

CITY OF POLSON COMMISSION MEETING AGENDA

COMMISSION CHAMBERS

August 1, 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. Additional June 2016 claims
- b. July 14-28, 2016 Claims
- c. City Commission Written Summary Meeting Minutes July 18, 2016
- d. City Commission Electronic Meeting Minutes July 18, 2016
- e. City Commission Written Summary Workshop Meeting Minutes July 20, 2016
- f. City Commission Electronic Workshop Meeting Minutes July 20, 2016

6. CITY MANAGER COMMENTS

City Manager Mark Shives

NEW BUSINESS

7. APPROVE RESOLUTION NO 2016-TBD PRESENTING THE QUESTION OF A RESORT TAX TO THE ELECTORS OF THE CITY OF POLSON.

City Manager Mark Shives

8. APPROVE RESOLUTION OF THE CITY COMMISSION SUBMITTING TO THE QUALIFIED ELECTORS OF THE CITY OF POLSON, MONTANA, THE QUESTION OF AUTHORIZING THE CITY OF POLSON TO EXCEED THE STATUTORY MILL LEVY LIMIT PROVIDED FOR IN MCA 15-10-420, TO FUND THE COST OF RECONSTRUCTING THE STREETS OF THE CITY.

City Manager Mark Shives

9. 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.

07/28/16
14:07:43

City of Polson
Claim Details by Fund, Account
For the Accounting Period: 6/16

Page: 1 of 3
Report ID: AP100Z

For doc #s from 124844 to 124933

5a.

| Fund | Department Name (Account) | Vendor #/Name | Description | Amount |
|--------------------------------|----------------------------------|---------------------------------|----------------------|----------|
| 1000 General All-Purpose Fund | 410500 Financial Services | 3025 FIRST BANKCARD | FINC-FILE FOLDERS | 24.99 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 3025 FIRST BANKCARD | FACL-VENDING MACHINE | 152.28 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 4329 BISHOP SIGNWORKS | POLC-RPLC GRAPHICS O | 510.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 3614 TOBY'S CARWASH LLC | POLC-VEH WASH 6/1-31 | 36.35 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 4684 WASH N' GO, LLC | POLC-VEH WASH 6/1-30 | 78.93 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000080 FLATHEAD NEWSPAPER GROUP | POLC-SCHOOLS OUT ADV | 27.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 3025 FIRST BANKCARD | POLC-WN IACP MEMBERS | 150.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000085 SOUTHSHORE VETERINARY | POLC-ANIMAL IMPOUND | 42.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 4571 DASH MEDICAL GLOVES | POLC-EXAM GLOVES | 154.56 |
| 1000 General All-Purpose Fund | 420230 Care and Custody of | 000552 LAKE COUNTY SHERIFF'S | POLC-PRISNR BOARD JU | 24.00 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 000026 POLSON AUTO PARTS, INC. | FIRE-WIPER BLADE | 10.72 |
| 1000 General All-Purpose Fund | 430240 Road and Street | 4928 BLACK DIAMOND BUILDERS | STRT-NEW STEEL DOOR | 539.00 |
| 1000 General All-Purpose Fund | 460430 Parks | 3025 FIRST BANKCARD | PARK-ELECTRONIC TIME | 385.41 |
| Total for Fund: | | | | 2,135.24 |
| 2020 Police Municipal Services | 420140 Crime Control and | 3025 FIRST BANKCARD | POLC-INTOXIMETERS | 205.25 |
| 2020 Police Municipal Services | 420140 Crime Control and | 000020 PROVIDENCE HEALTH & | POLC-DEETZ PREMPLY T | 204.00 |
| 2020 Police Municipal Services | 420140 Crime Control and | 000020 PROVIDENCE HEALTH & | POLC-216CR0015034 BL | 95.00 |
| Total for Fund: | | | | 504.25 |
| 2730 K-9 Donation Fund | 420140 Crime Control and | 000545 POLSON ANIMAL CLINIC | POLC-BOARDING K-9 | 90.00 |
| Total for Fund: | | | | 90.00 |
| 2810 Police Training Fund | 420140 Crime Control and | 3025 FIRST BANKCARD | POLC-WN TRAVEL LODGI | 310.95 |
| 2810 Police Training Fund | 420140 Crime Control and | 3025 FIRST BANKCARD | POL-AB TRAVEL LODGIN | 310.95 |
| Total for Fund: | | | | 621.90 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-HANGER | 3.49 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-FITTING, MANIFO | 19.79 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-CABLE TIE, MOUN | 6.24 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000046 BEACON TIRE CENTER | STRT-2 TIRES | 310.00 |
| Total for Fund: | | | | 339.52 |
| 5010 Golf Fund | 460446 Golf Course - | 3025 FIRST BANKCARD | GLFM-FUEL | 27.53 |
| 5010 Golf Fund | 460446 Golf Course - | 3025 FIRST BANKCARD | GLFM-SUPPLIES | 26.55 |
| 5010 Golf Fund | 460446 Golf Course - | 000046 BEACON TIRE CENTER | GLFM-TIRE REPAIR | 11.00 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 3025 FIRST BANKCARD | GLFP-ADVERTISING | 40.00 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 4240 POLSON RV RESORT | GLFP-BALANCE OF INVO | 60.00 |
| Total for Fund: | | | | 165.08 |
| 5210 Water Fund | 430550 Transmission and | 000026 POLSON AUTO PARTS, INC. | WATR-SPARK PLUG | 2.40 |
| 5210 Water Fund | 430550 Transmission and | 000026 POLSON AUTO PARTS, INC. | WATR-CARB CHOKE CLEA | 1.99 |
| Total for Fund: | | | | 4.39 |
| 5310 Sewer Fund | 430630 Collection and | 000026 POLSON AUTO PARTS, INC. | SEWR-EXT DOOR HANDLE | 66.72 |

07/28/16
14:07:43

City of Polson
Claim Details by Fund, Account
For the Accounting Period: 6/16

Page: 2 of 3
Report ID: AP100Z

For doc #s from 124844 to 124933

| Fund | Department Name (Account) | Vendor #/Name | Description | Amount |
|------|---------------------------|---------------|-----------------|----------|
| | | | Total for Fund: | 66.72 |
| | | | Total: | 3,927.10 |

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For doc #s from 124851 to 124934

| Fund | Department Name (Account) | Vendor #/Name | Description | Amount |
|--------------------------------|----------------------------------|--------------------------------|----------------------|-----------|
| 1000 General All-Purpose Fund | 214550 Deposits Payable - | 999999 MELEA BIRD | FACL - CLEAN DEP REF | 100.00 |
| 1000 General All-Purpose Fund | 214550 Deposits Payable - | 999999 FLATHEAD LAKE 3 ON 3 | FACL-CLEAN DEP RFND | 100.00 |
| 1000 General All-Purpose Fund | 410500 Financial Services | 000282 QUILL CORPORATION | FACL-ASST. OFFICE SU | 359.94 |
| 1000 General All-Purpose Fund | 411100 Legal Services | 4850 MORIGEAU LAW PLLC | FACL-CTY ATTY CONTRC | 2,200.00 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 999999 KENNY TROMP | FACL-VENDING MACHINE | 110.00 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-SANITIZE WIPES | 17.40 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-13 GAL TRASH LI | 36.74 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-BREAKRM SUPPLY | 15.46 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-BREAKRM SUPPLY | 7.73 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-BREAKRM SUPPLY | -7.73 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000011 MISSION VALLEY POWER | FACL-CITY HALL | 272.15 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000011 MISSION VALLEY POWER | FACL-FIRE HALL | 147.45 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000011 MISSION VALLEY POWER | FACL-HVAC SYSTEM | 200.70 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-HARDWOOD MATS | 209.94 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000282 QUILL CORPORATION | FACL-COPIER PAPER | 89.70 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 4062 WEST COAST PAPER | FACL-PAPER TWLS, TOI | 81.50 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 000877 JOHNCO STORAGE | FACL-STORAGE 9/1-30/ | 75.00 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 2943 CLICK HERE DESIGNS | FACL-EMAILS, WEB HOS | 97.50 |
| 1000 General All-Purpose Fund | 411200 Facilities (Shared Costs) | 1959 A & R TROPHIES | FACL-DOOR NAME & PLA | 44.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-FILE FOLDERS | 30.92 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-CD-R | 32.86 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-3 HOLE PUNCH | 29.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-BATTERIES | 38.73 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-BATTERIES | 30.92 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-STRTS BLK FRM C | 34.80 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000011 MISSION VALLEY POWER | POLC-STORAGE SHED | 31.71 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000011 MISSION VALLEY POWER | POLC-1ST ST E STRG B | 12.00 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 4159 REXEL INC, d/b/a PLATT | STRT-ASST PRODUCT | 607.21 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 001635 SIRCHIE FINGER PRINT | POLC-PALM LIFTER TRA | 64.11 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 4159 REXEL INC, d/b/a PLATT | STRT-ASST. PRODUCT | 24.95 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000046 BEACON TIRE CENTER | POLC-TIRE ROD ALIGNM | 196.10 |
| 1000 General All-Purpose Fund | 420140 Crime Control and | 000046 BEACON TIRE CENTER | POLC-VEH #7 REAR ALI | 84.00 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 001336 FIRE ENGINEERING | FIRE-SUBSCRIPTION | 29.00 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 4208 MAHUGH FIRE & SAFETY, LLC | FIRE-ASSORTED PRODUC | 498.00 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 3951 MONTANA STATE FIRE CHIEFS | FIRE-ANNUAL MBRSHIP | 50.00 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 4849 JOHN DEERE FINANCIAL | FIRE-STILH GLN OIL, | 41.97 |
| 1000 General All-Purpose Fund | 420400 Fire Protection and | 4984 EMERGENCY SERVICES | FIRE-ANNUAL SUBSCRIP | 810.00 |
| 1000 General All-Purpose Fund | 430240 Road and Street | 000017 TOTAL SCREEN DESIGN | STRT-SHIRTS | 287.40 |
| 1000 General All-Purpose Fund | 430240 Road and Street | 000011 MISSION VALLEY POWER | STRT-CITY SHOP | 129.63 |
| 1000 General All-Purpose Fund | 430240 Road and Street | 4550 TROY JENSEN ELECTRIC, LLC | STRT-UPDATE SHOP WIR | 4,705.75 |
| 1000 General All-Purpose Fund | 460430 Parks | 000011 MISSION VALLEY POWER | PRKS-CITY PRKS | 459.07 |
| 1000 General All-Purpose Fund | 460430 Parks | 000011 MISSION VALLEY POWER | PRKS-KERR DAM/BB FIE | 11.50 |
| 1000 General All-Purpose Fund | 460430 Parks | 000011 MISSION VALLEY POWER | PRKS-SACAJAWEA PRK L | 9.57 |
| 1000 General All-Purpose Fund | 460430 Parks | 000011 MISSION VALLEY POWER | PRKS-1ST ST E WATR S | 44.67 |
| 1000 General All-Purpose Fund | 460430 Parks | 000011 MISSION VALLEY POWER | PRKS-BOETTCHER PARK | 30.19 |
| Total for Fund: | | | | 12,481.54 |
| 2020 Police Municipal Services | 420140 Crime Control and | 000282 QUILL CORPORATION | POLC-INVESTGTN SANIT | 12.00 |
| Total for Fund: | | | | 12.00 |

