

**CITY OF POLSON COMMISSION  
MEETING AGENDA**

**COMMISSION CHAMBERS**

**May 16, 2016**

**7:00 P.M.**

**1. CALL TO ORDER**

Mayor Knutson

**2. PLEDGE OF ALLEGIANCE**

Mayor Knutson

**3. APPROVAL OF PROPOSED AGENDA**

Mayor Knutson

**4. PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC **NOT** ON THE AGENDA (address items to the Chair. Commission takes no action on items discussed)**

**5. CONSENT AGENDA**

- a. April 29, 2016 claims
- b. May 1-12, 2016 Claims
- c. City Commission Meeting Minutes May 2, 2016

**6. CITY MANAGER COMMENTS**

City Manager Mark Shrives

**NEW BUSINESS**

**7. APPROVE BID FOR CENTER ADDITION SEWER & WATER REPLACEMENT**

City Manager Mark Shrives

**8. APPROVE RESOLUTION OF INTENT FOR WATER/SEWER RATE INCREASE**

City Manager Mark Shrives

**9. APPROVE WAIVE OF OPEN CONTAINER ORDINANCE FOR THE COVE DELI & PIZZA CONCERT**

City Manager Mark Shrives, Ryan Avison

**10. APPROVE USE OF SALISH POINT PARK FOR 6<sup>th</sup> ANNUAL FLATHEAD LAKE BLUES FESTIVAL & SANDPIPER ART GALLERY FLATHEAD LAKE FESTIVAL OF ART. AUGUST 19<sup>TH</sup> – 21<sup>ST</sup>**

Steven Pickel, Heather Holmes

**11. APPROVE USE OF SACAJAWEA PARK FOR THE 2<sup>ND</sup> ANNUAL FLATHEAD LAKE FESTIVAL OF ART AUGUST 20 & 21, 2016**

Steven Pickel, Heather Holmes

**12. ACCEPT RICK LAPIANA RESIGNATION FROM THE POLSON REDEVELOPMENT AGENCY AND THE ECONOMIC DEVELOPMENT COUNCIL**

City Manager Mark Shrives

**13. APPEAL DECISION OF CITY MANAGER TO REFUND OR MODIFY GOLF DUES FOR 2016 SEASON**

**Garth Cox**

**14. ADJOURN**

The City of Polson encourages public participation in its public meetings and hearings. In doing so the City holds its meetings in handicapped accessible facilities. Any persons desiring accommodations for a handicapping condition should call the City Clerk at 883-8203 for more information.

05/12/16  
09:21:39

City of Polson  
Claim Details by Fund, Account  
For the Accounting Period: 4/16

Page: 1 of 2  
Report ID: AP100Z

For doc #s from 124057 to 124058

5a.

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	410400 Administrative Services	4804 MARK SHRIVES	ADMN-MS TRAVEL MEALS	92.00
1000 General All-Purpose Fund	410500 Financial Services	4680 CINDY DOOLEY	FINC-CD TRAVEL MILEA	441.72
1000 General All-Purpose Fund	410500 Financial Services	4680 CINDY DOOLEY	FINC-CD TRAVEL MEALS	97.00
			Total for Fund:	630.72
			Total:	630.72

05/12/16  
09:21:39

City of Polson  
Fund Summary for Claims  
For the Accounting Period: 4/16

Page: 2 of 2  
Report ID: AP110

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Fund/Account	Amount
1000 General All-Purpose Fund	
101000	\$630.72
Total:	\$630.72

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05/12/16  
15:22:48

City of Polson  
Claim Details by Fund, Account  
For the Accounting Period: 5/16

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Report ID: AP100Z

For doc #s from 124059 to 124215

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Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	341009 Municipal Facilities	999999 DUFFEY LAND SURVEYING	PLNG-REFUND MFE NOT	200.00
1000 General All-Purpose Fund	410360 Municipal Court	2031 DENNIS DEVRIES	CORT-CITY JUDGE CONT	1,650.00
1000 General All-Purpose Fund	410360 Municipal Court	4880 ACCESS MONTANA	CORT-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	410360 Municipal Court	000010 CENTURYLINK	CORT-SHARED FAX	20.90
1000 General All-Purpose Fund	410360 Municipal Court	000282 QUILL CORPORATION	CORT-SHARED BLK TONE	55.18
1000 General All-Purpose Fund	410360 Municipal Court	000282 QUILL CORPORATION	CORT-SHARED MAGENTA	87.90
1000 General All-Purpose Fund	410360 Municipal Court	1925 VALLEY BUSINESS SYTEMS	CORT-SHARED COPIER C	17.50
1000 General All-Purpose Fund	410360 Municipal Court	000023 GULL PRINTING	CORT-NO CONTACT ORDER	99.95
1000 General All-Purpose Fund	410400 Administrative Services	4880 ACCESS MONTANA	ADMN-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	410400 Administrative Services	4743 WEX BANK	FACL-C.M. FUEL 4/1-3	25.28
1000 General All-Purpose Fund	410400 Administrative Services	2074 VERIZON WIRELESS	ADMN-C.M. CELL PHONE	29.67
1000 General All-Purpose Fund	410400 Administrative Services	2074 VERIZON WIRELESS	ADMN-CREDIT	-0.03
1000 General All-Purpose Fund	410500 Financial Services	4880 ACCESS MONTANA	FINC-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	411100 Legal Services	4820 M RICHARD GEBHARDT	FACL-CONTRACT CITY AT	2,000.00
1000 General All-Purpose Fund	411100 Legal Services	4850 MORIGEAU LAW PLLC	FACL-CITY ATTRY CNTR	2,000.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000877 JOHNCO STORAGE	FACL-UNIT STORAGE 7/	75.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000010 CENTURYLINK	FACL-FAX SERVICE	37.42
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4970 CITY OF POLSON	FACL-S.I.D. #43 FRON	60.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4970 CITY OF POLSON	FACL-S.I.D. #43 FILE	30.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 FLATHEAD NEWSPAPER GROUP	FACL-CITY SPRING CLE	35.34
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 FLATHEAD NEWSPAPER GROUP	FACL-CITY SPRING CLE	54.42
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3068 WALMART COMMUNITY CREDIT	FACL-MINI BLIND	11.97
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-PURCHASE	224.59
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-LODGING	420.27
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2234 ACE HARDWARE/ TREMPER'S	FACL-BATTERIES FOR R	5.58
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2234 ACE HARDWARE/ TREMPER'S	FACL-CONTRACT SOLVENT	15.99
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2234 ACE HARDWARE/ TREMPER'S	STRT-RECEP WALLPLATE	0.39
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000282 QUILL CORPORATION	FACL-3 RING BINDERS	64.40
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000282 QUILL CORPORATION	FACL-PAPER, BREAK RO	94.49
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000185 SUPER 1 FOODS	FACL-CLEANING SUPPLI	21.96
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACL-KM3232 CLN/TEST	138.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACL-TIA 305 CLN/TES	35.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4743 WEX BANK	FACL-C PRITT BLUE SU	8.18
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000044 REPUBLIC SERVICES #889	FACL-WASTE DISPOSAL	58.68
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4550 TROY JENSEN ELECTRIC, LLC	FACL-DUPLEX OUTLET	76.44
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4550 TROY JENSEN ELECTRIC, LLC	FACL-BALLAST IN OFFI	120.00
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-1003 1ST ST E D	57.94
1000 General All-Purpose Fund	420140 Crime Control and	000010 CENTURYLINK	POLC-SHARED FAX	20.89
1000 General All-Purpose Fund	420140 Crime Control and	000034 WESTERN BUILDING CENTER	POLC-PATROL ROOM DOO	29.99
1000 General All-Purpose Fund	420140 Crime Control and	3068 WALMART COMMUNITY CREDIT	POLC-MICRO SD	29.76
1000 General All-Purpose Fund	420140 Crime Control and	3068 WALMART COMMUNITY CREDIT	POLC-K-9 SUPPLIES	37.94
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-TASER INTN'L	345.34
1000 General All-Purpose Fund	420140 Crime Control and	3614 THE CAR WASH/GROGAN'S	POLC-VEH WASH /1-30/	72.11
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLC-FASTENERS	4.32
1000 General All-Purpose Fund	420140 Crime Control and	000282 QUILL CORPORATION	POLC-SHARED BLK TONE	55.17
1000 General All-Purpose Fund	420140 Crime Control and	000282 QUILL CORPORATION	POLC-SHARED MAGENTA	87.89
1000 General All-Purpose Fund	420140 Crime Control and	000282 QUILL CORPORATION	POLC-EXAM GLOVES	13.22
1000 General All-Purpose Fund	420140 Crime Control and	1925 VALLEY BUSINESS SYTEMS	POLC-SHARED COPIER C	17.50
1000 General All-Purpose Fund	420140 Crime Control and	4743 WEX BANK	POLC-FUEL 4/1-30/16	1,783.90
1000 General All-Purpose Fund	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-I PHONES	345.38
1000 General All-Purpose Fund	420140 Crime Control and	000724 COSNER COMTECH	POLC-BATTERY	242.00

