



The Weekly Update – August 14, 2024

Attachments:

1. Journal of City Commission Work Session, August 6, 2024.
2. City of Great Falls Total Cash and Investments as of July 31, 2024.
3. Department Monthly Update, July 2024.

JOURNAL OF COMMISSION WORK SESSION
August 6, 2024

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City Commission Work Session
Civic Center, Gibson Room 212

Mayor Reeves presiding

CALL TO ORDER: 5:30 PM

CITY COMMISSION MEMBERS PRESENT: Cory Reeves, Joe McKenney, Rick Tryon, Shannon Wilson and Susan Wolff.

STAFF PRESENT: City Manager Greg Doyon; City Attorney David Dennis; Planning and Community Development Director Brock Cherry; and, Deputy City Clerk Darcy Dea.

PUBLIC COMMENT

Donna Williams, 2916 2nd Avenue North, provided and discussed Developing a Municipal Heat Response Plan Guide for Medium-sized Municipalities and 2021 District of Columbia Heat Emergency Plan, American Red Cross Extreme Heat Preparedness Checklist, and Mesa Care Cool Spots handouts. Ms. Williams suggested having a Heat Emergency Plan available on the City's website to help reduce emergency responses and protect the safety of citizens during a heat wave.

Ben Forsyth, City resident, expressed concern about the increase in violent crimes related to drugs, hospitalization due to marijuana use, the effects it has on various people and the City Commission not ensuring the safety of marijuana and marijuana products. Mr. Forsyth provided and discussed a Recommended Cannabis Control Laws handout.

Shelly Bandow, 667 Sacajawea Drive, commented that she was affected by the City's water main break. Water and mud ran down the hill and into her basement, which ruined her walls, carpets, carpet padding and tile and is costing her thousands of dollars to fix. Ms. Bandow explained that she contacted the City and was informed that the City was not liable. She is not asking the City for thousands of dollars; however, she needs help with restoring her basement to the way it was.

Vance Meadows, 700 Skyline Drive NE, commented that he was affected by the City's water main break. The rocks and mud collected in his driveway, yard and garage, water flowed around both sides of his house and proceeded to the properties located to the south. Mr. Meadows explained that he believes the damage to his residence, as well as those located to the south of him, could have been prevented if the streets drained properly. He had voiced his concern previously with the City about the way the streets drain due to excessive water flowing through his property from heavy rains. The City attempted to prevent this with a small asphalt bump; however, it does not work. Mr. Meadows concluded that the streets in his area do not drain properly in accordance with the City's Storm Drainage Design Manual dated April 2024, specifically Chapter 5.

Patrick Propp, Parkdale resident, expressed concern about the Great Falls Housing Authority (GFHA) removing storm doors, the limited public notice prior to starting the process and that the decision was not voted on. Mr. Propp commented that removing storm doors is a safety issue, packages will be left out in

08/06/2024

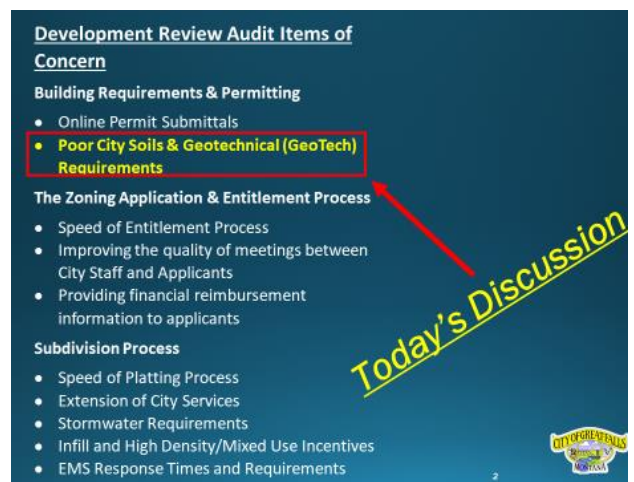
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the open and crime will increase in Parkdale and spread through the community. He explained that the GFHA had agreed at its June 2024 Housing Authority Board Meeting to halt the process of removing storm doors; however, they are being removed and will continue removing storm doors that are damaged and on vacant units. Mr. Propp mentioned that the State and Federal levels indicated to him that there is too much overreach and too limited oversight. The Department of Housing and Urban Development in Helena indicated that the GFHA stands on its own and is changing the norm by not adding storm doors to newly developed buildings and remodels. GFHA is also removing undamaged storm doors and is approximately a \$280,000 deficit. Mr. Propp extended an invitation to the Commission and City staff to attend the Housing Authority Board Meeting on August 15, 2024. Mr. Propp concluded that he received correspondence from Congressman Matt Rosendale advising him to take legal action against the government.

