

**JOURNAL OF COMMISSION WORK SESSION**  
**May 6, 2014**

City Commission Work Session  
Civic Center, Commission Chambers

Mayor Winters presiding

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

**ROLL CALL:** City Commissioners present: Michael J. Winters, Bill Bronson, Fred Burow, Bob Jones, and Bob Kelly.

**STAFF PRESENT:** City Manager; Deputy City Manager; City Attorney; Directors of Fiscal Services, Library, Planning and Community Development, and Public Works; Deputy Director of Planning and Community Development; and the Deputy City Clerk.

***\*\* Action Minutes of the Great Falls City Commission. Please refer to the audio/video recording of this meeting for additional detail. \*\****

**1. PUBLIC COMMENT**

There were no comments from the public.

**2. FACILITY CAPITAL IMPROVEMENT PLAN**

City Manager Greg Doyon provided and discussed a PowerPoint presentation on the attached draft Facility Capital Improvement Plan.

Manager Doyon reported the draft Facility Capital Improvement Plan will be part of the budget process. He noted that staff had direct input in the draft plan.

**4. PARKING FEES**

Agenda item #4 was placed ahead of agenda item #3 due to projector display issues.

Planning and Community Development Deputy Director Lee Nellis reported the City was advised four years ago that the elevators in the North Parking Garage would fail. The budget estimate at the time was \$40,000 - \$50,000. He reported the northwest elevator failed three weeks ago, and the repair estimate is \$70,000. The total cost for deferring maintenance on the two elevators is an additional \$60,000 over four years ago.

Deputy Director Nellis provided and discussed a Great Falls Parking Finance graph handout including revenue, expenses, and deferred maintenance. He reported maintenance of the parking system is behind approximately \$1.8 Million.

Deputy Director Nellis provided copies of a draft North Parking Structure Engineering Conditional Appraisal dated April 26, 2012, and a draft South Parking Structure Engineering Conditional Appraisal dated April 11, 2012.

Deputy Director Nellis provided a handout memo recommendation from the Parking Advisory Commission to raise adequate revenues to support the Great Falls' parking system. He also provided and discussed a 2014 Parking Revenue Strategies – Estimated Additional Revenue handout through 2018, with cumulative additional revenue projections of \$440,400. He reported approximately half of the projections would be consumed by rising expenditures.

Deputy Director Nellis noted the remaining  $\pm$ \$200,000 will allow  $\pm$ \$100,000 to be set aside for reserves;  $\pm$ \$100,000 to be used for catching up on deferred maintenance; allow better support for the Library; and to begin funneling money to the BID for improvements for trees and facades. Users of parking meters would be told that 3 or 4 cents of each quarter put into a meter will go to improve the downtown.

Deputy Director Nellis introduced Parking Advisory Commission members David Campbell and Darren Brown, and he requested Commission support of the proposed recommendations.

### **3. OVERVIEW OF CITY WEBSITE**

Deputy City Manager Jennifer Reichelt discussed and projected an overhead view of the City website.

Deputy Manager Reichelt reported the City entered into a contract with aHa Consulting from Oregon in 2011 to help create the City website. The website went live in March, 2012.

Deputy Manager Reichelt reported there is a disclaimer describing possible Web Links to the City website.

### **ADJOURN**

There being no further discussion, Mayor Winters adjourned the informal work session of May 6, 2014, at 6:41 p.m.