



The Weekly Update – July 14, 2022

Attachments:

1. Journal of Special City Commission Work Session, June 28, 2022
2. Journal of Special City Commission Work Session, June 29, 2022
3. Department Monthly Update, June, 2022

JOURNAL OF SPECIAL COMMISSION WORK SESSION
June 28, 2022

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Special City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 5:00 PM

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

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; Deputy City Attorney David Dennis and Paralegal Robin Beatty; Finance Director Melissa Kinzler, Deputy Finance Director Kirsten Myre, Grant Administrator Tom Hazen, and Budget Analyst Andrea McCracken; Human Resources Director Gaye McInerney; Municipal Court Judge Steve Bolstad, Court Supervisor Morgan Medvec and Clerk Shana Chapman; Planning and Community Development Director Craig Raymond; Park and Recreation Director Steve Herrig; Public Works Director Paul Skubinna; Youth Services Librarian Rae McFadden; Police Chief Jeff Newton; Fire Chief Jeremy Jones; and Deputy City Clerk Darcy Dea.

Mayor Kelly announced that he would be leaving at approximately 5:45 because of a prior commitment.

PUBLIC COMMENT

None.

1. 2023 BUDGET WORK SESSION-CONTINUATION FROM JUNE 21, 2022.

City Manager Greg Doyon mentioned that there is no easy way to tackle the City Budget, except to have a robust discussion and for the Commission to ask City staff any specific questions or concerns that it had from the June 21, 2022 Work Session. He reiterated that the FY 23 Budget is different than prior years because of ARPA and CARES funds.


Finance Director Melissa Kinzler referred to pages 11-15 of the Fiscal Year 2023 Proposed Budget Book and noted that Resolution 10460 is the Annual Budget Resolution that the Commission would adopt as required by Montana Code Annotated (MCA). She referred to page 18 of the Fiscal Year 2023 Proposed Budget Book and explained that the total amount for the 2023 proposed budget includes all funds combined. The expenditures exceed the revenues because the fund balance is being utilized to offset capital improvements and the general fund for operations.

Commissioner Wolff pointed out that another reason the expenditures exceed the revenues is because the City did not take increments the last two years due to COVID-19 and being thoughtful of citizens ability to pay those taxes.

Finance Director Melissa Kinzler and Deputy Finance Director Kirsten Myre reviewed and discussed the following PowerPoint:

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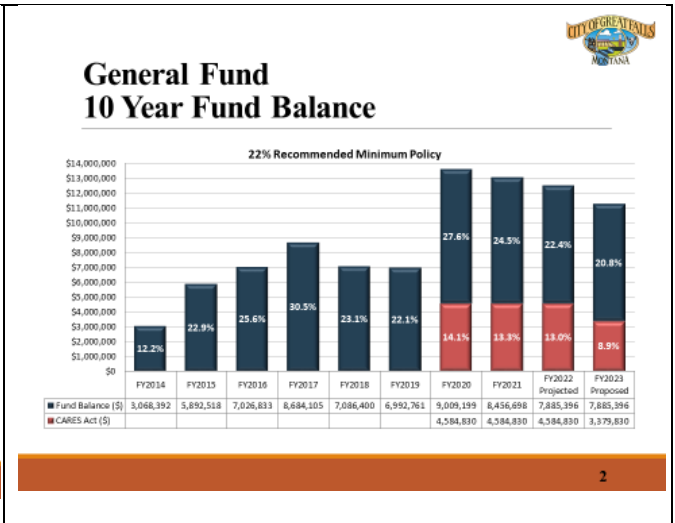



City Commission Budget Work Session


Fiscal Year 2023

June 28, 2022

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- ## FY24 Outlook
- Undesignated Fund Balance Management
 - No new anticipated debt
 - Unknown Economic Condition – Recession?
 - Operations
 - Probationary Firefighters
 - Police Department COPS Grant
 - Crime Task Force Recommendations
 - Newly negotiated CBAs
 - Recreation Center operations
 - Second Municipal Judge
 - Legislative Session
 - Assessments
 - CI-121
 - Tax Appeals
- 3**





