

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

Regular City Commission Meeting

Mayor Reeves presiding
Commission Chambers, Room 206

CALL TO ORDER: 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Cory Reeves, Joe McKenney, Rick Tryon, Susan Wilson, and Susan Wolff. Also present were Public Works Director Chris Gaub, Planning and Community Development Director Brock Cherry, Finance Director Melissa Kinzler, ARPA Project Manager Sylvia Tarman, City Attorney and Acting City Manager David Dennis, Fire Chief Jeremy Jones, Police Chief Jeff Newton, and City Clerk Lisa Kunz.

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

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: Commissioner Joe McKenney referred to agenda items 16 and 20 and disclosed that his wife is an ex-employee of TD&H and LPW Architecture. There is no personal gain to him or his wife and he plans to participate in those two items.

MILITARY UPDATES

1. **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM MONTANA AIR NATIONAL GUARD (MANG).**

Colonel David Scott Smith, Wing Commander, provided the following updates:

- Their first pilot is attending C-130J aircraft school and is expected to graduate in February. A second pilot is arranging to attend the school.
- Underground tanks will be removed next summer and moved to a new fuel barn.
- Construction on a new landing zone/runway project at the airport will begin in a couple of months.
- 680 acres has been secured for a drop zone outside of Power, MT.
- The \$255 million dollar new hanger project will be ongoing for the next 10 years.
- Four aircraft and 152 people will be deployed in June.

Commissioner Wolff thanked MANG for its flyover at the Bobcat-Griz game.

PETITIONS AND COMMUNICATIONS

2. None.

NEIGHBORHOOD COUNCILS

3. **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

None.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

BOARDS AND COMMISSIONS

4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

CITY MANAGER

5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Street and Traffic Manager Eric Boyd reviewed the following slides and announced the winners of the “Name the Snow Plow” contest.



JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

CONSENT AGENDA.

6. Minutes, November 6, 2024, City Commission Meeting.
7. Total Expenditures of \$5,119,135 for the period of November 7, 2024 through November 20, 2024, to include claims over \$25,000, in the amount of \$4,272,958.
8. Contracts List.
9. Grants List.
10. Reject all Construction Contract bids for the Great Falls Public Library Renovation Entry Vestibule's Exterior and Interior Doors due to project budget shortfall. **OF 1762.6**

Commissioner Wolff moved, seconded by Commissioner Wilson, that the City Commission approve the Consent Agenda as presented.

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.

PUBLIC HEARINGS

11. **ASPEN VILLAGE APARTMENTS (MULTIFAMILY) AFFORDABLE HOUSING PROPOSAL.**
12. **CENTENNIAL VILLAGE APARTMENTS (MULTIFAMILY) AFFORDABLE HOUSING PROPOSAL.**

Mayor Reeves opened the joint public hearing and asked for presentation of the agenda reports.

Kassy Buss, Bjornson Jones Mungas PLLC, reported that Aspen Village Housing Partners, LP, and Centennial Village Housing Partners, LP, are applying for Low-Income Housing Tax Credits ("LIHTCs") from the Montana Board of Housing to finance the preservation of Aspen Village and Centennial Village Apartments as affordable housing, and are planning to apply for the exemption from real property taxes available to qualifying low-income housing tax credit projects under Mont. Code Ann. § 15-6-221. As a part of the requirements related to such applications, Aspen Village Housing Partners, LP, and Centennial Village Housing Partners, LP, are required to solicit public comment on whether the proposed qualifying low-income rental housing property meets a community housing need. This is the public's opportunity to comment on the proposals.

