



The Weekly Update – May 12, 2022

Attachments:

1. Journal of City Commission Work Session, April 19, 2022
2. Journal of City Commission Work Session, May 3, 2022
3. Journal of Special Commission Work Session, May 9, 2022
4. Department Monthly Update, April, 2022
5. City of Great Falls Pooled Investments as of March, 2022

JOURNAL OF COMMISSION WORK SESSION
April 19, 2022

1

City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 5:45 PM

CITY COMISSION MEMBERS PRESENT: Bob Kelly, Susan Wolff, Joe McKenney, Eric Hinebauch, and Rick Tryon.

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; City Attorney Jeff Hindoen and Deputy City Attorney David Dennis; Finance Director Melissa Kinzler; Planning and Community Development Director Craig Raymond and Senior Transportation Planner Andrew Finch; Fire Chief Jeremy Jones; Police Chief Jeff Newton; and, Deputy City Clerk Darcy Dea.

PUBLIC COMMENT

Jim McCormick, Great Falls Rescue Mission, reported that the Rescue Mission has been serving the homeless population in Great Falls, as well as 17 counties in Montana, for 59 years. The Rescue Mission has transitioned to not only serving homeless men, but women and families as well, and is exploring ways to continue to expand. In 2021, the Rescue Mission served over 1500 people, provided temporary shelter for 754 people and approximately 250 people per night. In a normal year, the Rescue Mission provides temporary shelter for 1100. Last year, 135 people, including 17 families, secured permanent housing in and around the City. The Rescue Mission collaborates with partnering agencies in the City to provide people the services they need; however, there are gaps in the services to the homeless. Mr. McCormick extended an invitation to the Commission to tour the Great Falls Rescue Mission.

Mayor Kelly responded that drawing attention to and learning as much as possible about what the Rescue Mission does is critical. He clarified that no City funds are being expended to the Great Falls Rescue Mission. He commented that the First United Methodist Church is trying to deal with the homeless issue and are well intentioned; however, it needs to be aware of the alternatives that the Rescue Mission provides. He suggested that Mr. McCormick contact the City Manager's office to coordinate a tour for the Commission.

Representative Lola Sheldon-Galloway, not a City resident, explained that she has been on the Fourth of July Parade Committee for 16 years and is concerned about safety. The parade is becoming unsafe because there are more people. The parade used to entertain the citizens of Great Falls; however, now the City is hosting people from the outside coming into the City for the Fourth of July Parade. One of the biggest concerns she has is tossing candy into the streets for children because of vehicles in the parade. Another dilemma is putting up cones and roping off areas so that legally there is a boundary line. She reported that a City ordinance prohibits throwing candy during a parade; however, only the police have authority to issue tickets, even though she is in charge of the parade. She requested that the Commission assist her with keeping the parade safe.

Mayor Kelly responded that the Commission would strive to assist Rep. Sheldon-Galloway with regard to her concerns.

04/19/2022

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1. NORTH GREAT FALLS SUB-AREA TRANSPORTATION STUDY.

Planning and Community Development Senior Transportation Planner Andrew Finch introduced Sanderson Stewart Project Manager D. J. Clark.

Mr. Clark reviewed and discussed the following PowerPoint:

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JOURNAL OF COMMISSION WORK SESSION

April 19, 2022



PUBLIC PROCESS

- Public participation plan
- Project website and Facebook page
- Postcard
- Informational video
- Public meeting
- City Commission Presentation



EXISTING CONDITIONS

- Streets and intersections
- Traffic volumes/operations
- Crash history
- Public input



PUBLIC INPUT

- Connectivity & Congestion
 - Improved access to/from Eagle Crossing
 - Alternate east-west route from 6th to Bootlegger
 - Gaps in sidewalk – ADA ramps
 - Congestion at US 87 & Bootlegger
- Operations & Safety
 - Skyline Drive – sight distance, speeds
 - 36th Ave – speeds, backing out of driveways
 - Narrow streets with on-street parking



FUTURE CONDITIONS

- Anticipated land development/growth
- Street network improvements
- Travel demand/operations modeling
- Recommended street network

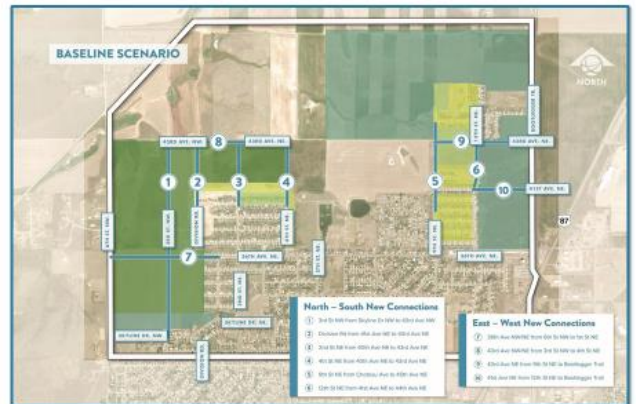


TRAFFIC MODELING

- Baseline Scenario (2040)
 - 10%-45% growth typical throughout
 - Heavy growth on 6th north of Skyline
 - Extension of 36th to 6th would limit demand along Skyline
- Traffic patterns/operations
 - LOS projected to still be excellent for all scenarios



STREET NETWORK (BASELINE)



SANDERSON STEWART

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| <h3 align="center">STREET NETWORK (RECOMMENDED)</h3> <p>RECOMMENDED FUTURE NETWORK</p> <ul style="list-style-type: none"> Proposed to be Constructed with Future Development Proposed to be Constructed by City Project Area <p>Future Network Changes/Projects</p> <ul style="list-style-type: none"> A: Project A: Intersect Corridor 32nd Ave NE to 30th St NE B: Project B: Extend 43rd Ave NE to 40th St NE C: Project C: Extend 43rd Ave NE between 40th St NE and 30th St NE D: Project D: Extend 43rd Ave NE between Bootlegger Trail and US 87 E: Project E: Intersect Bootlegger Trail from US 87 <p>SANDERSONSTEWART</p> | <h3 align="center">IMPROVEMENT PROJECTS</h3> <p>GREAT COMMUNITY PLANNING</p> <ul style="list-style-type: none"> - Safety Projects <ul style="list-style-type: none"> • Intersection Traffic Control/Sight Distance • Division Road Intersections <p>SANDERSON SANDERSON DKS GreatWest</p> <p align="right"> </p> |
| <h3 align="center">IMPROVEMENT PROJECTS</h3> <p>GREAT COMMUNITY PLANNING</p> <ul style="list-style-type: none"> - Safety Projects <ul style="list-style-type: none"> • Corridor Improvements • 32nd Ave/NE 9th St/Skyline Dr NE <p>SANDERSON SANDERSON DKS GreatWest</p> <p align="right"> </p> | <h3 align="center">IMPROVEMENT PROJECTS</h3> <p>GREAT COMMUNITY PLANNING</p> <ul style="list-style-type: none"> - Connectivity Projects <ul style="list-style-type: none"> • 43rd Avenue Extensions • 6th Street NW Reconstruction • 2nd Street NE Functional Classification • US 87/Bootlegger Trail Intersection <p>SANDERSON SANDERSON DKS GreatWest</p> <p align="right"> </p> |
| <h3 align="center">IMPROVEMENT PROJECTS</h3> <p>GREAT COMMUNITY PLANNING</p> <ul style="list-style-type: none"> - Bike-Ped Projects <ul style="list-style-type: none"> • Sidewalks/Multi-Use Trails • Shared-Lane Markings <p>SANDERSON SANDERSON DKS GreatWest</p> <p align="right"> </p> | <h3 align="center">PROJECT FUNDING</h3> <p>GREAT COMMUNITY PLANNING</p> <ul style="list-style-type: none"> - Case Studies - Funding Alternatives - Recommendations <ul style="list-style-type: none"> • Special Improvement Districts for projects that benefit primarily locals • CMAQ funding for bike and ped projects • Impact fees/off-site improvement requirements for development • Project prioritization plan/updates • Specialized consultation <p>SANDERSON SANDERSON DKS GreatWest</p> <p align="right"> </p> |

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|  <p style="text-align: center;">QUESTIONS?</p> <p>CONTACT INFORMATION: D.J. Clark, Project Manager Sanderson Stewart (406) 869-3358 dclark@sandersonstewart.com</p> <p style="text-align: center;"></p> | |
|---|--|

City Manager Doyon inquired if there was any indication from the state that it would help some of the issues with US 87/Bootlegger Trail Intersection.

