



Work Session Meeting Agenda
2 Park Drive South, Great Falls, MT
Gibson Room, Civic Center
May 02, 2023
5:30 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, 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. Fiscal Year 2024 Budget Introduction - Greg Doyon, Melissa Kinzler and Kirsten Wavra.

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 May 16, 2023 5:30 p.m.

Commission Meeting -- Tuesday May 16, 2023 7:00 p.m.



Fiscal Year 2024 Budget Introduction

May 2, 2023 Work Session

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FY2024 Look Ahead Presented During FY2023 Budget Process

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

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FY2024 Budget Drivers

- Undesignated Fund Balance Management
 - General Fund below 22% recommended minimum policy
- Covid Recovery
- Legislative Session?
- Electricity Costs
 - 200% increase City-wide
- Union Negotiations
 - Currently happening, may need to estimate for budget
- Health Insurance
 - Preliminary 8% increase to City
- Cops Grant
 - \$74,000 additional to be covered by General Fund in FY2024
- Additional support staff in Legal Department



General Fund 3-Year History

General Fund	FY2021 Actual	FY2022 Actual	FY2023 Adopted Budget
Total Revenues	\$ 33,973,714	\$ 33,934,611	\$ 36,656,746
Total Expenses	\$ 34,526,216	\$ 35,235,057	\$ 37,861,746
Revenues Over (Under) Expenses	\$ (552,502)	\$ (1,300,446)	\$ (1,205,000)
Projected Revenue Increases in FY2024			\$ 1,462,575
Projected Net Revenue Increases Available for FY2024			\$ 257,575



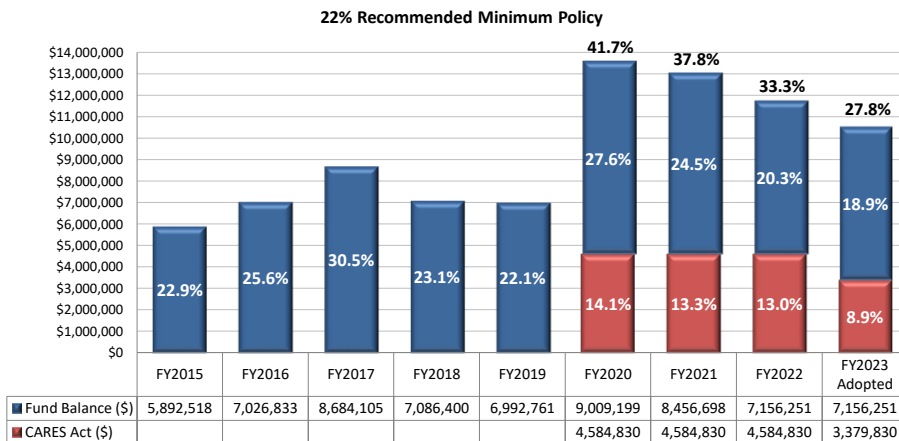
General Fund Revenue Increases

General Fund Revenue Segment	FY2021 Actual Increases	FY2022 Actual Increases	FY2023 Actual Increases	FY2024 Available Increases
Newly Taxable Property	\$ 119,488	\$ 366,758	\$ 352,303	\$ 400,000 Amount not known until August
Inflationary Factor	\$ 0	\$ 0	\$ 641,691 Used carry-over mills from prior 2 years	\$ 451,129
Permissive Medical Levy	\$ 0	\$ 0	\$ 247,551	\$ 300,000 Estimate
Entitlement Share	\$ 284,198	\$ 130,271	\$ 294,004	\$ 311,446
Total Revenue Increase	\$ 403,686	\$ 497,029	\$ 1,535,549	\$1,462,575

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General Fund Fund Balance



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Legislative Impacts

Passed

- SB 262 – Prohibits cities from requiring additional licensing when the state has issued a professional license
 - Loss of General Fund revenue - \$79,000 beer & wine and liquor licenses
 - Loss of Planning Fund revenue - \$85,000 professional licenses
- HB 465 – Allows cities to reserve three years building permit fees and removes the duplicative building code audit
 - Larger reserve can be held in the Permits Fund

Pending

- HB 226 – PERS retirement contributions annual increase from 0.1% to 0.5%. \$70k increase in FY2024, \$500k increase by FY2028.
- HB 925 – TIF



GFOA Budget Award

- Requirements for award changed starting in FY2022, with a one-year grace period
- New requirements
 - **Strategic Goals & Strategies**
 - “Provide a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues.”
 - **Performance Measures**
 - “Provide objective measures of progress toward accomplishing the government’s mission as well as goals and objectives for specific departments and programs.”
- Proposing a pilot program for FY2024



