

**Regular City Commission Meeting****Mayor Kelly presiding****Call to Order: 7:00 PM****Commission Chambers Room 206****PLEDGE OF ALLEGIANCE**

**ROLL CALL/STAFF INTRODUCTIONS:** City Commission members present: Bob Kelly, Bob Jones, Tracy Houck, Bill Bronson and Fred Burow. Also present were City Manager Greg Doyon and Deputy City Manager Chuck Anderson; City Clerk Lisa Kunz; Public Works Director Jim Rearden; Planning and Community Development Director Craig Raymond; Park and Recreation Interim Director Patty Rearden; Fiscal Services Director Melissa Kinzler; City Attorney Sara Sexe; and, Police Chief Dave Bowen.

**AGENDA APPROVAL:** City Manager Greg Doyon noted the addition of a proclamation titled "Kids to Parks Day." He further noted that, due to an advertising error, the requested action for Agenda Item 11, Lease of the Visitor Center, is to vacate the May 16<sup>th</sup> public hearing and reset public hearing for June 20, 2017. No additional changes were suggested by the City Manager or City Commission. The agenda, as revised, was approved.

**PROCLAMATIONS:** Commissioner Houck read a proclamation for Bison Week, and Mayor Kelly read a proclamation for Kids to Parks Day.

**PRESENTATION:** Sheila Rice, NeighborWorks Great Falls, presented Mayor Kelly and Manager Doyon an Award from the Montana Housing Partnership.

**PETITIONS AND COMMUNICATIONS****1. Miscellaneous reports and announcements.**

**Daniel Hartzell**, 2325 14<sup>th</sup> Avenue South, proposed a youth bill that would require amnesty for youths charged with drug offenses provided they go through a one year probation period and turn in their drug dealers. He also encouraged citizens to attend the May 22<sup>nd</sup> School Board meeting.

City Attorney Sara Sexe noted that, on a statewide basis, Mr. Hartzell would contact local legislators regarding his proposed youth bill; or, with regard to a more local basis, that direction would come from the City Commission.

**John Hubbard**, 717 7<sup>th</sup> Avenue South, commented the City Commission is in violation for recently changing the zoning code at Fox Farm.

**Brett Doney**, Great Falls Development Authority, 300 Central Avenue, discussed his and Director Raymond's attendance at a recent development conference in Idaho.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, expressed concern about the ponds on 18<sup>th</sup> Avenue North attracting mosquitoes. He also suggested that a fence be put up around the burned building behind the Holman building.

Public Works Director Jim Rearden and Brett Doney clarified that the ponds are retention ponds required by the City.

### **NEIGHBORHOOD COUNCILS**

#### **2. Miscellaneous reports and announcements from Neighborhood Councils.**

Shyla Patera, NC 2, reported that the council met last week and discussed crime and gang activity. The next meeting of the council will be in September.

### **BOARDS AND COMMISSIONS**

#### **3. Miscellaneous reports and announcements from Boards and Commissions.**

There were no miscellaneous reports or announcements from members of Boards and Commissions.

### **CITY MANAGER**

#### **4. Miscellaneous reports and announcements from the City Manager.**

City Manager Greg Doyon reported that he continues to work through the FY 18 budget process with department heads and supervisors, and will present the budget to the Commission in June.

Manager Doyon announced the promotions of Great Falls Police Department staff: Brian Smail to Sergeant, and Aaron Frick and Adam Price to Master Patrol Officer.

He also announced that Animal Shelter Operations Manager Lynn Formell recently graduated from Park University with a bachelors of science in information technology.

Manager Doyon also reported on his “government 101” session with the Mission Support group leadership team at the Montana Air National Guard.

He announced that Housing Authority Executive Director Kevin Hager received a lifetime achievement award from the Montana Housing Partnership for 40 years of service.

Manager Doyon further announced that the Park District town hall meeting will be held Monday, May 22, 2017, at 6:30 p.m.

**CONSENT AGENDA**

5. Minutes, May 2, 2017, Commission Meeting.
6. Contracts list.
7. Total Expenditures of \$3,052,452 for the period of April 14, 2017 through May 3, 2017, to include claims over \$5,000, in the amount of \$2,774,430.
8. Approve the bid award to supply asphaltic concrete material to Great Falls Sand & Gravel, Inc., of Great Falls for \$714,750.
9. Award a contract in the amount of \$207,870.90 to NWESTCO, LLC. for Public Works fuel tank purchase and installation, and authorize the City Manager to execute the construction contract documents. **OF 1455.9**
10. Award a contract in the amount of \$87,473 to Phillips Construction, LLC for the Waste Water Treatment Plant Storm Drain Water Demonstration projects, and authorize the City Manager to execute the construction contract documents. **OF 1633.6**

**Commissioner Burow moved, seconded by Commissioner Jones, that the City Commission approve the Consent Agenda as presented.**

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Burow inquired about Item 6C, Great Falls Police Department towing contract.

