

Notice: These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611(2) (b).

MONDAY, FEBRUARY 17, 2014

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

7:00 p.m. COUNTY OFFICES CLOSED – PRESIDENTS' DAY
Commissioner Holmquist: River Commission meeting @ Earl Bennett Bldg.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 18, 2014.

TUESDAY, FEBRUARY 18, 2014

[Audiolink](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairperson Holmquist led the Pledge of Allegiance.

Chairperson Holmquist opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Chairperson Holmquist closed the public comment period.

MONTHLY MEETING W/ MARK CAMPBELL, FAIRGROUNDS

9:15:51 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, AOA Director Lisa Campbell, Clerk Kile

Campbell reviewed the following monthly report with the commission.

Current Projects

- Grandstand Re-roofing project – final proof drawings are due week of 2/10. When approved, construction bid documents will be established with a time-line for release scheduled for week of 2/17. We are 1 week behind schedule but have ample time built into the schedule. Budget is on target with no current concerns.
- Infrastructure contract is completed with all documents finalized and insurances in place. Review of current systems, preliminary layout, and data gathering has begun. Committee and stakeholder work/review begins week of 2/17.
- Re-wiring and water layout plans of north equestrian stalls are in final stage. Work will begin in March for an April 1 start of training season. The track is weather dependent.

NW Montana Fair & Rodeo

- Commercial exhibit applications are returning. No comments on price change have been received. Food concessionaires are being contracted next.
- Grandstand events are scheduled and waiting on return of contract for Tuesday, 8/12 concert. Publicity will begin mid-April with ticket sales scheduled for May 1st.
- Fair book changes are in progress with a mid-May delivery date set.

Upcoming Events and Activities

- 4H Shooting Sport – Mondays and Thursdays through March 5th
- Indoor Soccer practice – Mondays and Tuesday - Jan 13th and continues to March
- 4H Livestock Quality Assurance meeting – Feb 20th
- Wedding and Event Show – Feb 22nd
- Bee Broadcasting Auction – Feb 26th
- Montana's Sportsman Expo – Feb 28th to March 2nd
- Prairie Sisters – March 1st
- County Science Fair – March 4th
- CHS Livestock Seminar – March 5th
- Pierce RV Show – March 7-9th
- County Science Fair – March 11th
- Stillwater Christian School Banquet – March 13th
- Flathead Builders Home & Garden Showcase – March 15-16th
- NW MT Rock Chucks show – March 15-16th
- Friends of NRA Banquet – March 15th

MONTHLY MEETING W/ LISA SHEPPARD, AOA

9:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, AOA Director Lisa Sheppard, Clerk Kile

Sheppard reviewed the following monthly report with the commission.

Below are two tables, one for performance measures and one for workload indicators, showing FY 2013 actuals, FY 2014 targets, January 2014 totals and fiscal year-to-date totals. Some information is not yet available and will be reported in future months. Additional detail may be reported in the program sections below. Numbers highlighted in yellow have been revised since the last report.

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(Continued)

The general target is **58.33%**, keeping in mind that some numbers will be unevenly distributed throughout the year.

MEASURE	FY 2013 Actuals	FY 2014 Target	January 2014	Total Last Report	Total/Avg. to Date	% Target
# Receiving Independent Living Services	317	350	14	227	241	69%
# Receiving Meals on Wheels	349	373	22	303	325	87%
# of Seniors Receiving Congregate Meals	817	832	25	682	707	85%
# of Eagle Transit Dial-A-Ride Customers	368	470	not yet available	563	563	120%
# of RSVP Volunteer Hours	40,468	32,000	2,186	41,958	44,144	138%
# of Public Outreach/Education/Media Efforts	35	48	7	38	44	92%
% of MOW/Ind. Liv. Recipients/Intake at Moderate to High Risk of Institutionalization	N/A	70%	not yet available	84%	84%	120%
Per Meal Cost of Nutrition Services	\$6.08	\$6.00	not yet available	\$5.64	\$5.64	69%
% of Annual Survey Respondents Who Indicate Overall Satisfaction with AOA Services	N/A	90%	N/A	N/A	N/A	N/A
Maximum # of Public Complaints About Transportation Services (5 per month, no more than 60 annually)	N/A	60	2	13	15	25%

WORKLOAD INDICATOR	FY 2013 Actuals	FY 2014 Target	January 2014	Total Last Report	Total/Avg. to Date	% Target
Nutrition						
Meals Served	76,893	78,000	7,529	41,043	48,572	62%
# Nutritional Assessments Conducted	not available	560	not yet available	300	300	54%
Transportation						
Total Ride Count	93,833	96,000	8,243	44,933	53,176	55%
Dial-A-Ride Count	34,083	40,320	2,420	15,269	17,689	44%
City, Commuter and Other Ride Count	59,750	55,680	5,823	29,664	35,487	64%
Information and Referral						
Outreach, Info and Referral Contacts	15,896	16,300	2248	8,370	10,618	65%
Independent Living						
Homemaker Units of Service	3,318	3,780	280	1,532	1,812	48%
Escorted Transportation Units of Service	1,845	1,768	210	944	1,154	65%
Respite Units of Service	2,742	2,932	176	1,088	1,264	43%
Community Support Units of Service	N/A	N/A	33	164	197	N/A
Medicare/Insur. Counseling Units of Service	not yet available	1,300	82	1220	1,302	100%
Monthly Ombudsman Visits	19	19	18	19.8	19.6	103%
RSVP						
Volunteers Recruited/Enrolled	493	500	0	488	488	98%
Volunteer Work Stations Developed and Maintained	59	60	1	82	83	137%
RSVP Newsletters Produced and Distributed	4	6	1	3	4	67%

AOA Administration

Budget

- FY 2015: Completed and submitted CIP request.

State/Legislative Issues

- Lisa attended the M4A quarterly meeting in Helena 1/29-30.

Building

- **New building:** Nothing to report.
 - **Kelly Road:** A back office continues to flood. Working with landlord to repair.

Advisory Council

- The AOA Advisory Council and Finance Committee meetings were held on 2/13/2014.
- Dr. Linda Hitchcock, the Valley's new and only geriatrician, and her husband Fred Hitchcock, spoke to the group about their new geriatric services.
- An orientation on AOA services was provided as there are many new members.

