



**Special Work Session Meeting Agenda  
2 Park Drive South, Great Falls, MT  
Gibson Room, Civic Center  
December 20, 2022**

**4:30 PM**

**REVISED**

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](mailto: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, will be so noted in the official record of the meeting.

## **CALL TO ORDER**

## **PUBLIC COMMENT**

*(Public comment on agenda items or any matter that is within the jurisdiction of the City Commission. Please keep your remarks to a maximum of five (5) minutes. Speak into the microphone, and state your name and either your address or whether you are a city resident for the record.)*

## **WORK SESSION ITEMS**

1. Public Safety Levy Update - Legal Department and possibly Fire Department.
2. Library Mill Levy Update - Susie McIntyre.

## **DISCUSSION POTENTIAL UPCOMING WORK SESSION TOPICS**

## **ADJOURNMENT**

*City Commission Work Sessions are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. Work Session meetings are re-aired on cable channel 190 the following Thursday morning at 10 a.m. and the following Tuesday evening at 5:30 p.m.*

*Wi-Fi is available during the meetings for viewing of the online meeting documents.*

## **UPCOMING MEETING SCHEDULE**

Work Session - Tuesday January 3, 2023 5:30 p.m.

Commission Meeting - Tuesday January 3, 2023 7:00 p.m.



# LIBRARY MILL LEVY

December 2022

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## Library Comparisons

Average support for MT libraries is \$31/capita.

- ***Our community funds the library at \$19/capita.***

Montana Libraries in large communities average 27 FTE.

- ***Great Falls Public Library has 18 FTE.***

Great Falls Public Library is open **fewer hours** and provides **less programming and services** than the other large libraries.

**Our community deserves better.**

**Our Master Plan provides a VISION for transformed Library Services.**

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# Master Plan: From Vision to Reality

## Facilities Upgrades: Capital Campaign

- Focused on grants and private donations
- No plan to ask the voters for taxpayer support (other than grants from other programs—CDBG, Infrastructure Funding etc.) at this time. We may need a bond in the future.

## Operations and Funding: Mill Levy Campaign

- Ballot measure requesting increased support for Library services

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# Master Plan: Vision for the Future

**Increased Staffing:** From 18 to 30 Staff

**Increased Hours:** Open 7 Days/week

**Increase Bookmobile Service:** 6 Days per week

**Free Parking for Patrons**

**Expanded Safety Staff:**

- Contract for part-time social worker/counselor
- 2 full-time safety specialists

Possible Library Hours		
DAY	OPEN HOURS	# of open hours
Sunday	1:00 pm - 5:00 pm	4
Monday	9:00 am - 6:00 pm	9
Tuesday	9:00 am - 7:00 pm	10
Wednesday	9:00 am - 7:00 pm	10
Thursday	9:00 am - 7:00 pm	10
Friday	9:00 am - 6:00 pm	9
Saturday	9:00 am - 6:00 pm	9
	TOTAL	61

**Expanded Services:**

- Expanded digital resources for all patrons
- Expanded access to resources for all students
- College and Adult Readiness Program for teens
- Expanded digital resources for all patrons
- Expanded adult educational and recreational programming
- Expanded Homebound Program
- Improved access to Internet and Technology training
- Expanded support for businesses & entrepreneurs
- Expanded support for job seekers
- Audio/Video Recording resources for podcasting, Internet videos (YouTube & TikTok), and oral histories
- MakerSpace/3-D printing resources for DIY

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## What kind of community do we want?

- ❖ An **informed** community where everyone has access to the quality information they need to live, learn, govern, and work.
- ❖ An **educated** community where parents are supported to be their child's first teacher, children start school ready to read, and students have access to resources to thrive as they grow to adulthood.
- ❖ A **connected** community with a safe, strong downtown.
- ❖ A **thriving** community where people have quality of life.

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## FY2023 LIBRARY BUDGET:

FY2023 budget is **\$(59,969.00)**.

Library staffing levels remained consistent  
AND personnel costs went up by \$84,332.52

Collective Bargaining salary increases  
Health insurance cost increases  
Non-Union merit pay increases  
Retirement contribution increases

Library tax revenue increased by \$19,677.10.

