ 126,438

Purpose

The Residential Lighting District Fund 2400 and the Commercial Lighting District Fund 2410 provides budget authority to provide, maintain, and improve residential and commercial street lighting within the City. The districts are funded through a lighting assessment on property. In 2013, the city raised the lighting assessment 10%. This was the first increase in at least thirty years. To offset the increase, the Council decreased the mill levy by the dollar amount raised by the lighting increase. The Council then approved a 10% increase in the Commercial Lighting District Assessment in order to avoid an operating deficit in FY 2015.

FY 2016 Objectives

The objective of the Residential & Commercial Lighting District Funds for this fiscal year is to provide street lighting within residential and commercial areas. Funds are used to pay for electricity used by street lights located in the Residential & Commercial Lighting Districts and to support capital improvement and replacement of system components.

Significant or changed appropriations during FY 2016 are:

Item/Project	Cost
Revenue Changes	
<ul style="list-style-type: none">No change in revenue is budgeted for FY 2016	\$0
Expenditure Changes	
<ul style="list-style-type: none">No capital expenditures are budgeted for FY 2016	\$0
<ul style="list-style-type: none">Utility Services in the Commercial Light District have been decreased due to the average of FY 2015	\$4,000

Residential Light District Fund - 2400

(Lighting District #1)

4/28/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue						
363010	Maintenance Assessments	70,732	73,374	76,337	56,432	76,337
363040	Penalties & Interest	687	284	500	247	500
Total Fund Revenue		\$ 71,419	\$ 73,658	\$ 76,837	\$ 56,679	\$ 76,837
101000 Beginning Available Cash				44,933		39,780
Total Resources				\$ 121,770		\$ 116,617
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Personal Services						
110	Salaries	15,214	17,007	16,130	12,453	19,165
120	Overtime	89	112	241	26	476
140	Employer Contributions	4,711	3,834	5,411	2,892	6,632
		\$ 20,014	\$ 20,953	\$ 21,782	\$ 15,371	\$ 26,273
Materials and Services						
230	Repair & Maintenance Supplies	2,328	10,941	15,000	4,825	15,000
340	Utility Services	26,348	34,051	34,500	28,865	36,000
360	Repair & Maintenance Services	763		1,600		1,600
510	Insurance	729	494	500	410	500
880	Administrative Costs	492	568	473	295	527
		\$ 30,660	\$ 46,054	\$ 52,073	\$ 34,395	\$ 53,627
Capital Outlay						
920	Buildings			9,350		
940	Machinery & Equipment		25,600			
		\$ -	\$ -	\$ 9,350	\$ -	\$ -
Total Expenditures		\$ 50,674	\$ 67,007	\$ 83,205	\$ 49,766	\$ 79,900
Ending Available Cash				\$ 38,565		\$ 36,716
Total Fund				\$ 121,770		\$ 116,617

Commercial Light District Fund - 2410

(Lighting District #4)

4/28/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue						
363010	Maintenance Assessments	56,471	60,897	67,084	48,799	67,084
363040	Penalties & Interest	274	190	250	118	250
Total Revenue		\$ 56,745	\$ 61,087	\$ 67,334	\$ 48,917	\$ 67,334
101000	Beginning Available Cash			30,843		15,719
Total Resources				\$ 98,177		\$ 83,052
Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Personal Services						
110	Salaries	15,214	17,007	16,130	12,453	19,165
120	Overtime	82	112	241	26	476
140	Employer Contributions	4,658	3,834	5,411	2,892	6,632
		\$ 19,954	\$ 20,953	\$ 21,782	\$ 15,371	\$ 26,273
Materials and Services						
230	Repair & Maintenance Supplies	3,302	19,649	20,000	13,730	19,000
340	Utility Services	36,142	25,159	30,000	17,146	26,000
360	Repair & Maintenance Services	763	4,121	10,000	7,849	10,000
510	Insurance	729	494	729	410	500
880	Administrative Costs	492	568	473	295	527
		\$ 41,428	\$ 49,991	\$ 61,202	\$ 39,430	\$ 56,027
Capital Outlay						
920	Buildings			7,650		
940	Machinery & Equipment		25,600			
		\$ -	\$ -	\$ 7,650	\$ -	\$ -
Total Requirements		\$ 61,382	\$ 70,944	\$ 90,634	\$ 54,801	\$ 82,300
Ending Available Cash				\$ 7,542		\$ 752
Total Fund				\$ 98,177		\$ 83,052

Purpose

The Street Fund provides budget authority to support the operation, maintenance and improvement of the City of Whitefish street and storm drainage systems.

FY 2016 Objectives

The objective of the Street Fund for this fiscal year is to provide street maintenance and improvements for the driving, walking and bicycling public. Typical maintenance activities include street sweeping, asphalt repairs and preventative maintenance, snow & ice removal, and upkeep of traffic signs and markings.

Significant or changed appropriations during FY 2016 are:

Item/Project

Expenditures

Overlays & Chipseals – Combining 2.5 years of projects (Repair & Maint)	\$550,000
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Priority Improvement Description

1	Central Avenue Asphalt Overlay & Sidewalk Repairs	\$252,500
2	Shop Building Expansion - Building (split St/Wat/Sew) 10% impact fee	\$25,000
3	Wireless Data & Communications Systems – Mobile Nodes & Wireless Interface (split Str/Wat/Sew)	\$35,000
4	Central Avenue Slump Repairs	\$200,000
5	Birch Point RxR Crossing Quiet Zone	\$25,000
6	Sidewalk Extension Project	\$25,000
Total		\$562,500

Machinery & Equipment

Hydraulic Power Unit - Replace 2005 Lynx LPU18H02, (Total \$7,000 - split \$2,500 Street, \$2,250 each Water/Sewer)	\$2,500
Total	\$2,500

Machinery & Equipment – Snow Plowing

Snow Plow, 10' - Replace Henke ZZ REL 10	\$12,500
Snow Plow – replace Boss	\$9,000
Snow Gate	\$8,000
Total	\$29,500

Street Fund - 2110

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Licenses and Permits						
322031	Cable T.V. Franchise Fee	113,819	91,923	90,000	72,212	95,000
322035	Water Utility ROW Fee	105,565	133,619	125,000	106,124	143,750
322036	Wastewater Utility ROW Fee	85,435	108,998	105,593	84,025	120,000
323022	Street Excavation Permit Fees	2,900	3,300	3,000	2,200	3,000
		\$ 307,719	\$ 337,840	\$ 323,593	\$ 264,561	\$ 361,750
Intergovernmental Revenues						
334000	State Grants			-	2,000	-
334200	Safe Routes to School	36,337	7,542	67,423	60,752	-
335040	Gasoline Tax Apportionment	145,709	146,598	146,658	109,994	146,658
		\$ 182,046	\$ 154,140	\$ 214,081	\$ 172,746	\$ 146,658
Charges for Services						
343370	Plan Review/Const. Oversight Fees			2,000	750	2,000
		\$ -	\$ -	\$ 2,000	\$ 750	\$ 2,000
Miscellaneous Revenue						
362000	Miscellaneous Revenue	15,916	7,678	5,000	4,295	5,000
363010	Maintenance Assessments	844,062	793,248	819,437	607,139	822,736
363040	Penalties and Interest	5,758	2,940	2,500	2,538	2,500
		\$ 865,736	\$ 803,866	\$ 826,937	\$ 613,972	\$ 830,236
Other Financing Sources						
383000	Interfund Operating Transfer In	9,095				
		\$ -	\$ -	\$ -	\$ -	\$ -
	Total Fund Revenue	\$ 1,355,501	\$ 1,295,846	\$ 1,366,611	\$ 1,052,029	\$ 1,340,644
	Beginning Available Cash			1,104,618		1,147,027
	Total Resources			\$ 2,471,229		\$ 2,487,671

Street Fund - 2110

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
430200 Street and Alley						
Personal Services						
110	Salaries	361,855	410,362	453,968	320,972	489,619
111	Seasonal					1,901
112	Permanent Part Time	32,133	24,499	18,562	13,444	-
120	Overtime	3,194	4,137	6,082	3,860	12,498
125	Stand By or Call Back Time	13,372	13,111	4,676	9,786	-
140	Employer Contributions	162,334	186,688	214,140	146,641	216,707
		\$ 572,888	\$ 638,797	\$ 697,428	\$ 494,703	\$ 720,725
Materials and Services						
210	Office Supplies/Materials	1,094	1,128	3,000	1,850	3,000
220	Operating Supplies/Materials	7,263	9,089	15,000	12,102	15,000
230	Repair & Maintenance Supplies	83,825	87,872	73,500	61,114	79,700
310	Communication & Transportation	157	86	1,000	-	1,000
320	Printing		221	1,500	-	2,000
330	Notices, Subscriptions, Dues	2,884	1,179	5,000	1,073	7,250
340	Utility Service	11,764	12,295	14,482	8,624	14,482
350	Professional Services	7,317	9,727	33,600	1,423	28,600
360	Repair & Maintenance Services	221,355	23,848	683,000	18,231	585,500
370	Travel & Training	912	3,656	6,500	550	6,500
390	Other Purchased Services	90	1,746	10,000	46	10,000
397	Contract Services	199	3,160	2,500	2,013	2,500
510	Insurance Expense	23,489	17,172	23,000	15,730	18,000
540	Special Assessments	35,606	29,298	29,000	29,298	29,500
880	Administrative Expense	14,191	18,397	16,830	10,041	15,526
		\$ 410,146	\$ 218,874	\$ 917,912	\$ 162,095	\$ 818,558
Capital Outlay						
932	Street Improvements	95,388	163,729	375,423	66,982	562,500
940	Machinery & Equipment	26,347	108,552	32,000	-	2,500
		\$ 121,735	\$ 272,281	\$ 407,423	\$ 66,982	\$ 565,000
Operating Contingency						
870	Operating Contingency			50,000	-	50,000
		\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000
Total Street and Alley		\$ 1,104,769	\$ 1,129,952	\$ 2,072,763	\$ 723,781	\$ 2,154,283

Street Fund - 2110

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
430251 Ice and Snow Removal						
Personal Services						
110	Salaries	19,484	20,683	25,000	-	25,000
120	Overtime	1,511	5,010	5,000	10,874	7,000
125	Stand By or Call Back Time			2,500	-	-
140	Employer Contributions	13,726	19,211	11,793	4,677	28,333
		\$ 34,721	\$ 44,904	\$ 44,293	\$ 15,551	\$ 60,333
Materials and Services						
220	Operating Supplies/Materials	5,766	422	94,000	287	6,000
230	Repair & Maintenance Supplies	33,423	53,558	44,000	30,535	44,000
340	Utility Services				602	
360	Repair & Maintenance Services	10,329	3,139	18,300	107	16,300
397	Contract Services		171	2,000		2,000
510	Insurance				106	115
		\$ 49,518	\$ 57,290	\$ 158,300	\$ 31,636	\$ 68,415
Capital Outlay						
940	Machinery & Equipment	\$ 26,723	\$ 1,825	\$ 26,200	\$ -	\$ 29,500
	Total Ice and Snow Removal	\$ 110,962	\$ 104,019	\$ 228,793	\$ 47,187	\$ 158,248
	Total Expenditures	\$ 1,215,731	\$ 1,233,971	\$ 2,301,556	\$ 770,968	\$ 2,312,531
	Year End Available Cash			\$ 169,673		\$ 175,140
	Total Street Fund			\$ 2,471,229		\$ 2,487,671

Purpose

The Stormwater Fund provides budget authority to support the operation, maintenance and improvement of the City’s stormwater system.