Governor's Conference on Aging – May 6-7, 2014 in Kalispell at the Red Lion Hotel

- The AOA Council Conference Planning Committee and subcommittees continue to meet regularly.
- Registration is \$50 per person. Forms are available at AOA and online at <http://www.dphhs.mt.gov/sltc/services/aging/conference/index.shtml>.
- The agenda for May 7 will include Dr. Linda Hitchcock as the keynote speaker plus workshops on in-home services, innovative services in the Flathead, and a presentation by Mather Lifeway's Institute on the benefits of volunteerism and intergenerational programs.

Outreach/Education/Media - Increased outreach is a goal in our Area Plan on Aging (Oct. 2011- Sept. 2015)

- On 1/10/14, Lisa Sheppard, Director, participated in a panel for Leadership Flathead entitled "Health and Human Services," about 40 in attendance
- On 1/14/14, Sue Holst, RSVP Director, and JR Isles, Nutrition Manager, spoke to The Hunger Group, about 12 in attendance
- On 1/14/14, Jim Atkinson was interviewed on KGEZ about the Senior Mobile Home Repair program.
- On 1/14/14, Lisa presented on AOA services to the Evergreen Rotary
- On 1/22/14 Jerry O'Brien, RSVP Council Vice-Chair, was interviewed on KGEZ about the RSVP program. He will have a regular spot going forward to showcase the program.
- On 1/23/14, Lisa, Jim Atkinson, and Steve Burgland presented to the Kalispell Rotary on the Senior Mobile Home Repair program.
- Leslie Potter, RSVP Volunteer Coordinator, had a presentation on the RSVP program, about 40 in attendance.
- Lisa gives weekly brief presentations about AOA events and services Wednesday mornings at BNI.
- Revised the AOA Fact sheet for use in presentations and other outreach.

Eagle Transit

- The Montana Department of Transportation (MDT) 5311 federal grant application is due on March 3rd. We are in the process of updating the Transportation Coordination Plan as part of the application process. The Advisory Board will review and approve via email this week. Adoption of the plan and signing of the application is on the Commission agenda 2/26/14 at 10:15 am.
- Eagle Transit is required by MDT to adopt a Title VI non-discrimination plan. The County Attorney's office has reviewed the plan documents. Adoption of the plan is also on the Commission agenda on 2/26/14.
- We have discovered that we have approximately \$27,000 in additional New Freedom funds available through the end of the fiscal year. We are in discussion with MDT about how to best use the funding.
- The 2nd quarter MDT report was submitted in January.

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- The Eagle Transit Advisory Board met on 2/6/14. Members signed a letter to Glacier Park in support of continue shuttle service and extension of the Cooperative Agreement beyond the completion of construction.
- Lisa, Transportation Manager Jim Boyd and new Park Operations Lead Dale Novak met with Glacier park staff on 2/12/14 to work on finalizing budget details.

Nutrition

- Educational materials and the "Senior Scoop" are sent out monthly to all Meals on Wheels and nutrition sites (approximately 250 recipients). January materials focused on general healthy nutrition tips.
- The Nutrition Subcommittee of the AOA Council met on 1/21/14 at AOA.
- AOA sent peanut butter and instant mashed potatoes to the Senior Centers for distribution to area seniors.
- We are getting 5-8 new referrals for Meals on Wheels each week.

I & R/Assistance

- AOA staff continues to update info in the new database that did not export from the old system, and IT is very patiently working with us to make it perfect.
- Pickleball league play has begun at the Fairgrounds.
- We have completed interviews for the Outreach Coordinator position and anticipate making a decision soon.
- Staff has been assisting area seniors to apply for the Montana Home Owner/Renter tax credit.

RSVP

- We have completed interviews for the new Project Coordinator position and anticipate making a decision soon.
- Sue attended a workshop related to the grant expansion in Helena 1/29-30. **We learned that the grant is only one of 7 awarded in the whole nation.** Good work RSVP!
- The "All Schools Cribbage Tournament" is scheduled for 2/26/14.
- RSVP volunteers participated in the Read for Peace Program in honor of MLK Day on 1/17/14.

Senior Mobile Home Repair

- The Advisory Board meeting was held 2/11/14.
- 1 project was completed since the January meeting.
- 14 projects are in progress.
- Funding:
 - The BNSF Foundation presented the program with a \$5000 donation at a reception at the Hockaday Museum on 2/1/14. The award was noted in an article in the Daily Inter Lake.
 - Jim has requested \$5000 from Flathead Electric/Roundup for Safety.
 - Kalispell Rotary members donated \$550.

Senior Centers - A primary AOA focus is outreach to area Senior Centers to build relationships, extend support, and explore new opportunities for partnership.

- The quarterly Senior Center President's meeting scheduled for 1/27/14 was postponed.

PUBLIC HEARING: CREATION OF RSID #155 (BIG MOUNTAIN VIEW)

10:00:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Hugh Reilly, Tom Cowan, Clerk Kile

Fugina noted the appropriate protest period was held for RSID #155, Big Mountain View and that no protests were submitted.

Chairperson Holmquist opened the public hearing to anyone wishing to speak regarding creation of RSID #155/ Big Mountain View. No one rising to speak, Chairperson Holmquist closed the public hearing.

Commissioner Krueger made a **motion** to adopt Resolution 2379A/ Creation of RSID #155 (Big Mountain View). Commissioner Scott **seconded** the motion. Motion carried unanimously.

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of Flathead County, Montana (the "County"), hereby certify that the attached resolution is a true copy of Resolution No. 2379A, entitled: "RESOLUTION RELATING TO RURAL SPECIAL IMPROVEMENT DISTRICT NO. 155; CREATING THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF RURAL SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE COUNTY'S RURAL SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND" (the "Resolution"), on file in the original records of the County in my legal custody; that the Resolution was duly adopted by the Board of County Commissioners of the County at a regular meeting on February 18, 2014, and that the meeting was duly held by the Board of County Commissioners and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Commissioners voted in favor thereof: **Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott and Commissioner Gary D. Krueger** _____; voted against the same: _____; abstained from voting thereon: _____; or were absent: _____.

WITNESS my hand officially this 18th day of February, 2014.

