



City Commission Meeting Agenda
2 Park Drive South, Great Falls, MT
Commission Chambers, Civic Center
April 04, 2023
7:00 PM

The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.

Public participation is welcome in the following ways:

- Attend in person.
- Provide public comments in writing by 12:00 PM the day of the meeting: Mail to City Clerk, PO Box 5021, Great Falls, MT 59403, or via email to: commission@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL / STAFF INTRODUCTIONS

AGENDA APPROVAL

CONFLICT DISCLOSURE / EX PARTE COMMUNICATIONS

PROCLAMATIONS

Public Safety Telecommunicators Week (April 9 - 15, 2023)

PETITIONS AND COMMUNICATIONS

1. Miscellaneous reports and announcements.

(Public comment on any matter that is not on the agenda of the meeting and that is within the jurisdiction of the City Commission. Please keep your remarks to a maximum of 3 minutes. When at the podium, state your name and either your address or whether you are a city resident for the record.)

NEIGHBORHOOD COUNCILS

2. Commendation and Appreciation to I M Bison Club from Neighborhood Council #9.
3. Miscellaneous reports and announcements from Neighborhood Councils.

BOARDS AND COMMISSIONS

4. Miscellaneous reports and announcements from Boards and Commissions.

CITY MANAGER

5. Miscellaneous reports and announcements from City Manager.

CONSENT AGENDA

The Consent Agenda is made up of routine day-to-day items that require Commission action. Items may be pulled from the Consent Agenda for separate discussion/vote by any Commissioner.

- [6.](#) Minutes, March 21, 2023, Special City Commission Meeting.
- [7.](#) Minutes, March 21, 2023, City Commission Meeting.
- [8.](#) Total Expenditures of \$3,318,376 for the period of February 28, 2023 through March 22, 2023, to include claims over \$25,000, in the amount of \$2,753,590.
- [9.](#) Cancellation of Outstanding and Unpaid Checks over a year old issued by Great Falls Municipal Court.
- [10.](#) Approve a Professional Services Agreement in the amount of \$113,239 to Great West Engineering Inc., for the Central Ave / 3rd Street Drainage Improvements Phase 2 project, and authorize the City Manager to execute the agreement documents.
- [11.](#) Set a public hearing for May 16, 2023 on Resolution 10498 Establishing Residential and Commercial Water, Sewer and Storm Drain Utility Service Rates effective June 1, 2023.
- [12.](#) Postpone consideration of a bid award and contract approval for the Fire Station Infrastructure Renovations until the April 18, 2023 Commission Meeting.

Action: Approve Consent Agenda as presented or remove items for separate discussion and/or vote by any Commission member. After motion is made, Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

PUBLIC HEARINGS

- [13.](#) Resolution 10496, Establishing Residential and Commercial Sanitation Service Collection Rates Effective May 1, 2023. *Action: Conduct a public hearing and adopt or deny Res. 10496. (Presented by Christoff Gaub and Melissa Kinzler)*
- [14.](#) Resolution 10494, to expand the Boundaries of the Great Falls Business Improvement District. *Action: Conduct a public hearing and adopt or deny Res. 10494. (Presented by Melissa Kinzler)*

OLD BUSINESS

NEW BUSINESS

- [15.](#) Civic Center Partial HVAC Renovations Construction Contract. *Action: Award or not award a contract in the amount of \$1,126,700 to Wadsworth Builders for the Civic Center Partial HVAC Renovations Project utilizing American Rescue Plan Act funds, and authorize or not authorize the City Manager to execute the construction contract documents. (Presented by Sylvia Tarman)*
- [16.](#) Civic Center Infrastructure Renovations Construction Contract, including upgrades to the transformer and boilers, as well as other electrical upgrades in the building. *Action: Award or not award a contract in the amount of \$1,407,300 to AT Klemens for the Civic Center Infrastructure Renovations Project utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the construction contract documents. (Presented by Sylvia Tarman)*

ORDINANCES / RESOLUTIONS

17. Resolution 10501, Designating the Director of Planning and Community Development as the Certifying Official for HUD-funded Programs. *Action: Adopt or deny Res. 10501. (Presented by Tom Micuda)*
18. Resolution 10487, Providing written findings demonstrating that the criteria are met for use of General Contractor Construction Manager (GCCM) Alternative Project Delivery Contract for the Lift Station No. 1 Repairs and Supplemental Force Main Project. *Action: Adopt or deny Res. 10487. (Presented by Christoff Gaub)*

CITY COMMISSION

19. Miscellaneous reports and announcements from the City Commission.
20. Commission Initiatives.
21. Legislative Initiatives.

ADJOURNMENT

(Please exit the chambers as quickly as possible. Chamber doors will be closed 5 minutes after adjournment of the meeting.)

Assistive listening devices are available for the hard of hearing, please arrive a few minutes early for set up, or contact the City Clerk's Office in advance at 455-8451. Wi-Fi is available during the meetings for viewing of the online meeting documents.

Commission meetings are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. City Commission meetings are re-aired on cable channel 190 the following Wednesday morning at 10 am, and the following Tuesday evening at 7 pm.

2023

RESOLUTION OF COMMENDATION AND APPRECIATION
TO
I M BISON
A STUDENT-LED CULTURAL INCLUSION CLUB

FOR THEIR DEDICATION AND SERVICE

WHEREAS, I M BISON has recognized different cultures and beliefs at Great Falls High School. They bring insight to ignorance and recognize that each culture and background is unique and important in its own way; and

WHEREAS, I M BISON promotes acceptance and tries to connect everyone by providing social media messaging about positive aspects of things happening at Great Falls High School; and

WHEREAS, I M BISON inspires those around them to interact with their fellow students in a positive and helpful way; offering fellowship and inclusion; and

WHEREAS, I M BISON has had an impact on fellow students, faculty, school administration and the community of Great Falls; and

WHEREAS, I M BISON has and will continue to provide an example to other schools in the Great Falls district and possibly beyond.

THEREFORE, BE IT KNOWN THAT WE, NEIGHBORHOOD COUNCIL 9, CITY OF GREAT FALLS, COMMEND THIS CLUB FOR THEIR OUTSTANDING WORK AND ENCOURAGE THE CITIZENS OF GREAT FALLS TO CELEBRATE “I M BISON” AS THEY CONTINUE TO POSITIVELY IMPACT THE ASMOSPHERE OF GREAT FALLS HIGH SCHOOL AND THE COMMUNITY.

Barney Danushofsky
Shannon R. Wilson
Karen M. [Signature]
Scott [Signature]
[Signature]

JOURNAL OF SPECIAL COMMISSION PROCEEDINGS
March 21, 2023

Special City Commission Meeting

Mayor Kelly presiding

CALL TO ORDER: 4:00 PM

Civic Center, Gibson Room 212

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Bob Kelly, Eric Hinebauch, Susan Wolff and Joe McKenney. Commissioner Rick Tryon was excused. Also present were the Deputy City Manager Chuck Anderson; City Attorney David Dennis and Deputy City Attorney Rachel Taylor; and, Deputy City Clerk Darcy Dea.

GUESTS PRESENT: Retained Attorney Ben Snipes of Kovacich Snipes Johnson, P.C.

AGENDA APPROVAL: There were no proposed changes to the agenda by the Deputy City Manager or City Commission. The agenda was approved as presented.

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: None.

PETITIONS AND COMMUNICATIONS

MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

NEW BUSINESS

1. OPIOID LITIGATION STRATEGY DISCUSSION - CONSIDERATION OF PROPOSED SETTLEMENT STRUCTURE.

Mayor Kelly explained that legal counsel requested that the presiding officer consider closing this portion of the meeting to the public and the City Commission entering into an executive session pursuant to Mont. Code Ann. § 2-3-203(4) (a) because the meeting involves the discussion of litigation strategy and an open meeting would have an adverse effect on the litigation position of the City.

It was the consensus of the City Commission to enter into executive session to discuss litigation strategy.

Mayor Kelly explained that the Commission will remain in the Gibson Room with staff and legal counsel for the purposes of discussing pending litigation. There will be no action taken during the executive session. When the executive session concludes and the meeting is re-opened to the public, if any action needs to be taken on what has been presented or heard in executive session, the motion will then be made and opportunity for public comment and Commission discussion at that time.

At 4:05 p.m., the meeting continued in executive session in the Civic Center Gibson Room 212 with the City Commission, Deputy City Manager, City Attorney, Deputy City Attorney, Deputy City Clerk, and Retained Attorney Ben Snipes for the purpose of discussing pending litigation,

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strategy, and recent developments with regard to the multi-district litigation.

- - EXECUTIVE SESSION - -

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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The meeting reconvened into an open meeting. Mayor Kelly called the special meeting back to order at 4:40 p.m.

2. OPIOID LITIGATION-CONSIDERATION OF PROPOSED SETTLEMENT STRUCTURE.

Mayor Kelly reported that outside legal counsel has recommended that the City opt-in to the settlement for Defendants Walgreens Pharmacy, Walmart Pharmacy, CVS Pharmacy, Teva Pharmaceutical and Allergan Pharmaceutical. In order to proceed, there needs to be participation by a majority or critical mass of subdivisions in Montana. Twenty percent of the funds would be directly allocated to the City and the remaining funds dedicated to the City would be put in a trust for projects important for opioid mitigation, education and treatment. Legal counsel will provide a projected cash flow as the settlement progresses. A majority of subdivisions in Montana are also opting-in and working closely with the AG's Office with regard to the national litigation.

Commissioner Wolff moved, seconded by Commissioner McKenney, that the City Commission opt-in to the proposed settlement framework for Defendants Walgreens, Walmart, CVS, Teva, and Allergan in the National Prescription Opiate Litigation.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

Mayor Kelly explained that the City is opting in with the understanding that it would be able to opt-out if there were any critical changes to what was presented in executive session.

ADJOURNMENT

There being no further business to come before the Commission, **the special meeting of March 21, 2023, adjourned at 4:42 p.m.**

Mayor Bob Kelly

Deputy City Clerk Darcy Dea

Minutes Approved: April 4, 2023

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Regular City Commission Meeting

Mayor Kelly presiding
 Commission Chambers Room 206

CALL TO ORDER: 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Bob Kelly, Eric Hinebauch, Joe McKenney and Susan Wolff. Commissioner Rick Tryon was excused. Also present were Deputy City Manager Chuck Anderson, Interim Planning and Community Development Director Tom Micuda, Finance Director Melissa Kinzler and ARPA Project Manager Sylvia Tarman, Fire Chief Jeremy Jones, City Attorney David Dennis and Deputy City Attorney Rachel Taylor, Police Chief Jeff Newton, and City Clerk Lisa Kunz.

AGENDA APPROVAL: There were no proposed changes to the agenda by the Deputy City Manager or City Commission. The agenda was approved as presented.

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: None.

PROCLAMATIONS: Prevention of Cruelty to Animals Month [April 2023].

COMMUNITY INITIATIVES

1. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM CITY COUNTY HEALTH DEPARTMENT (CCHD).

Wade Stout, Tobacco Education Specialist, reported that “Take Down Tobacco” is an organization that speaks out against the tobacco industry and its allies. Take Down Tobacco is a platform for empowering youth to fight big tobacco. Lydia Comstock, student at North Middle School, won the statewide Take Down Tobacco sticker competition to indicate how Montanans stand up against big tobacco.

Lydia Comstock, North Middle School student, explained that she used the education she received in elementary school about what a healthy lung looks like versus a smoker’s lung to inspire her graphic design.

Abigail Hill, Public Health Officer, provided the following updates:

- Presentations about opioid use were more recently presented at the Cameron Center and Great Falls Public Library. From those events, CCHD received inquiries from the Cameron Center volunteers, Youth Court, TSA at Great Falls International Airport, and the Boy Scouts, to do hour-plus Narcan trainings. There are similar presentations scheduled for the University of Providence, and the towns of Cascade and Belt in April.

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- Communicable disease update from the Cascade County Detention Center include 7 new Syphilis cases, 1 HIV, and 10+ Hepatitis C. Treatment is being coordinated with the nurse at the jail. Monthly testing is also being conducted at the Rocky Mountain Treatment Center.
- Covid cases have doubled in the last week with 84 cases since last Tuesday.
- Communicable diseases are updated every Tuesday on the CCHD Facebook page.

Commissioner McKenney inquired how often should a person get vaccinated.

Ms. Hill responded that it depends on the vaccine and when the last booster was received. Contact the Covid-19 coordinator at the CCHD.

2.

PETITIONS AND COMMUNICATIONS

Jasmine Taylor, Cascade County resident, commented that right before this meeting she was informed that Thursday's meeting, where Cascade County Clerk and Recorder/Election Administrator Sandra Merchant would present her plan, has been canceled. She understands that this is a complicated issue and there may be limited things the City Commission can do to address this issue. This is a serious issue with an election administrator that cannot hold elections. This negligence has been going on for months and has just come to a head in the past two weeks. It is looking like residents of Sun River will be unable to conduct school board elections, and City levies being unable to be held or costing the City double what was anticipated. That is fiscal irresponsibility that affects the City directly. She wants to hear what, if any, legal action the City is allowed to take or what management actions can be taken. Many people feel they are disenfranchised in their ability to vote. If the County is unable to hold mail elections, folks with mobility and disability issues will be intentionally disenfranchised. The ability to vote is the core of democracy.

Daniel Hartzell, City resident, discussed being evicted and personal court matters.

Alice Klundt, City resident, commented that she supports the Library mill levy and wants to see the Library improve and do more. She commented that she spoke with Sandra Merchant yesterday and she is talking about maybe moving the election for the Library. If Ms. Merchant moves the election past July, the Library will have to let go of people and reduce operating hours. If the Library does not meet the State's required hours of operation, the Library will lose \$32,075 from the State. Ms. Klundt further commented that everyone pays into the schools. The school board mail ballot elections have run about \$40,000. Now the County Election Administrator is talking about poll elections that will add another \$45,000, more than doubling the cost of an election. She urged the Commission to insist that Sandra Merchant go ahead with the Library election as she first said.

Ron Zabo, City resident, agreed with Ms. Taylor's comments. Without elections, we do not have a democracy. The current holder of the office of Clerk and Recorder is not able to perform the duties of that office. He knows it is a County office. However, it seems to him the City has standing because it has asked for a levy election for the Library. The Sun River School Board, Great Falls School Board, and the mayoral and commissioner elections in the fall may all be affected. This has to be fixed. He urged the City to take all the actions it can to put pressure on the County Clerk and

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Recorder/Election Administrator to get things run in an equitable and objective manner as they have been run for the past 20 years. If it is not fixed soon we are all losing our rights as citizens.

Helena Lovick, City resident, urged the City Commission to tell the citizens what it can do to make sure there are elections and citizens continue to have a vote.

Jane Weber, City resident, thanked the City Commission for adopting the resolution so that the Library mill levy could be placed on a ballot for voters. She explained that, if the Library levy is not run this summer and is run in the autumn with the City municipal elections, it will not be on the tax rolls for this year. It delays an entire year before the Library will ever see additional funds. She also reported that she contacted the County Attorney's Office several times and have been rejected from having any phone conversation with them. She is hoping the City has a better response when contacting the County Attorney's Office to discuss this issue and for them to answer the questions of how this impacts our community. She hopes the City Commission does not experience this same situation with a primary in September and general vote in November.

Vicky Leigland, City resident, agreed with the prior speaker comments. It is important to get mail ballots. She has a disabled brother that is unable to make it to poll elections.

Ken Palison, City resident, commented that he mourns all of the institutional knowledge that was built up for years and years on how to run elections, and suggested that if that knowledge had circulating the last six months the wheel wouldn't have to be reinvented.

Jim Leigland, City resident, concurred with the previous speakers.

Corrine Tucker, City resident, commented that 87% of residents vote by absentee ballot. She cannot remember the last time she voted at a polling place. It is important that this gets fixed quickly before it gets any worse.

Jeni Dodd, City resident, commented that, by Mayor Kelly not addressing public concerns about Library Director McIntyre at today's special work session, he did a disservice to the citizens of Great Falls. All he did was read Commissioner Tryon's questions that Director McIntyre had already received by email and answered weeks ago. She has brought up concerns at three commission meetings that have yet to be addressed about Library Director McIntyre stating there was no Drag Queen Story Hour at the Library. With regard to timing, Library Director McIntyre said at the October 4th work session that if the Library mill levy were held in 2024 then there would be lots of time. Ms. Dodd also inquired why people were allowed to speak on a non-commission related matter. The City Commission does not run elections. The County Commission does.

David Murray, *Great Falls Tribune*, City resident, requested that the Commission address the violent crime events that have happened in the past week and month. There seems to be themes that keep repeating themselves based on comments posted on the Tribune's and Great Falls Police Department's Facebook pages. The first is an expression of shock and dismay, and then support for law enforcement and a disbelief that this unfortunate recurring series of events could be happening in Great Falls. The second and more profound comments are the expressions about fear. Fear, not only for people's personal safety, but the Great Falls that they know and love is disappearing. He

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asked the Commission to respond to these events and answer “Is Great Falls less safe to live in today than it was five years ago, and why?”

Mayor Kelly noted Ms. Dodd’s point that there are jurisdictional issues regarding the mill levy election topic, but it is certainly of high interest and importance to every member of the community regardless of jurisdictional issues. There has been a tremendous amount of communication between the Library Director and the County office, between himself and the County Commission, and Ms. Merchant has been working diligently behind the scenes and responding to the pressure that the public has put on her. They are working hard to make sure that the Library mill levy election is held June 6th in the most efficient manner possible. That is a conversation that has been held with the stakeholders and the Library Director has kept the Commission up to date on what has been going on. There may be a time the Commission will need to speak louder or with more force. At this point, it is a County office, it is an elected office, and the electorate is responsible for the discipline of an elected official and to go through the proper channels.

The Police Chief will address Mr. Murray’s comments under the City Manager’s report.

NEIGHBORHOOD COUNCILS

3. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

BOARDS AND COMMISSIONS

4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM BOARDS AND COMMISSIONS.

None.

CITY MANAGER

5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Deputy City Manager Chuck Anderson asked the Police Chief to report about the law enforcement challenges the community has been facing.

Police Chief Jeff Newton reported that it has been a challenging and trying time for community members, including the Police Department, over the past five weeks. There is fear in the community. Because many of the instances are still under investigation, he cannot get into specific details. He provided a general overview of what has transpired the last month.

On behalf of the Great Falls Police Department, he expressed appreciation to the community for their support with regard to the officer that was shot. He has undergone one surgery and it will be a long road to recovery for him.

It started with the juvenile that shot another juvenile in Parkdale, then an individual shot another individual behind the Town Pump, then the domestic violence related homicide on 3rd West Hill Drive, and then another shooting Sunday night/Monday morning. They try to determine if there are any causal factors between the events. With the exception of the suspect that shot the Great Falls

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Police Officer, either the victim or the suspect knew each other in the remaining cases. It was not random occurrences. There was a disturbance or disagreement and one individual chose to bring a firearm to resolve that circumstance. In a couple of the instances, narcotics were involved as well. The investigation at this point indicates there are five, independent cases that occurred in close proximity.

Chief Newton explained, “all hands are on deck” during these incidents. The entire investigations bureau is called out. It is very time intensive. In the case of the officer that was shot, there were three separate crime scenes. It took multiple days to process those crime scenes and to collect evidence, and it had a significant impact on community members.

Chief Newton explained his resources, including the High Risk Unit (HRU) and other agencies involved that included the Cascade County Sheriff’s Office and Montana Department of Criminal Investigation (DCI). If an officer is involved in a shooting, that officer is placed on administrative leave during the investigative process. These incidents have significant impact not only on the community but the entire organization of sworn, civilian and dispatch personnel.

Between injuries and vacancies, he is currently down 11 patrol officers. That is 11 less uniformed officers that could be on the streets. That is a challenge particularly when there are major incidents that take a tremendous amount of resources. Their capacity to provide effective service starts to diminish. He asked the community to be patient if they are a victim of a crime.

Chief Newton reported that these crimes are occurring statewide. He noted a Billings officer was shot over the weekend, there was an incident in St. Regis, an officer was run over by Eureka, and Helena has had significant events in its community. The DCI assists other agencies and is so overwhelmed right now that the governor has offered help. A lot of crimes are narcotics related, and a common theme these days is that people solve disturbances and disagreements with weapons.

The question was asked, “what can we do as a community?” Keep supporting each other. Be vigilant, continue to report suspicious behavior, and be good witnesses. He also encouraged residents to register their home surveillance system with the Police Department’s Security Camera Registry and Mapping (SCRAM) program, engage with their neighborhood councils, view the crime-mapping tool on the Police Department’s webpage to see what crime activity is occurring, and to call Crime Stoppers.

Commissioner Wolff expressed appreciation to the Police Department and commented that it was heartwarming to see the community step up in support of the Police Department. She hopes they continue to do that.

Mayor Kelly commented that domestic violence touches everyone in the community. The Commission knows how stretched the Police Department is and appreciates all that they and the 911 operators do.

CONSENT AGENDA.

*At the request of Commissioner Wolff, Mayor Kelly pulled consent agenda items 14 and 15 for separate discussion and vote.

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6. Minutes, March 7, 2023, City Commission Meeting.
7. Total Expenditures of \$3,190,524 for the period of February 14, 2023 through March 8, 2023, to include claims over \$25,000, in the amount of \$2,678,554.
8. Contracts List.
9. ARPA Sub-Award Grant Agreement List as approved by the City Commission at its December 6, 2022 meeting - Agenda Item 22.
10. Approve a Professional Services Agreement in the amount of \$107,460 with WWC Engineering, Inc. for the Missouri River Bank Stabilization Phase 2 Project, and authorize the City Manager to execute the professional services agreement. **OF 1693.1**
11. Award a contract in the amount of \$858,950 to Planned and Engineered Construction Inc., for the Sanitary Sewer Trenchless Rehabilitation Phase 25, and authorize the City Manager to execute the necessary documents. **OF 1675.8**
12. Award the contract in the amount of \$559,386.31 to SJ Louis Construction, Inc. for the Valeria Way Storm Drain Lining and authorize the City Manager to execute the contract documents. **OF 1463.2**
13. Set a public hearing for April 4, 2023, on Resolution 10496 to establish residential and commercial sanitation service collection rates effective May 1, 2023.
- *14. Postpone consideration of a bid award and contract approval for the Civic Center Partial HVAC Renovation until the April 4, 2023 Commission Meeting. **OF 1750.2**
- *15. Postpone consideration of a bid award and contract approval for the Civic Center Infrastructure Renovations until the April 4, 2023 Commission Meeting. **OF 1750.2**

Commissioner Wolff moved, seconded by Commissioner Hinebauch, that the City Commission approve the Consent Agenda as presented with the removal of items 14 and 15 for further discussion.

Mayor Kelly asked if there were any comments from the public.

Sherrie Arey, Executive Director for NeighborWorks Great Falls, City resident, referred to Agenda Item 9 and commented that NeighborWorks will be good stewards of those ARPA funds.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

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14. **POSTPONE BID AWARD: CIVIC CENTER PARTIAL HVAC RENOVATION (OF 1750.2).**
15. **POSTPONE BID AWARD: CIVIC CENTER INFRASTRUCTURE RENOVATIONS (OF 1750.2).**

ARPA Project Manager Sylvia Tarman reported that the requested action is that the Commission postpone consideration of the bid awards until the April 4, 2023 Commission meeting. The partial HVAC renovation project encompasses HVAC updates throughout the Civic Center, and the transformer/boiler project encompasses replacement of the boilers, removal of the transformer to the exterior of the building and some electrical upgrades. The HVAC project bid opening was March 8, 2023 and the Infrastructure Renovations project bid opening was March 15, 2023. In order to fully evaluate those bids, in conjunction with all of the other work that is going on in the Civic Center, as well as budget considerations and time constraints, staff requests that consideration of the bid awards be postponed to the April 4, 2023 Commission meeting.

Commissioner McKenney moved, seconded by Commissioner Hinebauch, that the City Commission postpone consideration of a bid award and contract approval for the Civic Center HVAC Renovation project until the April 4, 2023 Commission meeting.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Commissioner Wolff commented that when she first toured the building there was talk about the HVAC in the Convention Center. She inquired if this HVAC project was inclusive of the entire building.

ARPA Project Manager Tarman clarified that this HVAC project does not include the Convention Center, only the Civic Center.

There being no further discussion, Mayor Kelly called for the vote on Agenda Item 14.

Motion carried 4-0.

Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission postpone consideration of a bid award and contract approval for the Civic Center Infrastructure Renovation project until the April 4, 2023 Commission meeting.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote on Agenda Item 15.

Motion carried 4-0.

PUBLIC HEARINGS

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16. **REQUEST FROM DISCOVERY MEADOWS, INC., TO VACATE A PORTION OF 50TH STREET NORTH AND 8TH AVENUE NORTH WITHIN COTTAGE GROVE PHASE 3 ADDITION, CONSIDER THE AMENDED PLAT, REZONE LOTS 10-19, ANNEX PROPERTY ADDRESSED AS 5123 7TH AVENUE NORTH, ASSIGN ZONING FOR ANNEXED PROPERTY AND CONSIDER THE PRELIMINARY PLAT OF DISCOVERY MEADOWS APARTMENTS SUBDIVISION.**
- I. **RESOLUTION 10499, TO VACATE A PORTION OF 50TH STREET NORTH AND 8TH AVENUE NORTH WITHIN COTTAGE GROVE PHASE 3 ADDITION.**
 - II. **AMENDED PLAT OF LOTS 7-19, BLOCK 1, AND LOTS 7-9, BLOCK 2, COTTAGE GROVE PHASE 3 ADDITION.**
 - III. **ORDINANCE 3257, TO REZONE THE PROPERTY LEGALLY DESCRIBED AS LOTS 10-19, BLOCK 1 AND LOT 9, BLOCK 2, COTTAGE GROVE PHASE 3 ADDITION FROM PUD, PLANNED UNIT DEVELOPMENT, TO R-6 MULTI-FAMILY HIGH DENSITY.**
 - IV. **RESOLUTION 10492, TO ANNEX PROPERTY ADDRESSED AS 5123 7TH AVENUE NORTH AND LEGALLY DESCRIBED AS MARK 17 IN THE SE ¼ OF SECTION 4, T20N, R4E, P.M.M., CASCADE COUNTY, MONTANA.**
 - V. **ORDINANCE 3258, TO ASSIGN R-6 MULTI-FAMILY, HIGH DENSITY ZONING FOR 6.58-ACRE PROPERTY BEING ANNEXED.**
 - VI. **PRELIMINARY PLAT FOR DISCOVERY MEADOWS APARTMENTS SUBDIVISION.**

Mayor Kelly declared the joint public hearing open and asked for presentation of the staff report.

Interim Planning and Community Development Director Tom Micuda reported that the proposal from the applicant, Discovery Meadows Inc., is to construct a 252-unit apartment project on approximately 8.8 acres located north of 7th Avenue North and west of 52nd Street and the City's Seibel Soccer Field complex. In order to construct this apartment project, six different land use actions are needed.

Action 1: A portion of platted, but unbuilt right-of-way needs to be vacated in the Cottage Grove Phase 3 Addition. This would be for 50th Street North and 8th Avenue North. The applicant owns all the lots on both sides of the unbuilt street. The applicant proposes to construct a cul-de-sac to finish the street and have the rest of the right-of-way vacated.

Action 2: The applicant is requesting to amend the plat for Cottage Grove Phase 3 so the applicant ends up with a single parcel rather than a batch of platted lots.

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Action 3: Rezone the aggregated parcel (2.3 acres) to Multifamily High Density (R-6) so it has proper zoning for the applicant's proposed apartment project.

Action 4: Leading away from Cottage Grove Phase 3, there is 6.58 acres of vacant land between that subdivision and 52nd Street North. Because the property is in County jurisdiction, the applicant is requesting to annex the 6.58 acres into the City for the project.

Action 5: Establish the same R-6 zoning so the total 8.8 acres that would be in the City limits has proper zoning to construct the 252 apartment units.

Action 6: Because the applicant wants to phase construction for financing reasons, he is proposing a Major Subdivision of the 8.8 acres into 7 lots.

Interim Director Micuda continued that the applicant is proposing six (6) new apartment buildings, with 42-units in each building that will be built in phases starting at the southeast corner. The applicant will be partnering with the City pertaining to City-owned property to the east to convert 52nd Street from a gravel road to a paved City street with curb, sidewalk, and a boulevard on the west side and curb on east side, and to upgrade 7th Avenue North to the same standard, and to provide City water, sewer, and storm drain infrastructure. The applicant will be required to provide a park maintenance fee, and will install a crosswalk for residents to connect to the Siebel Soccer Complex.

The Planning Board and the Neighborhood Council unanimously support the project. The project is adjacent to a major recreational facility and near Malmstrom Air Force Base. Additionally, poor soils make commercial-type construction a better option, and upgrading 52nd Street is a major benefit to the community. The applicant has done an excellent job shifting the building sites away from the existing residents, as well as setting aside buffering and extra greenspace beyond code standards. Staff believes this is a good project and fully supports it.

Interim Director Micuda concluded that the motion for Action 4 should exclude approving the Improvement Agreement, which will be brought back as an independent action on the contracts list at a later date.

Mayor Kelly asked if the Commission members had any questions of staff. Hearing none, Mayor Kelly asked if there were any comments from the public in support of Resolution 10499, the Amended Plat for Cottage Grove Phase 3 Addition, Ordinance 3257, Resolution 10492, Ordinance 3258, and the Preliminary Plat of the Discovery Meadows Apartments Subdivision.

Jolene Schalper, Great Falls Development Authority (GFDA), City resident, commented that GFDA is excited about this project. She noted that the developer is taking all of the risk on this project. Housing is needed in Great Falls. GFDA is getting nervous as they see projects drop off. A few months back there were 3000 planned units, and that number is much less right now. Financing is getting more difficult to secure. Projects broken down into phases helps with financing and makes the project more successful.

Pastor Schearer, Heritage Baptist Church, 900 52nd Street North, inquired if the project consisted of apartments or housing.

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Sherrie Arey, NeighborWorks Great Falls, commented that the purpose of the housing market study was to help determine what the needs were going to be in the next 10 years. Great Falls is already woefully behind on those needs. There has been a lot of buzz around housing with a lot of potential housing coming to the community, but it is difficult. Other developers help create housing at all levels of affordability. This project will help with the housing needs of the Base and this surrounding area. Safe homes that people can afford helps put people on a path to success and home ownership.

Doug Lay, 801 48th Street North, inquired what effect the apartment project would have on area property values.

Mayor Kelly asked if there were any comments from the public in opposition to Resolution 10499, the Amended Plat for Cottage Grove Phase 3 Addition, Ordinance 3257, Resolution 10492, Ordinance 3258, and the Preliminary Plat of the Discovery Meadows Apartments Subdivision.

Hearing one, Mayor Kelly asked staff to respond to the two questions.

Interim Director Micuda clarified that the project consists of apartments for rent at market rate, and the apartments will consist of a mix of bedrooms.

With regard to effects on property values, Interim Director Micuda commented that it depends on the geography of the situation. This multi-family housing project fits in context as it has been pushed as far away from residential lots as possible. The residential homeowners within 150' of the property were notified.

Mayor Kelly closed the joint public hearing and asked the will of the Commission.

Commissioner Wolff moved, seconded by Commissioner Hinebauch, that the City Commission adopt Resolution 10499, subject to the Conditions of Approval being fulfilled by the applicant.

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

Commissioner McKenney read paragraph 7 of page 91 of the agenda packet, and thanked the developer for bearing all of the costs of the project.

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

Motion carried 4-0.

Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission approve the Amended Plat for Cottage Grove Phase 3 Addition and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

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Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

Commissioner McKenney moved, seconded by Commissioner Hinebauch, that the City Commission adopt Ordinance 3257 allowing the rezone request from PUD, Planned Unit Development, to R-6, Multi-Family High Density, as legally described in the staff report, and the accompanying Findings of Fact subject to the Conditions of Approval being fulfilled by the applicant.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

Mayor Kelly moved, seconded by Commissioners McKenney and Wolff, that the City Commission adopt Resolution 10492 to annex the property legally described as Mark 17 in the SE ¼ of Section 4, T20N, R4E, PMM, Cascade County, Montana, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

Commissioner Wolff moved, seconded by Commissioner Hinebauch, that the City Commission adopt Ordinance 3258 to assign R-6, Multi-Family High Density zoning to the newly annexed property and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

Commissioner Hinebauch moved, seconded by Commissioner McKenney, that the City Commission approve the Preliminary Plat of the Discovery Meadows Apartments subdivision and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

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NEW BUSINESS

17. SUBSEQUENT MINOR SUBDIVISION OF THE PROPERTY ADDRESSED AS 1329 DIXIE LANE AS INITIATED BY KARL BIRKY.

Interim Planning and Community Development Director Tom Micuda reported that this is a request from KIB Homes to build two single-family homes at the intersection of Dixie Lane and Flood Road. The parcel is 0.41 acres in size – 19,000 square feet. It was originally two equal sized lots when the subdivision was platted in 2008. The area is very slow to build out due to poor soils. The two lots were combined into one lot in 2019.