FY 2016 Objectives

The objectives of the Stormwater Fund for this fiscal year is to provide continuing maintenance and improvements for the City’s stormwater system, as well as contract services necessary to implement environmental regulations. The Fund is supported by a stormwater utility assessment on all properties within the City.

Significant or changed appropriations during FY 2016 are:

Item/Project

Revenue

- Continued reduction of assessment from \$72 to about \$12 \$66,000

Expenditure Changes

Priority	Project Description	
1	4th Street Drainage Improvements	\$35000
2	Crestwood & Parkway Drive Stormwater	\$150,000
3	Monegan Road Phase 1	\$200,000
4	Armory Road Drainage Improvements (Engineering & Const)	\$65,000
5	Riverside Stormwater Treatment Pond BMP Improvements	\$50,000

Stormwater Fund - 2525

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Charges for Services						
343370	Plan Review / Construction Oversight	7,900	11,700	7,000	6,400	7,000
		\$ 7,900	\$ 11,700	\$ 7,000	\$ 6,400	\$ 7,000
Miscellaneous Revenue						
363010	Maintenance Assessments	65,684	61,693	66,000	47,783	66,000
363040	Penalties and Interest	813	236	1600	223	1600
		\$ 66,497	\$ 61,929	\$ 67,600	\$ 48,006	\$ 67,600
Total Fund Revenue		\$ 74,397	\$ 73,629	\$ 74,600	\$ 54,406	\$ 74,600
Beginning Available Cash				1,102,520		691,391
Impact Fee Balance Beginning				93,910		
Total Resources				\$ 1,271,030		\$ 765,991

Stormwater Fund - 2525

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Materials and Services						
210	Office Supplies/Materials	-	-	500	-	500
220	Operating Supplies	-	-	5,000	-	5,000
230	Repair & Maintenance Supplies	60	-	22,500	44	11,500
310	Postage & Freight	-	-	1,000	-	1,000
320	Printing	-	-	500	-	500
330	Publicity/Subscriptions/Dues	1,751	2,000	1,000	-	1,000
340	Utility Services	-	-	500	-	500
350	Professional Services	30	2,409	-	-	-
360	Repair & Maintenance Services	-	-	5,000	-	2,000
370	Travel & Training	150	356	2,500	-	2,500
390	Other Purchased Services	97	-	2,000	-	2,000
397	Contract Services	-	-	100	-	100
730	Whitefish Lake Institute Grant	6,667	6,667	6,667	6,666	6,667
		\$ 8,755	\$ 11,432	\$ 47,267	\$ 6,710	\$ 33,267
Capital Outlay						
930	Improvements	41,206	76,480	840,000	386,811	500,000
932	Street Improvements	-	37,864	-	-	-
940	Machinery & Equipment	-	-	-	-	-
		\$ 41,206	\$ 114,344	\$ 840,000	\$ 386,811	\$ 500,000
	Total Expenditures	\$ 49,961	\$ 125,776	\$ 887,267	\$ 393,521	\$ 533,267
	Ending Available Cash			289,853		232,724
	Ending Impact Fee Balance			87,410		-
	Total Stormwater Fund			\$ 1,264,530		\$ 765,991

Purpose

The Water Fund provides budget authority to support the operation, maintenance and improvement of the City of Whitefish water system.

FY 2016 Objectives

The objective of the Water Fund for this fiscal year is to supply potable water to City water customers, provide preventative and emergency maintenance for the system as needed.

Significant or changed appropriations during FY 2016 are:

Item/Project		Amount	
Revenue Changes			
Loan Proceeds – Whitefish West Phase II Remainder		\$472,700	
Increase in Water Usage Charges		\$375,000	
Expenditure Changes			
	<u>Property Purchase Description</u>	<u>Total</u>	<u>Impact Fees</u>
	South Water Reservoir Land Acquisition – Purchase of land for new reservoir south of railroad tracks	\$150,000	
	<u>Building Description</u>		
	Shop Building Expansion – Building (split Street/Water/Sewer) – 10% Impact Fee	\$25,000	\$2,500
	Pave Road to Wireless Communication Controls Building at Water Reservoir	\$35,000	
	Total Building	\$60,000	\$2,500
<u>Priority</u>	<u>Improvement Description</u>		
1	Whitefish West Water Main Improvement – Phase II	\$442,700	
2	Lion Mountain Loop Interconnect – Enhance system grid & eliminate Mountain Park Booster Station (\$133,400 Impact Fee)	\$200,000	\$133,400
3	Central Avenue Water Main Replacement (w/asphalt patch)	\$415,000	
4	Wireless Mesh & Expansion of Backup Equipment (Total \$105,000 – split Street/Water/Sewer)	\$35,000	
5	Columbia Avenue Bridge Water Main Upgrade – Repair/upsized 6” water main to 8” running under the bridge.	\$150,000	
6	Cast Iron Water Main Replacement – 3 rd & 4 th West of Jennings and Montana North of Edgewood	\$500,000	
7	Karrow Avenue Loop Design	\$80,000	
	P&ID Equipment for pumping stations (process & control instrumentation for booster pumps & lake pump/reservoir and for wireless process and instrumentation diagram)	\$15,000	
	Total Improvements	\$1,837,700	\$133,400

<u>Machinery & Equipment</u>	<u>Total</u>	<u>Impact Fees</u>
Handheld Meter Reader, replacement (split Water/Sewer)	\$2,750	
MRX Mobile Data Reader (Total \$7,000 split Water/Sewer)	\$3,500	
Locator (split Water/Sewer)	\$3,000	
Pickup Truck, 4x4 – replacement for 1997 Ford F250	\$27,000	
Mobile Drive Unit (split Water/Sewer)	\$3,250	
Hydraulic Power Unit – Replace 2005 Lynx LPU18H02 (Total \$7,000 – split \$2,500 Street, \$2,250 Water/Sewer)	\$2,250	
Auma Actuators (continual replacement)	\$13,500	
Particle Counters (continual replacement)	\$14,500	
Turbidimeters (continual replacement)	\$14,000	
Streaming Current Monitor (continual replacement)	\$6,000	
UV%T Analyzer	\$5,750	
Liquid Polymer Feeder	\$9,000	
VFD 50 HP Pump	\$15,000	
SUV – Replace 2008 Ford Escape	\$22,000	
Total Machinery & Equipment	\$141,500	

Water Fund - 5210

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Intergovernmental Revenues						
334121	DNRC Grants		100,000	-	-	-
334143	ARRA Block Grant-Hydro Project	200,000		-	-	-
		\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -
Charges for Services						
341077	5% Admin Fee for Impact Fees	7,030	11,356	6,000	6,583	6,000
343021	Water Usage Charges	2,486,936	2,672,390	2,500,000	2,122,481	2,875,000
343025	Impact Fees - Water	157,333	226,465	150,000	130,811	150,000
343026	Installation Fees	47,817	55,368	45,000	31,881	45,000
343027	Miscellaneous Income	47,745	54,782	40,000	62,386	40,000
343029	Late Fees	34,990	34,325	33,000	24,605	33,000
343370	Plan Review/Const. Oversight Fees	1,250	875	2,500	4,000	2,500
		\$ 2,783,101	\$ 3,055,561	\$ 2,776,500	\$ 2,382,747	\$ 3,151,500
Miscellaneous Revenues						
363000	Special Assessments	4,937				-
363040	Penalties and Interest		7		9	10
363050	Latecomer Fees	200	1,500	500	1,350	500
		\$ 5,137	\$ 1,507	\$ 500	\$ 1,359	\$ 510
Investment Earnings						
371010	Investment Earnings	6,771	6,390	700	4,472	5,000
371010	Investment Earnings - Impact Fees		2,273	1,000	1,632	2,000
		\$ 6,771	\$ 8,663	\$ 1,700	\$ 6,104	\$ 7,000
Other Financing Sources						
381070	SRF Loan Proceeds			552,852	-	472,700
		\$ -	\$ -	\$ 552,852	\$ -	\$ 472,700
	Total Revenue	\$ 2,995,009	\$ 3,165,731	\$ 3,331,552	\$ 2,390,210	\$ 3,631,710
Beginning Available Cash						
				1,315,003		2,102,422
102110	Impact/PIF Balance Beginning			978,115		918,150
102213	Dbt Srvce & Dbt Rsrv Balance Beginning			921,855		679,811
				\$ 3,214,973		\$ 3,700,382
	Total Resources			\$ 6,546,525		\$ 7,332,092

Water Fund - 5210

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Personal Services						
110	Salaries	516,106	539,163	626,238	407,656	652,418
111	Seasonal					1,901
112	Permanent Part Time	23,213	27,830	21,694	16,000	-
120	Overtime	17,745	19,915	24,677	20,735	28,773
125	Stand By or Call Back	6,655	6,742	14,879	5,183	-
130	Vacation/Sick Accrual		11,040		-	-
140	Employer Contributions	214,835	224,924	271,113	170,299	280,980
		\$ 778,554	\$ 829,614	\$ 958,601	\$ 619,873	\$ 964,072
Materials and Services						
210	Office Supplies/Materials	2,637	3,342	7,500	1,860	4,000
220	Operating Supplies	44,880	63,931	56,240	32,320	56,975
230	Repair & Maintenance Supplies	92,193	139,256	164,014	94,500	170,784
310	Postage & Freight	13,368	13,473	13,500	8,793	13,500
320	Printing	226	375	2,500	117	2,500
330	Publicity/Subscriptions/Dues	11,502	11,490	15,010	7,300	19,010
340	Utility Services	81,708	73,485	93,050	56,163	80,000
350	Professional Services	44,753	23,199	92,600	24,080	107,600
360	Repair & Maintenance Services	44,074	65,952	37,800	101,997	39,800
370	Travel & Training	980	3,297	9,600	795	10,600
390	Other Purchased Services	34,440	35,169	32,500	20,463	32,500
397	Contract Services	40,398	5,536	45,000	27,477	40,000
510	Insurance	39,666	30,745	31,000	30,319	31,000
530	Rent	8,161	8,406	8,700	9,003	8,961
540	Special Assessments	7,842	7,891	7,555	6,141	7,555
545	Water Utility ROW Fee	105,565	133,619	125,000	106,124	143,750
730	Whitefish Lake Institute	6,667	6,666	6,667	6,667	6,667
880	Administrative Expense	19,183	23,489	21,736	12,968	19,342
		\$ 598,243	\$ 649,321	\$ 769,972	\$ 547,087	\$ 794,544
Total Water Operating		\$ 1,376,797	\$ 1,478,935	\$ 1,728,573	\$ 1,166,960	\$ 1,758,616
Capital Outlay						
910	Land			150,000	-	150,000
920	Buildings	27,230	32,295	41,000	-	60,000
930	Improvements	1,642,342	283,714	1,416,154	317,291	1,837,700
940	Machinery and Equipment	59,604	69,477	85,800	19,812	141,500
		\$ 1,729,176	\$ 385,486	\$ 1,692,954	\$ 337,103	\$ 2,189,200
610	Debt Service - Principal	459,000	469,000	490,000	239,000	518,000
620	Debt Service - Interest	116,080	74,411	68,858	33,630	61,096
		\$ 575,080	\$ 543,411	\$ 558,858	\$ 272,630	\$ 579,096
Total Expenditures		\$ 3,681,053	\$ 2,407,832	\$ 3,980,385	\$ 1,776,692	\$ 4,526,912
Ending Available Cash				824,722		1,191,120
Ending PIF/Impact Fee Balance				819,563		934,250
Debt Service Ending Balance				921,855		679,811
				\$ 2,566,140		\$ 2,805,181
Total Water Fund				\$ 6,546,525		\$ 7,332,092

Purpose

The Wastewater Fund provides budget authority to support the operation, maintenance and improvement of the City of Whitefish wastewater system.