Sam Eccles, 633 Skyline Drive NE, commented that the City’s water main break on July 23, 2024 damaged his residence and wanted to know what the City is doing about it. Mr. Eccles commented that the issue he has is that the Montana Municipal Interlocal Authority (MMIA), insurance for the City, claimed from their investigation, that there was no liability from the City; however, it is the City’s pipe and not his. He wants to determine who is liable because he is trying to get his costs covered for the damages and the damages incurred to the City is greater than \$10,000. His house was due to sell; however, because of the City’s main break, he is out \$130,000 because his house is not sold. Mr. Eccles added that he is moving out of state for a new job and had to take out loans because the City is failing to pay for anything and acknowledge any liability. Mr. Eccles inquired when the last time the main line was repaired and if it was repaired, was it within the timeframe that it should have been repaired.

1. 2023-2024 DEVELOPMENT REVIEW AUDIT – GEO TECH REQUIREMENTS & DEVELOPMENT

Planning and Community Development Director Brock Cherry reviewed and discussed the following PowerPoint slides:



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Special Topic Team: GeoTech Requirements & Development



Bruce Herman,
Building Official



Joelle Marks,
Capacity Building Official



Thad Goetz,
Plans Examiner



Amber Acharnek,
Plans Examiner



Sara Sauer,
Staff Attorney



Matthew Hoffman,
Terracon



Craig Hakiras,
Civil Engineering




Joe Hagfner,
Big Sky Subsurface



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The “dirt” on Great Falls:

- Local Geotechnical Engineers project that 80-90% of the buildable areas in Great Falls are likely to have expansive soils based on Building Code criteria.
- The absence of a formal adopted policy for residential Geotech reports and requirements is a pressing issue that needs to be addressed.
- Geotechnical Engineers no longer create reports for individual homes due to liability issues and lack of follow-up inspections.
- Due to ongoing legal concerns, few engineers are willing to conduct geotechnical reports. This has resulted in significantly extended lead times, sometimes exceeding a year, and numerous individuals are having difficulties securing a callback.




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Not to “pile more dirt on,” but:

- The Great Falls Development Authority’s recent 2024 Housing Demand Assessment indicates:
 - Nearly 11% annual home appreciation since 2021.
 - A demand for 2,670 new single-family homes over ten years (267 per year).

SINGLE FAMILY HOME BUILDING PERMITS ISSUED				
2019	2020	2021	2022	2023
42	33	49	52	39

- On average over the last five years only forty-five (45) single-family home building permits were issued (45.0% of the 267 to meet annual demand).
- Complications, including expandable soils, stormwater issues, and rising site improvement costs (roads, water, sewer) continue to stifle single-family subdivision development.




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Options Moving Forward:

Option #1 – Mandatory Full GeoTech & Inspections
A registered design professional must prepare a GeoTech report containing recommendations for foundation design or soil mitigation. The report and construction documents must be approved to ensure compliance with the GeoTech Report. The designated geotechnical engineer will conduct third-party inspections. The new requirement is that construction can only continue once the engineer confirms that the recommended measures have been completed.


Pros: Protects Engineers and the City in regard to legal liability.
Cons: Is economically prohibitive to new development, in particular singular, infill, or smaller scale development. This option would benefit the engineers, but not necessarily the home builders.
**Billings utilizes a similar policy.
**Option previously provided by PCD & Legal*



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Option #2 – Only Require a Signed Affidavit from an Engineer
A signed inspection affidavit and certification by a registered geotechnical engineer confirms soil mitigation for code compliance instead of full GeoTech. The owner then assumes full responsibility and liability.


Pros: Most efficient process. Some cost savings?
Cons: Getting a registered geotechnical engineer to sign off on an affidavit without conducting a geo and necessary inspections is difficult. None of the engineers we engaged with would be willing to do this.
***Option previously provided by PCD & Legal*



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Option #3 – No GeoTech Requirements
Applicants are responsible for any hazards on their proposed site when developing property in the city. The Director of Planning & Community Development will specify the liability to be assumed on the permit application, permits, certificates of occupancy, and other related development documents.