KIB is an experienced builder who understands the soil issue and is requesting that the large lot be split again. Both lots comply with R-3 zoning. The builder understands what needs to be done to build the homes and will submit permits for new houses if the minor subdivision is approved.

There were no concerns from neighbors or the Planning Board, and staff recommends approval.

Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission approve the Amended Plat of the Minor Subdivision, as legally described in the staff report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the Applicant.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

18. SUBSEQUENT MINOR SUBDIVISION FOR THE PROPERTY ADDRESSED AS 17 3RD STREET NORTHWEST.

Interim Planning and Community Development Director Tom Micuda reported that this is another two-lot subdivision in a commercial area. The parcel is zoned M-2 and is a 1.79 acre vacant lot behind Kobe, just south of the Staybridge Suites Hotel, located in the West Bank One development.

The applicant, Talcott Properties, wants to split the property into two lots – 1.07 acres and 0.72 acres. The 0.72-acre lot will be available for a future user. The 1.07-acre lot will be sold to commercial user, Highway 55 Burgers Shakes and Fries. They have a permit that is ready to be issued for a new restaurant on the property.

The Planning Board and Neighborhood Council #2 recommended approval. Both lots will have all utility services and have access and parking from a private internal street that runs through West Bank One.

Commissioner McKenney moved, seconded by Commissioner Wolff, that the City Commission approve the Amended Plat of the subsequent minor subdivision for the subject property as legally described in the staff report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the Applicant.

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Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Mayor Kelly inquired if 1st Avenue NW will access the property.

Interim Director Micuda responded that in 2006-2008 there was a vacation of right-of-way integral to the project. The right-of-way will not be used because where it outlets onto 3rd Street NW is too close to the curve. Montana Department of Transportation only allowed so many access points, 1st Avenue NW not being one of them. Access was switched to an internal, private street system that will exit near Kobe.

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

Motion carried 4-0.

19. PROFESSIONAL SERVICES AGREEMENT AWARD FOR PARKS AND REC ADMIN BUILDING RESTROOM PROJECT (OF 1810.0).

ARPA Project Manager Sylvia Tarman reported that the Parks & Recreation Admin Building Restroom Project was identified as a Tier 1 American Rescue Plan Act (ARPA) project by the City Commission at the April 5, 2022 meeting. Staff members from Parks & Rec and the Finance Department reviewed the current configuration of the restrooms in the Admin Building, and reached out to LPW Architecture for options to remodel the restrooms to meet Americans with Disabilities Act (ADA) Requirements.

There are currently two restrooms, with a third in the shop area, at the Parks & Rec Admin building. The restrooms are standard, but neither meet ADA compliance requirements for public buildings. City Staff met in December 2022 with LPW to review current conditions and discuss options for remodeling the restrooms. LPW put forth two preliminary options for the remodel, and City staff decided that Scheme 1 was the most practical and cost effective method. LPW provided a comprehensive design estimate to complete architectural, electrical, mechanical, and plumbing designs to enable bidding by a qualified construction contractor.

This project will be funded utilizing ARPA funds. The total allocation of the Parks & Rec Admin Building Restroom Project, set by the Commission, is \$75,000. This design fee is being accounted for as part of the overall budget of the project, so it will not affect any of the other planned ARPA project budgets at this time.

LPW's design option and proposal meets the needs of the project. Staff recommends awarding the design contract to LPW Architecture for the Parks & Rec Admin Building Restroom, in the amount of \$9,000.00, utilizing American Rescue Plan Act funds.

Commissioner Wolff moved, seconded by Commissioner McKenney, that the City Commission approve the Professional Services Agreement with LPW Architecture for the Parks & Rec Admin Building Restroom, in the amount of \$9,000, utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the contract documents.

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Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 4-0.

20. FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FISCAL YEAR 2021 ASSISTANCE TO FIREFIGHTERS GRANT (AFG).

Fire Chief Jeremy Jones reported that the requested action is that the City Commission approve the acceptance of the FEMA 2021 Assistance to Firefighters Grant in the amount of \$900,454.54, and authorize the execution of a purchase order in an amount not to exceed \$1,600,000 to secure the acquisition of a new Aerial apparatus to replace the current 1996 HME 75' Aerial that has exceeded its service life.

Great Falls Fire Rescue (GFFR), with approval from the City Commission at its February 16, 2021 meeting, applied for the FEMA Fiscal Year 2021 Assistance to Firefighters Grant to secure funding for a new 107' Quint Aerial Apparatus to assist with replacing the 1996 HME 75' Quint apparatus that had surpassed its service life. NFPA 1911, Annex D, Guidelines for First-Line and Reserve Fire Apparatus, states, "Apparatus that was not manufactured to the applicable NFPA fire apparatus standards or that is over 25 years old should be replaced." He noted that apparatus has had numerous breakdowns, frame issues and overloading over the years.

Two things have changed since the February 16, 2021 Commission meeting. In 2021, the cost of a new 107' Aerial Apparatus and equipment would have been \$1,300,000, and the 10% City match would have been \$130,000.00. Since then, the costs of said Aerial Apparatus has increased and is currently selling in the \$1,600,000.00 range. The other change is that, unknown to GFFR during the application process, the amount that FEMA/AFG would fund a municipality under 100,000 residents could not exceed \$990,500.00. Due to these two changes, the City's contribution amount will exceed what was reported in February, 2021.

Chief Jones explained that the request for approval of a purchase order now is due to the post-Covid market. Trying to secure apparatus in a fleet acquisition is very difficult. If GFFR were to ground spec an apparatus today, it would be 48-56 months out before GFFR would take acceptance of that truck. GFFR will not be able to keep the HME aerial in the fleet much longer. A second option is a 36-month timeline wherein the apparatus is 80% built and GFFR would get 20% in change orders. This is also outside the timeline of what GFFR feels is feasible. If GFFR were to accept an apparatus that comes off the line that becomes available to vendors for purchase as is, with minor options, GFFR may be able to secure the truck by mid-summer. He has been working with the vendor, Finance Department and the Fleet Manager. If approved, a truck might become visible to their vendor on April 3, 2023.

The City will use the cooperative purchasing agreement process through Sourcewell to purchase the apparatus. The Sourcewell representative and Central Garage staff are working together to locate an apparatus to purchase. Staff is requesting Commission approval so once the apparatus is located, finance is able to generate a purchase order to secure the purchase.

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The cost of a new 107' Aerial apparatus is up to \$1,600,000. The AFG award is \$900,454.54. The City's 10% match is \$90,045.46. The City will be responsible for the 10% match to the AFG grant plus the remaining funding needed to secure the Aerial apparatus in an amount not to exceed \$1,600,000.00. The remaining funding to purchase the new apparatus will come from Central Garage reserves and from the Fire Department's current budget.

Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission approve the acceptance of the Federal Emergency Management Agency (FEMA) Fiscal Year 2021 Assistance to Firefighters Grant (AFG) in the amount of \$900,454.54, and authorize execution of a purchase order in an amount not to exceed \$1,600,000 towards the purchase of a new 107' Quint Aerial Apparatus through the governmental purchasing service cooperative, Sourcewell.

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Commissioner McKenney inquired if funds were available for the match and was answered in the affirmative.

Commissioner McKenney inquired if \$1,600,000 was enough considering the rapidly changing prices post-Covid.

Chief Jones responded, if approved, the funds would buy a truck that will meet the needs of the Department and community for 25 years. Being custom built by a fire truck manufacturing facility, it will have all that is needed, a water tank, pump and aerial device.

If approved today, Commissioner McKenney inquired if GFFR could act immediately.

Chief Jones responded, with approval today, he hopes GFFR will be able to secure an aerial apparatus on April 3, 2023.

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

Motion carried 4-0.

CITY COMMISSION

21. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

22. COMMISSION INITIATIVES.

None.

23. LEGISLATIVE INITIATIVES.

None.

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ADJOURNMENT

There being no further business to come before the Commission, **Commissioner Wolff moved, seconded by Mayor Kelly, to adjourn the regular meeting of March 21, 2023, at 8:50 pm.**

Motion carried 4-0.

Mayor Bob Kelly

City Clerk Lisa Kunz

Minutes Approved: April 4, 2023

DRAFT



Commission Meeting Date: April 4, 2023
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

ITEM: \$25,000 Report
 Invoices and Claims in Excess
 of \$25,000

PRESENTED BY: Finance Director

ACTION REQUESTED: Approval with Consent Agenda

LISTING OF ALL ACCOUNTS PAYABLE CHECKS ISSUED AVAILABLE ONLINE AT
<http://greatfallsmt.net/finance/checkregister>

**TOTAL CHECKS ISSUED AND WIRE TRANSFERS MADE ARE NOTED BELOW WITH AN
 ITEMIZED LISTING OF ALL TRANSACTIONS GREATER THAN \$25,000:**

ACCOUNTS PAYABLE CHECKS FROM NEW WORLD	MAR 2 - MAR 22, 2023	582,429.52
ACCOUNTS PAYABLE CHECKS FROM MUNIS	MAR 9 - MAR 22, 2023	2,640,459.09
MUNICIPAL COURT CHECKS	FEB 28 - MAR 15, 2023	82,507.61
MISCELLANEOUS ACCOUNTS PAYABLE WIRES	MAR 9 - MAR 22, 2023	12,980.10
TOTAL: \$		<u><u>3,318,376.32</u></u>

SPECIAL REVENUE FUNDS

COVID RECOVERY

WADSWORTH BUILDERS COMPANY INC	HR OFFICE REMODEL PAY #8	158,075.06
CTA ARCHITECTS ENGINEERS	ARPA FUNDS FIRE STATION REMODELS	60,412.00

PARK DISTRICT

SWANK ENTERPRISES	INDOOR AQUATIC & RECREATION CENTER CONSTRUCTION APP NO.14	431,320.83
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ENTERPRISE FUNDS

WATER

PROSPECT CONSTRUCTION INC	OF1637.6 WTP FILTERS PHASE 2/ PMT 10	476,915.33
ADVANCED ENGINEERING	OF 1637.1 WTP FILTRATION IMPROVEMENTS	37,947.56
ENVIRONMENTAL SRVCS INC		

SEWER

VEOLIA WATER NORTH AMERICA	MONTHLY WWTP OPERATION CONTRACT	285,489.11
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SANITATION

KOIS BROTHERS EQUIPMENT CO	2023 AUTOCAR/HEIL DURAPACK AUTOMATED SIDELOADER	362,210.00
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PARKING

STANDARD PARKING CORP	PARKING CONTRACT DEC 2022	37,573.15
	PARKING CONTRACT JANUARY 2023	34,303.80
	PARKING CONTRACT FEBRUARY 2023	33,317.03

CENTRAL GARAGE

MOUNTAIN VIEW CO-OP	GASOLINE & DIESEL	27,582.91
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TRUST AND AGENCY FUNDS

COURT TRUST MUNICIPAL COURT

CITY OF GREAT FALLS	FINES & FORFEITURES COLLECTIONS	57,988.30
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PAYROLL CLEARING

STATE TREASURER	MONTANA TAXES	49,141.00
ICMA RETIREMENT TRUST	EMPLOYEE CONTRIBUTIONS	
FIREFIGHTER RETIREMENT	FIREFIGHTER RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	53,600.92
STATEWIDE POLICE RESERVE FUND	POLICE RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	71,064.47
PUBLIC EMPLOYEE RETIREMENT	PUBLIC EMPLOYEE RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	129,492.20
US BANK	FEDERAL TAXES, FICA & MEDICARE	205,001.74
LIUNA NATIONAL PENSION FUND	EMPLOYEE & EMPLOYER CONTRIBUTIONS	25,365.73

UTILITY BILLS

NORTHWESTERN ENERGY	ELECTRIC CHARGES FOR FEB 2023	103,733.81
HIGH PLAINS LANDFILL	LANDFILL CHARGES FOR FEB 2023	78,307.19
ENERGY WEST RESOURCES INC	NATURAL GAS CHARGES FOR FEB 2023	34,748.13

CLAIMS OVER \$25,000 TOTAL:

\$ 2,753,590.27



Commission Meeting Date: April 4, 2023
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

Item: Cancellation of Outstanding and Unpaid Checks Over a Year Old

From: Great Falls Municipal Court

Initiated By: Generally Accepted Accounting Principles/Mont. Code Ann. § 7-6-4303

Presented By: Morgan Medvec, Court Supervisor

Action Requested: Approve cancellation of outstanding and unpaid check over a year old issued by Great Falls Municipal Court

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (approve/deny) the cancellation of City of Great Falls checks that remain outstanding and unpaid for a period of one (1) year or longer as authorized by Mont. Code Ann. § 7-6-4303, and approve redistribution to the General Fund and the Municipal Court Unclaimed Restitution Fund.”

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

Staff Recommendation: Staff recommends that the City Commission approve the cancellation of checks that remain outstanding and unpaid for the period of one (1) year or longer.

Background: Mont. Code Ann. § 7-6-4303 authorizes the City Commission to cancel municipal checks that have remained outstanding and unpaid for a period of one (1) year or longer. Great Falls Municipal Court sends out two separate letters with affidavits to the address on record for the payee. If no response is received, a request to cancel the checks is sent to the City Commission. If a payee comes forward any time after the checks are cancelled, the Municipal Court will generate a replacement check. All affidavits for replacements checks that have been returned to the City have had checks re-issued.

The last time the City Commission approved the cancellation of checks issued by the Great Falls Municipal Court was September 3, 2019.

Fiscal Impact: The total amount of the checks requesting to be canceled total \$30,399.87. If approved, those funds will be placed in the General Fund miscellaneous revenue, unclaimed property with the State, and/or the Municipal Court Unclaimed Restitution Fund.

Attachment: List of checks to be cancelled

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
9/5/2019	2/2/2021	5/21/2021	Lewin	Erin	37487	\$25.00	
10/6/2019	2/2/2021	5/21/2021	Yochim	Aeryn	37638	\$50.00	
10/29/2019	2/2/2021	5/21/2021	Yochim	Aeryn	37690	\$50.00	
12/4/2019	2/2/2021	5/21/2021	Yochim	Aeryn	37872	\$100.00	
1/17/2020	2/2/2021	5/21/2021	Yochim	Aeryn	38076	\$50.00	
5/15/2020	2/2/2021	5/21/2021	Yochim	Aeryn	38539	\$115.00	
1/17/2020	2/2/2021	5/21/2021	Luksic	Bryan	38091	\$33.34	
5/1/2020	2/2/2021	5/21/2021	Luksic	Bryan	38487	\$25.00	
5/29/2020	2/2/2021	5/21/2021	Luksic	Bryan	38611	\$41.66	
9/24/2019	2/2/2021	5/21/2021	Shinn	Mike	37606	\$200.00	
10/29/2019	2/2/2021	5/21/2021	Shinn	Mike	37745	\$200.00	
11/14/2019	2/2/2021	5/21/2021	Shinn	Mike	37829	\$100.00	
2/14/2020	2/2/2021	5/21/2021	Shinn	Mike	38247	\$100.00	
3/14/2020	2/2/2021	5/21/2021	Rader	Lance	38378	\$50.00	
4/14/2020	2/2/2021	4/11/2022	Rader	Lance	38471	\$50.00	
5/15/2020	2/2/2021	4/11/2022	Rader	Lance	38572	\$50.00	
6/15/2020	2/2/2021	4/11/2022	Rader	Lance	38704	\$50.00	
7/16/2020	2/2/2021	4/11/2022	Rader	Lance	38840	\$50.00	
8/3/2020	2/2/2021	4/11/2022	Rader	Lance	38914	\$50.00	
12/23/2019	2/2/2021	4/11/2022	Anderson	Jennifer	37998	\$44.00	
9/14/2017	2/9/2021	4/11/2022	Winters	Sherie	34560	\$50.00	
9/14/2018	2/9/2021	4/11/2022	Winters	Sherie	35943	\$50.00	
9/29/2017	2/9/2021	4/11/2022	Burger King		34576	\$100.00	
10/13/2017	2/9/2021	4/11/2022	Cook	Carlee	34628		\$385.00
10/13/2017	2/9/2021	4/12/2022	Fischer	Nancy	34645	\$85.00	
10/13/2017	2/9/2021	4/12/2022	Walmart		34655	\$50.00	
11/15/2017	2/9/2021	4/12/2022	Walmart		34755	\$52.00	
9/14/2018	2/9/2021	4/12/2022	Walmart		35947	\$40.00	
11/15/2017	2/9/2021	4/12/2022	Oakes	June	34732	\$56.00	
11/15/2017	2/9/2021	4/12/2022	Bolta	Rischelle	34740		\$585.00
11/15/2017	2/9/2021	4/12/2022	Goodell	Roy	34742	\$33.33	
11/15/2017	2/9/2021	4/12/2022	Goodell	Roy	34743	\$33.33	
12/15/2017	2/9/2021	4/12/2022	Goodell	Roy	34844	\$100.00	
12/28/2017	2/9/2021	4/12/2022	Goodell	Roy	34889	\$50.00	
2/15/2018	2/9/2021	4/12/2022	Goodell	Roy	35070	\$50.00	
2/15/2018	2/9/2021	4/12/2022	Goodell	Roy	35071	\$100.00	
4/13/2018	2/11/2021	4/12/2022	Goodell	Roy	35325	\$100.00	
1/30/2019	2/11/2021	4/12/2022	Goodell	Roy	36488	\$25.00	
1/30/2019	2/11/2021	4/12/2022	Goodell	Roy	36489	\$25.00	
3/15/2019	2/11/2021	4/12/2022	Goodell	Roy	36692	\$33.00	
3/15/2019	2/11/2021	4/12/2022	Goodell	Roy	36693	\$34.00	
4/15/2019	2/11/2021	4/12/2022	Goodell	Roy	36823	\$57.67	
4/15/2019	2/11/2021	4/12/2022	Goodell	Roy	36824	\$108.67	
11/29/2017	2/11/2021	4/12/2022	Romans	Clele	34766	\$150.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
12/15/2017	2/11/2021	4/12/2022	Romans	Cele	34814	\$200.00	
12/28/2017	2/11/2021	4/12/2022	Romans	Cele	34872	\$150.00	
11/29/2017	2/11/2021	4/12/2022	Jennings	Rylan	34787		\$135.00
11/29/2017	2/11/2021	4/12/2022	Winters	Sherie	34788	\$100.00	
11/29/2017	2/11/2021	4/12/2022	Jones	Stewart	34789		\$100.00
12/15/2017	2/11/2021	4/12/2022	Champs		34809	\$8.33	
1/30/2018	2/11/2021	4/12/2022	Champs		34960	\$35.83	
3/14/2018	2/11/2021	4/12/2022	Champs		35158	\$8.33	
4/13/2018	2/11/2021	4/12/2022	Champs		35294	\$8.33	
5/15/2018	2/11/2021	4/12/2022	Champs		35418	\$8.33	
5/30/2018	2/11/2021	4/12/2022	Champs		35473	\$8.33	
4/15/2019	2/11/2021	4/12/2022	Champs		36786	\$8.33	
5/30/2019	2/11/2021	4/12/2022	Champs		36996	\$16.66	
9/5/2019	2/11/2021	4/12/2022	Champs		37471	\$16.66	
12/15/2017	2/11/2021	4/12/2022	Wahl	Lily	34835		\$270.00
12/15/2017	2/12/2021	4/12/2022	Walgreens		34860	\$8.35	
1/12/2018	2/12/2021	4/12/2022	Family Affair	Restaurant	34920	\$16.66	
1/30/2018	2/12/2021	4/12/2022	Steffes	Daniel	34969		\$1,255.00
1/30/2018	2/12/2021	4/12/2022	Small	Michelle	34998	\$25.00	
1/30/2018	2/12/2021	4/12/2022	Hargrove	Thomas	35013	\$50.00	
2/28/2018	2/12/2021	4/12/2022	Hargrove	Thomas	35135	\$50.00	
3/30/2018	2/12/2021	4/12/2022	Hargrove	Thomas	35275	\$50.00	
6/29/2018	2/12/2021	4/12/2022	Hargrove	Thomas	35636	\$50.00	
7/31/2018	2/12/2021	4/12/2022	Hargrove	Thomas	35756	\$50.00	
2/15/2018	2/12/2021	4/12/2022	Luksic	Bryan	35033	\$25.00	
3/29/2019	2/12/2021	4/12/2022	Luksic	Bryan	36719	\$55.00	
2/15/2018	2/12/2021	4/12/2022	Holiday Inn		35051	\$150.00	
2/28/2018	2/12/2021	4/12/2022	Mowatt	Brain (Brian)	35090	\$50.00	
2/28/2018	2/12/2021	4/12/2022	Polensky	Jeffrey	35110	\$12.50	
3/30/2018	2/12/2021	4/12/2022	Polensky	Jeffrey	35255	\$12.50	
5/30/2018	2/12/2021	4/12/2022	Polensky	Jeffrey	35490	\$12.50	
6/29/2018	2/12/2021	4/12/2022	Polensky	Jeffrey	35622	\$12.50	
7/31/2018	2/12/2021	4/12/2022	Polensky	Jeffrey	35735	\$12.50	
6/27/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37143	\$16.66	
7/31/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37271	\$16.66	
9/5/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37499	\$16.66	
9/24/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37587	\$16.66	
10/29/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37724	\$16.66	
12/4/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37902	\$16.66	
12/23/2019	2/12/2021	4/12/2022	Polensky	Jeffrey	37997	\$25.00	
1/31/2020	2/12/2021	4/12/2022	Polensky	Jeffrey	38176	\$50.04	
3/14/2018	2/12/2021	4/12/2022	Jackson	Pamela	35196	\$50.00	
4/30/2019	2/12/2021	4/12/2022	Jackson	Pamela	36884	\$650.00	
3/30/2018	2/12/2021	4/12/2022	Black	Bryan	35229	\$50.00	
9/28/2018	2/12/2021	4/12/2022	Black	Bryan	35956	\$25.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
6/27/2019	2/12/2021	4/12/2022	Black	Bryan	37124	\$25.00	
9/5/2019	2/12/2021	4/12/2022	Black	Bryan	37465	\$25.00	
12/4/2019	2/12/2021	4/12/2022	Black	Bryan	37878	\$25.00	
3/14/2020	2/12/2021	4/12/2022	Black	Bryan	38346	\$117.00	
3/30/2018	2/12/2021	4/12/2022	Washington	Cedric	35232	\$584.00	
3/30/2018	2/12/2021	4/12/2022	Tatsey	Uriel	35280	\$1.00	
4/13/2018	2/12/2021	4/12/2022	Ibragimova	Ramicia	35322	\$35.00	
4/30/2018	2/12/2021	4/12/2022	Stryker	Donna	35358	\$12.50	
4/30/2018	3/4/2021	4/13/2022	Zuidema	Jake	35364	\$3.00	
5/30/2018	3/4/2021	4/13/2022	Bushhorn	Katherine	35497	\$12.50	
6/29/2018	3/5/2021	4/13/2022	Bushhorn	Katherine	35626	\$12.50	
7/31/2018	3/5/2021	4/13/2022	Bushhorn	Katherine	35739	\$12.50	
5/30/2018	3/5/2021	4/13/2022	Shinn	Mike	35507	\$431.00	
5/30/2018	3/5/2021	4/13/2022	Goulet	Tomisha	35517	\$119.00	
6/14/2018	3/5/2021	4/13/2022	Oasis Frag.	and Beauty	35578	\$50.00	
12/28/2018	3/5/2021	4/13/2022	Oasis Frag.	and Beauty	36348	\$50.00	
6/14/2018	3/5/2021	4/13/2022	Hinsen	Thomas	35589		\$385.00
8/14/2018	3/5/2021	4/13/2022	Patzer	James	35785	\$25.00	
8/14/2018	3/5/2021	4/13/2022	Oasis Frag.	and Beauty	35803	\$50.00	
8/31/2018	3/5/2021	4/13/2022	Edgar	Alicia	35814	\$25.00	
8/31/2018	3/5/2021	4/13/2022	Fredrick	Breven	35821		\$385.00
8/31/2018	3/5/2021	4/13/2022	Fat Tuesdays		35841	\$194.00	
9/14/2018	3/5/2021	4/13/2022	Yochim	Aeryn	35885	\$50.00	
10/31/2018	3/5/2021	4/13/2022	Yochim	Aeryn	36076	\$50.00	
11/16/2018	3/5/2021	4/13/2022	Yochim	Aeryn	36145	\$50.00	
12/28/2018	3/5/2021	4/13/2022	Yochim	Aeryn	36262	\$50.00	
1/15/2019	3/5/2021	4/13/2022	Yochim	Aeryn	36379	\$50.00	
2/15/2019	3/5/2021	4/13/2022	Yochim	Aeryn	36506	\$50.00	
3/29/2019	3/5/2021	4/13/2022	Yochim	Aeryn	36712	\$50.00	
4/30/2019	3/5/2021	4/13/2022	Yochim	Aeryn	36845	\$50.00	
5/30/2019	3/5/2021	4/13/2022	Yochim	Aeryn	36987	\$50.00	
6/17/2019	3/5/2021	4/13/2022	Yochim	Aeryn	37054	\$175.00	
2/28/2020	3/5/2021	4/13/2022	Yochim	Aeryn	38265	\$50.00	
3/31/2020	3/5/2021	4/13/2022	Yochim	Aeryn	38412	\$100.00	
8/3/2020	3/5/2021	4/13/2022	Yochim	Aeryn	38871	\$110.00	
9/14/2018	3/5/2021	4/13/2022	Baumann	Carina	35897	\$50.00	
10/12/2018	3/5/2021	5/3/2022	Miller	Isaiah	36039	\$100.00	
11/29/2018	3/5/2021	5/3/2022	Miller	Isaiah	36233	\$50.00	
12/28/2018	3/5/2021	5/3/2022	Miller	Isaiah	36316	\$50.00	
2/15/2019	3/5/2021	5/3/2022	Miller	Isaiah	36534	\$50.00	
3/29/2019	3/5/2021	5/3/2022	Miller	Isaiah	36736	\$50.00	
10/31/2018	3/15/2021	5/3/2022	Klee	Carlana	36086	\$50.00	
10/31/2018	3/15/2021	5/3/2022	Ellis	Rodney	36130	\$40.00	
11/16/2018	3/15/2021	5/3/2022	Anderson	Jennifer	36179	\$15.00	
11/16/2018	3/15/2021	5/3/2022	Klundt	Rodney	36200	\$15.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
12/28/2018	3/15/2021	5/3/2022	Harwood	Christine	36287	\$50.00	
12/28/2018	3/15/2021	5/3/2022	McIntosh	Constance	36293	\$1.00	
12/28/2018	3/16/2021	5/3/2022	Moffett	Daniel	36297		\$200.00
12/28/2018	3/16/2021	5/3/2022	Thoman	David	36300		\$135.00
12/28/2018	3/16/2021	5/3/2022	Brainard	Michael	36344	\$50.00	
12/28/2018	3/16/2021	5/3/2022	Weaver	Nickolas	36346	\$120.00	
3/15/2019	3/16/2021	5/3/2022	Weaver	Nickolas	36689	\$40.00	
1/30/2019	4/5/2021	5/3/2022	Watson	Carrie	36452	\$50.00	
1/30/2019	4/5/2021	5/3/2022	Kessel	Theodora	36498	\$5.00	
2/15/2019	4/5/2021	5/3/2022	Canales	Britt	36514	\$30.00	
2/15/2019	4/5/2021	5/3/2022	Runway	Fashion	36526	\$16.66	
2/15/2019	4/5/2021	5/3/2022	Hofer	John	36537	\$30.00	
3/15/2019	4/5/2021	5/3/2022	Warehouse	Pawn	36708	\$34.00	
3/14/2020	4/5/2021	5/3/2022	Warehouse	Pawn	38410	\$70.00	
8/14/2020	4/5/2021	5/3/2022	Warehouse	Pawn	39004	\$39.25	
3/29/2019	4/5/2021	5/3/2022	Black	Bryan	36718	\$25.00	
3/29/2019	4/5/2021	5/3/2022	Rader	Lance	36746	\$50.00	
5/30/2019	4/5/2021	5/3/2022	Rader	Lance	37022	\$50.00	
7/31/2019	4/5/2021	5/3/2022	Rader	Lance	37278	\$50.00	
9/5/2019	4/5/2021	5/3/2022	Rader	Lance	37507	\$50.00	
4/15/2019	4/5/2021	5/3/2022	Adam and Eve		36776	\$16.00	
5/16/2019	4/5/2021	5/3/2022	Kramer	Catherine	36914	\$200.00	
5/16/2019	4/5/2021	5/3/2022	Forrest	Joshua	36942	\$47.00	
5/30/2019	4/5/2021	5/4/2022	Murphy	George	37005		\$285.00
5/30/2019	4/5/2021	5/4/2022	Wiener	Nathan	37027	\$2.00	
5/30/2019	4/9/2021	5/4/2022	Shopko		37037	\$25.00	
6/17/2019	4/9/2021	5/4/2022	Shopko		37113	\$25.00	
9/5/2019	4/9/2021	5/4/2022	Shopko		37529	\$16.66	
12/4/2019	4/9/2021	5/4/2022	Shopko		37938	\$12.50	
6/17/2019	4/9/2021	5/4/2022	Williamson	George	37081	\$33.00	
7/11/2019	4/9/2021	5/4/2022	Big Sky	Treasures	37183	\$25.00	
7/31/2019	4/9/2021	5/4/2022	Buck Jr	Gerald	37264	\$50.00	
6/30/2020	4/9/2021	5/4/2022	Buck Jr	Gerald	38754	\$50.00	
7/31/2019	4/9/2021	5/4/2022	Sams Club		37290	\$41.66	
8/16/2019	4/9/2021	5/4/2022	Riehl	Carly	37325	\$50.00	
9/5/2019	4/9/2021	5/4/2022	Rivers	Jared	37496		\$870.00
9/24/2019	4/9/2021	5/4/2022	Brasda	Chad	37562	\$75.00	
10/16/2019	4/9/2021	5/4/2022	Ritter	Mark	37667		\$185.00
10/29/2019	4/9/2021	5/4/2022	Johnston	Marcus	37740	\$100.00	
10/29/2019	4/9/2021	5/4/2022	Wylie	Thomas	37770	\$250.00	
11/14/2019	4/26/2021	5/4/2022	Buchanan	Andrew	37787	\$16.66	
12/23/2019	4/26/2021	5/4/2022	Lawrence	Charles	37975	\$50.00	
12/23/2019	4/26/2021	5/4/2022	Burroughs	Cortnie	37981	\$50.00	
12/23/2019	4/26/2021	5/4/2022	Mavrinac	Mason	38019	\$15.00	
12/31/2019	4/26/2021	5/4/2022	AT&T		38042	\$25.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
1/17/2020	4/27/2021	5/4/2022	Wanner	Jordan	38116	\$50.00	
2/14/2020	4/27/2021	5/4/2022	Wheeldon	David	38223	\$2.00	
2/14/2020	4/27/2021	5/4/2022	Dowell	Katie	38232	\$25.00	
2/28/2020	4/27/2021	5/4/2022	Rodriguez	David	38280		\$470.00
3/14/2020	4/27/2021	5/4/2022	Dowell	Katie	38372	\$25.00	
3/14/2020	4/27/2021	5/4/2022	Turner	Parker	38391	\$50.00	
3/14/2020	4/27/2021	5/4/2022	Ulta Beauty		38405	\$12.00	
3/31/2020	4/27/2021	5/4/2022	Bed Bath	And Beyond	38411	\$92.00	
6/15/2020	4/27/2021	5/4/2022	Bed Bath	And Beyond	38662	\$50.00	
3/31/2020	4/27/2021	5/4/2022	Harbor	Freight Tools	38424	\$10.00	
5/1/2020	4/27/2021	5/4/2022	Harbor	Freight Tools	38500	\$10.00	
6/30/2020	4/27/2021	5/4/2022	Harbor	Freight Tools	38758	\$10.00	
5/15/2020	4/27/2021	5/4/2022	Kuska	Johnathan	38565	\$7.00	
5/29/2020	4/27/2021	5/4/2022	Stevens	Marissa	38636	\$34.00	
6/15/2020	4/27/2021	5/4/2022	Chili's Bar	And Grill	38663	\$29.00	
6/30/2020	4/27/2021	5/4/2022	Schroder	Lindy	38771	\$117.50	
7/16/2020	4/27/2021	5/4/2022	Cage	Billy	38810	\$50.00	
8/3/2020	4/27/2021	5/4/2022	Cage	Billy	38877	\$50.00	
8/31/2020	4/27/2021	5/4/2022	Cage	Billy	39014	\$50.00	
7/16/2020	4/27/2021	5/4/2022	Lakota Pawn		38839	\$11.00	
8/3/2020	4/27/2021	5/4/2022	Brown	Katie	38910	\$179.00	
8/14/2020	4/27/2021	5/4/2022	Enoch III	Ben	38952	\$40.00	
8/31/2020	4/29/2021	5/4/2022	Walmart		39072	\$93.00	
9/15/2020	4/29/2021	5/4/2022	Walmart		39132	\$30.50	
1/15/2021	4/29/2021	5/4/2022	Walmart		39572	\$50.00	
1/15/2021	4/29/2021	5/4/2022	Walmart		39573	\$290.00	
1/29/2021	4/29/2021	5/4/2022	Walmart		37644	\$28.00	
1/29/2021	4/29/2021	5/4/2022	Walmart		39645	\$50.00	
9/15/2020	4/29/2021	5/4/2022	Game Stop		39097	\$70.00	
9/15/2020	4/29/2021	5/4/2022	McGee	Harry	39099	\$49.00	
9/15/2020	4/29/2021	5/4/2022	Rader	Lance	39109	\$50.00	
10/15/2020	4/29/2021	5/4/2022	Rader	Lance	39231	\$50.00	
11/30/2020	4/29/2021	5/4/2022	Rader	Lance	39369	\$50.00	
12/15/2020	4/29/2021	5/4/2022	Rader	Lance	39435	\$50.00	
9/15/2020	4/29/2021	5/4/2022	Bowe	Mary	39113	\$352.00	
10/15/2020	4/29/2021	5/4/2022	Walter	Bonnie	39207	\$55.00	
10/15/2020	4/29/2021	5/4/2022	Moore	Mary	38235	\$50.00	
12/31/2020	4/29/2021	5/4/2022	Moore	Mary	39491	\$25.00	
10/30/2020	4/29/2021	5/4/2022	Lewin	Erin	39271	\$100.00	
10/30/2020	4/29/2021	5/4/2022	Zuback	Wacey	39311	\$3.00	
11/30/2020	4/29/2021	5/4/2022	Champs		39336	\$116.87	
12/15/2020	4/29/2021	5/4/2022	McPartlin	John	39426		\$447.75
12/15/2020	4/29/2021	5/4/2022	Staples		39451	\$9.00	
12/15/2020	4/29/2021	5/4/2022	McGillis	William	39457	\$5.00	
12/31/2020	4/29/2021	5/4/2022	Smith's Food	And Drug	39500	\$9.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
1/15/2021	4/29/2021	5/4/2022	Hillyard	James	39535	\$50.00	
1/15/2021	4/29/2021	5/4/2022	Sams Club		39561	\$50.00	
1/29/2021	4/29/2021	5/4/2022	Cuellar	Anise	39579	\$50.00	
1/29/2021	4/29/2021	5/4/2022	Vanisko	Dan	39591	\$17.00	
1/29/2021	4/29/2021	5/4/2022	Stephens	Kristen	39613	\$20.00	
1/29/2021	4/29/2021	5/4/2022	Sanchez-Marvel	Sheena	39635	\$1.00	
1/29/2021	4/29/2021	5/4/2022	Warehouse	Pawn	39646	\$10.00	
2/16/2021	5/5/2022	7/25/2022	McAlister	Katherine	39679	\$100.00	
2/16/2021	5/5/2022	7/25/2022	Bassham	Magan	39689	\$75.00	
2/16/2021	5/5/2022	7/25/2022	Walmart 10th		39713	\$50.00	
2/26/2021	5/5/2022	7/25/2022	Walmart 10th		39763	\$23.00	
3/16/2021	5/5/2022	7/25/2022	Walmart 10th		39843	\$50.00	
3/31/2021	5/5/2022	7/25/2022	Walmart 10th		39920	\$25.00	
4/23/2021	5/5/2022	7/25/2022	Walmart 10th		40016	\$50.00	
4/23/2021	5/5/2022	7/25/2022	Walmart 10th		40017	\$50.00	
4/23/2021	5/5/2022	7/25/2022	Walmart 10th		40018	\$79.00	
4/23/2021	5/5/2022	7/25/2022	Walmart 10th		40019	\$139.00	
5/17/2021	5/5/2022	7/25/2022	Walmart 10th		40143	\$17.00	
5/17/2021	5/5/2022	7/25/2022	Walmart 10th		40144	\$50.00	
6/15/2021	5/5/2022	7/25/2022	Walmart 10th		40270	\$20.00	
6/15/2021	5/5/2022	7/25/2022	Walmart 10th		40271	\$50.00	
6/30/2021	5/5/2022	7/25/2022	Walmart 10th		40343	\$25.00	
7/16/2021	5/5/2022	7/25/2022	Walmart 10th		40396	\$25.00	
7/16/2021	5/5/2022	7/25/2022	Walmart 10th		40397	\$25.00	
7/16/2021	5/5/2022	7/25/2022	Walmart 10th		40398	\$50.00	
7/30/2021	5/5/2022	7/25/2022	Walmart 10th		40460	\$12.50	
7/30/2021	5/5/2022	7/25/2022	Walmart 10th		40461	\$18.00	
8/19/2021	5/5/2022	7/25/2022	Walmart 10th		40549	\$25.00	
8/19/2021	5/5/2022	7/25/2022	Walmart 10th		40550	\$25.00	
8/19/2021	5/5/2022	7/25/2022	Walmart 10th		40551	\$50.00	
8/31/2021	5/5/2022	7/25/2022	Walmart 10th		40599	\$36.75	
8/31/2021	5/5/2022	7/25/2022	Walmart 10th		40600	\$50.00	
9/30/2021	5/5/2022	7/25/2022	Walmart 10th		40709	\$50.00	
9/30/2021	5/5/2022	7/25/2022	Walmart 10th		40710	\$53.25	
9/30/2021	5/5/2022	7/25/2022	Walmart 10th		40711	\$57.00	
9/30/2021	5/5/2022	7/25/2022	Walmart 10th		40712	\$100.00	
10/15/2021	5/5/2022	7/25/2022	Walmart 10th		40767	\$28.00	
10/29/2021	5/5/2022	7/25/2022	Walmart 10th		40824	\$25.00	
10/29/2021	5/5/2022	7/25/2022	Walmart 10th		40825	\$100.00	
3/16/2021	5/5/2022	7/25/2022	Kempa	Aleesha	39765		\$185.00
3/16/2021	5/5/2022	7/25/2022	Wetzel	Ann	39769	\$25.00	
8/31/2021	5/5/2022	7/25/2022	Wetzel	Ann	40558	\$139.25	
3/16/2021	5/5/2022	7/25/2022	Chili's Bar and Grill		39778	\$50.00	
4/30/2021	5/5/2022	7/25/2022	Chili's Bar and Grill		40033	\$12.00	
3/16/2021	5/5/2022	7/25/2022	Miller	Isaiah	39801	\$100.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
5/17/2021	5/5/2022	7/25/2022	Miller	Isaiah	40104	\$100.00	
6/30/2021	5/5/2022	7/25/2022	Miller	Isaiah	40301	\$50.00	
7/30/2021	5/5/2022	7/25/2022	Miller	Isaiah	40425	\$50.00	
9/30/2021	5/5/2022	7/25/2022	Miller	Isaiah	40650	\$50.00	
3/31/2021	5/5/2022	7/25/2022	Cuellar	Anise	39855	\$50.00	
5/17/2021	5/5/2022	7/25/2022	Cuellar	Anise	40085	\$100.00	
8/19/2021	5/5/2022	7/25/2022	Cuellar	Anise	40466	\$100.00	
9/30/2021	5/5/2022	7/25/2022	Cuellar	Anise	40611	\$100.00	
3/31/2021	5/5/2022	7/25/2022	Brown	Katie	39885	\$33.33	
6/15/2021	5/5/2022	7/25/2022	Brown	Katie	40239	\$9.02	
3/31/2021	5/5/2022	7/25/2022	Stevens	Marissa	39892	\$31.34	
4/23/2021	5/5/2022	7/25/2022	Kitchell	Kevin	39974	\$50.00	
5/17/2021	5/5/2022	7/25/2022	Kitchell	Kevin	40115	\$50.00	
6/15/2021	5/5/2022	7/25/2022	Kitchell	Kevin	40243	\$50.00	
7/30/2021	5/5/2022	7/25/2022	Kitchell	Kevin	40433	\$50.00	
8/31/2021	5/5/2022	7/25/2022	Kitchell	Kevin	40578	\$50.00	
9/30/2021	5/5/2022	7/25/2022	Kitchell	Kevin	40668	\$50.00	
4/23/2021	5/5/2022	7/26/2022	Brandt	Logan	39980	\$500.00	
4/23/2021	5/5/2022	7/26/2022	Grayhawk	Rachael	39992	\$25.00	
6/15/2021	5/5/2022	7/26/2022	Grayhawk	Rachael	40257	\$25.00	
6/30/2021	5/5/2022	7/26/2022	Grayhawk	Rachael	40322	\$25.00	
4/23/2021	5/5/2022	7/26/2022	Asad	Sham	40004		\$300.00
4/23/2021	5/5/2022	7/26/2022	Ulta Beauty		40012	\$50.00	
4/30/2021	5/5/2022	7/26/2022	Hardee's		40045	\$16.00	
4/30/2021	5/5/2022	7/26/2022	Loaf N Jug		40059	\$25.00	
6/30/2021	5/5/2022	7/26/2022	Loaf N Jug		40315	\$25.00	
7/30/2021	5/5/2022	7/26/2022	Loaf N Jug		40437	\$25.00	
9/30/2021	5/5/2022	7/26/2022	Loaf N Jug		40674	\$25.00	
10/15/2021	5/5/2022	7/26/2022	Loaf N Jug		40750	\$25.00	
5/17/2021	5/5/2022	7/26/2022	Mccune, Jr	Daniel	40093	\$100.00	
5/17/2021	5/5/2022	7/26/2022	Redd	Jennifer	40107	\$40.00	
5/17/2021	5/5/2022	7/26/2022	Christensen	Melissa	40120	\$25.00	
7/16/2021	5/5/2022	7/26/2022	Christensen	Melissa	40383	\$50.00	
8/31/2021	5/5/2022	7/26/2022	Christensen	Melissa	40582	\$25.00	
6/1/2021	5/5/2022	7/26/2022	Burrell	Marvin	40174		\$1,000.00
6/1/2021	5/5/2022	7/26/2022	Nelson	Mischelle	40177	\$200.00	
6/1/2021	5/5/2022	7/26/2022	Stageline Pizza		40183	\$50.00	
6/30/2021	5/5/2022	7/26/2022	Stageline Pizza		40330	\$13.00	
6/15/2021	5/5/2022	7/26/2022	Cueto Betancourt	Lucy	40210		\$350.00
6/15/2021	5/5/2022	7/26/2022	Dowell	Katie	40240	\$25.00	
10/15/2021	5/5/2022	7/26/2022	Dowell	Katie	40744	\$50.00	
6/15/2021	5/5/2022	7/26/2022	Sam's Club		40263	\$33.33	
6/15/2021	5/5/2022	7/26/2022	Sam's Club		40264	\$33.33	
6/15/2021	5/5/2022	7/26/2022	Sam's Club		40265	\$100.00	
6/30/2021	5/5/2022	7/26/2022	Mackenzie	Bambi	40282	\$80.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
6/30/2021	5/5/2022	7/26/2022	Vanisko	Dan	40291	\$17.00	
6/30/2021	5/5/2022	7/26/2022	Schaeffer	Jeremy	40304	\$35.00	
6/30/2021	5/5/2022	7/26/2022	Kiser	John	40305	\$21.00	
8/19/2021	5/5/2022	7/26/2022	Kiser	John	40505	\$33.00	
6/30/2021	5/5/2022	7/26/2022	Kanngiesser	Thomas	40337	\$16.66	
6/30/2021	5/5/2022	7/26/2022	Davis	Tyrule	40340	\$1.00	
7/16/2021	5/5/2022	7/26/2022	Collins	Dustin	40366	\$50.00	
8/31/2021	5/5/2022	7/26/2022	Collins	Dustin	40569	\$10.00	
7/30/2021	5/5/2022	7/26/2022	Moore	Mary	40439	\$140.00	
7/30/2021	5/5/2022	7/26/2022	Shopko		40449	\$8.34	
8/19/2021	5/5/2022	7/26/2022	Shopko		40540	\$25.00	
8/19/2021	5/5/2022	7/26/2022	Shopko		40541	\$178.00	
9/30/2021	5/5/2022	7/26/2022	Shopko		40701	\$25.00	
10/29/2021	5/5/2022	7/26/2022	Shopko		40818	\$25.00	
8/19/2021	5/5/2022	7/26/2022	Potts	George	40487	\$25.00	
8/19/2021	5/5/2022	7/26/2022	Halftime Sports Bar		40494	\$414.00	
8/19/2021	5/5/2022	7/26/2022	Hobbyland		40496	\$25.00	
9/30/2021	5/5/2022	7/26/2022	Hobbyland		40648	\$25.00	
10/29/2021	5/5/2022	7/26/2022	Hobbyland		40793	\$25.00	
8/19/2021	5/5/2022	7/26/2022	Finstad	Kelli	40508	\$1.00	
8/19/2021	5/5/2022	7/26/2022	Delaney	Logan	40517		\$185.00
8/31/2021	5/5/2022	7/26/2022	Rupnow	Angela	40557	\$25.00	
8/31/2021	5/5/2022	7/26/2022	Thomas	Lisa	40580	\$21.50	
9/30/2021	5/5/2022	7/26/2022	Libbee	Jeff	40654	\$195.00	
10/15/2021	5/5/2022	7/26/2022	Terry, Jr	Charles	40725		\$470.00
10/15/2021	5/5/2022	7/26/2022	Shaw	Ricky	40761	\$25.00	
10/29/2021	5/5/2022	7/26/2022	Sonic		40769	\$50.00	
10/29/2021	5/5/2022	7/26/2022	Williamson	Amber	40772	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Miller	Isaiah	40847	\$50.00	
11/15/2021	5/31/2022	7/26/2022	Dowell	Katie	40855	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Kitchell	Kevin	40858	\$100.00	
11/15/2021	5/31/2022	7/26/2022	Loaf N Jug		40861	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Phoenix III	Normand	40870	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Shaw	Ricky	40875	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Nelson	Timothy	40883	\$10.00	
11/15/2021	5/31/2022	7/26/2022	Ultra Beauty		40887	\$36.00	
11/15/2021	5/31/2022	7/26/2022	Walmart 10th		40889	\$25.00	
11/15/2021	5/31/2022	7/26/2022	Walmart 10th		40890	\$25.00	
11/30/2021	5/31/2022	7/26/2022	Levandowski	Brittany	40902	\$50.00	
11/30/2021	5/31/2022	7/26/2022	Famous Footwear		40914	\$16.67	
11/30/2021	5/31/2022	7/26/2022	Hobbyland		40920	\$26.68	
11/30/2021	5/31/2022	7/26/2022	Shaw	Ricky	40944	\$50.00	
11/30/2021	5/31/2022	7/26/2022	Shopko		40949	\$23.32	
11/30/2021	5/31/2022	7/26/2022	Walmart 10th		40957	\$25.00	
11/30/2021	5/31/2022	7/26/2022	Walmart 10th		40958	\$25.00	

