

JOURNAL OF COMMISSION WORK SESSION
May 20, 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; Directors of Fiscal Services and Public Works; Assistant Fire Chief; Street Supervisor; 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. CITY-COUNTY HEALTH DEPARTMENT ANNUAL REPORT

Cascade City-County Health Department Health Officer Alicia Thompson provided and discussed handouts of the Cascade City-County Health Department Annual Report 2013 and overview guide.

Ms. Thompson reported there is currently a Pertussis (Whooping Cough) outbreak (four cases) in the community. She encouraged everyone to get the Tdap (Tetanus, Diphtheria, Pertussis) vaccination.

Ms. Thompson believes the time has come to request additional funding to support core functions of the Cascade City-County Health Department.

Ms. Thompson reported that she has resigned her position as Health Officer, effective July 11, 2014.

As a member of the Cascade City-County Health Department Board, Commissioner Bronson reported the process to replace Ms. Thompson will provide opportunity for a community panel, a panel of business professionals concentrating on health care, and elected officials to provide input to the decision-makers.

Ms. Thompson introduced staff members Tanya Houston, Preparedness and Communications Officer, and Deanna Benton, HIPPA Privacy Officer and Accreditation Coordinator.

3. STREET MAINTENANCE UPDATE

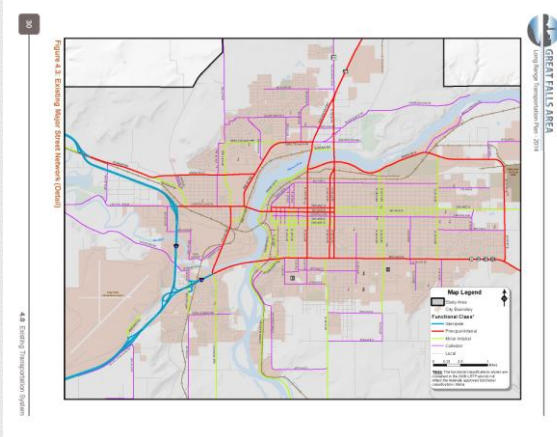
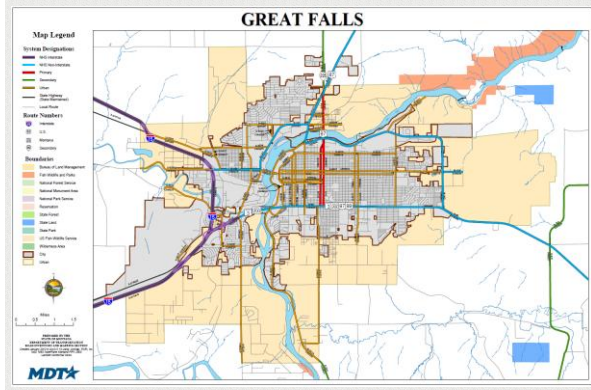
Public Works Director Jim Rearden provided and discussed a PowerPoint presentation update on Street Maintenance. Street Supervisor Jim Turnbow also discussed pavement management.



Questions

- What makes up the City's streets and roadway system?
- How does the City develop and adopt its Transportation Plan?
- What other funding is available for transportation projects?
- How is the City's Street Maintenance Program funded?
- To what level should the Street Maintenance District be funded?

Highway System Map



TRANSPORTATION ADVISORY COMMITTEE MEMBERSHIP

Brian Clifton	County Public Works Director
Susan Connell	County Planning Director
Dave Dobbs	City Engineer
John Faulkner	Airport Director
Andrew Finch	City Transportation Planner
John Hale	Deputy Base Civil Engineer
Courtney Lyster	City Transportation/SID Engineer
Craig Raymond	City P & CD Director
Jim Helgeson	Transit District Manager
Carol Strizich	MDT Planning Supervisor
Jerry McKinley	City Traffic Supervisor
Christie McComber	MDT District Project Engineer
Jim Ekberg	County Planner
Jim Rearden	City Public Works Director
Rick Schutz	County Road Superintendent
Bruce Tries	City-County Env. Health Specialist
Jim Turnbow	City Street Superintendent
Jerilee Wiebel	MDT District Right of Way Supervisor
Lloyd Rue	FHWA Program Dev. Engineer (ex-officio)
David Gabbert	FAA District Manager (ex-officio)

