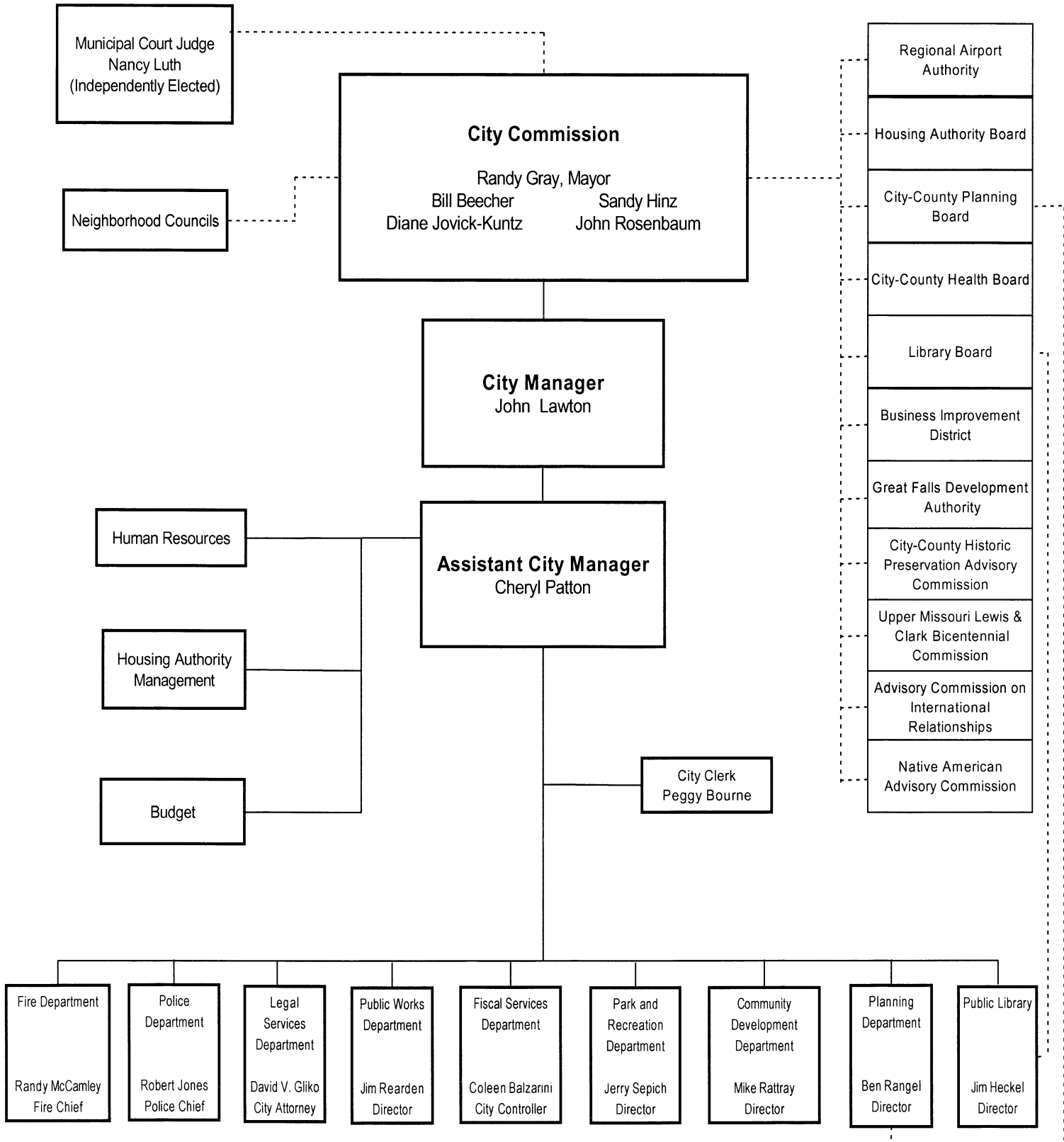


CITY OF GREAT FALLS ORGANIZATION



The City Commission serves as the legislative and governing body of the City of Great Falls. It is responsible for establishing City policies and goals. The City Commission has the authority to adopt laws, ordinances, and resolutions as needed to conduct the business of the City.

The City Manager's Office is responsible for assuring the city commission's policy direction is carried out. The staff is also responsible for a wide variety of special projects, such as developing intergovernmental agreements, measuring organizational efficiency and budget development.

The City Attorney's Office responds to all legal inquiries for the City. The City Attorney provides legal advice for the City Commission and City Staff. The City's legal staff assists departments in preparing new ordinances or changes to existing ones.