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
12/15/2021	7/13/2022	8/18/2022	Richard	Aimery	40961		\$385.00
12/15/2021	7/13/2022	8/18/2022	Hodge	Brittany	40967	\$25.00	
12/15/2021	7/13/2022	8/18/2022	Famous Footwear		40981	\$16.67	
12/15/2021	7/13/2022	8/18/2022	Hobbyland		40989	\$50.00	
12/15/2021	7/13/2022	8/18/2022	Miller	Isaiah	40990	\$50.00	
12/15/2021	7/13/2022	8/18/2022	Dowell	Katie	41004	\$25.00	
12/15/2021	7/13/2022	8/18/2022	Loaf N Jug		41014	\$25.00	
12/15/2021	7/13/2022	8/18/2022	Christensen	Melyssa	41019	\$175.00	
12/15/2021	7/13/2022	8/18/2022	Phoenix III	Normand	41026	\$50.00	
12/30/2021	7/13/2022	8/18/2022	Dail	Amy	41057	\$14.28	
12/30/2021	7/13/2022	8/18/2022	Robertazza	Emily	41076	\$33.00	
12/30/2021	7/13/2022	8/18/2022	Walsh	James	41088	\$200.00	
12/30/2021	7/13/2022	8/18/2022	Walmart 10th		41114	\$25.00	
12/30/2021	7/13/2022	8/18/2022	Walmart 10th		41115	\$50.00	
12/30/2021	7/13/2022	8/18/2022	Walmart 10th		41116	\$150.00	
12/30/2021	7/13/2022	8/18/2022	Walmart 10th		41117	\$156.00	
Totals						\$20,239.12	8967.75

Additional Businesses

			Date 1st	Date 2nd
11/30/2020	\$60	Big Bear Sports Center	5/20/2021	10/12/2021
8/16/2019	\$200	Oasis Fragrance and Beauty	5/20/2021	10/12/2021
8/16/2019	\$26	Big Sky Treasures	5/20/2021	10/12/2021
9/24/2019	\$1	Big Sky Treasures	5/20/2021	10/12/2021
9/24/2019	\$12.50	Hobbyland	5/20/2021	10/12/2021
10/16/2019	\$12.50	Hobbyland	5/20/2021	10/12/2021
10/29/2019	\$12.50	Hobbyland	5/20/2021	10/12/2021
12/4/2019	\$22.50	Hobbyland	5/20/2021	10/12/2021
12/31/2019	\$16.66	Hobbyland	5/20/2021	10/12/2021
1/31/2020	\$16.66	Hobbyland	5/20/2021	10/12/2021
8/31/2020	\$25.00	Hobbyland	5/20/2021	10/12/2021
9/24/2019	\$12.50	Hastings Books, Music & Vid	5/20/2021	10/12/2021
10/16/2019	\$12.50	Hastings Books, Music & Vid	5/20/2021	10/12/2021
10/29/2019	\$12.50	Hastings Books, Music & Vid	5/20/2021	10/12/2021
12/4/2019	\$2.50	Hastings Books, Music & Vid	5/20/2021	10/12/2021
10/29/2019	\$14.00	Diamond Cab Company	5/20/2021	10/12/2021
9/24/2019	\$12.50	Shopko	5/20/2021	10/12/2021
10/16/2019	\$12.50	Shopko	5/20/2021	10/12/2021
10/16/2019	\$16.50	Shopko	5/20/2021	10/12/2021
10/29/2019	\$12.50	Shopko	5/20/2021	10/12/2021
10/29/2019	\$50.00	Shopko	5/20/2021	10/12/2021
11/14/2019	\$25.00	Shopko	5/20/2021	10/12/2021
11/14/2019	\$16.50	Shopko	5/20/2021	10/12/2021
12/4/2019	\$12.50	Shopko	5/20/2021	10/12/2021
12/4/2019	\$21.55	Shopko	5/20/2021	10/12/2021

Date Issued	Date 1st	Date 2nd	Last Name	First Name	Check No.	Restitution Check Amt.	Bond Check Amt.
12/23/2019		\$25	Shopko			5/20/2021	10/12/2021
12/31/2019		\$16.67	Shopko			5/20/2021	10/12/2021
12/31/2019		\$11.79	Shopko			5/20/2021	10/12/2021
1/17/2020		\$25.00	Shopko			5/20/2021	10/12/2021
1/31/2020		\$16.67	Shopko			5/20/2021	10/12/2021
2/14/2020		\$25.00	Shopko			5/20/2021	10/12/2021
2/28/2020		\$50	Shopko			5/20/2021	10/12/2021
5/29/2020		\$35	Shopko			5/20/2021	10/12/2021
7/16/2020		\$25	Shopko			5/20/2021	10/12/2021
8/3/2020		\$25	Shopko			5/20/2021	10/12/2021
8/3/2020		\$50	Shopko			5/20/2021	10/12/2021
8/14/2020		\$40	Shopko			5/20/2021	10/12/2021
8/31/2020		\$77	Shopko			5/20/2021	10/12/2021
9/30/2020		\$69	Shopko			5/20/2021	10/12/2021
10/15/2020		\$25	Shopko			5/20/2021	10/12/2021
12/15/2020		\$25	Shopko			5/20/2021	10/12/2021
1/29/2021		\$13.00	Shopko			5/20/2021	10/12/2021
Total:		\$1,193					

Combined Total for Cancelled Checks

\$30,399.87



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Professional Services Agreement: Central Ave / 3rd St Drainage Improvements Phase 2, OF 1779.1

From: Engineering Division

Initiated By: Public Works Department

Presented By: Christoff Gaub, Public Works Director

Action Requested: Consider and approve a Professional Services Agreement

Suggested Motion:

1. Commissioner moves:

"I move that the City Commission (approve/not approve) a Professional Services Agreement in the amount of \$113,239.00 to Great West Engineering Inc., for the Central Ave / 3rd St Drainage Improvements Phase 2 project, and authorize the City Manager to execute the agreement documents."

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

Staff Recommendation: Approve a Professional Services Agreement

Summary:

The City proposes to retain Great West Engineering Inc., to conduct topographic survey, complete the project design, plan development, assemble bid packages, assist with bidding, and complete as-built drawings of the storm drainage improvements associated with this project.

Background:

Flooding has been problematic in the Downtown Business District due to the increasing number of short duration high intensity rainfall events within the City in recent years. The City previously retained Great West Engineering to perform a basin study for the area. In December 2020, the 9th Ave S and Central Ave/4th St Drainage Basin Study included assessments of the existing storm drainage piping and limited inlet capacity at several key intersections where past flooding has been prevalent. The study helped to identify system deficiencies and make recommendations for improvements to the storm drainage network that will help reduce the duration and amount of future flooding. City Staff identified and prioritized the proposed improvements recommended in the zone identified as "Area 1" in the study (see attached Great West Figure 16).

The proposed project area for phase 2 is along 3rd Street South and extends from 2nd Alley South to Central Avenue; along 1st Alley South from 3rd Street South to 5th Street South; along 4th Street South from 2nd Alley South to 1st Avenue South; along 2nd Alley South from 3rd St South to 5th St South; and along 5th Street South from 2nd Alley South to 1st Alley South. The project will involve adding storm drain inlets, increasing underground pipe capacity, and better conveying storm water to the Missouri River.

Citizen Participation:

The increase in flooding frequency triggered multiple complaints from downtown businesses. Business and building owners expressed concerns with damage caused by water flooding the basements and lower levels of their facilities.

City Staff presented this project to the Downtown Development Partnership (DDP) at its June 22, 2022, monthly meeting. The DDP voted to recommend support for both the Public Works drainage projects as well as amending the Downtown Urban Renewal Plan (DURP) document. At its June 28, 2022 meeting, the Planning Advisory Board determined that the proposed amendment to the DURP is consistent with the City's Growth Policy.

During the City Commission meeting on July 19, 2022, a Resolution of Intention to amend the DURP was adopted, Ordinance 3247 was accepted on first reading and a public hearing was set. On August 16, 2022, the City Commission adopted Ordinance 3247, approving the amended and restated urban renewal plan for the DURP and the two storm drainage projects.

Workload Impacts:

Great West Engineering will complete engineering design, bidding, and construction contract documents. Great West Engineering, when necessary, will provide construction phase services and City Engineering staff will provide construction project inspection and engineering services support.

Purpose:

The purpose of this project is to implement phase 2 of the improvements recommended in the zone identified as "Area 1" in the December 2020 9th Ave S and Central Ave/4th St Drainage Basin Study prepared by Great West Engineering.

Project Work Scope:

The Consultant's Professional Service Agreement will include the following tasks:

- Site Survey
 - Verify existing and establish additional project control points as needed.
 - Conduct supplementary site survey to update the existing data and help provide a more accurate design.
- Project Design
 - Work will include preparation of 60%, 90% and Final Construction Plans
- Bid Assistance
 - This will include assisting with bid advertisement, sending to plan rooms, and contractor questions during bidding.
 - Conduct the pre-bid meeting and provide meeting minutes.
 - Prepare and process any necessary addendums for the project.

- Construction
 - Assist with submittal review.
 - Provide construction staking.
 - Conduct weekly construction inspection.

Conclusion:

The project has been selected, prioritized, and executed in accordance with the Public Works Capital Improvement Program. The project was included in the 2023 budget within the storm drain utility enterprise fund. The project will result in less flooding and help address concerns that citizens have raised regarding the flooding and the resulting damage in this area. City staff recommends approving the Agreement with Great West Engineering Inc., in the amount of \$113,239.00.

Fiscal Impact:

\$910,874.00 in ARPA funding, \$625,000 in TIF funds, and \$578,000 in City storm drain funds are programmed for engineering design and construction of Phase 2. The project has been selected and prioritized, and executed in accordance with the Public Works Capital Improvement Program.

Alternatives:

The City Commission could vote to deny the Professional Services Agreement, request Staff look for another Consultant to perform the service, or cancel the project. This would likely result in increased engineering and design fees for the project, as well as continued complaints from businesses, and building owners in the downtown area.

Attachments/Exhibits:

Professional Services Agreement
Great West Figure 16
Phase Exhibit
Vicinity Map
Photo Layout 1
Photo Layout 2

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the **CITY OF GREAT FALLS, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 5021, Great Falls, Montana 59403-5021, hereinafter referred to as “City,” and **GREAT WEST ENGINEERING INC.**, 2501 Belt View Drive, Helena, MT, 59601, hereinafter referred to as “Consultant.”

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

1. Purpose: City agrees to hire Consultant as an independent contractor to perform for City services described in the Scope of Services attached hereto as Exhibit “A” and by this reference made a part hereof.

2. Term of Agreement: This Agreement is effective upon the date of its execution. Both parties reserve the right to cancel this Agreement by providing a written thirty (30) day notice to the other party.

3. Scope of Work: Consultant will perform the work and provide the services in accordance with the requirements of the Scope of Services.

4. Payment: City agrees to pay Consultant at the hourly rate(s) set forth in the Scope of Services, for a total not to exceed amount of ONE HUNDRED THIRTEEN THOUSAND TWO HUNDRED THIRTY-NINE DOLLARS (\$113,239.00) for services performed pursuant to the Scope of Services. Any alteration or deviation from the described work that involves extra costs will be performed by Consultant after written request by the City, and will become an extra charge over and above the contract amount. The parties must agree upon any extra charges in writing.

5. Independent Contractor Status: The parties agree that Consultant is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Consultant is not subject to the terms and provisions of the City’s personnel policies handbook and may not be considered a City employee for workers’ compensation or any other purpose. Consultant is not authorized to represent the City or otherwise bind the City in any dealings between Consultant and any third parties.

Consultant shall comply with the applicable requirements of the Workers’ Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Consultant shall maintain workers’ compensation coverage for all members and employees of Consultant’s business, except for those members who are exempted by law.

Consultant shall furnish the City with copies showing one of the following: **(1)** a binder for workers’ compensation coverage by an insurer licensed and authorized to provide workers’ compensation insurance in the State of Montana; or **(2)** proof of exemption from workers’ compensation granted by law for independent contractors.

6. Indemnification: To the fullest extent permitted by law, Consultant shall fully indemnify, defend, and save City, its agents, representatives, employees, and officers harmless from and against any and all claims, actions, costs, fees, losses, liabilities or damages of whatever kind or nature arising from Consultant’s negligence and/or errors or omissions in the performance of this Agreement and Consultant’s work on the Construction Project or work of any subcontractor or supplier to Consultant. The indemnification obligations of this Section must not be construed to negate, abridge, or reduce any common-law or statutory rights of the City which would otherwise exist. Consultant’s indemnity under this Section shall be without regard to and without any right to contribution from any insurance maintained by City. Consultant also waives any and all claims and recourse against the City or its officers, agents or employees, including the right of contribution for loss or damage to person or property arising from, growing out of, or in any way connected with or incident to the performance of this Agreement except responsibility for its own fraud, for willful injury to the person or property of another, or for violation of law, whether willful or negligent, according to 28-2-702, MCA. These obligations shall survive termination of this Agreement and the services performed hereunder.

7. Insurance: Consultant shall purchase and maintain insurance coverage as set forth below. The insurance policy, except Workers’ Compensation and Professional Liability, must name the City, (including its elected or appointed officers, officials, employees, or volunteers), as an additional insured or contain a blanket additional insured endorsement and be written on a “primary—noncontributory basis.” Consultant will provide the City with applicable additional insured endorsement documentation. Each coverage shall be obtained from an insurance company that is duly licensed and authorized to transact insurance business and write insurance within the state of Montana, with a minimum of “A.M. Best Rating” of A-, VI, as will protect the Consultant, the various acts of subcontractors, the City and its officers, employees, agents, and representatives from claims for bodily injury and/or property damage which may arise from operations and completed operations under this Agreement. All insurance coverage shall remain in effect throughout the life of this Agreement and for a minimum of one (1) year following the date of expiration of Consultant’s warranties. All insurance policies, except Workers’ Compensation, must contain a provision or endorsement that the coverage afforded will not be canceled, materially changed, or renewal refused until at least thirty (30) days prior written notice has been given to Consultant, City, and all other additional insureds to whom a certificate of insurance has been issued. All insurance documentation shall be in a form acceptable to the City.

*** Insurance Coverage at least in the following amounts is required:**

- | | | |
|----|---|---|
| 1. | Commercial General Liability
(bodily injury and property damage) | \$1,000,000 per occurrence
\$2,000,000 aggregate |
| 2. | Products and Completed Operations | \$2,000,000 |
| 3. | Automobile Liability | \$1,500,000 combined single limit |
| 4. | Workers’ Compensation | Not less than statutory limits |
| 5. | Employers’ Liability | \$1,000,000 |

- 6. Professional Liability (E&O) \$1,000,000 per occurrence
 (only if applicable) \$2,000,000 aggregate

Consultant may provide applicable excess or umbrella coverage to supplement Consultant's existing insurance coverage, if Consultant's existing policy limits do not satisfy the coverage requirements as set forth above.

*** If a request is made to waive certain insurance requirements, insert the insurance item # and corresponding description from the list above:** .

Legal reviewer initials: **Approved** **Denied**

8. Professional Service: Consultant agrees that all services and work performed hereunder will be accomplished in a professional manner consistent with the professional standard of practice under similar circumstance and in the same location.

9. Compliance with Laws: Consultant agrees to comply with all federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, MCA. As applicable, Consultant agrees to purchase a City safety inspection certificate or special business license.

10. Nondiscrimination: Consultant agrees that all hiring by Consultant of persons performing this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, national origin, or other class protected by state and/or federal law.

11. Default and Termination: If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party, at its option, may terminate this Agreement and be released from all obligations if the default is not cured within ten (10) days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

12. Modification and Assignability: This document contains the entire agreement between the parties and no statements, promises or inducements made by either party or agents of either party, which are not contained in this written Agreement, may be considered valid or binding. This Agreement may not be enlarged, modified or altered except by written agreement signed by both parties hereto. The Consultant may not subcontract or assign Consultant's rights, including the right to compensation or duties arising hereunder, without the prior written consent of City. Any subcontractor or assignee will be bound by all of the terms and conditions of this Agreement.

13. **Ownership and Publication of Materials:** All reports, information, data, and other materials prepared by the Consultant pursuant to this Agreement are the property of the City. The City has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any re-use without written verification or adaptation by the Consultant for the specific purpose intended will be at the City's sole risk and without liability or legal exposure to the Consultant. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of the City.

14. **Liaison:** City's designated liaison with Consultant is **Russell Brewer** and Consultant's designated liaison with City is **Josh Sommer**.

15. **Applicability:** This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana.

IN WITNESS WHEREOF, Consultant and City have caused this Agreement to be executed and intend to be legally bound thereby as of the date set forth below.

CITY OF GREAT FALLS, MONTANA

GREAT WEST ENGINEERING, INC.

By: _____
Print Name:
Print Title:
Date:

By: David M. McCarty
Print Name:
Print Title:
Date: JANUARY 24, 2023

ATTEST:

(Seal of the City)

Lisa Kunz, City Clerk

APPROVED AS TO FORM:

By _____
David G. Dennis, Interim City Attorney*

* By law, the City Attorney may only advise or approve contract or legal document language on behalf of the City of Great Falls, and not on behalf of other parties. Review and approval of this document was conducted solely from the legal perspective, and for the benefit, of the City of Great Falls. Other parties should not rely on this approval and should seek review and approval by their own respective counsel.

