

# CITY OF POLSON COMMISSION MEETING AGENDA

**VIRTUALLY (VIA ZOOM)\***

**September 21, 2020**

**7:00 P.M.**

Link to meeting: <https://zoom.us/j/95194074111>-- OR --  
dial in by phone: 253-215-8782, meeting ID: 951-9407-4111

**1. CALL TO ORDER**

Mayor Briney

**2. PLEDGE OF ALLEGIANCE**

Mayor Briney

**3. APPROVAL OF PROPOSED AGENDA**

Mayor Briney

**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. June 30, 2020 Claims
- b. September 1-17, 2020 Claims
- c. City Commission Electronic Meeting Minutes September 9, 2020
- d. City Commission Written Summary Meeting Minutes September 9, 2020

**6. CITY MANAGER COMMENTS**

Interim City Manager Wade Nash

**NEW BUSINESS**

**7. RESOLUTION NO. 2020-TBD TO ADOPT THE 2021 PARKS AND RECREATION DEPARTMENT FEE SCHEDULE AND THE 2021 GOLF FEES**

Parks and Recreation Director Patrick Nowlen

\*vote required\*

**8. DONATION OF 6 GOLF SEASON PASSES TO CHARITABLE ORGANIZATIONS**

Parks and Recreation Director Patrick Nowlen

\*vote required\*

**9. RESOLUTION NO. 2020-TBD TO LEVY AND ASSESS SPECIAL IMPROVEMENT DISTRICTS, TO DEFRAY THE COST OF MAKING AND ACQUIRING IMPROVEMENTS THEREIN; AND TO LEVY AND ASSESS CERTAIN STREET LIGHT MAINTENANCE DISTRICTS AND DELINQUENT UTILITY ACCOUNTS**

Finance Officer Cindy Dooley

\*vote required\*

**10. TAX INCREMENT DISTRICT FUND ANNUAL REPORT FOR FY 2019-2020**

Finance Officer Cindy Dooley, City Planner Kyle Roberts

\*vote required\*

**11. 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. **\*The Polson City Commission is holding a virtual meeting as part of the City of Polson's COVID-19 transmission mitigation efforts.**

09/17/20  
11:20:24

CITY OF POLSON  
Claim Details by Fund, Account  
For the Accounting Period: 6/20

Page: 1 of 2  
Report ID: AP100Z

5a.

For doc #s from 137577 to 137592

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-ZOOM MONTHLY FE	15.55
			Total for Fund:	15.55
5210 Water Fund	430550 Transmission and	4756 J&M TRANSPORTATION	WATR-PICK UP PARTS A	34.00
			Total for Fund:	34.00
5310 Sewer Fund	430640 Treatment and Disposal	5159 EVOQUA WATER TECHNOLOGIES	SEWR-PART W2T421599	552.00
			Total for Fund:	552.00
			Total:	601.55



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For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	410360 Municipal Court	2031 DENNIS DEVRIES	CORT-CITY JUDGE CONT	1,850.00
1000 General All-Purpose Fund	410360 Municipal Court	4880 ACCESS MONTANA	CORT-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	410360 Municipal Court	1879 THE UPS STORE	CORT-ENVELOPES	90.00
1000 General All-Purpose Fund	410360 Municipal Court	5193 KELLEY CONNECT	CORT-SHARED COPIER C	61.33
1000 General All-Purpose Fund	410360 Municipal Court	3025 FIRST BANKCARD	CORT-NW REFUND LODGI	-96.00
1000 General All-Purpose Fund	410400 Administrative Services	4880 ACCESS MONTANA	ADMN-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	410400 Administrative Services	3025 FIRST BANKCARD	ADMN-FREEDCAMP RENEW	8.99
1000 General All-Purpose Fund	410500 Financial Services	4880 ACCESS MONTANA	FINC-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	411100 Legal Services	5139 CLINTON J FISCHER LAW	FACL-CITY ATTORNEY C	3,500.00
1000 General All-Purpose Fund	411100 Legal Services	4757 O'NEILL LAW OFFICE PLLC	FACL-CONTRCT CITY AT	2,400.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000877 JOHNCO STORAGE	FACL-STRG UNITS 10/0	158.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000282 QUILL CORPORATION	FACL-CLEANING SUPPLI	84.74
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3068 WALMART COMMUNITY CREDIT	FACL-CLEANING SUPPLI	6.61
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3068 WALMART COMMUNITY CREDIT	FACL-BREAKROOM SUPPL	17.88
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 LAKE COUNTY LEADER	FACL-AUDIT PUBLICATI	39.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 LAKE COUNTY LEADER	FACL-BUDGET PUBLIC H	72.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 LAKE COUNTY LEADER	FACL-PUBLIC HEARING	48.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	001145 MISSOULA TEXTILE SERVICES	FACL-RUGS	78.06
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	001145 MISSOULA TEXTILE SERVICES	FACL-RUGS	78.06
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5193 KELLEY CONNECT	FACL-COPIER 3551CI C	149.57
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5193 KELLEY CONNECT	FACL-COPIER 305 COPI	38.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	001310 MARENGO CARPET CLEANING,	FACL-CARPETS CLEANED	650.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5193 KELLEY CONNECT	FACL-COPIER 3050CI	18.85
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5193 KELLEY CONNECT	FACL-COPIER 305	39.64
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000044 REPUBLIC SERVICES #889	FACL-WASTE DISPOSAL	68.26
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4922 PURCHASE POWER	FACL-POSTAGE	503.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5203 THE MERCER GROUP, INC.	FACL-3RD INSTALLMENT	1,000.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	5114 MUNICIPAL CODE	FACL-ONLINE CODE HOS	450.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4924 PITNEY BOWES	FACL-POSTAGE METER R	102.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-ZOOM MONTHLY FE	15.55
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-ZOOM MONTHLY FE	15.55
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-VACUUM REPAIR	175.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-COVID WET WIPES	115.96
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4550 TROY JENSEN ELECTRIC, LLC	FACL-REPLC MAIN ST P	5,350.00
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-1003 1ST ST E S	19.31
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-WIRELESS INTERN	62.94
1000 General All-Purpose Fund	420140 Crime Control and	3068 WALMART COMMUNITY CREDIT	POLC-INK CARTRIDGE	22.17
1000 General All-Purpose Fund	420140 Crime Control and	2937 G & M AUTO TECH, INC	POLC-'09 IMPALA COOL	500.00
1000 General All-Purpose Fund	420140 Crime Control and	3614 TOBY'S CARWASH LLC	POLC-VEH WASH 8/1-31	93.33
1000 General All-Purpose Fund	420140 Crime Control and	000185 SUPER 1 FOODS	POLC-FC WATER	7.98
1000 General All-Purpose Fund	420140 Crime Control and	000185 SUPER 1 FOODS	POLC-GROCERY	8.97
1000 General All-Purpose Fund	420140 Crime Control and	4743 WEX BANK	POLC-FUEL 08/01-31/2	2,470.63
1000 General All-Purpose Fund	420140 Crime Control and	4605 THIRD EYE TECHNOLOGIES,	POLC-PRINTER INSTALL	80.00
1000 General All-Purpose Fund	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-I PHONES	535.72
1000 General All-Purpose Fund	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-BASIC PHONES	348.32
1000 General All-Purpose Fund	420140 Crime Control and	4684 WASH N' GO, LLC	POLC-VEH WASH 08/01-	87.72
1000 General All-Purpose Fund	420140 Crime Control and	5193 KELLEY CONNECT	POLC-SHARED COPIER C	61.32
1000 General All-Purpose Fund	420140 Crime Control and	000044 REPUBLIC SERVICES #889	POLC-SHARED WASTE DI	37.81
1000 General All-Purpose Fund	420140 Crime Control and	2937 G & M AUTO TECH, INC	POLC-'15 FORD ESCAPE	275.00
1000 General All-Purpose Fund	420140 Crime Control and	5140 POLSON LUBE CENTER, LLC	POLC-'14 FORD F-150	64.99
1000 General All-Purpose Fund	420140 Crime Control and	5140 POLSON LUBE CENTER, LLC	POLC-'10 FORD EXPLR	49.99

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	420140 Crime Control and	5140 POLSON LUBE CENTER, LLC	POLC-'13 FORD INTERC	54.98
1000 General All-Purpose Fund	420140 Crime Control and	5193 KELLEY CONNECT	POLC-NEW PANASONIC C	1,749.00
1000 General All-Purpose Fund	420140 Crime Control and	4793 AUTOZONE, INC	POLC-TRAVISION BULBS	44.88
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-30 PK SERGEANT	76.65
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-TOURNIQUET KITS	145.99
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-MEDICAL SUPPLIE	220.39
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-COVID DISINFECT	29.99
1000 General All-Purpose Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-CD/DVD SLEEVES	23.97
1000 General All-Purpose Fund	420400 Fire Protection and	4880 ACCESS MONTANA	FIRE-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	420400 Fire Protection and	3025 FIRST BANKCARD	FIRE-8 4PK HALF MASK	191.92
1000 General All-Purpose Fund	420400 Fire Protection and	000080 LAKE COUNTY LEADER	FIRE-PROTECT OUR BAC	20.00
1000 General All-Purpose Fund	420400 Fire Protection and	4743 WEX BANK	FIRE-FUEL 08/01-31/2	351.19
1000 General All-Purpose Fund	420400 Fire Protection and	000011 MISSION VALLEY POWER	FIRE-SIREN 705 1ST S	15.00
1000 General All-Purpose Fund	420400 Fire Protection and	4159 REXEL INC, d/b/a PLATT	FIRE-ASST BATTERIES	2.06
1000 General All-Purpose Fund	420400 Fire Protection and	4159 REXEL INC, d/b/a PLATT	FIRE-BATTERIES	63.13
1000 General All-Purpose Fund	420520 Code Enforcement	3025 FIRST BANKCARD	CODE-HD BODY CAM	129.99
1000 General All-Purpose Fund	420520 Code Enforcement	3068 WALMART COMMUNITY CREDIT	CODE-FM TRANSMITTER	16.88
1000 General All-Purpose Fund	420520 Code Enforcement	3068 WALMART COMMUNITY CREDIT	CODE-PHONE HOLDER	8.99
1000 General All-Purpose Fund	420520 Code Enforcement	2234 ACE HARDWARE/ TREMPER'S	PLNG-CODE COMPLNC-NU	5.98
1000 General All-Purpose Fund	420520 Code Enforcement	2234 ACE HARDWARE/ TREMPER'S	PLNG-CODE COMPLNC-AS	18.44
1000 General All-Purpose Fund	420520 Code Enforcement	000185 SUPER 1 FOODS	PLNG-CODE CMLPNC TP	3.54
1000 General All-Purpose Fund	420520 Code Enforcement	4743 WEX BANK	PLNG-CDE CMLPNC FUE	122.64
1000 General All-Purpose Fund	420520 Code Enforcement	2074 VERIZON WIRELESS	PLNG-CODE CMLPNC CEL	49.79
1000 General All-Purpose Fund	420520 Code Enforcement	2074 VERIZON WIRELESS	PLNG-CODE CMLPNC MBB	40.01
1000 General All-Purpose Fund	420540 Land Use	4880 ACCESS MONTANA	PLNG-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	420540 Land Use	5096 HAGEDORN LAND SURVEYING	PLNG-CITY CNTR ADD L	120.00
1000 General All-Purpose Fund	420540 Land Use	5096 HAGEDORN LAND SURVEYING	PLNG-TRCT 3 HILLSIDE	120.00
1000 General All-Purpose Fund	420540 Land Use	5163 HDR ENGINEERING INC	PLNG-T.O. #9 CAPT IM	4,874.85
1000 General All-Purpose Fund	430240 Road and Street	4880 ACCESS MONTANA	STRT-SATELITE @ 1003	19.32
1000 General All-Purpose Fund	430240 Road and Street	4159 REXEL INC, d/b/a PLATT	STRT-32V BATTERIES	13.61
1000 General All-Purpose Fund	430240 Road and Street	001145 MISSOULA TEXTILE SERVICES	STRT-LAUNDRY	7.48
1000 General All-Purpose Fund	430240 Road and Street	2074 VERIZON WIRELESS	STRT-CELL PHONE SERV	99.58
1000 General All-Purpose Fund	430240 Road and Street	000044 REPUBLIC SERVICES #889	STRT-SHARED WASTE DI	37.80
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PRKS-SATELITE SERV 1	19.31
1000 General All-Purpose Fund	460430 Parks	3068 WALMART COMMUNITY CREDIT	PARK-COVID DISP MASK	17.94
1000 General All-Purpose Fund	460430 Parks	3068 WALMART COMMUNITY CREDIT	PARK-CLEANING SUPPLI	27.45
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-REPAIR COUPLING	7.99
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-CABLE TIES	17.98
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-ASST MISC PRODU	31.97
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-KEY	7.00
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-PREMIX CONCRETE	11.98
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-AA BATTERIES	6.99
1000 General All-Purpose Fund	460430 Parks	4743 WEX BANK	PRKS-FUEL 08/01-31/2	374.09
1000 General All-Purpose Fund	460430 Parks	001145 MISSOULA TEXTILE SERVICES	PRKS-LAUNDRY	12.70
1000 General All-Purpose Fund	460430 Parks	001145 MISSOULA TEXTILE SERVICES	PRKS-LAUNDRY	12.47
1000 General All-Purpose Fund	460430 Parks	001145 MISSOULA TEXTILE SERVICES	PRKS-LAUNDRY	14.35
1000 General All-Purpose Fund	460430 Parks	001145 MISSOULA TEXTILE SERVICES	PRKS-LAUNDRY	11.05
1000 General All-Purpose Fund	460430 Parks	2074 VERIZON WIRELESS	PRKS CELL PHONE SERV	116.73
1000 General All-Purpose Fund	460430 Parks	000044 REPUBLIC SERVICES #889	PRKS-WASTE DISPOSAL	445.28
1000 General All-Purpose Fund	460430 Parks	000011 MISSION VALLEY POWER	PRKS-J CAMPBELL, SAC	63.95
1000 General All-Purpose Fund	460430 Parks	000011 MISSION VALLEY POWER	PRKS-CONCESSION STAN	15.00
1000 General All-Purpose Fund	460430 Parks	3025 FIRST BANKCARD	PRKS-TRIMMER LINE SP	38.99

