

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

Regular City Commission Meeting

Mayor Kelly presiding

CALL TO ORDER: 7:00 PM

Commission Chambers Room 206

PLEDGE OF ALLEGIANCE

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Bob Kelly, Tracy Houck, Owen Robinson, Bill Bronson, and Mary Sheehy Moe. Also present were the City Manager Greg Doyon and Deputy City Manager Chuck Anderson; Deputy City Clerk Darcy Dea; Public Works Director Jim Rearden; Planning and Community Development Director Craig Raymond; Finance Director Melissa Kinzler; and, Police Chief Dave Bowen.

AGENDA APPROVAL: There were no changes proposed by the City Manager or the City Commission. The agenda was approved as submitted.

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: None.

PETITIONS AND COMMUNICATIONS

1. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

NEIGHBORHOOD COUNCILS

2. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Mayor Kelly received clarification that there are qualified candidates for the Neighborhood Council Liaison position.

BOARDS & COMMISSIONS

3. REAPPOINTMENT, PARK AND RECREATION BOARD.

Commissioner Robinson moved, seconded by Commissioner Houck, that the City Commission reappoint Lonnie Hill to the Park and Recreation Board for a three year term through December 31, 2021.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Commissioner Moe referred to the discussion about the revised policy for appointments at the May 15, 2018 Commission meeting, and commented that all applicants should be considered on their merits.

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

Mayor Kelly commented that receiving eight applications was unusual, and that he would have preferred that the Park and Recreation Board appoint applicants at the same time.

Commissioner Houck inquired if a policy was set at the May 15, 2018 Commission meeting with regard to the appointment process.

Commissioner Moe responded that her understanding was that the Commission would give high preference to members who already served on the board, but that all applicants were competing for open positions.

Commissioner Bronson commented that the board can recommend applicants who have already served; however, that doesn't bind the Commission to accept the board's recommendation. Commissioner Bronson noted that some of the applicants are involved with Future of the Falls.

Commissioner Robinson commented that his understanding of the appointment process from the May 15, 2018 Commission meeting was that an applicant would be reappointed if they wished to serve again, as well as being recommended by board members.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM BOARDS AND COMMISSIONS.

There were no miscellaneous reports and announcements from members of boards and commissions.

CITY MANAGER

5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

City Manager Greg Doyon reported that:

- The Official Code of the City of Great Falls (OCCGF) Title 17, Land Development Code, was distributed to the Commission for its review with regard to concerns about the development process.
- Great Falls Fire Rescue has eight firefighters that will begin paramedic training through the Great Falls College Montana State University.
- Planning and Community Development had provided a report of valuation information for Building Permits. At the end of 2018 there was \$117 million, and the previous year was under \$80 million.

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

- Since there was no work session for January 2, 2019, the Walkability Study will be rescheduled to an upcoming work session. Discussion regarding the board appointment policy will be added to an upcoming work session.
- Mayor Kelly received clarification that a map will be attached to the Bootlegger Speed Study.
- Manager Doyon expressed appreciation to Deputy City Manager Chuck Anderson, Executive Assistant Krista Artis, and Staff for their efforts with regard to City 101.

Deputy City Manager Anderson reported that the last City 101 meeting was held on December 27, 2018, which included Library and Park and Recreation updates. The attendees benefited from the class, and have a better understanding of the operations of the City. Once hired, the Communications Specialist could be utilized in the next City 101 class. There is a possibility of having two classes a month, as well as doing site visits to areas across the City that may not be as well known.

Mayor Kelly explained that the positive feedback from the attendees was due to Deputy City Manager Anderson's leadership, as well as the Department Heads' preparation for each City 101 meeting.

CONSENT AGENDA.

6. Minutes, December 18, 2018, Commission meeting.
7. Total expenditures of \$3,078,795 for the period of December 6, 2018 through December 19, 2018, to include claims over \$5,000 in the amount of \$2,767,195.
8. Contracts list.

Commissioner Houck moved, seconded by Commissioner Bronson, that the City Commission approve the Consent Agenda as submitted.

Mayor Kelly asked if there were any comments from the public or any discussion amongst the Commissioners.

Referring to Agenda Item 7, Mayor Kelly received clarification that the Library Boiler replacement being done by McKinstry Essention, LLC was almost complete.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

PUBLIC HEARINGS

JOURNAL OF COMMISSION PROCEEDINGS

January 2, 2019

9. **LEASE AGREEMENT WITH THE CHILDREN'S MUSEUM OF MONTANA FOR THE PROPERTY LOCATED AT #22 RAILROAD SQUARE.**

City Manager Greg Doyon reported that the Lease Agreement is to consider a renewal term for the Children's Museum of Montana (CMOM) that is leasing property formally known as the Zellerbach Building from the City. On December 2, 2003, the Commission approved a lease agreement for 15 years with an automatic five year renewal. The renewal expires November 20, 2023 and does not include another automatic renewal term. The term and language were modified in the agreement to better reflect current agreements, as well as insurance amounts were verified.