ARPA Balance Update

Reference Handout

ARPA	\$19,472,737	
Committed Funds	\$5,355,667.33	
Ongoing Projects	Budget Cap	Current Cost
Civic Center AV Upgrades	\$75,000.00	\$75,000.00
HR Office Remodel	\$829,310.06	\$829,310.06
Park & Rec Admin Building ADA Restroom	\$75,000.00	\$75,000.00
Court Remodel	\$3,500,000.00	\$3,500,000.00
Fire Station Infrastructure	\$2,800,000.00	\$2,980,000.00
PD Evidence Building & Front Entry Area	\$4,500,000.00	\$4,500,000.00
Civic Center HVAC	\$1,800,000.00	\$1,306,667.00
Civic Center Transformer/Boiler	\$500,000.00	\$1,407,300.00
Civic Center Elevator	\$115,000.00	\$115,000.00
Total	\$14,194,310.06	\$14,788,277.06
ARPA Balance	- \$77,240.39	- \$671,207.39



CARES Balance Update

Reference Handout

CARES	\$10,159,163
FY22 Replenish Funds Impacted by COVID	\$1,141,151
Balance General Fund Budget in FY2023	\$1,205,000
Replenish Planning Fund in FY2023	\$297,500
Replenish Recreation Fund in FY2023	\$140,000
Replenish Multi-Sports Fund in FY2023	\$34,500
GFDA Revolving Loan Fund Contribution	\$1,400,000
Remaining CARES Balance	\$5,941,012



Upcoming Budget Process

- **Week of June 12th**
 - Departments present requested budgets to City Manager
- **Week of June 26th**
 - City Manager transmits Proposed Budget to Commission
- **July 5th – *Commission Action***
 - Commission sets public hearing for July 18th
- **July 18th – *Commission Action***
 - Public Hearing and Adopt or Continue Budget
- **August 15th – *Commission Action***
 - Adopt Annual Tax Levy

American Rescue Plan

*as of 5/2/23



Original ARPA Balance	\$19,472,737			
Committed Funds	Project Cost (Budget Cap)	Project Cost (*Current)	Percent Complete	Project Source
Airport Low Cost Airfare Initiative Grant Support	\$150,000.00	\$150,000.00	90%	Commission Initiative
Community Grants	\$2,884,557.00	\$2,884,557.00	NA	Community Applications
IT Network Security	\$140,269.60	\$140,269.60	100%	Tier 1 Project
Fire Station Doors	\$421,868.00	\$421,868.00	50%	Tier 1 Project
Fire Truck Refurbishment	\$1,299,337.00	\$1,299,337.00	45%	Tier 1 Project
Library Internet Expansion	\$15,000.00	\$15,000.00	100%	Tier 1 Project
Parking Garage Security Improvements	\$52,875.73	\$52,875.73	100%	Tier 1 Project
Miscellaneous Fire Department Equipment	\$88,410.00	\$88,410.00	100%	FY2023 Above & Beyond Request
Animal Shelter Cattery	\$35,600.00	\$35,600.00	85%	Tier 1 Project
ARPA Project Manager 4.5-Year Salary	\$267,750.00	\$267,750.00	15%	New
Total Committed Funds	\$5,355,667.33	\$5,355,667.33		
City Manager Recommended with Budget Cap	Project Cost (Budget Cap)	Project Cost (*Current)	Percent Complete	Project Source
Civic Center AV Upgrades	\$75,000.00	\$75,000.00	0%	Tier 1 Project
HR Office Remodel	\$829,310.06	\$829,310.06	75%	Tier 1 Project
Park & Rec Admin Building ADA Restroom	\$75,000.00	\$75,000.00	10%	FY2023 Above & Beyond Request
Court Remodel	\$3,500,000.00	\$3,500,000.00	0%	Tier 1 Project
Fire Station Infrastructure	\$2,800,000.00	\$2,980,000.00	20%	Tier 1 Project
PD Evidence Building & Front Entry Area	\$4,500,000.00	\$4,500,000.00	15%	Tier 1 Project
Civic Center HVAC	\$1,800,000.00	\$1,306,667.00	20%	Tier 1 Project
Civic Center Transformer/Boiler	\$500,000.00	\$1,407,300.00	20%	Tier 1 Project
Civic Center Elevator	\$115,000.00	\$115,000.00	0%	Tier 1 Project
Total	\$14,194,310.06	\$14,788,277.06		
ARPA Balance	-\$77,240.39	-\$671,207.39		*as of 5/2/2023

CARES Act

*as of 5/2/23



Original CARES Balance	\$10,159,163
Committed Funds	Project Cost (*Current)
Replenish Funds Impacted by COVID	\$1,141,151
Balance General Fund Budget	\$1,205,000
Replenish Planning Fund	\$297,500
Replenish Recreation Fund	\$140,000
Replenish Multi-Sports Fund	\$34,500
GFDA Revolving Loan Fund Contribution	\$1,400,000
Total	\$4,218,151
Remaining CARES Balance	\$5,941,012

House Bill 632

Award	Award Amount
Minimum Allocation Grant (50% Match Required)	\$8,505,069
Lift Station 1 Competitive Grant Award	\$2,000,000
Central Ave. and 3 rd St Drainage Competitive Grant Award	\$1,864,600
Total HB632 Awards	\$12,369,669