

JOURNAL OF CITY COMMISSION WORK SESSION
August 6, 2019

City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 5:30 p.m.

CITY COMMISSION MEMBERS PRESENT: Bob Kelly, Bill Bronson, Mary Sheehy Moe, Tracy Houck, and Owen Robinson.

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; Assistant City Attorney Joe Cik; Budget Analyst Kirsten Myre; Human Resources Director Gaye McInerney; Public Works Environmental Division Manager Paul Skubinna; and, City Clerk Lisa Kunz.

PUBLIC COMMENT

Shyla Patera, 1013 7th Avenue NW, expressed safety concerns with regard to the Children's Museum possibly relocating at the former Natatorium site. Ms. Patera further expressed concern about pedestrian safety, noting that a citizen in a wheelchair was fatally hit by a vehicle today. She urged the Commission to consider accessible sidewalk and parking policies for the community.

2. CHILDREN'S MUSEUM BUILDING UPDATE

Children's Museum Executive Director Sherrie Neff provided the attached handout and discussed highlights that included:

- Strategic Plan
- Administrative Goals
- Design Goals
- Infrastructure Goals
- Mission
- Vision
- Core Values
- Internally – Quality
- Externally – Customer Satisfaction
- Personally – Integrity
- Quality
- Customer Satisfaction
- Integrity
- Design Phase Final
- Community suggestions and requests added to the design

Children's Museum Executive Director Neff introduced Board members: President Sara Lautenschlager, Member at Large Stacy Hoehn and Treasurer Julie Downey.

Commissioner Houck expressed support that Ms. Neff is considering commercial property and underutilized park space, as well as taking into consideration location accessibility by the public transit system.

Commissioner Moe commented that the Children's Museum of Montana has made a name for itself throughout the state, and hopes that children will remain the primary focus.

Commissioner Robinson commented that he was enthused about their plan and doing new things. He cautioned Director Neff about building at the Natatorium location due to spring water under the property.

City Manager Greg Doyon clarified that the Children's Museum is not looking to use the existing Natatorium building, only the property for consideration. The Board will do its due diligence in making sure the soils are appropriate for the type of construction that it wants to do. The existing Natatorium building will be demolished.

2. MS4 PROGRAM UPDATE

Public Works Environmental Division Manager Paul Skubinna reviewed and discussed the attached PowerPoint slides covering the background and history of the Municipal Separate Storm Sewer System (MS4) program, MS4 compliance investment by requirement origin, MCM-1 public education and outreach, MCM-1 requirements and highlights, MCM-2 public involvement and participation, MCM-2 requirements and highlights, MCM-3 illicit discharge detention and elimination, MCM-3 requirements and highlights, MCM-4 construction storm water management, MCM-4 requirements and highlights, MCM-5 post-construction storm water management, MCM-5 requirements and highlights, MCM-6 pollution prevention/good housekeeping, MCM-6 requirements and highlights.

Environmental Division Manager Skubinna reported that the December, 2018 DEQ Program Audit resulted in a 31 page inspection summary from DEQ, that included 10 areas of commendable effort, 18 opportunities for suggested improvement and seven inadequacy findings contributing to one violation. He concluded that the City responded to DEQ's audit letter and in July, 2019 received a response of "no further information" required.

DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon reported that the August 20th work session will consist of a code review of OCCGF Title 17, Chapter 12, and possibly another topic from the Master Work Session Topic List.

He provided a continuation of ongoing updates on the Animal Shelter that included:

- He met with Maclean-Cameron Animal Adoption Center Board of Directors John Huber and Libby Winderl on Monday for the purpose of introductions and to get to know a little bit more about their interest in a potential partnership.
- Deputy City Manager Chuck Anderson provided him a draft summary of his visit to Heart of the Valley. Deputy Manager Anderson created a comparison sheet that contains the services of the Animal Shelter, Heart of the Valley, and MacLean Animal Adoption Center. He has asked MacLean to fill in some holes in the comparison sheet and, when

returned, he will discuss the similarities and differences with the Commission.