Revenue is not increasing at the same level as expenses.  
General Fund Subsidy of \$350,000 has remained flat for 8 years  
Cascade County Funding of \$177,000 has remained flat for 11 years

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## PROJECTED BUDGET: EXISTING FUNDING

### If revenue and costs continue on this trajectory

- No Mill Levy or increase in funding from the City or County

The Library budget for FY2024 will be **\$(120,000)**

**OR**

The Library will require **severe cuts in services including layoffs and reduced hours.**

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## LIBRARY BUDGETED REVENUE FY2023:

### Great Falls Public Library Operational Budget: \$1,510,150.00

2 voted City Mills: \$199,105.56

7 City Mills by Agreement: \$696,869.44

City General Fund: \$350,000.00

County Funding by Agreement: \$177,000.00

State Funding: \$32,075.00

Other Funding: \$55,100.00

### Great Falls Public Library Donation/Foundation Budget: \$254,532.00

#### CANNOT BE USED FOR STAFFING, CAPITAL IMPROVEMENTS OR GENERAL OPERATIONS

Foundation Approved Projects (materials, technology, eResources etc.): \$138,000

Donations for specific materials (Grab & Go, Nonfiction, Children's, Westerns): \$26,852.00

Book-A-Thon for youth services: \$70,000

Donations for adult programing: \$7,500

General donations from foundation: \$2,680.00

Friends of the Library support from Book Sale: \$6,500

General donations from the community: \$3,000

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## Lake Research Polling: Methodology

Lake Research Partners designed and administered this phone survey of likely 2024 voters that was conducted November 15-20, 2022, using professional telephone interviewers. A portion was also completed online, after part of the sample received a text to their cell phone with a link to complete the survey online. The survey reached a total of 400 likely 2024 voters in Great Falls and Cascade County, Montana.

The sample was drawn from Target Smart and screened to be likely 2024 voters. The sample was weighted by gender, region, gender by region, age, education, and party identification.

The margin of error is +/-4.9%. The margin of error for subgroups is higher.

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## Lake Research Polling: Results

1. This initiative is tough. The amount of funding requested makes a difference in support.  
*We maintain much more support for the measure that only has to replace the \$350,000 General Fund Subsidy. The Community shows a drop in support for funding a request that has to replace the \$350,000 General Fund Subsidy AND the 7 Mills by agreement.*
2. City and County residents show similar levels of support.
3. The biggest predictor of being in support is having a Library card (or thinking that you have a Library card.)

**Winning a Library mill levy vote in the May 2023 election is possible, but will be challenging.**

The poll gives us good information about what **messages will be most effective.**

	Likely Voters November 2024	Likely Voters May 2023	Likely Voters May 2023 in GF
<b>Age</b>			
Under 30	10	7	7
30-39	15	10	10
40-49	15	12	12
50-64	26	27	27
Over 65	33	45	45
<b>Partisanship score*</b>			
90+	7	4	4
50-89	44	47	52
10-49	42	46	42
0-9	7	3	2
<b>Vote on the Library Mill Levy</b>			
For	52	52	54
Against	31	29	28
Undecided	16	17	17

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## Feedback from Belt & Wedsworth Libraries

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Both Library Boards have **voted to collaborate** with Great Falls Public Library in the creation of a successful Mill Levy Campaign.

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## Feedback from County Commissioners

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- ☐ County Commissioners will NOT support a County Library Mill Levy at the School District Election 2023
- ☐ County Commissioners will not oppose a City Library Mill Levy at the School District Election 2023
- ☐ County Commissioners will support a County Mill Levy at a general election
- ☐ We believe that County Commissioners will support a Rural Library Mill Levy at a general election. They haven't committed to support, but are researching how it will work and if a rural mill levy is possible.

I have had conversations with Commissioner Briggs and Commissioner Larson.

I have NOT had a conversation with Commissioner-elect Grulkowski. I have sent email information to her, but haven't heard back.

