



Work Session Meeting Agenda
2 Park Drive South, Great Falls, MT
Gibson Room, Civic Center
January 21, 2025
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. Amendment and Extension to Management Agreement with CourseCo, Inc. - Steve Herrig.
(Estimated 15 minutes)
2. BNSF Calumet Rail Expansion Project Update from City Staff - Christoff Gaub.
(Estimated 15 minutes)
3. Fire Training Center Capital Improvement Plan - Jeremy Jones.
(Estimated 30 minutes)

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

City Commission Work Session -- Tuesday February 4, 2025 5:30 p.m.

City Commission Meeting -- Tuesday February 4, 2025 7:00 p.m.

**AMENDMENT AND SECOND EXTENSION OF
ANACONDA HILLS GOLF COURSE AND EAGLE FALLS GOLF CLUB
MANAGEMENT AGREEMENT**

This AMENDMENT and SECOND EXTENSION is entered into as of this _____ day of _____, 2025, by and between the **CITY OF GREAT FALLS**, a Municipal Corporation, hereinafter referred to as “**CITY**”, **COURSECO, INC. D/B/A GREAT FALLS GOLF, LLC**, hereinafter referred to as “**OPERATOR**”, and agree as follows:

RECITALS

WHEREAS, the CITY and OPERATOR entered into and are parties to the Anaconda Hills Golf Course and Eagle Falls Golf Management Agreement dated and approved by the City Commission December 18, 2018, as amended by Addendum No 1 (approved August 20, 2019) regarding management of the Eagle Falls and Anaconda Hills Golf Courses, (collectively the “**Management Agreement**”).

WHEREAS, the CITY and OPERATOR are also parties to a written Extension of Anaconda Hills Golf Course and Eagle Falls Golf Management Agreement dated September 21, 2021, which extended the term of the Management Agreement to January 31, 2025 (the “**First Extension Agreement**”).

WHEREAS, the OPERATOR has since continued to manage the golf courses. As a result, the CITY and OPERATOR desire to renew and extend the Management Agreement on the terms set forth herein.

NOW, THEREFORE, for valuable consideration and in consideration of the mutual promises and agreements set forth herein, the parties agree as follows:

AGREEMENT

1) CITY and OPERATOR hereby renew and extend the term as agreed upon in the First Extension Agreement for an additional five (5) years, to January 31, 2030. The term may be renewed for another five (5) year term, beginning on February 1, 2030 and ending on January 31, 2035, if the parties agree upon an extension or amendment at least one hundred twenty days prior to the expiration of the first five year term ending on January 31, 2030.

2) During calendar year 2025 OPERATOR agrees to distribute \$50,000 to the City towards capital equipment/improvements for the first 5 year extension and another \$50,000 towards capital equipment/improvements if the second 5 year extension is agreed upon. These funds would be distributed from CourseCo and not the Golf Course Budget.

3) The OPERATOR agrees to build into the operational plan an identified process to pay down the golf debt through the budget.

4) If at any time during the course of this agreement either party deems that the operation of two courses is not economically feasible, by mutual agreement, one course may be closed.

5) The parties agree that in 2025 the Management Fee paid by CITY to OPERATOR shall increase to \$105,000 annually and Accounting fee paid by the CITY to OPERATOR shall also increase to \$29,000 annually (see Section 9 of Management Agreement). Following 2025, the fees will be adjusted annually by the CPI, but not to exceed 5%.

6) All other conditions and provisions of the Management Agreement remain in full force and effect and are hereby ratified and affirmed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CITY OF GREAT FALLS, MONTANA

COURSECO, INC, D/B/A GREAT FALLS GOLF, LLC

By: _____
Greg Doyon, City Manager

By: _____
Michael Sharp, President and CEO

Date: _____

Date: _____

ATTEST:

(SEAL OF THE CITY)

Lisa Kunz, City Clerk

***APPROVED AS TO FORM:**

By _____
David G. Dennis, 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.



