



Item: Consideration of Great Falls Transit District Board Appointment

From: City Manager's Office

Initiated By: Great Falls Transit District Board

Presented By: City Commission

Action Requested: Decision on Great Falls Transit District Board

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (accept/not accept) applications for a period of one month for the Great Falls Transit District board position currently held by Tim Scott Braulick.”

or

“I move that the City Commission reappoint Tim Scott Braulick to the Great Falls Transit District Board for a four-year term through November 30, 2018.”

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

Background: Tim Scott Braulick was appointed to the Great Falls Transit District Board on October 7, 2014, to fill the remainder of a four-year term through November 30, 2014. Mr. Braulick is eligible for reappointment. He also submitted a letter expressing his desire to be reappointed to the Board. Mr. Braulick attended the City-sponsored Board and Commission training on December 10, 2014, conducted by the MSU Local Government Center.

Resolution 10059 states: “In the case of a member eligible for and interested in reappointment, if the member is in good standing and it is the recommendation of the board/commission, his application shall be brought before the Commission for consideration for reappointment without advertising for other citizen interest.” The Resolution further states, “Members whose terms expire shall serve until a successor is appointed and qualified.”

At its December 17, 2014, meeting, the Great Falls Transit District Board voted to request the City Commission open the position for applications for one month so all interested residents may apply (see attached minutes).

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

No advertising has been done since Mr. Braulick is interested in and eligible for reappointment and maintains the position until a successor is appointed. Mr. Braulick's letter was provided to the Great Falls Transit District Board for their review and recommendation. At its December 17, 2014, meeting, the Board recommended that the City Commission open the position for applications for one month so all interested residents may apply.

Continuing members of this board are:

- Laurel Gebo (County appointee)
- Ann Marie Meade (Elected)
- Kenneth Johnson (Elected)
- Carl Donovan (Elected)

Fiscal Impact: Not applicable.

Attachments/Exhibits: Letter of interest from Tim Scott Braulick
Letter from Carl Donovan, Chairperson of Transit District Board
Minutes of Great Falls Transit District meeting of December 17, 2014
Resolution 10059

RECEIVED

DEC 01 2014

CITY MANAGER

11/28/2014

To the City Commissioners of Great Falls,

I would like to inform you of my wish to continue with the Great Falls Transit District Board. I am sincerely hoping you will reappoint me to this position. My motivation to continue this responsibility stems from wanting to make a difference in our community. I am quite involved with the Boys and Girls Clubs of Cascade County and understand organizations become stronger when they partner together. I also have a wealth of Transit related knowledge and would like to continue sharing this with the hope of supporting and strengthening our City's resources.

Respectfully,

A handwritten signature in blue ink that reads "Timothy Braulick". The signature is written in a cursive, flowing style.

Timothy S. Braulick

Timothy S. Braulick
1312 14th Street So
Great Falls, MT 59403
(406) 553-0318

The Great Falls Transit District



3905 NORTH STAR BLVD. • P.O. BOX 2353
GREAT FALLS, MT 59403 • (406) 727-0382 • FAX (406) 727-0386

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DEC 24 2014

CITY CLERK

December 18, 2014

City of Great Falls Commission
2 Park Drive South
Great Falls, Montana 59401

Dear City Commission members:

As I am sure you are aware, the Great Falls Transit District Board of Directors is made up of five members. Three of the members are elected at large from those who participate in the general election process. One member is appointed by the Cascade County Commissioners and one member is appointed by the City of Great Falls Commission. The City appointed position expired on November 30, 2014.

At our December 18, 2014 Board meeting a motion was made, and carried, to respectfully request the Great Falls City Commission to accept applications from interested parties for the open seat.

Please feel free to contact me directly should you have any questions regarding this letter. I can be reached at 750-2195.

Sincerely,

Carl Donovan
Chairperson of the Board of Directors
Great Falls Transit District

**GREAT FALLS TRANSIT DISTRICT
BOARD MEETING MINUTES
December 17, 2014**

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:00p.m., December 17, 2014, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

2. OATH of OFFICE – Kenneth E. Johnson

Carl J. Donovan, Board Chairman, swore in Mr. Kenneth E. Johnson as an Elected Board member for a four year term.

3. ROLL CALL AND ATTENDANCE

Members Present:

Carl Donovan, Chairman
Ann Marie Meade, Vice Chair
Laurel Gebo
Ken Johnson
Tim Braulick

Others Present:

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

4. ADDITIONS TO AGENDA

- None

5. MINUTES FOR BOARD MEETING, November 19, 2014 MEETING

- Carl J. Donovan, Chair, asked for any corrections to the minutes of the November 19, 2014 Board meeting. No changes were noted. Minutes stand as approved.

