



The Weekly Update – September 12, 2024

Attachments:

1. Journal of Informal Special Joint Work Session with Cascade county Commission and Local/Regional Legislators, August 21, 2024.
2. City of Great Falls Total Cash and Investments as of August 31, 2024.
3. Department Monthly Update, August 2024.

**JOURNAL OF INFORMAL SPECIAL JOINT WORK SESSION
OF THE GREAT FALLS CITY COMMISSION WITH
CASCADE COUNTY COMMISSION AND LOCAL/REGIONAL LEGISLATORS
GREAT FALLS PUBLIC LIBRARY, CORDINGLEY ROOM
301 2ND AVENUE SOUTH, GREAT FALLS, MT
AUGUST 21, 2024**

CALL TO ORDER: 12:33 p.m.

City Commission members present: Susan Wolff, Joe McKenney, Shannon Wilson, and Rick Tryon. Also present were City Manager Greg Doyon, Library Director Susie McIntyre, and Executive Assistant Krista Artis.

Cascade County Board of Commissioners present: Joe Briggs, Rae Grulkowski and Jim Larson. Candidate: Eric Hinebauch.

Legislators and Candidates present: Bruce Schultz, SD39; Hannah Trebas, HD19; Jane Weber, HD19; Rina Fontana Moore, HD20; Melissa Nikolakakos, HD20; Lela Graham, HD21; Ed Buttrey, HD21; Ronald Paulick, HD22; George Nikolakakos, HD22; Sandor Hopkins, HD23; Eric Tillman, HD23; Kevin Leatherbarrow, HD23; James Rickley, HD25; Russ Miner, HD26; Glenn Lambert, HD78; Wendy McKamey, SD12; Jeremy Trebas, SD13.

Media: Matt Hudson

1. Welcome and Introduction

Mayor Pro Tempore Wolff welcomed everyone.

2. Remarks from City Commissioner (and 4-term Legislator) Joe McKenney

City Commissioner McKenney provided general guidance and explained the intent of the meeting was to build relationships between Commissions and Legislators. How we communicate is important because our roles have an effect on the other elected officials. Property taxes and how local government is funded have been challenges for a long time. A solution that the previous Legislature came up with to address the rising property taxes in the Flathead Valley was to cap the increase in property taxes to the rate of inflation using the Consumer Price Index (CPI). Legislators thought that local governments that could not get their budget under control could ask for a levy.

3. Presentation and Discussion of 2024-25 Legislative topics from City Commissioners and other Elected Officials

Mayor Pro Tempore Wolff received clarification from several of the legislators that emails and texts work best to reach them during session. It was mentioned that scheduled weekly zoom meetings should have agendas, and personal presence from Commissioners are welcomed during Committee hearings.

Representative McKamey recommended having a mid-session meeting and early communication so that legislators can do something about what is being addressed.

Candidate Weber recommended providing local legislators with a combined document of listed priorities from the City and County to provide to local legislators. She added that leaving a voicemail is not an effective form of communication.

County Commissioner Briggs concurred with Ms. Weber's recommendation and added that when a legislator asks the Commissioners "how will a bill work on the ground" it is one of the greatest compliments.

Representative Trebas commented that Legislator holdovers from last year's session could be drafting bills now before the crunch time.

4. Questions and Comments from Legislators

Representative Schultz inquired what the City and County Commissioners feel are the two biggest issues to be addressed at the legislature.

Mayor Pro Tempore Wolff responded property tax caps, because increases can only be half of the rate of inflation. The City is always behind and it is difficult to explain that to constituents.

City Commissioner McKenney responded funding. The City cannot purchase fire hoses for the Fire Department; however, the State Government has a \$2.5 billion surplus.

