

**JOURNAL OF COMMISSION WORK SESSION
December 16, 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; City Attorney; Directors of Fiscal Services, Library, and Public Works; Interim Director of Park and Recreation; Police Captain; City Engineer; Street Supervisor; Special Project Engineer; Reference Librarian; 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. PUBLIC/PRIVATE BID EVALUATION PROCESS

Public Works Director Jim Rearden and Street Supervisor Jim Turnbow provided and discussed a PowerPoint presentation on the Public/Private Bid Evaluation Process.

<p>STREET PROJECT EVALUATION</p> <p>CITY COMMISSION WORKSESSION DECEMBER 16, 2014</p>	<p>STREET PROJECT EVALUATION</p> <p>BACKGROUND:</p> <ol style="list-style-type: none">1) City Commission action August 17, 1999 – Accept project report and Authorize City Manager to Issue Policy Letter.2) City Staff, United Materials, Montana Lines, and Sletten Construction representatives were involved in the process.3) Purpose was “to develop a model by which capital projects done by the City could be consistently evaluated in comparison to a contractor’s bid”4) Capital Projects were defined as “Any expenditures that extends the life of the project five years or longer and has a cost greater than the State specified statute bid limit which is currently \$80,000” (was \$25,000 in 1999).5) The ‘break point’ was determined to be 360 tons, whereas larger projects could be done less expensively by a contractor.6) It (the agreement) would not, however, restrict the City from doing any project by any means it sees fit, if over-riding public benefit warrants it.
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AGREEMENT EFFECTIVENESS

ISSUES:

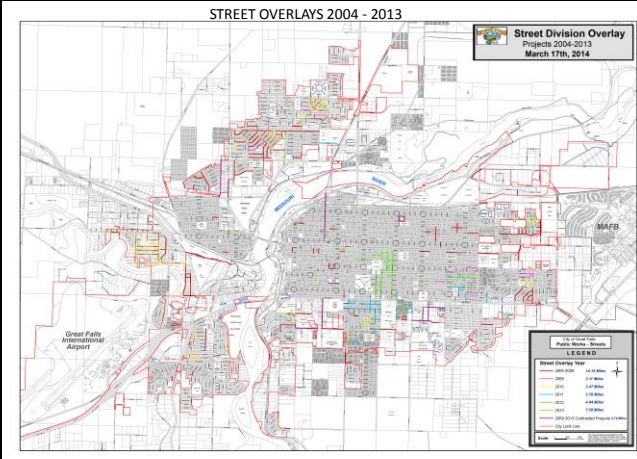
- 1) Agreement Compliance
 - City has exceeded the 'allowable' amount of paving in two possible instances. 18th Ave. No. (2010?) and 25th/26th Streets (2014) .
- 2) Outdated Contents of the Agreement
 - City crews are much more efficient now with better equipment and experienced, motivated staffing.
 - Doing small portions of work is inefficient, looks bad to the public and costs additional mob/demob (\$500/day).
 - Need to continue to keep crews as productive as possible.
 - City crews perform 'maintenance' activities only
 - What constitutes a Capital Project? (Is it anything in an area or per day or on the same street?)

AGREEMENT EFFECTIVENESS (cont.)

3) Unit Cost Comparisons

Historic bid data does not indicate an advantage utilizing the private sector for projects over 360 tons.

- a) City cost per square yard overlay is **\$9.71 / SY. (2013/14 COSTS)**
 - **\$13,400 per block, Approx. 6 blocks for \$80,000**
 - **City crew average production is 300 tons per day.**
- b) Recent Contracted Projects:
 - 1) 2013 9th St. NW – **2004 tons - \$10.60 SY (Eng. cost - \$-68 SY)**
 - 2) 2012 overlays – **3631 tons - \$11.00 SY (Eng. cost - \$-27 SY)**
 - 3) 2010 - 11th St. SW overlays - **696 tons - \$10.90 SY (Eng. cost ?)**



PAVEMENT CONDITION PROGRAM ANALYSIS

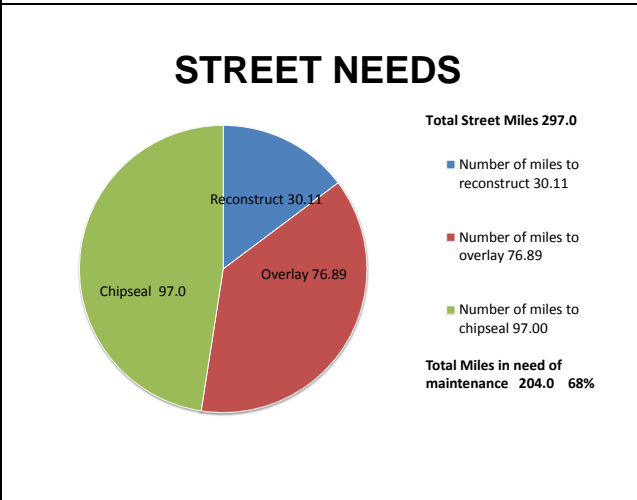
Federal Aid Urban System
Overall Condition Indexes