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## Feedback from City Commission:

### *What we heard at our October Work Session*

- ☐ City Commissioners are in support of a Library Mill Levy and improved funding for the Library.
- ☐ City Commissioners do not want the Library to compete against the probable Public Safety Levy at the General Election in 2023 or the possible School District Levy at the School District Election 2024.
- ☐ City Commissioners have not provided feedback about whether or not the Library Mill Levy should supplement or replace the current City Library funding.

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## What type of Mill Levy?

### **City Mill Levy:**

Voters who are residents of the City of Great Falls are asked to approve a Levy to support the Great Falls Public Library. Taxes are only assessed on City of Great Falls properties.

### **Rural Mill Levy:**

Voters who are residents of Cascade County OUTSIDE of the City of Great Falls are asked to approve a Levy to support the Great Falls Public Library, Belt Public Library and Wedsworth Memorial Library. Taxes are assessed on all Cascade County properties OUTSIDE of the City of Great Falls .

### **County Mill Levy:**

Voters who are residents of Cascade County are asked to approve a Levy to support the Great Falls Public Library, Belt Public Library and Wedsworth Memorial Library. Taxes are assessed on all Cascade County properties.

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## When to put a Mill Levy before the voters?

- **School District Election May 2023**
- **General Election November 2023**
  - ☐ Probable Public Safety Levy before City of Great Falls Voters
- **School District Election May 2024**
  - ☐ Possible School District Levy before Great Falls Public School District Voters
- **General Election November 2024**

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## What type of Mill Levy and when?

City Mill Levy | County Mill Levy | Rural Mill Levy

School District Election 2023 | General Election 2023 | School District Election 2024 | General Election November 2024

### Recommendation from Library Board:

**City Mill Levy May 2023**

**+**

**Rural Mill Levy November 2023**

**NOTE: These are mutually exclusive groups of voters/taxpayers.**

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## How many mills do we request?

- **Analysis of current funding and needed service levels**

*Completed for GFPL as part of Master Plan from \$1.5 million to \$2.7 million*

- **Professional polling to determine what level of funding voters will support**

*We maintain much more support for the measure that only has to replace the \$350,000 General Fund Subsidy. The Community doesn't support a funding request that has to replace the \$350,000 General Fund Subsidy and the 7 Mills by agreement.*

- **Negotiations with Belt and Wedsworth Libraries**

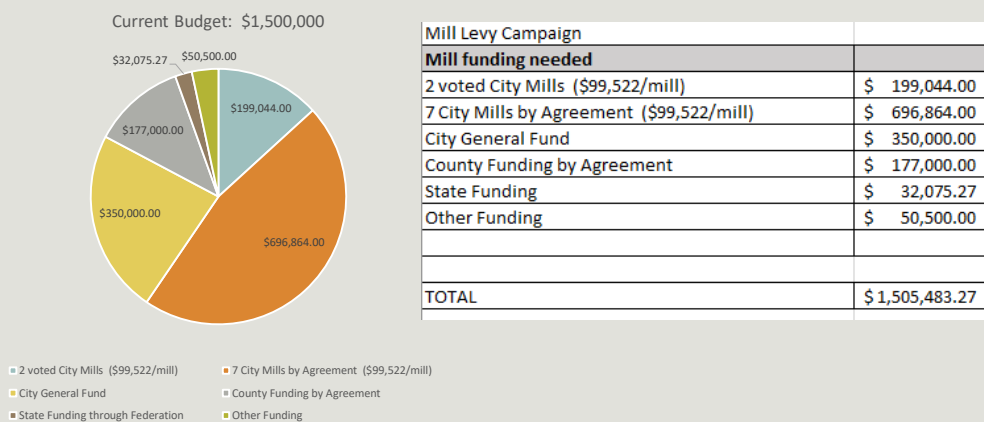
*They are not impacted by a City Mill Levy*

- **Decisions by City and County Commissions**

*Will Mill Levy funding supplement or replace current funding? **Not yet determined***

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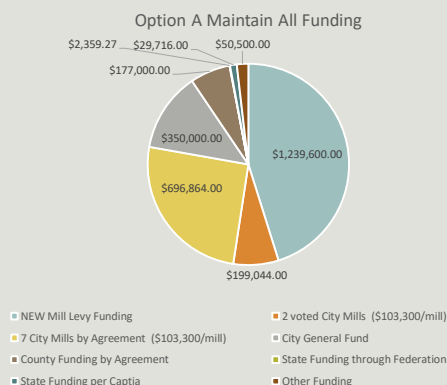
## Supplement or Replace: Current Budget



