

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the May 12 2015, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: Great West Engineering
Contract on-call

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

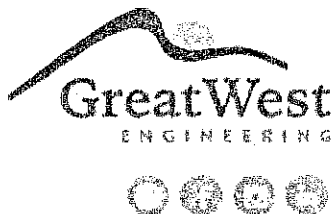
From: Carrie Gardner <cgardner@greatwesteng.com>
Sent: Wednesday, May 7, 2025 12:13 PM
To: Rusti Leivestad; Chelsea Peterson
Subject: Thompson Falls - Master On-call Extension Contract with Great West
Attachments: THOMPSON FALLS.pdf

Hi Rusti and Chelsea,

Please find the attached Contract Amendment for the City's and Great West's Master On-Call contract to extend the term as outlined in the original contract for four additional 1 year terms starting June 21, 2025. Chelsea thought it may be a good idea for me to provide a letter to accompany this for the Council. I will work on getting that over to you both as well, but wanted to get this over for your packets.

As always, please reach out with any questions.

Thank you,



Carrie Gardner, PE

Project Manager

d: (406) 495-6176

c: (406) 495-6176

2501 Belt View Drive

Helena, MT 59601

This message has been sent to you as official business of Great West Engineering. This E-mail and any attachments may be considered confidential. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. If you have received this communication in error, please reply to the sender and then immediately delete it. Thank you for your cooperation.

tfl3557@blackfoot.net

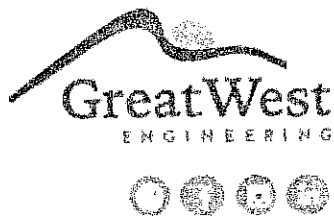
From: Carrie Gardner <cgardner@greatwesteng.com>
Sent: Thursday, May 8, 2025 11:56 AM
To: Rusti Leivestad; Chelsea Peterson
Subject: RE: Thompson Falls - Master On-call Extension Contract with Great West
Attachments: On-call Extension 2025 Letter.pdf

Hi Rusti & Chelsea,

Following up on my email from yesterday with the On-Call contract extension I have attached a letter for the City, Mayor and council to accompany the contract amendment.

Please let me know if you have any questions.

Thank you!



Carrie Gardner, PE

Project Manager

d: (406) 495-6176

c: (406) 495-6176

2501 Belt View Drive
Helena, MT 59601

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From: Carrie Gardner
Sent: Wednesday, May 7, 2025 12:13 PM
To: Rusti Leivestad <tfallsmayor@blackfoot.net>; Chelsea Peterson <tfl3557@blackfoot.net>
Subject: Thompson Falls - Master On-call Extension Contract with Great West

Hi Rusti and Chelsea,

Please find the attached Contract Amendment for the City's and Great West's Master On-Call contract to extend the term as outlined in the original contract for four additional 1 year terms starting June 21, 2025. Chelsea thought it may be a good idea for me to provide a letter to accompany this for the Council. I will work on getting that over to you both as well, but wanted to get this over for your packets.

As always, please reach out with any questions.

Thank you,

See what's possible.



May 8, 2025

Rusti Leivestad
Mayor
PO Box 99
Thompson Falls, MT 59873-0099

RE: City Of Thompson Falls On-Call Contract Extension

Dear Mayor and Council:

Great West is excited and appreciates the opportunity to continue to partner with the City of Thompson Falls to develop quality solutions to meet the City's needs. Over the past nine years, we have worked closely with the City to enhance its infrastructure. Through this collaboration, we have built strong working relationships with the City and its staff, gaining a deep understanding of the community and its needs. Our joint efforts in planning, engineering, and grant services have secured approximately \$30.7 million in infrastructure grant funding to address the City's needs.

When all phases of the wastewater project have been completed, the City will have transitioned from a wastewater system that served less than 25% of the City to a system that can serve 100% of the parcels within the City boundary.

Together, we have successfully completed Phases 1 and 2 of the Wastewater Improvements Project and are now preparing to bid out the next two (final) phases. Additionally, we have completed a Capital Improvements Plan (CIP), CIP update, a Growth Policy in 2020, and serve as the City's Engineer for general engineering services. We are currently completing the final design phase of a major water system improvements project, a growth policy update, and a stormwater Preliminary Engineering Report (PER). In total, since March 2016 we have helped the City secure approximately \$41.7 million dollars in loan and grant funding and know the City's infrastructure well. We look forward to continuing our work on these important projects and other future planning and infrastructure projects with the City over the coming years.

We are passionate about our partnership with the City of Thompson Falls and are committed to providing our services to support the City's ongoing development and success of the City's infrastructure.

Sincerely,

Great West Engineering, Inc.

Carrie Gardner, PE
Project Manager

HELENA
2501 Belt View Drive
Helena, MT 59601
Ph: (406) 449-8627
F: (406) 449-8631

BILLINGS
6780 Trade Center Avenue
Billings, MT 59101
Ph: (406) 652-5000
F: (406) 248-1363

BOISE
1921 E Overland Road
Meridian, ID 83642
Ph: (208) 576-6646

GREAT FALLS
702 2nd Street Ste #2
Great Falls, MT 59405
Ph: (406) 952-1109

SPOKANE
10220 N Nevada Street
Suite 130
Spokane, WA 99218
Ph: (509) 413-1430

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www.greatwesteng.com

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the 5-18 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: City Attorney Contract

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

Rusti- After reviewing the proposed terms of my employment contract, I would like to present a counteroffer regarding compensation. I propose a monthly salary of \$2500 for 2 years instead of \$2250 for the first year and \$2500 for the second year. Thank you for your consideration. I look forward to your response.

