



**Item:** West Bank Urban Renewal District Tax Increment Financing (TIF) Funds for West Bank Park

**From:** Andrew Finch, Senior Planner, Planning & Community Development

**Initiated By:** Park & Recreation Department

**Presented By:** Craig Raymond, Planning & Community Development Director

**Action Requested:** Approve the use of up to \$460,000 in West Bank Urban Renewal District Tax Increment Financing Funds for improvements to West Bank Park

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission approve/deny the use of up to \$460,000 in West Bank Urban Renewal TIF District funding for improvements to West Bank Park.”

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

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**Planning Advisory Board Recommendation:** Approve the Park & Recreation Department’s request for projects and improvements and associated funding from the West Bank Urban Renewal TIF District.

**Background:** The Great Falls West Bank Urban Renewal and Tax Increment Financing (TIF) District encompasses property on the west bank of the Missouri River north and south of Central Avenue West between 3<sup>rd</sup> St NW/SW and the River (Attachment A: West Bank TIF District Boundary). West Bank Park, a City-owned recreation and open space facility, is within the West Bank TIF District, and has a recently adopted master plan to guide improvements within the park.

On December 29, 2014, the City Park & Recreation Department made formal application for TIF funds to augment a number of grants that have been received for West Bank Park improvements (Attachment E: Application) to implement elements of the Master Plan.

The City Commission has an approved “Tax Increment Application Process” for considering funding requests from the private and public sectors for tax increment assistance from TIF

Districts. Upon receipt of an application, City staff are assigned the responsibility of reviewing the funding request and making a recommendation to the Planning Advisory Board. The Planning Advisory Board (PAB) then considers the application, and makes a recommendation to the City Commission. For final action, the City Commission considers the PAB recommendation and approves or rejects the funding request, along with any special terms of approval.

**TIF Request:** The Park & Recreation Department has requested that TIF funds be used to supplement and complement funding and improvements to the south end of West Bank Park, to implement the first phase of recommendations in the West Bank Park Master Plan. More completely described and outlined in the TIF Application attached as **Attachment E**, the work elements and various funding sources are briefly summarized below. Note that the Application requests \$454,797 in TIF funding; City staff has recommended an even \$460,000 be requested to allow for a small contingency amount.

**IMPROVEMENT**

ADA accessible full service restroom:  
  
Paved ADA parking lot:  
ADA bike/ped connection from 3rd Ave NW  
Trail replacement/widening (4 ft to 8 ft)  
Trail replacement (various)/remove pump house  
Irrigation and landscaping  
Upgrade vault toilet to ADA  
Drinking Fountain

**FUNDING SOURCE**

Missouri-Madison RiverFund Grant; NW Energy Grant; TIF  
CTEP Grant, RTI (non-profit); TIF  
Transportation Alternatives (TA) Grant; RTI match  
TA Grant; RTI  
TIF, RTI  
TIF  
CTEP Grant, RTI match  
TIF, RTI

**FUNDING SOURCE TOTALS**

TIF request	\$460,000
Grants	\$311,144
Recreational Trails, Inc. (RTI)	\$ 49,839
Park & Recreation Department	<u>\$ 18,500</u>
TOTAL	\$839,483

**TIF REQUEST ITEMS**

Supplementing Parking Lot Grant:	\$ 26,162
Irrigation and Landscaping:	\$303,000
Supplementing Restroom:	\$ 69,835
Drinking Fountain:	\$ 5,800
Concrete Trail Replacement/Pump House Removal:	\$ 50,000
Miscellaneous	<u>\$ 5,203</u>
TIF TOTAL	\$460,000 (54.8% of project total)

**Montana TIF Regulations**

Creation and administration of Tax Increment Financing (TIF) Districts is governed by Montana State Urban Renewal statutes (Title 7, Chapter 15, Parts 42 and 43, MCA). The excerpted sections of MCA that authorize the requested TIF expenditures are underlined below:

*7-15-4288. Costs that may be paid by tax increment financing. The tax increments may be used by the municipality to pay the following costs of or incurred in connection with an urban renewal project, industrial infrastructure development project, technology infrastructure development project, or aerospace transportation and technology infrastructure development project:*

*(4) the acquisition, construction, and improvement of infrastructure, industrial infrastructure, technology infrastructure, or aerospace transportation and technology infrastructure that includes streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and offstreet parking facilities, sewers, sewer lines, sewage treatment facilities, storm sewers, waterlines, waterways, water treatment facilities, natural gas lines, electrical lines, telecommunications lines, rail lines, rail spurs, bridges, spaceports for reusable launch vehicles with associated runways and launch, recovery, fuel manufacturing, and cargo holding facilities, publicly owned buildings, and any public improvements authorized by Title 7, chapter 12, parts 41 through 45; Title 7, chapter 13, parts 42 and 43; and Title 7, chapter 14, part 47, and items of personal property to be used in connection with improvements for which the foregoing costs may be incurred;*

In conformance with State regulations, the City's adopted West Bank Urban Renewal Plan provides guidance for addressing urban blight, as well as outlining a general process for identifying projects for expenditure of TIF funds. The relationship of the funding request to the Plan is addressed in the following section.

### **West Bank Urban Renewal Plan and Requested TIF Participation**

In 2007, the City of Great Falls adopted the West Bank Urban Renewal Plan. In order to approve TIF participation requests, they must be determined to be in compliance with and follow the recommendations of the Urban Renewal Plan, as well as be determined eligible for TIF participation in accordance with the MCA guidelines presented in the previous section. To aid in this determination, the Tax Increment Application Process established eleven specific criteria to assess the merits of the project in relation to the West Bank Urban Renewal Plan.

The criteria are:

- 1) Economic Stimulus - *The amount of economic activity to be generated by the project is assessed, as well as the leverage ratio of public to private investment. In general, the maximum limit of any one project is 10% of the construction/rehabilitation costs, exclusive of acquisition costs. Projects clearly demonstrating extraordinary benefit to Districts or the community may, at the discretion of the City Commission, receive additional TIF assistance for eligible items. All applications should contain credible, measurable information substantiating the project's economic stimulus in the District and the community.*
- 2) Tax Generation - *The increase in taxable value due to the new construction/rehabilitation as estimated by the County Assessor's office to determine tax increment generation.*
- 3) Employment Generation - *Total employment generated by the project as assessed in terms of new permanent and part-time, and construction jobs.*
- 4) Elimination of Blight - *The project's direct and indirect impact on the physical and fiscal deterioration within the appropriate district and the community, as identified in the West Bank Urban Renewal Plan or the appropriate district plan for industrial, technology or aerospace districts.*
- 5) Special or Unique Opportunities - *The extent to which the project represents a unique opportunity, meets a special need, or addresses specific district or community goals. The restoration of a historic property or the provision of an unmet community need is an example of special and unique opportunities.*
- 6) Impact Assessment - *The extent of both positive and negative environmental impacts, appropriateness of the project design, and impact on existing businesses or residents.*
- 7) Financial Assistance - *Other forms of financing available to the Applicant. Lender participation, industrial development revenue bonds, and state and federal grant monies, for example, are examined to assess the need for TIF assistance.*

- 8) Project Feasibility - A determination of feasibility is made based on the strength of the Applicant's demonstration of market demand for the project as contained primarily on the pro forma and financing commitments.
- 9) Developer Ability to Perform - An assessment the Applicant's capability to undertake the relative complexities of the project based on past performance on similar projects.
- 10) Timely Completion - The feasibility of completing the project according to the Applicant's schedule.
- 11) Payment of Taxes - All property taxes, special improvement district assessments and other assessments on the project property must be paid to date.

