JOURNAL OF COMMISSION WORK SESSION November 18, 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; Director of Planning and Community Development: Fire Chief; Police Captain; City Engineer; Human Resources Manager; Risk Manager; Planner II; and the Deputy City Clerk.

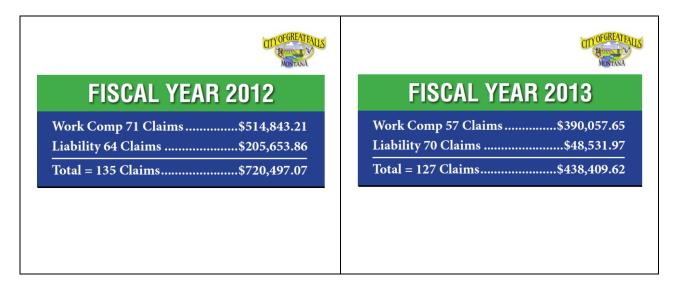
** Action Minutes of the Great Falls City Commission. Please refer to the <u>audio/video recording</u> of this meeting for additional detail. **

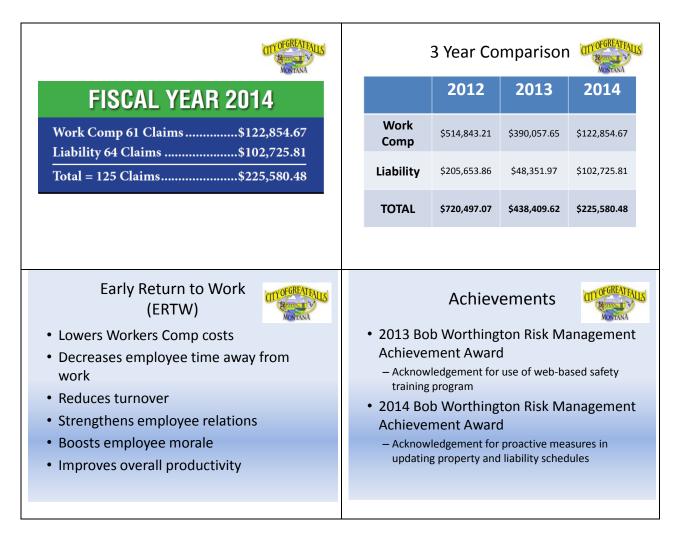
1. <u>PUBLIC COMMENT</u>

There were no comments from the public.

2. <u>RISK MANAGEMENT ANNUAL REPORT</u>

Human Resources Manager Linda Williams and Risk Manager Angela Swingley provided and discussed a PowerPoint Risk Management Annual Report presentation. Ms. Swingley also provided a handout, including examples of 2012-2014 Work Comp and Liability claims.





Ms. Swingley explained that ERTW is a program that supports the practice of bringing injured employees back to work as soon as they are medically able. Efforts are made to keep the injured employee working light-duty in the department where they work. If that is not possible, efforts are made to place them in light-duty positions in Fiscal Services including opening mail, sorting, filing, contacting customers, folding letters, stuffing envelopes, and shredding. Other light-duty positions at the Library include scanning old newspaper clippings, binding books, facing, peeling labels, dusting shelves, and organizing. The court system has also been utilized for light-duty work including alphabetizing files, numerically placing documents, etc.

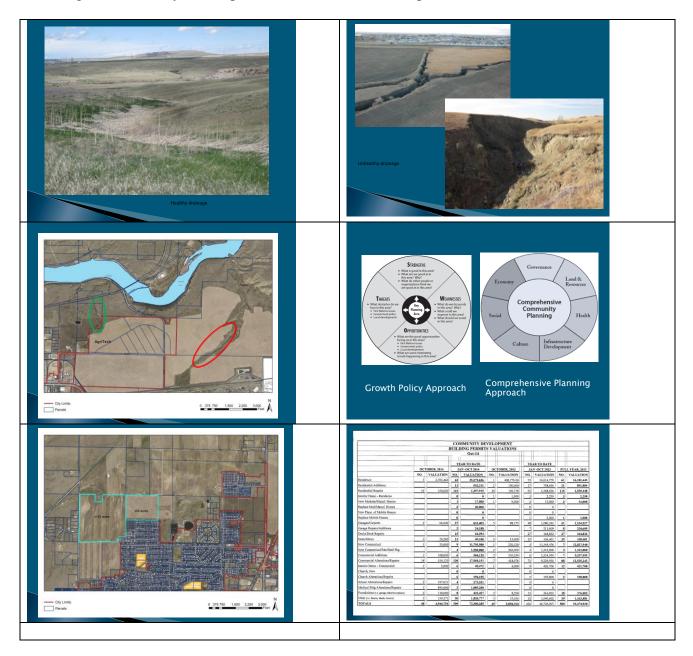
Ms. Williams noted employees who are off work on wage-loss benefits only earn 66 2/3% of their salary; it is considered leave without pay status so they do not accrue sick leave and vacation. She explained there must be Union concurrence for an employee to perform work not within the scope of their employment, in a temporary alternative work assignment.

Ms. Swingley noted MMIA training meetings were provided for employees, an emergency responder vehicle education program (SERVE) was done with both Fire and Police Departments, and defensive driver training and ergonomic assessments were provided.

3. CURRENT PLANNING OVERVIEW

City Manager reported that future Work Sessions will include overviews by departments to help the Commission look ahead for the City.

Planning and Community Development Planner II Galen Amy provided and discussed a current Planning & Community Development overview PowerPoint presentation.



Ms. Amy noted the City's location along the Missouri River is an asset. However, the location also means the reality of soils that create potholes and heaving, along with natural sloping,

coulees, ravines, and drainage basins. She discussed the impact drainage basins have to the cost and direction of development within the City and on the outskirts of the City.

Ms. Amy discussed capital improvement planning and comprehensive land use planning. She also discussed current growth skirting the City and requests for annexation involving infrastructure needs and drainage issues.

City Manager noted growth also involves schools, police and fire services, etc.

Ms. Amy also noted the City cannot take on additional park land that does not pay for itself. Projections show growth over the next couple years will likely increase, and large scale development has an impact on all public systems.

Ms. Amy believes that taking the time to do good planning is the responsibility of a businessfriendly community.

4. <u>DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS</u>

Mayor Winters discussed the sale of underutilized park land. He believes the sale of underutilized City-owned land could generate revenue.

City Manager Greg Doyon provided and discussed a handout Master Work Session Topic List. The consensus of the Commission was to schedule a Work Session with Janet Cornish to better understand the flexibility that the Commission has to direct TIF revenues to specific sources and to also schedule a Work Session on comprehensive planning.

ADJOURN

There being no further discussion, Mayor Winters adjourned the informal work session of November 18, 2014, at 6:48 p.m.