

**JOURNAL OF COMMISSION WORK SESSION**  
**February 21, 2012**

City Commission Work Session

Mayor Winters presiding

**CALL TO ORDER:** 5:30 p.m.

**ROLL CALL:** City Commissioners present: Michael J. Winters, Bill Bronson, Fred Burow, and Robert Jones. Commissioner Mary Jolley was excused. Also present were the City Manager; Deputy City Manager; City Attorney; Directors of Fiscal Services and Public Works; Police Chief; and the Administrative Secretary.

**1. UPDATE ON CITY'S WEBSITE**

IT Manager Jon Legan reported the new City website is planned to go live March 2, 2012. The six-month project involved aHa Consulting, Portland, Oregon, and many City staff including a Design Team and Content Management System team. The Design Team included Deputy City Manager Jennifer Reichelt, Fiscal Services Director Melissa Kinzler, Web Specialist Rachel Arms, and Mr. Legan. The new web site was designed to identify Great Falls. Mr. Legan believes the Content Management system will be beneficial because many staff are involved and each department will be responsible for the content on their site.

Web Specialist Rachel Arms revealed the new homepage. She noted the new web site allows for up to three scrolling headlines and up to 10 key links to major sections. Both the events calendar and the meetings calendar are on the front page, along with news and ways to stay connected.

Ms. Arms reported the hover menus on the new site stay in place, allowing easier navigation. The search engine provides a list that is filtered by categories. The new site search updates every 15 minutes; the old site search updated once a week.

The Resource Center is another improvement on the site. A web form can be marked as a form when the web page is created, and a keyword search can be done within the Forms list. As the Content Managers are building their pages, a service that the City provides can be marked as such and show in the alphabetical Services list. The list can be filtered by a department or letter.

Commissioner Bronson asked if forms can be filled out and submitted electronically. Ms. Arms responded some forms are web forms, some must be filled out and printed, and some must be printed, filled out, and submitted. Deputy City Manager Jennifer Reichelt commented that it depends on how the form was created, however, there is the capability of making the forms to be filled out and submitted electronically.

Ms. Arms noted the Content Managers can also mark web pages as Key Documents that will show in the Documents list.

Ms. Arms reported the site includes a new version of agendas and minutes that can be filtered and are now a part of the actual calendar event. Included in one place is the date, location, video link, agenda, staff reports, check register, and links to track resolutions and ordinances.

Ms. Arms reported department pages are updated by members of the department. She noted the Animal Shelter has been working hard to provide information; the site is about three times bigger than the site being replaced.

Ms. Arms noted the site also includes links to Facebook, Google Plus, etc. Most departments now have an RSS feed, and anyone can subscribe to updates through Subscriptions/Notifications. Ms. Reichelt explained that anyone can receive an e-mail notification when information on the web site is updated.

## **2. JUNIOR GOLF PROGRAM**

Golf Pro Connie Cramer-Caouette reported there are two flagship programs in Junior Golf, the first is the First Tee Great Falls, which includes five young men who participated in the program last year. The program concentrates on nine core values. Practices include meeting and greeting, thanking each other for the game, and young men learning they are expected to remove their caps.

The second program is the Girl's Golf Great Falls program – 100 young ladies the last several years. The Director of the Ladies Professional Golf Association (LPGA) from Daytona Beach noted that three years ago Great Falls had the seventh largest program in the nation. The program emphasizes five E's including empower (to accomplish goals); enrich (teaching a game they can play with family and friends); engage (to become part of a community); exercise (mind and body); and, energize (vitality and enthusiasm).

Ms. Cramer-Caouette reported that over \$21,000 in grants have been received to operate the program since 2008. The money has been used to purchase junior-size golf clubs, driving range golf balls, tournament prizes, t-shirts, skills/carnival prizes, etc.

The programs work mainly through volunteers. Mentors include college, high school, and middle school young men and ladies who serve as volunteers. Serving as a mentor is considered a badge of honor. Parents, grandparents, and girl scouts serve as volunteers.

Ms. Cramer-Caouette reported she has been involved in many programs that have impacted thousands of kids from different socio-economic groups. Programs include a lifetime sports class at the local public high schools; beginning golf at the middle and elementary public schools; intro to golf at the Recreation Center; day camps; etc. Approximately two dozen girls now have beautiful sets of golf clubs courtesy of the NV park golf club program. They were nominated because they probably could not afford to buy clubs and needed a boost of confidence.

Ms. Cramer-Caouette thanked Mayor Winters for congratulating the girls' golf participants at a recent tournament. She also recognized Park and Recreation Director Marty Basta and Deputy Director Patty Rearden for supporting the Junior Golf programs.

Ms. Cramer-Caouette showed a DVD of a golf segment from the Great American Country Channel. She believes Anaconda Hills was selected because of the strong Junior Golf program, the beautiful course, and interesting stories from staff.

Commissioner Jolley arrived at the Work Session during this presentation and viewed from the audience.

**ADJOURN**

There being no further discussion, Mayor Winters adjourned the work session of February 21, 2012, at 6:17 p.m.