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	460430 Parks	3025 FIRST BANKCARD	PRKS-HP SYNTH OIL	38.11
1000 General All-Purpose Fund	460430 Parks	3025 FIRST BANKCARD	PRKS-WD-40 SPRAY 2PK	16.96
1000 General All-Purpose Fund	460430 Parks	4995 PINNACLE INVESTIGATIONS	PRKS-MURDOCK PRE EMP	29.00
1000 General All-Purpose Fund	460430 Parks	5232 THE CHEMNET CONSORTIUM	PRKS-SHARED PRE EMPL	20.00
Total for Fund:				31,950.61
2020 Police Municipal Services	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-MBB EMBEDDED	600.42
2020 Police Municipal Services	420140 Crime Control and	3025 FIRST BANKCARD	POLC-LAMP SOCKET ASS	283.06
2020 Police Municipal Services	420140 Crime Control and	3025 FIRST BANKCARD	POLC-PARK LAMP	254.26
2020 Police Municipal Services	420140 Crime Control and	3025 FIRST BANKCARD	POLC-BACKGROUND CHEC	50.00
2020 Police Municipal Services	420140 Crime Control and	3025 FIRST BANKCARD	POLC-JH REFUND LODGI	-96.00
2020 Police Municipal Services	420140 Crime Control and	4885 BALCO UNIFORM CO., INC	POLC-GFOERER/BOOTH V	2,329.40
2020 Police Municipal Services	420140 Crime Control and	4885 BALCO UNIFORM CO., INC	POLC-SIMPSON VEST, C	1,163.22
2020 Police Municipal Services	420140 Crime Control and	4885 BALCO UNIFORM CO., INC	POLC-COOPER VEST	1,150.65
Total for Fund:				5,735.01
2225 Employee Christmas Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-REFUND PARK RES	-105.00
Total for Fund:				-105.00
2380 Stormwater System Fund	430235 Storm Drainage	5163 HDR ENGINEERING INC	STRMWTR-T.O. #8 113	500.00
Total for Fund:				500.00
2394 Building Code Enforcement	420500 Protective Inspections	4880 ACCESS MONTANA	BLDG-INTERNET SERVIC	16.67
2394 Building Code Enforcement	420500 Protective Inspections	000282 QUILL CORPORATION	BLDG-LEXAR 32G USB	41.18
2394 Building Code Enforcement	420500 Protective Inspections	3025 FIRST BANKCARD	BLDG-LASER MEASURE	86.16
2394 Building Code Enforcement	420500 Protective Inspections	3025 FIRST BANKCARD	BLDG-BLDG INSPECTOR	160.00
2394 Building Code Enforcement	420500 Protective Inspections	4743 WEX BANK	BLDG-FUEL 08/01-31/2	57.41
2394 Building Code Enforcement	420500 Protective Inspections	2074 VERIZON WIRELESS	BLDG-CELL PHONE	49.79
2394 Building Code Enforcement	420500 Protective Inspections	5203 THE MERCER GROUP, INC.	BLDG-3RD INSTALLMENT	1,000.00
Total for Fund:				1,411.21
2402 Light Maintenance	430263 Street Lighting	000011 MISSION VALLEY POWER	FACL-N END MAIN ST-L	120.07
Total for Fund:				120.07
2720 Police Donations	420140 Crime Control and	5185 JUST BEA'S FLORAL & GIFTS	POLC-K AVISON FUNERA	150.00
Total for Fund:				150.00
2810 Police Training Fund	420140 Crime Control and	5261 PAT MCCARTHY PRODUCTIONS,	POLC-KC CLASS REGIST	399.00
Total for Fund:				399.00
2820 Gas Apportionment Tax	430240 Road and Street	4743 WEX BANK	STRT-FUEL 08/01/31/2	320.33
2820 Gas Apportionment Tax	430240 Road and Street	5049 FLATHEAD SIGNS & GRAPHICS	STRT-SPEED LIMIT SIG	65.00

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
Total for Fund:				385.33
5010 Golf Fund	346010 Golf Restaurant Food	000150 PETTY CASH FUND	GLFR-GRATUITY CASH	72.00
5010 Golf Fund	460446 Golf Course -	4880 ACCESS MONTANA	GLFM-SATELITE SERVIC	77.94
5010 Golf Fund	460446 Golf Course -	1864 CHS/MOUNTAIN WEST	GLFM-FUEL	1,384.86
5010 Golf Fund	460446 Golf Course -	2323 R & R PRODUCTS, INC.	GLFM-ROLLER	188.77
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	16.57
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	6.73
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	14.22
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	6.73
5010 Golf Fund	460446 Golf Course -	2074 VERIZON WIRELESS	GLFM-CELL PHONE	99.58
5010 Golf Fund	460446 Golf Course -	2094 WILBUR ELLIS COMPANY	GLFM-REPLNISH STND G	1,442.61
5010 Golf Fund	460446 Golf Course -	4436 LES SCHWAB TIRES	GLFM-DISMOUNT& MOUNT	33.00
5010 Golf Fund	460446 Golf Course -	000044 REPUBLIC SERVICES #889	GLFM-WASTE DISPOSAL	149.13
5010 Golf Fund	460446 Golf Course -	4436 LES SCHWAB TIRES	GLFM-FLAT ITRE REPAI	20.00
5010 Golf Fund	460446 Golf Course -	4436 LES SCHWAB TIRES	GLFM-DELUX LWN/GRDN	19.99
5010 Golf Fund	460446 Golf Course -	5203 THE MERCER GROUP, INC.	GLFM-3RD INSTALLMENT	333.34
5010 Golf Fund	460446 Golf Course -	000048 MIDLAND IMPLEMENT CO.	GLFM-TORO NZL, TORO	138.07
5010 Golf Fund	460446 Golf Course -	4793 AUTOZONE, INC	GLFM-LAWN & GARDEN B	10.17
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-TWO HOOVER VAC	23.22
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-12 PK URINAL SC	41.96
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-BOSCH THROTTLE	133.01
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-COURSE SUPPLIES	80.43
5010 Golf Fund	460446 Golf Course -	4995 PINNACLE INVESTIGATIONS	GLFM-MURDOCK PRE EMP	29.00
5010 Golf Fund	460446 Golf Course -	4825 IBS, INC	GLFM-2IN ROLOC GRIND	109.86
5010 Golf Fund	460447 Golf Course - Pro Shop	000076 LINK'S MANAGEMENT, INC.	GLFP-PRO CONTRCT SER	11,368.95
5010 Golf Fund	460447 Golf Course - Pro Shop	000076 LINK'S MANAGEMENT, INC.	GLFP-CONTRCT AMENDMN	833.33
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	11.62
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	8.90
5010 Golf Fund	460447 Golf Course - Pro Shop	5193 KELLEY CONNECT	GLFP-3" THERMAL ROLL	15.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000044 REPUBLIC SERVICES #889	GLFP-SHARED WASTE DI	93.47
5010 Golf Fund	460447 Golf Course - Pro Shop	5193 KELLEY CONNECT	GLFP-CASH REGISTER R	45.00
5010 Golf Fund	460447 Golf Course - Pro Shop	5203 THE MERCER GROUP, INC.	GLFP-3RD INSTALLMENT	333.33
5010 Golf Fund	460447 Golf Course - Pro Shop	000011 MISSION VALLEY POWER	GLFP-DWNSTAIRS, GOLF	226.92
5010 Golf Fund	460447 Golf Course - Pro Shop	3025 FIRST BANKCARD	GLFP-AC FURNACE FILT	67.78
5010 Golf Fund	460447 Golf Course - Pro Shop	3025 FIRST BANKCARD	GLFP-BROWING V BELT	13.35
5010 Golf Fund	460447 Golf Course - Pro Shop	3025 FIRST BANKCARD	GLFP-CONSTANT CONTAC	45.00
5010 Golf Fund	460448 Golf Course - Carts	1864 CHS/MOUNTAIN WEST	GLFP-FUEL	768.47
5010 Golf Fund	460450 Golf Course Restaurant	000185 SUPER 1 FOODS	GLFR-FOOD SUPPLY	182.68
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST WINES	19.80
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST WINES	45.17
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST WINES	130.46
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST WINES	97.75
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-CREDIT, BALANCE	-227.00
5010 Golf Fund	460450 Golf Course Restaurant	2693 GLACIER WHOLESALERS, INC.	GLRF-ASST SNACKS	103.07
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-ASST BEVERAGES	378.63
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-ASST BEVERAGES	145.56
5010 Golf Fund	460450 Golf Course Restaurant	3427 ZIP BEVERAGE	GLFR-ASST BEERS	44.80
5010 Golf Fund	460450 Golf Course Restaurant	3427 ZIP BEVERAGE	GLFR-ASST BEERS	120.80
5010 Golf Fund	460450 Golf Course Restaurant	3427 ZIP BEVERAGE	GLFR-ASST BEERS	494.56

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	1,347.45
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-CLN/JANITORIAL	145.02
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	359.12
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	193.07
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-PLST & PAPER CU	212.15
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	314.29
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-ASST BEERS	1,750.54
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-ASST BEERS	727.55
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-OUTSTND CREDIT/	-1,828.55
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	255.36
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-FOOD SUPPLY	497.76
5010 Golf Fund	460450 Golf Course Restaurant	4480 SYSCO MONTANA, INC.	GLFR-CLEANING SUPPLI	104.04
5010 Golf Fund	460450 Golf Course Restaurant	4754 PEPSI-COLA BOTTLING OF	GLFR-BEVERAGES	50.70
5010 Golf Fund	460450 Golf Course Restaurant	3427 ZIP BEVERAGE	GLFR-BEERS	44.80
5010 Golf Fund	460450 Golf Course Restaurant	4905 GEORGE'S DISTRIBUTING INC	GLFR-ASST WINES	106.34
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-ASST BEERS	371.78
5010 Golf Fund	460450 Golf Course Restaurant	3447 SUMMIT BEVERAGE	GLFR-EMPTY KEGS RETU	-30.00
5010 Golf Fund	460460 G. C. Restaurant O & M	4664 CHARTER COMMUNICATIONS	GLFR-BUSINESS TV, IN	280.41
5010 Golf Fund	460460 G. C. Restaurant O & M	4550 TROY JENSEN ELECTRIC, LLC	GLFR-CONCESSION STND	648.09
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	44.82
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	15.04
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	37.38
5010 Golf Fund	460460 G. C. Restaurant O & M	001145 MISSOULA TEXTILE SERVICES	GLFR-LAUNDRY	18.46
5010 Golf Fund	460460 G. C. Restaurant O & M	2074 VERIZON WIRELESS	GLFR-CONCESSION STND	43.84
5010 Golf Fund	460460 G. C. Restaurant O & M	2074 VERIZON WIRELESS	GLFR-CONCESSION STND	40.01
5010 Golf Fund	460460 G. C. Restaurant O & M	000044 REPUBLIC SERVICES #889	GLFR-SHARED WASTE DI	93.47
5010 Golf Fund	460460 G. C. Restaurant O & M	5203 THE MERCER GROUP, INC.	GLFR-3RD INSTALLMENT	333.33
5010 Golf Fund	460460 G. C. Restaurant O & M	000011 MISSION VALLEY POWER	GLFR-CONCESSION STAN	96.59
5010 Golf Fund	460460 G. C. Restaurant O & M	5232 THE CHEMNET CONSORTIUM	GLFM-SHARED PRE EMPL	20.00
Total for Fund:				26,095.45
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-INTERNET SERVIC	16.67
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-SATELLITE SERVIC	38.97
5210 Water Fund	430500 Water Utilities	3025 FIRST BANKCARD	WATR-AW OFFICE 365 S	35.00
5210 Water Fund	430500 Water Utilities	3068 WALMART COMMUNITY CREDIT	WATR-OFFICE SUPPLIES	29.33
5210 Water Fund	430500 Water Utilities	5203 THE MERCER GROUP, INC.	WATR-3RD INSTALLMENT	1,000.00
5210 Water Fund	430530 Source of Supply and	000011 MISSION VALLEY POWER	WATR-715 7TH AVE W	107.75
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-COLIFORM	114.00
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-FULL IOCS	760.00
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-TTHMS, HAA5S	300.00
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-STATE WIDE WAIV	1,003.00
5210 Water Fund	430550 Transmission and	3025 FIRST BANKCARD	WATR-ADAPTORS	22.44
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-MARKING PAINT	13.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-AIR FILTER MASK	37.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ASST PRODUCT	91.57
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-PVC, CLMAP	13.93
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-PRIMARY WIRE	9.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-MARKING WAND	29.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-GLUE, ELEC TAPE	22.39
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-FASTENERS	1.46
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-MARKING PAINT	20.97