Ms. Buss reviewed and discussed the following PowerPoint slides about the proposed projects. The goal of the presentation is to solicit comments from the Commission and public on these proposals to be forwarded with their applications to the Board of Housing that funds these projects.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

<p><i>Aspen Village Apartments and Centennial Village Apartments</i></p> <p>Aspen Village Housing Partners, LP Centennial Village Housing Partners, LP</p> <p>Presented by: Kassy J. Buss of Bjornson Jones Mungas, PLLC Missoula, Montana</p>  <p>BJM BJORNSON JONES MUNGAS PLLC</p>	<p>Aspen Village Apartments 3010 11th Avenue South Great Falls, MT</p>  <p>* Aspen Village Apartments is a 60-unit multifamily housing project that was originally built in 1977. This property currently offers rent-restricted homes to eligible residents meeting income requirements through the U.S. Department of Housing and Urban Development (HUD) Section 8 Project Based Rental Assistance Program, and tenants pay reduced rental rates based on their income. The project consists of three buildings, containing a total of 27 two-bedroom units, 30 three-bedroom units, and 3 four-bedroom units, all on a 2.994-acre lot. The project also offers on-site laundry facilities and a leasing office, picnic areas, a basketball court, and off-street parking available for residents.</p>
<p>Aspen Village Apartments</p> <p>Location: 3010 11th Avenue South Great Falls, MT</p>  <p>AH FOUNDATION FOR AFFORDABLE HOUSING</p> <p>VITUS</p>	<p>Centennial Village Apartments 700 4th Avenue Northwest Great Falls, MT</p>  <p>* Centennial Village Apartments is a 48-unit low-income multifamily housing project that was constructed in 1979. There are 36 two-bedroom units and 12 three-bedroom units in a single building on the property. The project is currently subsidized by HUD's Project Based Rental Assistance Program. Rents at the property are based on the tenant's income, and tenants pay no more than 30% of their income as rent. The project has tenant laundry facilities, a centralized playground and outdoor recreation area, and on-site parking is available.</p>
<p>Centennial Village Apartments</p> <p>Location: 700 4th Avenue Northwest Great Falls, MT</p>  <p>AH FOUNDATION FOR AFFORDABLE HOUSING</p> <p>VITUS</p>	<p>Preservation of Current Housing</p> <p>Rehabilitation and Updates</p>  <p>Affordability restrictions:</p> <ul style="list-style-type: none"> - Seeking an assignment and 20-year renewal of the project based rental assistance contracts to preserve the affordability of the homes for years to come - Rent and income restrictions through Montana Board of Housing Declarations of Restrictive Covenants for Low-Income Housing Credits that will continue to restrict the properties and require the units be rented to income-eligible tenants at reduced rental rates <ul style="list-style-type: none"> - Energy efficient modifications, such as upgrading plumbing fixtures to low-flow flush valves, mechanical repairs and updates, replacement of windows and doors - Safety improvements, including new exterior lighting, installation of CCTV video security system, alarms, hardwired CO and smoke detectors, and other security features - Upgrades to sidewalks, leasing office, laundry area, boating, and roofing - Install new playground systems and benches - Replace appliances and cabinets, upgrade tile, showers, and toilets, install bar in storage and storage - Modifications and improvements to common spaces and dwelling units to improve ADA accessibility
<p>Community Housing Needs</p> <p>Pursuant to the requirements under Montana Code Ann. § 15-6-221, the parties are holding a public hearing to solicit comment on the projects in relation to community housing needs.</p> <p>You are also encouraged to submit comments regarding the need for affordable multi-family rental housing in your area to:</p> <p>Montana Board of Housing, PO Box 200528 Helena, MT 59620-0528 FAX: (406) 841-2841</p> 	<p>Questions?</p> <p>Kassy J. Buss Bjornson Jones Mungas, PLLC 2809 Great Northern Loop, Suite 100 Missoula, MT 59808 (406) 721-8896 kassy@bjornsonlaw.com</p>  <p>30+ UNITS 127 UNITS 60 UNITS</p> <p>30K+ 15K+ 30 130+</p>

Mayor Reeves asked if the Commissioners had any questions of Ms. Buss.

Commissioner Wolff inquired if the tenants would be moved temporarily while their units are being updated.

Ms. Buss reported that the rehab plan includes, to the maximum extent possible, performing the work while the tenants are in their units, or move to another available unit temporarily. If they needed to go to hotels, all costs including food would be paid for.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

Commissioner Tryon suggested noticing and soliciting public comment from neighbors of these projects by arranging the public hearings with the appropriate Neighborhood Councils.

Commissioner Wilson inquired if there were similar projects in the works on other properties in Great Falls.

