



## The Weekly Update – January 19, 2017

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***Attachments:***

1. Journal of Commission Work Session, January 3, 2017.
2. Monthly Investment Recap for City of Great Falls as of December 31, 2016.
3. Letter from U.S. Department of Justice regarding the Bureau of Prisons Request for Proposals for Residential Reentry Center for Great Falls, Helena, Bozeman and Missoula.
4. Montana Defense Alliance Executive Committee Minutes from December 5, 2016

**JOURNAL OF COMMISSION WORK SESSION**  
**January 3, 2017**

City Commission Work Session  
Civic Center, Gibson Room 212

Mayor Kelly presiding

**CALL TO ORDER:** 5:30 p.m.

**CITY COMMISSION MEMBERS PRESENT:** Bob Kelly, Bill Bronson, Bob Jones, Tracy Houck and Fred Burow.

**STAFF PRESENT:** City Manager; City Attorney; Directors of Fiscal Services, Planning and Community Development, and Public Works; Police Chief; Mansfield Center Supervisor; and, the Deputy City Clerk.

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

**1. PUBLIC COMMENT**

**Ron Gessaman**, 1006 36<sup>th</sup> Avenue NE, commented that the street light by Calumet is working and that it is a dramatic improvement. Mr. Gessaman further reported that Calumet employees are using the crosswalk.

**2. NEIGHBORHOOD COUNCIL #9 UPDATES**

Mayor Kelly reported that NC 9's boundaries are: the northern boundary is Central Avenue, the southern boundary is 10<sup>th</sup> Avenue South, the eastern boundary is 36<sup>th</sup> Street South, and the western is 10<sup>th</sup> Street South from 10<sup>th</sup> Avenue South to 7<sup>th</sup> Avenue South, then east to 12<sup>th</sup> Street South, and then north to Central Avenue.

Chairman Joe Leggett commented that there will be upgrades done to Kranz Park. He further reported that there is progression with regard to the Martha Apartments. He noted that NC 9 had a good meeting with Mr. Madill and that he is going to try to make some improvements to the apartments. Chairman Leggett reported that there have not been as many complaints with regard to speeding, littering, loitering and smoking at Great Falls High School.

On behalf of NC 9, Chairman Leggett expressed support with regard to the Electronic Communication Device Ordinance.

Mayor Kelly commented that NC 9 will be impacted with regard to the construction in that area. He suggested that Chairman Leggett keep in contact with the City in order to make the transition easier.

Other members of NC 9 are Scott Miranti, Jered Kuno, Barney Danishefsky and Jeff Lauver. Mayor Kelly thanked them for their service.

Commissioner Houck reported that Neighborhood Council 7 board member, James Super

recently passed away and expressed condolences to his family.

#### **4. SANITATION DIVISION UPDATE**

Public Works Director Jim Rearden reviewed and discussed the attached PowerPoint presentation.

Mayor Kelly received clarification with regard to the landfill costs & tonnage 3% rate increase as well as the 5% increase in personnel services.

Commissioner Houck received clarification with regard to the landfill tonnage being comparable to other cities the size of Great Falls.

#### **3. OFFICE RENOVATIONS IN THE CIVIC CENTER**

City Manager Greg Doyon provided and discussed the attached PowerPoint presentation regarding office renovations in the Civic Center.

City Manager Greg Doyon commented that using existing Civic Center space has the least amount of impact.

With regard to the whole second floor, Architect Ryan Smith reported that the Mansfield Theatre is the most used portion of the Civic Center. He commented that having it dead center limits what can be done to the periphery. He pointed out that historically the Gibson room was once utilized as office space for the legal department.

City Attorney Sara Sexe commented that it is dysfunctional trying to supervise the prosecutor's office since it is separated from the civil department. She further commented that it would be helpful to have a well functioning department all under one roof. City Attorney Sexe reported that once Marsy's law becomes effective it will enhance the level of involvement between the two departments. She noted that the Assistant City Attorney is currently utilizing the Human Resource Director's office space.

City Manager Greg Doyon reported that the impact of Marsy's Law will fundamentally change the operation of the legal department. Manager Doyon further commented that utilizing the Assistant City Attorney to assist the Prosecutor's office is a good resource; however the long term for that position is to support the City Attorney.

Commissioner Houck expressed concern with regard to the legal department continuing to grow after renovations are made.

City Attorney Sara Sexe commented that it would not be practical to split the legal department if they were to move off site.

Manager Doyon responded that there would be a space in the current prosecution area that could be utilized.

Commissioner Houck received clarification with regard to security in the municipal court's rooms.

Mansfield Supervisor Dona Hughes reported that there are several conferences and events that require the utilization of the Gibson room. The Mansfield Center is working towards being a more competitive City as far as attracting midsize conferences. The Gibson room serves as a second lobby when there are Broadway performances. She further noted that the Gibson Room is key to the regional conferences and events that come to the City. Mansfield Supervisor Hughes expressed concern that the Montana Performing Arts Consortium could choose to take their conference to Fort Benton if the Gibson Room is not available. She further noted that the impact would be a loss in rental fees, lodging, gas, shopping and dining.

Mansfield Supervisor Hughes commented that the Gibson room is a nice space for a lot of different uses for audience development projects. The Mansfield Foundation needs the shareholders who will be their donors. She commented that Miss Linda's School of Dance utilizes the Gibson room for its spring concert and that it is one of the highest revenue generators for the Mansfield Center. The layout of the Civic Center is a huge asset to the Mansfield Center.

She reported that the revenue earnings for utilizing the Gibson room from the Montana Performing Arts Consortium, Miss Linda's School of Dance, Western Planner's Conference, All State Music Festival and the Great Falls School District is a \$24,000 rental package. The total economic impact to the community from the regional travelers is estimated at \$269,000. She concluded that the loss of the Gibson room would make it difficult for the Mansfield Center to compete for midsize conferences.

City Manager Greg Doyon inquired about the impact to the Mansfield Center if the Missouri room was renovated to office space instead of the Gibson room.

Mansfield Supervisor Hughes responded that the Mansfield utilizes the Missouri room as well as the Gibson room for its events.

Manager Doyon further inquired about the Mansfield utilizing the Commission Chambers for some of its events.

Mansfield Supervisor Hughes responded that Miss Linda's School of Dance would be the only one that could possibly utilize the Commission Chambers. She further commented that the Commission Chambers works well for meetings.

With regard to the Gibson room being renovated into office space, Mansfield Advisory Board Member Keern Haslem commented that the auspicious view of Great Falls would be lost when the public passes through during performances and events.

Planning and Community Development Director Craig Raymond commented that renovating the Gibson room into office space is the least cost method of addressing the problem at this moment. He expressed concern with regard to the long term needs and issues.

Commissioner Houck received clarification with regard to the impact that renovating the Gibson room into office space would have on the Mansfield Center losing contracts.

City Manager Greg Doyon requested that the Commission contemplate what was discussed and that they could request any additional information if needed. City Manager Doyon commented that he could talk to Ryan Smith with regard to putting together a bid spec and putting it out to bid to see what the cost would be to make sure the City could cover that cost.

Commissioner Jones commented that the Commission Chambers is not utilized enough and that area could be explored.

Commissioner Bronson concurred with Commissioner Jones with regard to exploring other possibilities of utilization of the Commission Chambers. With regard to space utilization, Commissioner Bronson commented that he would like more information and data. He expressed opposition with regard to doing additions to the Civic Centers, and utilizing the Children's Museum. He expressed support with regard to maintaining a campus environment. Commissioner Bronson commented that all alternatives need to be looked at by the Mansfield Center for utilizing other aspects of the Civic Center. He requested more information before making a final decision.

Commissioner Burow commented that something needs to be done; however, with the information provided tonight, he is not prepared to make a decision.

Referring to office renovations, Commissioner Houck expressed concern that City Departments will continue to grow and that there still wouldn't be enough space. She further expressed concern with regard to evacuating the public from the Mansfield Theatre safely if the walkway in the Gibson room is changed.

Mayor Kelly commented that the Commission values the Civic Center, its events, employees and the impact.

##### **5. DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS**

Mayor Kelly announced that the next work session will include a street division update and CDBG funding priorities.

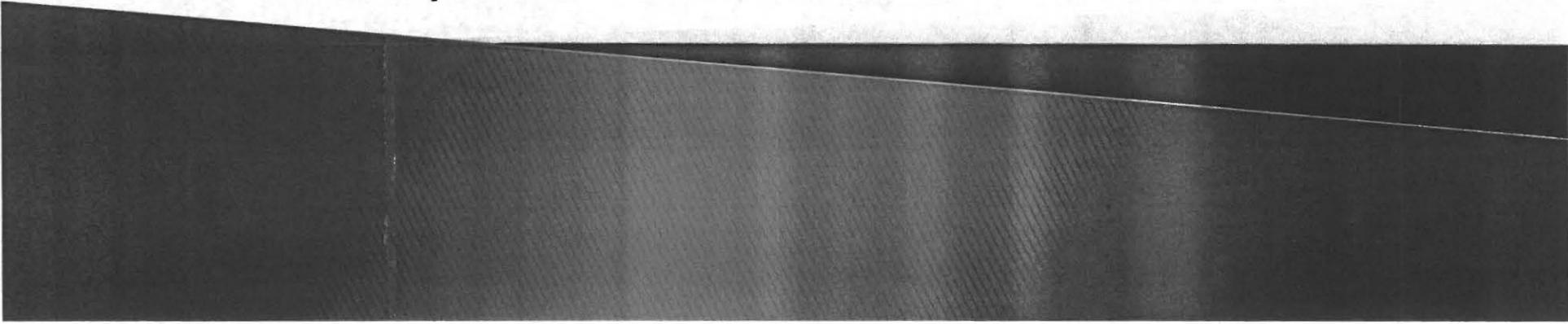
ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal work session of January 3, 2017 at 6:49 p.m.