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5210 Water Fund	430550 Transmission and	4743 WEX BANK	WATR-FUEL 08/01-31/2	328.99
5210 Water Fund	430550 Transmission and	2007 UTILITIES UNDERGROUND	WATR-UTIL LOCATES AU	23.55
5210 Water Fund	430550 Transmission and	2074 VERIZON WIRELESS	WATR-CELL PHONES	174.27
5210 Water Fund	430550 Transmission and	2074 VERIZON WIRELESS	WATR-METER READER LA	40.01
5210 Water Fund	430550 Transmission and	5260 BURKS INDUSTRIAL SERVICES	WATR-'12 F-650 DUMP	142.50
5210 Water Fund	430550 Transmission and	3411 WESTERN STATES EQUIPMENT	WATR- WELLS 4 & 5 MA	1,127.85
5210 Water Fund	430550 Transmission and	5064 CORE & MAIN LP	WATR-PAINT	180.00
5210 Water Fund	430550 Transmission and	4793 AUTOZONE, INC	WATR-BALL SPINNER KN	7.80
5210 Water Fund	430550 Transmission and	3411 WESTERN STATES EQUIPMENT	WATR- WELLS 2 & 3 MA	1,575.90
5210 Water Fund	430550 Transmission and	3411 WESTERN STATES EQUIPMENT	WATR- WELLS 2&3 RPLC	1,518.76
5210 Water Fund	430550 Transmission and	000044 REPUBLIC SERVICES #889	WATR-SHARED WASTE DI	34.82
5210 Water Fund	430550 Transmission and	4087 DUFFEY LAND SURVEYING	WATR-LOCATE/EASEMNT	250.00
5210 Water Fund	430550 Transmission and	5254 INDUSTRIAL SYSTEMS	WATR-EJECTOR PARTS,	840.93
5210 Water Fund	430550 Transmission and	4159 REXEL INC, d/b/a PLATT	WATR-ATA ROUND LED H	1,562.88
5210 Water Fund	430570 Customer Accounting and	000005 POSTMASTER	WATR-BILLING RESERVE	250.00
5210 Water Fund	430570 Customer Accounting and	5064 CORE & MAIN LP	WATR-METER PARTS	21.09
Total for Fund:				11,748.78
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-INTERNET SERVIC	16.64
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-SATELITE SERVIC	38.97
5310 Sewer Fund	430600 Sewer Utilities	3025 FIRST BANKCARD	SEWR-AW OFFICE 365 S	34.99
5310 Sewer Fund	430600 Sewer Utilities	3068 WALMART COMMUNITY CREDIT	SEWR-OFFICE SUPPLIES	29.33
5310 Sewer Fund	430600 Sewer Utilities	2074 VERIZON WIRELESS	SEWR-CELL PHONES	174.26
5310 Sewer Fund	430600 Sewer Utilities	5203 THE MERCER GROUP, INC.	SEWR-3RD INSTALLMENT	1,000.00
5310 Sewer Fund	430630 Collection and	5163 HDR ENGINEERING INC	SEWR-T.O. #7 SWR COL	26,174.63
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-HOSE, HOSE NOZZ	51.98
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-CAULK TOOLS, SI	16.48
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-FASTENERS	0.14
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-BAG SAND	14.99
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-RE-BAR TIE WIRE	14.48
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-TRIMMER LINE	42.99
5310 Sewer Fund	430630 Collection and	4743 WEX BANK	SEWR-FUEL 08/01-31/2	473.96
5310 Sewer Fund	430630 Collection and	2007 UTILITIES UNDERGROUND	SEWR-UTIL LOCATES AU	23.55
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-TSS, VSS	40.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD, TSS	62.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-AMM, BOD, NITRATE	174.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD, TSS	124.00
5310 Sewer Fund	430630 Collection and	5260 BURKS INDUSTRIAL SERVICES	SEWR-'12 F-650 DUMP	142.50
5310 Sewer Fund	430630 Collection and	3411 WESTERN STATES EQUIPMENT	SEWR-TNDRA SWN L/S M	1,162.87
5310 Sewer Fund	430630 Collection and	3411 WESTERN STATES EQUIPMENT	SEWR-WST SHORE L/S M	1,345.18
5310 Sewer Fund	430630 Collection and	4793 AUTOZONE, INC	SEWR-BALL SPINNER KN	7.79
5310 Sewer Fund	430630 Collection and	3411 WESTERN STATES EQUIPMENT	SEWR-STEWART PKG GEN	582.66
5310 Sewer Fund	430630 Collection and	3411 WESTERN STATES EQUIPMENT	SEWR-TNDRA SWN PKG G	440.35
5310 Sewer Fund	430630 Collection and	3713 CARSTENS SURVEYING	SEWR-HDR SEWR COLLEC	2,000.00
5310 Sewer Fund	430630 Collection and	001103 MID AMERICAN RESEARCH	SEWR-ALCO-SAN 16 OZ	151.48
5310 Sewer Fund	430630 Collection and	000341 MMIA-LIABILITY PROGRAM	SEWR-LB2020006249 KE	1,500.00
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWR-715 7TH AVE W	107.75
5310 Sewer Fund	430630 Collection and	5163 HDR ENGINEERING INC	SEWR-T.O. #5 RIDGEWT	1,576.21
5310 Sewer Fund	430640 Treatment and Disposal	000044 REPUBLIC SERVICES #889	SEWR-SHARED WASTE DI	34.82
5310 Sewer Fund	430640 Treatment and Disposal	2179 JACKSON, MURDO & GRANT,	SEWR-ENGINEER/CONTRC	1,611.00
5310 Sewer Fund	430645 Wastewater Resource	3025 FIRST BANKCARD	SEWR-MINERAL OIL	70.20

For doc #s from 137449 to 137613

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5310 Sewer Fund	430645 Wastewater Resource	2234 ACE HARDWARE/ TREMPER'S	SEWR-WWRF MISC PRODU	47.96
5310 Sewer Fund	430645 Wastewater Resource	4947 HUBER TECHNOLOGY INC	SEWR-LONGO-PACK-BAG,	1,060.42
5310 Sewer Fund	430645 Wastewater Resource	4793 AUTOZONE, INC	SEWR-WWRF GLOVES	199.04
5310 Sewer Fund	430645 Wastewater Resource	5166 TIME WARNER CABLE	SEWR-WWRF INTERNET,	239.96
5310 Sewer Fund	430645 Wastewater Resource	000044 REPUBLIC SERVICES #889	SEWR-WWRF WASTE DISP	44.83
5310 Sewer Fund	430645 Wastewater Resource	000044 REPUBLIC SERVICES #889	SEWR-WWRF 1 ROLL OFF	117.00
5310 Sewer Fund	430645 Wastewater Resource	000044 REPUBLIC SERVICES #889	SEWR-WWRF 1 ROLL OFF	117.00
5310 Sewer Fund	430645 Wastewater Resource	2183 DOWL	SEWR-TASK ORDER #4 I	582.50
5310 Sewer Fund	430645 Wastewater Resource	5256 WATERSOLVE, LLC	SEWR-WWRF DRUM SOLVE	995.00
5310 Sewer Fund	430670 Customer Accounting and	000005 POSTMASTER	SEWR-BILLING RESERVE	250.00
5310 Sewer Fund	430670 Customer Accounting and	5064 CORE & MAIN LP	SEWR-METER PARTS	21.08
Total for Fund:				42,914.99
Total:				121,305.45

CITY OF POLSON  
Fund Summary for Claims  
For the Accounting Period: 9/20

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Fund/Account	Amount
1000 General All-Purpose Fund	
101000	\$31,950.61
2020 Police Municipal Services Levy	
101000	\$5,735.01
2225 Employee Christmas Fund	
101000	\$-105.00
2380 Stormwater System Fund	
101000	\$500.00
2394 Building Code Enforcement	
101000	\$1,411.21
2402 Light Maintenance District #20	
101000	\$120.07
2720 Police Donations	
101000	\$150.00
2810 Police Training Fund	
101000	\$399.00
2820 Gas Apportionment Tax Fund	
101000	\$385.33
5010 Golf Fund	
101000	\$26,095.45
5210 Water Fund	
101000	\$11,748.78
5310 Sewer Fund	
101000	\$42,914.99
<b>Total:</b>	<b>\$121,305.45</b>

**CITY OF POLSON  
COMMISSION MEETING MINUTES**

**5d**  
7:00 p.m.

Commission Chambers

September 9, 2020

**ATTENDANCE:** Mayor Briney, Commissioners, Isbell, Howlett, Marchello, Martin, Moll, Pardini, Interim City Manager Wade Nash and City Clerk Cora Pritt

**OTHERS PRESENT** (who voluntarily signed in): Gerry Browning, Dave, David C., Cindy Dooley, Lita Fonda, Scott Heisel, Maria Hirsch, Will Lambson, Lee Manicke, Ed Meece, Kristine Meyer, Preston Parish, Kyle Roberts, and Jim Thaden

**CALL TO ORDER: (00:02)** Mayor Briney called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

**APPROVAL OF PROPOSED AGENDA (01:17)** –**Commissioner Howlett motion to approve the proposed agenda. Commissioner Marchello second.** Commission discussion: none Public comment none. **VOTE: Unanimous Motion carried**

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (02:10)** – none

**CONSENT AGENDA (02:28)** - a. June 30, 2020 Claims, b. August 15-31, 2020 Claims, c City Commission Electronic Public Hearing Minutes August 17, 2020, d. City Commission Written Summary Public Hearing Minutes August 17, 2020, e City Commission Electronic Meeting Minutes August 17, 2020, f. City Commission Written Summary Meeting Minutes August 17, 2020, g City Commission Electronic Workshop Minutes August 20, 2020, h. City Commission Written Summary Workshop Minutes August 20, 2020, i City Commission Electronic Public Hearing Minutes August 24, 2020 @ 6:30 p.m., j. City Commission Written Summary Public Hearing Minutes August 24, 2020 @ 6:30 p.m. , k City Commission Electronic Public Hearing Minutes August 24, 2020 @ 7:15 p.m., l. City Commission Written Summary Public Hearing Minutes August 24, 2020 @ 7:15, m. City Commission Electronic Special Meeting Minutes September 3, 2020, n. City Commission Written Summary Special Meeting Minutes September 3, 2020. **Commissioner Howlett motion to approve the Consent Agenda. Commissioner Moll second.** Commission discussion: Commissioner Martin asked about the \$153,000.00 payment to Montana Municipal Interlocal Authority. City Finance Officer Dooley answered it was the Premium for the year. Public comment: none **VOTE: Unanimous Motion carried**

Prior to the City Manager Comments, Mayor Briney commented that the City of Polson sends condolences to the Avison family in the recent passing of Ken Avison. He was a man of many talents. Ken was a strong supporter of education in the schools. He will be missed in the community.