For doc #s from 124851 to 124934

| Fund | Department Name (Account) | Vendor #/Name | Description | Amount |
|--------------------------------|-------------------------------|--------------------------------|----------------------|----------|
| 2211 Skate Park Fund | 460430 Parks | 000017 TOTAL SCREEN DESIGN | PRKS-SKATE PARK FUND | 934.50 |
| | | | Total for Fund: | 934.50 |
| 2394 Building Code Enforcement | 420500 Protective Inspections | 000026 POLSON AUTO PARTS, INC. | BLDG-BATTERY | 109.42 |
| | | | Total for Fund: | 109.42 |
| 2401 Light Maintenance | 430263 Street Lighting | 000011 MISSION VALLEY POWER | FACL-STRT LGHT 03016 | 1,442.19 |
| | | | Total for Fund: | 1,442.19 |
| 2402 Light Maintenance | 430263 Street Lighting | 000011 MISSION VALLEY POWER | FACL-STRT LGHT 03016 | 796.22 |
| | | | Total for Fund: | 796.22 |
| 2810 Police Training Fund | 420140 Crime Control and | 3142 ALAN BOOTH | POLC-AB TRAVEL MEALS | 84.00 |
| | | | Total for Fund: | 84.00 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-FLUX BRUSH 3 PA | 2.59 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-MAC ELECTRONIC | 5.99 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000026 POLSON AUTO PARTS, INC. | STRT-EXHAUST HANGER | 9.13 |
| 2820 Gas Apportionment Tax | 430240 Road and Street | 000241 NORMONT EQUIPMENT CO. | STRT-BROOK SKIRTS | 1,012.83 |
| | | | Total for Fund: | 1,030.54 |
| 5010 Golf Fund | 460446 Golf Course - | 2094 WILBUR ELLIS COMPANY | GLFM-FERTILIZERS | 3,718.63 |
| 5010 Golf Fund | 460446 Golf Course - | 1864 CHS/MOUNTAIN WEST | GLFM-FUEL | 402.13 |
| 5010 Golf Fund | 460446 Golf Course - | 1864 CHS/MOUNTAIN WEST | GLFM-FUEL | 544.02 |
| 5010 Golf Fund | 460446 Golf Course - | 1864 CHS/MOUNTAIN WEST | GLFM-FUEL | 640.37 |
| 5010 Golf Fund | 460446 Golf Course - | 4825 IBS, INC | GLFM-TRIGGER SPRAYER | 1.75 |
| 5010 Golf Fund | 460446 Golf Course - | 000011 MISSION VALLEY POWER | GLFM-GOLF SHED | 350.95 |
| 5010 Golf Fund | 460446 Golf Course - | 000011 MISSION VALLEY POWER | GLFM-25 HP PUMP | 11.33 |
| 5010 Golf Fund | 460446 Golf Course - | 000011 MISSION VALLEY POWER | GLFM-60 HP PUMP | 268.44 |
| 5010 Golf Fund | 460446 Golf Course - | 000011 MISSION VALLEY POWER | GLFM-155 HP PUMP | 317.87 |
| 5010 Golf Fund | 460446 Golf Course - | 000011 MISSION VALLEY POWER | GLFM-BAYVIEW PUMP ST | 1,367.04 |
| 5010 Golf Fund | 460446 Golf Course - | 000026 POLSON AUTO PARTS, INC. | GLFM-ASSORTED PRODUC | 44.37 |
| 5010 Golf Fund | 460446 Golf Course - | 000026 POLSON AUTO PARTS, INC. | GLFM-OIL DRY | 6.59 |
| 5010 Golf Fund | 460446 Golf Course - | 000048 MIDLAND IMPLEMENT CO. | GLFM-AST. TORO PARTS | 146.72 |
| 5010 Golf Fund | 460446 Golf Course - | 000046 BEACON TIRE CENTER | GLFM-TURM TAMER | 101.40 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 1864 CHS/MOUNTAIN WEST | GLFP-FUEL | 246.90 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 1864 CHS/MOUNTAIN WEST | GLFP-FUEL | 398.36 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 1864 CHS/MOUNTAIN WEST | GLFP-FUEL | 235.10 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 000011 MISSION VALLEY POWER | GLFP-PRO SHOP/STRT L | 207.36 |
| 5010 Golf Fund | 460447 Golf Course - Pro Shop | 000026 POLSON AUTO PARTS, INC. | GLFP-SUPPORT, AIR HO | 49.65 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4754 PEPSI-COLA BOTTLING OF | GLFR-ASST BEVERAGES | 503.40 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3447 SUMMIT BEVERAGE | GLFR-ASST BEERS | 980.67 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4905 GEORGE'S DISTRIBUTING INC | GLFR-ASST WINES, BEE | 303.58 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-FOOD SUPPLY | 1,216.81 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-KITCHEN SUPPLY | 133.04 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3233 FOOD SERVICES OF AMERICA | GLFR-FOOD SUPPLY | 614.31 |