FY 2016 Objectives

The objective of the Wastewater Fund for this fiscal year is to collect and treat the community's wastewater and provide preventative and emergency maintenance for the system as needed.

Significant or changed appropriations during FY 2016 are:

Item/Project	Amount
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Revenue Changes

Loan Proceeds – Whitefish West Phase II Remainder (\$1,445,577 project cost less \$398,050 Impact Fee contribution paid in FY 2015 and \$51,000 of Wastewater funds)	\$996,527
Loan Proceeds – I&I Mitigation (\$1,254,000 project cost less \$650,000 of grants monies through TSEP/RRGL plus bond costs/reserves)	\$657,000
Increase in Sewer Service Charges	\$288,145

Expenditure Changes:

	<u>Total</u>	<u>Impact Fees</u>
City Contribution for the Preliminary Engineering Reports for Lion Mountain and East Lakeshore (Septic Leachate)	\$70,000	
<u>Building Description</u>		
Shop Building Expansion – Building (split Street/Water/Sewer) – 10% Impact Fee	\$25,000	\$2,500

<u>Priority</u>	<u>Improvement Description</u>		
1	Whitefish West Sewer Main Improvement – Phase II	\$966,527	
2	River Lakes Forcemain Extension	\$50,000	
3	I&I Mitigation Design *field data acquisition/analysis & TSEP Grant Application, CIPP & manhole repairs	\$1,254,000	
4	Wastewater Treatment Facility Improvement Project (site irrigation) – 70% Impact Fees	\$50,000	\$35,000
5	Birch Point Liftstation – Phase I pump station upgrades (new wetwell, valve pit & pipe extensions) & emergency power generator – 30% Impact Fees	\$600,000	\$180,000
6	Cow Creek Sewer Extension to South end of BNSF R.O.W. – 50% Impact Fees	\$120,000	\$60,000
	Wireless Mesh & Expansion of Backup Equipment (Total \$105,000 – split \$35,000 each Street/Water/Sewer)	\$35,000	
	Generator – City Beach Liftstation Standby Power & Access Improvements	\$75,000	
	Upgrade Pumps at Main Liftstation	\$75,000	
	Total Improvement Projects	\$3,225,527	\$275,000

<u>Machinery & Equipment</u>	<u>Total</u>	<u>Impact Fees</u>
Handheld Meter Reader, replacement (split Water/Sewer)	\$2,750	
MRX Mobile Data Reader (Total \$7,000 split Water/Sewer)	\$3,500	
Locator (split Water/Sewer)	\$3,000	
Optimization Strategies DO Control, Recycle Heat Retention	\$40,000	
Mobile Drive Unit (split Water/Sewer)	\$3,250	
Hydraulic Power Unit – Replace 2005 Lynx LPU18H02 (Total \$7,000 – split \$2,500 Street, \$2,250 Water/Sewer)	\$2,250	
Slurry Pump w/VFD & Alum Recycle	\$19,000	
Portable PH, DO, Temp, River Monitoring	\$5,000	
Ammonium, PH ORP, LDO, Temp.	\$11,000	
Chlorine Analyzer	\$5,500	
Manhole Chimney Repair Equipment	\$35,000	
Total Machinery & Equipment	\$130,250	

Wastewater Fund - 5310

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Intergovernmental Revenues						
334120	Treasure State Endowment Prog				15,000	125,000
	DNRC ARRA Grant - Energy Proj.	28,000				
	DNRC Planning Grants			150,000	5,000	150,000
334121	RRGL & WRDA Grants	12,750			-	500,000
		\$ 40,750	\$ -	\$ 150,000	\$ 20,000	\$ 775,000
Charges for Services						
341077	5% Admin Fee for Impact Fees	8,587	11,655	8,000	9,021	8,000
343031	Sewer Service Charges	2,051,208	2,179,963	2,111,855	1,680,500	2,400,000
343032	Inspection Fees	1,460	2,240	1,000	1,680	1,000
343033	Impact Fees - Wastewater	170,870	232,422	150,000	177,480	200,000
343034	Impact Fees - Big Mt.	31,234		10,000	10,563	10,000
343036	Miscellaneous Income	8,818	4,966	1,000	4,167	1,000
343370	Plan Review/Const. Oversight Fees	1,050	775	1,500	3,900	1,500
		\$ 2,273,227	\$ 2,432,021	\$ 2,283,355	\$ 1,887,311	\$ 2,621,500
Miscellaneous Revenues						
363000	Special Assessments	6,632			-	-
363040	Penalties and Interest	9	10		12	12
365000	Contributions & Donations	17,800			100	-
		\$ 24,441	\$ 10	\$ -	\$ 112	\$ 12
Investment Earnings						
371010	Investment Earnings	3,739	3,292	3,000	2,238	3,000
371010	Investment Earnings - Impact Fees		1,920	5,000	970	2,000
		\$ 3,739	\$ 5,212	\$ 8,000	\$ 3,208	\$ 5,000
Other Financing Sources						
381070	SRF Loan Proceeds		452,300	1,421,527	185,454	1,703,527
		\$ -	\$ 452,300	\$ 1,421,527	\$ 185,454	\$ 1,703,527
	Total Revenue	\$ 2,342,157	\$ 2,889,543	\$ 3,862,882	\$ 2,096,085	\$ 5,105,039
Beginning Available Cash						
102110	Impact/PIF Balance Beginning			542,007		830,988
102216	Debt Service Balance Beginning			675,028		235,867
				453,761		264,945
				\$ 1,670,796		\$ 1,331,800
	Total Resources			\$ 5,533,678		\$ 6,436,839

Wastewater Fund - 5310

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Personal Services						
110	Salaries	559,493	535,165	585,027	386,026	621,986
111	Seasonal					1,958
112	Permanent Part Time	23,204	27,593	21,694	15,860	-
120	Overtime	14,810	16,378	9,766	18,778	18,139
125	Stand By or Call Back	6,655	6,742	5,089	5,098	-
130	Vacation/Sick Accrual		6,905			-
140	Employer Contributions	251,953	239,319	262,440	171,855	281,027
		\$ 856,115	\$ 832,102	\$ 884,016	\$ 597,617	\$ 923,110
Materials and Services						
210	Office Supplies/Materials	1,681	1,397	3,000	3,000	3,000
220	Operating Supplies	125,238	143,139	131,125	86,045	141,125
230	Repair & Maintenance Supplies	96,430	118,247	150,214	51,903	149,709
310	Postage & Freight	13,436	13,185	13,000	8,551	13,000
320	Printing	226	335	600	113	600
330	Notices, Subscriptions, Dues	9,191	2,168	8,503	2,131	12,503
340	Utility Services	89,674	102,101	108,132	74,705	108,132
350	Professional Services	49,166	44,808	225,200	36,786	275,200
360	Repair & Maintenance Services	41,696	16,454	50,000	20,472	52,000
370	Travel & Training	3,277	8,075	11,500	1,444	11,500
390	Other Purchased Services		4,813	8,000	964	8,000
397	Contract Services	398	5,536	2,500	2,573	2,500
510	Insurance	37,594	32,119	29,000	30,268	29,000
530	Land Rental	770	175	5,210	180	5,210
540	Special Assessments	361	361	150	372	400
541	State Assessments and Fees	4,559	3,000	3,500	-	3,500
545	Wastewater Utility ROW Fee	85,435	108,998	105,593	84,025	120,000
730	Whitefish Lake Institute Grant	6,667	6,667	6,667	6,667	6,667
750	DEQ SSO Fines/WF Lake Institute				200	
810	Bad Debt Write-Offs			500	-	-
880	Administrative Expense	21,596	21,681	20,044	11,969	18,515
		\$ 587,395	\$ 633,259	\$ 882,438	\$ 422,369	\$ 960,561
Total Wastewater Operating		\$ 1,443,510	\$ 1,465,361	\$ 1,766,454	\$ 1,019,986	\$ 1,883,671
Capital Outlay						
920	Buildings	2,102	10,777	27,000	-	25,000
934	Improvement Projects	402,672	496,525	2,504,077	715,235	3,225,527
940	Equipment	67,317	128,349	58,800	2,300	130,250
		\$ 496,967	\$ 812,029	\$ 2,589,877	\$ 717,535	\$ 3,380,777
Debt Service						
610	Bonded Debt Principal	135,000	146,300	184,000	79,000	254,000
620	Bonded Debt Interest	72,952	59,910	107,184	33,225	113,859
		\$ 207,952	\$ 206,210	\$ 291,184	\$ 112,225	\$ 367,859
Total Expenditures		\$ 2,148,429	\$ 2,483,600	\$ 4,647,514	\$ 1,849,746	\$ 5,632,307
Ending Available Cash				187,425		329,220
Ending PIF/Impact Fee Balance				244,978		170,367
Debt Service Ending Balance				453,761	-	284,945
				\$ 886,164		\$ 804,532
Total Wastewater Fund				\$ 5,533,678		\$ 6,436,839

Purpose

The Solid Waste Fund provides budget authority to support contract and administrative services for the solid waste collection program.

FY 2016 Objectives

The objective of the Solid Waste Fund for this budget year is to administer the City's solid waste collection and recycling services contract with North Valley Refuse. The City administers the North Valley Refuse contract, provides customer assistance, monthly billing, alley maintenance, and general administrative support services for the solid waste collection program.

A new North Valley Refuse contract was signed in May 2012 and is valid through October 31, 2016. Three percent rate increases are built in for every year of the contract starting with October 2012. The City Council decides on annual inflationary increases in the Solid Waste rates every October.

Solid Waste Fund - 5410

4/30/2015

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Charges for Services						
343041	Solid Waste Collection Fees	739,782	768,926	761,626	602,903	806,000
343043	Container Charge	4,815	6,185	5,000	5,395	5,000
343046	Miscellaneous Revenue	58	110	50	129	50
		\$ 744,655	\$ 775,221	\$766,676	\$608,427	\$811,050
Investment Earnings						
371010	Interest Earnings	194	360	120	258	350
		\$ 194	\$ 360	\$ 120	\$ 258	\$ 350
	Total Revenue	\$ 744,849	\$ 775,581	\$ 766,796	\$ 608,685	\$ 811,400
	Beginning Available Cash			\$ 110,522		\$ 113,601
	Total Resources			\$ 877,318		\$ 925,001

Solid Waste Fund - 5410

4/30/2015

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Personal Services						
110	Salaries	49,780	49,211	50,940	36,544	55,968
112	Permanent Part Time	1,685	1,880	1,813	1,386	-
120	Overtime	620	785	663	714	1,107
140	Employer Contributions	16,585	15,877	18,804	12,769	22,134
		\$ 68,670	\$ 67,753	\$ 72,220	\$ 51,413	\$ 79,209
Materials and Services						
210	Office Supplies/Materials	199	242	500	74	500
220	Operating Supplies	296	830	1,000	509	1,000
230	Repair & Maintenance Supplies	1,402	1,668	5,330	1,225	5,330
310	Communication & Transportation	12,977	13,048	14,000	8,531	14,000
320	Printing	154	113	250	113	250
330	Publicity/Subscriptions/Dues	107	112	300	2	300
340	Utility Services	1,199	1,360	1,550	959	1,550
350	Professional Services	1,347	1,473	150	312	2,000
360	Repair & Maintenance Services	773	307	800	438	800
370	Travel & Training	66	29	500	6	50
390	Refuse Hauling Contract	617,592	647,386	667,208	509,935	687,224
397	Contract Services	100	1,509	500	214	500
510	Insurance	2,063	1,516	1,550	1,082	1,550
810	Bad Debt Write-Offs			150	-	-
880	Administrative Expense	1,642	1,842	1,635	976	1,582
		\$ 639,917	\$ 671,435	\$ 695,423	\$ 524,376	\$ 716,637
	Total Solid Waste Operating	\$ 708,587	\$ 739,188	\$ 767,643	\$ 575,789	\$ 795,846
	Ending Available Cash			\$ 109,674		\$ 129,155
	Total Solid Waste Fund			\$ 877,318		\$ 925,001

Purpose

The purpose of a Special Improvement District (S.I.D.) Fund is to provide budget authority to collect district assessments and to disperse principle and interest payments on behalf of district property owners and to repay the various City funds for the early retirement of externally-held S.I.D. bonds. S.I.D.s can be formed to address infrastructure needs (i.e. water, sewer, streets, sidewalks, etc.) in specific neighborhoods or areas of the City or on a City-wide basis.