# **City of Great Falls**

## **2017 Sanitation Division**

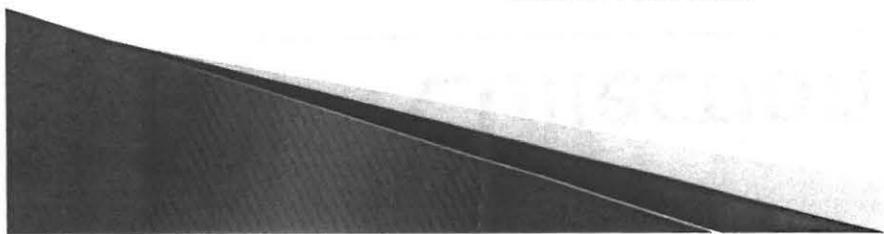
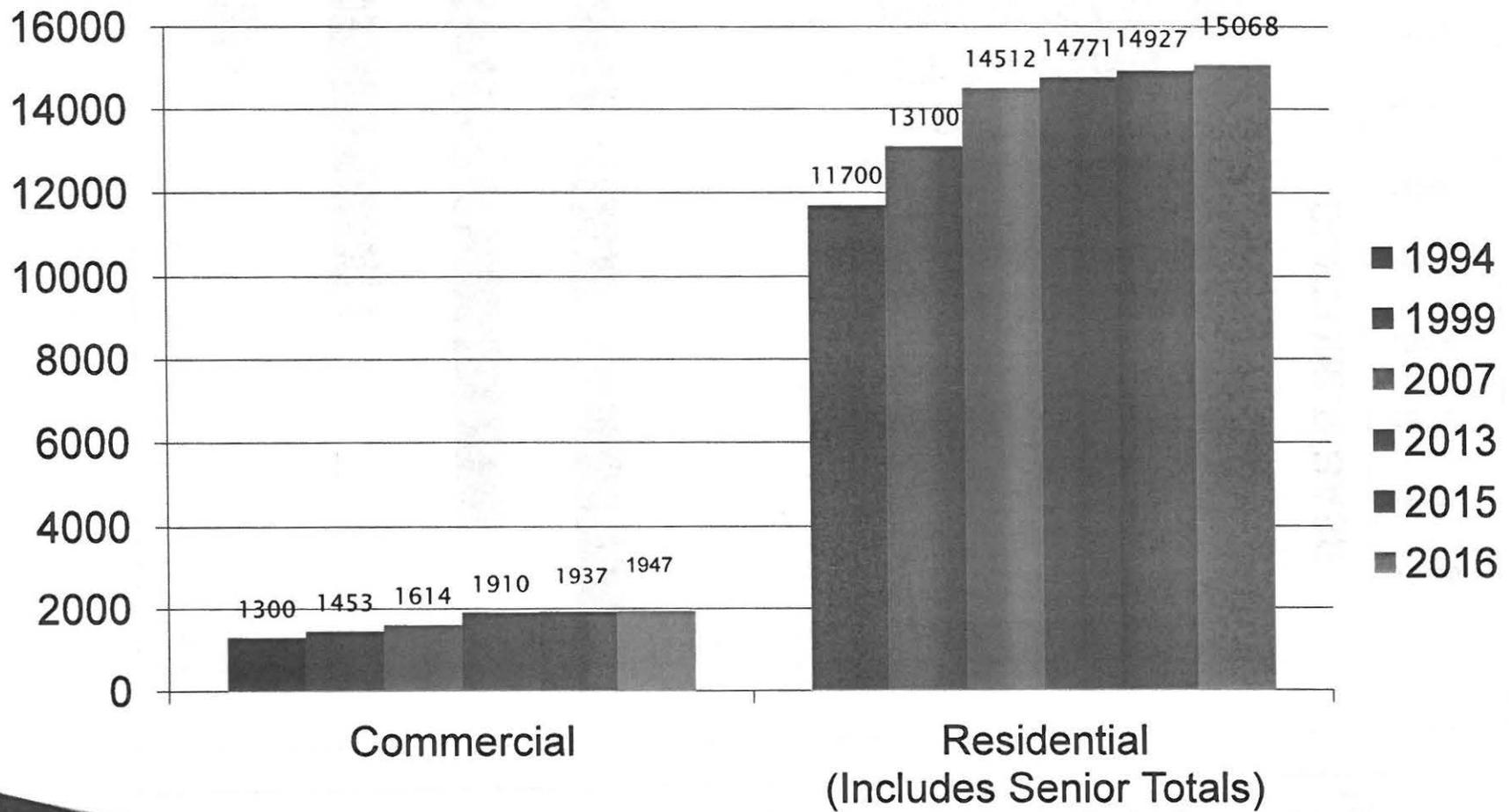
Presented at the January 3, 2017  
City Commission Work Session



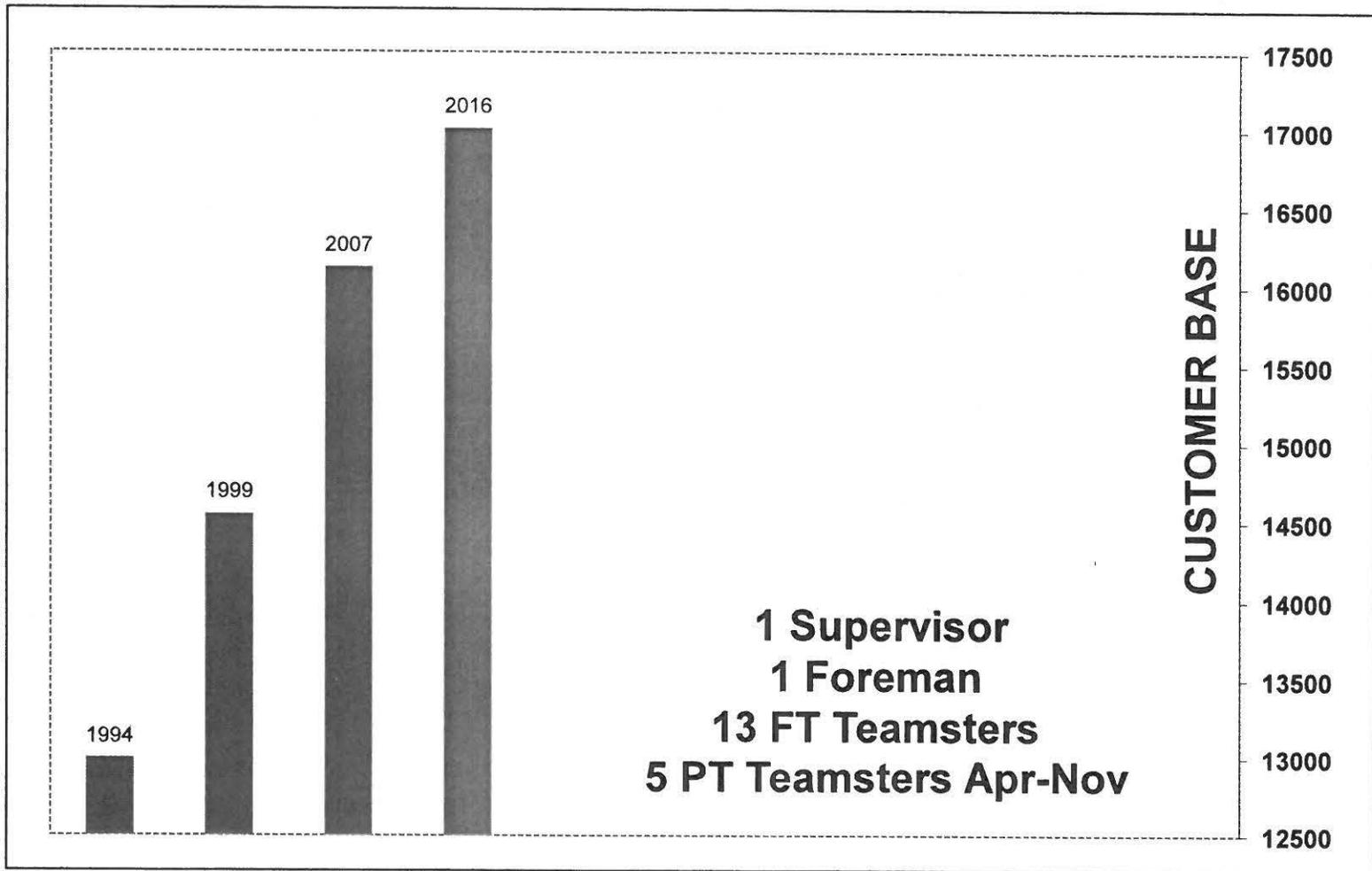
# City Sanitation Customer Base

<b>City Utility Customer Base FY 2016</b>	<b>22,607</b>	<b>100%</b>
City SN Residential Customers	15,068	
City SN Commercial Customers	1,947	
<b>Total City</b>	<b>17,015</b>	<b>75%</b>
Montana Waste Systems		
Residential & Commercial	5,592	
<b>Total MWS</b>	<b>5,592</b>	<b>25%</b>

# City Sanitation Customer Base



# Collection Systems Staffing

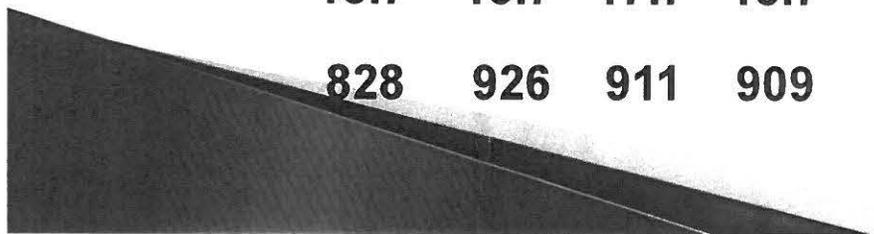


15.7 15.7 17.7 18.7

FTE'S

828 926 911 909

CUSTOMER'S/FTE



# PERSONNEL CHANGES OVER THE YEARS

YEAR	PERSONNEL
2013	1 - Supervisor      12 - Full Time 1 - Foreman          6 - Part Time
2014	1 - Supervisor      12 - Full Time 1 - Foreman          6 - Part Time *Part Timers Eligible for Health Insurance ( 0 )
2015	1 - Supervisor      13 - Full Time 1 - Foreman          5 - Part Time *Part Timers Eligible for Health Insurance ( 2 )
2016	1 - Supervisor      13 - Full Time 1 - Foreman          5 - Part Time *Part Timers Eligible for Health Insurance ( 3 )
2017 Adopted	1 - Supervisor      13 - Full Time 1 - Foreman          5 - Part Time *Part Timers Eligible for Health Insurance ( 3 )

\*Insurance requirements may make it beneficial to convert more part time to full time.