BNSF CALUMET RAIL EXPANSION PROJECT

January 2025

PURPOSE: INFORM CITY COMMISSION

***SLIDES NOT PRE-COORDINATED WITH BNSF OR CALUMET

1

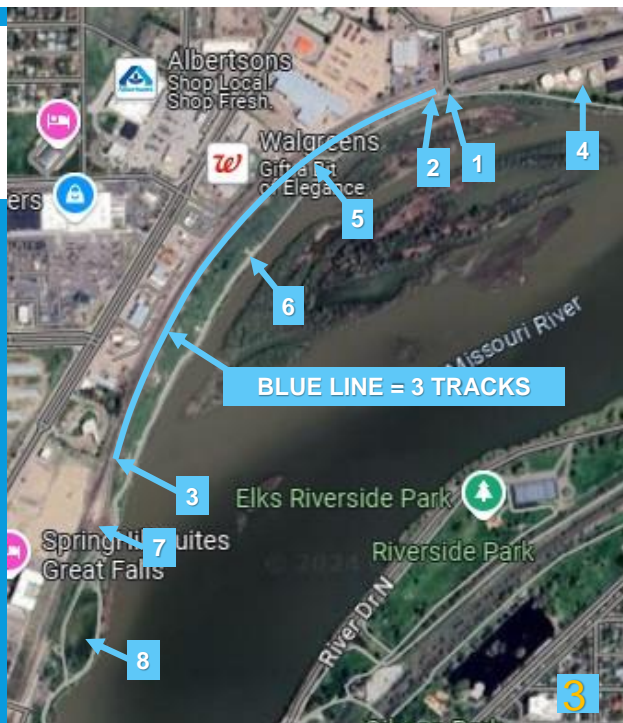
BNSF-CMR GOALS

- COMPLETE IN 18 TO 24 MONTHS (IDEAL: 12 MONTHS/DECEMBER 2025)
- EXPAND FROM 1 TO 3 TRACKS (MAP NEXT SLIDE)
- CLOSE 4TH ST NE CROSSING (3 TRACKS TOO DANGEROUS)
 - BNSF AUTHORITY: 30 DAYS' NOTICE
- ELIMINATE 1 SWITCH PER DAY - FROM 2 TO 1 (2-3 HRS/SWITCH)
 - BUSINESS EFFICIENCIES (STOPS PRODUCTION); DOLLARS SAVED
- BENEFITS TO CITY (PER BNSF/CALUMET):
 - ADDS RAIL CARS VERSUS TRUCKS (3 TRUCKS to 1 RAIL CAR)
 - FEWER TRAIN HORNS: ELIMINATE 11 PM HORN
 - LESS DISRUPTION FROM FEWER RAIL SWITCHES
 - LESS TRUCK TRAFFIC ON ROADS (NOISE, SAFETY)
- MEETINGS WITH BNSF & CALUMET: 12/11/2024 (CALUMET INVITE), 1/9/2025 (CITY INVITE)

2

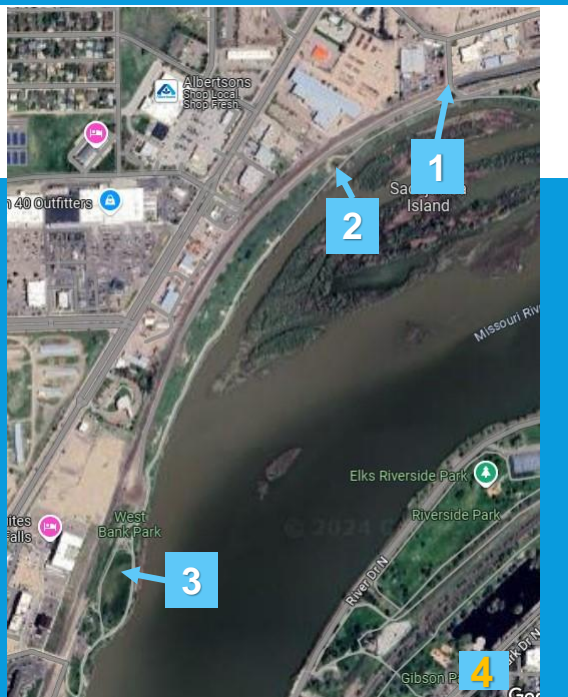
PROJECT OVERVIEW

1. 4TH ST NE RAIL CROSSING: CLOSE ROAD
2. START: EXPAND TO 3 TRACKS FROM 1 (START)
3. SKINNY 3 TRACKS BACK TO 1
4. WASTEWATER TREATMENT PLANT
5. STORMWATER OUTFALL
6. RIVERS EDGE TRAIL
7. FIREWORKS STAGING
8. WESTBANK PARK