For doc #s from 124851 to 124934

| Fund | Department Name (Account) | Vendor #/Name | Description | Amount |
|-----------------|---------------------------------|--------------------------------|-----------------------|-----------|
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3233 FOOD SERVICES OF AMERICA | GLFR-KITCHEN SUPPLY | 17.69 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3427 ZIP BEVERAGE | GLFR-ASST BEERS | 418.80 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4754 PEPSI-COLA BOTTLING OF | GLFR-ASST BEVERAGES | 172.70 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3447 SUMMIT BEVERAGE | GLFR-ASST BEERS | 1,013.81 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-FOOD SUPPLY | 373.12 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-PAPER PRODUCT S | 1,266.60 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 3427 ZIP BEVERAGE | GLFR-ASST BEERS | 460.45 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-FOOD SUPPLY | 344.28 |
| 5010 Golf Fund | 460450 Golf Course Restaurant | 4480 SYSCO MONTANA, INC. | GLFR-KITCHEN SUPPLY | 76.30 |
| 5010 Golf Fund | 460460 G. C. Restaurant O & M | 4664 CHARTER COMMUNICATIONS | GLFR-TV/INTERNET | 96.05 |
| 5010 Golf Fund | 460460 G. C. Restaurant O & M | 000011 MISSION VALLEY POWER | GLFR-T10204 METER | 346.23 |
| 5010 Golf Fund | 460460 G. C. Restaurant O & M | 3306 POLSON PROPANE | GLFR-PROPANE FUEL | 107.20 |
| Total for Fund: | | | | 17,504.02 |
| | | | | |
| 5210 Water Fund | 430530 Source of Supply and | 000282 QUILL CORPORATION | W.G.I.S.-SHEET PROTE | 12.08 |
| 5210 Water Fund | 430530 Source of Supply and | 000282 QUILL CORPORATION | W.G.I.S.-METAL YARDS | 4.83 |
| 5210 Water Fund | 430530 Source of Supply and | 000011 MISSION VALLEY POWER | WATR-WELLS, BOOSTER | 3,040.11 |
| 5210 Water Fund | 430530 Source of Supply and | 000011 MISSION VALLEY POWER | WATR-RIVERSIDE RESTR | 16.55 |
| 5210 Water Fund | 430530 Source of Supply and | 000011 MISSION VALLEY POWER | WATR-RIVERSIDE LIFT- | 12.81 |
| 5210 Water Fund | 430530 Source of Supply and | 3103 JIM MORELLI ELECTRIC LLC | WATR-WELLS 6 & 7 GEN | 2,291.42 |
| 5210 Water Fund | 430530 Source of Supply and | 000011 MISSION VALLEY POWER | WATR-WELLS 6 & 7 | 1,268.41 |
| 5210 Water Fund | 430530 Source of Supply and | 4668 GLACIER BANK | WATR-FEES | 271.00 |
| 5210 Water Fund | 430530 Source of Supply and | 4668 GLACIER BANK | WATR-TAX PRORATION 2 | 37.59 |
| 5210 Water Fund | 430530 Source of Supply and | 4668 GLACIER BANK | WATR-LAND LESS \$1500 | 48,500.00 |
| 5210 Water Fund | 430540 Purification and | 3487 THATCHER COMPANY OF | WATR-G DRUM | 431.40 |
| 5210 Water Fund | 430550 Transmission and | 4006 HD SUPPLY WATERWORKS, | WATR-INVENTORY RE-ST | 752.22 |
| 5210 Water Fund | 430550 Transmission and | 000026 POLSON AUTO PARTS, INC. | WATR-OIL DRY | 13.18 |
| 5210 Water Fund | 430550 Transmission and | 3119 LARSCO, INC. | WATR-REBUILD KIT FOR | 457.06 |
| 5210 Water Fund | 430570 Customer Accounting and | 4006 HD SUPPLY WATERWORKS, | WATR-METERS | 1,257.37 |
| Total for Fund: | | | | 58,366.03 |
| | | | | |
| 5310 Sewer Fund | 430630 Collection and | 000011 MISSION VALLEY POWER | SEWR-PUMP/LIFT STATI | 2,971.79 |
| 5310 Sewer Fund | 430630 Collection and | 000026 POLSON AUTO PARTS, INC. | SEWR-RAVEN NITRILE G | 35.97 |
| 5310 Sewer Fund | 430630 Collection and | 000026 POLSON AUTO PARTS, INC. | SEWR-GLOVES, BULB, T | 80.36 |
| 5310 Sewer Fund | 430630 Collection and | 3411 WESTERN STATES EQUIPMENT | SEWR-REMV SEWAGE PUM | 180.00 |
| 5310 Sewer Fund | 430630 Collection and | 3103 JIM MORELLI ELECTRIC LLC | SEWR-LAGOON MAINT | 316.09 |
| 5310 Sewer Fund | 430660 Geographical Information | 000282 QUILL CORPORATION | S.G.I.S.-SHEET PROTE | 12.09 |
| 5310 Sewer Fund | 430660 Geographical Information | 000282 QUILL CORPORATION | S.G.I.S.-METAL YARDS | 4.83 |
| 5310 Sewer Fund | 430670 Customer Accounting and | 4006 HD SUPPLY WATERWORKS, | SEWR-METERS | 1,257.37 |
| Total for Fund: | | | | 4,858.50 |
| | | | | |
| Total: | | | | 97,618.96 |

07/28/16
14:10:28

City of Polson
Fund Summary for Claims
For the Accounting Period: 7/16

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Report ID: AP110

| Fund/Account | Amount |
|-------------------------------------|-------------|
| 1000 General All-Purpose Fund | |
| 101000 | \$12,481.54 |
| 2020 Police Municipal Services Levy | |
| 101000 | \$12.00 |
| 2211 Skate Park Fund | |
| 101000 | \$934.50 |
| 2394 Building Code Enforcement | |
| 101000 | \$109.42 |
| 2401 Light Maintenance District #19 | |
| 101000 | \$1,442.19 |
| 2402 Light Maintenance District #20 | |
| 101000 | \$796.22 |
| 2810 Police Training Fund | |
| 101000 | \$84.00 |
| 2820 Gas Apportionment Tax Fund | |
| 101000 | \$1,030.54 |
| 5010 Golf Fund | |
| 101000 | \$17,504.02 |
| 5210 Water Fund | |
| 101000 | \$58,366.03 |
| 5310 Sewer Fund | |
| 101000 | \$4,858.50 |
| | |
| Total: | \$97,618.96 |

CITY OF POLSON COMMISSION MEETING

5c.

Commission Chambers

July 18, 2016

7:00 p.m.

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

ABSENT: Commissioner Erickson

OTHERS PRESENT (who voluntarily signed in): Jennifer Cote, CPA, Elsa Duford, Joan Hart, Shari Johnson, Rick LaPiana, Bonnie Manicke, Lee Manicke, and Tony Porrazzo

CALL TO ORDER: (00:01) Mayor Knutson called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF PROPOSED AGENDA (00:45) –**Commissioner Turner motion to approve the proposed agenda Commissioner Donovan second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (01:14-none

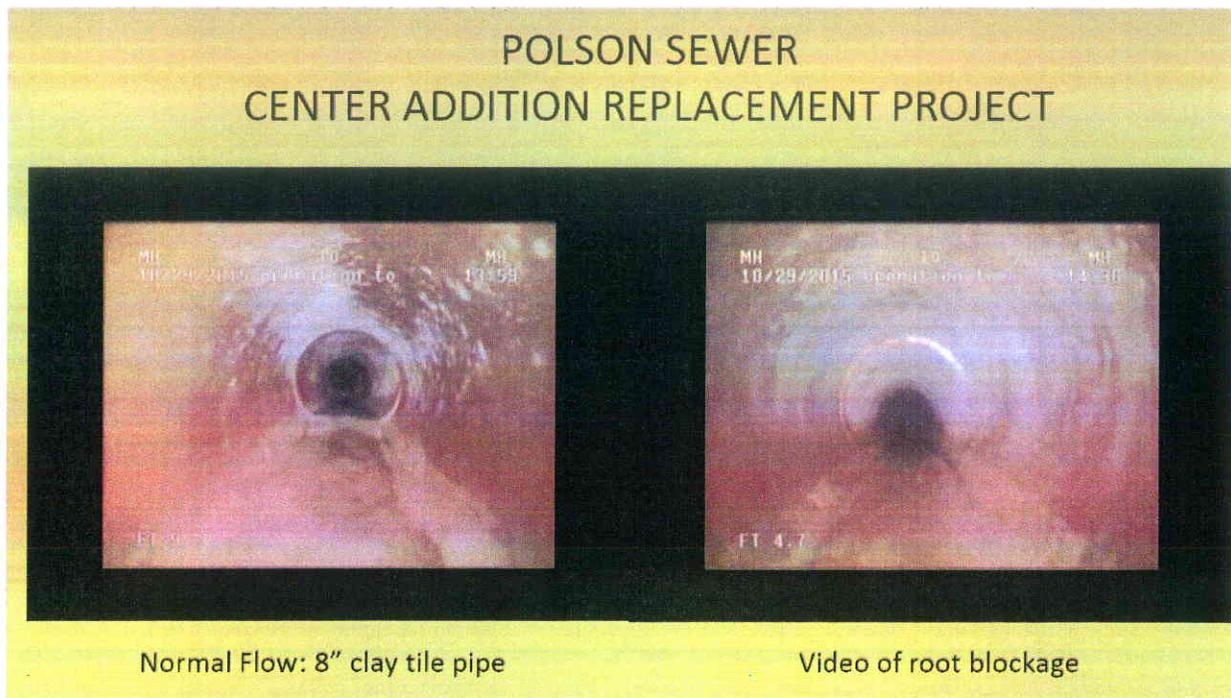
CONSENT AGENDA (01:41)-(a). Additional June 2016 claims, (b). July 1-13, 2016 Claims, (c). City Commission Written Summary Public Hearing Minutes July 6, 2016, (d). City Commission Electronic Public Hearing Meeting Minutes July 6, 2016, (e). City Commission Written Summary Meeting Minutes July 6, 2016, (f). City Commission Electronic Meeting Minutes July 6, 2016, (g). City Commission Written Summary Workshop Meeting Minutes July 7, 2016, (h). City Commission Electronic Workshop Meeting Minutes July 7, 2016. **Commissioner Siler motion to approve the Consent Agenda. Commissioner Coutts second.** Commission discussion: Commissioner Siler asked what the negative \$5,000.00 amount is on the Sandry claim. City Finance Officer Cindy Dooley explained that is the retainage that the City withholds on bid projects. The amount gets paid back at the completion of the project. City Manager Shrives explained this is the first pay request by Sandry Construction. Mayor Knutson made a correction to the Public Hearing minutes. The minutes read that the Mayor closed the Public Hearing at 6:33 p.m.. and should be corrected to read OPEN at 6:33 p.m. Public comment: Elsa Duford Ward II asked who the Municipality Representative for the City is in the Agreement Letter with the Tribe. City Manager Mark Shrives commented that he would be signing the final document. Elsa further commented that on the July 7 Public Hearing minutes it was disrespectful not to include the names of the persons who took their time to attend the workshop, and give public comment. These people made the effort to attend and none of their comments were in the workshop meeting. **VOTE: Unanimous Motion carried**

