

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, Bill Bronson, Fred Burow and Tracy Houck. Also present were; Acting City Manager & City Attorney Sara Sexe; Deputy City Clerk Darcy Dea; Public Works Director Jim Rearden; Planning and Community Development Director Craig Raymond; Assistant City Attorney Joe Cik; Fiscal Services Director Melissa Kinzler; Park and Recreation Deputy Director Patty Rearden; and Police Chief Dave Bowen.

**AGENDA APPROVAL:** No changes were proposed by the Acting City Manager or City Commission. The agenda was approved as submitted.

**PROCLAMATIONS:** Commissioner Bronson read a proclamation for Constitution Week; Commissioner Burow read a proclamation for Down Syndrome Awareness Month; Mayor Kelly read a proclamation for Adult Day Services Week; and Commissioner Jones read a proclamation for Vets4Vets Month.

**\*\* Action Minutes of the Great Falls City Commission. Please refer to the audio/video recording of the meeting for additional detail\*\***

## **PETITIONS AND COMMUNICATIONS**

### **1. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

**Richard Liebert**, 289 Boston Coulee Road, extended an invitation to attend a Memorial celebration at the Celtic Cowboy. Mr. Liebert commented that the Downtown Veterans Center does good work with regard to helping Veterans. He also noted that the 911 Emergency Center is a good resource for Veterans. Mr. Liebert commended Planning and Community Development for its efforts with regard to the Energy Performance Contracting.

Mayor Kelly noted the Veterans Center is located at 615 2<sup>nd</sup> Avenue North.

**John Hubbard**, 615 7<sup>th</sup> Avenue South, discussed opposition to the School Bond Issue, taxes and water rate increases.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, discussed Neighborhood Council meeting minutes, and proper minute protocol from the Neighborhood Council handbook. Mr. Gessaman further discussed conflicting language in City Code.

**Daniel Hartzell**, 2324 14<sup>th</sup> Avenue South, thanked the Air Force for its involvement with regard to helping the City in many ways. Mr. Hartzell noted that the drum and bugle corps was derived from the VFW. He further discussed proper English rather than slang.

**NEIGHBORHOOD COUNCILS****2. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

**Bill Boland**, NC 8, thanked Neighborhood Council Coordinator Patty Cadwell for her organization. Mr. Boland also thanked Meadow Gold Dairy for its contribution to the NC ice cream social. He further thanked Bundi Gardens with regard to its contribution to Memorial Park. With regard to the minutes, Mr. Boland pointed out that not every detail needs to be included. Mr. Boland expressed appreciation for the Great Falls Fire Department. He further noted the importance of the upcoming school levy.

**BOARDS & COMMISSIONS****3. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM BOARDS AND COMMISSIONS.**

There were no miscellaneous reports and announcements from members of boards and commissions.

**CITY MANAGER****4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

There were no miscellaneous reports and announcements from the City Manager.

**CONSENT AGENDA.**

5. Minutes, September 6, 2016, Commission meeting.
6. Total expenditures of \$3,066,004 for the period of August 16, 2016, through September 7, 2016, to include claims over \$5,000 in the amount of \$2,695,292.
7. Contracts list.
8. Set public hearing to consider a lease agreement of City owned property located in the Veteran's Memorial Park to Pasta Montana for October 18, 2016.

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

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

With regard to Item 7C, Commissioner Burow received clarification that the County and City would work together independently on the data collection. Commissioner Burow further received clarification as to the cost of Item 7G, the Professional Services Agreement regarding ventilation systems at the Water Treatment Plan.

There being no further discussion, Mayor Kelly asked if there were any comments from the public.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, with regard to Item 8, Mr. Gessaman suggested the original lease payments under the old lease be noted in the Agenda Report for the Public Hearing. With regard to Item 5, Mr. Gessaman disagreed with the context of the minutes.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

**PUBLIC HEARINGS**

**OLD BUSINESS**

**NEW BUSINESS**

**ORDINANCES/RESOLUTIONS**

**9. RESOLUTION 10147, LEVY AND ASSESS PROPERTIES WITHIN THE BUSINESS IMPROVEMENT DISTRICT.**

Fiscal Services Director Melissa Kinzler reported that the Business Improvement District (BID) was originally created in 1989, renewed in 1999 and re-created for a third term in 2009, each for periods of ten years by petition of the property owners within the District. The BID's overall purpose is to improve and revitalize the downtown area by utilizing and directing the assessment dollars collected through the BID tax assessment.

For Fiscal Year 2017 a new assessment formula was presented to the City Commissioners for properties located within the BID boundaries. The new formula was for properties designated as Residential Condominiums (Land Use Code 125). The BID Board has reviewed the request and has determined a new flat rate of \$50 be used for these properties (Residential Condominiums) within the boundaries of the BID. This new assessment formula began on July 1, 2016.

On August 16, 2016, the BID presented a proposed work plan and budget to the City Commission which was adopted by the City Commission.

The actual assessment for 2017 based on the assessment formula will generate approximately

\$243,134. This is \$24,994 less than what was asked for in the BID Budget. The TBID Board has been made aware of the shortfall and will allocate the revenue as received to their expenses appropriately.

Staff recommends the City Commission adopt Resolution 10147 to levy and assess properties within the Business Improvement District (BID).

**Commissioner Bronson moved, seconded by Commissioner Burow, that the City Commission adopt Resolution 10147.**

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly asked if there were any comments from the public.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, expressed concern that the Agenda Report does not indicate whether the deficit in revenues is attached to the change in the assessment formula.

**Joan Redeen**, Business Improvement District, 13 5<sup>th</sup> Street North, commented that no cuts will be made in services or programs. She further commented that there has been an increase in the grant programs.

