



**Item:** Appointment to the Great Falls Transit District Board

**From:** City Manager's Office

**Initiated By:** Great Falls Transit District Board

**Presented By:** City Commission

**Action Requested:** Consider application for appointment to the Great Falls Transit District Board to fill the remainder of a four-year term through November 30, 2014.

---

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission appoint \_\_\_\_\_ to the Great Falls Transit District Board to fill the remainder of a four-year term through November 30, 2014.”

2. Mayor calls for a second, discussion, public comment, and calls the vote.

---

**Staff Recommendation:** It is recommended that the City Commission consider an appointment to the Great Falls Transit District Board to fill the remainder of a four-year term ending November 30, 2014.

**Background:** Transit District Board member Marion Smith passed away in June of 2014. Therefore, it is necessary to fill the remainder of her four-year term which expires on November 30, 2014.

Purpose

The Great Falls Transit District Board is comprised of five members – three elected, one appointed by the City Commission, and one appointed by Cascade County Commissioners. The Board governs the Great Falls Transit District. The Board is responsible for determining an appropriate mill levy, preparing and presenting a budget, and overseeing all aspects of the District, including operations, maintenance and administration.

Evaluation and Selection Process

A Press Release announcing the opening was sent to the local media and posted on the City of Great Falls website on June 23, 2014, with a deadline to apply of July 11, 2014. No applications were received by that deadline. A second notice was sent on July 21, 2014, with the deadline of

August 8, 2014. A sole application from Tim Scott Braulick was received on August 8<sup>th</sup>. The application was provided to the Great Falls Transit District Board for their review and recommendation.

The item was placed on the Transit District Board meeting agenda for September 24, 2014. The Board voted 2-1 in favor of re-opening the application process to seek additional applicants (minutes attached). One additional application was subsequently received on September 24, 2014, but was received too late to be considered by the Transit Board.

Continuing members of this board are:

Laurel Gebo (County appointee)

Ann Marie Meade (Elected)

Kenneth Johnson (Elected)

Carl Donovan (Elected)

**Concurrences:** The Great Falls Transit District Board has submitted a recommendation that the vacancy be re-opened to receive additional citizen interest.

**Fiscal Impact:** Not applicable.

**Attachments/Exhibits:** Application (Application not available online; on file in City Clerk's Office.)  
Minutes of Great Falls transit District meeting of September 24, 2014.

**GREAT FALLS TRANSIT DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 24, 2014**

**1. CALL TO ORDER**

The Great Falls Transit District Board meeting was called to order at 7:00p.m., September 24, 2014, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

**2 ROLL CALL AND ATTENDANCE**

**Members Present:**

Ann Marie Meade, Vice Chair  
Laurel Gebo  
Ken Johnson

**Absent:**

Carl Donovan, Chairman

**Others Present:**

Jim Helgeson, General Manager  
Nadine Hanning, Finance Manager  
Cathy Bresson, Administrative Asst.

**3. ADDITIONS TO AGENDA**

**4. Minutes for Permissive & Medical Mill Levies Hearing – FY15**

- Ann Marie Meade, Vice Chair, asked for any corrections to the minutes from the Permissive & Medical Mill Levies Hearing - FY 15 from August 27, 2014. No changes were noted. Minutes stand as approved.

**Minutes for the FY 15 Budget Hearing.**

- Ann Marie Meade, Vice Chair, asked for any corrections to the minutes from the FY 15 Budget Hearing from August 27, 2014. No changes were noted. Minutes stand as approved.

**MINUTES FOR BOARD MEETING, August 27, 2014 MEETING**

- Ann Marie Meade, Vice Chair, asked for any corrections to the minutes of the August 27, 2014 Board meeting. No changes were noted. Minutes stand as approved.

**5. MANAGER'S REPORTS**

a. Summary of System Status:

-Jim Helgeson, General Manager, had nothing to report.

b. Performance Indicators

c. Ridership Reports

d. Financial Reports

- Nadine Hanning went through the July financial reports.

**6. CHECK REGISTER**

The August 23, 2014 through September 19, 2014 check register was presented for approval. Ann Marie Meade, Vice Chair, called for a motion to approve. Ken Johnson moved/ Laurel Gebo seconded. Motion passed.

**7. COMMITTEE REPORTS**

**a. Technical Advisory Committee of the MPO (TAC)**

- The committee met on September 11<sup>th</sup> and accepted the revised Transportation Improvement Plan and passed it to the Policy Coordination Committee with the Recommendation to approve the revised plan.

**b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization.**

- The committee met today, September 24<sup>th</sup>, but I was busy today and was not able to Attend. I am not aware of the results of the vote.

**c. Great Falls TAC**

- The committee did meet. The minutes from the August 7, 2014 are attached.

**d. ADA Advisory Committee**

- No meeting was held.

**8. UNFINISHED BUSINESS**

a.

**9. NEW BUSINESS**

**a. Discuss City Board Appointment:**

Mr. Helgeson, General Manager, gave an overview as to why we need the City Commission to appoint a new Board member. The City commission did post the Opening for the Board appointment and there was one person who applied. The Board Chair, Carl Donovan, questioned whether one was enough. So, the City reopened the Posting and no one applied. The City Commission said we, GFTD, needed to put the City Board Appointment on the agenda at the next GFTD Board meeting. It is up to the Board to discuss whether or not they want to request the City Commission to open the posting once again or to accept the lone applicant.

There was a discussion with the Board members as to why there is a need for more than one applicant and why only one applied. It was mentioned that since the closing, other people have come forward with interest to serve on the Board.

Laurel Gebo, Board Member, made a motion to request the City Commission re-open the application process for the Board position. Ann Marie Meade seconded.

Ann Marie, Vice Chair, called for a vote. There were 2 yes's and one opposed.

The motion was passed.

**10. PUBLIC COMMENTS**

None.

**11. DATE OF NEXT BOARD MEETING**

Work Session – Monday, October 20, 2014 at 7:00 p.m.

Board Meeting – Wednesday, October 22, 2014 at 7:00 p.m.

**12. ADJOURNMENT**

Adjourned at 7:15 p.m.

**ATTEST:**

---

Carl J. Donovan, Chairman