FY 2016 Objectives

The objective of the S.I.D. Fund for this fiscal year is to meet obligations previously incurred to facilitate various community improvement projects.

SID Revolving Fund - 3400

Revenues	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue					
383000 Transfer from Other S.I.D. Funds					
371010 Investment Earnings	376	478		265	
Total Fund Revenue	\$ 376	\$ 478	\$ -	\$ 265	\$ -
101000 Beginning Cash Balance			\$ 124,153		\$ 120,586
Expenditures	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Transfers					
820 Transfers to Other S.I.D. Funds					
820 Transfer to General Fund					
	\$ -	\$ -	\$ -	\$ -	\$ -
Total Requirements	\$ -	\$ -	\$ -	\$ -	\$ -
Unappropriated Balance			\$ 124,153		\$ 120,586

S.I.D. 166 FUND - 3545

Revenues		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Miscellaneous Revenue						
363020	Bond Principal & Interest Assessments	105,749	100,368	107,223	88,743	107,200
363040	Penalties and Interest	405	179	600	281	300
		\$ 106,154	\$ 100,547	\$ 107,823	\$ 89,024	\$ 107,500
Investment Earnings						
371010	Investment Earnings	81	99	100	35	50
		\$ 81	\$ 99	\$ 100	\$ 35	\$ 50
Other Financing Sources						
383000	Transfer from Revolving S.I.D.			-	-	-
				\$ -	\$ -	\$ -
	Total Fund Revenue	\$ 106,235	\$ 100,646	\$ 107,923	\$ 89,060	\$ 107,550
101000	Beginning Cash Balance			-		-

Expenditures		Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual YTD 3-31-15	Proposed Budget FY 2016
Debt Service						
610	Principal	70,000	70,000	70,000		70,000
620	Interest	42,468	39,598	36,623	18,311	33,578
630	Paying Agent Fee	300	300	600	350	300
	Total Requirements	\$ 112,768	\$ 109,898	\$ 107,223	\$ 18,661	\$ 103,878
	Unappropriated Balance			\$ 701		\$ 3,672

	A	B	C	D	E	F	G
1	Mandatory Changes to the Preliminary FY2016 Budget						
2	Description of Budget Change	Budgets affected	Expenditure Change	Revenue Change	Cash Balance Change	Notes	
3	Increase firefighter health insurance due to anticipated change from two-party to family plan.	Fire and Ambulance Fund	\$4,843		(\$4,843)	Firefighter informed us of a new baby on the way after the preliminary budget was prepared.	
4	Increase in Public Works salaries due to certification salary increases for three Public Works Operators, which totals one range increase (5%) and two step increases (2%)	Streets, Water, Wastewater Funds	\$5,555		(\$5,555)		
5	Unemployment rate for FY16 has decreased to 0.25% compared to 0.55% in the prior year	All Funds with salaries & wages	(\$17,961)		\$17,961	Unemployment insurance tax rates effective for 7-1-15 thru 6-30-16	
6	Decrease of State Entitlement revenue per DOR	General		(\$5,189)	(\$5,189)	HB33 required a reduction of State Entitlement for FY16 State-wide	
7	Increase State Gas Tax Revenue to new amount from State	Street Fund		\$2,584	\$2,584		
8							
9							
10							
11							
12	Proposed Changes/Council Policy Decisions to Change the Preliminary FY2016 Budget						
13	Description of Proposed Budget Change	Budgets affected	Expenditure Change	Revenue Change	Cash Balance Change	Notes	
14	Increase expenditures to cover vacancy savings for the City Attorney (calculated as of June 2015)	General, TIF, Water, Wastewater, & Others	\$32,100		\$32,100	Depends on the date of retirement. If Mary's last day is by June 30th, this will not need to be budgeted for FY16, but will possibly reduce the beginning cash balance in multiple funds. Spread 27% General, 15% in TIF, Water, and Wastewater, 5% in Streets, Parks, Police, Fire, Garbage, and 3% in Building.	
15	Appropriate an additional \$25,000 for Buy Local Campaign per Council direction on 5/18/15	TIF	\$25,000		(\$25,000)		
16	Reduce Haskill Basin Conservation Easement expenditure	Resort Tax Fund	(\$300,000)		\$300,000		
17	Reduce Haskill Basin Conservation Easement Loan Proceeds	Resort Tax Fund		(\$300,000)	(\$300,000)	Further adjustment expected due to change in reserve	
18	Reduce Fire SCBA capital expenditure based on recent estimates	Fire and Ambulance Fund	(\$25,000)		\$25,000		
19	Increase Ice Rink concessions revenue or decrease expenditures to have a neutral effect on the budget	Parks Fund		\$33,000	\$33,000	Preliminary budget for concessions resulted in a \$33,000 loss that would not be the case if we contracted the services. However, our costs to run concessions has typically resulted in a loss for the program primarily due to wages paid. If expenditures are decreased, a budget amendment would be needed for the City to continue running the concessions.	
20	Increase revenue to be collected from City Beach concession contract	Parks Fund		\$3,000	\$3,000	Contract was signed and prepared after the preliminary budget was prepared.	
21	Increase in Skye Park Bridge appropriations for unappropriated Water/Wastewater contribution that was originally approved as part of the project but missed during the drafting of the FY2016 Preliminary Budget	Water/Wastewater (split \$15K/20K)	\$35,000		(\$35,000)		
22	Increase in the Skye Park Bridge project expenditures based on updated cost estimate per John Wilson's memo on December 1, 2014 for stone veneer (donated stone). An additional estimated \$30,000 in construction management would also be required for a total increase in costs up to \$128,000. If MSE walls are chosen this increase could be less.	Parkland/Impact Fees/Water/Wastewater/TIF	\$128,000		(\$128,000)	Public Works is checking on potential leftover CTEP funds. The funding source still needs to be determined by the Council.	
23	Reduce Central Avenue asphalt/overlay project to only include design	Street		TDB	TBD		
24	Increase in cost for Monegan Road Drainage-Phase I	Stormwater and Impact Fees Fund	\$70,000		(\$70,000)	Increase in cost estimate from engineer	
25	Reduce Central Avenue water main replacement project to only include design	Water		TDB	TBD		
26	Decrease costs of Lion Mountain Loop Interconnect due to lower than expected estimates	Water		TDB	TBD		
27	Appropriate additional costs for Wastewater Treatment Plant design with Anderson- Montgomery	Wastewater Fund		TDB	TBD		
28	Increase expenditures for Cow Creek Sewer Extension to BNSF R.O.W. due to new cost estimate	Wastewater Fund	\$12,373		(\$12,373)	Based on updated amounts included in the MOU for the project provided on 5/11/15.	
29	Reduce Birchpoint Liftstation project costs based on estimates	Wastewater Fund		TDB	TBD		

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PLANNING & BUILDING DEPARTMENT
510 Railway Street
PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409



June 4, 2015

Flathead County
Board of Commissioners
Pamela J. Holmquist
Gary D. Krueger
Philip B. Mitchell
800 South Main Street
Kalispell, MT 59901-5435

RE: Rezone Request for 4435 Highway 40 West, Van Shaw

Dear Commissioners Holmquist, Krueger and Mitchell:

The City of Whitefish opposes the proposed rezone of the Van Shaw property of 4435 Highway 40 West located immediately adjacent to the City of Whitefish boundary because the proposed rezone would be inconsistent with the statutory criteria and guidelines for zoning regulations, MCA §76-2-203. The proposed rezone of those 62 acres from SAG-10 to SAG-5 is contrary to the 1996 Whitefish City-County Master Plan, the 2007 Whitefish City-County Growth Policy and its Future Land Use map, and is incompatible with the zoning ordinances, planning and policies of the City of Whitefish, the adjacent municipality. The property is located within the City's urban growth boundary, and is therefore of critical importance and concern to the City.

The proposal is not compliant with the 1996 Whitefish City-County Master Plan Year 2020 (City-County Master Plan), which the County has adopted. The 62-acre parcel is designated as 'Important Farmland' and identified as 'Sensitive Areas' and flood plain in the City-County Master Plan. The proposed 1-unit per 5 acres is considerably denser than the 'Important Farmland' land use designation allows only one unit per 20 acres.

The proposal would not be in accordance with Policy 8.8 of the County's City-County Master Plan for this area:

8.8 Avoid the use of large-lot zoning techniques in important productive farmland areas that have the result of creating lots too small to conventionally farm yet too large to domestically maintain. Avoid creation of tracts of two to ten acres.

Nor would the proposal conform to the restrictions placed on how land can be developed in these important farmland areas in Policy 8.12 of the County's City-County Master Plan:

8.12 Development of rural lands shall be in keeping with the following designations of land use or land limitations, as shown on the Plan Map.

a. *Important Farmlands*

- (1) Residential density of one dwelling unit per 20 or more acres.
- (2) *This designation is characterized by lands rated as 'prime', 'prime if irrigated', or 'lands of state importance' on the SCS Important Farmlands map and/or lands within significant and productive agricultural districts.*
- (3) *This designation is intended to preserve and protect important agricultural lands, minimize land use conflicts with non-agricultural activities, and encourage commitment to long-term agricultural use.*
- (4) *Primary land uses are farming, ranching, and ancillary uses*
- (5) *Control the intrusion of incompatible residential and commercial development, to prevent inflated land prices, spread of noxious weeds, and pressure to limit conventional agricultural activities involving spraying, dust, noise, odors, or large equipment on local roads.*
- (6) *Avoid extension of sewer and water utilities into these areas in order to prevent premature development.*

Clearly, the proposed rezoning of 62-acres of designated 'Important Farmland' to five-acre zoning clearly violates the City-County Master Plan, as conceded by your Planning Office's staff report. County Planning staff reported on Page 15, Finding 3, that the proposed Suburban Agricultural zoning classification is in conflict with Policy 8.12(a)(1) because Important Farmlands only allows one dwelling unit per 20 acres. However, the next conclusion reached in Finding 4 that the proposal is consistent with the Master Plan text, is in direct conflict with the above-referenced Policies 8.8 and 8.12 with its six-point explanation that Important Farmland should not be subdivided smaller than 20 acres and map designation.