Paula Robinson, County Clerk and Recorder



By/s/Diana Kile,
Diana Kile, Deputy

TUESDAY, FEBRUARY 18, 2014
(Continued)

RESOLUTION NO. 2379A

RESOLUTION RELATING TO RURAL SPECIAL IMPROVEMENT DISTRICT NO. 155; CREATING THE DISTRICT FOR THE PURPOSE OF UNDERTAKING CERTAIN LOCAL IMPROVEMENTS AND FINANCING THE COSTS THEREOF AND INCIDENTAL THERETO THROUGH THE ISSUANCE OF RURAL SPECIAL IMPROVEMENT DISTRICT BONDS SECURED BY THE COUNTY'S RURAL SPECIAL IMPROVEMENT DISTRICT REVOLVING FUND

BE IT RESOLVED by the Board of County Commissioners (the "Board") of Flathead County, Montana (the "County"), as follows:

Section 1. Passage of Resolution of Intention. This Board, on January 6, 2014, adopted Resolution No. 2379 (the "Resolution of Intention"), pursuant to which this Board declared its intention to create a rural special improvement district, designated as Rural Special Improvement District No. 155 of the County (the "District"), under Montana Code Annotated, Title 7, Chapter 12, Part 21, as amended (the "Act"), for the purpose of financing the costs of the Improvements (as defined in the Resolution of Intention) benefiting the District and paying costs incidental thereto, including costs associated with the sale and security of special improvement bonds drawn on the District in one or more series and issued at one time or from time to time (the "Bonds"), the creation and administration of the District, and the funding of a deposit to the rural special improvement district revolving fund of the County (the "Revolving Fund").

Section 2. Notice and Public Hearing. Notice of passage of the Resolution of Intention was duly published and mailed in all respects in accordance with law, and on February 18, 2014, this Board conducted a public hearing on the creation or extension of the District and the making of the Improvements. At the hearing, this Board heard and passed on all protests made during the period ended 32 days after the first date of publication of the notice of passage of the Resolution of Intention (the "Protest Period"). The meeting of this Board at which this resolution is adopted is the first regular meeting of the Board following the expiration of the Protest Period.

Section 3. Protests. Within the Protest Period, no protests were filed with the County Clerk and Recorder by the owners of property in the District subject to assessment.

Section 4. Creation of the Districts; Insufficiency of Protests. The District is hereby created on the terms and conditions set forth in, and otherwise in accordance with, the Resolution of Intention. The protests against the creation or extension of the District or the making of the Improvements filed during the Protest Period are hereby found to be insufficient. The findings and determinations made in the Resolution of Intention are hereby ratified and confirmed, including, without limitation, the findings and determinations relating to the Revolving Fund.

PASSED AND ADOPTED by the Board of County Commissioners of Flathead County, Montana, this 18th day of February, 2014.

By/s/Pamela J. Holmquist
Chair of the Board of County Commissioners



ATTEST:
Paula Robinson, County Clerk and Recorder

By/s/Diana Kile

Deputy

OPEN RFP: WHITEFISH STAGE SLOPE STABILIZATION/ OES

10:15:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy OES Director Cindy Mullaney, Clerk Kile

Chairperson Holmquist proceeded to open responses to request for qualifications that were received from the following.

48 North, Inc., Billmeyer & Hafferman, Inc., Muth Consulting Engineers

Commissioner Krueger made a **motion** for the Board of Commissioners to take the RFP's under advisement before forwarding them to the scoring committee for consideration. Commissioner Scott **seconded** the motion. Motion carried unanimously.

AUTHORIZATION TO PUBLISH CALL FOR BIDS: ANIMAL SHELTER ADDITION

10:18:51 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk Kile

Commissioner Krueger made a **motion** to authorize publication of call for bids for the animal shelter addition. Commissioner Scott **seconded** the motion. Motion carried unanimously.

CALL FOR BIDS
Flathead County Animal Shelter Addition

Sealed bids will be received until **4:00 P.M. Monday, March 10, 2014**, by the Clerk and Records Office, Flathead County, Kalispell, Montana at the Flathead County Courthouse, 3rd Floor, Commissioners Office, Kalispell, Montana for the general contract for the Flathead County Animal Shelter Addition. At 10:00 A.M. on March 11, 2014 the bids will be publicly opened and read aloud.

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All bids must be sealed in a manila envelope. The sealed envelope containing the bid must be plainly marked "**Flathead County Animal Shelter Cat Addition**", and contain the name of the Contractor.

Bids shall be submitted on the form provided with the Contract Documents. Contractors may secure documents, beginning February 18, 2014 at the Health Administration Office of the Flathead City County Health Department, Second Floor, Earl Bennett Building, 1035 First Avenue West, Kalispell.

A bid guarantee of ten percent (10%) of the total basic bid shall be submitted with each bid and shall be in the form of lawful moneys of the United States, a cashiers check, bank draft or bid bond payable to Flathead County, or a satisfactory Bid Bond executed by an acceptable surety. Said surety shall be guaranteed that the bidder will enter into the subcontract and furnish good and sufficient bonds within ten (10) days of the award, said check or moneys are to be forfeited to the said public authority as provided by Montana Law.

No bidder may withdraw his bid for at least thirty (30) days after the scheduled time for receipt of bids.

A Performance Bond and separate Labor and Material Payment Bond, each in the amount of 100% of the contract sum will be required of the successful Contractor.

Each Contractor will be required to have a certificate of registration from the Employment Relations Division of the Montana Department of Labor and Industry in the proper classification and be in full compliance with SB 354.

Montana Code Annotated. Title 18, Chapter 1 provides that contracts for construction, repair, maintenance, or providing services to or for the State government or its subdivisions will be awarded to the lowest responsible bidder. However the preference given to resident bidders of this state must be equal to the preference given in the other state or country and must further pay the prevailing wage rates to workers performing labor on the contract if the contract exceeds \$25,000.00. Prevailing wage rates are determined by the Commissioner of Labor as provided in 18-2-401 and 18-2-402 Montana Code Annotated. The contractor is required to keep wage records to substantiate that prevailing wages have in fact been paid. Contractors are also reminded that one percent (1%) of each payment due will be withheld for the required Montana Contractors Tax. (Section 37-71-204, 15-50-205 and 15-50-206 of Montana Code Annotated)

The Contractor is to furnish bonds insuring the payment of wages and fringe benefits as required by 39-3-703 MCA and 18-2-201 MCA.