CARES Request

- 2 requests from Great Falls Development Authority for a total of \$5,400,000 of CARES Act


CARES balance prior to FY2023	\$ 9,018,012
CARES use in Proposed FY2023 Budget	(\$ 1,677,000)
CARES balance after FY2023 Proposed Budget	\$ 7,341,012
GFDA Request – Loan Capital for Milwaukee Station	(\$ 1,400,000)
GFDA Request – Loan Capital for Housing	(\$ 4,000,000)
CARES balance	\$ 1,941,012

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- ## Other CARES Options
- Pay off General Fund debt to create capacity
 - Public Safety Radios \$1,449,837 frees up \$231,570 annually
 - Fire Truck \$223,727 frees up \$77,000 annually
 - Cost overruns from ARPA projects – TBD
 - Court/PCD relocation
 - Police Evidence Building
 - Fire Station deferred maintenance & improvements
 - Mansfield Theater & Convention Center
- 5**

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- ## General Fund Revenue Growth
- Tax cap under MCA 15-10-420
 - Inflationary factor – ½ of 3 year average inflation
 - Permissive Medical Levy
 - Newly Taxable Property
 - Tax rate depends on type of improvement
 - As of January 1st, delays tax base growth
 - Tax Abatements
 - TIF Districts
 - Tax Appeals
 - Non-profits
 - Legislature
 - Entitlement Share
 - Annual increase depends on State revenue and CPI
- 6**

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General Fund Tax & Entitlement Revenue

Reference: General Fund Revenue Increase Detail

General Fund Revenue Segment	FY2021 Actual Increases	FY2022 Actual Increases	FY2023 Proposed Increases	Impact to Households
Newly Taxable Property	\$ 119,488	\$ 366,758	\$ 400,000 <small>Amount not known until August</small>	N/A
Inflationary Factor	\$ 0	\$ 0	\$ 641,691	\$100,000: \$8.36 \$200,000: \$16.72
Permissive Medical Levy	\$ 0	\$ 0	\$ 248,305	\$100,000: \$3.23 \$200,000: \$6.47
Entitlement Share	\$ 284,198	\$ 130,271	\$ 294,004	N/A
Total Revenue Increase	\$ 403,686	\$ 497,029	\$ 1,584,000	


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Proposed Rate, Assessment and Fee Adjustments

Department	Division	FY2023 Adjustment	Prior 2 Years Adjustments
Utility	Public Works Water	5%	0%
Utility	Public Works Sewer	5%	0%
Utility	Public Works Storm Drain	5%	0%
Utility	Public Works Sanitation - Commercial	10% (May '22)	0%
Utility	Public Works Sanitation - Residential	10% (May '22)	0%
Assessment	Park & Rec Natural Resources – Boulevard	12%	0%
Assessment	Park & Rec Portage Meadows	5%	0%
Assessment	Park & Rec Park Maintenance District	0%	0%
Assessment	Public Works Street Maintenance	0%	0%
Assessment	Special Districts Street Lighting Districts	4.5%	- 1.0%

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History of Rate/Assessment Increases

Division	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023 Proposed
Water	10%	0%	5%	5%	0%	0%	5%
Sewer	3%	0%	2%	2%	0%	0%	5%
Storm Drain	10%	0%	10%	5%	0%	0%	5%
Sanitation Commercial	0%	5%	0%	7.5%	0%	0%	10% (May '22)
Sanitation Residential	0%	0%	5%	7.5%	0%	0%	10% (May '22)
Boulevard District	0%	7%	3%	5%	0%	0%	12%
Portage Meadows	0%	0%	7%	5%	0%	0%	5%
Park District	-	-	New	0%	0%	0%	0%
Street Maintenance	0%	0%	0%	0%	0%	0%	0%
Street Lighting	- 18%	- 1%	0%	0.5%	- 4%	- 1%	4.5%

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Commissioner McKenney received clarification the majority of the \$1.2 million CARES funds would be utilized for the personnel and operating services for the Police and Fire Department. He further received clarification that if an entity appeals its taxes, the County puts 100 percent of the tax appeal in a special fund until the actual tax appeal is completed.