CITY OF THOMPSON FALLS
EMPLOYMENT CONTRACT
CITY ATTORNEY



TERM OF SERVICE: 2 Years, (Mont. Code Ann. § 7-4-4602

Contract Beginning Date: June 30, 2025. Ending Date: June 30, 2027

Duties: Provide a minimum of 20 hours of service per month, to include

1. Attendance at city council meetings, the Second Monday of each month when requested.

2. Other duties in accordance with Mont. Code Ann. § 7-4-4604:

The city attorney shall:

- a. Appear before the city court and other courts and prosecute on behalf of the city (see also Mont. Code Ann. § 3-11-301)
- b. Serve upon the attorney general within 10 days of the filing or receipt a copy of any notice of appeal that the city attorney files or receives in a criminal proceeding;
- c. When required, draft for the city council contracts and ordinances for the government of the city, and review contracts proposed to the City;
- d. When required, give to the mayor or city council written opinions on questions pertaining to the duties and the rights, liabilities, and powers of the city; and
- e. Perform other duties that pertain to the functions of the city council or that the city council prescribes by resolution.
- f. Each party will give written notice, at least 60 days in advance, of their intent to break contract.

Payment: \$2,500 per month, subject to employee withholding.
Reimbursement for reasonable employment related expenses (travel, education) with prior approval by Mayor.
Hours beyond the 20 hours of service per month will have to be approved in advance by Mayor or designee paid at an hourly rate of \$250.00.

Benefits: As a part-time permanent employee: Eligibility for health insurance benefits at employee's expense on the city's group plan; workers' compensation, and employer's portion of Social Security and Medicare; reasonable use of city resources (copies, postage) for official City Attorney duties.

Other: If employed as an attorney for another municipality, the City requests notice in order to coordinate sharing of expenses for related training and education with that entity as necessary.

Signed:

Mayor, Rusti Leivestad

Attorney, Timothy Goen

Attest: _____
Chelsea Peterson, City Clerk/Treasurer

From: Carrie Gardner <cgardner@greatwesteng.com>
Sent: Thursday, May 8, 2025 11:45 AM
To: Rusti Leivestad; Chelsea Peterson
Cc: Collette T. Anderson; Craig Erickson
Subject: Thompson Falls Professional Services Invoice March 16 2025 - April 15, 2025
Attachments: 2025-04 Progress Report.pdf

Good Morning Rusti and Chelsea,

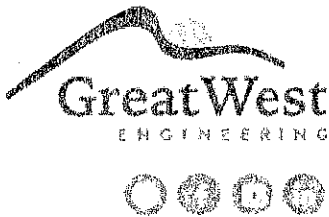
Hope you are both enjoying your training this week. In advance of the City's council meeting next week I have attached the electronic invoice summary for Thompson Falls for March/April.

Based on our conversations and meetings last month we have made a few changes. These invoices are all included in draw packages that Craig Erickson has prepared and sent to the City this week. The attached invoice summary outlines services provided during the invoice period noted.

Craig Erickson also plans on attending the council meeting next week and will be available to help assist with any questions regarding draws, grants, etc. as needed.

Please feel free to reach out with any questions you may have.

Thank you!



Carrie Gardner, PE

Project Manager

d: (406) 495-6176

c: (406) 495-6176

2501 Belt View Drive
Helena, MT 59601

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See what's possible.



May 8, 2025

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

RE: **April 2025 Invoices**
Thompson Falls Engineering Services On-Call
Great West Engineering Project No. 1-16137 & 1-21204

Dear Mayor:

Enclosed are our invoices for work performed under the on-call contracts through April 12, 2025. Specific services reflected by the invoicing are summarized in the Task Order below.

Wastewater Phase 1 & 2: Construction-Sludge (Invoice #35793)

- Construction management for Sludge drying and disposal.
- Coordination and documentation with the Thompson Contracting for land application of sludge & discussions with RD (funding agency) regarding timeline/schedule.

Wastewater Phase 1 & 2: Grant Administration (Invoice #35794)

- Work during this period included continued responding to funding agencies, monthly draw request packages for RD funding (for both Sludge and post construction activities for Phases 1 & 2).
- Coordination and documentation with RD on project schedule, change orders, final contractor payment review/eligibility, project budget status and RD general questions.
- Reviewing certified payrolls for sludge removal and land application with TCI.

Task Order No. 4 – Water System Improvements: Preliminary Design & Final Design (Invoice #35963)

- Work included a preliminary & final draft design for water system improvements project, design and site layout for replacement water tank and structural tank design details.
- Final Design work for distribution system, including cost estimate review and update. Reviewing needed easement areas as well as preliminary location of water services and curb stops (integrating City's GIS mapped information).
- Hydrogeologic Assessment - pump testing, inform design of new well, working to incorporate into project bidding documents for general construction project.
- Grant administration associated with Water project improvements for monthly draw package.
- Construction close out/substantial completion documentation for Church Street Emergency water main project.

HELENA

2501 Belt View Drive
Helena, MT 59601
Ph: (406) 449-8627
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BILLINGS

6780 Trade Center Avenue
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SPOKANE

10220 N Nevada Street
Suite 130
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Ph: (509) 413-1430



Task Order No. 5 – Wastewater Phase 3 & 4: Final Design & Easements (Invoice #35961)

- Work included DEQ approval of specifications and sewer system plans, and design report package. Work also included updates to layout, and editing drawings, electrical coordination for lift station 5 relocation.
- Coordination with BSNF to address request from BNSF railroad permit application to relocate Lift Station #3 to north side of Preston, retaining wall design for lift station new site.
- Reviewing and updating cost estimate based on final design.
- Funding agency review and updated from comments.
- Easement meetings with all stakeholders, reviews and relocation of Lift Station #5 (on east end of City).