County Commissioner Briggs responded that it seems like during the legislative session, there is nothing the County can do right. The legislature in the past has limited its ability to raise taxes. A recent study indicated that Cascade County is frugal; however, the study's basis was flawed because it did not take into account the capacity steps that counties go through and the lifecycle of the infrastructure. Local governments need a tax system that is not only adequate, but also predictable, to put an end to unfunded mandates. Legislators seem to get upset when the federal government does it to the state; however, state legislature does not seem to have any problem doing it to local government. There needs to be respect for what local government needs to do, what the legislature tells local governments to do, and to have an adequate funding source to accomplish that mission.

City Commissioner Tryon suggested that property tax reform is a priority that the legislature needs to address, because citizens feel they are being taxed out of their homes and valuations continue to increase. The Governor's Task Force recommendations included the homestead exemption, which is not a bad idea. He commented that the proposal requiring a 60% affirmative vote for a levy to pass is a bad idea and he cannot believe that legislators would consider passing a law that requires a 60% vote in order to pass a levy.

Mayor Pro Tempore Wolff requested that the legislators consider not allowing a sunset on levies. It could be difficult recruiting and retaining public safety personnel if there is a sunset on a levy.

Cascade County Commissioner Briggs concurred with Mayor Pro Tempore Wolff's request. He added that the County does not use unpredictable funds to pay for public safety for exactly that reason. The County does have unpredictability in the Health Department because it is largely funded by grants. When people are hired at the Health Department, they acknowledge that if the grant goes away, so does the position. Instead of a sunset, there should be some methodology to repeal once it is put in place. The biggest thing to consider with legislature decisions is to determine what a bill is going to do to the people on the ground. Some of the things that come out of Helena are not particularly functional for local governments.

City Commissioner Wilson commented that there was a lot of frustration from property owners at the August 20, 2024 City Commission meeting, because of the legislature's failure to go through the equalization processes to fix the property tax issues.

Candidate Weber inquired how the City and County Commissioners feel about the property evaluation cycle and if tax appeals are getting stacked up.

County Commissioner Briggs responded that the County has a problem with centrally assessed property appeals, including most industrial property, which are handled in a less visible process. The Department of Revenue (DOR) is not taking culpability after taxable values are set and it appears to be an unofficial appeal process handled in private negotiations.

Candidate Weber further inquired if there were protested taxes by Calumet that are stacked up with multiple years.

County Commissioner Briggs responded there are multiple years of protest in addition to the issue of the unofficial appeal process for centrally assessed property. The Great Falls Public School District recently requested the County Commission allow them to utilize their portion of the protested funds being held from Calumet. If the School District uses the funds and Calumet wins their protest, the School District would have to do a special assessment through a judgment levy process to repay the funds with interest.

City Manager Doyon explained that the timely resolution for protests and appeals is critical. There is little to no explanation with regard to where the values came in and he senses that the DOR is feeling the pressure for timely resolutions.

Representative Schultz received clarification that individuals have the right to appeal their property tax evaluations with the County or Montana Tax Appeal Boards.

County Commissioner Briggs expressed concern with regard to industrial appeals not being done in the same public process and local officials not being notified of the changes in the taxable values placed on a property.

Representative Trebas commented that I-105 was a ballot initiative in 1986, that left it open to the legislature to lower taxes, and was implemented in 1999. These protests generally involve revenue streams that are considered proprietary information making it difficult to settle in an open manner.

It could lead to litigation.

Representative Nikolakakos commented that constituents want controls on government spending. There is political pressure on the legislature from taxpayers and stated the legislature is doing a robust subsidizing of local governments.

Representative McKamey commented that taxpayers want control over how they are spending their money. When they do not see the value being delivered, they become upset and we need to respect their dollar.

Representative Buttrey suggested that the City and County Commissioners find out areas of expertise of the legislators and candidates and what committees they are on, so they know whom to contact to get history and knowledge of bills.

County Commissioner Briggs commented that if legislators want to make meaningful reductions on citizen's property taxes, they should remove the 95 mills school equalization mandate off the counties and use other revenue streams of state government to fund it, because it is a mandate from the courts that the state fund it.