Director Kinzler commented that taxable valuation of a property depends on the location, whether it has a tax abatement, if it is a nonprofit and timing. She added that the Milwaukee Station was already given a tax abatement and was eligible for CARES funds.

Grant Administrator Tom Hazen explained that the proposals from the Great Falls Development Authority (GFDA) for loan capital was a revolving loan fund for infrastructure expansion and would not be eligible for ARPA funds. The infrastructure element, expanding, and hoping that development will occur is prohibited by ARPA, Clean Water Act and Drinking Water Act. There is more flexibility allocating CARES funds and would be an asset to GFDA, as well as the City.

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Commissioner Tryon received clarification that the City received two requests from GFDA for loan capital for housing and the Milwaukee Station; however, there have been numerous inquiries from City Departments about the implementation.

Commissioner Wolff inquired about where NeighborWorks Great Falls is with regard to the Baatz Building, as well as some of the things it does for housing.

Grant Administrator Hazen responded that Neighborworks has identified a couple of programs that they are submitting applications for under the sub awards with the City; however, the Baatz Building is not a part of that. The Baatz Building is working with Community Development Block Grant (CDBG) and other funding.

Mayor Kelly received clarification that the GFDA request for loan capital for the Milwaukee Station and for housing would both stay within GFDA when it is repaid and the loan capital for housing would include all housing. Referring to the ARPA/CARES Funding proposals Memo, Mayor Kelly commented that there are three opportunities to consider funding whether it is a GFDA project, City project, a utility rate adjustment, or a combination of all three. He explained that the GFDA request is not “all or none” and is a request that is hearty, bold and deserves further conversation.

Commissioner Tryon received clarification that if the Commission chose to allocate funds from CARES to an outside entity, there would have to be an adjustment in this year’s budget.

City Manager Doyon explained that if the City were to utilize all of the allocation, there would not be enough to accomplish projects for Municipal Court, Planning and Community Development and additional office space. He further explained that the utility funds have an unscheduled development section that the City has historically used specifically to have a funding source when there was a new project that was developed, but not planned. He commented that setting the utility rates could bolster that fund in such a manner that the City would have more discretionary use to assist in development infrastructure as it occurs throughout the year.

Planning and Community Development Director Craig Raymond referred to a June 24, 2022 Memo regarding ARPA/CARES Funding proposals that included the following:

- Proposal 1: Reimbursement Fund approximately \$250,000 to \$500,000 would be set aside to serve as a reimbursement/subsidy fund to offset permitting or review expenses for housing or housing subdivision construction within the Great Falls city limits and to prioritize low-income and/or workforce housing.
- Proposal 2: Belleview Palisades Storm Water Improvement Project.
- Proposal 3: North End Storm Water Treatment Expansion.
- Proposal 4: South End Infrastructure Expansion to New NeighborWorks Development.

Mayor Kelly expressed appreciation to City staff for their efforts, as well as GFDA for making a request and noted that the goal is to help with housing issues in the City. He suggested considering the GFDA

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requests, funding proposals from the June 24, 2022 Memo and a utility impact fee to assist with the cost of infrastructure.

Mayor Kelly left at 5:45 p.m. and turned the meeting over to Mayor Pro Tempore Wolff.

Mayor Pro Tempore Wolff commented that even though there may not be a lot of money coming into the General Fund Budget, there is money going into the community as a whole in other ways.

Commissioner Tryon received clarification that the City pays 85 percent for health insurance premiums and the total increase in the General Fund for the City was \$248,305.

Commissioner McKenney received clarification that the City receives approximately 26 percent of residential property tax and the majority goes to state and local schools, Cascade County and the Transit District.

Mayor Pro Tempore Wolff suggested adding the part-time communication position back into the budget proposal. She added that communicating all of the positive things that the City is doing is critical.

Commissioner Tryon commented that the City does a remarkable job with communication and it is important; however, accessing information is available to the public and is their responsibility to obtain it. He expressed opposition with regard to adding new employees or positions because citizens do not want a tax increase.