### **Determination of Appropriateness**

The requested improvements are eligible for TIF funding according to Montana Code Annotated (MCA) guidance. Further, they contribute to the majority of the criteria listed in the TIF application, with detail provided on Attachment 2 to the TIF Application (Attachment E to this Report). Below are a few of the primary areas to which the project contributes.

Elimination of Blight. A new restroom, paved parking lot, added and improved trails, and irrigation system and landscaping will improve access to the Park and further beautify the area. Removal of the old pump house that is no longer in use will also eliminate blight. The renewal to the area will be apparent and enjoyed by residents and visitors.

Special or Unique Opportunities. As outlined in the West Bank Park Master Plan, the south end of the park will serve as the active area and "Provide(s) the greatest opportunity for more intensive uses, particularly as the best access exists in this area for users of every variety." With the improvements to the turf, the natural amphitheater can be used to hold public events and transform the area into a destination within the park. The proposed improvements will provide for a variety of unique community events.

Financial Assistance. Almost half of the proposed improvements are being funded through a combination of grants and matching funds from a non-profit source. Other than TIF, no other known sources of funding are available to fund the remaining improvements.

Timely Completion. The other sources of funding are immediately available and must be expended this construction season. The timing is ripe for construction of the work requested for TIF funding.

Staff determines the work is eligible and appropriate, and that there is adequate funding in the TIF to fund the project.

### **Significant Impacts**

The projects to be funded are expected to have significant impact upon the south end of West Bank Park.

- The irrigation system will allow for the establishment of green turf, beautifying the park and making usage of the amphitheater viable. It will also decrease weed control problems through the establishment of viable turf grass.
- The relocation of shade trees will encourage the use of the amphitheater by creating a more pleasant (cooler and shaded) audience experience.
- The parking lot, drinking fountain, improved Trail and ADA access and the restroom will encourage more usage of the amphitheater, the Trail, the disc golf course and the non-motorized boat launch.
- The beautification of the Park will compliment recent and encourage additional

redevelopment of private properties adjoining and near 3<sup>rd</sup> Avenue NW.

Workload Impacts

Public Works – Engineering Division staff will oversee all the proposed work, regardless of funding source. Staff time has been allocated to the work, and there will be no adverse impacts to staff as a result of authorizing the TIF funding.

Long term impacts include little increased staff time. The irrigated Park will need to be mowed more often, the new irrigation system will require yearly maintenance, and the restroom will need cleaning and upkeep.

**Concurrences:** Representatives from the Park & Recreation Department, City Planning & Community Development Department, City Fiscal Services, City Administration and City Public Works Department concur in the TIF funding request.

**Fiscal Impact:** There is adequate funding in the TIF Fund available to fund the request, and additional funds will be available June 30, 2015 for future TIF funded projects. The following overview of available funding has been provided by the City Fiscal Services Department:

Fund Balance, June 30, 2014	\$794,013 (of which \$233,917 is “Restricted Cash,” reserved for bond payments)	
Unrestricted Cash	\$462,610	January 2015
	\$240,113	Additional Projected June 30, 2015

**Alternatives:** The City Commission could vote to not approve the TIF expenditures or approve a lesser amount.

**Attachments:**

- Attachment A: West Bank Urban Renewal Area
- Attachment B: Photos
- Attachment C: West Bank Park Landscape Concept
- Attachment D: West Bank Park Development Projects and Funding
- Attachment E: TIF Funding Application