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	420140 Crime Control and	4965 MODERN MARKETING	POLC-OFFICER ARE MY	438.00
1000 General All-Purpose Fund	420140 Crime Control and	000044 REPUBLIC SERVICES #889	POLC-SHARED WASTE DI	27.93
1000 General All-Purpose Fund	420140 Crime Control and	1879 THE UPS STORE	POLC-SHIPMENT-REPAIR	10.45
1000 General All-Purpose Fund	420230 Care and Custody of	000552 LAKE COUNTY SHERIFF'S	POLC-PRISONER BOARD	33.00
1000 General All-Purpose Fund	420400 Fire Protection and	3256 CLINT COTTLE	FIRE-REIMBURSE GLVS	39.98
1000 General All-Purpose Fund	420400 Fire Protection and	4880 ACCESS MONTANA	FIRE-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420400 Fire Protection and	3068 WALMART COMMUNITY CREDIT	FIRE-FIRE HALL SUPPL	82.10
1000 General All-Purpose Fund	420400 Fire Protection and	2888 MISSION VALLEY SECURITY	FIRE-FIRE EXTNGSHR,	288.65
1000 General All-Purpose Fund	420400 Fire Protection and	4329 BISHOP SIGNWORKS	FIRE-REFLCTV HELMET	30.00
1000 General All-Purpose Fund	420400 Fire Protection and	4329 BISHOP SIGNWORKS	FIRE-MISSION STATEME	140.00
1000 General All-Purpose Fund	420400 Fire Protection and	4208 MAHUGH FIRE & SAFETY, LLC	FIRE-ASSORTED PRODUC	989.95
1000 General All-Purpose Fund	420400 Fire Protection and	4605 THIRD EYE TECHNOLOGIES,	FIRE-SET UP EMAIL, R	37.50
1000 General All-Purpose Fund	420400 Fire Protection and	001541 L.N. CURTIS & SONS	FIRE-SUPER ADJUST AM	215.30
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-CORD REEL WORKL	39.90
1000 General All-Purpose Fund	420400 Fire Protection and	000185 SUPER 1 FOODS	FIRE-COFFEE FOR FIRE	17.94
1000 General All-Purpose Fund	420400 Fire Protection and	4743 WEX BANK	FIRE-FUEL 4/1-30/16	213.96
1000 General All-Purpose Fund	420400 Fire Protection and	4793 AUTOZONE, INC	FIRE-TOOL SET	29.99
1000 General All-Purpose Fund	420400 Fire Protection and	4793 AUTOZONE, INC	FIRE-BULBS, TUB O TO	22.18
1000 General All-Purpose Fund	420400 Fire Protection and	000023 GULL PRINTING	FIRE-COTTLE BUSINESS	59.95
1000 General All-Purpose Fund	420400 Fire Protection and	2002 PACIFIC STEEL & RECYCLING	FIRE-CHANNEL FOR BRU	38.33
1000 General All-Purpose Fund	420400 Fire Protection and	4148 MUNICIPAL EMERGENCY	FIRE-GAUGE LINE TUBI	1,314.00
1000 General All-Purpose Fund	420540 Land Use	4880 ACCESS MONTANA	PLNG-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420540 Land Use	4970 CITY OF POLSON	PLNG-EDITS TO PLNG M	15.00
1000 General All-Purpose Fund	420540 Land Use	3891 LANDMARK SURVEYING	PLNG-PLAN REVW 1/1-5	35.00
1000 General All-Purpose Fund	430240 Road and Street	4825 IBS, INC	STRT-ASST SCREWS	456.28
1000 General All-Purpose Fund	430240 Road and Street	4880 ACCESS MONTANA	STRT-SATELITE @ 1003	28.97
1000 General All-Purpose Fund	430240 Road and Street	4970 CITY OF POLSON	STRT-2 SAFE XING MAP	24.00
1000 General All-Purpose Fund	430240 Road and Street	4970 CITY OF POLSON	STRT-GAS TAX MAP	12.00
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-4X4X2-1/8 SQ BO	4.79
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-ASST. FIR PRODU	243.61
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-PRODUCT RETURNE	-98.95
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-3/4 4X8 TG ULAY	164.20
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-2X8 F/L SELCT	49.75
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-3/4 CAP, GLV	3.49
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-GALV NIPL, GALV	8.58
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-ASST ELBOWS	11.97
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-45 ELBOW	2.99
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-3" 221/2 EL DWV	-8.98
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-5/16X4 RSS TORK	52.00
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-2X6 HEM FIR SEL	41.13
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-ASST WSHRS, SCR	76.26
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-1T, BLK, 1 90 E	10.58
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-INSLTR, ELBOW,	17.28
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-CLAMP, ADAPTER	4.28
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-3/8" ROLLER COV	6.99
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-ANGLE BRUSH, PA	37.26
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-18" WATER CONNE	13.79
1000 General All-Purpose Fund	430240 Road and Street	000034 WESTERN BUILDING CENTER	STRT-18" WATER CONNE	13.79
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-FLANGES	75.41
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-GLAV FLOOR FLAN	9.49
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-ELEC WTR HTR	359.99
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-SIGNS FOR SHOP	20.14

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15:22:48

City of Polson  
Claim Details by Fund, Account  
For the Accounting Period: 5/16

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Report ID: AP100Z

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-GLUE, MARKER, O	28.96
1000 General All-Purpose Fund	430240 Road and Street	3014 QUIK E'Z TOWING &	STRT-'01 FRGHTLNR BR	2,013.41
1000 General All-Purpose Fund	430240 Road and Street	2074 VERIZON WIRELESS	STRT-CELL PHONE SERV	136.80
1000 General All-Purpose Fund	430240 Road and Street	000044 REPUBLIC SERVICES #889	STRT-SHARED WASTE DI	27.92
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PRKS-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PRKS-SATELITE SERVIC	28.97
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-ASST FASTENERS	72.53
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-1" ELEMENT	11.99
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-3/4" ST HOSE BI	5.99
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-ASST HEX, WHATE	2.52
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-TOGGLE BOLT, AS	15.70
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-SPRAY PAINT	4.29
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-COUPLING DWV	2.94
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-4' LEAD BURY HY	89.99
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-4' LEAD BURY H	-89.99
1000 General All-Purpose Fund	460430 Parks	000034 WESTERN BUILDING CENTER	PRKS-ASST PRODUCT	4.78
1000 General All-Purpose Fund	460430 Parks	3068 WALMART COMMUNITY CREDIT	PRKS-16G USB ULTR	9.97
1000 General All-Purpose Fund	460430 Parks	4743 WEX BANK	PRKS-FUEL 4/1-30/16	235.08
1000 General All-Purpose Fund	460430 Parks	2074 VERIZON WIRELESS	PRKS-CELL PHONE SERV	101.32
1000 General All-Purpose Fund	460430 Parks	000044 REPUBLIC SERVICES #889	PRKS-WASTE DISPOSAL	84.84
Total for Fund:				19,571.03
2001 Fire Impact Fees	420400 Fire Protection and	3025 FIRST BANKCARD	FIRE-LODGING	388.92
2001 Fire Impact Fees	420400 Fire Protection and	001409 HEIMAN FIRE EQUIPMENT	FIRE-FLANGES, VALVE,	348.08
Total for Fund:				737.00
2020 Police Municipal Services	420140 Crime Control and	3560 TASER INTERNATIONAL	POLC-STORAGE, LICENS	3,838.50
2020 Police Municipal Services	420140 Crime Control and	2255 GALLS, LLC-D.B.A.	POLC-ASST. STARS BAR	77.94
2020 Police Municipal Services	420140 Crime Control and	2255 GALLS, LLC-D.B.A.	POLC-LIFE SAVING MED	82.50
2020 Police Municipal Services	420140 Crime Control and	3857 STANFORD POLICE &	POLC-ASST. HATS	251.70
2020 Police Municipal Services	420140 Crime Control and	3857 STANFORD POLICE &	POLC-STARS, HERO'S P	17.75
2020 Police Municipal Services	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-AIRCARDS & NOTE	400.12
2020 Police Municipal Services	420140 Crime Control and	000085 SOUTHSORE VETERINARY	POLC-ANIML IMPMND AP	210.00
Total for Fund:				4,878.51
2394 Building Code Enforcement	420500 Protective Inspections	4880 ACCESS MONTANA	BLDG-INTERNET SERVIC	15.00
2394 Building Code Enforcement	420500 Protective Inspections	3025 FIRST BANKCARD	BLDG-LODGING	388.92
Total for Fund:				403.92
2395 Tree Fund	480150 Tree Conservation	000011 MISSION VALLEY POWER	PRKS-SPRTS CMLPX, WE	12.00
Total for Fund:				12.00
2720 Police Donations	420140 Crime Control and	3068 WALMART COMMUNITY CREDIT	POLC-BABY GIFT SUPPL	73.25
Total for Fund:				73.25
2810 Police Training Fund	342014 Police Class Registration	999999 CASCADE COUNTY SHERIFF	POLC-REFND TUITION F	650.00

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
2810 Police Training Fund	342014 Police Class Registration	999999 CITY OF RONAN	POLC-TUITION FEES RE	325.00
			Total for Fund:	975.00
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	FIRE-FASTENERS	44.69
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-BUSHING, PVC	4.37
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-FASTENERS	11.12
2820 Gas Apportionment Tax	430240 Road and Street	4743 WEX BANK	STRT-FUEL 4/1-30/16	423.21
2820 Gas Apportionment Tax	430240 Road and Street	2367 ZUMAR INDUSTRIES, INC.	STRT-DEAD END SIGN	105.89
2820 Gas Apportionment Tax	430240 Road and Street	2665 MERCER WELDING & REPAIR	STRT-REPAIR WELD	37.50
2820 Gas Apportionment Tax	430240 Road and Street	4049 D & D CUSTOMS AND	STRT-SANDBLAST LABOR	300.00
2820 Gas Apportionment Tax	430240 Road and Street	2542 CERTIFIED LABORATORIES	STRT-CUT-THRU EF	292.00
			Total for Fund:	1,218.78
2943 RCDI/Growth Policy	420545 Zoning Update	4835 SANDS SURVEYING, INC	PLNG-MAIL GRWTH POLC	16.25
			Total for Fund:	16.25
5010 Golf Fund	460446 Golf Course -	000063 LAKE COUNTY TREASURER	GLFM-2ND 1/2 FLTHD I	422.06
5010 Golf Fund	460446 Golf Course -	000063 LAKE COUNTY TREASURER	GLFM-2ND 1/2 FLTHD I	441.75
5010 Golf Fund	460446 Golf Course -	000063 LAKE COUNTY TREASURER	GLFM-2ND 1/2 FLTHD I	1,410.03
5010 Golf Fund	460446 Golf Course -	4880 ACCESS MONTANA	GLFM-SATELITE SERVIC	77.94
5010 Golf Fund	460446 Golf Course -	000010 CENTURYLINK	GLFM-CREDIT	-28.70
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	45.60
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	139.92
5010 Golf Fund	460446 Golf Course -	1864 CHS/MOUNTAIN WEST	GLFM-FUEL	734.03
5010 Golf Fund	460446 Golf Course -	1864 CHS/MOUNTAIN WEST	GLFM-FUEL	293.85
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-KRYLON PAINT	525.30
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-ASST WSTAN GOLF	1,368.07
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-TORO SPINDLE AS	308.60
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-TORO CASTER WHL	56.02
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-TORO V BELT RET	-22.98
5010 Golf Fund	460446 Golf Course -	2323 R & R PRODUCTS, INC.	GLFM-ROPE & FLAGSTIC	311.67
5010 Golf Fund	460446 Golf Course -	4849 JOHN DEERE FINANCIAL	GLFM-TRAPSTIK, GLYPH	219.93
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-VALV GATE, CLAM	45.17
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-ASSORTED PRODUC	69.97
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	24.80
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	11.66
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	14.92
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	11.66
5010 Golf Fund	460446 Golf Course -	1864 CHS/MOUNTAIN WEST	GLFM-FUEL	474.59
5010 Golf Fund	460446 Golf Course -	000044 REPUBLIC SERVICES #889	GLFM-WASTE DISPOSAL	99.74
5010 Golf Fund	460446 Golf Course -	2090 MISSION VIEW GREENHOUSE	GLFM-FLWRS FOR GLF C	310.50
5010 Golf Fund	460446 Golf Course -	4404 LANE MOUNTAIN CO.	GLFM-BULK BUNKER SIL	1,015.73
5010 Golf Fund	460447 Golf Course - Pro Shop	000076 LINK'S MANAGEMENT, INC.	GLFP-PRO CONTRACT SE	10,048.76
5010 Golf Fund	460447 Golf Course - Pro Shop	001518 INSTY PRINTS	GLFP-SUMMARY SHEET	108.66
5010 Golf Fund	460447 Golf Course - Pro Shop	000010 CENTURYLINK	GLFP-TELEPHN, INTERN	165.56
5010 Golf Fund	460447 Golf Course - Pro Shop	000644 CITY OF POLSON WATER	GLFP-PROP SHOP WATER	60.60
5010 Golf Fund	460447 Golf Course - Pro Shop	1864 CHS/MOUNTAIN WEST	GLFP-FUEL	38.40