UPCOMING PRIORITY ROADWAY PROJECTS

COMMITTED:

1. South Central Urban Arterial Improvement Project
2. North Bootlegger Trail - 2KM North of Great Falls
3. Great Falls - North U.S. 87 North (Milk Plant North)
4. Emerson Junction - Manchester (Interstate Rehab)

RECOMMENDED:

5. Fox Farm Road - East Fiesta to Dick Road
1. River Drive North - 15th Street No. to 38th Street No.

ILLUSTRATIVE:

2. U.S. 87 - 33rd Ave. NE to Bootlegger Trail
3. 36th Ave. NE - 9th St. NE to Bootlegger Trail
1. 38th Street North - 10th Ave. No. to River Drive North
2. 9th Street Northwest - NW Bypass to Central Ave. West
3. Flood Road - Park Garden Road to Dick Road
4. 6th Street Northwest - Smelter Avenue to Skyline Drive/36th Ave NE

INTERCHANGES:

1. Airport Interchange (Congestion)
2. Emerson Junction (Limited Access)

TRANSPORTATION FUNDING SOURCES

- **FEDERAL**
 - National Highway Performance Program
 - Interstate Maintenance
 - National Highway System
 - Bridge
 - Surface Transportation Program
 - Urban Highway System
 - Secondary Highway System
 - Urban Pavement Preservation Program
 - CMAQ - Congestion Mitigation & Air Quality Improvement Program
 - Metropolitan Congestion Initiative
 - Transportation Alternatives Program
 - Trails
 - Amenities
- **STATE**
 - State Fuel Tax
 - State Funds for Transit
 - Rail Funds
- **LOCAL**
 - Street Maintenance Assessment
 - Local Gas Tax Allocation
 - Special Improvement Districts
 - Developer Funding



How is the City's Street Maintenance Program Funded?

- City maintains 383 miles of streets and alleys, performing pavement rehabilitation and restoration, street cleaning, snow and ice removal, alley maintenance, nuisance weed removal, signals, signs, pavement markings.
- Two main sources of revenue:
 - **Street Maintenance Assessment**
 - **State Fuel Tax**



Street Maintenance Assessment

- Property assessment based upon:
 - **Square footage** of property
 - Basic **land use type** (residential, commercial, mixed use)
- Properties assessed at \$0.011934 per sq. ft.
 - 12,000 sq. ft. cap for residential property and properties categorized as non-profit/cemetery organizations
 - 50% commercial/50% residential assessment for mixed use properties 112,000 sq. ft. or more but less than 50% commercially developed.
 - 1 million sf. cap for commercial properties



Street Maintenance Assessment (cont.)

- **Utilization:** Montana Code (MCA) allows sprinkling, graveling, oiling, chip sealing, seal coating, overlaying, treating, general cleaning, sweeping, flushing, snow removal, leaf and debris removal, the operation, maintenance, and repair of traffic signal systems, repair of & new traffic signs, the placement and maintenance of pavement markings, curb and gutter repair, and minor sidewalk repair that includes cracking, chipping, sealing, and replacement of not more than 6 feet of sidewalk in any 100-foot portion of sidewalk, street widening, new curb/gutter and similar improvements.



State Fuel Tax

- Allocated to all incorporated cities and counties, based upon population and street mileage.
- Great Falls allocation: around \$1,000,000/yr.
- **Utilization:** construction, reconstruction, maintenance, repair of rural roads, and streets/alleys. May be used to match federal funds allocated for road construction that are part of the primary or secondary road system or urban extensions.

