

# JOURNAL OF COMMISSION PROCEEDINGS

June 18, 2024

Regular City Commission Meeting

Mayor Reeves presiding  
Gibson Room 212

**CALL TO ORDER:** 7:00 PM

**PLEDGE OF ALLEGIANCE**

**ROLL CALL/STAFF INTRODUCTIONS:** City Commission members present: Cory Reeves, Joe McKenney, Rick Tryon, Shannon Wilson, and Susan Wolff. Also present were City Manager Greg Doyon; Public Works Director Chris Gaub; Finance Director Melissa Kinzler and ARPA Project Manager Sylvia Tarman; Park and Recreation Director Steve Herrig; City Attorney David Dennis; Fire Chief; Police Captain Doug Mahlum; and City Clerk Lisa Kunz.

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

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS:** None.

1.

## **PROCLAMATIONS**

34<sup>th</sup> Annual Lewis & Clark Festival [June 21-22, 2024], Community is Stronger than Cancer Day [June 28, 2024], and Juneteenth [June 19, 2024].

Commissioner Wolff stepped out at 7:05 pm and returned to the meeting at 7:07 pm.

## **COMMUNITY INITIATIVES**

2.

### **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM CITY COUNTY HEALTH DEPARTMENT.**

Lacy Gallagher, Health Education Specialist, reported that the top five cancers in Montana in men are prostate, lung, colorectal, urinary/bladder and skin; in women, it is breast, lung, colorectal, uterus and skin. The number one cancer death for men and women in Montana is lung cancer. Early diagnosis and treatment is key.

She further reported that the Human Papilloma Virus (HPV) causes several types of cancer. It causes cervical cancer in women and head and neck cancer in men. She expressed the importance of being screened and to visit healthcare providers every year, as well as immunizing children to protect against cancer. The target around the world was set the same with a goal to eradicate cervical cancer by the year 2030. Only Australia is on target to eradicate HPV cancers in 2030.

3.

## **PETITIONS AND COMMUNICATIONS**

**Tom Moore**, Superintendent of Great Falls Public Schools, commented that he has served this community for the last 17 years as a District Administrator and has worked closely with a number

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of City officials. The City and the School District are in good shape because of the people leading – both the School Board and the City Commission – and the people employed that do the work daily to serve the citizens. He expressed appreciation for the diligence this City commits to making sure the children are safe.

Superintendent Moore concluded that it has been a pleasure to serve. On behalf of the School District and in appreciation, he provided each member of the City Commission with a “You Make a Difference Coin.”

**Christine Straight**, City resident, discussed what she experienced when she returned to Great Falls on Sunday after attending a Pride Parade in Missoula. Stickers were placed all over the city stating white lives matter and the LGBTQ is a disgusting community. She took exception to Mayor Reeve’s comment that he supports equal rights and his decision not to issue a Pride Month proclamation.

**Danni Altenburg**, City resident, discussed pride being for everyone in the community, not just the LGBTQ community. Pride is about being unified and involved in the community. The lack of support by the City Commission seems to her to have opened the door for more hate. She urged Mayor Reeves to reconsider issuing a Pride Month proclamation.

**Eric Bakley**, City resident, commented that 30 years ago he worked for the Public Access Station in Billings. It is the simplest form of free speech and allows the community to share their views through public access. He inquired what is needed to apply for that position in Great Falls.

**Sharon Patton-Griffin**, Cascade County resident, commented that she is a lifelong lover of the Great Falls Public Library. She discussed Cascade County’s unexperienced election administrator that resulted in improperly conducted elections, a court appointed monitor, and lawsuits, and the Mayor’s negative national press coverage for not issuing a Pride Month proclamation for the LGBTQ+ community.

**Jeni Dodd**, City resident, requested City assistance in asking petition signature gatherers to move out of the Farmers Market rented boundaries. She would hate to see the Farmers Market impacted.

## NEIGHBORHOOD COUNCILS

### 4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

## BOARDS AND COMMISSIONS

### 5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

### 6. APPOINTMENT TO THE LIBRARY BOARD.

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Mayor Reeves reported that the Library Board is comprised of five members who are appointed by the City Commission. The Board oversees the Library policies and operations including book policies and service to the City, County, and Pathfinder Federation of Libraries. Members serve for five-year terms, but no more than two full terms in succession, exclusive of time served on any unexpired term.

During the October 3, 2024 meeting, the City Commission appointed Ms. Johnson to fill a partial term through June 30, 2024, to replace a board member that moved out of state. Ms. Johnson is eligible and interested in reappointment for a full five-year term.