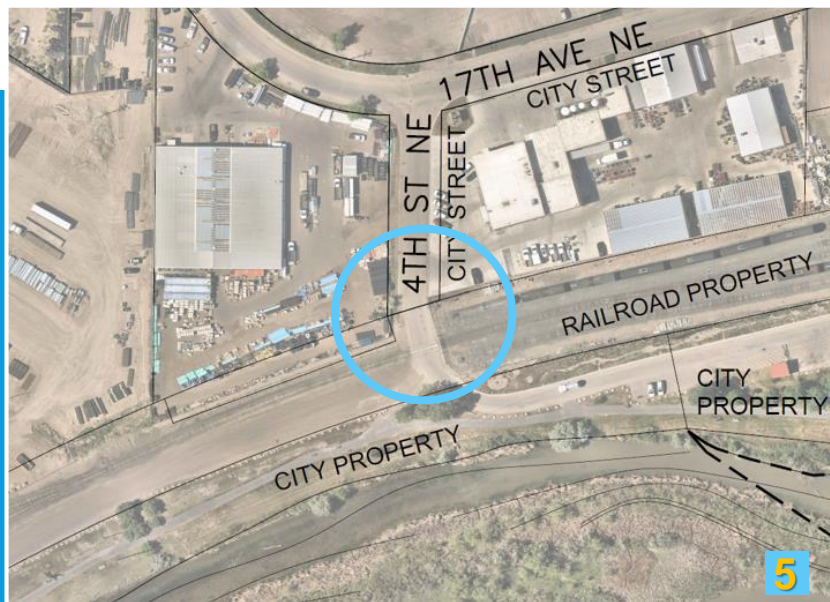
COGF AREAS OF CONCERN

1. 4TH ST NE:
 - ACCESS WWTP, SEPTAGE RECEIVING STATION
 - EMERGENCY/SPILL RESPONSE (FIRE DEPT)
 - WEST BANK PARK/RIVERS EDGE TRAIL
 - 4TH OF JULY FIREWORKS SETUP/STAGING
 - SANITARY SEWER MAIN
 - CALUMET ACCESS:
 - SPILL/OUTFALL RESPONSE
 - MONITOR ENVIRONMENTAL WELLS AT WWTP
 - PRIVATE UTILITY LINE ACCESS (POWER, GAS...)
2. STORM DRAIN OUTFALL AT WEST BANK PARK
3. WEST BANK PARK
 - ADEQUATE SPACE FOR NEW ACCESS ROAD?
 - PLAYGROUND AND BATHROOM SAFETY/ACCESS
 - RIVERS EDGE TRAIL ACCESS
 - CITY UTILITY LINES: PAY ANNUAL ENCROACHMENT FEE (ON BNSF PROPERTY)



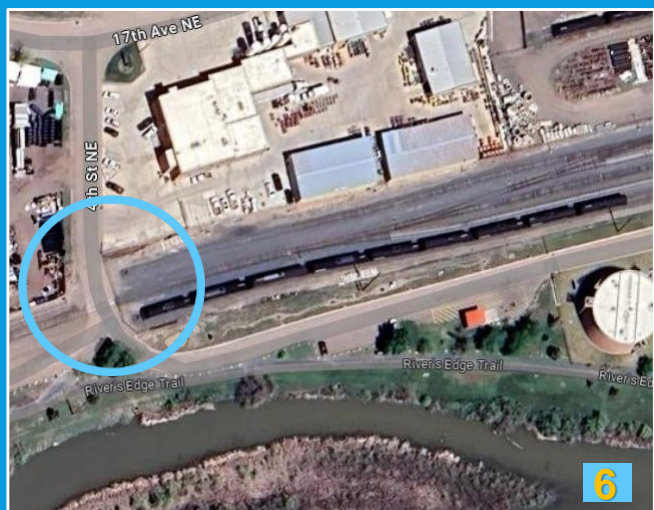
COGF CONCERN #1: 4TH ST NE RAIL CROSSING