**CITY MANAGER COMMENTS (06:54)** - Interim City Manager Wade Nash commented that during the recent wind storm the Riverside City Park dock was damaged. The park is open but the dock is closed. Also, a life-long member of the community sent a letter complimenting the Park staff for the excellent condition of the parks. All of the parks all over town are in great condition and a wonderful place for people to gather.

**LAKE COUNTY COMMUNITY DEVELOPMENT CORPORATION-PARTNERS YEAR-END REPORT (10:05)**-Marie Hirsch, Lake County Community Development Corporation presented this agenda item. Marie gave the following report:

## Lake County Community Development as your Partner

LCCDC is a 501c3 nonprofit community development organization that serves Lake, Mineral and Sanders Counties and a portion of the Flathead Indian Reservation and oversees a variety of economic development projects throughout the western region.

Experienced staff oversee 4 programs: 1) Community Development, 2) Business Development, 3) Cooperative Development and 4) Food Economy Development, which includes our fully functioning food processing center. Total staff is 15 people with 3 in Administration, 3 in Business Development, 1 in Cooperative Development and 8 staff currently in the Mission Mountain Food Enterprise Center.

We host a nearly \$5.0 million revolving loan fund to support business start-up and expansion and, as resources allow, proactively sponsor business development workshops and one-on-one counseling to businesses in the region.

We work with various federal, state, local and private funding sources to procure dollars to support our activities. This report gives you an overview of fiscal year 2020, which ended June 30, 2020.

All of LCCDC's activities roll out of the Comprehensive Economic Development Strategy (CEDS) -- this is a local economic development plan that guides the economic growth of an area. As a regional CRDC we are required to prepare and submit this document to the MT Department of Commerce. LCCDC's CEDS document is the result of a planning process that involves broad community participation to identify strengths, threats and opportunities across the tri-county region.

The following is a summary of LCCDC's activities tied specifically to Business and Community Development.

1. Supporting Businesses – Regional coverage of Lake, Mineral and Sanders Counties: LCCDC's Business Development Center (BDC) helps local businesses grow and attracts new businesses. Actions to meet these goals can help businesses create jobs, encourage entrepreneurship, enhance fiscal sustainability by expanding and diversifying the tax base, and improve quality of life with new services and amenities.
  - a. LCCDC provides business development Technical Assistance for new and expanding businesses through one-on-one consultation and workshops. In the

spring of 2020 we helped 104 regional businesses with COVID-19 specific assistance; 50 of those clients are located in Polson.

CLIENT TECHNICAL ASSISTANCE - BDC	<u>FY 2020</u>
Total Clients Receiving 1-on-1 TA	211
Polson Clients Receiving 1-on 1 TA	87
Hours of TA provided to Polson clients	1,153
Percentage of TA Clients from Polson	41%

- b. Hours on consulting services provided to Polson area clients ranging from developing a business plan to managing cash flow, hiring employees, setting up and managing their accounting system, development and implementation of marketing strategy and gaining access to business capital. Our spring workshops were cancelled due to COVID-19; however, we are working on transitioning to online models to continue to provide training in these essential areas.

WORKSHOPS AND ON-SITE TRAINING	<u>FY 2020</u>
Regional Workshops	28
Total Workshop Attendees (Regionally)	229
Workshop Attendees (Polson)	39

- c. LCCDC convenes resources, gathers data, and secures lending capital for new and expanding businesses. Please note that in FY 2020, LCCDC closed 4 business loans within the TIF district.

LCCDC LOAN PORTFOLIO ACTIVITY	<u>FY 2020</u>
Total Loans Made by LCCDC	15
Total Dollar Value of Loans	\$1,334,440
Total Loans Made in Polson	6
Total Dollar Value Loans Made in Polson	\$711,283
Based on dollar Value -- %	53%
Based on Number of Loans -- %	40%
Federal, State and Private Leverage	\$3,775,557
Total Leverage in Polson in 2020	\$2,756,760

- d. LCCDC provides fee-based grant research/writing, management services for new and expanding businesses including collection of survey data and feasibility studies.

<u>State Grants to Polson Businesses</u>	<u>FY 2020</u>
Big Sky Trust Fund Job Creation Awards	No open Applications
Jobs Created by the Awards	N/A

Big Sky Trust Fund Feasibility Study (Polson Businesses)	2 Awards to Polson Businesses Totaling \$20,000 plus 1:1 Match
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2. Community Development – Regional coverage of Lake, Mineral and Sanders Counties:
- a. Provide Technical Assistance to community champions and fee-based grant research/writing/management services for community projects including conducting feasibility studies.

<u>OTHER POLSON COMMUNITY PROJECTS</u>	<u>FY 2020</u>
LCCDC applied to become an EDA District	Approval Pending
LCCDC recertified as a State of Montana Certified Regional Development District providing services across the 3-county region	Effective until 2022

- b. Work with regional governments as needed on infrastructure priorities:
- Roads – LCCDD assisted Lake County with a grant for road repairs through EDA, this grant unfortunately was not awarded.
  - Broadband expansion taking place across Sanders County with Blackfoot.
  - Housing -- Research models for cooperatives to address growth areas and develop organizational capacity to provide cooperative development services in growth areas. Engaged in funding affordable housing feasibility studies for Mineral and Sanders counties. Work closely with Lake County Housing Authority.
- c. Represent the economic development perspective at various venues serving in the role of convener, advocate, educator, and data collector. LCCDC hosts Leadership Flathead Reservation and currently over half of the students in the program are from Polson. The class of 2020 will be finalized once we are able to convene in groups of 25 or more. The class of 2021 is suspended. We will reconvene in summer of 2021 with the advisory committee for the Fall of 21 kick-off.

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Total Attendees	25	23	20
Polson Attendees	11	7	12
% from Polson	44%	30%	60%

- d. Develop and maintain relationship including interagency (federal, state governments and tribal leadership). Collaborator, convener, and participant in regional agency projects, grants and programs.

- e. Facilitate one annual public meeting of needs in each County to inform local governments and the public on potential grant or funding programs and identify community needs. (Next meetings will be January of 2021)
  - f. Explore the coordination and leveraging of local tourism plans toward a regional tourism plan.
3. How does LCCDC's work with the City of Polson? We have provided the PRA/TIF district support, documented in quarterly reports since October of 2018. In the spring of 2020, the COVID impacts reflected that businesses were in need of one-on-one assistance to respond to the COVID opening requirements. LCCDC staff suspended PRA/TIF district outreach and pivoted to COVID response work. LCCDC has not billed the city for the technical assistance work in Polson since March 31. There are still several potential PRA/TIF district project opportunities; however, most businesses have requested that these be pushed out until after September.

We have visited with Kyle and will be reconvening on the topic of the PRA/LCCDC agreement to support PRA/TIF district projects once the new City Manager is in place. With businesses responding to COVID impacts, there has been no inquiry in our offices for PRA/TIF district technical assistance. LCCDC is always happy to assist the City with any referrals or requests for support or services that we can.

The document, "Consider the Possibilities" has long been a reference for City of Polson activities. We have all agreed that the document is definitely in need of updating. We look forward to working with the City, assisting in this project.

It is our hope that hearing this report today gives you the information to better understand the partnership we have had for the past two years, and to realize the community impact.

LCCDC is a non-profit that works with all the local and regional governments to achieve our mission, and support each community's goals and objectives. Each of the value statements ties to LCCDC's overall Mission "To enhance the quality of life and sustainable economic well-being of all residents of the communities we serve." Our mission supports the Heart & Soul Values identified in the work of the Orton Family Foundation award to the Greater Polson Community Foundation as showcased in the beautiful Lucite plaque hanging City Commission chambers. We look forward to another great year of serving the regional communities and showcasing for you next summer the impact in Polson.

**GERRY BROWNING CANDIDATE OFR HOUSE DISTRICT 12 INTRODUCTION (22:40)-**

Candidate Gerry Browning wanted to introduce herself to the Commission. Gerry has lived in Polson for over 30 years and owned businesses on Main Street. Gerry understands the challenges to the local business community. Gerry's outlook is to earn money and spend it wisely. Let's work together to work

out the issues and find answers. Commissioner Howlett commented that Gerry has all the qualifications to be a good representative. Mayor Briney commented that Gerry has some great kids. Gerry then asked if anyone had any questions. Murat Kalinyaprak asked how a democratic candidate could be in support of a Resort Tax. Gerry explained that she had been on the Economic Development Council and had researched Resort Tax. It is the least troublesome tax to the citizens of Polson. Interim City Commissioner asked Murat to please hold his questions and comments until the Resort Tax agenda item.

**ERIC BARSNESS IMPACT FEE REVIEW/MODIFICATION REQUEST (37:37)** – City Planner Kyle Roberts presented this agenda item. Mr. Barsness has requested that the Impact Fee be waived for his lot which he sub-divided. The sewer line was put in 16 years ago. An Impact Fee Review Board was assembled; Beth Smith, Ashley Walker, Wade Nash, Cindy Dooley, and Commissioner Moll and Pardini. After reviewing the request, the Review Board reached a decision of denial of the request due to the fact it had exceeded the 10 years since the system had been improved. **Commissioner Howlett motion to not waive any assessed Impact Fees for Eric Barsness on Lot 3-1. Commissioner Martin second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**RESOLUTION 2020-TBD, PRESENTING THE QUESTION OF A RESORT TAX TO THE ELECTORS OF THE CITY OF POLSON ON A JANUARY 2021 SPECIAL ELECTION BALLOT (44:04)**-City Finance Officer Cindy Dooley & City Planner Kyle Roberts presented this agenda item. There was a Public Hearing conducted with the Commission on August 24, 2020. The City has received good feedback. Also, the Economic Development Council met and updated the Luxury Items list and created a list of Exempt Items. Mayor Briney asked if the 25% Property Tax credit mentioned by Lee Manicke was considered. City Finance Officer Dooley answered yes, but the City would like more money to go to the streets. **Commissioner Martin motion to approve Resolution 2020-TBD, to present the question of a Resort Tax to the Electors of the City of Polson on a January 2021 Special Election Ballot. Commissioner Moll second.** Commission discussion: Commissioners Marchello, Martin, Howlett, Pardini, and Isbell all spoke in favor of the Resort Tax going before the Electors. Mayor Briney also agreed with the Commission. Public Comment: Murat Kalinyaprak commented that it seemed the Commission had already voted. Each Commissioner had expressed their vote. Mayor Briney pointed out that he had asked for Commission discussion. The Commission were only stating their opinion. There was no vote taken. Mr. Kalinyaprak commented that there was not enough time to participate in the Public Hearing. The figure of \$700,000 is exaggerated in Mr. Kalinyaprak opinion. There are no real numbers for Polson. **VOTE: Unanimous Motion carried**

**CITY MANAGER EMPLOYMENT AGREEMENT-EDWIN MEECE (01:10:06)**- City Finance Officer Cindy Dooley presented this agenda item. The contract will be a two year contract with a base salary of \$84,000.00 plus benefits. There will also be Performance Reviews. Mr. Meece will begin October 1, 2020. Mayor Briney thanked the Negotiation Committee, The Search Committee for their patience, and the office staff. This has been something of a grind. Commissioner Martin thanked the city staff and Wade Nash for stepping up. Wade has done an exceptional job. **Commissioner Martin motion to approve the City Manager Employment Agreement with Edwin R. Meece as presented in both form and substance. Commissioner Moll second.** Commission discussion: none Public Comment: Ed Meece thanked the Commission for this opportunity to participate. It will be an honor to serve. **VOTE: Unanimous Motion carried** Mayor Briney thanked Wade Nash for stepping in. Interim City Manager Nash commented that it was one month shy of two years and that he has learned a lot.

**COMMISSIONER MARTIN RESIGNATION (01:17:07)** – Mayor Briney presented this agenda item. Mayor Briney read Commissioner Martin’s Letter of Resignation stating the reason for the resignation was the fact that he is moving out of the area. Mayor Briney thanked Commissioner Martin for his service and expertise, especially during the construction of the wastewater recovery facility, you will be missed. Commissioner Martin commented that he will miss serving. He also endorsed David Coffman as an applicant for Commissioner Ward 2. Commissioner Howlett commented that she hated to see

Commissioner Martin leave. She respected his opinion. **Commissioner Marchello motion to accept Commissioner Martin's Resignation.** Commissioner Marchello commented he hated to see Commission Martin leave. They had some good times. **Commissioner Isbell second.** Commission discussion: Commissioner Isbell thanked Commissioner Martin. The Commission hates to see him go. Commissioner Moll wished Commissioner Martin good luck. It's been fun. Public comment: Gerry Browning wished Commissioner Martin well. She thanked the Commission for the Resort Tax. Interim City Manager Nash commented that he greatly appreciated working with Commissioner Martin. Commissioner Martin has listened to the citizens of Polson. He will be greatly missed. Murat Kalinyaprak commented that he lives in Ward 2. He won't be applying but this discussion brought back memories. **VOTE: 6 ayes 1 abstain. Motion carried**

Prior to adjourning Mayor Briney asked the Commission if Action Minutes are agreeable. The Commission stated yes Action Minutes are agreeable.