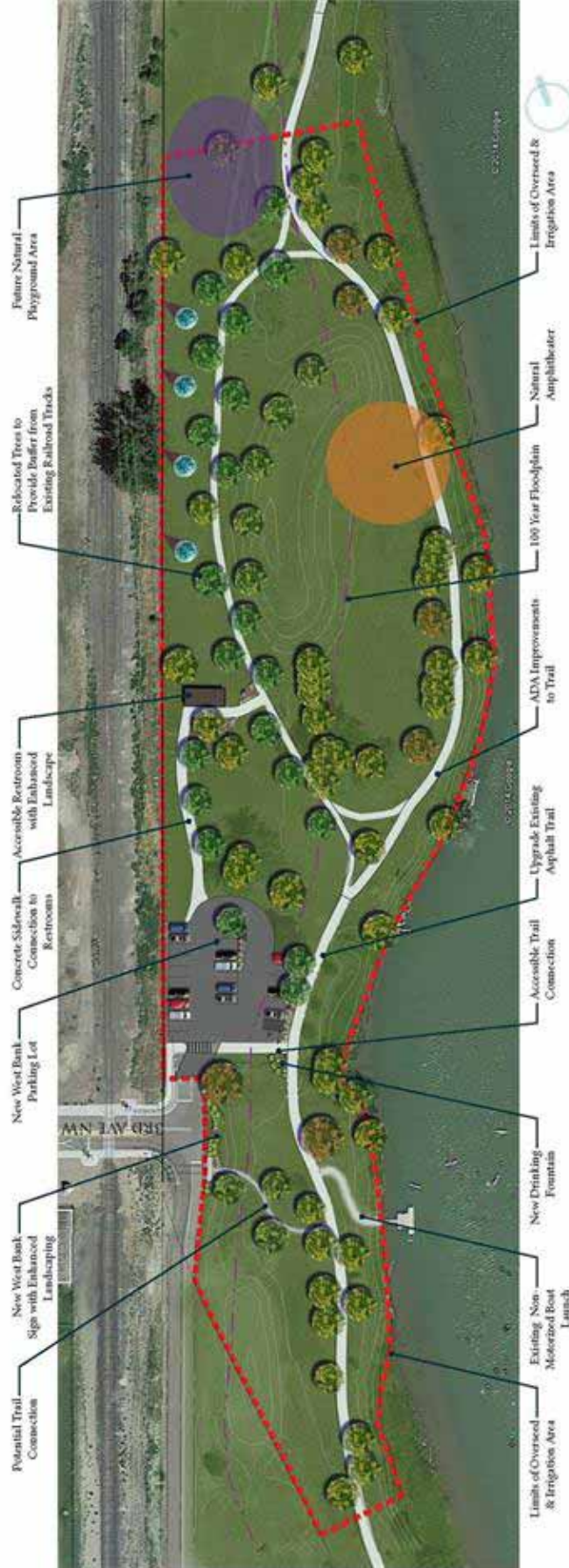
Attachment A



Attachment B



# Attachment C



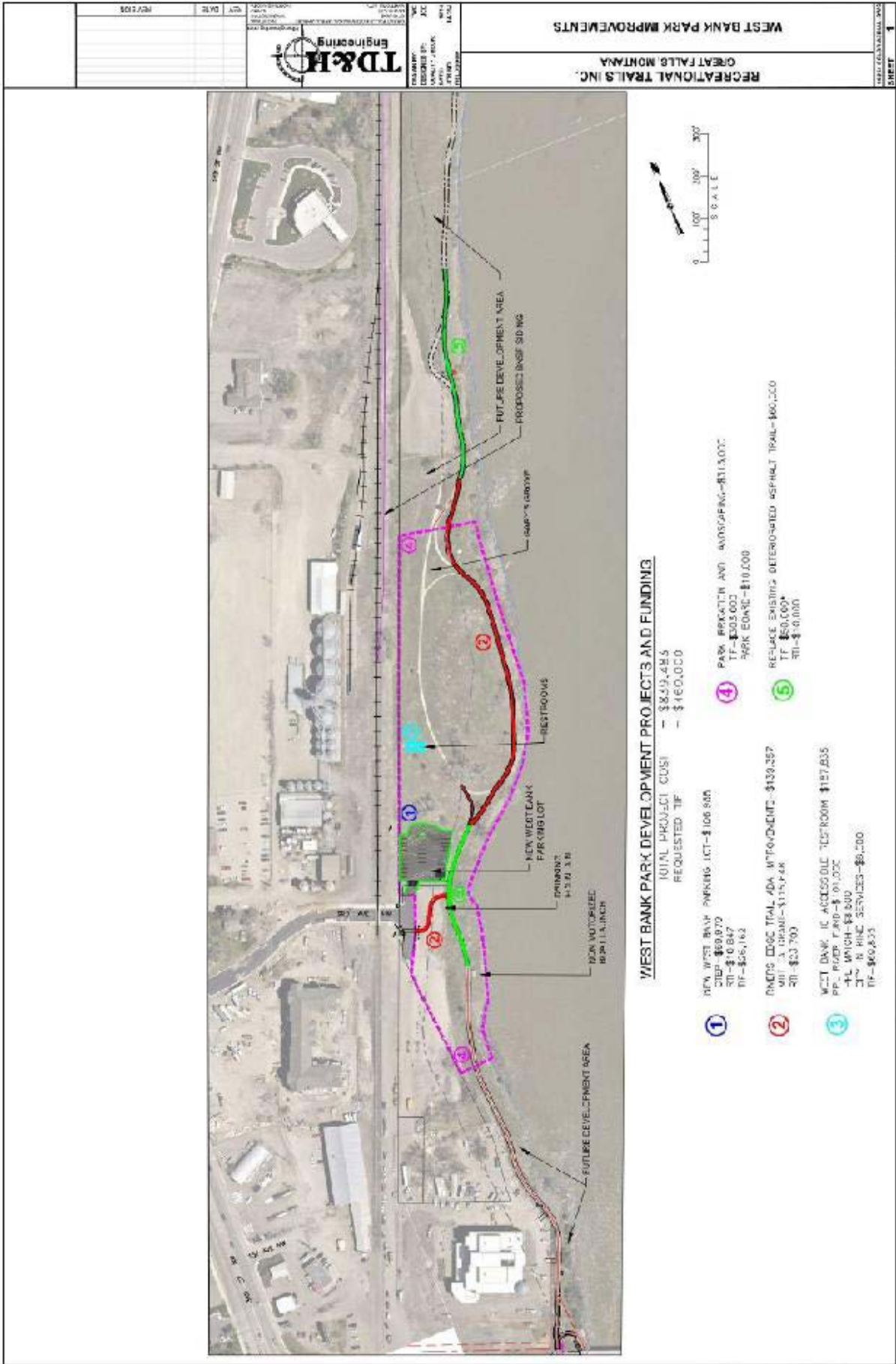
NORTH  
NOT TO SCALE



## WEST BANK PARK LANDSCAPE CONCEPT DECEMBER, 2014



# Attachment D



### WEST BANK PARK DEVELOPMENT PROJECTS AND FUNDING

TOTAL PROJECT COST - \$859,485  
 REQUESTED TRF - \$460,000

- 1** NEW WEST BANK PARKING LOT - \$100,800  
 TRF - \$100,800
- 2** IMPROVE TRAIL ADA MTF/ONCMT - \$139,357  
 TRF - \$139,357
- 3** WEST BANK IC ACCESSIBLE TOILET ROOM - \$187,855  
 TRF - \$187,855
- 4** PARK PRKACTN AND AMUSEMENT - \$11,500  
 TRF - \$11,500
- 5** REPLACE EXISTING DETERIORATED ASPHALT TRAIL - \$60,000  
 TRF - \$60,000

	PROJECT NO: _____ DATE: _____ REVISIONS: _____	<b>RECREATIONAL TRAILS INC.</b> GREAT FALLS, MONTANA <b>WEST BANK PARK IMPROVEMENTS</b>	SHEET 1
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# Attachment E



## **CITY OF GREAT FALLS APPLICATION AND PROCESS FOR TAX INCREMENT FINANCING FUNDS**

**IMPORTANT:** The material included below outlines the Tax Increment Financing application process and the responsibilities of the Applicant and the City of Great Falls. The Planning and Community Development Department is charged with processing all applications and accomplishing the plans established with creation of each district. Private projects requesting Tax Increment financial assistance will be evaluated by the Great Falls Planning Advisory Board. The Board will prepare a recommendation to the City Commission concerning each individual request using the criteria outlined in this document. Please review this information carefully before submitting the application forms or finalizing your development plans.

**Failure to receive approval of a completed application BEFORE construction begins may affect the Applicant's eligibility for Tax Increment Financing assistance from the City of Great Falls.**

### **INTRODUCTION**

The City of Great Falls is responsible for administering the urban renewal program in Great Falls, pursuant to Montana Urban Renewal Law (Title 7 Chapter 15 parts 42 and 43, Montana Code Annotated). Tax Increment Financing (TIF) is an important element of the program as it provides the City with a means to finance urban renewal, industrial, technology or aerospace activities. The TIF program operates by first establishing a base year taxable value for all properties within the appropriate district. All increases in property taxes in the district above this base valuation, due to new development or reappraisals, are assigned to the City to be used to finance eligible activities within the district.