In accordance with Resolution 10524, City staff advertised for the upcoming vacancy through May 15<sup>th</sup> and received applications from six new citizens and an updated application from Ms. Johnson. All of the candidates were interviewed by the City Commission during Special Work Sessions on June 12<sup>th</sup> and June 18<sup>th</sup>.

**Commissioner Wilson moved, seconded by Commissioner Wolff, that the City Commission appoint Ashlyn Maczko to the Library Board for a five-year term through June 30, 2029.**

Mayor Reeves asked if there were any comments from the public.

**Sharon Patton-Griffin**, Cascade County resident, commented that the incumbent Library Board member has shown herself to be a Library critic and not a Library lover. Several other candidates have extensive experience as librarians, in public service, or in other applicable areas, plus have an appreciation for the importance of the Library to the community. Selecting the lower qualified candidate, who has no positive Library Board actions to her credit, will not help the problems facing the City Commission. She urged the Commission to choose a candidate that would represent the community that passed the Library levy and not the small group of naysayers.

**Ken Robison**, 315 Lamplighter Lane, commented that he was a teenager when Alma Jacobs was a librarian. Her service to the community, battling through two defeated bond issues, for the 70+ year old Library has served the community well. It has been served well because of good leadership appointed by the City Commission.

**Karin Diehl**, 315 Lamplighter Lane, is in support of an appointment that is proactive in doing what is right for the Library. It is important to have someone positive and work in the best interest of the people that use the Library.

**Gerry Jennings**, City resident, commented that she supports the motion, but would not support a substitute motion for the appointment of Noelle Johnson.

**Don Ryan**, 2101 7<sup>th</sup> Avenue South, noted he was a County Commission ex-officio member of the Library Board. He urged the Commission to appoint someone that understands the issues and is willing to work as hard as the current Library Board members.

**Keith Duncan**, City resident, requested the Commission reject the current motion on the floor, and appoint Noelle Johnson to a full term as a trustee on the Library Board. She has been an outstanding addition the last seven months. She has a master's degree in education, with emphasis in reading

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and literacy. She was an elementary school teacher for 18 years. For 10 of those years, in Title 1 reading intervention. Noelle has brought a refreshing perspective and balance to the Library Board.

**Kathie Hansen**, 4601 Flood Rd, supports the appointment of Noelle Johnson. She wants Noelle Johnson to continue to represent the residents who are looking for equilibrium in our community. She suggested looking at how the Library is being run. She wants it to be responsible to every citizen in the community.

**Paavo Hall**, City resident, commented that all he has heard about Noelle Johnson brings back memories of last June's Library levy where there were several billboards with messages of contagious public lunacy aimed at discrediting the Library.

**Echo Galloway**, 202 Sun Prairie Rd, commented that she went to Noelle Johnson after being recommended some books from the Bookmobile librarian that contained swear words. As an 11-year old, she was offended that she could not enjoy those books. Noelle told her to write a paper and bring it to the Library Board's attention that books with swear words should be removed and not recommended to children. She returned the books but did not fulfill the task of reporting her complaint. She urged the Commission to appoint Noelle Johnson to continue in her position on the Library Board. She is her voice and represents her values and standards.

**Alice Klundt**, City resident, commented that at the Library Board meetings she has attended Noelle Johnson has not done her homework. Other applicants would better serve the Library and the patrons.

**Jeni Dodd**, City resident, was pleased that Noelle Johnson wanted to continue to represent the public on the Library Board. The task of a Board member is to represent the public and not the institution. With Noelle on the Board, the citizens of Great Falls have a voice, accountability and transparency. Ms. Dodd suggested Noelle is the most qualified candidate because she is currently a board member.

Written public comments were received from **Tamara Bistodeau**, 3120 8<sup>th</sup> Avenue North, recommending the appointment of Ashlynn Maczko or Bob Kelly to the Library Board.

Written public comments were received from **Gordon Whirry, Jim Heckel**, 3012 Carmel Drive, **Aaron Weissman, Pam Guschausky**, 1523 1<sup>st</sup> Avenue South, **Mark and Rosemary Semmens**, 3908 17<sup>th</sup> Avenue South, **Lynette Scriver-Colburn, Carol Bradley, Tom Lyons, email with no name provided, Elizabeth Jennings, Debra Erwin**, 500 28<sup>th</sup> Avenue NW, **Steve Erwin, Carl Donovan, Paavo Hall**, 2910 5B Street NE, **Randall Knowles, Bob Norbie, Anne Martinez, Jane Weber, Suzanne Porter** and **Nora Flaherty-Gray** expressing support for the appointment of Bob Kelly to the Library Board.