Senior Transportation Planner Finch responded that he has had discussions with the Montana Department of Transportation (MDT) about the dysfunctionality of US 87/Bootlegger, as well as the entire corridor leading up to that area.

Mayor Kelly inquired about the City's responsibility to other municipalities with regard to transportation issues.

Senior Transportation Planner Finch responded that there is a long range transportation planning process in which the City, County and State all have authority to discuss transportation issues.

Mayor Kelly inquired about how to get the Great Falls Transit District (GFTD) to provide public transportation to certain areas in the community.

Senior Transportation Planner Finch responded that the first step would be to identify a need or deficiency and update the Long Range Transportation Plan. The GFTD's boundary has not grown or expanded within the City; however, the GFTD has the ability to serve outside of its assessment area.

Commissioner Wolff reported that there is no transit service for people from the Great Falls Pre-Release to get to potential companies for employment and she expressed support of the Long Range Transportation Plan.

Commissioner McKenney received clarification that areas along Highway 87/Bootlegger Trail could potentially serve a need for neighborhood commercial development.

Commissioner Tryon received clarification that Neighborhood Council 3 was not specifically contacted about the impact that the proposed recommendations could have on its neighborhood; however, there was a tremendous amount of positive feedback. Commissioner Tryon recommended that Mr. Clark

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engage Neighborhood Council 3 before proceeding too far into the process.

Senior Transportation Planner Finch responded that a Long Range Transportation Plan update would assist with strongly engaging Neighborhood Councils.

2. PUBLIC SAFETY UPDATE.

City Manager Doyon explained that the Commission expressed interest in having a more comprehensive analysis done of crime trends and current resourcing in the City and has requested a proposal from a firm that specializes in valuating and best management practices primarily in law enforcement. The information may assist with development of a Public Safety Levy. Once engaged, the study will require approximately 135 days to complete and the base cost for the study is \$56,500 plus expenses.

Manager Doyon requested that the Commission provide direction with regard to moving forward with the proposal, as well as with a Public Safety Levy.

DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon reported that the May 3, 2022 work session will consist of a drug enforcement update from Stacy Zinn, DEA, as well as an overview of the TIF Program and Quarterly Downtown TIF update. There will be a Department Head Budget Roundtable via Zoom on April 26, 2022 and a Budget Work Session on May 9 and 10, 2022.

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal work session of April 19, 2022 at 6:45 p.m.

JOURNAL OF COMMISSION WORK SESSION
May 3, 2022

City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 5:30 PM

CITY COMISSION MEMBERS PRESENT: Bob Kelly, Susan Wolff, Joe McKenney, Eric Hinebauch, and Rick Tryon.

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; City Attorney Jeff Hindoen; Finance Director Melissa Kinzler; Planning and Community Development Director Craig Raymond; Public Works Director Paul Skubinna; Park and Recreation Director Steve Herring; Municipal Court Judge Steve Bolstad and Court Supervisor Morgan Medvec; Fire Chief Jeremy Jones; Police Chief Jeff Newton; and, Deputy City Clerk Darcy Dea.

PUBLIC COMMENT

Kevin Westie, City resident, discussed global warming, carbon intensity and that the American worker solved the climate change problem by developing new technologies.

1. DRUG ENFORCEMENT UPDATE.

Drug Enforcement Administration (DEA) Resident in Charge Stacy Zinn, via Zoom, reported that she oversees offices in Missoula, Great Falls and Billings and that meth use, fentanyl products, as well as the legalization of marijuana are a huge issue hitting Montana. There has been several overdoses due to an increase in synthetic fentanyl use and will more than likely double in numbers this year. There is an influx from the Tri-Cities area, including Spokane, traveling into Missoula, Flathead, Browning and Great Falls. The DEA received intelligence about individuals from the southwest boarder wanting to push fentanyl into Montana. Those individuals want to control the dosage of fentanyl and how potent it is; however, once it gets into someone's system it can cause an overdose type reaction. There is an increase of people experimenting with fentanyl because the pill prices are decreasing. Pill prices in Great Falls are \$37 to \$42 per pill and \$10 per pill in Missoula.

Ms. Zinn reported that with the legalization of marijuana, there has been an increase in black market presence. Marijuana is being mailed into Montana and more younger individuals are starting to use marijuana. She commented that her fear is that there will be an increase of foreign influence in controlling the marijuana black market and that the City needs to be prepared. The City could see more illegal activity and property being purchased for illegal grow by foreign entities. Ms. Zinn further reported that individuals with mental health issues and smoke marijuana with high THC levels over a period of time, could draw out the mental health issues sooner.

Ms. Zinn reported that another concern is that the youth in Great Falls have been experimenting with LSD and have been talking about Ecstasy or Molly.

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Commissioner Tryon inquired if the DEA has studies that indicate if allowing adult-use marijuana dispensaries to operate helps mitigate the use of marijuana products laced with fentanyl or other dangerous substances.

Ms. Zinn responded that the DEA does not have a study and would be the responsibility of the State of Montana; however, there is a report about marijuana, black market, emergency room visits and crime trends in Denver that have followed the legalization of marijuana, available on the Rocky Mountain High Intensity Drug Trafficking Area (HIDTA) website.

Mayor Kelly expressed appreciation, on behalf of all communities, for the efforts of the DEA and its cooperation with local law enforcement. He inquired if other states have been effective in mitigating some of the threats that Ms. Zinn mentioned.

Ms. Zinn responded that there has been a lack of effort because legalized marijuana is such a political issue; however, the DEA has collaborated with the State of Colorado in order to enforce and uphold the state laws. She commented that the State of Montana needs to determine if it is going to uphold its state laws and hold its politicians accountable.

2. PUBLIC SAFETY UPDATE.

Police Chief Jeff Newton discussed the following Crime Task Force Recommendations that apply to the Great Falls Police Department (GFPD):

- GFPD Detective Case Load Addressed
- Support Crisis Intervention Collaborative with Alluvion Health
- Crime Safety Updates to the Commission
- Revise Annual Police Year End Report
- City Commission make public safety, as it relates to crime and the local criminal justice system, a top priority regarding Neighborhood Councils
- Meeting with Business Leaders
- Re-Align One of Two Annual Citizens Academy
- Continued Support of Various Task Forces
- Continued Partnership with Veteran's Court, Mental Health, Drug and Juvenile Drug Treatment Courts

City Manager Doyon reported on the following Crime Task Force Recommendations:

- Resolution 10449, requesting support and resources from Montana's Congressional Delegation to address recommendations and action items from the 2021 Great Falls Crime Task Force was submitted to Montana's Congressional Delegation and the governor; however, there has been no response
- The County, as the entity that is responsible for putting marijuana tax revenue on a ballot, has indicated that it has no intension of putting the marijuana tax revenue issue on a ballot with regard to revenue sharing with the City
- Commissioner McKenney is arranging for a legislative forum with the City, County and local

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Legislators with regard to the impact on the 2017 Justice Reinvestment Act.

- An initial inquiry was performed for the release of sentencing and prosecution records to the public and there is currently a mechanism that provides some information; however, there is not a specific software that will provide current data for those records
- There would need to be a change to the charter for a second Municipal Court Judge position and would have to be put on the ballot for the November 2022 general election

Commissioner Tryon suggested that a volunteer organization contact the District Court to request data on felony records to be made available for the public.

Commissioner McKenney requested that Police Chief Newton expand on the continued support of Crisis Intervention Collaborative with Alluvion Health for mental health.

Police Chief Newton responded that the City and Alluvion Health partnered together utilizing a \$248,000 grant. The mental health program started full force in April 2022, and the Mobile Response Team (MRT) has a mental health professional on call 24/7.