Representative Nikolakakos commented that making statewide changes is very difficult. We are losing our industrial property base and shifting to a scenery state, which transfers the tax burden to personal property owners. The legislature limits local government's ability to raise taxes to a certain degree.

City Commissioner Tryon commented that local government does not have the ability to raise anyone's taxes 16% and can only approve a levy. The legislature and DOR are primarily responsible for tax policy and the way taxes are evaluated. He hopes the legislature changes the limits that local governments can increase taxes to be the percentage of whatever the CPI is rather than half of the CPI for the past three years. Because of this, the City falls behind every budget year.

Representative Nikolakakos commented that the voters are sending a message to the legislature that they want less taxes and less government spending.

City Commissioner Tryon added that the voters also want city and public safety services.

City Commissioner McKenney commented that the legislators today are being blamed for I-105. We are all hearing the same thing from constituents and need to work together rather than blame each other.

5. Public Comment

None.

6. Conclusion and Final Thoughts

Mayor Pro Tempore Wolff expressed appreciation to everyone for attending the meeting. She commented that we are each other's constituents and need to work together for the betterment of the communities.

It was the consensus of the group to meet again in November 2024.

ADJOURN

There being no further discussion, Mayor Pro Tempore Wolff adjourned the informal special joint work session of August 21, 2024, at 1:50 p.m.



Finance Department Memorandum

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

From: Kirsten Wavra, Deputy Finance Director

Date: September 12, 2024

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

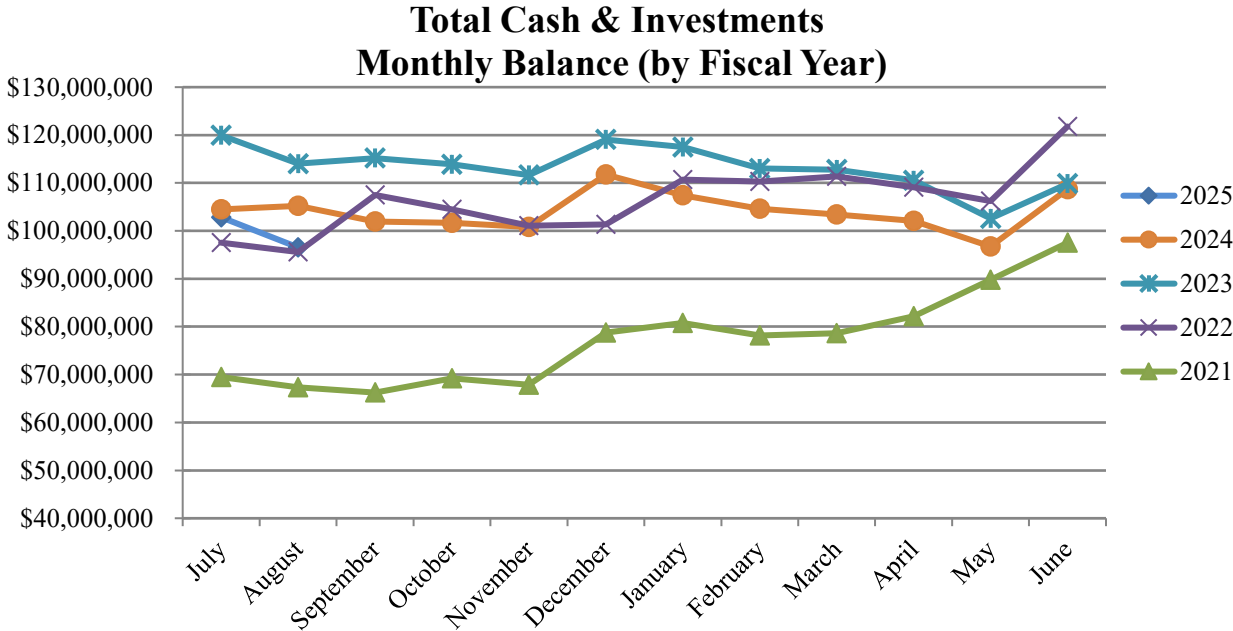
The City of Great Falls' total cash and investments at the end of August 2024 was \$96,549,900.83. This included cash in bank accounts totaling \$14,444,504.32. Total cash and investments decreased from \$102.8 million in July to \$96.4 million in August. It is normal for this amount to fluctuate from 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 \$6.3 million in July to \$2.8 million in August. The Entitlement Share from the State of Montana for the 1st quarter of FY2025 will be received in September for the General Fund in the amount of approximately \$2.4 million. 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 August 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 August 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%