Written public comments were received from **Josh Ewald, Dan and Wendy Wilkinson**, 1705 4<sup>th</sup> Avenue North, **Gerry Jennings, Camille Consolvo**, 2717 3<sup>rd</sup> Avenue North, **Sara Buley**, 913 25<sup>th</sup> Avenue SW, **Matt Lyons** and **Jasmine Taylor** in support of Bob Kelly, Sandor Hopkins and Ashlynn Maczko as candidates for the Library Board.

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Written public comment was received from **David Saslav** and **Sharon Stearns** expressing support for the appointment of Bob Kelly or Sandor Hopkins to the Library Board,

Written public comment was received from **Lucretia Humphrey** urging the Commission to look for qualifications, not a placeholder for one small aspect of the community.

Written public comments were received from **Renaë Munson, Ron Staley, Brian Cayko, Beth McDonough, Ginny Rogliano, Casey Cummings,** and **Tony Rosales** expressing support for the reappointment of Noelle Johnson.

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

Commissioner Wolff supports the nomination of Ashlynn Maczko and discussed her educational and professional background. Ashlynn stood out amongst the six wonderful candidates that were interviewed and has the qualifications to do this job well.

Commissioner Tryon also was impressed with Ms. Maczko's interview and her qualifications, but does not support her nomination for appointment to the Library Board. He suggested there be no more personal attacks, smears and guilt by association against someone who is volunteering their time to serve on a board. People may disagree with Noelle Johnson, but should not get up in public and smear her personally.

Commissioner Wilson was impressed with the quality of candidates. It is the duty of the City Commission to pick the best, most qualified person, and that person is Ashlynn Maczko.

Commissioner McKenney commented that all of the applicants were qualified. Because Ashlyn is also qualified to be a Library Director, he does not think she is the best applicant for the Library Board.

Mayor Reeves commented that all applicants did a phenomenal job during their interviews. Moving forward, he thinks Noelle Johnson would be best suited and is eligible for appointment to the Library Board.

There being no further discussion, Mayor Reeves called for the vote on the appointment of Ashlynn Maczko to the Library Board.

Motion failed 3-2 (Mayor Reeves and Commissioners McKenney and Tryon dissenting).

**Commissioner Tryon moved, seconded by Commissioner McKenney, that the City Commission reappoint Noelle Johnson to the Library Board for a five-year term through June 30, 2029.**

Mayor Reeves asked if there were any comments from the public.

**Jane Weber**, City resident, commented that the Commission is in a very different position than it was last year when the Commission reappointed Anne Bulger and made the new appointment of Noelle Johnson. With the failed public safety levy, the situation has changed. It has been mentioned

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by Commissioner Tryon of shifting the 7 mills provided to the Library under a joint agreement and possibly using those funds for public safety. Removing the Library from the City and having the Library go out on its own has also been suggested. If that happens, the Library will need to obtain insurance, IT specialists and HR specialists. If the 7 mills are revoked, the Library Board will have serious decisions to make. A new skillset is needed and needs to be considered by the City Commission for this appointment. One applicant has the knowledge and experience to help guide those financial decisions. She suggested Bob Kelly has that experience and is the best choice.

**Turner Graybill**, City resident, commented the Library should continue to be a great Library. The right answer is to appoint Bob Kelly.

**Marilyn Schnider**, City resident, urged the Commission to appoint Bob Kelly. He has proven himself to be a dedicated public servant who has focused on the needs and problems in Great Falls. He is a grounded leader, intent listener and attentive collaborator. He is fair minded and knowledgeable of the Library's environment, structure and needs, having served as ex-officio on the Library Board for several years.

There being no one further to address the Commission, Mayor Reeves asked if there was additional discussion amongst the Commissioners.

**Commissioner Wilson moved, seconded by Commissioner Wolff, to amend the motion on the floor by striking the name Noelle Johnson and inserting the name Bob Kelly.**

Mayor Reeves asked if there was additional public comment on the motion to amend the motion on the floor.