City Manager Doyon responded that the needs of the prosecutors, Legal Department and Municipal Court need to have the appropriate administrative posture to support those offices to do the job effectively. There has to be a level of mutual understanding in order for the community to understand the budget process.

Commissioner McKenney concurred with Mayor Pro Tempore Wolff's suggestion about considering adding the part-time communication position back into the budget proposal.

Deputy City Manager Chuck Anderson explained that he did not approve the part-time communication position from the above and beyond requests because of public safety and judicial department needs. He further explained that Communication Specialist Lanni Klasner informed him that the number of followers on the City's Facebook page has grown. The City is currently communicating and providing information via Facebook, radio interviews, press releases, as well as other avenues and is receiving responses from the public. He added that he would like to take the summertime, since several Neighborhood Councils are not meeting, to explore how the City can refocus on things that are coming up in the future and to utilize Communication Specialist Klasner more with the strategic piece of major projects.

Mayor Pro Tempore Wolff replied that she is content, for the time being, holding off adding the part-time communication position to the budget proposal after hearing Deputy City Manager Anderson's explanation.

Municipal Court Judge Steve Bolstad commented that with an increase in police, prosecution and another judge, the court could potentially recoup some of the \$4.9 million worth of the 6,800 outstanding warrants. The prosecution office is short-staffed and the two prosecutors often work nights, weekends and take their job very seriously; however, sometimes things fall through the cracks.

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Mayor Pro Tempore Wolff inquired what City staff needs from the Commission prior to the June 29, 2022 Special Work Session.

City Manager Doyon responded that the Commission determine whether it wants to use the Inflationary factor, Permissive Medical Levy, as well as the use of ARPA, CARES and fund balance. If the Commission does not take the Inflationary factor, every above and beyond request would be eliminated and would require significant adjustments in the budget, unless it is offset by fund balance.

Mayor Pro Tempore Wolff received clarification that the manager recommended above and beyond has already been incorporated into the budget.

It was the consensus of the Commission to continue the budget discussion at the June 29, 2022 Special Work Session.

ADJOURN

There being no further discussion, Mayor Pro Tempore Wolff adjourned the informal special work session of June 28, 2022 at 6:43 p.m.

JOURNAL OF SPECIAL COMMISSION WORK SESSION
June 29, 2022

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Special City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 4:05 PM

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

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; Deputy City Attorney David Dennis; Finance Director Melissa Kinzler, Deputy Finance Director Kirsten Myre, Grant Administrator Tom Hazen, and Budget Analyst Andrea McCracken; Human Resource Director Gaye McInerney; Municipal Court Judge Steve Bolstad; Planning and Community Development Director Craig Raymond; Park and Recreation Director Steve Herrig; Public Works Director Paul Skubinna; Library Director Susie McIntyre; Police Chief Jeff Newton; Fire Chief Jeremy Jones; and Deputy City Clerk Darcy Dea.

PUBLIC COMMENT

Donna Williams, 2916 2nd Avenue North, expressed support of completing the new indoor swimming pool as soon as possible. She further expressed support of being taxed the maximum amount if the City considers the contingencies of utilizing more sustainable energy sources, such as, solar panels and electric cars for the police department.

1. 2023 BUDGET WORK SESSION-CONTINUATION FROM JUNE 21, 2022.

City Manager Greg Doyon explained that whether or not the Commission uses the Inflationary Factor and Permissive Medical Levy needs to be determined. If the Commission does not want to use these revenues, it will require a manager budget resubmission to the Commission.

Mayor Kelly reiterated that the Inflationary Factor and Permissive Medical Levy have not been utilized the past couple of years due to COVID-19; however, eventually those funding sources need to be utilized. He commented that City staff has provided sufficient information about the outcome if the City does not take the two increases.

Commissioner Wolff commented that the City would not be able to move forward if the Inflationary Factor and Permissive Medical Levy are not used now.

