

**BELGRADE CITY COUNCIL MEETING MINUTES**  
**COUNCIL CHAMBERS**  
**September 2, 2014**  
**7:00 PM**

Mayor Russell Nelson called the meeting to order. Council Members in attendance were: Brad Cooper, Anne Koentopp, Ken Smith, Kristine Menicucci and Mark Criner. Others in attendance were: City Manager Ted Barkley, Finance Director Phyllis Wernikowski and Tyler Doshier.

Council Member Cooper moved to excuse Council Member Youngberg. Council Member Koentopp seconded the motion.

All voted aye, motion carried unanimously.

**APPROVED MINUTES OF THE August 18, 2014 MEETING**

Council Member Koentopp moved to approve the minutes of the August 18, 2014 meeting. Council Member Smith seconded the motion

All voted aye, motion carried unanimously.

**PUBLIC FORUM**

Mayor Nelson called for public comment 3 times. There being none, public forum was closed.

**PUBLIC HEARING**

**Review Preliminary Budget FY 2014-2015 and Consider Proposed Resolution 2014-15 to adopt said Budget**

City Manager Barkley noted the Revised Budget before them was balanced and would serve for the year. He indicated that the preliminary budget had been discussed and public comment solicited at City Council meetings on July 21<sup>st</sup>, August 4<sup>th</sup> and August 18<sup>th</sup>. A public hearing was set for today's meeting. Barkley reiterated that the Council had adopted budgets during previous years impacted by the recession that maintain service levels and minimized impacts on taxpayers and rate payers, and it was accomplished by seeking better efficiencies and by using reserves. At this point available reserves are exhausted for future budgets and the recession seems to be over. Council will be faced with either increasing revenue or reducing services for subsequent years to this one. Making these decisions and implementing will be the fundamental challenge this fiscal year.

Barkley reported that the last year's budget outperformed their expectations resulting in an approximate amount of \$69,000 more remaining in the General fund at the end of FY13-14. Amounts shown in the reserves are still considerably lower than the desired level.

Barkley noted some refinements that were made to the Preliminary Budget details. Council asked questions regarding the balanced status of the various funds. Revenues and court fee changes were discussed for future options. A Mill levy vote would need to be planned for the Spring in order for an election to take place in June. Similar amounts as last year were budgeted for services such as \$5000 for Streamline and \$8000 for Galavan services. Barkley indicated that there are long term concerns in relation to the Sewer and Water funds in general and these areas would require more consideration at a later time.

Timing of when the Budget is formulated was discussed. Determining factors such as receiving the Mill information in August is a challenge. Barkley indicated his goal to start working on the Belgrade City Budget earlier next year.

Mayor Nelson called for Public Comment 3 times. There being none, public hearing on the Budget for FY 14-15 was closed.

**ACTION:** Council Member Koentopp moved to approve Resolution 2014-15 to adopt the Final Budget for Fiscal Year 2014-2015 and set the mill levy, pursuant to compliance with MCA 7-6-4030, after having held Public Hearing. Council Member Cooper seconded the motion.

All voted aye, motion carried unanimously.

## **REPORTS**

Mayor Nelson had nothing to report.

City Attorney Ramler had nothing to report.

City Manager Barkley distributed a document from the HUD Office of Development and Research regarding a case study of "Accessory Dwelling Units". Examples of accessory dwelling units would include rooms over the garage in a single family dwelling zoned area. Barkley pointed out this was an issue in many communities. He reviewed the positive and the negative results of allowing accessory dwellings. He noted that the practice is somewhat controlled in Belgrade by not allowing installation of a kitchen into any rooms added to existing homes. This issue was brought up at a recent Planning Board Meeting and the booklet was being given to the Council now so they could become familiar with the subject. The City can only inspect if invited into the residence so this is difficult to enforce.

Barkley reported that an advertisement had been placed in the Belgrade Newspaper regarding Public Meetings scheduled for citizens to give their input regarding future plans for the Belgrade Youth Sports Complex (BYSC) and area Parks. Meetings were scheduled for 7:00 p.m. on Wednesday, September 10<sup>th</sup> at the Belgrade High School and also at 7:00 p.m. on Saturday, September 13<sup>th</sup> at the Ridgeview Elementary School. The School District requested one of the meetings be held in River Rock to get more of the population to attend. Barkley will be facilitating the meetings.

The Cameron Street project is scheduled to be completed Sept 16<sup>th</sup> but has experienced some delays as a result of clay areas that were discovered.

The East Belgrade Interchange is progressing well and may be completed by the end of the year if the weather holds.

Barkley reported that the City has applied to MSU for an intern to further develop and add content to the current City Website. The intern will be asked to contact each Council member for their input.

Northwestern Energy completed an energy audit of the City Hall last week, results and recommendations should be coming soon. Funds in the General Fund Capital improvements category will be used for improvements to the Court offices.