Speaking in support were: **Ken Robison, Melissa Smith, Gerry Jennings, Karin Diehl, Carol Seltzer, Paavo Hall, Jane Weber, Alice Klundt, Steve Seltzer, David Saslav, Chuck Jennings, Marilyn Schnider, Sharon Ashburn, Carolyn Craven, Mark Good and Danni Altenburg.**

Speaking in opposition were: **Judith Mortenson, Jeni Dodd, Keith Duncan, Jason Olthoff, Echo Galloway, Kathie Hansen, Lola Galloway, Ron Staley and Christopher Smith.**

There being no one further to address the Commission, Mayor Reeves asked if there was additional discussion amongst the Commissioners on the motion to amend.

Commissioner Wolff supports the motion to amend. Bob Kelly brings the knowledge needed to work through the issues going forward.

City Attorney David Dennis reminded the Commission that they are voting on the motion to amend, and not an amended motion because there is no amended motion at this time.

Mayor Reeves called for the vote on the motion to amend the main motion by striking the name Noelle Johnson and inserting the name Bob Kelly.

Motion failed (Mayor Reeves and Commissioners McKenney and Tryon dissenting).

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Mayor Reeves reiterated that the motion on the floor now is that the City Commission reappoint Noelle Johnson to the Library Board for a five-year term through June 30, 2029, and asked if there was further Commission discussion.

Commissioner Tryon hopes that all the applicants stay involved and apply for the upcoming vacancies. He supports Noelle Johnson as the most qualified because she has been serving on the Library Board for seven months and has earned the opportunity to serve a five-year term.

Commissioner Wilson commented that she serves as ex-officio on the Library Board. Noelle Johnson does do her homework and thoroughly goes through the agenda packets. The problem she has is that Noelle votes things down quite a bit and does not offer an explanation. She would like to see the appointee be productive on the Library Board.

Commissioner McKenney supports the reappointment of Noelle Johnson. He appreciates this opportunity to come together to discuss and debate things to make a decision. He likes differences of opinion because the community is divided.

Mayor Reeves called for the vote on the motion on the table to reappoint Noelle Johnson to the Library Board for a five-year term through June 30, 2029.

Motion carried 3-2 (Commissioners Wilson and Wolff dissenting).

Mayor Reeves called a recess at 8:31 pm and called the meeting back to order at 8:36 pm.

### 7. **APPOINTMENT TO THE REGIONAL AIRPORT AUTHORITY BOARD.**

Mayor Reeves reported that the Regional Airport Authority consists of seven members, four appointed by the City Commission and three appointed by the Cascade County Commission. It is the City Commission's consensus that City appointed members be City residents. The Authority serves as the governing and policy setting body for the operation and management of the Great Falls International Airport. Its duties include employing the Airport Director, who hires staff and oversees the day-to-day operations of the Great Falls International Airport.

Jordan Husted was appointed to the Airport Board on December 6, 2022 for a three-year term through December 31, 2025. Mr. Husted recently resigned from the board. City staff advertised for citizen interest through the normal process and received five applications, including one from a non-City resident. Applicants must be City residents in order to be considered for a City appointed position on the board. That applicant was advised that their application would not be forwarded to the Commission, and that he could consider applying with the County when they have a vacancy. The Commission interviewed the applicants during a Special Work Session on June 10th.

**Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission appoint Elizabeth Whiting to the Great Falls Regional Airport Authority Board for the remainder of a three-year term through December 31, 2025.**

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

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Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

## CITY MANAGER

### 8. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

City Manager Greg Doyon made the following announcements:

- The Public Works Department was notified that, after three years of working on it, DEQ is pausing their rule making process for narrative nutrient water quality standards as required by SB 358. That is a big impact on water treatment operators like the City of Great Falls and its ratepayers. The City of Great Falls certainly wants quality water, but at a reasonable expense and through technologically realistic means. The City's advice to the State of Montana as they continue to discuss this bill is to identify and solve the causal issues related to high nutrients in the waterways to begin with. Specifically, runoff and agricultural runoff that gets into the river.
- The Planning and Community Development Code Enforcement Officer, Heather Rohlf, assumed weed control duties. Weed enforcement is a complaint driven process either through the City's website or by contacting the Planning and Community Development Department. He asked the public to be patient while these changes are being made. The hope is that Heather can balance her code enforcement duties with weed control duties. The program will be reviewed at the end of the season to determine if the department can continue to do proper enforcement in a timely manner.