The Board of Commissioners, Flathead County, the Owner, reserve the right to reject any or all bids, to waive informalities, to consider or not consider any qualifications.

Late Bids will not be opened.

Dated this 18th of February, 2014.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

ATTEST:
Paula Robinson, Clerk

By/s/Pamela J. Holmquist
Pamela Holmquist, Chairman

By/s/Diana Kile
Diana Kile, Deputy

Publish on February 22 and March 1, 2014.

CONSIDERATION OF ACCEPTANCE OF DONATION: NAVISTAR MRAP/ SHERIFF'S OFFICE

10:19:24 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Sheriff Chuck Curry, Clerk Kile

Curry noted the donation to the Sheriff's Office is a military surplus vehicle out of Ft. Lewis, Washington.

Commissioner Krueger made a **motion** to accept the Navistar MRAP for the Sheriff's Office. Commissioner Scott **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #14-07-4-51-007-0

10:22:19 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature/ DPHHS Contract #14-07-4-51-007-0. Commissioner Scott **seconded** the motion. Motion carried unanimously.

OPEN BIDS: LIQUID ASPHALT/ ROAD DEPARTMENT

10:30:47 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Chairperson Holmquist read into the record that a single bid was received from Idaho Asphalt Supply with a bid bond enclosed.

Commissioner Scott made a **motion** to take the bid under consideration. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

TUESDAY, FEBRUARY 18, 2014
(Continued)

CONSIDERATION OF WELDING BAY ADDITION COST OPTIONS/ ROAD DEPARTMENT

10:32:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Deputy County Attorney Tara Fugina, Karl Henshaw, Michael Jackson, John Casalegno, Clerk Kile

Prunty reviewed bids received for the welding bay addition and summarized a memo he presented to the commission regarding budgetary options. He explained three potential scenarios for consideration.

- Increase the CIP budget for the project from the Road Department's cash reserves by \$40,000 or another funding source.
- Delay the start of the project by a month to two months. Staff will budget for the remainder of the project in FY15.
- Reject the bids. Budget the appropriate funds in FY15 and re-bid the project. There are added expenses with this option for engineering services and possibly increased construction costs.

Commissioner Krueger made a **motion** to approve a cash movement of \$40,000 from cash reserves to the Road Department CIP budget. Commissioner Scott **seconded** the motion. Motion carried unanimously.

AWARD BID: WELDING BAY ADDITION/ ROAD DEPARTMENT

10:38:47 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Deputy County Attorney Tara Fugina, Karl Henshaw, Michael Jackson, John Casalegno, Clerk Kile

Commissioner Krueger made a **motion** to award the welding bay addition for the Road Department to Hammerquist & Casalegno as presented. Commissioner Scott **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF PRINTING BIDS: COUNTY ATTORNEY'S OFFICE & HEALTH DEPARTMENT

10:39:12 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Chairperson Holmquist read into the record that Advanced Litho Printing was the low bidder for three sets of 500 business cards for \$44.00 for the County Attorney's office.

Commissioner Krueger made a **motion** to award the print bid for the County Attorney's Office to Litho Printing. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that O'Neil Printers was the low bidder for 500 impound records for \$68.50 and 1,000 depo provera cards for \$74.50 for the Health Department.

Commissioner Scott made a **motion** to award the print bid to O'Neil Printers. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that North Star Printing was the low bidder for 3,000 dog license applications for \$174.50 for the Health Department.

Commissioner Scott made a **motion** to table the printing bid for 3,000 dog license applications. Chairperson Holmquist **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that Executive Services was the low bidder for 1,000 TB test result cards for \$50.00 for the Health Department.

Commissioner Scott made a **motion** to award the print bid to Executive Services. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that Trippet's Printing was the low bidder for 2,000 appointment cards for \$112.00 for the Community Health Center

Commissioner Krueger made a **motion** to award the print bid to Trippet's Printing. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that Thomas Printing was the low bidder for 100 each of A+ and A health score placards for \$78.00 for the Health Department.

Commissioner Krueger made a **motion** to award the print bid to Thomas Printing. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Chairperson Holmquist read into the record that the print bid from Insty Prints for various business cards would be tabled.

Commissioner Krueger made a **motion** to table. Commissioner Scott **seconded** the motion. Motion carried unanimously.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 19, 2014.

WEDNESDAY, FEBRUARY 19, 2014

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

11:00 a.m. County Attorney meeting @ Co. Atty's Office

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 20, 2014.

THURSDAY, FEBRUARY 20, 2014

Audiofile

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairperson Holmquist led the Pledge of Allegiance.

Chairperson Holmquist opened public comment on matters within the Commissions' Jurisdiction.

Paul Mutascio, representing the Foundation for a Better Bigfork met with the commission and discussed the county lease of Sliter Park and the open container law in Bigfork. He explained their goal is to help the county parks department achieve its goal of managing Sliter Park as well as other parks throughout the county. Mutascio said Sliter Park was created 31 years ago and is a community park while other surrounding parks are ball fields. He spoke about in-kind support and capital improvements made to the community park. He noted currently the stumbling block to maximizing use of the park and generating additional revenue pertains to prohibiting any beer or wine to be served in the park. He said a partnership between the chamber of commerce and parks department in coordinating the use of the park could be worked out.

Bob Keenan, 200 McDowell Drive noted that two years ago he approached the commission about working with the parks department as a representative of the Bigfork Community Development Foundation Trust, which was established years ago. He pointed out they have approximately \$2.5 million and are obligated to spend five percent of the principal yearly on asset improvements in Bigfork; over the last three years they have put \$35,000 into Sliter Park. He said about six to eight weeks ago the Bigfork Advisory Committee informed them of the possibility of the county discontinuing the lease or some other action with Sliter Park to relieve Flathead County of the maintenance. He asked that if the county does want to get rid of the lease that they be given time to figure out how to keep the park going.