Police Chief Dave Bowen clarified that the contract is for towing services for seized and abandoned vehicles, or anything the Police Department would require tow services for.

Mayor Kelly asked if there were any comments from the public.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, inquired if the fuel tanks set forth in Item 9 contained reflective coating and low pressure valves, and he expressed concern about evaporation without a protective cover.

Public Works Director Jim Rearden responded that the trend is above ground tanks. The tanks have double walls for self containment. He will check on the valves and reflective coating.

There being no one further to address the Commission, Mayor Kelly called for the vote.

Motion carried 5-0.

**PUBLIC HEARINGS****11. Lease of Visitor Center.**

Mayor Kelly noted that this is the item Manager Doyon reported had an advertising deficiency and a different proposed motion.

**Commissioner Bronson moved, seconded by Commissioners Burow and Houck, that the City Commission vacate the May 16<sup>th</sup> public hearing and reset public hearing for June 20, 2017, for consideration of a month to month lease of City-owned property, the Visitor Center located at 15 Overlook Drive, with the Convention and Visitors Bureau (CVB).**

Mayor Kelly asked if there was any discussion amongst the Commissioners or comments from the public. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**12. 2017/2018 HUD Annual Action Plan.**

Planning and Community Development Director Craig Raymond reported that the requested action is that the Commission conduct a public hearing in order to receive testimony from interested citizens regarding this year's annual action plan for allocation of 2017/2018 CDBG and HOME funding.

The Annual Action Plan is essentially what the City plans on funding with the CDBG allocation for the coming year. Staff is estimating that the City may receive \$710,000 in federal CDBG funds.

The funding percentages the City Commission asked the Community Development Council (CDC) to follow are: Administration 20%, Public Services 12.5%, Economic Development 7.5%, Affordable Housing 30%, and Public Facility Improvements 30%.

The CDC met several times to hear presentations by each of the applicants and discussed the merits of each. After all the presentations had been made by each applicant, City staff received a formal complaint from one of the applicants who alleged a potential conflict of interest with one of the CDC members. After investigation of the complaint, staff determined that it was appropriate to rehear all of the Public Facilities presentations and to re-score each application. It was difficult to make tough recommendations as there is not enough funding to go around to all of the well deserving applicants. In the end, the recommendations before the Commission are the final product of much discussion and debate.

The requested action is to conduct the public hearing on the Annual Action Plan and set final action for June 6, 2017.

Mayor Kelly declared the public hearing open.

**Brett Doney**, Great Falls Development Authority, 300 Central Avenue, commented that 15 years ago Great Falls' average annual wage was 67% of the national average. The last quarter of 2016 it reached 75% of the national average and, at the same time, the cost of living was kept below the national average. He expressed appreciation for the support of economic development.

**Shyla Patera**, North Central Independent Living, residing at 1013 7<sup>th</sup> Avenue NW, encouraged support for Public Works and Housing applicants taking into account accessibility.

**Heidi Gibson**, Paris Gibson Square Museum of Art, residing at 25 Watson Lane, spoke in support of CDBG funding for the ADA restroom upgrade at the Paris Gibson Square Museum of Art. The last restroom upgrade was done 19 years ago.

**Sheila Rice**, NeighborWorks Great Falls, residing at 913 3<sup>rd</sup> Avenue North, spoke in support of the housing component within the Community Development and HOME Action Plan. It is essential to the work NeighborWorks does for the community.

**Nancy Zadick**, 1901 Whispering Ridge Drive, spoke in support of the CDBG grant award to Paris Gibson Square. She supports accessibility to the arts education that the Square provides. She also noted that she has been a board member of Paris Gibson Square for about 10 years.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, expressed disappointment that the Great Falls Senior Citizens Center did not receive an allocation.

Director Raymond responded that the Senior Center received an allocation during the timeliness funding process.

**Kevin Mursewski**, 2820 7<sup>th</sup> Avenue North, commented that it was his understanding that, of the \$98 million dollars voted on by the voters for Great Falls Public Schools, \$3.4 million dollars was going to Paris Gibson Square as part of an infrastructure project.

Commissioner Houck explained that the non-profit she is Executive Director for is named Paris Gibson Square located on 1<sup>st</sup> Avenue North. The Great Falls Public Schools opened a new school on Central Avenue called Paris Gibson Education Center. They are not the same facility. The \$3 million dollar investment will take place at 2400 Central Avenue under the management of the Great Falls Public Schools.

Written correspondence in support of CDBG funding for Paris Gibson Square was received from Heidi Gibson, B.J. Buckley and Kristi Scott.