Municipal Court Judge Steve Bolstad added that several professionals in the Mental Health Court are members of the MRT. Mental Health Court may be changing because the Public Defender's Office may not fund for a public defender for court and are contracting a defense firm to provide defense in the Municipal Court. Judge Bolstad will attend the legislative forum with the City, County and local Legislators because the changes in the last two terms have not been productive to curbing crime. He explained that with the changes in the Prosecutors office, an increase in cases and being on duty 24/7, he is not sure how much longer he can take it. Referring to the legalization of marijuana, Judge Bolstad reported that there has been a significant increase in minors, under 18, in possession of marijuana. There were 14 minor in possession (MIP'S), including marijuana and alcohol, under the age of 18 and 15 MIP's over the age of 18 years, in May 2021 and seven MIP's this year.

Mayor Kelly received clarification that office space and having to be elected are two issues with regard to a second judge for Municipal Court.

Commissioner Tryon received clarification that a mechanism for making sentencing and prosecution records available to the public is not available and potentially would not be helpful.

3. OVERVIEW OF THE TIF PROGRAM AND QUARTERLY DOWNTOWN TIF UPDATE.

Planning and Community Development Director Craig Raymond reviewed and discussed the following PowerPoint:

**JOURNAL OF COMMISSION WORK SESSION
May 3, 2022**

Great Falls Tax Increment Financing Program



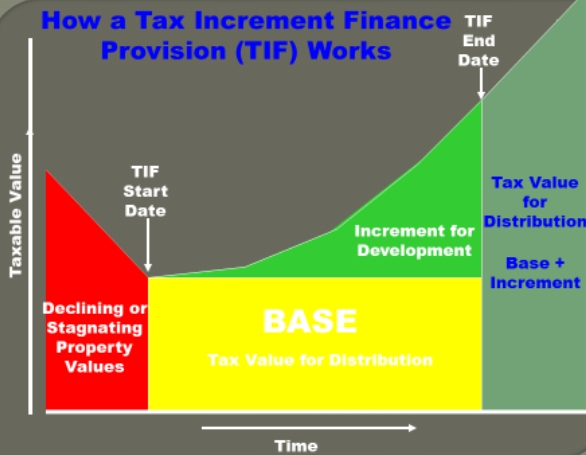
City Commission Work Session
May 3, 2022



What is Tax Increment Financing?

- Tax increment financing (TIF) is a state authorized, locally driven funding mechanism that allows cities and counties to direct property tax dollars that accrue from new development, within a designated *district*, to community and economic development activities within that district.
- The laws governing TIF can be found in Montana's Urban Renewal Law, 7-15-4201

How a Tax Increment Finance Provision (TIF) Works



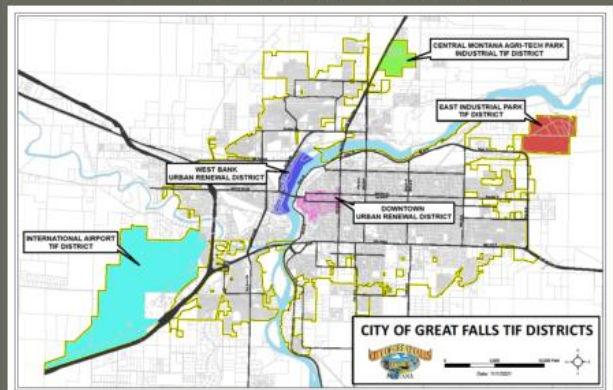
History of TIF in Montana

- TIF districts were first authorized in Montana in 1974.
- Beginning in 1989, the use of TIF was expanded to include Industrial Districts.
- In 2013, the Legislature replaced all non-urban renewal districts types with one type – Targeted Economic Development Districts or “TEDDs”
- Today there are 5 TIF Districts in Great Falls



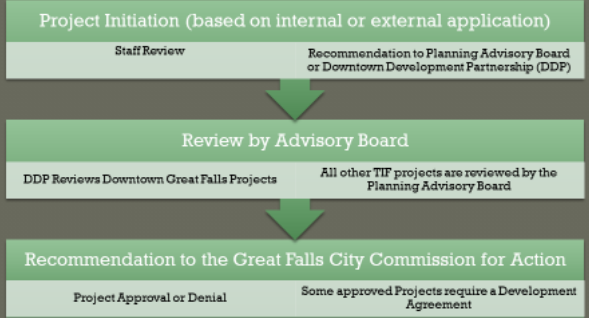
Great Falls TIF Districts

- **Urban Renewal**
 - Downtown - 2012
 - West Bank - 2007
- **Industrial**
 - Airport - 2008
 - East Industrial Park - 2013
 - Central Montana Agriculture and Technology Park - 2005

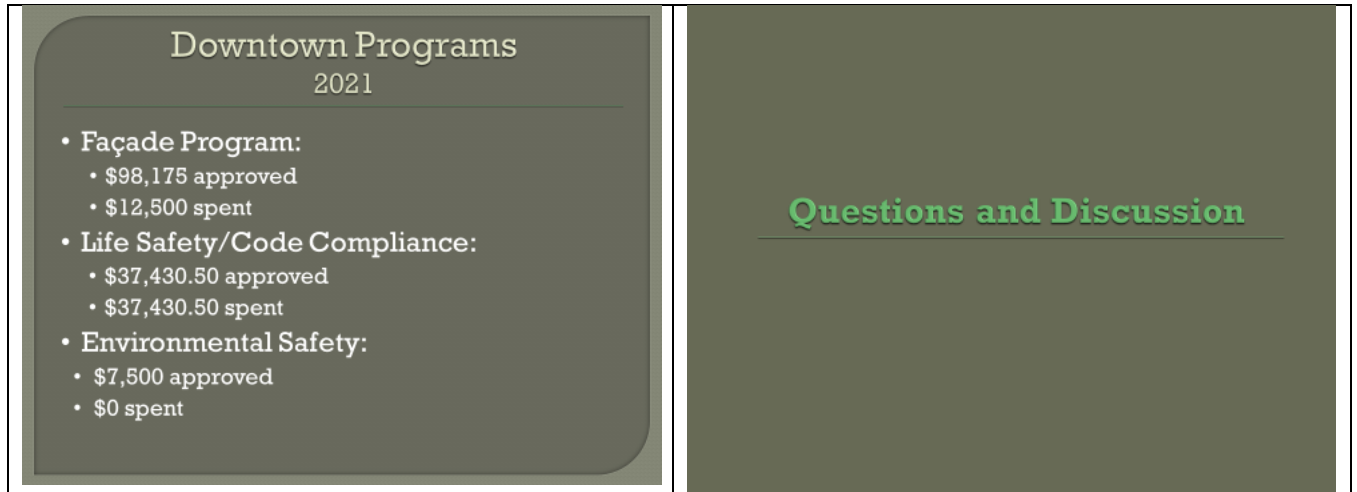
Great Falls TIF Districts



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|  <h3>Financial Impact of TIF's</h3> <p>Pro's:</p> <ul style="list-style-type: none"> • Create incentive to abate slum & blight and improve underdeveloped properties • Leverages private investment in public infrastructure <p>Con's:</p> <ul style="list-style-type: none"> • Delays capturing revenue due to increase taxable values • Increases cost of providing basic services to other taxpayers | <h3>Allowable Uses of TIF Funds</h3> <ul style="list-style-type: none"> • Land Acquisition • Rehabilitation and Renovation • Demolition and Removal of Structures • Public Safety Improvements • General Redevelopment Activities • Constructing and improving public infrastructure • Provision of public services • Program Administration  |
| <h3>Key Issues Related to Expenditures</h3> <ul style="list-style-type: none"> • TIF funds are property tax dollars and as such must be managed accordingly. <ul style="list-style-type: none"> • The public purpose of expenditures must be established. • The purchase of goods and services must follow regular procurement policies established by the local government. • Infrastructure should be designed to benefit more than a single developer or property owner. | <h3>Great Falls' TIF Project Review Process</h3>  <pre> graph TD A["Project Initiation (based on internal or external application)"] --> B["Review by Advisory Board"] B --> C["Recommendation to the Great Falls City Commission for Action"] A --> A1["Staff Review"] A --> A2["Recommendation to Planning Advisory Board or Downtown Development Partnership (DDP)"] B --> B1["DDP Reviews Downtown Great Falls Projects"] B --> B2["All other TIF projects are reviewed by the Planning Advisory Board"] C --> C1["Project Approval or Denial"] C --> C2["Some approved Projects require a Development Agreement"] </pre> |
| <h3>Evaluation Criteria (Other than Downtown)</h3> <ul style="list-style-type: none"> • Public Infrastructure Improvements • Economic Stimulus • Tax Generation • Employment Generation • Elimination of Blight • Special or Unique Opportunities • Impact Assessment • Financial Assistance • Developer Feasibility and Performance • Timely Completion • Payment of Taxes | <h3>Project Payment</h3> <ul style="list-style-type: none"> • Applicant submits request for payment <ul style="list-style-type: none"> • Approved form • Invoices (evidence invoices have been paid) • Proof of prevailing wages paid (if applicable) • Staff review of documents • Finance Dept processes for payment |