# Personnel FT vs. PT

## ▶ Currently:

- 5 PT all of whom are eligible for 11 months of health insurance.

• \$275,377.21

## ▶ Propose:

- Moving 2 PT to FT, coverage for all vacations and sick leave.

• \$138,637.88

- Keeping 3 PT April – November and 1 week in December.

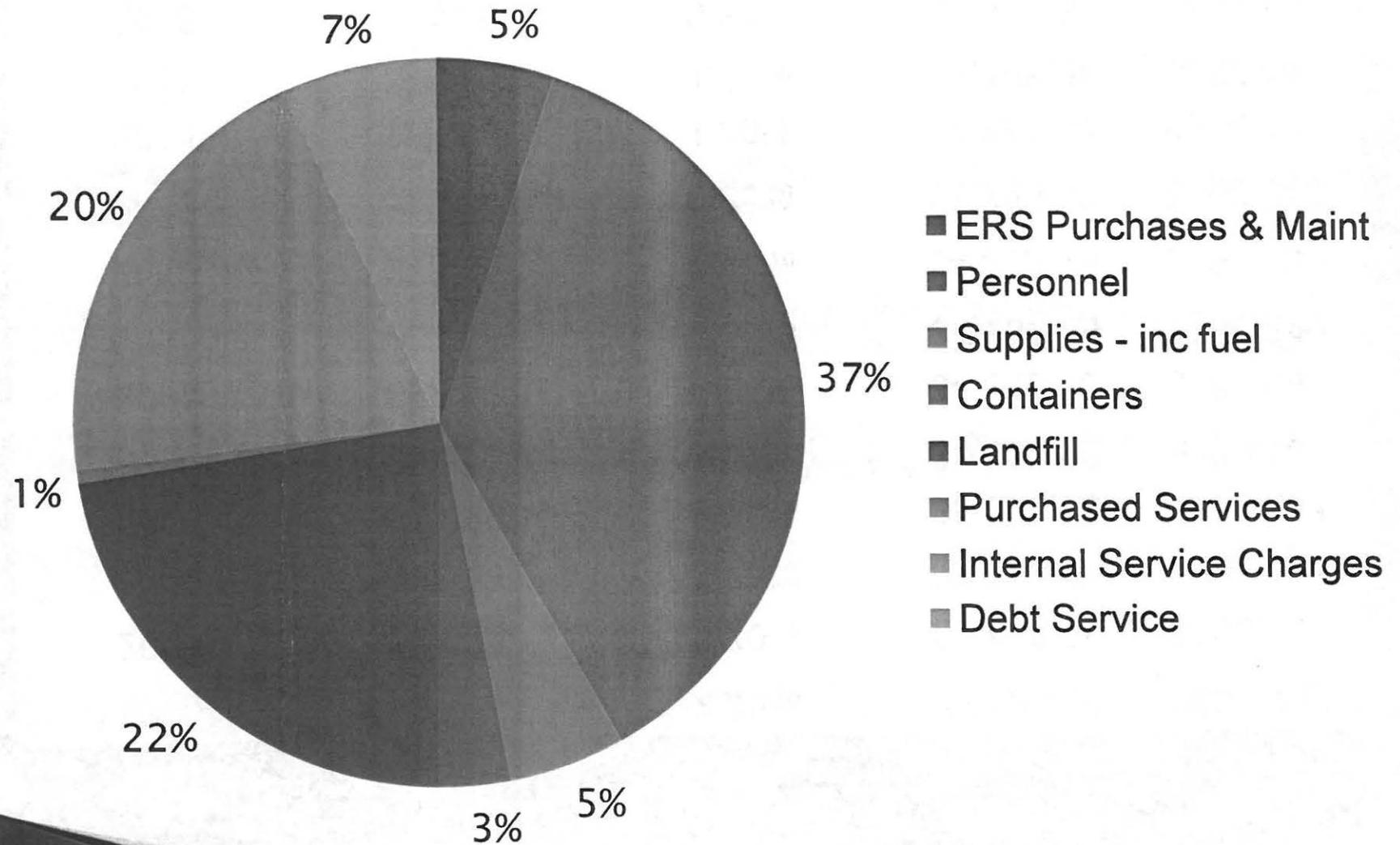
• \$104,522.65

\$275,377.21

\$243,160.53

**A savings of \$32,216.68**

# Sanitation Operating Costs Adopted FY 2016-2017



# Landfill Costs & Tonnage

Year	LANDFILL RATE/TON	Rate Increase CPI	Landfill Tonnage	Landfill Costs
2005	\$19.61	2.25%	32,184.19	\$631,132
2006	\$20.33	3.70%	32,803.65	\$666,898
2007	\$20.98	3.25%	33,634.14	\$705,644
2008	\$21.39	2.00%	35,373.28	\$756,634
2009	\$22.32	4.35%	34,950.92	\$780,105
2010	\$22.52	0.90%	34,946.38	\$786,992
2011	\$22.88	1.60%	34,757.38	\$795,249
2012	\$23.05	0.75%	34,392.16	\$792,739
2013	\$23.82	3.35%	33,725.63	\$803,345
2014	\$24.20	1.60%	33,643.57	\$814,174
2015	\$24.78	1.25%	33,795.07	\$837,442
2016	\$24.86	0.32%	34,540.57	\$855,641
2017	\$25.61	3.00%	34,019.40	\$871,237

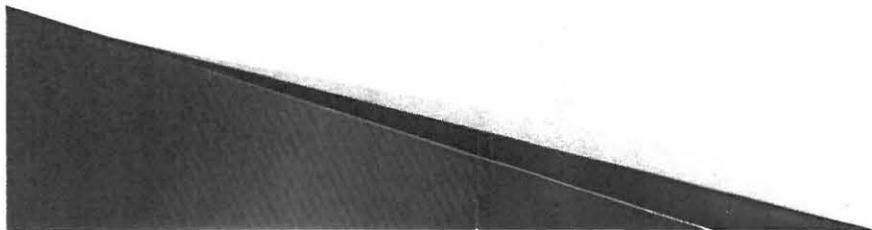
**AVERAGE ANNUAL COST INCREASE – 2.93%**  
**AVERAGE ANNUAL RATE INCREASE – 2.17%**  
**AVERAGE ANNUAL TONNAGE INCREASE – 0.44%**

## Current Statewide Landfill Rates

PUBLIC	RESIDENTIAL RATE	COMPETITION	LANDFILL FEE	OWN LANDFILL
Billings	\$10.40	NO	\$17.14	YES
Great Falls	\$11.51	YES	\$25.61	NO
Helena	\$14.98	NO	\$30.25	NO
Havre	\$15.38	NO	\$37.04	NO
Kalispell	\$15.97	YES	\$31.05	NO
Bozeman	\$23.98	YES	\$27.00	NO
PRIVATE	RESIDENTIAL RATE	COMPETITION	LANDFILL FEE	OWN LANDFILL
MWS GF	\$10.46	YES	\$28.75	YES
MWS County	\$11.23 Black Eagle \$23.86 Belt	NO	\$28.75	YES
Evergreen Kalispell	\$15.95	YES	\$31.05	NO
Allied/Republic Bozeman (2011)	\$16.98	YES	\$29.70	NO
Allied/Republic Missoula (2011)	\$23.55	NO	\$62.96	NO

# Landfill Agreement with MWS

- The City of Great Falls Landfill closed December 31, 1991. The City has had a Solid Waste Disposal Agreement with Montana Waste Systems since 1992. Increases are determined by the November CPI (Consumer Price Index) each year.
- The previous Agreement with MWS expired December 31, 2016 and was for 5 years with (2) five year optional extensions. Both extended term options were renewed.
- The current Agreement went into effect January 1, 2017. It is for 8 years with (2) five year optional extensions. This Agreement was approved by the City Commission on December 20, 2016.
  - 2017 includes a 3% increase with no CPI added.
  - 2018 includes a 2.5% increase with CPI maximum of 1.5%.
  - The remaining 6 years of the Agreement will follow the November CPI increases.



# Container Costs

<u>2010</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$279.00 EACH \$49.50 EACH N/A	TOTAL FOR THE YEAR \$104,514
<u>2011</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$292.00 EACH \$53.95 EACH N/A	\$106,921
<u>2012</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$294.00 EACH \$52.96 EACH \$612 - \$825 EACH	\$131,427
<u>2013</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$313.05 EACH \$54.57 EACH N/A	\$94,836
<u>2014</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$317.00 EACH \$52.90 EACH \$538 - \$1,052 EACH	\$125,095
<u>2015</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$317.57 EACH \$52.15 EACH \$534 - \$4,567 EACH	\$103,769
<u>2016</u> 300 GALLON CONTAINERS 96 GALLON CONTAINERS COMMERCIAL CONTAINERS	\$317.57 EACH \$52.15 EACH \$428 - \$745 EACH	\$115,282