Mayor Kelly closed the public hearing, and asked the will of the Commission.

**Commissioner Jones moved, seconded by Commissioner Bronson, that the City Commission schedule final action on the 2017/2018 Annual Action Plan for June 6, 2017.**

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0-1 (Commissioner Houck abstained).

13. **Ordinance 3155, an Ordinance Amending Title 17, Chapters 32 and 36 of the Official Code of the City of Great Falls (OCCGF), pertaining to driveways and off-street parking.**

Planning and Community Development Director Craig Raymond reported this item is a public hearing regarding residential parking areas and surfacing on private property. City staff began discussions in 2016 regarding the amount of recreational and auxiliary vehicles being parked on public rights of way within the incorporated City limits. Planning and Legal staff began to explore options to cure this problem.

Based on the problem of accessory vehicles like RVs being parked on City rights of way and the large number of complaints of gravel and grass parking violations, City Planning, Legal, and Engineering staff began a committed effort to provide workable revisions to the City Code that would improve these problems. The concern and debate during that process was trying to find the balance between City beautification policy and the realities of living in a vastly rural state where citizens place a high value on outdoor recreation and where alternative parking for additional vehicles is needed.

The Planning Advisory Board/Zoning Commission held a public hearing on February 14, 2017, to review the ordinance proposal presented by City staff. Although the action was tabled at the hearing, the Board was very supportive of the code changes and directed staff to make some minor modifications to the proposal. Specifically, they directed staff to delete a provision that would have required gravel parking areas to have a two foot setback against side property lines, provide that more maneuvering room be allowed to pull in larger recreational vehicles onto the gravel parking areas, and that larger gravel areas be allowed for properties over one acre. These changes have been added to the proposed ordinance.

Staff originally planned to take the minor revisions of the ordinance to a second Planning Board meeting prior to City Commission. However, staff was not able to get a quorum of Planning Board members to hold a hearing in a timely fashion. As a result, the ordinance is being sent to City Commission with the minor changes requested by the Planning Board.

Mayor Kelly declared the public hearing open.

Speaking in support of Ordinance 3155 were:

**Dale Padgett**, 2702 Dawn Drive, commented that he purchased a home that had a gravel area for a recreational vehicle in 2005. For almost 12 years he has been parking his RV on this gravel area until recently when he received a call saying it was illegal. He urged the Commission to allow gravel as it is less expensive than concrete.

**Cheryl Higgins**, 1517 3<sup>rd</sup> Avenue SW, suggested that asphalt millings also be allowed.

Director Raymond responded that he suspects the City Engineer will include asphalt millings in his administrative policy.

Speaking in opposition to Ordinance 3155 was:

**John Hubbard**, 717 7<sup>th</sup> Avenue South, commented that people have the right to own and possess their property and should be able to park anything they want on it.

There being no one further to address the Commission, Mayor Kelly closed the public hearing, and asked the will of the Commission.

**Commissioner Jones moved, seconded by Commissioners Bronson and Burow, that the City Commission adopt Ordinance 3155.**

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**OLD BUSINESS**

**NEW BUSINESS**

**ORDINANCES/RESOLUTIONS**

**14. Resolution 10191, Intent to Create City of Great Falls Park District Number 1.**

Park and Recreation Interim Director Patty Rearden reported that staff requests that the Commission consider a Resolution declaring it to be the intention of the City Commission to create a special park district as authorized by Title 7, Chapter 11, Part 10, MCA, entitled "City of Great Falls Park District Number 1," to provide for a method of assessments for the purpose of funding costs associated with deferred maintenance, operations and capital improvements for City parks, Park and Recreation facilities, trails and public trees.

The Park and Recreation Master Plan was adopted by the City Commission on November 15, 2016. The plan included an intensive public process to ensure a complete understanding of the community's priorities, including town meetings, 84 focus group meetings, a statistically accurate survey, and an on-line survey open to the entire community. The Park and Recreation Master Plan identified the following needs: \$12 million in deferred maintenance with a recommended completion in one to five years, \$1.15 million for sustainable projects, and \$20.2 million for visionary projects. The Master Plan also identified staffing needs. The Parks Division currently has 23.5 full time equivalent employees (FTE's). The recommended level under the Master Plan is 39 FTE's; the addition of 12 positions within 3 years. In the Forestry Division, the industry standard for trimming trees is every 4-7 years. The current schedule is 30-35 years. Lack of inspections and pruning creates safety hazards and potential property damage; is detrimental to the health of the trees/urban forest; and, substantially increases the cost/time to trim each individual tree. The Master Plan recommended hiring three Forestry staff within 3 years.