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## City Mill Option A: Maintain All Library Current Funding

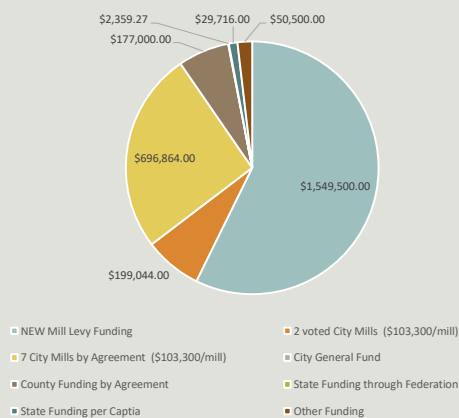
	Option A
<b>Mill funding needed</b>	<b>\$ 1,239,600.00</b>
<b># of City Mills (estimated value \$103.300/mill)</b>	<b>12.00</b>
Raise Taxes on \$100,00 property	\$ 16.20
Raise Taxes on \$200,00 property	\$ 32.40
Great Falls Public Library Budget	Option A
% of Mill Levy Funding	100.00%
<b>NEW Mill Levy Funding</b>	<b>\$ 1,239,600.00</b>
2 voted City Mills (\$103,300/mill)	\$ 199,044.00
7 City Mills by Agreement (\$103,300/mill)	\$ 696,864.00
City General Fund	\$ 350,000.00
County Funding by Agreement	\$ 177,000.00
State Funding through Federation	\$ 2,359.27
State Funding per Capita	\$ 29,716.00
Other Funding	\$ 50,500.00
<b>TOTAL Budget for GFPL</b>	<b>\$ 2,745,083.27</b>



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## City Mill Levy Option B: Replace General Fund Subsidy

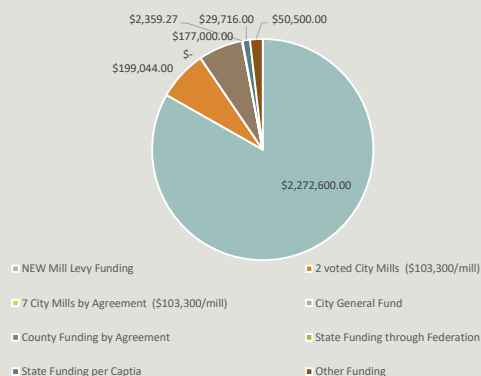
	Option B
<b>Mill funding needed</b>	<b>\$ 1,549,500.00</b>
<b># of City Mills (estimated value \$103.300/mill)</b>	<b>15.00</b>
Raise Taxes on \$100,00 property	\$ 20.25
Raise Taxes on \$200,00 property	\$ 40.50
Great Falls Public Library Budget	Option B
<b>NEW Mill Levy Funding</b>	<b>\$ 1,549,500.00</b>
2 voted City Mills (\$103,300/mill)	\$ 199,044.00
7 City Mills by Agreement (\$103,300/mill)	\$ 696,864.00
City General Fund	
County Funding by Agreement	\$ 177,000.00
State Funding through Federation	\$ 2,359.27
State Funding per Capita	\$ 29,716.00
Other Funding	\$ 50,500.00
<b>TOTAL Budget for GFPL</b>	<b>\$ 2,704,983.27</b>



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## City Mill Levy Option C: Replace General Fund Subsidy and 7 Legal Agreement Mills

	Option C
<b>Mill funding needed</b>	<b>\$ 2,272,600.00</b>
<b># of City Mills (estimated value \$103.300/mill)</b>	<b>22.00</b>
Raise Taxes on \$100,00 property	\$ 29.70
Raise Taxes on \$200,00 property	\$ 59.40
Great Falls Public Library Budget	
<b>NEW Mill Levy Funding</b>	<b>\$ 2,272,600.00</b>
2 voted City Mills (\$103,300/mill)	\$ 199,044.00
7 City Mills by Agreement (\$103,300/mill)	
City General Fund	\$ -
County Funding by Agreement	\$ 177,000.00
State Funding through Federation	\$ 2,359.27
State Funding per Capita	\$ 29,716.00
Other Funding	\$ 50,500.00
<b>TOTAL Budget for GFPL</b>	<b>\$ 2,731,219.27</b>



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## How many City Mills do we request?

