

Function

The City Manager is responsible for:

- Enforcing all ordinances of the City.
- Overseeing the management and administration of all City departments and agencies.
- Keeping abreast of City projects through the departments and committees responsible for the activities.
- Encouraging the growth and development of the Great Falls community.
- Establishing administrative policies and procedures.
- Carrying out the policies, goals and objectives established by the City Commission.

The City Manager’s office personnel includes an Assistant City Manager (who also serves as Executive Director to the Housing Authority), an Executive Secretary, and an Administrative Officer.

The City Manager’s office organizational chart is in the Organization Section – Administration Group.

Budget Highlights

City Manager

	FY 2005	FY 2006		FY 2007	
	Actual	Original	Amended	Projected	Adopted
Administration Group					
Personal Services	295,519	325,235	325,235	325,235	344,657
Supplies & Materials	5,334	8,325	8,325	8,325	3,020
Purchased Services	19,290	17,277	17,277	17,259	15,692
Other Costs	473	500	500	500	500
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	25,795	26,780	26,780	26,780	32,629
Subtotal Operating Expenses	346,411	378,117	378,117	378,099	396,498
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total City Manager	346,411	378,117	378,117	378,099	396,498

Goals and Objectives

Major Accomplishments - In the Past Year

- Measured and monitored City financial performance.
- Continued joint agreement with the Great Falls Development Authority and the Great Falls International Airport to hire Washington, D.C. consultant to represent Great Falls’ interests in Washington, D.C.
- Continued to develop customers for Electric City Power, an electric utility.
- Appointed new Chief of Police.
- Appointed new Park and Recreation Director.
- Participated as a member of SME (Southern Montana Electric Generation and Transmission Cooperative) in planning for a 250 MW electric generation plant near Great Falls.

Priority Goals and Objectives – For the Upcoming Year

- Assist in community effort to develop a new animal shelter.
- Complete annexation of:
 - Upper/Lower River Road Water and Sewer Districts
 - Wholly surrounded islands
- Continue to enter into the electrical utility business through: Electric City Power and Southern Montana Generation and Transmission Cooperative, including development of a coal fired power plant.
- Complete Medical Corridor Master Plan.
- Evaluate golf course operations and management policies and procedures.
- Submit to voters a General Obligation Bond Issue for swim facilities.
- Continue to meet the goals and objectives established by the City Commission.