Ms. Buss responded that these are the only two current projects. There is a big need that has been identified in Great Falls. A lot of the rent and income restricted projects are now aging out of those restrictions. She is glad that the people her firm is working with really want to fill that need.

Mayor Reeves asked if there were any comments from the public in favor of the Aspen Village and Centennial Village Apartments affordable housing project proposals.

Jake Clark, Great Falls Development Alliance (GFDA), commented that these preservation projects certainly meet a community need for housing. The preservation of affordable housing, through these subsidy programs, is extremely beneficial to the Great Falls community. The alternative is very scary as these tax credits expire and the properties turn market rate. Often times there is not much investment in those properties, so it is worse off for the neighborhood and residents. What is great about this program and these projects is that, in order to maintain their tax credits, they will have to do extensive renovation. It is a way of improving properties in the neighborhoods they are already in, a way of allowing affordable housing to remain where it already is and where other market factors have adjusted to its presence, rather than trying to find new locations in town for subsidized housing. These preservation projects are essential to keeping housing available, as well as affordable, for a huge subset of our city.

John Hubbard, City resident, inquired what rent amount was considered affordable.

Mayor Reeves asked if there were any comments from the public in opposition to the Aspen Village and Centennial Village Apartments affordable housing project proposals. Hearing none, Mayor Reeves closed the joint public hearing.

OLD BUSINESS

13. DEVELOPMENT AGREEMENT AMENDMENT WITH CONTEXT LLC FOR THE REMODEL OF THE KELLERGEIST PUB THEATER LOCATED AT 111 CENTRAL AVENUE.

Planning and Community Development Director Brock Cherry reported that, on August 1, 2023, the City Commission adopted Resolution 10523, approving an expenditure of \$263,500 of Downtown TIF District Funds to be utilized for the remodel of the Kellergeist Pub Theater by Context LLC. The project includes extensive façade work including window replacement, wall repair, front awning repair, and concrete repair to the landing of the rear door that leads to the alley.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

Further, Context LLC will be improving public safety features including the addition of a fire suppression system throughout the building, creation of ADA compliant bathrooms, installation of indoor and outdoor cameras, outdoor lighting, and replacement of the rear security door. The First Amendment to the Development Agreement does not impact the funding amount or extend the scope of what was previously approved as part of Resolution 10523, but extends the term of the agreement and will necessitate the funds be held for a longer duration for the project.

The project was originally expected to be completed by the end of 2024. Work is currently underway for this project, but due to unforeseen circumstances including construction delays, Context LLC is requesting an amendment to extend the timeline of reimbursement to December 31, 2025.

Commissioner Wolff moved, seconded by Commissioner Wilson, that the City Commission approve the First Amendment to the Development Agreement with Context LLC for the remodel of the Kellergeist Pub Theater project.

Mayor Reeves asked if there were any comments from the public. Hearing none, Mayor Reeves asked if there was any discussion amongst the Commissioners.

Commissioner Tryon commented that it appears the Commission will be setting precedent if the extended timeline is approved.

Director Cherry commented that approval of this request would not be detrimental to the TIF fund. The TIF remains in a satisfactory, healthy state. Staff is comfortable that the project will be able to be completed and reimbursement provided during the extended time.

Commissioner Tryon inquired the nature of the delay.

Director Cherry responded there have been materials, construction and financing delays.

Due to the delays and inflation, Commissioner Tryon commented that the approved amount of \$263,500 would have less value for the project.

Director Cherry agreed, but noted that the applicant is confident that they can utilize the previously awarded amount of funds, and only needs an extension of the term of the agreement.

Commissioner Tryon inquired if there was a limitation on the number of requests for extensions.

Director Cherry responded that, one of the conditions of TIF approval is the feasibility of the project to come to fruition. If this were to happen again, the tone of the staff report would be much more cautious than what he is presenting to the Commission today.

City Attorney David Dennis added that there is no provision in statute that creates a time limitation on the completion of these projects. The duration provision is included in the contract for the City to protect itself. If the project is not completed in a certain amount of time, it allows the City to re-evaluate the applicant's ability to get the project done.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

Applicant Matthias Schalper reported that the nature of the delays include typical construction timing delays of contractors, materials and equipment. The plumbers and electricians are currently working, the fire suppression dedicated line is installed, and concrete was poured today. He is confident construction work will be done this summer, but wants a buffer so he does not have to request another extension.