**EXHIBIT A – ENGINEERING SCOPE OF SERVICES
AND SCHEDULE**

CENTRAL AVE / 3RD STREET DRAINAGE IMPROVEMENTS – PHASE 2 (O.F. 1779.1)

ENGINEERING SCOPE OF SERVICES AND SCHEDULE

INTRODUCTION

There has been an increasing number of higher intensity rainfall events that have resulted in flooding within the project area in recent years. The CONSULTANT previously completed a study of the entire 3rd Ave S drainage basin in December 2020. The CITY has indicated that the highest priority for drainage improvements (the area that has been most problematic from a flooding perspective) is the downtown business district.

The design for the Phase 1 storm water improvements has already been completed in 2021 – 2022. This project will include design for the Phase 2 storm drainage improvements. The project limits for Phase 2 are shown on **Figure 1** and include the following streets and alleys.

- 3rd St S (from 2nd Alley S to Central Ave)
- 4th St S (from 2nd Alley S to 1st Ave S)
- 5th St S (from 2nd Alley S to 1st Alley S)
- 2nd Alley S (from 3rd St S to 5th St S)

The majority of the survey and storm drain modeling for the Phase 2 area was previously completed in the Phase 1 design contract. The services to be provided by the CONSULTANT will include the tasks outlined below.

1.0 DEVELOP SCOPE OF WORK AND AGREEMENT EXECUTION

- Prepare and coordinate a written scope of work for the project with the CITY.
- Prepare a fee estimate for the engineering services and execute an agreement with the CITY.

2.0 SURVEY AND FIELD INVESTIGATIONS

- Initiate a utility locate request for the project area to confirm the accuracy of the utilities marked and surveyed under the Phase 1 project. Coordinate with the CITY on buried utilities, underground and abandoned vaults known to exist.
- Check the elevations of the survey control points previously set in the immediate vicinity of the project for use during design and construction.
- Perform topographic pickup survey as needed to facilitate detailed design for the Phase 2 storm drainage improvements. GPS survey is anticipated. Pickup survey may include additional information gathering at the intersections, any additional utilities marked by the locate request, sidewalk joint patterns at inlet replacements and other miscellaneous information needed to complete the design.

- Field investigations will include any additional field measurements to verify depth to inverts of pipes at existing storm drain manholes and inlets and at sanitary sewer manholes for assessments of sewer crossings. Measurements of depths in water main valve boxes will also be completed to establish approximate water main depths.
- The CONSULTANT will also coordinate with the CITY to perform exploratory excavations at critical water main crossings to identify potential conflicts with the new storm drain and to facilitate design of modifications to resolve any conflicts. It is assumed the exploratory excavations will be performed by the CITY. The CONSULTANT will survey in the elevations of the water mains once they have been exposed by the CITY.
- The CONSULTANT will coordinate any televising of existing storm drains that may be necessary to investigate existing conditions. It is assumed the televising will be performed by the CITY.
- The additional survey data that is gathered will be downloaded and processed to supplement the previous survey information and base mapping will be completed in AutoCad with topographic features and ground contours depicted.
- Participate in up to two information gathering meetings with the CITY. Meeting minutes will be prepared.

3.0 PRELIMINARY DESIGN (60%)

Note: The “Civil Storm” models developed from the Phase 1 project (O.F. 1779.0) will be utilized as the basis for final modeling.

- Verify drainage patterns and refine delineations of drainage subbasins contributing runoff to the storm drain system based on survey information.
- Perform layout of new storm drainage improvements and develop “proposed” AutoCad base map. It is assumed that any new storm drain trunk lines will generally need to be placed along the same alignments as the existing trunklines in order to tie into the existing portions of the system that will remain in place and to minimize conflicts with other existing utilities and facilities.
- Verify roof drainage connections from commercial buildings. This effort will involve discussions with building owners, review of storm drain televising records (provided by CITY) and interior plumbing inspections to determine roof drain piping routes through visual inspections. Access to interior of buildings will be coordinated with the building owners. Use of camera or tracing equipment is not included in this work item.
- Review and refine the modeling from Phase 1 to confirm pipe capacities and required pipe upsizing to accommodate the 5-year, 2-hour storm event without surface flooding.

- Assess potential conflicts with existing utilities and adjust the design to minimize impacts.
- Size new manholes to accommodate new piping sizes and angles of entry/exit.
- Perform final inlet capacity and spread width analysis to establish types, sizes and locations of new storm drain inlets. This analysis will be performed with “Civil Storm” software.
- Prepare preliminary plan sheets and details for the new storm drain piping. Details associated with the storm drain improvements will include trenching, surface restoration sections, inlets, manholes and other miscellaneous details necessary to clearly depict the work. Up to thirteen sheets are anticipated as follows:
 - Cover sheet
 - Project Notes and Legends
 - Overall Site Plan
 - Storm Drain Plan and Profile Sheets (6 sheets)
 - Detail Sheets (4 sheets)
- Facilitate preliminary coordination with private utility companies to address potential conflicts with the new storm drains and options for minimizing impacts.
- Prepare a preliminary cost estimate for the storm drainage improvements.
- Participate in up to two design review meetings with the CITY. Meeting minutes will be prepared.
- Submit preliminary plans (60%) to the CITY for review.

4.0 FINAL DESIGN (95% AND 100%)

- Incorporate revisions based on CITY review of the preliminary plans.
- Finalize modeling and design for the Phase 1 storm drains.
- Assess surface drainage for positive flow to new storm drain inlets. Establish surfacing repair requirements within trenching areas and incorporate design provisions for positive drainage.
- Perform layout and design for modifications to curb returns, ADA ramps, concrete aprons and valley gutters which may be necessary to accommodate replacement inlets and new inlets. Up to six areas requiring modifications are anticipated.
- Finalize storm drain plan and detail sheets. Up to thirteen sheets are anticipated.

- Prepare a drainage report to document the hydrologic and hydraulic analysis and recommendations for the new storm drain design, including peak runoff rates, pipe capacity analysis, spread width analysis and inlet design.
- Facilitate final coordination with private utility companies to address conflicts with the new storm drains and any necessary utility relocations.
- Prepare a final cost estimate for the storm drainage improvements.
- Prepare technical specifications based on CITY modifications to the Montana Public Works Standard Specifications.
- Prepare contract documents, including invitation to bid, instructions to bidders, bid form, certifications, construction agreement, notice of award, notice to proceed, special provisions and measurement and payment.
- Participate in up to two design review meetings with the CITY. Meeting minutes will be prepared.
- Complete final in-house QC review.
- Submit final construction documents (95%) to the CITY for review.
- Incorporate final revisions into plans, contract documents and specifications based on final CITY review comments.

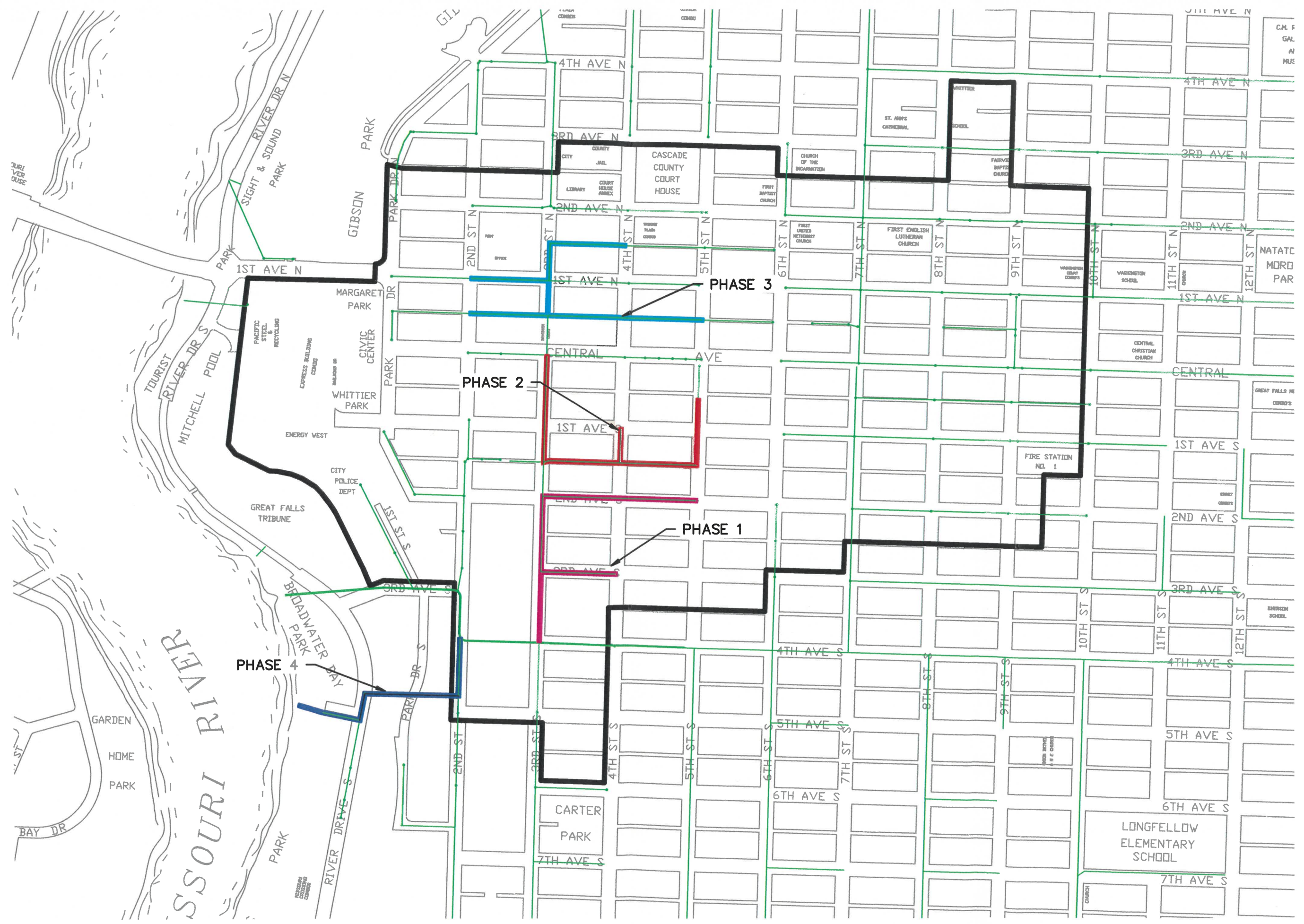
5.0 BIDDING SERVICES

- Provide CITY with up to 20 sets of the final plans, contract documents and specifications for distribution to bidders and builders exchanges.
- Conduct the pre-bid conference, including preparation of the agenda and minutes.
- Address bidder questions and prepare necessary addenda and clarifications.
- Participate in the bid opening and prepare the bid tabulation.

SCHEDULE

The following schedule is anticipated for the study:

<u>Work Item</u>	<u>Completion Date</u>
Notice to Proceed	January 2023
Complete Additional Survey and Investigations	April 21, 2023
Preliminary Design (60%) Submittal to CITY	May 26, 2023
Final Design Submittal (95%) to CITY	July 28, 2023
Final Revisions	August 25, 2023
Advertisement for Bids	September, 2023
Bid Opening	October, 2023



P:\Engineering\inspector\Russell\1 - Projects\1779_0-CentralAve-3rd-st-Drainage-Improvements\1779_017-Design Information-Engineering Report\1779_0-TIF-MAP.dwg

DESIGNED BY: RUB	CHECKED BY: ###	SCALE: AS SHOWN	REVISED: ##-##-
DRAWN BY: RUB	APPROVED BY: ###	DATE: 04-05-2022	AS-BUILT

EXHIBIT B – CITY RESPONSIBILITIES

CENTRAL AVE / 3RD STREET DRAINAGE IMPROVEMENTS – PHASE 2 (O.F. 1779.1)**CITY RESPONSIBILITIES**

CITY shall perform or provide the following:

1. Provide all criteria and full information as to CITY'S requirements for the Project, including design objectives, performance requirements, time schedules, and budgetary limitations.
2. Examine all reports, sketches, cost estimates, drawings, plans, and specifications in a timely manner and report to the CONSULTANT any changes desired.
3. Designate the CITY'S representative to work with the CONSULTANT with authority to transmit instructions, receive information, and define CITY'S policies and decisions.
4. Give prompt written notice to the CONSULTANT whenever the CITY observes or otherwise becomes aware of any deficiency in the Project or change to the site or scope of services which may substantially affect the CONSULTANT'S performance of services.
5. Provide Public Works staff assistance with manhole and inlet access if required.
6. Provide televising of existing storm drains for select areas if determined to be beneficial during the course of the design.
7. Provide exploratory excavations to expose exiting utilities if determined to be beneficial during the course of the design.
8. Payment for bid advertisement fees.
9. Payment for any required private utility locates.

EXHIBIT C – FEE PROPOSAL

EXHIBIT C
FEE PROPOSAL
CENTRAL AVE / 3RD STREET DRAINAGE IMPROVEMENTS - PHASE 2 (O.F. 1779.1) - ENGINEERING SERVICES
 Great West Engineering

	PIC QA/QC	PROJECT MANAGER	PROJECT ENGINEER	CIVIL ENGINEER	DESIGNER/ CADD TECH	PROJECT ADMINISTRATOR	CLERICAL	Totals
	\$202.00	\$197.00	\$163.00	\$130.00	\$124.00	\$138.00	\$102.00	
WORK DESCRIPTION								
1.0 DEVELOP SCOPE OF WORK AND AGREEMENT EXECUTION								
1.1		3						\$591.00
1.2	1	1				1		\$537.00
	1	4	0	0	0	1	0	\$1,128.00
Subtotal - Develop Scope of Work and Agreement Execution								
2.0 SURVEY AND FIELD INVESTIGATIONS								
2.1		1	3	2				\$457.00
2.2		1	6	12		1		\$489.00
2.3		1	2	8	8			\$2,873.00
2.4		2	4	4	4			\$2,555.00
2.5		2	8	20		1		\$1,410.00
2.6		2	2	2				\$1,563.00
2.7		2	6	20		1		\$4,436.00
2.8		2	2	2				\$980.00
	0	10	23	56	12	2	0	\$14,763.00
Subtotal - Survey								
3.0 PRELIMINARY DESIGN (60%)								
3.1		3	8	8				\$2,935.00
3.2		4	16	16				\$5,476.00
3.3		1	2	4				\$1,043.00
3.4		2	8	18				\$4,038.00
3.5		5	2	12				\$2,671.00
3.6		1	4	4				\$717.00
3.7		3	8	16				\$3,975.00
3.8		18	20	60		1		\$14,744.00
3.9		3	4	8				\$2,283.00
3.10		2	3	3				\$784.00
3.11	1	3	3	3				\$1,080.00
3.12		1	1	1		1		\$667.00
	1	46	71	150	0	2	0	\$40,613.00
Subtotal - Preliminary Design								
4.0 FINAL DESIGN (95% AND 100%)								
4.1		4	4	6		1		\$2,358.00
4.2		2	6	10				\$2,672.00
4.3		6	10	16				\$4,892.00
4.4		5	8	20				\$4,889.00
4.5		2	2	2				\$980.00
4.6		16	12	40				\$10,306.00
4.7		3	8	16				\$3,975.00
4.8		2	3	3				\$784.00
4.9		3	8	8				\$1,895.00
4.10		8	16	16				\$4,184.00
4.11		3	3	3				\$90.00
4.12	1	4	2	1				\$1,114.00
4.13		1	8	8		1		\$327.00
4.14		4	8	8				\$3,270.00
	1	63	87	122	0	2	0	\$41,648.00
Subtotal - Final Design								
5.0 BIDDING SERVICES								
5.1		1					7	\$911.00
5.2		4						\$788.00
5.3		5	2		2			\$1,559.00
5.4		3				1		\$729.00
	0	13	2	0	2	1	7	\$3,987.00
Subtotal - Bidding Services								
Expenses								
Copies and Reproduction (20 Bid Sets, 3 Drainage Reports)								
GPS Rental (2 Days X \$250/Day)								
Subtotal - Expenses								
Miscellaneous								
Miscellaneous Work/Contingency								
	3	136	183	328	14	8	7	\$10,000.00
TOTAL FEE								
								\$113,239.00

EXHIBIT D – INSURANCE CERTIFICATES



CERTIFICATE OF LIABILITY INSURANCE

DATE **Agenda #10.**

7/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Hartwell Corporation PO Box 51019 Idaho Falls ID 83405	CONTACT NAME: PHONE (A/C. No. Ext): 208-522-5656		FAX (A/C. No.): 208-524-5721	
	E-MAIL ADDRESS: thc@thehartwellcorp.com			
INSURER(S) AFFORDING COVERAGE			NAIC #	
INSURER A : XL Specialty Insurance Co.			37885	
INSURED Great West Engineering, Inc. 2501 Belt View Drive Helena MT 59601	GREAWEES-01			
	INSURER B :			
	INSURER C :			
	INSURER D :			
	INSURER E :			
INSURER F :				

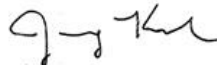
COVERAGES **CERTIFICATE NUMBER:** 974300700 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR9992779	4/25/2022	4/25/2023	Each Claim/Aggregate Deductible 3,000,000 75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 • Central Ave/3rd Street Drainage Improvements – Phase 2 (O.F. 1779.1)

CERTIFICATE HOLDER**CANCELLATION**

City of Great Falls 1025 25th Ave NE Great Falls MT 59404	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Greyling Ins. Brokerage/EPIC, 3780 Mansell Rd. Suite 370, Alpharetta, GA 30022. CONTACT NAME: Trudy Henry, PHONE: 770-552-4225, FAX: (A/C, No):, E-MAIL ADDRESS: ACECCertificates@greyling.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Hartford Casualty Ins. Co. (NAIC # 29424), INSURER B: Hartford Underwriters (NAIC # 30104), INSURER C, D, E, F.

COVERAGES CERTIFICATE NUMBER: 22-23 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability (20SBWBA6092), Automobile Liability (20UEGEG9482), Umbrella Liability (20SBWBA6092), and Workers Compensation and Employers' Liability (20WEGAK3AJM).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Re: Project - Central Ave/3rd Street Drainage Improvements Phase 2 (O.F. 1779.1). City of Great Falls is named as an Additional Insured on the above referenced liability policies with the exception of workers compensation where required by written contract.

CERTIFICATE HOLDER: City of Great Falls, 1025 25th Ave NE, Great Falls, MT 59404. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

POLICY NUMBER: 20UEGEG9482
INSURED: Great West Engineering, Inc.

COMMERCIAL AUTOMOBILE
HA 99 16 03 12

ADDITIONAL COVERAGES WHEN REQUIRED BY WRITTEN CONTRACT

This is a summary of the coverage provided under the following form (complete form available):

COMMERCIAL AUTOMOBILE COVERAGE FORM HA 99 16 03 12

Additional Insured if Required by Contract

Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:

When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who is and Insured with regard to the ownership, maintenance or use of a covered "auto."

Primary and Non-Contributory

Only with respect to insurance provided to an additional insured in 1.D. – Additional Insured If Required by contract, the following provisions apply:

- 1) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in Other Insurance Clause.
- 2) **Primary and Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (1) and (2) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other that this insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, by method described in Other Insurance 5.d.

Waiver of Subrogation

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payment we make for damages under the Coverage Form.

POLICY NUMBER: 20SBWBA6092
INSURED: Great West Engineering, Inc.

BUSINESS LIABILITY COVERAGE
SS 00 08 04 05

ADDITIONAL COVERAGES BY WRITTEN CONTRACT, AGREEMENT OR PERMIT

This is a summary of the coverage provided under the following form (complete form available):

BUSINESS LIABILITY COVERAGE FORM SS 00 08 04 05

Additional Insured When Required by Written Contract, Written Agreement or Permit

WHO IS AN INSURED under Section C. is amended to include as an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- (a) In the performance of your ongoing operations;
- (b) In connection with your premises owned by or rented to you; or
- (c) In connection with "your work" and included within the "products completed operations hazard", but only if
 - (i) The written contract or written agreement requires you to provide such coverage to such additional insured; and
 - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products completed operations hazard".

The person(s) or organization(s) are additional insureds when you have agreed, in a written contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under the provision only for that period of time required by the contract, agreement or permit.

With respect to the insurance afforded to the additional insured, this insurance does not apply to: "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specification; or
- (b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section D. Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. Liability And Medical Expenses General Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

Other Insurance

If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

When You Add Others As An Additional Insured To This Insurance: That is other insurance available to an additional insured. However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

- (a) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.
- (b) **Primary And Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (a) and (b) do not apply to other insurance to which the additional insured has been added as an additional insured.

c. Method Of Sharing

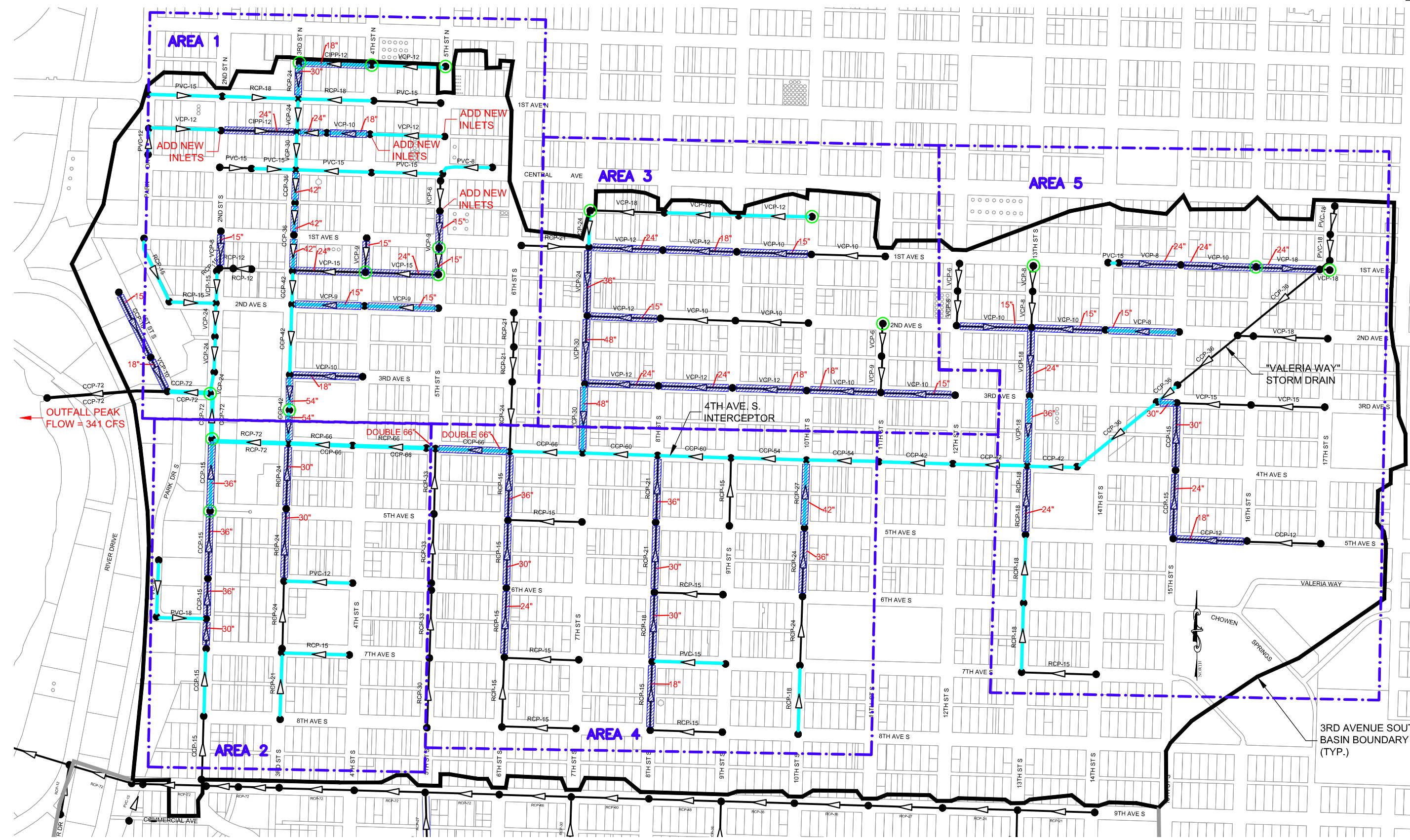
If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

Waiver of Subrogation

If you have waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided you waived your rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage

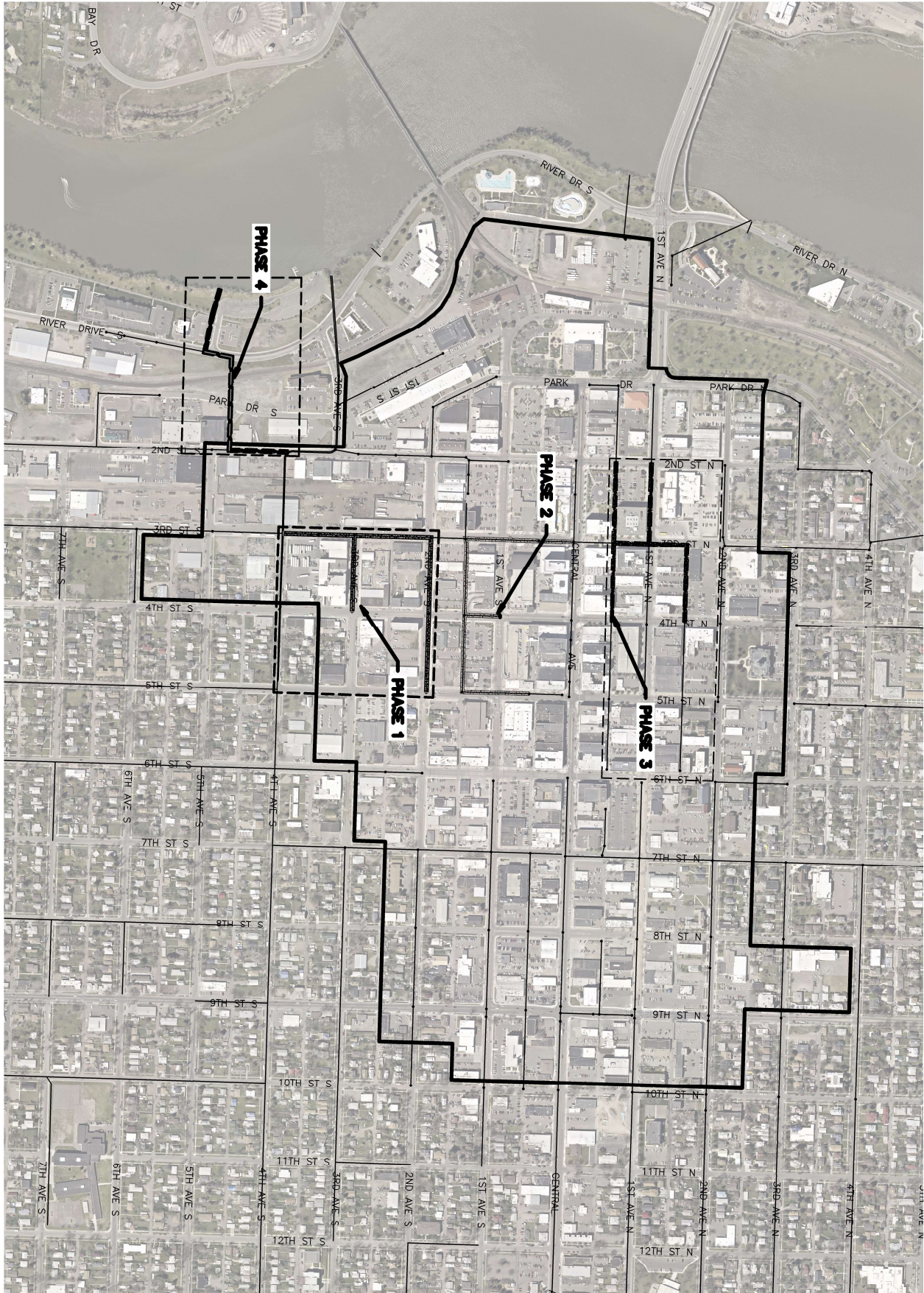
V:\6-20115-City of Great Falls Drainage Basin Study\CADD_6-20115\Exhibits\FIG 16 6-20115-3rd Ave S-Inc Pipe Size Only.dwg



- TYPICAL PIPE WITH FLOW DIRECTION
- LEVEL 1 SURCHARGING - PRESSURE FLOW IN PIPE
- LEVEL 2 SURCHARGING - PRESSURE FLOW IN PIPE AND SURFACE FLOODING AT MANHOLES/INLETS
- PIPE SIZE TO BE INCREASED
- CCP-12 EXISTING PIPE SIZE AND MATERIAL
- 18" NEW PIPE SIZE
- TYPICAL MANHOLE
- STORM INLET CAPACITY TO BE INCREASED

FIGURE 16 - 3RD AVENUE SOUTH BASIN ALTERNATIVE NO.1 - PIPE UPSIZING AND INLET IMPROVEMENTS ONLY (5 YEAR, 2 HOUR STORM)







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CENTRAL AVE / 3RD STREET
DRAINAGE IMPROVEMENTS PHASE 2

VICINITY
MAP

OF 1779.1

1-18-202



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CENTRAL AVE/3RD ST DRAINAGE IMPROVEMENTS PHASE 2, O.F.1779.1

SITE PHOTOS

OF 1779.1

03-21-20



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CENTRAL AVE/3RD ST DRAINAGE IMPROVEMENTS PHASE 2, O.F.1779.1

SITE PHOTOS

OF 1779.1

03-21-20



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Set Public Hearing on Resolution 10498 Establishing Residential and Commercial Water, Sewer and Storm Drain Utility Service Rates Effective June 1, 2023

From: Melissa Kinzler, Finance Department Director

Initiated By: Public Works and Finance Department

Presented By: Christoff T. Gaub, Public Works Director and Melissa Kinzler, Finance Director

Action Requested: Set Public Hearing

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (set/not set) a public hearing for May 16, 2023 on Resolution 10498 to establish residential and commercial water, sewer, and storm drain utility service rates effective June 1, 2023.”

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

Summary: Each year, staff reviews and analyzes the financing needs of the water, sewer, and storm drain funds. The City contracted with Advanced Engineering and Environmental Services, Inc. (AE2S) for a water and sewer utility rate study in 2018 based on a comprehensive review of the City’s water and sewer funds and budgets, Water Master Plan, Wastewater Facilities Plan, customer classes, current usage data and future planned growth of the City. The study was conducted to ensure revenue adequacy, review the cost of service and rate planning analyses, evaluate current and future costs, and compare rates to the industry standards for Montana and our region. The results included the following information:

1. A comparison of current water and sewer system costs (operations, capital improvements, and bonded debt) against appropriate industry benchmarks.
2. Recommended baseline rate structures required to fund water and sewer systems and considerations for annual inflationary, indexed adjustments to rates needed to maintain each utility.
3. Recommended ways of communicating utility system costs including recommendations for restructuring utility bill format.
4. Equity for all types of property ownership including single and multi-family units, MaltEurop, Calumet, Montana Refining, Black Eagle and Malmstrom Air Force Base.

Staff continues to evaluate rates based on these factors.

Background: Adjustments in utility rates are necessary to provide adequate revenue to support operations, finance the capital improvements program, meet debt service coverage requirements and to maintain appropriate reserves. The rate projections to meet future revenue requirements and gradually address cost of service for the various user classes have changed the way in which the proposed rates are being presented.

For Residential customers, an average water bill would increase \$1.83 or 10%, from \$18.35 to \$20.18 per month. An average sewer bill would increase \$2.39 or 10%, from \$23.90 to \$26.29 per month. An average storm drain bill would increase \$.66 or 10%, from \$6.60 to \$7.26 per month. The average monthly Residential utility bill would increase \$4.88 or 10%.

For Commercial customers, an average water bill would increase \$5.74 or 10%, from \$57.47 to \$63.21 per month. An average sewer bill would increase \$7.62 or 10%, from \$76.22 to \$83.84 per month. An average storm drain bill would increase \$.95 or 10%, from \$9.45 to \$10.40 per month. The average monthly Commercial utility bill would increase \$14.31 or 10%.

The Public Works Department analyzed the costs for tapping fees and determined that a 10% rate increase does not cover the costs to tap into the water system. Specifically, a 10% increase will not cover the cost on material, fuel, labor, and inflation on the taps for a ¾”, 1”, 1.5”, and 2” service lines. Since there has not been an increase since 2019, the City is significantly behind the curve on the cost of materials the City is providing on these taps. However, a 10% increase is sufficient on the 4”, 6”, 8”, and 12” main line taps, due to contractors supplying materials for these taps.

