



**Work Session Meeting Agenda**  
**2 Park Drive South, Great Falls, MT**  
**Gibson Room, Civic Center**  
**June 04, 2024**  
**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](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. Fiscal Year 2025 Budget Introduction - Continued from 5/21/24 Work Session - Melissa Kinzler and Greg Doyon.
2. Land Swap Proposal - Charlie Mesler.
3. Lead Service Line Inventory and Update - James Hewett.
4. Update on Scheels Aim High Big Sky Facility - Steve Herrig.

## **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**

Special Commission Work Session – Airport Board Interviews - Monday June 10, 2024 2:00 p.m.

Special Commission Work Session – Library Board Interviews - Wednesday June 12, 2024 2:00 p.m.

Special Commission Work Session – Continued Airport/Library Board Interviews - Tuesday June 18,  
2024 4:00 p.m.

Commission Work Session - Tuesday June 18, 2024 5:30 p.m.

City Commission Meeting - Tuesday June 18, 2024 7:00 p.m.

# FISCAL YEAR 2025 BUDGET INTRODUCTION

June 4, 2024 Work Session

(Continuation from May 21<sup>st</sup> Work Session)



## Update on Tax Increment Districts



District	Lifespan of District	Base Taxable Value	Current Taxable Value	Annual Increment	Debt Issued
Central MT Agri-Tech Park / International Malting Plant	2005 - 2040	\$347,618	\$1,270,871	\$600,000	\$1,500,000 bonds issued
West Bank Urban Renewal	2007 - 2040	\$292,536	\$1,818,850	\$975,000	\$4,055,000 bonds issued
Great Falls International Airport	2008 - 2038	\$107,149	\$403,776	\$190,000	\$645,000 bonds issued
East Industrial Park	2013 - 2028	\$232	\$615,631	\$420,000	No bonds issued
Great Falls Downtown Urban Renewal	2012 - 2040	\$3,643,698	\$5,850,723	\$2,000,000	\$5,995,000 bonds issued



# Upcoming Budget Process

- **Week of June 3<sup>rd</sup>**
  - Departments present requested budgets to City Manager
- **Week of June 18<sup>th</sup>**
  - City Manager transmits Proposed Budget to Commission at Work Session
- **End of Week of June 26<sup>th</sup>, Additional Budget Work Sessions?**
- **July 2<sup>nd</sup> – *Commission Action***
  - Commission sets public hearing for July 16<sup>th</sup>
- **July 16<sup>th</sup> – *Commission Action***
  - Public Hearing and Adopt or Continue Budget
- **August 20<sup>th</sup> – *Commission Action***
  - Adopt Annual Tax Levy

November 30, 2023

Mr. Greg Doyon  
 City Manager - City of Great Falls  
 PO Box 5021  
 Great Falls, MT 59403-5021

RE: Potential Land Swap Proposal

Dear Mr. Doyon,

Included herein is a draft land swap proposal to exchange privately-owned property for two separate City of Great Falls parcels. The properties in question are further detailed below. I hereby propose to swap Parcel A for Parcels B and C.

Parcel A: Privately-Owned Parcel

Legal Description: Marks 14, 14K, 14L, 14M of Plat 16-04; Section 36, T21N, R03E  
 Property Address: N/A  
 Geocode: 02-3138-36-1-02-02-0000  
 Owner: Charlie Mesler  
 Property Size: 10.811 acres  
 Exhibit: Refer to Exhibit A

Parcel B: City-Owned Parcel

Legal Description: Lot 1B of Block 2 of Riverview Tracts #4; Section 1, T20N, R03E  
 Property Address: 1610 6<sup>th</sup> St. NE, Great Falls, MT 59404  
 Geocode: 02-3015-01-2-04-05-0000  
 Owner: City of Great Falls  
 Property Size: 1.70 acres  
 Exhibit: Refer to Exhibit B

Parcel C: City-Owned Parcel

Legal Description: Lot 1 of Cenex Subdivision; Section 33, T21N, R04E  
 Property Address: N/A  
 Geocode: 02-3139-33-4-01-01-0000  
 Owner: City of Great Falls  
 Property Size: 13.47 acres  
 Exhibit: Refer to Exhibit C