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Mayor Kelly commented that TIF Districts are responsible for jobs, community improvement, are used judiciously and improve the community as a whole. He inquired if there has been any improvement to the Westbank District for the Buffalo Crossing Area.

Director Raymond responded that nothing has happened, the obligation has ended and the TIF money has been de-obligated.

Commissioner Tryon received clarification that the value of private property located in the TIF District increases.

Commissioner McKenney commented that TIF Districts are a good choice for the City since options for economic development are limited. He received clarification that there are no more Tax Increment Financing Industrial District's (TIFID's), as defined prior to 2013, and are now Tax Economic Development Districts (TEDD's), which are more flexible than TIFID's. There is currently TIF money in the bank waiting for projects; however, the money in some of the districts is already obligated to bond payments.

DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon reported that the May 17, 2022 work session will consist of an update about the hiring and retention process from Human Resources, as well as an ARPA project update. A Budget Planning Special Work Session will be on May 9 and 10, 2022. Manager Doyon requested that the Commission provide him with its broad goals and focus areas.

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal work session of May 3, 2022 at 6:45 p.m.

JOURNAL OF SPECIAL COMMISSION WORK SESSION
May 9, 2022

Special City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 3:00 PM

CITY COMISSION MEMBERS PRESENT: Bob Kelly, Eric Hinebauch, Joe McKenney, Rick Tryon, and Susan Wolff.

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson, City Attorney Jeff Hindoién, Human Resources Generalist Melissa Guelff, Finance Director Melissa Kinzler, Deputy Finance Director Kirsten Myre and Budget Analyst Andrea McCracken, City Attorney Jeff Hindoién, Municipal Court Judge Steve Bolstad, Library Director Susie McIntyre, Planning and Community Development Director Craig Raymond, Public Works Director Paul Skubinna, Park and Recreation Director Steve Herrig, Police Chief Jeff Newton, Fire Chief Jeremy Jones, and Deputy City Clerk Darcy Dea.



PUBLIC COMMENT

None.

1. 2023 BUDGET PLANNING.

City Manager Greg Doyon reiterated that there was a Department Head Budget Round Table discussion on April 26, 2022 about information from the Department Heads, the things that are needed, and where each department is currently. His primary concern is that the priorities outlined by the Commission at the Commission Retreat are still consistent going into FY 2023.

Manager Doyon and Finance Director Melissa Kinzler reviewed and discussed the following PowerPoint:

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| <p style="text-align: center;">2023 Budget Planning Work Session</p> <hr/>  <p style="text-align: center;">Monday May 9, 2022</p> <p style="text-align: center;">1</p> |  <p style="text-align: center;">FY2021 Refresher</p> <hr/> <p>General Fund</p> <ul style="list-style-type: none">• Budget modeled for economic recovery (post COVID-19)• No property tax increases<ul style="list-style-type: none">• No Inflationary Factory - (\$176,947)• No Permissive Medical Levy - (\$313,319)<ul style="list-style-type: none">• Total tax increases not utilized - \$490,266• Used Fund Balance to offset tax relief - (\$872,105)<ul style="list-style-type: none">• Maintained policy level fund balance of 22%• Level funded to promote local economic recovery efforts <p style="text-align: center;">2</p> |
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JOURNAL OF SPECIAL COMMISSION WORK SESSION

May 9, 2022

FY2022 Refresher

Budget Drivers

- Economic recovery
 - Level fund operations budget
 - Keep CARES/ARPA discussions separate
- No General Fund property tax increases
 - Inflationary Factor - (\$157,843)
 - Permissive Medical Levy - (\$71,281)
 - Total tax increases not utilized - \$229,124
 - Use of fund balance in FY2022 - (\$736,648)
 - General Fund unrestricted balance below policy level at 20.3%
- No special assessment or utility rate increases
- New collective bargaining agreements for all unions
 - Move to 85%/15% cost sharing for insurance (\$576,284 City-wide)
 - Decreased workers compensation rates (\$405,112 City-wide)

3

City Commission Top Priorities February 23, 2022 Retreat

- Promote, educate and take action on the viability, sustainability and efficacy of the Police and Fire Departments
- Explore the option of a Public Safety Levy
- Approve and implement appropriate Crime Task Force recommendations
- Commit to an intentional approach to the housing issue with community partners
- Continue to work with community partners and the City's development review process to ensure Great Falls is a growing, business friendly community
- Focus on City facilities and resources

Are these still the Commission's Priorities?

4

City Manager Comments

- Time of growth and opportunity, despite a difficult two years
- Proactive governing body – desires growth housing and economic development
- Use of the Inflationary factor
- Balance multiple efforts: Operating budget, Capital budget, Crime Task Force, ARPA/CARES use, potential Public Safety Levy
- Workforce will be a significant challenge
 - Citywide unemployment is at 2.8%
 - Recruitment and retaining qualified employees

5

City Manager Comments

- Community Wide
 - New construction and infill development
 - Clear progress in the downtown
 - New housing starts
 - The Concord Group projects demand for +/-450 new housing units per year in the Great Falls MSA (Cascade County) over the next 10 years
 - Significant undersupply of homes projected for ten years
 - Job growth. Moody's projects 2,000 new jobs in the MSA by the end of 2026
 - In-migration
 - GBSD – 2026 – Influx