The rate increase for water is due to approximately \$53.5M in capital improvements needed over the next 4 years. The significant projects include Ongoing Water Main Replacements for \$18.4M and Water Treatment Plant (WTP) upgrades for \$25.2M. The WTP projects currently underway include the sludge processor and phase 2 of the filter media replacement and filter upgrades. The cost of completing projects has increased substantially. The solids handling project at the WTP was initially budgeted for \$8M and it came in at just under \$12M due to inflationary increases. The 33rd Street Tank is projected to cost \$12M for a new 5 million gallon tank; however, the Public Works Department is evaluating a repair solution at a cost of \$3M. Some projects identified for 2026 and 2027 include the Sunnyside pumpstation design and construction for \$2M and the design and site acquisition for the new storage reservoir (South Zone) for \$2.275M.

There are some regulatory projects that are not included on the Capital Improvements Projects list, including the lead service lines in the distribution system. The City is researching the requirements that will be placed on the City and the homeowner.

At the WTP, over the next 10 years, operating expenses are projected to grow from \$6.2M to \$9.8M. The projected cost escalation for key operational expenses is due to chemicals, electricity, labor and general inflation. Chlorine costs have increased by 300% over last year and the other chemicals used at the WTP have increased by at least 30%. In addition, the electrical costs will triple for the WTP and Waste Water Treatment Plant (WWTP). These two facilities are the biggest consumers of electricity in the City. The price is increasing from \$29.25/MWh to \$89.95/MWh. The annual increased cost for electricity is estimated to be around \$900,000 for the WTP and \$540,000 for the WWTP.

Fire hydrants are integral to the water system as a whole, and are included as a monthly charge within the rate structure rather than a once a year special assessment. Staff recommends a 10% increase.

The rate increase for sewer is due to approximately \$96.5M in capital improvements needed over the next 4 years. The significant projects include Ongoing Sewer Rehabilitation for \$7.6M, WWTP Projects and Improvements totaling \$75.7M with Biological Nutrient Removal (BNR) upgrades totaling \$63M (regulatory requirement) out of the \$75.7M, and Lift Station Rehabilitation totaling \$12M.

Over the next 10 years, operating expenses are projected to grow at the WWTP from \$5.9M to \$8.6M due to increases in operational expenses including chemical prices, electricity, labor, and general inflation. The Consumer Price Index (CPI) is at 6.9% but per the contract, Veolia can only raise operational expenses by 5%. The current Incentive Target Price (ITP) is \$224,621.34 per month and the 5% operational increase will add \$11,231.07 per month or \$134,772.84 per year. Chemicals have increased 30%.

One of the greatest challenges the WWTP has experienced is the increase in sanitation fuel costs. Veolia is serviced by Republic, who charges a fuel surcharge. The City does not have the truck or the staffing to accommodate the pick-ups, but the Sanitation Department is looking at purchasing a front loader and hiring additional staff to accommodate the WWTP and WTP. Veolia generates 4 loads per day and the WTP generates 2-4 loads per week. The City does not administer a fuel surcharge, so when Veolia can transfer service from Republic to the City, the fuel surcharge will be eliminated and then sanitation costs will decrease. However, currently, Veolia must pay Republic's fuel surcharge, which was \$88,187 last year.

There are potential EPA and Montana DEQ regulatory requirements for the WTP and WWTP that are unknown and have not been included in the Capital Improvement totals.

The rate increase for storm drain is due to maintaining the current system and for approximately \$18M in capital improvements needed over the next 4 years.

An item added to the rate sheet includes the receipt of payment for accounts that are in termination status due to non-payment and when to charge the disconnection fee. Currently, the customer is only charged the fee if the water is shut off. The disconnect notice that is deployed clearly states the due date and the shut off date. Accounts must be paid in full by 5 pm on the due date, which is the day prior to shut off. When the account is not paid in full, staff processes the account for shut off, and that work has to be undone when the customer comes in to pay on the day of shut off. Additionally, when the Utilities Technician is at the property to terminate service, sometimes the customer comes outside with their payment. The Utilities Technician advises the customer to contact Utilities Customer Service to make the payment and lets the customer know when he will return. He is already there at the property to terminate service. This prolongs the process, and the City does not get reimbursed for the Utilities Technician's time, fuel to drive to the property, wear and tear on the vehicle, etc. Therefore, staff is requesting that shut off fees for disconnection will be charged if the account is not paid in full by 5 pm on the day prior to shut off, regardless of whether or not the services are disconnected. It is our hope that this will deter customers from paying on the day of shut off.

Fiscal Impact: The last rate increase for water, sewer, and storm drain was November 1, 2019. Due to the extended time that the current rates have been in effect, the City is struggling with having the operational funding to maintain services due to inflationary costs as well as completing all of the necessary capital improvements.

Comparisons of current versus proposed charges, rate and fee structures are attached. With the proposed rates effective June 1, 2023, the average monthly Residential utility bill would increase 10% or \$4.88 per month. The average monthly Commercial utility bill would increase 10% or \$14.31 per month.

Alternatives: The City Commission could choose to not set the public hearing and thereby deny Resolution 10498. This would require the City to live within current utility rates, putting the utility systems at both short and long term risk with respect to infrastructure health, customer service, and regulatory compliance.

Attachments/Exhibits:

Resolution 10498

Public Notice

Current Rates vs. Proposed Rates

2023 Utility Rate Review Calendar

RESOLUTION NO. 10498

A RESOLUTION ESTABLISHING RESIDENTIAL AND COMMERCIAL WATER, SEWER, AND STORM DRAIN UTILITY SERVICE RATES EFFECTIVE JUNE 1, 2023

WHEREAS, an annual review is performed of the water and wastewater cost of service for the municipal water and wastewater utilities, and rate and fee schedules prepared to generate sufficient revenue to pay all costs for the operation and maintenance, administration, and routine functions of the existing and such future facilities as may be established within the service area;

WHEREAS, the cost of service review indicates a need for extension, repair, improvement, and continued operation and maintenance of existing and proposed water and wastewater system facilities for the providing of water and wastewater services to the inhabitants of the City of Great Falls; and

WHEREAS, pursuant to Title 13 of the Official Code of the City of Great Falls, the City of Great Falls is authorized to regulate the City’s municipal water and wastewater utility and to establish all rates, fees and charges for use of the utility systems or for permits, licenses, connections or inspections; and

WHEREAS, it is essential to the public health, welfare and safety of the inhabitants of the City of Great Falls to provide an adequate public water and wastewater system and to provide adequate funding to meet the cost of constructing, maintaining, and operating the same; and

WHEREAS, notice having been provided as required by law, the City Commission of the City of Great Falls conducted a public hearing on Tuesday, May 16, 2023, at the Civic Center, 2 Park Drive South, Commission Chambers Room 206, Great Falls, Montana, at 7:00 p.m., and did consider the cost of operation, equipment, facilities, debt service, and capital improvements for the Water, Sewer, and Storm Drain Utility systems.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, that:

Water, Sewer, and Storm Drain Utility Service Rates are hereby established as set forth in Appendix A, attached hereto and made a part hereof.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, this 16th day of May, 2023.

Bob Kelly, Mayor

ATTEST:

Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

David Dennis, City Attorney

**PUBLIC NOTICE
PUBLIC HEARING ON RESOLUTION 10498
TO ESTABLISH WATER, SEWER, AND STORM DRAIN
RESIDENTIAL AND COMMERCIAL UTILITY SERVICE RATES**

The City of Great Falls is proposing to raise residential and commercial water, sewer and storm drain utility service rates, effective June 1, 2023. The increases are necessary to provide adequate revenue to finance the capital improvements program, to meet debt service coverage requirements and to maintain appropriate reserves.

Typical Residential Customers

Residential customers with a lot size of 7,500 square feet and a 3/4 " meter who use 600 cubic feet of water per month and have a winter quarter average of 600 cubic feet per month to calculate their sewer rate would see rate increases as follows:

- A water bill would increase \$1.83 or 10%, from \$18.35 to \$20.18 per month;
- A sewer bill would increase \$2.39 or 10%, from \$23.90 to \$26.29 per month; and
- A storm drain bill would increase \$.66 or 10%, from \$6.60 to \$7.26 per month.

The average monthly Residential utility bill would increase \$4.88 or 10%.

Typical Commercial Customers

Commercial customers with a lot size of 7,500 square feet with a 1" meter and consumption of 2,400 cubic feet of water and sewer per month would see rate increases as follows:

- A water bill would increase \$5.74 or 10%, from \$57.47 to \$63.21 per month;
- A sewer bill would increase \$7.62 or 10%, from \$76.22 to \$83.84 per month; and
- A storm drain bill would increase \$.95 or 10%, from \$9.45 to \$10.40 per month.

The average monthly Commercial utility bill would increase \$14.31 or 10%.

Public Hearing

The public hearing will be held on Tuesday, May 16, 2023, at 7:00 p.m. in the Civic Center Commission Chambers, 2 Park Drive S. Please mail any comments to City Clerk, City of Great Falls, PO Box 5021, Great Falls, MT 59403.

For further information, contact a City of Great Falls Utility Billing Clerk at (406) 727-7660 or Room 104 of the Civic Center, 8:00 am to 5:00 pm.

CITY OF GREAT FALLS, MONTANA

Resolution 10498, Appendix A

Current Rates vs. Proposed Rates

pg 1 of 3

Agenda #11.

Combined Water & Sewer	Quantity Charges CCF / Mo.			Monthly Service Charges											
				Not Meter Based	Meter Based - Service Line Size (inches)										
	1st 300 cf	Over 300 cf	Over 600 cf		(3/4")	1	1.25	1.50	2	3	4	6	see 6" if "na"		
RESIDENTIAL WATER															
2019 Regular Residential	1.76	1.76	2.95	7.79	9.23	14.61	14.61	20.03	63.04	86.44	148.30	216.74	306.47	452.25	na
2023 Regular Residential	1.94	1.94	3.25	8.57	10.15	16.07	16.07	22.03	69.34	95.08	163.13	238.41	337.12	497.48	na
2019 Low Income Residential	1.59	1.59	2.66	7.01	8.30	13.14	13.14	18.01	56.72	77.82	133.48	195.06	275.84	407.03	na
2023 Low Income Residential	1.75	1.75	2.93	7.71	9.13	14.45	14.45	19.81	62.39	85.60	146.83	214.57	303.42	447.73	na
(90 % of Regular Residential)															
Fire Hydrant															
2019 Monthly				2.70	3.73	8.56	8.56	13.29	37.51	56.02	116.52				
2023 Monthly				2.97	4.10	9.42	9.42	14.62	41.26	61.62	128.17				
2019 Annual				32.40	44.76	102.70	102.70	159.48	450.08	672.27	1,390.20				
2023 Annual				35.64	49.24	112.97	112.97	175.43	495.09	739.50	1,529.22				
SEWER															
2019 Regular Residential	2.48	2.48	2.48	9.02											
2023 Regular Residential	2.73	2.73	2.73	9.92											
2019 Low Income Residential	2.23	2.23	2.23	8.10											
2023 Low Income Residential	2.45	2.45	2.45	8.91											
(90 % of Regular Residential)															
COMMERCIAL WATER															
2019 Regular Commercial	2.01	2.01	2.01	7.79	9.23	14.61	14.61	20.03	63.04	86.44	148.30	216.74	306.47	452.25	na
2023 Regular Commercial	2.21	2.21	2.21	8.57	10.15	16.07	16.07	22.03	69.34	95.08	163.13	238.41	337.12	497.48	na
2019 Black Eagle	2.04	2.04	2.04	2 - 8" meters @ 216.74											
2023 Black Eagle	2.24	2.24	2.24	2 - 8" meters @ 238.41											
2019 Malmstrom AFB	2.32	2.32	2.32	1 - 8" plus 1 - 10" meter 216.74 plus 306.47											
2023 Malmstrom AFB	2.55	2.55	2.55	1 - 8" plus 1 - 10" meter 238.41 plus 337.12											
2019 Raw Water	0.35	0.35	0.35												
2023 Raw Water	0.39	0.39	0.39												
Fire Hydrant															
2019 Monthly				2.70	3.73	8.56	8.56	13.29	37.51	56.02	116.52				
2023 Monthly				2.97	4.10	9.42	9.42	14.62	41.26	61.62	128.17				
2019 Annual				32.40	44.76	102.70	102.70	159.48	450.08	672.27	1,390.20				
2023 Annual				35.64	49.24	112.97	112.97	175.43	495.09	739.50	1,529.22				
Fire Lines															
2019 Monthly	na	na	na	na	1.80	4.38	7.61	22.12	47.10	na	136.68	na			
2023 Monthly	na	na	na	na	1.98	4.82	8.37	24.33	51.81	na	150.35	320.39			
2019 Annual	na	na	na	na	21.60	52.53	91.32	265.44	565.20	na	1,640.16	na			
2023 Annual	na	na	na	na	23.76	57.78	100.45	291.98	621.72	na	1,804.18	3,844.68			
SEWER															
2019 Regular Commercial	2.80	2.80	2.80	9.02											
2023 Regular Commercial	3.08	3.08	3.08	9.92											
2019 Black Eagle	2.91	2.91	2.91	9.02											
2023 Black Eagle	3.20	3.20	3.20	9.92											
2019 Malmstrom AFB	2.49	2.49	2.49	9.02											
2023 Malmstrom AFB	2.74	2.74	2.74	9.92											
2019 MaltEurop	1.95	1.95	1.95	8.19											
2023 MaltEurop	2.15	2.15	2.15	9.01											

CITY OF GREAT FALLS, MONTANA
Resolution 10498, Appendix A
Current Fees vs. Proposed Fees
 pg 2 of 3

PRE-TREATMENT SEWER CHARGES

	Quantity Charges		Not Meter Based
	CCF / Mo.		
2019 Regular Charges	1.42	1.42	9.02
2023 Regular Charges	1.56	1.56	9.92
2019 BOD > 0 mg/L	per pound		0.339
2023 BOD > 0 mg/L	per pound		0.373
2019 TSS > 0 mg/L	per pound		0.500
2023 TSS > 0 mg/L	per pound		0.550

SEWER EXTRA STRENGTH CHARGES

BOD > 200 mg/L			
2019 Regular Commercial	per pound		0.339
2023 Regular Commercial inc Malmstrom AFB & Black Eagle	per pound		0.373
2019 MaltEurop	per pound		0.339
2023 MaltEurop	per pound		0.373
TSS > 250 mg/L			
2019 Regular Commercial	per pound		0.500
2023 Regular Commercial inc Malmstrom AFB & Black Eagle	per pound		0.550
2019 MaltEurop	per pound		0.500
2023 MaltEurop	per pound		0.550

Water Service Line Size (inches)

	(3/4")	1.00	1.50	2.00	4.00	6.00	8.00	12.00
	CONNECTION FEES WATER							
2019	\$545	\$605	\$735	\$796	\$1,536	\$2,380	\$3,979	\$7,977
2023	\$599	\$665	\$809	\$875	\$1,690	\$2,618	\$4,377	\$8,775

Fee shall be ADDED TO: General Plumbing Permit for extension to new buildings; or, Inspection Permits for larger diameter pipe.

SEWER

Single Family Residential									
2019	\$ 275	same as sewer increase 2%							
2023	\$ 303	same as sewer increase 10%							
Commercial & Multi Family Units									
2019	\$ 275	\$ 514	\$ 1,009	\$ 2,116	\$ 7,269	\$ 10,504	\$ 16,114	\$ 31,001	
2023	\$ 303	\$ 565	\$ 1,110	\$ 2,328	\$ 7,996	\$ 11,555	\$ 17,725	\$ 34,101	

Connection Fees are for connection of service line to WATER AND SEWER mains, and do not include installation or general plumbing permits. There is no fee to connect to the STORM SEWER SYSTEM.

Call City of Great Falls Community Development for more information @ 406-453-8430

Inspections and the associated fees are for the inspection and approval of all water and sewer service work and connections under OCCGF, Title 13 Call City of Great Falls Engineering for more information @ 406-771-1258

Where one meter serves one multi-purpose development, either mobile home, multiple family housing units, local business, commercial, industrial, residential use zones or variance, the connection charge will be based upon the size of the water tap. If there is no water tap, the charge will be based upon the the sewage being discharged on the same ratio as for other sewer connections.

TAPPING FEES (Water)

Fee for any new or replacement tap being made on a water main.

	(3/4")	1.00	1.50	2.00	4.00	6.00	8.00	12.00
	1 to 5 taps Fee per Tap:							
2019	\$ 584	\$ 613	\$ 924	\$ 1,166	\$ 550	\$ 574	\$ 598	\$ 644
2023	\$ 685	\$ 775	\$ 1,260	\$ 1,740	\$ 605	\$ 631	\$ 658	\$ 708
6 or more taps Fee per Tap:								
2019	\$ 522	\$ 572	\$ 924	\$ 1,166	N/A	N/A	N/A	N/A
2023	\$ 600	\$ 700	\$ 1,260	\$ 1,740	N/A	N/A	N/A	N/A

INCLUDED in this fee is installation of a corporation stop on the main, and furnishing of corporation stop, curb stop and box. NOT INCLUDED, and to be BILLED EXTRA, is the cost of saddles, clamps and other extraneous fitting required for the tap.

TURN ON/OFF

Flat fee of:	After Hours				After Hours			
	2019	\$ 75	2019	\$ 100	REOCCURRENCE FOR NON-PAY	2019	\$ 150	2019
2023	\$ 75	2023	\$ 100	REOCCURRENCE FOR NON-PAY	2023	\$ 150	2023	\$ 200

WATER TREATMENT PLANT (WTP)

Laboratory Fees

	Alkalinity	Hardness	pH	Specific Conductance	Total Coliform & E. coli. P/A	Total Coliform & E. coli. MPN	Turbidity	HPC	Ammonia, Total as N	Ammonia, Free	Chlorine, Free Residual	Chlorine, Total Residual	Non-Compliance TOC Test	Trip Fee <small>(contractors that schedule testing and aren't ready when lab tests show up to sample)</small>
2019	\$ 22.00	\$ 28.50	\$ 12.00	N/A	\$ 24.00	N/A	\$ 14.00	\$ 45.00	N/A	\$ 20.25	\$ 12.50	\$ 14.00	\$ 30.00	\$ 25.00
2023	\$ 24.20	\$ 31.35	\$ 13.20	N/A	\$ 26.40	N/A	\$ 15.40	\$ 49.50	N/A	\$ 22.28	\$ 13.75	\$ 15.40	\$ 33.00	\$ 27.50

* Tests no longer performed at the Water Treatment Plant.

WASTEWATER TREATMENT PLANT (WWTP)

Industrial Discharge Permit Application Fees

(Based upon Wastewater Discharge Quantity)

	0 to 10,000	10,001 to 25,000	25,001 to 100,000	Over 100,000	+PLUS	per 100,000 GPD, or portion thereof
2019	\$ 136	\$ 220	\$ 281	\$ 281	\$ 83	
2023	\$ 150	\$ 242	\$ 309	\$ 309	\$ 91	

Hauled Waste Disposal Fees

0 to 100 Gallons		
2019	No Charge	Disposal of wastes from holding tanks of privately owned recreational vehicles must be discharged directly from the recreational vehicle and must not exceed 100 gallons
2023	No Charge	Disposal of wastes from holding tanks of privately owned recreational vehicles must be discharged directly from the recreational vehicle and must not exceed 100 gallons
2019	\$ 44.75	per 1,000 gallons, or portion thereof, for hauled waste. A minimum charge for 1000 gallons will be levied for each load delivered.
2023	\$ 49.23	per 1,000 gallons, or portion thereof, for hauled waste. A minimum charge for 1000 gallons will be levied for each load delivered.

Additional Fees

Additional fees may be charged for necessary testing prior to acceptance of wastes classified as non-domestic or industrial in nature. NSF Fee \$30.
 Delinquent Penalty 1.5% after 30 days.
 Shut off fees for disconnection will be charged if the account is not paid in full by 5 pm on the day prior to shut off, regardless of whether or not the services are disconnected.

CITY OF GREAT FALLS, MONTANA
Resolution 10498, Appendix A
Current Rates vs. Proposed Rates
 pg 3 of 3

STORM DRAIN
 2019 5.00%
 2023 10.00%

		Sq Ft Cap	
A	Single Family Res.	15,000	
	2019 Base	2.0290396757	Per Sq Ft 0.0006087119
2023	Base	2.2319436433	Per Sq Ft 0.0006695831
B	Multiple Residential	0	
	2019 Base	2.0290396757	Per Sq Ft 0.0007608899
2023	Base	2.2319436433	Per Sq Ft 0.0008369789
C	Commercial	0	
	2019 Base	2.0290396757	Per Sq Ft 0.0009891569
2023	Base	2.2319436433	Per Sq Ft 0.0010880726
D	Heavy Commercial	0	
	2019 Base	2.0290396757	Per Sq Ft 0.0013696018
2023	Base	2.2319436433	Per Sq Ft 0.0015065620
E	Unimproved Areas	10,000	
	2019 Base	2.0290396757	Per Sq Ft 0.0001521780
2023	Base	2.2319436433	Per Sq Ft 0.0001673958



2023 UTILITY RATE REVIEW CALENDAR

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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April						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
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May						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DATE	TASK	RESPONSIBILITY
2/15/2023	STAFF DISCUSSION RE: UTILITY RATE REVIEW Public Works/Finance Department	Engineering Finance Public Works
3/27/2023	STAFF PRESENTATION TO CITY MANAGER City Manager's Office	City Manager Engineering Finance Public Works
4/4/2023	PRESENTATION OF RATE ANALYSIS City Commission Work Session	Finance Public Works Commission
4/4/2023	SET PUBLIC HEARING City Commission Meeting	Commission Finance / Public Works
4/19/2023	WEEK 3 PUBLIC NOTICE INSERTED IN UTILITY BILLS	Finance
4/23/2023	1st PUBLICATION OF NOTICE IN GF TRIBUNE	Great Falls Tribune
4/26/2023	WEEK 4 PUBLIC NOTICE INSERTED IN UTILITY BILLS	Finance
4/30/2023	2nd PUBLICATION OF NOTICE IN GF TRIBUNE	Great Falls Tribune
5/3/2023	WEEK 1 PUBLIC NOTICE INSERTED IN UTILITY BILLS	Finance
5/7/2023	3rd PUBLICATION OF NOTICE IN GF TRIBUNE	Great Falls Tribune
5/10/2023	WEEK 2 PUBLIC NOTICE INSERTED IN UTILITY BILLS	Finance Finance
5/10/2023	EMAIL SENT TO EBILL CUSTOMERS	Finance
5/16/2023	PUBLIC HEARING/FINAL ACTION City Commission Meeting	Commission Finance / Public Works
6/1/2023	EFFECTIVE DATE FOR RATE INCREASES	Finance



Commission Meeting Date: April 4, 2023
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

Item: Postpone Bid Award: Fire Station Infrastructure Renovations, O.F. 1797.1
From: Finance Department, Fire Department
Initiated By: Finance Department
Presented By: Sylvia Tarman, ARPA Project Manager
Action Requested: Postpone Consideration of Bids and Contract Approval

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (postpone/not postpone) consideration of a bid award and contract approval for the Fire Station Infrastructure Renovations until the April 18, 2023 Commission Meeting.”

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

Staff Recommendation:

Postpone consideration of a bid award and contract approval for the Fire Station Infrastructure Renovations until the April 18, 2023 Commission Meeting.

Summary:

The Fire Station Infrastructure Renovations project includes upgrades to the HVAC and electrical systems, as well as renovations to the dorm areas in all 4 Fire Stations. The project went out for bid in February 2023, and bids were opened March 22nd. City Staff and Cushing need additional time to evaluate the proposals and understand the overall budget and schedule impacts across all four Fire Stations.

The Fire Station Infrastructure Project was identified as a Tier 1 ARPA project by the City Commission at the April 5, 2022 meeting. The project budget was set at \$2.8 million for the project in December 2022. The City awarded the design contract to Cushing Terrell in December 2022, and has been working with them since to complete the designs for renovations at all four Fire Stations.

Fiscal Impact

This project is being awarded through ARPA Funds.

Alternatives:

The City Commission could vote to not postpone the bid award. However, in order to fully understand the budget impacts, City Staff needs additional time to review the full project impacts.

Concurrences:

This action is supported by the staff of the Finance and Fire Departments.

Attachments/Exhibits:

None



Commission Meeting Date: April 4, 2023
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

Item: Resolution 10496 Establishing Residential and Commercial Sanitation Service Collection Rates Effective May 1, 2023

From: Laura Lynch, Utilities Operations Supervisor

Initiated By: Public Works and Finance Department

Presented By: Christoff T. Gaub, Public Works Director and Melissa Kinzler, Finance Director

Action Requested: Conduct Public Hearing

Public Hearing:

1. Mayor conducts public hearing, pursuant to OCCGF 1.2.050 and Title 17, Chapter 16, Article 6.
2. Mayor closes public hearing and asks the will of the Commission.

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (adopt/deny) Resolution 10496 establishing residential and commercial sanitation service collection rates effective May 1, 2023.”
2. Mayor requests a second to the motion, Commission discussion, and calls for the vote.

Summary: In an effort to provide necessary refuse collection and disposal services as well as fund the sanitation fleet, the Public Works Department, Sanitation Division, is seeking a rate increase effective May 1, 2023.

Background: Each year, staff reviews and analyzes the financing needs of the sanitation fund to ensure the City has adequate funding necessary for day to day operations, equipment, and emergencies. OCCGF 8.8.230 requires the Commission to adopt a resolution establishing rates to defray the costs of sanitation services for the fiscal year.

The last residential and commercial rate increase was on May 1, 2022. Staff proposes adjusting the sanitation rates to adequately provide service while covering increased expenses largely due to the increase in operations, such as equipment, fuel, and landfill costs. Therefore, staff recommends increasing residential and commercial service collection rates by 10%. The following chart represents the most common residential and commercial containers with the current rate, proposed rate and increase amount.

Container Size	Current Rate	Proposed Rate for May 1, 2023	Increase Amount
Regular Residential	\$15.00	\$16.50	\$1.50
Senior Citizen	\$10.50	\$11.55	\$1.05
Extra Pick-Up	\$15.00	\$16.50	\$1.50
Large Appliance	\$20.00	\$22.00	\$2.00
Commercial 3 Yard	\$72.80	\$80.00	\$7.20
Cardboard Recycling	\$22.00	\$24.00	\$2.00
Vacant Business	\$5.00	\$6.00	\$1.00
Flat Rate Surcharge for Overweight Containers	\$115.00	\$126.00	\$11.00
Dry Run Fee	\$55.00	\$60.00	\$5.00

Comparisons of current versus proposed rates are attached for all user classes, container sizes, and services.

Fiscal Impact: The increases are necessary to continue to provide required pickup and disposal services as well as fund the sanitation fleet. Increased landfill fees and fuel costs are also drivers to increasing the rates. Moreover, the customer base has been increasing substantially and a rate increase will provide flexibility to hire required staff.

The cost of fuel remains high and it is likely that the price will continue to increase or stay at this high level. Unleaded gas increased \$1.08 per gallon from \$2.92 per gallon in 2021 to \$4.00 in 2022. Diesel fuel also increased \$1.60 per gallon from \$2.74 per gallon in 2021 to \$4.34 per gallon in 2022. In 2021, the City paid \$207,701.31 for fuel. In 2022, the fuel cost increased to \$329,553.55, an increase of \$121,852.24 in one year.

Landfill fees continue to rise as well. City Sanitation paid \$1,025,642.29 for 35,185 tons in FY 2022. The first 6 months were charged at \$28.37 per ton and the last 6 months were charged at \$30.31 per ton. Landfill rates change on January 1 of each year, not July 1. In FY 2023, City Sanitation will pay \$30.31 per ton for the first 6 months and \$32.43 for the last 6 months. Based on landfill fees and tonnage, City Sanitation estimates 36,233.88 tons in FY 2023 for a total of \$1,103,721.72. This represents an increase of \$78,079.43.

The cost to replace the fleet has also increased. The Sanitation Department is scheduled to purchase one roll-off truck and one commercial rear loader. The roll-off truck price is firm at \$232,248.00. The last roll-off truck that the City purchased was \$169,405.38. One of the current roll-off trucks in the fleet is 20 years old with 13,391 hours of operation. The unit is in poor condition and needs to be replaced. The new truck will be placed as a front line roll-off truck and the oldest front line roll-off truck in the fleet will be moved to a backup unit. Looking in to the future, it will also serve as a backup hauler for the screw press project for the Water Plant. The projected price of the commercial rear loader is \$375,000.00. The last commercial rear loader that the City purchased was \$207,224.00. In the past, the City paid \$376,629.38 for these trucks. These same trucks now will cost the City \$607,248.00, representing an increase of \$230, 618.62.

With the proposed rates, there will be a projected increase in revenue of about \$450,000 to help defray the increase in expenses identified above.

Alternatives: The City Commission could choose to deny Resolution 10496. Doing so will result in reduced funds available to maintain operations and the equipment necessary to operate the sanitation service efficiently and will negatively impact overall operations.

Attachments/Exhibits: Resolution 10496
 Current versus Proposed Rates
 Public Notice for Publication
 Rate Review Calendar

RESOLUTION 10496
A RESOLUTION ESTABLISHING RESIDENTIAL AND COMMERCIAL
SANITATION SERVICE COLLECTION RATES EFFECTIVE MAY 1, 2023

WHEREAS, an annual review is performed of the cost of service for the collection and disposal of solid waste from customers of the City of Great Falls, in accordance with Title 8, Chapter 8, of the Official Code of the City of Great Falls; and

WHEREAS, pursuant to Title 8, Chapter 8, of the Official Code of the City of Great Falls, the City of Great Falls is authorized to regulate the City's sanitation services and to establish all rates, fees and charges; and

WHEREAS, the rate and fee schedules are prepared to generate sufficient revenue to pay all costs of the operation and maintenance of existing and proposed services and equipment for providing sanitation services to inhabitants of the City of Great Falls; and

WHEREAS, it is essential to the public health, welfare and safety of the inhabitants of the City of Great Falls to provide an adequate sanitation program and to provide sufficient funding to meet the cost of operation and maintenance; and

WHEREAS, notice having been provided as required by law, the City Commission of the City of Great Falls, conducted a public hearing on Tuesday, April 4, 2023, at the Civic Center, 2 Park Drive South, Commission Chambers Room 206, Great Falls, Montana, at 7:00 p.m., and did consider the cost of operation, maintenance, equipment, facilities and capital improvements for the solid waste collection and disposal system.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, that:

Basic monthly Sanitation Service Collection Rates are hereby established as follows:

<u>RESIDENTIAL</u>	<u>RATES</u>
Single Family Home	\$16.50
Duplex (\$16.50 per unit)	\$33.00
Triplex (\$16.50 per unit)	\$49.50
Additional 96 Gallon	\$9.35
Senior Citizen	\$11.55
Extra Pickup	
96 Gallon	\$16.50
300 Gallon	\$23.00
plus extra's - per minute	\$8.00

Charges for other commercial pick-up frequencies per week shall be the rate times the number of pickups per week. Large accumulation of material placed for collection may be charged to the customer @ \$5.00 per minute if it takes longer than 2 minutes to load the material.

Special Pickup	
Large appliances	\$22.00
Large appliances with Freon	\$66.00

COMMERCIAL

96 Gallon	\$27.60
300 Gallon Commercial	\$33.00
1.5 yard	\$46.70
2 yard	\$55.80
3 yard	\$80.00
4 yard	\$106.70
6 yard	\$158.70
8 yard	\$210.80
Card Board Recycling	\$24.00
Vacant business **once a month pick-up	\$6.00

DROP BOX (per pick-up)

3 yard construction dumpster (plus rental fees)	\$64.00
10 yard concrete dumpster (plus rental and disposal)	\$203.00
20 yard construction dumpster (plus rental fees)	\$362.00
30 yard construction dumpster (plus rental fees)	\$407.00
40 yard construction dumpster (plus rental fees)	\$447.00
30 yard compacted (plus disposal charge)	\$257.00
40 yard compacted (plus disposal charge)	\$257.00
Flat Rate Surcharge (over weight containers)	\$126.00
Dry Run Fee	\$60.00

Per Day Rental Fees \$2.00

Rates do not include the disposal fee as set forth in the Solid Waste Disposal Agreement between the City of Great Falls and Republic Services. Disposal costs will be assessed by actual weight and volumes in accordance with the agreement.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, this 4th day of April, 2023.

