



FROM THE DESK OF . . .

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April 6, 2011

TO: Tina Volek, City Administrator

SUBJECT: Internet Video Streaming Council Meetings

At the April 4 work session, during the discussion about the strategic plan, Councilmember McFadden asked whether the City has the ability to video stream the Council meetings. Video streaming would allow citizens without Bresnan/Cablevision, but with high-speed internet connections, to view the City Council meetings on their computers.

Working with CCTV-7, the Information Technology Division was able to obtain the following information about video streaming the meetings. TV-7 can use the live broadcast feed to stream the meetings on the internet. They will need to purchase computer software and pay for some services that they cannot perform. They estimate the total cost to not exceed \$5,000. That investment would allow TV-7 to stream the live Council meetings but it would not allow archiving and access for later viewing.

In order to record, archive and index the meetings, TV-7 needs to purchase a new recorder and contract with a third party. The recorder costs \$25,000 and TV-7 has \$10,000 on hand for its purchase. A separate, private company can host, archive and index recorded meetings for about \$2,500 per year. For a first year investment of about \$20,000 and approximately \$2,500 per year thereafter, the meetings can be streamed live and recordings can be accessed for later viewing. With either option, none of the video resides on the City's or on the Civic Plus servers and all maintenance is handled by others.

Please share this information with the City Council and seek direction on the option that Councilmembers favor.

City of Billings
Weekly Legislative Report
Fifteenth Week of the Montana Legislature
April 14, 2011

As of today, April 14th, 1177 bills have been introduced (of the 2246 bill draft requests filed). Yesterday was the 82nd Legislative Day, of the 90 day Session (which will occur on April 27th unless the Legislature takes additional recess days). For this Report I highlight the following bills:

- HB 2, the General Budget Bill, was passed on 3rd Reading by the House and the Senate, after each chamber accepted the Free Conference Committee report. It was transmitted to the Governor on April 13th. The Governor has 10 days to act on the Bill. Under HB 2, the total budget is about a \$3.6 billion, which is about \$150 million less than the budget the Governor proposed.
- HB 43 would specify employers' rights to test and discharge employees related to employees use of medical marijuana. The 3rd Reading on HB 43 as amended by the Senate will be April 18th. SB 423 has been substantially amended and referred to a Free Conference Committee, which will meet on April 18th. The new SB 423 would repeal the Medical Marijuana Act and start over with a new law to strictly regulate and control marijuana. HB 161, to repeal the marijuana initiative, was vetoed by the Governor on April 13th. The Governor also vetoed 16 other bills on April 13th, bringing the total number of vetoed bills to 21 for the Session.
- HB 106, to provide for a 24/7 sobriety project for DUI offenders, passed the Senate with amendments and has been returned to the House.
- HB 122 is a bill modifying PERS primarily for new hires. As amended, the Bill would not increase employer contributions to the retirement plan.
- HB 230, introduced by Rep. Steve Gibson, would transfer the Board of Crime Control from the Department of Justice to the Department of Corrections. This Bill passed the House and was amended in the Senate. The Bill failed on 3rd Reading in the Senate on April 7th.
- HB 307, introduced by Rep. Tom Burnett, would prohibit building codes from requiring mandatory sprinkler systems primarily in single family residential housing. This Bill has passed the Legislature, and was returned with Governor proposed amendments. The House and the Senate rejected these amendments, and the Bill was returned to the Governor on April 8th.
- HB 495 would freeze local government entitlement payments at the current level for two years and then set a new formula and base year. It was amended in the Senate and was returned to the House. It will be heard on 3rd Reading in the House on April 18th. HB 439 is the \$98 million general obligation bond bill for state government building projects, including a new building at MSU-B. The House concurred in the Bill as amended by the Senate on April 13th. It is scheduled for 3rd Reading in the House on April 18th.
- HB 334 is the primary workers compensation bill considered to accomplish reform. It was signed by the Governor on April 12th.