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

Motion carried 5-0.

14. ELECTRIC CITY WATER PARK SPLASH PAD INSTALLATION, FUNDING AGREEMENT AND CHANGE ORDER. OF 1810.1

ARPA Projects 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. The project was identified to be funded with Community Development Block Grant (CDBG) funds and the funding agreement was approved by the City Commission in July 2022 for \$200,000. Park & Recreation staff worked with various splashpad vendors to obtain a satisfactory design and quote. Due to geographical location, it was difficult to find a contractor who could supply a reasonable quote to do the work in Montana that was not totally cost prohibitive. Staff eventually obtained a satisfactory plan and quote from Play Space Designs, identified through Sourcewell, to complete the project.

The City purchased only the splashpad equipment from Playspace Designs, and that purchase was approved by the Commission on May 7, 2024. At that same meeting, the Commission approved a contract for United Materials to complete demolition of the baby pool in the amount of \$28,650. Demolition began in mid-May, and wrapped up in early June. The Commission approved a \$2,500 change order for the demolition at the June 18th meeting.

Per state and federal regulations, City Staff put the installation of the splashpad equipment out for bid in early May 2024, and opened bids on June 7, 2024. Smith River Construction, Inc. provided a bid of \$143,750, and the Commission approved that contract at the June 18, 2024 meeting. At that time, it was also necessary to update the original funding agreement from \$200,000 to \$268,809.50 to accommodate the added expense of all the work so far. The amended agreement was also approved at the June 18, 2024 meeting. Construction began in early September and wrapped up at the end of October 2024. However, a few additional items are needed to complete the project and restore the area around the Splashpad.

Two trees at the fence line along the west side of the Splashpad were disturbed due to heavy machinery having to access the Splashpad area off River Drive. Park & Recreation staff are concerned that these trees will die off and requested that they be removed and the stumps ground as part of the project. The installation contractor has provided a quote to remove the trees, grind the stumps, remove the debris, as well as re-installing the fencing in that area. These items will complete the project and allow successful start-up in the spring.

This change order will be paid for with additional CDBG funds, which requires amending the funding agreement. This will increase the overall project total to \$274,959.50. Staff has reviewed

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

the proposal and current CDBG funding levels, and recommends approval of the Change Order and amending the Funding Agreement.

Commissioner Wilson moved, seconded by Commissioner Wolff, that the City Commission approve amending the CDBG Funding Agreement with an additional \$6,150 for a new total of \$274,959.50 with 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. Hearing none, Mayor Reeves asked if there was discussion amongst the Commissioners.

Mayor Reeves inquired why the damages were not being paid for by the contractor.

ARPA Project Manager Tarman responded that the damages would likely have occurred because of the access off River Drive and the timing of demolition due to a break in the weather.

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

Motion carried 5-0.

Commissioner Wilson moved, seconded by Commissioner Tryon, that the City Commission approve a change order for Smith River Construction, Inc., in the amount of \$6,150 for the Electric City Water Park Splash Pad Installation Project, 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 further discussion amongst the Commissioners.

Hearing none, Mayor Reeves called for the vote.

Motion carried 5-0.

15. **SEWAGE LIFT STATION NO. 1 AND SUPPLEMENTAL FORCEMAIN IMPROVEMENTS – ALTERNATIVE PROJECT DELIVERY CONTRACT AWARD – GENERAL CONTRACTOR CONSTRUCTION MANAGER SERVICES. OF 1758.1**
16. **SEWAGE LIFT STATION NO. 1 AND SUPPLEMENTAL FORCEMAIN IMPROVEMENTS. PROFESSIONAL SERVICES AGREEMENT AMENDMENT NO. 1 FOR ENGINEERING CONSTRUCTION PHASE SERVICES. OF 1758.1**

Public Works Director Chris Gaub reported that approval of Items 15 and 16 will enable the City to move forward with repairs to Lift Station No. 1. This project is a high priority for the City's wastewater treatment system because it makes critical repairs to the lift station that pumps around 40% of the City's raw wastewater across the Missouri River to the treatment plant.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

On November 6, 2024, the Commission approved early work agreements for the contractor to procure long lead-time equipment for the construction. These two agenda items will transition the project from the design phase services and early equipment procurement to the construction phase.