Bob Kelly, Mayor

ATTEST:

Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

David Dennis, City Attorney

**RESIDENTIAL AND COMMERCIAL SANITATION COLLECTION RATES
CURRENT VS PROPOSED RATES FOR 2023
RESOLUTION 10496**

RESIDENTIAL	CURRENT	PROPOSED	INCREASE
per month			
Single Family Home	\$15.00	\$16.50	\$1.50
Duplex (\$15.00 per unit)	\$30.00	\$33.00	\$3.00
Triplex (\$15.00 per unit)	\$45.00	\$49.50	\$4.50
Additional 96 Gallon	\$8.50	\$9.35	\$0.85
Senior Citizen	\$10.50	\$11.55	\$1.05
Extra Pickup			
96 Gallon	\$15.00	\$16.50	\$1.50
300 Gallon	\$21.00	\$23.00	\$2.00
plus extra's - per minute	\$7.00	\$8.00	\$1.00
<i>Charges for other commercial pick-up frequencies per week shall be the rate times the number of pick-ups per week. Large accumulation of material placed for collection may be charged to the customer @ \$8.00 per minute if it takes longer than 2 minutes to load the material.</i>			
Special Pickup			
Large appliances	\$20.00	\$22.00	\$2.00
Large appliances-with Freon	\$60.00	\$66.00	\$6.00
Special Services - Dumpster Cleaning			
Residential Dumpster	\$15.00	\$16.50	\$1.50
Commercial Dumpster	\$50.00	\$55.00	\$5.00
Compactors/Receiver Box	\$100.00	\$110.00	\$10.00

COMMERCIAL			
per month			
96 Gallon	\$25.10	\$27.60	\$2.50
300 Gallon Commercial	\$30.00	\$33.00	\$3.00
1.5 yard	\$42.45	\$46.70	\$4.25
2 yard	\$50.70	\$55.80	\$5.10
3 yard	\$72.80	\$80.00	\$7.20
4 yard	\$97.00	\$106.70	\$9.70
6 yard	\$144.30	\$158.70	\$14.40
8 yard	\$191.60	\$210.80	\$19.20
Card Board Recycling	\$22.00	\$24.00	\$2.00
Vacant business **once a month pick-up	\$5.00	\$6.00	\$1.00

DROP BOX			
per pick-up			
3 yard construction dumpster (plus rental fees)	\$58.00	\$64.00	\$6.00
10 yard concrete dumpster (plus rental & disposal)	\$185.00	\$203.00	\$18.00
20 yard construction dumpster (plus rental fees)	\$329.00	\$362.00	\$33.00
30 yard construction dumpster (plus rental fees)	\$370.00	\$407.00	\$37.00
40 yard construction dumpster (plus rental fees)	\$407.00	\$447.00	\$40.00
30 yard compacted (plus disposal charge)	\$234.00	\$257.00	\$23.00
40 yard compacted (plus disposal charge)	\$234.00	\$257.00	\$23.00
Flat Rate Surcharge (over weight containers)	\$115.00	\$126.00	\$11.00
Dry Run Fee	\$55.00	\$60.00	\$5.00
Per Day Rental Fees	\$2.00	\$2.00	no change

Rates do not include the disposal fee as set forth in the Solid Waste Disposal Agreement between the City of Great Falls and Republic Services. Disposal costs will be assessed by actual weight and volumes in accordance with the agreement.

Additional Fees

Delinquent Penalty 1.5% after 30 days.

Attention Legal Ads:

NOTICE OF PUBLIC HEARING

Notice is hereby given that Resolution No. 10496 titled “A Resolution to Establish Rates in Accordance with Title 8, Chapter 32 of the Official Code of the City of Great Falls (OCCGF), for the Collection and Disposal of Solid Waste Collected from Customers of the City of Great Falls effective May 1, 2023” will be brought before the Great Falls City Commission for public hearing in the Commission Chambers Room 206, Civic Center Building, 2 Park Drive South, Great Falls, Montana, on Tuesday, April 4, 2023, at 7:00 o’clock p.m. Any interested person may speak for or against said Resolution 10496 at the public hearing, or submit written comments to the City Clerk, City of Great Falls, P.O. Box 5021, Great Falls, MT 59403, or by email to commission@greatfallsmt.net before 12:00 PM on Tuesday, April 4, 2023. Written communication received by that time will be shared with the City Commission and appropriate staff for consideration during the agenda item and before final vote on the matter.

Documents pertaining to this agenda item are posted on the City’s website at <https://greatfallsmt.net> under “Meetings,” and are on file for public inspection during regular office hours at the City Clerk’s Office, 2 Park Drive South, Room 102, Great Falls, MT, or contact us at (406) 455-8451.

/s/ Lisa Kunz
City Clerk

DO NOT PUBLISH BELOW THIS LINE:

Publication date: March 26, 2023
 April 2, 2023



2023 SANITATION RATE REVIEW CALENDAR

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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26	27	28				

March						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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April						
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30						

DATE	TASK	RESPONSIBILITY
1/26/2022	STAFF DISCUSSION RE: UTILITY RATE REVIEW Public Works/Finance Department	Finance Public Works
2/14/2023	STAFF PRESENTATION TO CITY MANAGER City Manager's Office	City Manager Finance Public Works
3/21/2023	PRESENTATION OF SANITATION RATE ANALYSIS City Commission Work Session	Finance Public Works Commission
3/21/2023	SET PUBLIC HEARING City Commission Meeting	Commission Finance / Public Works
3/26/2023	1st PUBLICATION OF NOTICE IN GF TRIBUNE	Great Falls Tribune
4/2/2023	2nd PUBLICATION OF NOTICE IN GF TRIBUNE	Great Falls Tribune
4/4/2023	PUBLIC HEARING/FINAL ACTION City Commission Meeting	Commission Finance / Public Works
5/1/2023	EFFECTIVE DATE FOR RATE INCREASES	Finance

Total Sanitation Fund Cash Flow with Capital Outlay 10 Year Replacement								
			Revenue Increase	Revenue Increase	Revenue Increase	Revenue Increase	Revenue Increase	Revenue Increase
			0%	10%	10%	5%	5%	5%
		FY2022 Actual	FY2023 Budgeted	Projected FY 2024	Projected FY 2025	Projected FY 2026	Projected FY 2027	Projected FY 2028
Beginning Unrestricted Cash Balance	\$	513,524	\$ 1,141,284	\$ 935,925	\$ 664,911	\$ 451,512	\$ 614,117	\$ 418,206
Revenues								
Commercial utility	\$	1,527,007	\$ 1,678,250	\$ 1,846,075	\$ 2,030,683	\$ 2,132,217	\$ 2,238,827	\$ 2,350,769
Utility Equipment Rentals		273,986	-	-	-	-	-	-
Cardboard		25,568	2,200	2,420	2,662	2,795	2,935	3,082
Total Commercial		1,826,561	1,680,450	1,848,495	2,033,345	2,135,012	2,241,762	2,353,850
Residential		2,846,865	2,959,424	3,255,366	3,580,903	3,759,948	3,947,946	4,145,343
Interest		1,813	-	-	-	-	-	-
Sale of Scrap & Surplus		1,816	-	-	-	-	-	-
Miscellaneous		3,552	7,000	7,000	7,000	-	-	-
Insurance Recovery		-	-	-	-	-	-	-
Total Revenue	\$	4,680,607	\$ 4,646,874	\$ 5,110,861	\$ 5,621,248	\$ 5,894,960	\$ 6,189,708	\$ 6,499,193
Expenses*								
Personal Services	\$	1,567,875	\$ 1,687,398	\$ 1,858,002	\$ 1,950,902	\$ 2,048,447	\$ 2,150,869	\$ 2,258,413
Supplies & Material		479,655	535,341	562,108	590,213	619,724	650,710	683,246
Other Purchased Services		72,514	89,295	93,760	98,448	103,370	108,539	113,966
Landfill Costs**		1,025,668	1,111,092	1,188,868	1,272,089	1,361,135	1,456,415	1,558,364
Travel		2,400	2,400	2,520	2,646	2,778	2,917	3,063
Internal Serv Chrgs- Vehicle & Equip Maintenance		463,933	620,015	651,016	683,567	717,745	753,632	791,314
Internal Serv Chrgs - Other		370,993	398,432	418,354	439,271	461,235	484,297	508,511
Debt Service		247,797	-	-	-	-	-	-
Capital Outlay		-	408,260	607,248	797,510	417,920	778,240	873,540
Total Expenses	\$	4,230,835	\$ 4,852,233	\$ 5,381,875	\$ 5,834,646	\$ 5,732,355	\$ 6,385,619	\$ 6,790,417
Revenues Over (Under) Expenses	\$	449,772	\$ (205,359)	\$ (271,014)	\$ (213,399)	\$ 162,605	\$ (195,911)	\$ (291,223)
Adjustment to receivables / payables/ restricted cash	\$	177,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Unrestricted Cash Balance	\$	1,141,284	\$ 935,925	\$ 664,911	\$ 451,512	\$ 614,117	\$ 418,206	\$ 126,983
8% of Operating Expenses			\$355,518	\$381,970	\$402,971	\$425,155	\$448,590	\$473,350
*Projected Expense increased 5%								
**Landfill Costs 7% in 2024 and beyond								





Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Resolution 10494 to Expand the Boundaries of the Great Falls Business Improvement District

From: Melissa Kinzler, Finance Director

Initiated By: Business Improvement District Board of Directors

Presented By: Melissa Kinzler, Finance Director and Kellie Pierce, Business Improvement District

Action Requested: City Commission Adopt Resolution 10494

Public Hearing:

1. Mayor conducts public hearing, pursuant to OCCGF 1.2.050 and Title 17, Chapter 16, Article 6.
2. Mayor closes public hearing and asks the will of the Commission.

Suggested Motion:

1. Commissioner moves:
 - “I move that the City Commission (adopt/deny) Resolution 10494 – Expand the Boundaries of the Great Falls Business Improvement District.”
2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

Staff Recommendation: Staff recommends the City Commission adopt Resolution 10494 to expand the Business Improvement District.

Background: Montana Code Annotated (MCA) 7-12-1101 through 7-12-1151 provides statutory authority to the City Commission of the City of Great Falls to expand the boundaries of the Great Falls Business Improvement District (referred to in this part as the District). Resolution 10494 deals only with the expanded area, and the existing District does not have to be reestablished per MCA 7-12-1112. Adoption of Resolution 10494 will establish the expanded boundaries of the District.

The Great Falls Business Improvement District in the City of Great Falls was originally created in May 1989, re-created in July 1999, again in July 2009, and most recently in February 2019. Section 7-12-1141, MCA specifies that a Business Improvement District shall not be for a period longer than ten (10) years

unless the duration of the District is extended in compliance with the provision for the creation of the District.

The City of Great Falls has been presented with petitions signed by 65.65% of the property owners within the proposed expanded areas to be included in the District. Pursuant to MCA 7-12-1111 **Establishment or expansion of district**. “(1) Upon receipt of a petition signed by the owners of more than 60% of the area of the property proposed in the petition to be included in a district or in the expansion of a district, a governing body shall establish a district or expand a district as provided in this part.”

The proposed expanded boundaries of the District are shown on the map attached as Exhibit “A” and more precisely described on Exhibit “B” attached to the Resolution and made a part hereof.

Upon adoption of Resolution 10494, the new boundaries of the District following City Commission approval are shown on the map attached as Exhibit “A” and more precisely described on Exhibit “B” attached to the Resolution 10494 and made a part hereof.

Staff published noticed and mailed letters regarding the City’s intention to expand the boundaries of the District along with a copy of the published legal notice and outlined the protest procedures to each person, firm or corporation, or a known agent having property located within the boundaries of the proposed expansion of the District. During the 15 day protest period, two (2) protest letters were received by the City regarding the expansion of the District.

The City Commission for the City of Great Falls has determined that the Great Falls Business Improvement District promotes the health, safety, prosperity, security and general welfare of the inhabitants of the City of Great Falls and has determined the District provides special benefits to those properties located within its boundaries.

Fiscal Impact: No direct fiscal impact to the City is anticipated as a result of expansion of the District. All costs are assessed against the properties within the boundaries of the District and those costs will be used to benefit the surrounding Downtown area. Exhibit C shows the proposed expanded area will bring in an estimated \$16,900 in increased assessment.

Alternatives: The City Commission could choose to not adopt Resolution 10494 to expand the Boundaries of the Great Falls Business Improvement District.

Concurrences: Representatives from the Finance Department have been assisting the Great Falls Business Improvement District Board of Directors on the expansion of the District.

Attachments/Exhibits:

- Resolution 10494 w/Exhibits
- A – Map of New Expansion of the District*
- B – District Boundary description*
- C – Estimated District Assessment with the newly expanded area*
- Protest letters from property owners

RESOLUTION NO. 10494**A RESOLUTION TO EXPAND THE BOUNDARIES OF THE GREAT FALLS BUSINESS IMPROVEMENT DISTRICT WITHIN THE CITY OF GREAT FALLS, MONTANA; DESCRIBING THE BOUNDARIES THEREOF AND ESTABLISHING THE COST TO BE ASSESSED AGAINST THE BENEFITED PROPERTIES**

WHEREAS, the City Commission of the City of Great Falls is authorized to create and administer a Business Improvement District as provided by 7-12-1101 through 7-12-1151 MCA; and,

WHEREAS, the City Commission of the City of Great Falls originally created the Great Falls Business Improvement District (referred to as District) in May 1989, re-created it in 1999, 2009, and 2019; and,

WHEREAS, the City Commission of the City of Great Falls according to Section 7-12-1141, MCA specified that a Business Improvement District shall not be for a period longer than ten (10) years unless the duration of the District is extended in compliance with the provisions for the creation of the District; and,

WHEREAS, in accordance with 7-12-1111(1) MCA, the City of Great Falls has been presented with petitions signed, and on file with the City Clerk, by 65.65% of the property owners in the expanded boundary which exceeds the statutorily required 60%, of the area of the property to be included in the Business Improvement District. The expanded boundary areas are shown on the map attached as Exhibit "A" and as described on Exhibit "B" and which by this reference is made a part hereof; and,

WHEREAS, notice of the adoption of Resolution 10493 was made by publication and mailing, all as required by law, and said hearing was held at the time and place specified in said notice.

WHEREAS, in accordance with 7-12-1102 MCA, the City Commission for the City of Great Falls, Montana has determined the Great Falls Business Improvement District promotes the health, safety, prosperity, security and general welfare of the inhabitants of the City of Great Falls and the proposed District and provides special benefits to the properties located within the boundaries of the District.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, that:

Section 1

That the City Commission for the City of Great Falls, Montana expands the boundaries of the Great Falls Business Improvement District pursuant to Section 7-12-1112, et seq., MCA, for the purpose and with the powers provided for in the State Statutes.

Section 2

Said Great Falls Business Improvement District would have boundaries as shown on the attached Exhibit "A" and as described on the attached Exhibit "B" which, by this reference, is made a part thereof, provided, however, that all property owned by the United States Federal Government pursuant to federal prohibition on state or local entities imposing assessments on federal government is specifically excluded from the Business Improvement District and is exempt from its assessments.

Section 3

Since the re-creation of the Great Falls Business Improvement District in 2019, there have been several projects and programs implemented by the District to help make the historic downtown clean, safe and vibrant. The businesses downtown have seen and witnessed the expansion of multiple businesses, a stronger tax base, redevelopment and employment opportunities that have attracted more people to the heart of the District and those businesses are wanting to be included within the District. The expansion of the Great Falls Business Improvement District will help include those properties.

Section 4

The City Commission of the City of Great Falls hereby finds and determines that all real estate situated within the boundaries of said District will be especially benefited and affected by such improvements, and that all property included within the District is hereby declared to be the property to be assessed for the cost and expense of making said improvements.

The assessment formula has been presented to the new property owners within the expanded boundaries and recommended to the City Commission as follows:

- a flat fee of \$200.00 for each lot or parcel without a Land Use Code of 125
- a flat fee of \$50.00 for each lot or parcel with a designated Land Use Code of 125, which is a Residential Condominium
- an assessment of \$.00165 times the market valuation as provided by the Montana Department of Revenue, and an
- assessment of \$.015 times the square footage of the land area.

The assessable area and related costs for each lot or parcel of land to be included within the District's boundaries are shown on Exhibit "C" attached and made a part hereof.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana,
this 4th day of April, 2023.

Bob Kelly, Mayor

ATTEST:

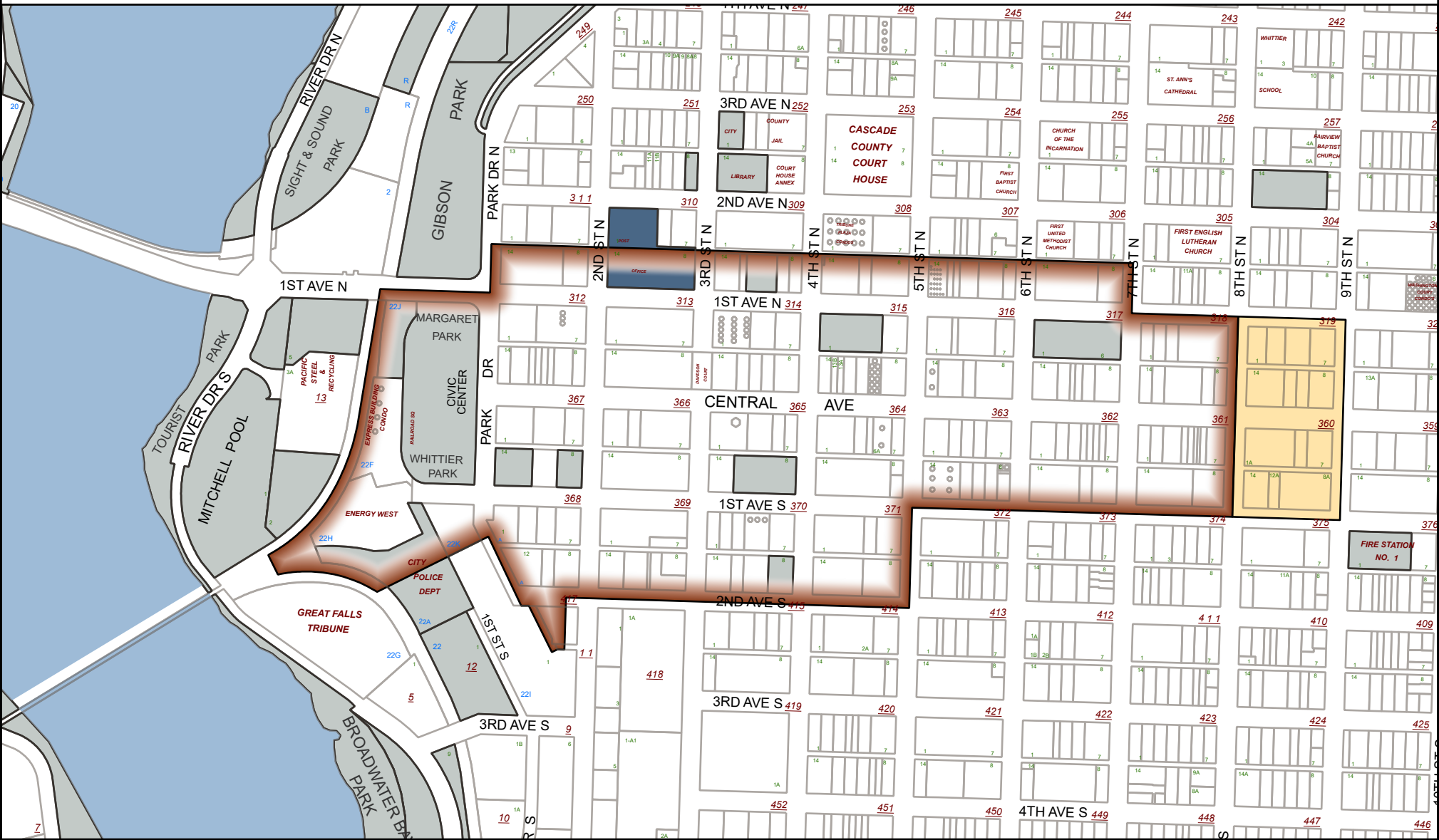
Lisa Kunz, City Clerk

(SEAL OF THE CITY)

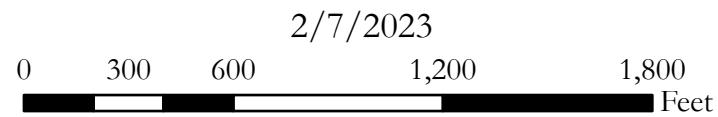
APPROVED FOR LEGAL CONTENT:

David Dennis, City Attorney

Exhibit A: Newly Expanded Business Improvement District



- Legend**
- BID
 - City Properties
 - Federal Government Properties
 - Expanded BID



Map exhibit is for reference only and is not survey grade. For questions, please contact the City of Great Falls Mapping & Ad...

City of Great Falls
Business Improvement District

Exhibit B

Proposed Expanded Boundary Description

(This is not a survey...Generated from Exhibit A of Resolution)

Point of Beginning: Beginning at the intersection of the centerline of Park Drive North and the centerline of 1st Avenue North; thence north to the intersection of the centerline of Park Dr. N and the extended centerline of 2nd Alley North; thence east along the centerline of 2nd Alley North to its intersection with the centerline of 7th Street North; thence south along the centerline of 7th Street North to its intersection with the centerline of 1st Avenue North; thence east along the centerline of 1st Avenue North to its intersection with the centerline of 9th Street North; thence south along the centerline of 9th Street North to its intersection with the centerline of 1st Avenue South; thence west along the centerline of 1st Avenue South to its intersection with the centerline of 5th Street South; thence south along the centerline of 5th Street South to its intersection with the centerline of 2nd Avenue South; thence west along the centerline of 2nd Avenue South to a point 50 feet west of the extended east boundary line of Lot 1, Block 417, GFO; thence south along a line 50 feet west and parallel to the east boundary line of Lot 1, Block 417, GFO to its intersection with the south R/W line of 3rd Alley South; thence west along the south R/W line of 3rd Alley South and southwest along the north boundary line of Lot 1, Block 11, Broadwater Bay Business Park (BBP) to a point 25 feet southwest of the east R/W line of 3rd Alley South; thence northwest along a line 25 feet southwest of and parallel to the east R/W line of 3rd Alley South to its intersection with the south R/W line of 2nd Avenue South; thence west along the south R/W line of 2nd Avenue South to a point 30 feet west of its intersection with the extended centerline of Park Drive South; thence northwest along the centerline of Park Drive South to its intersection with the extended south boundary line of the tract of land described as Mark 22K in NE ¼ of Sect. 11, Township 20N, Range 3E; thence southwest along the extended south boundary line of the Mark 22K tract of land to its intersection with the centerline of the BNSF Railroad; thence west along the centerline of the BNSF Railroad to the intersection of the centerline of BNSF Railroad's north-south track split; thence north along the centerline of the north track of the BNSF Railroad to its intersection with the centerline of 1st Avenue North; thence west along the centerline of 1st Avenue North to its intersection with the centerline of Park Drive North and the point of beginning.

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT

RESOLUTION #10494 - EXHIBIT "C"

PARCEL NO.	PROPERTY OWNER	SUB DIV	Land Use Code (125)	FLAT FEE	TOTAL SQ.FT.	SQ.FT. COST 0.015	*MARKET VAL. LAND	*MARKET VAL. IMPS.	VALUATION TOTAL	VALUATION COST 0.00165	TOTAL B.I.D. ANNUAL ASSESSMENT
1	156750 CHS INC	GFO		\$ 200	15,000	\$ 225.00	82,125	514,420	596,545	\$ 984.30	\$ 1,409.30
2	156950 COMMUNITY HEALTH CARE CENTER INC	GFO		\$ 200	37,500	\$ 562.50	115,875	589,725	705,600	\$ 1,164.24	\$ 1,926.74
3	157400 COX DOUGLAS J & KENT D	GFO		\$ 200	7,500	\$ 112.50	48,375	172,025	220,400	\$ 363.66	\$ 676.16
4	157450 517 LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	594,260	659,510	\$ 1,088.19	\$ 1,513.19
5	157500 RYSTED PETER L LIVING TRUST	GFO		\$ 200	11,250	\$ 168.75	56,813	201,787	258,600	\$ 426.69	\$ 795.44
6	157600 KUNZ JASON R	GFO		\$ 200	3,750	\$ 56.25	39,938	278,262	318,200	\$ 525.03	\$ 781.28
7	157650 BRANDENBERGER NED R & JENNIFER	GFO		\$ 200	3,750	\$ 56.25	39,938	44,962	84,900	\$ 140.09	\$ 396.34
8	157750 EASTER SEALS GOODWILL N ROCKY MTN INC	GFO		\$ 200	22,500	\$ 337.50	132,750	2,409,850	2,542,600	\$ 4,195.29	\$ 4,732.79
9	157810 EASTER SEALS GOODWILL N ROCKY MTN INC	GFO		\$ 200	7,500	\$ 112.50	48,375	199,125	247,500	\$ 408.38	\$ 720.88
10	158100 THE PENNANT BUILDING LLC	GFO		\$ 200	7,509	\$ 112.64	48,375	465,025	513,400	\$ 847.11	\$ 1,159.75
11	158150 HANSON MICHAEL	GFO		\$ 200	7,507	\$ 112.61	48,375	323,000	371,375	\$ 612.77	\$ 925.37
12	158250 DESCHENES GARY S ETAL	GFO		\$ 200	4,200	\$ 63.00	40,950	473,850	514,800	\$ 849.42	\$ 1,112.42
13	158300 DSB TOWER LLC	GFO		\$ 200	15,037	\$ 225.56	65,250	17,660	82,910	\$ 136.80	\$ 562.36
14	158950 BIG SKY SELECT PROPERTIES LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	2,261,350	2,326,600	\$ 3,838.89	\$ 4,263.89
15	159150 CAMBRIDGE INVESTORS ONE LP	GFO		\$ 200	37,546	\$ 563.19	115,875	1,154,425	1,270,300	\$ 2,096.00	\$ 2,859.19
16	159225 BUCHANAN-BYRNE BUILDING PARTNERSHIP	GFO		\$ 200	22,500	\$ 337.50	82,125	1,191,275	1,273,400	\$ 2,101.11	\$ 2,638.61
17	159450 CENTRAL MONTANA PROPERTIES LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	167,590	215,965	\$ 356.34	\$ 668.84
18	159500 RAMSEY ANN C	GFO		\$ 200	11,250	\$ 168.75	56,813	202,387	259,200	\$ 427.68	\$ 796.43
19	159550 BENSLEY MARJORIE M	GFO		\$ 200	3,750	\$ 56.25	39,938	45,162	85,100	\$ 140.42	\$ 396.67
20	159600 BENSLEY MARJORIE M	GFO		\$ 200	3,750	\$ 56.25	39,938	89,562	129,500	\$ 213.68	\$ 469.93
21	159650 BENSLEY MARJORIE	GFO		\$ 200	3,750	\$ 56.25	39,938	158,590	198,528	\$ 327.57	\$ 583.82
22	159700 CONTEXT LLC	GFO		\$ 200	3,750	\$ 56.25	39,938	197,750	237,688	\$ 392.19	\$ 648.44
23	159725 BUCHANAN-BYRNE BUILDING PARTNERSHIP	GFO		\$ 200	11,295	\$ 169.43	56,813	11,920	68,733	\$ 113.41	\$ 482.83
24	159735 CONTEXT LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	211,225	259,600	\$ 428.34	\$ 740.84
25	159800 RELIGIOUS CONGRATATION OF BERLINER CONG	GFO		\$ 200	52,490	\$ 787.35	149,625	1,421,820	1,571,445	\$ 2,592.88	\$ 3,580.23
26	159850 DAVIDSON INVESTMENTS LLC	GFO		\$ 200	67,500	\$ 1,012.50	214,875	8,711,325	8,926,200	\$ 14,728.23	\$ 15,940.73
27	160300 PASSION & GRIT LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	717,350	782,600	\$ 1,291.29	\$ 1,716.29
28	160450 POBLANO PROPERTIES LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	528,350	593,600	\$ 979.44	\$ 1,404.44
29	160500 321 CENTRAL LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	724,750	790,000	\$ 1,303.50	\$ 1,728.50
30	160550 LERAY PROPERTIES LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	349,225	397,600	\$ 656.04	\$ 968.54
31	160600 METROPOLITAN LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	272,350	320,725	\$ 529.20	\$ 841.70
32	160650 BECKMANS BUILDING LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	337,690	386,065	\$ 637.01	\$ 949.51
33	160900 STOCKMAN BANK OF MONTANA	GFO		\$ 200	15,000	\$ 225.00	65,250	97,710	162,960	\$ 268.88	\$ 693.88
34	160950 BALTHAZAR ENTERPRISES LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	454,250	519,500	\$ 857.18	\$ 1,282.18
35	161050 HACKETT GARRY L & CHERYL D	GFO		\$ 200	7,500	\$ 112.50	48,375	683,910	732,285	\$ 1,208.27	\$ 1,520.77
36	161100 KAUFMAN MARY ANN & IRA M JR	GFO		\$ 200	7,500	\$ 112.50	48,375	402,225	450,600	\$ 743.49	\$ 1,055.99
37	161150 LEE ALAN B	GFO		\$ 200	3,750	\$ 56.25	39,938	119,862	159,800	\$ 263.67	\$ 519.92
38	161200 ENGE RICHARD C	GFO		\$ 200	3,750	\$ 56.25	39,938	66,362	106,300	\$ 175.40	\$ 431.65
39	161250 BIG BROTHERS HOLDING COMPANY LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	299,280	347,655	\$ 573.63	\$ 886.13
40	161300 STOCKMAN BANK OF MONTANA	GFO		\$ 200	15,000	\$ 225.00	65,250	1,642,450	1,707,700	\$ 2,817.71	\$ 3,242.71
41	161450 KELMAN DAVID & ZACHARY	GFO		\$ 200	3,750	\$ 56.25	39,938	90,462	130,400	\$ 215.16	\$ 471.41
42	161600 LITTLE WILLIAM L & SHONNA L	GFO		\$ 200	22,500	\$ 337.50	82,125	480,375	562,500	\$ 928.13	\$ 1,465.63
43	161650 SILVER STATE PARTNERS LLC	GFO		\$ 200	11,250	\$ 168.75	56,813	349,487	406,300	\$ 670.40	\$ 1,039.15
44	161700 MONTANA TIMES SQUARE LLC	GFO		\$ 200	22,500	\$ 337.50	82,125	817,475	899,600	\$ 1,484.34	\$ 2,021.84
45	161750 SHEVA LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	118,690	167,065	\$ 275.66	\$ 588.16
46	161800 HACKETT GARRY L & CHERYL D	GFO		\$ 200	15,000	\$ 225.00	65,250	319,520	384,770	\$ 634.87	\$ 1,059.87
47	162050 STARRY NIGHT HOSPITALITY LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	1,202,100	1,267,350	\$ 2,091.13	\$ 2,516.13
48	162100 TLMF INC	GFO		\$ 200	7,500	\$ 112.50	48,375	115,425	163,800	\$ 270.27	\$ 582.77
49	162150 LARSON EDWARD L	GFO		\$ 200	4,500	\$ 67.50	41,625	59,775	101,400	\$ 167.31	\$ 434.81

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT

RESOLUTION #10494 - EXHIBIT "C"