CITY MANAGER COMMENTS (08:49)-City Manager Shrives commented on the following: there will be a workshop on July 20th at 6:00 p.m. with the Commission & Economic Development Council to discuss the Resort Tax & Street Levy. Kevin Johnson reported that the design for the new wastewater treatment is almost complete. Once completed, it will go to DEQ (Department Environment Quality) for final approval. City Planner Kyle Roberts is working on the Growth Policy. The Growth Policy draft is to be completed by the end of July. August and September will be edits and the City County Planning Board will review at their October 11, 2016 meeting. There will be Public Hearings with the Commission

and then after that meeting the City hopes to adopt the new Growth Policy at the November 21st meeting. Budget meetings with the department heads are continuing. Would like to schedule a meeting with the Finance Committee, Commissioner Southerland, Turner and Mayor Knutson for either July 25 or 26th. At the August 15th Commission Meeting there will be a Public Hearing for the Preliminary Budget at 5:30 p.m. The final budget will be adopted at the September 7th Commission meeting. There will be a Budget Workshop with the Commission and the City Department Heads on July 28th at 6:00 p.m. City Manager Shrives asked City Police Chief Wade Nash to address the Commission. City Police Chief Nash commented that due to the recent incidents involving police, the local community has stepped up in demonstrating their support. Police Officer's meals are being paid for by anonymous people in the restaurants, care baskets and food are being dropped off for the officers. Even though the incidents haven't involved a local police officer, it still effects the local officers. Also, Chief Nash commented that during the recent meeting of the State of Montana Chief of Police Association, Chief Nash was voted in as Northwest Director for the State of Montana Chief of Police Association. The Polson Police Department sponsored Nicholas Cleveland in attending the State of Montana Junior Police Academy. Nicholas is the youngest child of the City of Polson late Police Officer William Cleveland. The graduation ceremony was July 16th in Helena, MT at the Police Academy. This was a great experience for Nicholas and will be a help in his future goals in life.

ADMINISTER OATH OF OFFICE & INTRODUCTION OF POLSON POLICE OFFICER KEITH DEETZ.(18:17)- Mayor Knutson read a brief biography on Officer Deetz. After administering the Oath of Office, Chief Nash invited Officer Deetz's parents to join them at the front of the Commission Chambers to pin his badge on him. Officer Deetz's father, a former law enforcement officer, pinned the badge on his son.

CENTER ADDITION WATER & SEWER PROJECT UPDATE (22:08)-City Engineer Shari Johnson gave the following power point presentation.

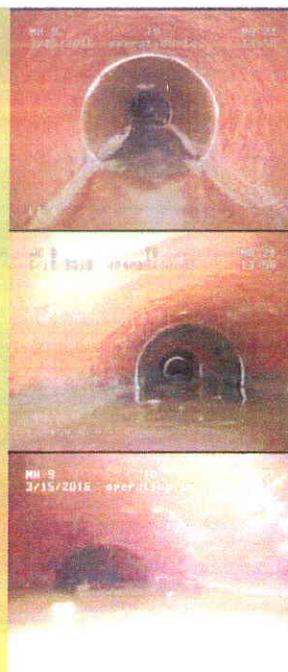
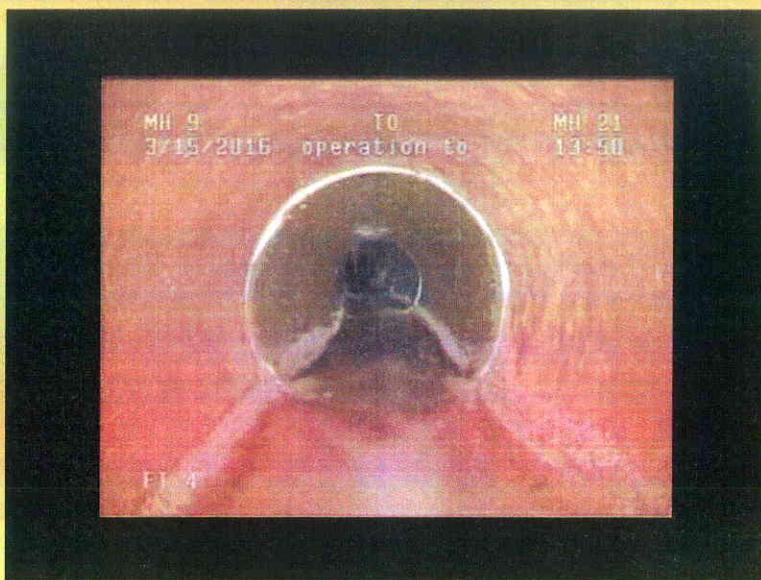


AFTER ROOT CUTTING



FLOW PATTERNS

Misaligned pipes due to settling, age, & installation



Same pipe! No additional flow

SEWER BACKUP COMPARISON REPORT FROM MMIA CLASS THREE CITIES & POLSON FY 2011 - 2015

| City | Total Claims | Incurred Dollars | Incurred Dollars/1000 pop. | Claims/1000 pop. |
|-------------------------|--------------|----------------------|----------------------------|------------------|
| Baker | NA | | | |
| Begrade | 3 | \$ 3,777.00 | \$ 510.41 | 0.41 |
| Big Timber | 3 | \$ - | \$ 0 | 0.41 |
| Boulder | 2 | \$ 8,022.00 | \$ 5,665.00 | 1.67 |
| Chinook | 4 | \$ 1,519.00 | \$ 1,349.17 | 3.35 |
| Choteau | 3 | \$ 457.00 | \$ 268.82 | 1.76 |
| Colstrip | 11 | \$ 29,335.00 | \$ 13,334.09 | 5.00 |
| Columbia Falls | 1 | \$ 4,672.00 | \$ 954.04 | 0.21 |
| Columbus | 0 | \$ - | \$ 0 | 0.00 |
| Conrad | 4 | \$ 1,250.00 | \$ 865.38 | 1.54 |
| Cut Bank | 8 | \$ 46,065.00 | \$ 15,884.46 | 2.76 |
| Deer Lodge | 0 | \$ - | \$ 0 | 0.00 |
| East Helena | 14 | \$ 88,840.00 | \$ 44,420.00 | 7.00 |
| Forsyth | 9 | \$ 3,344.00 | \$ 1,857.78 | 5.00 |
| Fort Benton | 0 | \$ - | \$ 0 | 0.00 |
| Glasgow | 22 | \$ 36,705.00 | \$ 11,122.73 | 6.67 |
| Glendive | 8 | \$ 17,650.00 | \$ 3,604.08 | 1.63 |
| Hamilton | 5 | \$ 7,036.00 | \$ 1,695.28 | 1.16 |
| Hardin | 3 | \$ - | \$ 0 | 0.86 |
| Harlem | 3 | \$ 1,088.00 | \$ 1,360.00 | 3.75 |
| Harlowton | 3 | \$ 4,949.00 | \$ 4,949.00 | 3.00 |
| Laurel | 14 | \$ 5,220.00 | \$ 779.10 | 2.09 |
| Libby | 1 | \$ - | \$ 0 | 0.36 |
| Malta | 6 | \$ 24,888.00 | \$ 12,444.00 | 3.00 |
| Plentywood | 3 | \$ - | \$ 0 | 1.76 |
| Polson | 10 | \$ 131,204.00 | \$ 29,156.44 | 2.22 |
| Polson '11 - '16 | 17 | \$ 198,975.00 | \$ 44,216.67 | 3.78 |
| Poplar | 15 | \$ 58,940.00 | \$ 75,675.00 | 18.75 |
| Red Lodge | 4 | \$ 2,301.00 | \$ 1,095.71 | 1.90 |
| Ronan | 3 | \$ 20,456.00 | \$ 10,765.32 | 1.58 |
| Roundup | 0 | \$ - | \$ 0 | 0.00 |
| Scobey | 0 | \$ - | \$ 0 | 0.00 |
| Shelby | 4 | \$ 2,726.00 | \$ 801.76 | 1.18 |
| Sidney | 7 | \$ 9,193.00 | \$ 1,767.88 | 1.35 |
| Thompson Falls | 0 | \$ - | \$ 0 | 0.00 |
| Three Forks | 2 | \$ - | \$ 0 | 1.05 |
| Townsend | 0 | \$ - | \$ 0 | 0.00 |
| Troy | 0 | \$ - | \$ 0 | 0.00 |
| WIS Springs | 1 | \$ 4,646.00 | \$ 5,162.22 | 1.11 |
| Wolf Point | 0 | \$ - | \$ 0 | 0.00 |