- Three TIFD bills introduced by Rep. Elsie Arntzen, HB 560, HB 561, HB 562, have passed the Legislature and will be transmitted to the Governor. The fourth bill, HB 564, was tabled in the House Taxation Committee.
- SB 91, introduced by Sen. Taylor Brown, would allow a new city to incorporate even if it does not have a post office (for example, Lockwood). It passed the Legislature and has been transmitted to the Governor. It is tied to passage and approval of HB 426 with a contingent voidness clause. HB 426 requires consent of large industrial facilities (for example, oil refineries) before such properties can be included within the boundaries of a newly incorporated city. HB 426 has passed the Legislature and has been signed by the Governor.
- SB 234, as introduced by Sen. Sonju (R. - Kalispell) and prior to amendment would have negatively impacted the ability and cost of cities to provide solid waste services when a private entity is providing similar services. The Bill, as amended, has passed the Legislature. The amendments were agreed upon by the City, the League and the private solid waste service providers.
- SB 358, introduced by Sen. Ed Buttrey, would provide for creation of targeted economic development districts. The Bill, as amended, has passed the Legislature.
- SB 367, introduced by Sen. Vincent, would establish nutrient standards variances. It has broad support from interested parties, including the League of Cities and Towns and MACO. The Bill as amended has passed the Legislature and was transmitted to the Governor on April 12th.
- SB 372, introduced by Sen. Bruce Tutvedt, would adopt a phased reduction of the business equipment tax making them contingent upon state collections of income tax. It was amended in House Taxation to provide full (100%) reimbursement to local governments. It was returned to the Senate with the House amendments on April 13th.

I look forward to discussing these and other legislative matters of interest to City Council. Please contact me if you have any questions or would like information on any particular topic or bill.

Ed Bartlett, City of Billings, Lobbyist, cell: 406-431-6014

PLANNING DIVISION

Planning and Community Services Department

510 North Broadway

4th Floor

Billings, MT 59102

406-657-8246

www.ci.billings.mt.us/planning

March 2011 Report

To: Board of County Commissioners, City Administrator, Mayor and City Council, Planning Board, Zoning Boards and Commissions, Planning and Community Services Department Director

From: Wyeth Friday, AICP, Planning Division Manager

Date: April 13, 2011

Below is a list of items that the Planning Division has been working on for the past month.

Meeting Management and Support

Planning staff supported the regular meetings of the following Boards and Commissions in March 2011. Each entity met once unless otherwise noted:

- Yellowstone County Board of Planning
- City Zoning Commission
- City Board of Adjustment
- County Zoning Commission
- County Board of Adjustment
- Historic Preservation Board
- Policy Coordinating Committee

Long-Range Planning Projects

Billings Bikeway and Trail Master Plan – Based on a slight delay in completion of a final draft of the Asset Management Plan addressing trail maintenance, it is expected that the Master Plan and Asset Management Plan will both go to the Policy Coordinating Committee for final action in May. The draft plan has been presented to the Technical Advisory Committee, Bicycle Pedestrian Advisory Committee, Planning Board, City Council and Board of County Commissioners for either recommendation or review.

The draft plan is available on the project website at www.billingstrails.com for public review.

East Billings Master Plan Implementation – The City Council approved the contract for the EBURD Form Based Code development with Farr and Associates of Chicago. This project is starting with the consultant team expected to make a site visit in May. The project is expected to last about one year. An Exposition Gateway Master Plan and a Hospitality Corridor Plan are all being coordinated with the City, County, Chamber, and BSEDA. BSEDA has prepared a draft RFP for the Exposition Gateway Master Plan and has identified some grant funding sources. Planning staff has included partial funding of these projects in its 2011 Unified Planning Work Program based on the availability of other funding and staff resources to begin these projects in 2011. All of these projects are expected to be underway in 2011.

South Billings Boulevard Urban Renewal District – The City Council approved the contract with AECOM Technical Services to develop a master plan for the South Billings Boulevard Urban Renewal District area. AECOM Technical Services is the lead consultant on a multi-disciplinary team. This master plan will be funded through the SBBURD tax increment funds as approved by the City Council. This project is expected to start in the next few months.

Annexation Policy and Limits of Annexation Map Amendments – The Annexation Committee is finalizing plans for an infill workshop April 26 and 27 to precede development of a detailed infill policy for the City. The City Council agreed to assist in funding the workshop with its contingency funds. Local organizations also have agreed to provide \$6,800 in sponsorship for the event. The Committee took proposed amendments to the City Code and Annexation Policy to the City Council at its March 7 Work Session. Amendments to the Annexation Policy and City Code are expected to go to the Council for final action in late May 2011.