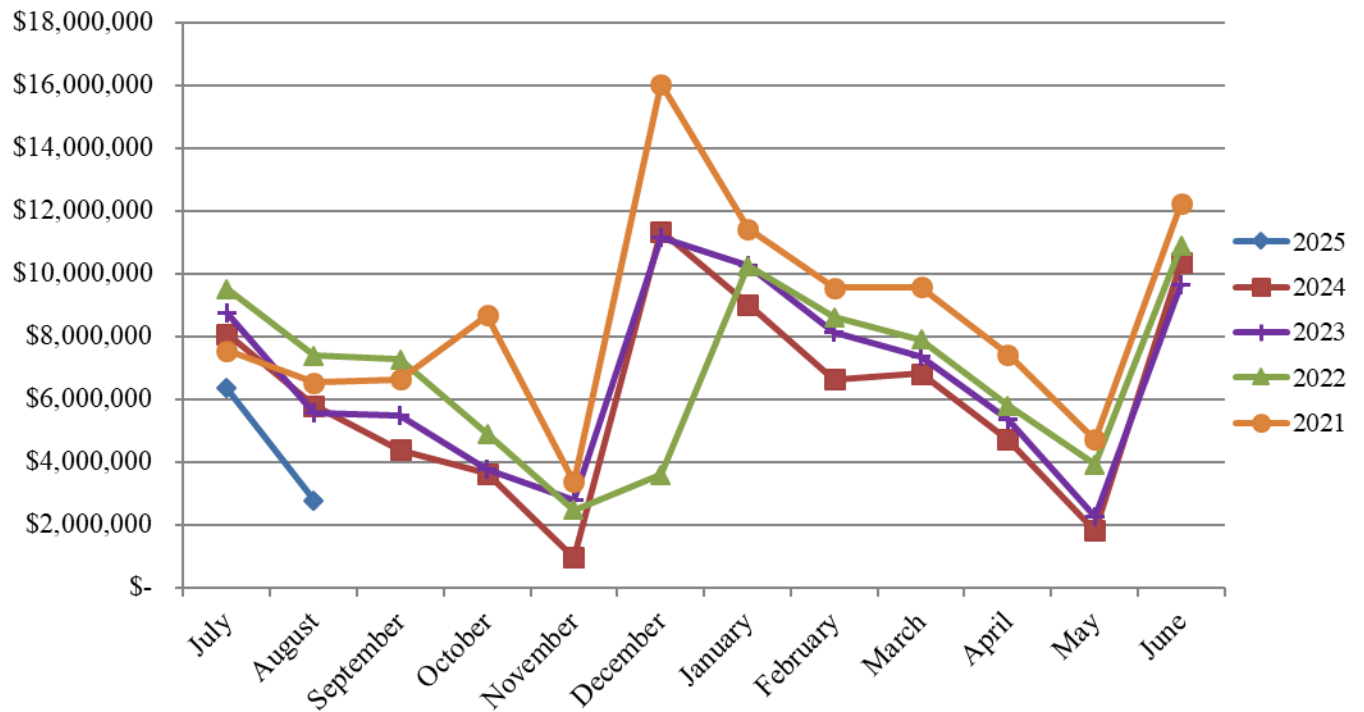
<u>Description</u>	<u>Rate</u>	<u>Due Date</u>	<u>Principal Cost</u>	<u>Market Value</u>
US Bank Investments				
Insured Cash Sweep	4.450%		35,128,324.00	35,128,324.00
Total US Bank Investments			35,128,324.00	35,128,324.00
State of Montana Short Term				
Investment Pool (STIP)	5.259%		46,977,072.51	46,977,072.51
Total Investments			82,105,396.51	82,105,396.51
Cash on Hand, Deposits in Bank			14,444,504.32	14,444,504.32
Total Cash and Investments			\$ 96,549,900.83	\$ 96,549,900.83