- BNSF PROPERTY CUTS OFF CITY STREET
- 1960/1975 AGREEMENT ALLOWS ACCESS
 - CITY NOT IN COMPLIANCE
 - CITY MUST CONTROL ACCESS TO PUBLIC
 - BNSF ALLOWED TO CLOSE ACCESS WITH 30 DAYS NOTICE
 - AGREEMENT EXPIRES: N/A



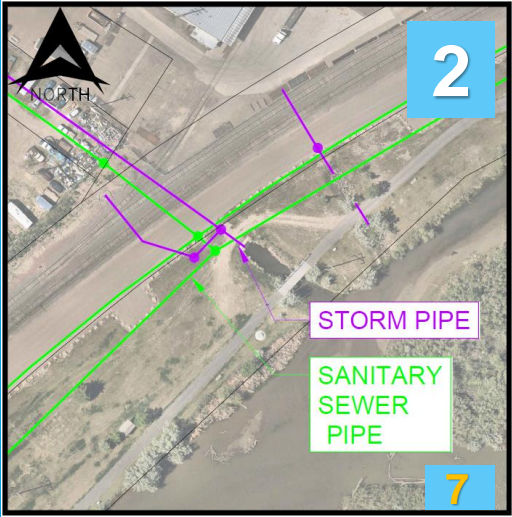
COGF CONCERN #1: 4TH ST NE RAIL CROSSING

- ACCESS TO THE WWTP:
 - CITY EMPLOYEES (PW, PARK & REC, ETC)
 - VEOLIA EMPLOYEES
 - CHEMICAL DELIVERIES
 - REPUBLIC: SOLIDS REMOVAL ~4X PER DAY
 - CONTRACTORS/LARGE EQUIPMENT
 - PLANT MAINTENANCE
 - SEPTAGE RECEIVING STATION CUSTOMERS
 - 12 PERMITTED USERS
 - OPEN 7 DAYS/WK; 365 DAYS/YR
 - AVERAGE 4 TRIPS PER DAY
 - NO ALTERNATIVES IN CASCADE COUNTY
- LIMIT TO PUBLIC'S EASE OF ACCESS TO RIVERS EDGE TRAIL (PARKING LOT)

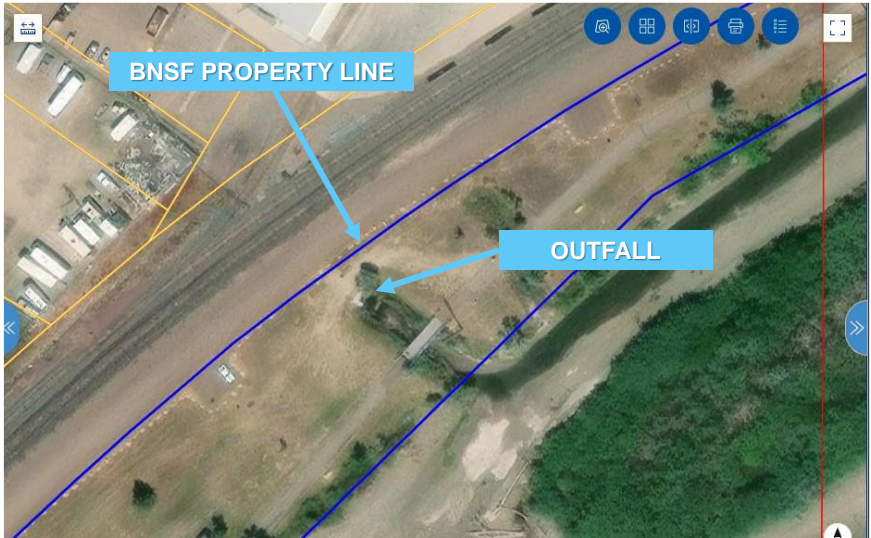


COGF CONCERN #2: STORMWATER OUTFALL

- 16TH AVE NW
 - EXTENDING/MOVING WOULD BE COSTLY
 - SPACE FOR 2 ADDITIONAL TRACKS AND NEW ACCESS ROAD?
 - MDT, DEQ, ETC INVOLVEMENT?