6

General Fund Revenue Increase Detail

| Fiscal Year | General Fund Revenue Increase Detail | | | | | | | | | |
|-----------------|--|--|---|-----------------------------------|---------------------------|--------------------------------------|---------------------|---|--------------------------------------|---------------------|
| | Total \$ Increase in Mill Levy Due to Newly Taxable Property | Total \$ Taxable Value of New Property | Total \$ Increase in Mill Levy Due to Inflationary Factor | % Increase of Inflationary Factor | % of Entitlement Increase | Entitlement Dollar Increase per Year | Entitlement Payment | Permissive Medical Levy Increase per Year | Permissive Medical Levy Total Amount | Total Increases |
| 2002 | \$112,656 | \$1,011,770 | \$90,165 | 1.280% | 3.00% | New | \$4,977,248 | New | \$0 | \$202,821 |
| 2003 | \$151,148 | \$1,302,397 | \$92,313 | 1.270% | 3.00% | \$144,463 | \$4,741,701 | \$105,351 | \$105,351 | \$581,465 |
| 2004 | \$124,223 | \$1,041,336 | \$92,154 | 1.220% | 3.38% | \$155,130 | \$4,896,831 | \$131,284 | \$326,645 | \$202,801 |
| 2005 | \$240,121 | \$2,030,124 | \$75,618 | 0.960% | 3.47% | \$173,569 | \$5,070,400 | (\$65) | \$326,580 | \$488,243 |
| 2006 | \$355,678 | \$2,748,377 | \$101,003 | 1.251% | 3.23% | \$165,426 | \$5,235,826 | \$265,434 | \$502,014 | \$888,443 |
| 2007 | \$370,273 | \$2,875,541 | \$122,878 | 1.420% | 3.40% | \$85,338 | \$5,321,164 | \$42 | \$502,036 | \$578,531 |
| 2008 | \$331,540 | \$2,387,436 | \$140,415 | 1.335% | 4.23% | \$225,000 | \$5,546,164 | \$28,162 | \$876,318 | \$981,117 |
| 2009 | \$320,276 | \$2,138,981 | \$161,337 | 1.627% | 4.22% | \$233,836 | \$5,780,000 | \$208,415 | \$1,084,633 | \$1,004,864 |
| 2010 | \$1,026,130 | \$6,947,574 | \$112,728 | 1.112% | 5.00% | \$289,000 | \$6,069,000 | \$272 | \$1,084,905 | \$1,428,130 |
| 2011 | \$448,370 | \$2,931,771 | \$0 | 0.000% | 5.14% | \$311,000 | \$6,380,047 | \$119,523 | \$1,204,428 | \$878,002 |
| 2012 | \$869,937 | \$5,295,716 | \$0 | 0.000% | 0.00% | \$0 | \$6,380,864 | (\$525) | \$1,203,903 | \$697,412 |
| 2013 | \$216,205 | \$1,278,348 | \$87,824 | 3.090% | 0.00% | \$0 | \$6,580,118 | \$179,073 | \$1,382,976 | \$780,102 |
| 2014 | \$135,678 | \$1,817,843 | \$134,366 | 1.000% | 3.50% | \$230,302 | \$6,810,420 | \$168,223 | \$1,551,190 | \$668,569 |
| 2015 | \$54,048 | \$312,611 | \$137,147 | 1.030% | 3.50% | \$238,367 | \$7,094,237 | \$165,263 | \$1,716,462 | \$595,723 |
| 2016 | \$822,533 | \$5,072,060 | \$88,387 | 0.670% | 3.50% | \$247,248 | \$7,504,724 | \$286,319 | \$2,002,781 | \$1,444,489 |
| 2017 | \$876,206 | \$5,238,618 | \$70,315 | 0.490% | 3.50% | \$277,164 | \$7,871,888 | \$349,244 | \$2,352,025 | \$1,378,120 |
| 2018 | \$437,295 | \$2,645,701 | \$88,793 | 0.590% | 0.05% | \$40,844 | \$7,912,732 | \$249,726 | \$2,601,751 | \$816,658 |
| 2019 | \$781,414 | \$4,606,852 | \$127,721 | 0.817% | 1.85% | \$145,813 | \$8,058,547 | \$300,000 | \$2,901,751 | \$1,324,650 |
| 2020 | \$199,839 | \$1,203,919 | \$168,142 | 1.020% | 3.00% | \$292,005 | \$8,350,552 | \$460,000 | \$3,361,751 | \$1,119,866 |
| 2021 | \$118,488 | \$691,320 | \$0 | 0.000% | 3.24% | \$284,198 | \$8,634,750 | \$0 | \$3,361,751 | \$403,686 |
| 2022 | \$366,758 | \$2,101,822 | \$0 | 0.000% | 1.44% | \$130,271 | \$8,765,021 | \$0 | \$3,361,751 | \$497,020 |
| 2023 | \$400,000 | | \$641,691 | 3.750% | 3.35% | \$294,004 | \$9,059,025 | | | \$1,335,695 |
| Total | \$8,750,727 | | \$2,172,608 | | | \$3,962,968 | | \$3,361,751 | | \$17,554,050 |
| 21 Year Average | \$307,654 | | \$103,458 | | | \$174,713 | | \$160,083 | | \$855,007 |



7

General Fund Tax & Entitlement Revenue

| Revenue Segment | FY2021 Actual Increases | FY2022 Actual Increases | FY2023 Available Increases |
|-------------------------------|-------------------------|-------------------------|--|
| Newly Taxable Property | \$119,488 | \$366,758 | \$400,000 Amount not known until August |
| Inflationary Factor | \$0 | \$0 | \$641,691 |
| Permissive Medical Levy | \$0 | \$0 | ? |
| Entitlement Share | \$284,198 | \$130,271 | \$294,004 |
| Total Revenue Increase | \$403,686 | \$497,029 | \$1,335,695 |

8

JOURNAL OF SPECIAL COMMISSION WORK SESSION
May 9, 2022

| | |
|---|--|
|  General Fund Debt <ul style="list-style-type: none">• Public Safety Radios<ul style="list-style-type: none">• Debt issued: 3/27/2020; Final maturity date: 3/01/2030• Total amount of debt issued: \$1,992,461• Amount of debt outstanding as of 6/30/2022: \$1,634,496• Annual payment: \$231,570• Interest rate: 2.87%• Fire Truck Purchases (2)<ul style="list-style-type: none">• Debt issued: 12/15/2015; Final maturity date: 2/15/2026• Total amount of debt issued, \$801,098• Amount of debt outstanding as of 6/30/2022: \$296,461• Annual payment: \$77,046• Interest rate: Variable; FY 2023: 1.550% |  FY2023 Budget Drivers Budget Drivers <ul style="list-style-type: none">• Inflation<ul style="list-style-type: none">• 8.5% Consumer Price Index (CPI), March 2022 – All urban consumers• Inflationary factor in the General Fund is a three year average of the CPI divided in half• Operating increase (supplies, professional services)• Prior years have held the line in operating increases• Labor Market Adjustments<ul style="list-style-type: none">• Union contracts (2.75% to 4%)• Nonunion/ Merit increases (0% to 5%)• Non Union Wage and Classification Study• Health Insurance Adjustment• COPS Grant (hired 1 FTE, 2 to hire) |
| 9 | 10 |

Manager Doyon suggested adding court and legal to the Commission’s top priorities with regard to public safety. It was the consensus of the Commission to continue exploring its top priorities.

Manager Doyon mentioned that the Commission had expressed interest in the need for an updated growth management plan to help coordinate services that have been lagging, such as fire, police, legal, court and other services around the City. He added that there is a lot of stress across City Departments and a lack of proper resources for City staff to perform their jobs effectively.

Referring to the General Fund Revenue Increase Detail from the PowerPoint, Commissioner McKenney inquired about the unusually high increase of newly taxable property for 2010, 2016, 2017 and 2019.

Director Kinzler responded that the Downtown Tax Increment was released in 2010 and the evaluation increased because of Calumet for 2017 through 2019.

Commissioner Wolff received clarification that a cap for how much a general obligation debt can be raised changes every year, depending on the amount of incoming revenue.

Mayor Kelly pointed out that determining whether to allocate non-voted general obligation debt is decided by the Commission through a resolution. Mayor Kelly received clarification that savings from cost sharing for insurance and decreased workers compensation rates were used to reduce the amount of the Permissive Medical Levy for the FY2022 budget. He recommended using the available ARPA funds to help mitigate some of the issues facing the City. The City is a company that is subject to inflationary increases, compensation pressures, hiring and retention issues, similar to other businesses in the community.

Commissioner Tryon expressed concern that the 8.5% Consumer Price Index (CPI) increase might give citizens the impression that the City could tax them even more. He received clarification that the City’s operating expenses could potentially utilize the \$1.3 million ARPA money for projects right away. He further received clarification that the City would see the impact of ARPA funds on this year’s budget.

Director Kinzler added that every year the City’s goal is to keep the impact to taxpayers as low as possible and the past two years the enterprise funds have not had rate increases.

JOURNAL OF SPECIAL COMMISSION WORK SESSION
May 9, 2022

Commissioner Wolff commented that what the City spends now on capital improvements would save taxpayers money in the long run because of increasing costs over time.

Mayor Kelly commented that the Commission is aware of the needs and issues facing City departments from the Department Head Budget Roundtable. Two issues that stuck out were capital improvement and material needs. He inquired about the process to mitigate these issues utilizing ARPA money.

Manager Doyon responded that the Department Heads would compile a proposal consistent with the Commission's priorities.

Municipal Court Judge Steve Bolstad explained that he is becoming burnt out from working eight hours a day in addition to 24/7 with warrants. His priorities are to obtain a second judge and clerk, as well as supplies. He commented that printing costs have decreased for court because of COVID-19. He concurred with the Commission about keeping up on these things now before it becomes more of an issue later.