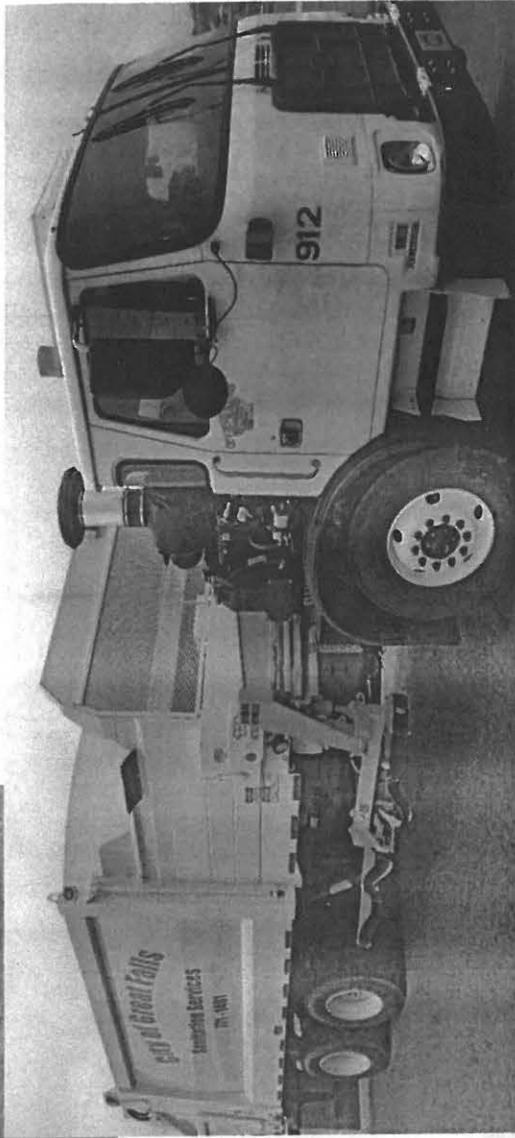
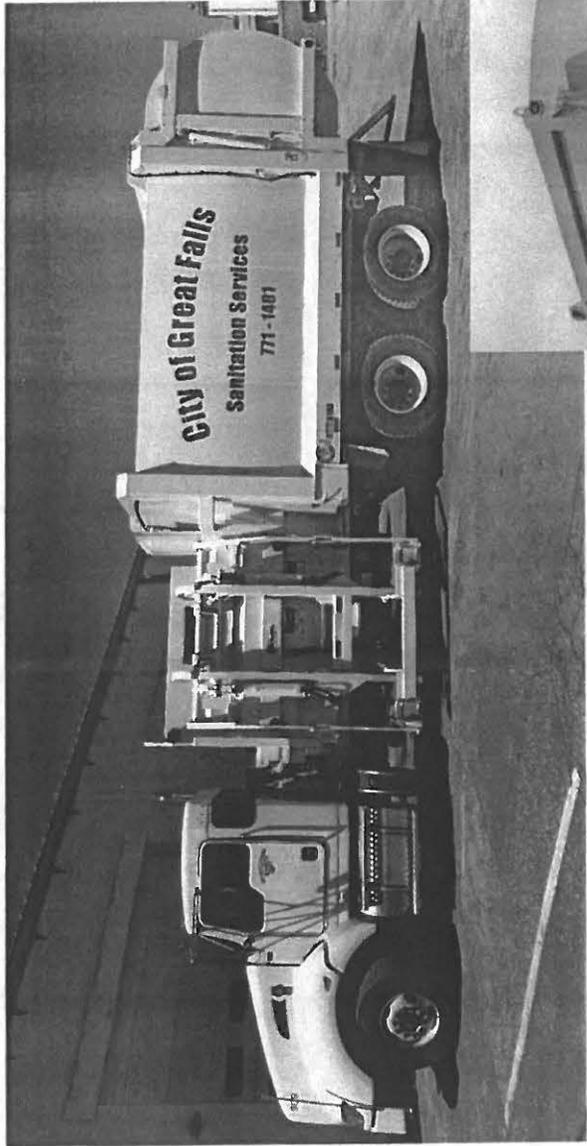
300 Gallon – 2.1% annual increase    96 Gallon – .8% annual increase

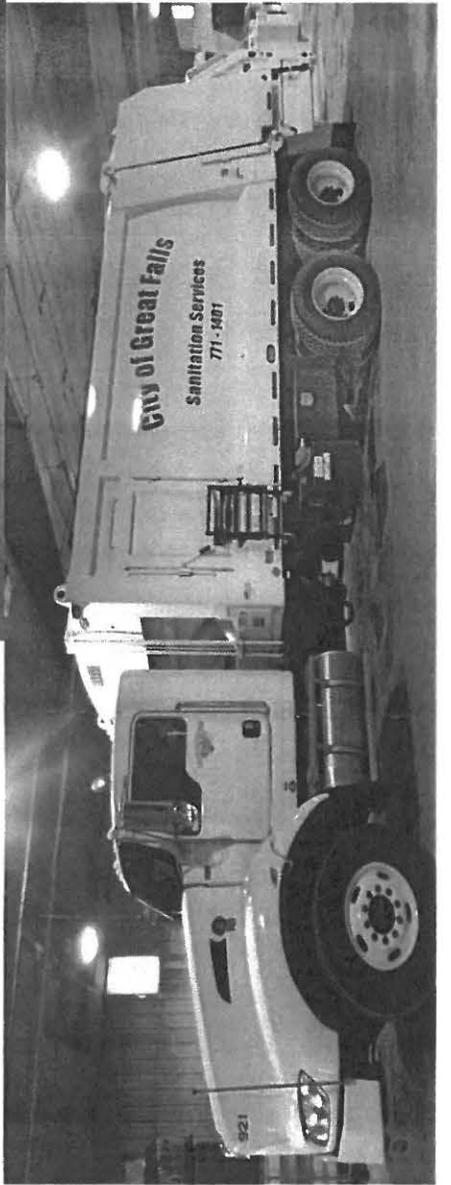
# Sanitation Truck Replacement Plan

Old Units	Unit Description	Maint. 1/14-12/14	Maint. 1/15-8/15	New Units	Cost of new units Since in-service July – Sept depending on unit
920	98 Volvo WG64, Pac-Mor	\$ 20,061.97	\$ 4,217.93	909	\$ 3,023.33
921	00 Volvo WG64, Leach 2RII	\$ 23,538.53	\$ 27,939.08	921	\$ 3,108.33
912	03 VolvoWXR64, Heil 7000	\$ 30,186.64	\$ 19,888.37	912	\$ 3,115.00
911	07 Condor, Wayne Curbtender	\$ 22,861.47	\$ 22,543.97	919	\$ 3,419.25
904	03 Autocar, WX64	\$ 12,157.01	\$ 4,148.82	916	\$ 2,592.37
913	07 Condor, Wayne Curbtender	\$ 22,021.17	\$ 42,516.27	918	\$ 4,142.30
<b>Total Cost</b>		<b>\$130,826.79</b>	<b>\$121,254.44</b>		<b>\$ 19,400.58</b>

- Annual increment put into ERS \$ 206,036.00
- Estimated savings in repairs with new units \$ 111,426.21
- Cash available for InterCap Loan \$ 317,462.21
  
- Replacement cost for six units listed \$1,400,000.00
- Current interest rate of InterCap Loan 1.25%
- Payment calculated for six years \$ 242,314.20
- Cash leftover \$ 75,148.01

- With this program the entire frontline fleet would be replaced in 5 years.
- New units have a 2 year warranty.





# 11 Year Internal Maintenance Charges With Both Plans

Year	Actual/ Projected	Plan with no changes 7% increase per year	Plan with Intercap Loan 6 new trucks 2016 6 new trucks 2021
2013	Actual	\$ 380,137.00	\$ 380,137.00
2014	Actual	\$ 397,455.00	\$ 397,455.00
2015	Actual	\$ 432,530.00	\$ 432,530.00
2016	Actual	\$ 462,807.10	\$ 459,543.00
2017	Projected	\$ 495,203.60	\$ 486,760.00 *
2018	Projected	\$ 529,867.85	\$ 496,495.20 *
2019	Projected	\$ 566,958.60	\$ 506,425.10 *
2020	Projected	\$ 606,645.70	\$ 516,553.61 *
2021	Projected	\$ 649,110.90	\$ 526,884.68 *
2022	Projected	\$ 694,548.66	\$ 537,422.37
2023	Projected	\$ 743,167.07	\$ 548,170.82
Total 11 Year Cost		\$5,958,431.47	\$5,288,376.78

Expected Savings With New Units \$670,054.69

\*With Building Improvements Added \$22,500

# CURRENT MONTHLY RATES

## RESIDENTIAL

Regular 65 Gallon

## CURRENT

\$ 9.63

Regular 96 Gallon

\$ 11.51

Senior Citizen

\$ 8.01

## COMMERCIAL

96 Gallon

\$ 21.25

300 Gallon (shared)

\$ 29.17

1.5 yard

\$ 34.19

2 yard

\$ 40.89

3 yard

\$ 58.67

4 yard

\$ 78.08

6 yard

\$ 116.22

# Previous Residential Rate Increases

Year	Residential Rate	Dollar Increase	Percentage Increase
2004	\$8.46/mo.	\$0.25/mo.	2.9%
2005	\$8.71/mo.	0%	0%
2006	\$8.71/mo.	\$0.26/mo.	2.9%
2007	\$8.97/mo.	\$0.27/mo.	3.0%
2008	\$9.24/mo.	\$0.42/mo.	4.5%
2009	\$9.66/mo.	0%	0%
2010	\$9.66/mo.	\$0.30/mo.	3.1%
2011	\$9.96/mo.	0%	0%
2012	\$9.96/mo.	0%	0%
2013	\$10.96/mo.	\$1.00/mo.	9.1%
2014	\$10.96/mo.	0%	0%
2015	\$11.51/mo.	\$0.55/mo.	4.7%
2016	\$11.51/mo.	0%	0%