Task Order No. 5 – Wastewater Phase 3 & 4: Grant Administration (Invoice #35632)

- Work included preparing monthly draw applications for funding agencies and preparing progress reports, monthly funding call and responding to funding agency correspondence.
- Progress report updates.

Please feel free to reach out with any questions/clarifications. As always, thank you for allowing us to work with you.

Sincerely,
Great West Engineering, Inc.

Carrie Gardner, PE
Progress Manager

Encl: Invoices

e-copies: Chelsea Peterson, Thompson Falls Clerk



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35793
Date 04/15/2025

Project 1-16137 THOMPSON FALLS
WASTEWATER PER

Professional Services from March 16, 2025 through April 12, 2025

		Amount	
<hr/>			
11-13 Preliminary Design			
	Contract Amount	445,000.00	
	Percent Complete	100.00	
	Prior Billed	445,000.00	
	Total Billed	445,000.00	
		Current Billed	0.00
12-13 Final Design			
	Contract Amount	412,000.00	
	Percent Complete	100.00	
	Prior Billed	412,000.00	
	Total Billed	412,000.00	
		Current Billed	0.00
13-13 Bidding & Negotiating Phase			
	Contract Amount	84,500.00	
	Percent Complete	100.00	
	Prior Billed	84,500.00	
	Total Billed	84,500.00	
		Current Billed	0.00
14-13 Construction			
	Contract Amount	667,000.00	
	Percent Complete	99.10	
	Prior Billed	659,221.25	
	Total Billed	661,000.00	
		Current Billed	1,778.75
15-13 Post-Construction			
	Contract Amount	63,000.00	
	Percent Complete	63.66	
	Prior Billed	31,325.79	
	Total Billed	40,105.79	
		Current Billed	8,780.00
		Total	<u>10,558.75</u>

Additional Services: O&M Manual

Professional Fees

	Hours	Rate	Billed Amount
Engineer 1	23.50	148.00	3,478.00
Invoice total			14,036.75

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
11-13 Preliminary Design	445,000.00	100.00	445,000.00	445,000.00	0.00	0.00	0.00
12-13 Final Design	412,000.00	100.00	412,000.00	412,000.00	0.00	0.00	0.00
13-13 Bidding & Negotiating Phase	84,500.00	100.00	84,500.00	84,500.00	0.00	0.00	0.00
14-13 Construction	667,000.00	99.10	659,221.25	661,000.00	6,000.00	0.90	1,778.75
15-13 Post-Construction	63,000.00	63.66	31,325.79	40,105.79	22,894.21	36.34	8,780.00
66-13 Resident Project Representative	687,500.00	97.34	669,183.38	669,183.38	18,316.62	2.66	0.00
67-13 Additional Services - MPDES Permitting Assistance	800.00	100.01	800.10	800.10	-0.10	-0.01	0.00
68-13 Additional Services - TSEP Grant	9,000.00	100.00	9,000.00	9,000.00	0.00	0.00	0.00
69-13 Additional Services - RRGL Grant	2,000.00	100.08	2,001.50	2,001.50	-1.50	-0.08	0.00
70-13 Additional Services - CDBG Grant	12,000.00	5.72	686.78	686.78	11,313.22	94.28	0.00
71-13 Additional Services - USDA RD Loan & Grant	4,000.00	96.71	3,868.50	3,868.50	131.50	3.29	0.00
74-13 Additional Services: Geotechnical Analysis	55,000.00	100.00	55,000.00	55,000.00	0.00	0.00	0.00
75-13 Additional Services: Right-of-Way/Easements & Permitting	30,000.00	99.96	29,987.14	29,987.14	12.86	0.04	0.00
76-13 Additional Services: O&M Manual	15,000.00	23.19	0.00	3,478.00	11,522.00	76.81	3,478.00
77-13 Additional Services: DLA Grant Application	5,000.00	100.43	5,021.71	5,021.71	-21.71	-0.43	0.00
78-13 Additional Services: Railroad Easement	9,800.00	81.62	7,999.05	7,999.05	1,800.95	18.38	0.00
Total	2,501,600.00	97.12	2,415,595.20	2,429,631.95	71,968.05	2.88	14,036.75

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35793	04/15/2025	14,036.75	14,036.75				
	Total	14,036.75	14,036.75	0.00	0.00	0.00	0.00

City of Thompson Falls
Project 1-16137 THOMPSON FALLS WASTEWATER PER

Invoice number 35793
Date 04/15/2025

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601
Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35794
Date 04/15/2025

Project **1-16137 Thompson Falls Wastewater**
PER

Professional Services from March 16, 2025 through April 12, 2025

Additional Services: Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Engineer 4			
Carrie A. Gardner	2.25	194.00	436.50
<i>Reviewing RD invoice summary</i>			
<i>Updating final invoice information for RAZZ related pay applications and draws</i>			
<i>Draw package questions</i>			
Certified Grant Writer 2			
Craig R. Erickson	6.00	184.00	1,104.00
<i>Discussed RD funding with Carrie; responded to email from Chelsea</i>			
<i>Prepped for and participated in Teams conference with RD and city; email</i>			
<i>Responded to RFI from the Mayor; prepared report to insurance company on the status of Razz's contract</i>			
<i>April draw package preparation</i>			
<i>Discussed April draw with Carrie.</i>			
<i>Prepped request for reimbursement</i>			
<i>Responded to RFI from Chelsea</i>			
Phase subtotal			1,540.50
Invoice total			1,540.50