Grant Funded Projects

- FEMA Grant for West End Flood Mitigation/County Pre-Disaster Mitigation Plan Update – Staff is administering the grant and staff along with a Steering Committee is working with the consultant team. The project Steering Committee is currently working with the consultant to finalize a preferred alternative or alternatives for flood mitigation alternatives. Planning staff prepared the quarterly report for this grant in March. Drafts of the PDM Plan Update and the West Billings component are expected to be ready for FEMA review by the end of April 2011. This is a two year project.
- A DNRC Renewable Resource Grant is also being administered by staff in conjunction with FEMA grant referenced above and will follow the same two year schedule for implementation. Planning staff prepared the quarterly report for this grant in March.
- Division staff continues to help manage the \$1 million Energy Efficiency and Conservation Block Grant on behalf of the other City Department grant recipients. The grant is partially funding a new hybrid bookmobile; a large portion of the Swords Park Trail, Phase II, training for Building Division inspectors to enforce the 2009 International Energy Conservation Code (IECC), and the technical audit for the City's Performance Contract project to make multiple City facilities more energy efficient. The Swords Park Trail and several of these components of the grant are expected to be completed in 2011. The hybrid bookmobile is expected to be purchased before the end of FY2011.

Community Events/Training

The Division hosted several webinar workshops for staff and the public in March. The webinars are advertised via email and on the Division's website and anyone is welcome to attend. The webinar topics in March included: Urban Retail Development; and Planning for an Aging Society: Technologies for Safe Transportation Mobility.

Special Projects/Assignments

- Staff finalized its draft City Budget for FY12 and met with City Administration and Finance staff to review the draft. Some changes may be made to the draft budget before staff presents it to the City Council in May.
- Staff met with City IT staff and Innoprise staff to discuss initial conversion of the Planning Division's permits into the new project management software system. The permit conversion process is expected to take place by May or June.
- Based on the 2009 Legislative changes, and now possible changes in the 2011 Legislature in relation to land use regulations, staff plans to move forward with amendments to the City and County subdivision regulations and zoning regulations. Planning staff has had limited time to devote to these issues and they have been delayed in the last year. Staff expects to begin this effort in spring 2011 after the current Legislative session is over.
- Serving on Healthy Places Initiative through Riverstone Health to participate in Action Communities for Health, Innovation and Environmental Change (ACHIEVE) grant program to review implementation of the healthy community strategies in the 2008 Growth Policy, and work with the City and other community stakeholders on developing a Complete Streets Policy for the City. Representatives from Riverstone Health and Billings Clinic continued introducing community groups to Complete Streets in February at various meetings. A stakeholder group has developed a draft Complete Streets Policy and a public meeting is scheduled for April 7, 2011 at 5:30 pm at the Billings Community Center to present a draft of the policy for review. This effort is expected to move forward for Council and community consideration this summer and Council action is anticipated in September 2011.
- Staff continues to meet with a large group of community partners to discuss and plan for future application for a HUD-EPA-FTA Sustainable Communities Grant. The focus of the group has been a future project in the EBURD that might be mixed use and transit accessible. Federal budget delays and delays in passing a new federal transportation bill have delayed starting a grant application.
- Serving on Traffic Control Board
- Serving on Billings Preservation Society
- Serving on Steering Committee for East Billings Environmental Assessment Program
- Attended Monthly Homebuilders Association Meeting with City staff
- Attended monthly South Billings Boulevard Urban Renewal District Association Meeting

