

JOURNAL OF COMMISSION WORK SESSION
March 18, 2014

City Commission Work Session
Civic Center, Commission Chambers

Mayor Pro Tempore Jones presiding

CALL TO ORDER: 5:30 p.m.

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

STAFF PRESENT: City Manager; Deputy City Manager; City Attorney; Directors of Fiscal Services, Library, and Planning and Community Development; CDBG Administrator; Fire Chief; Police Chief; 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. CDBG UPDATE

Planning and Community Development Director Craig Raymond expressed support for the Community Development Council (CDC) recommendations. CDBG Administrator Jolene Wetterau provided a PowerPoint presentation on CDC CDBG and HOME 2014/2014 Funding Recommendations.

Background	<p>Federal Funds</p> <ul style="list-style-type: none">■ HUD■ ± \$720,280 Dollars in 2014/2015 as of 4:17pm 3/18/2014□ Affordable Housing□ Anti-Poverty Programs□ Community Infrastructure■ Annual Action Plan□ Goals and Funding Priorities	Process	<ul style="list-style-type: none">□ Pre-Application Meeting□ City Commission Policy Approval□ Application Submittal□ Staff Review□ CDC<ul style="list-style-type: none">■ Review■ Prioritize■ Recommend□ Public Hearing for CDBG & HOME funding□ Public Comment
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Principles & Policies</p> <ul style="list-style-type: none"> <input type="checkbox"/> City Priorities <ul style="list-style-type: none"> ■ Public Facility 35% ■ Affordable Housing 30% ■ Public Service 15% ■ Administration 20% <input type="checkbox"/> City Policy <ul style="list-style-type: none"> ■ 75% Expenditure of Funds ■ Leverage ■ Minimum Request \$5,000 ■ Non-Profit application for Public Facilities Grants 	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">CDBG Funding</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public Facility \$277K <ul style="list-style-type: none"> ■ Community Rec Center 32K ■ Verde Park 30K ■ Sidewalk Replacement 30K ■ 4th Ave North HC Ramps 60K ■ Opportunities, Inc. 20.6K ■ Morony Natatorium 13K ■ Center for Mental Health 10.5K ■ Paris Gibson Square 10K
<ul style="list-style-type: none"> <input type="checkbox"/> Affordable Housing \$ 259K <ul style="list-style-type: none"> ■ Code Enforcement 32K ■ Housing Rehab Specialist 65K ■ NeighborWorks 75K ■ Habitat for Humanity 25K ■ Rental Improvement Loan 50K <input type="checkbox"/> Administration \$148K 	<ul style="list-style-type: none"> <input type="checkbox"/> Public Service \$ 96.5K <ul style="list-style-type: none"> ■ Meals on Wheels 25K ■ Boys & Girls Club 25K ■ Rural Dynamics 10K ■ Young Parents Ed Ctr 10K ■ Quality Life Concepts 5.5K ■ Morony Nat/CRC 8K ■ Senior Citizen Center 5K ■ Sunburst Unlimited 3K ■ Paris Gibson Square 5K
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">HOME Funding</p> <ul style="list-style-type: none"> <input type="checkbox"/> HOME GRANT \$215K <ul style="list-style-type: none"> ■ NeighborWorks <ul style="list-style-type: none"> <input type="checkbox"/> Construct & Rehab Homes ■ Administration 	<ul style="list-style-type: none"> <input type="checkbox"/> Commission Action <ul style="list-style-type: none"> ■ Agenda Item 15, Accept proposed use of CDBG and HOME funds ■ Set public hearing for Annual Action Plan for April 16, 2013.

Ms. Wetterau estimated receiving approximately \$740,000, rather than \$720,280. She noted Dudley Anderson Park, rather than Verde Park, will receive \$30,000 to replace the play structure and make it handicap accessible. She commented the 20% Administration funding will be less because of the lower total funds. She reported the correct public hearing date is April 15, 2014.

CDC Chairperson Susan McCord provided and read a handout from CDC members requesting income from the revolving loan fund be used for part or all of the cost of fund administration, to reduce the impact salaries have on the housing portion.

City Manager Greg Doyon discussed funding priorities in coming years as the Commission, staff, and the community work to realign priorities. There are some extraordinary capital needs that require funding. Efforts are being made to build flexibility into the budget, understanding the tax position as the City does not grow robustly, but rather steadily. He discussed needs at the Natatorium and the importance of maintaining public infrastructure.

2. FEE DISCUSSION

A. Fire: Fire Chief Randy McCamley provided and discussed a Fee and Revenue Report 2014 handout. He also provided a Fee Comparison from Montana Cities' handout. He reported proposed fees are based on a 10% increase.

Mayor Pro Tempore Jones believes Investigation fees can be adjusted higher. Commissioner Bronson provided an example of rural fire districts charging \$100 for a report, in addition to overtime rates for investigators.

Manager Doyon commented the intent is not to fund the department with fees; approximately 97% of Fire's budget is funded through taxation. The intent of the proposed fees is to maintain continuity and a fair and equitable charge for services provided. He discussed Hydrant Inspection/Maintenance and Safety Inspection Certificates services.

Manager Doyon discussed lift assists services for medical facilities, resulting in Workman's Comp issues for firefighters. After discussion, Chief McCamley reported that data will be provided to the Commission for future consideration.

Mayor Pro Tempore Jones believes investigation report fees should be adjusted upward, due to the time required to research and produce materials.

B. Mapping: Fiscal Services Director Melissa Kinzler provided and discussed a handout of draft Resolution 10067, projecting the new fees would generate \$1,500-\$2,000 annually. Ms. Kinzler also introduced Mapping Resource Specialist Jeff Hedstrom.

Mayor Pro Tempore Jones discussed addressing services and related public safety issues.

C. Mapping: Library Director Kathy Mora provided and discussed a handout of Great Public Library Fees.

ADJOURN

There being no further discussion, Mayor Pro Tempore Jones adjourned the informal work session of March 18, 2014, at 6:33 p.m.