Walter Kuhn, 97 Eagle Bend Drive spoke in favor of the county continuing its lease of Sliter Park. He said the issue has come up a couple of times and one of the main crux's of the parks department is that they always mention this is leased property and the park is not on county property, yet we are spending \$7,500 a year on the park. He stated I maintain that the park is owned by the county and has been in the county parks system for 30-35 years; perhaps the legal title for the underlying ground is obviously owned by Pacific-Corp, but this is part of the parks system. He stated I understand there are budget constraints and the parks board has to look at that when making budget decisions and Sliter Park would be an easy chopping block, since it is a lease and that unfairly singles out Sliter Park. Kuhn's said the burden of Sliter Park is less to the county than other parks due to the fact the community has been making capital improvements to the park. Kuhn further spoke about the bridge in Bigfork and Commissioner Holmquist explained he needed to talk to MDOT with his concerns regarding rebuilding the bridge.

No one else rising to speak, Chairperson Holmquist closed the public comment period.

MEETING W/ PAUL MUTASCIO RE: RESOLUTION NO. 513A/ SLITER PARK

9:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Weed/Parks Representative Michelle Haarr, Paul Mutascio, Walter Kuhn, Bob Keenan, Clerk Kile

Absent: Commissioner Calvin L. Scott

Paul Mutascio, 320 Swan River Drive said he was speaking on behalf of the Community Foundation for a Better Bigfork. He asked for commissioner consideration in rescinding Resolution 513A pertaining to the open container act in Bigfork. He noted back in 1990 Bigfork was a wild and crazy place, and since that time the community has come together and has tried to make Sliter Park more of a family orientated park; they have spent a lot of time and energy in making improvements. He spoke about increasing revenue from use of the park with special events, and pointed out Resolution 513A is a big road block to their revenue. Mutascio reported the parks board voted 3-0 to support repeal of the resolution upon determination of certain conditions, yet to be established; the chamber is very much interested in helping coordinate events. Mutascio stated he spoke to the sheriff about the resolution and his response was that as long as it is done well, and issues such as security and insurance are worked out between the community and parks board that he would not have a problem.

Walter Kuhn stated he concurred with Paul Mutascio's comments and pointed out that prior to 1990 Bigfork was considered the party capital of Flathead Valley and maybe even Montana. On the 4th of July he stated things got totally out of control and he understands there was a rational reason for prohibiting open containers in Bigfork. He pointed out it not only applied to Sliter Park, but yet Bigfork in general. Kuhn explained in the 24 years he has lived in Bigfork it has calmed down a lot although there is still activity during the Whitewater Festival and on the 4th of July; with adequate control and a permit basis an open container would probably be very manageable.

THURSDAY, FEBRUARY 20, 2014
(Continued)

Bob Keenan said what they did in Bigfork in the mid 80's was they got rid of the fireworks and in about two years things calmed down. He explained he would fully expect there would be some legal review and serious consideration with limitations on the open container law.

Michelle Haarr presented the following document to the commission and pointed out it is entirely a commissioner decision whether or not to repeal the resolution.

Alcohol in County Parks – Required Documentation

If alcohol will be sold at an event held at a county park, it is necessary for the event coordinator to use a sponsor who has a liquor license. By definition, "selling" includes purchase of a ticket for an event that includes alcohol. Being a sponsor and a caterer is prohibited. Example: John Doe Brewery cannot host an event and be the caterer. All alcohol vendors in parks need to be sponsored.

The following documentation is required:

- Flathead County permit application
- Flathead County facility rental agreement
- Flathead County tournament application – if applicable
- Sheriff's Office – Karen Moore requires a copy of current liquor license and authorization to cater special events (both issued by the Montana Department of Revenue) along with a statement on the licensee's letterhead notifying the sheriff of the day, date, time and location of the event and a \$35 check. Karen will e-mail us a copy of all documents if we e-mail her the request.
- City of Kalispell license – all alcoholic beverage with catering endorsement
- Certificate of liability insurance, including liquor liability coverage naming Flathead County as additional insured. See the facility rental agreement for details.

Note: Non-profit organizations have a different procedure - contact the Montana Department of Revenue.

Paul Mutascio further stated they are more than willing to work with the parks board to ensure this is done properly.

DOCUMENTS FOR SIGNATURE: MDOT 2017-116 KARROW TO MOUNTAINSIDE PARCEL ROW AGREEMENT, BARGAIN AND SALE DEED, AND REAL ESTATE TRANSFER CERTIFICATE

9:45:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Public Works Director Dave Prunty, Clerk Kile

Absent: Commissioner Calvin L. Scott

Fugina noted the county was approached by MDOT concerning a piece of county owned property that lies within MDOT's right-of-way that they wish to purchase.

Commissioner Krueger made a **motion** to approve the documents for signature. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF ADOPTION OF RESOLUTION: REGARDING LOCAL GOVERNMENT STUDY COMMISSION BALLOT ISSUE

9:47:06 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk Kile

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to adopt Resolution 2381. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

RESOLUTION NO. 2381

A RESOLUTION OF THE COUNTY COMMISSION OF THE COUNTY OF FLATHEAD, MONTANA, CALLING FOR AN ELECTION ON THE QUESTION OF CONDUCTING A LOCAL GOVERNMENT REVIEW AND ESTABLISHING A STUDY COMMISSION TO DO SO.

WHEREAS, Article XI, Section 9, of the Constitution of the State of Montana requires that each unit of local government shall conduct an election once every ten years to determine whether the local government will undertake a local government review procedure; and

WHEREAS, 7-3-173(2) M.C.A., requires that the governing body shall call for an election, to be held on the primary election date, on the question of conducting a local government review and establishing a study commission; and

WHEREAS, the Flathead County Commission is the governing body of the County of Flathead.

NOW THEREFORE BE IT RESOLVED THAT:

1. The County of Flathead hereby calls for an election on the question of conducting a local government review and electing a study commission to be held at the primary election on June 3, 2014.
2. If the voters decide in favor of conducting a local government review, a study commission comprised of five members shall be elected at the general election of November 4, 2014.
3. Pursuant to 7-3-175, M.C.A. the question of conducting a local government review shall be submitted to the electors in substantially the following form:

**THURSDAY, FEBRUARY 20, 2014
(Continued)**

Vote for one:

[] FOR the review of the government of the County of Flathead and the establishment and funding, not to exceed one mill each year of the two-year study, of a local government study commission consisting of five members to examine the government of the County of Flathead and submit recommendations on the government.

[] AGAINST the review of the government of the County of Flathead and the establishment and funding, not to exceed one mill each year of the two-year study, of a local government study commission consisting of five members to examine the government of the County of Flathead and submit recommendations on the government.