The City has adopted five TIF districts:

#### **Central Montana Agri-Tech Park**

Boundaries Amended – May 7, 2013 (Ord. 3106)  
Boundaries Amended – December 4, 2007 (Ord. 2996)  
Original Adoption Date – May 17, 2005 (Ord. 2911)  
Base Year – January 1, 2005

#### **West Bank Urban Renewal District**

Adopted – March 20, 2007 (Ord. 2967)  
Base Year – January 1, 2007

**Great Falls International Airport Tax Increment Industrial District**

Boundaries Amended - September 1, 2009 (Ord. 3043)

Original Adoption Date – November 5, 2008 (Ord. 3022) and boundaries were amended

Base Year – January 1, 2008

**Downtown Urban Renewal District**

Adopted – May 15, 2012 (Ord. 3088)

Base Year – January 1, 2012

**East Industrial Park Tax Increment Financing District**

Adopted – May 7, 2013 (Ord. 3105)

Base year: January 1, 2013

Applicants for TIF assistance are subject to program eligibility analysis and project review criteria listed below. In addition, project applications will be accepted and processed in the order in which they are received and approved based on the availability of funds in consideration of goals of the plan for the appropriate district.

**ELIGIBLE TIF ACTIVITIES**

7-15-4288, M.C.A defines how tax increments can be used by the municipality to pay costs of or incurred in connection with an urban renewal project, industrial infrastructure development project, technology infrastructure development project or aerospace transportation and technology infrastructure development project and includes:

1. Land acquisition, including acquisition of infrastructure-deficient areas and assemblage of land for development by private enterprise or public agencies, including sale, initial leasing, or retention by the municipality itself at fair value.
2. Demolition and removal of structures.
3. Relocation of occupants.
4. Public improvements such as the acquisition, construction and improvement of infrastructure which includes streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and off-street parking facilities, sewers, sewer lines, storm sewers, waterlines, waterways, sewage and water treatment facilities, natural gas lines, electrical lines, telecommunication lines, rail lines, rail spurs, bridges, publicly owned buildings and other public improvements.
5. Costs incurred in the exercise of urban renewal powers allowed under 7-15-4233, M.C.A.

## APPLICATION PROCESS

Applicants seeking TIF assistance from the City must submit a written application for each TIF-assisted project.

The following procedure has been developed to allow for a thorough and public review of TIF funding requests.

1. Initial Contact. Contact the Planning and Community Development Department, Room 112 in the Civic Center, to discuss the project and determine eligibility for TIF assistance.
2. Prepare a Written Application. The Applicant must submit a complete written application for each funding request. Additional information may be required of Applicants by staff when deemed necessary for the evaluation process. City of Great Falls initiated and administered projects are required to complete an application. (City projects should complete the following sections of the application—Application for Funds, Eligible Activities and the Certification Page.)
3. Staff Review. Upon submittal of all necessary information, a staff group consisting of Fiscal Services, Planning and Community Development, Park & Recreation, and Public Works department heads and the Deputy City Manager will review the merits of the project and the need for funding. The Planning and Community Development Department staff will prepare a staff report and recommendation for the Planning Advisory Board and/or Downtown Development Partnership.
4. Advisory Board. The staff recommendation will be considered by the Planning Advisory Board or Downtown Development Partnership. The Downtown Development Partnership will consider all applications submitted for the Downtown Urban Renewal District, the Planning Advisory Board will consider all other TIF applications. The advisory boards, will in turn prepare a recommendation to the City Commission for final approval. At any point in the review process the staff, the Planning Advisory Board, Downtown Development Partnership or the City Commission may request more information of the Applicant or solicit comments on the project from other public agencies.
5. City Commission Review and Approval. The City Commission will review the project, will consider the recommendation from the Planning Advisory Board and/or Downtown Development Partnership will approve or reject the funding request or any part thereof along with any special terms of TIF assistance.
6. Development Agreement. If TIF assistance is approved, the City and the Applicant must execute a legally binding Development Agreement which establishes the terms and conditions of the TIF assistance. Among the terms and conditions, the Agreement shall specify the schedule for the start and completion of the project, may require the Applicant to guarantee repayment of TIF assistance

if the terms of the Agreement are violated by the Applicant and may require an agreement for payment of an annual tax deficiency fee pursuant to §7-15-4294, MCA. The Development Agreement shall also specify whether the Applicant or City will be responsible for bidding or obtaining cost estimates and selecting contractors for funded activities. If receiving TIF dollars, the applicant is required to follow requirements for public construction contracts as pertains to payment and performance bonding and standard prevailing rate of wages. The Development Agreement must be approved by the City Commission. Projects initiated and/or administered by the City of Great Falls are not required to complete a Development Agreement.

**IMPORTANT NOTE: Costs to be paid with TIF monies may not be incurred by the Applicant prior to funding approval and the satisfaction of any conditions of such approval.**

### **CRITERIA FOR REVIEW**

Materials contained in TIF applications are used to assess the merits of projects in relation to the goals and objectives of the appropriate district plan. To measure the public benefit derived from the project, the City evaluates projects based on the following criteria. Each district development is judged on its own merit; therefore, no weight is given to any of the criteria. The City Commission may establish additional criteria per district that would provide specific funding priorities.

1. Public Infrastructure Improvements – Public infrastructure improvements have the benefit of improving and impacting an entire district. Each district may have its own Capital Improvement Plan, which may include things such as roadway improvements, storm drains, sewer and water lines, railroads, etc.
2. Economic Stimulus – The amount of economic activity to be generated within the district through the development is assessed, as well as the leverage ratio of public to private investment. In general, the maximum limit of participation in any one development is 10% of the construction/rehabilitation costs, exclusive of acquisition cost. Development projects clearly demonstrating extraordinary benefit to districts or the community may, at the discretion of the City Commission, receive additional TIF assistance for eligible items. All applications should contain credible, measurable information substantiating the project’s economic stimulus in the district and the community.
3. Tax Generation – The increase in taxable value due to new district development, including construction/rehabilitation, as estimated by the County Assessor’s office to determine tax increment generation.
4. Employment Generation – Total employment generated by the district development as assessed in terms of new permanent and part-time jobs, and

construction jobs.

5. Elimination of Blight (applies to Urban Renewal Districts) – The development's direct and indirect impact on the physical and fiscal deterioration within the appropriate district and the community, as identified in the appropriate district plan.
6. Special or Unique Opportunities – The extent to which the district's development represents a unique opportunity, meets a special need, or addresses specific district or community goals. The restoration of a historic property or the provision of an unmet community need is an example of special and unique opportunities.
7. Impact Assessment – The extent of both positive and negative environmental impacts, appropriateness of the development's project design, and impact on existing businesses or residents.
8. Financial Assistance – Other forms of financing available to the Applicant. Lender participation, industrial development revenue bonds, and state and federal grant monies, for example, are examined to assess the need for TIF assistance.
9. Development's Feasibility – A determination of feasibility is made based on the strength of the Applicant's demonstration of market demand for the development in the district as contained primarily on the pro forma and financing commitments.
10. Developer Ability to Perform – An assessment of the Applicant's capability to undertake the relative complexities of the development based on past performance on similar projects.
11. Timely Completion – The feasibility of completing the development according to the Applicant's development schedule.
12. Payment of Taxes – All property taxes, special improvement district assessments, and other assessments on the project property must be paid to date.