The 2007 Whitefish City-County Growth Policy (Growth Policy) Future Land Use Map shows the proposed rezoned property with a 'Rural' future land use designation. The 'Rural' designation includes 'important farmlands', and the Growth Policy designates appropriate zoning as between 10-acre and 20-acres minimum. Five acre zoning such as SAG-5 is only appropriate within the 'Rural Residential' designation, which allows lot sizes of 2.5 to 10 acres minimum. Additionally, the rezone would be inconsistent with Land Use Goal 3F: *"Preserve important rural lands and agricultural uses that surround the community."*

Further, this zoning map amendment request is not consistent with Whitefish's Growth Policy and its Future Land Use map. SAG-5 zoning is not appropriate on lands with a Rural future land use designation. Also, changing the future land use from Rural to Rural Residential, where five acre zoning would be appropriate, would be in conflict with the City's infill policy. The Growth Policy discourages re-designation of lands designated Rural to other future land uses until the city reaches its 50% threshold on its infill policy, which it has yet to do. Therefore, this proposal is not compatible with the Growth Policy and the urban growth policy of the City of Whitefish

Since the 62 acres at 4435 Highway 40 West fall within the Urban Growth Boundary of the City's Extension of Services Plan, and is directly adjacent to properties served by City sewer and water, rezoning the property to a higher density has the potential to impact City

infrastructure and long-range planning conducted by the City. If five-acre lots (or smaller, if clustering is used) are platted adjacent to the river and end up having failing septic systems or wells, it will be the City of Whitefish that will need to extend its services to remedy later problems. At that time, the City will be forced to accept the land into its City boundaries and onto its infrastructure that may be non-compliant with City zoning, planning and infrastructure as well as Growth Policy densities and policies.

Without the benefit of seeing a future subdivision plan for the property, it is unknown how many lots will be proposed, how small the lots would be if clustering is used, and how close to the Whitefish River those lots would be. There is potential for the development to not be in compliance with Whitefish's Water Quality Ordinance, which would require 75' setbacks from the river.

Prior to the County's adoption of zoning regulations, MCA §76-2-203 requires the board of county commissioners to consider the growth policy and specifies, "Zoning regulations must, as nearly as possible, be made compatible with the zoning ordinances of nearby municipalities". MCA §76-2-203(3); *Citizens for a Better Flathead v. Board of County Commissioners, et al.*, the Eleventh Judicial District Court, Cause No. DV-12-010C.

As explained throughout your public process by the City and other opponents to the Shaw rezone proposal, the City of Whitefish opposes the proposal as incompatible with the City-County Master Plan, City Growth Policy, adopted long-range plans, zoning ordinances and infrastructure. The necessary MCA §76-2-203 criteria and guidelines for zoning regulations have not been met under clear Montana statutory authority and case law. Therefore, the City of Whitefish respectfully recommends that the rezone proposal to change the zoning on the Shaw parcel at 4435 Highway 40 West be denied.

The Mayor and the City Councilors would welcome the opportunity to schedule a joint meeting with the County Commissioners for a civil and productive dialog to find mutually agreeable consensus on how growth and zoning issues can be handled around Whitefish to mitigate future conflict and avoid future litigation. Growth is booming in and around Whitefish, and managing it properly and with foresight is critical to maintaining the values, environmental quality, and aesthetics that make our community so desirable.

Thank you for the opportunity to comment.



Dave Taylor, AICP

Figure 2: Current zoning applicable to subject property (highlighted in blue)

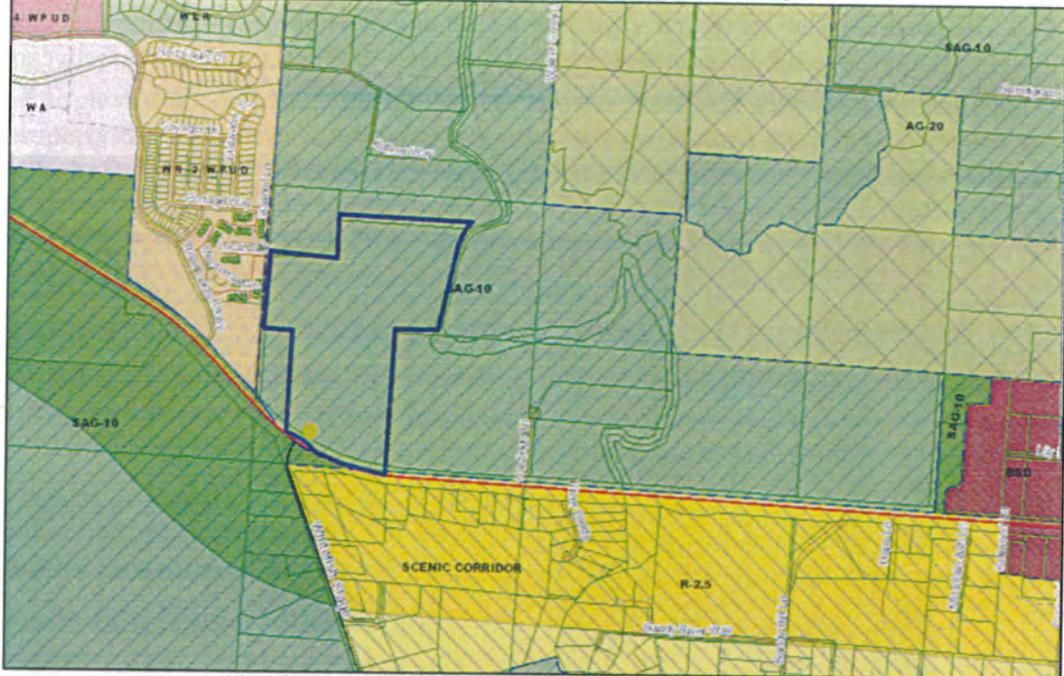
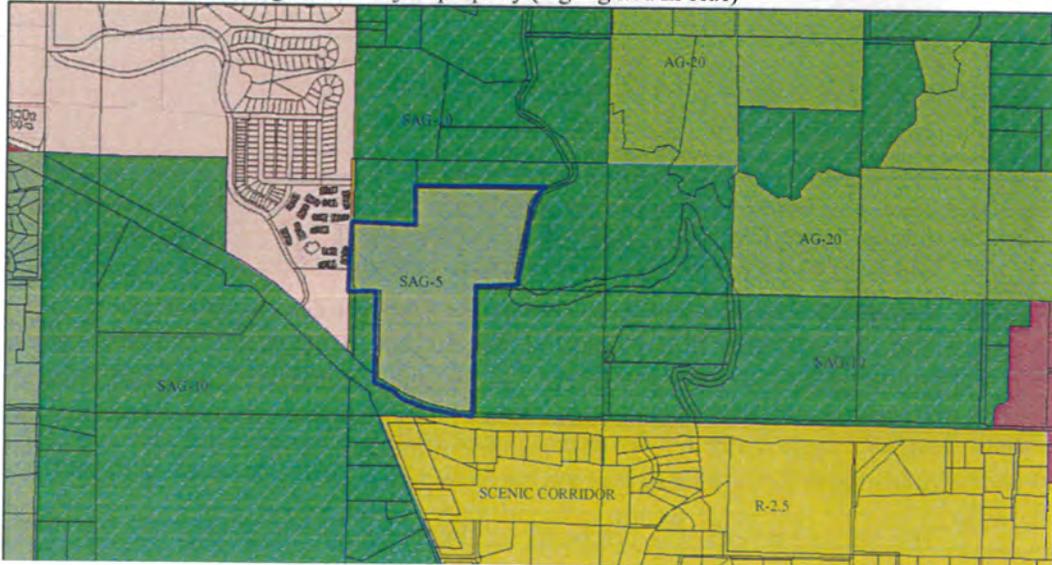


Figure 3: Proposed zoning on the subject property (highlighted in blue)



Neighbors oppose Whitefish area zone change

By LYNNETTE HINTZE/The Daily Inter Lake | Posted: Thursday, June 4, 2015 9:00 pm

A neighborhood campaign is underway to stop a zone change for 62 acres of farmland near Whitefish.

At issue is the zoning on property owned by Evan Shaw north of the intersection of Montana 40 and Whitefish Stage Road. The proposed change would shift zoning from SAG-10, suburban agricultural with a 10-acre development minimum, to SAG-5, suburban agricultural with a 5-acre minimum.

The Flathead County commissioners on May 5 approved a resolution of intent to grant the zone change. However, the resolution stipulates that if 40 percent of the property owners within the Southeast Rural Whitefish Zoning District protest the zone change, it will not be adopted.

John Phelps, a former Whitefish city attorney who lives in the zoning district, is spearheading the protest campaign. He became involved after several neighbors contacted him with concerns about how the zone change could affect the rural quality of life in that area.

About 180 letters were mailed out to residents of the zoning district, asking property owners to formally protest the zone change. The mailing included a protest form that can be signed and returned to the commissioners by 5 p.m. on Monday, June 8.

Neighbors are worried about the precedent the zone change would set for their rural area.

“This zone change could open the door to an ongoing series of additional zone changes in the district,” Phelps said, “resulting in smaller lots and loss of the current rural agricultural and residential character of the district.”

The Southeast Rural Whitefish Zoning District was created in 1996 by a majority of residents in the district. At that time there were ongoing pressures for development and subdivision, and as the economy improves the pressure for more rural growth could return, Phelps said.

“The feeling was that it was easy for people to rezone what’s been in place since 1996 we’d see a lot of it [rezoning],” he said. “All of us value the rural feel of the neighborhood, so we decided to send this out and see how other neighbors feel.”

Phelps said the feedback he’s gotten from neighbors indicates there may be enough opposition to stop the zone change.

“I think we’re going to make a pretty good showing,” he added.

The city of Whitefish and Citizens for a Better Flathead also have formally opposed the zone change, contending it is not consistent with

the 2007 Whitefish growth policy and future land-use map that discourages the zoning redesignation of areas outside the city until the city meets a 50 percent threshold on its infill policy.

Whitefish and the Citizens group also argue the zone change is not compliant with the 1996 Whitefish City-County Master Plan, which the county has adopted.

Eric Mulcahy of Sands Surveying, representing Shaw, said during a recent public hearing that Shaw has no immediate plans for developing the property, but having SAG-5 zoning on the property would allow density options for clustering or a planned-unit development.

“The increased densities will help offset the infrastructure costs without creating a subdivision that is out of character in this transition area between urban and rural jurisdictions,” he said.

Features editor Lynnette Hintze may be reached at 758-4421 or by email at lhintze@dailyinterlake.com.

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MANAGER REPORT

June 10, 2015



RESORT TAX COLLECTIONS

Resort tax collections for April were up by 10% or \$9,810 compared to April, 2014. As the chart and graph attached to this report in the packet shows, there have been some delinquencies in recent months that have affected collections (lower in one month and then higher the next month when two months of collections are received from some vendors). Thus, it is often best to compare quarterly or yearly data from one year to the next and that is shown in the charts attached to this report.

For the year-to-date, our collections are 5.46% or \$94,034 higher than the same 10 month period last year.

CITY HALL MOVE OUT DATE TO INTERIM LOCATION

We are still finalizing a lease for the Stampede Square office building for an interim City Hall during construction of the City Hall and Parking Structure project. However, we are planning to move out of the current City Hall during and into the Stampede Square office building during the week of August 24th – 28th. That date will work well as it is an extra week between City Council meetings because August has a 5th Monday. It will also mean that the demolition and construction of the City Hall and Parking Structure can begin after Labor Day, so that will help ease traffic congestion from any road closures or lane narrowing that is likely to occur during the early months of construction. We will also use the snow storage lot as a staging area for the contractor to use for short term storage of materials and equipment.