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).

**General Fund
Monthly Cash Balance (by Fiscal Year)**



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

Department Monthly Update
August 31, 2024
Key Updates

City Manager	<p>Prepared for Library Management Agreement Discussion. Met with staff about downtown bathroom Commission initiative. Met with staff about Communications Specialist Applicants. Interviewed finalists and made job offer. Assisted with developing a report from the PSAC. Attended Global Leadership Summit training. Attended MMIA Board Retreat in Lewistown, Montana. Briefly attended the city/county legislative lunch. Interviewed internal candidates for the deputy city manager position.</p>
Deputy City Manager (Clerk, Comm Specialist, Events, GFAS)	<p>Clerks: Provided administrative support for four additional meetings of the Public Safety Advisory Committee and City Commission; Processed and completed 17 public records requests. Animal Shelter: In August, the shelter proudly participated in the Luminaria Walk, where we had the joy of reconnecting with several animals adopted from our facility. For those not quite ready for a furry companion, we offered the chance to 'adopt' pet rocks, a fun and creative way to engage with our community. We took in 60 stray animals, successfully reunited 21 with their owners, and found loving forever homes for 39 pets. Additionally, we were thrilled to receive a \$5,000 grant from Michelson Found Animals and a \$1,500 grant from the Humane Society of the United States, which will further support our efforts to care for and rehome animals in need. Events: We held the 2nd year of the back to school blast sponsored by United Way with close to 2,000 people attending. 1475 backpacks and 160 haircuts were given. The Gathering Church held the Power and Love conference. This 2 day event ran from 9am to 10pm brought over 2,000 people into the Theater. The Multicultural fair was moved into the Convention Center this year, it had been previously held on Central Avenue. Opportunities Inc. rented the Gibson room for 6 days of training. Communications/Neighborhood Councils: Final interviews were completed for the Communications Specialist and the part time Neighborhood Council Liaison. Rob Moccasin will start as the NC Liaison on September 3rd and Meredith Dawson will join the city on September 9th.</p>
Finance	<ol style="list-style-type: none"> 1. Working on completing the transition from Munis to New World for on-line payments for Utility Accounts and Utility Bills. In the testing stage of on-line payments. 2. Helped with the adoption of the FY 2025 City of Great Falls Budget. Completed annual assessment and mill levy adoption process. Preparing FY 2025 Adopted Budget. 3. Working on year-end adjustments for FY 2024. Preparing for FY 2024 Financial Audit. Working on the FY 2024 Annual Comprehensive Financial Report.
Fire	<p>Operations Division: GFFR responded to 534 calls for service including 8 fires. This total consisted of 3 structure fires, 2 vehicle fires and 3 natural vegetation fires. Also responded to 28 motor vehicle accidents and 15 hazardous material incidents Crews performed 1406.50 hours of training. Notable training performed was new driver training, company officer academy and a high angle technical rope rescue drill. Cared for 275 patients in August 2024. These complaints range from cardiac arrest, chest pain, shortness of breath, falls, overdoses, seizures and diabetic emergencies. 10 patients were transported by GFFR ambulances due to no private ambulances available. 5 Cardiac arrest patients were treated by GFFR with 2 achieving ROSC.</p>