**Adjourn (01:24:14) - Commissioner Marchello motion to adjourn. Commissioner Howlett second. VOTE: Unanimous Motion carried.**

**ADJOURN: 8:24 p.m.**

\_\_\_\_\_  
**Mayor Paul Briney**

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

**CITY OF POLSON  
RESOLUTION NO. RES 2020-\_\_\_\_  
A RESOLUTION SETTING PARK FEES**

**WHEREAS**, the City Commission has re-codified the ordinances relating to the operation of special events and has amended the same to provide that fees for the special events will be set by resolution in the City of Polson Schedule of Fees

**WHEREAS**, it appears in the best public interest for the current taxpayers and users of services provided by the Parks and Recreation Department and to adopt the fees for the use of City services.

**WHEREAS**, The Golf Enterprise Fund of the City of Polson now falls under the Parks and Recreation Department to adopt the fees for the use of and recreation at Polson Bay Golf Course.

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

1. The City shall impose and collect the fees as shown on Exhibit "A" and Exhibit "B" attached hereto for the services rendered by the City and the Parks and Recreation Department to include Polson Bay Golf Course.

2. This Resolution shall be effective September 22, 2020. All applications for services made prior to this date shall be charged the fees then in existence.

3. All Resolutions or parts of resolutions in conflict herewith are hereby amended to the extent of any such conflict. This resolution repeals and replaces resolution no. RES 2019-013.

**BE IT, FURTHERMORE, RESOLVED**, that the City Clerk is instructed to file this Resolution in the Book of Resolutions established by this City.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Paul Briney, Mayor

ATTEST:

\_\_\_\_\_  
Cora E. Pritt, City Clerk

# Park Shelters

## Friday-Sun

Time Periods: (6:00 am-10:00 am) (11:00 to 3:00) (4:00-9:00)

Facilities Available	Fee / Time Period	Fee All Day	Shelter Capacity
----------------------	-------------------	-------------	------------------

**With Power:**

Boettcher #1	\$40	\$95	48 people
Boettcher #2	\$30	\$65	24 people
Boettcher #3	\$30	\$65	24 people

**Without Power:**

Riverside	\$30	\$65	24 people
Sports Complex	\$15	\$40	20 people

## Monday-Thurs

Time Periods: (6:00-10:00 am) (11:00-3:00) (4:00-9:00)

Facilities Available	Fee / Time Period	Fee All Day	Shelter Capacity
----------------------	-------------------	-------------	------------------

**With Power:**

Boettcher #1	\$25	\$60	48 people
Boettcher #2	\$20	\$50	24 people
Boettcher #3	\$20	\$50	24 people

**Without Power:**

Riverside	\$20	\$50	24 people
Sports Complex	\$10	\$20	20 people

- SHELTER RESERVATION CAN BE MADE ONLINE AT [CITYOFPOLSON.COM/parksrec](http://CITYOFPOLSON.COM/parksrec)
- No refunds of park shelter reservation fees due to inclement weather, smoke or other reasons. If cancellation is received 10 working days prior to your event, a credit may be requested.
- No subleasing of shelter reservations
- Requests for shelter reservations will be taken 180 days in advance to 2 days in advance pending approval.

# Polson Parks Fee Schedule Summary Sheet

	base fees	incremental fees	deposit(refundable)
Parks Special Use Permit (public event)	75-100 people \$50/day 101-500 people \$75/day	\$25/day per additional 500 people	\$100
Parks Use Permit (private event)	75-100 people \$50/day 101-500 people \$75/day no 501(c)3 discount	\$25/day per additional 500 people	\$100
Vehicle Access Permit	\$45	N/A	\$250
Wedding permit	\$30 (groups over 75 people need Parks Use Permit instead)	N/A	\$50
Concession permit	\$30 per day 1-9 days \$20 per day 10+ days \$450 per season	N/A	\$50 short term \$250 seasonal
Event Tent 40x60	\$1699.50 (estimated)	N/A	included in special event permit
Alcohol consumption	\$40 per event \$100 per season	N/A	N/A
Alcohol Catering	\$40 per event	N/A	N/A

Picnic Table Rental	\$12 per table per event	N/A	N/A
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O'malley Pickle-ball Commercial use	\$10 per court per hour	N/A	N/A
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**POLSON BAY GOLF COURSE  
2021 SEASON PASS FEES NOTICE**

*All Annual Fee's can be purchased online @*

[www.polsonbaygolf.com](http://www.polsonbaygolf.com)

**SEASON PASS PURCHASED BEFORE FEBRUARY 28, 2021**

**\*ADULT \$695**

**\*COUPLE \$1290**

**MILLENNIAL SINGLE (20-29) \$420**

**\*MILLENNIAL COUPLE (20-29) \$780**

**+JUNIOR (14 & UNDER) \$75 (15-18) \$100 (19-22 w/student ID) \$150  
(OUT OF COUNTY) \$150**

\*Couples are defined as two cohabitating adults residing in the same household

+Must be a student in Lake Co. schools or the child/grandchild of a current pass-holder

**ANNUAL FEES PURCHASED BEFORE FEBRUARY 28, 2021**

**TRAIL FEE \$250**

**CART PASS – SINGLE \$595**

**CART PASS –ADDITIONAL SAME HOUSEHOLD \$220**

**CART STORAGE – GAS \$495**

**CART STORAGE – ELECTRIC \$565**

**PLEASE MAKE CHECKS PAYABLE TO: CITY OF POLSON  
111 BAYVIEW DRIVE  
POLSON, MT 59860**

**\$20 Per Person MSGA Handicap Fee Payable To: Wallace's Golf Shop**

**Additional Checks Sent To Same Address Please!!**

**PLEASE RETURN WITH PAYMENT**

**BY PAYING ANY 2021 SEASON PASS FEES, VIA MAIL OR VIA  
WEBSITE YOU ARE AGREEING TO AND UNDERSTAND THE  
CITY OF POLSON GOLF ROLLOVER POLICY. POLICY CAN  
BE FOUND AT WWW.POLSONBAYGOLF.COM.**

-----  
Name \_\_\_\_\_ Cell # \_\_\_\_\_

E-Mail \_\_\_\_\_

# Park Shelters

## Friday-Sun

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Facilities Available	Fee / Time Period	Fee All Day	Shelter Capacity
----------------------	-------------------	-------------	------------------

**With Power:**

Boettcher #1	\$35	\$90	48 people
Boettcher #2	\$25	\$60	24 people
Boettcher #3	\$25	\$60	24 people

**Without Power:**

Riverside	\$25	\$60	24 people
Sports Complex	\$15	\$40	20 people

## Monday-Thurs

Time Periods: (6:00-10:00 am) (11:00-3:00) (4:00-9:00)

Facilities Available	Fee / Time Period	Fee All Day	Shelter Capacity
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- No refunds of park shelter reservation fees due to inclement weather, smoke or other reasons. If cancellation is received 10 working days prior to your event, a credit may be requested.
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- Requests for shelter reservations will be taken 180 days in advance to 3 days in advance pending approval.

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Event Tent 40x60	\$1699.50 (estimated)	N/A	included in special event permit
Alcohol consumption	\$40 per event \$100 per season	N/A	N/A
Alcohol Catering	\$40 per event	N/A	N/A
Picnic Table Rental	\$12 per table per event	N/A	N/A

**POLSON BAY GOLF COURSE**  
**2020 Proposed SEASON PASS FEES NOTICE**  
*All Annual Fee's can be purchased online @*  
[www.polsonbaygolf.com](http://www.polsonbaygolf.com)

**SEASON PASS PURCHASED BEFORE FEBRUARY 28, 2020**

\*ADULT \$680  
\*COUPLE \$1260  
MILLENNIAL SINGLE (20-29) \$410  
\*MILLENNIAL COUPLE (20-29) \$760  
+JUNIOR (14 & UNDER) \$75 (15-18) \$100 (19-22 w/student ID) \$150  
(OUT OF COUNTY) \$150

\*Couples are defined as two cohabitating adults residing in the same household  
+Must be a student in Lake Co. schools or the child/grandchild of a current pass-holder

**ANNUAL FEES PURCHASED BEFORE FEBRUARY 28, 2020**

TRAIL FEE \$240  
CART PASS – SINGLE \$595  
CART PASS –ADDITIONAL SAME HOUSEHOLD \$220  
CART STORAGE – GAS \$485  
CART STORAGE – ELECTRIC \$555

PLEASE MAKE CHECKS PAYABLE TO: CITY OF POLSON  
111 BAYVIEW DRIVE  
POLSON, MT 59860

\$20 Per Person MSGA Handicap Fee Payable To: Wallace's Golf Shop  
Additional Checks Sent To Same Address Please!!

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**THE CITY OF POLSON GOLF ROLLOVER POLICY. POLICY**  
**CAN BE FOUND AT WWW.POLSONBAYGOLF.COM.**

-----  
Name \_\_\_\_\_ Cell # \_\_\_\_\_

E-Mail \_\_\_\_\_

September 16, 2020

City of Polson

% Pat Nowlen

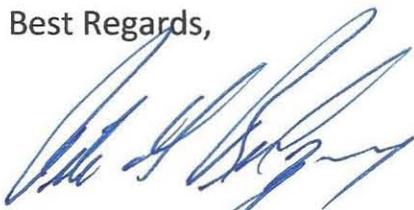
Park and Recreation Director

To whom it may concern:

At our last Park Board meeting the Board recommended that the Fee Schedules presented be approved with that recommendation forwarded onto the City Council for their approval as well. The fees scheduled is intended to serve for the preplacement or repair of rented facilities and in the past three years has met with support from the community in order to secure reservation space for individual events.

Thank you for your consideration,

Best Regards,



Pete Ridgeway

Park Board Chairman

SEPT. 10 2020

CORA PRITT  
POLSON CIYT CLERK

DEAR CORA,

AT THE GOLF BOARD MEETING ON SEPTEMBER 9, 2020 THE BOARD REVIEWED THE PROPOSED FEES PRESENTED BY ROGER. WE FEEL ALL THE FEES ARE REASONABLE CONSIDERING THE 2021 COST OF LIVING RAISE FOR MOST CITY EMPLOYEES. WE DID REDUCE THE COUPLES FEE FROM \$1320 TO \$1290 TO STAY IN LINE WITH THE SINGLE'S FEE. PLEASE PRESENT THE NEW FEES TO THE COUNCIL WITH THE GOLF BOARD'S SUPPORT.

IN OTHER BUSINESS, THE BOARD APPROVED THE REQUESTS FROM THE POLSON ELKS AND THE POLSON ROTRAY FOR TWO SEASON PASSES EACH. BOTH HAVE DONE A GREAT JOB RAISING MONEY FOR THE CHARITIES THEY SUPPORT THEREFORE RIGHTFULLY DESERVE OUR SUPPORT.

RESPECTFULLY,

DAVE COTTINGTON  
GOLF BOARD CHAIRMAN

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

---

Agenda Item Number: 8 (MOTION REQUESTED) DONATING 6 GOLF SEASON PASSES TO CHARITABLE ORGANIZATIONS.

Meeting Date: September 21, 2020

Staff Contact: Pat Nowlen/Polson Golf Advisory Board

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**AGENDA ITEM SUMMARY:** This agenda item requests City Commission follow the process set forth in the Polson bay Golf Course Charitable Golf Pass Policy, identified as City Commission Policy Number Golf – 2. This policy requires the City Commission to make the final determining decision in awarding up to 6 season passes to charitable organizations.

**BACKGROUND:** Polson Bay Golf Course gives away up to 6 season passes to non-profit organizations that have a Polson community benefit for them to raise additional funds. With increased demand for these passes, a new policy was created to take applications, evaluate the non-profit, and to require reports of funds derived from the passes and how those funds are to be spent in the benefit of the Polson community. The deadline for applying for the season passes was Sept 1, the applications were discussed at the September Golf Board meeting, and the Golf Advisory Board’s recommendation for the granting of the season passes will be given to the council for approval on the second council meeting in September.