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
73-13 ADDITIONAL SERVICES: GRANT ADMINISTRATION	160,000.00	153,796.01	155,336.51	1,540.50
Total	160,000.00	153,796.01	155,336.51	1,540.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35629	03/20/2025	3,012.00	3,012.00				
35794	04/15/2025	1,540.50	1,540.50				
Total		4,552.50	4,552.50	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

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2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35963
Date 04/17/2025

Project 1-21204 Thompson Falls On-Call 2021

Professional Services from March 16, 2025 through April 12, 2025

Task Order No. 4 - Water System PER Update

Preliminary Design

Professional Fees

	Hours	Rate	Billed Amount
Project Coordinator	1.50	115.00	172.50
Engineer 4	36.50	194.00	7,081.00
Phase subtotal			7,253.50

Final Design

Professional Fees

	Hours	Rate	Billed Amount
Engineer 1	2.00	148.00	296.00
Engineer 2	2.00	160.00	320.00
Engineer 5	4.00	217.00	868.00
Clerical Support	0.75	85.00	63.75
Reimbursables			
	Units	Rate	Billed Amount
Postage			12.98
Phase subtotal			1,560.73

Construction

Professional Fees

	Hours	Rate	Billed Amount
Engineer 4	2.50	194.00	485.00

Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Project Administrator	2.00	152.00	304.00
Certified Grant Writer 2	9.50	184.00	1,748.00
Phase subtotal			2,052.00

Task Order No. 4 - Water System PER Update subtotal

11,351.23

Invoice total **11,351.23**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
63-13 TASK ORDER NO. 4 - WATER SYSTEM PER UPDATE				
63.1-13 STUDY & REPORT PHASE	30,000.00	29,998.99	29,998.99	0.00
63.2-13 PRELIMINARY DESIGN	250,000.00	186,506.47	193,759.97	7,253.50
63.3-13 FINAL DESIGN	235,000.00	17,211.98	18,772.71	1,560.73
63.4-13 BIDDING	8,000.00	5,900.12	5,900.12	0.00
63.5-13 CONSTRUCTION	23,000.00	16,061.75	16,546.75	485.00
63.6-13 RESIDENT PROJECT REPRESENTATIVE	62,000.00	58,580.99	58,580.99	0.00
63.7-13 POST-CONSTRUCTION	4,000.00	0.00	0.00	0.00
63.8-13 GRANT WRITING - MCEP APPLICATION	12,500.00	12,497.75	12,497.75	0.00
63.9-13 GRANT WRITING - DNRC APPLICATION	4,500.00	4,494.00	4,494.00	0.00
63.10-13 RD FUNDING APPLICATION	5,000.00	4,978.25	4,978.25	0.00
63.11-13 RD ENVIRONMENTAL REPORT	5,000.00	4,976.50	4,976.50	0.00
63.12-13 GRANT ADMINISTRATION	76,000.00	19,165.25	21,217.25	2,052.00
63.13-13 GEOTECHNICAL ANALYSIS	25,000.00	25,000.00	25,000.00	0.00
63.14-13 RIGHT-OF-WAY EASEMENTS/PERMITS	20,000.00	0.00	0.00	0.00
63.15-13 HYDROGEOLOGIC ASSESSMENT	20,000.00	17,780.40	17,780.40	0.00
Subtotal	780,000.00	403,152.45	414,503.68	11,351.23
Total	780,000.00	403,152.45	414,503.68	11,351.23

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35635	03/20/2025	11,408.50	11,408.50				
35963	04/17/2025	11,351.23	11,351.23				
Total		22,759.73	22,759.73	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35961
Date 04/17/2025

Project 1-21204 THOMPSON FALLS ON-CALL
2021

Professional Services from March 16, 2025 through April 12, 2025

		Amount	
<hr/>			
64-13 Task Order No. 5 - Phase 3 & 4 WW			
10.1-13 Preliminary Design			
	Contract Amount	575,000.00	
	Percent Complete	100.00	
	Prior Billed	575,000.00	
	Total Billed	575,000.00	
		Current Billed	0.00
10.2-13 Final Design			
	Contract Amount	515,000.00	
	Percent Complete	96.12	
	Prior Billed	485,000.00	
	Total Billed	495,000.00	
		Current Billed	10,000.00
10.3-13 Bidding			
	Contract Amount	75,000.00	
	Percent Complete	0.00	
	Prior Billed	0.00	
	Total Billed	0.00	
		Current Billed	0.00
10.4-13 Construction Management			
	Contract Amount	805,000.00	
	Percent Complete	0.00	
	Prior Billed	0.00	
	Total Billed	0.00	
		Current Billed	0.00
10.5-13 Post Construction			
	Contract Amount	65,000.00	
	Percent Complete	0.00	
	Prior Billed	0.00	
	Total Billed	0.00	
		Current Billed	0.00
		Subtotal	10,000.00
		Total	10,000.00

Task Order No. 5 - Phase 3 & 4 WW

Right-of-Way/Easement & Permitting

Professional Fees

	Hours	Rate	Billed Amount
Engineer 2	21.50	160.00	3,440.00
Engineer 4	27.50	194.00	5,335.00
Reimbursables			
	Units	Rate	Billed Amount
Miles	436.00	0.77	335.72
Phase subtotal			9,110.72
Task Order No. 5 - Phase 3 & 4 WW subtotal			9,110.72