Pros: Would be favorable with home builders and would keep development costs down.
Cons: It would not be consistent with the City’s public duty as it does not deal with the difficult soils and could put present or subsequent homeowners at risk. The probability of continued home problems and lawsuits is high. Liability to the city still exists; staff believes there is an increased liability with larger-scale developments and subdivisions.
***Option previously provided by PCD & Legal*



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NEW Option #4 – Building Code & Infill Incentive

When evaluating the soil, we initially use a standard soil test on each lot or proposed subdivision instead of a full GeoTech report, which saves money. The soil test decides what rules we follow in the International Residential Code (IRC). If the soil doesn't meet the IRC rules, we design a standard foundation based on the IRC. If the soil exceeds the IRC rules, we follow the International Building Code (IBC) rules instead. The sole exemption to this would be that infill lots can be developed without requiring a GeoTech report or soil analysis. (Not addressed by Engineers).

Pros: Allows consistency with existing building codes, except for infill, singular, smaller-scale development, which will benefit from not having the financial burden of providing a GeoTech.

Cons: Projected only 10-20% of residential lots will have satisfactory soils where lower cost of IRC compliance would be applicable (why infill exemption is important.) However, infill exemption doesn't address difficult soils, potentially putting homeowners at risk of problems and lawsuits.

**Helena, Missoula, and Kalispell have similar policies.*
***Option previously provided by PCD & Legal*



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Option #4 – Building Code & Infill Incentive Next Steps:

- **Contact Helena, Missoula, and Kalispell to discuss the administration of their respective GeoTech policies.**
- **Finalize components and scope of proposed “Soils Analysis.”**
- **Draft a precise definition for “Infill Lot/Property.”**
- **Draft and have the City Commission adopt necessary ordinances/resolutions.**



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With regard to the “Option #3 – No GeoTech Requirements” slide, Mayor Reeves received clarification that none of the other big six utilizes Option #3.

Commissioner Wilson expressed support of Option #4; however, there is a problem area downtown that creates issues for single-family homes.

Planning and Community Director Cherry responded that City staff takes into consideration areas where they know soils are compromised. A GIS map study indicated that there are over 300 infill lots. There is an opportunity to incentivize redevelopment of certain areas that have been proven to have good soils.

Commissioner Tryon commented that he likes Option #4; however, it seems like smaller publically funded projects are receiving a better deal than privately funded projects. He inquired about the challenge for developers to receive private funding when data from the GFDA Housing Study indicated a need of 265 homes per year and if there is new technology to help mitigate poor soils.

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Planning and Community Development Director Cherry responded that City staff can reach out to others with regard to new technologies for ways to stabilize soils.

Mayor Reeves expressed support of Option #4 and moving forward with talking to the sister cities about the implementation, pros and cons. He inquired about a timeframe.

Planning and Community Development Director Cherry responded that he would like to have a draft ordinance by the end of this year.

Commissioner McKenney inquired about the outreach process to builders.

Planning and Community Development Director Cherry responded that there were two large listening sessions, a survey was administered, City staff spoke to frequent flyers and reached out to those in the private sector with the greatest level of expertise.

Commissioner Wolff received clarification that City staff could reach out to similar-sized cities in similar areas that are not in Montana that are dealing with collapsible soils.

DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon reported that there were no topics for the August 20, 2024 work session. An annual update from airport and airport board would be a topic for the September 3, 2024 work session.

ADJOURN

There being no further discussion, Mayor Reeves adjourned the informal work session of August 6, 2024 at 6:35 p.m.



Finance Department Memorandum

To: Greg Doyon, City Manager; City Commission; Members of the Investment Committee

From: Kirsten Wavra, Deputy Finance Director

Date: August 13, 2024

Re: Total Cash and Investments as of July 31, 2024

The City of Great Falls' total cash and investments at the end of July 2024 was \$102,828,852.81. This included cash in bank accounts totaling \$15,723,456.26. Total cash and investments decreased from \$108.7 million in June to \$102.8 million in July. It is normal for this amount to fluctuate from month to month depending on payments made on large capital projects and funds received from utilities, taxes, and grants, for example. The General Fund cash balance decreased from \$10.3 million in June to \$6.3 million in July. The graphs for the City's total cash and investments as well as the General Fund, specifically, are on the next pages. All cash balances are monitored on a monthly basis.