State Fuel Tax & Street Maintenance Allocation Summary

Year	Street Assessment Amount	State Fuel Tax Allocation	TOTAL
2005	\$1,993,406	\$1,036,295.69	\$3,029,702
2006	\$2,229,643	\$1,020,060.22	\$3,249,703
2007	\$2,621,406	\$1,025,325.52	\$3,646,732
2008	\$2,850,270	\$1,004,077.42	\$3,854,347
2009	\$3,149,233	\$1,012,152.86	\$4,161,386
2010	\$3,402,860	\$1,000,675.41	\$4,403,535
2011	\$3,513,784	\$995,586.51	\$4,509,371
2012	\$3,560,032	\$1,005,330.68	\$4,565,363
2013	\$3,630,779	\$1,005,079.00	\$4,635,858
2014	\$3,630,779	\$993,168.00	\$4,623,947



Street Division Services

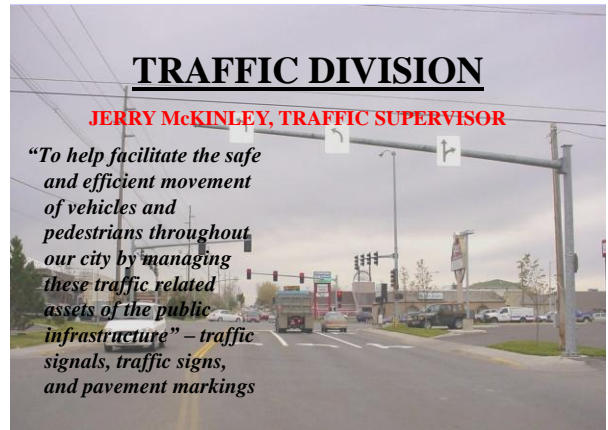
- ❖ Snow and Ice Control
 - ❖ Plowing and Sanding
 - ❖ Snow Removal
- ❖ Street Sweeping
- ❖ Pothole Repair
- ❖ Alley and Gravel Street Maintenance
- ❖ Asphalt Mill and Overlay
- ❖ Chipseal
- ❖ Minor Reconstructions
- ❖ Traffic Services



TRAFFIC DIVISION

JERRY MCKINLEY, TRAFFIC SUPERVISOR

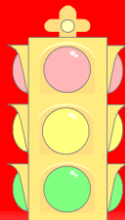
"To help facilitate the safe and efficient movement of vehicles and pedestrians throughout our city by managing these traffic related assets of the public infrastructure" – traffic signals, traffic signs, and pavement markings



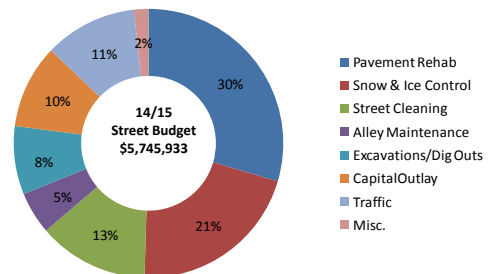
TRAFFIC DIVISION

• Services Provided:

- Maintenance/Installation of Traffic Signals, Traffic Signs & Pavement markings
 - 12,332 Traffic signs
 - 89 Signalized intersections
 - 100 miles of pavement markings
- Intersection Studies
- Speed Studies
- Traffic Counts
- Neighborhood Council Interaction



STREET DIVISION FUND ACTIVITIES



• Snow and Ice Control Priorities:

- 1st: Signed emergency snow routes.
- 2nd: Major arterials with particular attention to schools, hospitals and business areas .
- 3rd: Collector streets which provide access to major arterials including transit routes.
- Non-Priority: Most residential streets and others not included above. These streets will not normally be cleared unless impassable.
- Other: Streets maintained by the MDT or Cascade County.

Snow and Ice Control

➤ The winter of 2013/2014 had 76 days of snow fall with a total of 76.4 inches in Great Falls to date.

➤ The Street Division provided winter maintenance on City Streets beginning with the first snow fall of the year, October 3, 2013 to the most recent snow fall on May 11, 2014.

➤ The Street Division has used in excess of 5000 tons of sanding material which is budgeted for each year.



➤ Snow was removed from Downtown and 8th Avenue No. six times this year. On average snow is removed 5 times per year.

➤ An estimated total of 35,000 cubic yards of snow was removed during 2013/2014 winter.