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5010 Golf Fund	460447 Golf Course - Pro Shop	1864 CHS/MOUNTAIN WEST	GLFM-FUEL	408.16
5010 Golf Fund	460447 Golf Course - Pro Shop	2234 ACE HARDWARE/ TREMPER'S	GLFP-ASST. CLEANING	34.20
5010 Golf Fund	460447 Golf Course - Pro Shop	2234 ACE HARDWARE/ TREMPER'S	GLFP-PLIER GRVE JNT	16.99
5010 Golf Fund	460447 Golf Course - Pro Shop	2234 ACE HARDWARE/ TREMPER'S	GLFP-CLEANING SUPPLI	19.98
5010 Golf Fund	460447 Golf Course - Pro Shop	2234 ACE HARDWARE/ TREMPER'S	GLFP-90W BULB, COOLE	173.92
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	11.52
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	4.00
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	4.00
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	4.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000044 REPUBLIC SERVICES #889	GLFP-WASTE DISPOSAL	128.19
5010 Golf Fund	460447 Golf Course - Pro Shop	4664 CHARTER COMMUNICATIONS	GLFP-PRO SHOP TV/INT	69.99
5010 Golf Fund	460447 Golf Course - Pro Shop	4453 ZIP LOCAL/PDC PAGES	GLFP-ADVERTISEMENT	264.00
5010 Golf Fund	460448 Golf Course - Carts	1864 CHS/MOUNTAIN WEST	GLFP-FUEL	437.80
5010 Golf Fund	460448 Golf Course - Carts	1864 CHS/MOUNTAIN WEST	GLFP-FUEL	114.19
5010 Golf Fund	460448 Golf Course - Carts	1864 CHS/MOUNTAIN WEST	GLFP-FUEL	202.83
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-FOOD SUPPLY	656.22
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-KITCHEN SUPPLY	180.47
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-PRODUCT RETURNE	-23.75
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-ASST BEER	926.29
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-ASST BEVERAGES	414.80
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	371.17
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-KITCHEN SUPPLY	551.85
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-KITCHEN SUPPLY	11.15
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	291.65
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST BEER	144.32
5010 Golf Fund	460450 Golf Course Restaurant	000185 SUPER 1 FOODS	GLFR-FOOD SUPPLY	15.41
5010 Golf Fund	460450 Golf Course Restaurant	000185 SUPER 1 FOODS	GLFR-FOOD SUPPLY	8.53
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-FOOD SUPPLY	459.35
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST BEVERAGE	96.32
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-ASST BEVERAGE	267.80
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-ASST BEER	408.15
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	522.40
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-KITCHEN SUPPLY	125.30
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-FOOD SUPPLY	80.89
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-FOOD SUPPLY	350.96
5010 Golf Fund	460450 Golf Course Restaurant	3233 FOOD SERVICES OF AMERICA	GLFR-PRODUCT RETURNE	-199.50
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-ASST PROTEIN BA	35.00
5010 Golf Fund	460450 Golf Course Restaurant	3427 ZIP BEVERAGE	GLFR-ASST BEERS	589.20
5010 Golf Fund	460460 G. C. Restaurant O & M	000010 CENTURYLINK	GLFR-TEPHN, INTERNET	123.65
5010 Golf Fund	460460 G. C. Restaurant O & M	000644 CITY OF POLSON WATER	GLFR-RESTAURANT WATE	60.60
5010 Golf Fund	460460 G. C. Restaurant O & M	999999 POLSON MEN'S LEAGUE	GLFR-BUNKER'S MEN LE	400.00
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	46.50
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	7.86
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	37.92
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	10.04
5010 Golf Fund	460460 G. C. Restaurant O & M	000044 REPUBLIC SERVICES #889	GLFR-WASTE DISPOSAL	182.04
Total for Fund:				27,934.43
5210 Water Fund	214100 Refunds Payable	999999 AARON WALLACE	WATR-REFUND OVERCHAR	46.13
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-INTERNET SERVIC	15.00
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-SATELITE 715 7T	38.97

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5210 Water Fund	430500 Water Utilities	3068 WALMART COMMUNITY CREDIT	WATR-PAPER TWLS, LYS	38.89
5210 Water Fund	430500 Water Utilities	3025 FIRST BANKCARD	WATR-SKILLPATH NATL'	149.00
5210 Water Fund	430530 Source of Supply and	3103 JIM MORELLI ELECTRIC LLC	WATR-TRNSFR SWTCH R	554.90
5210 Water Fund	430530 Source of Supply and	4791 TUBB CONCRETE	WATR-MONO SLAB FOR G	3,200.00
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-CHLORINE, FREE,	106.00
5210 Water Fund	430550 Transmission and	4159 REXEL INC, d/b/a PLATT	WATR-ASST PRODUCT	154.84
5210 Water Fund	430550 Transmission and	000010 CENTURYLINK	WATR-DSPNSR & WELL 6	217.35
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-ASST FIR PRODUC	229.69
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-FIR SELECT	8.10
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-ASST FIR SELECT	72.09
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-4X4 TREATED 10'	31.32
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-ASST FIR SELECT	43.08
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-2X4 FIR SELECT	7.79
5210 Water Fund	430550 Transmission and	000034 WESTERN BUILDING CENTER	WATR-SABER WOOD SCRE	5.49
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-FASTENERS, SCRE	96.43
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST. PRODUCT	45.44
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-FASTENERS, BIT	19.43
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-HANDRAIL BRKT	35.94
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-SLATE HOOK, VLV	21.48
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST CLEANING S	93.42
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST PRODUCT	31.34
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-SANDDISC, MANDR	47.96
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASSORTED LETTER	110.82
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-EMPTY ONLY SIGN	2.49
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-SCOURING PAD, C	15.48
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-PLUGS	4.58
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-TRIMMER BIKE	379.95
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-TRIMMER LINE	25.96
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST PRODUCT	21.26
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-PVC COUPLE, CON	7.96
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST PRODUCT	38.28
5210 Water Fund	430550 Transmission and	000282 QUILL CORPORATION	WATR-SHARED TONERS	43.92
5210 Water Fund	430550 Transmission and	4743 WEX BANK	WATR-FUEL 4/1-30/16	149.59
5210 Water Fund	430550 Transmission and	1925 VALLEY BUSINESS SYTEMS	WATR-D-LINK LOW PROF	18.00
5210 Water Fund	430550 Transmission and	2074 VERIZON WIRELESS	WATR-CELL PHONE SERV	201.40
5210 Water Fund	430550 Transmission and	000044 REPUBLIC SERVICES #889	WATR-SHARED WASTE DI	42.42
5210 Water Fund	430550 Transmission and	4793 AUTOZONE, INC	WATR-DKE KIT	8.00
5210 Water Fund	430550 Transmission and	4793 AUTOZONE, INC	WATR-CONNECTOR, BALA	16.50
5210 Water Fund	430550 Transmission and	2007 UTILITIES UNDERGROUND	WATR-UTIL LOCATES AP	26.69
5210 Water Fund	430550 Transmission and	3713 CARSTENS SURVEYING & WDC,	WATR-UTILITY EASEMEN	708.75
5210 Water Fund	430570 Customer Accounting and	000005 POSTMASTER	WATR-BILLING RESERVE	315.00
5210 Water Fund	430570 Customer Accounting and	000023 GULL PRINTING	WATR-LETTERHEAD	84.98
5210 Water Fund	430570 Customer Accounting and	4006 HD SUPPLY WATERWORKS,	WATR-CURB BOX LID ME	72.78
Total for Fund:				7,604.89
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-INTERNET SERVIC	15.00
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-SATELITE @ 715	38.97
5310 Sewer Fund	430630 Collection and	000010 CENTURYLINK	SEWR-LAGOON LAB	106.94
5310 Sewer Fund	430630 Collection and	000010 CENTURYLINK	SEWR-TELEPHONE SERVI	189.82
5310 Sewer Fund	430630 Collection and	000080 FLATHEAD NEWSPAPER GROUP	SEWR-ITB SYSTM IMPRO	63.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-LAB BOD	47.00

05/12/16  
15:22:49

City of Polson  
Claim Details by Fund, Account  
For the Accounting Period: 5/16

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Report ID: AP100Z

For doc #s from 124059 to 124215

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-AMMONIA, CLFRM,	187.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-LAB BOD	47.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-LAB BOD	47.00
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWR-WEST SHORE	115.36
5310 Sewer Fund	430630 Collection and	4743 WEX BANK	SEWR-FUEL 4/1-30/16	547.41
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	2074 VERIZON WIRELESS	SEWR-CELL PHONE SERV	201.39
5310 Sewer Fund	430630 Collection and	4793 AUTOZONE, INC	SEWR-DYE KIT	7.99
5310 Sewer Fund	430630 Collection and	4793 AUTOZONE, INC	SEWR-CONNECTOR, BALA	16.49
5310 Sewer Fund	430630 Collection and	2007 UTILITIES UNDERGROUND	SEWR-UTIL LOCATES AP	26.69
5310 Sewer Fund	430640 Treatment and Disposal	2183 DOWL HKM ENGINEERING	SEWR-TASK ORDER #4-i	79,843.75
5310 Sewer Fund	430640 Treatment and Disposal	000044 REPUBLIC SERVICES #889	SEWR-SHARED WASTE DI	42.42
5310 Sewer Fund	430640 Treatment and Disposal	3713 CARSTENS SURVEYING & WDC,	SEWR-UTILITY EASEMEN	708.75
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-ENGINE OIL	14.99
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-FASTENERS	9.62
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-35 YD BLK GORIL	59.94
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-ROUNDUP, FASTEN	110.22
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-PVC COUPLE, CEM	9.93
5310 Sewer Fund	430670 Customer Accounting and	000005 POSTMASTER	SEWR-BILLING RESERVE	315.00
5310 Sewer Fund	430670 Customer Accounting and	000282 QUILL CORPORATION	SEWR-SHARED TONERS	43.91
5310 Sewer Fund	430670 Customer Accounting and	000023 GULL PRINTING	SEWR-LETTERHEAD	84.97
5310 Sewer Fund	430670 Customer Accounting and	4006 HD SUPPLY WATERWORKS,	SEWR-CURB BOX LID ME	72.78
			Total for Fund:	83,117.34
			Total:	146,542.40



# CITY OF POLSON COMMISSION MEETING

5c.

Commission Chambers

May 2, 2016

7:00 p.m.