Invoice total **19,110.72**

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
64-13 Task Order No. 5 - Phase 3 & 4 WW							
10.1-13 Preliminary Design	575,000.00	100.00	575,000.00	575,000.00	0.00	0.00	0.00
10.2-13 Final Design	515,000.00	96.12	485,000.00	495,000.00	20,000.00	3.88	10,000.00
10.3-13 Bidding	75,000.00	0.00	0.00	0.00	75,000.00	100.00	0.00
10.4-13 Construction Management	805,000.00	0.00	0.00	0.00	805,000.00	100.00	0.00
10.5-13 Post Construction	65,000.00	0.00	0.00	0.00	65,000.00	100.00	0.00
64.6-13 Resident Project Representative (RPR)	880,000.00	0.00	0.00	0.00	880,000.00	100.00	0.00
64.9-13 Geotechnical Analysis	65,000.00	100.00	65,000.00	65,000.00	0.00	0.00	0.00
64.10-13 Right-of-Way/Easement & Permitting	30,000.00	78.95	14,572.90	23,683.62	6,316.38	21.05	9,110.72
64.11-13 Operation & Maintenance Manual	18,000.00	0.00	0.00	0.00	18,000.00	100.00	0.00
Subtotal	3,028,000.00	38.27	1,139,572.90	1,158,683.62	1,869,316.38	61.73	19,110.72
Total	3,028,000.00	38.27	1,139,572.90	1,158,683.62	1,869,316.38	61.73	19,110.72

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35633	03/20/2025	13,053.15	13,053.15				
35961	04/17/2025	19,110.72	19,110.72				
Total		32,163.87	32,163.87	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35962
Date 04/17/2025

Project 1-21204 Thompson Falls On-Call 2021

Professional Services from March 16, 2025 through April 12, 2025

Task Order No. 5 - Phase 3 & 4 WW Grant Administration

General Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Project Administrator	1.25	152.00	190.00
Match and contract end date review.			
QAQC			
Create Loop			
Certified Grant Writer 2	8.00	184.00	1,472.00
Responded to RFI from Chelsea			
Responded to email from Chelsea; discussed schedule and budget with Carrie; sent RFI to Chelsea			
Discussed the engineer's opinion of probable cost and the project budget with Carrie; discussed potential sources of additional funding with DNRC staff; responded to RFIs from Clerk Peterson. Discussed ARPA funding with Ki-Ai			
ARPA budget review			
Discussed budget, schedule and spending ARPA funding with Carrie			
Started prep of April draw package			
Completed project progress report and sent draws to funding agencies			
Sent draw package to Chelsea			
Discussed conference call with Carrie			
Prepared the RRG and ARPA requests for reimbursement			
Responded to RFI from Chelsea			
Phase subtotal			1,662.00
Task Order No. 5 - Phase 3 & 4 WW Grant Administration subtotal			1,662.00

Invoice total 1,662.00

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK ORDER NO. 5 - PHASE 3 & 4 WW GRANT ADMINISTRATION				
64.7-13 GENERAL GRANT ADMINISTRATION	150,000.00	40,850.23	42,512.23	1,662.00
Total	150,000.00	40,850.23	42,512.23	1,662.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35634	03/20/2025	1,210.00	1,210.00				
35962	04/17/2025	1,662.00	1,662.00				
Total		2,872.00	2,872.00	0.00	0.00	0.00	0.00



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls

Project **1-21204 Thompson Falls On-Call 2021**

Invoice number 35962

Date 04/17/2025

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.

**CITY OF THOMPSON FALLS
CITY COUNCIL MEETING MINUTES**

Monday, April 14, 2025



The City Council meeting was held at the City Hall,
108 Fulton Street, Thompson Falls, MT

Council Members Present: Raoul Ribeiro, City Council President; Hayley Allen-Blakney, City Council Vice President; Katherine Maudrone, Earlene Powell, Larry Lack, and Shawni Vaught

Not present: n/a

The City Council meeting was recorded via audio and on the city website for review.

City Officials Present:

Rusti Leivestad, Mayor

Chelsea Peterson, City Clerk/Treasurer

Tim Goen, City Attorney

Others signed in: The sign-in sheet is attached.

Rusti Leivestad opened the meeting at 6:00 p.m. with the Pledge of Allegiance.

Chelsea Peterson made a note of who was present.

The Council passed a motion 6-0 to approve setting the Agenda by moving #7 Great West Engineering Growth Policy Task Order to #3 due to the Agenda Request needing to be tabled due to not having the Task Order from Great West Engineering. (Ribeiro, Allen-Blakney)

The Council passed a motion 6-0 to approve the Consent Agenda. Claim numbers 283507 through 283556. (Powell, Vaught)

Standing Committee Reports— The Planning Committee met to work on updating the Growth Policy.

ACTION TAKEN

1. The Council motioned 6-0 to table the Zoning Committee Vacancy due to no interest. (Allen-Blakney, Maudrone)
2. The Council motioned 4-2 to table indefinitely the City Council's looking into the possibility of building a Skate Park in the City Limits (Ribeiro, Powell). Lack and Allen-Blakney both voted for the Skate Park in the City Limits; the rest voted against it.