COGF CONCERN #2: STORMWATER OUTFALL



DISTANCE BETWEEN CURRENT BNSF PROPERTY LINE & STORM DRAIN OUTFALL = ~15'
INADEQUATE SPACE TO BUILD A NEW ROAD

COGF CONCERN #3: IMPACT ON WESTBANK PARK

- UTILITY LINES ON BNSF OR CITY PROPERTY?
- GRAVEL ROAD FROM PARK TO 4TH ST NE
 - PRIMARILY ON BNSF PROPERTY
 - PARK & REC EMPLOYEE ACCESS FOR MAINTENANCE
 - ACCESS FOR CITY SPONSORED ACTIVITIES (I.E. FIREWORKS DISPLAY)
- WEST BANK PARK PLAYGROUND
 - SAFETY IF ROAD IS SHIFTED – PROXIMITY TO CHILDREN
 - IF ROAD IS SHIFTED, WHO PAYS?
- ACCESS TO RESTROOM IN WEST BANK PARK
 - RESTROOM ON BNSF LAND? (see next slide)
 - POWER LINE
 - WATER SERVICE LINE TO RESTROOM
 - IRRIGATION LINES



COGF CONCERN #3: IMPACT ON WESTBANK PARK

OPTIONS UNDER CONSIDERATION

***COSTS ARE NOTIONAL

1. INSTALL GATE WITH ACCESS CONTROL (SOUND/CHIMES AND/OR KEY PAD)

- ROM COST: \$2M
- PROS: LESSER OF HIGH COSTS; RETAINS WEST BANK PARK SPACE; EMERGENCY RESPONSE ACCESS
- CONS: RISK OF RAIL CARS BLOCKING GATE (PLANNED, UNPLANNED I.E. DERAILMENT); LOSE PUBLIC PARKING FOR R.E. TRAIL

2. CONSTRUCT NEW ROAD FROM WEST BANK PARK TO WWTP

- ROM COST: \$5M
- PROS: RETAINS OPTION OF PUBLIC VEHICLE ACCESS TO WEST BANK PARK
- CONS:
 - VERY COSTLY; ELEVATE ABOVE FLOOD PLAIN; STORMWATER OUTFALL COSTLY TO BRIDGE; HANDLE HEAVY TRUCKS
 - ONE ACCESS ROUTE TO WWTP (EMERGENCY RESPONSE?); FLOOD PLAIN
 - LENGTHY ROAD ~.8 MILES: EMERGENCY RESPONSE TIME, SANITATION TRUCK COST
 - PARK LOSES 'PARK' LAND; CHANGES CHARACTER OF TIF DISTRICT & WEST BANK PARK

3. COMBINATION OF 1 AND 2

- ROM COST: \$7M
- GATE: IRREGULAR USE I.E. EMERGENCY ACCESS; CONSTRUCTION ACCESS
- ROAD: REGULAR USE: DAILY EMPLOYEES, SANITATION, SEPTAGE CUSTOMERS, MAIL DELIVERY, ETC
- PROS: SEGREGATES TRAFFIC BY FREQUENCY; INCREASED RAIL OPERATIONS SAFETY?; REDUNDANT ACCESS TO WWTP
- CONS: MOST COSTLY INITIAL AND LONG-TERM; MOST COMPLEX

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GREAT FALLS FIRE RESCUE

105 9th Street South, Great Falls, MT 59405
 Office (406)791-8968 | Cell (406)899-1502
 jjones@greatfallsmt.net



Date: 1/15/2025
 To: Honorable Mayor and City Commissioners
 From: Jeremy Jones, Fire Chief

Re: Infrastructure Needs Presentation

I am writing to provide clarification regarding the materials prepared for the upcoming work session on January 21, 2025.