See Application Review Activity FY2011 Below

SUBDIVISIONS		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	YTD Totals
Pre-Application Meetings														
	City	1	2	2	0	2	0	1	1	2				11
	County	0	4	2	2	0	2	1	0	0				11
	Total	1	6	4	2	2	2	2	1	2	0	0	0	22
Preliminary Plats														
	City	0	0	1	0	1	1	1	0	0				4
	County	1	0	0	0	0	0	0	0	0				1
	Total	1	0	1	0	1	1	1	0	0				5
Final Plats														
	City	2	3	0	1	1	1	0	1	1				10
	County	1	2	0	2	3	2	0	0	1				11
	Total	3	5	0	3	4	3	0	1	2	0	0	0	21
Exempt Plats														
	City	1	4	1	1	1	1	2	0	2				13
	County	0	4	9	5	3	6	1	5	1				34
	Total	1	8	10	6	4	7	3	5	3	0	0	0	47
ZONING														
Neighborhood Meetings														
	City	1	0	0	0	0	2	0	0	1	0			4
	County	0	0	0	0	0	0	1	0	0	0			1
	Total	1	0	0	0	0	2	1	0	1	0	0	0	5
Zone Changes														
	City	0	0	2	1	0	1	2	0	2				8
	County	1	0	0	0	0	0	0	1	0				2
	Total	1	0	2	1	0	1	2	1	2	0	0	0	10
Special Reviews														
	City	2	0	2	0	0	0	0	1	1				6
	County	0	0	0	0	0	0	0	0	0				0

	Total	0	0	2	0	0	0	0	1	1	0	0	0	4
Variances														
	City	1	1	4	2	3	2	1	2	4				20
	County	1	0	0	0	0	0	0	0	0				1
	Total	2	1	4	2	3	2	1	2	4	0	0	0	21
Medical Corridor		0	0	0	0	0	0	0	0	0				0
Zoning Clarifications														
	City	9	4	5	5	10	5	7	6	5				56
	County	0	0	8	0	0	0	0	0	1				9
	Total	9	4	13	5	10	5	0	6	6	0	0	0	
Zoning Compliance Permits (YC)		3	2	1	2	2		0	1	5				16
Fence Permits														
	City	12	20	8	7	4	1	0	0	8				60
	County	4	0	0	0	0	0	0	0	1				5
	Total	16	20	8	7	4	1	0	0	9	0	0	0	65
Sign Permits														
	City	13	27	21	10	11	24	10	10	20				146
	County	5	9	21	2	0	1	0	0	2				40
	Total	18	36	42	12	11	25	10	10	22				186
Temp. Sign Permits														
	City	2	2	2	2	1	1	0	1	2				13
	County	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	2	2	2	2	1	1	0	1	2	0	0	0	13
Temp. Use Permits														
	City	2	2	1	2	3	2	1	1	0				14
	County	0	0	0	0	0	0	0	4	0				4
	Total	2	2	1	2	3	2	1	5	0				18
Building Permit Reviews		64	44	59	52	49	19	23	41	49				400



City of Billings

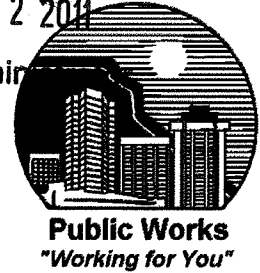
Public Works Administration

Public Works Department
2224 Montana Avenue – 2nd Floor
Billings, MT 59101
Office (406) 657-8230
Fax (406) 237-6291

RECEIVED

APR 12 2011

City Admin



MEMORANDUM

To: Christina Volek, City Administrator
From: David Mumford, Public Works Director
Date: April 11, 2011

SUBJECT: MONTHLY REPORT – PUBLIC WORKS DEPARTMENT

The following is the Public Works Department's Monthly Report for March 2011.

Engineering Division

- ▶ *W.O. 04-12 Alkali Creek Road Slope Stability:* Some of the final work will have to wait until spring.
- ▶ *W.O. 04-26 Zone 4 Reservoir:* Phase 2 contractor has begun inside work and will continue through winter. Interior slab to be poured in March. Overhead decking delayed to March or April.
- ▶ *W.O. 05-13 Jackson Street Sidewalks (phase 2):* Currently advertising. Bids will be on April 12th and awarded on April 25th. Construction to begin around June 1st.
- ▶ *W.O. 05-15 Howard Heights:* Phase II complete. Asphalt patching and punch list items to be completed in April. *Dickie Park:* Work to begin mid April by Good Earth Works.
- ▶ *W.O. 07-09 Stormwater Management Feasibility Plan:* Management manual complete and posted to the City's website. Currently working on completion of feasibility plan.
- ▶ *W.O. 08-21 Lake Elmo Drive-Main Street to Wicks Lane:* Working on punch list items. Remaining work generally includes signage, seeding, and additional cleanup with final completion by May.
- ▶ *W.O. 08-22 WWTP Alternative Disinfection:* Installation of UV equipment, crane, and painting nearly complete. Trojan System is installed and operating in test mode. Still working out programming issues.