Commissioner McKenney explained that the City is limited in its funding options from user fees and only 26 percent of the local property tax revenue. Currently there are health and safety issues that need funding and using the Inflationary Factor and Permissive Medical Levy is one way to meet those needs now.

Commissioner Tryon commented that his role as a Commissioner is to represent the tax payers of Great Falls and citizens are unhappy about increasing property taxes. However, he supports utilizing the Inflationary Factor and Permissive Medical Levy because he trusts City Manager Doyon and the

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Department Heads' judgement, the City has not increased taxes the past two years and to prevent the elimination of City staff or services.

It was the consensus of the Commission to utilize the Inflationary Factor and Permissive Medical Levy in an attempt to get the City back on a fiscally responsible direction.

Mayor Kelly proposed combining the utility fees on unscheduled development, ARPA/CARES funding proposals from the June 24, 2022 Memo and Great Falls Development Authority's (GFDA) CARES request for discussion as soon as possible.

Mayor Kelly suggested setting aside \$100,000 to explore pursuing the part-time communication position for Neighborhood Councils.

Commissioner Tryon commented that he trusts City Manager Doyon's recommendation to hold off pursuing the position until January 2023.

Commissioner Wolff expressed concern with regard to waiting until January 2023 because there are several important things that need to be communicated to the public now. She suggested that the Manager's office advise the Commission as to what the plan for increased communication would be between now and January 2023.

Commissioner McKenney commented that communication is important; however, is not vital at this point because information is currently available for citizens to access.

It was the consensus of the Commission to hold off pursuing the part-time communication position until January 2023.

After a brief discussion, Manager Doyon commented that a consolidated list of ARPA and CARES with current fund balances, as well as a summary of development incentives would be provided to the Commission prior to the July 5, 2022 Work Session.

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal special work session of June 29, 2022 at 4:42 p.m.

Department Monthly Update
June 30, 2022
Key Updates

<p>City Manager</p>	<p>Budget, Budget, Budget! - Department proposals, staff review, and development for City Commission presentation. Heard a grievance from IAFF Local #8 and found in their favor. Met with outgoing PWD Skubinna weekly to receive a division by division overview of operations before his departure. Met with MAFB Officials regarding a potential joint project for water line looping. Met with Helena officials to discuss a possible joint project. Attended Mike Kardoes' funeral (Livingston City Manager). Attended MMIA Board meeting in Helena - prepared review of CEO. Hosted Missile Community Connection. Held Session #5 Emerging Leaders, topic: Policy Development. Met with MTDOT's Jim Wingerter about community engagement. Turned 53 (It's the new 40!)</p>
<p>Deputy City Manager (IT, Clerk, Comm Specialist, Events, GFAS)</p>	<p>Info Tech: I.T. completed an upgrade of its Document Management System, Maxxvault. The software is now called Vasion and will introduce new features like electronic signatures and form building. Even better news, the City receives these new features at no additional cost. It was a free upgrade. Mapping completed moving its ARCGIS Enterprise software to new servers. This was needed as the former servers were almost out of warranty. This task will not need to be completed again for at least 5 years.</p> <p>Clerks: Provided Administrative Support for 4 additional Commission meetings, a Planning Advisory Board/Zoning Commission meeting, and AV support for 2 ARPA Application Q&A Sessions; and processed 22 public records requests in June.</p> <p>Animal Shelter: Currently 179 animals in care at the shelter with 131 taken in this month and 71 adopted, redeemed or transferred. Staff arranged for 25 spay/neuter surgeries and 33 animals were microchipped. Volunteers provided 77 hours of enrichment time for the animals.</p> <p>Communications/Neighborhood Councils: NC: Developed promotional materials for NC#8 and NC#5 ice cream socials. NC#3 Secretary recorded and aired on KGPR another episode of "Your Neighborhood Councils" with NC#4 Chair Sandra Guynn. NC# 1, 2, 3, and 6 have suspended meetings over the summer months due to the GFPS summer break. Special meetings will be called if needed.</p> <p>Communications: Created, printed, and distributed "How the City Communicates" flyers and rack cards. Launched and promoted the City's redesigned website. In conjunction with IT, collected and helped create department keywords for the website (ongoing). Compiled annual stats on the website and Facebook page. Developed press releases, social media, and web posts for 4th of July activities and safety reminders. Recorded City Connections interview with the Animal Shelter. Provided communications support for Fire, Library, Finance, Park and Rec, and Planning.</p> <p>Events: The Montana East/West Shrine Game banquet was held in the Convention Center. The Mansfield box office also sold tickets to the East/West football game which was held at Great Falls High School. The Event's staff along with volunteer ushers sold game tickets at the stadium and sat over 3100 people very quickly and efficiently with no long lines or delays. Hosted the Great Falls Municipal band (celebrating its 129th year) with a free patriotic concert in the Convention Center.</p>
<p>Finance</p>	<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 and proration of sanitation services. Having issues with Utility Customer Services balances in UB Central.</p> <p>2) Completed and help present the FY 2023 Proposed City Wide Budget.</p> <p>3) Held last Question & Answer Sessions Relating to City ARPA Application Process. Helped Departments to start implementing Tier 1 ARPA projects.</p>