**ATTENDANCE:** Commissioners Coutts, Donovan, Erickson, Siler, Southerland and Turner, City Manager Mark Shrives, and City Clerk Cora Pritt

**ABSENT:** Mayor Heather Knutson

**OTHERS PRESENT** (who voluntarily signed in): Tali Barron, Cheryl Cross, Jane Dickson, Elsa Duford, Jaelyn Ellenwood, Janalee Ellenwood, Bonnie Manicke, Lee Manicke, Steve Rudh, and Robyn Smith

**CALL TO ORDER: (00:04)** Commissioner Turner called the meeting to order. Roll call was taken. The Pledge of Allegiance was recited.

**APPROVAL OF PROPOSED AGENDA (01:04) - Commissioner Coutts motion to approve the proposed agenda. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (02:02)-Jane Dixon**, 608 Main St. Suite B, commented about the business on the corner of 7<sup>th</sup> & Main St. Jane posted a comment “if you want to clean up Polson, start at that corner”, on social media. The parties involved in that corner are now trying to put Jane out of business. The feral cats now occupy the business and this is stinking up the neighborhood and an eyesore. It is up to Polson to fix this. **Steve Rudh**-County resident commented about an article that was published in the *Independent* this week about Lake County and its concerned citizens. There is a lot of weird stuff occurring and no one seems to know what is going on. Also, the proposed Tourist Tax is a horrible idea. It will distract from people trying to run their businesses normally. We don’t need more obstacles to jump over to make a buck. **Tali Barron**, 219 Main commented about the proposed Resort Tax. Tali personally delivered to City Hall an article that was published listing persons opposed to the Resort Tax. There will be more names added to the list the next time the advertisement is published. **Elsa Duford**-Ward 3 commented about the fact that the City County Planning Board minutes from April 12, 2016 which fit in with the last Commission meeting on the 18<sup>th</sup>. This was a disadvantage to the people who spoke. Without adequate minutes that pertain to a particular item that is going to be discussed, the public is not informed. Also it was such a short time from the City County Planning Board meeting it didn’t give anyone a chance to review the minutes. Also, are the written minutes the official or the unofficial minutes? City Manager Shrives commented that he will be addressing that subject during his City Manager Comment portion of the agenda.

**CONSENT AGENDA (10:04)-(a).** April 15-28, 2016 claims, (b). City Commission meeting Minutes April 18, 2016, (c). Establish an effective date for Special Use Permit #16-01. **Commissioner Southerland motion to approve the Consent Agenda. Commissioner Donovan second.** Commission discussion: none Public comment **VOTE: Unanimous Motion carried.**

**CITY MANAGER COMMENTS (11:00)**-City Manager Shrives commented on the following: on the question of the official meeting minutes the City Attorney has given the following opinion;

## Memorandum

To: Mark Shrives, Polson City Manager

From: M. Richard Gebhardt, City Attorney

Re: Posting of Audio/Visual Recording of Commission meetings

You have requested a memorandum opinion on the issue of posting the audio/video recording of the Commission meetings to the City website.

As you are aware, the audio recording of commission meetings is considered by ordinance to be the official and complete minutes of its meetings. However, the recording is not considered official until it has been adopted at a subsequent meeting into the records of the City as the official meeting minutes. Also, the Commission requires that action minutes or summary minutes be kept that show, for the record, an outline of the substance of the meeting.

When the Mayor calls for the action minutes to be read or reviewed, she is actually asking for a verification of the action minutes as accurately portraying the business of the Commission. The action minutes are then corrected, if necessary, to reflect the business conducted. The minutes adopted, or corrected, as read should, specifically, adopt the audio/video recording of the meeting as the official minutes of the meeting. I have not reviewed any minutes since we adopted the ordinance but would ask that we initiate the above and formally call for the adoption of the recording as the official minutes each time the motion for approval is called for by the Mayor.

As to the secondary question as to whether the minutes may be posted on the website immediately after the meeting, I would advise you that it would be a "best practices" policy to post the recording if the Clerk is technologically able to do so. If the public has an opportunity to review prior to the subsequent meeting, the Clerk's summary minutes could be checked for accuracy without additional staff time.

Again, the recording is not the official minutes until it is formally adopted as the minutes in a subsequent meeting, after correction, if necessary.

The Rate Hearing Schedule for 2016 Water & Sewer Rate Increase has been distributed for the Commission review and approval. There will be a Hearing on June 6, 2016 beginning at 5:30 p.m. Publish the hearing notice on May 19<sup>th</sup>, 26<sup>th</sup>, and June 2, 2016. Notices to customers will be mailed starting May 16<sup>th</sup> – 25<sup>th</sup>. The Resolution to Adopt Rates will be on the Agenda June 20, 2016 City Commission Meeting.

The Budget process has started. The Commission needs to either pick a date for a workshop to review health insurance or put a committee of 3 together to meet with Mark, Cindy, and Ardrene before May 24<sup>th</sup>. The Commission decided to form a committee: Commissioners Coutts, Erickson and Southerland volunteered.

Some good news to report from the Golf Department. There were 15 or 16 new golf cars that were purchased last year that had compression problems. Club Car is standing behind the warranty and replacing all of the cars with new cars.

There will be a pre-bid meeting on May 3<sup>rd</sup> to replace 3 or 4 blocks of sewer lines and moving a water line. The bids will be brought before the Commission at the next meeting.

There will be some personnel changes occurring in the Water/Sewer department. John Cappert, our current Main Water Operator, is leaving. His position will be posted in house first. There is a current employee that will more than likely apply for the position. In the event that happens, then that person's job will be posted in house. Also will be looking at expanding the Meter Tech. job description to include

Fire Department Hydrant maintenance program. Also as we move forward we now have a maintenance program for our water lines put in place. Every line will be inspected, jetted to try and avoid any sewer back-ups. This program will take a lot of man power and potentially mean a new position within the department to do the Hydrant program and to assist with the new maintenance program. This will require a hard look at the budget but this is a potential new position to be aware of.

**OFFICER AND CITIZEN RECOGNITIONS PRESENTATION OF AWARDS (25:20)** This agenda item was presented by Polson Police Chief Wade Nash. Chief Nash reminded everyone that the Polson Police Department will be sponsoring the Montana Special Olympics for Lake County.. The Special Olympics torch will arrive in Polson on May 12<sup>th</sup> and then a torch run will be conducted on May 13<sup>th</sup>. Then on May 18<sup>th</sup> Polson Police Department will be hosting the State of Montana Police Memorial Parade and Ceremony. Chief Nash presented the Polson Police Department Challenge Coin to Jaelyn along with a certificate and a gift card. Chief Nash read the following:

CHIEF OF POLICE, POLSON MONTANA

## RECOGNITION FOR HEROIC CITIZENSHIP

to

Jaelyn Ellenwood

for services set forth in the following

Case # 216CR0005833 Suicidal Individual

### CITATION

On the night of March 6, 2016, Ms. Ellenwood was traveling across the Armed Forces Memorial Bridge when she noticed an individual whom she initially thought was fishing over the side of the bridge. Ms. Ellenwood quickly realized that the individual was not fishing, but appeared to be preparing to jump off the bridge in an act of self-harm.

Ms. Ellenwood immediately parked her vehicle and ran to the individual. Ms. Ellenwood, without hesitation, reached over and grabbed the individual by the waist and pulled them back to safety. Another passerby noticed this interaction and telephoned 9-1-1. Officers arrived on scene at the time Ms. Ellenwood recovered the individual.

This incident may have resulted in a tragic outcome if it was not for Ms. Ellenwood's keen observations and swift reaction. Ms. Ellenwood without a doubt exhibited exceptional ethical values by way of citizenship. It is clear that caring is at the heart of her ethics, after witnessing her level of concern for her neighbors.

Her exceptional diligence and selfless devotion to others reflected great credit upon herself and were keeping with the highest traditions of the Polson Police Department. Thank you Ms. Ellenwood for your service.

W. Nash

Chief of Police

Polson Police Department

CHIEF OF POLICE, POLSON MONTANA

**LIFE SAVING AWARD**

to

Polson Police Officer Q. Fowler

for services set forth in the following

Case # 216CR0003159 Criminal Mischief

CITATION

On February 7, 2016, Officer Fowler and Captain Booth were dispatched to the Red Lion Inn in regards to a male that had not paid for an additional day. The clerk at the front desk explained the gentleman failed to check out at 12:00 PM and was refusing to answer the door. The management requested that police assist in removing the guest, since the male was exhibiting bizarre behavior in the early morning hours.

After several unsuccessful attempts of loud knocking and announcing "POLICE". The decision was made for the clerk to open the door with his universal key. When the door was opened Officer Fowler again announced police presence.

The room was a monstrosity, with every piece of furniture broken and miscellaneous items strewn about the floor. Officer Fowler saw through the shambles and recognized blood on the mattresses and wall. Sensing something was not quite right, Officer Fowler began searching through the chaotic clutter ever mindful of scene safety. He heard guttural noises and thrashing from the back of the room, without hesitation he asked Captain Booth to dispatch an ambulance.

The male was nude, lying face down, and twitching from side-to-side. His arms were locked and rigid as they aggressively swung about. Officer Fowler cleared the area of debris from around the man in distress.

Dangerous drugs and a used syringe were found near the man. Officer Fowler and Captain Booth suspected a drug overdose. The man then became unresponsive. Officer quickly turned the man unto his side, placing him in the "recovery" position and opened his airway. He kept his airway clear until the EMS crew arrived. The male was breathing but was still unresponsive; from time-to-time he would flail his arms and legs. Officer Fowler held him down while the EMS workers administered medication and began an IV. The medication relaxed the male and then he stopped breathing. Officer Fowler noticed the man stopped breathing and alerted the EMS workers. EMS started CPR. Officer Fowler assisted in administering CPR by rotating out with the EMS workers.

When the male was loaded into the back of the ambulance. His pulse stopped. He was then put hooked up to an AED in the back of the ambulance. The EMS crew was needed to treat the male in the back of the ambulance. Officer Fowler knew the condition of the man was grave so he drove the ambulance to the hospital while the EMS workers continued their life saving efforts. Officer Fowler remained with the male at the ER until he heard that his pulse had returned. Officer Fowler then returned to the Red Lion to assist in processing the crime scene.

Officer Fowler's expeditious response, keen attention to detail, and selfless devotion to a stranger's wellbeing were no doubt what saved that man's life. This outstanding performance, exceptional diligence and loyal devotion to duty reflected great credit upon Officer Fowler and were keeping with the highest traditions of the Polson Police Department.