- Over the next several months he is hoping to get animal baseline data to see what the opportunities are.
- He also asked MacLean to provide a proposal for services. He will need more information before preparing the scope for a proposal.
- He asked that people be patient. It will take several months to gather data and have conversations to figure out the best course of action.

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal work session of August 6, 2019 at 6:50 p.m.

- **STRATEGIC PLAN**

At this time in our journey, we have set up three specific goals as our strategic plan to ensure we can continue our mission and see our vision to fruition.

1. DEVELOP AND STRENGTHEN OUR ADMINISTRATIVE CAPACITY
2. DEVELOP AND MARKET OUR “BRAND” AND MASCOT
3. CONTINUE TO IMPROVE OUR CURRENT MUSEUM WHILE OFFERING WORLD CLASS SERVICE TO OUR GUESTS
4. BUILD AN INNOVATIVE MUSEUM THAT USES THE LATEST TECHNOLOGY TO TEACH OUR GUESTS THE HISTORY AND CULTURE OF MONTANA WHILE ENFORCING EDUCATIONAL CURRICULUM THROUGH GAMES

ADMINISTRATIVE GOALS

According to our Strategic Plan, we will create a stronger administrative development and capacity, to create our innate ‘Brand’ and mascot for a stronger marketing strategy and finally to build an innovative museum that meets the needs of our community and state. Montana lacks an overall child development attraction that has the power to bring in tourism dollars from all over the globe. Our state needs a museum that the mere mention of its name has most of our country responding, “Yes, I have been there. You really must go!”

Our efforts to raise funds for personnel development follows our Core Values as well as our Strategic Plan. Customer service requires the highest skilled and experienced staff to manage the day to day operations at the museum. We have a strong team that is passionate to stay cutting edge of best practices and being the best, we can be. Quality is a core value at CMOM that inspires us to design a “world class” museum for all ages. To use innovative technology to enhance the educational aspects of the museum making them fun and therefore easier to learn.

Integrity is our highest Core Value. It is the glue that keeps our team together, our mission accomplished every day and our vision possible. Thank you for taking a little time getting to know CMOM. We are very proud of being the Children’s Museum of Montana and serving all of Montana.

Global and national marketing targets identified in the research for the “Destination Brand Research Study” Developing a “Brand and Mascot” will be the foundation to our marketing for future success and sustainability.

Target areas identified by season is New York in the summertime and LA in the wintertime.

The surveys in the research showed most of these tourist interested in Montana but not visiting yet were worried about Accessibility (cost and time) and Comfort. They also wished for more Urban entertainment or attractions.

We will saturate these areas with information about our very comfortable five-star resort and more affordable hotels. We feature our sister museums and other attractions. We market to these tourists.

Continued improvement and repairs to current museum facility until new museum is built. We will continue to improve our customer service and professional skills.

DESIGN GOALS – new museum

The design is to encompass the spirit and hard work of our capitalistic economy that has inspired the founding, establishing and growth of Great Falls and all of Montana. It is to inspire pride and passion for learning, especially about our home.

Designing innovative technology that teaches the children standardized testing information through games is fundamental. We see the augmented reality (AR) platform as the best efficiency with the ability to grow and metamorphose for continuous growth.

To increase awareness of innovative technology that reduces carbon footprint, reduces energy costs and creates a sustainable future for the museum, we do have a Net Zero Goal.

While ADA Standards will be met, we would like to do more to be inclusive per our core values. The design should reflect the thought of our disable visitors at its heart, not as an afterthought. Even our Parkour course will be designed to have fun and exciting opportunities for physically handicapped visitors.

INFRASTRUCTURE GOALS

The space needed for internal exhibits is approximately 40,000 sq ft. This will be specific age range areas (covering math, science and history games), performing arts area, Parkour area, traditional/technical skill labs, maker space, industry exhibits and café.