Manager Doyon reported that City Attorney Jeff Hindoien is currently working on a timeline for the second judge position; however, the timeline is a year out.

Mayor Kelly mentioned that there are opportunities for new software that would help reduce utilizing paper and could bring the City into the 21st Century.

Judge Bolstad responded that the Municipal and Eighth Judicial District Courts utilize FullCourt software; however, the Office of the Court Administrator (OCA) is waiting for the right time to implement a web-based software. Municipal court currently accepts electronic filings; however, there is a whole program under the OCA that could be utilized.

Commissioner McKenney explained that burnout in the workforce is nationwide and the Commission's job is to run the City and do what it can to protect City employees from burnout.

Commissioner Tryon concurred with Commissioner McKenney and he added that a part of the Crime Task Force's job was to also address the issues facing Municipal Court and needs to be a top priority. He inquired about the effect to the FY 2023 budget if the timeline for a second judge and clerk is a year out.

Manager Doyon responded that the first step would be to change the charter that allows the City to elect more than one Municipal Court Judge in November. Then a process by which the City works with the Cascade County Elections office to hold a primary for a second judge position.

City Attorney Hindoien added that the City would need to have an election in November 2022 to remove some restrictive language from the Charter and also craft an ordinance change. A second Municipal Court Judge may be able to be appointed in January 2023, until the next general municipal election. He concluded that the second half of this fiscal year's budget would fund for a second judge and clerk.

It was the consensus of the Commission to cancel the May 10, 2022 Special Work Session and present the formal budget transmittal at the June 21, 2022 Work Session.

JOURNAL OF SPECIAL COMMISSION WORK SESSION
May 9, 2022

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal special work session of May 9, 2022 at 4:15 p.m.

Department Monthly Update
April 30, 2021
Key Updates

| | |
|---|--|
| City Manager | <p>1) Attended SERC - Senior Advisory Committee review of Department of Homeland Security Grant requests in Helena.</p> <p>2) Held an afternoon retreat with the Department Head Team. Updated Department Head Team on City Commission priorities.</p> <p>3) Military: Attended MAC luncheon; Participated in Sentinel Environmental Impact Study(EIS) Brief; Attended PreK-12 Summit at MAFB. Visited with Mike Waters from Senator Daines Office.</p> <p>4) Visited with Architect to review Civic Center Court space needs.</p> <p>5) Attended Audit Committee meeting and participated in a new member interview.</p> <p>6) Held Session #3 with Emerging Leaders Program - Local Government Structure.</p> <p>7) Ongoing budget discussions related to FY23, ARPA/CARES, and Public Safety Levy.</p> |
| Deputy City Manager (IT, Clerk, Comm Specialist, Events, GFAS) | <p>Info Tech: Mapping entered into 2 agreements (with Civic Lens and KLJ Engineering). Civic Lens will be helping the City migrate to a new Geographic Information System (GIS) server platform, as the current environment is running on old hardware and needs to be replaced. KLJ Engineering was awarded a contract to survey multiple corner sections across the county boundaries, providing increased map accuracy. This will likely be a multi-year project and is funded by State Library grants. I.T. assisted GPPD with the setup of a Customer friendly kiosk, which allows the public to report crimes and issue statements online.</p> <p>Clerks: Pulled 56 Archived Office Files to assist Public Works in their research regarding Lead and Copper Revision; Organized Great Falls Original Town site Property Files.</p> <p>Animal Shelter: Hosted a successful fundraising "Barking Lot" event on April 30, which included animal adoptions, a dog show, shelter animal play dates and a yard sale. For the month of April, 55 stray animals were taken in, with 50 animals adopted, redeemed or transferred. Staff arranged for 23 spay/neuter surgeries and 37 animals were microchipped.</p> <p>Communications/Neighborhood Councils: Neighborhood Councils #3 hosted their first meeting over Facebook Live. The Secretary of NC#3 has started a mini-series podcast on KGPR that will showcase each Neighborhood Council. Hosted a Communication Team Canva Training; Canva is a high-quality, low-cost online graphic design program for print, web, and social media content production. Recorded two City Connections interviews with Tom Hazen on ARPA Grants and Tom Micuda on the City's role in Business Development.</p> <p>Events: We held 6 events in the Convention Center in April, including the return of the Ice Breaker. The Russell Museum called and notified us they would be moving from our venue to the MT Expo Park for their annual art auction. They are changing their format and mentioned the size of the venue as being the driving factor of their decision.</p> |
| Finance | <p>1) Continuing to implement Tyler Munis software for Finance and Utilities. The last module to implement is Tyler Cashiering. Working on issues with Finance and Utilities software, including issues with Tyler Cashiering, Utilities, and Finance. Utilities is having problems with electronic bills being delivered to customers. Meeting once a week with Munis about issues.</p> <p>2) Issued an Request for Proposal for Audit Services. The Audit Selection Committee and Audit Committee met to recommended the audit service contract to Anderson ZurMuehlen & Co, PC. The recommendation will come in front of the City Commission on May 3, 2022.</p> <p>3) Completed Personal and Operations Budget training with Departments.</p> <p>4) Held the Question & Answer Sessions Related to City ARPA Application Process. Helped Departments to start implementing Tier 1 ARPA projects.</p> |
| Fire | <p>Operations Division: Responded to 488 Emergency Calls for service including 6 fires total consisting of 3 structure fires, 1 grass fire, 1 vehicle/motor home fire and 1 fire in a landfill. GFFR also responded to 16 vehicle accidents and 3 hazardous materials incidents.</p> |

Department Monthly Update

April 30, 2021

Key Updates

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|--------------------------|--|
| | <p>Crews performed 2364 hours of training across four platoons. Notable training for April was crime scene preservation with the PD, technical rope rescue, wildland firefighting refresher with the DNRC, rural water supply, Motor Vehicle Accident stabilization techniques, brush truck wildland ops, citizen training academy on Thursday nights with the public.</p> <p>8 patients were transported by GFFR ambulances (Rescue 4 and Medic 1) due to no vendor ambulances available. The local ambulance vendor was not available to respond to emergencies for 26 hours for the month of April. 4 Cardiac arrest patients were treated by GFFR with 1 achieving ROSC (Return of Spontaneous Circulation). Our peak call times were between 11 am and 1 pm with Sundays showing an increase in Advanced Life Support procedures.</p> <p>Fire Prevention Division: Conducted 205 Annual Inspections, 61 Reinspections, 10 new SIC inspections, 114 fire code violations noted. The annual Safety Inspection renewals are ongoing. Followed up on 95 outstanding SIC renewals which have until May 15, 2022 to renew their SIC or be cited under Title 5 of the City of Great Falls.</p> <p>Deputy Fire Marshal Wiench and Fire Marshal McIntosh instructed a University of Providence Forensics' class on fire investigation evidence collection. In the Month of April, GFFR had 45 Inspection Testing and Maintenance reports submitted through the Online Inspections Report portal, 11 of these reports had deficiencies. Of those 11 deficiencies, 2 reports were corrected. As of this time, there are a total of 40 businesses, which have deficiencies with their life safety systems.</p> <p>GFFR staff, in conjunction with the City's Mechanical Inspector, are continuing to work with a local restaurant to repair major deficiencies with a hood vent fan.</p> |
| Housing Authority | <p>HUD Physical Inspection is taking place this week and next. Elevator Modernization at Austin Hall is now pushed back to September due to delays in the fabrication of machine and parts.</p> |
| Human Resources | <ol style="list-style-type: none">1) Currently managing the recruitment of 27 positions. Additionally, have begun recruitment for 123 short-term and temporary summer workers.2) Completed the Teamsters Pension Plan audit with a five-year look-back period.3) Reviewed the plan year data for the health insurance benefits in preparation for upcoming FY23. |
| Legal | <ol style="list-style-type: none">1) David Dennis hired as Deputy City Attorney. His first day was April 4th.2) Civil Division represented City's interests in matters such as Tyler/Munis/EnerGov software implementation issues, cable system franchise and right-of-way regulation and use structures, Human Resource / personnel matters, Great Falls Housing Authority legal matters, defense of both driver's license suspension appeals and appeals of Municipal Court convictions in District Court, coordination and assistance with litigation matters referred to outside counsel, ongoing assessment of City's position relative to regulation of adult-use marijuana, further discussions regarding the City's position relative to the City-County Board of Health "governing body" issue, and assisting departments with upcoming proposed OCCGF revisions and contracts.3) Civil Division prepared for and assisted the City Commission with conducting an administrative appeal of an unprocessed SIC, and final adoption of the Social Host ordinance.4) Civil Division processed 166 record requests. Delivery of requests transitioned into certified email delivery whenever possible instead of printed (previous primary method). Email delivery recipients will also no longer be charged an additional fee. This will cause a nominal loss of fee revenue, but will free up staff time and be a better service to citizens requesting reports.5) Criminal Division prosecuted/resolved over 1072 cases, processed 221 deferred prosecution agreements, and prepared 916 subpoenas for witnesses to attend trials and hearings. |