Polson Sewer Claims FY 2000 - FY 2016

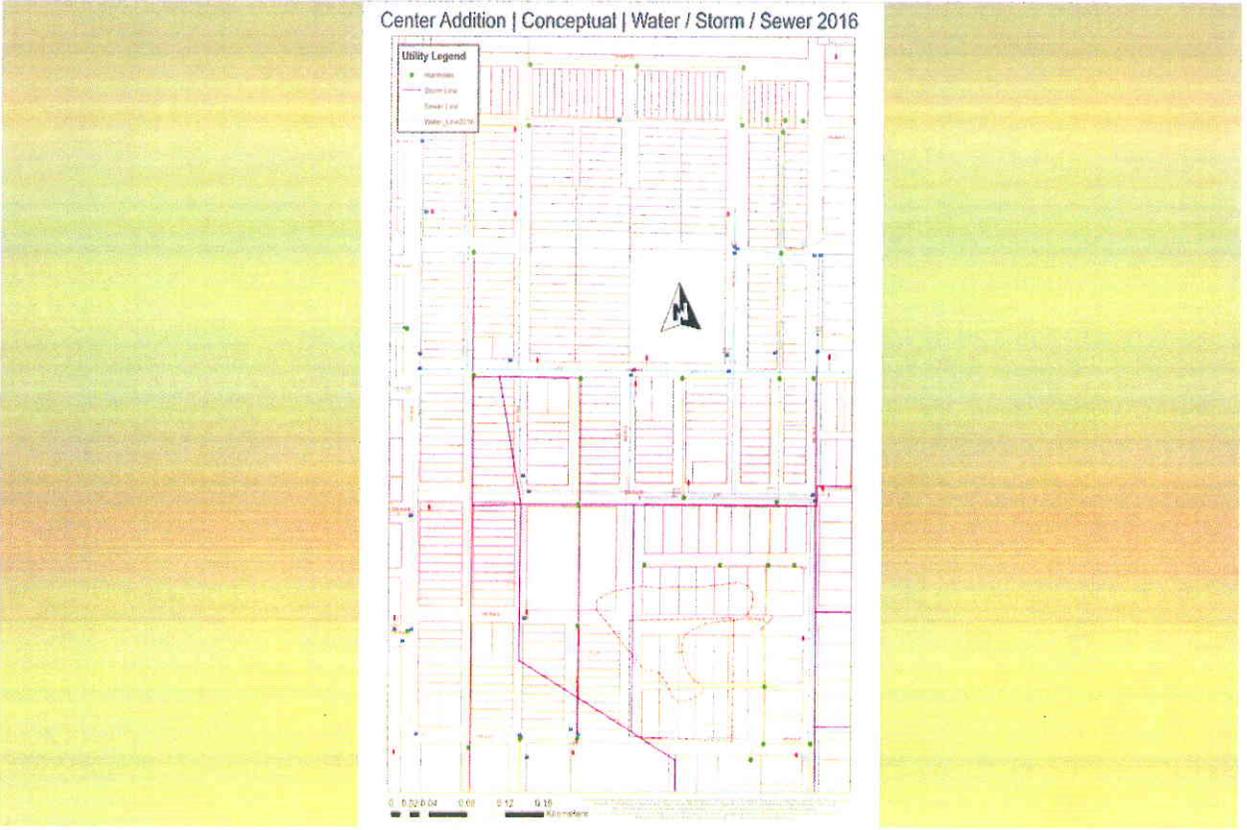
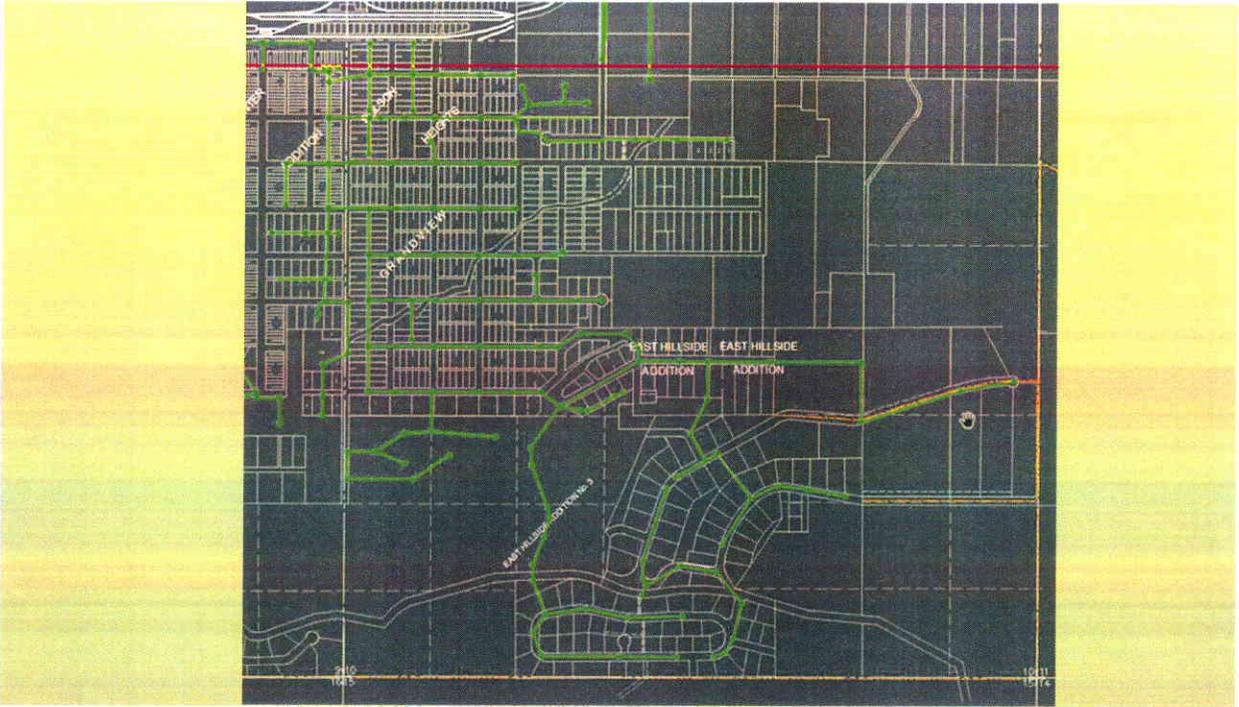
| Fiscal Year | Sum of Incurred | Count of Incurred |
|--------------------|---------------------|-------------------|
| 2000 | \$ - | 1 |
| 2002 | \$26,774.17 | 5 |
| 2003 | \$ - | 2 |
| 2004 | \$43,901.07 | 2 |
| 2007 | \$34,826.70 | 1 |
| 2009 | \$11,222.08 | 3 |
| 2010 | \$27,450.38 | 3 |
| 2011 | \$4,663.54 | 1 |
| 2012 | \$12,155.39 | 2 |
| 2014 | \$950.00 | 2 |
| 2015 | \$113,434.68 | 5 |
| 2016 | \$68,520.93 | 7 |
| Grand Total | \$343,898.94 | 34 |