Department Monthly Update
June 30, 2022
Key Updates

Fire	<p>Operations Division: 1) GFFR responded to 565 Emergency calls for service including 6 Fires. This total consisted of 3 structure fires, 2 vehicle fires and 1 grass fire. Also responded to 17 vehicle accidents and 11 hazardous materials incidents.</p> <p>2) Crews performed 2369.30 hours of training across all four platoons. Notable training for June was rural water supply, 1st ever Rural Fire Academy, vehicle extrication, drug endangered children with GFPD, mega codes EMS training, graded structural drills on commercial buildings and rescue task force with local law enforcement.</p> <p>3) Conducted training with MAFB and MANG with regard to MCI Triage in preparation for the airshow.</p> <p>4) 3 patients were transported by GFFR ambulances (Rescue 4 and Medic 1) due to no vendor ambulances available in June (2022). 5 Cardiac arrest patients were treated by GFFR with 2 achieving ROSC (Return of Spontaneous Circulation). Our peak call times were between 4 pm and 5 pm with Sundays still showing an increase in ALS procedures.</p> <p>5) 68 Advanced life Support medications were administered by GFFR paramedics for conditions such pain control, advanced cardiac life support, cardiac arrest, heart attacks, nausea, breathing difficulties and seizures . 102 Advanced life Support procedures to include, advanced airway placements, cardiac monitor assessments, vascular access and intraosseous access procedures.</p> <p>Fire Prevention Division: 1) Conducted 310 Annual Inspections, 53 Reinspections, 15 new SIC inspections, 190 fire code violations noted, and 105 fire code violations corrected. 1 fire alarm system accepted, 1 fire sprinkler system accepted. Occupancy load assessments were conducted.</p> <p>2) Worked with the organizers of the Boy Scout Expo to make sure that the event would be held safely at the Fair Grounds. The FPB also conducted site inspections for the Expo.</p> <p>3) Through the online reporting site (IROL) GFFR had 100 reports submitted, 20 of these reports had deficiencies. Of those 20 deficiencies, 5 reports were corrected. As of this time, there are 41 businesses, which have deficiencies with their life safety systems.</p> <p>4) The annual Safety Inspection renewals are completed, all businesses renewed for 2022. There are still 3 outstanding SIC's from 2021, Blue Cross Blue Shield, Panda Express and The Gillespie Agency.</p> <p>5) Civic Center occupancy load was evaluated for construction and events at the Mansfield Center.</p>
Housing Authority	<p>The contract for Parkdale lighting project has been awarded and work will begin when materials arrive. We still have to secure a contractor on the 6-plex remodel, however, we have two that are interested and they have picked up work plans. Staffing is still an issue and we continue to interview interested candidates.</p>
Human Resources	<p>1) Currently managing the recruitment of 37 regular positions.</p> <p>2) Processed FY23 benefit premium rates for health and welfare benefits for approximately 550 eligible employees and retirees.</p> <p>3) Processed FY23 bargained increases for approximately 375 union employees.</p>
Legal	<p>1) Civil Division represented City's interests in matters such as Tyler/Munis/EnerGov software implementation issues, 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, prosecution of Code Enforcement criminal cases in Municipal Court, coordination and assistance with litigation matters referred to outside counsel, addressing the First United Methodist Church encampment issue via PCD and legal action, further discussions and agenda material preparation regarding the City's position relative to the City-County Board of Health "governing body" issue, continuing efforts to resolve the real property title issues for the closing of the sale of the Pasta Montana property, continuing efforts to finalize the plat and easement documents necessary for the closing of the City's property exchange transaction with Independence Bank, assisting departments with upcoming proposed OCCGF revisions, and assisting departments with contract reviews/approvals.</p>