Department Monthly Update

August 31, 2024

Key Updates

	<p>The 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. We are specifically looking at scene times for severe trauma patients and working on a 10 minute benchmark set by the American College of Surgeons.</p> <p>Fire Prevention Division: Conducted 210 Annual Inspections, 36 fire code violations were noted. 1 fire alarm systems were accepted, 3 sprinkler systems accepted, 2 sprinkler system hydro. 2 mobile food vendor inspections completed. GFFR responded to 21 false alarms in April, 0 false alarm fees were issued. 75 life safety system reports were submitted, 59 were compliant, 16 were non-compliant, this was an 82% compliant rate for the month.</p> <p>The Deputy Fire Marshals conducted numerous fire prevention education presentations for daycares after the success they had with the school lunch program in the parks.</p> <p>Conducted a site evacuation assessment for the Special Olympics and Highgate Senior Living.</p> <p>Few Marshal testified as an opponent against the recommended changes to MCA in regard to the adoption of the 2024 International Building Code.</p> <p>As the busy construction season continued, the FPB conducted acceptance tests on numerous large projects in town, while also doing site visits for those projects still under construction.</p>
Human Resources	<ol style="list-style-type: none">1. Managed the recruitment of 47 positions. There were 208 applicants yielding the onboarding of 17 new employees. August's turnover rate was 8.06 percent due primarily to the cycling out of short-term (seasonal) workers in Park & Rec. The average time to fill a position was 38 days.2. Recruited two HR positions -- the Benefits Specialist (internal candidate) and the HR Coordinator (external candidate). Both will be on board in their respective positions on September 9, 2024.3. Five work comp (WC) claims were reported - Park & Rec (2), Public Works (2) GFPD (2). One chemical exposure and four sprains/strains for injuries. Total Loss Incurred is \$16,940.
Information Technology	<ol style="list-style-type: none">1. New Utility Payment Portal went live and is accepting payments for utility customers. The E-timesheets project finished training and transitioned to HR to finalize configuration for Phase 1 Go-Live. Contract signed for HR/Payroll Leave Management module. Final phase of Munis to New World migration has begun for document transfer.2. Expanded Wi-Fi coverage at Public Works operations building. ERS computer replacements started. Started planning process for surveillance camera installations at Public Works and the new court remodel. Designed network for court remodel.3. Successfully moved six large map cabinets from PCD to the map room downstairs to free up space in PCD. Tested a draft of an assets management workflow for Parks. Created an ETL method for roads and addresses to assist with the City/County data exchange.4. Processed over 32 million website requests (increase of 30%) and prevented access to over 11,000 threats (decrease of 57%), including over 10,000 malware-infected sites (decrease of 70%). Email server processed over 92,000 inbound emails (21% increase) and blocked 4,938 malicious or SPAM messages (1% increase). Antivirus detected and/or blocked 16 threats (decrease of 100%) and triggered 1 investigation (no change).5. 245 IT requests created (16% decrease) and 246 IT requests closed (12% decrease). Current backlog is 73 requests. Director Feist successfully completed his Bachelor of Science, Information Technology degree.
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.