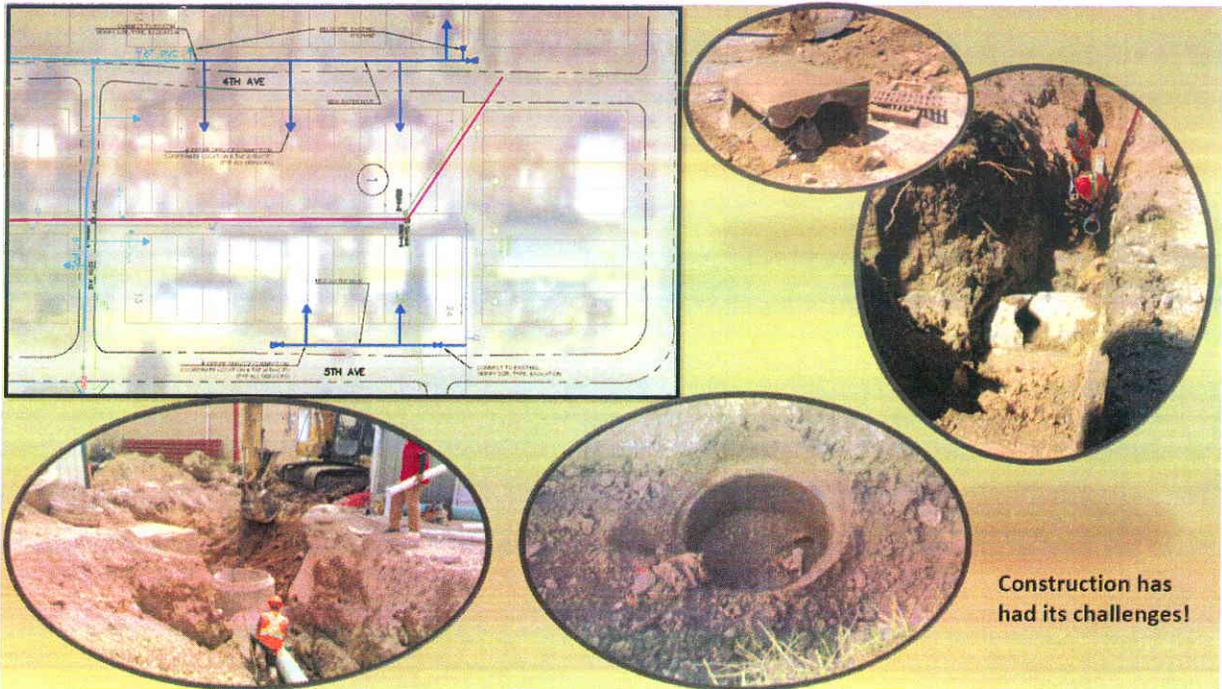
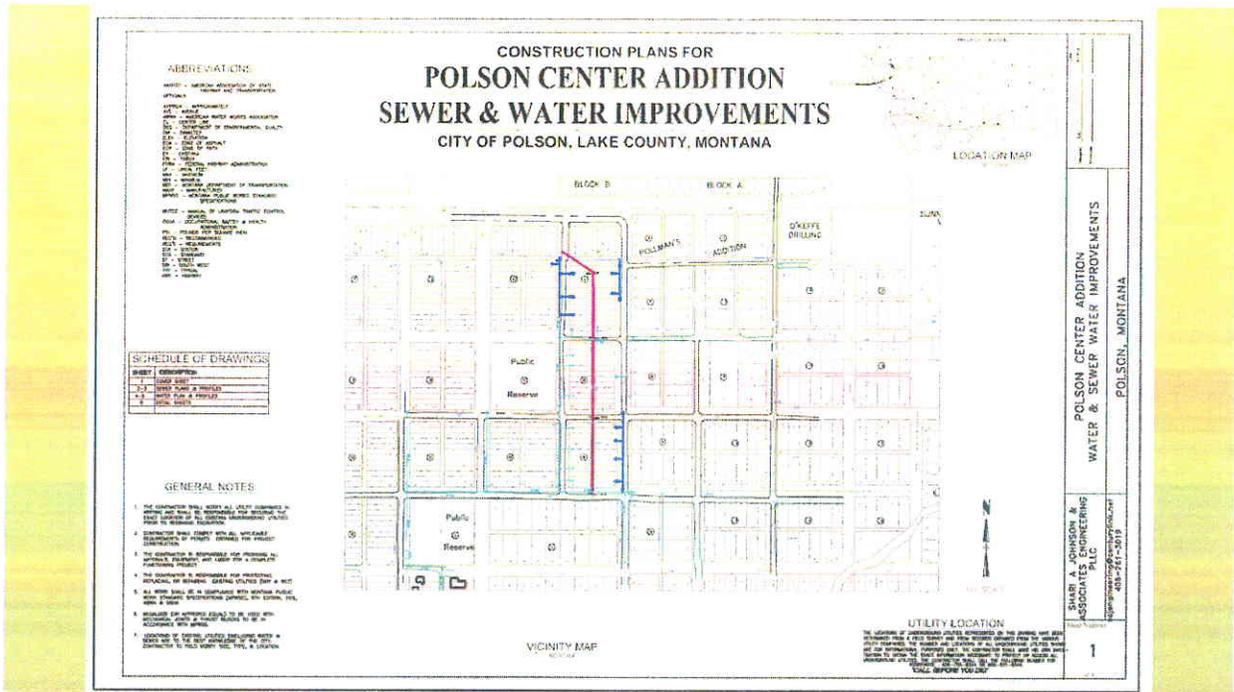
THIRD CLASS MONTANA CITIES

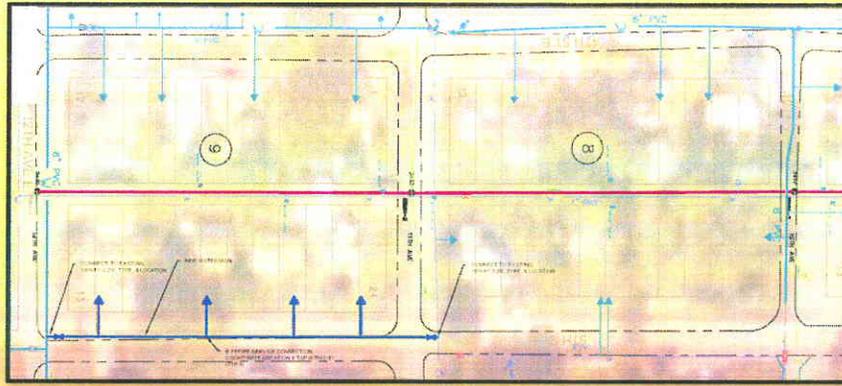
Polson ranks...
1st Place for Claim Dollars Paid
2nd Place for Number of Claims
3rd Place for \$\$/1000 people

POLSON PLAN OF ACTION

- 1. Formal City of Polson – Sanitary Sewer Maintenance Policy and Plan**
 - City was broken into Four Zones (each to be serviced in a 4 year cycle)
 - Camera and categorize
 - Perform Maintenance (sewer jet, root cut, replace, etc.)
 - Categorize mains into Non-Problem, Problem, or Compromised categories
 - Compromised is similar to the videos and at least 20 blocks fall into this category.
 - Record and document all in GIS data base
 - Problem lines will be maintained 3-4 times a year regardless of zone
- 2. Preliminary Engineering Report**
 - TSEP grant to provide for further analysis of the problem
 - Priority Evaluation
 - Pipe Replacement along with Lift Stations
 - All funding opportunities will be pursued
- 3. Replacement Projects when needed**
 - Center Addition Water & Sewer Main Replacement







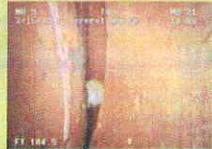
Clay Tile Pipe: No bedding, 4 foot lengths, & minimal joint overlap



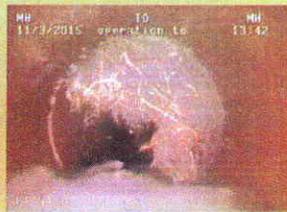
OUT WITH THE OLD



Separated Joints



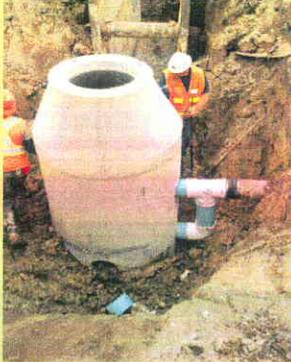
Corroded, pitted, & leaking small diameter water mains



Roots blocking flow



IN WITH THE NEW!



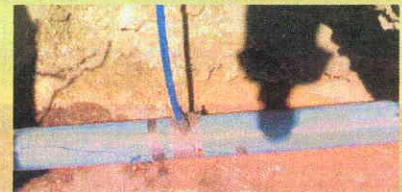
Drop Manhole: accommodates deeper sewer



PVC Sewer Main: Large joint overlap w/ gasket, 20 ft lengths, & proper pipe bedding



Sewer Service: new to the ROW line



CENTER ADDITION – BUDGET SUMMARY

| | Expenses | Notes | Pay Request 1 |
|---|----------------------|--|--|
| Original Contract Sewer | \$ 141,191.00 | Sandry Construction | \$ 21,239.00 |
| Original Contract Water | \$ 102,774.00 | Sandry Construction | \$ 90,516.75 |
| Change Order 1: Utility Conflicts | \$ 2,000.00 | <ul style="list-style-type: none"> • Future GIS efforts will help to eliminate City Utility Unknowns. • May be additional costs as project progresses. | \$ 639.97 |
| Change Order 2: Water Services from existing mains | \$ 17,208.00 | <ul style="list-style-type: none"> • Not completed by City Excavation Contract as believed | \$ 17,451.00 |
| Fees Deducted: Dust abatement & live tapping fee | \$ (600.00) | <ul style="list-style-type: none"> • Contractor had inadequate dust control & City Streets responded • Live tap provided by City | \$ (600.00) |
| Asphalt Removal & Replacement by City | TBD | <ul style="list-style-type: none"> • City Streets performed asphalt removal work • Asphalt to be contracted by City | |
| Future Claims | TBD | <ul style="list-style-type: none"> • Contractor has submitted \$17,700 in claims. • Some duplication with CO1, but predominately denied per contract provisions. | |
| Inspection by City: William Bonkowski | Staff | <ul style="list-style-type: none"> • Water/Sewer has operated a man short. • Full time inspection insures quality of work and patrolling of contract • Notes will be used extensively in evaluation of claims | |
| Engineering by City: Shari Johnson | Retainer | | |
| TOTAL (@ 3.5 blocks = \$75k to \$80k per block) | \$ 262,573.00 | | Pay Request 1 (5% retainage withheld) = \$ 129,246.72 |

CITY OF POLSON FISCLA YEAR 2015 AUDIT REPORT (01:14:41)-This agenda item was presented by Jennifer Cote, CPA, Cote and Associates. Jennifer is the contracted auditor for the City of Polson. The big event in accounting world was that City/Towns had to show a proportionate share of their pension liability. The following was the City of Polson Pension Liability Report:

COTE & ASSOCIATES, CPA, PLLC

Phone: 406-543-8088
 Fax: 406-543-8088

1225 Cleveland, Suite 1
 P.O. Box 430
 Missoula, MT 59806

1. 2015 Financial Statements most significant addition: Net Pension Liability

From the New Pension Accounting by Stephen J. Gauthier of the Government Finance Officers Association (GFOA)

Types of Postemployment Benefits (page 1)

| Benefit | Pension Benefits | OPEB |
|--|----------------------------|--------------------------------|
| Retirement income | X | |
| Post employment health-care benefits | | X |
| Post employment benefits other than healthcare provided through a pension plan | If accounted with pensions | If not accounted with pensions |

Defined Benefit plans vs. defined contribution plans (page3)

| | Defined Benefit Plan | Defined Contribution Plan |
|------------------|-----------------------------|--|
| Employer promise | Agreed-upon future benefits | Agreed contributions to individual employee accounts |
| timing | During retirement | During employees active service life |
| Exposure to risk | Employer | Employee |

x11.20 in

Types of multi-employer plans (page 5)

| | Agent Plan | Cost-sharing Plan |
|-------------------------|---|-------------------|
| Administrative function | Centralized | Centralized |
| Investing function | Centralized | Centralized |
| Assets | Each employer assigned proportionate share of total plan assets | Pooled |
| Liabilities | Specific to employer | Pooled |
| Contribution rates | Specific to employer | Sharing |

2. The opinion on the financial statements is clean or "unqualified".
3. The report on internal control and compliance has not findings for fiscal 2015.

