



Item: Appointments to the Community Development Council

From: City Manager's Office

Initiated By: City Commission

Presented By: City Commission

Action Requested: Appoint four members to the Community Development Council.

Suggested Motion:

1. Commissioner moves:

"I move that the City Commission reappoint David Sutinen to another three year term and appoint _____ and _____ to fill the three year terms through October 31, 2018 and appoint _____ to fill the remainder of a three-year term through October 31, 2016, to the Community Development Council."

2. Mayor requests a second to the motion, Commission discussion, public comment, and calls for the vote.

Summary: The Community Development Council currently has four vacancies on the Council. Max Bailey resigned in February 2015 (term expires October 31, 2016) and the terms of Susan McCord, Keith Cron and Dave Sutinen expired on October 31, 2015.

Ms. McCord has already served two terms and is not eligible for reappointment and Mr. Cron is not interested in being reappointed. Mr. Sutinen is interested in serving another three year term and is requesting to be reappointed. Therefore, it is necessary to appoint three members to the Community Development Council for three year terms and one member for a partial term through October 31, 2016.

Background:

Press Releases were done on December 3, 2015, and the openings were also posted on the City of Great Falls website. Four applications have been received.

Purpose

To ensure citizen participation in the CDBG allocation process, a ten-member volunteer advisory board is appointed by the City Commission. The Community Development Council makes funding recommendations for projects applying for CDBG funding to the City Commission. Members must live within the city limits.

Evaluation and Selection Process

Advertising was done through a press release to the local media and on the City of Great Falls Website. Four applications were received.

Citizens interested in serving on this council:

Jennifer Fines
Heidi Gibson
Tyler Daniel Hentzen
Elizabeth (Beth) Schmidt

Citizens interested in reappointment to this council:

Dave Sutinen

Continuing members of this council:

Jolene Bach
Dave Fink
Neil Fortier
Steven Pretat
William Raaen
Harmony Wolfe

Alternatives: Advertise to seek other citizen interest.

Attachments/Exhibits: Applications



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)


RECEIVED

DEC 17 2015

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

CITY MANAGER

Board/Commission Applying For: Community Development Council		Date of Application: 17 December 2015	
Name: Jennifer Fines			
Home Address: 910 3rd Avenue North		Email address: gfhabitat@gtfalls.com jennifer_fines@yahoo.com	
Home Phone: N/A	Work Phone: 406-453-5972	Cell Phone: 406-231-0263	
Occupation: Executive Director		Employer: Habitat for Humanity, Great Falls Area	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Related experiences or background: I currently serve as the Executive Director for Habitat for Humanity, Great Falls Area and have volunteered for more than 20 years in various positions. Prior to my position at Habitat I served in the Air Force for 20 years as a Chaplain Assistant & Utilities Systems Journeyman (Plumber)			
Educational Background: High School Diploma; Some college; US Air Force Training including: Water/Waste Water treatment, Interior/Exterior Plumbing, Chapel Management; Financial Management, Contracting, Resource Management, Facility Maintenance			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Habitat for Humanity, Great Falls Area Attend District 7 Council Meetings Attend Great Falls Housing Task Force Meetings			
Previous and current public experience (elective or appointive): USAF Chaplain Corps Financial Working Group Various Air Base Financial Working Groups			
Membership in other community organizations:			

Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?	
Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?	
Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?	
Are you currently serving on a Board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which board?	
Please describe your interest in serving on this board/commission? I enjoy working with agencies that strive to improve the city infrastructure, housing programs, and sustainability to residents. I feel the Community Development Council is key in prioritizing city growth. In serving I feel I could fulfil a personal satisfaction in serving the community but could also discover new opportunities where Habitat could serve a larger portion of Great Falls.	
Please describe your experience and/or background which you believe qualifies you for service on this board/commission? While serving in the Air Force I sat on several Financial Working group aiding in base fiscal requirements and priorities.	
Additional comments:	
Signature: 	Date: 17 December 2015

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)

RECEIVED

DEC 17 2015

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

CITY MANAGER

Board/Commission Applying For: COMMUNITY DEVELOPMENT		Date of Application: 12/15/15	
Name: HEIDI GIBSON			
Home Address: 25 WATSON LANE GT FALLS 59404		Email address: hgibson1911@gmail	
Home Phone: 727 5982	Work Phone: 7881911	Cell Phone: 7881911	
Occupation: CONSULTANT		Employer: SELF	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Related experiences or background: NONPROFITS, GRANTWRITING			
Educational Background: GONZAGA UNIVERSITY, BACHELORS U OF M, CERT. OF NONPROFIT ADMIN. (12 CREDITS)			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities:		MT NONPROFIT ASSOC	
AMERICORPS		AD CLUB	
BUSINESS & PROFESSIONAL WOMEN			
MT STATE ALZHEIMER'S STATE PLAN COALITION			
Previous and current public experience (elective or appointive): GOVERNOR'S GOVERNOR'S COUNCIL FOR CRIME VICTIMS			
Membership in other community organizations: ASSOC. OF FUNDRAISING PROFESSIONALS			

Have you ever worked for or are you currently working for the City of Great Falls? Yes ☐ No ☒ If yes, where and when?

Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes ☒ No ☒ If yes, who, which department, and relationship?

N/A

Have you ever served on a City or County board? Yes ☐ No ☒ If yes, what board and when did you serve?

Are you currently serving on a Board? Yes ☒ No ☐ If yes, which board?

MSU GREAT FALLS SURGICAL PGM ADVISORY BD

Please describe your interest in serving on this board/commission?

I AM INTERESTED IN LEARNING MORE ABOUT COMMUNITY DEVELOPMENT.

Please describe your experience and/or background which you believe qualifies you for service on this board/commission?

I HAVE MORE THAN 20 YRS EXP WORKING IN NON PROFITS SUCH AS LIBRARIES, HOSPITALS, PRISONS, AND CRISIS CENTERS.

Additional comments:

DURING MY TENURE AT THE MENTAL HEALTH FOUNDATION, I WROTE COBG GRANTS. I DID NOT HAVE TIME TO SERVE THEN, SO I WOULD LIKE TO OFFER IT NOW.

Signature



Date:

12/15/15

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:

City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)


RECEIVED

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

DEC 14 2015

CITY MANAGER

Board/Commission Applying For: Community Development Council		Date of Application: 12/15/15	
Name: Tyler Daniel Hentzen			
Home Address: 2300 13th Avenue S, Apt #10		Email address: tdhentzen@scheels.com	
Home Phone:	Work Phone: (406) 453-7666 ex 2206	Cell Phone: (714) 624-8175	
Occupation: Event Coordinator/Public Relations		Employer: SCHEELS	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Related experiences or background:			
Educational Background: B.S. in Communications, emphasis on Public Relations, Montana State - Billings			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Member of Great Falls Rotary Club			
Previous and current public experience (elective or appointive):			
Membership in other community organizations: Member of Lifelong Learning Advisory Board Have worked with Get Fit Great Falls, United Way Larned Executive			

Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?	
Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?	
Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?	
Are you currently serving on a Board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which board?	
Please describe your interest in serving on this board/commission? <i>Been living in Great Falls for past 2.5 years and have been able to make a positive impact on the community. Wanting to look at further opportunities to help grow Great Falls.</i>	
Please describe your experience and/or background which you believe qualifies you for service on this board/commission? <i>I have experience in handling and maintaining a budget while making recommendations on funding. I feel like I bring a "new-P.O.V." to Great Falls and can see the potential in the development of Great Falls.</i>	
Additional comments:	
Signature: 	Date: <i>12/15/15</i>

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)


RECEIVED

DEC 16 2015

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

CITY MANAGER

Board/Commission Applying For: Community Development Council		Date of Application: 12/16/2015	
Name: Elizabeth (Beth) Schmidt			
Home Address: 5733rd Avenue NE Great Falls, MT 59404		Email address:	
Home Phone: 406. 150. 2948	Work Phone: 406. 791. 5869	Cell Phone: 406. 750. 2948	
Occupation: Business Consultant		Employer: Great Falls Job Service	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)			
Related experiences or background: I worked for RDI for 7yrs, writing and presenting proposals for CDBG funds. I understand the application process from a non-profit's stand point & the impact those dollars can have on programs/services that can be offered to better our community.			
Educational Background: Bachelor of Science in Management/Finance. Associate of Applied Science in Business Management/Entrepreneurship Associate of Applied Science in Accounting			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Event Coordinator for the Great Falls Princess for a Day fundraiser (2013-present) March of Dimes volunteer (2012-present) Cub Scout Pack Treasurer (2007-2009)			
Previous and current public experience (elective or appointive): None			
Membership in other community organizations: Habitat for Humanity - Selection Committee (2011-present) Society for Human Resource Managers (SHRM) (2011-present)			

Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?	
Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?	
Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?	
Are you currently serving on a Board? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which board? Society for Human Resource Managers (SHRM) - Certification Chair	
Please describe your interest in serving on this board/commission? I believe that being part of a volunteer/citizen team that can positively impact low-to-moderate income persons, prevent blight and/or provide for other community needs to help make Great Falls a better place to live in. I want my children's children to be able to proudly call this home.	
Please describe your experience and/or background which you believe qualifies you for service on this board/commission? While working at R&B partnering with NeighborWorks MT I have had first hand experience seeing the impact these grants can make on programs/services and how many lives are changed because of it. (Additionally, as a patron of Children's Museum of MT, I appreciate the grant funds they've been awarded in the past.	
Additional comments:	
Signature 	Date: 12/16/2015

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net