Department Monthly Update

August 31, 2024

Key Updates

	<p>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.</p> <p>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).</p> <p>4. Civil Division processed 140 record requests.</p> <p>5. Criminal Division processed 112 deferred prosecution agreements, and prepared 806 subpoenas for witnesses to attend trials and hearings.</p>
Library	<p>1. Mill Levy implementation continues to go well. We made promises and we are keeping them. 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.</p> <p>2. Coming off of a successful 2024 Summer Reading Program, Youth Services is expanding our weekly programming. (Plus continuing our special programming such as the upcoming Pirate Party and Dungeons and Dragons campaign.)</p> <p>3. We are proud of our work to support families dealing with Alzheimer’s/Dementia. Not only do we have the monthly Memory Café, but we have partnered to present several educational events for the community. Our September Story Walk in Gibson Park will feature stories about memory. Parents can use these stories to help their children understand family members who are experiencing Alzheimer’s/Dementia. In the near future, we will start checking out “Memory Kits”. Memory Kits are created for care partners to use with those who are living with Alzheimer’s disease or a related dementia. Each item in the kit is designed to help stimulate conversation and spark memories between people with Alzheimer’s disease, dementia, or memory loss and their care partner. The Library will be providing information at the “Walk To End Alzheimer’s” on Saturday September 14th at 11:00 am at Gibson Park. We invite the community to join us.</p> <p>4. The second quarterly meeting of the Montana Digital Born News work group took place in August. I am working with a variety of stakeholders and Community Webs to submit a National Leadership Grant Application to the Institute of Museum & Library Services. The grant would provide funding and support to preserve Montana digital born news. Leading stakeholders include the Montana Historical Society, Montana State Library, Newspaper, Montana Newspaper Association and several public libraries.</p> <p>5. Cushing Terrell has completed their “Insight” meetings with Library staff and stakeholders. They have contracted to have the full building undergo environmental testing for asbestos and other hazards. They continue work on systems and architectural design.</p>
Municipal Court	<p>1. The Court issued 96 new warrants for failure to appear and failure to comply.</p> <p>2. A total of 621 new citations were filed. 243 of those have been disposed/resolved.</p> <p>3. The Court processed \$51,544.55 in receipts total for fines/fees, restitution, miscellaneous fees and bonds.</p> <p>4. 650 jurors were summoned for potential jury duty in the month of August. The Court did not have a jury trial proceed for the month.</p>
Park and Recreation	<p>1. The Lions Fun Fest community event returned for the first time since the Covid shutdown. The event was held in Lions Park, August 10. There was a large number of participation and residents were happy to see the event return.</p> <p>2. The annual Luminaria Walk was held August 23. Residents enjoyed an evening of walking the route that stretched from West Bank Park over the Central Ave Bridge through Riverside Park and ending at the Historic 10th Street Bridge. Walkers were able to see over a thousand hand decorated paper bags lit with tea lights, listen to live music and sample local food vendors.</p>

Department Monthly Update

August 31, 2024

Key Updates

	<p>3. Staff from Aim High Big Sky participated in the Back 2 School BLAST, August 16. The event offers families supplies, haircuts, wellness checks and a fun opportunity to see what other organizations have to offer school students and families.</p> <p>4. A new art piece was installed at Tourist Park, at the intersection of River Drive N. and 1st Ave N. The art installation created by Nathan Bread, which was commissioned by the Bedwell Family in memory of Wilbert Graf. The elk is 125% life size, measuring at 9 feet tall and 6 feet wide!</p>
Police	<ol style="list-style-type: none"> 1. Capt. Rob Moccasin retired on August 1st after serving over 30 years with the GFPD. 2. Several meetings occurred with the 911 Director and Supervisors during the month. There will be organizational changes at the 911 Center to include the a new Deputy Director position that will improve operations at the 911 Center. 3. The GFPD hired 3 new officers during August. One was a lateral transfer from California, and two were entry level applicants. 4. Chief Newton attended the final Public Safety Advisory Committee meeting and observed the final committee recommendations. 5. The evidence expansion project is underway. Construction has begun, and the process of pouring the first footings was underway at the end of August.
Planning and Community Development	<p>The North Parking Garage 2-Hour Free Parking Holiday has concluded. A preliminary review of the data illustrates a significant increase in utilization. PCD Staff will present the findings of the Parking Holiday at the October 1st meeting.</p> <p>Brock has been invited to join the Great Falls Development Alliance, along with other community professionals from the Chamber of Commerce and Tourism, for its 2024 Aspirational trip this September. The trip will include participation in the International Economic Development Council’s annual conference in Denver, featuring sessions on housing, economic, and community development strategies. There will also be stops to visit community leaders in Billings, Cheyenne, and Greeley.</p>
Public Works	<p>Director/Administration: Interviewed 4 candidates for Sr. Admin. Assistant on 8-30-24; hired first Sanitation Superintendent, Mike Linn, which completes the Public Works reorganization involving the creation of Superintendent positions across all divisions except the small Environmental division, which has a Program Specialist; Senior Administrative Assistant (Dee) attended the Montana State Notary Conference in Helena for Continuing Education credits; Chris and Dee attended the 2 day Global Leadership Summit; successfully onboarded Cody McRady, new Water Plant Division Mgr.</p> <p>Utilities:</p> <ul style="list-style-type: none"> 133,664 Ft-Sanitary sewers cleaned 11-Water Main Breaks 5-Fire Hydrants Repaired or Replaced 3- CL12 taps-Domestic water tap 537-Locates 25-Private Water calls 6-Private Waste water calls 37-After hours water calls 5-After hours waste water calls 59-Public system maintenance calls for water. Water off: 37 water on: 30 6-Public system maintenance calls for waste water 3-Public system maintenance calls for storm water <p>Sanitation: Hauled 3,541 tons with 2,844 man hours. 179 requests for roll-off service. Fleet mileage: 20,839 miles. Mike Linn was promoted to Sanitation Superintendent. We now have a Sanitation Foreman position open for recruitment which we should fill in the next few weeks.</p>