Fiscal Year 20145 received a Clean Opinion. This means that materially correct and the Internal Control & Compliance there were no findings. On the final page of the Audit Report there is the Findings from Fiscal Year 2014. Those findings have all been resolved. City Manager Shrives gave kudos to City Finance Officer Cindy Dooley for all her hard work. A clean audit is a rarity.

(01:31:41) Mayor Knutson asked if the Commission wanted full minutes or action minutes. The Commission determined that action minutes would suffice.

Adjourn. (01:31:59) Commissioner Coutts motion to adjourn. Commissioner Turner second.
Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

ADJOURN: 8:32 p.m.

ATTEST: _____

Mayor Heather Knutson

Cora E. Pritt, City Clerk

**CITY OF POLSON
COMMISSION & ECONOMIC DEVELOPMENT
COUNCIL WORKSHOP**

5e.

Commission Chambers

July 20, 2016

6:00 p.m.

ATTENDANCE: Mayor Knutson, Commissioners Coutts, Donovan, Southerland and Turner, City Manager Mark Shrives, and City Clerk Cora Pritt

ABSENT: Commissioner Erickson, Siler

ECONOMIC DEVELOPMENT COUNCIL: Gerry Brown, Paul Briney, Cindy Dooley, Becky DuPuis, and Carlisa London

OTHERS PRESENT (who voluntarily signed in): Bill & Tali Barron, Dave Brown, Elsa Duford, and Eric & Carolyn Hall

CALL TO ORDER: (00:09) Commissioner Turner called the workshop to order. The Pledge of Allegiance was recited. *Note-Mayor Knutson arrived late.

WORKSHOP WITH ECONOMIC DEVELOPMENT COUNCIL (EDC) REGARDING EDC PROPOSAL FOR RESORT TAX AND STREET LEVY BALLOT MEASURES (01:10)-City Manager Shrives began the discussion by commenting that the heart of this discussion is the list of luxury items that was provided by the Economic Development Council. The EDC commented that the list is a composite of items that the other nine cities/towns that have the Resort Tax use. The State of Montana defines a few of the items to be taxed under the Resort Tax; i.e.-hotels, motels, bars, restaurants, fast food.

There is also the option that the Commission will approve putting the Street Levy on the ballot. Both the Resort Tax and the Street Levy will require a Resolution of Intent. There will also be a draft ballot provided to show the ballot language.

The Commission requested that the City Attorney be present at the August 6, 2016 meeting to answer any potential questions.

Mayor Knutson then opened the workshop to include comments from the Public.

David Brown-Brown's Jewelry Store Main St commented that his concern is losing customers. There are too many questions that the businesses don't know.

Tali Barron-119 Main St. commented that there will be no Cherry Festival next year if the Resort Tax passes. There is also a concern about asking for Tribal I.D.

Bill Barron-commented that his wife's business will close if the Resort Tax is voted in. Mr. Barron suggested a mil levy so that 100% of the levy could go directly to repairing the roads. It will be difficult to see businesses downtown close. This is an emotional issue.

Carolyn Hall, Ward II, Lake County School Superintendent commented that there is concern about the information that is coming out. It is hard to compare Polson with Whitefish. There is a lot of poverty and the tax will be difficult to pay.

Commissioner Coutts thanked everyone for attending and sharing their comments. Mayor Knutson commented that accurate information needs to get out to the public.

(01:45:09) Mayor Knutson asked if the Commission wanted full minutes or action minutes. The Commission determined that action minutes would suffice.

Adjourn. (01:45:28) Commissioner Donovan motion to adjourn. Commissioner Southerland second. Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

ADJOURN: 7:45 p.m.

Mayor Heather Knutson

ATTEST: _____

Cora E. Pritt, City Clerk

CITY OF POLSON AGENDA ITEM SUMMARY

Agenda Item Number: 7 City Commission approval of resolution to present the question of a resort tax to the Electors of the City of Polson on the November 2016 General Election Ballot.

Meeting Date: August 1, 2016
Staff Contact: Mark Shrives/Cindy Dooley

AGENDA ITEM SUMMARY: Request City Commission approval of resolution to present the question of a resort tax to the Electors of the City of Polson on the November 2016 General Election Ballot.

BACKGROUND: The City Commission has been discussing a resort tax for some time. Polson is still considered a resort community and has the ability to implement the Local Option (Resort) Tax until the population reaches 5500. As a part of those ongoing discussions, the City received a grant in early 2014 and completed a detailed report entitled "*Montana Community Resort Tax Community Assessment.*" at the end of June 2014.

The Economic Development Council (EDC) was organized in May, 2015. It is an advisory board to the City Commission. Its goals are to develop an economic plan for the city and to address needs expressed by the community and the City. One of the first tasks of the EDC was to research the possibility of a resort tax for street infrastructure funding as many of the City's streets are in very poor condition. The Economic Development Council has recommended that the Resort Tax proposal be placed on the November 2016 General Election Ballot.

ANALYSIS: After the Economic Development Council presentation to the City Commission, there were two follow up workshops with the Commission and the Economic Development Council. These workshops provided an opportunity for the City Commissioners to discuss and clarify specifics regarding the presentation with the Economic Development Council members.

There was a lengthy discussion regarding the luxury item list that was presented to the City Commission by the Economic Development Council members. There was discussion that the list should be finalized prior to making a decision regarding placing the Resort Tax on the ballot. It seems the luxury item list may continue to warrant further discussion. In conversations with the City Attorney, he stated that there is nothing in the Montana Code Annotated (MCA) that says you have to do a Resolution of Intent to adopt the luxury item list. In Whitefish, the list was finalized after the ballot measure was submitted to the elections office. If the decision is made to place the Resort Tax on the November ballot, I would suggest continuing to work on the luxury item list and complete it in early September. It could then be incorporated into any presentations that will be given by the Economic Development Council.

The language in the ballot measure attached as Exhibit A to the resolution has been changed to address the concerns that were raised regarding the confusion with some of the language in the original draft.

The Economic Development Commission also recommended that a Street Levy also be considered and possibly placed on the November ballot, or run separately from the Resort Tax. That resolution is set as a separate agenda item.

FINANCIAL CONSIDERATIONS: The City currently does not have enough funding in the budget for street re-construction and for preservation of existing good streets through chip sealing, seal coating, etc. The City will need to find additional funding through a gas tax, resort tax which would tax tourist

spending in addition to local citizen spending and/or through taxes and assessments of City property owners.

STAFF RECOMMENDATION: Following the recommendation of the Economic Development Council, staff would also recommend approval of the resolution to place the Resort Tax on the November ballot

SUGGESTED MOTION: *I move to approve resolution number ____ to present the question of a resort tax to the electors of the City of Polson at the November 8, 2016 General Election*

ATTACHMENTS:

Enclosure 1 – Resolution 2016 - ____ . A resolution presenting the question of a resort tax to the electors of the City of Polson

RESOLUTION 2016-_____

**PRESENTING THE QUESTION OF A RESORT TAX TO THE
ELECTORS OF THE CITY OF POLSON**

WHEREAS, Section 7-6-1501(8), MCA, defines a resort community as an incorporated municipality with a population of less than 5,500 according to the most recent federal census, that derives the primary portion of its economic well-being related to current employment from business catering to the recreational and personal needs of persons traveling to or through the municipality for purposes not related to their income production and which has been designated by the Department of Commerce as a resort community;

WHEREAS, the Montana Department of Commerce has designated the City of Polson as a resort community;

WHEREAS, Section 7-6-1502, MCA, authorizes a resort community to present the resort tax question to the electors of a resort community by resolution; and

WHEREAS, Section 7-6-1504(1), MCA, authorizes the governing body to call a special election on the resort tax question or to have the resort tax placed on the ballot at the next regularly scheduled election;

WHEREAS, it appears in the best interests of the citizens and taxpayers of the City of Polson that relief from the burden of fixing and maintaining the streets of Polson fall proportionately upon the tourist users.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Pursuant to section 7-6-1504 (1) and (2) MCA, the Polson City Commission presents to the electors residing in the City of Polson the question of the adoption of a resort tax for the City of Polson in accordance with this resolution.