Route Number	System Designation	Overall Condition Indexes	Length	Avg. OCI	
173	06 St NW	Central Ave W	250.00 ft	86.36	
174	06 St NW	05 Ave NW	243.00 ft	89.36	
175	06 St NW	02 Ave NW	260.00 ft	81.76	
176	06 St NW	04 St NW	240.00 ft	83.52	
177	06 St NW	06 St NW	360.00 ft	81.60	
178	06 St NW	05 Ave NW	414.00 ft	86.08	
462	06 St NW	06 St NW	432.00 ft	82.27	
463	06 St NW	16 Ave NW	1,046.00 ft	91.67	
179	06 St NW	06 St NW	462.00 ft	81.88	
464	06 St NW	Smelter Ave NW	1,361.00 ft	89.57	
367	06 St NW	01 Ave NW	236.00 ft	90.57	
74	06 St NW	02 Ave NW	350.00 ft	92.86	
44	06 St NW	02 Ave NW	350.00 ft	91.71	
26	06 St NW	04 Ave NW	350.00 ft	88.86	
1080000	06 St NW	04 Ave NW	350.00 ft	88.86	
363	06 St NW	09 Ave NW	771.00 ft	86.43	
362	06 St NW	10 Ave NW	8,291.00 ft	79.00	
364	06 St NW	10 Ave NW	521.00 ft	83.14	
362	06 St NW	Crescent Dr	8,094.00 ft	81.14	
362	06 St NW	Crescent Dr	441.00 ft	81.14	
362	06 St NW	Harold Ave	693.00 ft	81.71	
362	06 St NW	Crescent Dr	8,094.00 ft	81.14	
362	06 St NW	Harold Ave	693.00 ft	81.71	
362	06 St NW	Division Rd	1,889.00 ft	83.13	
570	Smelter Ave NE	04 St NE	729.00 ft	85.74	
480	Smelter Ave NW	01 St NW	600.00 ft	83.33	
480	Smelter Ave NW	02 St NW	600.00 ft	84.68	
480	Smelter Ave NW	03 St NW	242.00 ft	47.09	
482	Smelter Ave NW	02 St NW	620.00 ft	82.23	
482	Smelter Ave NW	03 St NW	281.00 ft	79.99	
482	Smelter Ave NW	03 St NW	461.00 ft	81.92	
Summary for Route 5201				Mile & overlay is recommended.	Length: 3.49 miles Avg. OCI: 79.61

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City of Great Falls
FAU/MDT

Average OCI: 60.95
Average OCI: 67.77



<p style="text-align: center;">PURCHASES FROM CONTRACTORS Budgeted 2014/15</p> <p>Maintenance Supplies - \$1, 274,875 (Asphalt, gravel, sanding material, sealcoat chips, etc.)</p> <p>Purchased Services –\$300,000 (Minor reconstruction, misc. curb and gutter, mud jacking, etc.)</p> <p>Capital Outlay – \$320,000 (misc. projects/unscheduled development/matching funds)</p> <p>Total: \$1,894,875</p> <p style="text-align: center;">This is approximately 40% of the total street budget, which is spent on direct payments to local material suppliers and contractors.</p>	<p style="text-align: center;">DO OTHER CITIES IN MONTANA HAVE SIMILAR AGREEMENTS WITH CONTRACTORS?</p> <p>Helena – No Comment - Have purchased a paver and are increasing the amount of in-house paving annually and consider their work to be as cost effective as contracted projects. Consider overlays and chipseals to be routine maintenance not capital projects.</p> <p>Butte – No Comment – We are not bound by any agreements with any contractors.</p> <p>Billings – No Comment – There are no restrictive policies regarding maintenance work in Billings.</p> <p>Bozeman – No Comment – Currently we aren't set up to do more than a block but we are looking to ramp up to a bigger operation.</p> <p>Missoula – No Comment – We have no such agreement. However, we do get complaints from AGC and contractors about the amount of work the Street Division does occasionally.</p>
<p style="text-align: center;">ALTERNATIVES</p> <ol style="list-style-type: none"> 1) Rescind Agreement <ul style="list-style-type: none"> - Important to keep Street crews as effective and efficient as possible. - City unit costs are consistently under Contractor unit costs on any size project we do - not counting Engineering costs to prepare bid packages. 2) Modify agreement <ul style="list-style-type: none"> - Redefine what constitutes a Capital project. Reconstruction or 'new' streets. - Current agreement favors one contractor by allowing a lower price for asphalt by the supplier. Non-supplier contractors are not provided the same lower price. <p style="text-align: center;">Overall goal is to have the best maintained street network given the limited resources available. City and contractors should be working together to achieve that goal.</p>	

Director Rearden noted Street Supervisor Jim Turnbow was hired in 2001; he believes the Street Division was transformed at that point.