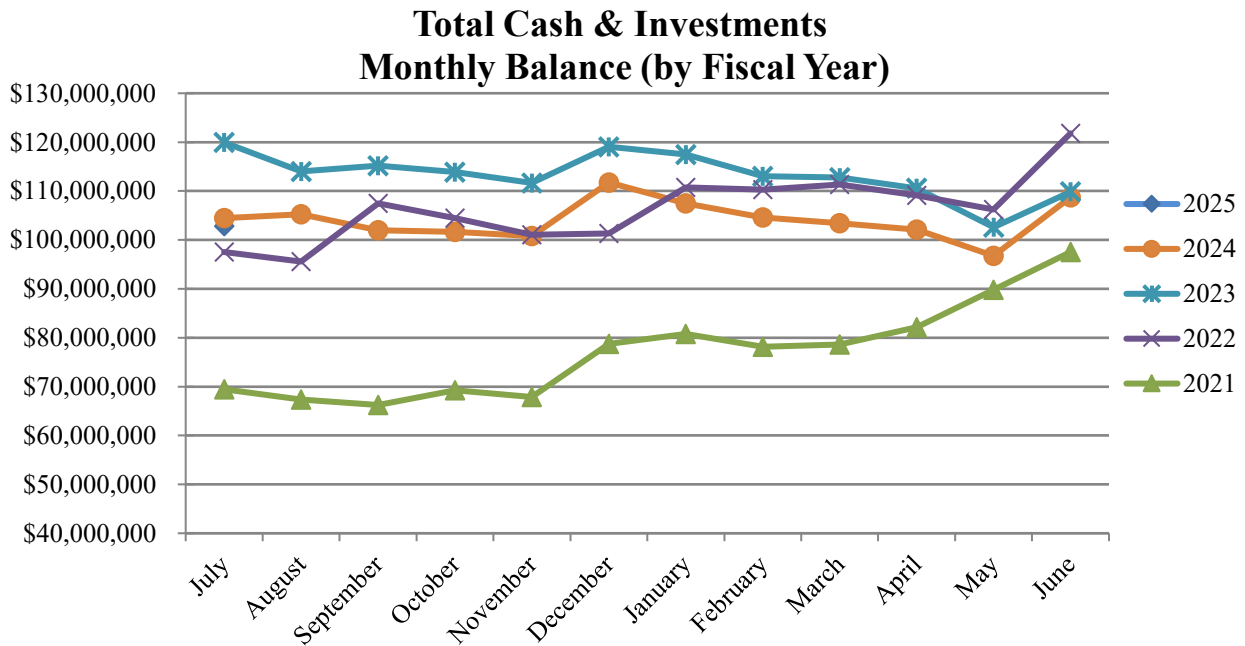
Also on the next page is the summary of the City's total cash and investments. The City's investment policy specifies the percentage the City of Great Falls must have of the different types of instruments allowed by state statute. The chart below lists those percentages compared to the City's investments as of July 31st. The investments in the Montana Board of Investments (STIP) and US Bank Insured Cash Sweep (ICS) are liquid and may be called at any time. The current interest rates being earned in STIP and ICS are competitive. They are listed in the table on the next page.

Issuer category	Minimum %	Maximum %	City's Investments % as of July 31, 2024
Master, savings, and ICS accounts	20% combined	100%	100%
Montana Board of Investments STIP		100%	
Money Market/Repurchase Agreements		100%	
Direct Obligations of the U.S. which includes Treasury Notes and Bills	0%	80%	0%
Obligations of agencies of the U.S.	0%	30%	0%

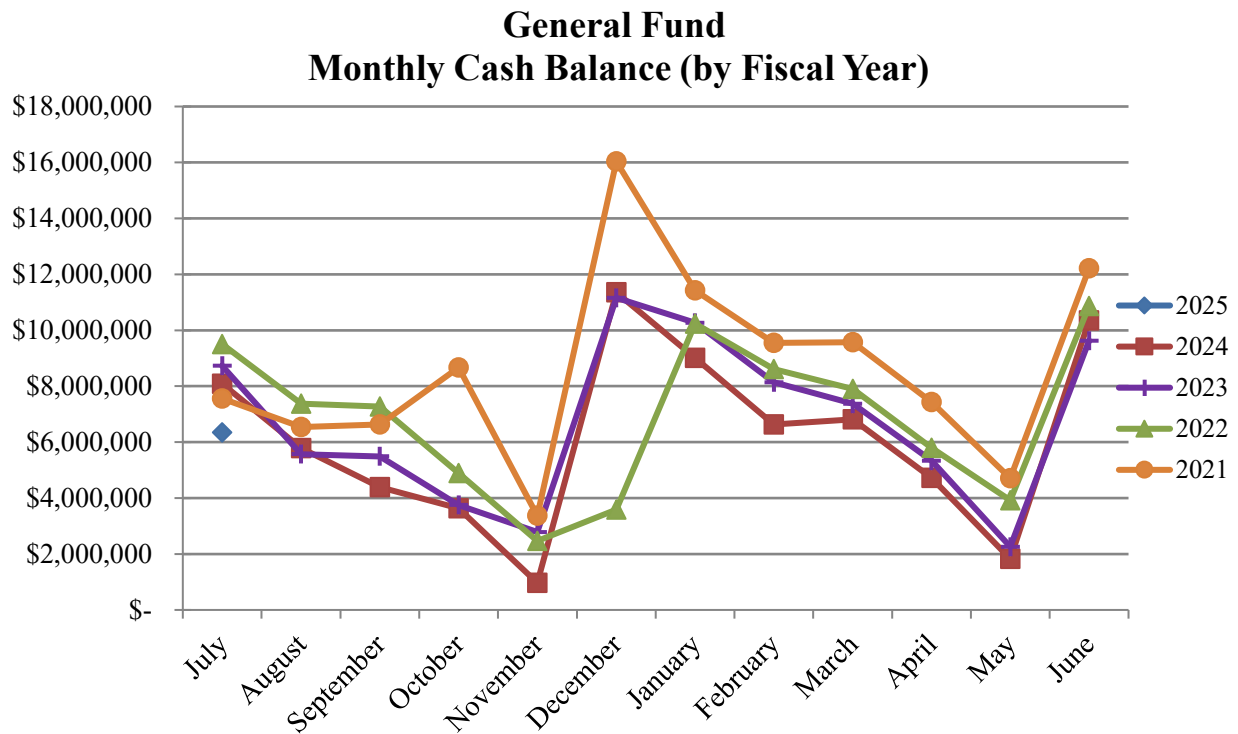
City of Great Falls
Total Cash & Investment Summary
July 31, 2024