Age specific areas consist of:

- 0 – 4 years old “Whoville” 300 sq ft.
- 4 – 9 years old 5,200 sq ft.
- 9 – 14 years old 5,200 sq ft.

- **MISSION**

Hands-on play has proven to enhance child development, our mission is to *“Ignite a passion for lifelong learning through hands-on exploration.”*

- **VISION**

Offer an experience to all guests of all ages to feel a passion for lifelong learning through interactive exhibits that teach interesting and often not well-known facts of the history and industries within Montana history, today and the future.

CORE VALUES

22 Railroad Square, Great Falls, MT 59401
Cell (406) 564-8070
Office (406) 452-6661

INTERNALLY – QUALITY

As a team our **optimism** and strive for **continuous improvement** produce **innovative, creative, effective** and **adaptable** solutions to overcome any and all obstacles.

EXTERNALLY – CUSTOMER SATISFACTION

As a team we will **serve our community** by being **inclusive, respectful of all, kind, courteous, and loyalty to our Valued Relationships**. We will work for **collaboration** to better serve the community.

PERSONALLY – INTEGRITY

Every member of the staff and directors of the board will personally devote their mind and actions to **integrity** through ethical **accountability, honesty, and trust**. It is the most important of our core values. Integrity is required in all activities inside and outside organization at all times. We must be authentic and sincere to be the best we can possibly be.

QUALITY

- **Optimism**
- **continuous improvement**
- **innovative**
- **creative**
- **effective**
- **adaptable**

CUSTOMER SATISFACTION

- **serve our community**
- **inclusive**
- **respectful of all**
- **kind**
- **courteous**
- **loyalty to our Valued Relationships**
- **collaboration**

INTEGRITY

- **ethical**
- **accountability**
- **honesty**

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- trust
- authentic
- sincerely be the best we can possibly be

DESIGN PHASE FINAL:

- Net Zero Goal and sustainable exhibits to teach
- ADA – more than minimum requirement, make it easy and flow as a priority
- Use of Native plants and rocks for aesthetics
- Local contractors everywhere possible for the build
- Permanent historical exhibits.
 - Indian Nations
 - Mining
 - Timber
 - Military
 - Ranching
 - Farming
 - Railroad
 - State/Nation Parks
 - Hydro-electric and dams

An exhibit will touch on the Lewis & Clark, CM Russel and Art but then direct the visitor for more in depth to visit our sister museums: Interpretive Center, CM Russell Museum and Paris Gibson Square Museum of Art.

- Revolving educational exhibits.
 - K-12
 - Basics for each grade to be successful per the standardized tests
 - Advanced for each grade to ignite the passion of the gifted
- Greenhouse
- Small youth performing arts theatre and municipal auditorium
 - Performances and drama
 - Competitions
 - Science and robotics
 - Dance – a – thons
 - Battle of the Bands
 - Public Speaking events
 - Dance recitals
 - Theatre group practice and performances
- Continue and grow “Sensory Street” for our special needs’ exhibits (remembering both over and under stimulated on the spectrum)

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- Recycling and exhibits to teach

Community suggestions and requests added to the design -

Exhibits

- Parkour
- Rube Goldberg Room – all simple machines are available to work
- Project Space – Pre-teens & Young adult spaces with equipment to build.
 - Computers
 - Wood projects
 - Metal projects
 - Basic mechanizing
 - Drafting
 - Coding, Robotics, engineering
 - Photography – digital and old school
- Fishing program
- Climbing, Skiing, Snowboarding, etc. “Appropriate Risk Taking” program in conjunction
- Magic

Community Services

All space that can be used for multiple purposes will be scheduled to fill the needs.