For Item 15, staff recommends approval of the GCCM Construction Contract with Prospect Construction at a guaranteed maximum price of \$7,456,692.50 and, for item 16, approval of the amendments to the Professional Services Agreement with TD&H Engineering in the amount of \$687,600 to include inspection and construction services. Approval will allow City staff, TD&H and Prospect Construction to move forward with construction starting next spring. It will also enable staff to use the \$5.8 million dollars in ARPA funding which has a state spending deadline of December 31, 2025.

Final payment and any unforeseen change orders will be brought before the Commission for action. Phase 2 of the project will also be brought before the Commission in the future.

Commissioner Wolff moved, seconded by Commissioner Wilson, that the City Commission award a General Contractor Construction Manager (GCCM) Construction Contract to Prospect Construction, Inc. for Construction Phase Services at a Guaranteed Maximum Price (GMP) of \$7,456,692.00 for the Sewage Lift Station No. 1 and Supplemental Forcemain Improvements Project, and authorize the City Manager to execute the agreement documents.

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

Mayor Reeves referred to page 97 of the agenda packet and requested clarification of the struck out language pertaining to builders risk insurance.

Director Gaub responded that builders risk insurance was included in the builder's guaranteed maximum price.

Mayor Reeves called for the vote.

Motion carried 5-0.

Commissioner Wilson moved, seconded by Commissioner McKenney, that the City Commission approve Amendment No. 1 to Professional Services Agreement with TD&H Engineering in the amount of \$687,600.00 for Construction Phase Services for the Sewage Lift Station No. 1 and Supplemental Forcemain Improvements Project, and authorize the City Manager to execute the agreement 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.

JOURNAL OF COMMISSION PROCEEDINGS

December 3, 2024

NEW BUSINESS

17. CONSTRUCTION AGREEMENT: SOUTH GREAT FALLS STORM DRAIN MIDDLE BASIN. OF 1820.0

Public Works Director Chris Gaub reported that this project makes improvements to storm drain infrastructure in the South Great Falls Middle Basin, connecting existing storm drain pipe in 10th Street South near 24th Avenue South with existing pipe in 6th Street South near 30th Avenue South.

The South Great Falls Storm Drainage Master Plan was completed in April 2012. The plan studied existing conditions and recommended storm drain mains, detention ponds, and outfalls for north, middle, and south basins for the South Great Falls area to be utilized as a planning tool. Eight previous projects have been constructed as a result of recommendations from the study. Five projects remain, including this one, which is required to mitigate flooding. The study noted that residents of the area have voiced concerns regarding periodic flooding problems.

Existing flows from 22nd Avenue South are captured by a 30” storm main in 10th Street South, which terminates at the northeast corner of a parcel owned by Great Falls Public Schools. Storm water then flows over land across the school parcel and into a 48” storm main in 6th Street South, which eventually outfalls into the Missouri River. This project will install 36” to 48” storm drain pipe parallel to an existing sanitary sewer main, as well as manholes and inlets as needed to connect the gap in infrastructure. These improvements will capture flows from the school parcel and area to the north and mitigate potential flooding throughout the area.

Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission award a construction agreement in the amount of \$1,581,695.80 to United Materials of Great Falls, Inc. for the South Great Falls Storm Drain Middle Basin project, and authorize the City Manager to execute the agreement 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.