**CITY OF GREAT FALLS**



**TAX INCREMENT FINANCING  
(TIF)**

**APPLICATION FOR FUNDS**



**CITY OF GREAT FALLS  
TAX INCREMENT FINANCING (TIF)  
APPLICATION FOR FUNDS**

Project Name: West Bank Park Improvements

Date Submitted: December 29, 2014

Name of TIF District: West Bank Urban Renewal District

**APPLICANT INFORMATION**

Name: City of Great Falls, Park and Recreation Department

Address: P.O. Box 5021, Great Falls, MT 59403

Telephone: 406-771-1265

**DEVELOPMENT INFORMATION**

1. Building Address: 1600 4<sup>th</sup> St. N.E.
2. Legal Description: Lots 1,5,6 &7 and SW ¼ of NE ¼ Section 2 Township 20 North, Range 3 East, Montana Principal Meridian, Cascade County
3. Ownership: City of Great Falls, Park Land  
Address: P.O. Box 5021, Great Falls, MT 59403
4. If property is not owned by the Applicant, list leasehold interest: (*Attach evidentiary materials*).  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_
5. Existing/Proposed Businesses: Implementation of West Bank Park Master Plan  
Business Description: Public Park Land/Recreation
6. Employment: Existing FTE Jobs: 125 FTE's  
New Permanent FTE Jobs created by project: 0 Construction FTE jobs: 20 FTE's for 23 weeks (breakdown available)
7. Architectural/Engineering Firm: City of Great Falls Engineering, Public Works Department  
Address: P.O. Box 5021, Great Falls, MT 59403  
Representative: Dave Dobbs, City Engineer

**CITY OF GREAT FALLS  
TAX INCREMENT FINANCING (TIF)  
APPLICATION FOR FUNDS**

8. Please provide a description of the Total Project Development (attach a narrative explanation).  
See Attachment #1

9. Please provide rehabilitation/construction plans (attach schematics, site and landscaping plans).  
See Attachments

10. What is the development schedule or estimated completion date for the Total Project Development?  
The Total Project Development is best defined as the entire development, not just the TIF  
improvements (please include project phasing if appropriate).  
Construction to be completed during 2015 and 2016.

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11. Do you plan on asking for any other tax abatements, grants, tax credits or other forms of relief? If so,  
what type?  
No

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12. Please describe your funding needs and the anticipated timing schedule for your identified Eligible  
TIF Activities (example: *I will be fronting the costs of all identified TIF improvements and would  
like to be reimbursed incrementally as TIF funds become available; I am interested in utilizing bond  
financing to complete the identified project improvements and would like to be reimbursed with TIF  
funds as they become available, I need TIF funds immediately to complete the identified TIF  
improvements, etc.*)

I need TIF funds immediately to complete the identified TIF improvements

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13. Please indicate the amount of Public Infrastructure Need and the amount of Public Infrastructure  
being requested to be financed by the TIF District.

See Attachment 1 for Overview

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See Attachment 3 for Funding Details

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## TOTAL PROJECT DEVELOPMENT COSTS

*The total project development cost is the cost to develop the entire project/site,  
and should include the cost of the TIF improvements.*

### **Land and Site Preparation Improvements** (Itemized)

1. <u>See Attachment 3</u>	\$ _____	
2. _____	\$ _____	
3. _____	\$ _____	
4. _____	\$ _____	
5. _____	\$ _____	
<b>Subtotal</b>		<b>\$ _____</b>

### **Construction/Rehabilitation Costs** (Use general construction trade divisions) (Total value of improvements)

1. <u>See Attachment 3</u>	\$ _____	
2. _____	\$ _____	
3. _____	\$ _____	
4. _____	\$ _____	
5. _____	\$ _____	
6. _____	\$ _____	
7. _____	\$ _____	
<b>Subtotal</b>		<b>\$ _____</b>

### **Equipment Costs** (Total value of equipment)

1. <u>None</u>	\$ _____	
2. _____	\$ _____	
3. _____	\$ _____	
4. _____	\$ _____	
5. _____	\$ _____	
<b>Subtotal</b>		<b>\$ _____</b>

**Total TIF Request** **\$ 454,797**

**Other Funding Sources** **\$ 379,483**

**Total Project Development Costs** **\$ 834,280**

**ELIGIBLE TIF ACTIVITIES**

**Land Acquisition**

	Total	Amount Requested from TIF	Timing for Funds
1. <u>Property Owned by City of Great Falls</u>		\$0	

**Demolition & Removal of Structures**

1. <u>Removal of small pump house included in trail improvements estimate</u>			
2. _____			
3. _____			
<b>Subtotal</b>	_____	_____	_____

**Relocation of Occupants**

1. <u>None</u>			
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**Public Improvements**

*(acquisitions, construction and improvement of infrastructure which includes streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and off-street parking facilities, sewers, sewer lines, storm sewers, etc.)*

1. <u>See Attachment 1</u>			
2. _____			
3. _____			
<b>Subtotal</b>	_____	_____	_____

**Fees (associated with eligible activities)**

*(A&E design/supervision, permits & other fees)*

1. <u>Included in cost estimates</u>			
2. _____			
3. _____			

I (we), Patty Rearden (please print),  
certify that the statements and estimates within this Application as well as any and all documentation  
submitted as attachments to this Application or under separate cover are true and correct to the best of  
my (our) knowledge and belief.

Signature *Patty Rearden*

Title Deputy Park and Recreation Director

Address P.O. Box 5021, Great Falls, MT 59403

Date December 23, 2014

Signature \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

## Attachment 1 Number 8 – Narrative

### West Bank Urban Renewal Plan

On March 20, 2007 the Great Falls City Commission passed an Ordinance establishing the Great Falls West Bank Urban Renewal Plan including a Tax Increment Financing provision. West Bank is included in the Renewal Plan and Tax Increment District. The West Bank Urban Renewal Plan states “The Missouri River and the associated West Bank Park are the defining features of the West Bank Urban Renewal District. Not only do these resources make the area more attractive for investment and overall community renewal, but they are intrinsic to the quality of life in the City of Great Falls and the surrounding region. They offer scenic and recreational opportunities for both residents and visitors to Great Falls.”

The Urban Renewal Plan lists seven goals; goal number four is directly related to West Bank Park. Goal four is to maintain and improve West Bank Park within the Urban Renewal District. Strategies to achieve this goal include:

- Prepare and implement a park improvement plan that addresses:
  - Pedestrian and vehicular access
  - Vegetation and habitat
  - Trail & pedestrian use within the park
  - Connections to the River’s Edge Trail system
  - Maintenance
  - Implementation of tools and resources
- Work with adjacent property owners and developers to address Park access, visual integration with adjoining developers/uses, and maintenance.