City Manager Greg Doyon noted there have been concerns regarding the application and administration of the street policy agreement. He stated that his goal is to get the biggest bang for the buck for the taxpayer. Sometimes that means City forces are used; sometimes the job must be contracted out due to the City’s limited capacity.

Manager Doyon noted staff will come back to the Commission with updates to the agreement; however, he believes staff’s recommendation is to rescind the agreement because of the cumbersome nature in which it was developed.

3. WEST BANK IMPROVEMENTS

Park and Recreation Interim Director Patty Rearden provided and discussed a PowerPoint presentation on West Bank Park Improvements. She also provided a handout for the West Bank Park Landscape concept.

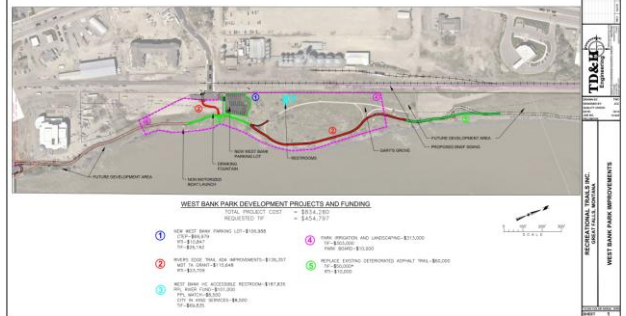
Interim Director Rearden recognized participants in the improvement process including City Engineer Dave Dobbs, Special Projects Engineer Jesse Patton, and other City Engineering staff; TD&H Engineering and Recreational Trails, Inc. representative John Juras; TD&H Engineering representative Jana Cooper; Senior Transportation Planner Andrew Finch; and Park Supervisor Lonnie Dalke.

 <p>West Bank Park Improvements</p> <p>December 16, 2014</p>	<h3>Master Plan Development</h3> <ul style="list-style-type: none"> • CTA Architects Engineers • Steering Committee <ul style="list-style-type: none"> • Staff from Planning, Public Works and P & R • NHC #2 and #3 • Montana Fish, Wildlife and Parks • RTI (Recreational Trails, Inc.) • County Commissioner/Forest Service • Town Hall Meeting • Meetings with NHC #2 and #3 and Park and Recreation Advisory Board • Two Day Community Design Charette • Survey • Presentation at City Commission Work Session • Adopted by City Commission: March 15, 2011
 <p>phase 1 master plan</p> <p>WEST BANK PARK CITY OF GREAT FALLS - MONTANA</p>	<h3>West Bank Park Areas</h3> <ul style="list-style-type: none"> • Active Zone <ul style="list-style-type: none"> • Non-motorized Boat Ramp • Parking Lot • Restrooms • Pavilion • Amphitheater • Stage • Natural Playground • Trails • Entrance Sign • Current: 18 Hole Folf Course, GF Folf Association
<h3>Proposed Projects 2015-2016</h3> <ul style="list-style-type: none"> • Restroom – Missouri Madison RiverFund Grant, NW Energy (PPL) Grant, Proposed TIF • Parking Lot – CTEP Grant, RTI Match, Proposed TIF • ADA Connection from 3rd Ave. N.W. to Trail – TA Grant (Transportation Alternatives), RTI Match • Replacement of 977 linear feet of 4' wide non-compliant deteriorated sidewalk with 9' wide shared use trail – TA Grant, RTI Match • Irrigation and Landscaping – Proposed TIF • Replace Existing Vault Toilet, CTEP, RTI Match • Concrete Trail Replacement (includes pump house removal) – Proposed TIF (RTI) 	



Amphitheater

Natural Playground Area



Restroom

Total Project Cost	\$187,835
Sources of Funding:	
Missouri Madison RiverFund Grant	\$101,000
NW Energy (PP&L) Match	\$ 8,500
In-kind Match (City Staff)	\$ 8,500
Proposed TIF	\$ 69,835