3. The Council motioned 6-0 to table the Great West Engineering Growth Policy Task Order until next month. (Ribeiro, Vaught)
4. The Council motioned 6-0 to approve the Water adjustment for a leak in their water service line at 605 Ogden Avenue. \$147.30. (Vaught, Lack)
5. The Council motioned 6-0 to approve the Water adjustment for a leak in their water service line at 417 Grove Street. \$71.10. (Allen-Blakney, Vaught)
6. The Council motioned 6-0 to approve the Community Center rental for Pre-school with Krystal Park. (Ribeiro, Powell)
7. The Council motioned 6-0 to table indefinitely the new Fiber Optic Line Route presented by Brady Adams COO Intermountain Infrastructure Group, LLC, Travail Networks Canada Inc. (Ribeiro, Vaught)
8. The Council motioned 6-0 to approve the Sewer Project Phases 1 & 2 Pay Application for reimbursement. (Maudrone, Allen-Blakney)
9. The Council motioned 6-0 to approve the Sewer Project Phases 3 & 4 Pay Application for reimbursement. (Ribeiro, Lack)
10. The Council motioned 6-0 to approve the Water Project Pay Application for reimbursement. (Maudrone, Vaught)

Unscheduled Public Comment: There were unscheduled public comments.

MAYORS REPORT –

Met with Sunday Dutro regarding proposed skatepark.

Main Street meeting.

Sat in on Planning Board meeting for Growth Policy presentation.

The Planning Board also approved two aggregations for Phase 3 & 4 Sewer project.

Approached by some local business people about food truck concerns.

Team meeting with RD regarding close outs on Phase 1 & 2.

Church Street questions - 40/50 took up pavement from Big Horn to 4th Avenue and replaced with gravel until upcoming water and sewer projects are completed.

Met with Joni Mosher regarding Beautification Days.

Read to the Kindergarten classes – they read to me.

Attended Pine Tree Hollow meeting with Paul from Great West about proposed lift station.

The meeting was adjourned at 7:57 p.m.

Rusti Leivestad, Mayor

ATTEST:

Chelsea Peterson, City Clerk/Treasurer

CITY OF THOMPSON FALLS



Regular City Council Meeting
In the City Hall, 108 Fulton Street, Thompson Falls, MT
Monday, April 14, 2025, at 6:00 P.M.

AGENDA

OPEN MEETING - Call to order

ROLL CALL OF THE COUNCIL

PLEDGE OF ALLEGIANCE

SET THE AGENDA

CONSENT AGENDA – Claims, Minutes, Financial Reports, Court Report & Water Shut-off List/Arrangements

COMMUNITY DECAY AND VIOLATIONS LIST REPORT - Attached

ENGINEER'S REPORT - Attached

STANDING COMMITTEE REPORTS

INFORMATION

ACTION ITEMS

UNFINISHED BUSINESS

1. Zoning Committee Vacancy - Zoning Committee vacancy.
2. Skate Park in the City Limits.

Sunday Dutro Sauter

NEW BUSINESS - *Mayor Rusti Leivestad will present the agenda items unless otherwise noted.*

3. Water adjustment for a leak in their water service line at 605 Ogden Avenue. \$147.30. Karen Dwyer
4. Water adjustment for a leak at 417 Grove Street. Richard Magoffin
5. Community Center rental for Pre-school. Krystal Park
6. New Fiber Optic Line Route.
7. Great West Engineering Growth Policy Task Order.
8. Sewer Project Phases 1 & 2 Pay Application for reimbursement for the Sewer Project Phases 1 & 2.
9. Sewer Project Phases 3 & 4 Pay Application for reimbursement for the Sewer Project Phases 3 & 4.
10. Water Project Pay Application for reimbursement for the Water Project.

UNSCHEDULED PUBLIC COMMENT - The public may speak for up to 3 minutes about items not on the agenda.

MAYOR'S REPORT - Mayor Rusti Leivestad's updates.

ADJOURN

Join Zoom Meeting

Topic: City Council Meeting April 14, 2025

Time: Apr 14, 2025, 06:00 PM Mountain Time

<https://us06web.zoom.us/j/81652102819?pwd=oQ3S8aaC6fhVcf2Oo5OvbTLnvnEOe9.1>

Meeting ID: 816 5210 2819

Passcode: 193940

Dial 1-719-359-4580 US

CITY OF THOMPSON FALLS



Regular City Council Meeting
In the City Hall, 108 Fulton Street, Thompson Falls, MT
Monday, April 14, 2025, at 6:00 P.M.

Sign-in Sheet

NAME (Please Print)	WOULD YOU LIKE TO ADDRESS THE COUNCIL DURING THE PUBLIC COMMENT PERIOD, AND IF YES, WHAT AGENDA ITEM NUMBER? √ = yes	Street Address
Please Print		Please Print ~ thank you
Catherine DeWitt		102 N. Gallatin
Lorraine Renard		
Gussie O'Connor		501 Main
Richard Macgaffin		417 1/2 Grove Street
Steve Oswald		203 S. Gallatin T.F.
Tracy Scott		Valley Press
Vick Giffin		115 Pond
Kyli Giffin		115 Pond
Jonathan Bergstrom		112 4th Ave W
Jake Fritzsche		12 Litteralone Dr
Lee Herndon		
Bob & Rachel Meyer		204 Lincoln St T.F.
Tobo Leivestad		Maple St.
Anne Wooler		Hill
Sunday Dufro	2	584 Cherry Creek
DAN ROWAN		PLAINS

Sign-in Sheet

[illegible]

CITY OF THOMPSON FALLS

Growth Policy COMMITTEE MEETING MINUTES

Month: April 21, Day: 21, 2025

Council Members Present:

Earlene Towell

Shawni Vaught

~~Robert Ribeiro~~

City Officials Present:

Mayor Rusti

Chelsea Peterson

Meeting opened at 4:30 p.m.

Others Present:

Per attached

Action/Motion made:

Met w/ Jerry Grebenc of Great Western via video. He answered questions regarding info. It was decided that a survey is utmost importance before submitting question/suggestions to him. Committee + audience will submit questions for survey. Good question: how many acres are available in City limits for expansion

(_____, _____)

Meeting adjourned at 5:44 p.m.