RECYCLING IMPROVEMENTS

North Valley Refuse, working with the Waste Not Project and Citizens for a Better Flathead, has made some improvements to the drop-off recycling bins in Whitefish. The bins can now receive office paper, junk mail, envelopes, tin cans, paperboard (cereal boxes, egg cartons, brown paper bags) and there is less sorting to do.

There are now three different bins for recycling as indicated below and there are multiple bins for everything except for cardboard and paperboard:

One bin is for newspapers and inserts, magazines, brochures, office paper, junk mail, envelopes.

One bin is for aluminum cans, tin cans, plastics #1 and #2 - please remove and do not recycle all lids

One bin is for corrugated cardboard, paper board such as cereal boxes, egg cartons, and brown paper bags - please no waxed cardboard or pizza boxes as they gum up the machinery.



We are also going to meet soon with North Valley Refuse to talk about other improvements to the drop-off site(s) and to explore the costs of expanding to mandatory curbside recycling throughout Whitefish.

A copy of the press release from the Waste-Not Project is attached to this report in the packet.

FLOATING BIO-HAVENS TO BE PLACED IN RIVERSIDE PARK STORM DRAINAGE POND

Karin Hilding, Interim Public Works Director has worked with Mike Koopal of the Whitefish Lake Institute on some improvements to the water quality in the storm drainage pond at Riverside Park.

We have contracted with Watershed Consulting to place floating wetland islands in the Riverside stormwater Pond in June. The islands provide for treatment of the runoff water. There is some information that describes the floating wetlands in the packet with this report. We have had a budget in the stormwater fund for several years for various improvements and dredging of that pond and this project is the beginning of those improvements.

EMMA SAGEN PROPERTY DONATION TO CITY AND PARK BOARD

The City and Park Board recently received a property donation from Emma Sagen and her estate. Ms. Sagen lived at 516 West 8th Street until she passed away recently and she arranged for her property to be given to the City and the Park Board for use as a park. The Park Board decided to accept the property after clarifying some details about the property.

The land is to be kept in a natural state (and cannot be used for a cemetery). The lot is .818 acres or 35,640 square feet in size. A copy of the map location of the property is attached in the packet with this report. The Parks and Recreation Department will coordinate the clean-up of the property (there are a lot of structures in disrepair that will need to be demolished). In the future, a sewer line will be extended underground through the lot to connect to another sewer main north of 7th Street. The County Assessor had a land value of \$175,000 on the property.

MEETINGS

Parks and Recreation Tour of City Beach (6/3) – Dana Smith, Finance Director, and I attended the Parks and Recreation Department’s tour of City Beach. We reviewed all the facilities there, talked about parking problems and solutions, and discussed future plans of the Parks and Recreation Department for the facilities.

City of Polson – Resort Tax Presentation (6/3) - The City of Polson and a study committee are considering whether to pursue another election to establish a Resort Tax in Polson. I agreed to go down to their committee meeting last week and present some information on our Resort Tax, our elections related to the Resort Tax, and the history of collections. I also answered many questions the committee members had about collections, interpretations, and administration. Polson is considering a seasonal Resort Tax from April through October. Polson’s population is currently estimated at 4,800 people, so they may exceed the 5,000 population limit at the next census and then lose the ability to have a Resort Tax.

UPCOMING SPECIAL EVENTS

Whitefish Lake Run – June 27 – uses City Beach and various roads

Glacier Challenge – June 28 – uses Riverside Park, City Beach, various roads and trails

REMINDERS

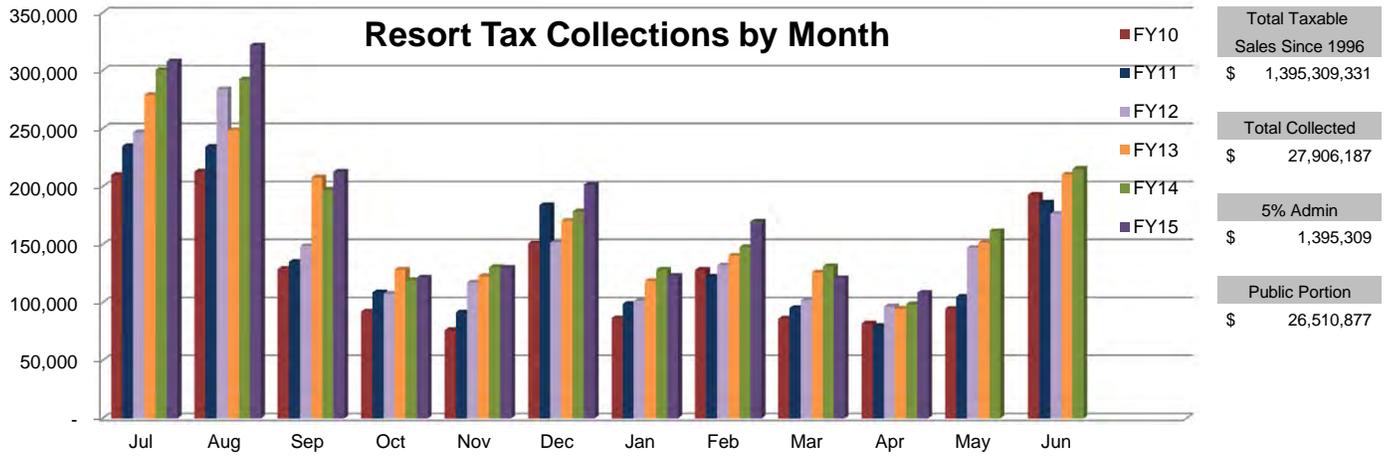
Friday, July 3rd – City Hall closed for the Independence Day holiday



Respectfully submitted,
Chuck Stearns, City Manager

Resort Tax Report
Reported in the Month Businesses Paid Tax

Month/Year	Lodging	Bars & Restaurants	Retail	Collected	% Chng		Interest	Total
					Mnth to Pr Yr Mnth	Quarter to Pr Yr Quarter		
Jul-12	69,418	94,341	115,149	278,908	13.1%		\$ 643	\$ 279,551
Aug-12	53,361	92,463	102,812	248,636	-12.4%		444	249,080
Sep-12	57,000	77,503	73,232	207,734	39.9%	8.3%	533	208,267
Oct-12	24,519	54,631	49,137	128,288	19.4%		434	128,722
Nov-12	8,099	40,326	74,122	122,547	4.6%		379	122,926
Dec-12	15,490	66,046	88,956	170,492	12.4%	11.9%	393	170,885
Jan-13	13,152	51,930	53,396	118,478	17.3%		363	118,841
Feb-13	18,023	55,180	66,995	140,198	6.4%		413	140,611
Mar-13	16,171	56,231	53,318	125,720	23.7%	14.9%	405	126,125
Apr-13	10,105	42,230	42,325	94,660	-1.8%		466	95,126
May-13	19,009	52,303	80,090	151,402	2.9%		427	151,829
Jun-13	41,222	74,833	94,085	210,140	19.1%	8.6%	488	\$ 210,628
Total FY13	\$ 345,570	\$ 758,018	\$ 893,617	\$ 1,997,205	Compared to Prv Yr		\$ 5,388	\$ 2,002,593
FY12 vs FY13	10%	12%	9%	10%	or	10.35%	TaxableSalesFY13	\$ 105,116,040
						\$ 187,301		
Jul-13	81,828	98,642	120,028	300,497	7.7%		496	300,993
Aug-13	77,809	108,131	106,422	292,362	17.6%		434	292,796
Sep-13	50,377	77,416	69,328	197,120	-5.1%	7.4%	434	197,554
Oct-13	16,851	48,015	54,271	119,137	-7.1%		434	119,571
Nov-13	6,831	47,701	75,780	130,312	6.3%		2654	132,966
Dec-13	21,782	64,884	91,585	178,251	4.6%	1.5%	404	178,655
Jan-14	16,848	54,481	56,839	128,169	8.2%		404	128,573
Feb-14	22,323	58,758	66,487	147,568	5.3%		404	147,972
Mar-14	15,770	64,178	51,114	131,061	4.2%	5.8%	409	131,470
Apr-14	10,065	41,894	46,458	98,417	4.0%		455	98,872
May-14	18,993	58,791	83,683	161,467	6.6%		455	161,922
Jun-14	44,865	69,190	101,053	215,107	2.4%	4.1%	455	215,562
Total FY14	\$ 384,342	\$ 792,081	\$ 923,047	\$ 2,099,470	YTD Compared to Last Year		\$ 7,438	\$ 2,106,908
FY13 vs FY14	11.2%	4.5%	3.3%	5.1%	or	5.12%	TaxableSalesFY14	\$ 110,498,402
						\$ 102,265		
Jul-14	84,053	104,935	118,876	307,864	2.5%		440	308,304
Aug-14	93,049	117,674	111,016	321,739	10.0%		498	322,236
Sep-14	49,804	84,149	78,813	212,767	7.9%	6.6%	246	213,013
Oct-14	18,589	50,665	52,266	121,519	2.0%		604	122,123
Nov-14	8,530	43,076	78,311	129,917	-0.3%		359	130,276
Dec-14	20,944	74,617	105,885	201,446	13.0%	5.9%	293	201,739
Jan-15	15,285	52,940	54,543	122,768	-4.2%		281	123,049
Feb-15	25,805	74,286	69,705	169,795	15.1%		166	169,961
Mar-15	16,336	51,183	53,368	120,887	-7.8%	1.6%	227	121,114
Apr-15	11,755	50,637	45,835	108,227	10.0%		263	108,490
Total FY15	\$ 344,148	\$ 704,164	\$ 768,617	\$ 1,816,929	YTD Compared to Last Year		\$ 3,377	\$ 1,820,306
YTD vs Last Year	7.38%	6.03%	4.10%	5.46%	or	5.46%	Taxable Sales FY15	\$ 95,627,851
FY15 % of Collections	19%	39%	42%			\$ 94,034		
Grand Total	\$ 4,699,069	\$ 9,897,083	\$ 11,914,725	\$ 26,510,877			\$ 759,171	\$ 27,270,598
% of Total Collections	18%	37%	45%				2.9% Average since '96	



Recycling is all about: Right Bin! Right Stuff!

If you've stopped by the City of Whitefish recycling containers lately, you'll have noticed new signs that make sorting for recycling even easier. Whitefish has recently joined a countywide effort to make it easier for everyone to do a better job of properly sorting materials for recycling.

Recycling in the Flathead takes a little effort, since we as residents are asked to drop off and sort our own recyclables. This method is called "source separation", and is necessary because we are a long distance from companies who actually turn what we recycle into new products. This means high transportation costs for the businesses in the valley that accept, bail and ship materials for recycling mainly to the West Coast. Taking the time to correctly sort material for recycling ensures there is a valuable product to help cover those costs, and supports over 50 recycling jobs in the Flathead.

Signage on recycling bins, telling the public how to sort for recycling, is now the same throughout the county and the three cities. The goal of these new signs and sorting guidelines is to make it easier for public to identify what can and what can't be recycled in the Flathead. Putting materials that can't be locally recycled in a recycling bin can make the whole bin of materials essentially trash, as recycling businesses can't afford to re-sort these materials.