**Average Annual Increase 2.52%**

## Current Statewide Residential Rates

<b>PUBLIC</b>	<b>RESIDENTIAL RATE</b>	<b>COMPETITION</b>	<b>LANDFILL FEE</b>	<b>OWN LANDFILL</b>
<b>Billings</b>	<b>\$10.40</b>	<b>NO</b>	<b>\$17.14</b>	<b>YES</b>
<b>Great Falls</b>	<b>\$11.51</b>	<b>YES</b>	<b>\$24.86</b>	<b>NO</b>
<b>Helena</b>	<b>\$14.98</b>	<b>NO</b>	<b>\$30.25</b>	<b>NO</b>
<b>Havre</b>	<b>\$15.38</b>	<b>NO</b>	<b>\$37.04</b>	<b>NO</b>
<b>Kalispell</b>	<b>\$15.97</b>	<b>YES</b>	<b>\$31.05</b>	<b>NO</b>
<b>Bozeman</b>	<b>\$23.98</b>	<b>YES</b>	<b>\$27.00</b>	<b>NO</b>
<b>PRIVATE</b>	<b>RESIDENTIAL RATE</b>	<b>COMPETITION</b>	<b>LANDFILL FEE</b>	<b>OWN LANDFILL</b>
<b>MWS GF</b>	<b>\$10.46</b>	<b>YES</b>	<b>\$28.75</b>	<b>YES</b>
<b>MWS County</b>	<b>\$11.23</b> <b>Black Eagle</b> <b>\$23.86</b> <b>Belt</b>	<b>NO</b>	<b>\$28.75</b>	<b>YES</b>
<b>Evergreen Kalispell</b>	<b>\$15.95</b>	<b>YES</b>	<b>\$31.05</b>	<b>NO</b>
<b>Allied/Republic Bozeman (2011)</b>	<b>\$16.98</b>	<b>YES</b>	<b>\$29.70</b>	<b>NO</b>
<b>Allied/Republic Missoula (2011)</b>	<b>\$23.55</b>	<b>NO</b>	<b>\$62.96</b>	<b>NO</b>

**Total Sanitation Fund Cash Flow with Capital Outlay without Depreciation**

	Actuals FY 2015	Actuals FY 2016	Budgeted FY 2017	Projected FY 2018 5% Revenue Increase	Projected FY 2019 7% Revenue Increase	Projected FY 2020 6% Revenue Increase	Projected FY 2021 6% Revenue Increase	Projected FY 2022 0% Revenue Increase
Beginning Cash Balance	\$315,605	\$552,346	\$664,604	\$381,926	\$242,611	\$287,308	\$334,571	\$490,656
<b>Revenues</b>								
Miscellaneous	\$8,826	\$14,988	\$8,625	\$8,625	\$8,625	\$8,625	\$8,625	\$8,625
Commercial utility	\$1,038,132	\$1,249,459	\$1,421,407	\$1,492,477	\$1,596,951	\$1,692,768	\$1,794,334	\$1,794,334
Utility Equipment Rentals	\$201,332	\$20,153	\$0	\$0	\$0	\$0	\$0	\$0
City Sanitation Charges			\$0	\$0	\$0	\$0	\$0	\$0
Cardboard	\$5,647	\$7,752	\$5,000	\$5,000	\$5,000	\$5,500	\$5,775	\$5,775
Sanitation Liens			\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$4,232	\$4,945	\$0	\$0	\$0	\$0	\$0	\$0
Residential	\$2,218,450	\$2,175,103	\$2,123,560	\$2,229,738	\$2,385,820	\$2,528,969	\$2,680,707	\$2,680,707
Sr Citizens Serv	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sale of Scrap & Surplus	\$1,912	\$1,204	\$1,000	\$1,000	\$1,000	\$1,100	\$1,155	\$1,155
Intercap Loan		\$404,981						
Sale of Machinery, Equipment & Land								
<b>Total Revenue</b>	<b>\$3,478,529</b>	<b>\$3,878,585</b>	<b>\$3,559,592</b>	<b>\$3,736,840</b>	<b>\$3,997,395</b>	<b>\$4,236,962</b>	<b>\$4,490,596</b>	<b>\$4,490,596</b>
<b>Expenses*</b>								
Personal Services	\$1,247,915	\$1,281,464	\$1,367,816	\$1,403,990	\$1,474,190	\$1,547,899	\$1,625,294	\$1,706,559
Supplies & Material	\$311,998	\$307,095	\$311,400	\$326,970	\$343,319	\$360,484	\$378,509	\$397,434
Other Purchased Services	\$20,186	\$21,711	\$23,575	\$24,754	\$25,991	\$27,291	\$28,656	\$30,088
Landfill Costs	\$833,152	\$855,641	\$862,750 *	\$893,010 **	\$917,348 **	\$931,108	\$945,075	\$959,251
Travel	\$0	\$280	\$0	\$0	\$0	\$0	\$0	\$0
Internal Serv Chrgs- Vehicle & Equip Maintenan	\$397,455	\$432,530	\$459,543	\$486,760	\$496,495	\$506,425	\$516,554	\$526,885
Internal Serv Chrgs - Other	\$256,175	\$273,706	\$289,616	\$304,097	\$319,302	\$335,267	\$352,030	\$369,632
Debt Service	\$0	\$0	\$257,000	\$242,314	\$242,314	\$242,314	\$242,314	\$242,314
Capital Outlay	\$508,300	\$405,276	\$270,570	\$194,260	\$133,740	\$238,910	\$246,080	\$246,080
Transfer Out								
<b>Total Expenses</b>	<b>\$3,575,181</b>	<b>\$3,577,703</b>	<b>\$3,842,270</b>	<b>\$3,876,155</b>	<b>\$3,952,698</b>	<b>\$4,189,699</b>	<b>\$4,334,511</b>	<b>\$4,478,242</b>
Revenues Over (Under) Expenses	(\$96,653)	\$300,882	(\$282,678)	(\$139,314)	\$44,697	\$47,263	\$156,085	\$12,353
<b>Adjustment to receivables / payables</b>	<b>\$333,393</b>	<b>(\$188,624)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Cash Balance</b>	<b>\$552,346</b>	<b>\$664,604</b>	<b>\$381,926</b>	<b>\$242,611</b>	<b>\$287,308</b>	<b>\$334,571</b>	<b>\$490,656</b>	<b>\$503,010</b>
*Expenses increased 5% starting in FY 2018, exception internal serv chrgs- Vehicle & Equipment Maintenance								
8% of operating expenses	\$245,351	\$253,794	\$285,736	\$294,552	\$305,517	\$316,063	\$327,074	\$338,573
17% of operating expenses	\$521,370	\$539,313	\$607,189	\$625,922	\$649,223	\$671,634	\$695,033	\$719,468

\*Increased projected budget to \$850,000 plus (3%) increase as of 1/1/2017, 1/2 year \$12,750.

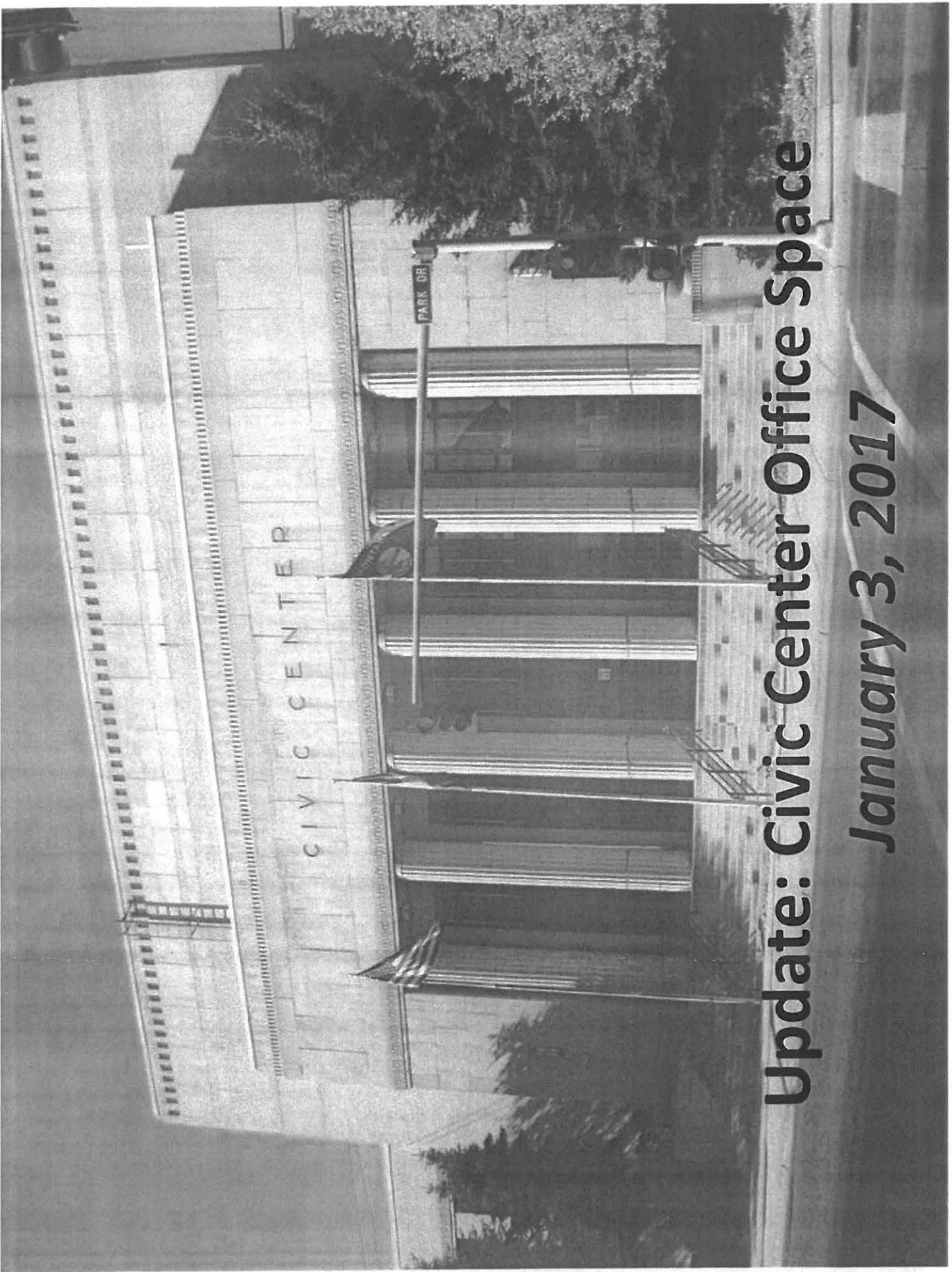
\*\*Increased 4% as of 1/2018, \$862,750+12,750+17,510.

\*\*\*Increased 1.5% as of 1/2019, \$893,010+17,510+6,828.