GFFR has developed two separate PowerPoint presentations to address our infrastructure needs comprehensively. These presentations focus on:

1. The Training Center
2. Fire Station Facilities

The intention behind preparing these two presentations was to offer a complete overview of our infrastructure needs to better inform city leadership about the challenges and opportunities we face. However, for the purposes of the January 21 work session, we will focus solely on the current state of the Training Center.

This focused discussion will allow us to provide an in-depth analysis of the Training Center’s condition, functionality, and the critical improvements required to ensure it meets the needs of our department and community. The presentation on fire station facilities will be reserved for future discussions.

We look forward to the opportunity to engage with city leadership during the work session and provide valuable insight into this important matter. Should you have any questions or require additional information before the session, please do not hesitate to contact me.

Thank you for your time and attention to this matter.

Respectfully,

Jeremy M. Jones, Fire Chief
 Great Falls Fire Rescue



1

GFFR Training Center Capital Improvement Plan 2025

GFFR Fire Training Center

2

To be best prepared in response to hazards within our community, a fully functioning training facility is mandatory for allowing crews to train for all emergency hazards they might be presented in a real world environment.

Training Center

3

The GFFR Training Center was built in 1973.

- ❖ Very few improvements have been made to the infrastructure of the facility.
- ❖ In the late 80's, the burn building was condemned from live fire training due to asbestos.
- ❖ In the early 2000's we had failure of the asphalt in and around the training grounds.
- ❖ In 2019 we had a critical failure of the training tower leading to it not being able to be used for fire and high-rise operations (training).
- ❖ November 2024 the remaining two roof training props failed.
- ❖ Currently the class room and the Hazardous Material Rail car prop (donated by Steel Etc) is all that is available to be utilized at the 9.5 acre facility.

Training Center

4

- ❖ The Training Center is an example of having kicked the can down the road for too long.
- ❖ Much like the failure of Fire Station #4, the Training Center has reached the failure point and has resulted in unsafe training conditions for fire fighters, equipment and fire apparatus.
- ❖ The failure of the mill levy/bond reinforced that no solution to address personnel/resources is in the near future.
- ❖ We must be able to train the personnel we have today at the highest level possible in an attempt to maintain the level of service the community expects.
- ❖ GFFR currently has no way to train firefighters in fire/rescue operations or to train new hires moving forward.

Training Center

5

Previously attempted funding alternatives:

- ❖ Last legislative session, GFFR worked to secure state funding to upgrade the Training Center into a regional training facility but ended up being excluded from the final budget.
- ❖ Training Center did not qualify for ARPA allocation
- ❖ Training Center did not qualify for CDBG funding
- ❖ Training Center is not qualifying for FEMA/AFG funding
- ❖ Training Center was not included into the previous mill levy/bond discussion in an attempt to keep costs down
- ❖ Explored partnership with GFC-MSU in building a joint fire station/training center (failed when bond failed)



Training Center

6

Impact to the CoGF if nothing is done:

- ❖ Insurance Services Office (ISO) awards up to 9 total points for training and this is based on having a 3 or more story training facility located on 2 acres and having live fire capabilities.
- ❖ CoGF is scheduled to be audited again in 2026.
- ❖ If we do not address the lack of training, we may receive a score that will assist with another regression.
- ❖ Every move, up or down, the ISO rating matrix is directly correlated to a 10% cost to the ratepayer. Ex. Going from a ISO 3 to an ISO 4 will result in a 10% increase to the insurance premium.
- ❖ GFFR is on the cusp of assuming another regression if we are not able to fix the lack of training capabilities at the current training center.

Training Center

7

Our proposal:

- ❖ Invest in the future of public safety today. We must provide our current personnel and resources (police and fire) the ability to train to the highest standard possible.
- ❖ Allow for the City to pursue up to \$2.5 million in non-voted general obligation debt to reconstruct the training center that will address needs within GFFR and GFPD today.
- ❖ Refocus the vision of the training center to be an ALL public safety training facility and create a master plan of the site moving forward to address City needs into the future.