Under the new program, all #1 and #2 plastics, aluminum, tin and steel cans go together into one bin. All mixed paper, including newspaper, magazines, office paper, and junk mail, goes together in another bin. When sorting for the cardboard bin, remember no waxed cardboard, pizza boxes, or packing materials. All other flattened cardboard, brown paper bags, egg cartons, and paperboard (cereal box type cardboard) are accepted.

One of the biggest sorting mistakes residents make is not looking on plastic containers to identify the number or type of plastic they have. The number will be inside the triangular recycling symbol, usually on the bottom of the container. Only #1 and #2 plastics can be recycled in the Flathead. Plastics #3-#7 should be placed in with trash. Also remember it takes an extra trip to recycle glass which is only accepted by New World Recycling at 4969 Hwy 2, Columbia Falls (257-2574) or at Glacier National Park Lodges Site, 1014 1st Ave W, Columbia Falls, or at the Target Store in Kalispell, in bins for public use behind these businesses.

To help with efforts to increase proper sorting for recycling, the WasteNot Project is launching an outreach campaign called *Right Bin! Right Stuff!* If you would like a presentation at your service club or business about what can be recycled and opportunities to increase recycling in the Flathead, contact the WasteNot Project at 756-8993. Promotional flyers, posters, a guide to where and what to recycle, or online content is available to help you join the effort to improve proper sorting of materials for recycling so that local recycling businesses can be successful.

Every year in Flathead County, through our taxes, we spend more than \$8 million to throw stuff away. When county residents choose to recycle, they help ensure that valuable materials do not end up in the landfill. The cost to throw away a ton of garbage at the Flathead County Landfill is \$30.50. In contrast, the 2014 market value of a ton of #1 or #2 plastic recycled is \$480. (In 2013 plastic was worth less due to market changes. It was worth \$240-\$280.)

While there are costs to collect, bale, and transport this ton of plastic or other recyclables to market, local recycling companies work hard to cut costs through efficiency. When the public fails to properly sort materials for recycling, however, these companies and the jobs they support are put at risk, as they operate on a very narrow profit margin.

There are other benefits to keeping recyclable materials out of the landfill. For example, 20 recycled cans can be made with the energy needed to produce one new can. Recent studies have demonstrated that the energy required to convert raw materials such as minerals, oil, and trees into metals, plastics, and paper is far greater than the amount of energy required to collect and recycle our paper, bottles, and cans into new products.

Flathead County and recycling businesses located here are doing their part to make recycling easier and more cost effective. It's now up to the public to make these recycling programs a success by always sorting for *Right Bin! Right Stuff!*

Mayre Flowers, WasteNotProject.org

The WasteNot Project is a twenty-three-year collaborative project of the Flathead Valley Community College Service Learning Program, the Flathead County Solid Waste District, and Citizens For A Better Flathead, promoting recycling and waste reduction.

Recycling Contacts in the Flathead:

[Valley Recycling](#)

257-2575

[Pacific Recycling](#)

755-7011

[North Valley Refuge and the City of Whitefish](#)

862-4381 & 863-2400

[Flathead County Solid Waste District](#)

758-5910

Want to get curbside recycling? Here's who to contact.

[New World Recycling](#)
257-5899

[Green Machine](#)
755-8112

[North Valley Refuge for Whitefish](#)
862-4381



Re: Applications of BioHaven® Floating Treatment Wetlands for stormwater treatment in Riverside Pond, Whitefish, MT

April 1, 2015

To Whom It May Concern:

Watershed Consulting was asked to provide a summary of the potential benefits and applications of BioHaven Floating Treatment Wetlands in Whitefish's Riverside Pond. These floating islands are an increasingly popular technology that reduces water pollutants by replicating and concentrating natural wetland processes. When added as an adaptation to traditional stormwater systems, BioHaven islands provide significant reductions in biochemical oxygen demand, chemical oxygen demand, suspended solids, nitrate, ammonium, phosphate and heavy metals.

Along with this report, we have included a flier that outlines how BioHaven islands function and their range of applications. If you decide you are interested in installing BioHaven floating islands, in Riverside pond, we would be happy to come up to the project site for a full assessment.

Thanks for your interest,

Christine Brissette
Project Manager

Overview of BioHaven Floating Treatment Wetlands

BioHaven® Floating Islands reduce water pollutants by mimicking natural wetland processes. BioHaven islands utilize biofilms, a complex of naturally occurring microorganisms, to reliably filter and remove contaminants from water. While biofilms exist in nearly all water systems, BioHaven islands maximize the surface area that biofilms can inhabit, creating concentrated treatment centers. One cubic foot of BioHaven matrix equals up to 3000 ft² surface area. Vegetation is planted directly into the islands to further enhance water treatment and aesthetics



An established stormwater treatment island

Compared to traditional stormwater systems, BioHaven islands provide significant reductions in contaminants including suspended solids, nitrate, ammonium, phosphate and heavy metals Tables 1 and 2, below, outlines reductions seen in comparable projects:

Table 1: Billings Stormwater Treatment Results

Contaminant	Mean Conc. (mg/L)		Mean Removal
	Inlet	Outlet	
Total suspended solids (TSS)	391	28	93%
Chemical oxygen demand (COD)	256	30	88%
Total phosphorus (TP)	0.81	0.099	88%
Total nitrogen (TN)	3.14	0.867	72%
Copper	0.091	0.009	90%
Lead	0.085	0.004	95%
Zinc	0.875	0.056	94%
Oil & grease (O&G)	7.1	1.2	83%

Table 2: Metra Park Stormwater Treatment Results

Contaminant	Mean Conc. (mg/L)		Mean Removal
	Inlet	Outlet	
Total suspended solids (TSS)	175	55	69%
Chemical oxygen demand (COD)	132	52	61%
Total phosphorus (TP)	0.39	0.11	72%
Total nitrogen (TN)	2.2	1.3	41%
Copper	0.060	0.012	80%
Lead	0.034	0.007	79%
Zinc	0.352	0.074	79%
Oil & grease (O&G)	5.1	2.0	61%

Applications for BioHaven Floating Treatment Wetlands in Riverside Pond, Whitefish, MT

The Riverside Park retention pond mitigates the impact of stormwater entering the Whitefish River by allowing coarse sediments to settle out in the pond before the water is discharged. While these systems are effective in this regard, they do little to impact the nutrients and fine sediments also present in most stormwater runoff. BioHaven floating islands enhance retention ponds by entrapping fine sediments and processing nutrients, further reducing the pollutants that eventually enter the river.

We recommend a series of islands installed at the inlet of the pond to intercept contaminants as they first enter the system. Below are three potential scenarios:

1. Six 5x20 square foot islands (600 square feet)
2. Six 5x25 square foot islands (750 square feet)
3. Ten 5x20 square foot islands (1000 square feet)

There are two important considerations when designing floating island systems:

- Aeration and circulation greatly enhance the treatment potential of floating islands. An aerated system will require fewer islands than a passive system for comparable treatment.
- Floating Island systems are scaleable and modular. Many clients start with a small initial installation and expand as funds become available or as the benefits of the islands become clear.

Installation and Maintenance

Installation of floating islands takes only about a day. Maintenance for the first season is mostly to ensure that plants become well established. This includes adding or removing ballast weight so roots make contact with the water, checking anchors and patching areas that have been disturbed by waterfowl or weather. This will require 3-4 visual assessments the first two months to ensure proper establishment. City personnel can be quickly trained to perform routine maintenance. After the first year, generally one day per year is allotted to inspect and maintain vegetative cover of island matrix.



Floating islands can be left in place through the winter

Floating islands can overwinter in the pond. They can sustain brief periods of drought. If the Riverside pond is dewatered, the islands should be kept in the shade and watered occasionally to keep vegetation alive.

Cost

The cost of a planted, installed system will vary by design. If the City of Whitefish would like an island installation, we can develop a set bid price. Generally a fully installed island (including all delivery, materials and labor) will cost approximately \$22-25 per square foot. Based on this number, the scenarios presented above would cost approximately:

1. 600 square foot, non-aerated system ~\$15,000
2. 750 square foot, non-aerated system ~\$18,000
3. 1000 square foot, non-aerated system ~\$23,000

As mentioned earlier, if an aeration system is planned for the pond, scenarios 1 or 2 would provide sufficient treatment. If aeration is not included, we would recommend scenarios 2 or 3.

Thanks for your interest. Please be in touch with any questions.



WATERSHED
CONSULTING LLC

BioHaven® Floating Treatment Wetlands



APPLICATIONS

Water Quality Improvement

Proven reduction of nutrients, total suspended solids, biochemical oxygen demand and heavy metals

Wastewater Treatment

Retrofit existing, under-performing systems or design for full-scale treatment solutions

Storm Water Treatment

Tolerates drastically fluctuating water levels while removing pollutants

Habitat: Aquatic and Terrestrial

Provides habitat for fish, insects, ground-nesting birds, native flora and everything in between

Waterscape Beautification

Vegetate or hardscape islands, docks and platforms to enhance aesthetics, improve fisheries and limit mosquito populations.

Wake and Wave Barriers

Inherently buoyant, islands protect shorelines while cleaning water.

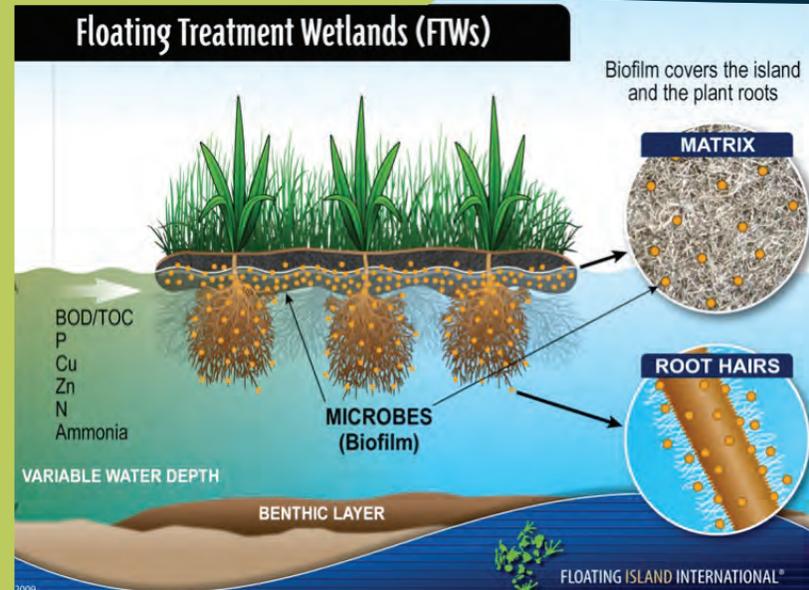
BioHaven® is a highly versatile, biomimetic approach to improving water quality. The scalable, engineered floating islands replicate and concentrate natural wetland processes – utilizing plants and microbes to capture and remove pollutants from water. BioHaven floating islands can be used to treat everything from wastewater to algae blooms in residential ponds.



BioHaven Floating Islands beautify while improving water quality

How It Works:

A BioHaven® Floating Treatment Wetland (FTW) functions as a Concentrated Wetland by providing increased surface area for the underwater, microbial communities that rapidly process contaminants (biofilms). As polluted water comes in contact with biofilms and plant roots, a myriad of biochemical and physical processes occur to absorb, filter or entrap contaminants where they are then introduced into the food chain.



The BioHaven® Advantage:

BioHaven® Floating Treatment Wetlands can be designed to meet target removal rates for water contaminants. Water circulation through a BioHaven FTW greatly improves treatment efficacy. This recirculation can be achieved through pumps or passive design systems.