The City Clerk Division is responsible for the history of the City as an organization. The accomplishments and accountability of municipal governments is documented by the creation, maintenance and preservation of public records.

The Human Resource Division is responsible for the recruitment of all City employees. The primary responsibility is to provide professional services to the management of the City, employees, and the public, through the administration of a comprehensive human resource program.

The Community Development Department serves the citizens of Great Falls by facilitating, promoting, and ensuring quality development for our community. The Department has seven primary functions:

- Zoning Building Permits
- Parking Community Development Block Grant
- Licensing Maintenance of the Civic Center

The Fire Department's primary responsibility is to protect lives and property through fire prevention, public education, fire suppression and investigation.

The Fiscal Services Department accounts for services provided in support of other City operations. Fiscal Service operations encompass:

- Accounts Payable / Receivable Payroll
- Safety/Insurance Utility Billing/Customer Service
- City Assessments Information Technology
- Budget Municipal Court
- Mapping

The Housing Authority provides staff and management to the Great Falls Housing Authority Board of Commissioners to manage and operate 490 units of public housing, 16 units of unsubsidized affordable housing in Great Falls, and 200 Section 8 Vouchers.

The Park and Recreation Department is responsible for the City's parks and open spaces, as well as all of the City implemented recreation programs.

The Police Department provides our community with public safety. Their main objectives are to prevent and suppress crime.

The Planning Department conducts activities associated with the ongoing physical land development and related improvements in the community including:

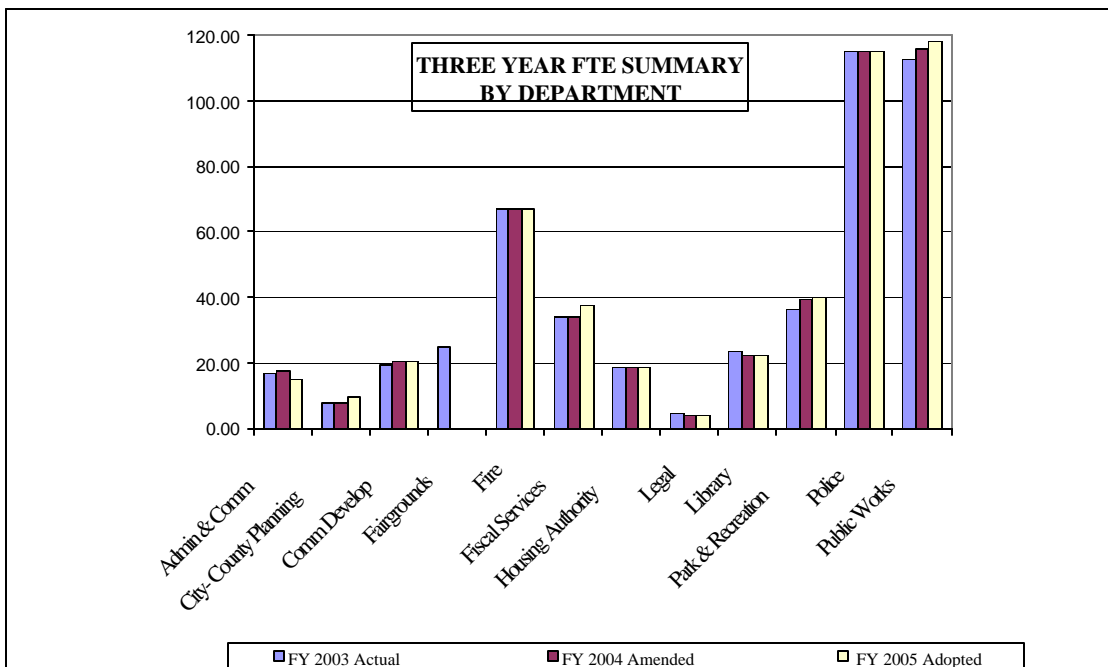
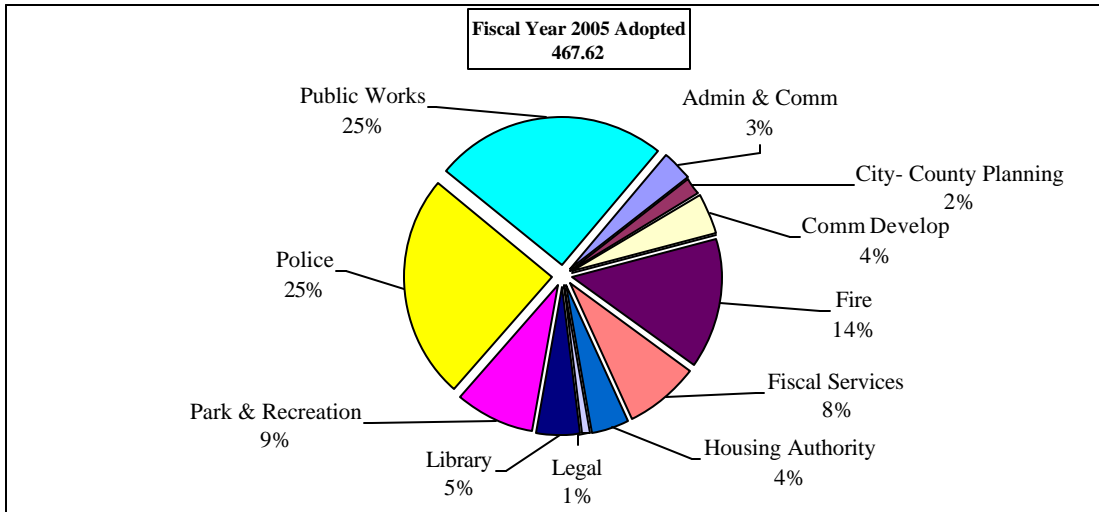
Subdivision Review	Annexations
Transportation Planning	Land Use Planning