Benefits of Proposed Land Swap

1. **City Operation Consolidation:** The proposed land swap allows for the City to consolidate its existing operations and reduce travel distances between offices. Parcel A is located directly adjacent to the existing City of Great Falls Public Works Complex and allows for the expansion of the existing public works complex. As the only undeveloped property in the vicinity of the Public Works Complex, Parcel A will allow the City to reduce congestion within the existing complex, consolidate operations, and allow for future expansion of operations as necessitated by

City and operation growth. Parcel A is the most viable option for future growth of the City PWD Complex and allows the City to expand without splitting operations throughout multiple parcels around the City. Additionally, transitioning the Park & Rec Department to the newly acquired Parcel A will allow the City to maintain maintenance staff and equipment in the direct vicinity of operations; reducing impacts associated with travel and availability. Parcel A allows for immediate incorporation into the PWD Complex as the parcel is directly adjacent to the City's operations and lies at elevations that allow for expansion with minimal City input.

2. **Reduced Congestion:** Expansion of the City operations into Parcel A will reduce overall congestion within the existing PWD Complex and will allow for additional laydown area, equipment storage, and more convenient accessibility to reduce congestion and vehicular conflicts associated with the limited available space. Additionally, existing City infrastructure at the PWD Complex allows for operation expansion without costly maintenance building/shop construction or infrastructure extensions.
3. **Land Use Maximization:** Following the completion of the land swap, Parcels B & C could then be developed by private individuals to maximize land use of existing parcels and expand the City's tax base. It is anticipated that Parcel B will be conveyed to the Montana Refining Company to continue to expand their operations within the City. As Parcel B lies adjacent to existing refinery rail spurs, it offers immediate benefits.

Parcel C is currently located adjacent to City of Great Falls water infrastructure and could potentially be annexed into the City with the installation of a lift station to convey wastewater. It is anticipated that Parcel C will be developed to house a new company within the industrially-zoned parcel while the vacant Parcel A can then be utilized by the City.

4. **Public Safety & Security:** Parcel B is currently accessed via an easement through the privately-owned Montana Refinery parcel at 500 17<sup>th</sup> Ave. NE. Conveying this property from the City's possession will allow for the parcel to be incorporated into the existing refinery operations and will remove potential pedestrian/vehicle conflicts associated with City-owned vehicles traversing the existing private parking lot. Additionally, consolidating operations within the PWD complex will allow for increased security of stored materials and equipment and will reduce time and fuel consumption associated with accessing the property at a separate location.

In summary, I feel the land swap proposal included herein positively benefits all parties and allows for future expansion of the City's operations at an economically practical location while allowing for further private sector growth within the City. Enclosed are aerial maps detailing the locations of each proposed parcel.

Please feel free to call me at 406-899-6097 or Kevin May at Big Sky Civil & Environmental (406-727-2185) with any questions or comments related to this proposal. We would be happy to sit down with you and staff to further discuss. Thank you.

Sincerely,

Charlie Mesler



**TITLE:**

EXHIBIT A  
MESLER-OWNED PROPERTY

**PROJECT:**

MESLER LAND SWAP  
PROPOSAL



ENGINEERS - PLANNERS - DESIGNERS -  
LAND SURVEYORS - ENVIRONMENTAL SPECIALISTS  
1324 13th Ave. SW  
P.O. BOX 3625  
GREAT FALLS, MONTANA 59403  
(406) 727-2148 OFFICE  
(406) 727-3656 FAX  
www.bigskyce.com



TITLE:

EXHIBIT B  
CITY-OWNED PROPERTY

PROJECT:

MESLER LAND SWAP  
PROPOSAL



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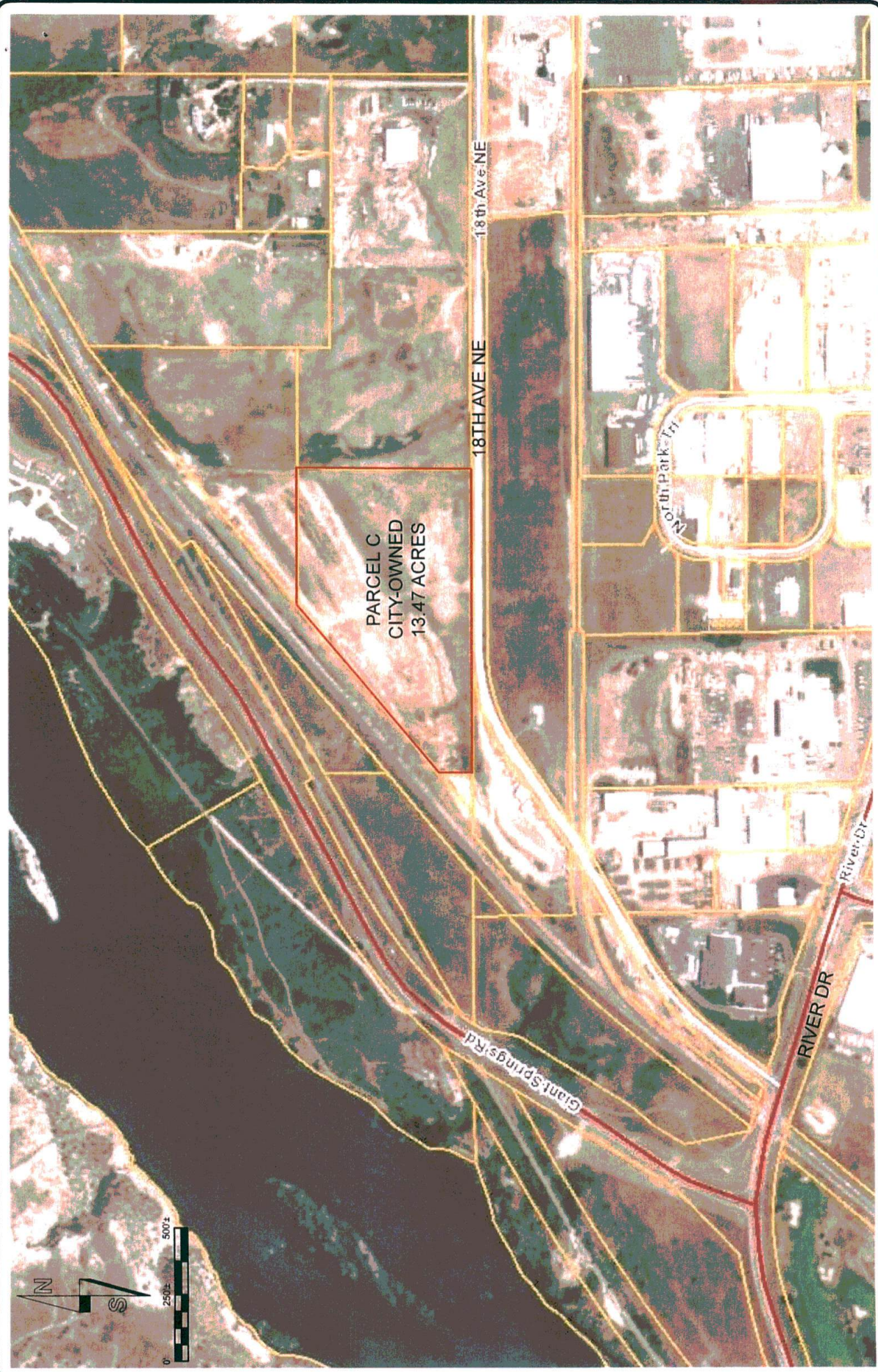


MESLER LAND SWAP  
PROPOSAL

PROJECT:

EXHIBIT C  
CITY-OWNED PROPERTY

TITLE:





# CITY OF GREAT FALLS UPDATE ON LEAD SERVICE LINE INVENTORY

June 4, 2024

Presented by:  
James Hewett  
Public Works Project Manager

## CITY PROGRESS UPDATE



### Current Status

- Inspectors completed calling non-responders
- Preparing for MT DEQ Oct 16, 2024 deadline

