

February 1, 2012
3:30 p.m.

PRESENT: Mayor Michael Winters, Commissioners Bob Jones, Bill Bronson and Mary Jolley. Also present were the Deputy City Manager, Directors of Fiscal Services, Park and Recreation, and Planning and Community Development, Training and Development Coordinator, City Clerk, *Tribune* reporter Richard Ecke and citizen Ron Gessaman.

Work Session Review

Work Session topics include:

- Police Department Generator – Deputy City Manager Jennifer Reichelt reported that the need for a new generator has been discussed during the last budget process and in a recent memo from City Manager Doyon. Chief Bowen and Manager Doyon will discuss replacing and upsizing the existing emergency generator at the 911 Communications Center.
- West Bank Tax Increment Refunding Bonds 2012 – Director Kinzler explained that the Commission passed Resolution 9843 authorizing Tax Increment Urban Renewal Subordinate Lien Revenue Note and approved a Development Agreement with West Bank Properties, Inc. Resolution 9958, Item 8 on the Agenda, will establish the terms of a negotiated sale of tax increment refunding revenue bonds and approve reimbursing the developer per the Development Agreement.
- Downtown Development Partnership Update – Director Haynes reported that he and Brant Birkeland would provide a status update of the downtown master plan, downtown development partnership, urban renewal and TIF district. After discussion, Mr. Haynes noted that a quick update of staff’s analysis of the downtown C-5 zoning district would also be provided. Commissioner Jolley requested that a list of members in the downtown development partnership group be provided.

Agenda Review

Deputy City Manager Jennifer Reichelt reviewed the proposed agenda topics and department heads discussed agenda items and reported information for the February 7, 2012, meeting.

Copies of the draft \$5,000 report were provided for Commissioners to review.

Item 5 – Corrected Resolution 9915 - Director Haynes reported that approval of the corrected resolution would accurately reflect the acreage in the resolution that was recorded.

Item 6 – Resolution 9954 – Director Haynes reported that he provided a memorandum to the Commission in December about the CTEP process. Approval of the resolution will streamline and make the process more efficient.

Item 7 – Resolution 9956 – Director Haynes reported that the Montana Refining Company (MRC) requested the last 300 feet of road before the railroad tracks be closed in order for them to secure their property. MRC will improve access to the City’s property.

Item 8 – Resolution 9958 – Director Kinzler noted the Commission would be briefed about this item at the work session.

Item 13 – Municipal Golf Course Concessions Agreement – Director Basta reported that 19 requests for proposals were sent to prospective bidders. One proposal was submitted by K&M, Inc., the company that has provided concessions at the courses for the past 14 years.

No changes to the agenda were requested by the Commissioners.

Miscellaneous Items:

- Director Basta discussed soliciting bids for portable concessions at Gibson Park. The parties discussed the condition of the current building, utilizing the deck area, razing costs and other options. Director Basta was asked to discuss costs associated with the building during the budget process.
- Training and Development Coordinator Mark Willmarth provided copies of the Great Falls City Commission 2011 priorities, Commission vision and goals that were adopted several years ago, and a draft agenda for the Commission/Staff retreat scheduled for Thursday, February 9, 2012. He asked that the Commissioners review the handouts and provide input and guidance to staff at the retreat. There were no changes suggested to the proposed retreat agenda.

There being no further discussion, Mayor Winters adjourned the informal agenda meeting of February 1, 2012, at 4:08 p.m.