- ▶ *W.O. 08-25 Zone3 Reservoir:* Reducing size of reservoir to meet immediate needs and will construct on site near Chapple. The final appraisal of the land needed has been received, land owner contacted, and purchase offer made. Currently waiting for a response from the land owner.
- ▶ *W.O. 08-27 Landfill Improvements:* Construction began March 7th with good progress made the first two weeks, but weather has slowed things down.
- ▶ *W.O. 09-02 Miscellaneous and Developer Related:* Working on final completion with estimated final completion by May.
- ▶ *W.O. 09-06 On-Street Bike Lanes:* 5 of 6 corridors are substantially completed. Nutter Blvd utility locates for sign post construction have been called in. Sign post/foundations will be constructed as weather permits with striping to follow.
- ▶ *W.O. 09-10 Terrace Estates/Galaxy Subdivision Water Booster Station:* Station pressure testing scheduled for the week of April 4th. Start-up on track for the first week of May. Station exterior finish quotes to be collected by mid April.
- ▶ *W.O. 09-11 Rimrock Road, 17th to Forsythia:* Plans are available to bid April 7th with a tentative bid date of April 26th. Creation of Special Lighting Maintenance District underway.
- ▶ *W.O. 09-12 Inner Belt Loop:* Met with PRPL to discuss road alignment. A few minor changes will be made to clean up Right-of-way for the plat. Scheduling a meeting with state land lessee and the appraiser is working on the final appraisal. Working with consultant on finalizing the Wicks to Alkali Creek Section.
- ▶ *W.O. 09-14 Wicks and St. Andrews Signal:* Signal is operational with remaining work to be completed in the spring.
- ▶ *W.O. 09-15 Grand Ave Zimmerman to Shiloh:* Design to be complete in spring 2011.
- ▶ *W.O. 09-25 Downtown Signals:* Construction has been finalized at 4th & N. 26th and we are waiting for power. The intersections of 2nd & 30th and 3rd & 29th will start construction week of April 4th.
- ▶ *W.O. 09-28 WTP Backup Power, Phase 2:* Federal grant funds have been received. Design will be finalized and the bid package prepared to meet HUD regulations. An environmental review must be done and approved by the Federal government prior to bidding. Letters have been sent to agencies for environmental assessment.
- ▶ *W.O. 10-03 City Crack Seal:* Under construction. To be completed spring 2011.
- ▶ *W.O. 10-05 Two Way Conversion – East Downtown:* Contract with MRL is being drafted for work on railroad cantilevers. P/S/E modifications are being finalized set to bid in May.
- ▶ *W.O. 10-13 Safe Routes to School Phase II:* Field review of individual schools nearly complete. Starting to develop recommendations for schools.

- ▶ *W.O. 10-16 32nd St. West Two Way Left Turn Lane:* Design is underway. Plans are being prepared. Turn lane at 32nd & Broadwater is being coordinated. Analysis of Henesta and King is slated for this month.
- ▶ *W.O. 10-20 Miscellaneous Storm Drain:* Completing final design of miscellaneous areas with a plan to bid this spring.
- ▶ *W.O. 10-23 Zimmerman Trail:* Final report complete.
- ▶ *W.O. 10-24 Rimpoint Park Seeding Irrigation:* Construction will start in the spring of 2011; work to be done by A-1 Landscaping.
- ▶ *W.O. 10-31 Central & 29th Traffic Signal:* 70% design was submitted and reviewed. Final plans due at the end of April.
- ▶ *W.O. 11-01 Water Rehabilitation:* Design is nearing 70% completion with design at 90%. Plan in hand walk thru scheduled for April 7th. Advertising for bids starting April 21st with award bid on May 23rd. Construction work to begin mid-June.
- ▶ *W.O. 11-02 Miscellaneous/Developer Related:* Project will bid on April 12th. Construction to begin around the first part of May.
- ▶ *W.O. 11-03 City Overlay:* Overlay of 24th Street West and 1st Ave North. Project was bid on February 15th and awarded on February 28th. Construction tentatively planned for May.
- ▶ *W.O. 11-04 2011 ADA Ramps:* Project has bid and to be completed this summer.
- ▶ *W.O. 11-05 Chapple Area Fire Flow Improvements:* Project work areas have been selected with preliminary design underway. Summer 2011 construction.
- ▶ *W.O. 11-07 Downtown Mid-Block Lighting:* Scope and fee being completed. Design to begin mid April. SILMD and SID need to be created.
- ▶ *SID's in progress:*
 - *SID 1369 Moore Lane:* Working on design to be bid late May or early June.
 - *SID 1388: Dorothy Lane:* Punch list items being completed.
 - *SID 1391 Lynn Avenue:* Punch list items to be completed this spring. Driveway work and landscaping are planned for April.
- ▶ *MDT Projects Underway:*
 - *State Avenue:* Project to improve State Avenue from South 27th to Orchard Street. Project will begin in spring.
 - *6th Ave to Bench Connection:* Project will start with sewer relocation next week.

