

**JOURNAL OF COMMISSION WORK SESSION**  
**March 1, 2016**

City Commission Work Session  
Civic Center, Gibson Room 212

Mayor Kelly presiding

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

**CITY COMMISSION MEMBERS PRESENT:** Bob Kelly, Bill Bronson, Bob Jones, Fred Burow and Tracy Houck.

**STAFF PRESENT:** Deputy City Manager; City Attorney; Directors of Fiscal Services and Park and Recreation; CDBG Administrator; Police Chief; and the City Clerk and 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. INTRODUCTION AND UPDATE FROM NEIGHBORHOOD COUNCIL # 5**

Neighborhood Council 5 Chair and Official Delegate, Eric Ray, introduced fellow council members, Marcia Anderson and Gloria Bedker, as well as several neighbors. Chairman Ray updated the Commission about the council's and area neighbors' frustration the past 18 months with the Benefis Corporation and its Grandview project. He discussed Benefis not maintaining its property resulting in a gaping hole in the landscape, and neighbors having to deal with gophers, noxious weeds, tumble weeds and water/flooding issues. His phone calls to property maintenance and Benefis management have not resulted in Benefis being a good neighbor and addressing neighbors' concerns. He commented that the likelihood of Benefis doing anything else is not too great. He thinks they are of the belief if they don't finish the project that they don't have to live up to the design requirements. Chairman Ray requested that the City redefine the open-ended building permit.

Chairman Ray requested the City intercede and review the building permit and clarify expectations for the council; inform the council of the terms of the build out of the walking path; that Benefis be required to follow City Code regarding mowing weeds; and, that responses be provided to the council before its next meeting on April 18<sup>th</sup>.

Council Secretary Marcia Anderson discussed neighbor concerns that couldn't be presented that included: no one yields at the intersection of 12<sup>th</sup> Avenue South and 34<sup>th</sup> Street; nap weed around town; a dangerous condition created by parking on both sides of 29<sup>th</sup> Street between the Grandview and the Clinic Hospital and an inquiry whether parking could be permitted on the east side of the street only; request of a 4-way stop sign at the intersection of 32<sup>nd</sup> Street and 11<sup>th</sup> Avenue South; lack of an entrance into Starbucks on 32<sup>nd</sup> Street; residential and business snow removal; and educating the public regarding not putting grass in trash receptacle.

Mayor Kelly reported that other members of the council are: Duane McFadden, Gloria Bedker and Terry Albrect. The northern boundary of Neighborhood Council 5 is 10<sup>th</sup> Avenue South, the eastern and southern boundaries are the City limit line, and the western boundary is 20<sup>th</sup> Street South. The next meeting of the council is April 18<sup>th</sup> at the Clinic Specialty Center at 7 pm.

### 3. CDBG – CDC ALLOCATION RECOMMENDATIONS

Planning and Community Development CDBG Administrator Jolene Wetterau introduced Community Development Council members Neil Fortier and Harmony Wolfe. Mr. Fortier provided and discussed a PowerPoint presentation on the CDBG – CDC Allocation Recommendations as follows:

#### Community Development Council

#### CDBG

#### Funding Recommendations

2016/2017

Principles & Policies

- City Priorities**
  - Public Facility 30%
  - Affordable Housing 30%
  - Public Service 12.5%
  - Economic Development 7.5%
  - Administration 20%
- City Policy**
  - 75% Expenditure of Funds
  - Leverage
  - Minimum Request \$10,000

CDBG Funding

#### Federal Funds

- HUD
- \$710,552 in 2016/2017 federal allocation, addition of \$19,806 of unprogrammed funds from prior years
- Total allocation of \$730,358
  - Affordable Housing
  - Public Services
  - Public Facilities
  - Economic Development
- Annual Action Plan
  - Goals and Funding Priorities

Public Facilities

- Public Facility** **\$221,969**
  - Center for Mental Health/Gateway \$10,250
  - Center for Mental Health/Lewis \$14,430
  - Center for Mental Health/Passages \$0
  - GFHA – ADA Improvements \$0
  - Community Rec. Center \$0
  - P&R Electric City WP \$40,176
  - P&R Rhodes Park \$40,000
  - PW-ADA Street Ramps \$70,000
  - PW-Sidewalk Replacement \$30,000

Public Facilities

**Public Facility (Continued)**

■ Park Manor	\$17,529
■ Quality Life Concepts	\$0
■ St. Vincent DePaul	\$15,075

\* Community Development Council agreed to take \$15,491 from Economic Development to provide additional funds for Public Facilities projects due to high demand.

Housing & Admin.

<input type="checkbox"/> <b>Affordable Housing</b>	<b>\$ 221,969</b>
■ Code Enforcement	\$26,405
■ RLF Loan Servicing	\$50,000
■ Habitat for Humanity	\$70,564
■ NeighborWorks	\$75,000
30% of funding allocated	
<input type="checkbox"/> <b>Administration</b>	<b>\$142,110</b>
20% of annual federal allocation	

Economic Development

<input type="checkbox"/> <b>Economic Development</b>	<b>\$55,491</b>
■ GFDA LMI Jobs RLF	\$40,000

\* Per agreement of the Community Development Council \$15,419 in funding was taken from this category to provide more funding to the Public Facilities category due to the large amount of requests.

Public Service

<input type="checkbox"/> <b>Public Service</b>	<b>\$88,819</b>
■ Meals on Wheels	\$25,000
■ Boys & Girls Club	\$25,000
■ Family Connections	\$0
■ CRC/Morony Nat.	\$10,000
■ Senior Citizen Center	\$0
■ Kairos Youth Services	\$18,819
■ Rural Dynamics	\$0
■ Young Parents Ed Ctr	\$10,000
■ Cascade Co. Law Clinic	\$0

Conclusion

- Commission Action**
  - Accept the Community Development Council's Funding recommendation
- Or**
- Modify the recommendations as the Commission sees fit.