Parking Lot

Total Project Cost	\$106,988
Sources of Funding:	
CTEP Grant	\$ 69,979
RTI Match	\$ 10,847
Proposed TIF	\$ 26,162

Replace Existing Vault Toilet

Total Project Cost	\$18,500
Sources of Funding:	
CTEP Grant	\$16,017
RTI Match	\$ 2,483



Trail Connector & Replacement

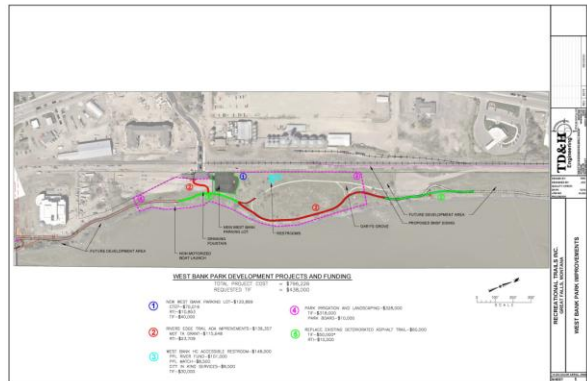
Total Project Cost	\$139,357
Sources of Funding:	
TA Grant	\$115,648
RTI Match	\$ 23,709

(Trail connector from 3rd Ave. N.W. and replacement of 977 linear feet of 4' wide deteriorating/non-compliant concrete trail with 9' wide shared use trail **[red on exhibit]**)

Concrete Trail Replacement (Includes Pump House Removal)

Total Project Cost	\$ 60,000
Sources of Funding:	
Proposed TIF Request	\$ 50,000
RTI Match	\$ 10,000

[green on exhibit]



Irrigation and Landscaping

Total Project Cost	\$313,000
Sources of Funding:	
Proposed TIF	\$303,000
Park Trust	\$ 10,000



Proposed TIF Grant Requests

Completion of Parking Lot	\$ 26,162
Irrigation and Landscaping	\$303,000
Restroom	\$ 69,835
Drinking Fountain (RTI - + \$2,800)	\$ 5,800
Concrete Trail Replacement/ Pump House Removal	\$ 50,000
Total TIF Request	\$454,797
Total Proposed Projects	\$834,280

(Other Funding Sources: \$311,144/Grants; \$49,839/RTI; \$18,500/City & Park and Recreation.)

West Bank Park Tax Increment Fund

Fund Balance, June 30, 2014	\$794,013 (\$233,917 Restricted Cash)
Unrestricted Cash	
\$495,989	June 30, 2014
\$177,000	Additional Projected June 30, 2015
\$672,989	Total, June 30, 2015

On March 20, 2007, the Great Falls City Commission passed an Ordinance establishing the Great Falls West Bank Urban Renewal Plan including a Tax Increment Financing provision. West Bank Park is included in the West Bank Park Urban Renewal Plan and Tax Increment District.

The West Bank Urban Renewal Plan states "The Missouri River and the associated West Bank Park are the defining features of the West Bank Urban Renewal District. Not only do these resources make the area more attractive for investment and overall community renewal, but they are intrinsic to the quality of life in the City of Great Falls and the surrounding region. They offer scenic and recreational opportunities for both residents and visitors to Great Falls."

Interim Director Rearden believes that maintenance of the West Bank riverfront park is a priority and would be provided with current resources, as is the case with Elks Riverside riverfront park. There was discussion regarding other organizations providing assistance and resources for the project.

Commissioner Bronson believes it is important to include discussions on zero-scaping, allowing a more natural environment appropriate for the area and the climate.

The consensus of the Commission was to support continued improvements to West Bank Park.

4. CITY UPDATE – LIBRARY

Library Director Kathy Mora and Reference Librarian Susie McIntyre provided and discussed a handout on the Great Falls Public Library Celebrating 125 Years.

Director Mora noted the current library is the third physical library on the same location. The first library opened in 1890, and the second one opened in 1903; the current library was built in 1967.

Director Mora discussed the decrease in hours and staff, effects on service, public support, increased state support, foundation support, and state and federal issues.

Ms. McIntyre discussed the increase in local technology service needs. She noted the homeless, mentally ill, and people in transition spend a lot of time at the library.

The consensus of the Commission was to consider additional library support.

Mayor Winters stepped out of the room at 6:40 p.m. and returned to the meeting at 6:52 p.m.

5. DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon provided a handout Master Work Session Topic List.

Mayor Pro Tempore Bob Jones suggested no work session on January 6, 2015. Manager Doyon responded that there would not be a work session unless required by certain projects.

ADJOURN

There being no further discussion, Mayor Pro Tempore Jones adjourned the informal work session of December 16, 2014, at 6:52 p.m.