	Full year	Full year		1/2 year
3% increase	\$850,000.00	\$25,500.00	\$875,500.00	\$12,750.00
4% increase	\$875,500.00	\$35,020.00	\$910,520.00	\$17,510.00
1.5% increase	\$910,520.00	\$13,657.80	\$924,177.80	\$6,828.90

# Potential Cost Savings

- 2017 - hire on 2 more FT employees and only have 3 PT work 9 months – would be a savings of \$32,216.68
- Develop a program to collect compost separate from normal trash. (15% of MSW, Approx. 5000 Tons/Year)
  - Compost yard (Potential - \$125,000)
  - Separate compost to landfill (Potential - \$49,000)
- LiquiTube - Permanent Premium Tire Sealant
  - Helps maintain air pressure
  - Extends tire life
  - Seals all forms of air loss
- Synthetic Oil
  - Prolongs the life of an oil change from every 200 hours to every 500 hours
  - 2 - 3 less oil changes a year saving money in labor cost and downtime.



# Update: Civic Center Office Space

*January 3, 2017*

# Office Space Challenge

- New Personnel
  - Assistant City Attorney
  - Benefits Specialist
  - HR Director
- Operational Needs/Concerns
  - Mansfield impact
  - Legal in one space
  - Risk Management
  - Court Space

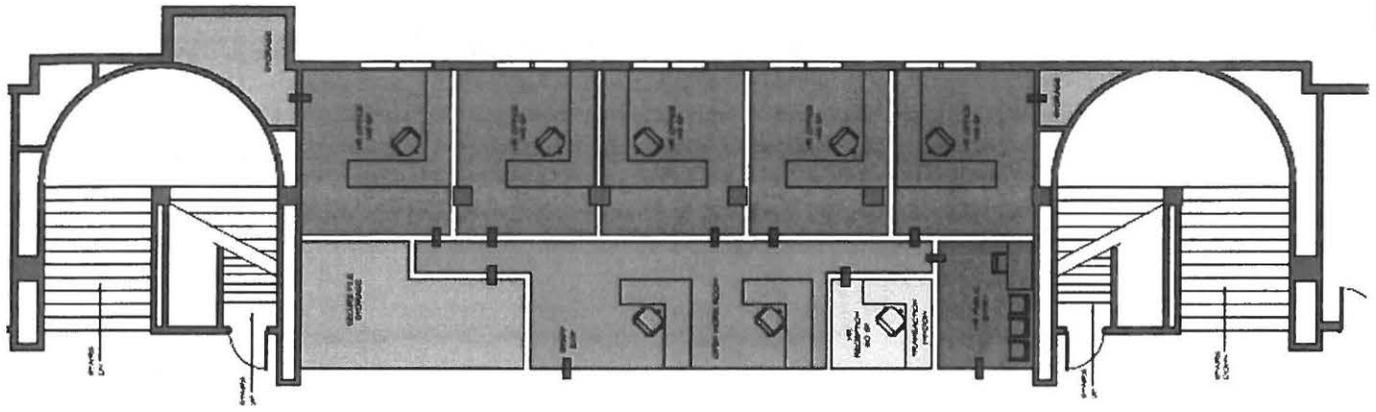
# Civic Center Options

- City Manager Concerns:
  - Security, safety, operational sense
  - Cost effectiveness/sustainable
  - Address potential growth needs
  - Least impact to current operations
- Architect Ryan Smith retained to help evaluate space and options

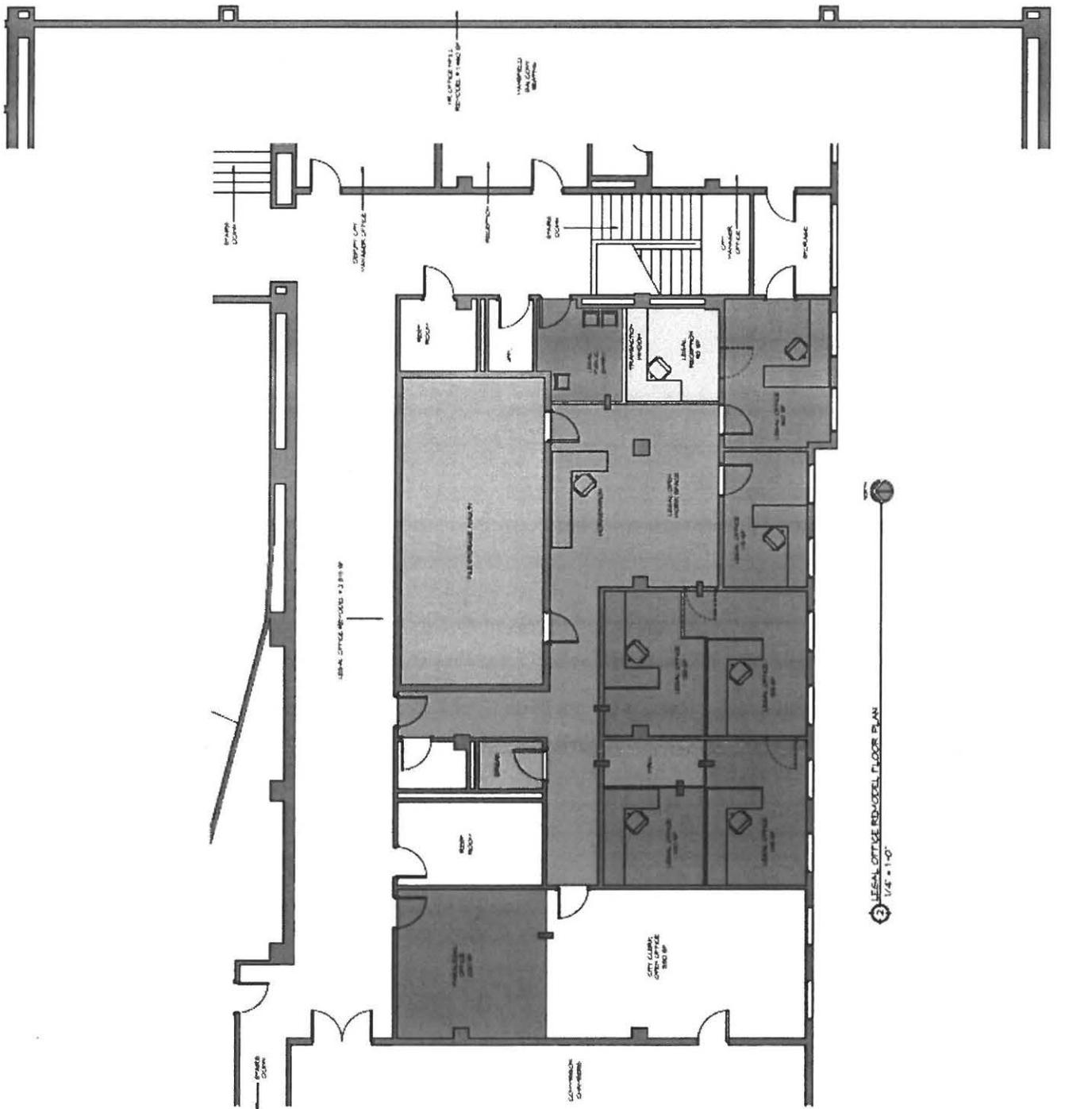
# Areas Explored

- Civic Center addition
  - Expense (in addition...to façade repair)
- Lease office space “off campus”
  - Logistics (IT, Management, parking, department selection)
    - Well Fargo office space for example
- Use existing City property
  - Children’s Museum (“on campus” but would be costly)
- Use existing Civic Center space
  - Renovate Convention Center, Missouri Room, or Gibson Room





PROPOSED HUMAN RESOURCES DEPARTMENT RELOCATION  
1/4" = 1'-0"



EXISTING OFFICE BUILDING FLOOR PLAN  
1/4" = 1'-0"



## Fiscal Services Department Memorandum

To: Greg Doyon, City Manager; City Commission; Members of the Investment Committee  
From: Amy Frantzich, Staff Accountant  
Date: January 9, 2016  
Re: City of Great Falls Pooled Investments as of December 31, 2016

Attached is the monthly Total Cash & Investment Summary for the City of Great Falls as of December 31, 2016.

At the end of December 31, 2016 the City's investments had a book value of \$38,575,009.65 and a market value of \$38,405,202.06. Governmental Accounting Standards Board (GASB) Statement 31 requires the market value of investments be recorded at Fiscal Year end. The market value would be used if the City were to sell the investments at that time and not hold to call or maturity. Since the City holds all investments to call or maturity, the market value is not a factor for investment decisions.

The City's total cash and investments at the end of December 30, 2016 was \$46,204,101.49. This included cash in bank accounts of \$7,629,091.84.

The maturity dates of the City's investments run to July 14, 2021 which falls within the 5-year statutory limitations. The investments in Montana Board of Investments, and US Bank Insured Cash Sweep are liquid and may be called at any time.

	Market Value	Investment Maturities		
		0-6 Months	7-12 Months	1-5 Years
Cash on hand, deposits in banks	\$7,629,091.84	\$7,629,091.84	\$0.00	\$0.00
Insured cash sweeps	6,000,000.00	6,000,000.00	0.00	0.00
U.S. treasuries	7,181,545.15	300,078.00	1,098,679.80	5,782,787.35
U.S. agencies	9,246,584.40	500,365.00	1,001,014.50	7,745,204.90
Short term investment pool (STIP)	15,977,072.51	15,977,072.51	0.00	0.00
Totals	\$46,034,293.90	\$30,406,607.35	\$ 2,099,694.30	\$ 13,527,992.25

The City's investment policy specifies the percentage that the City may have of the different types of instruments allowed by state statute. The chart below lists those percentages.