- Mentor/Tutoring space and program
- Commercial Kitchen/Café/Hands-on basic cooking classes
- Maker Space
- Laser tag
- Mini golf
- Bicycle race events
- Youth Government and Debate Club
- Dungeons and Dragons Club
- Day Care

Events offered in the performing arts theatre

- Traveling events
 - Dinosaurs
 - Movie sets
 - Performances

There will also be a name change and a mascot before planning our opening day!

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CITY OF GREAT FALLS MS-4 PROGRAM UPDATE

Commission Work Session August 6, 2019



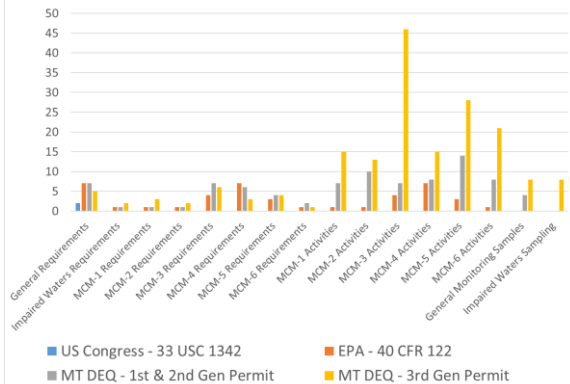
Background & History of MS₄

- Federal Water Pollution Control Act (1948)
- Clean Water Act(s) (1972 and 1977)
- **Water Quality Act, Section 402(p)(3)(B) (aka Clean Water Act 33 USC 1342; 1987)**
- Great Falls Codified related storm drain requirements (Title 13; 1989)
- EPA promulgates Phase I Regulation (1990)
 - ✓ Effects large and medium with pop. >100,000
- City of Great Falls Codified its MS-4 program (1993)
 - ✓ Title 13 Chapter 24.
 - ✓ 1989 Storm Drain Master Plan, and
 - ✓ 1990 Storm Drain Design Manual
- EPA promulgates "Phase II" Regulation (1999)
 - ✓ Effects small with pop. < 100,000 as designated by DEQ

Background & History of MS₄

- DEQ promulgates rules designating seven large cities and others with pop >10,000 as regulated small MS₄s (2003)
- Montana DEQ issues first 5-year MS-4 MPDES discharge permit (2004, Great Falls is Authorization #MTR000004)
- City of Great Falls updated MS-4 program to meet DEQ permit (2007)
 - ✓ Title 17, Chapter 16 Articles 21 & 22, and Chapters 48 and 52.
- Montana DEQ issues 3rd generation 5-year MS-4 MPDES discharge permit (2017)

MS-4 Compliance Investment by Requirement Origin



In other words....



MCM-1 : Public Education & Outreach

Purpose of MCM-1:

- Provide education & outreach about storm water pollutants, the impacts the pollutants can have in the community and natural resources, and how to reduce/prevent them.



MCM - 1 Requirements and Highlights

Requirements

- Identify target audiences in the MS4
- Use web page to educate
- Develop and distribute targeted outreach materials

Activities

- Web page updates
<https://greatfallsmt.net/publicworks/environmental>
- GFPS STEAM and Regional Science Fair
- Town Hall Meeting
- Training for Industries



MCM-2: Public Involvement & Participation

Purpose of MCM-2:

- Provide the public with opportunities to play an active role in both the development and implementation of the storm water program.



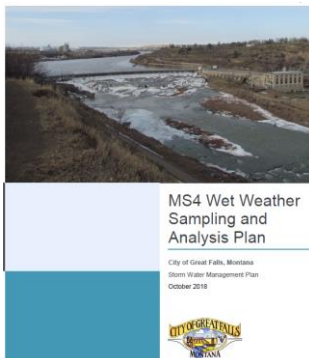
MCM - 2 Requirements and Highlights

Requirements

- Identify ways to involve target audiences in development an implementation of the SWMP
- Use web page to involve

Activities

- Storm Drain Design Manual Stakeholder group
- Townhall meeting
- Contractor and developer 1 on 1
- Formal public notice inviting public comment.