Department Monthly Update

June 30, 2022

Key Updates

	<p>2) Civil Division began preparation of the Municipal Court Charter Amendment and Marijuana Regulation Ballot Referendum for upcoming City Commission hearings.</p> <p>3) Civil Division processed 136 record requests.</p> <p>4) Criminal Division prosecuted/resolved over 829 cases, processed 100 deferred prosecution agreements, and prepared 934 subpoenas for witnesses to attend trials and hearings.</p>
Library	<p>1) We partnered with Belt Public Library and Wedsworth Memorial Library to apply for Cascade County ARPA funds. We requested \$160,000 to expand the Belt Public Library to include a meeting room (with equipment for online meetings), storage closet and ADA accessible bathroom. We requested \$6,000 to upgrade the Wedsworth Library with AC/Heating ducting in their vestibule, a canopy over their front doors and UV protective shades for their windows. We requested \$80,000 to upgrade the Great Falls Public Library 3rd floor air handler and \$20,000 to replace our front door. Grants are expected to be awarded on July 12, 2022.</p> <p>2) Through their ARPA Broadband funding, the Montana State Library is supporting a project to upgrade the network cabling throughout the Great Falls Public Library. Contractors started installing the new cabling on June 20th. The second phase of the cabling project will involve switching our network to the new cabling. Additionally our eRate proposal to upgrade our copper connection to high-speed fiber has been approved. Federal eRate funds will pay for 80% of our monthly internet bills and for 80% of our Broadband upgrade. We are waiting on project dates from Vision Net and expect it to be sometime in July.</p> <p>3) The Friends of the Library had a successful book sale, making \$6907.10 (Gross \$7441.00. Costs -\$533.90). We had a positive debrief meeting and have good plans for another sale next Spring. The Friends have agreed to support several Library projects including the Wowbrary Newsletter (\$790.00), the Alma Smith Jacobs documentary (\$1,500.00), Website Maintenance (\$2,600.00), Kit Keeper (\$550.00), and Expanded Courier Participation (\$3,000.00).</p> <p>4) The Moon, Earth Universe Exhibit is installed. It is a great We are grateful to spectrum for the opportunity to host the exhibit. We are exploring other opportunities to host exhibits. We are also partnering with Spectrum and the McLaughlin Research Institute to re-submit our Science Education Partnership Award proposal.</p> <p>5) For FY2023, Library expenses for personnel (estimated increase of \$84,332.52), internal services charges (increase of \$9,272.00), and utilities (increase of \$6,197.00) have gone up significantly and our tax revenue is estimated to only increase by \$21,000.00. The current Library budget submitted to the City Manager is \$59,969.00 in the red. The City Manager has recommended funding \$0.00 of our "Above and Beyond" request. The County Commission has stated that they are unable to increase the financial support of the Library unless the City increases its share of funding for the CC Health Department. The Board has chosen to use Library Fund dollars to bridge the budget gap rather than cutting costs further.</p>
Park and Recreation	<p>1) Sun River gate valve was opened to fill the water levels up at Wadsworth pond.</p> <p>2) 7 of 18 rubber disc golf course pads in Warden Park were converted to concrete, June 16 and 17, donated by the Great Falls Disc Golf Association. The 14</p> <p>3) Construction at the new Indoor Aquatic and Recreation Center included formation of footing and installation of rebar for walls, pouring of concrete for the gym, digging out of the lap pool area, and the main drains for the lap pool were in installed. *See attached pictures</p> <p>4) Bud Nicholls was awarded the 13th Annual Paris Gibson Award, June 29; a tree was planted in his honor at West Bank Park.</p> <p>5) Central West Bridge pump had to be removed due to damage caused by years of usage and river sediment causing extensive blockage. It has been repaired and reinstalled. The new pump now appears to have twice the output.</p>

