City Council Work Session
5:30 PM **Council Chambers** **May 20, 2019**

<u>**ATTENDANCE:**</u> <u>**Mayor/Council**</u> **(please check)   x Cromley,   x Yakawich,   x Neese, x Ewalt, x Joy, x Friedel,   ☐ Gibbs,   x Ronning,   x Clark,   x Brown** **CM excused: Gibbs**
<u>**ADJOURN TIME:**</u> **8:38 pm** Deputy Mayor Yakawich called the meeting to order. Mayor Cole arrived at 5:35 pm.

Agenda	
TOPIC #1	**Aviation and MET Transit**
PRESENTER	Kevin Ploehn, Aviation and Transit Director
NOTES/OUTCOME	

- Kevin Ploehn: AVIATION – overview of accomplishments, statistics, numbers and types of revenues, operating revenue, expenses, capital, and AIP grant funded projects. Review of terminal expansion project. MET - accomplishments, statistics, revenues, operating budget, and FTA assisted purchases.
- Brown: MET still declining? Ploehn: student ridership big part. Southside route doing well and route to the airport doing very well.
- Cromley: grant writing done in house? Ploehn: MET – Yes, in house. Consultants do airport as part of contract.
- Ewalt: 2020 payment on terminal building coming to end? Ploehn: higher costs to operate building, hope to use $1.1 million to cover costs.
- **Public Comment:**
- None

TOPIC #2	**Information Technology**
PRESENTER	David Watterson, IT Director
NOTES/OUTCOME	

- David Watterson**:** overview of revenues and expenses, central telephone services, and expenditures. Review of new staff online training program.
- Joy: website redesign? Watterson: 20 person website committee to correct ADA Compliance, spelling, training, etc. Online payments, police reports, online form availability for crime prevention, and job opportunities.

- Cromley: Sherriff's office services? Watterson: house all communications for safety, jail module, 24-7 support.
- Ronning: Committee identified other City websites they would like to see? Watterson: would like input from Council and staff. Also, looking at Civics Plus newest sites to find best features.
- Mayor: would like to see link on website for opinions on existing and new features.
- Neese: reserves out of General Fund - putting aside from other departments? Watterson: forecast expenses, allocate based on use of services per department. Find ways to save money and be more efficient. Keep those funds for IT.
- Yakawich: recycle old telephones? Watterson: would not have good resale value. Do have contacts of companies looking for parts and hardware.
- Ewalt: equipment replacement program? Watterson: vehicles only.
- Brown: resources not from General Fund correct? Watterson: reserves built from savings and efficiency.
- Mayor: are funds for phone upgrade separated from general fund? Watterson: 6060 fund, separate from all other funds.
- **Public Comment:**
- None

TOPIC #3	**Planning and Community Services Department (PCSD)**
PRESENTER	Wyeth Friday, Planning and Community Services Director
NOTES/OUTCOME	

- Wyeth Friday: overview of Building Division Community Development, Code Enforcement and City County Planning and Project Re:Code program. Revenues and expenditures, reserve status, PCSD challenges, focus areas and 12 year comparison.
- **Public Comment:**
- None

TOPIC #4	**ADDED ITEM: General Fund Reserves**
PRESENTER	
NOTES/OUTCOME	

- Andy Zoeller, Finance Director: overview of General Fund, reserves and recommended balances.

- Clark: why have reserves in Public Safety, should be spending mills and backfill from General Fund? Zoeller: that is how it happens, end year at $1.6 million to cover cash expenses.
- Council discussion regarding budget, costs and reserves. Mill levy discussion. Direct staff to bring back options to balance budget.

TOPIC #5	Council Discussion
PRESENTER	
NOTES/OUTCOME	

- None

TOPIC #6	Public Comment on Items not on the Agenda
PRESENTER	
NOTES/OUTCOME	

- **Kevin Nelson, 4310 Bruce Avenue, Billings, Montana:** need to look closely at SBURA reimbursements.