W. Nash

Chief of Police

Polson Police Department

**ACCEPT RESIGNATION FROM KEN AVISON, POLSON REDEVELOPMENT AGENCY (34:44)**-This agenda item was presented by City Manager Shrives. City Manager Shrives read Ken Avison's letter of resignation. Mr. Avison is stepping down from the Polson Redevelopment Agency due to recent illnesses. **Commissioner Southerland motion to accept Ken Avison's resignation from the Polson Redevelopment Agency. Commissioner Erickson second.** Commission discussion: Commissioner Southerland commented that Mr. Avison has volunteered so much time and wishes him well. Sad to lose him on this committee. Commissioner Donovan commented that Mr. Avison is a great community member. Commissioner Donovan had his school class write get well cards and mailed them to Mr. Avison. A lot of the children knew who he was because of his magic shows. Public comment: none **VOTE: Unanimous Motion carried**

**ADMINISTER OATH OF OFFICE TO TWO VOLUNTEER FIREFIGHTERS (37:22)**- Polson Fire Department Chief Clint Cottle presented this agenda item. Chief Cottle introduced and gave a little background on each new member: Robyn Smith and Chad Morgan. Robyn is a lifeguard at Mission Valley Aquatic. Chad Morgan is a former Polson Volunteer Firefighter and is now rejoining the department. Chad has 11 years of firefighting experience. In the absence of Mayor Knutson, City Clerk Cora Pritt administered the Oath of Office.

**PACIFIC NORTHWEST RESOURCE MANAGEMENT SCHOOL PRESENTATION (41:41)**- This agenda item was presented by Water/Sewer staff member Brandon Parker. City Manager Shrives commented that he had requested that Brandon do a presentation of what he had studied during this 2 year course. Karen Sargeant had been the advocate for this course. There have been several other City employees that have attended this course as well. Brandon will talk about how this course will help him with his job. Brandon's job is Water/Sewer Operator. The school is located in Ft. Townsend, Washington. The program teaches the understanding of stewardship for developed land and natural resources, managing budgets, and communicating funding needs. The first year focuses mainly on developing a resource management plan. The participants are placed in groups and then asked to create the resource management plan for a fictitious park. There are different branches of government represented as part of this exercise. Between the first and second year each student is asked to create a resource management plan for one of their facilities. Brandon chose Wells 4 & 5 treatment plant. This consist of a booster station, 2 wells, and a 500,000 gallon reservoir tank. In these management plans you record all of your physical assets, inventory them. Anything that is going to need maintained; lightbulbs, to structures, building, anything like that. It is then broken down into service levels of how you are going to service them, how much they will be serviced, and how often. It is then broken down to maintenance activities which are really helpful out in the field. Basically it is an inventory of all of your activities and broken down into the descriptions of them. How often they have to be taken care of, how long it takes to do them, and how many times a year you have to do it. This would be a very useful tool out in the field. Helps keep track of service levels; how often things should be done. If something isn't looking good, then you can revert back too once a week, or once a month. The second year builds on the first year by focusing on building and managing a budget and maintenance information systems. There was a budget that the participants had to work with regarding the park. There was a budget cut and we had to figure out what could be cut, what could be spared as far as time and service level on certain maintenance levels. This is a mock exercise. This had to be brought in front of a council and they were not very friendly with what had to be cut. It was a very unique experience. Brandon commented that he enjoyed it and appreciated the City sending him there to learn this. It will be very useful and Brandon thanked the Commission for the opportunity to take the course. City Manager Shrives commented that one of the things that the Commission may not be aware of but as the City moves into the new wastewater treatment plant the plan is that Brandon will be moving over there to be the operator of that. Hopefully this 2 years will be something that Brandon can carry over to the wastewater plant. Commissioner Turner commented that education is always important and he was glad that Brandon had taken the time to do it.

(48:58) Commissioner Turner asked if the Commission wanted full minutes or action minutes. The Commission commented that action minutes would suffice.

**Adjourn. (49:16) Commissioner Coutts motion to adjourn. Commissioner Donovan second.**  
Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

**ADJOURN: 7:49 p.m.**

\_\_\_\_\_  
**Commissioner Stephen Turner**

**ATTEST:** \_\_\_\_\_  
**Cora E. Pritt, City Clerk**

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 7 (MOTION REQUESTED) Center Addition Sewer & Water Replacement - Recommendation for Award

Meeting Date: May 16, 2016

Staff Contact: Mark Shrives/Tony Porrazzo/Shari Johnson

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AGENDA ITEM SUMMARY: Award of Bid for Center Addition Sewer & Water Replacement.

BACKGROUND: With the Sewer System Maintenance Program we have recently implemented to maintain and identify older lines for replacement, this section of sewer lines has been identified as the most important problem area to replace. This will be a multiyear program which will correspond with the sewer system maintenance program to identify and replace problem lines.

ANALYSIS: The project consists of approximately 850 LF of water main, appurtenances and relocation/abandonment of services from the alley to the new street side main: and approximately 1200 LF of 10" gravity sewer main removal/replacement, replacement of 4 manholes, connection to existing manhole, connection to existing services, and bypass pumping, Resurfacing of disturbed roads and alleys will be a part of the project.

There were 5 bids received, 4 were responsive. The companies that submitted bids are Pro-Pipe, Pardee Excavation, Intermountain Construction Services, Sandry Construction, and C&C Excavation.

FINANCIAL CONSIDERATIONS: Engineers estimate for the project is: 223,294.00

Apparent Low bid from Sandry Construction is \$243,965

STAFF RECOMMENDATION: To award the bid for Center Addition Sewer & Water Replacement to Sandry Construction in the amount of \$243,965.00 contingent upon legal review and a satisfactory reference check.

SUGGESTED MOTION: *I move to award the bid for the Center Addition Sewer & Water Replacement to Sandy Construction in the bid amount of \$243,965.00 for Schedules One & Two. Award is contingent pending final approval of bonding and insurance and completion of reference check. Authorization is given to the City Manager to execute all necessary contracts.*

ATTACHMENTS:

1. Bid tabulations as prepared by City Engineer Shari Johnson

**BID TABULATION - Polson Center Addition Blocks 8, 9 and 1 Sewer/Water Replacement**  
**May 12, 2016**

				SANDRY CONSTRUCTION		INTERMOUNTAIN CONSTRUCTION SERVICES		PARDEE EXCAVATING		C&C EXCAVATING	
<b>SCHEDULE 1: Sewer</b>											
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization, Bonding and Submittals (MAX 4% OF BID)	1	LS	\$ 7,480.00	\$ 7,480.00	\$ 12,000.00	\$ 12,000.00	\$ 12,362.60	\$ 12,362.60	\$ 9,500.00	\$ 9,500.00
2a	10" SDR35 PVC (w/ utility crossings)	1025	LF	\$ 49.00	\$ 50,225.00	\$ 42.00	\$ 43,050.00	\$ 52.00	\$ 53,300.00	\$ 85.00	\$ 87,125.00
2b	12" SDR35 PVC (w/ utility crossings)	175	LF	\$ 50.00	\$ 8,750.00	\$ 44.00	\$ 7,700.00	\$ 55.00	\$ 9,625.00	\$ 53.00	\$ 9,275.00
3	Reconnect services (w/ utility crossings)	19	EA	\$ 755.00	\$ 14,345.00	\$ 775.00	\$ 14,725.00	\$ 1,400.00	\$ 26,600.00	\$ 450.00	\$ 8,550.00
4	Connect to Existing Manhole (No new inverts)	1	EA	\$ 1,662.00	\$ 1,662.00	\$ 2,000.00	\$ 2,000.00	\$ 2,600.00	\$ 2,600.00	\$ 2,015.00	\$ 2,015.00
5	New Manhole	4	EA	\$ 4,615.00	\$ 18,460.00	\$ 4,000.00	\$ 16,000.00	\$ 3,000.00	\$ 12,000.00	\$ 4,400.00	\$ 17,600.00
6	Gravel Alley Resurfacing (4" thick)	2000	SY	\$ 4.50	\$ 9,000.00	\$ 10.00	\$ 20,000.00	\$ 2.50	\$ 5,000.00	\$ 5.00	\$ 10,000.00
7	Asphalt Resurfacing (3" thick)	200	SY	\$ 56.00	\$ 11,200.00	\$ 64.25	\$ 12,850.00	\$ 38.00	\$ 7,600.00	\$ 70.00	\$ 14,000.00
8	Imported Fill	300	CY	\$ 14.00	\$ 4,200.00	\$ 14.00	\$ 4,200.00	\$ 18.00	\$ 5,400.00	\$ 14.00	\$ 4,200.00
9	Sub-Excavation	100	CY	\$ 15.00	\$ 1,500.00	\$ 8.00	\$ 800.00	\$ 4.25	\$ 425.00	\$ 22.00	\$ 2,200.00
10	Construction Testing	1	LS	\$ 2,625.00	\$ 2,625.00	\$ 21,000.00	\$ 21,000.00	\$ 8,800.00	\$ 8,800.00	\$ 28,000.00	\$ 28,000.00
11	Bypass System	1	LS	\$ 11,744.00	\$ 11,744.00	\$ 21,000.00	\$ 21,000.00	\$ 23,500.00	\$ 23,500.00	\$ 4,500.00	\$ 4,500.00
				\$	\$ 141,191.00	\$	\$ 175,325.00	\$	\$ 167,212.60	\$	\$ 196,965.00