**ANALYSIS:** The Golf Advisory Board has received less applications for Charitable Golf Passes this year than the six available. It is up to the City Commission to give these golf season passes to the charitable organizations it deems most deserving based upon the Golf Advisory Boards recommendations. The Golf Advisory Board did not receive a request for a 2021 season pass from the American Legion or the Special Olympics.

**FINANCIAL CONSIDERATIONS:** The financial impacts are minimal to the overall golf fund, because the Charitable Golf Pass policy states that the number of passes awarded will be limited to 6 a year.

**STAFF RECOMMENDATION:** Staff recommends following the recommendation of the Golf Advisory Board for donating season passes for charitable organizations

**SUGGESTED MOTION:** *I move to award the 2021 golf season passes to community non-profits in the following manner: 2 passes to the Polson Elks, 2 passes to the Polson Rotary.*

**ATTACHMENTS:**

1. Letter from Golf Advisory Board
2. Letters of request (2)

SEPT. 10 2020

CORA PRITT  
POLSON CIYT CLERK

DEAR CORA,

AT THE GOLF BOARD MEETING ON SEPTEMBER 9, 2020 THE BOARD REVIEWED THE PROPOSED FEES PRESENTED BY ROGER. WE FEEL ALL THE FEES ARE REASONABLE CONSIDERING THE 2021 COST OF LIVING RAISE FOR MOST CITY EMPLOYEES. WE DID REDUCE THE COUPLES FEE FROM \$1320 TO \$1290 TO STAY IN LINE WITH THE SINGLE'S FEE. PLEASE PRESENT THE NEW FEES TO THE COUNCIL WITH THE GOLF BOARD'S SUPPORT.

IN OTHER BUSINESS, THE BOARD APPROVED THE REQUESTS FROM THE POLSON ELKS AND THE POLSON ROTRAY FOR TWO SEASON PASSES EACH. BOTH HAVE DONE A GREAT JOB RAISING MONEY FOR THE CHARITIES THEY SUPPORT THEREFORE RIGHTFULLY DESERVE OUR SUPPORT.

RESPECTFULLY,

A handwritten signature in black ink, appearing to read "Dave Cottingham", written in a cursive style.

DAVE COTTINGTON  
GOLF BOARD CHAIRMAN

Local organization requesting golf pass(s): MISSION VALLEY ELKS LODGE

Registered 501(c) (3) (8) Y  N

Number of season pass(s) requested: 2

Purpose for pass(s): AS IN THE PAST ALL PROCEEDS FROM RAFFLE GO TO SUPPORT  
MISSION VALLEY JUNIOR GOLF

Expected revenue to be raised: \$ 1500

Date of raffle/drawing: TBD - BUT w/ Jr. Golf Tournament in Spring of 2021

Organization contact: Name ROBERT BYERS / CHAD KROMLESKI

Phone number 406 270 7009

e-mail ROBERTBYERS@CENTURYTEC.NET

Notes: All requests to be received by 1 September. Submit to Polson Bay Golf Course (111 Bayview Dr.)

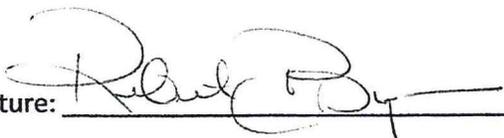
Golf board recommendations will be made in ~~October~~ for the upcoming golf season.

Polson city commission makes final award determinations.

Raffle must comply with Montana Rule 23.16.2602 (General Raffle Requirements).

Follow up report detailing charitable earnings is required post raffle/drawing for the golf course.

Maximum of 6 season passes (total) to be awarded annually.

Signature: 

Date: Aug 17-2020

## Charitable Golf Season Pass Request Form

Local organization requesting golf pass(s): Polson Rotary

Registered 501(c) (3) (8) Y  N

Number of season pass(s) requested: 2 -

Purpose for pass(s): For the annual Rotary Fund raiser  
for youth in the Mission Valley. We for  
go our passes this year due to the virus,  
We appreciate the generosity of the City of Polson.

Expected revenue to be raised: \$10,000 - 20,000

Date of raffle/drawing: August 2021

Organization contact: Name Larry Ashcraft

Phone number 406-250-3303

e-mail lashcraft42@gmail.com

Notes: All requests to be received by 1 September. Submit to Polson Bay Golf Course (111 Bayview Dr.)

Golf board recommendations will be made in October for the upcoming golf season.

Polson city commission makes final award determinations.

Raffle must comply with Montana Rule 23.16.2602 (General Raffle Requirements).

Follow up report detailing charitable earnings is required post raffle/drawing for the golf course.

Maximum of 6 season passes (total) to be awarded annually.

Signature: Larry Ashcraft Date: 9-1-2020

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

---

Agenda Item Number: 9

Meeting Date: September 21, 2020

Staff Contact: Cindy Dooley, Finance Officer

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**AGENDA ITEM SUMMARY:** Approval of Resolution No. 2020-#\_\_\_ to levy and assess special improvement districts and special maintenance districts for FY2021.

**BACKGROUND:** The City currently has one SID which is #42 commonly known as Streetscape. There are two lighting districts – a residential district and commercial district. There is a noxious weed control maintenance district and delinquent utilities. More information about these districts is included as Exhibit A to the Resolution.

**ANALYSIS:** Please see Exhibit A for an analysis of each district for the FY21 year.

**FINANCIAL CONSIDERATIONS:** Total assessments for FY21 are \$98,712.11. These assessments will be placed on the 2020 property tax bill and collected by the County Treasurer. The amounts are then remitted monthly to the City as the receipts are received by the County.

**STAFF RECOMMENDATION:** Approve the Special Assessment Resolution

**SUGGESTED MOTION:** *I move to approve Resolution No. 2020-TBD to levy and assess special improvement districts to defray the cost of making and acquiring improvements therein; and to levy and assess certain street light maintenance districts and delinquent utility accounts for fiscal year 2021.*

**ATTACHMENTS:** Resolution No. 2020-#\_\_\_ with Exhibit A

CITY OF POLSON

RESOLUTION NO. 2020-#\_\_\_

**A RESOLUTION TO LEVY AND ASSESS SPECIAL IMPROVEMENT DISTRICTS, TO DEFRAID THE COST OF MAKING AND ACQUIRING IMPROVEMENTS THEREIN; AND TO LEVY AND ASSESS CERTAIN STREET LIGHT MAINTENANCE DISTRICTS AND DELINQUENT UTILITY ACCOUNTS**

**WHEREAS**, the City of Polson is obligated to service the operations and/or debt for certain municipal services by previous ordinance or resolution;

**WHEREAS**, the finance officer has prepared for the Commission a detail of the special assessments to be levied by the Commission and such recap has been attached hereto and made a part hereof as Exhibit "A";

**WHEREAS**, it appears to the Commission that it is necessary to levy and assess the following sums in the best interests of the citizens of Polson;

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Polson, Montana that the following assessments be levied for the fiscal year 2020-2021.

Special Improvement Main Street Renovation District Number 42 (Commonly known as "Streetscape")	\$ 65,603.16
Street Light Maintenance District #19	\$ 24,614.33
Street Light Maintenance District #20	\$ 3,512.26
Delinquent Utility Accounts	\$ 4,982.36
<b>TOTAL SPECIAL ASSESSMENTS LEVY</b>	<b>\$ 98,712.11</b>

The effective date of this resolution shall be retroactive to July 1, 2020.

Passed and approved on this 21st day of September 2020.

\_\_\_\_\_  
Paul Briney, Mayor

ATTEST:

\_\_\_\_\_  
Cora E. Pritt, City Clerk

State of Montana )  
                          :  
County of Lake    )

On this \_\_\_\_ day of September 2020, before me, the undersigned a Notary Public for the State of Montana, personally appeared Paul Briney and Cora E. Pritt personally known to me as the Mayor and City Clerk of the City of Polson, Montana, officers of the City

of Polson and executed the within instrument, and acknowledged to me that they executed the same.

In Witness Whereof, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for the State of Montana

\_\_\_\_\_  
Printed name of Notary  
Residing at Polson, Montana  
My commission expires:\_\_\_\_\_

## 2020 – 2021 Special Assessment Statistics

Prepared by Cindy Dooley CPA, Finance Officer

SID #42 Assessment – Created by Resolution No. 955 & 975. There are 53 property owners assessed for this fiscal year. There were two payoffs in FY20. The assessment has been calculated to ensure payment of the debt service – taking into account possible delinquent assessments. There are 10 installments left on the loan with a current principal balance of \$282,608.80. Final debt service payment is due 07/01/2025.

Street Light Maintenance District #19 (Residential District) – Created by Resolution No. 252. Mission Valley Power (MVP) has completed a project to replace existing High Pressure Sodium (HPS) lights in the district to LED lights. The City did not realize any savings from this project and the actual cost of lighting increased \$16.36 per month in this lighting district. The fund cash is currently a deficit of \$2,495.67. This deficit will need to be recouped along with increasing the cash reserves and paying the cost of the electricity. The total projected cost for the district for FY21 is \$24,000. There are a total of 1,382 properties assessed.

Street Light Maintenance District #20 (Business District) – Created by Resolution No. 253. Lights in this district were also changed out to LED by MVP. Due to the change in rate structure for the LED lighting, this district benefited and there is a 30% decrease in assessment. The total projected cost for the district for FY21 is \$8,500. The City contributes 60% of the cost for this District and the property owners contribute 40%. There are a total of 99 properties assessed.

Noxious Weed Control Maintenance – Allowed under Section 7.02.020 of the Polson Municipal Code. No assessments for this year.

Delinquent Utility Bills - Allowed by Section 7-13-4309 MCA. There are four properties that meet the criteria for placing the delinquent utility account as a tax lien to be paid through the property tax billing process. The total amount of assessments is \$4,982.36.

The total assessed properties for FY21 are 1,538.

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

---

Agenda Item Number: 10

Meeting Date: September 21, 2020

Staff Contact: Cindy Dooley, Finance Officer & Kyle Roberts, City Planner

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**AGENDA ITEM SUMMARY:** Tax Increment District Fund Annual Report for 2019-2020.

**BACKGROUND:** Each year the Montana Code Annotated requires that a financial report be presented to the public for the activities of all Tax Increment Districts contained within the City or County government. The City of Polson has one Tax Increment District.

The Polson Redevelopment Agency is a board appointed by the City Commission to oversee the Tax Increment District (TID) Fund #2310 and capital expenditure activities associated with the TID fund. Please see the annual report for a history of the PRA and the TID district.

**ANALYSIS:** Tax Increment Financing is a method of providing tax dollars to fund projects within a tax increment district. These areas have been considered blighted and in need of redevelopment. The tax increment is created when the current year taxable value exceeds the base year taxable value of properties in the TID. The tax dollars generated by the base year taxable value continue to flow to all entities in the district (county, city, school district, and state) while the tax dollars generated by the increase in value flow to a special fund set aside for projects within the district. The 6 mills that the Montana University system receives are exempt from tax increment financing meaning it receives the full taxable value each year. Taxpayers in a TID pay the same amount as they would if the property were located outside the district. The TID only affects the way that taxes, once collected, are distributed. Tax increment districts normally sunset 15 years after their creation, but may potentially be extended for up to an additional 25 years if all or part of Tax Increment dollars have been pledged to the repayment of debt. Repayment of the TID's current debt will extend the district to 2025.

**FINANCIAL CONSIDERATIONS:** Please see the financial report for financial information.

**STAFF RECOMMENDATION:** Approve Tax Increment District FY20 report

**SUGGESTED MOTION:** *I move to approve the FY2020 Tax Increment District Financial Report.*

**ATTACHMENTS:** Tax Increment District Financial Report

**TAX INCREMENT DISTRICT  
FINANCIAL REPORT  
JULY 1, 2019 TO JUNE 30, 2020**



**CITY OF POLSON, MONTANA**

## History of the Polson Redevelopment Agency

Polson adopted Resolution No. 739 on November 3, 1997. This resolution designated four areas in the City of Polson as blighted: Salish Point, The Central Business District, the Railyard and the adjacent Commercial/Light Industrial areas; and called for the creation of an urban renewal plan for the City.

The Polson Community Development Corporation (no longer in existence) developed a draft urban renewal plan (draft plan) for the City and presented that draft plan in August, 1998 to the City-County Planning Board (CCPB) for their approval. The CCPB determined that the draft Plan conformed to the Polson Master Plan and Development Code. Ordinance No. 559 was passed on January 19, 1999 which created an urban renewal planning commission to further review the draft plan and complete a final plan to be presented to the public and the City Commission for approval.