### CONSENT AGENDA.

9. Minutes, June 4, 2024, City Commission Meeting.
10. Total Expenditures of \$791,552 for the period of May 23, 2024 through June 5, 2024, to include claims over \$25,000, in the amount of \$467,039.
11. Accept the low bid from Thatcher Company of Montana Inc., authorizing staff to purchase Liquid Aluminum Sulfate in the amount of \$583 per ton, up to the maximum amount of 800 dry tons.
12. Accept the low bid from Thatcher Company of Montana Inc., authorizing staff to purchase Liquid Ammonium Sulfate in the amount of \$780 per ton, up to the maximum amount of 100 tons.
13. Accept the low bid from Thatcher Company of Montana Inc., authorizing staff to purchase Liquid Chlorine in the amount of \$2,600 per ton, up to the maximum amount of 80 tons.
14. Award a professional services agreement in the amount of \$92,287 to Great West Engineering, Inc. for the 5th Street Drainage and 10th Ave South Crossing project, and authorize the City Manager to execute the agreement documents. **OF 1811.2**



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15. Approve a Letter of Agreement with the Great Falls Public Library Foundation regarding financial responsibilities for the Professional Services Agreement for Architectural Design Services for the Library Remodel Design Project. **OF 1762.5**

**Commissioner Wolff moved, seconded by Commissioner Wilson, that the City Commission approve the Consent Agenda as presented, with one correction to page 9 of 12 of the Journal of Commission Proceedings of the April 16, 2024 Commission Meeting Minutes (agenda packet item 15, p. 107) wherein the motion reads Commissioner Wolff moved and seconded.**

Mayor Reeves asked if there were any comments from the public.

**Jeni Dodd**, City resident, referred to Agenda Item 15 and requested clarification of paragraph 2 under 2. Background of the Letter of Agreement. She further referred to 3. GFPLF Responsibilities and inquired who would be responsible for any change orders.

City Attorney David Dennis commented that the Great Falls Public Library Foundation (GFPLF) is not obligated under the contract because GFPLF is not a party to the contract. GFPLF pledged money for the remodel project. When approving the remodel contract with Cushing Terrell, the Commission asked for a written agreement whereby GFPLF would guarantee that they would pay monies it committed to donate. With regard to change orders, the GFPLF has pledged a certain amount of money for that project. Since the agreement is between the City of Great Falls and Cushing Terrell, any change orders would have to come before the City Commission. Change orders would not be directed by the GFPLF because they are not responsible or involved with any aspect of the design or work being done.

Mayor Reeves asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

### **PUBLIC HEARINGS**

16. **TOURISM BUSINESS IMPROVEMENT DISTRICT (TBID) FY 2024 BUDGET AMENDMENT.**

Mayor Reeves declared the public hearing open and asked for presentation of the staff report.

TBID Executive Director Rebecca Engum reported that one of the efforts TBID had planned would happen did not materialize this fiscal year. Funds have been allocated for the recruitment of a low-cost air initiative. The funds were not needed this fiscal year so were removed from the budget, and thus the reserves allocated to fund the expense were removed as well. The funds are still available for this effort and will be expended when they are needed.

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Great Falls Montana Tourism adjusted other line items to fund the Great Falls Travel Industry Growth Plan and take advantage of a new marketing opportunity to support the launch of Montana's only professional basketball team, the Great Falls Electric.

In a previous audit of the Great Falls Tourism Business Improvement District, the auditor delivered one finding related to increased expenses over the approved budget. This finding noted that an amendment to the budget was not submitted to the City of Great Falls, even though presented, and approved by the TBID Board. To prevent any future findings, the TBID Board approved budget amendment is presented to the City of Great Falls for approval. There is no fiscal impact to the City of Great Falls. The budget amendment reflects a 14% decrease, decreasing the TBID Assessment budget from \$899,108 to \$769,457.

Mayor Reeves asked if the Commissioners had any questions of the TBID Executive Director.

Hearing none, Mayor Reeves asked if there were any comments from the public in support of or in opposition to the TBID's FY 2024 budget amendment.

Hearing none, Mayor Reeves closed the public hearing and asked the will of the Commission.

**Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission approve the FY 2024 Tourism Business Improvement District Budget Amendment.**

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

Commissioner Tryon expressed appreciation to TBID Executive Director Engum for everything they do.

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

Motion carried 5-0.

### 17. **BUDGET AMENDMENT HEARING ON RESOLUTION 10543.**

Mayor Reeves declared the public hearing open and asked for presentation of the staff report.