Department Monthly Update
April 30, 2021
Key Updates

| | |
|---|--|
| Library | <p>1) We are continuing work on the creation of the Library Master Plan. Our consultants will be in Great Falls May 1st through May 4th. The MMW architects will be assessing the Library building and our use of space. The Rethinking Library staff will be conducting a variety of focus groups to gather feedback from staff, community leaders, Library partners and patrons.</p> <p>2) Stage one of the project to transition the Library to a Radio Frequency Identification security and inventory system is complete. All of the Library's circulating materials (over 130,000 items) have been tagged and encoded. The new security gates and self-checks are installed and working great! The new staff software is installed and staff have been trained. Staff and patrons are loving the efficiency and speed of the new system. In Stage two of the project, we will purchase and install an automatic materials handler.</p> <p>3) In addition to the \$5,000 previously provided by the Cross Family Foundation, the Community Development Block Grant review committee has approved funding for the Story Walk project. We are ordering 35 StoryWalk posts. The permanent StoryWalk will be installed in a loop around Gibson Park by August of 2022. The last Story Walk post will contain Library information including hours, program information, a map showing the location of the Library and a message saying "Thanks for enjoying our Story Walk. Follow the FOOTPRINTS three blocks to the Library and even more Stories!" The footprint painting will be done as part of ARTSFEST 2022. Professional artists, trained volunteers and community youth will use stencils of animal feet to paint footprints leading from Gibson to the Library. The Library plans to partner with ARTSFEST to annually refresh the painting as part of the downtown celebration.</p> <p>4) Friends of the Library Book Sale is scheduled for May 12th to 14th from 10:00 am to 5:00 pm each day.</p> <p>5) The Great Falls Public Library will honor the memory of longtime staff member Kathy Wight by renaming the Kids' Place play area Kathy's Corner. The Kathy's Corner Ribbon Cutting Ceremony will be held on Tuesday, May 10 at 10:00. Comfortable new furniture and improvements have been made possible by generous donations in Kathy's honor, as well as by support from the Great Falls Public Library Foundation.</p> |
| Park and Recreation | <p>1) Great Falls Park and Recreation hosted the annual Montana Trails, Recreation and Parks Association (MTRPA) Conference, April 3 - 6.</p> <p>2) Annual Easter Egg Hunt, April 16 in Gibson Park hosted by Steel Etc. and Park and Recreation and Ice Breaker Road Race, April 24.</p> <p>3) Registration for summer camps, lessons and programs opened at the Community Rec Center April 19.</p> <p>4) Installed the irrigation around the new restrooms at Lions Park and Oddfellows Park.</p> <p>5) Painted pavilion and restrooms at West Kiwanis Park.</p> |
| Police | <p>1) Began meeting with the Montana ANG regarding the open house/air show that will occur in July, 2022.</p> <p>2) Celebrated Public Safety Telecommunicators Week, which culminated in several dispatchers receiving awards for their exemplary performance.</p> <p>3) The Police Gala occurred during the month. While it is not a city function, it was the largest Gala to date, and a significant funds were raised for the Police Community Foundation, which in turn supports the Police Department.</p> <p>4) PHD candidate Hanna Van Every completed her research and provided a presentation on the Capstone Project. She had been imbedded with our agency over the past several months conducting research for her degree completion.</p> |
| Planning and Community Development | <p>1) hired Cindy Sikes and Kayla Kryzsko to fill two of our three permit technician positions. They are doing very well in their initial training and have even spent some time out in the field with the inspectors. We have also promoted our third Permit Technician (Amber Johanneck) to be a Plans Examiner as of May 1st. Amber will continue to help train the new permit technicians over the next month as she transitions into her new role as Plans Examiner.</p> |

Department Monthly Update

April 30, 2021

Key Updates

| | |
|---------------------|---|
| | <p>2) With the increase in permit and construction activity, and with the size and production speed some projects are requiring, we are evaluating hiring 3rd party inspection assistance for the first time. Some projects are working 7 days a week and we cannot keep up with current staff levels. One contractor has proposed hiring a 3rd party inspection service at their expense. We are working through the implications of that now.</p> <p>3) We are finalizing a contract with a 3rd party engineering firm to help perform development review/construction oversight of private development projects in the city while we recruit for the recently vacated Sr. Development Review Engineer position.</p> |
| Public Works | <p>PW Admin: Asset Manager provided training to Utilities and PWA to implement Request module. Participated in Budget entry training. Interviewed an external candidate for City Engineer.</p> <p>Engineering: Coordinating development review in the absence of the review engineer. Engineers and Inspectors have completed reviewing and commenting on all of the City standard detail drawings in preparation for a periodic update.</p> <p>Water Plant: The Plant continues to operate at 7 to 8 Million Gallons per Day to sustain the City of Great Falls. Sed basin 1 repaired and back into service. Plant cleaning and organization continues; additional alarms brought in from Gore Hill</p> <p>Utilities: 1 water main break repair; verify leak on 1 service line; 1 gate valve replaced; 2 gate valve repairs; 1 hydrant repair; 2 water main taps; 1 meter pit replacement; 1 main break prep for asphalt; 1 sewer repair prep for asphalt; Redid drainage on drying beds at water plant; 288 hydrants winter checked; 45 gate valves checked; 193,842 ft. sewers cleaned; 255 inlets cleaned.</p> <p>Central Garage: Building new patrol cars, installing new brooms on sweepers, conducting minor repair work.</p> <p>Street: has been patching potholes, grading alleys and has started the Spring sweeping schedule.</p> <p>Traffic: has been repairing sign knockdowns, performing signal maintenance and traffic studies.</p> <p>Environmental: Submitted renewal application (NOI) for MS4 program; made necessary adjustments in order to mitigate issue with recent employee turnover; began conducting annual FOG inspections; completed wet weather MS4 sampling event.</p> <p>Sanitation: welcomed Riley Weaver to crew on 4/25/22. Still seeing increase in residential customers. Added 11 more customers just on Wednesday, April 27.</p> |



Finance Department Memorandum

To: Greg Doyon, City Manager; City Commission; Members of the Investment Committee

From: Kirsten Myre, Deputy Finance Director

Date: April 27, 2022

Re: Total Cash and Investments as of March 31, 2022

The City of Great Falls' total cash and investments at the end of March 2022 was \$111,360,173.75. This included cash in bank accounts of \$16,309,872.25. Total cash and investments increased from \$110.2 million in February to \$111.4 million at the end of March. However, the General Fund cash balance decreased from \$7.7 million in February to \$6.9 million in March. This is a normal trend of the General Fund cash balance until second-half property tax payments are received in June. The graphs for the City's total cash and investments as well as the General Fund specifically are on the next pages. Cash balances in all funds are monitored on a monthly basis.

Also on the next page is the summary of the City's total cash and investments. The maturity dates of the City's investments run through December 31, 2022, which falls within the 5-year statutory limitation. The investments in the Montana Board of Investments (STIP) and US Bank Insured Cash Sweep (ICS) are liquid and may be called at any time.

The City's investment policy specifies the percentage the City of Great Falls must have of the different types of instruments allowed by state statute. The chart below lists those percentages compared to the City's investments as of March 31st.