Mayor Kelly declared the public hearing open.

No one spoke in support of or opposition to a Lease Agreement with the Children's Museum of Montana.

Mayor Kelly closed the public hearing and asked the will of the Commission.

Commissioner Bronson moved, seconded by Commissioner Robinson, that the City Commission approve a Lease Agreement with the Children's Museum of Montana for the property located at #22 Railroad Square.

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Bronson received clarification that the CMOM was subletting a portion of the property with the consent of the City, and that the CMOM needs that revenue to keep the museum operating.

Commissioner Moe expressed support with regard to extending the lease with the CMOM, and commented that the museum is a wonderful addition to the community.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

10. **RESOLUTION 10274, DECLARING CERTAIN PROPERTY LOCATED AT 520 8TH AVENUE SOUTH, A NUISANCE, ORDER THE NUISANCE BE ABATED AND AUTHORIZE CITY STAFF TO FORCE ABATEMENT IF NECESSARY.**

Planning and Community Development Director Craig Raymond reported that this item declares certain conditions located at 520 8th Avenue South a public nuisance. The Official Code of the City of Great Falls (OCCGF), Title 8, Chapter 49, provides for a process for dealing with nuisances which impact the public health and welfare. The property has been the subject of verbal complaints since 2013, and the City received a formal complaint in October, 2017. Some violations have been remedied since the most recent complaints have been filed; however, other violations continue to exist. The owners of the subject property have resisted City efforts to investigate existing violations. City staff has worked with the owners by giving them generous amounts of time to complete the

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

cleanup and repair the premises. There has been some progress; however, it has not been sufficient to give Staff any confidence that the cleanup and removal of all violations will be completed in a reasonable amount of time.

Mayor Kelly declared the public hearing open.

No one spoke in support of or in opposition to Resolution 10274.

Mayor Kelly closed the public hearing and asked the will of the Commission.

Commissioner Houck moved, seconded by Commissioner Bronson, that the City Commission adopt Resolution 10274, Declaring Certain property located at 520 8th Avenue South, Lot 6 Block 499, Great Falls Original, Cascade County, Montana, a Nuisance, order the Nuisance be abated and authorize City staff to force abatement if necessary.

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Houck received clarification that the property owners' recreational vehicle (RV) is not currently licensed, and that it is a violation for the property owners' to live in the RV on a single-family residential lot.

Commissioner Moe received clarification that both property owners, Mr. Brainard and Mr. Guidotti, were notified of the violations; however, the RV has not been licensed, and the property owners live in the RV.

Mayor Kelly commented that citizens have responsibilities when they live in a community, and hopes that by declaring a nuisance, the property owners will find the resources to complete repairs and change their situation.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

OLD BUSINESS

NEW BUSINESS

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

ORDINANCES/RESOLUTIONS

11. RESOLUTION 10281, DELEGATING THE GREAT FALLS PUBLIC WORKS DEPARTMENT AUTHORITY TO ESTABLISH AND MAINTAIN TRAFFIC CONTROL DEVICES.

Assistant City Attorney Joe Cik reported that this item would delegate the Public Works Department authority to establish traffic control devices with appropriate Montana Department of Transportation (MDT) approval.

Commissioner Houck moved, seconded by Commissioner Robinson, that the City Commission adopt Resolution 10281.

Mayor Kelly asked if there were any comments from the public, or any discussion amongst the Commissioners.

Commissioner Robinson received clarification the Commission could continue to make suggestions with regard to making changes to traffic control devices.

Commissioner Moe received clarification that the MDT would perform its own traffic study with regard to making changes to traffic control devices.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

CITY COMMISSION

12. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Commissioner Moe expressed condolences with regard to the passing of Dick Bennett. Commissioner Moe commented that Mr. Bennett was a wonderful public servant and businessman who will be sorely missed.

13. COMMISSION INITIATIVES.

There were no Commission initiatives.

ADJOURNMENT

JOURNAL OF COMMISSION PROCEEDINGS
January 2, 2019

There being no further business to come before the Commission, **Commissioner Moe moved, seconded by Mayor Kelly, to adjourn the regular meeting of January 2, 2019, at 7:40 p.m.**

Motion carried 5-0.

Mayor Bob Kelly

Deputy City Clerk Darcy Dea

Minutes Approved: January 15, 2019