The City's general fund cannot adequately fund parks and recreation. The Park and Recreation Master Plan recommended the creation of a City-wide Park District to supplement current funding and create a sustainable funding source for the purpose of providing the park and recreation system services.

Park District funds may be used for parks, forestry and trails for capital improvements, staff, and operations. Funds may also be used for maintenance/improvements to recreation and aquatics facilities. The funds may not be used for programming.

The proposed amount to be generated is \$2.2+ million annually for the first three years. The assessment would be based on taxable value. On a \$100,000 property the average assessment would be \$43.28 per year. The assessment can be adjusted annually and must be set by Resolution of the City Commission.

Creation of the Park District would help fund the deferred maintenance, may prevent removal/closure of amenities, and fund some of the sustainable projects. Proposed improvements over a three year period include but are not limited to:

1. Rest Room Improvements for Gibson, Oddfellows, and Lions Parks
2. Picnic Pavilions and Tables
3. Play Equipment
4. Resurface sports courts (basketball, tennis/pickleball)
5. ADA sidewalks to play structures;
6. Improvements to Electric City Water Park Bath House;
7. Replacement of Gibson Park and Elks Riverside Trails
8. Improvements to River's Edge Trail & Multi Sports Softball Complex (match money)
9. New dog park
10. New asphalt park trail
11. Feasibility study for a recreation/aquatics facility
12. Mature tree trimming and tree replacement
13. Operations/Equipment/Irrigation Upgrades/Labor/Staff/Contracted Services

Presentations were made on the Park District at the City Commission work session on April 4, 2017. Subsequent to that meeting a committee met to further consider all operations for creating a park district. She further provided an update at the City Commission budget retreat on April 17, 2017, as well as a presentation on the final plan at this evening's work session. Staff is now prepared to move forward with the creation of a park district for a period of 20 years.

At its May 8, 2017, meeting, the Park and Recreation Advisory Board recommended that the City Commission set a public hearing for the Resolution of Intent to Create City of Great Falls Park District Number 1, and to adopt the Resolution of Intent at the June 6, 2017, Commission meeting.



The People's Park and Recreation Foundation also made the same recommendation at its May 9<sup>th</sup> meeting.

Park and Recreation will host a town hall meeting on Monday, May 22, 2017, at 6:30 p.m. in the Missouri Room to provide the community with detailed information on the proposed park district.

**Commissioner Houck moved, seconded by Commissioner Burow, that the City Commission set a public hearing on Resolution 10191 Intent to Create Great Falls Park District Number 1 for June 6, 2017.**

Mayor Kelly asked if there was any discussion amongst the Commissioners or comments from the public. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

### **CITY COMMISSION**

#### **15. Miscellaneous reports and announcements from the City Commission.**

Mayor Kelly reported that he spent last week at Maxwell Air Force Base in Montgomery, Alabama, along with 140 other civic and community leaders from around the country to attend the final week of a program being undertaken by 245 men and women completing a year's study towards a masters degree. Basically, it was a liberal arts approach at the Air War College to strategic thinking and initiatives in today's world. He left there with a renewed excitement about our armed services and particularly the Air Force. He is proud of the work of the Air National Guard and Malmstrom Air Force Base.

Commissioner Burow announced that the Fish, Wildlife and Parks is conducting an auction of statewide confiscated and trophy items at Giant Springs this Saturday. The funds go back into the general fund for the State of Montana.

Commissioner Houck announced that she attended the graduation ceremony of the College of Great Falls MSU. Nine students graduated with dual credits. Two gentlemen graduated with an Associates Degree prior to their high school graduation.

#### **16. Legislative Initiatives.**

Mayor Kelly thanked the Governor for vetoing the cell phone limitations and restoring local control to municipalities.

#### **17. Commission Initiatives.**

Commissioner Bronson provided follow up information pertaining to the Fox Farm rezone. Staff is working on traffic plan options to present to the Commission. He also met and discussed same

with Jim Helgeson, Manager of the Transit District. Mr. Helgeson indicated the Transit District is more than happy to participate in those discussions in the hopes of improving that corridor.

Commissioner Bronson further commented that the impacts in that area are probably going to be felt much greater as a result of the improvements that are now underway on Fox Farm Road going out as far as the Big Bend Subdivision. As a result of that, it may drive more residential development in the City and County. Along with that will come enhanced transportation issues. By beginning the discussion now, it may go a long way of mitigating some of the problems and avoid some future problems.

### **ADJOURNMENT**

There being no further business to come before the Commission, **Commissioner Jones moved, seconded by Commissioner Bronson, to adjourn the regular meeting of May 16, 2017, at 8:24 p.m.**

Motion carried 5-0.

---

Mayor Bob Kelly

---

City Clerk Lisa Kunz

Minutes Approved: June 6, 2017