This municipal water treatment installation uses a passive design to move water through a series of BioHaven® FTW's

- Proven Performance: Treat multiple water quality parameters including nitrogen, phosphorus, ammonia, BOD, algae, heavy metals and suspended solids;
- An Effective, Sustainable Solution: Manufactured with recycled BPA-free PET plastic, BioHavens are a chemical-free treatment solution with low, if any operational energy requirements;
- Versatile & Scalable: Design to any size and shape – engineer for any purpose;
- Simple & Smart: Easy to retrofit existing or conventional treatment ponds and lagoons;
- Self-Sufficient: Inexpensive installation and minimal maintenance required. Islands are immune to flooding and desiccation commonly associated with fluctuating water levels;
- Aesthetic & Appealing: Tells the story of invaluable wetland processes through a beautifully designed and fully functional floating island, dock, platform or walkway.





FLATHEAD COUNTY GIS
KALISPELL, MONTANA

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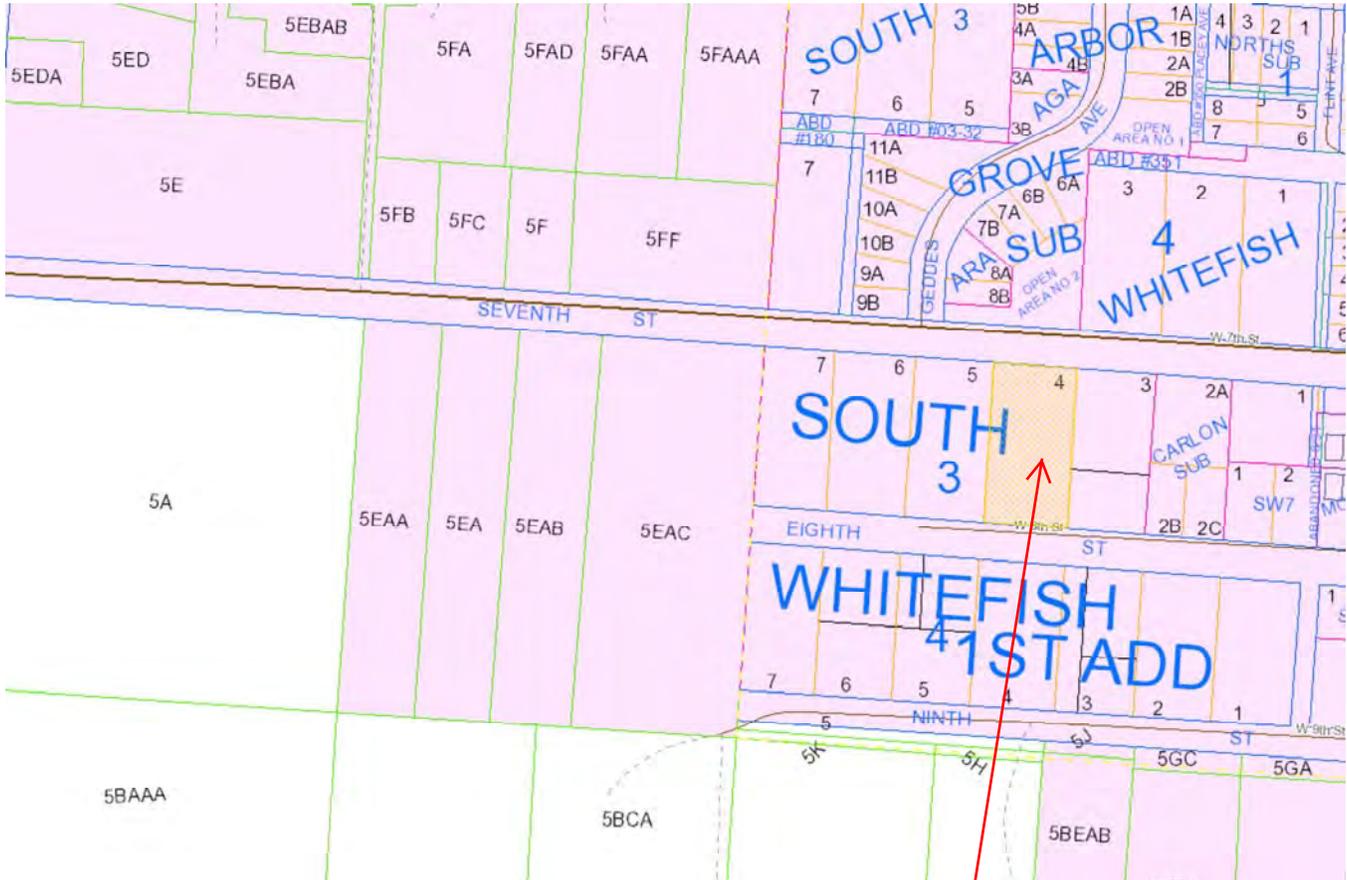
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map scale: 1:2,292 map center: latitude 48° 24' 17.97 longitude -114° 20' 38.05 active tool: pan map active layer: Parcel Owners Physical Address



tools



Emma Sagen
property donation
of .818 acres at
516 West 8th
Street

RESOLUTION NO. 15-__

A Resolution of the City Council of the City of Whitefish, Montana, to extend the term of the interfund loans to the Drug Forfeiture fund and Building Code fund.

WHEREAS, in Fiscal Years 2010 and 2011, it was necessary for the General Fund to loan the Drug Forfeiture Fund a combined total of \$191,162.12, which was classified as a long term loan due to the repayment period exceeding twelve months; and

WHEREAS, in Fiscal Years 2010, 2011, and 2012, it was necessary for the General Fund to loan the Building Code Fund a combined total of \$460,977.42, which was classified as a long-term loan due to the repayment period exceeding twelve months; and

WHEREAS, the Drug Forfeiture Fund and Building Code Fund remain unable to repay the balance of \$172,816.88 and \$171,699.49, respectively, of interfund loans by June 30, 2015, as required by Resolution No. 12-13; and

WHEREAS, it is necessary for the City to extend the term of the interfund loans; and

WHEREAS, the City's Finance Director has recommended that the repayment period for the interfund long-term loans from the General Fund be extended.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: The City's Finance Director is hereby authorized and directed to extend the term of the interfund loan from the General Fund (Fund 1000) to the Drug Forfeiture Fund (Fund 2390). This loan shall bear interest at the rate of 0.0% per annum and shall be repaid to the General Fund from the Drug Forfeiture Fund as funds become available, but in any event shall be repaid in full by June 30, 2020.

Section 2: The City's Finance Director is hereby authorized and directed to extend the term of the interfund loan from the General Fund (Fund 1000) to the Building Code Fund (Fund 2394). This loan shall bear interest at the rate of 0.0% per annum and shall be repaid to the General Fund from the Building Code Fund as funds become available, but in any event shall be repaid in full by June 30, 2016.

Section 3: The City's Finance Director is authorized to take any and all steps necessary to complete the interfund loans described above.

Section 4: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
WHITEFISH, MONTANA, ON THIS 15TH DAY OF JUNE, 2015.

John M. Muhlfeld, Mayor

ATTEST:

Necile Lorang, City Clerk

Staff Report



To: Mayor John Muhlfeld and City Councilors
From: Dana Smith, Finance Director *Dana Smith*
Date: June 9, 2015
Re: Building Code Fund and Drug Forfeiture Fund Interfund Loans

Introduction/History

During fiscal years 2010, 2011, and 2012, it was necessary for the General Fund to loan the Building Code Fund a total of \$460,977.42 as a result of decreased building activity during the recession. At the recommendation of staff, the City Council classified this loan as a long-term loan due to the repayment period of the loan exceeding 12 months.

In addition, it was also necessary that the General Fund loan the Drug Forfeiture Fund a total of \$191,162.12 during fiscal years 2010 and 2011 to cover the cost of police salaries incurred in the fund when minimal forfeiture revenues were received. Again at the recommendation of staff, the City Council classified this loan as a long-term loan due to the repayment period of the loan exceeding 12 months.

Resolution 12-13 approved the terms for both the Building Code Fund and the Drug Forfeiture Fund loans at an interest rate of 0% with required repayment in full by June 30, 2015.

Current Report

With the required repayment date of June 30, 2015, an extension for the repayment terms for each loan is necessary. Based on the review of cash balances and anticipated projects, it is likely that a portion of the Building Code Fund loan balance of \$171,699.49 will not be repaid by June 30, 2015. The proposed resolution would extend the repayment terms to June 30, 2016, or an additional year, when adequate revenues will be received to repay the remainder of the loan.

The Drug Forfeiture Fund is also not expected to pay off the loan balance of \$172,816.88 by June 30, 2015. The receipt of drug forfeiture revenue is unpredictable so the proposed resolution would extend the repayment terms an addition five years to June 30, 2020. To-date we have not received any drug forfeitures in fiscal year 2015.

Financial Requirement

There are no immediate financial implications as a result of this extension. The Building Code Fund loan is reasonably expected to be paid off by June 30, 2016. The Drug Forfeiture Fund loan could prove to be a very slow repayment process unless the Council decides to write-off the loan at a later date.

Recommendation

Staff respectfully recommends that the City Council approve the extension of the repayment period of the Building Code Fund loan from the General Fund to June 30, 2016 and the Drug Forfeiture Fund loan from the General Fund to June 30, 2020.

The following pages were received after packet and distributed to the Mayor and Council at the meeting.

Vanice Woodbeck

From: Mary Jo Look <looksrus@cyberport.net>
Sent: Monday, June 15, 2015 5:03 PM
To: vwoodbeck@cityofwhitefish.org
Subject: parking garage with retail space



Whitefish City Council Members -

I am sorry this is so late.

I was not aware that this project was going to be discussed at tonight's council meeting, and I am not able to attend the meeting. but I do want you to know and to think about reconsidering the retail space in the "parking garage".

I know it has been highly recommended to you by C & A to add the retail space, but I feel that they do not understand retail very well, it is not a desirable location for small business, and the vacancy rate could be very high. They are designers - not retailers. It involves too much money to build it also. It should be a parking garage. Now you are reducing the spaces again. Please, reconsider this retail project and illuminate it. Thank you for your consideration.

Mary Jo Look

Subject: Public Comment on City Hall and parking structure proposals

From: Peter Edland <thewalkingman@cyberport.net>

Date: 6/15/2015 10:43 AM

To: nlorang@cityofwhitefish.org

City Council Members,

Comment for the June 15th 2015 meeting regarding City Hall and Parking Structures.

Please vote in favor of the downtown parking structure.

1. Interest rates will never be lower and we should get more for our money.
2. The introduction of a large new downtown hotel will greatly stress parking availability at all times and especially in coordination with theatre, & middle school events.
3. I have attended past planning meetings and I believe the existing plan properly represents community input.

Please vote in favor of the new City Hall.

1. Interest rates are low.
2. The city hall needs an upgrade.
3. There has been sufficient community input.

Thank you,

Peter Edland
The Walking Man Frame Shop & Gallery
305 Baker Ave
Whitefish, MT 59937
406-863-278

Subject: To the council

From: Fred Frost <frostwtfsh@yahoo.com>

Date: 6/17/2015 12:24 PM

To: "nlorang@cityofwhitefish.org" <nlorang@cityofwhitefish.org>

Those people who want to have a public vote on the new city hall remind me of someone who goes to a wedding and keeps quiet when they ask if there are any objections and then two months later runs around saying what a terrible idea it was to get married.

Why in the world did they not speak up during the planning and comment periods? Idiots.

Fred Frost

1009 Columbia Ave