Approximate Totals as of April 2024		
• Non-Lead –	15689	(71.6%)
• Lead –	149	(0.7%)
• Galvanized	591	(2.7%)
• Unknown -	5486	(25.0%)
• Total –	21,915	

Cost to Date: \$387,159.00

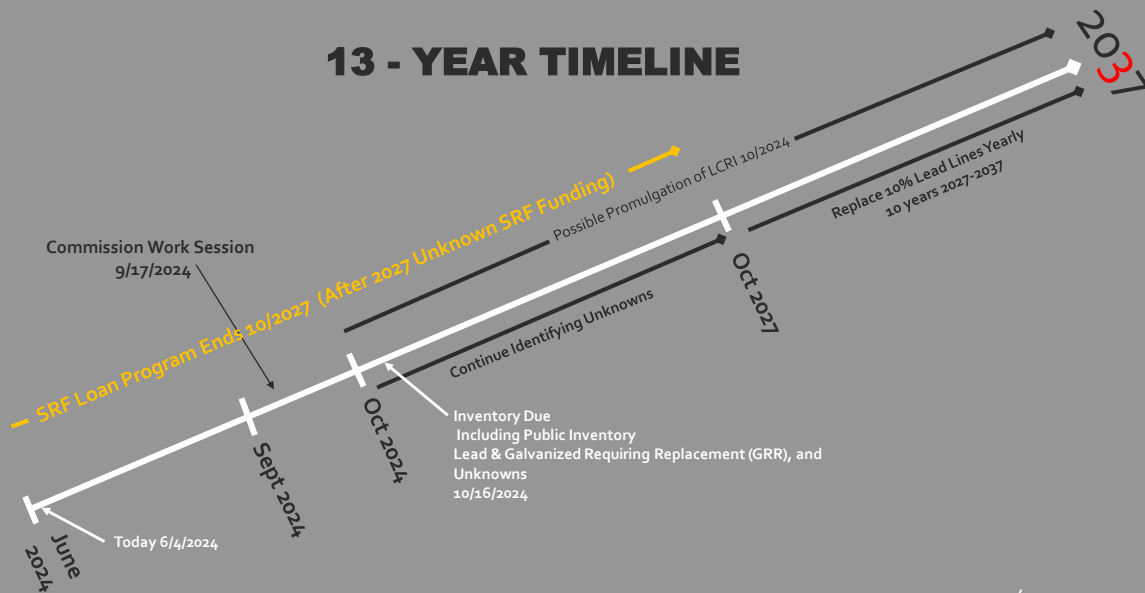
## AVAILABLE TECHNICAL ASSISTANCE

### Montana Department of Commerce

- 100 hours of engineering services
  - FREE, no cost, no match
  - AE2S assigned to City
- Inventory preparation for DEQ
- Public inventory for lead, and galvanized requiring replacement service lines
- Strategy to Identify Unknowns
- Start developing LSL replacement plan



## 13 - YEAR TIMELINE



## DECISION TIME

Current estimate of lead /GRR lines = 926 Total

- Identified Lead = 149
- Identified GRR = 740
- 0.7% of remaining unknowns possibly lead = 38
- 2.7% of remaining unknowns possibly GRR = 148

### Funding Source for Replacement?

- **SRF Funding with forgiveness**
  - Forgiveness amount changes each year (2024= 60%)
  - Remaining loan amount paid by all ratepayers
  - Approximately 3 years left for program
  - Unsure of future funding availability/level
- **Rate increase next year\***
  - 10% replacement a year = 92 @ \$10,000 = \$920,000
  - \$920,000 / 22,000 customers = \$41.82 a year / \$3.48 per month
  - Total = \$9.2 mil for 10 years

\* Estimate only

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## NEXT WORK SESSION (September 17,2024)

- Request Commission support on process to identify remaining unknowns and complete inventory
- Update on inventory
- Update on replacement plan

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# Scheels Aim High Big Sky Update

June 4, 2024 Work Session - Steve Herrig



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