<b>SCHEDULE 2: Water</b>											
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
12	8" PVC Water Main (w/ utility crossings)	850	LF	\$ 28.00	\$ 23,800.00	\$ 38.00	\$ 32,300.00	\$ 58.00	\$ 49,300.00	\$ 39.00	\$ 33,150.00
13	Connect to existing water main	4	EA	\$ 1,186.00	\$ 4,744.00	\$ 1,400.00	\$ 5,600.00	\$ 2,800.00	\$ 11,200.00	\$ 2,115.00	\$ 8,460.00
14	Mechanical Fittings - Buried: 8" Valve	5	EA	\$ 1,428.00	\$ 7,140.00	\$ 1,500.00	\$ 7,500.00	\$ 2,450.00	\$ 12,250.00	\$ 1,300.00	\$ 6,500.00
15	Mechanical Fittings - Buried: 8" Tee	3	EA	\$ 1,138.00	\$ 3,414.00	\$ 800.00	\$ 2,400.00	\$ 950.00	\$ 2,850.00	\$ 475.00	\$ 1,425.00
16	Mechanical Fittings - Buried: 8" Cap	2	EA	\$ 520.00	\$ 1,040.00	\$ 625.00	\$ 1,250.00	\$ 900.00	\$ 1,800.00	\$ 320.00	\$ 640.00
17	Relocate hydrant (new auxiliary valve & Tee)	1	EA	\$ 2,432.00	\$ 2,432.00	\$ 2,800.00	\$ 2,800.00	\$ 3,200.00	\$ 3,200.00	\$ 2,550.00	\$ 2,550.00
18a	New Pipe: 1" Poly Service Line	1000	LF	\$ 18.00	\$ 18,000.00	\$ 14.50	\$ 14,500.00	\$ 18.00	\$ 18,000.00	\$ 21.00	\$ 21,000.00
18b	Curb Stops (where needed)	10	EA	\$ 221.00	\$ 2,210.00	\$ 500.00	\$ 5,000.00	\$ 750.00	\$ 7,500.00	\$ 310.00	\$ 3,100.00
19	Relocate/Abandon Services (1" PE pipe and connect both ends)	10	EA	\$ 910.00	\$ 9,100.00	\$ 550.00	\$ 5,500.00	\$ 1,288.00	\$ 12,880.00	\$ 350.00	\$ 3,500.00
20	Imported Fill	200	CY	\$ 14.00	\$ 2,800.00	\$ 14.00	\$ 2,800.00	\$ 18.00	\$ 3,600.00	\$ 14.00	\$ 2,800.00
21	Sub-Excavation	100	CY	\$ 15.00	\$ 1,500.00	\$ 8.00	\$ 800.00	\$ 4.25	\$ 425.00	\$ 22.00	\$ 2,200.00
22	Gravel Resurfacing (4" thick)	20	SY	\$ 22.00	\$ 440.00	\$ 10.00	\$ 200.00	\$ 20.00	\$ 400.00	\$ 5.00	\$ 100.00
23	Asphalt Resurfacing (3" thick)	225	SY	\$ 56.00	\$ 12,600.00	\$ 64.00	\$ 14,400.00	\$ 38.00	\$ 8,550.00	\$ 70.00	\$ 15,750.00
24	Concrete Driveway Replacement	170	SY	\$ 45.00	\$ 7,650.00	\$ 81.00	\$ 13,770.00	\$ 38.00	\$ 6,460.00	\$ 80.00	\$ 13,600.00
25	Topsoil & Seeding	1	LS	\$ 4,329.00	\$ 4,329.00	\$ 9,000.00	\$ 9,000.00	\$ 3,800.00	\$ 3,800.00	\$ 7,500.00	\$ 7,500.00
26	Construction Testing	1	LS	\$ 1,575.00	\$ 1,575.00	\$ 8,000.00	\$ 8,000.00	\$ 4,500.00	\$ 4,500.00	\$ 17,000.00	\$ 17,000.00
<b>SCHEDULE 2 PRICE</b>				\$	\$ 102,774.00	\$	\$ 125,820.00	\$	\$ 146,715.00	\$	\$ 139,275.00

# Polson Center Addition Blocks 8, 9 and 1 Sewer/Water Replacement

## ENGINEER'S ESTIMATE

<b>SCHEDULE 1: Sewer</b>					
No.	Description	Quantity	Unit	Unit Price	Total Price
1	Mobilization, Bonding and Submittals (MAX 4% OF BID)	1	LS	\$ 4,594.00	\$ 4,594.00
2a	10" SDR 35 PVC (w/ utility crossings)	1025	LF	\$ 40.00	\$ 41,000.00
2b	12" SDR 35 PVC (w/ utility crossings)	175	LF	\$ 42.00	\$ 7,350.00
3	Reconnect services (w/ utility crossings)	19	EA	\$ 500.00	\$ 9,500.00
4	Connect to Existing Manhole (No new inverts)	1	EA	\$ 1,000.00	\$ 1,000.00
5	New Manhole	4	EA	\$ 3,000.00	\$ 12,000.00
6	Gravel Alley Resurfacing (4" thick)	2000	SY	\$ 10.00	\$ 20,000.00
7	Asphalt Resurfacing (3" thick)	200	SY	\$ 40.00	\$ 8,000.00
8	Imported Fill	300	CY	\$ 25.00	\$ 7,500.00
9	Sub-Excavation	100	CY	\$ 25.00	\$ 2,500.00
10	Construction Testing	1	LS	\$ 5,000.00	\$ 5,000.00
11	Bypass System	1	LS	\$ 1,000.00	\$ 1,000.00
					<b>\$ 119,444.00</b>

<b>SCHEDULE 2: Water</b>					
No.	Description	Quantity	Unit	Unit Price	Total Price
12	8" SDR 35 PVC (w/ utility crossings)	850	LF	\$ 30.00	\$ 25,500.00
13	Connect to existing water main	4	EA	\$ 1,500.00	\$ 6,000.00
14	Mechanical Fittings - Buried: 8" Valve	5	EA	\$ 1,500.00	\$ 7,500.00
15	Mechanical Fittings - Buried: 8" Tee	3	EA	\$ 1,000.00	\$ 3,000.00
16	Mechanical Fittings - Buried: 8" Cap	2	EA	\$ 250.00	\$ 500.00
17	Relocate hydrant (new auxiliary valve & Tee)	1	EA	\$ 750.00	\$ 750.00
18a	New Pipe: 1" Poly Service Line	1000	LF	\$ 20.00	\$ 20,000.00
18b	Curb Stops (where needed)	10	EA	\$ 350.00	\$ 3,500.00
19	Relocate/Abandon Services (1" PE pipe and connect both ends)	10	EA	\$ 750.00	\$ 7,500.00
20	Imported Fill	200	CY	\$ 25.00	\$ 5,000.00
21	Sub-Excavation	100	CY	\$ 25.00	\$ 2,500.00
22	Gravel Resurfacing (4" thick)	20	SY	\$ 30.00	\$ 600.00
23	Asphalt Resurfacing (3" thick)	225	SY	\$ 40.00	\$ 9,000.00
24	Concrete Driveway Replacement	170	SY	\$ 50.00	\$ 8,500.00
25	Topsoil & Seeding	1	LS	\$ 1,000.00	\$ 1,000.00
26	Construction Testing	1	LS	\$ 3,000.00	\$ 3,000.00
<b>SCHEDULE 2 PRICE</b>					<b>\$ 103,850.00</b>

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 8  
 Meeting Date: May 16, 2016  
 Staff Contact: Cindy Dooley, Finance Officer

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**AGENDA ITEM SUMMARY:** Approval of Resolution of Intent 2016-#\_\_\_\_\_ and Call for a Public Hearing on Changes to the Sewer System rates.

**BACKGROUND:** On September 3, 2014, the City Commission approved rate changes to the sewer rates effective November 1, 2014 in anticipation of the engineering, equipment procurement and construction of the mechanical wastewater treatment plant using an SBR (sequencing batch reactor) process (WWTP). The current monthly minimum charge and usage rate per 1,000 gallons for sewer is shown on Exhibit A to the Resolution of Intent. For a customer with a 5,000 gallon winter average usage, the sewer amount increased \$22.01 to a total of \$42.39 per month. The rates were based on an initial Water and Sewer Rate Modeling Study completed by Carl Brown of Carl Brown Consulting, LLC in 2014. This study is available on the City’s website at [www.cityofpolson.com/pdf/h2osewer.pdf](http://www.cityofpolson.com/pdf/h2osewer.pdf). The City choose to not implement the full rates as outlined in the study, but to instead step the rate increases over the life of the project as more information becomes available. For the fiscal year 2016 the current sewer rates will generate approximately \$1,075,000 for sewer rate revenue. The City has committed \$1,200,000 of local funds towards the construction of the WWTP and has been able to pay monthly engineering costs, down payments on equipment procurement, land preparation costs and to save for the debt service reserve requirements out of local funds using the increased revenue.

In order to change rates for the utility system the City must conduct a public hearing on the matter and notify customers of the hearing and approximate change in their average monthly utility bill. The Resolution of Intent presented this evening will set that process in motion. The following is the timeline based on approval of the resolution this evening:

Date	Action
May 16, 2016	Approve Resolution of Intent and Call for Public Hearing
May 19, 2016	First publication of Notice in Lake County Leader
May 25, 2016	Mail letters with public hearing information and approximate increase in their sewer amount
May 26, 2016	Second publication of Notice in Lake County Leader
June 2, 2016	Third and final publication of Notice in Lake County Leader
June 6, 2016	Public Hearing – City Hall Council Chambers 5:30 pm
June 20, 2016	Take Action on Final Rate Resolution at regular Commission meeting
July 1, 2016	Effective date of new rates (See Note 1 below)
August 31, 2016	Mail utility bill with new rates

Note 1 – The rates must be in effect for a complete billing cycle. An effective date of July 1, 2016 will provide increased rates for meter reads occurring on or about August 15, 2016 as this will include the period from approximately July 15, 2016 to August 15, 2016. The bills are then calculated and mailed approximately 15 days thereafter which will be on or about August 31, 2016.

**ANALYSIS:** The City will be completing the final design phase of the WWTP in the next several months and will then move onto the next 20% down payments required on the equipment procurement for the headworks and the SBR. Construction bids will hopefully be finalized in the fall. Once construction begins, the City sewer fund will be expending about \$600,000 to \$800,000 per month until completion of the project in approximately June, 2018. The current budget for the project is \$17,210,503 and will be paid as follows:

- \$ 1,200,000 – local funds commitment
- \$ 125,000 – RRGL Grant
- \$ 750,000 – TSEP Grant
- \$ 450,000 – CDBG Grant
- \$ 400,000 – SRF Loan 1 (similar to a grant)
- \$14,285,503 – SRF Loan 2 (2.5% interest rate, 30 year term, semi-annual payments)

The proposed increase in the sewer rates for Step 1 on Exhibit A of the Resolution of Intent will generate approximately \$1,525,000 in sewer revenue charges for a fiscal year. This will provide enough cash flow to continue existing operations and to pay vendors each month while waiting for grant and loan reimbursements. It is projected at this time that the City would begin drawing on the SRF loan in March or April of 2017.

Projected annual costs for the sewer system following completion of the WWTP are estimated at \$1.71 million per year including debt service requirements, annual reserve requirements and ongoing capital projects based on the current WWTP budget. The City will need to increase rates to generate about \$1,710,000 in sewer revenue. Step 2 on Exhibit A to the Resolution of Intent would increase the rates to generate this revenue.

**FINANCIAL CONSIDERATIONS:** The first attachment to this agenda item summary provides sewer scenarios for different meter sizes and gallons of usage. The second attachment shows the combined utility rate for water, sewer and stormwater for those same meter sizes and gallons of usage.

**STAFF RECOMMENDATION:** Approve Resolution of Intent No. 2016-\_\_\_\_ and call for a Public Hearing on the proposed rates.