Commissioner Burow inquired and was informed the \$10,000 allocation for the Natatorium was for scholarships.

A discussion followed about the CDC's decision making process. The CDC's recommendations will be coming before the Commission at the next meeting for consideration and formal approval.

#### 4. MULTI SPORTS FEES

Park and Recreation Director Joseph Petrella provided and discussed a PowerPoint presentation on the Multi Sports Fees as follows:



### City of Great Falls Multi-Sports Facility and Fee Review

Presented by:  
Joseph Petrella, CPRE  
Park and Recreation Director

#### Presentation Purpose

- ▶ To update City Commissioners on the state of the Multi-Sports Complex.
- ▶ To introduce new fee structure
- ▶ To answer any questions regarding the complex.

#### History

- ▶ Developed in 1966 by volunteers without financial support from the City
- ▶ Expanded to eight (8) fields with City support due to popularity of softball
- ▶ In 2010 a lease was signed with a private company to operate the facility for the 2011 through 2013 season
- ▶ Lease terminated by private company after the 2011 season
- ▶ Park and Recreation took on the operation with understanding that it needed to be self-sufficient
- ▶ 2010 was the final year of general fund support in the amount of \$21,669
- ▶ Since 2012 the complex has been self sufficient through user fees and concessions revenue
- ▶ Fund balance at approximately \$65,000
  - Some of the fund balance will be used to replace a backstop and purchase a utility cart

#### Current Conditions



#### Current Conditions



#### Current Conditions



## Current Conditions



## Current Conditions



## Current Conditions



## Current Fee Structure

Fee Type	# of Fields	Fee	Comments
Field Rental	4	\$300	Eliminate
Field Rental	8	\$450	Eliminate
Team Registration		\$450	Remains the Same
Player Registration		\$250	Remains the Same
High School Team Regular Season	1	\$700	Remains the Same

## Proposed Fee Structure Non-Tournament Rates

Fee Type	# of Fields	Fee	Comments
Field Rental	Per Field	\$12 per hour	
Field Preparations	Per Field	\$15 per prep	If needed
Staff Fees	N/A	\$25 per hour	For Overtime Staff

## Proposed Fee Structure Tournament Rates – All Day 8am to Dusk

Fee Type	# of Fields	Fee	Comments
Field Rental	Per Field	\$100	
Field Rental	8	\$720	10% Discount
Staff Fees	N/A	\$25 per hour	For Overtime Staff
Field Preparations	Per Field	\$15 per prep	After first prep

### Partial Day Tournament Rates – 8:00am to 2:30pm

Fee Type	# of Fields	Fee	Comments
Field Rental	Per Field	\$50	
Field Rental	8	\$360	10% Discount
Staff Fees	N/A	\$25 per hour	For Overtime Staff
Field Preparations	Per Field	\$15 per prep	After first prep

## Fees Continued

- ▶ Fees are consistent with Missoula
  - \$120 per field or \$720 for entire complex per day
  - Only 6 fields (we have 8)
  - \$12 per hour
  - \$54 for a field prep
- ▶ Increase in fees will generate approximately \$3,000 to \$4,000 in additional revenue to be utilized for capital improvements and equipment replacement.

## Facility Upgrade Estimated Costs

- ▶ Backstop and Dugouts
  - Approximately \$40,000 per field
- ▶ Infield Mix and Leveling
  - Approximately \$10,000
- ▶ Protective Netting
  - Approximately \$10,000
- ▶ Concession stands in need of upgrade in the future
- ▶ Concessions makes up approximately 60% of revenue

## The Future

- ▶ Without significant improvements the facility is in danger of becoming unsafe for play.
- ▶ The Park and Recreation Department needs to find ways to fund the improvements or develop new fields in an alternative location that focus on a variety of sports instead of one (a true "Multi-Sports" facility).



A discussion followed regarding the organizations and number of users of the eight-plex for softball. The facility is a great asset to the City. He would like to make it a premier destination, rather than see it deteriorate. He thinks there is an opportunity here to do something great, but he also suggested having discussions about the other complexes around the City with youth and adult sports groups. Director Petrella will arrange a tour for the Commission to visit all of the facilities.

Mayor Kelly suggested sponsorship opportunities for field naming rights.

Director Petrella noted that the University of Great Falls is interested in working with the City to raise funds to upgrade Field 7.

### **5. DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS**

Deputy City Manager Jennifer Reichelt reported that Public Works' utility rate review will be presented at the March 15<sup>th</sup> work session. Neighborhood Council 4 will make introductions and provide its update to the Commission.

Mayor Kelly noted that a voluntary tour of the Tintina Copper Mine has been arranged for April 1<sup>st</sup> for the City and County Commissions and anyone else that is interested in attending.

He also read a draft letter to Executive Producers William Marcus and Aaron Pruitt inviting them to have the premiere of their film "C.M. Russell and the American West" in Great Falls. Brad Livingston with the Great Falls Area Chamber of Commerce added that there are about 12 businesses that will be signing the letter. They wanted to give the City and County Commissions an opportunity to show their support. Fund raising will be done by the non-governmental businesses. After discussion, there was no objection from the Commissioners to proceed with the draft letter.

**ADJOURN**

There being no further discussion, Mayor Kelly adjourned the informal work session of March 1, 2016 at 6:33 p.m.