Training Center

8

Critical improvements: Asphalt/Concrete Repair

- ▶ Old asphalt will be torn out and replaced. Concrete Sidewalk in front of classroom building will be repaired.
- ▶ Cost: \$553,500



9



Training Center

10

Critical improvements: Training Tower

- ▶ Due to the proposed cost of bringing the tower up to safety code and standards as well as maintaining it over the next several decades, it has been deemed more cost effective to remove(demo) the tower and replace it with a newer, updated, lower maintenance training prop.
- ▶ Cost: \$65,000



Training Center

11

Critical improvements: New Tower/Burn Building

- ▶ Several fire training structures have been identified as viable options to serve our training needs. These structures can be customized to serve GFFR and our specific training needs.
- ▶ Cost: \$1,212,000



Training Center

12

Critical improvements: Multi-purpose training building

- ▶ Two-story training building will get power, insulation and heat making it functional for additional training applications, including potential use by GFFR and CCSO for active shooter and other trainings.
- ▶ Cost: \$120,000



Training Center

13

Critical improvements: Classroom Building Upgrades

- ▶ Exterior paint and repair
- ▶ Cost: \$14,000
- ▶ Updated plumbing; tie into city sewer system
- ▶ Cost: \$160,000



Training Center

14

Critical improvements: Master Plan Development

- ▶ Long term planning for future development of the property
- ▶ Cost: \$65,000



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Total Cost Projection for GFFR Training
Center Projects: \$2,189,500

GFFR Capital Improvement Cost Projections 2025

Training Center Projected Costs

Asphalt Replacement/Concrete Sidewalk Repair	\$	553,500
Tower Demo	\$	65,000
Conex Trainer (with concrete)	\$	1,212,000
Siding/Paint/Repair For Classroom Building Exterior	\$	14,000
Upgrades to the 2 story- training building (power, heat, insulation)	\$	120,000
Plumbing upgrade (tie into city sewer)	\$	160,000
Master Plan Development	\$	65,000
Total:	\$	2,189,500

Station 1 projected Costs

Storage Unit Rebuild	\$	20,000
Brick sealing/repair	\$	24,000
Asphalt replacement/repair (South)	\$	45,400
Roof	\$	220,000
Sprinkler Irrigation System	\$	14,536
Total:	\$	323,936

Station 2 projected Costs

Asbestos abatement/replacement kitchen floor	\$	7,000
Brick sealing/Repair	\$	20,000
Asphalt replacement/repair (West)	\$	66,500
Kitchen Window replacement	\$	12,166
Soffit and Fascia upgrades/repairs	\$	50,000
Roof	\$	120,000
Sprinkler Irrigation System	\$	15,437
Total:	\$	291,103

Station 3 projected Costs

Asbestos abatement/replacement kitchen floor	\$	7,000
Brick Sealing	\$	16,500
Kitchen Window replacement	\$	11,149
Remove Patio Door	\$	7,000
Soffit and Fascia upgrades/repairs	\$	50,000
Roof	\$	100,000
Sprinkler Irrigation System	\$	10,240
Total:	\$	201,889

Station 4 projected Costs

Brick sealing/repair	\$	20,000
Asphalt replacement/repair (South)	\$	104,111
Kitchen Window replacement	\$	12,042

Dorm Window replacement	\$	24,084
Soffit and Fascia upgrades/repairs	\$	50,000
Roof	\$	150,000
Sprinkler Irrigation System	\$	13,944
Total:	\$	374,181

Major Expenses Projected - 10 Years

SCBA	\$	640,322
Aerial Platform	\$	2,400,000
Multi-Response Gear	\$	162,500
Total:	\$	3,202,822

1

GFFR Capital Improvement Fire Station Needs 2025

2

In addition to the Training Center, each one of GFFR's stations, also constructed in 1970, is in need of additional repairs and upgrades that will alleviate more significant issues in the future as well as make current operations more efficient.