Description	Rate	Due Date	Principal Cost	Market Value
US Bank Investments				
Insured Cash Sweep	4.450%		40,128,324.04	40,128,324.04
Total US Bank Investments			40,128,324.04	40,128,324.04
State of Montana Short Term				
Investment Pool (STIP)	5.360%		46,977,072.51	46,977,072.51
Total Investments			87,105,396.55	87,105,396.55
Cash on Hand, Deposits in Bank			15,723,456.26	15,723,456.26
Total Cash and Investments			<u>\$102,828,852.81</u>	<u>\$102,828,852.81</u>

Compared to 2021, total cash and investments are still at a higher level (see graph below). The higher levels can be attributed to receipt of American Rescue Plan (ARPA) funding and bond funding from the Park Maintenance District and Downtown Tax Increment District. These monies originally accounted for over \$35 million included in our total cash and investments. The funds received from bonds issued for the Civic Center façade project and new recreation center have been spent at this time. The ARPA funding is being spent down as it is allocated on a project-by-project basis. The final projects for the police evidence building and new municipal court space are underway.



The General Fund monthly cash balances generally show a cyclical pattern largely dependent on the receipt of tax revenue usually in December and June each year (see graph below).



If you have any questions, please feel free to contact me at (406) 455-8423 or kwavra@greatfallsmt.net.

Department Monthly Update
July 31, 2024
Key Updates

City Manager	<p>Assisted directly and behind the scenes with PSAC meetings Met with Water Rights Consultant Met with DCM's direct reports to talk about transition and communications Interviewed and offered position to Neighborhood Council Coordinator Participated in Library/City negotiations Spoke at Scheels AHBS Ribbon Cutting Met with new CEO Great Falls Area Chamber of Commerce; discussed retention of a lobbyist Worked on annual performance reviews for Department Heads Spoke at Montana Public Works Directors' Conference Attended MTDA Met with P&CD to discuss Development Review Audit Scored proposals with Committee for Citywide poll on Public Safety Reviewed DCM applicants Met with new board members from the Children's Museum Interviewed Communications Specialist candidates</p>
Deputy City Manager (IT, Clerk, Comm Specialist, Events, GFAS)	<p>Clerks: Provided administrative support for two meetings of the Public Safety Advisory Committee; Performed the swearing in of two Neighborhood Council representatives; and, Processed and completed 17 public records requests. Communications/Neighborhood Councils: City Manager appointed Rob Moccasin to fill the part-time NC Liaison position. Interview and selection process for the full time Communications Specialist is on-going. Events: The events office is gearing up for the upcoming season and signed contracts for 3 shows. The shows are an Eagles tribute, Annie Moses Band, and a Buddy Holly tribute. We have 5 dates confirmed for Broadway shows and will hopefully be getting contracts signed in the next week or so. We are also in negotiations with the promoter of The Golden Girls for a show in March.</p>
Finance	<p>Working on completing the transition from Munis to New World for on-line payments for Utility Accounts and Utility Bills. Completed the Capital Asset conversion from Munis to New World. Helped with the adoption of the FY 2025 City of Great Falls Budget. Working on year-end adjustments for FY 2024. Preparing for FY 2024 Financial Audit.</p>
Fire	<p>Operations Division: Responded to 570 calls for service including 29 fires. This total consisted of 6 structure fires, 6 vehicle fires, 9 natural vegetation fires and 8 outside rubbish fires. Also responded to 26 motor vehicle accidents, 2 water rescue calls and 16 hazardous materials incidents. Crews performed 2342.25 hours of training consisting of commercial fire attack and mayday drills in an acquired commercial building. Residential fire attack and rescue drills conducted in a multi-family unit located at the Great Falls Housing complex. Cared for 247 patients in July 2024. These complaints range from cardiac arrest, chest pain, shortness of breath, falls, overdoses, seizures and diabetic emergencies. 4 patients were transported by GFFR ambulances due to no private ambulances available. Assisted MSDB school with advising on AED purchases. They had received a grant for AED (Automated External Defibrillator). The offer was extended to assist with teaching CPR or review of the AED use. Deputy Chief of EMS attended a monthly trauma meeting at Benefis, which reviews trauma related calls within the 911 system. This meeting is a quality assurance review of certain calls</p>