Sign: Earlene Towell

Print: Earlene Powell, _____ Committee Chair

ATTEST:

Chelsea Peterson
Chelsea Peterson, City Clerk/Treasurer



Sign-in Sheet

[illegible]

City of Thompson Falls

Planning Committee Meeting

Monday, April 21, 2025, at 4:30 p.m. in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: Update the Growth Policy

If you have questions, call the City Hall at 406-827-3557

CITY OF THOMPSON FALLS

Recreation + Public Prop. COMMITTEE MEETING MINUTES

Month: April, Day: 28th, 2025

Council Members Present:

Hayley Allen-Blakney
Katherine Maudsone
Shawni Vaught
Erinene Porten

City Officials Present:

Rusti Leivestad Mayor

Meeting opened at 4:01 p.m.

Others Present:

see list attached

Action/Motion made:

Concerns about food trucks being an impact to food businesses;
clarified that this meeting is not addressing any changes to
policy on food trucks. Businesses are asking for specifics
re: how special use permits guidelines/regulations.
Renew use policy for city parks update. Have questions
referred to city attorney re: ordinance 328 and application

()

Meeting adjourned at 5:44 p.m.

Sign: [Signature]

Print: Hayley Allen-Blakney, Rec. + Public Prop. Committee Chair

ATTEST:

[Signature]
Chelsea Peterson, City Clerk/Treasurer





City of Thompson Falls

Recreation Public Properties Committee Meeting
Monday, April 28, 2025, at 4:00 p.m. in the City Hall,
108 Fulton Street, Thompson Falls, MT

Agenda: City Use Policy or City Parks, Reservation Request Form, and update Resolution 603.
If you have questions, call the City Hall at 406-827-3557

Sign-in Sheet

NAME (Please Print)	WOULD YOU LIKE TO ADDRESS THE COUNCIL DURING THE PUBLIC COMMENT PERIOD, AND IF YES, WHAT AGENDA ITEM NUMBER? √ = yes	Street Address
Please Print		Please Print ~ thank you
Earlene Powell		Earlene Powell
DANIEL MOORE		Daniel Moore
RUAN DAVIS	YES	RUAN DAVIS 88 GRAY CREEK
Connie Weber		219 W. Main St.
John Mosher	yes	TFalls Mt.
Danny Moore		224 Madison
Sarah Moore		"
Cody Mosher	yes	P.O. Box 1914
Barb Mosher		PO Box 2

City of Thompson Falls

Recreation Public Properties Committee Meeting

Monday, April 28, 2025, at 4:00 p.m. in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: City Use Policy or City Parks, Reservation Request
Form, and update Resolution 603.

If you have questions, call the City Hall at 406-827-3557

City of Thompson Falls



Mayor

Rusti Leivestad

City Attorney

Timothy Goen

Ward I

Larry Lack

Raoul Ribeiro, Pres.

Ward

Kathe

Earle

March 31, 2025

Thompson Falls Archery Club
Tony Bierwagen, Pres.
65 Grimes Creek Lane
Thompson Falls, Mt. 59873

RE: Archery Club Competitive Shoot

The City of Thompson Falls will suspend the Ordinance for the Discharge of a Firearm, 5-5-2, for June 7th and 8th, 2025 at the Thompson Falls High School grounds. The purpose is to allow the Thompson Falls Archery Club to host a competitive shoot. This exemption is only for the stated dates.

Sincerely,



Rusti Leivestad, Mayor

CC: Chief Nichols

P.O. BOX 99, 108 FULTON STREET THOMPSON FALLS, MONTANA 59873-0099

PHONE: (406) 827-3557 TFL3557@BLACKFOOT.NET

Court Code Abbreviations

Case Type:

CR	Criminal
CV	Civil
SM	Small Claims
SW	Search Warrant
TK	Ticket

Case Subtype:

CA	Credit Agency
CO	Contract
LT	Landlord/Tenant
OP	Order of Protection
OT	Other Civil (non-domestic)

Citations:

45-5	Crimes — Against the Person
45-6	Crimes — Against Property
45-7	Crimes — Offences Against Public Administration
45-8	Crimes — Offences Against Public Order

Monthly Case Statistics

April 2025

All cases Pending as of April 2025

Type		Subtype	Count
Civil	29		
		Landlord/Tenant	2
		Order of Protection	26
		Other	1
Criminal	8		
			8
Search Warrant	3		
			3
Ticket	92		
			92
Total:			132

All cases Pending as of May 2025

Type		Subtype	Count
Civil	29		
		Landlord/Tenant	1
		Order of Protection	27
		Other	1
Criminal	9		
			9
Search Warrant	3		
			3
Ticket	80		
			80
Total:			121

All cases filed in April 2025

Type		Subtype	Count
Civil	1		
		Order of Protection	1
Ticket	14		
			14
Total:			15

All cases disposed in April 2025

Type		Subtype	Count
Civil	1		
		Landlord/Tenant	1
Ticket	32		
			32
Total:			33

Monthly Case Statistics

April 2025

Orders filed in April 2025

Type	Count
Summary Judgment	1
Temporary Order of Protection	1
Total:	2

Orders disposed in April 2025

Type	Count
Summary Judgment Granted	1
Temporary Order of Protection Denied	1
Total:	2

Hearing Results				Count
Result	Type	Subtype		
Hearing Held	Civil	Landlord/Tenant		1
	Civil	Order of Protection		1
	Criminal			1
	Ticket			19
Result Total:				22
Hearing Held - Continued by Defendant				
	Ticket			2
Result Total:				2
Hearing Not Held				
	Ticket			28
Result Total:				28
Report Total:				52