Station 1

3

- ❖ Asphalt Replacement Repair
 - Cost: \$45,400
- ❖ Brick Sealing/Repair
 - Cost: \$24,000
- ❖ Storage Unit Rebuild
 - Cost: \$20,000
- ❖ Sprinkler Irrigation System
 - Cost: \$14,536
- ❖ Roof
 - Cost: \$220,000

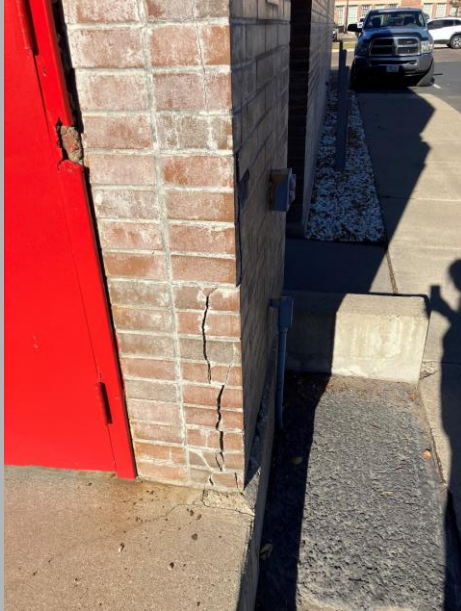
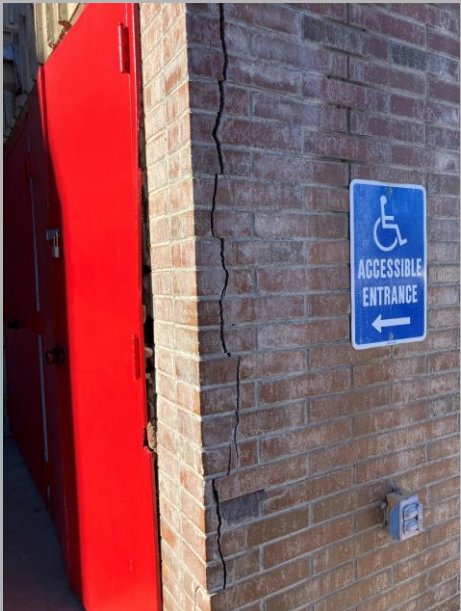
4



5



6



7



Station 2

8

- ❖ Asphalt Replacement/Repair
 - Cost: \$66,500
- ❖ Brick Sealing/Repair
 - Cost: \$20,000
- ❖ Roof
 - Cost: \$120,000
- ❖ Kitchen Floor Replacement w/Asbestos Abatement
 - Cost: \$7,000

Station 2

(continued)

9

- ❖ Soffit and Fascia Upgrades/Repairs
 - Cost: \$50,000
- ❖ Kitchen Window Replacement
 - Cost: \$12,166
- ❖ Sprinkler Irrigation System
 - Cost: \$15,437



10



11



12

13



14



Station 3

15

- ❖ Brick Sealing/Repairs
 - Cost: \$16,500
- ❖ Roof
 - Cost: \$100,000
- ❖ Kitchen Floor Replacement/Asbestos Abatement
 - Cost: \$7,000
- ❖ Kitchen Window Replacement
 - Cost: \$11,149

Station 3 (Continued)

16

- ❖ Soffit and Fascia Upgrade/Repairs
 - Cost: \$50,000
- ❖ Remove Patio Door
 - Cost: \$7,000
- ❖ Sprinkler Irrigation System
 - Cost: \$10,240

17



Station 4

18

- ❖ Brick Sealing/Repairs
 - Cost: \$20,000
- ❖ Roof
 - Cost: \$150,000
- ❖ Asphalt Replacement/Repair
 - Cost: \$104,111
- ❖ Kitchen Window Replacement
 - Cost: \$12,042

Station 4 (Continued)

19

- ❖ Soffit and Fascia Upgrade/Repairs
 - Cost: \$50,000
- ❖ Dorm Window Replacement
 - Cost: \$24,084
- ❖ Sprinkler Irrigation System
 - Cost: \$13,944



20

21



22

Total Cost Projection for GFFR Station
Projects: \$1,191,109

Additional Projected Expenses: (next 10 years)

23

- ❖ SCBA (2031)
 - Cost: \$640,322

- ❖ Aerial Platform (2029)
 - Cost: \$2,400,000

- ❖ Multi-Response Gear
 - Cost: \$162,500