### West Bank Master Plan

On May 4, 2010 the City of Great Falls Parks and Recreation Department retained CTA Architects and Engineers to develop a Master Plan for the development of West Bank Park. Development of the Master Plan included extensive input from city staff and community members including:

- Steering Committee
  - Staff from Planning, Public Works and Park and Recreation
  - Neighborhood Council #2 and #3 Representatives
  - Montana Fish, Wildlife and Parks
  - RTI (Recreational Trails, Inc.)
  - County Commissioner/Forest Service
- Meeting with Neighborhood Council #3 (June 3, 2010)
- Meeting with Neighborhood Council #2 (June 9, 2010)
- Town Hall Meeting (June 30)
- Park and Recreation Advisory Board Work Session (August 9)
- Park and Recreation Advisory Board Draft Master Plan Presentation (September 13, 2010)
- Two Day Community Design Charette (July 21-22, 2010)
- Survey (On-line and at the Civic Center, Library and Park and Recreation Office)
- Presentation at City Commission Work Session (January 18, 2011)

The Master Plan was adopted by City Commission: March 15, 2011

The design for West Bank Park has three designated areas: Active, Transitional and Passive with the Active area to be developed first. The active zone was to include:

- Non-motorized Boat Ramp (completed with a Missouri Madison RiverFund Grant awarded in 2010)
- Parking Lot
- Restrooms
- Pavilion
- Amphitheater
- Stage
- Natural Playground
- Trails
- Entrance Sign

In addition, the Great Falls Folf Association has installed an 18-hole Folf Course throughout the Park.

Park and Recreation is proposing major improvements to West Bank Park with a combination of funding sources including proposed TIF funds from the West Bank Urban Renewal District. Included in the proposed improvements are the following:

- **Restroom** – Missouri Madison RiverFund Grant, NW Energy (PPL) Grant, Proposed TIF
- **Parking Lot** – CTEP Grant, RTI Match, Proposed TIF
- **ADA Connection from 3<sup>rd</sup> Ave. N.W. to Trail** – TA Grant (Transportation Alternatives), RTI Match
- **Replacement of 977 linear feet of 4 feet wide non-compliant deteriorated sidewalk with 9 feet wide shared use trail** – TA Grant, RTI Match
- **Concrete Trail Replacement** (includes Pump House Removal) – Proposed TIF, RTI Match
- **Irrigation and Landscaping** (includes entrance sign) – Proposed TIF
- **Replace Existing Vault Toilet** – CTEP, RTI Match

<b>Total TIF Request</b>	<b>\$454,797</b>
<b>Other Funding Sources:</b>	<b><u>\$379,483</u></b>
<b>Total Proposed Projects</b>	<b>\$834,280</b>

**Other Funding Sources:**

\$311,144	Grants
\$ 49,839	Recreation Trails, Inc.
<u>\$ 18,500</u>	City Staff and Park Trust
<b>\$379,483</b>	<b>Total Other Funding Sources</b>

With the broad package for financing improvements, this is a perfect time to make major improvements to West Bank Park to enhance the development in the West Bank Urban Renewal area, improve River's Edge Trail and provide social and recreational opportunities for residents and visitors.

## Attachment 2

### TIF Criteria

1. Public Infrastructure Improvements

The entire West Bank Urban Renewal District will be served as a result of proposed improvements to West Bank Park. Over one third of the District is comprised of the West Bank Park and the corresponding riverfront. The park functions as a place of congregation for the entire urban area as well as Rivers Edge Trail users. The access and environment that will be improved as a result of this project will efficiently integrate the West Bank Park into the renewal effort that has already begun taking place west of the railroad tracks by the private sector.
2. Economic Stimulus

The redeveloped area west of the park includes a federal courthouse, new hotel and restaurants. This development has occurred over the last five years and has positively impacted the economy of the area. Residents and visitors alike are filling the venues and that region of the West Bank has quickly become a lucrative area for business owners and developers. By providing access to the banks of the Missouri River and community events in the unique setting of the park, we can revitalize the natural value of the West Bank Park benefitting current and future businesses in the District. The West Bank will have a recreational and retail charm that will draw people from all around Great Falls and visitors.
3. Tax Generation

West Bank Park will not directly generate any tax revenue. However, improvements to the park and trail system will enhance the District and compliment current and future developments, which will increase tax revenue.
4. Employment Generation

The immediate employment generation of the project will be construction and installation related. Contractors will be hired separately. Long term, this investment in the park will make the West Bank area more attractive to other businesses and secure other employment opportunities.
5. Elimination of Blight

A new restroom, paved parking lot, added and improved trails, and irrigation and landscaping will improve access to the Park and further beautify the area. Removal of the old pump house that is no longer in use will also eliminate blight. The renewal to the area will be apparent and enjoyed by residents and visitors.
6. Special or Unique Opportunities

As outlined in the CTA Master Plan for the West Bank Park, the south end of the park will serve as the active area and "Provide(s) the greatest opportunity for more intensive uses, particularly as the best access exists in this area for users of every variety" (CTA Master Plan 2011). With the improvements to the turf, the natural amphitheater can be used to hold public events and transform the area into a destination within the park. The proposed improvements will provide for a variety of unique community events. Other future amenities of the "Active Area" include a natural playground and a pavilion, both of which will further increase park usage. With the transformation of the Park through the proposed projects, it is anticipated that funding for these two amenities can be identified through the private sector from individual and business donations, sponsorships, and/or service club projects.



7. Impact Assessment

The projects will compliment the development that has taken place so far in the West Bank Urban Renewal District. The improvements to the park will add to the improvements such as art and landscaping that have been installed privately further south on the trail. It will be a continuation of the development in the West Bank Urban Renewal District, adding value to the area for existing businesses and those that have yet to develop. Environmentally, all of the projects will include Best Management Practices (BMP's) for storm water management in accordance with the City's MS4 Requirements and the State's storm water discharge requirements.

8. Financial Assistance

Almost half of the proposed improvements are being funded through a combination of grants and matching funds from Recreational Trails, Inc., including a Missouri Madison RiverFund grant, NorthWestern Energy grant, and TA (Transportation Alternative) and CTEP (Community Transportation Enhancement Program) grants. Please see Attachment 3 for the detailed financial information on the proposed projects.

9. Development's Feasibility

The City of Great Falls Public Works and Park and Recreation Departments will provide means by which to design, develop and maintain the projects and the park area. Development will occur on City park land and with support from the City Engineering Division. Some design work and construction will be contracted out as needed. These costs have been accounted for in the cost estimates.

10. Developer Ability to Perform

The City of Great Falls is prepared to complete this project in correspondence with the standard held for infrastructure projects completed and maintained throughout the City in the past by the departments.

11. Timely Completion

The development is slated to take place in 2015 and 2016 within a standard project completion time as outlined in a City standard contractual construction and installation agreement.

12. Payment of Taxes

Park land is exempt from taxation.