Department Monthly Update

June 30, 2022

Key Updates

<p>Police</p>	<ol style="list-style-type: none"> 1) Began meetings and conversations with P&CD and an architect regarding the Tier 1 ARPA Evidence area expansion project. 2) Promoted Tom Lynch to the rank of Sergeant. 3) Continue to work on updating the GFPD website and reconfigure the annual report. 4) Sgt. Jeff Beecroft officially retiring after 33 years with the GFPD. 5) Collaborating with the Sheriff's Office, School District and a local legislator to begin discussions on school safety issues.
<p>Planning and Community Development</p>	<ol style="list-style-type: none"> 1) We received approval of the HOME-ARP Plan by HUD. Our submitted plan was approved by HUD on June 17, and this will mean that the City will receive \$1,026,477 of HUD funds to utilize for affordable housing and supportive services that will benefit low to moderate income residents of Great Falls. 2) Chastity Tarrow will be starting work as our 3rd Permit Technician beginning July 11th. She will be jumping in and learning the ropes right away. Just as general information, we have never had an experienced permit technician apply for any of our permit tech positions. I frequently tell people that they don't grow permit techs on trees, but we tend to grow them ourselves. It's a unique and challenging position that takes a lot of study, time and experience to learn fully. Each of these staff are all taking on something completely new that takes a lot of drive and dedication. 3) Building valuation for January –June 2022 has exceeded January-June 2021 by 2.3 times. As of this date – January to June - valuation for 2022 has exceeded ALL of 2021 by 25%. Staff has really kicked it into high gear this year and working with 3rd party plan review teams has been really helpful. We are hearing some folks desiring quicker review times but staff has been doing an amazing job staying on top of production, all things considered. All of this has come at a time of unprecedented staff turn-over as well.
<p>Public Works</p>	<p>PW Administration: Nutrient Workgroup weekly meetings; Fiber and 5G weekly updates; Asset Manager continued Cartegraph training; Held Safety Committee meeting for June and scheduled summer division safety audits.</p> <p>Engineering: Coordinating development review in the absence of the review engineer. Construction management of ongoing project. Drafting changes have been completed for the City standard detail drawings in preparation for a periodic update.</p> <p>Water Plant: Plant continues to operate at 20 to 25 MGD; Maintenance and repairs include: Pump 2 at Gore Hill, Plant cleaning and organization continues, SC200 controller added to head house and sludge clarifier building. This controller also allows us to bring the information from the field or remote site and bring the data into the SCADA (Supervisory Control and Data Acquisition) to be logged or trended.</p> <p>Utilities: Repaired 2 water main breaks; 1 gate valve repair; 1 fire line tap; 2 water main taps; 7 main break hole prep for asphalt; 186 gate valve checks; 2 storm inlet repairs; 1 sewer main repair; 181,614 ft. sewers cleaned; 131 inlets cleaned.</p> <p>Central Garage: Repairs to our milling machine complete. New Police Car Unit #44 put into service. Some fire apparatus repairs are being completed for the upcoming 4th of July weekend.</p> <p>Street/traffic: striping, milling and overlay projects beginning.</p> <p>Environmental: Attended Sector Control training seminar; conducted interviews to fill Environmental Program Specialist vacancy; updated portion of website to reflect recent revisions; continued progress toward completion of Storm Drain Design Manual.</p> <p>Sanitation: New commercial accounts: Great Auto Repair, Blue Sky Properties and All Seasons Spas.</p>

Department Monthly Update
June 30, 2022
Supplemental Information

Park and
Recreation