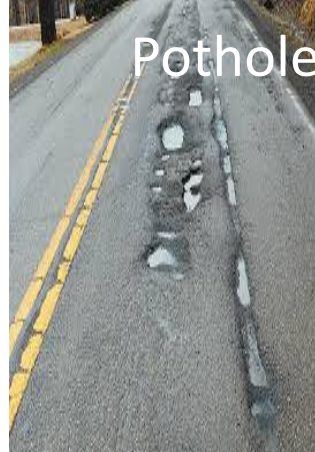
➤ Snow is also removed from streets adjacent to schools during major storm events.

Street Sweeping



- The Street Division provided 4408 Hours of Street Sweeping in 2013
- Street sweeping is done in the spring to pick up sanding material and in the fall for Leaf Pickup.
- During the summer season two Vacuum Sweepers continue these efforts.
- Residential swept 2 times annually and arterials 12 times annually.

Pothole Repair



• In excess of 50 tons of winter patching material was used this past year. This was consistent with the yearly average. 120 tons in 2011.

• Pothole maintenance is done throughout the year with different types of material depending on weather and surfaces.

Gravel Street and Alley Maintenance

- 80 miles of Alleys and Streets with a gravel surface are maintained twice yearly (Spring and Fall) and also upon request.
- Gravel is mixed with Recycled Asphalt Products to be used as surface material.



Asphalt Milling



➤ 2013

➤ 54 blocks of both taper and full width asphalt milling was completed within the City of Great Falls. (4.20 miles)

➤ The Street Division Milled for 39 days.

➤ 5 Year Average

➤ On Average the Street Division does 46.65 blocks of milling each year. (3.62 miles)

Asphalt Paving and Overlay

Overlay

➤ 2013

- 102.80 blocks received a two inch Asphalt overlay. (7.9 miles)
- The Street Division Overlay projects took 62 days and over 15,000 tons of asphalt.

Asphalt Patching

- 60 minor reconstruction projects were also paved in 2013 using just over 2,300 tons of asphalt.

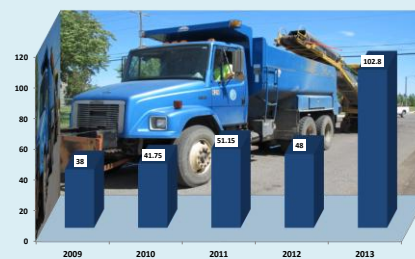
➤ 5 Year Average

- On Average the Street Division does 48 blocks of overlay projects a year. (3.72 miles)
- Since 2004 the Street Division has completed 36.12 miles of asphalt overlay.



Total of 3564 Blocks - 1.35% per year(74 year rotation)

Overlay Blocks By Year



STREET DIVISIONS 2004-2013

Street Division Overlay
Projects 2004-2013
March 17th, 2014

Great Falls International Airport

MAJOR

LEGEND

Public Works - Streets

Street Division Year	Color
2004-2005	Red
2006	Orange
2007	Yellow
2008	Light Green
2009	Green
2010	Dark Green
2011	Blue
2012	Purple
2013	Pink
2014	Grey

City Limits

Source: Street Division Overlay

A yellow CAT 324D motor grader is shown from a rear three-quarter view, working on a paved road. The machine has "CAT" and "324D" branding. A worker in a green shirt is visible in the operator's cab. In the background, there is a residential area with a stop sign and a "No Left Turn" sign.

✓ Total of 3564 Blocks - 2.1% per year (46 year rotation)