Department Monthly Update

August 31, 2024

Key Updates

Water Plant: Continued to operate between 20-23 MGD producing 615 million gallons for the month. High service pump #6 has been repaired and put back into service. Still have one pump down that we are waiting for parts to repair, should get parts in the next week to two weeks. Waiting on completion of metering pumps to finish Solids Mitigation Project. 33rd street reservoir repair and paint are underway and on schedule. Looking into energy opportunities with Power Gas. Started weekly safety meetings with the WP staff, also performing safety walks with various individuals from the plant. Water consumption is coming down with the cooler weather.

Environmental: Conducted 17 FOG inspections, continued progress revising/updating expired industrial discharge permits (2 went out in August, 2 more will be drafted in Sept.), conducted ten (10) MS4 Active Construction Inspections, began contacting MS4 post-construction private facility owners to schedule inspections and/or request inspection documentation, conducted two (2) IDDE inspections one of which resulted in a level 2 violation (National Laundry)

Fleet: Police unit #15 was upfitted and put into service this month. We are currently building Unit #109 for the fire department. Plow parts have also arrived for this winter. We have started annual snow plow repairs for preparations for winter snow removal.. Unit# 906 a commercial rear loader was put into service this month for sanitation.

Street and Traffic: 2" Asphalt Mill and Overlay: 5 Assets 1827 Tons of Asphalt - Total Cost \$250,972, Gravel Surface Maintenance 10 Tasks - Total Cost \$3,397, Asphalt Patch Back Contractor/Utilities/ Street 74 Openings 95 Tons of Asphalt - Total Cost \$ \$22,932, Pothole Repair 308 Tasks 19 Tons of Asphalt - Total Cost \$ 6,147, Responded to 81 Requests for Service, Sign Pole Replacement 19, School Sign Inspections 380, Sign Visibility/Tree Trim 200, Public Works Electrical Upgrades Backup Generator and Service Panels, Converted 32nd St and 11th Ave S to a 4 Way Stop Intersection, Completed Mill and Overlay on Visitor Center Parking Lot, Completed Mowing Maintenance on City ROW, Working with GFPS for a Name the Plow Contest, Interviewed 3 Candidates for Street Maintenance Crew Positions.

Engineering: The Lift Station No 1 improvements and River Crossing project has hit a little speed bump. Engineering is concerned that the contractor will not finish the project by the ARPA deadline and the contractor is already requesting over \$280,000 in additional cost for scheduling impacts. Continued developing action plan for lead service line inventory and action plan for lead line replacement; the deadline is quickly approaching. Issued notice to proceed to 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 - currently ongoing) // 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)