2. The resort tax presented to the electors shall be structured as follows:

(a) The rate of the resort tax shall be three percent (3%) of the retail value of all goods and services as defined herein sold, except for goods and services sold for resale, by the following establishments:

- (i) hotels, motels, and other lodging or camping facilities;
- (ii) restaurants, fast food stores, and other food services establishments;
- (iii) taverns, bars, night clubs, lounges, and other public establishments that serve beer, wine, liquor, or other alcoholic beverages by the drink; and
- (iv) destination recreational facilities.

(b) The rate of the resort tax for any gift item, luxury item, or other item normally sold to the public or to transient visitors or tourists shall be three percent (3%).

3. If approved by the electors, the resort tax shall become effective on April 1, 2017, for a period of six months during each year beginning April 1st and ending September 30th, and the duration of the resort tax shall be for twenty (20) years.

4. The purposes to be funded by the resort tax include:

(a) Property tax reduction for taxpayers residing in the City of Polson in an amount equal to fifteen percent (15%) of the resort tax revenues derived during the preceding fiscal year;

(b) Provision for the repair and improvement of existing streets, storm sewers, sidewalks, curbs and gutters, in an amount equal to eighty percent (80%) of resort tax revenues derived during the preceding fiscal year;

(c) Cost of administering the resort tax in an amount equal to three percent (3%) per year.

(d) Efforts to promote Polson as a tourist destination possibly through a Convention and Visitors Bureau in an amount equal to two percent (2%) per year.

6. The election shall be held on November 8, 2016, the date of the next regularly scheduled election, to be conducted as authorized by Section 7-6-1504(5), MCA.

7. The question to be presented to the electors and the ballot issue shall be in substantially the same form as Exhibit "A" attached to this resolution; provided, however, that the City Attorney may further redraft Exhibit "A." to conform to state law, if necessary.

BE IT FURTHER RESOLVED, that the City Clerk is hereby instructed to file this Resolution in the City's Book of Resolutions.

_____aye _____nays _____abstentions

Date of Passage:

Effective Date: Immediately

Heather Knutson, Mayor

Attest:

Cora Pritt, Clerk

EXHIBIT "A"

THIS BALLOT SHALL BE MARKED WITH AN "X" IN
THE SQUARE BEFORE THE QUESTION
SUBMITTED TO A VOTE OF THE PEOPLE

BALLOT ISSUE

To impose a resort tax in Polson of 3% on:

The retail value of all goods and services sold by lodging or camping facilities; restaurants, fast food stores, and other food service establishments; all public establishments serving alcoholic beverages by the drink; destination recreational facilities; and luxuries sold by other establishments.

The tax will take effect April 1, 2017, for a period of six months beginning April 1st and ending September 30th each year, for 20 years, and must be used:

- 15% property tax relief;
- 80% existing streets, storm sewers, sidewalks, curbs, and gutters;
- 3% administrative costs;
- 2% efforts to promote Polson as a tourist destination.

_____ FOR the resort tax

_____ AGAINST the resort tax

CITY OF POLSON AGENDA ITEM SUMMARY

Agenda Item Number: 8 City Commission approval of resolution to submit to the qualified electors of the City of Polson, the question of authorizing the City of Polson to exceed the statutory mill levy limit provided for in MCA 15-10-420, to fund the cost of reconstructing the streets of the City

Meeting Date: August 1, 2016
Staff Contact: Mark Shrives/Cindy Dooley

AGENDA ITEM SUMMARY: Request City Commission approval of resolution to submit to the qualified electors of the City of Polson, the question of authorizing the City of Polson to exceed the statutory mill levy limit provided for in MCA 15-10-420, to fund the cost of reconstructing the streets of the City

BACKGROUND: During the meetings held by the Economic Development Council regarding the resort tax, they also looked at other funding options that might be available to fund City Streets. Either in addition or separate from the Resort Tax, the Economic Development Council recommended the option to place a measure on the ballot to run a Street Levy.

ANALYSIS: The attached resolution and ballot measure calls for an increase in the Mills that can be levied. The resolution proposes to collect \$500,000, but the Mill Levy increase has been worded as up to a certain amount of mills, which would allow a lower number of Mills to be levied if other alternative funding sources were found. (i.e. resort tax). The exact number of Mills to be levied is currently unknown until we receive our certified values from the State of Montana. We hope to receive them before the meeting on August 1st, but if not we will fill in the appropriate Mil Levy numbers before the ballot measure, if approved, is sent to the elections office.

FINANCIAL CONSIDERATIONS: The City currently does not have enough funding in the budget for street re-construction and for preservation of existing good streets through chip sealing, seal coating, etc. The City will need to find additional funding through a gas tax, resort tax which would tax tourist spending in addition to local citizen spending and/or through taxes and assessments of City property owners.

STAFF RECOMMENDATION: None

SUGGESTED MOTION: *I move to approve resolution number 2016 - ____ a resolution to submit to the qualified electors of the City of Polson, the question of authorizing the City of Polson to exceed the statutory mill levy limit provided for in MCA 15-10-420, to fund the cost of reconstructing the streets of the City.*

ATTACHMENTS:

Enclosure 1 – Resolution 2016 - ____ . *A resolution to submit to the qualified electors of the City of Polson, the question of authorizing the City of Polson to exceed the statutory mill levy limit provided for in MCA 15-10-420, to fund the cost of reconstructing the streets of the City.*

RESOLUTION NO. 2016-_____

A RESOLUTION OF THE CITY COMMISSION SUBMITTING TO THE QUALIFIED ELECTORS OF THE CITY OF POLSON, MONTANA, THE QUESTION OF AUTHORIZING THE CITY OF POLSON TO EXCEED THE STATUTORY MILL LEVY LIMIT PROVIDED FOR IN MCA 15-10-420, TO FUND THE COST OF RECONSTRUCTING THE STREETS OF THE CITY.

WHEREAS, the City of Polson intends to raise additional funds to reconstruct and improve the streets and traffic ways of the City of Polson in accordance with the Streets Maintenance Plan of the City;

WHEREAS, additional money in the amount of \$500,000.00 per year, or up to _____ mills per year, for twenty (20) years (the Mill Levy) is needed to fund the cost of this project;

WHEREAS, Section 7-6-4431, MCA authorizes a municipal governing body to exceed the maximum mill levy required by Section 15-10-420, MCA upon approval of a majority of the qualified electors voting in an election conducted pursuant to Section 15-10-425, MCA;

WHEREAS, the City Commission of the City of Polson desires to present to the City electors a proposal to authorize the City to impose the additional Mill Levy to fund the costs of this project;

WHEREAS, based on the 2016-2017 fiscal year mill rate, the annual property tax impact of the Mill Levy is approximately \$_____ on a home with a taxable market value of \$100,000.00, and is approximately \$_____ on a home with a taxable market value of \$200,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF POLSON, MONTANA:

Section 1. Pursuant to Section 15-10-425, MCA, the City may exceed the statutory mill levy limit provided for in Section 15-10-420, MCA. The question of annually levying _____ mills to fund the project of reconstructing and improving the streets and traffic ways of the City of Polson in accordance with the Street Maintenance Plan of the City shall be placed on the ballot for the 2016 general election in November 2016.

Section 2. The additional money will be used to fund the reconstruction and improvement of the streets and traffic ways of the City of Polson.

Section 3. If the increased Mill Levy is authorized by the City electors, the City Commission shall be authorized to levy up to _____ mills annually for the costs. The specific dollar amount to be raised from the Mill Levy will change annually depending on the value of the mill. Based upon the fiscal year 2016-2017 mill rate, the specific dollar amount to be raised from the Mill Levy would be approximately \$500,000.00.

Section 4. The annual levy of _____ mills from the Mill Levy will expire, unless reauthorized, at the end of Fiscal Year 2036-2037.

Section 5. The ballot form shall be in substantially the following form with additions and subtractions as required by the election administrator and the City Clerk:

CITY OF POLSON STREET RECONSTRUCTION MILL LEVY

That the City of Polson be authorized to exceed the Mill Levy limit provided for in state law (MCA 15-10-420) by annually levying up to _____ mills ("Mill Levy") to fund the reconstruction of the streets and traffic ways of the City of Polson in accordance with the Streets Maintenance Plan. For 2017, a) the dollar amount to be raised from the Mill Levy is \$500,000.00; and b) the property tax impact of the Mill Levy is approximately \$_____ on a home valued at \$100,000.00, and approximately \$_____ on a home valued at \$200,000.00. The Mill Levy will expire at the end of Fiscal Year 2037.

_____ **FOR THE INCREASED MILL LEVY**

_____ **AGAINST THE INCREASED MILL LEVY**

BE IT FURTHER RESOLVED, that the City Clerk is hereby instructed to file this Resolution in the City's Book of Resolutions.

_____ ayes _____ nays _____ abstentions

Date of Passage:

Effective Date: Immediately

Heather Knutson, Mayor

Attest:

Cora Pritt, Clerk