- ▶ *Miscellaneous Waste Water Treatment Plant Projects:*
 - Electrical Master Plan – 90% Draft has been submitted for city review. Review meeting set April 7th to finalize document.
 - West Mechanical Building MCC Panel Replacement Project- 90% plans and specs have been submitted and reviewed. Plan to advertise in May and award in June.
 - Gas Line Replacement Project- Council item to award work to MDU on April 11th
 - Water line Replacement-Substantially complete. Seeding to be completed within next couple of weeks
 - T-5 Transformer Replacement-Walk thru completed 3/29/11. CIE is working on punch list
 - Clarifier Infrastructure Improvements-90% of plans and specs were submitted, a review meeting will be scheduled for mid April
 - Storm Water Improvements-Construction started
 - Meter and Valve Replacement-on hold
 - Door in AFT building- material is on order

- ▶ *Miscellaneous Water Treatment Plant Projects:*
 - Scada Evaluation - Putting together bid packages, plan to advertise at the end of April.
 - Electrical Master Plan - 90% draft has been submitted for city review. Review meeting set for April 6th to finalize document
 - High Service Pump Station H2-1 Pump Replacement- Preconstruction Conference was held and construction has begun. VFD and pump is on site. Start-up is scheduled for April 11th.
 - Low Service Pump Station 1 Upgrade- Project is advertising. A pre-bid meeting was held March 11th and the bid opening is April 12th.
 - Clearwell Contact Time Improvements-Ice has been removed from the clearwell. The access opening has been cut into the tank. Baffle curtain layout has been completed and contractor has welded the clips for the curtain. Baffle curtains should be on site by the week of April 11th. Decisions are being made on how to address areas of de-laminated paint.
 - High Service Pump Station 2011 Transfer Pump Replacement-Contract awarded on March 28th. Contracts are in the process of getting signed.

Administration Division

- ▶ Spoke to the Montana Legislature regarding SB 234.
- ▶ Conducted interviews and hired a new Solid Waste Superintendent.
- ▶ Presented snow removal options at City Council work session.

Solid Waste Division

- ▶ During the month of March, the Billings Regional Landfill received 19,043 tons of waste. Of this total, 16,608 tons were land filled. Of the remaining tonnage, 177 tons of green waste went to the compost area, 48 tons of metal went into the white goods recycling pile, 11 tons of asbestos-containing material was placed in the asbestos area and 2,199 tons of soil was used as cover material. The landfill had 7,202 pickups use the drop box area. As of March 6th, the landfill is open on Sundays and will remain so until the first Sunday in December.

- ▶ The Solid Waste Division started residential collection for 23 new customers. Commercial collection saw an increase in of 16 pickup days. Curbside yard waste collection services were expanded into two new areas in the city. Residents located in the area south of Rimrock Road, between Virginia Lane and 13th Street West and north of Poly Drive, were offered green barrels for yard waste recycling. The other area is located in the Heights west of Wicks Lane and south of Mary Street.

- ▶ Despite five days of weather delays, the Phase II closure project at the Billings Regional Landfill is proceeding on schedule. Cop Construction hopes to have the cover soil in place by May 1st, to be followed by placement of mulch material and, ultimately, seeding by mid- to late-May.