Department Monthly Update

July 31, 2024

Key Updates

	<p>Fire Prevention Division: Conducted 256 Annual Inspections, 25 fire code violations were noted. 7 fire alarm systems were accepted, 5 sprinkler systems accepted, 1 sprinkler system hydro, 2 fire line flush. 17 mobile food vendor inspections were completed. 67 life safety system reports were submitted, 56 were compliant, 11 were non-compliant, this was an 83% compliant rate for the month. Conducted daily site visits to the Montana State Fair. The FPB is happy to say that all the food vendors complied with the new fire code requirements. The Fire Marshal visited the remaining businesses who have yet to renew their SIC for 2024. The Fire Marshal worked the 4th of July Holiday where one arson fire was investigated, and numerous fireworks calls were responded to. Luckily no major fires occurred, if they had, GFFR would not have had the resources available to address all of the incidents that occurred after 10 pm.</p>
Human Resources	<ol style="list-style-type: none">1. Managed the recruitment of 59 positions. There were 234 applicants yielding the onboarding of 25 new employees. July's turnover rate was 1.71 percent with a YTD rate of 1.29 percent. The average time to fill a position is 30 days.2. Processed annual merit/performance and collective bargaining increases for all City employees. Processed FY25 rate increases for health and voluntary benefits premiums.3. Three work comp (WC) claims were reported - GFFR (3). Slip and fall and struck by an object.
Information Technology	<ol style="list-style-type: none">1. Completed Asset Management conversion/migration, this is the last New World component needing to be migrated. Final project signoff is expected to occur in the next few weeks. Implemented a new Utility Portal for utility customers to view and pay their bills. This portal was implemented and activated in a short amount of time in order to better serve our utility customers. Full go-live is expected in the first week of August.2. Continue to work on network security and segregation of networks. Installed several new wireless access points to provide better Wi-Fi coverage at various City locations. Worked with Risk Management on camera systems, setup and upgrade/update clients in an effort to avoid calling out the service provider and paying service charges3. Completed the digitization and mapping of 46% of City parks. Provided Public Works with readable map for boil order notice. Worked with permit techs and planning to provide an overview of ArcGIS Pro and worked on streamlining the process required for applicants to obtain their addresses. Generated 52 LDM forms, created 15 new map exhibits. Curated 6 plats and 2 COS.4. Processed over 24 million website requests (No Change) and prevented access to over 26,000 threats (increase of 161%), including over 25,000 malware-infected sites (increase of 217%). Email server processed over 76,000 inbound emails (3% decrease) and blocked 4,892 malicious or SPAM messages (4% increase). Antivirus detected and/or blocked 8 threats (decrease of 11%), and triggered 1 investigations (increase of 100%).5. 290 IT requests created (21% increase) and 282 IT requests closed (20% increase). Current backlog is 68 requests.
Legal	<ol style="list-style-type: none">1. Department updated internal record retention schedule to reflect changes in the state schedule, including reducing the retention of the primary criminal paper file type, resulting in the reduction of required departmental physical storage space by one-third.2. Civil Division represented City's interests in matters such as human resource / personnel matters and union negotiations; coordination and assistance with litigation matters referred to outside counsel; research and management of litigation matters handled internally; commercial marijuana business application, regulation, enforcement, zoning, and legal issues; assisting departments with upcoming proposed OCCGF revisions; and assisting departments with contract reviews/approvals.3. Civil Division opened 2 new active code enforcement cases (in review, Municipal Court, or other route to resolution), including 8 heading to trial, 28 total active cases including remaining open from prior month, and closed 0 cases (permanent or inactive under current conditions).4. Civil Division processed 129 record requests.5. Criminal Division processed 93 deferred prosecution agreements, and prepared 731 subpoenas for witnesses to attend trials and hearings.