Passed and adopted by the County Commissioners of the County of Flathead, Montana, meeting at regular session held on the 20th day of February, 2014.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

By/s/Absent
Calvin L. Scott, Member

By/s/Gary D. Krueger
Gary D. Krueger, Member

ATTEST:
Paula Robinson, Clerk

By/s/Diana Kile
Deputy Clerk

APPROVED AS TO FORM

By/s/Tara Fugina
Deputy Flathead County Attorney

CONSIDERATION OF BID REJECTION: LIQUID ASPHALT, ROAD DEPARTMENT

9:47:54 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Absent: Commissioner Calvin L. Scott

Prunty reported the asphalt bid received was much higher than anticipated with an increase of 16.43 percent for asphalt oils, and a 13.23 percent increase on tack oil compared to last year's bid.

Commissioner Krueger made a **motion** to reject the bid received for liquid asphalt. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

AUTHORIZATION TO PUBLISH CALL FOR BIDS: LIQUID ASPHALT, ROAD DEPARTMENT

9:48:57 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to authorize publication of call for bids/ liquid asphalt. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

CALL FOR BIDS

Notice is hereby given that the Board of County Commissioners of Flathead County, Montana, will receive bids on the following grades of LIQUID ASPHALT:

Estimated Usage

Asphalt	PG64-22 & PG58-28	2,000 tons
Asphalt w/0.5% Antistrip	PG64-22	2,000 tons
Asphalt w/1% Antistrip	PG58-28	2,000 tons
Asphalt	SS 1 Tack Oil	30 tons

The award of bid will be made to a single vendor who will supply both types of liquid asphalt. The award of bid will be made on the basis of an overall low bid determined by use of the County's estimated usage for each type of liquid asphalt and the bidders' price for each type of liquid asphalt. The estimated usage figures are to be used only for the purpose of determining an overall low bid; actual usage of each type of asphalt for 2014 asphalt season may vary from those estimates.

All pricing is to be by the ton F.O.B. to the Flathead County Asphalt Plant in Kalispell and/or to the Flathead County Shop in Kalispell.

All orders will be placed with the successful bidder by 4:00 p.m. on the day prior to delivery, at which time the contractor will be told the type of oil to deliver. All orders to be delivered at 7:00 a.m. the next morning. All trucks shall have pumps to unload in overhead tanks. Asphalt will be 290 degrees Fahrenheit at time of delivery. Emulsified asphalt will be 140 degrees Fahrenheit when delivered. Tanks to be equipped with factory mounted visual thermometers. Supplier shall have oil sample test results on hand and available upon request to Flathead County.

THURSDAY, FEBRUARY 20, 2014
(Continued)

Bid to be from February 1, 2014 through January 31, 2015, or until the County Commissioners call for new bids, with the right to go to the next supplier if asphalt is not available or if the asphalt does not meet MDOT specifications from the successful bidder.

Each bidder must deposit with his bid, a bid security in the amount of three-thousand dollars (\$3,000.00), to secure the bidder's express covenant that if the bidder is awarded the contract the bidder will, within ten (10) days, enter into a formal contract; or otherwise the bidder will pay to Flathead County the difference between the amount of his bid and the amount for which Flathead County contracts with another party to complete the contract; bid security shall be payable to Flathead County and shall be in the form of lawful money of the United States; a cashier's check, certified check, bank money order or bank draft issued by a Montana bank; or a bid bond executed by a surety corporation authorized to do business in Montana.

All sealed bids, **plainly marked as such**, must be in the hands of the County Clerk and Recorder, 800 South Main, Commissioners Office, Room 302, Kalispell, MT 59901, on or before **March 11, 2014 at 10:15 a.m.** Bids will be opened and read immediately thereafter.

The form of contract to be signed is on file and may be obtained at the Clerk and Recorder's Office in the Courthouse at Kalispell, Montana.

The Board of County Commissioners reserves the right to reject any and all bids and to accept the bid deemed to be in the best interest of Flathead County.

The bid award will be made solely by the issuance of a letter of award to the successful bidder by the Office of the Flathead County Clerk and Recorder.

Dated this 20th day of February, 2014.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

ATTEST:
Paula Robinson, Clerk

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

By/s/Diana Kile
Diana Kile, Deputy

Publish on February 25 and March 4, 2014.

MONTHLY MEETING W/ ELIZABETH BROOKS & CINDY MULLANEY, OES AND LINCOLN CHUTE, FIRE SERVICES AREA MANAGER

10:00:26 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, OES Director Elizabeth Brooks, Deputy OES Director Cindy Mullaney, Fire Services Area Manager Lincoln Chute, Clerk Kile

Absent: Commissioner Calvin L. Scott

Mullaney reported work has started with the Pre Disaster Mitigation Plan update being done by Tetra-Tech; spoke about continued worked on the threat and hazard identification risk assessment; summarized their involvement in community events; reviewed training classes held and scheduling of future exercises; spoke about their involvement pertaining to public service education on KGEZ radio.

Chute spoke about wildland training; presented an update on the new Ashley Lake fire hall; reported he is still involved with state wildland fire committee conference calls; spoke about research pertaining to the number of homes on state/federal lease lands.

Brooks reported training at the 911 Center for new hires is completed; spoke about a grant received to improve communications in the Bad Rock and Columbia Falls area, and funding received to install the infrastructure from the 911 Foundation. The following statistics pertaining to 911 calls taken was summarized.

2013 CALL TOTALS	
ALL CALLS FOR SERVICE-BY MONTH (ADMIN + 911)	
JANUARY	12,606
FEBRUARY	11,004
MARCH	12,705
APRIL	12,767
MAY	14,242
JUNE	14,847
JULY	16,897
AUGUST	16,764
SEPTEMBER	14,276
OCTOBER	13,255
NOVEMBER	11,862
DECEMBER	13,405
TOTAL ADMIN: 90,106	
TOTAL 911: 32,578	
GRAND TOTAL: 122,684	
AVERAGE: 336 CALLS/DAY 14 CALLS/HOUR	

THURSDAY, FEBRUARY 20, 2014
(Continued)

EGAN SLOUGH PLANNING & ZONING COMMITTEE ANNUAL MEETING

Due to a lack of a quorum this meeting was postponed.