Issuer category	Minimum %	Maximum %	City's Investments % as of December 30, 2016
Master, savings, and ICS accounts	20% combined	100%	56.97%
State STIP's		100%	
Money Market/Repurchase Agreements		100%	
Direct Obligations of the U.S. which includes Treasury Notes and Bills	0%	80%	18.66%
Obligations of agencies of the U.S.	0%	30%	24.37%

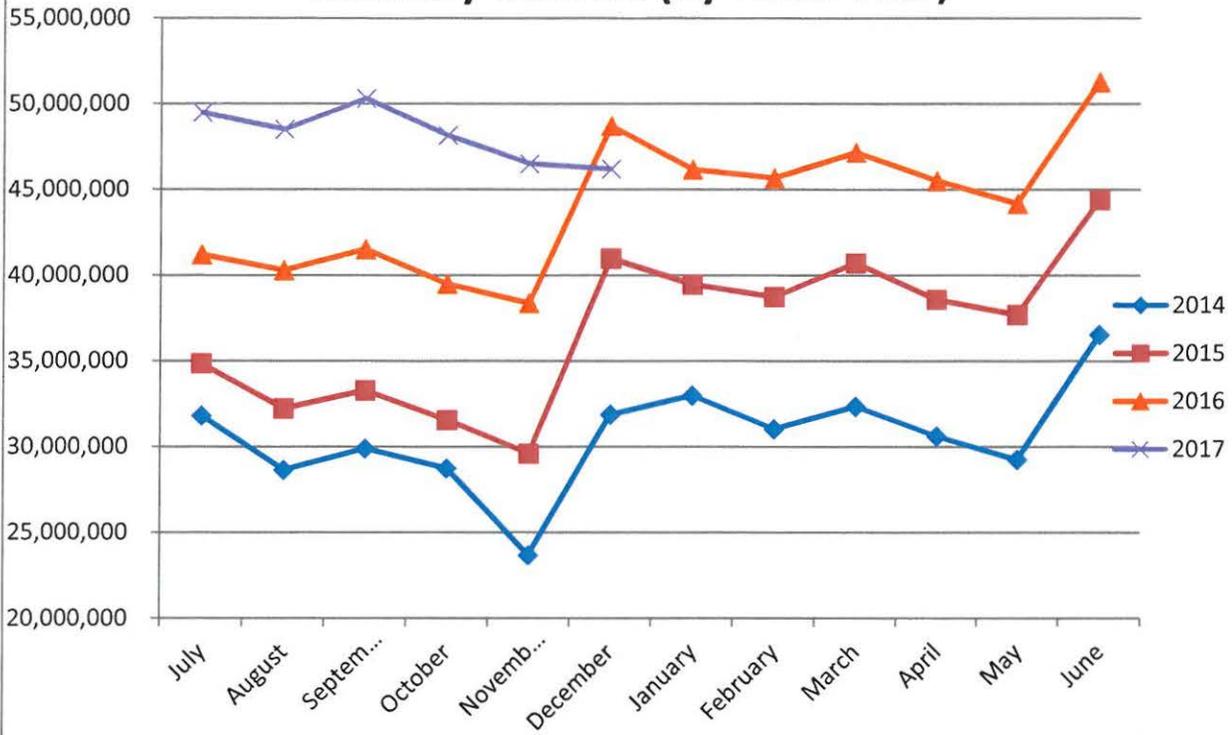
The graphs for the monthly cash balances for the Total Cash & Investments, General Fund, and Golf Fund are attached. All fund cash balances are monitored on a monthly basis. The Total Cash & Investments continues to be at a higher level than previous years. The balances have slightly decreased from last month, and are projected to decrease until January, 2016. The Total Cash & Investments is over \$46.0 million at the end of December, 2016. The General Fund cash increased from the previous month to a balance of \$434,915.25. The Golf Fund decreased by \$37,309.93 in December to a balance of (\$975,399.37).

If you have any questions please feel free to contact me at 455-8481

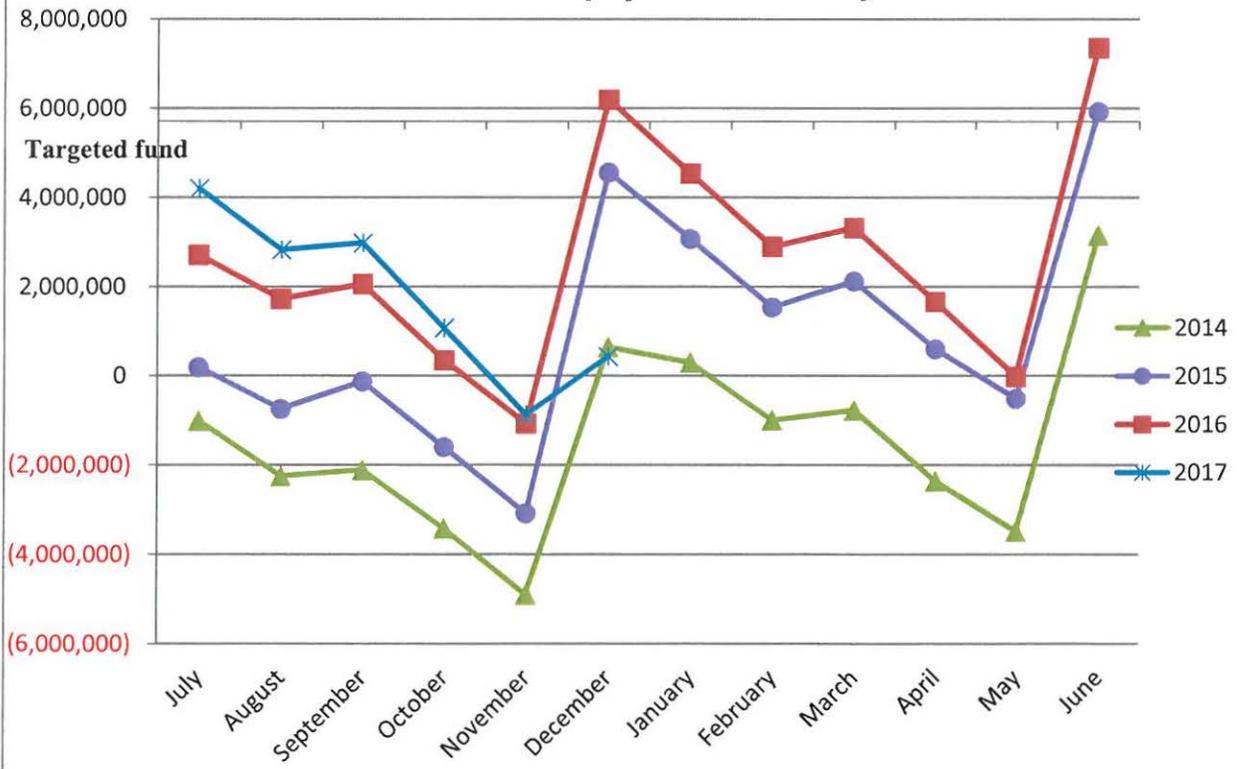
**City of Great Falls**  
**Total Cash & Investment Summary**  
**December 31, 2016**

Description	Rate	Due Date	Principal Cost	Market Value
Federal Home Loan Mtg Corp	0.750%	3/27/2017	\$500,000.00	\$500,365.00
Federal Farm Credit Bank	1.000%	7/17/2017	\$500,000.00	\$500,409.00
Federal Home Loan Mtg Corp	1.000%	9/29/2017	\$500,000.00	\$500,605.50
Federal Home Loan Bank	1.250%	9/25/2018	\$500,000.00	\$498,990.50
Federal Natl Mortgage Assn	1.010%	10/26/2018	\$500,000.00	\$498,568.00
Federal Natl Mortgage Assn	1.150%	11/19/2018	\$500,000.00	\$500,008.00
Federal Natl Mortgage Assn	1.250%	3/15/2019	\$300,000.00	\$298,858.50
Federal Natl Mortgage Assn	1.125%	7/26/2019	\$500,000.00	\$491,642.00
Federal Natl Mortgage Assn	1.350%	3/24/2020	\$300,000.00	\$295,680.90
Federal Natl Mortgage Assn	1.550%	6/15/2020	\$300,000.00	\$295,661.40
Federal Farm Credit Bank	1.320%	7/20/2020	\$500,000.00	\$485,957.00
Federal Natl Mortgage Assn	1.420%	9/24/2020	\$300,000.00	\$294,196.80
Federal Farm Credit Bank	1.375%	10/19/2020	\$500,000.00	\$484,338.00
Federal Natl Mortgage Assn	1.350%	10/27/2020	\$500,000.00	\$483,448.00
Federal Farm Credit Bank	1.540%	12/14/2020	\$600,000.00	\$592,087.20
Federal Natl Mortgage Assn	1.500%	12/24/2020	\$300,000.00	\$296,215.80
Federal Natl Mortgage Assn	1.500%	12/24/2020	\$300,000.00	\$296,215.80
Federal Farm Credit Bank	1.420%	1/12/2021	\$500,000.00	\$485,737.50
Federal Farm Credit Bank	1.440%	1/19/2021	\$500,000.00	\$481,694.00
Federal Home Loan Mtg Corp	1.500%	6/30/2021	\$500,000.00	\$484,134.50
Federal Farm Credit Bank	1.480%	7/14/2021	\$500,000.00	\$481,771.00
US Treasury Note	0.625%	2/15/2017	\$299,906.25	\$300,078.00
US Treasury Note	0.500%	7/31/2017	\$298,875.00	\$299,671.80
US Treasury Note	0.750%	10/31/2017	\$500,459.85	\$499,570.50
US Treasury Note	0.750%	12/31/2017	\$298,558.60	\$299,437.50
US Treasury Note	0.875%	3/31/2018	\$501,453.10	\$499,160.00
US Treasury Note	0.625%	4/30/2018	\$248,083.55	\$248,681.75
US Treasury Note	1.000%	5/31/2018	\$2,289,812.59	\$2,298,383.10
US Treasury Note	1.000%	5/31/2018	\$249,708.02	\$249,824.25
US Treasury Note	1.125%	6/15/2018	\$250,220.81	\$250,185.50
US Treasury Note	1.225%	10/31/2018	\$250,117.58	\$250,283.25
US Treasury Note	1.375%	2/28/2019	\$504,840.81	\$501,133.00
US Treasury Note	0.875%	4/15/2019	\$500,073.87	\$495,195.50
US Treasury Note	1.250%	2/28/2020	\$501,190.60	\$495,742.00
US Treasury Note	1.375%	8/31/2020	\$504,636.51	\$494,199.00
Insured Cash Sweep	0.150%		\$6,000,000.00	\$6,000,000.00
			\$22,597,937.14	\$22,428,129.55
State of Montana Short Term Investment Pool	0.673%		\$15,977,072.51	\$15,977,072.51
Total Investments			\$38,575,009.65	\$38,405,202.06
Cash on hand, deposits in bank			\$7,629,091.84	\$7,629,091.84
Total Cash and Investments			\$46,204,101.49	\$46,034,293.90