**Brad Livingston**, Chamber of Commerce, 100 1<sup>st</sup> Avenue North, expressed support with regard to the Business Improvement District (BID).

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

10. **RESOLUTION 10148, LEVY AND ASSESS PROPERTIES WITHIN THE TOURISM BUSINESS IMPROVEMENT DISTRICT.**

Fiscal Services Director Melissa Kinzler reported that the Tourism Business Improvement District (TBID) was established in, 2008, for a period of ten years. Its overall purpose is to utilize assessments through the TBID tax assessment and direct those monies for the purpose of promoting tourism, conventions, trade shows and travel to the City of Great Falls.

The TBID presented a proposed work plan and budget to the City Commission. The City Commission adopted the Fiscal Year 2017 Work Plan and Budget on July 19, 2016.

The assessment amount requested by the TBID through their work plan and budget was \$388,803. The actual assessment for Fiscal Year 2017 will generate \$409,751 in assessment revenue. The increase in this year's assessment revenue can be attributed to increased lodging and a new hotel.

Staff recommends the City Commission adopt Resolution 10148 to levy and assess properties within the Tourism Business Improvement District (TBID).

**Commissioner Houck moved, seconded by Commissioner Jones, that the City Commission**

**adopt Resolution 10148.**

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly asked if there were any comments from the public.

**Brad Livingston**, Chamber of Commerce, 100 1<sup>st</sup> Avenue North, expressed support with regard to the Tourism Business Improvement District (TBID).

**Rebecca Engum**, 100 1<sup>st</sup> Avenue North, noted that being under budget will help the TBID make strong foundational investments. She further extended an invitation to attend the TBID Board of Director's meetings.

Commissioner Houck pointed out that the TBID sponsors events and brings more business to the community. Commissioner Houck further noted that the TBID markets the City by expending money locally and nationally.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

11. **RESOLUTION 10160, A RESOLUTION TO SUBMIT FIRST CALL RESOLUTION (FCR) APPLICATION TO THE BIG SKY ECONOMIC DEVELOPMENT TRUST FUND PROGRAM ADMINISTERED BY THE DEPARTMENT OF COMMERCE, AND DESIGNATE THE GREAT FALLS DEVELOPMENT AUTHORITY TO MANAGE ALL ASPECTS OF THE GRANT.**

Fiscal Services Director Melissa Kinzler reported the Big Sky Economic Development Trust Fund (BSTF) program is designed to aid in the development of good paying jobs for residents and promote long-term, stable economic growth in Montana. It has two distinct methods for achieving this goal. The first is through job creation funding (Category I) which receives 75% of the program funding and the second is through planning projects (Category II) which receives 25% of the funding.

First Call Resolution (FCR) is eligible for Category I funding. In order to apply for funding through the Grant, the City must apply for the grant or loan (as well as administer awarded funds) on behalf of an eligible business.

FCR is the premier provider of outsourced live agent call center and business process solutions based in Oregon. FCR supports over 60 clients and employs over 1600 employees.

FCR is expanding to Montana by opening a 300-seat contact call center in the Strain Building, downtown Great Falls. Renovation will begin on the building in September 2016. FCR will employ approximately 325-400 people at full capacity and anticipates beginning the hiring process in late 2016 or early 2017.

The jobs created will include several high level administrative positions and Customer Service and Technical Service Representatives. A majority of the positions will be Customer Service and

Technical Service Representatives. Approximately 25 or more of these positions meet the BSTF eligibility for wages (\$17.60 for Cascade County).

FCR is submitting a Grant application for \$195,000. With these grant funds, \$185,250 will be used to reimburse FCR and \$9,750 will be reimbursed to Great Falls Development Authority. FCR is proposing a match amount of \$1,273,000.

Funding for the BSTF is provided through (MCA 90-1-2) House Bill 249. There is no fiscal impact to the City of Great Falls.

Staff recommends the City Commission adopt Resolution 10160 and submit an application, through the Great Falls Development Authority, to the Big Sky Economic Development Trust Fund (BSTF) Program, administered by the Department of Commerce.

**Commissioner Jones moved, seconded by Commissioner Bronson, that the City Commission adopt Resolution 10160.**

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none Mayor Kelly asked if there were any comments from the public.

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, expressed concern with regard to certain language in the report. Mr. Gessaman expressed discontentment with regard to the application and the report. Mr. Gessaman concluded that he would like to see higher wages offered.

With regard to the language in the report, Acting City Manager Sara Sexe noted the language has been addressed.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

### **CITY COMMISSION**

#### **12. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

Commissioner Bronson commented that statements made by Mr. Gessaman at the September 6 City Commission meeting with regard to the tax abatement request from ADF at the September 6 County Commission Meeting were inaccurate. Commissioner Bronson further noted that Mr. Gessaman misrepresented statements made by County Commissioner Joe Briggs and the Deputy Civil County Attorney.

Commissioner Bronson discussed the legality for a local government to grant a tax abatement to an entity in a TIF District.

Commissioner Bronson referred to an article in the *Tribune* as well as the recording of the September 6 County Commission meeting and noted that at no time does Commissioner Briggs make the statement attributed to him by Mr. Gessaman.

Commissioner Bronson concluded that accuracy is the way to have effectiveness influencing the outcome of public policy.

13. **COMMISSION INITIATIVES.**

There were no Commission initiatives.

**ADJOURNMENT**

There being no further business to come before the Commission, **Commissioner Bronson moved, seconded by Commissioner Jones, to adjourn the regular meeting of September 20, 2016, at 8:17 p.m.**

Motion carried 5-0.

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Mayor Bob Kelly

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Deputy City Clerk Darcy Dea

Minutes Approved: October 4, 2016