130 6th Street West, Room A
Columbia Falls, MT 59912
Phone: (406) 892-4391

October 8, 2026

Terri Dugan
Director
Flathead County Library

RE: Letter of Intent - $1 Million for Columbia Falls Library Relocation

Dear Ms. Dugan,

I am pleased to confirm the City of Columbia Falls' strong support for the relocation of the Flathead County Library from City Hall to another location in Columbia Falls. This library relocation supports City of Columbia Falls' efforts to realign limited City infrastructure to support expanding requirements for the City government, including the City Court. Acting as the Urban Renewal District Board, the City Council supported appropriating $1 million in urban renewal tax increment financing funding for this important community project.

In the Fiscal Year 2027 Capital Improvement Program, the City Council approved $1 million to support library relocation in Fiscal Year 2028. To advance the project's timeline, I will present a budget amendment on October 20, 2026, to move the appropriation to Fiscal Year 2027.

Following Council approval, the City will provide the signed budget amendment to confirm the Fiscal Year 2027 appropriation. The City is prepared to transfer 100 percent of the funds to Flathead County Library Fund to contribute to the purchase, design, and construction of a suitable and mutually agreed property that meets the needs of Columbia Falls' residents. The Urban Renewal District Fund has sufficient funds that will be available when a formal real estate purchase agreement is executed or a closing is scheduled. Because the Urban Renewal District has a termination date, the transaction must be initiated by June 30, 2028. Otherwise, the funds will be reappropriated to another eligible project that can be completed in 2029.

This letter documents the City's commitment as the Flathead County Library advances to a new Columbia Falls location. The City values the library's longstanding presence and looks forward to helping create an accessible, welcoming, and sustainable home for residents.

We appreciate your leadership and look forward to working with you throughout the relocation process.

Sincerely,

Eric Hanks
City Manager
City of Columbia Falls