- ▶ On March 14th, the City Council approved a 3-year contract with Tetra Tech for groundwater and landfill gas monitoring at the landfill. In addition, the Council approved a three-year contract with Philip Environmental Services to provide assistance to the Solid Waste Division for hazardous waste transport and disposal during our annual collection events and as needed throughout the three-year period.

- ▶ The Solid Waste Division experienced its own form of March Madness with the retirement of two key Division personnel, Superintendent Ken Behling and Landfill Supervisor Clarence Kostenko, the hiring of their replacements, the promotion of internal candidates to fill vacant positions, and the hiring of three outside candidates to fill permanent positions on our collection crew. As of April 11th, Vester Wilson will be the new Solid Waste Division Superintendent.

Commercial & Meters Division

- ▶ Attended a presentation by Datamatic to learn more about modern fixed based meter reading systems.
- ▶ Attended a Citizen Access go-live discussion concerning new software.
- ▶ Worked with CSG to program the rate change message that will appear on the utility bills.
- ▶ Replaced 400 meters due to age.

Distribution & Collection Division

- ▶ Seven employees attended the METC Spring Water School.
- ▶ Designed sewer pipe burst projects for Glenwood Lane and North 11th Street.
- ▶ Prepared bid packages for 43 water service repairs.
- ▶ Promoted Jay Stovall to Construction Inspector II.

Environmental Division

- ▶ Completed and submitted the Annual Pretreatment Report to EPA Region 8
- ▶ Submitted the monthly Discharge Monthly Report to MT DEQ
- ▶ Conducted tours of the WWTP and WTP facilities for McKinstry Consulting for the City's Energy Performance Contract
- ▶ Gave a MS4 presentation on stormwater BMP inspections and documentation to the Engineering Division

Street-Traffic Division

- ▶ Crews have been begun spring cleanup with sweeping up the winter sand.
- ▶ We have been cleaning debris from intakes.
- ▶ With Spring comes more potholes and blading of gravel streets.

Statistics			
Poles straightened	39	Yards of sweepings	2,182
Feet of 2" pipe		Gallons of water	27,600
Feet of Telspar	104	Broom hours (sweepers)	258.1
Street Light Complaints	47	Animals picked up	5
Signs fabricated	42	Intakes cleaned	397
Signs replaced	69	Feet of pipe jetted	196
Trees trimmed for signs		Feet of pipe tv'd	196
Misc (welds,paint,clean,hdw)	119	Line Locates	717
Gallons of yellow center line paint		Number of alleys graded	
Gallons of white		Number of times water pumped	1
Lbs of beads		Number of streets graded	64
Total feet of white		Yards of material (road mix)	198
Total feet of yellow center line paint		Yards of material used (sand)	41
Gallons of white (crosswalk)		Tons of material used (AC)	6.01
Gallons of curb paint		Gallons of d-ice used (State)	6,944
Number of arrows & onlys		Gallons of d-ice used (City)	4,256
Field checks	7	Tons of ice slicer	66
External signal requests	15	UPM (tons)	40
Phone calls received	649	Number of times water pumped	

Water Treatment Division

PRODUCTION SUMMARY:

Total Plant Production (million gallons (MG)):	<u>440.6 MG</u>
Plant Production - Year to Date (MG)	<u>1,299.35MG</u>
Average Daily Production (MG/day):	<u>14.3 MGD</u>
Maximum Daily Production (MG/day):	<u>15.2 MGD</u>

- ▶ Despite the cold weather water demand during March remained about average. No significant issues affecting production capability were encountered.
- ▶ The 2010 Community Confidence Report (CCR) was delivered to all of the wholesale water suppliers in the system. The CCR will also be published in the newspaper and sent to all customers in compliance with federal and state regulations.
- ▶ An apparent water main leak was reported on by someone walking on the bike path behind the clearwells on March 2nd. It turned out to be a leak on the 4-in pressure sewer line from the plant site. The leak was repaired by Distribution and Collection personnel.
- ▶ We extended our contract with Kemira Water solutions for polyaluminum hydroxylchloride at the same price as the original bid for six months. Our current contract can remain in force for up to three years as long as the City and Kemira can agree on price.