6. MANAGER'S REPORTS

a. Summary of System Status:

- Mike Diekhans of Douglas Wilson & Company, P.C. presented the Board with the FY 2014 Audit. The GFTD was given a clean audit.
- The TransADE Legislation, which is the legislation for senior and disabled transportation, was based on a \$0.25 fee per license plate. As we have gone through the past fourteen years, the legislature has made permanent license plates and the revenue has dropped dramatically. The MTA is sponsoring a change for that legislation to use a portion of the rental car revenue. There is a four percent tax on rental cars and we would like to get two percent of the tax for transit. This would bring in \$1.2 million a year for transit.
- The MDOT has decided to transfer \$78,000.00 from the TransADE fund to GFT.
- GFTD has hired two fixed route drivers and will be interviewing for two Paratransit drivers on Friday.

b. Performance Indicators

c. Ridership Reports

d. Financial Reports

- Nadine Hanning reported there were no financial reports as Cascade County had not yet sent the November financial reports to GFTD.

7. CHECK REGISTER

The November 14, 2014 through December 12, 2014 check register was presented for approval.

Carl J. Donovan, Chair, called for a motion to approve. Ken Johnson moved/Ann Marie Meade seconded. Motion passed.

8. COMMITTEE REPORTS

a. Technical Advisory Committee of the MPO (TAC)

- did not meet

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

- did not meet

c. Great Falls TAC

- The committee did meet. Minutes are in the packet for this meeting.

d. ADA Advisory Committee

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

a. Election of Officers: Carl Donovan, Board Chairman, called for nominations for the Board Chair position. Laurel Gebo nominated Carl Donovan. No other nominations for Board Chair were made. Carl Donovan remains Board Chairman for 2015. Carl Donovan, Board Chairman, called for nominations for Board Vice-Chair. Ken Johnson nominated Ann Marie Meade. No other nominations for Board Vice-Chair were made. Ann Marie Meade remains Board Vice-Chair for 2015.

b. FY 2014 Audit Report: Carl Donovan called for a motion to accept the FY 2014 Audit. Laurel Gebo moved/Ann Marie Meade seconded.

c. GFTAC Coordination Plan: The Montana Department of Transportation, Transit Section, requires the Board of Directors of all lead agencies to approve the Coordination Plans on an annual basis. This year's plan is the same as last year's plan with the following Exception: The GFTAC has accepted the Center for Mental Health's request to join the group as a coordinating partner.

Carl Donovan called for a motion to approve the revised GFTAC Coordination Plan.

Ken Johnson moved/Ann Marie Meade seconded. Motion passed.

d. Open Board Position: The City of Great Falls Commission has requested we send a letter to them either requesting the City appointed Board member position for GFTD be opened for applications or accept the member appointed to serve out the remainder of Marion Smith's appointment. Tim Braulick was appointed to fill out this term last October and has re-applied for the four year term. There have been other residents interested in the position since Tim Braulick was appointed. A discussion then took place as to what the Board would like to do. Laurel Gebo moved to request the City of Great Falls Commission to open the position for applications for one month so all interested residents may apply. Ann Marie Meade seconded. The motion passed.

11. PUBLIC COMMENTS

Former employee Linda Huddleston read a letter to the Board. A copy is included in the Board minute book.

12. DATE OF NEXT BOARD MEETING

Work Session – Monday, January 26, 2015 at 7:00 p.m.

Board Meeting – Wednesday, January 28, 2015 at 7:00 p.m.

13. ADJOURNMENT

Adjourned at 7:06 p.m.

ATTEST:

Carl J. Donovan, Chairman

RESOLUTION NO. 10059

**A RESOLUTION ESTABLISHING A POLICY CONCERNING APPOINTMENTS
TO BOARDS AND COMMISSIONS AND REPEALING RESOLUTION 9962**

Whereas, the City Commission has the responsibility both solely and in conjunction with other units of government for making appointments to several Boards and Commissions it maintains; and

Whereas, Resolution 10059 will apply to all Boards and Commissions unless State Law is more restrictive, and

Whereas, the purpose of these Boards and Commissions is to bring informed citizens into the government process, balancing experience with fresh viewpoints to provide advice and assistance to the elected body; and

Whereas, the City Commission is committed to involving as many citizens as possible in the decision-making process; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, THAT:

1. It is the policy of the City Commission of the City of Great Falls, Montana, that the maximum uninterrupted length of service on any single board or commission shall be two (2) consecutive terms, exclusive of the time served on any unexpired term, for each person appointed by the City Commission, unless otherwise stated.
2. Members whose terms expire shall serve until a successor is appointed and qualified.
3. Great Falls Housing Authority Tenant Members shall be allowed to serve five (5) consecutive two (2) year terms, exclusive of the time served on any unexpired term.
4. In the case of a member eligible for and interested in reappointment, if the member is in good standing and it is the recommendation of the board/commission, his application shall be brought before the Commission for consideration for reappointment without advertising for other citizen interest.
5. Boards and commissions are encouraged to make recommendations to the City Commission for appointments to vacant positions on any Board and Commission, but the City Commission reserves the right to accept or reject those recommendations. The City Commission also reserves the right to interview applicants to any board and commission.
6. Citizens may not serve on two or more boards simultaneously unless authorized by the City Commission.
7. From and after the date of this Resolution, unless otherwise stated, all terms shall begin on the date of appointment.
8. The City Manager will approve an internal advertising/appointment procedure for member recruitment.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, on this 4th day of March, 2014.

Michael J. Winters, Mayor

ATTEST:

Lisa Kunz, City Clerk

(Seal of the City)

APPROVED FOR LEGAL CONTENT:

Sara Sexe, City Attorney