CONTINUATION OF DOCUMENT FOR SIGNATURE: MDOT PROJECT SPECIFIC AGREEMENT/ GATEWAY TO GLACIER BIKE PATH

10:32:02 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Clerk Kile

Absent: Commissioner Calvin L. Scott

Hogle summarized the document for signature which spells out roles and responsibilities of each party involved.

Commissioner Krueger made a **motion** to approve the document for signature. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF LAKESHORE PERMIT: OLTHUIS, FLP 14-05

10:36:35 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Planner Abbey Wellemeyer, Clerk Kile

Absent: Commissioner Calvin L. Scott

Wellemeyer entered into record FLP 14-05; a standard permit application submitted to remove debris from the lakeshore with mechanized equipment due to a collapsed block retaining wall at 658 Echo View Drive on Echo Lake.

Commissioner Krueger made a **motion** to approve Lakeshore Permit FLP 14-05. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF H.R. TRANSMITTALS: JOB DESCRIPTION AND JOB OPENING, PLANNER I/ PLANNING & ZONING OFFICE

10:37:38 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Clerk Kile

Absent: Commissioner Calvin L. Scott

Grieve summarized the request to add an additional FTE to the Planning & Zoning office due to their increased workload and to provide adequate planning for growth.

Commissioner Krueger made a **motion** to approve the revised job description for a Planner I/ Planning & Zoning office. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve the addition of a new position, Planner I/ Planning & Zoning office. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #14-07-3-01-127-0

10:40:49 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature/ DPHHS Contract #14-07-3-01-127-0. Chairman Holmquist **seconded** the motion. Motion carried by quorum.

1:00 p.m. Commissioner Holmquist: Health Board meeting @ EBB

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 21, 2014.

FRIDAY, FEBRUARY 21, 2014

[Audiofile](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairperson Holmquist led the Pledge of Allegiance.

Chairperson Holmquist opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Chairperson Holmquist closed the public comment period.

**FRIDAY, FEBRUARY 21, 2014
(Continued)**

MEETING W/ BILL WILSON, HIMMEL & WILSON RE: LIBRARY FACILITIES MASTER PLAN PRESENTATION

10:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile
Absent: Commissioner Calvin L. Scott

Himmel & Wilson Library Consultant: Bill Wilson

Library Board Representatives: Kim Crowley, Jane Lopp, Albert Logan, Michael Morton, Terry Guidi, Teri Dugan

Library Consultant Bill Wilson met with the commission and summarized the following "draft" plan prepared regarding library facilities.

FLATHEAD COUNTY LIBRARY SYSTEM

DRAFT FACILITIES MASTER PLAN – SUMMARY

EXISTING SITUATION

There are five legally established public libraries in Flathead County. These libraries serve an estimated population of 92,331 people from five facilities with a total square footage of 46,763 building gross square feet. This translates into .51 square feet of library space per capita.

The Whitefish Community Library has a 10,800 square foot facility and operates as a municipal library. If the square footage of the Whitefish Library is subtracted from the countywide total, Flathead County Library System operated facilities total 35,963 square feet.

The consultants performed an analysis of service populations using actual circulation data from each of the libraries (including Whitefish) and determined primary service populations for each facility. The portion of the County population that was assigned to Whitefish was 12,900 people. This means that the four Flathead County Library System facilities act as the primary public library service outlets for 79,431 people (92,331 – 12,900). The ratio between the square footage of the Flathead County Library System operated facilities and the portion of the County population served is .45 square feet per capita.

The consultants developed population projections for the County and for the individual library service areas using data from Nielsen Sitereports, a provider of demographic data to retail markets. If a twenty year planning horizon (typical for library planning) is used, the ratio between library size and population will fall to .36 square feet per capita by 2034 (Estimated 2034 population excluding Whitefish service area of 98,638.) In 2003, when an earlier facilities need study was conducted, the ratio was .60 square feet per capita.

If Whitefish is included (as it was in 2003), the following building size to population ratios result:

Year	County Population	Countywide SF	
2003	78,000	46,763	.60 SF/capita
2014	92,187	46,763	.51 SF/capita
2034	114,654	46,763	.41 SF/capita

If the calculation excludes both the Whitefish facility and the primary population served by that library, the ratio for the Flathead County Library System operated facilities is in jeopardy of falling to 0.37 square feet per capita by the year 2034.

STANDARDS

While no single national standard exists for public library space, the range or ratios used typically falls between 0.5 square feet per capita and 2.0 square feet per capita. The .5 square feet per capita standard has often been referred to as the West Virginia standard since that state established and maintained the 0.5 square feet per capita standard for many years. However, West Virginia has since updated its standards and now recommends a minimum of 0.6 square feet per capita and a range of up to 1.0 square foot per capita for libraries in the Mountain State.

While there are many examples of libraries in the United States and Canada that are built to standards exceeding 2.0 square feet per capita, they are the exception rather than the rule. Most library planners would agree that a 1.0 square foot per capita rule-of-thumb is a good place to begin a discussion of space needs. Some even consider the 1.0 square foot per capita mark as "the gold standard."

As was illustrated earlier, Flathead County is currently at a level comparable to the original West Virginia standard of 0.5 square feet per capita and, if no action is taken, is in jeopardy of falling to a range of approximately 0.37 square feet per capita.

SPACE NEEDS – TOP DOWN

If "top-down" standards are used, a good argument can be made for adopting a standard for Flathead County of somewhere in the range of 0.7 square feet per capita and 1.0 square feet per capita. The average for all public libraries in Montana is 0.704 square feet per capita. The top of the range that could reasonably be considered in the Montana context is 1.0 square feet per capita (the so-called gold standard). ***The consultants believe that a 0.70 square feet per capita standard should be adopted for public library planning purposes in Flathead County.***

Our conclusion to recommend the low end of the spectrum is based on a number of considerations. One of the primary ones is that Flathead County has traditionally offered small collections of library materials. Whereas many state standards recommend 3.0 volumes per capita, Flathead County has just over 1.5 volumes per capita. Smaller collections call for less space. Second, library planning in 2014 must consider the impact of digital reading. Research firmly supports the notion that we will continue to need print collections for an extended period of time; however, the trend will certainly be in the direction of digital resources. Adopting the low end of the scale recognizes that collections of physical resources are not likely to grow significantly. Finally, fiscal realities must be considered. Montana voters tend to be conservative in their approach to public expenditures. The consultants believe that the adoption of the low end of the spectrum reflects a conservative point of view that expects high value for every dollar expended.