Finance Director Melissa Kinzler reported that the City of Great Falls adopted the Fiscal Year 2024 (FY 2024) Annual Budget on July 18, 2023. The budget for the Scheels Aim High Big Sky Indoor Aquatics and Recreation Center (AHBS) was not included in the FY 2024 Annual Budget due to the many variables that could occur with the construction and opening of the AHBS. The decision was made to present an individual budget for AHBS as construction neared completion and opening day was nearer. A targeted opening day of June 28, 2024 has been set. The proposed budget amendments address additional budget for construction costs, one-time startup purchases, fundraising costs, and a three-month operation budget, as follows:

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**Budget for One-Time Startup Purchases – Park Special Revenue Fund**

Budget authority and funding sources needed to be identified for additional one-time startup purchases since current donations will not be available to cover these costs and these items were not included in the construction contract. The funding source will be \$112,566 from the Tourism Grant, and \$262,434 from the Park Special Revenue Fund. Below is a summary of the projected one-time startup purchases required:

Projected One-Time Startup Purchases	
Fitness Equipment	175,500.00
Furniture	50,250.00
Security Cameras	31,000.00
Sign	20,550.00
Scoreboard	3,760.00
Concession EQ	20,000.00
Startup IT	50,000.00
Misc EQ	23,940.00
<b>Total</b>	<b>375,000.00</b>

It has not been determined if future donations will be used to reimburse the Park Special Revenue Fund or be used for operations of the AHBS.

**Budget for Fundraising Services – Park Special Revenue Fund**

The City Commission entered into a professional service agreement for Sponsorship/Fundraising Services for AHBS on March 1, 2022. The funding sources for this was identified as donations, Park Special Revenue Fund, or sale of the Pasta MT land (which would be deposited in the Park Special Revenue Fund). At this time, there is not sufficient donations to cover these costs. The cost of the service as of June 30, 2024 is projected to be \$218,342.82. The professional services are estimated to end on June 30, 2024. The Park Special Revenue Fund will be used to cover these services. It has not been determined if future donations or sale of the Pasta MT land will be used to reimburse the Park Special Revenue Fund.

**Budget for 3 months of operation and cash flow for the AHBS**

A new Enterprise fund has been setup for AHBS operations. A 3 month budget (April 1 to June 30) for the AHBS was prepared. A deficit of (\$180,000) is projected. Funding for this deficit and startup cash flow needed to be identified.

The current Recreation Fund has a cash deficit of (\$182,856.23) as of 5/20/2024, and the deficit at year-end is projected to be over (\$200,000). The Swimming Pool Fund has a current cash balance of \$526,702.09. The proposed budget adjustment transfers \$180,000 of cash from Swimming Pool Fund to the AHBS fund for cash flow for startup costs and the projected deficit.

**Future budget considerations for Fiscal Year 2025 (FY 2025)**

As part of the budget development of AHBS, a projected FY 2025 budget was completed. There is a projected deficit of (\$200,000). Funding for this deficit has not been identified at this time. This

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FY 2025 Projected Budget includes \$178,000 of General Fund subsidy. \$39,000 that was given in FY 2024 to the Recreation Fund and \$139,000, which was part of the \$265,000 given to the Swimming Pool Fund. A funding source for the Recreation Fund projected deficit of (\$200,000) has not been identified.

Director Kinzler concluded that the use of the Park Maintenance Fund for additional construction and cash flow for grant reimbursements would deplete this fund until December 2024. The use of the Park Special Revenue Fund for one-time startup purchases and for fundraising services will bring the cash balance down to \$214,418. The use of the Swimming Pool Fund cash will bring the cash balance down to \$346,702.

Mayor Reeves asked if the Commissioners had any questions of staff.

Commissioner Wolff received clarification that the three-month budget is for April, May and June 2024. Director Kinzler noted that the \$180,000 start up cash is needed now to pay employees before membership fees start to come in. Donations come in all year long per individual donation agreements typically over a five-year period.

Commissioner Wilson received clarification that estimates were kept for that three-month period even though opening is now scheduled for June 29<sup>th</sup>.

Mayor Reeves asked if there were any comments from the public in support of or in opposition to Resolution 10543.

Hearing none, Mayor Reeves closed the public hearing and asked the will of the Commission.

**Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission adopt Resolution 10543 – Budget Amendment Resolution.**

Mayor Reeves asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

**OLD BUSINESS**

**NEW BUSINESS**

**18. CARTER PARK CDBG SIDEWALK PROJECT.**

Public Works Director Chris Gaub reported that this project would replace sidewalk along three sides of Carter Park that do not meet ADA standards. It builds an ADA compliant corridor that will connect the residential neighborhood to Carter Park.