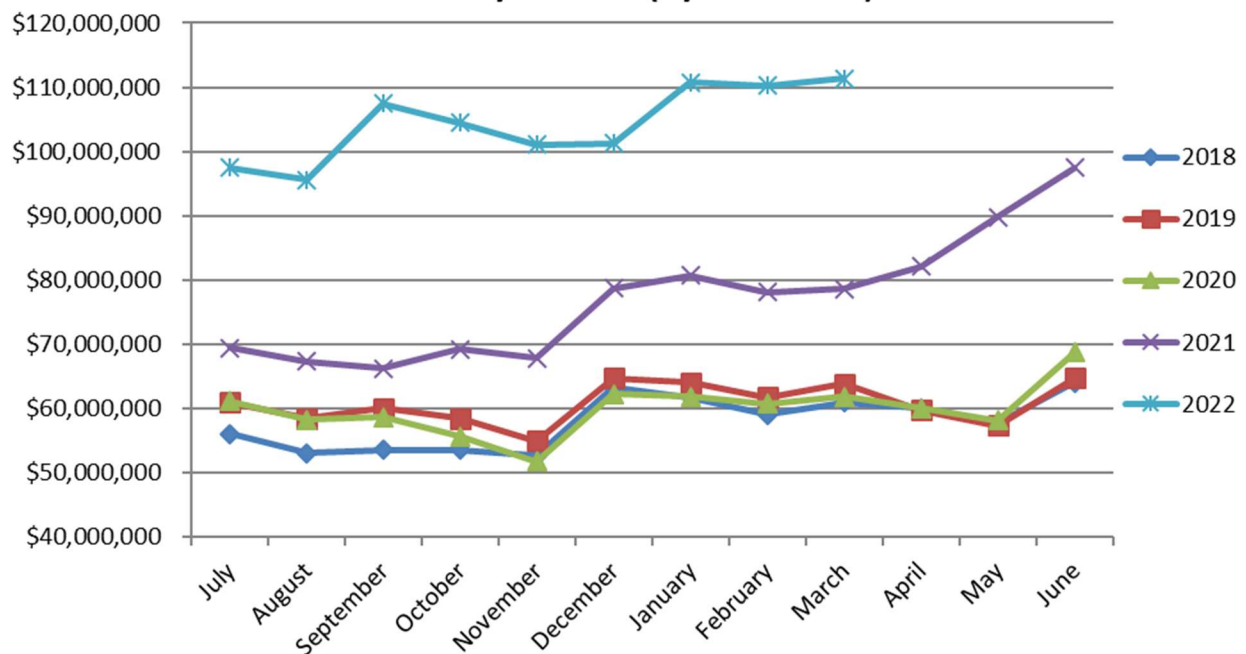
| Issuer category | Minimum % | Maximum % | City's Investments % as of March 31, 2022 |
|---|--------------|-----------|--|
| Master, savings, and ICS accounts | 20% combined | 100% | 98.68% |
| State STIPs | | 100% | |
| Money Market/Repurchase Agreements | | 100% | |
| Direct Obligations of the U.S. which includes Treasury Notes and Bills | 0% | 80% | 1.32% |
| Obligations of agencies of the U.S. | 0% | 30% | 0.00% |

Compared to previous years, total cash and investments is at a higher level. The higher levels can be attributed to receipt of American Rescue Plan funding and bond funding from the Park Maintenance District and Downtown Tax Improvement District. These monies account for over \$27 million included in our total cash and investments.

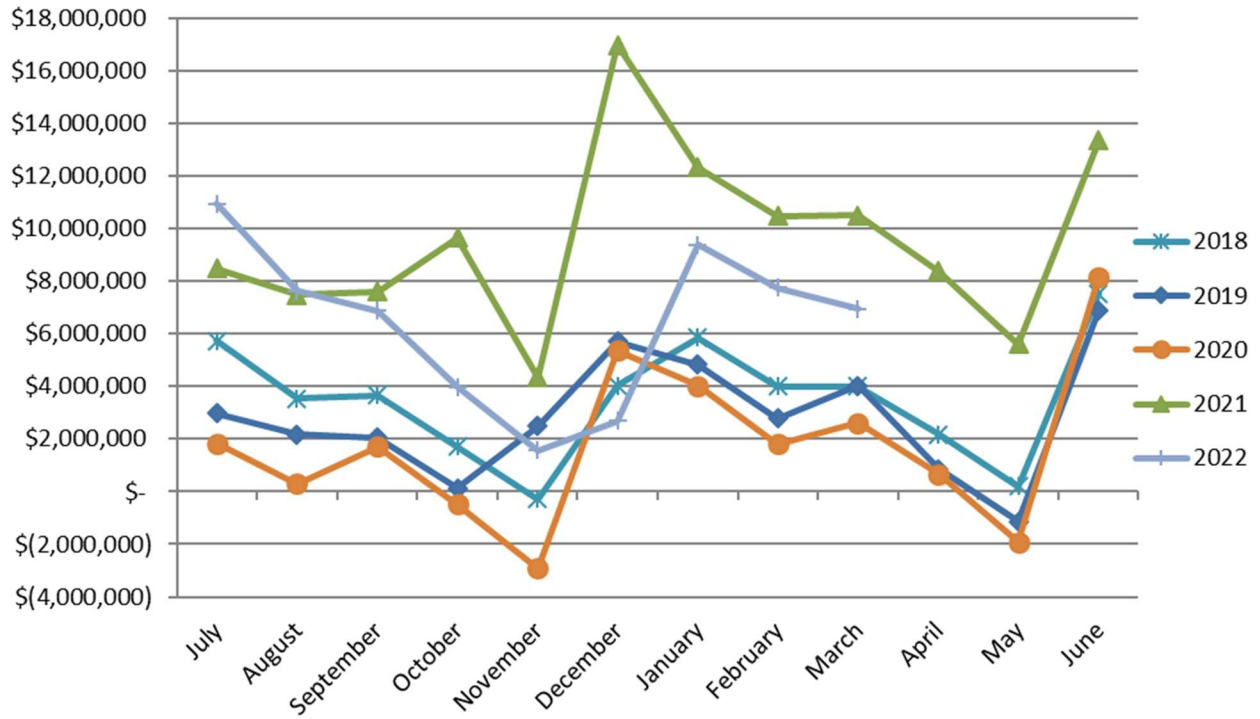
**City of Great Falls
Total Cash & Investment Summary
March 31, 2022**

| Description | Rate | Due Date | Principal Cost | Market Value |
|--|--------|------------|--------------------------|--------------------------|
| US Bank Investments | | | | |
| US Treasury Note | 1.750% | 4/30/2022 | 241,894.23 | 250,302.00 |
| US Treasury Note | 1.750% | 5/31/2022 | 246,113.28 | 250,560.00 |
| US Treasury Note | 1.750% | 5/31/2022 | 249,453.13 | 250,560.00 |
| US Treasury Note | 2.125% | 6/30/2022 | 244,457.50 | 250,957.00 |
| US Treasury Note | 1.625% | 8/31/2022 | 240,742.19 | 250,683.50 |
| US Treasury Note | 2.125% | 12/31/2022 | 245,390.63 | 251,289.00 |
| Insured Cash Sweep | | | 66,605,178.03 | 66,605,178.03 |
| Total US Bank Investments | | | 68,073,228.99 | 68,109,529.53 |
| State of Montana Short Term Investment Pool (STIP) | | | | |
| | 0.194% | | 26,977,072.51 | 26,977,072.51 |
| Total Investments | | | 95,050,301.50 | 95,086,602.04 |
| Cash on Hand, Deposits in Bank | | | 16,309,872.25 | 16,309,872.25 |
| Total Cash and Investments | | | \$ 111,360,173.75 | \$ 111,396,474.29 |

**Total Cash & Investments
Monthly Balance (by Fiscal Year)**



General Fund Monthly Cash Balance (by Fiscal Year)



If you have any questions, please feel free to contact me at (406) 455-8423 or kmyre@greatfallsmt.net.