Department Monthly Update
July 31, 2024
Key Updates

Library	<ol style="list-style-type: none"> 1. Mill Levy implementation continues to go well. Expanded educational and recreational programming continues in July with Summer Music, Summer Reading and a great variety of programs and partnerships. We continue to see increasing use of our digital resources. The expanded hours have resulted in more visits to the Library and more checkouts of materials. 2. Since the removal of the Library Bandshell, we have seen a marked decrease in patron behavior problems in the Library Park. Summer Music and other outdoor programs have been successful with the new layout and we have received many compliments from staff, patrons and neighbors. 3. The Great Falls Genealogy Society, History Museum and the Library continue our quarterly collaborative meetings. We are developing inventories of the holdings of each institution—this quarter we are focused on yearbooks, maps, phone books/directories and legal resources. Our aim is to ensure that essential local history is preserved AND that we do not waste space by unnecessary duplicate holdings. 4. For the last 9 months, the Library has been working to address patron safety concerns and in the month of June, we had zero calls of service to the Great Falls Police Department! At their October Board meeting, the Library Board approved changes to the Patron Behavior policy to close Library property from 10:00 pm to 6:00 am and to prohibit camping and the leaving of unattended belongings inside and outside the Library. Signs are posted and the policies are being rigorously enforced. In early June, the Library Bandshell was removed. In April, the Library hired two Safety Specialists who are actively patrolling and engaging with patrons 7 days-a-week. 5. Since the Summer Bash on June 8th that kicked off the Library’s expansion to 7 day-a-week service, the Library has been busy. Our Summer Music series has been great—including a show by Supaman attended by over 500 people. We have Shakespeare in the Parks showing Hamlet on Wednesday August 7th starting at 6:00 pm at Gibson Park. We hope that you can join us at our end of the Summer parties on August 17th. Our tie-dye party in the park will be from 11:00 am to 1:00 pm and our after party at Annie’s Tap House is from 5:00 pm to 8:00 pm.
Municipal Court	<ol style="list-style-type: none"> 1. The Court had 489 new citations filed. 172 of those have been disposed/resolved. 2. A total of 154 warrants were issued in the month of July for non-appearance and non-compliance. 3. 700 jurors were summoned for potential jury duty in the month of July. The Court did not have a jury trial proceed for the month. 4. The Court processed \$56,802.73 in receipts total for fines/fees, miscellaneous fees and bonds.
Park and Recreation	<ol style="list-style-type: none"> 1. Held the Grand Opening of Scheels Aim High Big Sky Aquatic and Recreation Center, July 9. 2. Farmers Market started its first ever Thursday Night Markets, July 11. The Thursday Night Markets are held in the parking lot of the Scheels Aim High Center. The first Thursday had a great turn out of vendors and citizens, even despite the high temperatures. 3. July is Park and Recreation Month, the NRPA 2024 theme was ‘Where You Belong’. Park and Recreation showcased staff, parks, programs and some hidden gems of the Park and Recreation department via our Facebook page. We also continued our staff ‘Caught ya’ moments and posted them as a featured post. 4. We had a record turn out for the Junior lifeguard program, and received positive feedback from both the participants and parents.
Police	<ol style="list-style-type: none"> 1. GFFD members continued to attend and present at the Public Safety Advisory Committee meetings. 2. Sgt. Brinkman reached the milestone of 30 years of service with the Great Falls Police Department. 3. Finalized the new carpet capital improvement project at the beginning of July. 4. Underwent final preparations for the Evidence expansion project, which will begin the first week of August. 5. PD members engaged in the rescue task force training with GFFR which was a success.
Planning and Community	<ol style="list-style-type: none"> 1. The Growth Policy consultants, Orion Planning & Design, will visit Great Falls between August 28th and August 30th. During their visit, they will tour the city, meet with city staff, and visit community stakeholders. Additionally, they will be meeting with the Growth Policy Steering Committee.