**FRIDAY, FEBRUARY 21, 2014
(Continued)**

The adoption of the 0.7 square feet per capita standard would require that the County provide approximately 69,000 square feet of library space to meet the needs of the 2034 projected population.

SPACE NEEDS – BOTTOM UP

Himmel & Wilson tested the 0.7 square feet per capita recommendation from “the bottom-up” by creating detailed models for each of the facilities that applied library industry standards to collection, seating, etc. The results of this analysis revealed that quality library facilities that would allow the Flathead County Library System to carry out its mission effectively **CAN** be accomplished using the 0.7 square feet per capita standard. While each individual facility would not exactly match the 0.7 square foot per capita standard, a comprehensive program of building would achieve and overall result of 0.7 square feet per capita for the Flathead County operated facilities (Note: The current size of the Whitefish facility already comes very close to meeting the 0.7 square feet per capita standard using the projected 2034 population).

The consultants DO NOT recommend an expansion of branch library services in Marion. FCLS should continue to offer services from the existing 800 square feet in the school building while it examines other, more effective mechanisms for providing services in that area of the County.

Following are the recommended facility sizes using the “bottom-up” approach:

Bigfork:	6,198 Building Gross Square Feet
Columbia Falls:	12,993 Building Gross Square Feet
Kalispell:	49,222 Building Gross Square Feet
Marion	800 Square Feet
TOTAL:	69,213 Building Gross Square Feet (0.702 square feet per capita)

ESTIMATED COSTS

The consultants have created individual cost models for each of the facilities described. New construction of the three buildings would cost approximately \$21,113,794 (expressed in 2014 dollars) **excluding site acquisition and site development costs** (which are unknown at this time).

See supplementary sheets for cost estimations.

Estimated Total Cost for a New Bigfork Branch Library			
<i>item</i>	<i>total square feet</i>	<i>cost per square footage</i>	<i>cost</i>
New Construction	6,198 bgsf	\$210.00	\$ 1,301,580
Parking	25 spaces	\$2,500	62,500
Landscaping	800	\$15.00	12,000
Subtotal construction			\$1,376,080
Construction Contingency at 12 % of Construction			\$165,130
Subtotal Construction & Contingency		\$1,541,210	
Furnishings and Equipment (F & E) 5,427 nasf		\$20.00	\$108,540
Subtotal Construction, Contingency and F & E			\$1,649,750
Fees (Architectural and other) at 11 % of Subtotal (inc. reimbursables)			\$181,473
Subtotal Construction, Contingency, F&E, and Fees			\$1,831,223
Information Technology 5,427 nasf		\$12.00	\$65,124
Subtotal			\$1,896,347
Other Owner Costs at 3% of Subtotal			\$56,890
TOTAL ESTIMATED PROJECT COSTS (excluding property acquisition and site preparation)			\$1,953,237
<i>Estimated Building Construction Cost Per Square Foot - \$248.66 (new construction costs)</i>			
<i>Total Estimated Project Cost Per Square Foot - \$315.14 (new construction and other costs except property acquisition or site preparation.)</i>			

Estimated Total Cost for a New Main (Kalispell) Library			
<i>item</i>	<i>total square feet</i>	<i>cost per square footage</i>	<i>cost</i>
New Construction	49,222 bgsf	\$210.00	\$ 10,336,620
Parking	197 spaces	\$2,500	492,500
Landscaping	2,000	\$15.00	30,000
Subtotal construction			\$10,859,120
Construction Contingency at 11 % of Construction			\$1,194,503
Subtotal Construction & Contingency		\$12,053,623	
Furnishings and Equipment (F & E) 40,654 nasf		\$20.00	\$813,080
Subtotal Construction, Contingency and F & E			\$12,866,703
Fees (Architectural and other) at 10 % of Subtotal (inc. reimbursables)			\$1,286,670
Subtotal Construction, Contingency, F&E, and Fees			\$14,153,373
Information Technology 40,654 nasf		\$12.00	\$487,848
Subtotal			\$14,641,221
Other Owner Costs at 3% of Subtotal			\$439,237
TOTAL ESTIMATED PROJECT COSTS (excluding property acquisition and site preparation)			\$15,080,458
<i>Estimated Building Construction Cost Per Square Foot - \$244.88 (new construction costs)</i>			
<i>Total Estimated Project Cost Per Square Foot - \$306.38 (new construction and other costs except property acquisition or site preparation.)</i>			

**FRIDAY, FEBRUARY 21, 2014
(Continued)**

Estimated Total Cost for a New Columbia Falls Branch Library			
<i>item</i>	<i>total square feet</i>	<i>cost per square footage</i>	<i>cost</i>
New Construction	12,993 bgsf	\$210.00	\$ 2,728,530
Parking	52 spaces	\$2,500	130,000
Landscaping	1,000	\$15.00	<u>15,000</u>
Subtotal construction			\$2,873,530
Construction Contingency at 12 % of Construction			<u>\$344,824</u>
Subtotal Construction & Contingency		\$3,218,354	
Furnishings and Equipment (F & E) 11,371 nasf		\$20.00	\$227,420
Subtotal Construction, Contingency and F & E			\$3,445,774
Fees (Architectural and other) at 11 % of Subtotal (inc. reimbursables)			<u>\$379,035</u>
Subtotal Construction, Contingency, F&E, and Fees			\$3,824,809
Information Technology 11,371 nasf		\$12.00	\$136,452
Subtotal			\$3,961,261
Other Owner Costs at 3% of Subtotal			\$118,838
TOTAL ESTIMATED PROJECT COSTS <i>(excluding property acquisition and site preparation)</i>			<u>\$4,080,099</u>
<i>Estimated Building Construction Cost Per Square Foot - \$247.70 (new construction costs)</i>			
<i>Total Estimated Project Cost Per Square Foot - \$314.02 (new construction and other costs except property acquisition or site preparation.)</i>			

General discussion was held relative to library usage and square footage needed per capita.

Commissioner Scott: Mental Health Council & CDC meetings in Missoula

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 24, 2014.