Public Works coordinates with the Finance Department to design and prepare CDBG funded projects that will greatly benefit citizens and prudently use these funds. This area is a great candidate

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for ADA compliant sidewalks and curb ramps due to the high pedestrian demand to the park from the surrounding residential neighborhood. The park also connects the neighborhood to the downtown that also drives a high pedestrian use.

Public Works Engineering Division completed the project design and will perform construction inspection and contract administration.

The project will be funded by CDBG funds (approximately 75%) and Street Assessments and Gas Tax funds (approximately 25%).

**Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission award a contract in the amount of \$838,150 to United Materials of Great Falls, Inc., for the CDBG Sidewalk Carter Park Project, and authorize the City Manager to execute the necessary documents.**

Mayor Reeves asked if there were any comments from the public.

Written public comment was received from **Shyla Patera**, North Central Independent Living Services, Inc., in support of accessible and contiguous sidewalks and transportation networks throughout the City of Great Falls.

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

Commissioner Wilson noted corrections on page 2, under Purpose, that 4<sup>th</sup> Street South from 6<sup>th</sup> Street South to 7<sup>th</sup> Avenue South should read 6<sup>th</sup> Avenue South to 7<sup>th</sup> Avenue South, as well as the description under the picture on page 132 of the packet should read 6<sup>th</sup> Avenue South/4<sup>th</sup> Street South.

The project is scheduled to begin late summer.

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

Motion carried 5-0.

### **19. ELECTRIC CITY WATER PARK SPLASH PAD INSTALLATION PROJECT. OF 1810.1**

ARPA Project Manager Sylvia Tarman reported that the Electric City Water Park Splash Pad Installation project includes purchase and installation of a comprehensive splash pad package in the current baby pool area of the Electric City Water Park. This project was identified to be funded with Community Development Block Grant (CDBG) funds because it is a project that serves the general population of Great Falls and falls within a Low to Moderate Income area. The project was proposed in 2022, and the Commission approved a Funding Agreement for \$200,000 to Park and Recreation at the July 5, 2022 meeting. Park and Recreation staff have been working over the last two years to obtain options and quotes for the baby pool area, and obtained a satisfactory plan and quote from Play Space Designs. The demolition, equipment supply, and installation/construction contracts were made separate. At the May 7, 2024 meeting, the Commission awarded contracts for the demolition and the equipment supply. Both demolition and equipment supply have been completed.

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City staff put the installation project out for bid in May, and two bids were received and opened June 7th. City staff reviewed the bids received and are confident that the lowest bid proposal received from Smith River Construction will fulfill the project's needs. The intent is to start construction as soon as possible, so ideally the splash pad will be operational for at least part of this season.

Smith River's proposal pushes the project total over what was originally included in the Funding Agreement approved in 2022. This is mainly due to inflationary factors over the last two years, primarily in concrete work. This necessitates amending the CDBG Funding Agreement to increase the overall award of the project to a total of \$268,809.50. The installation is the final step needed to complete the overall splash pad project.

For these reasons, City Staff recommends that the Commission amend the CDBG funding agreement to \$268,809.50 and award the construction contract to Smith River Construction, in the amount of \$143,750, for the Electric City Water Park Splash Pad Installation Project.

**Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission approve amending the CBDG Funding Agreement with an additional \$68,809.50, for a new total \$268,809.50, to the City of Great Falls Park and Recreation for the conversion of the baby pool into a splash pad.**

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

In response to Commissioner Tryon, ARPA Project Manager Tarman explained that the other bid received that was approximately \$250,000 more than Smith River Construction's bid was non-responsive and did not comply with the bid requirements.

Mayor Reeves called for the vote.

Motion carried 5-0.

**Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission award a contract in the amount of \$143,750 to Smith River Construction LLC for the Electric City Water Park Splash Pad Installation Project utilizing Community Development Block Grant funds, and authorize the City Manager to execute the construction contract documents.**

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

Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

20. **CHANGE ORDER NO. 1, ELECTRIC CITY WATER PARK SPLASH PAD DEMOLITION PROJECT. OF 1810.1**

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ARPA Project Manager Sylvia Tarman reported that the demolition contract for United Materials was approved by the City Commission at the May 7, 2024 Commission Meeting. United began demolition on May 15<sup>th</sup>. Due to the equipment necessary for the demolition and brining in new dirt, Park and Recreation and United staff decided against utilizing the existing gate and driving over the existing sidewalks, as originally planned. The project team decided it would be better for preserving the existing infrastructure, to remove a section of the fence near the kiddie pool and access the site from River Dr. This made it necessary for United to do some fencing repair and adding topsoil and grass seed to the grassy area they needed to drive over.