18. AWARD SECURITY CONTRACT: GREAT FALLS POLICE DEPARTMENT (GFPD) EVIDENCE BUILDING EXPANSION PROJECT. OF 1684.3

ARPA Project Manager Sylvia Tarman reported that the GFPD Evidence Building Expansion project was identified as a Tier 1 ARPA project in April of 2022, and it includes construction of an approx. 8,000 sf addition onto the south side of the existing Police Department building. The project went out for bid at the end of 2023, and a construction contract was awarded in February 2024. Construction began in August, and is currently on a winter shutdown.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

City staff have been working with the architect and contractor to evaluate the security and access needs of the new addition. City staff reached out to Alert Security to provide a quote for security controlled doors and cameras, as they provide the security systems in the existing building. This will ensure that the security system of the addition will be able to fully integrate with and operate in the same manner as the existing system.

The project team has reviewed the project requirements and the proposal provided, and are confident that Alert Security's proposal will satisfy the project's needs. Therefore, staff recommends awarding the contract in the amount of \$24,860.00 to Alert Security Professionals for the GFPD Evidence Building Expansion Project utilizing American Rescue Plan Act funds.

Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission award a contract in the amount of \$24,860.00 to Alert Security Professionals for the GFPD Evidence Building Expansion project utilizing American Rescue Plan Act 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.

Commissioner Wilson expressed appreciation for the ARPA funds, projects and administration of those funds.

Commissioner Tryon concurred and noted the funds are one-time ARPA funds.

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

Motion carried 5-0.

19. FURNITURE ORDER FOR CIVIC CENTER COURT RELOCATION PROJECT. OF 1750.1

ARPA Project Manager Sylvia Tarman reported that the Civic Center Court Relocation project was identified as a Tier 1 ARPA project in April 2022, and City staff began working with Cushing Terrell to come up with an adequate design. The project went out for bid in January 2024, and work began in August of this year. City staff have been working with Cushing Terrell and Western Office Equipment for the last few months to work up an adequate furniture plan that would suit the needs of the Court staff. After months of design and product selection, Western has provided an estimate for the order. This estimate also includes a price for receiving, storing, and installing the furniture as well.

Furniture for the Court staff is similar to equipment selected for other office remodels to include desks, chairs, filing cabinets, and small breakroom tables. The court staff is repurposing some of their existing furniture, namely for their main filing systems, but the majority of their desks and personal storage is dated and would not work in the new space. A large part of this furniture order includes furniture for each of the new courtrooms and jury rooms. The project team selected pieces that were mostly wood to match the overall design of the courtroom, as well as complementing the historic nature of the space. Gallery seating was selected to be easy to clean and move around, while

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

in keeping with the overall aesthetic. Jury room furniture was selected to look nice, as well as for durability. This higher caliber of furniture was selected to make sure this new space was beautiful and functional for years to come.

City Staff and Cushing Terrell have reviewed Western's proposal, and are confident that it will satisfy the project's needs. Therefore, Staff recommends that the Commission approve the furniture purchase from Western Office Equipment, in the amount of \$273,243.85, utilizing American Rescue Plan Act (ARPA) Funds.

Commissioner Wilson moved, seconded by Commissioner McKenney, that the City Commission approve the furniture order for the Civic Center Court Relocation project in the amount of \$273,243.85, purchased under the State TIPS/Omnia contract.

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

Commissioner Wilson inquired if staff asked for a discount. ARPA Project Manager Tarman responded that the City receives a government-pricing discount through the State contract.

Commissioner Tryon expressed appreciation for the contract being awarded locally.

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

Motion carried 5-0.

20. GREAT FALLS POLICE DEPARTMENT SECURE FRONT DESK PROJECT. OF 1835.0

ARPA Project Manager Sylvia Tarman reported that the Montana State Legislature enacted the State-Local Infrastructure Partnership Act, or SLIPA, through House Bill 355. This act authorized a \$20 million allocation to the Montana Department of Commerce (Commerce) to be distributed to local governments via formula grants. The City of Great Falls was allocated \$755,461 of SLIPA funds. The GFPD Secure Front Desk Project was approved by the Commission as part of the list of other SLIPA projects on March 5, 2024. Contracts for the individual projects were approved at the September 3, 2024 Commission meeting. SLIPA funding was approved for \$63,750.00, with a 25% match of \$21,250.00 coming from the GFPD Building Maintenance Fund, for a project total of \$85,000.00.