The final Urban Renewal Plan called "Consider the Possibilities for Polson!" was adopted by the City Commission on May 1, 2000. This plan created the tax increment financing district (TIF) with a base year of 1999 (which was later revised to 2002 by Ordinance No. 591) and the Polson Redevelopment Agency (PRA). The initial members of the PRA were also nominated and appointed at that meeting. Ordinance No. 591 was passed on October 20, 2003 that formally adopted the Urban Renewal Plan pursuant to Section 7-15-4216(3) MCA.

The PRA consists of five members, 4 of which must be City residents. The non-resident member shall have some interest in the City by virtue of working in the City or owning property in the City. Each member serves a 4 year term. The members are appointed by the City Commission. The PRA has oversight of the Tax Increment Financing Fund (Fund #2310) but the City Commission has final approval on all expenditures for that fund. Included with this report is a map of the TIF district. For a period of 8 years following establishment of the base year, the TIF received no tax revenue. The PRA asked the County to conduct an audit of the TIF district to ascertain why there was no increase in value over the base year. That audit concluded that there were errors in the setup and calculation of the TIF district by the Department of Revenue. The City received a lump sum of \$90,000 from the County in 2010 and another \$8,000 in early 2011 for back years 2003 – 2009 and has been receiving tax revenue since that time. The County held \$2,473 for tax year 2009 pending final valuation adjustments from the Department of Revenue. This amount is part of the tax receivables. The City is working with Lake County to look at splitting this revenue one-half to the City and one-half to the other taxing jurisdictions.

During the City's FY2014 audit, the City's auditor was asked to look at the requirement for a bi-annual audit of the PRA and its activities. Based on her finding #2014-2 she stated that the implementation document (Consider the Possibilities for Polson!) and the actual functioning of the PRA were not aligned. Under MCA codes the PRA can either operate as its own separate body and its activities would be a component unit of the City or it can merely be an advisory board to the City with City control of all activities. The City clarified the function of the PRA as an advisory board to the City Commission through Ordinance #2015-009. The City retains control of all activities of the PRA and the Tax Increment Financing District and as such, it does not require a separate audit.

The TIF district has previously contributed funds to the Streetscape project (\$150,000), Riverside Park Stairs (\$6,269), the walking path in Sacajawea Park (\$76,677), the walkway connecting Sacajawea Park and Riverside Park and the City Dock Rehab (secured debt financing of \$800,000 plus \$66,500 in cash).

The TIF district has started a grant program for properties in the district for projects that improve the blighted district. Included with this report is a list of current projects that have received Tax Increment District funding or are scheduled to receive funding.

**RESOLUTION NO. 739**

**A RESOLUTION FINDING THAT AN AREA OF BLIGHT EXISTS WITHIN AREAS DESIGNATED BY POLSON'S MASTER PLAN AS SALISH POINT, THE CENTRAL BUSINESS DISTRICT, RAILYARD AND THE ADJACENT TRANSITIONAL AND LIGHT INDUSTRIAL/COMMERCIAL (EXHIBIT "A) ZONES AND THAT REHABILITATION, REDEVELOPMENT OR A COMBINATION THEREOF, WITHIN SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY, MORALS OR WELFARE OF THE RESIDENTS OF THE CITY OF POLSON.**

**WHEREAS**, on February 21, 1994 the City Council of the City of Polson adopted the Polson Master Plan (hereinafter "Plan"); and

**WHEREAS**, on March 7, 1994 the City Council of the City of Polson adopted the Polson Development Code (hereinafter "Code"); and

**WHEREAS**, the Plan adopted investment strategies calling for urban renewal and revitalization within the Policy Areas known as Salish Point, the Central Business District (CBD) and the Railyard; and

**WHEREAS**, the Code provides for a well-planned transition from single family residential to higher density residential or commercial uses within the Transitional area adjacent to the CBD; and

**WHEREAS**, the Code also provides for a wider range of commercial and industrial development is similar to that specified for the Railyard; and

**WHEREAS**, in the process of developing the Plan and in conducting a windshield survey of the residential and commercial structures in the areas, the following blighting conditions were found:

- 1) present urbanized land use patterns incorporate a haphazard and incompatible mix of uses;
- 2) 147 existing structures are structurally substandard, of which 50 are substantially to severely substandard;
- 3) interaction of pedestrians, bicycles and vehicles can create dangerous situations; and
- 4) growth within the areas is resulting in increased strains on infrastructure, parking, streets, sidewalks and other city services; and

**WHEREAS**, the above factors involving land use, transportation and safety indicate a relationship of factors contributing to the blighting conditions which exist in the area under subsection 7-15-4206, MCA; and

**WHEREAS**, urban renewal and revitalization of the above mentioned areas are an integral part of the Plan as adopted by the City; and

**WHEREAS**, such urban renewal and revitalization will enable the City to consider projects and incentives to encourage the orderly redevelopment of commercial and residential properties in the area; and

**WHEREAS**, preparation of an urban renewal plan for the entire area may result in an Ordinance which includes:

- 1) an urban renewal plan for the area conforming to the Code and Plan, or parts thereof, for the City of Polson as a whole, and
- 2) an urban renewal plan affording maximum opportunity, consistent with the sound needs of the City of Polson as a whole, for the rehabilitation or redevelopment of the urban renewal area by private enterprise, and
- 3) an urban renewal plan addressing infrastructure needs, prioritized and conforming to the Code, plan and capital improvements plan, or parts thereof, for the City of Polson as a whole; and
- 4) a phased schedule of implementation which addresses the specific concerns of each of the zones (Salish Point, CBD, Railyard) within the renewal area and provides for orderly transition between zones; and
- 5) an implementation schedule which prioritizes projects and determines which portions of the renewal area should be addressed over a sequential period of time; and

6) a sound and adequate financial program for financing of said project(s).

WHEREAS, it is the desire of the City of Polson to exercise the powers conferred by the Montana Urban Renewal Law; and

WHEREAS, the Montana Urban Renewal Law states that no municipality may exercise any of the powers conferred therein until after its local governing body shall have adopted a Resolution of Necessity.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POLSON, MT:

SECTION I. That one or more blighted areas exist in the City of Polson, specifically the area encompassing the Salish Point, Central Business District, Railyard, Transition and Commercial/Light Industrial Zones as described in Exhibit "A".

SECTION II. That the rehabilitation, redevelopment or combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals and welfare of the residents of the City of Polson.

SECTION III. That the Polson Community Development Corporation, as a non-profit organization working with and on behalf of City Council, shall be authorized to prepare an Urban Renewal Plan for the area as described above and in Exhibit "A".

SECTION IV. That said plan shall be presented to the Polson City/County Planning Board within sixty days from the date of this resolution.

SECTION V. That this resolution shall take effect immediately upon passage by the city Council.

PASSED AND APPROVED BY THE CITY COUNCIL AND MAYOR OF THE CITY OF POLSON THIS 3rd DAY OF NOVEMBER, 1997

*John W. Glueckert*  
John W. Glueckert, Mayor

ATTEST:  
*Aggi Loeser*  
Aggi Loeser, City Clerk

STATE OF MONTANA )  
                                  : ss. )  
County of Lake )

On this 3rd day of November, 1997, before me, the undersigned Notary Public for the State of Montana, personally appeared JOHN W. GLUECKERT and AGGI LOESER, known to me to be the Mayor and the City Clerk of the CITY OF POLSON, Montana, the municipal corporation that executed the foregoing instrument, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

*Bonnie Cornett*  
Notary Public for the State of Montana  
Residing at Polson Montana  
My commission expires: 8-16-2000

EXHIBIT "A" (Resolution #739)



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ORDINANCE NO. 591

**AN ORDINANCE TO APPROVE AN URBAN RENEWAL PLAN FOR THE CITY OF POLSON:**

**Whereas**, the City of Polson did, in November, 1997, create an Urban Renewal District; and,

**Whereas**, a draft Urban Renewal Plan was reviewed by the City-County Planning Board in August, 1998, open to public comment upon lawful notice, which determined that such Plan conforms with Polson Master Plan and Development Code or parts thereof for the municipality as a whole; and,

**Whereas**, the City of Polson did, in January, 1999, create an Urban Renewal Commission, appointing members thereto in June, 1999; and,

**Whereas**, in April, 2000, the Polson Urban Renewal Commission held a public hearing on the issue of tax increment financing of the proposed Urban Renewal Plan; and,

**Whereas**, in October, 2002, the City Council of the City of Polson, by and through its appointed agent, the Polson Urban Renewal Commission, held public hearing on the proposed Urban Renewal Plan pursuant to Section 7-15-4214 and 4215; and,

**Whereas**, at the regular meeting of the Polson City Council of November 18, 2002, the motion was made, seconded, and passed unanimously approving the Urban Renewal Plan with proposed amendments; the adoption of the district boundaries as previously defined and consideration of including all of the rail yard within the district boundaries; adoptio of the 2002 year as the base year for the purpose of tax increment gathering; inclusion of the statutes in question, and the inclusion of a statement that all redevelopment actions taken by the Polson Redevelopment Agency are to go before the City Council for review and approval; and,

**Whereas**, a copy of the proposed and adopted Urban Renewal Plan, entitled, "Consider the Possibilities for Polson!", is appended hereto, adopted herein, and made a part hereof as if fully set forth in this place, subject to the amendments mentioned above; and,

**Whereas**, the City of Polson desires by this Ordinance to formally adopt the Urban Renewal Plan pursuant to Section 7-15-4216(3), Montana Codes; and,

**Whereas**, it is the intention of the City of Polson, by this Ordinance approving and adopting such Urban Renewal Plan, to authorize, as provided in Section 7-15-4282, Montana Codes, the provisions in such Urban Renewal Plan for the segregation and application of tax increments.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF POLSON, MONTANA:**

1. The foregoing recitals are not mere recitals but are part and parcel of this ordinance.
2. The Urban Renewal Plan entitled "Consider the Possibilities for Polson!" is adopted as the Urban Renewal Plan.
3. The District Boundaries shall be those set forth in the Plan.

- 4. The tax year 2002 shall, so far as is feasible, be the base year for any tax increment financing scheme contemplated in the Plan.
- 5. Administration of the Plan shall proceed under Chapter 9.2 thereof, under the Commissioners appointed pursuant to Polson City Ordinance Number 559 and any successor Commissioners subsequently appointed pursuant to that Ordinance and Section 7-15-4234 and 4235, Montana Codes. Until further direction by the City Council, any contemplated Urban Renewal Projects, as defined at Section 7-15-4206(19), Montana Codes, undertaken pursuant to the Plan shall be subject to review and approval by the Polson City Council.
- 6. Such administration shall, as its first task, review and make any necessary amendments to the text of the Urban Renewal Plan predicated on any comments received during any public comment period already held, for final approval by the City Council of the City of Polson.

REPEALING CLAUSE: All Ordinances or parts of ordinances in conflict herewith are hereby repealed.

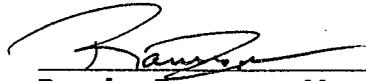
FIRST READING: October 6, 2003

SECOND READING: October 20, 2003

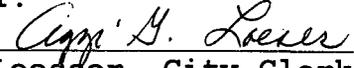
NOW, THEREFORE, the foregoing Ordinance shall become effective on November 20, 2003.

PASSED AND ADOPTED THIS twentieth day of October, 2003.

CITY OF POLSON

  
 Randy Ingram, Mayor

ATTEST:

  
 Aggi Loesser, City Clerk

ORDINANCE # 2015-009

AN ORDINANCE TO AMEND SECTION 2.05.510 TO CLARIFY THAT NO SEPARATE AGENCY IS CREATED FOR POLSON URBAN RENEWAL

WHEREAS, the City Commission of Polson has been requested by its auditor to clarify its intentions in the creation of the urban renewal board and to define its role in the administration of the urban renewal planning

WHEREAS, the Commission has never intended by its actions or statements to create a separate agency for urban renewal and seeks to minimize the costs of the improvements by administering and accounting within the existing departments and personnel of the city;

WHEREAS, it appears in the best public interest that the following ordinance be amended to clarify the Commissions intentions for the urban renewal planning of the City of Polson.

NOW, THEREFORE, BE IT ORDAINED by the City of Polson that the following section of the Ordinances of the City of Polson be amended:

Sec. 2.05.510. Creation; powers and duties.