- ▶ Preparations have begun for our triennial Copper-Lead Rule required system sampling. At least 50 individual services meeting certain criteria that suggest vulnerability to lead and copper contamination from corrosion must be sampled. The results of the sampling then determine if further action must be taken by the system to control this type of corrosion in vulnerable homes.
- ▶ Transition to Ethernet communications protocols for our plant control systems began on March 28th. The conversion is being done by Integrated Solutions Engineering. In preparation our electrical staff installed redundant fiber optic cables to each plant process and put the support equipment into the PLCs. The Ethernet system replaces a problem plagued system called ControlNet that is a proprietary system from Rockwell.
- ▶ The EPA's 2011 Drinking Water Needs Survey was completed and submitted through MDEQ to EPA. Billings is the only city in Montana that is asked to complete the survey. Information from the cities surveyed around the country is used to determine Drinking Water State Revolving Fund needs.
- ▶ The chlorine booster system at Chapple Pump Station has been replaced with a new system. The system replenishes the chlorine residual in water being pumped from the station into the western end of the city. The old hardware was no longer reliable.
- ▶ The Clearwell Baffle Project remains generally on schedule despite the large layer of ice that remained in the reservoir after it was emptied. Heaters were initially used to reduce the quantity of ice. Ultimately, division staff broke up a layer of ice up to 6 inches thick on the floor of the reservoir and shoveled it out of the way of the contractor. At the end of the month staff shoveled the remaining ice out of the reservoir so that the humidity in the reservoir would drop to the point that touch up painting can be performed.
- ▶ Division personnel attended a six hour course on trenching and shoring safety issues and requirements.
- ▶ Division personnel attended a webcast presented by the Water Research Foundation on copper and lead issues associated with new construction.
- ▶ Division personnel attended a webcast presented by AWWA on Disinfection Byproduct regulation compliance.

Wastewater Treatment Division

- ▶ The UV Construction project at the plant continues. During March the UV disinfection system was placed into operation. The Demonstration Period was not conducted due to issues associated with the functional integrity of the mechanical, electrical and control interfaces of the equipment. HDR and the contractors worked to resolve the issues that are associated with the effluent flow meters. So far the results of the bacterial testing have indicated the UV system will meet the effluent quality requirements. Once the initial Demonstration Period is over, a more comprehensive Performance Testing period will be conducted for 30 days.

- ▶ Provided a tour to students from the Spring Water School.
- ▶ Began discussions with HDR on the application process for the MPDES permit renewal process.
- ▶ Prepared the Final CMOM Report addressing the findings from the CMOM Study.
- ▶ Continued plant wide staff meetings that were initiated in January. Meetings will be conducted two times a month. The agenda will include current operation, maintenance, projects, open discussion.
- ▶ Installed Life Rings in the secondary process and at Rehberg Ranch Lagoons.
- ▶ Conducted a plant wide safety inspection and addressed the findings.

Please let me know if you have questions or would like additional information about any of these items.

DDM:kf

Attachment

Change Orders Processed

Department	Project # or Name	Project Description	Change Order Description	Original Contract Amount	Current Change Order	Previous Change Orders	Percent Increase All Change Orders
PWA	WO 09-17	24th Street West Concrete	Fix detector loops at intersection of 24th St West and Broadwater Ave	145,128.75	1,962.50	0.00	1.4%
PWA	SID 1388	Dorothy Lane	Excavation of extra gravel, landscaping sod, utility conflict resolution and reconciling quantities	249,358.08	23,021.81	0.00	9.2%
PWA	WO 09-08	WWTP Water Line	Additional Asphalt saw cutting, due to finding utilities that were not on the plans and to locate the actual water line which also varied.	585,000.00	27,453.87	28,112.71	9.5%
PWA	WO 10-08	WTP Clearwell CT Baffle	Supply and operate a heater to melt ice in Clearwell No.2 for three days. Completion dated extended from May 15, 2011 to May 22, 2011.	936,852.00	5,559.00	0.00	0.6%
PWA	WO 08-22	WWTP Disinfection Improvement:	Relocate downstairs sampler and equipment.	2,663,350.00	7,000.00	15,601.00	0.8%
PWA	WO 08-22	WWTP Disinfection Improvement:	Electrical duct bank to the generator; drain line modifications; replacing PVC-coated conduits with plain rigid galvanized steel (RGS) conduits, and programming the UV PLC for the effluent flow meter.	2,663,350.00	2,317.92	22,601.00	0.9%