Since that time, City staff have been working with LPW Architecture to come up with designs and a bid package for the project. The project went out for bid in early November, and the bids were opened on November 20th. The bid included demo of the front desk and adjacent walls, installing bullet resistant paneling and transaction windows, providing one ADA accessible transaction window, and providing new countertops and cabinetry on the inside of the transaction window.

The City received four bids for the project. Guy Tobacco Construction provided the low bid for the project. City staff reviewed the bid documents and are confident their proposal will meet the needs of the project. Therefore, City Staff recommends awarding the contract to Guy Tobacco Construction, in the amount of \$67,042.50, utilizing SLIPA and Police department funds.

JOURNAL OF COMMISSION PROCEEDINGS

December 3, 2024

Commissioner Wolff moved, seconded by Commissioner Wilson, that the City Commission award a contract in the amount of \$67,042.50 to Guy Tobacco Construction for the Great Falls Police Department Secure Front Desk project utilizing SLIPA and City 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.

21. GREAT FALLS ANIMAL SHELTER REMODEL PROJECT. OF 1831.0

ARPA Project Manager Sylvia Tarman reported that the Great Falls Animal Shelter Remodel project, comprised of 3 smaller projects, was approved by the commission as part of the list of other SLIPA projects on March 5, 2024. Contracts for the individual projects were approved at the September 3, 2024 commission meeting. SLIPA funding was approved for \$85,987.50, with a 25% match of \$28,662.50 coming from the Animal Shelter's Help Us Grow (HUG), for a project total of \$114,650.00.

Since that time, City staff have been working with LPW Architecture to come up with designs and a bid package for the project. The project went out for bid in early November, and the bids were opened on November 20th. The City received four bids for the project. The bid was divided up between a Base Bid, and one Additional Alternative (or Ad Alt). The Base bid included replacing the front door, remodeling the kitchenette area, cutting concrete and replacing plumbing lines, and patching and painting the cut areas. The Ad Alt consisted of re-painting the entire floor and walls in the dog kennel area. The painting of the whole dog kennel area was identified as an item in the original grant application, but after discussions with the Animal Shelter Manager, staff identified repairing the pipes as a more critical item to remedy, as frequent backups were becoming a major operational issue. Painting the floors, only to have to go and tear them up again in another year or so did not make sense. Staff discussed this issue with our contact at the Department of Commerce, who agreed it was a better use of funds, and provided a memo describing the change.

Based on the needs and the Animal Shelter having some additional funds available for repairs, City staff recommends awarding the contract based on including both the Base Bid and Ad Alt to A&R Construction, LLC. Staff is confident their proposal will meet the needs of the project. Therefore, staff recommends awarding a contract in the amount of \$129,688.35 to A&R construction, utilizing SLIPA and Animal Shelter department funds.

Commissioner Wilson moved, seconded by Commissioner McKenney, that the City Commission award a contract in the amount of \$129,688.35 to A&R Construction, LLC for the Great Falls Animal Shelter Remodel project utilizing SLIPA and City 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.

Commissioner Wolff appreciates the staff at the Animal Shelter and for being fiscally prudent.

JOURNAL OF COMMISSION PROCEEDINGS
December 3, 2024

Commissioner Wilson noted that this project work is desperately needed at the Animal Shelter.

Commissioner Tryon expressed appreciation to ARPA Project Manager Tarman and Grant Administrator Tom Hazen for putting together the funding packages that include grants and administration of same.

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

Motion carried 5-0.

22. MANSFIELD THEATER SEATING – CONSTRUCTION CONTRACT. OF 1833.0

ARPA Project Manager Sylvia Tarman reported that the Mansfield Theater Seating project was approved by the Commission as part of the list of other SLIPA projects on March 5, 2024. Contracts for the individual projects were approved at the September 3, 2024 Commission meeting. The replacement of seats in the Mansfield Theater was identified as a need due to the outdated designs, discomfort, and increasing maintenance costs of the installations. The City of Great Falls applied for and received \$487,500.00 in SLIPA funds. The City also requested and was granted a \$162,500.00 allocation of funding from the Downtown Tax Increment Financing (“TIF”) District. These infusions were meant to cover the entirety of the project.