This change order covers those additional costs, and completes the demolition contract. City staff recommends approving this change order, in the amount of \$2,500.00, utilizing CDBG funds.

**Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission approve Change Order No. 1 in the amount of \$2,500 to United Materials of Great Falls, Inc., for the Electric City Water Park Splash Pad Demolition, utilizing Community Development Block Grant funds, and authorize the City Manager to execute the contract documents.**

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

Commissioner Wolff expressed appreciation for not driving over the grass.

Mayor Reeves called for the vote.

Motion carried 5-0.

### **21. CIVIC CENTER COURT RELOCATION PROJECT. OF 1750.3**

ARPA Project Manager Sylvia Tarman reported that the Civic Center Court Relocation project includes renovating the Missouri Room to make room for two courtrooms and office space for Court staff. Since the construction contract was awarded in March, the Court staff has been working with our IT department to define the audio/visual and connectivity needs for the new courtrooms. This includes computers, cameras, microphones, speakers, auditory aids, and TV's for video conferencing. The IT department wanted this system to be able to be integrated, monitored, and serviced by the same vendor who services our other A/V systems throughout the rest of the Civic Center. Therefore, Court, IT and Finance staff worked with AVI Systems Inc. to develop a Scope of Work for the needs of the new courts. AVI has provided an adequate quote that represents the integration needs of the Court staff. Staff requested approval to sole source this contract because AVI is very familiar with the systems throughout the Civic Center and already services all of our other A/V equipment. AVI also has extensive experience in integrating A/V technology in other courtrooms throughout Montana and the Northwest. Sole Source approval was granted from the Finance Dept.

City Staff has reviewed the quote received, and are confident that AVI's proposal will satisfy the project's needs and recommend that the Commission award the contract, in the amount of \$172,897.17 to AVI Systems Inc. utilizing ARPA funds.

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**Commissioner Wilson moved, seconded by Commissioner McKenney, that the City Commission award a contract in the amount of \$172,897.17 to AVI Systems Inc. for the Civic Center Court Relocation Project utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the contract documents.**

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

Commissioner Wolff thanked IT staff for making it consistent with what the City is already doing, and will make it more efficient.

Commissioner Wilson thanked the government for the ARPA funds.

Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

**22. CIVIC CENTER COURT RELOCATION PROJECT. OF 1750.3**

ARPA Project Manager Sylvia Tarman reported that staff reviewed the additional needs of the Court staff for the Court Relocation project and worked with the architect and Mountain Alarm Fire & Security to review options for safety and access control. Currently, the Court operates with locked doors that have keypad and code access. With the new court space being built in (as opposed to just renovated), staff reasoned that this was a prime opportunity to install more modern access control measures. Mountain Alarm, who also provides security services across the City facilities, proposed to install security access doors throughout the new Court footprint, and provide a comprehensive control and monitoring system for the access doors. This includes the ability to have key card swipe access and onsite monitoring and editing of permissions in the case of staff turnover.

Upon review of the functionality by the Court staff and the architect, City staff is confident that this system will provide adequate access and security measures to enable efficient and safe access for the Courts. Therefore, City staff recommends awarding this contract to Mountain Alarm, in the amount of \$19,171.39, utilizing ARPA funds.

**Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission award a contract in the amount of \$19,171.39 to Mountain Alarm Fire & Security for the Civic Center Court Relocation Project utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the contract documents.**

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

Commissioner Wolff expressed appreciation to City staff.

Mayor Reeves called for the vote.

Motion carried 5-0.



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**ORDINANCES/RESOLUTIONS**

**CITY COMMISSION**

**23. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

Commissioner Wilson encouraged all motorcyclists and bicyclists to wear something bright/visible to hopefully lessen accidents.

Commissioner Wolff expressed appreciation to the Great Falls Police Department for her recent ride along.

**24. COMMISSION INITIATIVES.**

None.

**ADJOURNMENT**

There being no further business to come before the Commission, **Commissioner Tryon moved, seconded by Mayor Reeves, to adjourn the regular meeting of June 18, 2024, at 9:26 p.m.**

Motion carried 5-0.

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Mayor Cory Reeves

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City Clerk Lisa Kunz

**Minutes Approved: July 2, 2024**