Department Monthly Update

July 31, 2024

Key Updates

Development	2. The Building Division will be conducting interviews for a vacant Mechanical Inspector position on August 5th. Once filled, the PCD department will be fully staffed.
Public Works	<p>Director/Administration: (1) Continued organizational structure changes: Interviewed and hired Dee Strending as PW inaugural Operations Support Specialist to start 8-5-24; selected candidate for WP Manager to start 8-15-24; interviewed candidates for first Sanitation Superintendent; (2) hosted Montana Public Works Directors Conference with 8 PW Directors from major cities of Montana (very well received to included first-ever panels with City Commission and City Manager); (3) met with Jim Morin of PowerGas regarding electricity power fluctuations at WTP and electricity rates for WTP & WWTP; (4) handled major water line breaks to include the first ever boil water advisory from DEQ that anyone can remember</p> <p>Utilities: 172,788 Ft-Sanitary sewers cleaned 9-Water Main Breaks 5- CL12 taps-Domestic water tap 545-Locates 22-Private Water calls 8-Private Waste water calls 18-After hours water calls 2-After hours waste water calls 42-Public system maintenance calls for water. Water off: 30 water on: 38 1-Public system maintenance calls for waste water 5-Public system maintenance calls for storm water</p> <p>Sanitation: Hauled 3,373 tons with 2,510 man hours. 152 requests for roll-off service. Fleet mileage: 18,855 miles. July is a busy month with St. Fair in town. We pick up the garbage at the Fair 9 days in a row with crews starting at 6 am.</p> <p>Water Plant: Continued to operate between 23-25 MGD producing 700 million gallons for the month. We had to send out a Boil Advisory (as a precaution) because of a large main break. All water sampling during the advisory passed DEQ standards by far showing that our water was never unsafe to drink and the boil advisory has now been lifted. Construction of Solids Mitigation project is pretty well done, just waiting on some parts that are on back order High service pump #1 and low service pump #2 have been running without issue since installed. Chemicals have been arriving in a timely manner this year (improvement over last year). NW Energy is investigating our power issues that we had this spring. Still interviewing for the WTP manager position.</p> <p>Environmental: Conducted six (6) FOG inspections, continued progress revising/updating expired industrial discharge permits (2 will go out in August), conducted five (5) MS4 Active Construction Inspections (one resulting in a level 2 violation), began contacting MS4 post-construction private facility owners to schedule inspections and/or request inspection documentation, fielded approx. fifteen (15) calls pertaining to household HazWaste event; event is scheduled for Sept. 14th</p> <p>Fleet: We are currently assembling police unit #8. Unit #906, which is commercial rear load unit is being picked up next week for sanitation. Welding repairs in progress for sewer jet trailer Unit #634B. Repairs completed on unit #103 for a damaged box and rear bumper. Repaired several PD units for minor body damaged due to a in-town pursuit and arrest of a suspect. Repairs to Fire Engine #1 for an outlet in the EMS cabinet and a outlet valve.</p>

Department Monthly Update

July 31, 2024

Key Updates

Street and Traffic: 2" Asphalt Mill and Overlay: 8 Blocks, Pothole Repair: 418 Tasks \$6074.49, Asphalt Patch Contractor/Utilities Division/In-house: 81 Tasks 193 Tons, Requests for Service: 140, Gravel Surface Maintenance: 28 Assets, Sign/Pole Maintenance: 26 Tasks, Sign Visibility/Tree Trim: 512 Tasks, Traffic Studies: 3 @ 29th St/ 8th Ave S, 2 Locations of 2nd St NE, Signal LED Replacement: 6, Signal Pedestrian Detection Inspection: 35, Signal Electrical Service Inspection: 35, 2 Way Radio : 3 Tasks, Electrical Inspections (PCD): 37 Tasks, Pavement Markings/Double Yellow Line/White Sideline: 40 Miles, Fabricate and Replace Sign; 2, Fabricate and Install Decal: 2

Engineering: Engineering facilitated the ongoing 30 year Public Works Complex Planning process. Presentation to the Commissioner Wolff on street project and ADA project at Grande Vista Park. Continued developing action plan for lead service line inventory and action plan for lead line replacement. Executing Agreement with Terracon to investigate the Gibson Flats flooding claims. Continued the ongoing management of approximately 104 projects with a combined design cost and construction cost of approximately \$94.7M. This breaks down into 22 (\$12.5M) programmed/future projects, 4 (\$0.91M) future project in the scoping/RFP Phase, 47 (\$44.2M) projects in the design phase, 9 (\$18.6M) projects in the construction phase, and 22 (\$18.5M) projects in the warranty phase. PROJECT MAJOR MILESTONES: Storm Drainage Rate Study - New Rate Structure (Fall 2024) // EPA Lead Service Line Rule - City Wide Inventory (Oct 2024) // Lift Station No 1 Improvements and River Crossing - 100% Design Documents complete - Bidding and Guaranteed Max Price negotiation (August 2024) // Solid Mitigation Building Construction - Equipment Start Up (Pump Size Oversight postponed startup Sep 2024) // Water Right Review and Documentation - Deliver Executive Summary to PCD for Growth Policy (November 2024)