MCM-3: Illicit Discharge Detection & Elimination

Purpose of MCM-3:

- Detect & eliminate non-storm water discharges from entering the MS4's storm drain system and receiving waters.



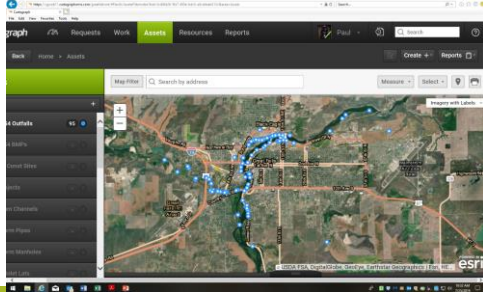
MCM - 3 Requirements and Highlights

Requirements

- Develop, implement and enforce a program to detect and eliminate illicit discharges into the MS4.

Activities

- Integrate investigations and reporting with technology
- Internal training
- Dry weather Screening
- System Mapping
- Non-storm water discharges



MCM-4: Construction Storm Water Management

Purpose of MCM-4:

- Control discharges of a potentially wide variety of pollutants from construction sites.



MCM-4 Requirements and Highlights

Requirements:

- Develop, implement and enforce a program to reduce pollutants in storm water runoff from construction activities disturbing greater than one acre.
- "Maximum Extent Practicable" and "Common Plan of Development".

Activities:

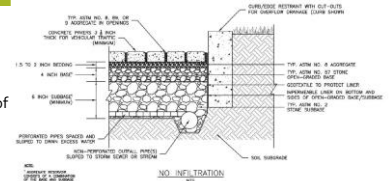
- Implement City Code
- Provide Technical Assistance
- Prioritize sites and conduct inspections
- Integrate program requirements with development review process
- Integrate program management with technology
- Residential Erosion Control Permits



MCM-5 : Post-Construction Storm Water Management

Purpose of MCM-5:

- Control discharges of pollutants from developed areas.



MCM-5 Requirements and Highlights

Requirements:

- Develop, implement and enforce a program to address storm water runoff from new development and redevelopment projects that add or modify greater than 15,000 sf.
- Retain or treat and release the first 0.5 inch of precipitation

Activities:

- Implement City Code
- Statewide BMP Manual, 2017
- Provide Technical Assistance
- Maintenance Agreements
- Integrate program requirements with development review process
- Integrate program management with technology
- Internal and external training



MCM-6: Pollution Prevention/Good Housekeeping

Purpose of MCM-6:

- Ensure that existing City operations are performed in ways that minimize contamination of storm water discharges.



MCM-6 Requirements and Highlights

Requirements:

- Develop and implement an operation and maintenance program which includes a training component, and has the ultimate goal of preventing or reducing pollutant runoff from permittee operations.

Activities:

- Training, training anda little more training.
- Develop & implement SOPs to minimize pollutant discharges.
- Ensure proper material storage and waste disposal.
- Street sweeping programs.



December 2018 DEQ Program Audit

- Three inspectors for two days focused on 3 of 6 MCMs
- Pre, during and post documents requests about 1,400 dox produced
- Records review and field inspection
- 31 Page Inspection summary from DEQ
- DEQ acknowledged 10 areas of commendable effort
- 18 opportunities for suggested improvement
- 7 inadequacy findings contributing to one violation
- The City responded on May 17 and June 28 and received "No Further Information" letter on July 19

How you can help

- We are currently seeking events, organizations and partners to collaborate with to provide education and outreach and help steer the City's program.
- Promote public events (i.e. MApril cleanup)
- Code revisions for Administrative vs. Criminal Enforcement
- Updated Storm Drain Design Manual
- Support City sponsored training for stakeholders
- Notify us if you see something besides storm water in the system. 727-8390
- Support staff doing a necessary but difficult and unpopular job.



Questions, Comments & Suggestions?

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