The city commission shall by resolution or ordinance create an urban renewal board or economic development district board to exercise any of the powers authorized pursuant to Title 7, Chapter 15, Parts 42 and 43, MCA which are specifically authorized for that board by the city commission. The city elects not to create a separate agency for purposes of administration of these sections and to assign the project powers to the urban renewal board, with final approval by the city commission Furthermore, the financial and accounting functions of the urban renewal process are assigned to the finance department of the City, as authorized by MCA 7-15-4232.

The clerk is hereby instructed to codify this Ordinance and to place the same in the Book of Ordinances of the City of Polson.

Date: 09/09/15

First Reading: 7 ayes      nays      abstentions

Date: 09/21/15

Second Reading: 5 ayes      nays      abstentions 2 absent

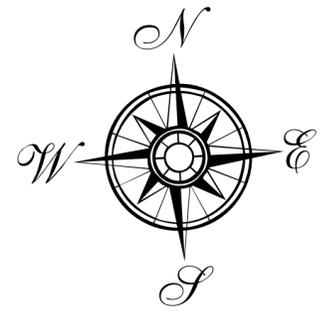
Effective Date: October 21, 2015

\_\_\_\_\_  
Mayor Heather Knutson

Attest:

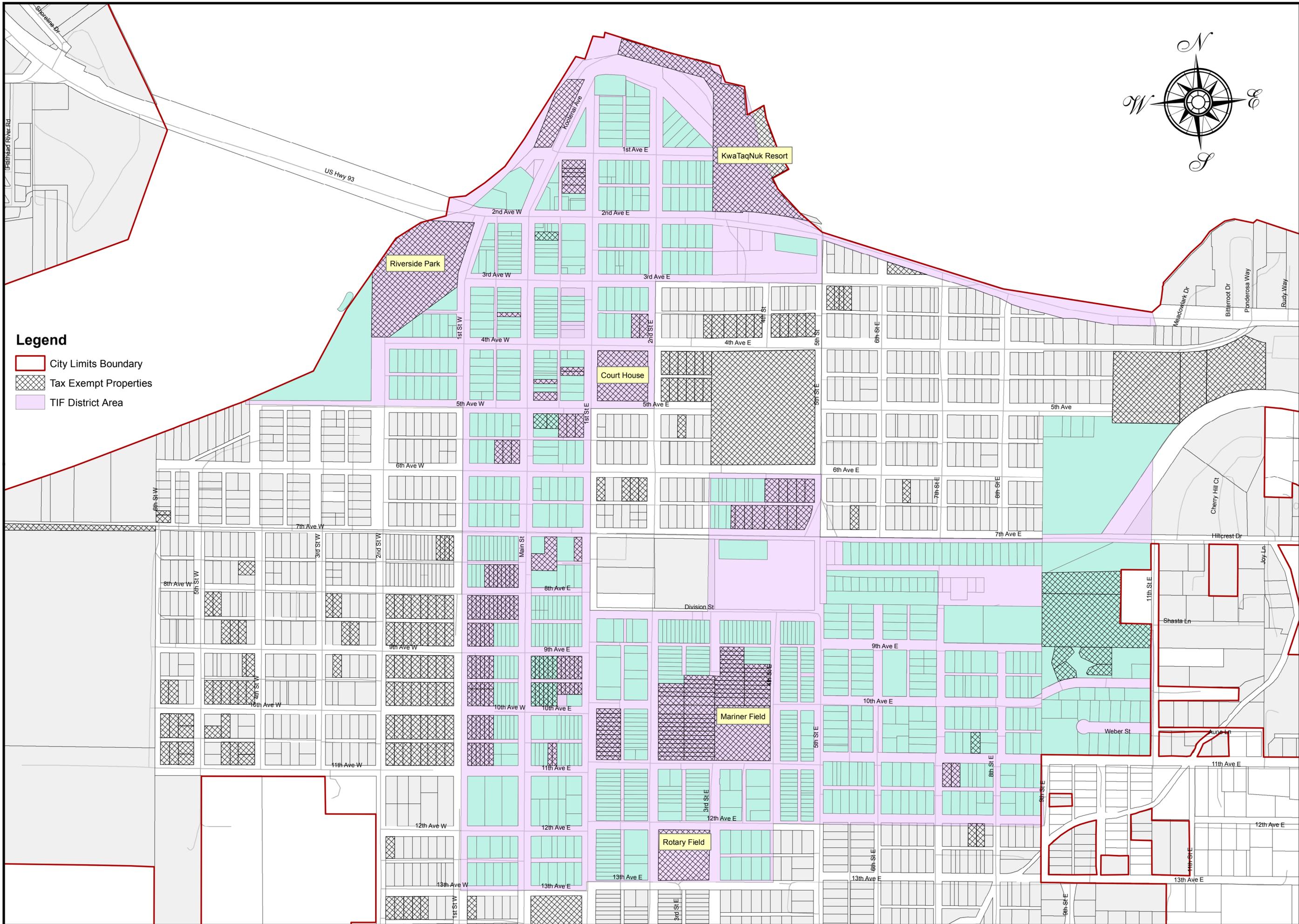
\_\_\_\_\_  
City Clerk Cora E. Pritt

# City of Polson | TIF District Map



## Legend

- City Limits Boundary
- Tax Exempt Properties
- TIF District Area



**FY 2020 (July 1, 2019 – June 30, 2020)**  
**Polson Redevelopment Agency (PRA)**  
**At-a-glance Status Report**  
September 2020

PRA Board Members: Karen Dunwell (Chair), Molly Owen (Vice Chair) Gayle Siemers, Brodie Moll, Sheldon Ekland-Olson

PROJECTS/TASKS	STATUS	LOGIC	GRANT FUNDS AWARDED	GRANT FUNDS DISPERSED	URBAN RENEWAL PLAN GOAL
Define and understand scope of responsibilities and functions of PRA advisory board	- Quarterly meetings - Goal-setting process for members and community - Revised PRA Application	- To obtain better education for agency and community - Revised PRA application better fits goals of Polson Redevelopment Plan	--	--	--
PRA Grant: 1-800 Water Damage of Western Montana	PRA Grant awarded and funding will contribute to replacement of sidewalk, concrete on-site, and structural improvements to building.	Project involves new business locating into vacant building downtown. Funding contributed toward building, on-site, and sidewalk improvements	\$27,000	\$0 (project in progress)	Goal #9 ( <i>Consider the Possibilities for Polson!</i> – <i>Urban Renewal Plan</i> , pg. 9)
Polson Economic Development Coordinator	\$7,500 paid from PRA, combined with \$7,500 from Greater Polson Community Foundation. Coordinator worked alongside with Polson Chamber of Commerce and Lake County Community Development Corp.	Coordinator to assist clients/applicants desiring to improve properties located within the TIF District or otherwise contribute to the economic revitalization of the TIF District, as necessary to help	--	--	Goals #2, #7, and #9 ( <i>Consider the Possibilities for Polson!</i> – <i>Urban Renewal Plan</i> , pg. 9)

PROJECTS/TASKS	STATUS	LOGIC	GRANT FUNDS AWARDED	GRANT FUNDS DISPERSED	URBAN RENEWAL PLAN GOAL
		identify resources and technical assistance as may be available to them from a variety of sources. Also, work with applicants and potential applicants to determine if a project qualifies for PRA funds and other funding sources.			
PRA Grant: 302 Main Street	PRA Grant awarded and funding will contribute to improving facades, structural repairs to the building, roof, and deck.	Project involves renovating existing commercial building to attract tenants to the six professional business offices	\$17,550	\$0 (project in progress)	Goal #9 ( <i>Consider the Possibilities for Polson!</i> – <i>Urban Renewal Plan</i> , pg. 9)
PRA Grant: Cove Deli	PRA Grant awarded and funding contributed to repainting of building exterior. Project completed	Funding contributed to façade improvement of 35% of building	\$2,762.50 (awarded in FY19)	\$2,762.50 (project completed in FY20)	Goal #9 ( <i>Consider the Possibilities for Polson!</i> – <i>Urban Renewal Plan</i> , pg. 9)
TIF Workshop	\$3,000 paid to Community Development Services (CDS) of Montana	CDS conducted a two-hour workshop for the community to discuss fundamentals of TIF and discuss current issues in the URD and plans for future of the URD.	--	--	
			<b>Total grant amount awarded in FY20: \$44,550</b> <b>Total grant amount dispersed in FY20: \$2,762.50</b>		

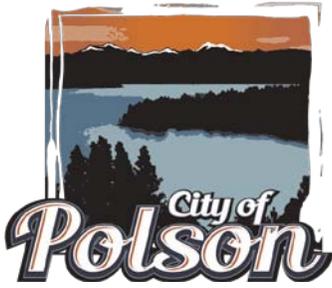
**CITY OF POLSON  
TAX INCREMENT FINANCING DISTRICT  
SELECTED FINANCIAL INFORMATION DETAIL  
June 30, 2020**

**Long-term Liabilities:**

**TIF FUND** Current principal portion of long-term debt \$ 68,314.55  
(amount due within one year)

**TIF FUND** Long-term principal portion of debt \$333,765.45

(The debt represents the balance owed on 5 tax increment financing bonds issued on August 15, 2013 in a total amount of \$800,000. Bond term is 12 years with a 2.987% APR. Payments are made semi-annually on February 15<sup>th</sup> and August 15<sup>th</sup>. As of June 30, 2020 there are 11 payments remaining with the final payment on 08/15/2025.)



## CITY OF POLSON

Administration & Finance Dept.  
106 1<sup>st</sup> Street E. | Polson, MT 59860  
T: 406-883-8204 | F: 406-883-8238  
E: [finance@cityofpolson.com](mailto:finance@cityofpolson.com)  
W: [www.cityofpolson.com](http://www.cityofpolson.com)

### ACCOUNTANT'S COMPILATION REPORT

To the City Commission  
City of Polson  
106 1<sup>st</sup> Street East  
Polson, Montana 59860

I have compiled the accompanying balance sheet – governmental fund of the City of Polson Tax Increment District as of June 30, 2020, and the related statement of revenues, expenditures, and changes in fund balance for the year then ended. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. The object of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the fund's assets, liabilities, fund balance, revenues and expenditures. Accordingly the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to the City of Polson because I am an employee of the City of Polson.

*Cindy M Dooley, CPA*

September 18, 2020

**CITY OF POLSON, MONTANA**

**BALANCE SHEET - GOVERNMENTAL FUND**

**TAX INCREMENT DISTRICT FUND**

June 30, 2020

**ASSETS**

Current Assets

Cash and Investments - Restricted - Operating	\$ 962,605	
Cash and Investments - Revenue Bond Sinking and Interest	26,606	
Cash and Investments - Restricted - Bond Reserve	40,000	
Taxes Receivable	8,423	
Interest Receivable (Estimate)	1,097	
Due from Lake County	14,109	
Total Current Assets	<u>14,109</u>	\$ 1,052,840

Total Assets \$ 1,052,840

**LIABILITIES**

Current Liabilities

Accounts Payable	5,000	
Accrued Interest Payable	4,479	
Deferred Tax Revenue	8,423	
Total Current Liabilities	<u>8,423</u>	\$ 17,902

Total Liabilities 17,902

**FUND BALANCE**

Restricted	<u>1,034,938</u>	
Total Fund Balance		1,034,938

Total Fund Balance and Liabilities \$ 1,052,840

See Accountant's Compilation Report

These financial statements are not audited or reviewed

CITY OF POLSON, MONTANA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

TAX INCREMENT DISTRICT FUND

FOR THE FISCAL YEAR ENDED JUNE 30, 2020

**REVENUE**

Real & Personal Property Tax Revenue	\$ 226,913	
Penalties and Interest on Delinquent Taxes	494	
State Personal Property Tax Reimbursement	13,081	
Interest Earnings - (Estimate)	4,939	
Total Revenue		\$ 245,427

**EXPENDITURES**

Purchased Services	12,141	
General Fund Indirect Cost Payment	3,752	
TIFD Grants	2,763	
Debt Service - Principal	66,319	
Debt Service - Interest	12,761	
Total Expenditures		97,735

Excess of revenues over expenditures 147,692

**OTHER FINANCING SOURCES (USES)**

Transfer from TIFD City Dock and Walkpath Fund	9	
Total Other Financing Sources (Uses)		<u>9</u>

**NET CHANGE IN FUND BALANCE** 147,701

**FUND BALANCE**

Fund Balance Beginning of Year, July 1, 2019		<u>887,237</u>
Fund Balance, June 30, 2020		<u>\$ 1,034,938</u>

See Accountant's Compilation Report

These financial statements are not audited or reviewed