### Recommendation from Library Board:

#### OPTION B:

All City funds remain in place except for \$350,000 General Fund Subsidy

Total Mills requested = 15 MILLS ≈ \$1,594,500.00

INCREASE THE ANNUAL TAX ON A \$100,000 HOME APPROXIMATELY \$20.25

INCREASE THE ANNUAL TAX ON A \$200,000 HOME APPROXIMATELY \$40.50

Predictable revenue source that will grow as Great Falls grows.

Eliminates reliance on General Fund Subsidy which has remained flat for several years.

Frees up \$350,000 of General Fund for City of Great Falls to spend on other priorities.

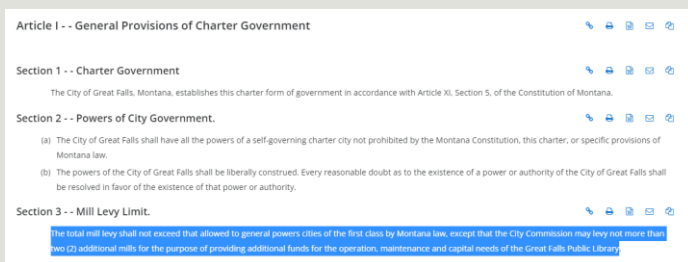
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# What ballot language do we use?

The current language on the voted Library mills is in the City Charter.

## Section 3-- Mill Levy Limit

*"The total mill levy shall not exceed that allowed to general powers cities of the first class by Montana law, except that the City Commission may levy not more than two (2) additional mills for the purpose of providing additional funds for the operation, maintenance and capital needs of the Great Falls Public Library."*



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# Ballot Language Options

## Option 1: One Ballot Measure

Amend the City Charter Language to increase the Library Mill Levy Limit from 2 to 17.

## Option 2: Two Ballot Measures

Amend the City Charter Language to remove the Library Mill Levy Limit Language

AND

Request a Mill Levy of 17 Mills (the 2 previously voted mills plus the 15 proposed mills)

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# How many Rural Mills do we request?

## Recommendation from Library Board:

❑ If the City Mill passes in May, we could work with Belt, Wedsworth and the County Commission to determine exact Rural Mill Levy Structure.

❑ If the City Mill doesn't pass, we could propose a County-Wide Mill Levy at a future election.

### Cascade County population

- 71% City of Great Falls
- 29% County residents outside of City of Great Falls

### Current Great Falls Public Library Funding

- City of Great Falls = \$1,245,908.00 (83% of the budget)
- Cascade County = \$177,000.00 (12% of the budget)

### Proposed Great Falls Public Library Funding

- City of Great Falls = \$2,445,408.00 (87% of the GFPL budget)
- Cascade County = \$285,385.31 (10% of GFPL budget)

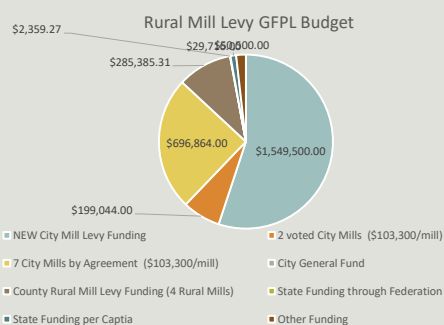
### Proposed Cascade County Library Funding

- Total GFPL, BPL & WML budget = \$3,001,077.97
- City of Great Falls = \$2,445,408.00 (83% of the County Library budget)
- Cascade County = \$428,077.97 (14% of County Library budget)

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# Proposed Rural Mill Levy Amounts

*This scenario would need specific approval from collaborating Libraries and County Commission*