Barkley summarized some statistics he received from Northwestern Energy regarding applications for new electric and gas services in various Montana cities. These numbers represented the construction "boom" that appears to be going on around the state. New electric service connections from January through July were as follows: Butte District, 117; Great Falls District, 179; Billings District, 253; Helena District, 224; Missoula District, 168; Bozeman District, 729. As Belgrade is considered part of the Bozeman District in this instance, Barkley pointed out that our area is obviously showing the greatest increase in new residential construction.

Barkley reported that the Public Works Department will be painting cross-walks throughout the community this week.

Barkley reported that he and Mayor Nelson had met with Senator Tester's staff last week, including Jennifer Magic, Regional Director and Jaime Wise, Tester's Legislative Director. It was a chance to build relationships and remind them of the issues important to the Cities.

Barkley reported that on Friday, September 12<sup>th</sup> at 2pm there will be a Downtown Cleanup event sponsored by the Belgrade Chamber of Commerce and our Public Works Department. A volunteer crew along with the Public Works Department will work from one end to other on the parade route on Main Street, cleaning up weeds and trash ahead of the Fall Festival. This is the first year this event has been scheduled. General discussion followed regarding the cleanup of specific areas that seem to be chronically neglected.

Barkley reminded the Council that the Splash Park will close as of September 7<sup>th</sup>.

Barkley reported that a hearing has been scheduled by MDOT regarding the Valley Center Spur and possible closure for safety concerns. The hearing is scheduled for Tuesday, September 16<sup>th</sup> at 6pm at the Hilton Garden Inn in Bozeman. They will advertise and take comments until October 10<sup>th</sup>.

## **DISCUSSION AGENDA**

### **CONSIDER Proposed Resolution 2014-16 Providing for Transfer of Excess Funds from SID Revolving Fund 3400 to General Fund 1000**

City Manager Barkley reviewed the proposed transfer between funds. These funds were excess and no longer required to maintain within the original SID Revolving fund. While new revenue sources are developed, this transfer was a key component to allow the budget to operate this year.

Mayor Nelson called for public comment, there being none, public forum was closed.

**ACTION:** Council Member Cooper moved to approve Resolution 2014-16 providing for the transfer of excess funds from Special Improvement District Revolving Fund 3400 to the General Fund 1000. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously

### **CONSIDER Consultant Services Agreement with Sanderson Stewart related to the CTEP Sidewalk Project**

City Manager Barkley reviewed a Consultant Services Agreement negotiated with Sanderson Stewart to use CTEP funds to build 4,400 ft of new sidewalks in Belgrade.

**ACTION:** Council Member Koentopp moved to authorize the City Manager to enter into a Consultant Services Agreement with Sanderson Stewart in regard to the CTEP Sidewalk Project. Council Member Cooper seconded the motion.

Mayor Nelson called for public comment, there being none, public comment was closed.

All voted aye, motion carried unanimously.

## **CONSENT AGENDA**

### **PAYROLL for August 2014**

Council Member Menicucci moved to approve the Payroll for August 2014. Council Member Criner seconded the motion.

All voted aye, motion carried unanimously.

## **EXECUTIVE SESSION**

**City Manager Barkley indicated that Executive Session to discuss litigation strategy would not be necessary at this meeting as previously planned.**

## FOR YOUR INFORMATION

Mayor Nelson mentioned information concerning the upcoming Winefest Event sponsored by the Belgrade Library and Foundation. He also commented that the Budget data was easier to understand this year.

Council Member Cooper felt the budget was easier to follow this year and he commended the staff for their work.

Council Member Koentopp commented on the community cleanup in relation to some land near the billboards on Hoffman that she felt looked very unkempt. Barkley commented that whether it was private property or not, if it needs attention, the crews will try to cover it.

Council Member Smith commended staff for their hard work done on the Budget.

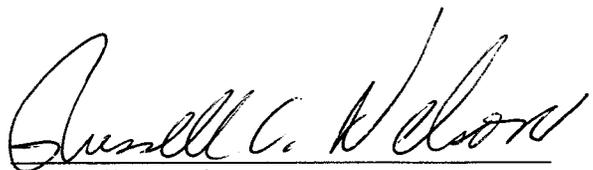
Council Member Menicucci advised that the Library Board meeting would be held on the 18<sup>th</sup> instead of the 23<sup>rd</sup>. She also thanked City Manager Barkley and Finance Director Wernikowski for their work on the budget.

Council Member Criner inquired about progress with the water rights attorney. Barkley indicated that an assessment of current rights and needs should be completed soon. Some contacts have already been initiated.

Council Member Youngberg was not present.

## ADJOURN

Council Member Criner moved to adjourn the meeting at 7:55 p.m.

  
Russell C. Nelson, Mayor

  
Susan Caldwell,  
Administrative Assistant to the City Manager