PARCEL NO.	PROPERTY OWNER	SUB DIV	Land Use Code (125)	FLAT FEE	TOTAL SQ.FT.	SQ.FT. COST 0.015	*MARKET VAL. LAND	*MARKET VAL. IMPS.	VALUATION TOTAL	VALUATION COST 0.00165	TOTAL B.I.D. ANNUAL ASSESSMENT
50	162200 LARSON EDWARD L	GFO		\$ 200	3,000	\$ 45.00	38,250	56,650	94,900	\$ 156.59	\$ 401.59
51	162250 HACKETT GARRY L & CHERYL D	GFO		\$ 200	7,500	\$ 112.50	48,375	770,260	818,635	\$ 1,350.75	\$ 1,663.25
52	162300 COMMUNITY HEALTH CARE CENTER INC	GFO		\$ 200	15,000	\$ 225.00	65,250	202,070	267,320	\$ 441.08	\$ 866.08
53	189100 STROMBERG ROBERT C & MARY D	GFO		\$ 200	45,000	\$ 675.00	132,750	2,061,150	2,193,900	\$ 3,619.94	\$ 4,494.94
54	189150 TUNGSTEN PROPERTIES LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	830,340	878,715	\$ 1,449.88	\$ 1,762.38
55	189200 BEBBINGTON MICHELLE	GFO		\$ 200	7,500	\$ 112.50	48,375	154,625	203,000	\$ 334.95	\$ 647.45
56	189250 SPENCER TIMOTHY W	GFO		\$ 200	3,750	\$ 56.25	39,938	148,160	188,098	\$ 310.36	\$ 566.61
57	189300 NORDRUM ORVILLE M & JOSEPHINE A	GFO		\$ 200	3,750	\$ 56.25	39,938	60,162	100,100	\$ 165.17	\$ 421.42
58	189350 HARRIS DAVID ALLAN	GFO		\$ 200	3,750	\$ 56.25	39,938	141,862	181,800	\$ 299.97	\$ 556.22
59	189400 DEVLIN LLC	GFO		\$ 200	3,750	\$ 56.25	39,938	73,070	113,008	\$ 186.46	\$ 442.71
60	189450 SPENCER TIMOTHY	GFO		\$ 200	7,500	\$ 112.50	48,375	252,525	300,900	\$ 496.49	\$ 808.99
61	189500 CENTER FOR MENTAL HEALTH INC OF GF MT	GFO		\$ 200	15,000	\$ 225.00	65,250	762,050	827,300	\$ 1,365.05	\$ 1,790.05
62	189550 CENTER FOR MENTAL HEALTH INC OF GF MT	GFO		\$ 200	7,500	\$ 112.50	48,375	549,125	597,500	\$ 985.88	\$ 1,298.38
63	189700 FLY AWAY LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	585,650	650,900	\$ 1,073.99	\$ 1,498.99
64	189750 SCHUBARTH SANDRA	GFO		\$ 200	7,500	\$ 112.50	48,375	291,425	339,800	\$ 560.67	\$ 873.17
65	189800 NOISHT PROPERTIES LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	270,625	319,000	\$ 526.35	\$ 838.85
66	189850 WEST HOLLYWOOD COWBOY HOTEL LLC ETAL	GFO		\$ 200	7,500	\$ 112.50	48,375	342,220	390,595	\$ 644.48	\$ 956.98
67	189900 ELMORE ROBERTS LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	2,279,250	2,344,500	\$ 3,868.43	\$ 4,293.43
68	190000 WVH ENTERPRISES LLC	GFO		\$ 200	566	\$ 8.49	32,513	2,110	34,623	\$ 57.13	\$ 265.62
69	190050 KEILMAN & TRUNKLE ENTERPRISES LLC	GFO		\$ 200	5,535	\$ 83.03	43,988	248,612	292,600	\$ 482.79	\$ 765.82
70	190150 ELMORE ROBERTS LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	7,110	55,485	\$ 91.55	\$ 404.05
71	190200 ELMORE ROBERTS LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	7,110	55,485	\$ 91.55	\$ 404.05
72	190250 CENTER FOR MENTAL HEALTH	GFO		\$ 200	7,500	\$ 112.50	48,375	578,370	626,745	\$ 1,034.13	\$ 1,346.63
73	190350 MADILL JASON C & TAMARA L	GFO		\$ 200	67,500	\$ 1,012.50	190,125	1,528,075	1,718,200	\$ 2,835.03	\$ 4,047.53
74	190450 BIG SKY SELECT MIGHT MO LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	326,280	374,655	\$ 618.18	\$ 930.68
75	190500 GREAT FALLS CENTRAL LLC	GFO		\$ 200	3,750	\$ 56.25	39,938	292,620	332,558	\$ 548.72	\$ 804.97
76	190600 M & L RENTALS LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	1,240,680	1,289,055	\$ 2,126.94	\$ 2,439.44
77	190650 SEMANSKY JOHN S & LISA SWAN	GFO		\$ 200	3,750	\$ 56.25	39,938	148,562	188,500	\$ 311.03	\$ 567.28
78	190700 WONG MING & SU	GFO		\$ 200	3,750	\$ 56.25	39,938	197,362	237,300	\$ 391.55	\$ 647.80
79	190800 FIRST BUILDING CORPORATION	GFO		\$ 200	22,500	\$ 337.50	82,125	-	82,125	\$ 135.51	\$ 673.01
80	190950 ATLANTIC FINANCIAL GROUP LTD	GFO		\$ 200	-	\$ -	-	5,267,200	5,267,200	\$ 8,690.88	\$ 8,890.88
81	191050 ALLEY STEPHEN J	GFO		\$ 200	15,000	\$ 225.00	65,250	1,016,440	1,081,690	\$ 1,784.79	\$ 2,209.79
82	191100 WHITE BELLY PROPERTIES LLC	GFO		\$ 200	7,492	\$ 112.38	48,375	596,725	645,100	\$ 1,064.42	\$ 1,376.80
83	191150 JOVICK LEPARD LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	668,625	717,000	\$ 1,183.05	\$ 1,495.55
84	191300 FIRST NATIONAL BANK	GFO		\$ 200	15,000	\$ 225.00	65,250	14,560	79,810	\$ 131.69	\$ 556.69
85	191400 RICHARDS PHILLIP	GFO		\$ 200	15,000	\$ 225.00	65,250	552,450	617,700	\$ 1,019.21	\$ 1,444.21
86	191450 TOVSON LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	279,000	327,375	\$ 540.17	\$ 852.67
87	191500 CYRUS INVESTMENTS LLC	GFO		\$ 200	30,000	\$ 450.00	99,000	1,601,000	1,700,000	\$ 2,805.00	\$ 3,455.00
88	191550 FIRST NATIONAL BANK	GFO		\$ 200	52,500	\$ 787.50	149,625	426,660	576,285	\$ 950.87	\$ 1,938.37
89	191600 MONTANA INSTITUTE OF FAMILY LIVING	GFO		\$ 200	22,500	\$ 337.50	82,125	4,272,120	4,354,245	\$ 7,184.50	\$ 7,722.00
90	191700 MURPHY REAL ESTATE LLC	GFO		\$ 200	18,750	\$ 281.25	73,688	539,612	613,300	\$ 1,011.95	\$ 1,493.20
91	191750 MURPHY TIMOTHY M & DEBORAH S	GFO		\$ 200	11,250	\$ 168.75	56,813	70,687	127,500	\$ 210.38	\$ 579.13
92	191950 MONTANA INSTITUTE OF FAMILY LIVING	GFO		\$ 200	15,000	\$ 225.00	65,250	5,190	70,440	\$ 116.23	\$ 541.23
93	192100 BLANKENSHIP BOBBI	GFO		\$ 200	15,333	\$ 230.00	71,024	1,521,690	1,592,714	\$ 2,627.98	\$ 3,057.97
94	192150 GAELIC PROPERTIES INC	GFO		\$ 200	11,250	\$ 168.75	56,813	446,987	503,800	\$ 831.27	\$ 1,200.02
95	192200 ARVON BLOCK DEVELOPMENT VENTURE LLC	GFO		\$ 200	11,237	\$ 168.56	56,813	2,386,687	2,443,500	\$ 4,031.78	\$ 4,400.33
96	192300 MURPHY REAL ESTATE LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	2,482,250	2,547,500	\$ 4,203.38	\$ 4,628.38
97	192350 WEIGAND JOHN W & PEGGY LOU ETAL	GFO		\$ 200	15,000	\$ 225.00	65,250	797,050	862,300	\$ 1,422.80	\$ 1,847.80
98	192450 JENNINGS LAND LIMITED PARTNERSHIP	GFO		\$ 200	7,500	\$ 112.50	48,375	120,125	168,500	\$ 278.03	\$ 590.53

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT

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PARCEL NO.	PROPERTY OWNER	SUB DIV	Land Use Code (125)	FLAT FEE	TOTAL SQ.FT.	SQ.FT. COST 0.015	*MARKET VAL. LAND	*MARKET VAL. IMPS.	VALUATION TOTAL	VALUATION COST 0.00165	TOTAL B.I.D. ANNUAL ASSESSMENT
99	192500 ODHREACHT PROPERTIES LLC	GFO		\$ 200	20,016	\$ 300.24	74,849	302,270	377,119	\$ 622.25	\$ 1,122.49
100	192700 MURPHY REAL ESTATE LLC	GFO		\$ 200	46,237	\$ 693.56	135,585	40,990	176,575	\$ 291.35	\$ 1,184.90
101	192850 MURPHY REAL ESTATE LLC	GFO		\$ 200	6,229	\$ 93.44	45,540	357,880	403,420	\$ 665.64	\$ 959.08
102	192950 LAWYERS GUNS & MONEY LLC	GFO		\$ 200	9,017	\$ 135.26	51,750	1,153,150	1,204,900	\$ 1,988.09	\$ 2,323.34
103	193050 CTA BUILDING LLP	GFO		\$ 200	12,606	\$ 189.09	59,850	2,540,650	2,600,500	\$ 4,290.83	\$ 4,679.92
104	193100 CTA BUILDING LLP ETAL	GFO		\$ 200	1,800	\$ 27.00	35,550	-	35,550	\$ 58.66	\$ 285.66
105	193150 KELMAN ZOLLIE ETAL	GFO		\$ 200	14,100	\$ 211.50	63,225	207,670	270,895	\$ 446.98	\$ 858.48
106	193200 KELMAN ZOLLIE ETAL	GFO		\$ 200	15,000	\$ 225.00	65,250	803,650	868,900	\$ 1,433.69	\$ 1,858.69
107	193250 WHITE BELLY PROPERTIES LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	238,025	286,400	\$ 472.56	\$ 785.06
108	193300 MARZETTA MICHAEL	GFO		\$ 200	7,500	\$ 112.50	48,375	348,325	396,700	\$ 654.56	\$ 967.06
109	193350 FERRIN WILLIAM E & MARY SUZANNE TRUST	GFO		\$ 200	7,500	\$ 112.50	48,375	315,025	363,400	\$ 599.61	\$ 912.11
110	193450 GREAT FALLS TRANSIT DISTRICT	GFO		\$ 200	15,000	\$ 225.00	65,250	290,520	355,770	\$ 587.02	\$ 1,012.02
111	193550 GREAT FALLS RESCUE MISSION	GFO		\$ 200	15,000	\$ 225.00	65,250	567,830	633,080	\$ 1,044.58	\$ 1,469.58
112	193650 FERRIN WILLIAM E & MARY SUZANNE TRUST	GFO		\$ 200	7,500	\$ 112.50	48,375	250,325	298,700	\$ 492.86	\$ 805.36
113	193700 WHITE BELLY PROPERTIES LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	19,550	84,800	\$ 139.92	\$ 564.92
114	193900 NEIGHBORHOOD HOUSING SERVICES INC	GFO		\$ 200	7,500	\$ 112.50	48,375	17,700	66,075	\$ 109.02	\$ 421.52
115	193950 PLACID RENTALS LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	194,310	259,560	\$ 428.27	\$ 853.27
116	224650 PORTNEY ABBY KELMAN	GFO		\$ 200	19,483	\$ 292.25	77,144	377,856	455,000	\$ 750.75	\$ 1,243.00
117	616205 WHITCOMB BRENDAN	503		\$ 200	574	\$ 8.61	2,897	120,203	123,100	\$ 203.12	\$ 411.73
118	616210 FRANK PLUMLEE FAMILY TRUST	503	125	\$ 50	450	\$ 6.75	2,273	190,327	192,600	\$ 317.79	\$ 374.54
119	616215 HAGAN ROGER A	503	125	\$ 50	308	\$ 4.62	1,557	139,043	140,600	\$ 231.99	\$ 286.61
120	616220 FINLAYSON JAMES D	503	125	\$ 50	291	\$ 4.37	1,471	138,729	140,200	\$ 231.33	\$ 285.70
121	616225 REYNOLDS STEWART W & SARA A	503	125	\$ 50	500	\$ 7.50	2,522	197,878	200,400	\$ 330.66	\$ 388.16
122	616230 SAVAGE JEFFREY J ETAL	503	125	\$ 50	476	\$ 7.14	2,403	192,497	194,900	\$ 321.59	\$ 378.73
123	616235 WHITCOMB BRENDAN	503	125	\$ 50	469	\$ 7.04	2,369	190,431	192,800	\$ 318.12	\$ 375.16
124	616240 BENNETTS MARJORIE	503	125	\$ 50	268	\$ 4.02	1,352	128,348	129,700	\$ 214.01	\$ 268.03
125	616245 KUBAS HEATHER	503	125	\$ 50	416	\$ 6.24	2,102	167,598	169,700	\$ 280.01	\$ 336.25
126	616250 WHITCOMB BRENDAN	503		\$ 200	608	\$ 9.12	3,068	205,032	208,100	\$ 343.37	\$ 552.49
127	616255 WHITCOMB BRENDAN	503		\$ 200	311	\$ 4.67	1,568	65,232	66,800	\$ 110.22	\$ 314.89
128	616260 WHITCOMB BRENDAN	503		\$ 200	441	\$ 6.62	2,227	113,173	115,400	\$ 190.41	\$ 397.03
129	616265 WHITCOMB BRENDAN	503		\$ 200	444	\$ 6.66	2,244	88,356	90,600	\$ 149.49	\$ 356.15
130	616270 COMMUNITY HEALTH CARE CENTER INC	503		\$ 200	574	\$ 8.61	2,897	150,803	153,700	\$ 253.61	\$ 462.22
131	616275 UNDERWOOD JASON M	503	125	\$ 50	450	\$ 6.75	2,273	185,327	187,600	\$ 309.54	\$ 366.29
132	616280 GREEN BROOKS ETAL	503	125	\$ 50	549	\$ 8.24	2,772	199,228	202,000	\$ 333.30	\$ 391.54
133	616285 BISTODEAU JUDY K & GARY	503	125	\$ 50	444	\$ 6.66	2,244	188,856	191,100	\$ 315.32	\$ 371.98
134	616290 YEON JENEE S	503	125	\$ 50	417	\$ 6.26	2,108	179,192	181,300	\$ 299.15	\$ 355.40
135	616295 ROBERTS DUSTIN E	503	125	\$ 50	509	\$ 7.64	2,568	205,632	208,200	\$ 343.53	\$ 401.17
136	616300 JOHNSON CAROLINE B	503	125	\$ 50	416	\$ 6.24	2,102	177,898	180,000	\$ 297.00	\$ 353.24
137	616305 QUINN SUSAN E	503	125	\$ 50	549	\$ 8.24	2,772	198,528	201,300	\$ 332.15	\$ 390.38
138	616310 EULTGEN DARREN & CINDY	503	125	\$ 50	444	\$ 6.66	2,244	188,256	190,500	\$ 314.33	\$ 370.99
139	616315 EULTGEN DARREN & CINDY	503	125	\$ 50	417	\$ 6.26	2,108	177,992	180,100	\$ 297.17	\$ 353.42
140	616320 BURGAN VALERIE G	503	125	\$ 50	509	\$ 7.64	2,568	201,232	203,800	\$ 336.27	\$ 393.91
141	616325 WAKEMAN NORMAN S JR & MELYNN K	503	125	\$ 50	416	\$ 6.24	2,102	177,398	179,500	\$ 296.18	\$ 352.42
142	617100 WILLIAMS DONALD E TRUST ETAL	FP1		\$ 200	6,665	\$ 99.98	42,909	888,191	931,100	\$ 1,536.32	\$ 1,836.29
143	617150 WARD KRAIG ALLAN	FP1		\$ 200	871	\$ 13.07	5,466	197,420	202,886	\$ 334.76	\$ 547.83
144	620650 ROGERS DARYL D	CAP		\$ 200	3,615	\$ 54.23	15,680	89,520	105,200	\$ 173.58	\$ 427.81
145	620660 WILSON THOMAS M JR & KATHLEEN A	CAP		\$ 200	4,574	\$ 68.61	19,869	139,531	159,400	\$ 263.01	\$ 531.62
146	620670 MEADOWLARK HOME CARE LLC	CAP		\$ 200	6,839	\$ 102.59	29,702	135,698	165,400	\$ 272.91	\$ 575.50
147	628625 SEIDLITZ JOHN E JR ETAL	HBC		\$ 200	713	\$ 10.70	17,382	62,618	80,000	\$ 132.00	\$ 342.70

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT

RESOLUTION #10494 - EXHIBIT "C"

PARCEL NO.	PROPERTY OWNER	SUB DIV	Land Use Code (125)	FLAT FEE	TOTAL SQ.FT.	SQ.FT. COST 0.015	*MARKET VAL. LAND	*MARKET VAL. IMPS.	VALUATION TOTAL	VALUATION COST 0.00165	TOTAL B.I.D. ANNUAL ASSESSMENT
148	628630 CORDEIRO CHRIS A	HBC		\$ 200	713	\$ 10.70	17,382	62,618	80,000	\$ 132.00	\$ 342.70
149	647400 A&E RENTALS LLC	EBC		\$ 200	10,336	\$ 155.04	58,498	503,302	561,800	\$ 926.97	\$ 1,282.01
150	647402 UAZ BUILDING PARTNERSHIP	EBC		\$ 200	4,386	\$ 65.79	28,342	288,558	316,900	\$ 522.89	\$ 788.68
151	647404 RAILROAD SQUARE LLC	EBC		\$ 200	11,903	\$ 178.55	63,936	477,264	541,200	\$ 892.98	\$ 1,271.53
152	647406 UAZ BUILDING PARTNERSHIP	EBC		\$ 200	4,699	\$ 70.49	28,719	293,781	322,500	\$ 532.13	\$ 802.61
153	650100 MARTIN SCHULKE & ST JOHN LLP	HBB		\$ 200	10,000	\$ 150.00	33,000	397,160	430,160	\$ 709.76	\$ 1,059.76
154	650200 MARTIN SCHULKE & ST JOHN LLP	HBB		\$ 200	10,000	\$ 150.00	33,000	397,160	430,160	\$ 709.76	\$ 1,059.76
155	650300 MARTIN SCHULKE & ST JOHN LLP	HBB		\$ 200	10,000	\$ 150.00	33,000	397,160	430,160	\$ 709.76	\$ 1,059.76
156	651010 MEYER KATTIE & KIRKLEN A	JHC		\$ 200	936	\$ 14.04	6,037	298,063	304,100	\$ 501.77	\$ 715.81
157	651020 MONTCARE INC	JHC		\$ 200	588	\$ 8.82	3,793	36,630	40,423	\$ 66.70	\$ 275.52
158	651030 CONNER DENNIS & JANIS	JHC		\$ 200	542	\$ 8.13	3,793	124,307	128,100	\$ 211.37	\$ 419.50
159	651040 ROCKET CLONE LLC	JHC		\$ 200	560	\$ 8.40	3,609	151,191	154,800	\$ 255.42	\$ 463.82
160	651050 SUTTON DANNIE R SR	JHC		\$ 200	596	\$ 8.94	3,841	213,059	216,900	\$ 357.89	\$ 566.83
161	651090 NORTH DATA CENTER LLC	JHC		\$ 200	1,430	\$ 21.45	9,225	386,575	395,800	\$ 653.07	\$ 874.52
162	651100 OLSON KENNETH R & ILINDA M ETAL	JHC		\$ 200	2,770	\$ 41.55	4,044	224,256	228,300	\$ 376.70	\$ 618.25
163	651115 MARR LIVING TRUST	LJC	125	\$ 50	474	\$ 7.11	3,096	385,704	388,800	\$ 641.52	\$ 698.63
164	651120 MCCURRY BEATRICE C	LJC	125	\$ 50	474	\$ 7.11	3,096	240,304	243,400	\$ 401.61	\$ 458.72
165	651125 SALONEN WILLIAM W & SUSAN L	LJC	125	\$ 50	474	\$ 7.11	3,096	220,404	223,500	\$ 368.78	\$ 425.89
166	651501 L'HEUREUX PAGE WERNER PC	KAT		\$ 200	7,601	\$ 114.02	29,779	739,121	768,900	\$ 1,268.69	\$ 1,582.70
167	651502 MONTANA HOMEOWNERSHIP NETWORK INC	KAT		\$ 200	1,668	\$ 25.02	6,603	163,897	170,500	\$ 281.33	\$ 506.35
168	651503 SILVERTIP LLC	KAT		\$ 200	2,224	\$ 33.36	8,870	220,130	229,000	\$ 377.85	\$ 611.21
169	651504 NEIGHBORHOOD HOUSING SERVICES INC	KAT		\$ 200	1,112	\$ 16.68	4,369	126,770	131,139	\$ 216.38	\$ 433.06
170	651505 NEIGHBORHOOD HOUSING SERVICES INC	KAT		\$ 200	2,966	\$ 44.49	11,621	288,479	300,100	\$ 495.17	\$ 739.66
171	651506 NEIGHBORHOOD HOUSING SERVICES INC	KAT		\$ 200	2,966	\$ 44.49	20,884	518,416	539,300	\$ 889.85	\$ 1,134.34
172	1888310 MCMANUS PROPERTIES LLC	T20N, R3E		\$ 200	31,363	\$ 470.45	102,067	694,280	796,347	\$ 1,313.97	\$ 1,984.42
173	1921200 NORTHWESTERN CORP TRANSMISSION & DISTR	GF		\$ 200	26,250	\$ 393.75	-	2,331,129	2,331,129	\$ 3,846.36	\$ 4,440.11
174	1921700 CENTURYLINK INC	GF		\$ 200	30,000	\$ 450.00	-	1,347,657	1,347,657	\$ 2,223.63	\$ 2,873.63
175	2019175 ENERGY WEST MONTANA INC	GF		\$ 200	91,000	\$ 1,365.00	-	3,827,425	3,827,425	\$ 6,315.25	\$ 7,880.25
176	2020119 DSB TOWER LLC	DSB		\$ 200	15,000	\$ 225.00	8,212	321,556	329,768	\$ 544.12	\$ 969.12
177	2020120 DSB TOWER LLC	DSB		\$ 200	5,944	\$ 89.16	5,749	282,378	288,127	\$ 475.41	\$ 764.57
178	2020121 FRANCIS MARIE PSALM 27:17 LLC	DSB		\$ 200	9,056	\$ 135.84	9,034	1,023,349	1,032,383	\$ 1,703.43	\$ 2,039.27
179	2020122 SCHULTE DIRK AGENCY	DSB		\$ 200	5,483	\$ 82.25	5,749	355,028	360,777	\$ 595.28	\$ 877.53
180	2020123 DSB TOWER LLC	DSB		\$ 200	2,831	\$ 42.47	2,956	106,827	109,783	\$ 181.14	\$ 423.61
181	2020124 DSB TOWER LLC	DSB		\$ 200	2,797	\$ 41.96	2,546	102,920	105,466	\$ 174.02	\$ 415.97
182	2020125 DSB TOWER LLC	DSB		\$ 200	1,862	\$ 27.93	1,971	70,448	72,419	\$ 119.49	\$ 347.42
183	2020126 KSJ PROPERTIES LLC	DSB		\$ 200	6,083	\$ 91.25	5,749	539,651	545,400	\$ 899.91	\$ 1,191.16
184	2020127 DSB TOWER LLC	DSB		\$ 200	1,914	\$ 28.71	1,889	117,395	119,284	\$ 196.82	\$ 425.53
185	2020128 DSB TOWER LLC	DSB		\$ 200	2,153	\$ 32.30	2,135	68,805	70,940	\$ 117.05	\$ 349.35
186	2020129 DSB TOWER LLC	DSB		\$ 200	2,491	\$ 37.37	2,464	79,578	82,042	\$ 135.37	\$ 372.73
187	2020130 GILLEON RESERVATION LLC	DSB		\$ 200	5,618	\$ 84.27	5,749	271,828	277,577	\$ 458.00	\$ 742.27
188	2020131 DSB TOWER LLC	DSB		\$ 200	12,641	\$ 189.62	16,836	516,318	533,154	\$ 879.70	\$ 1,269.32
189	2020134 DSB TOWER LLC	DSB		\$ 200	7,023	\$ 105.35	11,087	281,880	292,967	\$ 483.40	\$ 788.74
190	2020190 HANSERJAC LLC	JHC		\$ 200	3,525	\$ 52.88	5,142	215,658	220,800	\$ 364.32	\$ 617.20
191	2020196 STSA PARTNERS LLC	FBC		\$ 200	8,455	\$ 126.83	45,664	179,340	225,004	\$ 371.26	\$ 698.08
192	2020197 HICKS ENDEAVORS LLC	FBC		\$ 200	2,165	\$ 32.48	11,416	114,184	125,600	\$ 207.24	\$ 439.72
200	162350 H & H APARTMENTS LLC			\$ 200	7,500	\$ 112.50	48,375	405,425	453,800	\$ 748.77	\$ 1,061.27
201	162400 HELSETH & MYERS RENTALS			\$ 200	7,500	\$ 112.50	48,375	218,225	266,600	\$ 439.89	\$ 752.39
202	162450 SPECIAL OLYMPICS MONTANA INC			\$ 200	7,500	\$ 112.50	48,375	311,525	359,900	\$ 593.84	\$ 906.34
203	162500 JOSEPH SANTANA PROPERTIES LLC			\$ 200	29,969	\$ 449.54	99,000	615,590	714,590	\$ 1,179.07	\$ 1,828.61

GREAT FALLS BUSINESS IMPROVEMENT DISTRICT

RESOLUTION #10494 - EXHIBIT "C"

PARCEL NO.	PROPERTY OWNER	SUB DIV	Land Use Code (125)	FLAT FEE	TOTAL SQ.FT.	SQ.FT. COST 0.015	*MARKET VAL. LAND	*MARKET VAL. IMPS.	VALUATION TOTAL	VALUATION COST 0.00165	TOTAL B.I.D. ANNUAL ASSESSMENT	
204	162700 DUTT GORDON R & FRANCES S TRUST ETAL			\$ 200	7,500	\$ 112.50	48,375	203,625	252,000	\$ 415.80	\$ 728.30	
205	162750 MTC LIFESTYLE LLC			\$ 200	7,500	\$ 112.50	48,375	140,000	188,375	\$ 310.82	\$ 623.32	
206	162900 CITY BAR INC			\$ 200	22,477	\$ 337.16	82,125	321,740	403,865	\$ 666.38	\$ 1,203.53	
207	162950 CITY BAR INC			\$ 200	7,500	\$ 112.50	48,375	82,720	131,095	\$ 216.31	\$ 528.81	
208	163000 L & E DEVELOPMENT INC			\$ 200	7,500	\$ 112.50	48,375	8,100	56,475	\$ 93.18	\$ 405.68	
209	188500 BIG SKY DEVELOPMENT ENTERPRISES INC			\$ 200	7,500	\$ 112.50	48,375	50,525	98,900	\$ 163.19	\$ 475.69	
210	188550 BIG SKY DEVELOPMENT ENTERPRISES INC			\$ 200	7,500	\$ 112.50	48,375	8,150	56,525	\$ 93.27	\$ 405.77	
211	188600 KERMITZ LLC			\$ 200	11,238	\$ 168.57	56,813	300,587	357,400	\$ 589.71	\$ 958.28	
212	188650 LERAY PROPERTIES LLC			\$ 200	3,750	\$ 56.25	39,938	78,962	118,900	\$ 196.19	\$ 452.44	
213	188700 ROBERTSON KIRBI KAE			\$ 200	1,780	\$ 26.70	35,550	69,050	104,600	\$ 172.59	\$ 399.29	
214	188750 MY VIOLA PROPERTIES LLC			\$ 200	3,668	\$ 55.02	39,600	138,600	178,200	\$ 294.03	\$ 549.05	
215	188800 KAPPHAN BRIAN R & LINDA S			\$ 200	352	\$ 5.28	36,225	45,310	81,535	\$ 134.53	\$ 339.81	
216	188850 SHIMA DOUGLAS			\$ 200	3,750	\$ 56.25	39,938	32,850	72,788	\$ 120.10	\$ 376.35	
217	188900 MTC LIFESTYLE LLC			\$ 200	11,250	\$ 168.75	56,813	11,920	68,733	\$ 113.41	\$ 482.16	
218	189050 BIG SKY DEVELOPMENT ENTERPRISES INC			\$ 200	18,750	\$ 281.25	73,688	20,800	94,488	\$ 155.91	\$ 637.16	
219	189075 BIG SKY DEVELOPEMENT ENT			\$ 200	33,739	\$ 506.09	107,438	1,121,462	1,228,900	\$ 2,027.69	\$ 2,733.77	
207	163050 HUDSON ROBERT E & DEBRA A	GFO		\$ 200	11,250	\$ 168.75	56,813	92,887	149,700	\$ 247.01	\$ 615.76	PROPOSED 2023 EXPANSION
208	163100 PALMER GF3 PROPERTY LLC	GFO		\$ 200	11,250	\$ 168.75	56,813	364,287	421,100	\$ 694.82	\$ 1,063.57	PROPOSED 2023 EXPANSION
209	163200 PALMER GF2 PROPERTY LLC	GFO		\$ 200	15,000	\$ 225.00	65,250	175,850	241,100	\$ 397.82	\$ 822.82	PROPOSED 2023 EXPANSION
210	163225 GREAT FALLS MASONIC TEMPLE ASSOC	GFO		\$ 200	30,000	\$ 450.00	99,000	2,155,610	2,254,610	\$ 3,720.11	\$ 4,370.11	PROPOSED 2023 EXPANSION
211	163250 DAVIS LOREN W	GFO		\$ 200	7,500	\$ 112.50	48,375	275,540	323,915	\$ 534.46	\$ 846.96	PROPOSED 2023 EXPANSION
212	163300 GFS REAL ESTATE LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	21,660	70,035	\$ 115.56	\$ 428.06	PROPOSED 2023 EXPANSION
213	163400 GFS REAL ESTATE LLC	GFO		\$ 200	22,500	\$ 337.50	82,125	50,720	132,845	\$ 219.19	\$ 756.69	PROPOSED 2023 EXPANSION
214	188000 GFS REAL ESTATE LLC	GFO		\$ 200	38,042	\$ 570.63	99,000	1,335,460	1,434,460	\$ 2,366.86	\$ 3,137.49	PROPOSED 2023 EXPANSION
215	188150 GFS REAL ESTATE LLC	GFO		\$ 200	7,500	\$ 112.50	48,375	30,890	79,265	\$ 130.79	\$ 443.29	PROPOSED 2023 EXPANSION
216	188200 GFS REAL ESTATE LLC	GFO		\$ 200	14,985	\$ 224.78	65,250	29,430	94,680	\$ 156.22	\$ 581.00	PROPOSED 2023 EXPANSION
217	188450 GFS REAL ESTATE LLC	GFO		\$ 200	15,020	\$ 225.30	65,250	19,550	84,800	\$ 139.92	\$ 565.22	PROPOSED 2023 EXPANSION
218	188300 GFS REAL ESTATE LLC	GFO		\$ 200	6,665	\$ 99.98	46,496	210,590	257,086	\$ 424.19	\$ 724.17	PROPOSED 2023 EXPANSION
219	188250 GFS REAL ESTATE LLC	GFO		\$ 200	31,102	\$ 466.53	101,480	1,036,770	1,138,250	\$ 1,878.11	\$ 2,544.64	PROPOSED 2023 EXPANSION
225	TOTALS			\$ 41,700	2,344,371	\$ 35,165.57	\$ 9,994,452	\$ 113,522,819	123,517,271	\$ 203,803.50	\$ 280,669.06	

Units with Land Use Code 125

Estimated total assessment for 2023 Expansion **\$ 16,899.76**

* The Current Market Values are for Tax year 2022 and have not been updated for Tax year 2023



Great Falls Masonic Temple Association
Roger E. Cathel, Secretary
821 Central Ave.
Great Falls, MT 59401

RECEIVED

MAR 08 2023

CITY CLERK

11:40 a.m.

**PROTEST TO EXPANSION OF BUSINESS IMPROVEMENT DISTRICT
BY GREAT FALLS MASONIC TEMPLE ASSOCIATION**

March 7th, 2023

Great Falls City Clerk
Civic Center Room 204
2 Park Drive South
Great Falls, MT

To Whom It May Concern:

The Great Falls Masonic Temple Association is a private entity that exists to provide a facility for several non-profit Freemason Lodges and other Masonic affiliated bodies, to include two women’s groups and several youth groups.

The Great Falls Masonic Temple Association is not a business, per se, as we do not offer any goods or services, are not open to the general public, and garner no income from the use or rent of the facility by any non-Member.

Several points regarding the proposed BID expansion are noted below in italics in regards to our protest to said expansion.

7-12-1102. Purpose. The purpose of this part is to provide for the creation of business improvement districts having one or more of the purposes and powers provided in this part that will:

- (1) serve a public use;
- (2) promote the health, safety, prosperity, security, and general welfare of the inhabitants of the district and of the people of this state;
- (3) be of special benefit to the property within the boundaries of any district created pursuant to the provisions of this part; *or*
- (4) aid in tourism, promotion, and marketing within the district.

Is there any purpose within the above guidelines specifically stated? Is there any study with reliable data supporting the purpose?

Specifically, what tangible, pecuniary benefit will the Great Falls Masonic Temple receive from being within the BID? If none, then the purpose is specious.