Since approval of the project, City staff have been working with Nelson Architects to come up with designs and a bid package for the project. The project went out for bid in early November, and the bids were opened on November 20th. The City received four bids for the project. The bid included demolition of the existing seats on the main floor and the balcony, grinding and recoating of the floor, and re-carpeting of both the main floor and the balcony landing areas.

All of the bids came back substantially higher than was estimated. This is generally due to the amount of seating necessary, having a complete demo and reconstruction plan, and inflationary factors from previous estimates. By far, the biggest cost included in the bids is the actual seating supply and installation. The original amount budgeted for this project, what the grant was awarded on, was \$650,000.00. The low bid, provided by Wadsworth Builders, came in at \$995,190.00. Staff reviewed numerous options because of this overage, including cancelling the project all together and releasing our claim on the SLIPA funds for this project, cutting the scope drastically (e.g. only replacing the seats on the main floor), or moving forward with the entire scope and identifying additional funding sources. Historically, funding of this nature is rare and we do not expect to see this level of funding in the foreseeable future. Cutting the scope drastically will have impacts down the road, as it will cause our seating to not match and create an uneven appearance. It will also be more expensive to replace the second set of seats, as we would be paying more for a secondary mobilization and additional shipping and material costs due to inflationary factors. For these reasons, staff recommends moving forward with the entire project at this time.

The difference of \$345,190.00, plus another \$12,000 for the design fees for Nelson Architects, may be provided by remaining COVID recovery funds to cover the rest of the required budget. City staff will work with the contractor and suppliers to identify any areas where the budget might be trimmed back, while keeping the integrity of the project and the theater intact. Events staff will be working on identifying additional funds and looking at fundraising opportunities to secure funding to

JOURNAL OF COMMISSION PROCEEDINGS

December 3, 2024

minimize the impacts on the COVID funds. For the above reasons, Staff recommends awarding a contract in the amount of \$995,190.00 to Wadsworth Builders Company for the project, utilizing SLIPA, TIF, and City COVID recovery funds.

Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission award a contract in the amount of \$995,190.00 to Wadsworth Builders Company, Inc. for the Mansfield Theater Seating project utilizing SLIPA and City funds, and authorize the City Manager to execute the construction contract documents.

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

John Hubbard, City resident, commented that the seats seem fine to him and that “the City is wasting money on crap it does not need.”

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

Commissioner McKenney requested clarification about the referenced fundraising opportunities for the overage amount.

ARPA Project Manager Tarman responded that she and Project Manager Hazen are working with Events Manager Owen Grubenhoff about fundraising opportunities to reduce the impacts to the other funds. They will be going out to the community to try to get investors.

Commissioner McKenney inquired if there was a timeline as far as getting the funds lined up.

ARPA Project Manager Tarman responded that staff is attempting to coordinate this project with the ceiling repair project to simplify the processes and save money. The seating lead-time is about nine weeks. Over the next three months, they will be hitting the fundraising efforts hard to see where they can come up with the additional funding. She will keep the Commission informed.

In response to Commissioner Tryon, ARPA Project Manager Tarman noted that she does not anticipate having to come back before the Commission for approval of funding. If they do re-evaluate looking at the TIF funds, it will come before the Commission for consideration.

Commissioner Wolff inquired if the Mansfield Theater had a foundation in which people could provide donations and was responded to in the affirmative.

Mayor Reeves received clarification that the chairs are coming from North Dakota and is the same company that provided the new seating at Great Falls High School.

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

Motion carried 4-1 (Commissioner Wilson dissenting).

ORDINANCES / RESOLUTIONS

JOURNAL OF COMMISSION PROCEEDINGS

December 3, 2024

CITY COMMISSION

23. COMMISSION INITIATIVES.

None.

24. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Commissioner Wolff expressed appreciation to the department heads for providing the detailed information in the monthly updates.

ADJOURNMENT

There being no further business to come before the Commission, **Commissioner Tryon moved, seconded by Mayor Reeves, to adjourn the regular meeting of December 3, 2024, at 8:13 p.m.**

Motion carried 5-0.

Mayor Reeves

City Clerk Lisa Kunz

Minutes Approved: December 17, 2024