**Attachment 3**  
**West Bank Park Proposed Projects**  
**December 2014**

**Rest Room**

**Total Project Cost** **\$187,835**

Sources of Funding:

Missouri Madison RiverFund Grant	\$101,000
NW Energy (PP&L) Match	\$ 8,500
In-kind Match (City Staff)	\$ 8,500
Proposed TIF	\$ 69,835

**Parking Lot**

**Total Project Cost** **\$106,988**

Sources of Funding:

CTEP Grant	\$ 69,979
RTI Match	\$ 10,847
Proposed TIF	\$ 26,162

**Existing Vault Toilet**

**Total Project Cost** **\$18,500**

Sources of Funding:

CTEP Grant	\$16,017
RTI Match	\$ 2,483

**Trail Connector and Replacement**

**Total Project Cost** **\$139,357**

Sources of Funding:

TA Grant	\$115,648
RTI Match	\$ 23,709

(Trail connector from 3<sup>rd</sup> Ave. N.W. and replacement of 977 linear feet of 4' wide deteriorating/non-compliant concrete trail with 9' wide shared use trail)

**Concrete Trail Replacement (Includes pump house removal)**

**Total Project Cost** **\$ 60,000**

Sources of Funding:

Proposed TIF Request	\$ 50,000
RTI	\$ 10,000

**Irrigation and Landscaping**

**Total Project Cost** **\$313,000**

Sources of Funding:

Proposed TIF	\$303,000
Park Trust	\$ 10,000

**Trailside Drinking Fountain**

**Total Project Cost** **\$8,600**

Sources of Funding:

Proposed TIF	\$5,800
RTI	\$2,800

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**Total TIF Request**

Completion of Parking Lot	\$ 26,162
Irrigation and Landscaping	\$303,000
Restroom	\$ 69,835
Drinking Fountain (RTI - + \$2,800)	\$ 5,800
Concrete Trail Replacement/ Pump House Removal	\$ 50,000
<b>Total TIF Request</b>	<b>\$454,797</b>

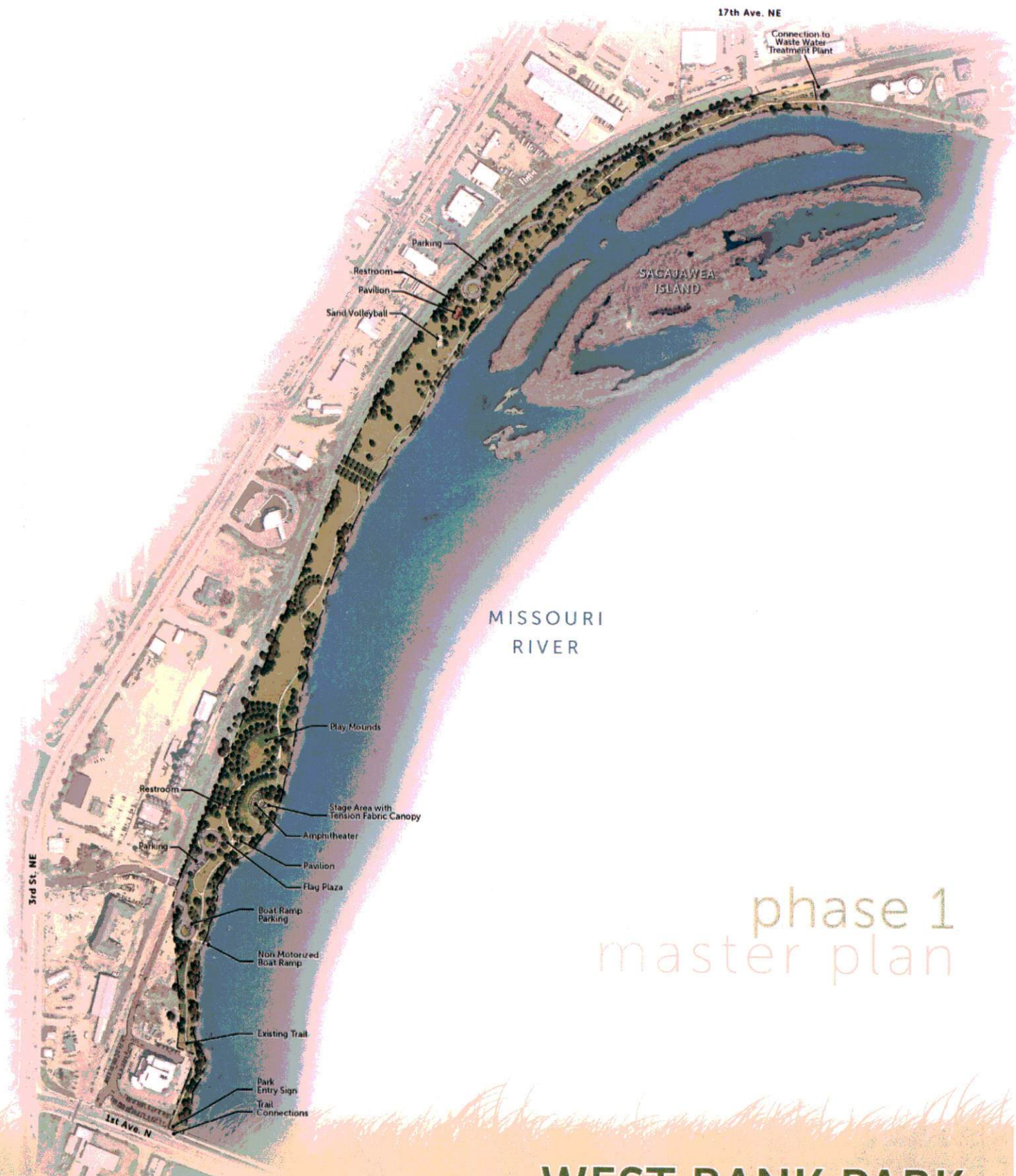
**Total TIF Request** **\$454,797**

**Other Funding Sources** **\$379,483**

**Total Projects** **\$834,280**

**Other Funding Sources:**

Grants	\$311,144
RTI:	\$ 49,839
City & Park & Rec	<u>\$ 18,500</u>
<b>Total</b>	<b>\$379,483</b>