Great Falls Masonic Temple Association

Roger E. Cathel, Secretary
 821 Central Ave.
 Great Falls, MT 59401

PROTEST TO EXPANSION OF BUSINESS IMPROVEMENT DISTRICT BY GREAT FALLS MASONIC TEMPLE ASSOCIATION

7-12-1111. Establishment or expansion of district. (1) Upon receipt of a petition signed by the owners of more than 60% of the area of the property proposed in the petition to be included in a district or in the expansion of a district, a governing body shall establish a district or expand a district as provided in this part.

- (2) The boundaries of a district must comply with applicable zoning regulations.
- (3) The district may not include areas that are zoned primarily as residential areas.

(4) (a) A district may be composed of noncontiguous areas if the properties in a district have a common purpose of providing overnight stays at lodging facilities.

(b) The boundaries of a district with noncontiguous areas must encompass all properties in the district with the same identified purpose.

Owners of 60% of the area - the 65.5% may not be owners, plural, but rather a single owner; the other owners - plural - include the GFMTA and other owners north of Central and south of first avenue north.

This is an Equal Protection issue - GFMTA is not a business but rather houses social functions, specifically, fraternal organizations. There is no benefit designed for this social function. Also, unless the GFMTA property is excised from the proposed BID, it would result in non-rational unequal treatment since the Elks Club, also a social and fraternal organization, would not be subject to the assessment, and is, in fact, closer to the downtown business district. Both organizations struggle to obtain and retain membership, and making the operation of either of them financially less viable would be counterproductive; further, burdening one with BID assessments without burdening the other is clearly unequal treatment with no rational basis.

7-12-1112. Resolution of intention to create or expand district — notice. (1) Before creating or expanding a district, the governing body shall pass a resolution of intention to do so, designating the boundaries of the district.

(2) Notice of passage of the resolution must be published as provided in 7-1-2121. A copy of the notice must be mailed to every owner of real property within the proposed district or within the proposed area of expansion listed on the last-completed assessment roll for state, county, and school district taxes, at the owner's last-known address, on the same day the notice is first published or posted.

(3) The notice must describe the general purpose of the district or the general reason for the expansion and designate the time when and the place where the governing body will hear and pass upon all protests that may be made against the creation of the district or the expansion of the existing district. The notice must refer to the resolution on file with the governing body or clerk, if any, for the description of the boundaries.



Great Falls Masonic Temple Association

Roger E. Cathel, Secretary
 821 Central Ave.
 Great Falls, MT 59401

**PROTEST TO EXPANSION OF BUSINESS IMPROVEMENT DISTRICT
 BY GREAT FALLS MASONIC TEMPLE ASSOCIATION**

(4) The resolution to expand a district deals only with the question of the expanded area, and the existing district does not have to be reestablished.

Is the stated purpose of the proposed expansion based on established facts? If so, what are they? Does it appear to only benefit the owner that owns 65.5% of the land, but none of the others? The resolution should not be a vehicle for benefitting one land owner at the expense of all the others.

7-12-1114. Hearing on protest — sufficient protest to bar proceedings. (1) At a regular meeting of the governing body after the expiration of the time within which protest may be made, the governing body shall proceed to hear and pass upon all protests. Its decision shall be final and conclusive.

(2) The governing body may adjourn the hearing from time to time. A protestant shall have the right to withdraw a protest at any time before final action thereon by the council or commission.

(3) No further action shall be taken upon the proposed district or proposed expansion of an existing district for 1 year if a written protest against passage of the proposed ordinance is filed by:

(a) owners of property within the proposed district or area of a proposed expansion having a taxable valuation, when aggregated, representing not less than 50% of the total taxable valuation of property within the district or within the area of a proposed expansion;

(b) not less than 50% of the owners of property within the district or area of a proposed expansion; or

(c) owners of property within the proposed district or area of a proposed expansion having projected assessments, when aggregated, representing not less than 50% of the total projected assessments for property within the district or within the area of a proposed expansion.

What have the other property owners responded? What are the various assessed values of the properties involved? What are the active uses of each of the lots involved? Does the GFMTA building, combined with the other objecting owners, own at least 50% of the total taxable valuation? By quantity, do the total number of owners protesting amount to more than 50% of all owners? The number of owners, not the amount of real estate is the issue on this.



Great Falls Masonic Temple Association

Roger E. Cathel, Secretary
821 Central Ave.
Great Falls, MT 59401

PROTEST TO EXPANSION OF BUSINESS IMPROVEMENT DISTRICT BY GREAT FALLS MASONIC TEMPLE ASSOCIATION

Michael A. Walker, Trustee, Cascade Lodge No. 34

John Edward Ross, Trustee, Euclid Lodge No. 58

Wendell M. Martinell, Trustee, Delta Lodge No. 128

Alan J. Ashby, Trustee, Great Falls Chapter No. 9

[Signature], Trustee Great Falls Council No. 9

Ronald Szelach, Trustee Black Eagle Commandery No. 8

[Signature]
Secretary, Great Falls Masonic Temple
Association

RECEIVED

3-6. Agenda #14.

MAR 07 2023

CITY CLERK

Dear City Clerk

I am writing again on behalf of Mr Tune-up 800 1st AVE N. We are not interested (Parcel #163050) We have asked for help from City since we've been in the building.

We were told its our responsibility so we have done that. I don't see how this assessment will benefit Mr Tune up. Other than charging us more money with no benefits to the shop. We are totally against the new assessment.

Sincerely,
owners Bud & Deb
Hudson



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Award Construction Contract: Civic Center Partial HVAC Renovations, O.F. 1750.2

From: Finance Department

Initiated By: Finance Department

Presented By: Sylvia Tarman, ARPA Project Manager

Action Requested: Consider Bids and Approve Contract

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (award/not award) a contract in the amount of \$1,126,700.00 to Wadsworth Builders for the Civic Center Partial HVAC Renovations Project utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the construction contract documents.”

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

Staff Recommendation:

Approve construction contract award to Wadsworth Builders for the Civic Center Partial HVAC Renovations Project.

Summary:

The Civic Center Partial HVAC Renovations project includes upgrades to the HVAC system throughout the Civic Center to increase efficiency and operability. The project went out for bid in October of 2022, and bids were opened March 8th 2023. City Staff and Cushing Terrell have reviewed the bid proposals and recommend awarding the construction contract to Wadsworth Builders, who submitted the low bid.

Background:

HVAC renovations for the Civic Center have been in the works for a few years. Once the project was identified as a Tier 1 ARPA project, City Staff began working with Cushing Terrell to come up with a comprehensive design to increase our HVAC efficiency throughout the building. The City awarded the design contract to Cushing Terrell, and the HVAC portion of the project was advertised for bid in late October 2022.

City Staff and Cushing Terrell have reviewed the bid proposals received, and are confident that Wadsworth's bid proposal will satisfy the project's needs and recommend that the Commission award the construction contract.

Fiscal Impact

This project is being awarded American Rescue Plan Act (ARPA) Funds, in the amount of \$1,126,700.00.

Alternatives:

The City Commission could vote to deny award of the construction contract, re-bid, and/or cancel the project. This action would result in the project to suffer additional timeline delays. This project has some long lead components, so it is imperative to get the contract approved and equipment ordered to enable construction to begin in the fall.

Concurrences:

This action is supported by the staff of the Finance & Facilities Departments.

Attachments/Exhibits:

Letter of Recommendation and Bid Tabulation from Cushing Terrell



MEMORANDUM

Date: March 13, 2023
 To: Great Falls City Commission
 Cc: Ms. Sylvia Tarman ▪ City of Great Falls
 From: Jennisse Waters, AIA
 RE: Civic Center RTU Replacement

Members of the Commission :

Below you will find the bid results for the replacement of the Rooftop Units at the Great Falls Civic Center.

Cushing Terrell		City of Great Falls RTU Replacement			
		Bid Tabulations: March 8 3:00 p.m.			
Contractor	Contractor #	Addendums Acknowledged	Bid Security	Base Bid \$	Comments
Wadsworth Builders	8108	Yes	Yes	\$1,126,700.00	Low Bid by \$220,800.00
Talcott	5102	Yes	Yes	\$1,347,500.00	

We have reviewed the scope of the project and the requirements for oversight and construction project management with the apparent low bidder and they have confirmed their understanding of the full scope of work.

We, therefore, recommend acceptance of Wadsworth Builders as the low bidder.

If you have further question or comment regarding the bid results, please contact our office.

Thank you,



Jennisse Waters
 Architect
 406.452.3321 | cushingterrell.com



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Award Construction Contract: Civic Center Infrastructure Renovations, O.F. 1750.2

From: Finance Department

Initiated By: Finance Department

Presented By: Sylvia Tarman, ARPA Project Manager

Action Requested: Consider Bids and Approve Contract

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (award/not award) a contract in the amount of \$1,407,300.00 to AT Klemens for the Civic Center Infrastructure Renovations Project utilizing American Rescue Plan Act funds, and authorize the City Manager to execute the construction contract documents.”

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

Staff Recommendation:

Approve construction contract award to AT Klemens for the Civic Center Infrastructure Renovations Project.

Summary:

The Civic Center Infrastructure Renovations project includes upgrades to the Transformer and Boilers, as well as other electrical upgrades in the building. The project went out for bid in early February 2023, and bids were opened March 15th. City Staff and Cushing Terrell have reviewed the bid proposals and recommend awarding the construction contract to AT Klemens, who submitted the low bid.

Background:

The Transformer/Boiler upgrades were identified as a Tier 1 ARPA project, along with the HVAC upgrades, in April of 2022. The project includes replacing the boilers, moving the transformer outside the building, and upgrades our electrical service to support these improvements. Most of the involved systems are original to construction of the building, well past their service life, or are out of compliance with modern building codes. The City awarded the design contract to Cushing Terrell in November 2022, and has been working with them since December to complete the project design. The project went out for bid in early February, and bids were opened March 15th.

City Staff and Cushing Terrell have reviewed the bid proposals received, and are confident that AT Klemens' bid proposal will satisfy the project's needs and recommend that the Commission award the construction contract.

Fiscal Impact

This project is being awarded American Rescue Plan Act (ARPA) Funds, in the amount of \$1,407,300.00.

Alternatives:

The City Commission could vote to deny award of the construction contract, re-bid, and/or cancel the project. This action would result in the project to suffer additional timeline delays. This project has some very long lead components, so it is imperative to get the contract approved and equipment ordered.

Concurrences:

This action is supported by the staff of the Finance & Facilities Departments.

Attachments/Exhibits:

Bid Tabulation

Letter of Recommendation from Cushing Terrell



MEMORANDUM

Date: March 24, 2023
 To: Great Falls City Commission
 Cc: Sylvia Tarman, Project Manager
 From: Anthony Houtz, AIA
 RE: Boiler, Transformer, and Electrical Replacement

Members of the Commission :

As you are aware, we have undergone full design and bid process for replacing the boilers in the Civic Center, moving the transformer from inside the building to the exterior of the building, and replacing the main electrical service to the building. The bid results are indicated below:



City of Great Falls Civic Center
 Boiler and Electrical System Upgrade (Infrastructure Renovations)
 Bid Tabulation Summary - March 15, 2023 at 3:00pm.

Contractor	Contractor #	Addendums (1) Acknowledged	Bid Security	Insurance Compliance	NonSegregated Facilities	Total Base Bid \$
AT Klemens	1891	X	X	X	X	\$1,407,300.00
Central Plumbing and Heating	4443	X	X	X	X	\$1,629,682.00
Engineer's Opinion of Probable Cost						\$1,574,368

We have reviewed the scope of the project and the requirements for oversight and construction project management with the apparent low bidder and they have confirmed their understanding of the full scope of work. We therefore recommend acceptance of AT Klemens as the low bidder. We do highly recommend that the Commission also set aside a contingency for unforeseen conditions to be used at the City's direction only, as the work involved is a relatively invasive renovation and involves systems that are in some areas fully encapsulated inside existing walls. If you have further question or comment regarding the bid results, please contact our office.

Thank you,



Anthony Houtz
 Project Manager | Architect | Associate Principal
 406.452.3321 | cushingterrell.com



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Resolution 10501 - A Resolution of the City Commission designating the Director of Planning and Community Development as the Certifying Official for HUD-funded Programs

From: Tonya Shumaker, CDBG Administrator

Initiated By: Planning and Community Development

Presented By: Tom Micuda, Interim Director – Planning and Community Development

Action Requested: City Commission adopt 10501

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (adopt/deny) Resolution 10501.”

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

Staff Recommendation: Staff recommends approval of Resolution 10501.

Summary: Since 2014, the department’s former director, Craig Raymond, acted as the City’s Certifying Official to sign environmental review documents conducted by CDBG program staff. The Housing and Urban Development Department (HUD) requires that any activity receiving federal funding be accompanied by a thorough environmental review to make sure the project has no negative environmental impacts.

After Director Raymond’s departure on March 7, 2023, City staff investigated whether his authority to sign these documents could simply transfer to the Interim Director. During this research, staff determined that the transfer of responsibility needed to be accomplished by City Commission resolution. The proposed resolution simply perpetuates the current process followed by staff.

Fiscal Impact: There is no specific financial impact associated with adoption of Resolution 10501. The resolution simply continues current practice of having the department’s director review and approve environmental reviews that are conducted by program staff.

Alternatives: The Commission could choose not to adopt 10501. This would mean the City would not be able to submit environmental reviews for projects that would otherwise receive federal funding.

Concurrences: No concurrence from any other city department is required for this resolution. The resolution is needed for the City to comply with administrative requirements of the department's entitlement program.

Attachments/Exhibits:
Resolution 10501

RESOLUTION 10501

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, DESIGNATING THE DIRECTOR OF THE PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT OF THE CITY OF GREAT FALLS AS THE ENVIRONMENTAL CERTIFYING OFFICIAL FOR HUD FUNDED PROGRAMS – CDBG AND HOME

* * * * *

WHEREAS, the United States Department of Housing and Urban Development and the United States Environmental Protection Agency require the City of Great Falls to comply with certain signatory and reporting requirements for environmental reviews associated with projects funded by Community Development Block Grant and HOME Investment Partnerships Funds; and

WHEREAS, in order to fulfill its obligations under 24 CFR Part 58, the City as a “Responsible Entity” must designate a “Certifying Officer” to certify compliance with the National Environmental Policy Act and other relevant federal laws; and

WHEREAS, in order to administer federal Community Development Block Grant and HOME Investment Partnerships Funds, the City must certify to HUD that the Mayor, or his/her designee in his/her official capacity, consents to accept the jurisdiction of the federal courts if an action is brought to enforce responsibilities in relation to environmental reviews, decision making, and action and that these responsibilities have been satisfied; and

WHEREAS, the legal effect of the certification is that upon its approval, the City of Great Falls may use the Community Development Block Grant and HOME Investment Partnerships funds, and HUD will have satisfied its responsibilities under the National Environmental Policy Act of 1969 and other environmental responsibilities listed in 24 CFR Parts 50 and 58; and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Great Falls, Montana that for any potential CDBG or HOME-funded project where the project is: 1) exempt by definition pursuant to 24 CFR § 58.34, 2) categorically excluded and not subject to 24 CFR Part 58, or 3) categorically excluded and subject to review with 24 CFR § 58.5 but no compliance/consultation with regulatory authorities is required, the City designates the Mayor of the City of Great Falls or the City of Great Falls Director of Planning and Community Development as the Certifying Officer. As the Certifying Officer, the Mayor of the City of Great Falls or the City of Great Falls Director of Planning and Community Development may do all acts necessary to approve the submission of the environmental review documents to the federal government and certify compliance in accordance with this resolution; and

BE IT FURTHER RESOLVED that for any potential CDBG or HOME-funded project where either: 1) the project is categorically excluded and subject to review with 24 CFR § 58.5 and compliance/consultation is required or 2) the project requires an environmental assessment and/or environmental impact statement, the City designates the Mayor of the City of Great Falls or the City of Great Falls Director of Planning and Community Development as the Certifying Officer. As the Certifying Officer, the Mayor of the City of Great Falls or the City of Great Falls Director of Planning and Community Development may do all acts necessary to approve the submission of the environmental review documents to the federal government and certify compliance in accordance with this resolution; and Page 2 of 2

BE IT FURTHER RESOLVED that for any project where an environmental review was submitted to the federal government prior to April 4, 2023, and where any potentially CDBG or HOME funded project was: 1) exempt by definition pursuant to 24 CFR § 58.34, 2) categorically excluded and not subject to 24 CFR § 58.5, or 3) categorically excluded and subject to review with 24 CFR § 58.5 but no compliance/consultation with regulatory authorities was required, the City ratifies all actions, signatory approvals, and certifications by employees of the City that were necessary to complete those environmental reviews submitted to the federal government. The City designates any such employee as a Certifying Officer for the City of Great Falls for the projects acted upon and certified by the employee prior to April 4, 2023.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, April 4, 2023.

Bob Kelly, Mayor

ATTEST:

Lisa Kunz, City Clerk

(CITY SEAL)

APPROVED FOR LEGAL CONTENT:

David Dennis, City Attorney



Commission Meeting Date: April 4, 2023

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Alternative Project Delivery Contract Findings – Resolution 10487: Lift Station No. 1 Repairs and Supplemental Force Main, OF 1758.1.

From: Engineering Division

Initiated By: Public Works Department

Presented By: Christoff T. Gaub, Public Works Director

Action Requested: Consider and Adopt Resolution 10487 for use of General Contractor Construction Manager (GCCM) Alternative Project Delivery Contract.

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (adopt/deny) Resolution 10487 which provides written findings demonstrating that the criteria are met for use of an alternative project delivery contract, GCCM, for the Lift Station No. 1 Repairs and Supplemental Force Main, and authorize the City Manager to execute the documents.”

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

Staff Recommendation: Staff recommends that the City Commission adopt Resolution 10487 on first reading.

Summary: City Staff are presently considering and planning to utilize the alternative project delivery method of GCCM for the subject project. The project will implement recommendations from the October 30% Pump Station and Forcemain Design Report by Thomas Dean and Hoskins, Inc. (TD&H). An assessment of the two project integration proposals suggests a single contract and responsible party would be in the City’s best interest. GCCM could benefit and expedite the construction schedule for the lift station improvements. The Construction Manager may be able to propose means and methods which would reduce the duration or number of outages at the lift station.

Pursuant to MCA 18-2-501 *et seq.* and 7-5-43, the City is required to make detailed written findings which demonstrate that the criteria for utilizing an alternative delivery method are met. At this time, City Staff is recommending the Commission accept Resolution 10487 contained herein.

Background:

The existing Lift Station No. 1 (LS1) force main was constructed in 1979 and is the only river crossing for this section of the City's sewer collection system. LS1 services the area including the original downtown, east to and including Malmstrom Air Force Base and Agri-tech Industrial Park, and south to 10th Avenue South. It pumps approximately 40% of the City's sewage across the Missouri River to the Wastewater Treatment Plant (WWTP), via the LS1 force main. The existing LS1 force main was constructed under emergency conditions in response to a failure of the 1959-installed crossing. The failure of the 1959 crossing resulted in a protracted, direct, and uncontrolled discharge of untreated sewage to the Missouri River. The construction of a redundant force main provides resilience and reliability in this segment of City critical infrastructure; whereby, helping the City minimize/prevent the risk of service interruption, regulatory exposure and environmental damage associated with having a single point of failure.

This project will implement recommendations from the June 2021 Feasibility Study, including installation of a redundant force main crossing the Missouri River to the City's WWTP and improvements and repairs to LS1. The proposed design will also provide connections to the pumping station and the head works at the WWTP. Services will include: conducting geo-technical evaluations; verifying utility conflicts; floodplain analysis; permitting; producing the engineering drawings and specifications; and obtaining approval from local and state review agencies.

The typical project delivery method used by the City is the Design Bid Build method. This is a linear process which consists of designing the project, producing construction bidding documents, publicly advertising and bidding the project, selecting the lowest responsible bidder, and constructing the project. However, Montana law allows for alternative project delivery methods for complex projects that meet certain criteria. The proposed method of General Contractor Construction Manager (GCCM) consists of selecting a qualified contractor early on in the design process through a Request for Qualifications and Request for Proposals (RFQ & RFP) in accordance with MCA 18-2-503. The benefits of this method include, but are not limited to: project schedule acceleration; contractor collaboration during the design process; transparency in project pricing; and the ability to negotiate a project construction cost prior to beginning construction.

The GCCM process consists of two phases, the GCCM provides both preconstruction phase services and construction phase services. Preconstruction phase services may include, but are not limited to: budgeting and scheduling services; construction means and methodology review; plan review during design; early procurement of construction materials and equipment; and providing a negotiated construction cost. Construction phase services consist of building or constructing the project from start to finish. The GCCM is selected via an RFQ & RFP near the 30% design milestone.

Written Findings

In order to utilize GCCM to deliver the project, pursuant to MCA 18-2-501 *et seq.* and 7-5-43, the City is required to make detailed written findings which demonstrate that the criteria for utilizing an alternative delivery method are met. The following bullet points provide the specific criteria as well as justification or demonstration that the criteria are met. The justifications below are repeated directly in Resolution 10487 as attached.

- **CRITERIA:** MCA 18-2-502(1.a) – Demonstrate that the governing body has or will have knowledgeable staff or consultants who have the capacity to manage an alternative project delivery contract.

The City has knowledgeable staff who have the capacity to manage an Alternative Project Delivery Contract. In addition to Public Works and Legal Department staff, who have direct experience with and/or a working knowledge of the General Contractor Construction Manager (GCCM) alternative project delivery method and other construction and project management experience, the City has retained the services of TD&H to provide both design and construction administration services attendant to the project at issue. TD&H will support the City staff throughout the GCCM process.

- **CRITERIA: MCA 18-2-502(1.b)** – Clearly describe the manner in which: (i) the alternative project delivery contract award process will be conducted, and (ii) subcontractors and suppliers will be selected.

The Alternative Project Delivery Contract structure contemplated for this project will involve a General Contractor Construction Manager (GCCM) contract as defined in § 18-2-501(5), MCA. The procurement and award process for that GCCM contract will follow the requirements of § 18-2-503, MCA and will involve the competitive solicitation of proposals from qualified GCCM providers through a combined RFQ & RFP process. Subcontractors and suppliers will then be selected through a competitive solicitation process conducted by the selected GCCM in conjunction with the City.

- **CRITERIA: MCA 18-2-502(2)** - Determine that the proposal meets at least two of the three following criteria: (a) the project has significant schedule ramifications and using the alternative project delivery contract is necessary to meet critical deadlines by shortening the duration of construction, (b) the alternative delivery method design process will contribute to significant cost savings, and (c) the project presents significant technical complexities that necessitate the use of an alternative delivery project contract.

In accordance with § 18-2-502(2), MCA, the City has determined that the timely completion of the contemplated construction has significant schedule ramifications both to maintain project grant funds and to minimize disruptions to the Wastewater Treatment Plant and Lift Station No. 1 operations. The project is partially funded with an American Rescue Plan Act (ARPA) grant which must be obligated by December 31, 2024 and spent by December 31, 2026. The project will directly impact two of the City's critical wastewater facilities. Lift Station No. 1 collects sewage from approximately 40% of the City; without adequate bypass pumping or other measures, a prolonged outage at the lift station will surcharge sewage into the surrounding sewer mains and overflow into the Missouri River. Protecting against Sanitary Sewer Overflow (SSO) events and sewage backup is of the utmost importance, particularly during significant storms which can suddenly contribute stormwater to the collection system through inflow and infiltration and surpass the existing forcemain capacity. The GCCM will prepare and maintain a comprehensive project schedule that incorporates all subcontractor and supplier activities while accounting for funding deadlines and facility outages and demands. The GCCM will also provide constructability, availability, and capital cost review and input for bypass pumping and construction staging/sequencing to minimize facility downtime.

In accordance with § 18-2-502(2), MCA, the City has determined that the project presents significant technical complexities that necessitate engaging and utilizing the services of a GCCM. The project scope is inherently complex, particularly with respect to drilling for a redundant sewer forcemain under the Missouri River and the multitude of upgrades to

Sewage Lift Station No. 1. At a minimum, the project will benefit from input of a GCCM during preconstruction to provide constructability review of all technical and physical aspects with emphasis on boring the forcemain beneath the river; timing and nature of several critical piping connections; minimizing outages and impacts to the Wastewater Treatment Plant and Lift Station No. 1; temporary bypass pumping at the lift station; confined-space wet well work including bar screen replacement, submersible pumps, and premise plumbing; the retrofit of large piping, valves, electrical, HVAC, and structural modifications. The work will be performed by multiple construction specialties, all managed by the GCCM, including horizontal directional drilling, trenched utilities, mechanical, electrical, HVAC, plumbing, and structural.

- **CRITERIA:** MCA 18-2-502(3) - Demonstrate that using an alternative project delivery will not: (a) encourage favoritism or bias in awarding the contract, or (b) substantially diminish competition for the contract.

In accordance with § 18-2-502(3), MCA, the City hereby determines that the utilization of an Alternative Project Delivery Contract as described above will not either (a) encourage favoritism or bias in awarding the contract or (b) substantially diminish competition for the contract. The basis for that determination is as follows:

- The procedures utilized for the competitive RFQ & RFP process will involve the same publication and solicitation processes that would otherwise be used to competitively solicit bids from a GC, i.e., publication in major state newspapers, utilization of plan exchanges, etc.;
- The target pool of qualified GCCM entities will consist – at a minimum – of the same pool of qualified GC entities that would be likely participants in a competitive bid process for construction work only;
- The criteria utilized to select the GCCM will be those set forth in § 18-2-503(2), MCA and any additional factors unique to the project, all of which are intended to avoid any favoritism or bias in the GCCM contract award process; and
- At the conclusion of the GCCM selection process, the City will – as required by § 18-2-503(4), MCA – state and document in writing the reasons for selecting the successful GCCM candidate.

Significant Impacts

Utilizing the GCCM project delivery method may result in: an accelerated project schedule, project risk reduction by early contractor collaboration during the design phase, transparency in cost estimating, and a negotiated construction cost.

Workload Impacts

The design consultant, TD&H, will assist in preparing the RFQ & RFP documents. City personnel will assist in scoring and ranking the proposals and in selection of the contractor. City personnel will also compose a future Commission Agenda Report which will recommend award of a GCCM contract.

Conclusion

At this time, City Staff is recommending that the City Commission adopt Resolution 10487. This project is a good candidate for the GCCM delivery method and will benefit from early contractor involvement, accelerated schedule, and cost guarantees. City Commission adoption of the document is a necessary step in the use of an alternative project delivery method to complete the LS 1 and Supplemental Forcemain Project.

Fiscal Impact: The projected construction budget for this project is \$7,800,000. \$2,000,000 in funding is programmed through the ARPA Competitive Grant program. \$3,854,585 is programmed utilizing Minimum Allocation Grant (MAG) funding. The remaining \$1,945,415 is programmed utilizing Sanitary Sewer Utility Funds. The project has been selected and prioritized, and executed in accordance with the Public Works Capital Improvement Program. Adoption of Resolution 10487 should have no adverse effects on Fiscal items.

Alternatives: The Commission could vote to deny the Resolution, and as a result the project would be delivered via the Design Bid Build method. This could lead to missing the 12/31/2026 deadline for utilizing these grant funds, while propagating a single point of failure in the City's critical infrastructure, and/or burdening the City with expenses intended to be covered by grant funding.

Concurrences: TD&H formally supports Resolution 10487.

Attachments/Exhibits:

Resolution 10487
Project Vicinity Map

RESOLUTION NO. 10487

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, RELATING TO THE USE OF AN ALTERNATIVE PROJECT DELIVERY CONTRACT FOR THE SEWAGE LIFT STATION NO. 1 & SUPPLEMENTAL FORCEMAIN PROJECT OF 1758.1

WHEREAS, the City of Great Falls, MT (“the City”) a municipality, is presently considering and planning for certain construction activities with respect to its Public Works infrastructure capital facilities, specifically upgrades to Sewage Lift Station No. 1 & a Supplemental Forcemain Project; and

WHEREAS, 18-2-501 et seq. and 7-5-4302, MCA authorize the City to utilize an Alternative Project Delivery Contract for the procurement of such construction activities under certain conditions; and

WHEREAS, based on the information provided by City staff in the Agenda Report for this matter and the information presented to the Commission as part of its consideration of this Agenda item, the City Commission makes the following Findings that those conditions are met with respect to the construction activities presently contemplated for the Sewage Lift Station No. 1 & Supplemental Forcemain Project:

- (1) The City has knowledgeable staff and/or consultants who have the capacity to manage an Alternative Project Delivery Contract. In addition to Public Works and Legal Department staff, who have direct experience with and a working knowledge of the General Contractor Construction Manager (GCCM) alternative project delivery method and other construction and project management experience, the City has retained the services of *Thomas Dean and Hoskins, Inc.* (TD&H, Dustin Nett, PE) 1800 River Drive North, Great Falls, MT to provide both design and construction administration services attendant to the project at issue. TD&H will support the City staff throughout the GCCM process.
- (2) The Alternative Project Delivery Contract structure contemplated for this project will involve a General Contractor Construction Manager (GCCM) contract as defined in § 18-2-501(5), MCA. The procurement and award process for that GCCM contract will follow the requirements of § 18-2-503, MCA and will involve the competitive solicitation of proposals from qualified GCCM providers through a combined RFQ & RFP process. Subcontractors and suppliers will then be selected through a competitive solicitation process conducted either (a) solely by the selected GCCM or (b) by the selected GCCM in conjunction with the City.
- (3) In accordance with § 18-2-502(2), MCA, the City has determined that the timely completion of the contemplated construction has significant schedule ramifications both to maintain project grant funds and to minimize disruptions to the Wastewater Treatment Plant and Lift Station No. 1 operations. The project is partially funded with an American Rescue Plan Act (ARPA) grant which must be obligated by

December 31, 2024 and spent by December 31, 2026. The project will directly impact two of the City's critical wastewater facilities. Lift Station No. 1 collects sewage from approximately 40% of the City; without adequate bypass pumping or other measures, a prolonged outage at the lift station will surcharge sewage into the surrounding sewer mains and overflow into the Missouri River. Protecting against Sanitary Sewer Overflow (SSO) events and sewage backup is of the utmost importance, particularly during significant storms which can suddenly contribute stormwater to the collection system through inflow and infiltration and surpass the existing forcemain capacity. The GCCM will prepare and maintain a comprehensive project schedule that incorporates all subcontractor and supplier activities while accounting for funding deadlines and facility outages and demands. The GCCM will also provide constructability, availability, and capital cost review and input for bypass pumping and construction staging/sequencing to minimize facility downtime.

- (4) In accordance with § 18-2-502(2), MCA, the City has determined that the project presents significant technical complexities that necessitate engaging and utilizing the services of a GCCM. The project scope is inherently complex, particularly with respect to drilling for a redundant sewer forcemain under the Missouri River and the multitude of upgrades to Sewage Lift Station No. 1. At a minimum, the project will benefit from input of a GCCM during preconstruction to provide constructability review of all technical and physical aspects with emphasis on boring the forcemain beneath the river; timing and nature of several critical piping connections; minimizing outages and impacts to the Wastewater Treatment Plant and Lift Station No. 1; temporary bypass pumping at the lift station; confined-space wet well work including bar screen replacement, submersible pumps, and premise plumbing; the retrofit of large piping, valves, electrical, HVAC, and structural modifications. The work will be performed by multiple construction specialties, all managed by the GCCM, including horizontal directional drilling, trenched utilities, mechanical, electrical, HVAC, plumbing, and structural.
- (5) In accordance with § 18-2-502(3), MCA, the City hereby determines that the utilization of an Alternative Project Delivery Contract as described above will not either (a) encourage favoritism or bias in awarding the contract or (b) substantially diminish competition for the contract. The basis for that determination is as follows:
- The procedures utilized for the competitive RFQ & RFP process will involve the same publication and solicitation processes that would otherwise be used to competitively solicit bids from a GC, i.e., publication in major state newspapers, utilization of plan exchanges, etc.;
 - The target pool of qualified GCCM entities will consist – at a minimum – of the same pool of qualified GC entities that would be likely participants in a competitive bid process for construction work only;

- The criteria utilized to select the GCCM will be those set forth in § 18-2-503(2), MCA and any additional factors unique to the project, all of which are intended to avoid any favoritism or bias in the GCCM contract award process; and
- At the conclusion of the GCCM selection process, the City will – as required by § 18-2-503(4), MCA – state and document in writing the reasons for selecting the successful GCCM candidate.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, that, based upon the foregoing Findings, use of an Alternative Project Delivery Contract in the form of a GCCM contract is hereby authorized for the Sewage Lift Station No. 1 & Supplemental Forcemain Project Office File 1758.1.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, on this ____ day of _____, 2023.

Bob Kelly, Mayor

ATTEST:

Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

David Dennis, City Attorney

1758.1 Lift Station No. 1 Repairs and Supplemental Force Main