Monthly Activity Report

April 2025

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Cases With and Without Disposition

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
45-5	0	0	0	2	1	-1
45-6	2	0	-2	0	6	6
45-8	0	0	0	4	1	-3
DUI	0	0	0	1	2	1
ORDINANCE	5	1	-4	11	12	1
PARTNER/FAMILY MEMBER ASSAULT	0	0	0	1	1	0
SEATBELT	0	0	0	1	0	-1
SPEEDING	17	12	-5	50	57	7
TRAFFIC	6	1	-5	62	25	-37
Totals:	30	14	-16	132	105	-27
Non-Citations						
TRAFFIC	0	0	0	1	0	-1
Totals:	0	0	0	1	0	-1
Fines and Fees						
Contempt	0.00	0.00	0.00	160.00	0.00	(160.00)
Cost of Prosecution	0.00	0.00	0.00	50.00	0.00	(50.00)
Court Costs	0.00	85.00	85.00	85.00	135.00	50.00
Fine	4,200.00	2,335.00	(1,865.00)	11,774.50	9,075.00	(2,699.50)
Law Enforcement Academy	210.00	200.00	(10.00)	870.00	815.00	(55.00)
Misdemeanor Surcharge	340.00	285.00	(55.00)	1,325.00	1,240.00	(85.00)
Prosecution Fee	100.00	50.00	(50.00)	0.00	150.00	150.00
Public Defender Fee (Eff 7.1.2011)	0.00	50.00	50.00	0.00	50.00	50.00
Technology Surcharge	200.00	170.00	(30.00)	750.00	740.00	(10.00)
Victim Restitution	1,686.45	550.00	(1,136.45)	482.85	2,236.45	1,753.60
Victim Witness Admin Fee	1.00	1.00	0.00	8.00	4.00	(4.00)
Victim Witness Surcharge	49.00	74.00	25.00	414.50	221.00	(193.50)
Totals:	\$6,786.45	\$3,800.00	\$(2,986.45)	\$15,919.85	\$14,666.45	\$(1,253.40)

Citation By Officer
From 04/01/2025 to 04/30/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Derry, Michael

Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13092	4/9/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000007
13094	4/11/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000007

Finding Totals: Bond Forfeited **Citation** 2 **Fines:** 40.00

Finding: Guilty

Citation	Issued	Charge	Plea	Fine	Case
13093	4/10/2025	202401/6.2.1 202401		50.00	TK-795-2025-000007

Finding Totals: Guilty **Citation** 1 **Fines:** 50.00

Totals For: Derry, Michael **Citation** 3 **Fines:** 90.00

Citation By Officer
From 04/01/2025 to 04/30/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Nichols, Chris

Finding:

Citation	Issued	Charge	Plea	Fine	Case
12498	4/23/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008
41064	4/20/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008

Finding Totals:		Citation	2	Fines:	0.00
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Totals For:	Nichols, Chris	Citation	2	Fines:	0.00
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Citation By Officer
 From 04/01/2025 to 04/30/2025
 All Officers
 All Revisions; All Statutes
 Sorted By: Citation
 All Case Types and Sub-Types
 All Clerks

Officer: Scott, Roy

Finding:

Citation	Issued	Charge	Plea	Fine	Case
13119	4/25/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008
13119	4/25/2025	202401/61-6-302(2) [1st] 202401		0.00	TK-795-2025-000008
13120	4/25/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008
13121	4/25/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008

Finding Totals:

Citation 4 **Fines:** 0.00

Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13116	4/7/2025	202401/61-8-310(1) 202401		60.00	TK-795-2025-000007
13117	4/19/2025	202401/61-8-310(1) 202401		60.00	TK-795-2025-000007
13118	4/20/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000007

Finding Totals: Bond Forfeited

Citation 3 **Fines:** 140.00

Totals For: Scott, Roy

Citation 7 **Fines:** 140.00

Citation By Officer
From 04/01/2025 to 04/30/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Thornton, Jason

Finding:

Citation	Issued	Charge	Plea	Fine	Case
13161	4/27/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000008

Finding Totals:		Citation	1	Fines:	0.00
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Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13159	4/1/2025	202401/61-8-310(1) 202401		30.00	TK-795-2025-000007

Finding Totals:	Bond Forfeited	Citation	1	Fines:	30.00
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Totals For:	Thornton, Jason	Citation	2	Fines:	30.00
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Report Totals:		Citation	14	Fines:	260.00
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Member Securities and Safekeeping Services Joint Custody Receipt

8880 - City of Thompson Falls
PO BOX 99
103 S FULTON
THOMPSON FALLS, MT 59873

As of 3/31/2025



Acct.	Pledgor	FHLB TCD Ref. Number	CUSIP	Description	Interest Rate	Maturity Date	Amount Pledged	Current Principal	Last Update	Market Value	Market Price
5527	Glacier Bank		91282CCF6	UNITED STATES TREASURY NOTE	0.7500	5/31/2026	5,000,000.00	5,000,000.00	3/31/2025	4,815,039.00	96.301
	* Member		# of Securities:	1	Amount Totals:		5,000,000.00	5,000,000.00		4,815,039.00	
	** Agency		# of Securities:	1	Amount Totals:		5,000,000.00	5,000,000.00		4,815,039.00	

Market Values are provided as a courtesy. The Federal Home Loan Bank does not warrant the accuracy of the market value(s).

City of Thompson Falls

Planning Committee Meeting

Wednesday, May 14, 2025, at 5:00 p.m. in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: Update of the Growth Policy

If you have questions, call the City Hall at 406-827-3557