**SUGGESTED MOTION:** *I move to approve Resolution of Intent No. 2016-# \_\_\_\_ to change rates for users of the City of Polson municipal sewer system and to call for a Public Hearing on the proposed rate changes.*

**ATTACHMENTS:** Sewer Rate Comparison  
Combined Rate Comparison  
Resolution of Intent No. 2016-#\_\_\_\_ with attached Exhibit  
Draft Notice of Public Hearing

The following are examples for various households and businesses

Scenario #1 Residential Household with 3/4" meter and 2,000 gallons average monthly useage  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1	Step 1 Increase	Step 2 (Maximum)	Step 2 Increase
Base Rate	\$25.04	\$33.38	\$8.34	\$39.64	\$6.26
Sewer Usage	\$6.94	\$9.24	\$2.30	\$10.40	\$1.16
<b>Total</b>	<b>\$31.98</b>	<b>\$42.62</b>	<b>\$10.64</b>	<b>\$50.04</b>	<b>\$7.42</b>

Scenario #2 Residential Household with 3/4" meter and 5,000 gallons average monthly usage (average City of Polson customer)  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1	Step 1 Increase	Step 2 (Maximum)	Step 2 Increase
Base Rate	\$25.04	\$33.38	\$8.34	\$39.64	\$6.26
Sewer Usage	\$17.35	\$23.10	\$5.75	\$26.00	\$2.90
<b>Total</b>	<b>\$42.39</b>	<b>\$56.48</b>	<b>\$14.09</b>	<b>\$65.64</b>	<b>\$9.16</b>

Scenario #3 Residential Household with 3/4" meter and 9,000 gallons average monthly usage (i.e. family with young children)  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1	Step 1 Increase	Step 2 (Maximum)	Step 2 Increase
Base Rate	\$25.04	\$33.38	\$8.34	\$39.64	\$6.26
Sewer Usage	\$31.23	\$41.58	\$10.35	\$46.80	\$5.22
<b>Total</b>	<b>\$56.27</b>	<b>\$74.96</b>	<b>\$18.69</b>	<b>\$86.44</b>	<b>\$11.48</b>

Scenario #4 Commercial Eatery with 1.5" meter using 65,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1	Step 1 Increase	Step 2 (Maximum)	Step 2 Increase
Base Rate	\$36.50	\$48.66	\$12.16	\$57.79	\$9.13
Sewer Usage	\$225.55	\$300.30	\$74.75	\$338.00	\$37.70
<b>Total</b>	<b>\$262.05</b>	<b>\$348.96</b>	<b>\$86.91</b>	<b>\$395.79</b>	<b>\$46.83</b>

Scenario #5 Car Wash with 1.5" meter using 100,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1	Step 1 Increase	Step 2 (Maximum)	Step 2 Increase
Base Rate	\$36.50	\$48.66	\$12.16	\$57.79	\$9.13
Sewer Usage	\$347.00	\$462.00	\$115.00	\$520.00	\$58.00
<b>Total</b>	<b>\$383.50</b>	<b>\$510.66</b>	<b>\$127.16</b>	<b>\$577.79</b>	<b>\$67.13</b>

Scenario #6 Apartment complex with 3.0" meter using 156,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1	Increase	Step 2 (Maximum)	Increase
Base Rate	\$78.10	\$104.14	\$26.04	\$123.66	\$19.52
Sewer Usage	\$541.32	\$720.72	\$179.40	\$811.20	\$90.48
<b>Total</b>	<b>\$619.42</b>	<b>\$824.86</b>	<b>\$205.44</b>	<b>\$934.86</b>	<b>\$110.00</b>

The following are examples for various households and businesses

Scenario #1 Residential Household with 3/4" meter and 2,000 gallons average monthly usage  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$17.09	\$17.09	\$0.00
Sewer Total	\$31.98	\$42.62	\$10.64
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total Utility Bill</b>	<b>\$53.07</b>	<b>\$63.71</b>	<b>\$10.64</b>

Scenario #2 Residential Household with 3/4" meter and 5,000 gallons average monthly usage (average City of Polson customer)  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$17.09	\$17.09	\$0.00
Sewer Total	\$42.39	\$56.48	\$14.09
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total Utility Bill</b>	<b>\$63.48</b>	<b>\$77.57</b>	<b>\$14.09</b>

Scenario #3 Residential Household with 3/4" meter and 9,000 gallons average monthly usage (i.e. family with young children)  
 Sewer billed on a winter average use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$25.51	\$25.51	\$0.00
Sewer Total	\$56.27	\$74.96	\$18.69
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total Utility Bill</b>	<b>\$85.78</b>	<b>\$104.47</b>	<b>\$18.69</b>

Scenario #4 Commercial Eatery with 1.5" meter using 65,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$186.73	\$186.73	\$0.00
Sewer Total	\$262.05	\$348.96	\$86.91
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total</b>	<b>\$452.78</b>	<b>\$539.69</b>	<b>\$86.91</b>

Scenario #5 Car Wash with 1.5" meter using 100,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$338.28	\$338.28	\$0.00
Sewer Total	\$383.50	\$510.66	\$127.16
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total</b>	<b>\$725.78</b>	<b>\$852.94</b>	<b>\$127.16</b>

Scenario #6 Apartment complex with 3.0" meter using 156,000 gallons in a month  
 Sewer billed on actual use of water

	Current Monthly Charge	Step 1 Monthly Charge	Increase
Water Total	\$439.47	\$439.47	\$0.00
Sewer Total	\$619.42	\$824.86	\$205.44
Stormwater Total	\$4.00	\$4.00	\$0.00
<b>Total</b>	<b>\$1,062.89</b>	<b>\$1,268.33</b>	<b>\$205.44</b>

**RESOLUTION NO. 2016- #\_\_\_\_\_**

**RESOLUTION OF INTENT TO CHANGE RATES FOR USERS OF THE CITY OF POLSON  
MUNICIPAL SEWER SYSTEM**

**RECITALS**

**WHEREAS**, the City of Polson (City) has the power and authority, to regulate, establish, and change as it considers proper the rates, charges, and classifications imposed on utility services to its inhabitants and other persons served by its water and sewer systems (Section 69-7-101, et seq, MCA). Rates, charges and classifications must be reasonable and just;

**WHEREAS**, the City has completed a Preliminary Engineering Report (PER) and the Polson City Commission (Commission) has chosen to support, in the public interest, the construction of a mechanical wastewater treatment plant using a sequencing batch reactor treatment (SBR) process to replace the existing lagoon system in fiscal year 2016-17 and 2017-18 with preliminary and final design engineering and equipment procurement occurring in fiscal year 2015-16;

**WHEREAS**, the Commission has proposed to fund such capital improvements by the issuance of long term obligation bonds and accordingly, finds that it will be necessary and prudent for the City to collect revenues toward the repayment of such obligations;

**WHEREAS**, the Commission previously considered the need for the rate increases to cover the cost of reserve and debt service for the sewer improvements;

**WHEREAS**, the Commission, on September 3, 2014 held a public hearing upon the rate request and did not establish the full rate increase as suggested by the consultants and preferred to step the increases over the period of planning, designing and construction of the proposed improvements;

**WHEREAS**, the Commission established the sewer rates as found in the attached Exhibit A under Current Monthly Minimum Charge and Current Usage Rate Per 1,000 gallons and advised the public that further increases would be heard in the future as it became necessary;

**WHEREAS**, pursuant to Section 69-7-111, MCA, the Commission is required to hold a public hearing on the issue of imposing, establishing, changing or increasing rates, fees, or charges for services or facilities;

**WHEREAS**, it appears in the best public interest for the ratepayers and citizens of the City of Polson that a hearing be held upon the following proposal.

**NOW, THEREFORE, BE IT RESOLVED** that it is the intention of the City Commission to change the rates for the sewer services to the ratepayers of the City of Polson as shown on the attached Exhibit A and made a part hereof. The rate increase is proposed to be established in two steps. The first step will be for a set amount to continue through design. When the final bids for construction are received a further increase (step 2) up to the limit established by the Commission may be established.

**BE IT FURTHER RESOLVED THAT** a public hearing on the rate changes for the Sewer service will be held on June 6, 2016, commencing at 5:30 PM at the City Council Chambers, 106 1<sup>st</sup> St E, Polson, Montana.

**BE IT FURTHER RESOLVED THAT** the City Clerk is hereby authorized and directed to publish or cause to be published a copy of a notice of the passage of this resolution in the Lake County Leader on May 19, 2016, May 26, 2016 and June 2, 2016; and to mail or cause to be mailed a notice to all persons serviced by these utilities at least seven (7) days and not more than thirty (30) days prior to the public hearing. The mailed notice will be in the form of a letter to account owners mailed no later than May 25, 2016 and must contain a reasonable estimate of the average amount that the ratepayer will be charged under the proposed resolution. Any person desiring accommodation for attendance at such hearing, or for further information about the hearing or the new rates, should contact the Finance Officer at the above address or phone 883-8204. The City Council Chambers is a handicap accessible facility.

**PASSED AND ADOPTED** by the City Commission of the City of Polson, Montana, this 16th day of May, 2016.

Effective Date: May 16, 2016

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Heather Knutson, Mayor

Attest:

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Cora Pritt, Clerk

Approved as to form and content:

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M. Richard Gebhardt, City Attorney

City of Polson  
 Table of Proposed Sewer Rates - 05/16/2016  
 Rates Initially Calculated by Carl Brown Consulting, LLC  
 Information compiled by Cindy M Dooley, CPA Finance Officer

Proposed Increase has 2 steps

How to Use this Table\*

- 1) Locate your meter size and whether you are charged on a winter average (residential) water usage or actual (commercial) water usage
- 2) Multiply usage times the usage rate for that line and add the monthly minimum charge to determine the charge for the month

SEWER									
Meter size	Usage Over (in thousands of gallons)	Current Monthly Minimum Charge	Current Usage Rate Per 1,000 Gallons	Step 1		Step 2		Step 2	
				Monthly Minimum Charge (Effective 07/01/16)	Usage Rate Per 1,000 Gallons (Effective 07/01/16)	Maximum Monthly Minimum Charge (Effective date TBD)	Maximum Usage Rate Per 1,000 Gallons (Effective date TBD)		
3/4" - AVG	0.000	25.04	3.47	33.38	4.62	39.64	5.20		
3/4" - ACT	0.000	25.04	3.47	33.38	4.62	39.64	5.20		
1.0" - AVG	0.000	28.79	3.47	38.39	4.62	45.59	5.20		
1.0" - ACT	0.000	28.79	3.47	38.39	4.62	45.59	5.20		
1.5" - AVG	0.000	36.50	3.47	48.66	4.62	57.79	5.20		
1.5" - ACT	0.000	36.50	3.47	48.66	4.62	57.79	5.20		
2.0" - ACT	0.000	47.29	3.47	63.05	4.62	74.87	5.20		
3.0" - ACT	0.000	78.10	3.47	104.14	4.62	123.66	5.20		
4.0" - ACT	0.000	121.42	3.47	161.66	4.62	191.97	5.20		
6.0" - ACT	0.000	244.51	3.47	326.01	4.62	387.13	5.20		
Sewer Only - Residential		32.50		43.34		50.38			
Sewer Only - Commercial		170.42		227.22		264.14			

\*Example

Customer has a 3/4" meter and has a winter average of 3,000 gallons per month.

- 1) Select the rates for the 3/4" meter - average (3/4" - AVG)
- 2) Multiply 3 times the usage rate. Add this amount to the minimum monthly charge for the total monthly sewer rate

TBD = To be determined

NOTICE OF PUBLIC HEARING  
CHANGE IN SEWER SYSTEM RATES

NOTICE IS HEREBY GIVEN that the City Commission of the City of Polson shall hold a Public Hearing on a proposal to change rates for users of the municipal Sewer System on Monday, June 6, 2016 at 5:30 PM in the Council Chambers of City Hall, 106 1<sup>st</sup> St E, Polson, Montana. The Council Chambers is a handicap accessible facility.