## City of Great Falls Total Cash & Investments Monthly Balance (by Fiscal Year)

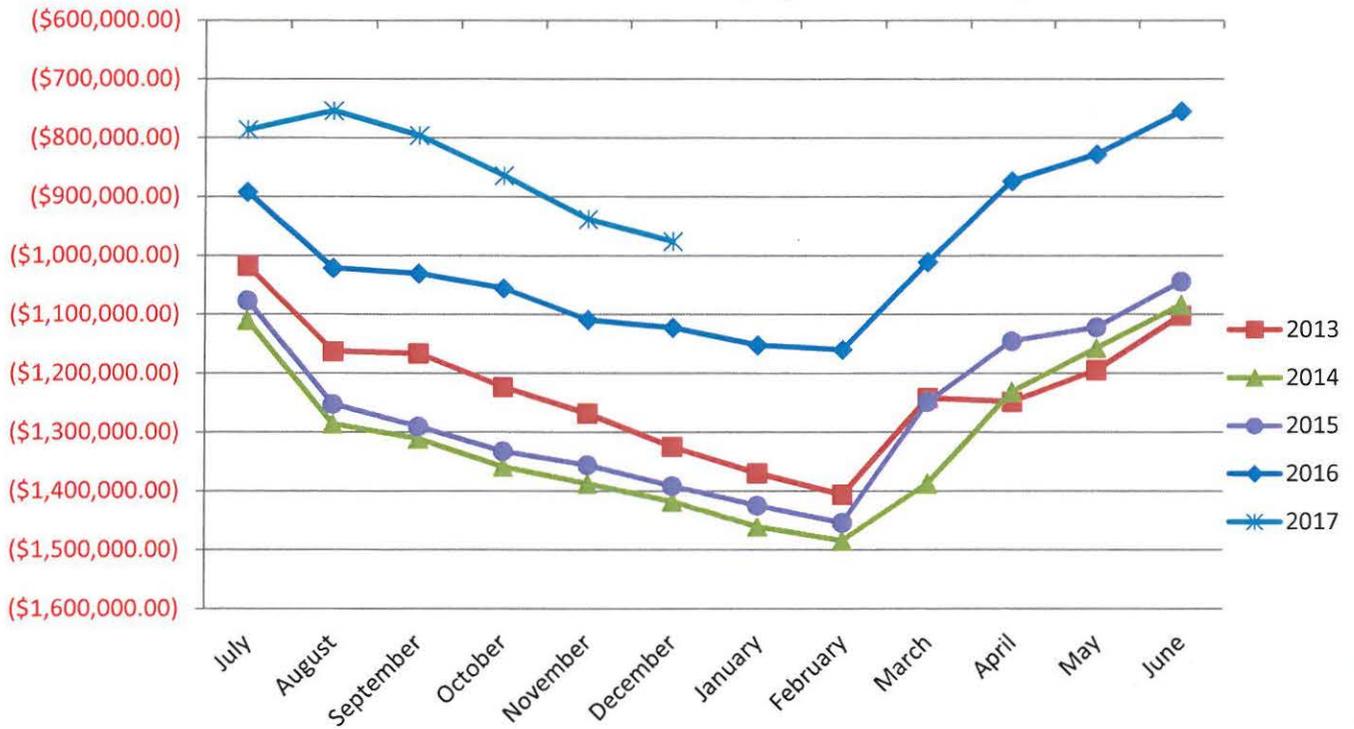


## City of Great Falls General Fund Monthly Cash Balance (by Fiscal Year)



Targeted fund balance

# City of Great Falls Golf Courses Fund Monthly Cash Balances (by Fiscal Year)





JAN 17 2017

CITY CLERK

Washington, DC 20534

January 13, 2017

The Honorable Bob Kelly, Mayor  
P.O. Box 5021  
Great Falls, MT 59403

Dear Mayor Kelly:

The Bureau of Prisons (Bureau) has issued a Request for Proposals (RFP) for Residential Reentry Center (RRC), previously referred to as "halfway house" services, within ten miles of the city limits of the cities of Great Falls, Helena, Bozeman, or Missoula, Montana. The announcement, RFP 200-1361-WS, was advertised January 5, 2017, on the Internet at [www.fbo.gov](http://www.fbo.gov). Offerors will be given until March 7, 2017 to submit their proposals to the Bureau.

These RRC services will replace an expiring contract currently performed by Great Falls Pre-Release Services, Inc., 1019 15<sup>th</sup> Street N, Great Falls, MT 59401. Expiration of the current contract is scheduled for October 31, 2017. Therefore, we are initiating the procurement process at this time to ensure these needed services are replaced without interruption. The proposed contract is for a term of five years and will provide services for an estimated 37 male and 4 female offenders.

Our RRCs provide services to male and female offenders who are transferred from correctional institutions to the community for release programming and offenders under the supervision of the U.S. Probation Office who are required to reside at a RRC. Nationwide, our inmates average three to four months in a RRC, although longer placements sometimes occur.

The Bureau has a long history of transferring inmates who are within a few months of release to contractor operated RRCs for transitional programming. Many of these inmates have been separated from their communities for extended periods of time. Our experience shows that RRCs enhance public safety by offering offenders the opportunity to find employment, establish a

residence, and reenter the community through a structured, supportive environment.

We take our responsibility for overseeing contract RRCs very seriously. Bureau staff routinely inspects the facilities and provides training to contract staff to ensure a high level of program performance. Additionally, our contracts include stringent requirements for inmate accountability, life safety, drug and alcohol testing, and other program areas.

Agencies responding to our RFP must notify local elected officials, the local law enforcement authority, and their respective Congressional delegate, of their proposal to operate a RRC. This ensures communities are fully aware of the proposed RRC and have the opportunity to provide their comments or concerns. We acknowledge that communities and neighborhoods may be concerned about a RRC operating in their midst. However, we have found that RRCs are good neighbors and are able to integrate themselves into the communities where they are located.

Should you or your staff wish to discuss the procurement of RRC services in your area, I can be contacted at (202)305-8684 or via email at [pbrustman@bop.gov](mailto:pbrustman@bop.gov).

Sincerely,



Peter Brustman  
Assistant Administrator  
Residential Reentry  
Management Branch



**Montana Defense Alliance Executive Committee**  
**December 5, 2016**  
**Chamber Video Conference Center**

**ALLIANCE MEMBERS PRESENT:**

David Weissman    Steve Grooms    Len Watkins    John Faulkner  
 Greg Doyon        Brad Livingston

**FEDERAL DELEGATION PRESENT:**

Cheryl Ulmer        Cari Kent

**CHAMBER STAFF:**

Roxy Perez

**FEDERAL DELEGATION REPORTS:**

- Not much to report currently.
- CR must be completed by December 9, 2016.
- Jamie Wise is leaving Senator Tester's Office.
- Erin Murphy will be the new Chief of Staff for Senator Tester's Office.

**TREASURER'S REPORT:**

- A. Reviewed October Financials.
  - 1. Some Members have paid and monies have been deposited.
- ☼ **Motion was made and seconded to approve the October Financials as presented. Motion carries.**

**BUSINESS:**

- A. News/Follow-Up:
  - 1. Program of Work
    - a. Changes were made per last month's meeting.
    - b. Review changes from the last meeting.
    - c. Item tabled, changes will be sent via email for review and approval.
- B. Trip/Activity Reports:
  - 1. Visited Kirtland AFB, priorities from General Rand to help airmen.
    - a. Several Items that need to worked.
  - 2. Global Strike Command Civic Leaders Group are rolling out a program between the cities as to who shows more support for their Military Base.
    - a. Need to have the nomination packet completed.
    - b. General Rand will choose a winner.
  - 3. Visited Hurlburt and Eglin AFB
    - a. Had a great visit.

4. Visited Washington, DC and the Pentagon/Hill.
    - a. Great Trip, BRAC was brought up.
  5. SDC reinstatement was completed at SDC.
- C. Planning
1. Review and approve Trip Expenses for the upcoming year
  2. The following trips were deemed necessary to attend.
    - a. Nuclear Deterrence Summit ~ February 28, 2017 – March 1, 2017
    - b. Association of Defense Communities ~ February 27, 2017 – March 1, 2017
    - c. Hill/Pentagon Spring rounds April
    - d. SDC Annual Symposium ~ May 7-10, 2017 (Includes BoD Meetings/Dinner)
    - e. ADC National Summit ~ June 2-22, 2017 in Washington, DC
    - f. AFA ~ September 15-22, 2017 in Washington, DC
    - g. Utah Defense Alliance Scowcroft/ICONS Conference, Hill AFB ~ September 2017
    - h. Cost of each trip will be approximately \$4,000.
- ☼ **Motion was made and seconded to approve the trips listed above with expense not to exceed \$28,000. Motion was amended and seconded for expenses not exceed \$27,000. Motion carries.**
3. Other scheduled expenses
    - a. Membership Gathering
    - b. Sponsorship for the SDC Annual Symposium
- ☼ **Motion was made and seconded to reserve \$4,000. \$1,000 for Membership Gathering and \$3,000 for the SDC Sponsorship. Motion carries.**

**OTHER BUSINESS:**

- A. Dan McLaughlin's position has been eliminated at Davidson.
1. More to follow.

**The next MTDA Executive Meeting is scheduled for Monday, January 9, 2017 at 3:00pm in the Chamber Video Conference Center.**

Respectfully submitted,  
Roxy Perez