17th Ave. NE

Connection to Waste Water Treatment Plant

SAGAUWEA ISLAND

MISSOURI RIVER

phase 1  
master plan

**WEST BANK PARK**  
CITY OF GREAT FALLS • MONTANA



future  
master plan

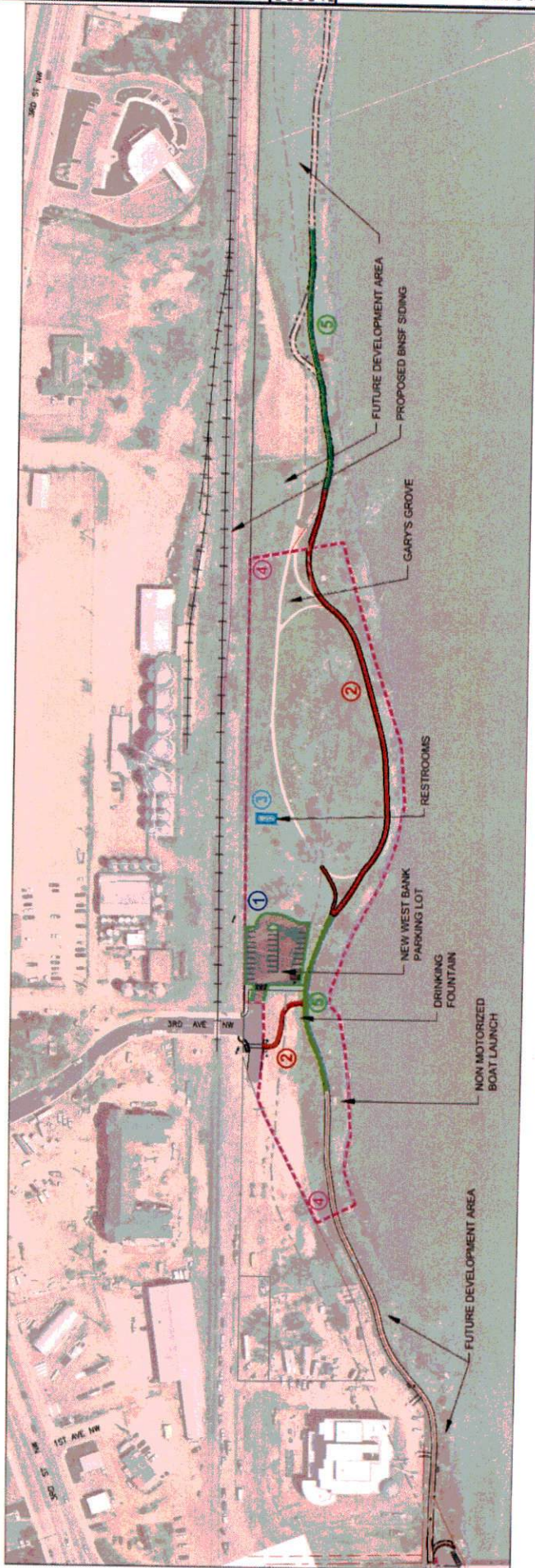
**WEST BANK PARK**  
CITY OF GREAT FALLS • MONTANA



DESIGNED BY: JAC  
 DRAWN BY: JAC  
 CHECKED BY: JAC  
 DATE: 12/14  
 JOB NO.: 14-244  
 SHEET NO.: 1

WEST BANK PARK IMPROVEMENTS

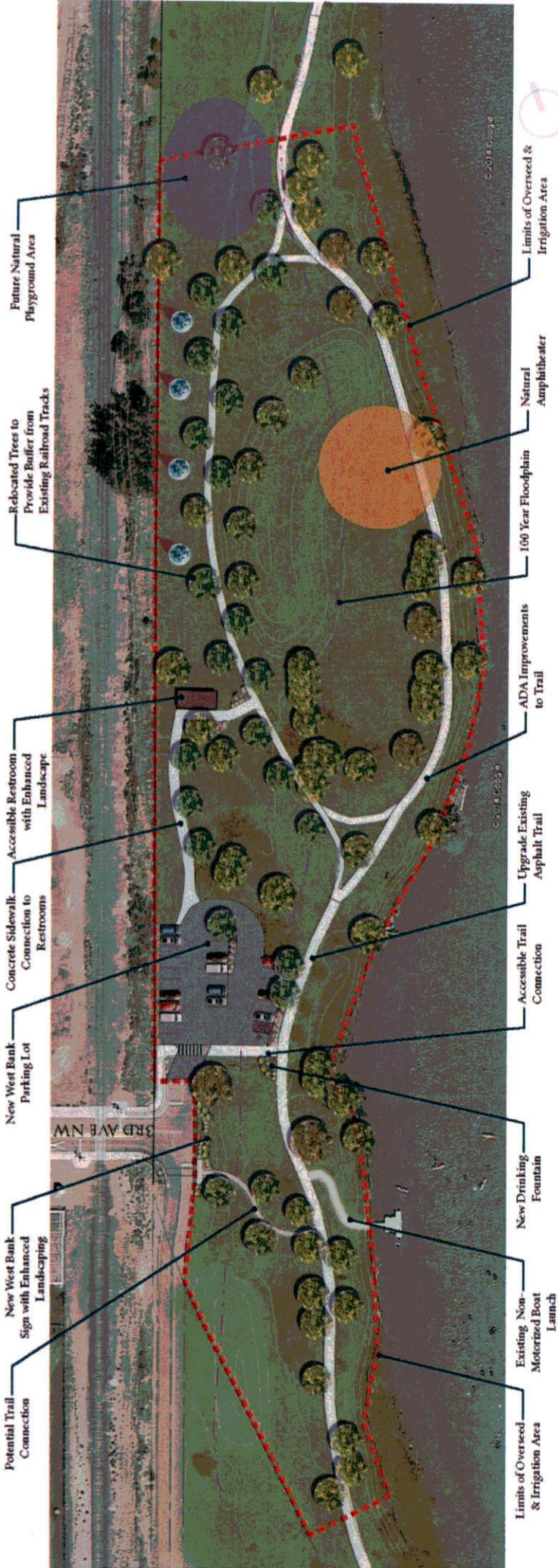
RECREATIONAL TRAILS INC.  
 GREAT FALLS, MONTANA



**WEST BANK PARK DEVELOPMENT PROJECTS AND FUNDING**

TOTAL PROJECT COST = \$834,280  
 REQUESTED TIF = \$454,797

- ① NEW WEST BANK PARKING LOT—\$106,988  
 CTEP—\$69,979  
 RTI—\$10,847  
 TIF—\$26,162
- ② RIVERS EDGE TRAIL ADA IMPROVEMENTS—\$139,357  
 MDT TA GRANT—\$115,648  
 RTI—\$23,709
- ③ WEST BANK HC ACCESSIBLE RESTROOM—\$187,835  
 PPL RIVER FUND—\$101,000  
 PPL MATCH—\$8,500  
 CITY IN KIND SERVICES—\$8,500  
 TIF—\$69,835
- ④ PARK IRRIGATION AND LANDSCAPING—\$313,000  
 TIF—\$303,000  
 PARK BOARD—\$10,000
- ⑤ REPLACE EXISTING DETERIORATED ASPHALT TRAIL—\$60,000  
 TIF—\$50,000\*  
 RTI—\$10,000



NORTH  
NOT TO SCALE

# WEST BANK PARK LANDSCAPE CONCEPT

DECEMBER, 2014



# An alternative West Bank Park configuration

Expanded entrance landscaping and sign area

- ● ● ● 4' hedge
- ● ● ● tree/shrub visual barrier to BNSF berm/track



Parking lot and vehicles would be screened from trail, park and across-the-river views by hedges that will provide a visual and physical barrier.

- K brick or gravel area with information kiosk
- W water fountain

D/D Destination/Distance signage