It is the intent of the City Commission by their passage of Resolution of Intent No. 2016-#\_\_\_\_\_ to change rates for users of the municipal Sewer System.

Any person wishing to address the proposed rate changes to the municipal Sewer System may appear at this hearing and make oral statements or present same in writing. Written comments may also be submitted for Commission consideration by delivering the same to the City Clerk prior to the hearing by mail at 106 1<sup>st</sup> St E, Polson, MT 59860, by email to [cityclerk@cityofpolson.com](mailto:cityclerk@cityofpolson.com) or in person at City Hall, 106 1<sup>st</sup> St E. If there are questions that might be answered by telephone you may call (406) 883-8204.

The Resolution of Intent, and rate schedules are available on the City's website as part of the agenda packet for the May 16, 2016 meeting, and the Water and Sewer modeling studies by Carl Brown Consulting, LLC that support the adoption and calculation of the rate changes for the municipal Water and Sewer Systems are available online on the City's website at [www.cityofpolson.com/pdf/h2osewer.pdf](http://www.cityofpolson.com/pdf/h2osewer.pdf) or in the office of the City Clerk during regular business hours.

Published May 19, 2016; May 26, 2016 and June 2, 2016.

**\*Draft\***

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 9 (MOTION REQUESTED)  
Meeting Date: May 16, 2016  
Staff Contact:

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### **AGENDA ITEM SUMMARY:**

The Cove Deli & Pizza are requesting the following:

- Road Closures of 3<sup>rd</sup> Ave. West in front of Cove Deli & Pizza to 1<sup>st</sup> St. West June 3, 2016 from 5:00 p.m. to 10:00 p.m.
- Waiver of Open Container Ordinance

### **BACKGROUND:**

This is the 2nd year of the Pirates of Summer outdoor concert. The band will be set up in front of Cove Deli & Pizza. This will also be a street dance event. The band will play from 6 p.m. to 10p.m.

### **ANALYSIS: NONE**

### **FINANCIAL CONSIDERATIONS: NONE**

### **STAFF RECOMMENDATION**

No additional staff requested.

### **SUGGESTED MOTION:**

I make a motion to approve the Road Closure of 3<sup>rd</sup> Ave. West from the Alley to First Ave. West in front of the Cove Deli & Pizza and a Waiver of the Open Container Ordinance.

### **ATTACHMENTS:**

none

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 10 (MOTION REQUESTED)

Meeting Date: May 16, 2016

Staff Contact:

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### AGENDA ITEM SUMMARY:

Use of Salish Point Park, August 18, 19, and 20, 2016 For Flathead Lake Blues Festival.

- Waiver of PDC noise level ordinance to 12:15 am. Saturday morning August 19, **and** 12:15 a.m. Sunday morning August 20.
- Extension of Park hours until 12:15 am. Saturday morning August 20, and 12:15 a.m. Sunday morning August 21.
- Waiver of Park open container ordinance for August 19 & 20
- Road Closures and use of barricades to block two streets during festival.
- Parks Department cooperation to prepare park grounds for festival use

### BACKGROUND:

This is the 6<sup>th</sup> year that the Festivals on the Flathead is requesting use of this park. Each year the group left the park clean and in good order. Each year we have increased the Festival draw to the community.

### ANALYSIS:

#### FINANCIAL CONSIDERATIONS:

- **Use of Park:** No direct revenue impacts foreseen
- **Street Department/Road Closure:** No direct revenue impacts foreseen

### STAFF RECOMMENDATION

Per Police Chief Wade Nash's recommendations the organizers will:

- Clearly mark the boundaries of the event grounds
- Make sure event security monitor ingress and egress
- Have 6 to 8 people wear clearly marked security clothing to make security staff more visible to attendees and to police
- Have experienced and trained personnel to serve alcohol and check IDs and watch for over serving or underage drinking.
- NO Recreational Vehicles to be parked on 2<sup>nd</sup> Street East, 1<sup>st</sup> Street East, and Kootenai Avenue

**SUGGESTED MOTION:**

- Waiver of PDC noise level ordinance to 12:15 am. Saturday morning August 20, and 12:15 a.m. Sunday morning August 21.
- Extension of Park hours until 12:15 am. Saturday morning August 20, and 12:15 a.m. Sunday morning August 21.
- Waiver of Park open container ordinance for August 19 & 20
- Road Closures and use of barricades to block two streets during festival.
- Parks Department cooperation to prepare park grounds for festival use
  
- Allow Flathead Lake Blues Festival use of Salish Point Park the following dates and times:
  - Setup day Thursday August 18 (park closed to public). This includes pre-cleaning the area of goose and dog waste, paper litter, etc.
  - Festival Friday August 19 (park admission by ticket only) 3 pm to midnight & Saturday August 20 noon to midnight.
  - Finish clean up Sunday August 21, (park open to public) Most of the large items (stage, canopies) will be removed immediately after festival
  
- Close Salish-Kootenai-Pend Oreille Loop from no later than 12:01 am Friday August 19 to 12:01 am Sunday August 21.
- Close Kootenai Avenue from 3pm August 19 to 12:15 am August 21.
- Follow ALL recommendations of Chief of Police.

**ATTACHMENTS:**

none

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 11 (MOTION REQUESTED)

Meeting Date: May 16, 2016

Staff Contact:

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### AGENDA ITEM SUMMARY:

Use of Sacajawea Park, August 20 and 21, 2016 for Flathead Lake Festival of Art.

- Road Closures and use of barricades to block two streets during festival.
- Parks Department cooperation to prepare park grounds for festival use

### BACKGROUND:

This is the 2nd year that the Sandpiper Gallery is sponsoring Flathead Lake Festival of Art. We have successfully run a similar event for 44 years on the Courthouse Lawn (commonly known as the Sandpiper Art Festival). The August 20 & 21 event is in addition to the classic Sandpiper Art Festival. We are collaborating with the Flathead Lake Blues Festival on parking, road use, and organization for this event.

This is a free event during park hours. It will not restrict public access to the park. We wanted to offer an event that would complement and expand on the draw from the Blues Festival, as well as offer an activity on Saturday and Sunday that promotes participation in the arts.

### ANALYSIS:

#### FINANCIAL CONSIDERATIONS:

- **Use of Park:** No direct revenue impacts foreseen
- **Parks Department:** Staff for clean-up and prep of restrooms and delivery and emptying of trash cans.
- **Street Department/Road Closure:** No direct revenue impacts foreseen

#### STAFF RECOMMENDATION

No additional staff requested. The Festival will provide its own security.

**SUGGESTED MOTION:**

- o Allow Sandpiper Art Gallery and Flathead Lake Festival of Art use of Sacajawea Park the following dates and times:
  - o Setup day Friday, August 19 (park open to public) 4 to 8 p.m. for Vendor Tent setup..
  - o Festival Saturday, August 20, Set up 6 to 9 a.m. Festival 10 a.m. to 6 p.m.
  - o Festival Sunday, August 21, 10 a.m. to 5 p.m. Cleanup to follow.
  - o Close Kootenai Avenue from 3pm August 19 to 5 p.m. August 21.

**ATTACHMENTS:**

none

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**From:** rick lapiana  
**Sent:** Wednesday, May 04, 2016 1:14 PM  
**To:** Cindy Dooley; Mark Shrives  
**Subject:** departure

Sorry to inform you two but I am tendering my resignation effective May 5th 2016 on both the P.R.A. and the Polson Economic Development Council.

Sorry such notice but my health has taken a turn for the worse.

Best of luck in the future and my vote is YES.

Thank you,  
Rick LaPiana

April 13, 2016  
Polson Bay Golf Course Board of directors  
111 Bayview Drive  
Polson, MT 59860

Dear Golf Course Board Members:

I have been a continuous member of the Polson Golf Course since moving to the area in 1975. As is my custom, I paid my yearly golf fee in January in order to qualify for the early bird discount.

In February, I was injured while on vacation. Besides cuts and bruises, I could not use my right shoulder. I arranged to have an orthopedic evaluation upon return to Montana. I saw the doctor on March 29<sup>th</sup>, the earliest appointment available. That consultation was not optimistic: I was advised that I had a severe rotator cuff tear that was irreparable.

Not satisfied with the thought of loss of function in my right arm, I sought a second opinion. I had that appointment on April 12. The latter orthopedist advised surgery ASAP in order to increase the odds of success. I am scheduled for surgery on April 22 and will not be able to play golf this year.

I am aware of the "no refund" policy in place for golf fees. But as a 40-year member of this golf course, retired and on a fixed income, I respectfully request a review of my case. This is a medical emergency, not a case of poor planning on my part. With my injury, I have not been able to play or practice golf at all this year. Through no fault of my own, I will not be able to use my golf course membership in 2016. I would greatly appreciate consideration of a refund, or application of my 2016 dues to the 2017 season. I have always supported the golf course and the City of Polson. Your approval of my request would be very welcome.

Sincerely,

Garth Cox  
514 Claffey Drive  
Polson, MT 59860  
406-529-6884  
garlin@bresnan.net

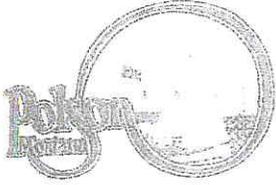
April 23, 2016

MR. GARTH COX

THE GOLF BOARD RECEIVED YOUR LETTER REQUESTING A REFUND FOR YOUR SEASON PASS. AS YOU KNOW THE REFUND POLICY SET BY THE CITY MANAGER IS THERE WILL BE NO REFUNDS. FURTHERMORE THE GOLF BOARD DOES NOT HAVE THE AUTHORITY TO OVERRIDE THAT DECISION SO YOUR LETTER IS BEING FORWARDED TO THE CITY MANAGER. YOU MAY WANT TO FOLLOW UP WITH HIM.

GOLF BOARD CHAIRMAN

DAVE COTTINGTON



106 1st Street E., Polson, MT 59860  
406-883-8200 Fax 406-883-8238  
www.cityofpolson.com



June 18, 2015

Garth Cox  
514 Claffey Dr.  
Polson, MT 59860

*Subject: Request for Refund of Season Golf Pass.*

Dear Mr. Cox,

I have reviewed your letter of request you provided to the Golf Board requesting a refund of your Season Pass. At this time, I will uphold the Golf Boards decision to not provide a refund, as per City policy.

*I am sorry for what may be considered an unfair answer due to your situation, but as part of the sale of season golf passes it was made very clear to season pass holders that refunds would not be given. This was advertised in a variety of ways, to include as a part of a letter mailed to previous season pass holders, the golf course website, and a verbal notice when the pass was purchased.*

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Shrives", written over a horizontal line.

Mark Shrives  
City Manager  
City of Polson

Cc Roger Wallace