The Public Library provides for the informational and recreational needs of the residents of Great Falls and Cascade County. The Library is governed by a Board of Trustees appointed to five year terms by the City Commission.

The Public Works Department is responsible for the planning, organization and coordination of three branches of Public Works:

- Utilities – Water & Sewer,
- Operations – Sanitation, Street, and Central Garage
- Engineering – Storm Drain, Easements and Environment

Full and Part Time Positions



	FY 2003 Actual	FY 2004 Amended	FY 2005 Adopted
Admin & Comm	16.66	17.66	15.06
City- County Planning	8.00	8.00	9.60
Comm Develop	19.44	20.44	20.44
Fairgrounds *	24.97	0.00	0.00
Fire	67.00	67.00	67.00
Fiscal Services	34.30	34.30	37.62
Housing Authority	18.50	18.50	18.50
Legal	4.50	4.00	4.00
Library	23.38	22.27	22.27
Park & Recreation	36.43	39.43	39.98
Police	115.00	115.00	115.00
Public Works	112.50	116.00	118.15
Total Full & Part-time Positions	480.68	462.60	467.62

*As of January 1, 2003 the City of Great Falls no longer managed MontanaExpo Park. This resulted in a loss of 24 full time equivalents.

Full and Part Time Positions by Department (Full Time Equivalent)



		FY 2003 Actual	FY 2004 Amended	FY 2005 Adopted
Administration				
Mayor/City Commission				
	Full Time	5.00	5.00	5.00
	Part Time	-	-	-
Housing Authority				
	Full Time	18.50	18.50	18.50
	Part Time	-	-	-
City Manager				
	Full Time	3.00	4.00	3.00
	Part Time	-	-	0.40
City Clerk				
	Full Time	3.00	3.00	3.00
	Part Time	-	-	-
Analysis & Budget				
	Full Time	2.00	2.00	-
	Part Time	-	-	-
Human Resources				
	Full Time	3.06	3.06	3.06
	Part Time	0.60	0.60	0.60
Administration Group Total		35.16	36.16	33.56
City-County Planning				
	Full Time	7.00	7.00	9.00
	Part Time	1.00	1.00	0.60
City-County Planning Department Total		8.00	8.00	9.60
Community Development				
	Full Time	19.44	20.44	20.44
	Part Time	-	-	-
Community Development Department Total		19.44	20.44	20.44
Fairgrounds				
	Full Time	22.50	-	-
	Part Time	2.47	-	-
Fairgrounds Department Total		24.97	-	-
Fire				
	Full Time	67.00	67.00	67.00
	Part Time	-	-	-
Fire Department Total		67.00	67.00	67.00
Fiscal Services				
	Full Time	33.00	33.00	36.00
	Part Time	1.30	1.30	1.62
Fiscal Services Department Total		34.30	34.30	37.62
Legal				
	Full Time	2.00	2.00	2.00
	Part Time	2.00	2.00	2.00
Legal Department Total		4.00	4.00	4.00
Library				
	Full Time	19.00	17.00	17.00
	Part Time	4.56	5.27	5.27
Library Department Total		23.56	22.27	22.27
Park & Recreation				
	Full Time	31.00	34.00	33.85
	Part Time	5.43	5.43	6.13
Park & Recreation Department Total		36.43	39.43	39.98
Police				
	Full Time	115.00	115.00	115.00
	Part Time	-	-	-
Police Department Total		115.00	115.00	115.00
Public Works				
	Full Time	112.50	116.00	118.15
	Part Time	-	-	-
Public Works Department Total		112.50	116.00	118.15
Total Full & Part Time Equivalents		480.36	462.60	467.62