	Rural Mill Levy	
Mill funding needed	\$ 428,077.97	
# of Rural Mills (estimated value \$71,346/mill)	6.00	
Raise Taxes on \$100,00 property	\$ 8.10	
Raise Taxes on \$200,00 property	\$ 16.20	
County Rural Mill Levy Funding (1 Rural Mill)		25% overall budget increase
Wedsworth Memorial Library	\$ 71,346.33	
County Rural Mill Levy Funding (1 Rural Mill)		32% overall budget increase
Belt Public Library	\$ 71,346.33	
Great Falls Public Library Budget		
NEW City Mill Levy Funding	\$ 1,549,500.00	
2 voted City Mills (\$103,300/mill)	\$ 199,044.00	
7 City Mills by Agreement (\$103,300/mill)	\$ 696,864.00	
City General Fund		
County Rural Mill Levy Funding (4 Rural Mills)	\$ 285,385.31	61% County budget increase
State Funding through Federation	\$ 2,359.27	
State Funding per Capita	\$ 29,716.00	
Other Funding	\$ 50,500.00	
TOTAL Budget for GFPL	\$ 2,813,368.58	

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## Proposed City Commission Request for Work Session 12-20-2022

### What type of Mill Levy do we put before the voters?

City Mill Levy | County Mill Levy | Rural Mill Levy

☐ **Proposed Recommendation from Library Board:**

**City Mill Levy + Rural Mill Levy**

### When do we put the Mill Levy before the voters?

School District Election 2023 | General Election 2023 | School District Election 2024 | General Election November 2024

☐ **Proposed Recommendation from Library Board:**

**School District Election 2023 for City Mill Levy**

**General Election 2023 for Rural Mill Levy (no City voters on Rural Mill Levy)**

### How many City Library Mills do we request from the voters?

☐ **Proposed Recommendation from Library Board:**

**All City funds remain in place except for \$350,000 General Fund Subsidy**

**Total City Library Mills requested = 15.44 MILLS ≈ \$1,594,516.73**

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## Next Steps:

### City Commission Work Session: 12-20-2022

Receive recommendations from City Commission and incorporate feedback into Mill Levy ballot language.

### Agenda Item at City Commission Meeting: January 3<sup>rd</sup>

City Commission set Public Hearing Resolution of Intent to call for Mill Levy

### Agenda Item at City Commission Meeting: January 17<sup>th</sup> 2023 (Before February 6<sup>th</sup>—85 days before election)

Vote to approve/not approve putting the City Library Mill Levy on ballot for School District Election on May 2nd 2023

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## Future Steps:

### EDUCATION:

**Library Director, Board Members, Foundation Director, Foundation Board Members and Library Supporters provide education to the community about Library Services, Library Funding and the proposed Library Mill Levy.**

- ☐ Sharing information with friends, neighbors and family
- ☐ Targeted Library tours/Master Plan presentations
- ☐ Speaking to local groups and providing information about Library Services, Library Funding and the proposed Library Mill Levy
- ☐ Creation of an educational media campaign (TV, Radio, Print and Social Media Materials—What the Library does. How Library services impact individuals and families.)

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## Future Steps:

### ADVOCACY:

**Board Members, Foundation Director, Foundation Board Members and Library Supporters (including staff when they are acting as private citizens) advocate for the passage of the Library Mill Levy.**

- ☐ Urging friends, neighbors and family to vote YES for the Mill Levy
- ☐ Speaking to local groups and encouraging them to vote YES for the Mill Levy
- ☐ Volunteering to support Mill Levy Activities organized by the Ballot Initiative Committee

**Ballot Initiative Committee (to be formed after initiative is on the ballot)**

- ☐ Recruiting volunteers to support the Mill Levy Campaign
- ☐ Raising money to support the Mill Levy Campaign (some donors have already committed to support campaign.)
- ☐ Organizing volunteers and community members to support the Mill Levy Campaign (door knocking, yard signs, texting, calling...)
- ☐ Creation of MILL LEVY media campaign (TV, Radio, Print, and Social Media Ads—Motivating voters to VOTE yes on the Mill Levy)
- ☐ Proper reporting of political activities, fund raising and expenditures
- ☐ Reporting to Library Board of ongoing activities.

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# Questions

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