Year	Chipseal Blocks
2009	24
2010	26
2011 Did Not Chip	0
2012	69.5
2013	84

Excellent

Good

Fair

Poor

Very poor

Failed

68% (204 mi.) of streets

40% drop in quality

75% of life

\$1.00 for renovation here

40% drop in quality

12% of life

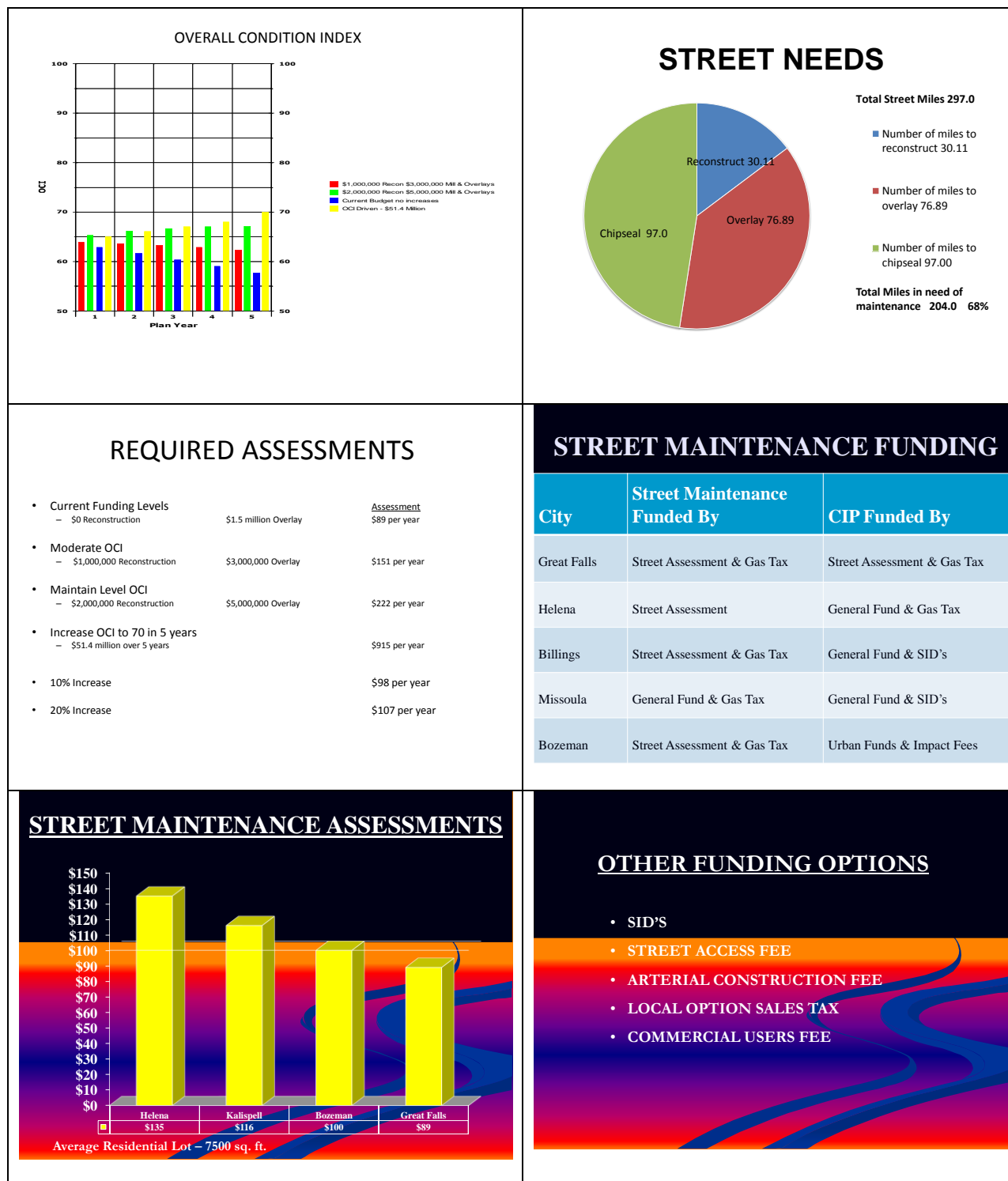
Time

(25 year street life)

Treatment	sc	cf	ol	rec
Years	46	95	74	75-100

Average annual assessment per property owner is \$89.00 for an average size lot of 7,500 sq ft.

Average OCI	60.95
Average OCI	67.77



City Manager Greg Doyon discussed the importance of Emerson Junction on the upcoming priority roadway projects list. He also discussed the budget issue of maintaining State enhancement projects.

Commissioner Jones believes the Fox Farm Road from East Fiesta to Dick Road project is also a

needed priority. Director Rearden responded that project is currently under design for use of federal aid urban funds.

Commissioner Bronson questioned the 36th Ave. NE, 9th St. NE to Bootlegger Trail project. Director Rearden responded that though there is pressure to complete that street, a funding source has not been identified.

ADJOURN

There being no further discussion, Mayor Winters adjourned the informal work session of May 20, 2014, at 6:47 p.m.