Full and Part Time Positions by Fund & Division (Full Time Equivalent) GF

	FY 2003 Actual	FY 2004 Amended	FY 2005 Adopted
<u>GENERAL FUND</u>			
Mayor/City Commission	5.00	5.00	5.00
City Court	8.50	8.50	8.50
City Manager	3.00	4.00	3.40
City Clerk	3.00	3.00	3.00
Neighborhood Council	1.00	1.00	1.00
Legal	4.00	4.00	4.00
Police			
Operations	90.27	90.27	90.27
Court Support	4.10	4.10	4.10
Fire			
Operations	65.88	65.88	65.88
Fire Hydrant Maintenance	0.62	0.62	0.62
Emergency & Disaster	0.50	0.50	0.50
Park & Recreation - Park Areas	10.26	10.26	10.26
TOTAL GENERAL FUND	196.13	197.13	196.53

OTHER FUNDS

Administration			
Human Resources	3.66	3.66	3.66
Analysis & Budget	2.00	2.00	-
Budget/MIS Info Services			
Budget	-	-	-
Information Systems	-	-	-
City-County Planning	8.00	8.00	9.60
Community Development Funds			
Community Development Admin	2.33	2.33	2.33
Building Permits	7.70	8.70	8.70
Licenses	1.13	1.13	1.13
Federal Block Grant	3.14	3.14	3.14
Federal Home Grant	0.30	0.30	0.30
Parking	0.84	0.84	0.84
Facility Admin	3.00	3.00	3.00
Fairgrounds Funds			
Civic Center Events	2.20	-	-
Fairgrounds			
Administration	5.80	-	-
Maintenance	11.50	-	-
Concessions	1.60	-	-
Four Seasons Non-Ice	0.30	-	-
Four Seasons Ice	3.57	-	-
Fiscal Services Funds			
Insurance & Safety	1.55	1.55	1.55
Fiscal Services			
Administration	2.50	2.50	2.65
Accounting	6.20	6.20	6.15
Analysis & Budget			1.93
Payroll	1.20	1.20	1.20
Utilities	8.35	8.35	7.57

Full and Part Time Positions by Fund & Division (Full Time Equivalent)



	FY 2003 Actual	FY 2004 Amended	FY 2005 Adopted
Information Technology			
Information Systems	6.00	6.00	5.07
Mapping			3.00
Housing Authority	18.50	18.50	18.50
Library	23.56	22.27	22.27
Park & Recreation Funds			
Golf	7.42	7.42	7.71
Park & Recreation Admin	4.00	4.00	4.00
Natural Resources	6.00	6.00	6.00
Recreation	3.32	3.32	2.92
Swimming Pool	5.43	5.43	5.42
Recreation Ice	-	-	-
Civic Center Events	-	3.00	3.67
Police Department Funds			
Central Communications	1.30	1.30	1.30
Safety Services	19.33	19.33	19.33
Public Works Funds			
Street			
Street Maintenance	21.24	21.24	21.40
Traffic	4.68	4.68	4.85
Public Works Admin	3.00	3.00	3.25
Engineering	11.00	14.00	14.00
Water			
Customer Service	3.20	3.20	3.20
Lab Testing	1.00	1.00	1.00
Purification	11.06	11.06	11.56
Distribution	13.20	13.70	13.20
Sewer			
Customer Service	3.20	3.20	3.20
Sewer Treatment	1.44	1.44	1.44
Sewer Collection	6.20	6.20	6.20
Storm Drain	0.20	0.20	0.20
Sanitation	17.24	17.24	17.34
Central Garage	11.27	11.27	11.16
Craft Services			
Painters	1.19	1.19	1.23
Electricians	2.19	2.19	2.46
Plumbers			1.23
Carpenters	1.19	1.19	1.23
TOTAL OTHER FUNDS	284.23	265.47	271.09
TOTAL ALL FUNDS	480.36	462.60	467.62